



# AGENDA

## Ordinary Council Meeting Tuesday, 24 February 2026

**Date** Tuesday, 24 February 2026

**Time** 10:30 am

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

**File Reference** 1825343

## **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 24 February 2026, at 10:30 am.**

### **Council Members**

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

Quorum – no less than 5 members

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

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

Nigel Trainor

### **Chief Executive**

## Order Of Business

<b>1</b>	<b>Opening Prayer and Waiata .....</b>	<b>5</b>
<b>2</b>	<b>Apologies .....</b>	<b>5</b>
<b>3</b>	<b>Public Forum .....</b>	<b>5</b>
<b>4</b>	<b>Identification of Urgent Business .....</b>	<b>5</b>
<b>5</b>	<b>Identification of Matters of a Minor Nature .....</b>	<b>5</b>
<b>6</b>	<b>Declaration of Conflicts of Interest .....</b>	<b>5</b>
<b>7</b>	<b>Confirmation of Minutes .....</b>	<b>6</b>
7.1	Minutes of the Council Meeting held on 27 January 2026 .....	6
<b>8</b>	<b>Schedules of Functions Attended .....</b>	<b>20</b>
8.1	Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors .....	20
8.2	Schedule of Functions Attended by the Chief Executive .....	25
<b>9</b>	<b>Reports .....</b>	<b>27</b>
9.1	Affixing of the Common Seal .....	27
9.2	Release of Public Excluded Items .....	32
9.3	Adoption of the Draft Canterbury Local Authorities Triennial Agreement 2025-2028 .....	34
9.4	Temporary Road Closure Applications - Section 342 and Schedule 10, Clause 11(e) LGA .....	44
9.5	Actions Register Update .....	59
9.6	Resolution to Include Supplementary Reports .....	74
9.7	Budget Reallocation for Transport Survey Gear Renewal .....	78
9.8	External Governance Appointments Policy and Public Excluded Meetings and Workshops Policy - minor amendments .....	81
9.9	Procurement Policy Adoption .....	95
9.10	Council Investments and Borrowing for the period ending 31 December 2025 .....	125
9.11	Council Financial Performance Report to 31 January 2026 .....	135
9.12	Annual Plan 2025/26 Service Performance Report for the period 1 October to 31 December 2025 .....	157
9.13	Annual Plan 2026/27 Development and Adoption Timeline .....	214
9.14	Draft Annual Plan 2026/27 Budget .....	217
9.15	2026/27 Draft Fees and Charges .....	227
<b>10</b>	<b>Consideration of Urgent Business Items .....</b>	<b>296</b>
<b>11</b>	<b>Consideration of Minor Nature Matters .....</b>	<b>296</b>
<b>12</b>	<b>Public Forum Items Requiring Consideration .....</b>	<b>296</b>

<b>13</b>	<b>Exclusion of Public.....</b>	<b>297</b>
13.1	Public Excluded Minutes of the Council Meeting held on 27 January 2026 .....	297
13.2	Section 17A Report - Venture Timaru .....	297
13.3	Property Divestment - Pacific Street, Timaru.....	297

- 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 27 January 2026**

**Author:** Meghan Taylor, Acting Democracy Services Lead

#### **Recommendation**

That the Minutes of the Council Meeting held on 27 January 2026 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

#### **Attachments**

##### **1. Minutes of the Council Meeting held on 27 January 2026**



# MINUTES

## Ordinary Council Meeting Tuesday, 27 January 2026

Ref: 1825343

**Minutes of Timaru District Council  
Ordinary Council Meeting  
Held in the Council Chamber, District Council Building, King George Place, Timaru  
on Tuesday, 27 January 2026 at 10:30 am**

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

**In Attendance:** **Community Board Members:** Charles Scarsbrook (Temuka), Anna Lyon (Pleasant Point), Rosie Woods (Geraldine)

**Officers:** Nigel Trainor (Chief Executive), Stephen Doran (General Manager Corporate), Paul Cooper (General Manager Regulatory), Suzy Ratahi (General Manager Land Transport), Andrew Lester (General Manager Drainage and Water), Mike Wrigley (General Manager Recreation Facilities), Michael Priest (General Manager Gallery, Libraries, Archives, Museum), Aaron Hakkaart (Planning Manager), Philip Howe (Museum Director), Rachel Leitch (Communications Team Leader), Steph Forde (Corporate and Strategic Planner), Matthew O'Brien (Finance Manager / Financial Accountant), Tyler Zandrack (Senior Finance Business Partner), Brendan Madley (Senior Policy Advisor), Katie Ryan (Acting Transport Strategy Advisor), Alesia Cahill (Executive Support Manager), Maddison Gourlay (Marketing and Communications Advisor), Meghan Taylor (Acting Democracy Services Lead)

**1      Opening Prayer**

*Martin Winterson (Life Church Timaru) conducted the opening prayer*

*The Community Partnership Team Leader led the waiata*

**2      Apologies**

No apologies were received.

**3      Public Forum**

There were no public forum items.

**4      Identification of Urgent Business**

No items of urgent business were received.

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

No matters of a minor nature were raised.

**6      Declaration of Conflicts of Interest**

No conflicts of interest were declared.

**7 Confirmation of Minutes****7.1 Minutes of the Council Meeting held on 9 December 2025****Resolution 2026/1**

Moved: Clr Scott Shannon

Seconded: Clr Michelle Pye

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

**Carried**

**8 Reports****8.1 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.

*Investigate Subcontracting Across Council*

The Council requested this action item remain open until the Section 17a had been received by Council at the February meeting.

*Investigate Small Trades*

The Mayor will take this offline and speak with the Chief Executive regarding opportunities and how to progress with this action.

*Vertical Infrastructure Maintenance Report (Quarterly)*

Council requested officers provide a date of when the work will be completed and a report returned to Council.

*Freedom Camping Enforcement, additional signage and limiting access*

Discussion included revenue received and any issues that have arisen. The Group Manager Regulatory advised there had been no issues raised to them.

*Rates and Revenue Review*

It was noted Council had not been advised of organised workshop dates.

*District Pools Single Shift Consultation*

Discussion included the Cbay 50m outdoor pool and data collection methods that could be used to ascertain accurate figures of usage. It was noted the Mayor will have a discussion with the General Manager Recreation Facilities offline.

*Full Internal Review (Annual Report Audit)*

Discussion included action items following the report to the Audit and Risk Meeting update, it was noted that Council will receive an update from the Independent Chair.

**Resolution 2026/2**

Moved: Mayor Nigel Bowen

Seconded: Cllr Stacey Scott

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

**Carried**

## **8.2 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.

It was raised that additional information in the covering report was desired.

### **Resolution 2026/3**

Moved: Cllr Peter Burt

Seconded: Cllr Scott Shannon

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

16 December 2025 – Approval of Warrants

18 December 2025 – Approval of Warrants

18 December 2025 – Approval of Warrants

18 December 2025 – Approval of Warrants

**Carried**

## **8.3 Appointments to Council Organisations/Joint Committees and Affiliated Organisations**

To make appointments to the Joint Committees and Affiliated Organisations described in this report.

Cllr Michelle Pye nominated Cllr Philip Harper to be the Climate Change Action Planning Reference Group representative. No other nominations were put forward.

Cllr Michelle Pye nominated Cllr Stacey Scott to be the Biodiversity Champions Group representative. No other nominations were put forward.

### **Resolution 2026/4**

Moved: Cllr Michelle Pye

Seconded: Cllr Graeme Wilson

That Council makes the following appointments to Council Organisations, Joint Committees and Affiliated Organisations:

- Biodiversity Champions Group – Cllr Stacey Scott
- Climate Change Action Planning Reference Group – Cllr Philip Harper

**Carried**

**8.4 Temporary Road Closure Applications - Section 342 and Schedule 10, Clause 11(e) LGA**

The General Manager Land Transport spoke to the report to seek the Council's approval of temporary road closure application(s), as per Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974 alongside approval for the Caroline Bay Rock and Hop Classic Car Cruise to charge a \$50 entry fee for this event under Schedule 10, Clause 11(b) of the Local Government Act 1974.

Discussion included reviews of events to reduce costs of temporary traffic management, it was noted the Dawn services will be reviewed this year to identify changes that could be made.

**Resolution 2026/5**

Moved: Clr Peter Burt

Seconded: Clr Stacey Scott

That Council

1. Approve the temporary road closure application(s) listed in the table in Section 9 of this report, under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974, including all conditions proposed by officers.
2. Approve that traffic management for the application(s) listed in the table in Section 10 of this report, be funded from the Community Events and Programmes budget.
3. Approve Caroline Bay Rock and Hop Classic Car Cruise to charge \$50 entry fee for this event under Schedule 10, Clause 11(b) of the Local Government Act 1974
4. Approve South Canterbury Rugby Football Union to charge \$15 entry fee for this event under Schedule 10, Clause 11(b) of the Local Government Act 1974

**Carried**

**8.5 Urban Street Tree Policy Amendment**

The General Manager Land Transport spoke to the report to approval a minor amendment to the Urban Street Trees Policy and the associated Delegations Schedule to enable timely operational decision-making by Council Officers where street trees are causing damage to private or public assets.

The General Manager Land Transport highlighted temporary solutions it mitigate the removal of trees which included removing risk of failure branches and root ball pruning to support drains, kerb and channel, footpaths and roads.

There was support within Council to retain the *Populus deltoides* (Cottonwood) street tree on Latter Street, beside the Council main building.

Discussion included cost of temporary solutions and replacements. The General Manager Land Transport advised that while there is some funding through the New Zealand Transport Agency, this activity falls within the Street Tree contract which is based on a lump sum contract. It was noted that where there is ability to support the replant of a tree in another area, officers were investigating appropriate species and placement for the area's where the removal of trees had been identified.

Further discussion included roundabout plantings, outdated policies and retrospective issues with historical plantings, root restrictions, root pruning, damage to private and public assets, deciduous vs evergreen species in high leaf fall areas and the risk of delegating the responsibility.

Council asked for improved communications regarding decisions made to remove trees under the delegated authority and for high profile removals be considered at Council.

It was agreed to approve the delegation, with the addition of the decision be made jointly with the General Manager Land Transport and General Manager Assets and Infrastructure.

### **Resolution 2026/6**

Moved: Clr Michelle Pye

Seconded: Clr Graeme Wilson

That Council:

1. Approve the amendment of Street Trees Policy clause 4.4.3 to read: *(additions in bold)*  
*“Dead, diseased, damaged and unsafe trees or that are causing damage to private or public assets will be removed and replaced if appropriate.”*
  
2. Approve the amendment of the Delegations Manual 6.26.2 to read: *(additions in bold)*  
*“Removal of dead, diseased, damaged, unsafe trees or trees that are causing damage to private or public assets.” Decisions be delegated jointly to the General Manager Land Transport and General Manager Assets and Infrastructure. Carried*

### **8.6 Council submissions on government proposals and legislation**

The Senior Policy Advisor tabled the Development Levies, Resource Management Act (RMA), Rates Capping and Simplifying Local Government Draft Submissions and spoke to the report to seek feedback on the prepared draft submissions to central government on various topics which will, collectively, contribute to a reform of local government.

The Planning Manager provided Council with a verbal summary of the Development Levies draft submission.

Clr Scott advised she had a number of additions to be included and will provide these to officers.

The Planning Manager provided Council with a verbal summary of the RMA reform draft submission.

Council were advised that the RMA reform bill has been introduced to the Select Committee Process and noted the earlier submission date of 13 February.

Discussion included adding local examples to specific concerns, bespoke zoning, clarity regarding Councils position around agreement of the intention, and allocation of natural resources.

The Senior Policy Advisor provided Council with a verbal summary of the Rates Capping draft submission.

Discussion included the requirement of Central Government Funding, concerns regarding fairness of funding and how economic activity is not a viable metric, roading exemption pre-requisite for rates capping, clarity regarding bridges and their incorporation in the roading activity, history of low rates rises.

The Chief Executive spoke to Council regarding Councils valuation regime with emphasis on ensuring it is up to date before 2029 and highlighted that Local Government entities have a lot of public good assets that need to be maintained with debt that needs to be repaid.

Further discussion included strategy to connecting all the submissions

The Senior Policy Advisor provided Council with a verbal summary of the Simplifying Local Government draft submission.

Discussion included welcoming structure change, pros and cons regarding the capacity of the Mayors and how that is supported, transition boards, balancing capacity requirements, removal of non-voting members, requesting statutory support from the Department of Internal Affairs, conflicts surrounding representing the community and governing at Regional Council.

Further discussion included Long Term Plans and amendments requiring auditing.

The Senior Policy Advisor advised that the feedback received will be incorporated with tracked changes and circulated to Council, prior to final submission.

### **Resolution 2026/7**

Moved: Clr Scott Shannon

Seconded: Clr Graeme Wilson

That Council:

1. Receive the four draft submissions and allow for them to be considered at the Council meeting on 27 January 2025: "Simplifying Local Government; Rates capping; RMA reform and; Development levies".
2. Provide feedback to officers on the draft submissions.
3. Delegate authority to the Mayor to approve the final submissions for lodging.

**Carried**

### **Attachments**

- 1 Tabled Draft Submission - Development Levies
- 2 Tabled Draft Submission - RMA Reform
- 3 Tabled Draft Submission - Rates Capping
- 4 Tabled Draft Submission - Simplifying Local Government

Council adjourned at 12.40pm.

Council reconvened at 1.10pm.

### **8.7 Update on implementing Water Service Delivery Plan**

The Chief Executive tabled the overview of previous decisions made on Council regarding Water Service Delivery and spoke to the report to update Council on the implementation of its Water Service Delivery Plan (WSDP) and the circumstances for passing a resolution by 31 March 2026 on establishing a joint Water Organisation with MacKenzie District Council.

The Chief Executive highlighted the importance of also looking at other potential partners of the Joint Water Organisation and what those options look like and explained the summary tables from the WSDP's.

It was noted that Timaru District Council and MacKenzie District Council were natural partners and aligns with wider government amalgamation.

Discussion included geographical boundaries with Southern Water Done Well and support for establishing a Joint Water Organisation with MacKenzie District Council, while continuing to explore other partners.

### **Resolution 2026/8**

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

That Council:

1. Agree to establish a joint Water Organisation with Mackenzie District Council and potentially others.
2. Agree that in the circumstances the following are the reasonably practicable options for a decision by 31 March 2026 on establishing a joint Water Organisation with Mackenzie District Council:
  - a. Waitaki District Council
  - b. Southern Waters (Gore, Clutha and Central Otago District Councils' Water Organisation)
3. Establish a Council Steering Group (CSG) of Mayor Bowen and Clr Wilson to steer the decision-making process for a resolution by 31 March 2026 on establishing a joint Water Organisation.

**Carried**

### **Attachments**

- 1 Tabled Supplementary Information - Timaru District Council Overview of previous Local Water Done Well decisions

### **8.8 Council Financial Performance Report to 30 November 2025**

The Senior Finance Business Partner and the Finance Manager / Financial Accountant spoke to the report to outline progress on implementing the 2025-26 Annual Plan and report on the financial results for the period ended 30 November 2025.

Discussion included variances, capex underspend and timing, reforecasting and ongoing problem with phasing within budget. It was noted that the reforecast is in progress and will be presented to Council at the February meeting. Interest expenses were raised, and were asked to be included in the reforecasting.

The Chief Executive spoke to interest received and the correlation between drawing down borrowings. The positive balance from the profit and loss statement was highlighted and has been achievable due to expenses being reduced.

Council asked for the commentary and explanations to be improved for the reforecast.

#### **Resolution 2026/9**

Moved: Cllr Michelle Pye

Seconded: Cllr Peter Burt

That Council receive and note the summary financial results to 30 November 2025.

**Carried**

#### **8.9 Bad Debts Written Off as at 31 December 2025**

The Finance Manager / Financial Accountant spoke to the report to provide Council with a high level overview of the year to date debts that had been written off.

Discussion included debtors with multiple debts and historical policy and changes which have occurred since the debt was initially incurred.

#### **Resolution 2026/10**

Moved: Mayor Nigel Bowen

Seconded: Cllr Scott Shannon

That the Council receive and note the report Bad Debts Written Off as at 31 December 2025.

**Carried**

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

No items of urgent business were received.

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

No matters of a minor nature were raised.

#### **11 Public Forum Items Requiring Consideration**

There were no public forum items.

#### **12 Resolution to Exclude the Public**

##### **Resolution 2026/11**

Moved: Mayor Nigel Bowen

Seconded: Cllr Chris Thomas

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

<b>12.1</b>	<b>Public Excluded Minutes of the Council Meeting held on 9 December 2025</b>
<b>12.2</b>	<b>Bad Debts Written Off as at 31 December 2025</b>
<b>12.3</b>	<b>Fraser Park Community Trust Loan Requirements</b>
<b>12.4</b>	<b>Timaru Intersection Upgrade Project - MBIE Funding</b>
<b>12.5</b>	<b>Theatre Royal and Museum Construction Project Tenders</b>
<b>12.6</b>	<b>Strathallan Corner Traffic Signal Upgrade</b>
<b>12.7</b>	<b>Property Divestment - 14-16 Butler Street and 17-21 Bank Street</b>

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 1.34pm:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<b>12.1 - Public Excluded Minutes of the Council Meeting held on 9 December 2025</b>  <b>Matters dealt with in these minutes:</b>  <b>13.1 - Public Excluded Minutes of the Council Meeting held on 4 November 2025</b>  <b>13.2 - Pleasant Point Pool electrical infrastructure upgrades</b>  <b>13.3 - Property Divestment - Ratification of Offer - Pareora Closed Landfill - Cnr Sands Road and State Highway 1</b>	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 9 December 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 December 2025.
<b>12.2 - Bad Debts Written Off as at 31 December 2025</b>	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy, including the privacy of deceased persons
<b>12.3 - Fraser Park Community Trust Loan Requirements</b>	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the	To protect commercially sensitive information  To enable Council to carry out commercial activities

	<p>commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	
<b>12.4 - Timaru Intersection Upgrade Project - MBIE Funding</b>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	To protect commercially sensitive information
<b>12.5 - Theatre Royal and Museum Construction Project Tenders</b>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	To protect commercially sensitive information
<b>12.6 - Strathallan Corner Traffic Signal Upgrade</b>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	To protect commercially sensitive information
<b>12.7 - Property Divestment - 14-16 Butler Street and 17-21 Bank Street</b>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	To protect commercially sensitive information

Carried

**Admittance of Public to Public Excluded Meeting Items 12.4 and 12.5****Resolution 2026/12**

Moved: Mayor Nigel Bowen

Seconded: Clr Stacey Scott

That Paul Haggath (Team Projects Ltd) be permitted to remain at this meeting for item 12.5, after the public has been excluded, because of their knowledge as Project Manager. This knowledge will be of assistance in relation to the matter to be discussed.

That Craig O'Connor (Gresson Dorman & Co) be permitted to remain at this meeting for item 12.4, after the public has been excluded, to provide legal advice.

**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.”

**13 Public Excluded Reports****12.1 Public Excluded Minutes of the Council Meeting held on 9 December 2025****13.1 Public Excluded Minutes of the Council Meeting held on 4 November 2025****13.2 Pleasant Point Pool electrical infrastructure upgrades****13.3 Property Divestment - Ratification of Offer - Pareora Closed Landfill - Cnr Sands Road and State Highway 1**

- 12.2     Bad Debts Written Off as at 31 December 2025**
- 12.3     Fraser Park Community Trust Loan Requirements**
- 12.4     Timaru Intersection Upgrade Project - MBIE Funding**
- 12.5     Theatre Royal and Museum Construction Project Tenders**
- 12.6     Strathallan Corner Traffic Signal Upgrade**
- 12.7     Property Divestment - 14-16 Butler Street and 17-21 Bank Street**
- 14        Readmittance of the Public**

**Resolution 2026/13**

Moved:     Mayor Nigel Bowen

Seconded: Clr Philip Harper

That the meeting moves out of Closed Meeting into Open Meeting at 3.16pm.

**Carried**

**The meeting closed at 3.16pm.**

.....  
**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 24 November 2025 to 8 February 2026.

- 24 November 2025 Attended Hospitality New Zealand, SC Branch Christmas celebration
- 25 November 2025 Attended Elected Member Inductions
- 26 November 2025 Meet with SC Chamber of Commerce for monthly catch up
- 27 November 2025 Attended ARA Stakeholder meeting
  - Attended Civil Defence Emergency Management Joint Committee meeting
  - Attended Canterbury Mayoral Forum dinner
- 28 November 2025 Participated in Mayoral Musings on The Breeze radio station
  - Chaired Canterbury Mayoral Forum meeting
- 29 November 2025 Participated in the Temuka Christmas Parade
  - Attended SC Master Builders Christmas Function
- 1 December 2025 Attended meeting with Timaru District Sister City, Orange NSW
- 2 December 2025 Attended Elected Member Inductions
- 3 December 2025 Attended and spoke at SADD End of Year Event
  - Met with MTFJ Team for monthly update meeting
- 4 December 2025 Spoke to the Timaru Men's Club
  - Attended Community Partnerships Subcommittee meeting
  - Led MTFJ Industry Graduations awards
  - Attended 15 Squadron ATC and TS Royalist end of year function
- 5 December 2025 Spoke at the Washdyke Switching Station Official Opening
- 7 December 2025 Attended and judged floats at the Timaru Christmas Parade
- 8 December 2025 Attended Governance meeting regarding Water Management in Waitaki
- 9 December 2025 Attended Council Workshop
  - Chaired People, Performance and Appointments meeting

	Led Citizenship Ceremony
	Chaired December Council meeting
<i>10 December 2025</i>	Attended Roncalli College Prizegiving
<i>11 December 2025</i>	Attended Craighead Diocesan School Prizegiving
	Attended Arowhenua School walking track celebration
<i>12 December 2025</i>	Participated in Mayoral Musings on The Breeze radio station Christmas edition
	Attended and spoke at Age Concern Volunteers Celebration
<i>14 December 2025</i>	Spoke at the Free Ground and Unmarked Graves memorial
	Attended and spoke at the Opening Alexandra Lifeboat Building
<i>15 December 2025</i>	Attended Seismic Strengthening Group meeting
	Hosted Community Christmas morning tea celebration
	Attended Audit and Risk workshop
	Attended Governance meeting regarding Water Management in Mackenzie
	Attended Host Lions Christmas dinner
<i>16 December 2025</i>	Attended Elected Member Inductions
<i>17 December 2025</i>	Met with NZTA for bimonthly catch-up
	Attended Elected Member Induction
<i>18 December 2025</i>	Spoke on the Breeze radio station regarding the new Christmas tree
	Spoke to TVNZ Breakfast show regarding the new Christmas tree
<i>19 December 2025</i>	Spoke to Radio Hokonui regarding the new Christmas tree
<i>21 January 2026</i>	Attended Water Service Delivery Model meeting with Mackenzie and Waitaki Councils
<i>23 January 2026</i>	Chaired Canterbury Mayoral Forum workshop
<i>24 January 2026</i>	Attended formal handover of CPlay bike park from Lions Foundation
<i>26 January 2026</i>	Attended Elected Member Induction
	Attended Audit and Risk Committee meeting
<i>27 January 2026</i>	Chaired Council meeting
<i>29 January 2026</i>	Attended Canterbury Mayoral Forum meeting
	Attended Canterbury Mayoral Forum dinner
<i>30 January 2026</i>	Attended Canterbury Regional Transport Committee Briefing
	Chaired Mayoral Forums Plan for Canterbury workshop
	Attended Regional Deal Governance Group meeting
<i>2 February 2026</i>	Attended Norwegian Spirit Cruise Ship function
<i>3 February 2026</i>	Led two Citizenship ceremonies

	Attended Museum Collection Subcommittee meeting
	Led Hall of Fame induction ceremony
4 February 2026	Drew prizes for the 2025/2026 Sunsational Challenge
	Met with MTFJ Team for monthly update meeting
7 February 2026	Officially open the Roger Mahan Heritage Centre and the National Carriage Museum of New Zealand in Geraldine

In addition to these duties I met and spoke with 109 members of the public on issues of concern to them.

**Functions Attended by the Deputy Mayor for the Period 24 November 2025 to 8 February 2026.**

27 November 2025	Attended ARA Stakeholder meeting
8 December 2025	Attended Governance meeting regarding Water Management in Waitaki
14 December 2025	Attended Official Opening Alexandra Lifeboat Building
15 December 2025	Attended Community Christmas morning tea celebration
	Attended Governance meeting regarding Water Management in Mackenzie
26 December 2025	Opened the 115 <sup>th</sup> Caroline Bay Carnival
21 January 2026	Attended Water Service Delivery Model meeting with Mackenzie and Waitaki Councils
30 January 2025	Attended Government announcement of Grants Road /SH1 intersection
3 February 2026	Attended Hall of Fame Induction for John Hepburn

In addition to these duties I met with 33 members of the public on issues of concern to them

**Functions Attended by Councillor Stacey Scott for the Period 24 November 2025 to 8 February 2026.**

26 November 2025	Attended Procurement & Projects Meeting with SLT as Chair
27 November 2025	Attended RMA Hearing Panel Deliberations
4 December 2025	Attended Local Water Done Well Water Literacy Webinar
14 December 2025	Attended Official Opening Alexandra Lifeboat Building
16 December 2025	Met with Strategic Planning Committee
16 December 2025	Attended LGNZ Zoom with National Council
17 December 2025	Attended LGNZ Zoom on Rates Capping with DIA
January 2026	PDP Decision Review Work
21 January 2026	Attended Water Service Delivery Model meeting with Mackenzie and Waitaki Councils
3 February 2026	Held Stadium Fundraising Committee meeting
3 February 2026	Attended Museum Collection Subcommittee meeting

*3 February 2026* Attended Hall of Fame Induction for John Hepburn

In addition to these duties I met and spoke with 6 members of the public on issues of concern to them.

**Functions Attended by Councillor Philip Harper for the Period 24 November 2025 to 8 February 2026.**

*24 November 2025* Attended Go Geraldine meeting

*27 November 2025* Attended Geraldine High School Prizegiving

*29 November 2025* Opened the over 70s Veterans Cricket Tournament in Timaru

*5 December 2025* Attended and judged the Geraldine Christmas Parade

*8 December 2025* Attended Governance meeting regarding Water Management in Waitaki

*15 December 2025* Attended Governance meeting regarding Water Management in Mackenzie

*21 January 2026* Attended Water Service Delivery Model meeting with Mackenzie and Waitaki Councils

*3 February 2026* Attended Hall of Fame Induction for John Hepburn

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

**Functions Attended by Councillor Michelle Pye for the Period 24 November 2025 to 8 February 2026.**

*3 December 2025* Attended SADD End of Year Event

*8 December 2025* Attended Governance meeting regarding Water Management in Waitaki

*15 December 2025* Attended Governance meeting regarding Water Management in Mackenzie

*3 February 2026* Attended Hall of Fame Induction for John Hepburn

*5 February 2026* Attended Cruise Ship Tour and Visit

In addition to these duties I met and spoke with a number of members of the public on issues of concern to them.

**Functions Attended by Councillor Chris Thomas for the Period 24 November 2025 to 8 February 2026.**

*24 November 2025* Attended the Friends of Theatre Royal Committee meeting

*4 December 2025* Attended meeting with Venture Timaru to discuss the draft of the Towards 2050 document.

*8 December 2025* Attended Governance meeting regarding Water Management in Waitaki

*10 December 2025* Attended meeting at Council re accessibility of Council facilities

*15 December 2025* Attended Governance meeting regarding Water Management in Mackenzie

*17 December 2025* Attended South Canterbury Drama League Board meeting

*22 January 2025* Attended SC Chamber of Commerce BA5 meeting

*30 January 2025* Attended Grand Opening of The Croft Homestead

*3 February 2026* Attended Hall of Fame Induction for John Hepburn

In addition to these duties I met and spoke with 8 members of the public on issues of concern to them.

<https://www.timaru.govt.nz/council/council-and-committee-meetings/elected-member-attendance-at-meetings/>

**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 24 November 2025 and 8 February 2026.**

25 November 2025	Attended Elected Member Inductions
27 November 2025	Attended Canterbury Mayoral Forum dinner
28 November 2025	Attended Canterbury Mayoral Forum
1 December 2025	Attended meeting with Timaru District Sister City, Orange NSW
2 December 2025	Attended Elected Member Inductions
4 December 2025	Attended Local Water Done Well Literacy Webinar
8 December 2025	Attended Governance meeting regarding Water Management in Waitaki
9 December 2025	Attended Council workshop Attended People, Performance and Appointments meeting Attended Council meeting
15 December 2025	Attended Community Christmas morning tea celebration Attended Audit and Risk workshop Attended Governance meeting regarding water management in Mackenzie
16 December 2025	Attended Elected Member Inductions
17 December 2025	Met with NZTA for bi-monthly catch up Attended Council workshop
14 January 2026	Met with Chief Executive Venture Timaru Limited
15 January 2026	Met with General Manager Timaru District Holdings Limited
21 January 2026	Attended Water Service Delivery Model Meeting with Mackenzie and Waitaki Councils
23 January 2026	Attended Canterbury Mayoral Forum workshop
26 January 2026	Attended Chief Executives Forum Attended Audit and Risk Committee meeting
27 January 2026	Attended Council meeting

*30 January 2026*      Attended Mayoral Forums Plan for Canterbury workshop

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

**Attachments**

**Nil**

## 9 Reports

### 9.1 Affixing of the Common Seal

**Author:** Jessica Kavanaugh, Democracy Services Lead

**Authoriser:** Stephen Doran, General Manager Corporate

#### Recommendation

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

19 January 2026 – Approval of Warrants

22 January 2026 – Approval of Warrants

03 February 2026 – Approval of Warrants

03 February 2026 – Approval of Warrants

#### Purpose

1. To report the Chief Executive has approved the Warrant of Appointments and is reporting that as required under the delegation manual (Clause 3.4.5).
2. To note the names have been redacted for the privacy of the employees. Council authorise the signing and sealing of these documents.
3. The attached warrants for signing and sealing are detailed below;
  - Three new warrants for a contractor due to staffing changes within their organisation.
  - Six renewals of warrants for a contractor and one new warrant for the contractor.

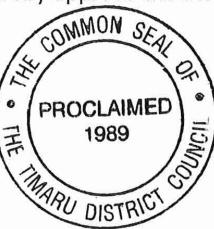
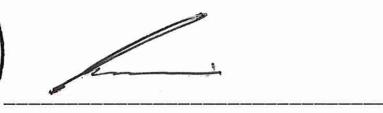
#### Attachments

1. **Execution of warrants - 19.01.26** [!\[\]\(3545d2906edb14e1daba9809b6819057\_img.jpg\)](#) [!\[\]\(e4bd80a4f59fa8c6807a575c8a984d5a\_img.jpg\)](#)
2. **Execution of warrants - 22.01.26** [!\[\]\(152ac55b38e71f30aae121e89de4f46c\_img.jpg\)](#) [!\[\]\(c8ff846e55bc304ff31ec55cef621247\_img.jpg\)](#)
3. **Execution of warrants - 03.02.26** [!\[\]\(94f4ff2a9a45763f1a01fa3bb89ea281\_img.jpg\)](#) [!\[\]\(40d4f2199fcbd36f7a3b0a3ac669e987\_img.jpg\)](#)
4. **Execution of warrants - 03.02.26** [!\[\]\(629cae12a2c9c1141ad0516508bb0390\_img.jpg\)](#) [!\[\]\(05f4a9c9fbe7b88775dee6f64cafead5\_img.jpg\)](#)



### Approval of warrants

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

Nigel Bowen Nigel Trainor

19/01/2026

Date

Name	Title	Unit
[REDACTED]	Enforcement Officer	First Security
[REDACTED]	Enforcement Officer	First Security

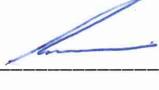
#1816413



### Approval of warrants

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

  
Nigel Bowen

  
Nigel Trainor



22/01/2026

Date

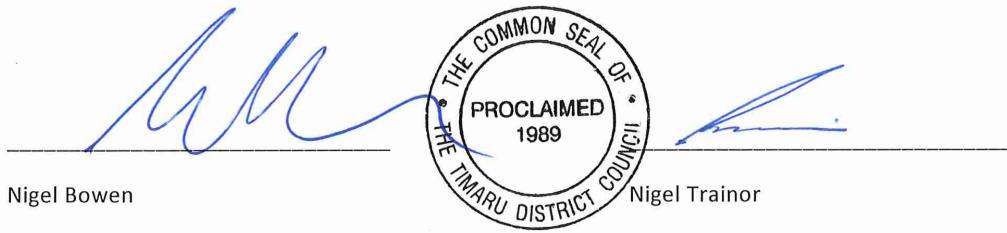
Name	Title	Unit
[REDACTED]	Enforcement Officer	First Security

#1818179



### Approval of warrants

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



03/02/2026

Date

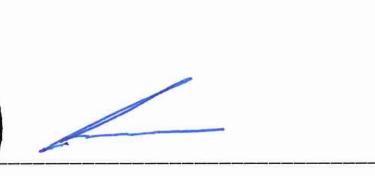
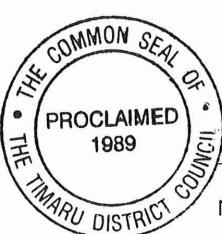
Name	Title	Unit
	Driver	Enviro NZ
	Bin Inspector	Enviro NZ
	Waste Minimisation and Education Advisor	Enviro NZ
	Waste Minimisation and Education Advisor	Enviro NZ

#1811478



### Approval of warrants

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



Nigel Bowen

Nigel Trainor

03/02/2026

Date

Name	Title	Unit
	Operations Manager	Enviro NZ
	Driver	Enviro NZ
	Landfill Technician	Enviro NZ

#1819733

## 9.2 Release of Public Excluded Items

**Author:** Jessica Kavanaugh, Democracy Services Lead

**Authoriser:** Stephen Doran, General Manager Corporate

### Recommendation

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

1. Council – Item 5.1 Aorangi Stadium Redevelopment Stage 1 15 November 2024
2. Council - Item 13.3 Appointment of Directors to Timaru District Holdings Limited 10 December 2024
3. Council - Item 13.4 Appointment of Directors to Venture Timaru Limited 10 December 2024
4. Council - Item 13.5 Timaru District Holdings Limited and Venture Timaru Limited Director Fees 10 December 2024
5. Council Public Excluded Minutes 01 April 2025
6. Council Workshop Public Excluded Minutes 15 July 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 5.1 Aorangi Stadium Redevelopment Stage 1 15 November 2024. This report does not include the associated attachments.

*<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/council/2024/extraordinary-council2>*

- Council - Item 13.3 Appointment of Directors to Timaru District Holdings Limited 10 December 2024

*<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/council/2024/council-10.12.24>*

- Council - Item 13.4 Appointment of Directors to Venture Timaru Limited 10 December 2024  
*<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/council/2024/council-10.12.24>*
- Council - Item 13.5 Timaru District Holdings Limited and Venture Timaru Limited Director Fees 10 December 2024  
*<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/council/2024/council-10.12.24>*
- Council Public Excluded Minutes 01 April 2025  
*<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/council/2025/council-01.04.25>*
- Council Workshop Public Excluded Minutes 15 July 2025  
*<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/public-workshops/2025/workshop-15.07.25>*

**Attachments****Nil**

**9.3 Adoption of the Draft Canterbury Local Authorities Triennial Agreement 2025-2028**

**Author:** Meghan Taylor, Acting Democracy Services Lead

**Authoriser:** Nigel Trainor, Chief Executive

**Recommendation**

That Council ratifies the Canterbury Local Authorities Triennial Agreement 2025-2028.

**Purpose of Report**

- 1 The purpose of this report is to seek Council's approval to ratify the Canterbury Local Authorities Triennial Agreement 2025-2028, prior to signing by the Canterbury Mayors as required by 1 March 2026.

**Assessment of Significance**

- 2 This matter is of low significance under the Council's Significance and Engagement Policy. It relates to establishing the arrangements for cooperation between local authorities across the Canterbury Region and is a requirement of the Local Government Act 2002 (LGA). It does not affect levels of service, strategic assets or rates.

**Background**

- 3 The LGA requires all local authorities within a regional council to enter into a Triennial Agreement that complies with section 15 of the LGA.
- 4 The Triennial Agreement must be signed by 1 March of the year following local government elections, and applies until the next triennium local government election or were replaced by another agreement.
- 5 The purpose of a Triennial Agreement is to ensure that appropriate levels of communication, co-ordination and collaboration are maintained between local authorities within the region, and agreements must include:
  - 5.1 protocols for communication and co-ordination between councils.
  - 5.2 the process by which councils will comply with section 16 of the Act, which applies to significant new activities proposed by regional councils.
  - 5.3 processes and protocols through which all councils can participate in identifying, delivering and funding facilities and services of significance to more than one district.
- 6 Triennial Agreements may also include commitments to establish joint governance arrangements to give better effect to the matters set out above (section 15(3) LGA).
- 7 The Agreement mandates the work of the Mayoral Forum, the Chief Executive Forum and other regional forums and working groups. The parties to the Agreement are the 11 local authorities of the Canterbury region (Kaikōura, Hurunui, Waimakariri, Selwyn, Ashburton, Timaru, Mackenzie, Waimate and Waitaki District Councils, the Christchurch City Council, and the Canterbury Regional Council (Environment Canterbury (ECAN))).

8 A Triennial Agreement may be varied, with agreement between all the local authorities within the region.

### **Discussion**

9 The Canterbury Mayoral Forum adopted the draft Agreement at their meeting on 28 November 2025.

10 The Agreement includes terms of reference for the Mayoral Forum and mandates it as the primary mechanism for implementing the Agreement in Canterbury (Agreement, paragraph 14). The Agreement (paragraph 16) also mandates the Chief Executives Forum and other regional forums and working groups.

11 Paragraph 12 of the Agreement refers to the purpose of local government under section 10 of the LGA. The Local Government (Systems Improvements) Amendment Bill proposes to make changes to the purpose of local government in the LGA. However, as this Bill is not yet enacted paragraph 12 of the Agreement will be updated at the time the Agreement is ratified to reflect the legislation in force at the time.

12 This work is supported by the Secretariat at the Canterbury Mayoral Forum and funded via the regional general rate (levied by ECAN). The work of the Canterbury Mayoral Forum is highlighted at <https://www.canterburymayors.org.nz/>.

### **Options and Preferred Option**

13 **Option 1 (Preferred Option): Ratify the Triennial Agreement 2025-2028.**

13.1 The Council is required to enter into a Triennial Agreement within the region it is part of.

13.2 The Agreement has the endorsement of the local Mayors and establishes arrangements for councils across the Canterbury region to work collaboratively and constructively. It does not restrict or prevent any of the activities Council has set out in its Long-Term Plan or Annual Plan.

13.3 The Agreement also builds on previous Triennial Agreements between the Canterbury Councils. It is a model that has served the region well in presenting a united voice on issues of regional importance while recognising individual Councils circumstances and plans. For these reasons it is recommended that the Agreement is approved as presented.

14 **Option 2: Do not ratify the Triennial Agreement 2025-2028.**

14.1 The Council has the option to request changes to the Agreement as presented.

14.2 This option is problematic as it will require all Canterbury Councils to consider the changes and agree. It will inevitably mean that all Councils across Canterbury are in breach of the requirement to have established a Triennial Agreement prior to 1 March 2026.

### **Consultation**

15 The proposed Triennial Agreement has been reviewed by the Chief Executives of the member Councils. It was then considered and approved by the Mayors of the Canterbury Councils at the Inaugural meeting of the Canterbury Mayoral Forum for the 2025-2028 triennium.

**Relevant Legislation, Council Policy and Plans**

16 [Local Government Act 2002 \(Section 15\)](#)

17 The Agreement needs to be ratified by the parties to the agreement of the 10 territorial authorities in Canterbury and the Regional Council, no later than 1 March 2026.

**Financial and Funding Implications**

18 There are some budget implications in supporting some of the work of the Canterbury Mayoral Forum. These are encompassed within existing budgets and the ECAN rate includes appropriation for the work of the Canterbury Mayoral Forum Secretariat.

**Other Considerations**

19 There are no other considerations.

**Attachments**

1. [Draft Canterbury Local Authorities Triennial Agreement 2025-28](#) 

## **Canterbury Local Authorities' Triennial Agreement 2025-2028**

### **Background**

1. Section 15 of the Local Government Act 2002 (the Act) requires local authorities within a regional council area to enter into a Triennial Agreement (the Agreement) by 1 March following triennial local body elections.
2. The purpose of the Agreement is to ensure appropriate levels of communication, co-ordination and collaboration between local authorities within the region. The agreement must include:
  - protocols for communication and co-ordination between the councils
  - the process by which councils will comply with section 16 of the Act, which applies to significant new activities proposed by regional councils
  - processes and protocols through which all councils can participate in identifying, delivering and funding facilities and services of significance to more than one district.
3. Agreements may also include commitments to establish joint governance arrangements to give better effect to the matters set out in paragraph 2 above.

### **Parties to the Agreement**

4. The Parties to the Agreement are the Kaikōura, Hurunui, Waimakariri, Selwyn, Ashburton, Timaru, Mackenzie, Waimate and Waitaki District Councils, the Christchurch City Council, and the Canterbury Regional Council (Environment Canterbury).

### **Standing together for Canterbury**

5. The Parties agree to work collaboratively and in good faith for the good governance and sustainable development of their districts, cities and region.

### **Communication**

6. The Parties value and will maintain open communication, collaboration and trust. In the interest of "no surprises", the Parties will give early notice of potential disagreements between, or actions likely to impact significantly on, other Parties.

### **Significant new activities**

7. When a Party is considering a major policy initiative or proposal that may have implications for other Parties, they will give early notification to the affected Parties and share the information with the Canterbury Mayoral Forum and the Canterbury Chief Executives Forum.
8. The Canterbury Regional Council will provide early advice to the Canterbury Chief Executives Forum and the Canterbury Mayoral Forum of any significant new activity, in addition to other requirements specified in s.16 of the Act.

IN-CONFIDENCE

### **Local government structure in Canterbury**

9. Notwithstanding the spirit of co-operation and collaboration embodied in the Agreement, the Parties, individually or collectively, reserve the right to promote, consult and/or research change to the structure of local government within the Canterbury region.
10. This right is consistent with the intent to improve the effectiveness and efficiency of local government (Local Government Act 2002 s.24AA), having regard to communities of interest and community representation.

### **Regional Policy Statement review**

11. The Agreement applies to any change, variation or review of the Canterbury Regional Policy Statement.

### **Collaboration**

12. The Parties commit to working collaboratively to:
  - enable democratic local decision-making and action by, and on behalf of, communities
  - [promote the social, economic, environmental, and cultural well-being of communities in the present and for the future (Local Government Act 2002, s.10)].

[or]

  - *[to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses; and to support local economic growth and development by fulfilling the purpose set out above (Local Government (Systems Improvement) Amendment Bill (clause 6))]*
13. Collaboration may be undertaken on a whole-of-region, or sub-regional, basis.
14. The primary mechanism to implement this Agreement is the Canterbury Mayoral Forum. The Forum will meet quarterly and operate in accordance with its agreed terms of reference, which are attached as **Appendix 1**.
15. The Canterbury Mayoral Forum will:
  - continue to provide governance of the Canterbury Water Management Strategy
  - develop and lead implementation of a sustainable development strategy for Canterbury region for the local government triennium 2025-2028
  - advocate for the interests of the region, its councils and communities.
16. The Canterbury Mayoral Forum will be supported by the Canterbury Chief Executives Forum and other regional forums and working groups as agreed from time to time.
17. The Chief Executives Forum will:
  - report quarterly to the Canterbury Mayoral Forum on delivery of its work programme to implement and manage collaborative projects and agreed actions of the Canterbury Mayoral Forum
  - identify and escalate to the Canterbury Mayoral Forum strategic issues and opportunities for collaboration from the Policy, Corporate and Operational Forums and other regional and sub-regional working groups.
18. As requested by the Canterbury Mayoral Forum, Environment Canterbury will host a permanent regional forums secretariat and resource this from the regional general rate.

IN-CONFIDENCE

**Other agreements**

19. This Agreement does not prevent the Parties from entering into other agreements among themselves or outside the Canterbury region. Any other such agreement should not, however, be contrary to the purpose and spirit of this Agreement.

**Agreement to review**

20. A triennial agreement may be varied by agreement between all the local authorities within the region and remains in force until local authorities ratify a new agreement.
21. Any one or more of the Parties can request an amendment to this Agreement by writing to the Chair of the Canterbury Mayoral Forum at least two weeks before a regular quarterly meeting of the Forum.
22. The Canterbury Mayoral Forum will review the Agreement no later than the final meeting before triennial local body elections and recommend any changes to the incoming councils.

**Authority**

23. This Canterbury Local Authorities' Triennial Agreement 2025-2028 is signed by the following on behalf of their respective authorities:

COUNCIL	SIGNATURE	DATE
<b>Ashburton District Council Mayor</b>		
<b>Canterbury Regional Council Chair</b>		
<b>Christchurch City Council Mayor</b>		
<b>Hurunui District Council Mayor</b>		
<b>Kaikōura District Council Mayor</b>		

IN-CONFIDENCE

<b>Mackenzie District</b> <b>Council Mayor</b>
<b>Selwyn District</b> <b>Council Mayor</b>
<b>Timaru District</b> <b>Council Mayor</b>
<b>Waimakariri District</b> <b>Council Mayor</b>
<b>Waimate District</b> <b>Council Mayor</b>
<b>Waitaki District</b> <b>Council Mayor</b>

IN-CONFIDENCE

## **Appendix 1: Canterbury Mayoral Forum terms of reference**

### **1. Name**

The name of the group shall be the Canterbury Mayoral Forum.

### **2. Objectives**

- (a) To provide a forum to enable Canterbury councils to work more collaboratively with each other and with central government and other key sector leaders in Canterbury to identify opportunities and solve problems together.
- (b) To identify and prioritise issues of mutual concern and foster co-operation, co-ordination and collaboration to address these issues (including where appropriate joint work plans).
- (c) To formulate policies and strategies on matters where all member councils may act collaboratively in determining plans for the co-ordination of regional growth.
- (d) To ensure increased effectiveness of local government in meeting the needs of Canterbury communities.
- (e) To act as an advocate to central government or their agencies or other bodies on issues of concern to members.
- (f) To develop and implement programmes, which are responsive to the needs and expectations of the community.

### **3. Principles**

In pursuit of these objectives the Canterbury Mayoral Forum will observe the following principles.

- (a) Establish and maintain close liaison with other local government networks to ensure as far as possible the pursuit of common objectives and the minimisation of duplication.
- (b) Establish and maintain close liaison with Ministers of the Crown and local Members of Parliament.
- (c) Establish and maintain close liaison with a wide number of diverse stakeholders and key sector organisations within the region.
- (d) Exercise its functions with due regard to the tangata whenua and cultural diversity of the Canterbury community.
- (e) Keep the local community informed about its activities by proactively releasing information about key projects in a timely manner, as agreed by the member councils.
- (f) Encourage member councils to promote and apply cross-boundary structures and systems.
- (g) Establish a provision for reporting back to its respective Councils.

IN-CONFIDENCE

#### 4. Powers

- (a) The Canterbury Mayoral Forum shall have the power to:
  - (i) levy for any or all of its objects in such amount or amounts as may be mutually determined and acceptable to individual local authorities
  - (ii) determine and make payments from its funds for any or all of the purposes of its objects
  - (iii) receive any grant or subsidy and apply monies for the purposes of such grant or subsidy
  - (iv) fund appropriate aspects of the Forum's activities regionally.
- (b) The Canterbury Mayoral Forum does not have the power to legally bind any council to any act or decision unless that act or decision has been agreed to by decision of that council.

#### 5. Membership

- (a) Membership of the Canterbury Mayoral Forum shall be open to the following councils:
  - Ashburton District Council
  - Canterbury Regional Council
  - Christchurch City Council
  - Hurunui District Council
  - Kaikōura District Council
  - Mackenzie District Council
  - Selwyn District Council
  - Timaru District Council
  - Waimakariri District Council
  - Waimate District Council
  - Waitaki District Council
- (b) Each member council shall be represented by its Mayor (or Chair in the case of Canterbury Regional Council) and supported by its Chief Executive. On occasions where the Mayor or Chair cannot attend, a council may be represented by its Deputy Mayor or Deputy Chair.
- (c) The Canterbury Mayoral Forum shall have the power to invite people to attend and participate in its meetings on a permanent and/or issues basis.
- (d) The Canterbury Mayoral Forum shall extend an invitation to the Chairs of the ten Waitaha Papatipu Rūnanga to meet at least annually with the Forum

#### 6. Chairperson

- (a) The Canterbury Mayoral Forum shall select a Chair at the first meeting immediately following the Triennial Elections. This appointment may be reviewed after a period of 18 months.
- (b) The Chair selected will preside at all meetings of the Canterbury Mayoral Forum.
- (c) The Canterbury Mayoral Forum shall select a Deputy Chair at the first meeting immediately following the Triennial Elections.
- (d) The Canterbury Mayoral Forum may appoint spokespersons from its membership for

IN-CONFIDENCE

issues being considered, in which case each member council agrees to refer all requests for information and documents to the duly appointed spokespersons.

## 7. Meetings

- (a) Meetings will be held as required with an annual schedule, covering a calendar year, to be determined by the members. Meetings will be held quarterly at venues to be determined.
- (b) Special meetings may be called at the request of four members.
- (c) The secretariat will prepare an agenda for Mayoral Forum meetings in consultation with the Chair and the Chief Executives Forum.
- (d) Agendas for meetings will be issued, and minutes will be taken and circulated.
- (e) A summary of each meeting will be drafted and shared on the Canterbury Mayoral Forum website for members to distribute within their councils as a high-level record of the meeting.
- (f) Approved minutes and approved final reports and papers will be made available via the Canterbury Mayoral Forum website as agreed by the Canterbury Mayoral Forum.

## 8. Decision making

- (a) The practice of the Forum will be to determine issues before it by consensus.
- (b) If the consensus is to determine issues by voting, the determination shall be determined by a majority of votes of the authorities represented at the meeting through the Mayor or Chair or their nominated representative.

## 9. Secretariat

The Canterbury Mayoral Forum will appoint Environment Canterbury to carry out the secretariat function on such terms and conditions as it shall decide for the discharge of duties. This includes taking minutes, keeping any books and accounts and attending to any other business of the forum.

IN-CONFIDENCE

**9.4 Temporary Road Closure Applications - Section 342 and Schedule 10, Clause 11(e) LGA**

**Author:** Katie Ryan, Transport Strategy Advisor  
**Authoriser:** Susannah Ratahi, General Manager Land Transport

**Recommendation**

That Council:

1. Approve the temporary road closure application(s) listed in the table in Section 7 of this report, under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974, including all conditions proposed by officers.
2. Approve that traffic management for the application(s) listed in the table in Section 8 of this report be funded from the Community Events and Programmes budget.
3. Approve The Y Central South Island Mud Festival to charge a pre-entry fee of \$20 Adult, \$10 Child entry fee for this event under Schedule 10, Clause 11(b) of the Local Government Act 1974

**Purpose of Report**

- 1 The purpose of this report is to seek the Council's approval of temporary road closure application(s), as per Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.

**Assessment of Significance**

- 2 This matter is deemed to be of low significance under the Council's Significance and Engagement Policy as the process is in accordance with legislation and Council policies. However, it should be acknowledged that due to the nature of, and volumes of visitors expected at the event(s) proposed, there is likely to be community interest.

**Background**

- 3 Under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974 Council (or a Committee of the whole) may close any road or part of a road to all traffic or any specified type of traffic (including pedestrian traffic) for a period or periods not exceeding in the aggregate 31 days in any year for any exhibition, fair, show, market, concert, film-making, race or other sporting event, or public function. This is provided that no road may be closed for these purposes if that closure would, in the opinion of the council, be likely to impede traffic unreasonably.
- 4 Council officers operate a temporary road closure application process that enables organisations in the Timaru District to apply for temporary road closures for their events. All applications are assessed against key criteria, including event type/activities planned, temporary traffic management arrangements, and impact on stakeholders.
- 5 Council budgets allow for funding of traffic management for community events, and the following classification system is used to determine whether events are eligible for this funding and where responsibility for costs is held.

	Commercial Events	Community Events
<b>Definition</b>	Where the primary activity is the sale or marketing of goods or services	Where the primary activity is entertainment, recreation, celebration or commemoration
<b>Responsibility for preparation of temporary traffic management plan (including associated costs).</b>	Event	Council and/or Council's contractor
<b>Responsibility for implementing temporary traffic management plan (including associated costs)</b>	Event	Council and/or Council's contractor

## Discussion

6 The following temporary road closure application(s) have been assessed by Council officers and require a decision on approval by Council. Records of application assessment, including full Council officer recommendations, are included as Attachment 1.

7

Event Name / Organisation	Event type	Event date and traffic management set up/pack down times	Proposed closure area	Officer recommendation
Jolly Burgers & Beers St Patrick's Day Celebration	Commercial	17 March 2026 from 5:00 pm to 10:00 pm	King Street Temuka, from #121 to #125 King Street	Recommended
<b>Community Benefit:</b>		N/A		
The Exchange Easter Market	Community	28 March 2026 from 8:30 am to 3:00 pm	Stafford Street (Canon Street to George Street) Church Street (Sophia Street to Stafford Street) Strathallan Street (Stafford Street to The Terrace)	Recommended
<b>Community Benefit:</b>		This event is being organised by the CBD group in direct response to feedback from local businesses who have been asking for a daytime market to help bring more people into the CBD during business hours and increase visibility and foot traffic to their stores. The idea has been discussed at the experience group meetings last year, which all CBD business owners are encouraged to attend.		
The Y Central South Island Mud Festival	Community	11 April 2026 from 10:00 am to 2:00 pm	Bassett Road (Rosewill Valley Road to Rolling Ridges Road)	Recommended
<b>Community Benefit</b>		This event has been designed to strengthen community connection, encourage family participation, and provide a positive, fun opportunity for young people to take the lead in delivering a significant local experience. It will also allow our youth to develop skills in planning, teamwork, safety management, and hospitality. We are proud to be working alongside Tahi Pasifika, ensuring the event reflects and celebrates our diverse community. Any profits generated (anticipated to be minimal) will be shared with Tahi Pasifika to support Pasifika youth engagement and wellbeing in our region. Because this initiative is being delivered as a not-for-profit community event with strong youth development outcomes, we respectfully request that Council waive the associated road closure fees. This support would directly reduce barriers to participation and enable us to keep the event accessible for local families.		

## Options and Preferred Option

8 **Option one (Preferred option)** is that the Council

- Approve the application(s) for the above events listed in section 7 for temporary road closure, under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974, including all conditions proposed by officers.
- Approve that traffic management for the road closure application(s) listed in the table below be funded from the Community Events and Programmes Budget.

Event Name	Cost to prepare temporary traffic management plan	Cost to implement temporary traffic management plan	Total cost incurred by Council
The Exchange Easter Market	N/A	\$3,020.00 + GST	\$3,020.00 + GST
Comment	Delivered by Fulton Hogan using the same plan they prepared late last year for the Twilight Night Market.		
The Y Central South Island Mud Festival	\$450.00 + GST	\$2,135.00 + GST	\$2,585.00 + GST

- This option incurs some cost to Council as outlined in the Financial Implications section below. These costs are within available budgets.
- Approve The Y Central South Island Mud Festival to charge a pre-entry fee of \$20 Adult, \$10 Child entry fee.

9 **Option two** is that Council approves the temporary road closure applications as per Option 1, under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974, with additional conditions to be advised by the Committee. This option incurs some cost to Council as outlined in the Financial Implications section below.

10 **Option three** is that Council advises alternate decisions to approve and/or decline the temporary road closure applications under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974, including advising any additional conditions if applicable. This option may result in the proposed event or events being unable to proceed as planned and cancelled.

## Consultation

11 Under the Local Government Act 1974, Schedule 10, Council is required to:

- Publicly notify the intent to temporarily close roads for events
- Publicly notify Council/Committee decisions to temporarily close roads for events
- Consult with NZ Police and New Zealand Transport Agency prior to approving temporary road closures for events.

12 Council officers have undertaken requirements a) and c) for all applications considered in this report.

13 The attached application review records outline feedback received from NZ Police and New Zealand Transport Agency (Attachment 1).

14 The temporary road closure application process requires applicants to produce a communications plan advising how they intend to communicate with key stakeholders and people impacted by the event. Communications plans for all applications considered in this report have been received and approved by Council officers. Implementation of these plans is noted as a condition of approval should the temporary road closure proceed. Council officers would further notify emergency services of confirmed closures.

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

15 Local Government Act 1974

16 Timaru District Council Long Term Plan 2024-34

### **Financial and Funding Implications**

17 Council has an approved Land Transport Community Events and Programmes budget of \$90,000 (excluding GST) for the current financial year within the Land Transport Activity, which provides funding for traffic management for community events.

18 The following costs would be incurred by Council if these events were approved to proceed (all costs are estimates and exclude GST):

Event Name	Cost to prepare temporary traffic management plan	Cost to implement temporary traffic management plan	Total cost incurred by Council
The Exchange Easter Market	\$0	\$3,020.00 + GST	\$3,020.00 + GST
The Y Central South Island Mud Festival	\$450.00 + GST	\$3,135.00 + GST	\$2,585.00 + GST
<b>TOTAL (for approval in this paper)</b>	<b>\$5,605.00 + GST</b>		
<b>Previously approved</b>	<b>\$41,987.00 + GST</b>		
<b>Cost to date (If all approved)</b>	<b>\$47,592.00 + GST</b>		

### **Other Considerations**

19 Council officers consider that temporary road closure presents some reputational, financial and health and safety risks to Council, however, these are mitigated by the proposed conditions of road closure including planned communications activity, provision of insurance cover and compliance with relevant regulations, legislation and bylaws respectively.

### **Attachments**

1. Event Review Records 

# Temporary Road Closure

## Application Review Record

*Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974*



Event details	
Event name:	Jolly Burgers & Beers St Patrick's Day Celebration
Event organisation:	Surti Enterprise Limited
Event contact details:	Vipul Surti – <a href="mailto:vip@jollybb.co.nz">vip@jollybb.co.nz</a> – 021 026 03870
Event date/time:	17/03/2026 5:00pm to 10:00pm
Road/road section to be closed:	King Street Temuka, from #121 to #125 King Street
Event type:	Commercial

Officer application assessment result	Recommended
Recommendations	
That Timaru District Council (or a Committee of the whole) <b>approve</b> temporary closure of King Street Temuka, from #121 to #125 King Street for Jolly Burgers & Beers St Patrick's Day Celebration on 17 <sup>th</sup> March 5:00pm to 10:00pm <b>under</b> Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.	
That approval is subject to the following conditions:	
<ul style="list-style-type: none"><li>• that Surti Enterprise Limited has public liability insurance in place for the event, covering a minimum of \$1,000,000.</li><li>• that temporary closure is undertaken in accordance with the approved Temporary Traffic Management Plan</li><li>• that communications activity is undertaken in accordance with the approved communications plan</li><li>• that all staff at the event (including volunteers) comply with any instructions from NZ Police, Council Officers and Traffic Management staff.</li><li>• that Surti Enterprise Limited will meet the cost of any damage to public property, including roads, caused by the event.</li><li>• that following the event, all streets and surrounding areas will be left in a clean and tidy condition.</li><li>• that Surti Enterprise Limited will ensure compliance with any other relevant regulation/bylaw pertaining to the event is met (for example, health and safety, food/liquor licenses, waste management).</li></ul>	
Costs	
Officer Name: Casey Glover	Officer date:02/02/2026

## Application Assessment

#### Information checklist

Applicant has fully completed all fields in 'Section 1 – Contact Details' of the Application Form	Yes
Applicant has fully completed all fields in 'Section 2 – Event Details' of the Application Form	Yes
Applicant has confirmed understanding of all obligations in section 4	Yes
Applicant has supplied proof of public liability insurance for the event	Yes
Applicant has supplied Communications Plan	Yes
COMMERCIAL EVENTS ONLY: Applicant has supplied a Temporary Traffic Management Plan (TTMP)	Yes
COMMUNITY EVENTS ONLY: Applicant has supplied a map of the proposed temporary closure area/event route	N/A
Applicant has signed and dated declaration in 'Section 5 – Declaration'.	Yes

<b>Applicant has satisfied all information requirements</b>	<b>Yes</b>
<b>Officer comments:</b>	
<i>If No: Application to be returned to applicant to inform resubmission.</i>	

<b>NZTA / NZ Police Consultation</b>	
<b>NZTA</b>	
<b>Contact name:</b>	<b>Theresa Allan</b>
<b>Contact date:</b>	<b>10/02/2026</b>
<b>NZTA comments and TDC actions (if applicable):</b>	<b>N/A</b>
<b>NZ Police</b>	
<b>Contact name:</b>	<b>Vicki Walker Anthony Callon</b>
<b>Contact date:</b>	<b>10/02/2026</b>
<b>NZ Police comments and TDC actions (if applicable):</b>	<b>N/A</b>

<b>Communications plan</b>	
<b>Communications Plan provides the following information:</b>	
<ul style="list-style-type: none"> <li>• Lists affected stakeholders</li> <li>• Describes how stakeholders will be affected by temporary road closure</li> <li>• Outlines key messages</li> <li>• Includes action/implementation plan detailing how and when stakeholders will be communicated with</li> <li>• Includes procedure for managing complaints</li> </ul>	Yes

• Includes procedure for how the plan will be monitored	
Communications Plan is approved:	Yes
Officer comments	

Traffic management	
COMMERCIAL EVENTS ONLY: Temporary Traffic Management Plan approved	Yes
Officer comments:	
COMMUNITY EVENTS ONLY: TTMP prepared by Council contractor and approved	N/A
TTMP Preparation costs	
Estimated TTMP Implementation costs	
Officer comments:	

Event charges	No
Officer comments: e.g. the Applicant has specified \$X entry fees for this event.	

Key dates	
Action	Date
Advertising intent of road closure <i>Ensure this is at least 2 weeks before Council/Committee report is due so that any feedback can be put in report.</i>	02/02/2026
Council/Committee report due	06/02/2026
Council/Committee decision	24/02/2026
Advertising confirmation of road closure	

Monitoring			
Action	Date	Officer Name	Associated Record numbers
On-site records received			
Site Audit record (if applicable) Insert content here			

# Temporary Road Closure

## Application Review Record

Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974



Event details	
Event name:	The Exchange Easter Market
Event organisation:	Timaru CBD Group
Event contact details:	Samantha Shields – <a href="mailto:samantha@venturetimaru.nz">samantha@venturetimaru.nz</a> – 027 420 6098
Event date/time:	28/03/2026 8:30am to 3:00pm (includes TTM set up and pack down)
Road/road section to be closed:	Stafford Street from Canon Street to George Street, Church Street from Sophia Street to Stafford Street, Strathallan Street from Stafford Street to The Terrace
Event type:	Community

Officer application assessment result	Recommended
<b>Recommendations</b>	
<p>That Timaru District Council (or a Committee of the whole) <b>approve</b> temporary closure of Stafford Street from Canon Street to Geroge Street, Church Street from Sophia Street to Stafford Street, Strathallan Street from Stafford Street to The Terrace for The Exchange Easter Market on 28<sup>th</sup> March 2026 8:30am till 3:00pm <b>under</b> Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.</p> <p>That Timaru District Council (or a Committee of the whole) <b>approve</b> traffic management for The Exchange Easter Market to be funded from the Community Events and Programmes budget.</p>	
<p>That approval is subject to the following conditions:</p> <ul style="list-style-type: none"> <li>that The Timaru CBD Group has public liability insurance in place for the event, covering a minimum of \$1,000,000.</li> <li>that temporary closure is undertaken in accordance with the approved Temporary Traffic Management Plan</li> <li>that communications activity is undertaken in accordance with the approved communications plan</li> <li>that all staff at the event (including volunteers) comply with any instructions from NZ Police, Council Officers and Traffic Management staff.</li> <li>that The Timaru CBD Group will meet the cost of any damage to public property, including roads, caused by the event.</li> <li>that following the event, all streets and surrounding areas will be left in a clean and tidy condition.</li> <li>that The Timaru CBD Group will ensure compliance with any other relevant regulation/bylaw pertaining to the event is met (for example, health and safety, food/liquor licenses, waste management).</li> </ul>	
<b>Costs</b>	

If relevant, copy and paste TTMP costs incurred by Council here.	
Officer Name: Casey Glover	Officer date:10/02/2026

### Application Assessment

Information checklist	
Applicant has fully completed all fields in 'Section 1 – Contact Details' of the Application Form	Yes
Applicant has fully completed all fields in 'Section 2 – Event Details' of the Application Form	Yes
Applicant has confirmed understanding of all obligations in section 4	Yes
Applicant has supplied proof of public liability insurance for the event	Yes
Applicant has supplied Communications Plan	Yes
COMMERCIAL EVENTS ONLY: Applicant has supplied a Temporary Traffic Management Plan (TTMP)	NA
COMMUNITY EVENTS ONLY: Applicant has supplied a map of the proposed temporary closure area/event route	Yes
Applicant has signed and dated declaration in 'Section 5 – Declaration'.	Yes

Applicant has satisfied all information requirements	Yes
<b>Officer comments:</b>	
<i>If No: Application to be returned to applicant to inform resubmission.</i>	

NZTA / NZ Police Consultation	
<b>NZTA</b>	
Contact name:	Theresa Allan
Contact date:	10/02/2026
NZTA comments and TDC actions (if applicable):	N/A
<b>NZ Police</b>	
Contact name:	Vicki Walker Anthony Callon
Contact date:	10/02/2026
NZ Police comments and TDC actions (if applicable):	N/A

Communications plan	
Communications Plan provides the following information:	Yes

<ul style="list-style-type: none"> <li>• Lists affected stakeholders</li> <li>• Describes how stakeholders will be affected by temporary road closure</li> <li>• Outlines key messages</li> <li>• Includes action/implementation plan detailing how and when stakeholders will be communicated with</li> <li>• Includes procedure for managing complaints</li> <li>• Includes procedure for how the plan will be monitored</li> </ul>	
Communications Plan is approved:	Yes
Officer comments	

Traffic management	
<b>COMMERCIAL EVENTS ONLY: Temporary Traffic Management Plan approved</b>	NA
Officer comments:	
<b>COMMUNITY EVENTS ONLY:</b> TTMP prepared by Council contractor and approved	Yes
TTMP Preparation costs	\$
Estimated TTMP Implementation costs	\$3,020.00 + GST
Officer comments:	
Delivered by Fulton Hogan with the existing plan.	

Event charges	No
Officer comments: e.g. the Applicant has specified \$X entry fees for this event.	

Key dates	
Action	Date
Advertising intent of road closure <i>Ensure this is at least 2 weeks before Council/Committee report is due so that any feedback can be put in report.</i>	02/02/2026
Council/Committee report due	6/02/2026
Council/Committee decision	24/02/2026
Advertising confirmation of road closure	

Monitoring			
Action	Date	Officer Name	Associated Record numbers
On-site records received			
Site Audit record (if applicable) Insert content here			

# Temporary Road Closure

## Application Review Record

Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974



Event details	
Event name:	The Y Central South Island Mud Festival
Event organisation:	The Y Central South Island
Event contact details:	Katy Houstoun – <a href="mailto:katy@ymcasc.org.nz">katy@ymcasc.org.nz</a> – 027 358 0618
Event date/time:	11/04/2026 10am to 2pm
Road/road section to be closed:	Bassett Road from Rosewill Valley Road to Rolling Ridges Road
Event type:	Community

Officer application assessment result	Recommended
<b>Recommendations</b>	
<p>That Timaru District Council (or a Committee of the whole) <b>approve</b> temporary closure of Bassett Road from Rosewill Valley Road to Rolling Ridges Road for the Y Central South Island Mud Festival on 11<sup>th</sup> April 10am to 2pm <b>under</b> Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.</p> <p>That Timaru District Council (or a Committee of the whole) <b>approve</b> The Y Central South Island Mud Festival to charge Pre entry \$20 Adult \$10 Child entry fee for this event under Schedule 10, Clause 11(b) of the Local Government Act 1974</p> <p>That Timaru District Council (or a Committee of the whole) <b>approve</b> traffic management for The Y Central South Island Mud Festival to be funded from the Community Events and Programmes budget.</p>	
<p>That approval is subject to the following conditions:</p> <ul style="list-style-type: none"> <li>that The Y Central South Island Mud Festival has public liability insurance in place for the event, covering a minimum of \$1,000,000.</li> <li>that temporary closure is undertaken in accordance with the approved Temporary Traffic Management Plan</li> <li>that communications activity is undertaken in accordance with the approved communications plan</li> <li>that all staff at the event (including volunteers) comply with any instructions from NZ Police, Council Officers and Traffic Management staff.</li> <li>that The Y Central South Island Mud Festival will meet the cost of any damage to public property, including roads, caused by the event.</li> <li>that following the event, all streets and surrounding areas will be left in a clean and tidy condition.</li> <li>that The Y Central South Island Mud Festival will ensure compliance with any other relevant regulation/bylaw pertaining to the event is met (for example, health and safety, food/liquor licenses, waste management).</li> </ul>	
<b>Costs</b>	

If relevant, copy and paste TTMP costs incurred by Council here.	
Officer Name: Casey Glover	Officer date:10/09/2025

### Application Assessment

Information checklist	
Applicant has fully completed all fields in 'Section 1 – Contact Details' of the Application Form	Yes
Applicant has fully completed all fields in 'Section 2 – Event Details' of the Application Form	Yes
Applicant has confirmed understanding of all obligations in section 4	Yes
Applicant has supplied proof of public liability insurance for the event	Yes
Applicant has supplied Communications Plan	Yes
COMMERCIAL EVENTS ONLY: Applicant has supplied a Temporary Traffic Management Plan (TTMP)	NA
COMMUNITY EVENTS ONLY: Applicant has supplied a map of the proposed temporary closure area/event route	Yes
Applicant has signed and dated declaration in 'Section 5 – Declaration'.	Yes

Applicant has satisfied all information requirements	Yes
<b>Officer comments:</b>	
<i>If No: Application to be returned to applicant to inform resubmission.</i>	

NZTA / NZ Police Consultation	
<b>NZTA</b>	
Contact name:	Theresa Allan
Contact date:	10/02/2026
NZTA comments and TDC actions (if applicable):	N/A
<b>NZ Police</b>	
Contact name:	Vicki Walker Richard Quested
Contact date:	10/02/2026
NZ Police comments and TDC actions (if applicable):	N/A

Communications plan	
Communications Plan provides the following information:	Yes

<ul style="list-style-type: none"> <li>• Lists affected stakeholders</li> <li>• Describes how stakeholders will be affected by temporary road closure</li> <li>• Outlines key messages</li> <li>• Includes action/implementation plan detailing how and when stakeholders will be communicated with</li> <li>• Includes procedure for managing complaints</li> <li>• Includes procedure for how the plan will be monitored</li> </ul>	
Communications Plan is approved:	Yes
Officer comments	

Traffic management	
COMMERCIAL EVENTS ONLY: Temporary Traffic Management Plan approved	NA
Officer comments:	
COMMUNITY EVENTS ONLY: TTMP prepared by Council contractor and approved	Yes
TTMP Preparation costs	\$450.00 + GST
Estimated TTMP Implementation Costs	\$2135.00 + GST
Officer comments: Delivered by Fulton Hogan	

Event charges	No
Officer comments: e.g. the Applicant has specified \$20 (adult) \$10 (child) entry fees for this event.	

Key dates	
Action	Date
Advertising intent of road closure <i>Ensure this is at least 2 weeks before Council/Committee report is due so that any feedback can be put in report.</i>	02/02/2026
Council/Committee report due	06/02/2026
Council/Committee decision	24/02/2026
Advertising confirmation of road closure	

Monitoring
------------

Action	Date	Officer Name	Associated Record numbers
<b>On-site records received</b>			
<b>Site Audit record (if applicable)</b> Insert content here			

## 9.5 Actions Register Update

**Author:** Meghan Taylor, Acting Democracy Services Lead

**Authoriser:** Stephen Doran, General Manager Corporate

### Recommendation

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

### Purpose of Report

- 1 The purpose of this report is to provide Council with an update on the status of the action requests raised by councillors at previous Council meetings.

### Assessment of Significance

- 2 This matter is assessed to be of low significance under the Council's Significance and Engagement Policy as there is no impact on the service provision, no decision to transfer ownership or control of a strategic asset to or from Council, and no deviation from the Long Term Plan.

### Discussion

- 3 The actions register is a record of actions requested by Councillors. It includes a status and comments section to update the Council on the progress of each item.
- 4 There are currently 12 items on the actions register.
- 5 8 items are marked as ongoing.
- 6 1 items are marked as completed, and are proposed to be marked as removed at the next meeting.
- 7 3 items are 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

<b>Information Requested:</b>	Investigate Subcontracting Across Council			
<b>Date Raised:</b>	12 December 2023		<b>Status:</b>	Complete
<b>Issue Owner</b>	General Manager Land Transport	<b>Due Date:</b>		<b>Completed Date:</b> January 2026
<b>Background:</b> 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. Examples include – Street sweeping, rubbish collection.				
<b>March 2024 Update:</b> 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.				
<b>May 2024 Update:</b> 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.				
<b>July 2024 Update:</b> 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.				
<b>August 2024 Update:</b> Request for a road map to come back to Council.				
<b>September 2024 Update:</b> 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.				
<b>October 2024 Update:</b> 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.				

#1595414

**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 deferred until the 1 April 2025.

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

**May 2025 Update:** 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 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.

#1595414

**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.

**07 October 2025 Council Meeting:** It was requested that this action remain open until the reports come through to Council.

**24 November 2025 Update:** No further update at this stage. The Section 17A review is still in progress. Once completed, a report will be presented to Council outlining all road services currently delivered by TDC and recommending the best approach moving forward.

**09 December 2025 Council Meeting:** The General Manager Land Transport advised that the section 17a review is being undertaken by Morrison Low, and the report for this will be presented to the February 2026 Council Meeting.

**January 2026 Update:** Recent work has focused on Land Transport activities (e.g. street sweeping) due to contract timing and the Section 17A review now underway. A draft report has been received, and a full report on the independent review of Timaru District Transport Services will be provided to Council at the February 2026 meeting. It is recommended that this item be closed.

**27 January 2026 Council Meeting:** The General Manager Land Transport advised that the section 17a review is being undertaken by Morrison Low, and the report for this will be presented to the February 2026 Council Meeting.

**February 2026 Update:** Due to the timing of receiving the draft review, the report for this will now be presented to the March 2026 Council Meeting.

<b>Information Requested</b>	Investigate Small Trades				
<b>Date Raised:</b>	12 December 2023			<b>Status:</b>	Ongoing
<b>Issue Owner</b>	Chief Financial Officer, General Manager Assets and Infrastructure	<b>Due Date:</b>	4 <sup>th</sup> February 2025	<b>Completed Date:</b>	
<b>Background:</b> 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. <ul style="list-style-type: none"><li>• Are we getting competitive pricing with a preferred supplier.</li><li>• Do we get to a level whereby in-house provision of the particular trade could be the better way forward.</li></ul>					

#1595414

**Update:** Investigation is in progress and will return to council once complete.

**September 2024 Update:** This is underway, working on electricians, plumbers, cleaners as a starting point.

**December 2024 Update:** Further investigation is underway connected to the action above 'Investigate Suncontracting Across Council' and a report will be brought to Council on 4<sup>th</sup> 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 4<sup>th</sup> March 2025 meeting. Maintenance (Incl Building, Plumbing, Electrical and Painting) is now considered complete.

**February 2025 Update:** A report on Plumbing, Electrical, Building and Painting requires further investigation for options post internal review and is anticipated to be presented with the other papers concerning maintenance at the next meeting. A report on cleaning will return to Council after further investigation. At a later date.

**March 2025/April 2025 Update:** The investigation into small trades maintenance has highlighted that this is a process systems change. This will be managed via Councils JIRA system, all maintenance requests centralised and triaged across preferred contractor lists. Paper outlines next steps with an organisational review of contractors leading to a preferred contractors list. As noted the new process will allow the corrections to coding that is required, linked to PO's with the ability to better track requests and control maintenance spend across all departments.

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

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

#1595414

of bringing it to Council in March 2026. This will form part of the LTP decisions and asset management plans prior to the next financial year. Stage 2 will be an implementation plan based on the decisions made.

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

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

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

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

<b>Information Requested</b>	Vertical Infrastructure Maintenance Report (Quarterly)			
<b>Date Raised:</b>	22 October 2024		<b>Status:</b>	Ongoing
<b>Issue Owner:</b>	Chief Executive/ General Manager Assets and Infrastructure	<b>Due Date:</b>	4 February 2025	<b>Completed Date:</b> 20/03/2025

**Background:** Councillors requested quarterly reporting on the status of Council owned vertical infrastructure, including community facilities, to allow for oversight on the sufficiency of budget allocated to operating costs.

**December 2024 Update:** Report on progress will be presented to Council on 4 February 2025.

**January 2025 Update:** The report is in draft pending discussion internally and will be reported on at the 4<sup>th</sup> March 2025 meeting.

**February 2025 Update:** Officers are still waiting on information to be able to provide an accurate report to Council. It is anticipated to have this work ready to present at the 1 April meeting.

#1595414

**March 2025/April 2025 Update:** This information is included in the quarterly financials that come to Council. This action is also linked with the work that has been completed on Small trades and is being investigated to streamline and update an internal process for a procure to pay system that works with a preferred contractor list available in the Esker system. All requests for maintenance will go via a JIRA request and triaged so that only the preferred contractor list can be utilised, the correct coding is allocated to the request and department budgets. A procure to pay system will then allow for better auditing of the invoice as it tracks back through the financial system before payment is released. This action could be closed out.

**01 April 2025 Council Meeting:** it was confirmed this action remain open.

**May 2025 Update:** Further reporting on this issue will be via the CFO in quarterly reports as normal that are brought to Council.

**6 May 2025 Council Meeting:** It is advised the commentary in the action is not what the councillors have requested. It is advised they want an update of vertical assets that do not have maintenance programmes, and what should be in budgets to maintain the buildings.

**June 2025 Update:** This information has started to be gathered, but an indication of timeframe to provide to Council is not possible yet. This may take some time to work through but Council will be kept informed on progress.

**3 June 2025 Council Meeting:** Discussion included the vertical maintenance information could be presented in two to three months and the addition of Earthquake strengthening into this action, and the need to go through a prioritisation process.

**July 2025 Update:** This information is a key component of a property asset management plan that has yet to be prepared. This information gap is acknowledged and been considered as part of the organisation restructure to appropriately resource the data collation, analysis, options, forward programmes and preparation of the AMP. Given the quantum of the task this will be presented to Council early 2026 in preparation for the next Long Term Plan.

**04 November 2025 Council Meeting Update:** The General Manager Assets and Infrastructure advised that this is part of the asset management planning process and will be ready for the next Annual Plan.

**09 December 2025 Council Meeting:** The General Manager Assets and Infrastructure, advised that this will be included as part of the asset management plan for property and will be reported once the plan is complete early in the new year.

**January 2026 Update:** Works is progressing well on the Property assets register and entering data into the INFOR Asset management system.

**27 January 2026 Council Meeting:** Council requested officers provide a date of when the work will be completed and a report returned to Council.

Information Requested	Freedom Camping Enforcement, additional signage and limiting access
-----------------------	---

#1595414

<b>Date Raised:</b>	24 June 2025			<b>Status:</b>	Complete
<b>Issue Owner:</b>	General Manager Assets and Infrastructure, General Manager Regulatory	<b>Due Date:</b>		<b>Completed Date:</b>	January 2026
<p><b>Background:</b> 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><b>July 2025 Update:</b> 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><b>September 2025 Update:</b> General Manager Regulatory has begun the process of Timaru District Council parking officers becoming warranted, this item can be closed.</p> <p><b>07 October 2025 Council Meeting:</b> It was requested that this action remain open, and an update be provided on the installation of the signage.</p> <p><b>November 2025 Update:</b> A report is presented to the 9 December Council meeting on the extension of overnight parking provisions relating to freedom camping at Caroline Bay during the Christmas Carnival period. Apprriate signage will be installed. We are still seeking legal advice regarding warrants, this responsibility could potentially be shared between departments however no decision has been made to date.</p> <p><b>January 2026 Update:</b> Four officers within the Regulatory Group are now warranted under the Freedom Camping Act. Signage and access limitation has been implemented at Caroline Bay. It is recommended that this action now be closed.</p>					

<b>Information Requested</b>	South Rangitata Reserve Management Plan		
<b>Date Raised:</b>	17 June 2025	<b>Status:</b>	In progress
<b>Issue Owner</b>	General Manager Assets and Infrastructure	<b>Completed Date:</b>	
<p><b>Background:</b> Officers were asked to provide the following in the next report: A business plan with full costs associated and a table that has all the points from the submitters, whether they have been included or not and the reasons outlined.</p> <p><b>24 November 2025:</b> This action was moved from the previous Infrastructure Committee Action Register to the Council Action Register</p>			

#1595414

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

Information Requested	Policy update for the assessment of bequests for collections at the Aigantighe Art Gallery		
Date Raised:	30 July 2024	Status:	Ongoing
Issue Owner	General Manager Gallery Libraries Archives and Museum	Completed Date:	

**Background:** Clrs requested an update on the process for managing bequests at the Art Gallery. Clrs enquired as to how bequeathed artworks are assessed, what criteria is used to accept and decline works, the process for sale of works and if there is a policy governing this process. Clrs requested a policy review.

**Update: 25 September 2024:** An update report was provided to Clrs on 27 August 2024 which detailed the process for managing bequests, accession and deaccession of art works at the Aigantighe Art Gallery. The report noted that the Policy was under review. As per Clr instruction, the review process will also be expanded to incorporate the South Canterbury Museum. High level costings and spatial requirements for additional storage will be scoped as part of this review.

On 5 October 2024 the GM Community Services advised Clrs that Museum's Aotearoa is conducting a review of its Code of Ethics – this is the national best practice by which the Art Gallery and Museum are guided. GMCS advised that the policy review process be paused to ensure full alignment with the Code and other public galleries and museums. This was agreed to via email and accepted. A policy review will be conducted and reviewed concurrently with the MA review and Clrs updated when this is completed.

**Update: 30 January 2025:** The Museum's Aotearoa (MA) updated their website on 11 December 2024 and indicated their subcommittee intends to present a new Code of Ethics (CoE) and structure to MA's members for ratification at the 2025 AGM. The AGM date is yet to be released, but the 2024 AGM was held in June, so we can assume it will be mid-year 2025. Following the new CoE and structure being published, we can look to conduct a review of our internal policy after June 2025, to ensure we are aligned and with a view to complete our internal review in the second half of 2025. We can provide more detailed timelines of the internal review when we have set dates for the AGM and CoE being published.

**Update: 9 April 2025:** No further update until the Code of Ethics is updated in June 2025.

**Update: 5 June 2025:** No further update until the Code of Ethics is updated in June 2025

#1595414

**Update: 13 August 2025:** Museums Aotearoa have advised that their Code of Ethics review is now unlikely to be completed by early 2026 at the earliest. As per the Community Services Committee resolution on 8 October 2024 to ensure alignment between the policy and the updated Code of Ethics, the policy review is currently on hold awaiting the updated version. Committee members may wish to reconfirm their intention to wait until the Code of Ethics review is completed or resolve to restart the policy review prior to this.

**Update: 19 August 2025:** A report is to be presented to the next Community Services meeting to show recommended changes to the operating model.

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

**09 December 2025 Council Meeting:** The report to include storage if the collection grows, and the levels around the Council will not take all bequests.

**Update: 7 January 2026:** The report and draft of the updated policy are to be presented at the meeting on 31 March 2026.

Information Requested	Café at CBay full profit and loss report		
Date Raised	19 November 2024	Status	Completed
Issue Owner	General Manager Recreational Facilities	Completed Date	19 August 2025
<p>Taken from the minutes from 19 November 2024 under '8.2 Community Services Group Update Report': "There was discussion over whether the Café at CBay was running at a loss and what could be done to bring it into a profitable state. It was noted that it wasn't making a profit but was seen by users as a valuable service. There were some concerns raised about figures without basis being discussed at the meeting and that care should be taken not to generate a 'soundbite', and that there was need to understand the usage particularly by the elderly. A request for a full profit and loss to be completed for the next CS Committee meeting was made."</p>			
<p><b>Update: 18 February 2025:</b> Cllr Pye noted that this request had not been added to the Actions Register and asked that this work be undertaken and reported back to this committee for the next meeting on Tuesday 15 April 2025. By way of an update Acting Group Manager Community Services, confirmed we have a good understanding of the numbers, and they are tracking in the right directions, the Recreation Facilities Manager has asked for three months at which time a report would be brought back to this committee.</p>			
<p><b>Update: 9 April 2025:</b> Recreation Facilities Manager is waiting for an updated Profit and Loss report.</p>			
<p><b>Update: 5 June 2025:</b> Figures to the end of March 25 show an operating loss of \$96,132, with April figures indicating a reduced loss of \$94,602. The Section 17a review did not extensively address the café's operations and officers are currently looking at operational model options. A report on the section 17a will go to Council.</p>			

#1595414

**Update: 17 June 2025:** Mayor Bowen requested to see a copy of the Profit and Loss report for CBay.

**Update: 13 August 2025:** A report is being presented at the meeting on 19 August 2025.

**Update: 19 August 2025:** A report is to be presented to the next Community Services meeting to show recommended changes to the operating model.

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

**January 2026 Update:** The Profit and Loss for the Café and Gym were provided as an attachment to report 8.4 (Swimming Pool Activity – Section 17a Review) at the Community Services Committee Meeting on 19 August 2025. A further update is as follows: As per December YTD reporting the CBay Café is currently operating at a \$9,893 profit for this financial year. The café operating model and employee number wasn't addressed for the financials during the change proposal, however as staff have departed management have been frugal with their replacements and adjusted the roster accordingly which has resulted in a reduction of just under 1.5 FTE in January 2026 compared to January 2025. This along with other smaller changes has led to a large drop in expenditure. This action has been completed and can now be closed.

<b>Information Requested</b>	District pools profit and loss report with trending data (Section 17a Review)		
<b>Date Raised:</b>	18 February 2025	<b>Status:</b>	Completed
<b>Issue Owner</b>	General Manager Recreational Facilities	<b>Completed Date:</b>	January 2026

**Background:** Action taken during an update on the 'Café at CBay full profit and loss report' that was previously requested. Clr Burt requested profit and loss data on all the district pools for the season and with trending data.

**Update: 18 February 2025:** Acting Group Manager Community Services, confirmed that there is work being undertaken to complete a Section 17a review which would incorporate this information and data on with full management of all the facilities (no timeline was specified for the return of this report).

**Update: 9 April 2025:** Recreation Facilities Manager updated that a Section 17A is in progress and will be delivered to Council in June.

**Update: 5 June 2025:** A report on the section 17a will be presented to Senior Leadership team on Thursday 19 June for analysis and options will be identified and brought back to the Committee.

**Update: 13 August 2025:** A report is being presented at the meeting on 19 August 2025.

#1595414

**Update: 19 August 2025:** The Committee asked for a report to be presented outlining all recommendations suggested in the Section 17A review. This is to be prioritised and show actions, timeframes and a likely budget if applicable. The report is to include an Asset Management plan and details of the usage and costs of the 50 metre pool.

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

**January 2026 Update:** The cost to operate the CBay 50m outdoor pool is around \$6,000 per week. Included in the amount are employee, electricity and chemical costs required to operate and treat the pool. Calculating the usage as recommended in the Section 17A is not really a viable option as once people pay to enter the facility, they have free reign to use whichever pools they wish and can go in and out to the 50m pool multiple times in a session. The only way to collect an accurate number would be to have an employee counting the customers for the whole 14 hours the pool is open each day which isn't really an appropriate use of resource.

Asset management Plan. All elected members have had the building condition survey, which we use as our template for maintenance and renewals, made available to them. Post Summer Pools finishing for the season we will be compiling our LTP requests for 27/37 with regards to Capital Expenditure. However, with the proposed changes to rates "banding" a paper will need to be produced with regards to the levels of service offered throughout Timaru District. Officers recommend this item now be closed.

Information Requested	District Pools Single Shift Consultation		
Date Raised:	19 August 2025	Status:	Ongoing
Issue Owner	General Manager Recreation Facilities	Completed Date:	

**Background:** At the Community Services Meeting on 19 August 2025 Councillors requested a report regarding the proposed single shifts at the district pools. The report is to include feedback from the community boards regarding opening hours, the option of using fully trained volunteer lifeguards and the viability of community groups using school pools in the district.

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

**January 2026 Update:** At the Community Services Committee meeting on August 19<sup>th</sup> 2025 the elected members rejected the option of reducing levels of service to one shift per day at Temuka and Geraldine pools. Pleasant Point has always operated one shift per day. With the hours currently on offer this season at Temuka and Geraldine estimations would be an extra \$30,000 per pool in wages for the season. These two pools are open for an extra 24 hours

#1595414

per week compared to Pleasant Point. There should also be a reduction in wage expenses due to the changes made to the operating model for this current season. Actual figures for each pool can be reported on in April 26 once the Summer season is complete.

**27 January 2026 Council Meeting:** Discussion included the Cbay 50m outdoor pool and data collection methods that could be used to ascertain accurate figures of usage. It was noted the Mayor will have a discussion with the General Manager Recreation Facilities offline.

<b>Information Requested</b>	Chrome Platers Building			
<b>Date Raised:</b>	19 November 2024		<b>Status:</b>	In Progress
<b>Issue Owner</b>	General Manager Assets and Infrastructure	<b>Due Date:</b>		<b>Completed Date:</b>

**Background:** Transferred from Infrastructure Committee Actions Register as delegation sits with Commercial and Strategy Committee for matters relating to property.

**18 February 2025 Meeting:** It was asked that a brief be prepared, and meeting be arranged to be held with the Minister of the South Island/ Rangitata Member of Parliament to bring awareness to the situation and inform them of the history.

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

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

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

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

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

#1595414

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

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

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

<b>Information Requested</b>	Endowment Land Funds Information Report			
<b>Date Raised:</b>	17 June 2025		<b>Status:</b>	In Progress
<b>Issue Owner</b>	General Manager Corporate / General Manager Assets and Infrastructure	<b>Due Date:</b>	31 March 2026	<b>Completed Date:</b>

**Background:** Councillors requested that officers prepare a report that provided information regarding the Geraldine Land Endowment fund, the purpose in which the fund was established, what the terms were and are the terms still relevant.

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

**09 December 2025 Council Meeting:** It was advised that there has been a recent application to this fund, but it has not progressed.

**14 January 2025:** Investigations of the background of this fund are underway for a report to be taken to the March council meeting.

<b>Information Requested</b>	Full Internal Review			
<b>Date Raised:</b>	31 October 2025		<b>Status:</b>	Completed
<b>Issue Owner</b>	General Manager Corporate / Chief Financial Officer	<b>Due Date:</b>		<b>Completed Date:</b> 26/01/2026

#1595414

**Background:** At the 31 October 2025 Council Meeting, Councillors requested a full internal review required for Timaru District Council, Timaru District Holdings and Audit NZ. This was added to the actions register on the 09 Decemeber 2025 Council Meeting.

**Update January 2026:** A high level issues and improvements report has been presented for discussion at the Audit and Risk Committee as part of the management reporting process and is available in that agenda pack. A project plan based on the review and further and ongoing discussions with A&R and Audit New Zealand is being finalised to ensure an continuation of improvement of the process.

**27 January 2026 Council Meeting:** Discussion included action items following the report to the Audit and Risk Meeting update, it was noted that Council will receive an update from the Independent Chair.

**Update February 2026:** This was presented at the 26 January Audit and Risk Meeting. This action can now be closed.

#1595414

**9.6 Resolution to Include Supplementary Reports**

**Author:** Meghan Taylor, Acting Democracy Services Lead

**Authoriser:** Stephen Doran, General Manager Corporate

**Recommendation**

That the February Update on implementing Water Services Delivery Plan be received and considered at the Council meeting on 24 February 2026.

**Purpose of Report**

- 1 To seek approval to submit the February Update on implementing Water Services Delivery Plan at the Council meeting on 24 February 2026.

**Assessment of Significance**

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

**Background**

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

**46A Availability of agendas and reports**

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

- (a) the local authority by resolution so decides; and
- (b) the presiding member explains at the meeting at a time when it is open to the public,—
  - (i) the reason why the item is not on the agenda; and
  - (ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.

**Discussion**

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

**Consultation**

- 6 There is no consultation required.

**Relevant Legislation, Council Policy and Plans**

- 7 Local Government Information and Meetings Act 1987

**Financial and Funding Implications**

8 There are no financial and funding implications.

**Other Considerations**

9 There are no other considerations.

**Attachments**

1. **Section 46(a) Local Government Official Information and Meetings Act 1987** [!\[\]\(87b1d3ef84917af7042aca35293ed0a4\_img.jpg\)](#)

Section 46(8)(e): added, on 1 January 2000, by section 196(1) of the Animal Welfare Act 1999 (1999 No 142).

**46A Availability of agendas and reports**

- (1) Subject to subsections (6) to (10), any member of the public may, without payment of a fee, inspect, during normal office hours, within a period of at least 2 working days before every meeting, all agendas and associated reports circulated to members of the local authority and relating to that meeting.
- (2) Subject to subsections (6) to (10), the agendas—
  - (a) shall be available for inspection under subsection (1) at the public offices of the local authority (including service delivery centres) and the public libraries under the authority's control; and
  - (b) shall be accompanied by either—
    - (i) the associated reports; or
    - (ii) a notice specifying the places at which the associated reports may be inspected under subsection (1).
- (3) Subject to subsections (6) to (10), the associated reports shall be available for inspection under subsection (1) at the public offices of the local authority.
- (4) Any member of the public may take notes from any agenda or report inspected by that member of the public under subsection (1).
- (5) Every member of the public who inspects an agenda or report made available under subsection (1) and who requests a copy of any part of any such agenda or report and tenders the prescribed amount (if any) shall be given such a copy as soon as practicable.
- (6) Where a meeting is an extraordinary meeting called pursuant to a resolution of the local authority, the local authority must cause the agenda and any associated reports to be made available as soon as is reasonable in the circumstances.
- (7) An item that is not on the agenda for a meeting may be dealt with at the meeting if—
  - (a) the local authority by resolution so decides; and
  - (b) the presiding member explains at the meeting at a time when it is open to the public,—

Reprinted as at  
1 January 2014

**Local Government Official Information  
and Meetings Act 1987**

Part 7 s 46A

- (i) the reason why the item is not on the agenda; and
- (ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.

(7A) Where an item is not on the agenda for a meeting,—

- (a) that item may be discussed at that meeting if—
  - (i) that item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

(8) The chief executive may exclude from the reports made available under subsection (1), reports or items from reports that he or she reasonably expects the meeting to discuss with the public excluded.

(9) The chief executive shall indicate on each agenda the items that he or she reasonably expects the meeting to discuss with the public excluded.

(10) Where agendas and associated reports are for meetings of community boards, it shall be sufficient for the purposes of this section that they be available for public viewing at the main office of the local authority and those service delivery centres and public libraries, if any, under the control of the local authority situated within the community.

Section 46A: inserted, on 1 October 1991, by section 5(1) of the Local Government Official Information and Meetings Amendment Act 1991 (1991 No 54).

Section 46A(6): substituted, on 1 July 2003, by section 262 of the Local Government Act 2002 (2002 No 84).

Section 46A(7): amended, on 7 July 2004, by section 3 of the Local Government Official Information and Meetings Amendment Act 2004 (2004 No 65).

Section 46A(7A): inserted, on 2 September 1996, by section 2(2) of the Local Government Official Information and Meetings Amendment Act 1996 (1996 No 132).

Section 46A(8): amended, on 1 July 2003, by section 262 of the Local Government Act 2002 (2002 No 84).

**9.7 Budget Reallocation for Transport Survey Gear Renewal****Author:** Katie Ryan, Transport Strategy Advisor**Authoriser:** Susannah Ratahi, General Manager Land Transport**Recommendation****That Council:**

Approves to bring forward \$80,000 from the 2026/27 (Year 3 Long Term Plan 2024-34) budget into the 2025/26 (Year 2 LTP) financial year to enable the purchase of upgraded surveying equipment.

**Purpose of Report**

- 1 To seek Council approval to bring forward \$80,000 from Year 3 (2026/27 Long Term Plan 2024-34) into Year 2 (2025/26 LTP) to enable the purchase of upgraded surveying equipment within the current financial year.

**Assessment of Significance**

- 2 This matter is assessed as low significance under Council's Significance and Engagement Policy, as it relates to an internal budget reallocation within existing Long Term Plan provisions.

**Background**

- 3 Land Transport has approved capital budget within the 2024–2034 Long Term Plan (LTP) for the renewal of surveying equipment across the 2025/26 and 2026/27 financial years.
- 4 While the current surveying equipment remains operational, it is approaching the end of its optimal service life and will be impacted by the nationwide phase-out of the 3G cellular network. This has prompted a review of the timing of the planned upgrade to ensure continuity of service delivery and manage operational risk.

**Discussion**

- 5 The nationwide phase-out of the 3G network, which commenced in early 2026, will progressively limit the functionality of existing surveying equipment that does not support 4G connectivity.
- 6 To maintain operational capability, an upgrade to surveying equipment is required. This includes a tilt-enabled rover and an upgrade that allows the existing unit to be used as a dedicated base station, enabling surveying to continue in areas with limited or no internet coverage, including rural locations such as Geraldine, which are more than 15 km from the SmartFix antenna at the TDC main building.
- 7 Bringing the upgrade forward provides additional benefits, including improved staff safety by reducing the need to work in live traffic lanes, increased productivity through faster and more accurate data capture, and reduced reliance on equipment hire to support capital and operational programmes.

8 Land Transport is therefore requesting approval to bring forward \$80,000 from the 2026/27 (Year 3 LTP) budget into the 2025/26 (Year 2 LTP) financial year. This would result in a total allocation of \$100,000 in 2025/26, allowing the equipment to be purchased and implemented within the current financial year and delivering an estimated saving of up to \$50,000 over the two-year period. Current budget allocations are:

- Year 2 LTP (2025/26): \$20,000
- Year 3 LTP (2026/27): \$130,000

### Options and Preferred Option

9 **Option One (Preferred):** That Council approves bringing forward \$80,000 from the 2026/27 (Year 3 LTP) budget into the 2025/26 (Year 2 LTP) financial year to enable the purchase of upgraded surveying equipment. This is the preferred option.

10 **Option Two:** That Council declines to bring forward \$80,000 from the 2026/27 (Year 3 LTP) budget into the 2025/26 (Year 2 LTP) financial year and defers the upgrade until Year 3 LTP. This option increases the risk that officers will need to rely on short-term equipment hire, when 3G is decommissioned, to deliver capital projects and provide survey support to other Council operational units, resulting in higher interim costs and reduced efficiency.

### Consultation

11 No external consultation has been undertaken, as this report relates to a low-significance internal budget reallocation within an already approved Long Term Plan. The proposal does not change service levels or funding sources and has no direct impact on the public. Relevant internal stakeholders have been consulted.

### Relevant Legislation, Council Policy and Plans

2024-2034 Long Term Plan

### Financial and Funding Implications

**Amount Requested:** \$80,000

**Capital Expenditure:** \$80,000

**Funding Source:** Rate Funded  Loan Funded  Grant/Subsidy Funded   
Targeted Rate  Fees/Charges

Is the proposed expenditure: Budgeted  or Unbudgeted

Is a budget reallocation required? Yes  No

What budget is the proposed expenditure being reallocated from:

<u>Budget Reallocation</u>	Year 1	Year 2	Year 3
Amount	\$	\$	\$80,000
Ongoing Expenditure	\$	\$	\$0

- 12 Land Transport is seeking approval to bring forward \$80,000 of already approved capital funding from the 2026/27 financial year into the 2025/26 financial year to enable the earlier purchase of surveying equipment.
- 13 The expenditure is budgeted within the 2024–2034 Long Term Plan and will be funded through loan funding. The proposed reallocation relates to GL Code 1682.415.401 and represents a timing change only, with no increase to total approved budget.
- 14 Bringing the funding forward is expected to result in estimated savings of up to \$50,000 over the two-year period by avoiding interim equipment hire and improving delivery efficiency.

**Other Considerations**

- 15 The proposed upgrade is consistent with Council's existing surveying systems and will enable continued use of current equipment where appropriate.

**Attachments****Nil**

**9.8 External Governance Appointments Policy and Public Excluded Meetings and Workshops Policy - minor amendments**

**Author:** **Brendan Madley, Senior Policy Advisor**

**Authoriser:** **Stephen Doran, General Manager Corporate**

**Recommendation**

That Council amend the “External Governance Appointments Policy” and the “Public Excluded Meetings and Workshops Policy”.

**Purpose of Report**

- 1 The purpose of this report is for Council to consider minor amendments to the “External Governance Appointments Policy” and the “Public Excluded Meetings and Workshops Policy”.

**Assessment of Significance**

- 2 This report is considered of low significance when assessed against Council’s Significance and Engagement Policy. This is, primarily, because the proposed amendment impacts a negligible number of people and does not impact any levels of service.

**Background***External Governance Appointments Policy*

- 3 The Mayor has requested that Council consider an amendment to clause 39 of the policy. This states:

39. At each annual meeting for COs:

- (i) One-third of the Directors (or, if their number is not a multiple of three then the whole number nearest to one third, and rounded up to a whole number if it is a half) shall retire from office. The Directors to retire shall be those who have been longest in office since their last appointment. If two or more of those Directors were appointed on the same day, the Director(s) to retire shall (unless they otherwise agree among themselves) be determined by lot.
- (ii) Where the above clause would cause a director/trustee to serve a term exceeding three years, then that Director must also retire from office.

- 4 The one-third retirement requirement has been included in the policy since it was first developed and adopted in 2022, and in subsequent reviews in 2024 and 2026.
- 5 It has been identified that this clause has operational implications that were not anticipated at the time of review or adoption. This is because the current TDHL directorship has members who were appointed at the same time and is not a multiple of three (currently five members). Therefore, in the future – to adhere to the policy – directors would frequently need to serve only two years before retiring and/ or have their retirement determined by lot.

*Public Excluded Meetings and Workshops Policy*

- 6 Council created this policy as an action point following the Ombudsman's 2022-23 investigation into meetings and workshops.
- 7 The intention of the policy is to adhere to the "principle of availability"; namely, official information (including meetings and workshops) is available to the public unless the Local Government Official Information and Meetings Act 1987 (LGOIMA) states that there are suitable grounds to withhold it.
- 8 The policy has inadvertently adopted an overly restrictive approach to workshops that does not accurately reflect Ombudsman guidance for how to approach the question of excluding the public from a workshop. This constrains the lawful options available to Council and may cause operational issues. We are not aware of any Council direction to exceed the base requirements and guidance, and seek to correct this.
- 9 The Ombudsman's guidance relevantly states, in respect of how a Council should approach the exclusion of public from a workshop:

As a matter of good practice, workshops should be closed only where that is reasonable. What might be considered reasonable is a truly open category depending on each individual case, and may include situations where the reasons for withholding information under sections 6 and 7(2) of the LGOIMA might apply, as well as other situations. What is reasonable in a particular case will vary, however the decision to close a workshop should be made on the individual merits of each workshop, rather than being based on a blanket rule.<sup>1</sup>

- 10 The law is clear that the public cannot be excluded from a *meeting* under the free and frank advice ground (s 48(1)(a)(ii) of the LGOMA prevents this ground being the basis to exclude the public at a meeting). However, this free and frank ground may be a reason for why it is reasonable to exclude the public from a *workshop*. Currently the policy applies the meeting standard to workshops:

33. The default position is that Council's workshops will be open to the public and the media. As with meetings, providing a forum for free and frank discussion is not a basis for holding a workshop or workshop item in a public excluded session.

36. The test to be followed for determining whether a workshop, or part of a workshop, can be held in a public excluded session is the same test as is applied by LGOIMA for holding a meeting or part of a meeting in a public excluded session.

**Discussion***External Governance Appointments Policy*

- 11 The most practical ways to resolve the operational issue would be to:

11.1 Appoint directors for distinct three-year terms, with no explicit one-third retirement requirement. The People, Performance and Appointments Committee would need to consider intentionally staggering the terms of directors over the three yearly cycle to minimise the risk of a substantial number of retirements and appointments within a

---

<sup>1</sup> [Meeting and Workshop practices at Timaru District Council, Ombudsman \(October 2023\)](#), p. 26

short period, and the resulting loss of institutional knowledge. It is proposed to enable Council to resolve to extend tenures where necessary to manage any such issue; or

11.2 To make the TDHL directorship a multiple of three (for example, six; it is not proposed to reduce membership to three directors). This would require additional expenditure for a director's salary and associated costs. It has previously been considered – for example via the MartinJenkins review of TDHL in 2019 – that five directors are sufficient and should be able to contain the necessary skillsets to govern a business of TDHL's size and complexity.

12 The approach outlined in 6.1 is preferred. It is proposed to amend clause 39 as below:

39. All directors shall retire by rotation after a period of three years from their appointment or re-appointment. The exception is that if this would cause a change of more than half of the directors on the board within one financial year, Council can resolve to extend the term of individual directors for up to one year to support staggered rotations.

~~39. At each annual meeting for COs:~~

~~(i) One third of the Directors (or, if their number is not a multiple of three then the whole number nearest to one third, and rounded up to a whole number if it is a half) shall retire from office. The Directors to retire shall be those who have been longest in office since their last appointment. If two or more of those Directors were appointed on the same day, the Director(s) to retire shall (unless they otherwise agree among themselves) be determined by lot.~~

~~(ii) Where the above clause would cause a director/trustee to serve a term exceeding three years, then that Director must also retire from office.~~

13 There are no implications for other clauses in the policy.

#### *Public Excluded Meetings and Workshops Policy*

14 Proposed amendments to the policy are located at Attachment One (track changes are relative to the current policy) as the changes are more widespread than for the External Governance Appointments Policy.

15 The proposed amendments are intended to return Council to meeting legislative requirements and Ombudsman guidance, without exceeding these and placing additional restrictions on lawful options available to it. For example, it is legal for workshops to be held in public excluded to enable free and frank discussion, where it is reasonable to do so in the particular case.

16 The key changes are to clauses 19, 34, 37, 38 and 39.

17 Several clauses – such as 24, 40, 54 and 72 – have been added or amended to more explicitly address other action points noted by the Ombudsman in their investigation findings.

18 The Legal Services Manager has been involved in preparing the proposed amendments to the Public Excluded Meetings and Workshops Policy.

#### **Options and Preferred Option**

19 Option One: adopt the proposed amendment (preferred).

20 Option Two: amend the proposed amendment, prior to adoption.

### **Consultation**

21 Given the low level of significance, officers do not consider that consultation is required prior to Council considering the recommendations.

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

22 Companies Act 1993

23 Local Government Official Information and Meetings Act 1987

### **Financial and Funding Implications**

24 It is likely that the proposed amendment to the External Governance Appointments Policy will decrease expenditure – all other things being equal – by decreasing the frequency of appointments required.

### **Other Considerations**

25 There are no other considerations.

### **Attachments**

1. **Public Excluded Meetings and Workshops Policy - amended version with track changes** [!\[\]\(e4d2ed76bd9c83f9e8518368740aa008\_img.jpg\)](#)



## Public Excluded Meetings and Workshops Policy

<b>Approved by:</b>	Timaru District Council
<b>Group:</b>	Corporate
<b>Owner:</b>	Democracy Services Lead
<b>Date adopted:</b>	<a href="#">21 November 2025TBC</a> The policy becomes effective immediately upon adoption, unless otherwise specified
<b>Review:</b>	Every 3 years aligned to the local authority election cycle, or as deemed necessary This Policy does not cease to have effect because it is due for review, or being reviewed
<b>Consultation:</b>	Required to give effect to s82 of the LGA 2002
<b>Policy Type</b>	Internal Operational

### Policy Purpose

1. The purpose of this policy is to:
  - (i) increase the transparency and accountability of the Council's decision-making process, in line with the principles of open and best practice governance and statutory requirements; and
  - (ii) establish a clear operating framework to ensure Council meets both the community's expectations and its legal requirements of accountability and transparency when considering whether a matter should be heard or considered in a public excluded session; and
  - (iii) uphold the community's trust and confidence in Council's decision-making processes and continuously build greater community awareness and participation in the democratic functions and decision-making processes of Council.

### Background

2. As part of Council enabling democratic local decision-making and action by, and on behalf of, communities and promoting the social, economic, environmental, and cultural well-being of its communities in the present and for the future<sup>1</sup>, it has a legal obligation to conduct its business and meetings in an open and transparent manner ensuring compliance with both the statutory obligations and intent of the Local Government Official Information and Meetings Act 1987 (LGOIMA).
3. Openness and transparency in Council's decision-making processes and in the conduct of its business ensures greater public confidence and democratic participation in the decisions of Council. It also enables Council to explain and be accountable for the consequences of the decisions it makes on behalf of the community it represents.
4. LGOIMA, along with guidance from the Ombudsman, provide direction on how Elected Members (EMs), Independent Members and Officers can achieve Council's objective of

<sup>1</sup> Refer section 10 Local Government Act 2002

[#1824656-1804315](#)

Public Excluded Meetings and Workshops Policy

open and transparent governance. The Policy provides greater detail and guidance on how to implement the Fundamental Principle of openness and transparency.

#### **Fundamental principles**

5. Fundamental Principle 1: To support the open and transparent conduct of Council's business in a manner that is consistent with and complies with the preamble to LGOIMA, which states as follows:

*An Act to make official information held by local authorities more freely available, to provide for proper access by each person to official information relating to that person which is held by local authorities, to provide for the admission of the public to meetings of local authorities, to protect official information held by local authorities and the deliberations of local authorities to the extent consistent with the public interest and the preservation of personal privacy, and to establish procedures for the achievement of those purposes*

6. Fundamental Principle 2: All meetings and workshops of Councils will be held in open session where members of the public and the media are invited to attend, unless there is good and specific reason to exclude the public and their exclusion is permitted by law.

#### **Scope**

7. The Policy applies to:

- (i) Council's Elected Members; and
- (ii) Independent members who are appointed by Council to sit as members of various Council committees, such as the Audit and Risk Committee; and
- (iii) Council Officers; and
- (iv) Council Controlled Organisations, their directors and officers (when attending meetings or workshops).

#### **Policy structure – two parts**

8. The Policy is divided into two parts. Part 1 deals with Public Excluded Meetings and Workshops. Part 2 deals with Recording and livestreaming of meetings and workshops. The Policy shall also be read in conjunction with the Council's Code of Conduct for Elected Members, its Standing Orders and the Ombudsman's Guidance referenced above.

## **Part 1**

#### **Definitions**

9. In the context of Part 1 of the Policy the following definitions apply:
10. Council: refers to Timaru District Council, its Committees, Subcommittees and Community Boards.
11. Elected Members (EMs): the Mayor, Councillors and Community Board Members.

12. Independent Members: unelected persons appointed by Council to sit on its Committees to support EMs in their decision making by bringing independent and expert perspectives.
13. Meeting: as defined in the Local Government Official Information and Meetings Act 1987 (LGOIMA).
14. Officers: employees of Council, contractors and advisors presenting to a meeting or a workshop.
15. Public: includes bona fide members of the media.
16. Public excluded session: refers to a meeting, or part of a meeting, of Council that is heard in a public excluded session pursuant to section 48 of LGOIMA.
17. Workshop: an interactive session for EMs, independent members and officers to introduce ideas and concepts, and to facilitate information exchanges in an environment which is not a meeting and where no decision is made. For the avoidance of doubt, this policy considers briefings to be a form of workshop.

#### **Policy Statements**

##### *Meetings*

18. The default position is that all meetings of Council will be open to the public [and media](#).
19. Meetings, or part of a meeting, may only be held in a public excluded session where permitted by LGOIMA and where Council has recorded its reasons for the public exclusion with the requisite particulars and details in compliance with LGOIMA. [Providing a forum for free and frank discussion is not a basis for holding a meeting or item in a public excluded session.](#)
20. LGOIMA provides the statutory test for excluding the public from a meeting and the procedure that must be followed to exclude the public from a meeting, or part of a meeting.
21. In accordance with LGOIMA consideration of whether a meeting or an agenda item should be held in a public excluded session must be debated when the meeting is open to the public, and the decision is also to be formally recorded when the meeting is open to the public.
22. Consideration of whether a meeting, or part of a meeting, should be held in a public excluded session must consider also whether there are any countervailing public interest considerations which favour hearing the material in an open session. The record of the meeting should record this consideration and why the determination on the application of the public interest was made in the manner that it was so made.
23. The decision on whether a meeting, or a part of a meeting, should be held in a public excluded session, rests solely with the voting members of the body considering the matter.
- 23.24. [Council must identify and make public its reasons for holding a meeting in public excluded session.](#)
- 24.25. Where a decision of Council is made in a public excluded session, the resolution on the item must, where practicable, state expressly what can be released to the public and in what timeframe.

25-26. Council can select from the following four options when resolving what information to release from a decision made in a public excluded session:

- (i) Release in entirety (including the agenda item and decision), either immediately or at a specific date; or
- (ii) Partially release with parts redacted, and review in six months time; or
- (iii) Not release any information, and review in six months time; or
- (iv) Not release any information permanently.

26-27. Where Council is unable to immediately release to the public some or all of the decision and material considered in the public excluded session or set a specific timeframe for its complete release, the Mayor and Chief Executive are delegated the authority to subsequently review and jointly agree, six months after the date of the meeting, whether it is appropriate for some or all of the report and resolutions to be released.

27-28. If the Mayor and the Chief Executive cannot reach a joint agreement, the matter will be brought back to Council (or, if it was a Committee, Subcommittee or Community Board that considered the matter originally, then that respective body) for its further consideration.

28-29. The Mayor and Councillors reserve the right to overrule any decision made by a Committee, Subcommittee or Community Board regarding the release of information from a public excluded session.

29-30. Council acknowledges there may be occasions where it is appropriate that the decision and/or material is to remain public excluded for an extended or indefinite period of time and that LGOIMA contemplates this, such as when it involves the privacy and or safety of a person. In such circumstances Council must resolve and record with particulars why the matter is to remain in public excluded for an extended or indefinite period of time.

30-31. Requests for the minutes, reports or other material presented at a publicly excluded meeting or item can be requested – and – must be dealt with – as a LGOIMA request and in accordance with LGOIMA and the Ombudsman's guidance on requests for information.

31-32. Each individual LGOIMA request to any such information must be assessed on its own merits each time a request is received. The Mayor and Chief Executive jointly hold a delegation to determine whether to approve or decline to release the requested information in whole, or redacted in part, in response to a LGOIMA request.

32-33. Officers will provide regular reporting (normally as an agenda item at each ordinary meeting) to Council on items released from public excluded and if released in part will specify which parts are released and which remain excluded and the legislative provisions under which the material remains public excluded.

#### Workshops

33-34. The default position is that Council's workshops will be open to the public and the media. As with meetings, providing a forum for free and frank discussion is not a basis for holding a workshop or workshop item in a public excluded session.

#1824656-1804315

Public Excluded Meetings and Workshops Policy

Page 4 of 10

34.35. Workshops can be held for a variety of reasons and provide an opportunity for EMs and Independent Members to meet with Officers outside of the decision-making process to be briefed, provided information, explore options and engage in question and answer sessions.

35.36. A workshop is a session held for the reasons set out in the definitions and no decisions can be made or resolutions passed.

37. ~~The test to be followed for determining whether a workshop or part of a workshop can be held in a public excluded session is the same test as is applied by LGOIMA for holding a meeting or part of a meeting in a public excluded session. Workshops may be held in a public excluded session (in full or in part) provided that it is deemed reasonable to do so in the circumstances and that Ombudsman guidance is considered when making this decision.~~

38. ~~Decisions to hold workshops (in full or in part) in a public excluded session will made on a case-by-case basis, based on the circumstances of the particular workshop.~~

36. ~~Consideration of whether a workshop or part of a workshop is to be held in a public excluded session must be debated and the decision formally recorded when the workshop is open to the public. The Chief Executive, in consultation with the Mayor and – if applicable the Chairperson of the Committee hosting the workshop – will determine whether the workshop (in full or part) should be held in a public excluded session.~~

39. ~~Council must identify and make public its reasons for holding a workshop in public excluded session.~~

37.40. Where a workshop, or part of a workshop, is held in a public excluded session, consideration must be given at the conclusion of the public excluded session to what material can be released to the public and in what timeframe.

38.41. Where Council is unable to release to the public all of the workshop material considered in the public excluded session, it will follow the same procedures as is adopted for meetings and as set out earlier in this policy in relation to meetings.

39.42. Council acknowledges there may be occasions where it is appropriate that material is to remain public excluded for an extended or indefinite period of time, such as when it involves the privacy and or safety of a person. In such circumstances, Council must record with particulars why the matter is to remain in public excluded for an extended or indefinite period of time.

40.43. Requests for the minutes, reports or other material presented at a publicly excluded workshop can be requested – and must be dealt with as a LGOIMA request and in accordance with the Ombudsman's guidance.

41.44. The requirements that apply for notifying a meeting will inform the principles for notifying a workshop; that is the workshop will be publicly notified as soon as practicable and the material made publicly available once it has been prepared and ready for presentation to the workshop.

#### *Role of EMs, Independent Members and Officers*

42.45. EMs and Independent Members as the governing body must make the decision on whether a meeting or workshop is to be in a public excluded session.

**43-46.** EMs and Independent Members must bring an open mind to the consideration of whether a matter for a meeting ~~or a workshop~~ is to be considered in a public excluded session.

**44-47.** EMs and Independent Members must be particularly alert to the risk of a conflict of interest, or perceived conflict of interest, when considering whether a matter should be heard in a public excluded session.

**45-48.** Where an EM or an Independent Member identifies a conflict of interest, or a perceived conflict of interest it must be declared and managed in accordance with the relevant provisions in the Local Authorities (Members' Interest) Act 1968 and as required by the Code of Conduct for Elected Members.

**46-49.** Identifying and declaring conflicts of interest, or perceived conflicts of interest, must be recorded in the minutes of the meeting and in the written record of the workshop.

**47-50.** The role of Officers is to advise EM's on the reasons why, and why not, a meeting, or item on the agenda of a meeting, should be considered in a public excluded session. This includes providing advice to EM's as to whether there are any countervailing public interest reasons which might favour having the material considered in an open session.

**48-51.** To support the decision of the EMs and Independent Members on whether a matter is to be heard in a public excluded session, Officers are to provide professional and impartial advice to EMs and Independent Members in a manner consistent with the responsibilities applying to the Public Service set out in the Public Service Act 2020<sup>2</sup>.

#### *Compliance with the Public Records Act 2005 (PRA)*

**52.** At a meeting or workshop of Council the minutes along with any reports and material presented or created constitute a public record and must be managed in accordance with the statutory requirements of the PRA and LGOIMA.

**49-53.** Full and accurate records must be kept in accordance with normal, prudent business practice. Governance or the Executive Support Team will ensure that all relevant material is filed in Council's document storage system.

## Part 2

**50-54.** This part of the Policy deals with audiovisual recording and livestreaming of meetings and workshops.

**51-55.** To support the fundamental principles of the Policy, Council provides a number of mechanisms for attendance and participation at its meetings and workshops.

**52-56.** Council acknowledges that in addition to attendance in person, audio visual livestreaming and recording offers the best range of options for attendance at its meetings and workshops. Council also acknowledges there are technical and resourcing constraints that makes livestreaming and recording of all meetings and

<sup>2</sup> Section 12 Public Service Act 2020; public service principles are politically neutral, free and frank advice, merit-based appointments, open government, and stewardship.

workshops in all instances challenging. Given the challenges of universal livestreaming and recording, Council acknowledges a heightened obligation to ensure it actively facilitates participation where attendance via livestreaming and/or recording is not available.

53-57. The Policy sets out below how Council intends to prioritise recording and livestreaming of its meetings and workshops.

#### Definitions

54-58. In the context of Part 2 of the Policy the following definitions apply:

55-59. Committees: refers to Committees and Sub-committees created by Council.

56-60. Community Boards: refers to the Community Boards of the Timaru District Council.

57-61. Council: refers to the Timaru District Council.

#### Policy Statements

##### *Recording and livestreaming of meetings and workshops*

58-62. Meetings of Council, the Audit and Risk Committee, the Strategic Planning Committee, the Development and Growth Committee and the Projects and Procurement Committee are to be livestreamed and recorded. A copy of the recording is to be made publicly available.

59-63. Workshops of Council, the Audit and Risk Committee, the Strategic Planning Committee, the Development and Growth Committee and the Projects and Procurement Committee must be audiovisually recorded where they are not able to be livestreamed. Any livestreaming of a workshop must also be recorded, and the recording of the workshop must be made publicly available.

60-64. It is the role of Officers to ensure that an adequate record of a meeting or workshop is made, and to make it publicly available immediately. If that is not possible for technical reasons in a particular case, then a publicly available record should be made available as soon as is reasonably possible. It is the role of the governing body to approve the faithful representation of its meetings and workshops.

##### *Recording and livestreaming of other Committees, and Community Board meetings and workshops*

61-65. Meetings of other Committees and Community Boards will be livestreamed and recorded where it is practicable to do so. Any livestreaming of a meeting must also be recorded, and any recording of the meeting must be made publicly available.

62-66. Regardless of whether a livestreaming or recording of a Committee or Community Board meeting is available, minutes that provide a faithful representation of the meeting and that comply with LGOIMA will be kept and made publicly available.

63-67. Workshops of other Committees and Community Boards will be livestreamed and recorded where it is practicable to do so. Any livestreaming of a workshop must also be recorded, and the recording of the meeting must be made publicly available.

64-68. Workshops of other Committees or Community Boards will not be minuted if an audiovisual recording is taken and made publicly available. Associated supporting material will be provided on the Council website. However, where livestreaming or recording of a Committee or Community Board workshop is not available, minutes, along with any material presented, that provide a faithful representation of the workshop discussion will be kept and made publicly available.

65-69. It is the role of Officers to ensure that an adequate record of a Committee or Community Board meeting or workshop is made, and to make it publicly available immediately. If that is not possible for technical reasons in a particular case, then a publicly available record should be made available as soon as is reasonably possible. It is the role of the Committee or Community Board to approve the faithful representation of its meetings and workshops.

*Compliance with the Public Records Act 2005 (PRA)*

66-70. At a meeting or workshop of Council, Committees and Community Boards the recording, minutes along with any reports and material presented or created constitute a public record. These and must be managed in accordance with the statutory requirements of the PRA and LGOIMA.

The following applies to both parts of the Policy.

71. Members of the public may make a complaint to the Office of the Ombudsman if they hold concerns about Council's meeting and workshop practices.

**Monitoring**

67-72. This policy will be monitored annually as part of Council's Policy Monitoring Framework.

68-73. Indicators of whether this policy is achieving its stated purposes include:

- (i) The extent of alignment between the policy, Ombudsman guidance, and relevant legislation.
- (ii) Whether public excluded information is being managed and, where appropriate, released in line with the policy.
- (iii) Whether meetings and workshops are being recorded and distributed in line with the policy.
- (iv) The achievement or non-achievement of relevant non-financial performance indicators as recorded in the Annual Report.
- (v) Feedback from internal or external stakeholders, including data captured during the Residents Survey.
- (vi) Recommendations from internal or external audits.

**Reporting**

69-74. A summary of the performance of this policy will be reported to Council as part of the six-monthly Policy Update (when new information is available).

70-75. Full performance and monitoring data will be made available to Councillors when available.

### Delegations, References and Revision History

#### Delegations

Identify here any delegations related to the policy for it to be operative or required as a result of the policy

Delegation Manual reference	Delegation
3.1.1(c)	Delegation for the Mayor and Chief Executive to jointly determine whether to release public excluded information

#### References

Include here reference to any documents related to the policy (e.g. operating guidelines, procedures)

Title	Document reference
Ombudsmaen guidance for processing requests and conducting meetings <a href="#">(May 2019)</a>	<a href="https://www.ombudsman.parliament.nz/resources/good-practice-meetings-and-workshops">https://www.ombudsman.parliament.nz/resources/good-practice-meetings-and-workshops</a>
<a href="#">Ombudsman guidance "Good practice for Meetings and Workshops" (Nov 2024)</a>	<a href="https://www.ombudsman.parliament.nz/sites/default/files/2024-11/Good%20practice%20for%20Meetings%20and%20Workshops%20guide.pdf">https://www.ombudsman.parliament.nz/sites/default/files/2024-11/Good%20practice%20for%20Meetings%20and%20Workshops%20guide.pdf</a>

#### Revision History

Summary of the development and review of the policy

Revision	Owner	Date Approved	Approval By	Next Review	Doc Ref
1	Strategy and Corporate Planning Manager	13 February 2024	Council	February 2027	#1647368
2	Democracy Services Lead	28 October 2025	Council	At the commencement of the 2028-31 triennium	#1795048
2.1	Democracy Services Lead	21 November 2025	Chief Executive, on delegated authority; to reflect changes to the Council Committee structure resolved at the 4 November 2025 Council meeting (refer memo #1808246)	At the commencement of the 2028-31 triennium	#1804315
2.2	<a href="#">Democracy Services Lead</a>	TBC	<a href="#">Council</a>	<a href="#">At the commencement</a>	<a href="#">#1824656</a>

[#1824656-1804315](#)

Public Excluded Meetings and Workshops Policy

Page 9 of 10

				<a href="#"><u>of the 2028-31 triennium</u></a>	
--	--	--	--	---	--

DRAFT

## 9.9 Procurement Policy Adoption

**Author:** **Brendan Madley, Senior Policy Advisor**

**Nigel Howarth, Procurement Lead**

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

### **Recommendation**

That Council:

1. Adopt the Procurement Policy; and
2. Delegate authority to the Chief Executive to approve non-material changes to the policy outside of formal reviews; and
3. Require that any non-material changes to the policy are reported to Council at the following Policy Update.

### **Purpose of Report**

1. The purpose of this report is to enable Council to consider and provide feedback on the draft Procurement Policy, confirm its position request to not undertake procurement with companies involved in activities on occupied Palestinian land, seek amendments to the draft policy where deemed necessary and adopt the policy.

### **Assessment of Significance**

2. This report is assessed as being of low to medium significance according to Council's Significance and Engagement Policy. This is because the policy is primarily an internal operational document, with Council officers as the intended audience.
3. It is acknowledged that there may be public interest in how Council undertakes its procurement activities, and in the decision that it reaches on the petition regarding procurement from companies involved in activities on occupied Palestinian land.

### **Background**

#### *Procurement activities and legislative requirements*

4. Timaru District Council (Council) procures a wide range of works, goods and services to deliver solutions to the residents and ratepayers of the Timaru District. Council seeks to maximise overall benefits through consistent and mandated procurement activities.
5. Council's procurement activity is required to deliver value for money for the residents of Timaru District. Given that the procurement policy applies – in general – across all of Council's activities and groups, a key focus of the review has been creating operational flexibility whilst ensuring that suitable controls are in place to ensure probity and assurance of proper conduct.
6. A Procurement Policy is an opportunity to provide a framework within which consistent practice is applied across procurement activities in alignment with the Council's vision, strategic priorities and broader community outcomes.

7 Further, a Procurement Policy must reflect Council's legislative obligations as per Section 14 of the Local Government Act 2002. This section states that a local authority must, "conduct its business in an open, transparent, and democratically accountable manner" and "undertake any commercial transactions in accordance with sound business practices".

#### *Policy review*

8 Council's current Procurement Policy was adopted in 2015 and is overdue for review. Subsequent changes to legislative requirements and industry best practice means that a substantial revisioning has been required.

9 The proposed Procurement Policy (located at Attachment One) has received internal feedback from the Senior Leadership Team, the Programme Management Office, and other Council officers.

10 It was considered and endorsed by the Projects and Procurement Committee on 10 February 2026, as per the Committee's Terms of Reference.

11 The Committee made two changes to the draft policy. These are reflected in the track changes in the attachment, and are:

- 11.1 To reinstate the local price premium (clause 32 (ii)).
- 11.2 To decline the request of Tracey Howard of the Palestine Solidarity Network Aotearoa (PSNA) and other petitioners to include the following wording (former clause 36 and associated section):

*"That Timaru District Council supports Aotearoa New Zealand government policy, as expressed through United Nations Security Council resolution 2334, and will decline to purchase goods and services from companies identified by the United Nations Human Rights Council as being involved in the building or maintenance of illegal Israeli settlements on occupied Palestinian land".*

12 Further information about the PSNA request is located at Attachments Two and Three.

#### **Discussion**

##### *Amendments made by Committee prior to policy endorsement*

13 The Committee agreed, by majority vote, that the local price premium was an important signal to local businesses and the community about Council's support of the local economy. It was noted that it is not possible to accurately estimate the qualitative impact of this on the local economy. Officers identified that this should be considered carefully given the government's proposed "rates cap" and likely future fiscal constraints.

14 The Committee agreed, by majority vote, to not include the PSNA request in the policy, primarily on the view that Timaru District Council should not hold an official position on this matter of international affairs. It was noted that this should not be seen as condoning Israeli actions in Palestine, and that several local authorities have incorporated the requested wording, or similar, into their procurement policies. Consideration was given to a more general policy clause regarding officers flagging potential unethical conduct from suppliers during procurement tendering. This was not progressed, in part because it would be difficult to apply consistently and predictably.

##### *Material changes from current policy*

15 The table below outlines the most material proposed changes and policy elements (in addition to those discussed above).

Policy element	Proposed change/s	Officer comment
Project documentation (clauses 16-19 of the policy)	Inclusion of requirement to utilise project initiation documentation.	The current policy is silent on this matter. The policy update is an opportunity to state expectations in regard to this, and to provide assurance that due diligence has been undertaken.
Appointment methods (clauses 24-28 of the policy)	<p>Replacing table in current policy with appointment methods based on procurement value.</p> <p>Exceptions permitted based on financial delegations, but must be reported.</p>	<p>The current policy guidance is too flexible and the bands are too large to provide assurance of probity.</p> <p>The draft policy proposes more definitive guidance to officers, clearer expectations and greater assurance to Councillors and the public that ratepayer funds are being used in a disciplined manner.</p> <p>The draft policy proposes an exceptions pathway. These are not expected to be commonly utilised, especially once project initial documentation is implemented fully. Reporting requirements are intended to ensure transparency and accountability.</p>
Evaluation models (clauses 29-30 of the policy)	Replacing table in current policy with requirements based on the Project Classification Matrix.	<p>In general, the current policy utilises procurement value to determine whether tenders should be awarded based on price or non-price attributes.</p> <p>The recent creation of the Programme Office and Project Classification Matrix (currently in draft form) allows a more nuanced consideration. It is more appropriate to award tenders based on their classification of Simple, Complicated or Complex, rather than the raw procurement value.</p>

- 16 Based on searches of Council's procurement and financial management systems, the Procurement Lead advises that Council<sup>2</sup> does not currently have any business dealings with any of the companies stated. This includes parent companies or subsidiaries, to the best of our knowledge. Therefore, a decision to endorse the requested wording would have no operational implications. Given the nature of the companies, the geographic focus of the majority in the Middle East, and Council's demand profile for goods and services, this is likely to remain the case into the future.
- 17 The New Zealand Government advises that this is a decision for Council alone to make, and that any decision would not be in conflict with central government policy. The Ministry of Foreign Affairs and Trade (MFAT) provided advice to Environment Canterbury in 2024 to assist their decision making on a similar request. This is located at Attachment Four.
- 18 Councillors may wish to consider the following questions when forming their views on whether to uphold or change the decision of the Committee to not grant the request:
  - 18.1 Should Council hold an official position on this matter?
  - 18.2 Does the proposal appropriately reflect Council's views?
  - 18.3 What are the advantages, disadvantages and risks of each option?

### **Options and Preferred Option**

- 19 Option One – adopt the Procurement Policy as attached.
- 20 Option Two – amend the Procurement Policy prior to adoption.
- 21 In regard to the petition request, officers consider that this decision is a judgement matter for Councillors. There is no preferred option stated by officers because there are no technical aspects to the matter and no framework to base a recommendation on.

### **Consultation**

- 22 A feedback process has occurred with internal stakeholders. Consistent with the assessed level of significance, officers consider that a more formal or external consultation is not required as this is an internal policy which provides a framework for Council's internal procurement activities.

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

- 23 Local Government Act 2002
- 24 Fair Trading Act 1986
- 25 Contract and Commercial Law Act 2017
- 26 Construction Contracts Act 2002

### **Financial and Funding Implications**

- 27 Officers consider that the proposed policy changes and its implementation have no direct financial implications.

---

<sup>2</sup> Council is, for the purposes of this report, considered to be only Timaru District Council; it does not include the wider Council Group. TDHL or Venture Timaru manage their own procurement activities.

28 If the PNSA request was included in an approved Procurement Policy, there would be some ongoing implementation costs. These are considered negligible. For example, the Procurement Lead would need to cross-reference any new Council suppliers against the list of stated companies, and cross-reference Council suppliers against published updates of the list.

### **Other Considerations**

29 There are no other considerations.

### **Attachments**

1. [Proposed Procurement Policy](#) 
2. [PSNA submission](#) 
3. [PSNA petition](#) 
4. [MFAT advice to Environment Canterbury \(2024\)](#) 



# Procurement Policy

<b>Approved by:</b>	Timaru District Council
<b>Group:</b>	Finance
<b>Owner:</b>	Procurement Lead
<b>Date adopted:</b>	<b>TBC</b> The policy becomes effective immediately upon adoption
<b>Review:</b>	Every 6 years; earlier if deemed necessary This Policy does not cease to have effect because it is due for review, or being reviewed
<b>Consultation:</b>	To give effect to s 82 of the Local Government Act 2002

## Policy Purpose

1. To align Timaru District Council's (Council) procurement activities with its wider Strategic Vision, priorities and broader community outcomes.
2. To provide a framework for Council's procurement activities to be undertaken consistently, legally, and in a way that delivers public and local value for the residents of the Timaru District.

## Scope

3. This policy applies to:
  - (i) the procurement of goods or services for Council obtained through any contractual means (including purchase, rental or lease contracts) with external supplies, no matter the methodology of purchasing or the value of the purchases;
  - (ii) all Council officers, consultants, representatives or contractors conducting procurement activities on behalf of Council; and
  - (iii) both operational and capital expenditure.
4. This policy does not apply to expenditure on or as part of:
  - (i) Employee Agreements, including payroll and reimbursements;
  - (ii) Internal invoicing;
  - (iii) Grants and sponsorship;
  - (iv) An exclusive Service Level Agreement;
  - (v) Property acquisition;
  - (vi) Procurement undertaken by Council Controlled Organisations (CCOs);
  - (vii) Payments to government, including treasury, tax, regulatory bodies and financial instruments;

- (viii) Unsolicited proposals;
- (ix) Declared Civil Defence emergencies;
- (x) New Zealand Transport Agency (NZTA) contracts;
- (xi) Original Equipment Manufacturer (OEM).
- (xii) All-of-Government (AoG) contracts; and
- (xiii) Ancillary spend such as petty cash transactions, bank fees and PCard purchases.

5. Refer to the Appendix for more information about how to manage out-of-scope procurement.

#### **Definitions**

- 6. All of Government (AoG) arrangements: a supply arrangement established by central government for common products and services purchased in the public sector.
- 7. Local supplier: a business entity that, to the satisfaction of Council officers, operates from premises within the Timaru District.
- 8. Procurement: the acquiring and delivering of goods, services and works (including refurbishment and new construction).

#### **Policy Statements**

- 9. This policy should be read in conjunction with Council's Procurement Manual.
- 10. All Council officers involved in procurement processes are required to adhere to Council's conflict of interest policies and procedures.
- 11. All suppliers are required to agree and adhere to the Supplier Code of Conduct, health and safety policies and standards, and any other relevant Council policies and procedures.

#### *Procurement Principles*

- 12. The following principles apply to Council's procurement processes and decisions.
- 13. The first set of principles relate to the spending of public money. They are a modified version of those stated by the Office of the Auditor-General.
  - (i) Accountability: The Council will be accountable for its performance and give complete and accurate accounts of the use it has put public funds to.
  - (ii) Health and Safety: The Council will consider health and safety matters in all of procurement activities.
  - (iii) Openness: The Council will be transparent in its administration of funds, both to support accountability and to promote clarity, including shared understanding of respective roles and obligations between entities in collaboration with any external parties entering into funding arrangements.
  - (iv) Lawfulness: The Council will act within the law and meet all applicable legal obligations.

- (v) Fairness: The Council has an obligation to act fairly and reasonably. The Council must be, and must be seen to be, impartial in its decision-making.
- (vi) Integrity: Managing public resources must be done with the utmost integrity to retain the trust and confidence of the public. The Public Service Commission have issued the New Zealand Standards of Integrity and Conduct applying to public servants and other public employees.

14. The second set of principles relate to undertaking procurement activity in the public sector. They are a modified version of those stated by New Zealand Government Procurement.

- (i) Plan and manage for great results: This includes clearly identifying requirements; including a focus on achieving broader outcomes; establishing an appropriately skilled and experienced team; involving suppliers early; understanding the market and Council's role in it; and being open to new ideas and solutions..
- (ii) Be proportionate and right-size the procurement: This includes making it easy to do business with Council; and designing and running an efficient end-to-end process that is proportional to the value, complexity and risk.
- (iii) Be fair to all suppliers: This includes creating competition and encouraging suppliers; treating all suppliers equally; seeking opportunities to involve Māori, Pasifika and regional businesses; making it easy for supplier to do business; being open to subcontracting opportunities; and clearly explaining the assessment process.
- (iv) Get the right supplier: This includes creating competition and encouraging capable suppliers to respond, clearly explain how proposals will be assessed; and debriefing unsuccessful suppliers to increase potential success of future bids.
- (v) Get the best deal for everyone: This includes focusing on public value; accounting for all costs and benefits over the whole-of-life; making balanced and defendable decisions; consider the best possible economic benefits for the Timaru District; encouraging innovation; having clear performance measures which are monitored and managed; collaborating to make ongoing savings and improvements; and being collectively accountable for the results.
- (vi) Play by the rules: This includes being accountable, transparent and reasonable; acting responsibly, lawfully and with integrity; remaining impartial; identifying and appropriately managing conflicts of interest; and securely maintaining all suppliers' commercially sensitive information and intellectual property.
- (vii) Probity: This includes ensuring that systems, policies and procedures provide for accountability; using procurement practices that are able to withstand public scrutiny; preserving confidence in the procurement process; undertake due process and diligence; obtaining appropriate approvals; and documenting decisions.
- (viii) Sustainability: The Council will look to achieve best value for money over whole-of life. Where deemed possible and prudent, it will also require sustainably produced goods or services and have regard to the economic, environmental and social impacts over their life cycle. The Council will evaluate the broader outcomes of all procurement activities to assess their sustainability.

15. Additionally, Council must conduct any procurement activity in accordance with the principles stated in section 14 of the Local Government Act 2002, most notably to

undertake commercial transactions in accordance with sound business practices and ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district.

*Procurement planning and approval*

16. Project initiation documents are required for all Council projects in order to demonstrate business justification and deliverability. These are required prior to formally approaching the market.
17. Council's Programme Management Office (PMO) specify the project initiation documents that are required to be completed, and the detail that they must contain. All Council procurement within the scope of this policy must adhere with these PMO requirements.
18. The project initiation documents should be commensurate in detail with the value or risk of a project, and consideration must be given to the appropriate procurement method to achieve the best result.
19. It is the responsibility of the procurement approver to satisfy themselves that the procurement is based on satisfactory project initiation documents.
20. Expenditure commitments are to be managed and entered into in accordance with the financial delegations stated in the current Delegations Manual.
21. Council or its nominated committee are to manage and enter into any expenditure that exceeds the Chief Executive's financial delegation. The exception to this is if a Council has, via resolution, delegated prior authority to an officer to enter into a certain agreement.
22. Council may, by resolution, appoint observers to the procurement process for a particular project.
23. All procurement is to be conducted within approved budgets as stated in the relevant Long Term Plan or Annual Plan, or, if unbudgeted, as per the financial delegations in the current Delegations Manual.
24. The standard appointment methods are:
  - (i) Direct appointments are permitted for any operational or capital expenditure up and including \$20,000.
  - (ii) Selected or invited procurement processes are permitted for any operational or capital expenditure greater than \$20,000 and less than \$100,000. Council is required to test the market to ensure competitive pricing. Wherever possible, this should involve approaching three companies that undertake the activity for a written quote<sup>1</sup>.
  - (iii) Open procurement processes<sup>2</sup> are required for any operational or capital expenditure exceeding \$100,000.

Note: all values stated are GST exclusive.

<sup>1</sup> Fewer approaches are acceptable if less than three companies undertake the activity.

<sup>2</sup> e.g. using Government Electronic Tendering System (GETS)

25. It is envisaged that exceptions to the standard appointment method may be appropriate in certain circumstances; for example for exclusive supplier services or if the procurement approver deems that an incident constitutes a level of service continuity emergency.
26. Exceptions may be made by the relevant SLT member in accordance with their financial delegation stated in the current Delegations Manual.<sup>3</sup>
27. To facilitate transparency and accountability, any exceptions and their reasonings are required to be documented via the relevant project initiation documents or – if this is not possible in the circumstances – self-reported in writing to the Chief Executive.
28. The Projects and Procurement Committee will receive summary statistical information about exceptions on a regular, periodic basis.
29. The evaluation model and contract type will be determined by the procurement approver. The project initiation documents must make a recommendation on the appropriate evaluation model and contract type, and seek comment from the Procurement Lead.
30. In general, straightforward procurement will be awarded based on price attributes utilising a purchase order (and short form agreement for services), whereas more novel or complex procurement will be awarded following a process that includes consideration of non-price attributes utilising NZS 3910/ 916/ 917.

*Supporting Local*

31. Council recognises that its procurement activities can benefit local businesses and residents when spent within the District. At the same time, Council is mindful of its responsibility to spend public funds with probity, to maximise value for residents, and to minimise opportunity cost.
32. Council will “support local” through the following initiatives:
  - (i) Procuring directly from local suppliers for expenditure less than \$20,000, where a local supplier undertakes the required activity.
  - (ii) Applying a 5% local price premium for expenditure up to \$100,000, provided that the total price remains within the approved budget. Refer to the Procurement Manual for more information.
  - (iii) Always considering local benefit when utilising a non-price attribute evaluation model, with at least a 10% weighting.
  - (iv) Providing opportunities for local suppliers to better understand Council’s procurement processes and requirements, to improve the likelihood of their successful tendering.
33. These Supporting Local mechanisms and requirements may not apply if funding received for a project from an external party<sup>4</sup> explicitly precludes it.
34. Procurement activity should be aligned with Council’s economic strategies and priorities, and be responsive to any changes to these. The Procurement Policy or Procurement

<sup>3</sup> Rule 12 of the New Zealand Government Procurement Rules (2025) contains further information about potential valid exemptions from open advertising, and should be referred to when making decisions under this clause.

<sup>4</sup> For example, central government.

Manual will be reviewed if they are not considered to align with or support Council's economic strategies or priorities.

35. Where expenditure is classified as being "significant" and overseen by the Projects and Procurement Committee, the procurement plans must assess how the investment will support the district's economic well-being, and specifically consider options for supporting the district's economic development strategy.

~~Placeholder section – Council procurement from companies involved with occupied Palestinian land~~

~~36. Placeholder – insert text as per Council decision, or remove section entirely~~

### Monitoring

37-36. This policy will be monitored in line with Council's Policy Monitoring and Reporting Framework.

38-37. Indicators of whether this policy is achieving its stated purposes include:

- (i) The percentage of procurement expenditure deemed to be spent locally in each financial year.
- (ii) The extent that the policy is deemed to align with Government Procurement Rules and Office of the Auditor-General advice.
- (iii) The extent that the policy is deemed to align with Council's Strategic Direction and economic strategy(ies).
- (iv) Feedback received from internal or external stakeholders.
- (v) Recommendations from internal or external audits.

### Reporting

39-38. A summary of the performance of this policy will be reported to Council as part of the regular Policy Update (when new information is available).

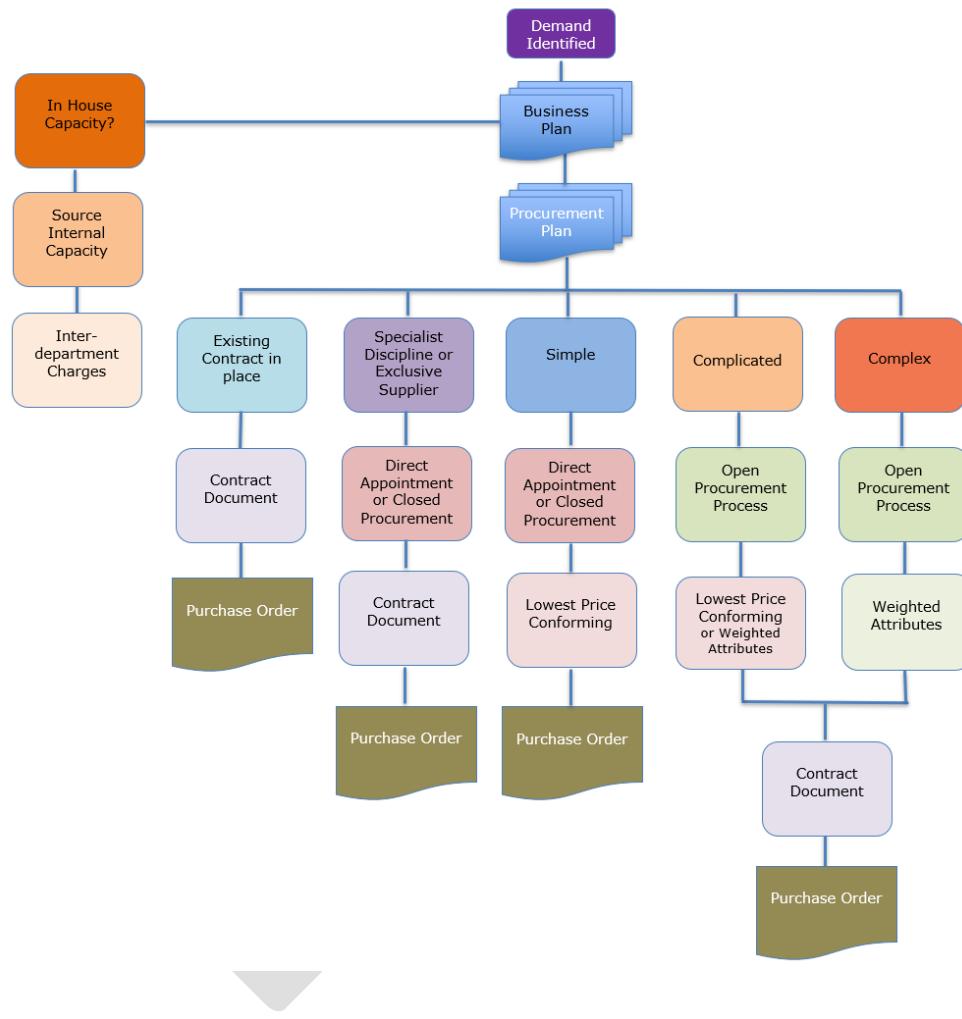
40-39. Full performance and monitoring data will be made available to Councillors when available.

41-40. The Projects and Procurement Committee will receive a report on a regular, periodic basis about approved exceptions to the standard appointment process. This report will also highlight issues – if any – regarding the performance of the policy.

Delegations, References and Revision History	
<b>Delegations</b> Identify here any delegations related to the policy for it to be operative or required as a result of the policy	
Delegation Manual reference	Delegation

4.3 Financial Delegations	Refer to the Delegations Manual for the current financial delegations				
<b>References</b> Include here reference to any documents related to the policy (e.g. operating guidelines, procedures)					
<b>Title</b> <b>Document reference/ link</b>					
Procurement Manual	TBA				
Delegations Manual	#1417284				
New Zealand Standards of Integrity and Conduct	<a href="https://www.publicservice.govt.nz/guidance/standards-of-integrity-and-conduct">https://www.publicservice.govt.nz/guidance/standards-of-integrity-and-conduct</a>				
New Zealand Government Procurement Rules	<a href="https://www.procurement.govt.nz/government-procurement-framework/government-procurement-rules/">https://www.procurement.govt.nz/government-procurement-framework/government-procurement-rules/</a>				
Office of the Auditor-General procurement principles	<a href="https://www.oag.parliament.nz/good-practice/procurement">https://www.oag.parliament.nz/good-practice/procurement</a>				
<b>Revision History</b> Summary of the development and review of the policy					
Revision	Owner	Date Approved	Approval By	Next Review	Doc Ref
1	Group Manager Corporate Services	28/07/2015	Policy and Development Committee	31/07/2018	#944011
2	Procurement Lead	TBC	Council	TBC	#1617168

### Appendix A – Procurement Decision Tree



**Appendix B – Managing procurement that is out of scope for this policy**

The “Scope” section of this policy identifies areas of expenditure that this policy does not apply to. This is normally because legislative requirements or other policies may apply, or a formal procurement process does not align well to the type of expenditure.

For clarity, the procurement rules for managing expenditure that is out of scope with this policy are or can be located as follows:

- (i) Employee Agreements, including payroll and reimbursements – refer to the Individual or Collective Employment Agreement, and another relevant Council policies.
- (ii) Internal invoicing – refer to the Procurement Manual.
- (iii) Grants and sponsorship – refer to the Community Funding Policy.
- (iv) An existing Service Level Agreement – refer to the Procurement Manual (also for new SLAs or renewals/ reviews)
- (v) Property acquisition – refer to the Property Acquisition, Management and Disposal Policy.
- (vi) Procurement undertaken by Council Controlled Organisations (CCOs) – refer to each CCO for their policies and procedures.
- (vii) Payments to government, including treasury, tax, regulatory bodies and financial instruments – refer to the Procurement Manual.
- (viii) Unsolicited proposals – refer to the Procurement Manual. Unsolicited proposals are unique or innovative solutions initiated by suppliers and which may not be suitable to progress through this policy.
- (ix) Declared Civil Defence emergencies – refer to the Delegations Manual for Civil Defence emergencies.
- (x) New Zealand Transport Agency (NZTA) contracts – refer to the Procurement Manual. Activities funded through the National Land Transport Programme will follow the Waka Kotahi New Zealand Transport Agency procurement procedures.
- (xi) Original Equipment Manufacturer (OEM) – refer to the Procurement Manual.
- (xii) All-of-Government (AoG) contracts – refer to the Procurement Manual. AoGs establish supply agreements with approved suppliers for selected common goods or services purchased across government. Council may purchase from AoGs at their discretion.
- (xiii) Ancillary spend such as petty cash transactions, bank fees and PCard purchases – refer to the Procurement Manual.



## Submission from PSNA to Timaru District Council on Wednesday 5<sup>th</sup> June 2024

Presenter: Tracey Howard

### 1. Proposed Resolution to implement UNSC 2334

*“That Timaru District Council supports Aotearoa New Zealand government policy, as expressed through United Nations Security Council resolution 2334, and will decline to purchase goods and services from companies identified by the United Nations Human Rights Council as being involved in the building or maintenance of illegal Israeli settlements on occupied Palestinian land”*

#### Background

In December 2016 the United Nations Security Council passed resolution 2334 (UNSC2334).

This resolution was co-sponsored by the New Zealand government under National Party leadership with Bill English as Prime Minister and Murray McCully as Foreign Minister. Through this resolution the United Nations Security Council states that, in the occupied Palestinian territories, Israeli settlements had “**no legal validity**” and constituted “**a flagrant violation under international law**”. It said they were a “**major obstacle to the achievement of the two-state solution and a just, lasting and comprehensive peace**” in the Middle East.

The full text of UNSC2334 is included as an appendix to this letter.

We are asking Christchurch City Council to take steps to implement UNSC2334 and in particular paragraph 5 which states:

5. *Calls upon all States, bearing in mind paragraph 1 of this resolution, to distinguish, in their relevant dealings, between the territory of the State of Israel and the territories occupied since 1967;*

**Current Situation**

The current Aotearoa New Zealand government supports UNSC2334, as do the opposition parties.

On 19 July 2024 the International Court of Justice reiterated its declaration that the Israeli settlements in the Occupied Palestinian Territory are illegal and that settlers should be withdrawn immediately.

The ICJ stated that the Israeli occupation itself is an illegal presence and must end. **The ICJ requires countries to ensure they do not render aid or assistance to the occupation.**

On 18 September 2024 New Zealand joined 123 other countries who voted in the UN General Assembly in favour of a resolution which gave Israel a year to withdraw from the Occupied Palestinian Territory.

**Why does this matter now?**

In December 2022 Israel elected its most extreme ethno-nationalist government ever and as well as stepping up their brutal repression of Palestinians and making clear they will not negotiate with Palestinians on a peace plan or the formation of a Palestinian state, they have said their "[top priority](#)" is to push ahead with more illegal Israeli settlements on occupied Palestinian land. In the last week of June 2023 Israel's leaders announced plans to [build more than 5,000 additional houses](#) in these illegal settlements on Palestinian land and on 29 May 2025 Israel [announced the creation of 22 more illegal settlements on Palestinian land](#).  
. Further [expansion of these settlements in the occupied West Bank](#) is taking place while the world is distracted with Israel's ongoing slaughter of Palestinians in Gaza.

Meanwhile in June 2023 United Nations Human Rights Council updated its [database of companies complicit in illegal Israeli settlements](#). The [updated database is here in a pdf](#).

Please note that our Ministry of Foreign Affairs has informed PSNA that:

*We are able to confirm that we will not be providing any advice to Councils as to whether or not they should pass the resolution you have circulated. Any decision on implementing, or not implementing the proposed resolution is for those Councils to take, and will not represent a position of the Executive Government. If we are asked for advice, any responses will be limited to providing a summary of New Zealand's relevant international policy settings (Resolution 2334, the occupied territories, and our support for a two-state solution)*

We thank you for your consideration of this proposed motion.

Ngā mihi.

Nā,

Tracey Howard

## Appendix to presentation – full wording of UNSC2334 (2016)

United Nations

S/RES/2334 (2016)



## Security Council

Distr.: General

23 December 2016

---

### Resolution [2334 \(2016\)](#)

**Adopted by the Security Council at its 7853rd meeting, on  
23 December 2016**

*The Security Council,*

*Reaffirming* its relevant resolutions, including resolutions [242 \(1967\)](#), [338 \(1973\)](#), [446 \(1979\)](#), [452 \(1979\)](#), [465 \(1980\)](#), [476 \(1980\)](#), [478 \(1980\)](#), [1397 \(2002\)](#), [1515 \(2003\)](#), and [1850 \(2008\)](#),

*Guided* by the purposes and principles of the Charter of the United Nations, and reaffirming, *inter alia*, the inadmissibility of the acquisition of territory by force,

*Reaffirming* the obligation of Israel, the occupying Power, to abide scrupulously by its legal obligations and responsibilities under the Fourth Geneva Convention relative to the Protection of Civilian Persons in Time of War, of

12 August 1949, and *recalling* the advisory opinion rendered on 9 July 2004 by the International Court of Justice,

*Condemning* all measures aimed at altering the demographic composition, character and status of the Palestinian Territory occupied since 1967, including East Jerusalem, including, *inter alia*, the construction and expansion of settlements, transfer of Israeli settlers, confiscation of land, demolition of homes and displacement of Palestinian civilians, in violation of international humanitarian law and relevant resolutions,

*Expressing* grave concern that continuing Israeli settlement activities are dangerously imperilling the viability of the two-State solution based on the 1967 lines,

*Recalling* the obligation under the Quartet Roadmap, endorsed by its resolution [1515 \(2003\)](#), for a freeze by Israel of all settlement activity, including “natural growth”, and the dismantlement of all settlement outposts erected since March 2001,

*Recalling* also the obligation under the Quartet roadmap for the Palestinian Authority Security Forces to maintain effective operations aimed at confronting all those engaged in terror and dismantling terrorist capabilities, including the confiscation of illegal weapons,

*Condemning* all acts of violence against civilians, including acts of terror, as well as all acts of provocation, incitement and destruction,

*Reiterating* its vision of a region where two democratic States, Israel and Palestine, live side by side in peace within secure and recognized borders,

*Stressing* that the status quo is not sustainable and that significant steps, consistent with the transition contemplated by prior agreements, are urgently needed in order to (i) stabilize the situation and to reverse negative trends on the ground, which are steadily eroding the two-State solution and entrenching a one-State reality, and (ii) to create the conditions for successful final status negotiations and for advancing the two-State solution through those negotiations and on the ground,

1. *Reaffirms* that the establishment by Israel of settlements in the Palestinian territory occupied since 1967, including East Jerusalem, has no legal validity and constitutes a flagrant violation under international law and a major obstacle to the achievement of the two-State solution and a just, lasting and comprehensive peace;

2. *Reiterates* its demand that Israel immediately and completely cease all settlement activities in the occupied Palestinian territory, including East Jerusalem, and that it fully respect all of its legal obligations in this regard;

3. *Underlines* that it will not recognize any changes to the 4 June 1967 lines, including with regard to Jerusalem, other than those agreed by the parties through negotiations;

4. *Stresses* that the cessation of all Israeli settlement activities is essential for salvaging the two-State solution, and calls for affirmative steps to be taken immediately to reverse the negative trends on the ground that are imperilling the two-State solution;

5. *Calls* upon all States, bearing in mind paragraph 1 of this

resolution, to distinguish, in their relevant dealings, between the territory of the State of Israel and the territories occupied since 1967;

6. *Calls for immediate steps to prevent all acts of violence against civilians, including acts of terror, as well as all acts of provocation and destruction, calls for accountability in this regard, and calls for compliance with obligations under international law for the strengthening of ongoing efforts to combat terrorism, including through existing security coordination, and to clearly condemn all acts of terrorism;*

7. *Calls upon both parties to act on the basis of international law, including international humanitarian law, and their previous agreements and obligations, to observe calm and restraint, and to refrain from provocative actions, incitement and inflammatory rhetoric, with the aim, inter alia, of de-escalating the situation on the ground, rebuilding trust and confidence, demonstrating through policies and actions a genuine commitment to the two-State solution, and creating the conditions necessary for promoting peace;*

8. *Calls upon all parties to continue, in the interest of the promotion of peace and security, to exert collective efforts to launch credible negotiations on all final status issues in the Middle East peace process and within the time frame specified by the Quartet in its statement of 21 September 2010;*

9. *Urges in this regard the intensification and acceleration of international and regional diplomatic efforts and support aimed at achieving, without delay a comprehensive, just and lasting peace in the Middle East on the basis of the relevant United Nations resolutions, the Madrid terms of reference, including the principle of land for peace, the Arab Peace Initiative and the Quartet Roadmap and an end to the Israeli occupation that began in 1967; and underscores in this regard the importance of the ongoing efforts to advance the Arab Peace Initiative, the initiative of France for the convening of an international peace conference, the recent efforts of the Quartet, as well as the efforts of Egypt and the Russian Federation;*

10. *Confirms its determination to support the parties throughout the negotiations and in the implementation of an agreement;*

11. *Reaffirms its determination to examine practical ways and means to secure the full implementation of its relevant resolutions;*

12. *Requests the Secretary-General to report to the Council every three months on the implementation of the provisions of the present resolution;*

13. *Decides to remain seized of the matter.*

18/06/2025, 07:16 Petition · Call to Timaru District Council to comply with United Nations Resolution 2334 (1) - Timaru, New Zealand · Change.org

change.org

Start a petition

≡



## Call to Timaru District Council to comply with United Nations Resolution 2334 (1)

Sign petition

146 

Verified signatures ▾

### The issue

**To: Timaru District Council**

**Request Timaru District Council to comply with United Nations Resolution 2334: and refrain from investing in/doing business with companies involved with the illegal Israeli settlements.**

We, the undersigned residents of the Timaru region, call upon our elected officials in the Timaru District Council to add the following wording to its procurement policies:

The Timaru District Council will comply with United Nations resolution 2334 (1) and will not contract with the list of companies identified by the United Nations Human Rights Council as being involved in the building or maintenance of illegal Israeli settlements.

[https://www.change.org/p/call-to-timaru-district-council-to-comply-with-united-nations-resolution-2334-1?recruiter=1359711723&recruited\\_by\\_id=...](https://www.change.org/p/call-to-timaru-district-council-to-comply-with-united-nations-resolution-2334-1?recruiter=1359711723&recruited_by_id=...) 1/18

18/06/2025, 07:16 Petition · Call to Timaru District Council to comply with United Nations Resolution 2334 (1) - Timaru, New Zealand · Change.org

Why is this important?

**All people, whether in Timaru or in Occupied Palestine, should have the right to freedom, safety and self-determination. Now is the time to stand up and add your voice to the millions who, in an act of humanity, are saying "No" to illegal occupation in Palestine.**

**Environment Canterbury, Christchurch City Council and Nelson City Council have taken this humanitarian action.**

We seek that the Timaru District Council align their procurement policy with United Nations Resolution 2334, and the obligations placed on member states by that resolution.

Israel is currently in breach of numerous international laws. Israel is illegally occupying Palestinian territory (2, 3). UN resolution 2334 refers to the territory held by Palestine in 1967 and the illegal occupation of that territory by Israel.

As an occupier state, Israel has legal obligations to protect Palestinians who live in their territory. Israel is in breach of these obligations by directly targeting and harming Palestinian civilians.

UN resolution 2334 requests that Israel cease all settlement activities in the occupied territory. In support of this, Clause 5 of the resolution calls upon all states to distinguish between the territory of the state of Israel and the territories occupied since 1967 in all dealings with the region.

The Resolution was put forward by and voted in favour of by the New Zealand government under the leadership of the National Party in 2016 (4).

Subsequently, in February 2020 the United Nations published a database of over 100 companies it considered were doing business in the Israeli settlements. On 1 July 2023, the United Nations reviewed the list and removed 15 companies from the list due to them having halted activity in the Israeli settlements.

United Nations Resolution 2334 declared that all member states should not deal with organisations doing business in the illegally occupied Palestinian Territories, this includes Aotearoa/New Zealand.

We call on our local government to align its procurement policy with UN resolution 2334.

References:

<https://www.un.org/webcast/pdfs/SRES2334-2016.pdf>

<https://www.icj-cij.org/node/204176>

<https://www.ohchr.org/en/press-releases/2024/07/experts-hail-icj-declaration-illegality-israels-presence-occupied>

<https://www.mfat.govt.nz/en/media-and-resources/un-security-council-adopts-historic-resolution-on-israeli-settlements>

[https://www.change.org/p/call-to-timaru-district-council-to-comply-with-united-nations-resolution-2334-1?recruiter=1359711723&recruited\\_by\\_id=...](https://www.change.org/p/call-to-timaru-district-council-to-comply-with-united-nations-resolution-2334-1?recruiter=1359711723&recruited_by_id=...) 2/18

18/06/2025, 07:16

Petition · Call to Timaru District Council to comply with United Nations Resolution 2334 (1) - Timaru, New Zealand · Change.org

[Report a policy violation](#)**traceyh.nl@gmail.com Howard**

Petition starter

[Media enquiries](#)

## Petition updates

100 supporters

6 months ago

traceyh.nl@gmail.com Howard started this petition

6 months ago

## Share this petition



Share this petition in person or use the QR code for your own material.

[Download QR code](#) [Share on Facebook](#) [Send via WhatsApp](#) [Post on X](#) [Copy link](#) [Send via email](#)

Petition created on 8 December 2024

[https://www.change.org/p/call-to-timaru-district-council-to-comply-with-united-nations-resolution-2334-1?recruiter=1359711723&recruited\\_by\\_id=...](https://www.change.org/p/call-to-timaru-district-council-to-comply-with-united-nations-resolution-2334-1?recruiter=1359711723&recruited_by_id=...) 3/18

Name	City	State	Postal Code	Country	Signed On
traceyh.nl@gmail.com Howard			7930	New Zealand	2024-12-07
Jessica Young	Timaru			New Zealand	2024-12-07
Paigan Fletcher	Waimate			New Zealand	2024-12-07
Anna Young	Geraldine			New Zealand	2024-12-07
Imogen Young	Geraldine			New Zealand	2024-12-07
Suvi Manning	Timaru			New Zealand	2024-12-07
Elizabeth Malam	Timaru			New Zealand	2024-12-07
Erin Brehaut	Timaru			7910 New Zealand	2024-12-07
Shams Elhanafy				New Zealand	2024-12-07
Aida Tajuddin	Timaru			New Zealand	2024-12-07
Mei McGrath	Timaru			New Zealand	2024-12-07
Paul Howard	Timaru		7930	New Zealand	2024-12-08
Genevieve Scott	Timaru			New Zealand	2024-12-08
Prea Millar	Timaru			7910 New Zealand	2024-12-08
Amy Lindbom	Timaru			New Zealand	2024-12-08
Scott Lindbom	Timaru			New Zealand	2024-12-08
Justine Reihana	Timaru			New Zealand	2024-12-08
Nikcy Severenso	Timaru			New Zealand	2024-12-08
Chrisy Davison	Timaru			New Zealand	2024-12-08
Denise Weatch				New Zealand	2024-12-08
Karla Neves				New Zealand	2024-12-08
Jayne Blakemore	Timaru			7910 New Zealand	2024-12-08
Nicki Law	Timaru			New Zealand	2024-12-08
Julian Maze	Timaru			New Zealand	2024-12-08
Kevin Foley	Timaru			New Zealand	2024-12-08
Jude mckenzie	Timaru			New Zealand	2024-12-09
Leonie Litten	Timaru			New Zealand	2024-12-09
Solome Mair				New Zealand	2024-12-09
Sharlee Hole	Timaru			New Zealand	2024-12-09
Don Murray	Geraldine			New Zealand	2024-12-09
Mojo Mathers	Geraldine			New Zealand	2024-12-09

Rebecca Wilkins	Timaru	New Zealand	2024-12-09
Niki Poulter	Timaru	New Zealand	2024-12-09
Mary Hamilton	Timaru	New Zealand	2024-12-09
Anne Crawford	Timaru	New Zealand	2024-12-09
Sam Shaw	Timaru	New Zealand	2024-12-10
Kei Kaipo	Timaru	New Zealand	2024-12-10
Joanna Maze	Timaru	New Zealand	2024-12-10
Mary CAVANAGH	Timaru	New Zealand	2024-12-10
Mary Clarke	Timaru	New Zealand	2024-12-10
kate pouller	Timaru	New Zealand	2024-12-10
Diane mennie	Timaru	New Zealand	2024-12-10
Sue Harris	Timaru	New Zealand	2024-12-11
Simon Plummer	Timaru	New Zealand	2024-12-11
Marita Boot	Waimate	New Zealand	2024-12-11
Briar Tiffen	Waimate	New Zealand	2024-12-18
Zeyad Rumaneh	Waimate	New Zealand	2024-12-18
Kate Eisen	Timaru	7910 New Zealand	2024-12-19
Hacer Tekinkaya	Timaru	New Zealand	2024-12-19
Arlene Waite	Geraldine	New Zealand	2024-12-19
Mohamed Mousé	Timaru	New Zealand	2024-12-19
Aya Amer	Timaru	New Zealand	2024-12-19
Alison Gray	Timaru	7910 New Zealand	2024-12-19
Alisha McCoy	Timaru	New Zealand	2024-12-19
Rachel Olson	Timaru	New Zealand	2024-12-19
Ranin Hardy	Timaru	New Zealand	2024-12-19
caitlin c	Timaru	New Zealand	2024-12-19
Alex Rabbidge	Timaru	New Zealand	2024-12-19
rahim safak	Timaru	New Zealand	2024-12-19
Tayla Coochey	Temuka	New Zealand	2024-12-19
Aleisha Oldham	Waimate	New Zealand	2024-12-19
Saqib Hussain	Waimate	New Zealand	2024-12-19

Harry aldaher	Waimate	New Zealand	2024-12-19
Micayla ryan	Waimate	New Zealand	2024-12-20
Amber Yerbury	Waimate	New Zealand	2024-12-20
Joanne Holden	Waimate	New Zealand	2024-12-20
Bambi Hawthorn	Temuka	New Zealand	2024-12-20
Joseph Bray	Timaru	New Zealand	2024-12-20
Aimee Fraser-Jones		New Zealand	2024-12-20
Sam Marshall		New Zealand	2024-12-20
Angela Olsen	Timaru	New Zealand	2024-12-20
Laura Fynn		New Zealand	2024-12-20
Robbie P		New Zealand	2024-12-20
Sarai Tuhua	Timaru	New Zealand	2024-12-20
Ana Avia-O'Connor		New Zealand	2024-12-20
Kurt Lindsay	Timaru	New Zealand	2024-12-20
Jamila Badis		New Zealand	2024-12-20
hannah Wederell	timaru	New Zealand	2024-12-20
Karin Reinholt		New Zealand	2024-12-21
Bo Choung		New Zealand	2024-12-21
jade hakariaia		New Zealand	2024-12-22
Melanie Human		New Zealand	2024-12-22
Jessica Berry	Timaru	New Zealand	2024-12-22
Charlotte Young	Timaru	New Zealand	2024-12-22
Samuel mark Milosi		New Zealand	2024-12-23
selwyn everson		7910 New Zealand	2024-12-23
Nicole Russell	Timaru	United States	2024-12-23
Jill Maeder		New Zealand	2024-12-26
Rene Astle		New Zealand	2024-12-27
Maree Lowen		New Zealand	2024-12-27
Suellen Robb		New Zealand	2024-12-27
Debra Still	ChCh	New Zealand	2024-12-27
Carol Giamuza		New Zealand	2024-12-27

Kathryn Hegarty	New Zealand	2024-12-27	
Raquel Visentainer	New Zealand	2024-12-27	
Paul Purkis	New Zealand	2024-12-27	
Leondra Roberts ChCh	New Zealand	2024-12-27	
Rose Harrison Chch	New Zealand	2024-12-27	
Joe Smith	New Zealand	2024-12-27	
Muneeb Chand	Timaru	New Zealand	2024-12-27
Imogen Visser	New Zealand	2024-12-27	
Paul Maloney	New Zealand	2024-12-27	
Laura Burrowes	New Zealand	2024-12-27	
Kathrine Ross	New Zealand	2024-12-27	
Leialii Al-Afrangi	New Zealand	2024-12-27	
Adam Jordan	New Zealand	2024-12-27	
Hassan Boulmarouf	New Zealand	2024-12-27	
jason brooke	New Zealand	2024-12-27	
Olivia Coote	New Zealand	2024-12-27	
Emma Walter	New Zealand	2024-12-27	
D M Ludwig	New Zealand	2024-12-28	
Robin Wilson-Whiting	New Zealand	2024-12-28	
M Swinburn	Christchurch	New Zealand	2024-12-28
Phillip Chase	New Zealand	2024-12-28	
Mana Crawford	New Zealand	2024-12-28	
Angela Sylvia	New Zealand	2024-12-28	
Julie Burns	Christchurch	New Zealand	2024-12-28
Ellena McArthur	New Zealand	2024-12-28	
Jasmine Vai	New Zealand	2024-12-28	
Emma Lannie	Christchurch	New Zealand	2024-12-28
Hayley Coeland	New Zealand	2024-12-29	
Janet Bogle	New Zealand	2024-12-29	
Daniel Smit	New Zealand	2024-12-29	
Tamara Harris	Timaru	New Zealand	2024-12-29

Beau Ranapia	New Zealand	2024-12-29
Ruamano Heurea	New Zealand	2024-12-30
TeOhorangi Teepa	New Zealand	2024-12-30
irfan Miq	New Zealand	2024-12-30
Kendra Dona	New Zealand	2024-12-30
Codi Pitman	New Zealand	2024-12-30
Azam Khan	New Zealand	2024-12-31
Muhamad azli firdaus Che seman	New Zealand	2024-12-31
Mohammed Shamsudddeen	New Zealand	2024-12-31
Sarah Yousef	New Zealand	2024-12-31
Chrisijayd Keil	New Zealand	2025-01-03
Henry Matthews	New Zealand	2025-01-03
Katrina Mitchell-kouttab	New Zealand	2025-01-04
Hazel Walker	New Zealand	2025-01-05
Tiara Williams	New Zealand	2025-01-06
Rhys Cornor	New Zealand	2025-01-06
Joanna Clouston	New Zealand	2025-01-07
Stefan Hadfield	New Zealand	2025-01-07
Jane England	New Zealand	2025-01-07
Erica Duthie	New Zealand	2025-06-04
Paula Frank	New Zealand	2025-06-04
paris williams	Timaru	2025-06-04



Attachment 8.6.2

### **Appendix: Ministry of Foreign Affairs and Trade Advice**

#### **New Zealand's implementation of UNSCR2334**

Thank you for your enquiry. We have put together the below response, which we hope is useful:

New Zealand was a co-sponsor of [United Nations Security Council \(UNSC\) Resolution 2334](#) as a non-permanent member of the UNSC in 2016. In Resolution 2334 the Security Council:

- *2. Reiterates its demand* that Israel immediately and completely cease all settlement activities in the occupied Palestinian territory, including East Jerusalem, and that it fully respect all of its legal obligations in this regard;
- *5. Calls* upon all States, bearing in mind paragraph 1 of this resolution, to distinguish, in their relevant dealings, between the territory of the State of Israel and the territories occupied since 1967 [...]

New Zealand has been clear that Israeli settlements are illegal under international law and undermine prospects for a viable two-state solution. New Zealand also considers Israel to have been occupying Gaza and the West Bank since 1967. Accordingly, New Zealand refers to the "occupied Palestinian territories (oPt)," distinguishing the oPt from the territory of the State of Israel. New Zealand's position on both these points has been set out consistently in both domestic statements and in multilateral fora.

UNSC2334 does not impose positive obligations on any UN Member State to implement sanctions against those involved in illegal Israel settlements in the oPt or to label products produced by Israeli settlements.

In 2015 the European Commission issued guidelines requiring that agricultural produce and cosmetics sold in EU Member States must now have clear labels showing their place of origin. In 2019 the Court of Justice of the European Union ruled that food products produced by Israeli settlements in the occupied Palestinian territory must indicate that they originate from a settlement, and not as a "product of Israel".

It is this backdrop, alongside the current conflict, that has led to public interest in procurement processes and the identification of goods produced by Israeli Settlements in the oPt, such as the approach ECAN has received from the Palestinian Solidarity Network Aotearoa (PSNA).

United Nations Human Rights Council Resolution 31/36 is also relevant to your enquiry. Paragraph 12 urges UN Member States to:

- a. ensure that they are not taking actions that either recognize or assist the expansion of settlements or the construction of the wall in the Occupied Palestinian Territory, including East Jerusalem, including with regard to the issue of trading with settlements, consistent with their obligations under international law;
- b. implement the Guiding Principles on Business and Human Rights in relation to the Occupied Palestinian Territory, including East Jerusalem, and to take appropriate measures to help to ensure that businesses domiciled in their territory and/or under their jurisdiction, including those owned or controlled by them, refrain from committing or contributing to gross human rights abuses of Palestinians, in accordance with the expected standard of conduct

## Attachment 8.6.2

in the Guiding Principles and relevant international laws and standards, by taking all necessary steps; and

- c. To provide guidance to individuals and businesses on the financial, reputational and legal risks, including the possibility of liability for corporate involvement in gross human rights abuses, and abuses of the rights of individuals, of becoming involved in settlement-related activities, including through financial transactions, investments, purchases, procurements, loans and the provision of services, and other economic and financial activities in or benefiting Israeli settlements, to inform businesses of these risks in the formulation of their national action plans for the implementation of the Guiding Principles on Business and Human Rights, and to ensure that their policies, legislation, regulations and enforcement measures effectively address the heightened risks of operating a business in the Occupied Palestinian Territory, including East Jerusalem; [...]

And paragraph 17:

- “Requests the United Nations High Commissioner for Human Rights...to produce a database of all business enterprises involved in the activities detailed in paragraph 96 of the afore-mentioned report, to be updated annually, and to transmit the data therein in the form of a report to the Council at its thirty-fourth session”.

The database is available here: [Database Pursuant to Human Rights Council Resolution 31/36 | OHCHR](#). It was updated in June 2023.

ECAN is welcome to draw on the above-mentioned material to make decisions as it deems appropriate.

**9.10 Council Investments and Borrowing for the period ending 31 December 2025**

**Author:** **Tyler Zandrack, Senior Management Accountant**  
**Matthew O'Brien, Finance Manager / Financial Accountant**

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

**Recommendation**

That the Council receives and notes the quarterly Council Investments and Borrowing report for the period ending 31 December 2025.

**Purpose of Report**

1. To update Council on the status of Council's treasury activities at 31 December 2025.

**Assessment of Significance**

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

**Background**

3. Council's treasury management involves holding a range of investments and borrowing to fund long term capital projects and operational expenditure as agreed in the Annual Plan or Long Term Plan.
4. Council treasury activities are managed in compliance within the limits of the Council's Treasury Management Policy (TMP).
5. Bancorp Treasury Services Limited provide external treasury advice to Council on borrowing and investment decisions.
6. As at 31 December 2025, all transactions have been transacted in compliance with Council Policies and performance of Council Treasury activities are well managed.

**Discussion**

7. This report is to be read in conjunction with the attached detailed report titled "Treasury Reporting Dashboard – 31 December 2025".
8. Liquidity and Funding
  - 8.1. Liquidity and funding refers to total external Council drawn debt and undrawn bank facilities. The funding profiles and sources must agree with policy control limits.
  - 8.2. Timaru District Council has access to three key sources of funding from the Local Government Funding Agency ("LGFA"). These are:
    - Commercial Paper ("CP") – unsecured money market instrument issued in the form of a promissory note;

- Floating Rate Notes (“FRN”) – debt instruments with variable interest rates; and
- Fixed Rate Bonds (“FRB”) – fixed rate throughout the life of the bond.

8.3. Total borrowings as at 31 December 2025 were \$245.9 million. The net debt position at the same date is \$225.0 million. Net debt is total borrowings less cash reserves held by Council.

8.4. Debt to revenue ratio as at 31 December 2025 is 156%. Council’s debt to revenue ratio limit is 250% as set out in its Financial Strategy.

8.5. All Liquidity and Funding limits are compliant with polices.

9. Interest Rate Risk

- 9.1. The Interest rate risk section of the report refers to whether Council’s hedging profile is within policy limits as well as the split between Fixed Debt and Floating cover.
- 9.2. The chart on the attached hedging profile on page 5 is based on 75% of LTP debt projections scenario which the Council believes is realistic and achievable. This illustrates that the Council is within the policy bands contained in the LTP.
- 9.3. All Up Weighted Average Cost of Funds Including Margin is 3.45%.
- 9.4. All interest rates are within policy bands.
- 9.5. As at 31 December 2025, the Council has a total of \$61 million (from annual report) of interest rate swaps with various maturity start and end dates through to May 2030.

## 10. Investment Management

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

10.4. The total cash investments of Council as at 31 December 2025 is \$20.9 million.

## Attachments

1. **Timaru DC - Quarterly Dashboard December 2025** 



# Treasury Reporting Dashboard

**31 December 2025**

STRICTLY PRIVATE AND CONFIDENTIAL



# Economic Commentary

2

## Global

In the December 2025 quarter, major central banks continued their monetary easing, with a clear focus on supporting growth amid cooling inflation, softening labour markets in some regions, and persistent uncertainty stemming from geopolitical tensions and trade policies.

The global environment featured a gradual easing across advanced economies, though at varying paces and with increasing signs of divergence entering 2026. Inflation continued to moderate toward targets in most regions, but remained sticky in services and above target in the US, prompting a more cautious approach.

The Fed pursued a measured easing path in the December quarter, delivering additional 25bp cut (including in December), bringing the Federal Funds target range to 3.50%–3.75% by year-end. This followed earlier reductions, totalling around 75–100bp for the year.

Key drivers included a cooling labour market, sticky but declining inflation, and risk management priorities. The December decision was split, reflecting divisions on the balance between employment risks and inflation persistence. Longer-term yields remained elevated, with the 10-year Treasury closing the year at 4.12%.

Overall, the December quarter marked the maturing phase of the global easing cycle: supportive financial conditions supported asset prices, but central banks grew more selective, preparing for potential policy divergence in 2026 amid uncertainties such as trade fragmentation and geopolitical risks.

Global growth remained resilient but modest (IMF projections around 3.2% for 2025), with inflation declining further – setting the stage for more range-bound or status quo policy settings in early 2026.

## New Zealand

	OCR	90 day	1 year swap	2 year swap	3 year swap	5 year swap	10 year swap
30-Sept-25	3.00%	2.80%	2.56%	2.62%	2.78%	3.10%	3.68%
31-Dec-25	2.25%	2.51%	2.61%	2.93%	3.19%	3.56%	4.09%
Change	-0.75%	-0.29%	+0.05%	+0.31%	+0.41%	+0.46%	+0.41%

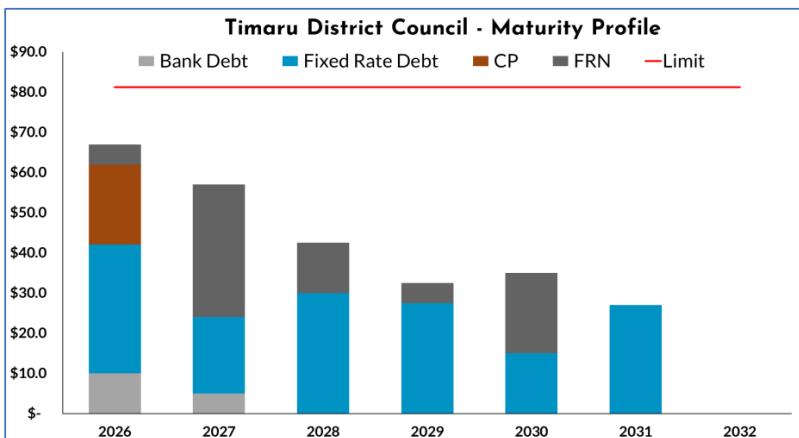
During the December 2025 quarter the Reserve Bank of New Zealand ("RBNZ") appeared to signal that it had completed its aggressive easing cycle that began in mid-2024, with the Official Cash Rate ("OCR") reaching a multi-year low. The final move came on 26 November 2025, when the Monetary Policy Committee ("MPC") voted 5–1 to reduce the OCR by 25bp to 2.25% – its lowest level since mid-2022. This followed a larger-than-expected 50bp cut to 2.50% in October 2025, bringing cumulative reductions since the peak (5.50% in August 2024) to 325bp. The statement marked the last *Monetary Policy Statement* ahead of the new Governor Anna Breman taking office in December.

The market reaction to the unexpectedly hawkish cut was extreme, the 5-year swap rate increased from 3.14% on the day of the OCR announcement to 3.77% on 15 December. The extent of the movement prompted the new Reserve Bank Governor to issue a statement that essentially said the markets had gone too far, stating that "*Financial market conditions have tightened since the November decision, beyond what is implied by our central projection for the OCR.*" As a consequence of the statement, 5-year swap rates retreated to 3.52%. Overall during the quarter the yield curve steepened considerably with the spread between the 90 day rate and the 5 year swap rate increasing from 0.30% on 1 October to 1.04% on 31 December.

The consensus view is that the new Governor will be cautious around inflation and would need to see a material surge in growth to contemplate any change in the OCR until 2027, which is when we see the first hike.

# Liquidity and Funding

3



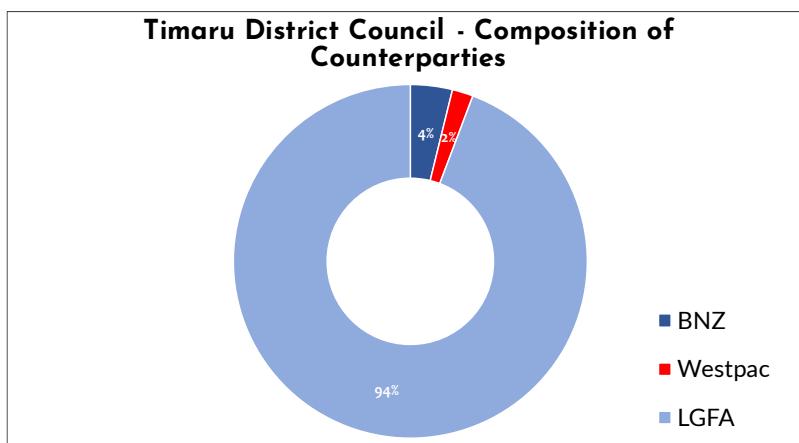
Debt  
**\$245.9m**  
Total External Council Drawn Debt

LGFA  
**\$245.9m**  
Funds Drawn from LGFA

Net debt  
**\$225.0m**  
Debt, less cash, term deposits and SFP bond investments

Headroom/Bank facility  
**\$15.0m**  
Undrawn Bank Facilities

Liquidity Ratio (minimum LGFA requirement 110%)  
**114.6%**  
Definition: (Cash + term deposits + longer dated financial assets that can be sold + committed undrawn bank facilities+ Drawn Debt)/Drawn Debt

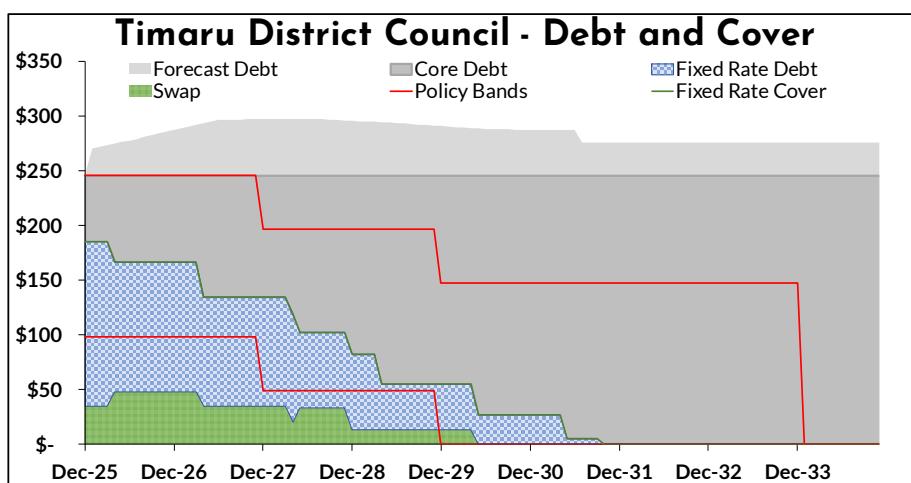


Policy Bands		
	Minimum	Maximum
0 - 2 years	40%	100%
2 - 4 years	20%	80%
4 - 8 years	0%	60%

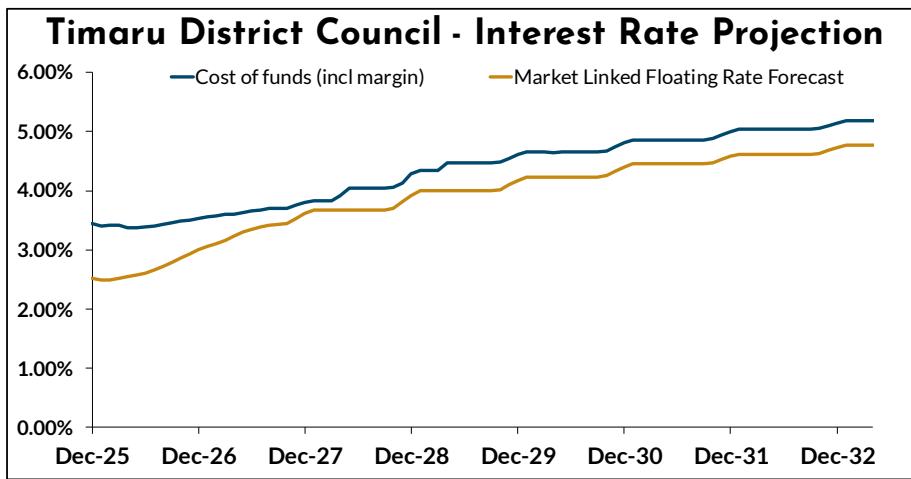
Policy Compliance	Compliant	Flag
Have all transactions been transacted in compliance with policy?	Yes	
Is fixed interest rate cover within policy control limits?	Yes	
Is the funding maturity profile within policy control limits?	Yes	
Is liquidity within policy control limits?	Yes	
Are all counterparty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

# Interest Rate Risk

4



Current % of Debt Fixed	75.4%
Current % of Debt Floating	24.6%
Value of Fixed Rate (m)	\$185.5
Weighted Average Cost of Fixed Rate Instruments	3.48%
Weighted Average Cost of Fixed Rate Instruments (incl margin)	3.58%
Value of Forward Starting Cover	\$26.0
Weighted Average Cost of Forward Starting Cover	4.13%
Value of Floating Rate (m)	\$60.4
Current Floating Rate	2.51%
Current Floating Rate (incl margin)	3.05%
All Up Weighted Average Cost of Funds Including Margin	3.45%
Total Facilities In Place	\$245.9



# Investment Management

5

## Special Funds Portfolio Summary

As of 31 December 2025, TDC's Special Funds Portfolio ("SFP") had a nominal value of \$1,000,000 and a market value of \$1,001,113. The makeup of the SFP as of 31 December 2025, including its valuation, is shown in the following table.

Issue	Rating	Maturity Date	Coupon Frequency	Nominal Value	Coupon Rate	Purchase Yield	Yield	% of Portfolio	Duration	Capital Price	Accrued Interest	Gross Price
ANZ	A-	17-Sept-26	2	\$1,000,000	3.00%	3.00%	4.09%	100.00%	0.69	\$992,412	\$8,702	\$1,001,113
<b>Total</b>				<b>\$1,000,000</b>	<b>3.00%</b>	<b>3.00%</b>	<b>4.09%</b>	<b>100.00%</b>	<b>0.69</b>	<b>\$992,412</b>	<b>\$8,702</b>	<b>\$1,001,113</b>

# LGFA Borrowing Rates

## — As of 31 December 2025

6

Listed below are the credit spreads and applicable interest rates as at the end of December 2025 for Commercial Paper ("CP"), Floating Rate Notes ("FRN") and Fixed Rate Bonds ("FRB"), that Timaru District Council could source debt from the Local Government Funding Agency ("LGFA").

Maturity	Margin	FRN (or CP Rate)	FRB
3 month CP	0.15%	2.64%	N/A
6 month CP	0.15%	2.70%	N/A
April 2027	0.43%	2.92%	3.11%
May 2028	0.53%	3.02%	3.51%
April 2029	0.57%	3.06%	3.79%
May 2030	0.59%	3.08%	4.01%
May 2031	0.73%	3.22%	4.30%
May-2032	0.80%	3.29%	4.51%
April 2033	0.85%	3.34%	4.67%
May 2035	0.96%	3.45%	4.97%
April 2037	1.00%	3.49%	5.15%

# Funding

7

As of 31 December 2025, TDC had \$245.9 million of core debt, all sourced from the LGFA via CP, FRNs, and FRBs. TDC also has a bank facility with Westpac for \$5.0 million and BNZ for \$10m. Details of TDC's drawn debt as of 31 December 2025 are as follows:

Instrument	Maturity	Yield	Margin	Amount
LGFA CP	16-Feb-26	2.68%	N/A	\$19,900,000
LGFA FRB	15-Apr-26	1.63%	N/A	\$10,000,000
LGFA FRN	15-Apr-26	2.93%	0.38%	\$5,000,000
LGFA FRB	15-Apr-26	5.32%	N/A	\$4,000,000
LGFA FRB	15-Apr-26	5.08%	N/A	\$8,000,000
LGFA FRB	15-Apr-26	5.31%	N/A	\$10,000,000
LGFA FRB	15-Apr-27	1.84%	N/A	\$10,000,000
LGFA FRN	15-Apr-27	2.97%	0.42%	\$10,000,000
LGFA FRB	15-Apr-27	5.21%	N/A	\$4,000,000
LGFA FRN	15-Apr-27	3.16%	0.61%	\$8,000,000
LGFA FRN	15-Apr-27	3.17%	0.62%	\$5,000,000
LGFA FRB	15-Apr-27	5.20%	N/A	\$5,000,000
LGFA FRN	15-Oct-27	3.15%	0.60%	\$10,000,000
LGFA FRB	15-May-28	2.09%	N/A	\$20,000,000
LGFA FRN	15-May-28	3.08%	0.58%	\$5,000,000
LGFA FRN	15-May-28	3.24%	0.74%	\$7,500,000
LGFA FRB	15-May-28	4.55%	N/A	\$10,000,000
LGFA FRB	20-Apr-29	2.25%	N/A	\$20,000,000
LGFA FRN	20-Apr-29	3.16%	0.63%	\$5,000,000
LGFA FRB	20-Apr-29	5.24%	N/A	\$7,500,000
LGFA FRN	15-Apr-30	3.09%	0.54%	\$10,000,000
LGFA FRN	15-Apr-30	3.21%	0.67%	\$10,000,000
LGFA FRB	15-May-30	4.54%	N/A	\$15,000,000
LGFA FRB	15-May-31	4.90%	N/A	\$7,000,000
LGFA FRB	15-May-31	4.74%	N/A	\$15,000,000
LGFA FRB	15-Oct-31	4.13%	N/A	\$5,000,000
				\$245,900,000

**Disclaimer****IMPORTANT NOTICE**

Statements and opinions contained in this report are given in good faith, but in its presentation, Bancorp has relied on primary sources for the information's accuracy and completeness. Bancorp does not imply, and it should not be construed, that it warrants the validity of the information. Moreover, our investigations have not been designed to verify the accuracy or reliability of any information supplied to us.

It should be clearly understood that any financial projections given are illustrative only. The projections should not be taken as a promise or guarantee on the part of Bancorp.

Bancorp accepts no liability for any actions taken or not taken on the basis of this information and it is not intended to provide the sole basis of any financial and/or business evaluation. Recipients of the information are required to rely on their own knowledge, investigations and judgements in any assessment of this information. Neither the whole nor any part of this information, nor any reference thereto, may be included in, with or attached to any document, circular, resolution, letter or statement without the prior written consent of Bancorp as to the form and content in which it appears.

**CONFIDENTIALITY**

The information provided herein is provided for your private use and on the condition that the contents remain confidential and will not be disclosed to any third party without the consent in writing of Bancorp first being obtained.

---

**GET IN TOUCH**

Bancorp Treasury Services Ltd  
Head Office, Level 3, 30 Customs Street, Auckland  
09 912 7600

[www.bancorp.co.nz](http://www.bancorp.co.nz)

### 9.11 Council Financial Performance Report to 31 January 2026

**Author:** **Tyler Zandrack, Senior Management Accountant**

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

#### **Recommendation**

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

#### **Purpose of Report**

1 The purpose of this report is to outline progress on implementing the 2025-26 Annual Plan and report on the financial results for the period ended 31 January 2026.

#### **Assessment of Significance**

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

#### **Discussion**

3 The following is a summary of the financial performance as at 31 January 2026 – refer to Attachment 1 for financial tables and commentary.

	<b>YTD Actuals 31 Jan 2026 (\$000)</b>	<b>Budget to 31 Jan 2026 (\$000)</b>	<b>Variance (\$000)</b>	<b>YTD Actuals 31 Jan 2025 (\$000)</b>	<b>Full year Budget (\$000)</b>	<b>Forecast to 30 Jun 2026 (\$000)</b>
Total Revenue	82,061	80,333	1,727	76,716	145,306	147,163
Total Expenses	74,320	85,469	(11,149)	78,630	146,529	134,806
Operating Surplus/(Deficit)	7,741	(5,136)	12,877	(1,914)	(1,220)	12,358
Capital Expenditure	19,423	33,507	(14,084)	15,197	80,418	78,980

4 Significant variances to budget are as follows:

Revenue: Theatre Royal Grants received in the current year budgeted in the prior year \$3.5M; offset by interest revenue decrease from budget by (\$1.3M) from lower interest rates, and Water by meter rates revenue (\$0.6M) decrease from budget based on usage, seasonal demand.

Expenditure: Personnel costs \$1.8M under budget due to restructure savings and current vacancies. Finance costs \$2.5M under budget due to interest rates lower than budget, and delays in capital projects from budget deferring additional borrowings. Depreciation expenditure \$3M under budget. System depreciation has been run. Decrease primarily the

result of the 24/25 roading revaluation review correcting several errors, including assets depreciated at the wrong rates, and other assets double counted. This is offsetting the increase expected for additions and the roading revaluation increase. Contractor expenses are \$2.4M under budget due to waste management: waste site maintenance and recycling quarterly PPI increases not yet incurred \$0.8M. Parks \$0.3M under budget from in-house team completing contractor work, and Roads and footpaths \$0.4M under budget due to construction season timing.

For further detail, refer to the Statement of Comprehensive Revenue and Expenses

Capital: Claremont Water treatment plant \$3.6M under budget. Multi-year project, now in tender phase. Timing of the project to be confirmed later in the year. Theatre Royal under budget \$2.4M. Timing of construction. Aorangi Stadium construction and fitout behind budget \$1.0M due to timing of construction. Parking enforcement \$1.7M under budget – awaiting Sophia St Geotech report and changes to Government standards. Road improvement works \$1.2M, construction season primarily from Sep-Mar. Wastewater sewer and wastewater renewals and upgrade: \$2.4M under budget. In Design phase, Construction season primarily in quarter 3 and 4 of the year. Software upgrades \$0.7M under budget primarily relating to delays in the 'Altitude' project, to be carried forward into the next financial year.

For further detail, refer to the Capital spend to date by project report.

5 A reforecast was completed, which has given a favourable outcome. This is the first forecast of the year and potentially will change as we move through the second half of the year. Capital forecast has been included resulting in this being above budget for the year. This is directly related to progression of the heritage hub and stadium projects. See Attachment 2 for detailed commentary. Vested assets are unknown at this time.

	FY25/26 forecast	FY25/26 budget	Variance
BAU Activity	45,017	52,139	(7,122)
Special Projects	33,963	28,279	5,864
Total CAPEX	78,980	80,417	(1,437)

6 Total borrowings as at 31 January 2026 were \$245M. The net debt position at the same date is \$226M. Net debt is total borrowings less cash reserves held by Council.

7 Debt to revenue ratio as at 31 January 2026 is 156%. Council's debt to revenue ratio limit is 250% as set out in its Financial Strategy. This is comfortably within Council's ceiling limit.

Net Debt	226,369
Full year budgeted Revenue	145,306
Debt to revenue ratio	156%

	Full year Budget – Jan 26 Debt \$000	Reforecast (excluding assets) – YE Forecast Debt \$000	Revenue vested
<b>Budgeted Revenue 2025/26</b>	145,306	147,163	
Net Debt	226,369	251,621	
Debt to Revenue Ratio	156%	171%	
<b>Net Debt Cap - Limit</b>			
250% - as per policy	363,265	367,908	
Available funds	136,896	116,287	
280% - LGFA policy	406,857	412,056	
Available funds	180,488	160,435	

\*Removed worst-case scenario revenue and used the reforecast, which reflects confirmed and expected subsidiary and grant income with greater certainty. This has excluded vested assets.

### Budget reallocation report

- 8 Finance review each account for items where the actual year to date amount is currently equal to or exceeding the full year to date budget amount, indicating a budget reallocation is required.
- 9 Explanations are obtained and noted in the table below. Where a budget reallocation is required, this will be noted and included in this report for Council approval.
- 10 No budget reallocation requests have been received for January 2026 year to date.

Activity	Expenditure	August YTD \$	Full Year budget \$	Description	Comment
Climate & Sustainability	Consultants	\$72,520	\$50,000	Approved Canterbury Climate Partnership	Expenditure as required. Underbudgeted

### Council Decisions with Financial Impact 2025/26

- 11 Councillors have requested a register of any financial decisions that will have an impact on the current financial that are approved outside of the Annual Plan/ Long Term Plan process.
- 12 The review of decisions will be continued on an ongoing basis following meetings going forward.

Meeting	Resolution	Activity	Opex/Capex	Amount	Budgeted	Decision
26/08/25 Council	2025/99	Property	Capex	Unknown. Disposal of asset gain/lot to be recognised	No	Approve crown acquisition of 36.6m2 of Esplanade Reserve
26/08/25 Council	2025/100	Local Water done Well	Opex	\$432k in 25/26	No	Loan funding of establishment costs
				\$1.932m in 26/27		
19/08/25 Community Services	2025/19	Swimming Pools	Capex	\$150k	No	Approve heating system upgrade for Pleasant Point pool
05/08/25 Council	2025/97	Community Boards	Capex	\$73k in 25/26	To review	Carry forward capital funding – Temuka Community board from 24/25 \$73,027
				\$69k in 25/26		Carry forward capital funding – Geraldine Community Board from 24/25 \$68,935

### Attachments

1. [January 2026 YTD Financial Report](#) 
2. [January 2026 - YTD Capex Variance to Budget](#) 

**Statement of Comprehensive Revenue and Expenses, detailing significant items for January Financial Year to Date (YTD), and Year end Forecast 25/26**

Revenue		Jan YTD \$000	Jan Budget YTD \$000	YTD Variance \$000	Variance % of full budget	Prior year Jan YTD \$000	Commentary >50k variance YTD Actuals vs Budget	25/26 Year End Forecast	Full Year budget \$000	
Rates revenue	General rates	(30,681)	(30,699)	(18)	0%	(26,941)		(52,609)	(52,628)	
	Targeted rates	Water Revenue	(6,889)	(6,983)	(94)	1%	(7,379)	Updating the connection register. Approx 300 items on full connection to be on 50%. Included in Financial arrangements activity	(11,878)	(11,972)
		Wastewater Revenue	(4,695)	(4,695)	0	0%	(4,099)		(8,048)	(8,048)
		Stormwater	(3,058)	(3,058)	0	0%	(3,010)		(5,243)	(5,243)
		Downlands Water Supply Revenue	(1,856)	(1,856)	0	0%	(1,922)		(3,181)	(3,181)
		Waste Collection Revenue	(4,577)	(4,577)	0	0%	(4,478)		(7,846)	(7,846)
		Water by Meter	(1,186)	(1,763)	(577)	19%	(1,420)	Lower usage due to weather. Also phasing of meter reading, but unlikely to make up full deficit	(2,279)	(3,023)
		Rates penalties	(449)	(321)	128	-23%	(778)	Actuals based on external factors independent of budget	(540)	(550)
<b>Total Rates Revenue</b>		<b>(53,391)</b>	<b>(53,952)</b>	<b>(562)</b>	<b>1%</b>	<b>(50,029)</b>		<b>(91,624)</b>	<b>(92,490)</b>	
Fees & charges	Fees & charges	Waste Management Operations Revenue	(3,697)	(3,486)	211	-4%	(3,585)	Refuse fees over budget \$228k. Demand Driven	(6,188)	(5,976)
		Wastewater Revenue	(1,981)	(1,882)	99	-3%	(2,354)	Seasonal timing component with increase industrial plant maintenance resulted in increase in tanker volumes. New Tradewaste customer started in Nov25	(3,325)	(3,226)
		CBAY revenue	(1,931)	(1,883)	47	-1%	(1,984)		(3,207)	(3,229)
		Community Housing Revenue	(1,164)	(1,167)	(3)	0%	(1,059)		(1,997)	(2,000)
		Building Control Revenue	(1,483)	(1,617)	(134)	5%	(1,357)	Building consent revenue based on demand, economic conditions.	(2,458)	(2,772)
		Parking enforcement	(837)	(848)	(11)	1%	(796)		(1,359)	(1,453)
		Animal Control Revenue	(794)	(645)	149	-20%	(713)	Infringement and fines higher than budget. Actuals based on factors independent of budget	(820)	(735)
		Properties Revenue	(318)	(259)	58	-13%	(293)	Annually charged rents received at the start of the FY. Even budget	(378)	(445)
		Other fees and charges	(1,691)	(1,951)	(260)	8%	(1,714)	No individually significant items or variances remaining	(2,823)	(3,344)
<b>Total Fees and Charges</b>		<b>(13,895)</b>	<b>(13,738)</b>	<b>157</b>	<b>-1%</b>	<b>(13,854)</b>		<b>(22,555)</b>	<b>(23,181)</b>	
Finance revenue	Interest	Related party	(424)	(1,167)	(743)	37%	(723)	Interest rates lower than budgeted	(710)	(2,000)
		Bank & term deposits	(432)	(1,022)	(590)	34%	(1,279)		(782)	(1,752)
<b>Total Finance revenue</b>		<b>(856)</b>	<b>(2,189)</b>	<b>(1,333)</b>	<b>36%</b>	<b>(2,002)</b>		<b>(1,492)</b>	<b>(3,752)</b>	
Subsidies and grants	Grants received	Subsidised Roading Revenue	(6,395)	(7,379)	(984)	8%	(7,246)	Construction season comprises approx 70% of total expenditure, occurring Sep - March. Funding received once expenditure incurred. Budget phasing	(12,243)	(12,649)
		Waste Management Operations Revenue (levy)	(741)	(788)	(46)	3%	(679)	Funding from MfE for TDC portion of waste levy. Charged then received back from Ministry for Environment. Non-standard amounts. Offset in Expenditure	(1,001)	(1,350)
		Theatre Royal Revenue	(3,550)	0	3,550		0	Grants budgeted prior year received for Theatre Royal project commenced	(8,835)	0
		Safer Communities - Project Turnaround Revenue	(110)	0	110		0	Community Employment Programme not budgeted. MTFJ	(220)	0
		Aorangi Stadium	0	0	0		0		(2,638)	0
		Parks Revenue	(466)	(561)	(95)	10%	0	Better off funding for cycleways projects. Project 241 in the Capex spreadsheet - Parks	(1,527)	(962)
		Other subsidies and grants	(66)	(34)	32	-56%	(752)	No individually significant items or variances remaining	(89)	(58)
<b>Total subsidies and grants</b>		<b>(11,329)</b>	<b>(8,761)</b>	<b>2,567</b>	<b>-17%</b>	<b>(8,677)</b>		<b>(26,552)</b>	<b>(15,019)</b>	
Other revenue		Development and Financial Contributions	(540)	0	540		(366)	Relates to funding for Three Waters not budgeted	(580)	0

	Dividends Received	0	0	0	0%	(4)		(1,100)	(1,100)	
	Petrol tax	(268)	(350)	(82)	14%	(459)	Monthly amount received for petrol tax approx \$35-\$40k. Demand driven	(468)	(600)	
	Vehicle revenue	(361)	(364)	(4)	1%	(349)	Offsets with other expenses - Plant hire - internal usage	(621)	(625)	
	Other revenue	(1,122)	(979)	143	-8%	(938)	No individually significant items or variances remaining	(2,171)	(1,731)	
<b>Total other revenue</b>		<b>(2,290)</b>	<b>(1,693)</b>	<b>597</b>	<b>-15%</b>	<b>(2,154)</b>		<b>(4,940)</b>	<b>(4,056)</b>	
<b>Total Revenue</b>		<b>(81,761)</b>	<b>(80,333)</b>	<b>1,427</b>	<b>0</b>	<b>(76,716)</b>		<b>(147,163)</b>	<b>(138,498)</b>	
<b>Expenditure</b>										
Personnel costs		18,362	20,122	1,759	5%	19,674	Restructure and vacancy savings	30,922	34,501	
Finance costs		4,423	6,981	2,558	21%	7,301	Interest rates lower than budgeted. Variance to decrease later in the financial year as borrowings increase for capital programme	9,744	11,968	
Depreciation expense		22,583	25,609	3,025	7%	22,629	24/25 Roading revaluation review corrected several errors (incorrect depreciation rates applied approx \$3M decrease. Assets double-counted: approx \$1M decrease in dep) Offset by increased depreciation for revaluation gain. Budget set before revaluation review	40,431	43,901	
Other expenses	Contractors	Parks	1,770	2,104	334	9%	1,944	Seasonal component, and in-house team now completing work previously undertaken by contractors	3,226	3,607
		Roading and footpaths	4,437	4,839	403	5%	3,988	Construction/maintenance season comprises approx 70% of total expenditure, occurring Sep - March.	8,103	8,296
		Refuse Collection	1,220	1,400	180	7%	1,362	Contractor costs under budget. Quarterly increases for actuals, budget even	2,380	2,400
		Waste Management Operations	1,946	2,822	876	18%	2,464	Under budget for waste site maintenance and recycling expenditure due to quarterly PPI increases - budget evenly split, and a contractor price reduction due to a credit received for commodities profit share. Peel Forest contractor expenses shifted to Peel Forest balance sheet provision	4,359	4,838
		Urban Water	818	834	16	1%	930	Seasonal expenditure, higher in summer months	1,601	1,430
		Wastewater	780	665	(115)	-10%	694	Reticulation contractor costs \$115k over budget for reactive maintenance - additional breaks, also relates to a conditional assessment programme being carried out.	1,256	1,140
		Community Housing	305	317	12	2%	177		531	543
		Downlands Water Supply	360	522	162	18%	399	Reticulation costs underbudget. Seasonal dependent and weather event based	733	895
		Other Contractors	2,305	2,870	565	11%	2,070	No individually significant items or variances remaining	4,281	4,919
		<b>Total Contractors</b>	<b>13,941</b>	<b>16,374</b>	<b>2,433</b>	<b>9%</b>	<b>14,029</b>		<b>26,470</b>	<b>28,069</b>
	Waste Minimisation Levy Expense		524	788	263	19%	397	TDC portion of waste levy. Charged then received back from Ministry for Environment. Non-standard monthly amounts. Offset in Revenue	1,087	1,350
	Consultants		1,310	1,424	114	5%	1,209	Professional services drainage and water mgmt underbudget \$70k. Dam safety Potential Impact Classification (PIC) assessment set up in the prior year for \$75k, now a lower ongoing cost.	2,933	2,441

Planning Consultant Fees - District Plan review	533	610	78	7%	1,184	District plan review. Budget even split; majority of the work to be completed within the first 6 months of 25/26	875	1,046
Sampling and testing - water	205	457	252	32%	166	Sampling and testing not even during the year. Particularly weather dependent	479	783
Electricity	1,428	1,814	385	12%	1,379	Seasonal expenditure	2,704	3,109
Software Support & Upgrades - Expensed	1,033	924	(109)	-7%	1,307	New software: Pulse, Wyldlynx annual cost total: \$120k, Price increase from prior year approx \$60k p.a. One off Cybersecurity authority review \$20k	1,743	1,584
Carbon Credits	992	992	0	0%	1,396		1,700	1,700
Aoraki Development/Central Economic Development and Promotion SITrust Grant	957	851	(106)	-7%	851	Annual events grant for Venture Timaru \$245k, even budget split results in YTD variance: \$102k	1,431	1,458
Insurance including LAPP	1,148	1,159	12	1%	919		1,972	1,987
Course Seminar & Conference Registration	168	405	237	34%	176	Only essential training approved until restructure was complete	384	694
Rates	516	490	(26)	-3%	18		866	840
Plant Hire - Internal Usage	361	361	(0)	0%	349	Offsets with Vehicle revenue	630	618
Other expenses	5,836	6,111	275	3%	5,646	No individually significant items or variances remaining	10,436	10,476
<b>Total other expenses</b>	<b>28,951</b>	<b>32,758</b>	<b>3,807</b>	<b>7%</b>	<b>29,026</b>		<b>53,710</b>	<b>56,156</b>
<b>Total Expenditure</b>	<b>74,320</b>	<b>85,469</b>	<b>11,149</b>	<b>8%</b>	<b>78,630</b>		<b>134,806</b>	<b>146,526</b>
<b>Net result</b>	<b>Excluding vested assets and revaluation</b>		<b>(7,441)</b>	<b>5,136</b>	<b>12,577</b>	<b>1,914</b>	<b>(12,358)</b>	<b>8,027</b>
<b>Vested assets</b>			-	-	-	-	(6,806)	(6,807)
<b>Net result including vested assets</b>			<b>(7,441)</b>	<b>5,136</b>	<b>12,577</b>	<b>1,914</b>	<b>(19,164)</b>	<b>1,220</b>
<b>Other comprehensive revenue: Water revaluation</b>			-	-	-	-	(69,932)	(70,063)
<b>Total comprehensive revenue and expenses</b>			<b>(7,441)</b>	<b>5,136</b>	<b>12,577</b>	<b>1,914</b>	<b>(89,096)</b>	<b>(68,843)</b>

**Review of All Council Activities by Directorate**

Commentary obtained for variances over \$30k

**Community Support****Airport**

GM: Andrew Dixon Activity Lead: Stan Hansen  
 Activity Description: Operation of the Richard Pearse Airport

Activity Revenue and Expenditure		Jan YTD Actuals \$'000	Jan YTD Budget \$'000	Jan Variance \$'000	Variance % of full budget	Commentary >30k var	YE Forecast \$'000	Full Year budget \$'000	2024/25 Actuals \$'000	PY Jan YTD Actuals \$'000
Revenue	Rates revenue	(156)	(156)	0	0%	Hangar lease budgeted increase not yet in effect due to ongoing discussions	(267)	(267)	(497)	(290)
	Fees & charges	(324)	(356)	(32)	6%		(573)	(610)	(554)	(318)
	Other revenue	(1)	0	1			(1)	0	(18)	1
Revenue Total		(481)	(512)	(31)	3%		(841)	(877)	(1,068)	(607)
Expenditure	Personnel costs	70	107	36	36%	Previous coding error corrected as part of Labour review. System generated depreciation based on actual assets. Aligns with prior year	146	183	101	61
	Depreciation expense	101	232	131	72%		186	397	181	286
	Finance costs	70	70	0	0%		120	120	94	75
	Other expenses	239	312	74	14%		511	535	544	237
Expenditure Total		480	720	241	26%		962	1,235	920	659
Airport Total		(1)	209	210	-142%		121	358	(148)	52

**Cemeteries**

GM: Andrew Dixon Activity Lead: Garth Nixon  
 Activity Description: Operation of burial and cremation interments in South Canterbury

Revenue	Rates revenue	(308)	(308)	0	0%		(528)	(528)	(345)	(201)
	Fees & charges	(164)	(178)	(13)	7%		(269)	(305)	(179)	(92)
	Subsidies and grants	(5)	(3)	2	-41%		(8)	(6)	(5)	(5)
	Other revenue	(112)	(23)	88	-54%	Plot purchases over budget - demand driven	(169)	(40)	(164)	(92)
Revenue Total		(590)	(512)	77	-11%		(975)	(878)	(694)	(391)
Expenditure	Depreciation expense	6	4	(1)	-14%		9	7	9	26
	Finance costs	57	57	(0)	0%		98	98	77	57
	Other expenses	465	454	(11)	-2%		794	778	693	358
Expenditure Total		528	515	(12)	-2%		901	883	780	441
Other Comprehensive Total		0	0	0			0	2	0	0
Cemeteries Total		(62)	3	65	75%		(74)	7	86	50

**Civil Defence**

GM: Paul Cooper Activity Lead: Darryn Grigsby  
 Activity Description: Emergency management leadership, advice and planning

Revenue	Rates revenue	(303)	(303)	0	0%		(519)	(519)	(485)	(283)
Revenue Total		(303)	(303)	0	0%		(519)	(519)	(485)	(283)
Expenditure	Personnel costs	177	179	3	1%	Vacancies \$72k Annual charge - Canterbury Climate Change Partnership, endorsed by Council, under-budgeted	305	308	282	170
	Depreciation expense	47	55	8	10%		86	94	81	34
	Finance costs	10	10	(0)	0%		17	17	13	7
	Other expenses	84	107	24	18%		168	184	129	72
Expenditure Total		317	352	35	7%		576	603	505	283
Other Comprehensive Total		0	0	0			0	3	0	0
Civil Defence Total		14	49	35	174%		58	86	20	0

**Climate & Sustainability**

GM: Paul Cooper Activity Lead: Vacant  
 Activity Description: Research and analysis on the effects of climate change on Council activities

Revenue	Rates revenue	(186)	(186)	0	0%		(320)	(320)	(67)	(39)
Revenue Total		(186)	(186)	0	0%		(320)	(320)	(67)	(39)
Expenditure	Personnel costs	52	147	96	103%	\$72k Annual charge - Canterbury Climate Change Partnership, endorsed by Council, under-budgeted	100	253	93	58
	Finance costs	0	0	(0)	-1%		0	0	0	0
	Other expenses	83	39	(44)	-223%		88	67	20	18
Expenditure Total		135	187	51	45%		188	320	113	76
Climate & Sustainability Total		(51)	0	51			(131)	0	46	37

**Community Development**

GM: Stephen Doran Activity Lead: Jessica Hurst  
 Activity Description: Community Funding, Safer Communities and Welcoming Communities

Revenue	Rates revenue	(44)	(44)	0	0%		(75)	(75)	13	19
	Subsidies and grants	(110)	0	110		Community Employment Programme not budgeted. MTFJ	(220)	0	(160)	0
Revenue Total	(154)	(44)	110	-75%			(295)	(75)	(147)	19
	Other expenses	81	44	(37)	-31%	SC careers expo \$20k. Was expected to be carried forward from prior year underspend	175	75	119	26
Expenditure Total		81	44	(37)	-31%		175	75	119	26
Community Development Total		(73)	0	73			(120)	0	(27)	44

**Economic Development and Promotion**

GM: Stephen Doran Activity Lead: Stephen Doran  
 Activity Description: Enhancing the districts economy, significant activity relates to contributions to the CCO Venture Timaru

Revenue	Rates revenue	(927)	(927)	0	0%		(1,589)	(1,589)	(1,495)	(872)
Revenue Total		(927)	(927)	0	0%		(1,589)	(1,589)	(1,495)	(872)
Expenditure	Finance costs	53	53	0	0%	Annual events grant for Venture Timaru \$245k, even budget split results in YTD variance: \$102k	91	91	71	0
	Other expenses	980	874	(106)	-7%		1,472	1,498	1,475	863
Expenditure Total		1,033	927	(106)	-7%		1,562	1,589	1,546	863
Economic Development and Promotion Total		106	0	(106)			(27)	0	51	(9)

Public Toilets										245	12	20
GM:	Andrew Dixon	Activity Lead:	Andrew Dixon									
Activity Description:	Provision and maintenance of public toilet facilities.											
Revenue	Rates revenue	(370)	(370)	0	0%			(634)	(634)	(484)	(283)	
Revenue Total		(370)	(370)	0	0%			(634)	(634)	(484)	(283)	
Expenditure	Depreciation expense	13	19	6	28%			23	33	22	14	
	Finance costs	9	9	0	0%			16	16	12	5	
	Other expenses	297	344	47	9%	Building maintenance - vandalism under budget \$19k. Used as required		543	589	525	249	
Expenditure Total		319	372	53	9%			582	637	560	268	
Public Toilets Total		(51)	2	53	70%			(52)	3	75	(14)	

Social Housing											
GM:	Andrew Dixon	Activity Lead:	Diane Miller								
Activity Description:	Provision and maintenance of affordable rental housing : 236 units										
Revenue	Fees & charges	(1,164)	(1,167)	(3)	0%			(1,997)	(2,000)	(1,760)	(1,059)
Revenue Total		(1,164)	(1,167)	(3)	0%			(1,997)	(2,000)	(1,760)	(1,059)
Expenditure	Depreciation expense	87	100	13	8%			159	172	155	95
	Finance costs	65	65	0	0%			112	112	88	40
	Other expenses	681	718	37	3%	Building maintenance - under budget \$50k. Used as required		1,194	1,230	1,425	364
Expenditure Total		834	883	49	3%			1,464	1,514	1,668	499
Other Comprehensive		0	0	0				0	(32)	0	0
Social Housing Total		(330)	(284)	47	-50%			(533)	(519)	(92)	(560)

Community Engagement											
GM:	Stephen Doran	Activity Lead:	Jessica Hurst								
Activity Description:	Activities to improve Council engagement with groups, for example youth, seniors, refugees										
Revenue	Rates revenue	(321)	(321)	0	0%			(550)	(550)	(604)	(352)
	Finance revenue	(17)	0	17				(17)	0	(37)	(19)
	Other revenue	(22)	(28)	(6)	4%			(42)	(48)	(138)	(22)
Revenue Total		(360)	(349)	11	-1%			(609)	(598)	(778)	(393)
Expenditure	Finance costs	1	1	(0)	0%			1	1	1	0
	Other expenses	364	348	(16)	-3%			542	597	460	214
Expenditure Total		365	349	(16)	-3%			543	598	461	214
Community Development Total		5	0	(5)				(66)	0	(317)	(179)
Community Support Total		(442)	(21)	421	1			0	(824)	(64)	(306)
											(578)

Corporate Support										
Commercial and Strategy										
Financial Services	Activity Lead:	Andrea Rankin								
GM:	Andrea Rankin	Activity Lead:	Andrea Rankin							
Activity Description:	Financial planning, monitoring and reporting. Administers rating, payables and receivables, financial advice for all council activities									
Activity Revenue and Expenditure		Jan YTD Actuals \$000	Jan YTD Budget \$000	Jan Variance \$000	Variance % of full budget	Commentary >30k var	YE Forecast \$000	Full Year budget \$000	2024/25 Actuals \$000	PY Jan YTD Actuals \$000
Revenue	Fees & charges	(12)	0	12			(12)	0	(1)	0
	Other revenue	(1,823)	(1,878)	(55)	2%	Revenue collected for the CBD 'BID' collected through rates, recoded to other revenue at year end. Full year budget: \$120k	(3,198)	(3,219)	(3,188)	(131)
Revenue Total		(1,835)	(1,878)	(43)	1%		(3,209)	(3,219)	(3,189)	(131)
Expenditure	Personnel costs	979	976	(3)	0%		1,709	1,672	1,752	968
	Other expenses	845	902	58	4%	PWC consultant expenditure currently underbudget \$76k. Used as required	1,490	1,547	1,437	488
Expenditure Total		1,824	1,878	54	2%		3,199	3,219	3,189	1,455
Financial Services Total		(11)	0	11			(11)	0	0	1,324

Information Technology										
GM: Justin Bagust Activity Lead: Justin Bagust										
Activity Description: Provides technology-based services and strategies across all council activities										
Revenue	Fees & charges	(12)	(13)	(1)	7%		(21)	(22)	(18)	(9)
	Other revenue	(3,603)	(3,594)	9			(6,162)	(6,161)	(6,073)	(2,946)
	Other gains	(4)	0	4			(4)	0	(2)	(2)
Revenue Total		(3,618)	(3,607)	12	0%		(6,186)	(6,183)	(6,093)	(2,957)
Expenditure	Personnel costs	1,263	1,274	11	0%		2,074	2,184	2,461	1,485
	Depreciation expense	440	771	332	42%	System generated depreciation based on actual assets. Aligns with prior year	810	1,322	799	380
	Finance costs	53	53	(0)	0%		91	91	72	21
	Other expenses	1,602	1,508	(94)	-3%	Software expensed \$109k overbudget. New software: Pulse, Wyldlynx annual cost total: \$120k. Price increase from prior year approx \$60k p.a for all of software. One off Cybersecurity authority review \$20k	2,821	2,585	2,783	1,546
Expenditure Total		3,358	3,607	248	4%		5,796	6,183	6,115	3,431
Information Technology Total		(260)	0	260			(390)	0	22	474

Property Management										
GM:	Andrew Dixon	Activity Lead:	Andrew Dixon							
Activity Description:	Management of the property unit									
Revenue	Other revenue	(313)	(313)	(0)	0%		(537)	(537)	(730)	(446)
Revenue Total		(313)	(313)	(0)	0%		(537)	(537)	(730)	(446)
Expenditure	Personnel costs	319	396	78	-142%	Restructure changes	590	680	696	429
	Personnel - Project billing	(12)	(233)	(221)	113%	Staff costs budgeted to be capitalised against projects. Dependent on project mix.	(179)	(400)	(196)	(90)
	Other expenses	144	150	7	3%		260	258	231	128
Expenditure Total		451	313	(137)	-19%		672	537	730	467
Property Management Total		137	0	(137)			135	0	0	22

||
||
||

**Strategy & Corporate Planning**

GM: Stephen Doran Activity Lead: Steph Forde  
Activity Description: Corporate planning activities, publications and strategic improvements

Revenue	Other revenue	(1,071)	(1,071)	0	0%		(1,836)	(1,836)	(1,395)	(925)
Revenue Total		(1,071)	(1,071)	0	0%		(1,836)	(1,836)	(1,395)	(925)
Expenditure	Personnel costs	546	494	(52)	-7%	Overtime not budgeted. No longer applicable going forward	924	847	752	413
	Other expenses	557	577	20	3%		918	989	644	542
Expenditure Total		1,103	1,071	(32)	-2%		1,842	1,836	1,395	955
<b>Strategy &amp; Corporate Planning Total</b>		32	0	(32)			6	0	0	30
<b>Corp support: Commercial and Strategy Total</b>		(83)	0	83	0		0	(238)	0	22
										1,940

**Corporate Support**

Corporate Support - Other

**Chief Executive**

GM: Nigel Trainor Activity Lead: Nigel Trainor  
Activity Description: Executive support and Programme office for all of council

Activity Revenue and Expenditure		Jan YTD Actuals \$000	Jan YTD Budget \$000	Jan Variance \$000	Variance % of full budget	Commentary >30k var	YE Forecast \$000	Full Year budget \$000	2024/25 Actuals \$000	PY Jan YTD Actuals \$000
Revenue	Other revenue	(552)	(552)	0	0%		(947)	(947)	(714)	(488)
Revenue Total		(552)	(552)	0	0%		(947)	(947)	(714)	(488)
Expenditure	Personnel costs	388	378	(10)	-2%		757	647	634	386
	Finance costs	5	5	0	0%		8	8	7	0
	Other expenses	122	170	48	28%	Solicitors and consultants fees \$44k under budget - used as required	241	291	169	88
Expenditure Total		515	552	38	5%		1,006	947	809	474
<b>Chief Executive Total</b>		(38)	0	38			59	0	95	(14)

**Council Building**

GM: Andrew Dixon Activity Lead: Andrew Fearn  
Activity Description: Operation of the council building, including maintenance

Revenue	Other revenue	(418)	(418)	(0)	0%		(716)	(716)	(740)	(414)
Revenue Total		(418)	(418)	(0)	0%		(716)	(716)	(740)	(414)
Expenditure	Personnel costs	29	42	13	30%		58	72	44	27
	Depreciation expense	61	57	(4)	-3%		136	98	160	74
	Finance costs	83	83	(0)	0%		142	142	113	55
	Other expenses	236	287	51	12%	Building maintenance underbudget \$39k. Expected to increase from February, roof issues noted	465	492	422	218
Expenditure Total		409	469	60	8%		802	804	740	374
<b>Council Building Total</b>		(9)	51	60			86	88	0	(40)

**Drainage and Water Management**

GM: Andrew Lester Activity Lead: Andrew Lester  
Activity Description: Management of three waters activities

Revenue	Fees & charges	(47)	(45)	2	-2%		(79)	(77)	(72)	(35)
	Other revenue	(969)	(969)	0	0%		(1,661)	(1,661)	(3,997)	(1,871)
Revenue Total		(1,016)	(1,014)	2	0%		(1,740)	(1,738)	(4,069)	(1,906)
Expenditure	Personnel costs	1,235	1,600	365	15%	Vacancies	2,220	2,772	2,424	1,414
	Personnel - Project billing	(229)	(1,021)	(792)		Staff costs budgeted to be capitalised against projects. Dependent on project mix.	(958)	(1,750)	(501)	(333)
	Other expenses	1,029	962	(67)	-3%	Three waters professional services not budgeted \$80k	2,181	1,650	2,052	1,129
Expenditure Total		2,035	1,542	(494)	-12%		3,443	2,671	3,974	2,211
<b>Drainage and Water Management Total</b>		1,020	528	(492)	518%		1,703	933	(95)	305

**Engagement and Culture**

GM: Andrea McAlister Activity Lead: Andrea McAlister  
Activity Description: Operation of Human Resource function for all of council

Revenue	Other revenue	(1,943)	(1,943)	0	0%		(3,331)	(3,432)	(2,245)	(3,962)
Revenue Total		(1,943)	(1,943)	0	0%		(3,331)	(3,432)	(2,245)	(3,962)
Expenditure	Personnel costs	924	1,053	130	8%	Recalculated on actual positions going forward	1,574	1,806	1,643	987
	Personnel costs- recruitment	6	119	113	323%	Recruitment specialists have not been required this year	91	204	35	21
	Other expenses	267	771	503	89%	All of council training budget held by HR for tracking. Expenditure coded to activities YTD: \$168k. HR budget YTD \$405k - only essential training approved until restructure was complete (Variance in HR: \$382k). Remaining variances: Health and safety consultants \$65k and staff support for council wide initiatives \$26k	474	1,422	567	452
Expenditure Total		1,197	1,943	746	33%		2,139	3,432	2,245	1,459
<b>Engagement and Culture Total</b>		(746)	(0)	746	0		(1,192)	0	0	(2,503)

**Infrastructure Management**

GM: Andrew Dixon Activity Lead: Andrew Dixon  
Activity Description: Assets and infrastructure management

Revenue	Fees & charges	(76)	(158)	(82)	67%	Service consent application fees under budget. Demand driven.	(126)	(271)	(122)	(57)
	Other revenue	(528)	(528)	0	0%		(905)	(905)	(1,502)	(1,248)
Revenue Total		(604)	(686)	(82)	5%		(1,031)	(1,176)	(1,624)	(1,305)
Expenditure	Personnel costs	680	626	(53)	-4%		876	1,074	1,183	723
	Personnel - Project billing	(59)	(146)	(87)	74%	Staff costs budgeted to be capitalised against projects. Dependent on project mix.	(163)	(250)	(118)	(53)
	Other expenses	183	206	23	4%		356	352	563	229
Expenditure Total		803	686	(117)	-7%		1,070	1,176	1,629	899
<b>Infrastructure Management Total</b>		199	0	(199)			39	0	5	(406)

**Land Transport Unit**

GM:	Suzy Ratahi	Activity Lead:	Suzy Ratahi							
Activity Description: Management of roading activities										
Revenue	Fees & charges	(39)	(168)	(129)	62%	Other user charges - Engineering fees under budget. Demand driven	(68)	(288)	(208)	(36)
	Subsidies and grants	(242)	0	242		NZTA LTU funding portion, full budget included in subsidised roading	(667)	0	(1,097)	0
	Other revenue	(1,628)	(1,564)	64		MDC & WDC Contribution to Road safety promotion overbudget \$40k	(2,827)	(2,681)	(2,303)	(2,034)
Revenue Total		(1,909)	(1,732)	178	-5%		(3,563)	(2,969)	(3,608)	(2,070)
Expenditure	Personnel costs	1,387	1,551	164	-14%	0	2,458	2,659	2,538	1,591
	Personnel - Project billing	(711)	(875)	(164)	14%	Staff costs budgeted to be capitalised against projects. Dependent on project mix.	(1,336)	(1,500)	(1,148)	(463)
	Depreciation expense	8	10	1	9%		15	17	14	9
	Other expenses	842	1,046	204	9%	Community programs and events under budget \$162k. Savings initiatives in road safety promotion through using in house team members to deliver targeted community programmes	1,520	1,793	2,204	1,290
Expenditure Total		1,526	1,732	205	6%		2,657	2,969	3,608	2,426
Land Transport Unit Total		(383)	0	383			(905)	0	0	356

**Parks and Recreation Management**

GM:	Andrew Dixon	Activity Lead:	Andrew Dixon							
Activity Description: Management of parks department										
Revenue	Subsidies and grants	(3)	0	3			(3)	0	0	0
	Other revenue	(1,927)	(1,927)	0			(3,303)	(3,303)	(2,106)	(1,196)
Revenue Total		(1,930)	(1,927)	3	0%		(3,306)	(3,303)	(2,106)	(1,196)
Expenditure	Personnel costs	1,442	1,698	256	16%	Restructure changes. Timing of bringing parks operations in-house. Parks operational staff to be split out of parks mgmt in 26/27	2,629	2,911	1,611	894
	Other expenses	342	229	(113)	-23%	Consultant expenditure \$97k over budget. Primarily relates to the set up of the new in-house parks operations team - developing standard operating procedures/risk register/training plans etc. Also relates to Asset Mgmt System support	542	392	496	221
Expenditure Total		1,783	1,927	143	7%		3,170	3,303	2,107	1,115
Parks and Recreation Management Total		(146)	(0)	146			(135)	0	1	(81)

**Planning and Regulatory Management**

GM:	Paul Cooper	Activity Lead:	Paul Cooper							
Activity Description: Management of planning and regulatory functions										
Revenue	Other revenue	(288)	(288)	0	0%		(494)	(494)	(488)	(267)
Revenue Total		(289)	(288)	0	0%		(495)	(494)	(488)	(268)
Expenditure	Personnel costs	387	212	(175)	-49%	Restructure changes - adjustments to coding. Refer to Environmental Services: Planning	718	364	353	221
	Other expenses	71	76	6	4%		125	130	135	77
Expenditure Total		457	288	(169)	-35%		843	494	488	299
Planning and Regulatory Management Total		169	0	(169)			348	0	0	31
Corporate support - Other Total		66	579	513	9478%		2	1,021	5	(2,352)

**Corporate Support**

User Experience and Community Engagement

**Communications & Marketing**

GM:	Stephen Doran	Activity Lead:	Rachel Leitch							
Activity Description: Communication and engagement activities including advertising										
Revenue	Other revenue	(630)	(630)	0	0%		(1,080)	(1,080)	(1,141)	(652)
Revenue Total		(630)	(630)	0	0%		(1,080)	(1,080)	(1,141)	(652)
Expenditure	Personnel costs	323	517	194	21%	Restructure changes - adjustments to coding	499	872	939	679
	Other expenses	100	121	22	11%		182	208	201	113
Expenditure Total		423	639	216	19%		681	1,080	1,141	792
Community Services Management Total		(207)	9	216			(399)	0	0	139

**Customer Services**

GM: Stephen Doran Activity Lead: Karen Naylor

Activity Description:	Management of all customer interactions	Jan YTD Actuals \$000	Jan YTD Budget \$000	Jan Variance \$000	Variance % of full budget	Commentary >30k var	YE Forecast \$000	Full Year budget \$000	2024/25 Actuals \$000	PY Jan YTD Actuals \$000
Revenue	Fees & charges	(64)	(74)	(10)	8%		(116)	(126)	(117)	(57)
	Other revenue	(798)	(798)	0	0%		(1,369)	(1,369)	(1,234)	(675)
Revenue Total		(862)	(872)	(10)	1%		(1,485)	(1,495)	(1,351)	(732)
Expenditure	Personnel costs	461	555	94	12%	Overbudgeted for 25/26, recalculated on actual positions going forward	800	951	807	509
	Other expenses	321	317	(3)	-1%		547	544	545	311
Expenditure Total		781	872	90	7%		1,347	1,495	1,351	820
Customer Services Total		(81)	0	81			(138)	0	0	88
User Experience and Community Engagement Total		(288)	9	297	0%		(536)	0	0	227
Corporate Support Grand Total		(305)	588	893	9478%	0	(772)	1,021	28	(185)

**Democracy****Governance**

GM: Stephen Doran Activity Lead: Jessica Kavanaugh  
 Activity Description: Work associated with the Elected Council and Community Boards

Activity Revenue and Expenditure		Jan YTD Actuals \$000	Jan YTD Budget \$000	Jan Variance \$000	Variance % of full budget	Commentary >30k var	YE Forecast \$000	Full Year budget \$000	2024/25 Actuals \$000	PY Jan YTD Actuals \$000
Revenue		(2,629)	(2,629)	0	0%		(4,507)	(4,507)	(3,634)	(2,121)
Other revenue		0	(41)	(41)	224%	Budget relates to receipts for Local Government Elections. Environment Canterbury and GLT are yet to be invoiced their share of election costs.	(90)	(70)	(18)	(18)
Revenue Total		(2,629)	(2,670)	(41)	1%		(4,597)	(4,577)	(3,653)	(2,139)
Expenditure	Personnel costs	529	489	(41)	-5%	Underbudgeted for 25/26, recalculated on actual positions going forward	878	837	837	508
	Finance costs	27	27	(0)	0%		46	46	37	1
	Other expenses	2,143	2,154	11	0%		3,533	3,693	3,602	2,350
Expenditure Total		2,699	2,670	(30)	-1%		4,458	4,577	4,475	2,859
Governance Total		70	(0)	(70)			(139)	0	822	720
Democracy Total		70	(0)	(70)	0% 0		(139)	0	822	720

**Environmental Services****Animal Control**

GM: Paul Cooper Activity Lead: Jo Hamilton  
 Activity Description: Animal control services

Activity Revenue and Expenditure		Jan YTD Actuals \$000	Jan YTD Budget \$000	Jan Variance \$000	Variance % of full budget	Commentary >30k var	YE Forecast \$000	Full Year budget \$000	2024/25 Actuals \$000	PY Jan YTD Actuals \$000
Revenue		(794)	(645)	149	-18%	Infringement and fines higher than budget. Actuals based on factors independent of	(820)	(735)	(815)	(713)
Revenue Total		(794)	(645)	149	-18%		(820)	(735)	(815)	(713)
Expenditure	Personnel costs	183	230	48	12%	Vacancies	323	395	390	209
	Depreciation expense	4	3	(1)	-7%		6	5	10	6
	Other expenses	200	202	2	1%		355	346	307	194
Expenditure Total		386	435	49	7%		683	746	707	409
Other Comprehensive Total		0	0	0			0	2	0	0
Animal Control Total		(408)	(209)	198	-182%		(137)	13	(109)	(304)

**Building Control**

GM: Paul Cooper Activity Lead: Jayson Ellis  
 Activity Description: Building consent authority under the Building Act 2004. Grants building consents, monitors building works, and issues a variety of compliance certificates

Revenue		Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue
Revenue	Rates revenue	(1,039)	(1,039)	0	0%		(1,782)	(1,782)	(1,198)	(699)
	Fees & charges	(1,483)	(1,617)	(134)	6%	Building consent revenue based on demand, economic conditions. \$13k decrease as a result of correction to building compliance - liquor licensing. Revenue coded to TDC collected for MDC and WDC in prior years. Refer to planning section below	(2,458)	(2,772)	(2,404)	(1,357)
	Other revenue	(91)	(120)	(29)	219%		(177)	(206)	(13)	(6)
Revenue Total		(2,613)	(2,776)	(163)	5%		(4,416)	(4,759)	(3,615)	(2,062)
Expenditure	Personnel costs	1,624	1,837	213	7%	Restructure changes	2,817	3,149	2,983	1,836
	Finance costs	32	32	(0)	0%		56	56	44	11
	Other expenses	952	907	(45)	-3%	Use of consent software. Offset in other revenue	1,684	1,555	1,393	849
Expenditure Total		2,609	2,776	167	4%		4,556	4,759	4,420	2,696
Building Total		(4)	0	4	8%		140	0	805	634

**Environmental Health**

GM: Paul Cooper Activity Lead: Sharon Hoogenraad (Liquor) & Clarie Copeland  
 Activity Description: Management and enforcement of several legislative requires such as food safety, hazardous substances and environmental nuisance

Revenue		Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue
Revenue	Rates revenue	(394)	(394)	0	0%		(675)	(675)	(516)	(301)
	Fees & charges	(354)	(300)	54	-8%	Receipts from Mackenzie and Waimate for Health contract services - not even during the year	(578)	(514)	(658)	(395)
	Other revenue	(1)	(14)	(13)	293%		(3)	(25)	(5)	(1)
Revenue Total		(749)	(708)	41	-3%		(1,256)	(1,214)	(1,179)	(698)
Expenditure	Personnel costs	238	230	(8)	-2%		366	394	358	214
	Finance costs	5	5	0	0%		8	8	6	3
	Other expenses	417	474	57	8%	Professional services \$13k under budget. Used as required	754	812	712	402
Expenditure Total		659	708	49	5%		1,128	1,214	1,077	619
Environmental Health Total		(90)	0	90			(128)	0	(103)	(79)

**Planning**

GM: Paul Cooper Activity Lead: Aaron Hakkaart  
 Activity Description: Develops and administers the District Plan and related policies, and processes resource consents

Revenue		Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue
Revenue	Rates revenue	(1,842)	(1,842)	0	0%		(3,158)	(3,158)	(3,201)	(1,867)
	Fees & charges	(342)	(312)	31	-6%	Subdivision fees \$40k underbudget. Demand driven	(546)	(534)	(516)	(317)
	Other revenue	(23)	(3)	19	-28%	Review of building compliance- liquor licencing. TDC provide sign off for WDC and MDC, while they perform reviews internally. All revenue was being coded to TDC. Post review: \$18k being returned to other councils. New holding account created	(75)	(6)	(69)	(17)
Revenue Total		(2,207)	(2,157)	50	-1%		(3,779)	(3,698)	(3,786)	(2,201)
Expenditure	Personnel costs	854	1,003	149	10%	Restructure changes - adjustments to coding. Refer to Planning Mgmt	1,308	1,719	1,550	915
	Finance costs	109	109	(0)	0%		186	186	148	16
	Other expenses	1,019	1,046	27	1%	District plan review. Budget even split; majority of the work to be completed within the first 6 months. To be completed March 26 with DPR panel sign off	1,706	1,793	3,177	1,629
Expenditure Total		1,982	2,157	176	4%		3,201	3,698	4,875	2,560
Planning Total		(226)	0	226			(578)	0	1,089	358
Environmental Services Total		(727)	(209)	518	-174% 0		(703)	13	1,682	609

### Other Activities

#### Financial Arrangements

GM: Andrea Rankin Activity Lead: Andrea Rankin  
Activity Description: Financial arrangements relating to borrowings, investments

Activity Revenue and Expenditure		Jan YTD Actuals \$000	Jan YTD Budget \$000	Jan Variance \$000	Variance % of full budget	Commentary >30k var	YE Forecast \$000	Full Year budget \$000	2024/25 Actuals \$000	PY Jan YTD Actuals \$000
Revenue		2,852	2,866	15	-2%	Interest rates lower than budgeted	5,037	4,914	(594)	(731)
Finance revenue		(830)	(2,189)	(1,358)	40%		(1,466)	(3,752)	(3,425)	(1,971)
Other revenue		(355)	(376)	(20)	1%		(1,720)	(1,744)	(2,048)	(470)
Other gains/losses		0	0	0	0%		0	0	2,034	0
Revenue Total		1,666	302	(1,064)	26%	Actual external interest paid underbudget due to interest rates, offset by internal interest expensed to other activities as per budget. Washup at year end	1,851	(582)	(4,034)	(3,172)
Expenditure		(2,308)	147	2,455	335%		(1,869)	253	734	4,197
Other expenses		189	192	4	2%		326	330	230	115
Expenditure Total		(2,119)	340	2,459	255%		(1,543)	582	964	4,312
Financial Arrangements Total		(453)	642	1,395			308	0	(3,070)	1,140

#### Property

GM: Andrew Dixon Activity Lead: Andrew Dixon  
Activity Description: Operation and maintenance of council facilities such as CBAY, Art Gallery, Museum and service centres

Revenue	Rates revenue	(427)	(427)	0			(732)	(732)	0	0
	Fees & charges	(318)	(259)	58	-21%	Annual rents paid at the start of the financial year, even budget split	(378)	(445)	(277)	(293)
Revenue Total		(745)	(686)	58	-21%		(1,110)	(1,177)	(277)	(293)
Expenditure	Depreciation expense	292	193	(99)	-14%	System generated depreciation based on actual assets.	622	331	707	106
	Finance costs	31	31	0	0%		53	53	42	18
	Other expenses	509	633	124	11%	Contractors \$177k underbudget. Budget was for asbestos reviews. Work programme no longer in line with budget	984	1,085	1,160	557
Expenditure Total		832	857	25	1%		1,659	1,469	1,909	680
Property Total		88	170	83	5%		550	292	1,632	388

#### Vehicle Management

GM: Andrew Dixon Activity Lead: Deb Gerken  
Activity Description: Management of council's vehicle pool

Revenue	Rates revenue	(69)	(69)	0			(118)	(118)	0	0
	Other revenue	(361)	(364)	(4)	1%		(621)	(625)	(699)	(349)
Revenue Total		(430)	(433)	(4)	1%		(739)	(743)	(699)	(386)
Expenditure	Depreciation expense	361	265	(97)	-17%	System generated depreciation based on actual assets. Additions above budget	617	454	570	184
	Finance costs	17	17	(0)	0%		29	29	23	7
	Other expenses	240	271	32	7%	Fuel use underbudget. Demand driven	479	465	453	238
Expenditure Total		618	553	(65)	-6%		1,125	948	1,046	428
Vehicle Management Total		188	120	(69)	-20%		386	205	347	42

Other Activities Total		(177)	932	1,409	-15%	0	1,243	497	(1,091)	1,570
------------------------	--	-------	-----	-------	------	---	-------	-----	---------	-------

### Recreation & Leisure

#### Aigantighe Art Gallery

GM: Michael Priest Activity Lead: Cara Fitzgerald  
Activity Description: Operation of the Aigantighe Art Gallery

Activity Revenue and Expenditure		Jan YTD Actuals \$000	Jan YTD Budget \$000	Jan Variance \$000	Variance % of full budget	Commentary >30k var	YE Forecast \$000	Full Year budget \$000	2024/25 Actuals \$000	PY Jan YTD Actuals \$000
Revenue		(708)	(708)	0	0%	Donation received from Timaru Civic Trust \$25k	(1,213)	(1,213)	(885)	(516)
Fees & charges		(8)	(7)	1	-11%		(13)	(12)	(12)	(2)
Subsidies and grants		(1)	(0)	0	0%		(1)	(1)	(701)	(700)
Other revenue		(44)	(9)	35	-6%		(51)	(16)	(597)	(27)
Revenue Total		(761)	(724)	37	-2%		(1,278)	(1,241)	(2,195)	(1,245)
Expenditure		308	323	15	3%		527	553	552	331
Personnel costs		30	36	6	33%		55	61	18	41
Depreciation expense		71	71	(0)	0%		122	122	96	2
Finance costs		312	308	(4)	-1%		545	528	486	258
Other expenses		721	738	17	1%		1,249	1,264	1,153	632
Expenditure Total		(40)	13	54	-5%		(29)	23	(1,042)	(613)
Aigantighe Art Gallery Total		275	147	(129)	-63%					

#### Aorangi

GM: Mike Wrigley Activity Lead: Mike Wrigley  
Activity Description: Aorangi stadium operation

Revenue	Rates revenue	(101)	(101)	0	0%		(174)	(174)	(121)	(71)
	Fees & charges	(46)	(137)	(91)	36%	Aorangi stadium closed operations Nov25 for stadium works	(97)	(236)	(250)	(119)
	Subsidies and grants	0	0	0			(2,638)	0	0	0
	Other revenue	(3)	(22)	(19)	570%		(15)	(38)	(3)	(2)
Revenue Total		(151)	(261)	(110)	29%		(2,923)	(447)	(375)	(192)
Expenditure	Personnel costs	40	16	(24)	-34%		76	28	70	45
	Depreciation expense	165	165	0	1%		197	284	90	9
	Finance costs	22	22	(0)	0%		38	38	30	6
	Other expenses	199	204	5	1%		310	349	391	180
Expenditure Total		426	407	(19)	-3%		621	698	580	240
Aorangi Total		275	147	(129)	-63%		(2,303)	251	206	48

#### Fishing Huts

GM: Andrew Dixon Activity Lead: Andrew Fearn  
Activity Description: Relates to 120 huts total based in Rangitata and Strateona near Pleasant Point. Situated on reserve land

Revenue	Other revenue
---------	---------------

**Forestry**

GM: Andrew Dixon Activity Lead: Garth Nixon  
 Activity Description: Management of council forest plantations: 185 Hectares

Revenue	Fees & charges	(14)	(18)	(4)	14%		(27)	(31)	(26)	(14)
	Other revenue	(88)	(86)	2	-1%		(228)	(148)	(307)	(307)
	Other gains	0	0	0	0%		0	0	(433)	0
Revenue Total		(103)	(104)	(2)	0%		(256)	(179)	(765)	(321)
Expenditure	Depreciation expense	15	3	(12)	-18%		25	5	66	8
	Finance costs	1	1	0	0%		2	2	1	0
	Other expenses	116	135	19	6%		210	232	305	151
Expenditure Total		132	140	7	2%		238	240	373	159
Forestry Total		30	35	6	-1%		(18)	61	(392)	(162)

**Halls & Community Centres**

GM: Andrew Dixon Activity Lead: Andrew Fearn  
 Activity Description: Operation of community complexes, including Caroline bay hall, lounge and soundshell; Temuka Alpine Energy centre, Geraldine pavilion and other facilities

Revenue	Rates revenue	(345)	(345)	0	0%		(592)	(592)	(373)	(232)
	Fees & charges	(81)	(59)	22	-15%		(123)	(101)	(147)	(101)
Revenue Total		(427)	(404)	22	-4%		(715)	(693)	(520)	(333)
Expenditure	Depreciation expense	56	60	4	4%		102	103	102	58
	Finance costs	88	88	0	0%		151	151	119	56
	Other expenses	323	310	(12)	-3%		536	532	459	246
Expenditure Total		466	458	(8)	-1%		789	786	681	360
Other Comprehensive		0	0	0			0	3	0	0
Halls & Community Centres Total		40	54	14	9%		74	96	160	27

**Libraries**

GM: Michael Priest Activity Lead: Michael Priest  
 Activity Description: Operation of the Timaru, Temuka and Geraldine libraries

Revenue	Rates revenue	(3,283)	(3,283)	0	0%		(5,629)	(5,629)	(4,373)	(2,551)
	Fees & charges	(38)	(33)	6	-12%		(63)	(56)	(48)	(28)
	Subsidies and grants	0	(5)	(5)			0	(8)	0	0
	Other revenue	(0)	0	0	0%		(0)	0	85	697
Revenue Total		(3,322)	(3,321)	1	0%		(5,692)	(5,693)	(4,336)	(1,882)
Expenditure	Personnel costs	1,311	1,692	381	17%	Overbudgeted for 25/26, recalculated on actual positions going forward	2,425	2,901	2,303	1,392
	Depreciation expense	203	265	62	15%	System generated depreciation based on actual assets.	392	454	406	297
	Finance costs	162	162	0	0%		278	278	221	44
	Other expenses	1,204	1,334	129	7%	Underbudget: Building maintenance is used ad hoc during the year \$21k; subscription purchases not yet made \$24k; online database \$23k under. No remaining significant variances	2,170	2,286	1,961	326
Expenditure Total		2,881	3,453	572	12%		5,266	5,919	4,891	2,059
Other Comprehensive		0	0	0			0	19	0	0
Libraries Total		(441)	132	573	103%		(426)	246	556	177

**Motor Camps**

GM: Andrew Dixon Activity Lead: Diane Miller  
 Activity Description: Pleasant Point motor camp manged by council; 4 remaining motor camps on domain reserves leased out in Geraldine, Pleasant point, South Rangitata and Winchester

Revenue	Rates revenue	(14)	(14)	0	0%		(23)	(23)	(42)	(24)
	Other revenue	(33)	(37)	(5)	7%		(59)	(64)	(65)	(36)
Revenue Total		(46)	(51)	(5)	5%		(83)	(88)	(107)	(60)
Expenditure	Depreciation expense	11	14	3	14%		22	24	21	19
	Other expenses	41	50	9	19%		86	85	48	27
Expenditure Total		52	64	12	17%		108	110	69	46
Motor Camps Total		6	13	7	-18%		25	22	(38)	(14)

**Museum**

GM: Michael Priest Activity Lead: Philip Howe  
 Activity Description: Operation of the Timaru Museum

Revenue	Rates revenue	(809)	(809)	0	0%		(1,387)	(1,387)	1,106	645
	Fees & charges	(1)	(1)	0	-13%		(2)	(2)	(4)	(1)
	Subsidies and grants	(57)	(18)	40	-139%	LEOTC grant received higher than budget	(57)	(30)	(29)	(29)
	Other revenue	(19)	(10)	10	-31%		(21)	(17)	(31)	(9)
Revenue Total		(887)	(837)	50	5%		(1,468)	(1,436)	1,044	607
Expenditure	Personnel costs	403	459	56	8%	Current vacancy	703	787	741	422
	Depreciation expense	28	32	4	7%		55	55	58	46
	Finance costs	29	29	0	0%		50	50	39	4
	Other expenses	329	346	17	3%		599	593	536	315
Expenditure Total		789	867	78	6%		1,407	1,485	1,375	788
Other Comprehensive		0	0	0			0	(284)	0	0
Museum Total		(98)	29	127	5%		(61)	(235)	2,418	1,395

**Parks**

GM: Andrew Dixon Activity Lead: John Ave  
 Activity Description: Maintain approx 630 hectares of parks, reserves, sports grounds and gardens throughout the district

Revenue	Rates revenue	(4,420)	(4,420)	0	0%		(7,577)	(7,577)	(6,631)	(3,868)
	Fees & charges	(6)	0	6			(9)	0	(12)	(5)
	Subsidies and grants	(466)	(561)	(95)			(1,527)	(962)	0	0
	Other revenue	(32)	(65)	(33)	17%	Better off funding not recognised due to cycleways projects behind schedule. Project commenced - refer to project 241: Shared Urban Tracks per the Capex breakdown. Expected to be completed by Jun26 therefore related funding expected to be received by Jun26	(75)	(112)	(191)	(27)
Revenue Total		(4,924)	(5,046)	(122)	2%		(9,188)	(8,651)	(6,833)	(3,900)
Expenditure	Personnel costs	0	0	0			0	0	0	0
	Depreciation expense	436	48	(388)	-35%	System generated depreciation based on actual assets. Aligns with prior year total	953	83	1,102	107
	Finance costs	332	332	(0)	0%		570	570	449	124
	Other expenses	4,013	4,148	135	2%	Seasonal component, and in-house team now completing work previously undertaken	7,065	7,111	6,028	4,020
Expenditure Total		4,782	4,529	(253)	-3%		8,588	7,764	7,579	4,252
Parks Total		(143)	(517)	(375)	-50%		(600)	(887)	746	352

**CBAY facility & Swimming Pools**

GM: Mike Wrigley Activity Lead: Mike Wrigley  
 Activity Description: Incorporates all of Caroline Bay Trust Aoraki Centre (CBAY pools, fitness area, café and related business services) and the 3 additional pools for Geraldine, Pleasant Point and Temuka

Revenue	Rates revenue	(4,175)	(4,175)	0	0%		(7,158)	(7,158)	(6,196)	(3,615)
	Fees & charges	(1,984)	(1,954)	30	-1%	Seasonal demand. Temuka, Geraldine and Pleasant Point pools open Nov-March.	(3,296)	(3,350)	(3,343)	(2,041)
	Subsidies and grants	0	(8)	(8)	32%		(20)	(14)	(25)	(17)
	Other revenue	(2)	(1)	0	-11%		(2)	(2)	(2)	(1)
Revenue Total		(6,161)	(6,138)	23	0%		(10,475)	(10,523)	(9,567)	(5,674)
Expenditure	Personnel costs	1,841	2,649	808	21%	Restructure savings and casuals overbudgeted in 25/26, recalculated on actual positions going forward	3,202	4,527	3,775	2,290
	Depreciation expense	596	547	(50)	-4%	System generated depreciation based on actual assets. Aligns with prior year total	1,117	937	1,136	607
	Finance costs	323	323	(0)	0%		553	553	449	144
	Other expenses	2,558	2,738	179	4%	Building maintenance -as required. General expenditure also increases with seasonal demand	4,504	4,693	4,285	2,604
Expenditure Total		5,318	6,256	937	10%		9,376	10,711	9,645	5,646
Other Comprehensive	Other (gains) / losses	0	0	0			0	157	0	0
Swimming Pools Total		(843)	117	960	1218%		(1,100)	344	79	(28)

**Theatre Royal**

GM: Paul Cooper Activity Lead: Andrew Dixon Project team lead (construction): Paul Haggath. GM once opened: Michael Priest  
 Activity Description: Currently under construction, BAU: Operation of the Theatre Royal in Timaru for visiting cultural and entertainment shows

Revenue	Rates revenue	(328)	(328)	0	0%		(562)	(562)	(449)	(262)
	Subsidies and grants	(3,550)	0	3,550		Prior year budgeted grants being received for Theatre Royal project	(8,835)	0	0	0
	Other revenue	0	0	0			0	0	(281)	0
Revenue Total		(3,878)	(328)	3,550	-486%		(9,397)	(562)	(730)	(262)
Expenditure	Personnel costs	0	0	0			10	0	0	0
	Depreciation expense	34	38	4	7%		61	65	58	64
	Finance costs	101	101	0	0%		174	174	137	81
	Other expenses	197	221	24	8%		331	379	313	203
Expenditure Total		332	360	28	6%		575	617	507	348
Theatre Royal Total		(3,546)	32	3,578	-1605%		(8,822)	55	(223)	86

Recreation & Leisure Total		(4,718)	38	4,755	-1849%	0	(13,297)	(54)	2,473	1,305
----------------------------	--	---------	----	-------	--------	---	----------	------	-------	-------

**Roading and footpaths****Roads and footpaths**

GM: Suzy Ratahi Activity Lead: Adam Ward  
 Activity Description: Providing and maintaining the roading and footpath network, including over 1700kms of roads; bridges and other structures

Activity Revenue and Expenditure		Jan YTD Actuals \$000	Jan YTD Budget \$000	Jan Variance \$000	Variance % of full budget	Commentary >30k var	YE Forecast \$000	Full Year budget \$000	2024/25 Actuals \$000	PY Jan YTD Actuals \$000
Revenue	Rates revenue	(9,561)	(9,561)	0	0%		(16,390)	(16,390)	(13,679)	(7,980)
	Subsidies and grants	(6,153)	(7,379)	(1,226)	12%	\$242k included in LTU above. Construction season comprises approx 70% of total expenditure, occurring Sep - March. Funding received once expenditure incurred. Budget phasing to be reviewed	(11,576)	(12,649)	(10,102)	(7,246)
	Other revenue	(2)	0	2	0%		(2,002)	(1,856)	(749)	(22)
Revenue Total		(15,716)	(16,940)	(1,224)	5%		(29,968)	(30,896)	(24,530)	(15,248)
Expenditure	Depreciation expense	8,358	10,611	2,253	16%	24/25 Roading revaluation review corrected several errors (incorrect depreciation rates applied approx \$3m decrease. Assets double-counted: approx \$1m decrease in dep) Offset by other roading assets recorded to subsidised roading \$700k, and increased depreciation for revaluation gain	15,388	18,190	14,040	7,667
	Finance costs	982	982	(0)	0%		1,684	1,684	1,340	296
	Other expenses	6,386	6,614	228	2%	Construction season commenced in September. Expect increase in maintenance cost Sep - Mar	11,383	11,338	11,862	6,110
Expenditure Total		15,726	18,207	2,481	9%		28,455	31,211	27,242	14,073
Other Comprehensive	Roading Revaluation	0	0	0	0%		0	0	(45,428)	0
Roads and Footpaths Total		10	1,267	1,257	-3%		(1,513)	316	(42,717)	(1,174)

**Parking Enforcement**

GM: Paul Cooper Activity Lead: Jo Hamilton  
 Activity Description: Enforcement of council's parking policies

Revenue	Fees & charges	(837)	(848)	(11)	1%	Infringements and fines higher than expected. Actuals independent of budget	(1,359)	(1,453)	(1,392)	(796)
	Other revenue	(6)	(4)	2	-35%		(9)	(7)	(6)	(4)
Revenue Total		(843)	(852)	(9)	1%		(1,368)	(1,460)	(1,398)	(799)
Expenditure	Personnel costs	238	251	13	3%		399	431	372	228
	Other expenses	480	435	(45)	-6%	Legal and debt recovery costs under budget by \$54k. Used as required	770	746	755	517
Expenditure Total		718	686	(32)	-3%		1,169	1,176	1,127	746
Parking Enforcement Total		(125)	(165)	(41)	15%		(198)	(284)	(271)	(54)

**Parking Facilities**

GM: Andrew Dixon (Sophia St) Suzy Ratahi (remaining)  
 Activity Description: Development and maintenance of carpark parking facilities across the district

Revenue	Fees & charges	0	(23)	(23)	52%	Budgeted revenue related to lease fees from 85-91 King St Temuka properties which were sold in May 25. Revenue no longer applicable	0	(40)	(45)	(30)
	Other revenue	(18)	(23)	(6)	22%		(34)	(40)	(27)	(13)
Revenue Total		(18)	(47)	(29)	41%		(34)	(80)	(72)	(43)
Expenditure	Personnel costs	-	168	168		Coding corrected as part of Labour budget review	-	287	-	-
	Depreciation expense	60	60	0	0%		111	103	75	52
	Finance costs	116	116	0	0%		199	199	157	78
	Other expenses	127	118	(9)	-3%		211	202	307	168
Expenditure Total		303	462	159	29%		521	792	539	298
Parking Facilities Total		286	415	130	28%		487	712	468	255

**Road/Street Landscapes**

GM: Suzy Ratahi Activity Lead: Suzy Ratahi

Activity Description: Providing and maintaining street trees and CBD maintenance

Revenue	Rates revenue	(674)	(674)	0	0%		(1,155)	(1,155)	(1,164)	(679)
	Subsidies and grants	0	0	(0)	0%		0	0	(33)	0
Revenue Total		(674)	(674)	(0)	0%		(1,155)	(1,155)	(1,198)	(679)
Expenditure	Depreciation expense	14	318	304	64%	Majority of assets recoded to subsidised roading as part of the 24/25 roading revaluation	25	544	473	101
	Finance costs	39	39	(0)	0%		66	66	52	59
	Other expenses	376	474	97	9%	Street Tree maintenance expenses, seasonal Sep to Feb	773	812	1,067	479
Expenditure Total		429	830	401	25%		864	1,423	1,592	638
<b>Road/Street Landscapes Total</b>		<b>(245)</b>	<b>156</b>	<b>401</b>	<b>102%</b>		<b>(291)</b>	<b>268</b>	<b>394</b>	<b>(41)</b>

#### Street Lighting

GM: Suzy Ratahi Activity Lead: Suzy Ratahi  
Activity Description: Providing and maintaining street lighting

Revenue	Rates revenue	(453)	(453)	0	0%		(776)	(776)	(895)	(522)
	Other revenue	0	0	0	0%		0	(145)	(89)	0
Revenue Total		(453)	(453)	0	0%		(776)	(921)	(984)	(522)
Expenditure	Depreciation expense	0	436	436	60%	Assets recoded to subsidised roading as part of the 24/25 roading revaluation	0	748	730	452
	Other expenses	245	235	(10)	-3%	Other expenses primarily relate to Xmas light decorations.	315	402	393	275
Expenditure Total		245	671	426	38%		315	1,150	1,123	727
<b>Street Lighting Total</b>		<b>(208)</b>	<b>218</b>	<b>426</b>	<b>306%</b>		<b>(461)</b>	<b>229</b>	<b>139</b>	<b>205</b>

<b>Roading and Footpaths Total</b>		<b>(282)</b>	<b>1,891</b>	<b>2,173</b>	<b>448%</b>	<b>0</b>		<b>(1,977)</b>	<b>1,241</b>	<b>(41,987)</b>	<b>(809)</b>
------------------------------------	--	--------------	--------------	--------------	-------------	----------	--	----------------	--------------	-----------------	--------------

**Three waters****Water Supplies**

GM: Andrew Lester Activity Lead: Andrew Lester  
 Activity Description: Treats and distributes water supplies in compliance with the NZ Drinking water standards. Over 19000 properties are supplied through the network which comprises 19 water intakes; 12 treatment plants; 35 reservoirs; 24 pump stations and approximately 1,850 kms of water supply pipes

Activity Revenue and Expenditure		Jan YTD Actuals \$000	Jan YTD Budget \$000	Jan Variance \$000	Variance % of full budget	Commentary >30k var	YE Forecast \$000	Full Year budget \$000	2024/25 Actuals \$000	PY Jan YTD Actuals \$000
Revenue	Rates revenue	(8,170)	(8,747)	(576)	4%	Water by meter - targeted rates based on usage, seasonal demand driven. Phasing also impacted by meter read frequency	(14,251)	(14,994)	(15,146)	(8,824)
	Other revenue	(225)	0	225	-12%	Charge for third party damage	(2,073)	(1,828)	(1,948)	(220)
	Other (gains)/losses	0	0	0	0%		0	0	859	0
<b>Revenue Total</b>		<b>(8,396)</b>	<b>(8,747)</b>	<b>(351)</b>	<b>2%</b>		<b>(16,324)</b>	<b>(16,822)</b>	<b>(16,234)</b>	<b>(9,044)</b>
Expenditure	Personnel costs	432	383	(49)	-6%		760	655	757	462
	Depreciation expense	4,077	4,077	0	0%		6,989	6,989	6,181	4,321
	Finance costs	1,384	1,384	(0)	0%		2,373	2,373	1,869	512
	Other expenses	3,645	3,979	335	4%	Expenditure incurred in-line with revenue received. Seasonal demand driven	6,821	6,822	7,845	4,383
<b>Expenditure Total</b>		<b>9,538</b>	<b>9,823</b>	<b>286</b>	<b>2%</b>		<b>16,942</b>	<b>16,838</b>	<b>16,651</b>	<b>9,679</b>
Other Comprehensive	Water revaluation	0	0	0			(22,438)	(22,438)	0	0
<b>Water Supplies Total</b>		<b>1,142</b>	<b>1,077</b>	<b>(65)</b>	<b>-16%</b>		<b>(21,820)</b>	<b>(22,422)</b>	<b>417</b>	<b>635</b>

**Wastewater**

GM: Andrew Lester Activity Lead: Andrew Lester  
 Activity Description: Collection and treatment of domestic and industrial wastewater for Timaru, Temuka, Geraldine and Pleasant Point primarily via the main wastewater treatment plant in Timaru. Main infrastructure includes 23 wastewater pump stations and approximately 350km of pipeline.

Revenue	Rates revenue	(4,695)	(4,695)	0	0%		(8,048)	(8,048)	(7,027)	(4,099)
	Fees & charges	(1,981)	(1,882)	99	-2%	Seasonal timing component with increase in industrial plant maintenance resulted in increase in tanker volumes. New Tradewaste customer started in Nov25	(3,325)	(3,226)	(4,083)	(2,354)
	Other revenue	(239)	(49)	189	-18%	Domestic sewer catchment contribution fee charged not budgeted \$180k. Based on new properties. Demand driven	(1,297)	(1,122)	(1,083)	(160)
	Other (gains)/losses	0	0	0	0%		0	0	397	0
<b>Revenue Total</b>		<b>(6,914)</b>	<b>(6,626)</b>	<b>288</b>	<b>-2%</b>		<b>(12,670)</b>	<b>(12,397)</b>	<b>(11,795)</b>	<b>(6,613)</b>
Expenditure	Personnel costs	362	433	71	11%	Vacancies	653	752	657	408
	Depreciation expense	3,412	3,412	0	0%		5,849	5,849	5,089	3,892
	Finance costs	1,239	1,239	(0)	0%		2,125	2,125	1,673	797
	Other expenses	2,130	2,181	51	1%	Reticulation contractors over budget by \$115k per P&L; waste disposal \$40k overbudget for botulism related disposals, offset by Electricity usage under budget \$100k due to fewer high weather events for the year to date	3,669	3,739	4,294	2,230
<b>Expenditure Total</b>		<b>7,144</b>	<b>7,265</b>	<b>122</b>	<b>1%</b>		<b>12,295</b>	<b>12,464</b>	<b>11,714</b>	<b>7,327</b>
Other Comprehensive	Water revaluation	0	0	0			(25,822)	(25,822)	0	0
<b>Wastewater Total</b>		<b>229</b>	<b>639</b>	<b>410</b>	<b>-503%</b>		<b>(26,198)</b>	<b>(25,755)</b>	<b>(81)</b>	<b>714</b>

**Stormwater**

GM: Andrew Lester Activity Lead: Andrew Lester  
 Activity Description: Provides and maintains the network of pipes, pumping stations, and other infrastructure to dispose of stormwater runoff, including approximately 146km of pipeline, 33km of open channel, several pump stations and 6 detention dams.

Revenue	Rates revenue	(3,058)	(3,058)	0	0%		(5,243)	(5,243)	(5,161)	(3,010)
	Fees & charges	(9)	0	9			(12)	0	(11)	(3)
	Other revenue	(173)	0	173	-15%	Capital contributions for new properties. Demand driven.	(1,779)	(1,606)	(1,168)	0
	Other (gains)/losses	0	0	0	0%		0	0	492	0
<b>Revenue Total</b>		<b>(3,240)</b>	<b>(3,058)</b>	<b>182</b>	<b>-3%</b>		<b>(7,033)</b>	<b>(6,848)</b>	<b>(5,848)</b>	<b>(3,013)</b>
Expenditure	Depreciation expense	2,305	2,305	0	0%		3,952	3,952	3,438	2,563
	Finance costs	105	105	0	0%		180	180	142	51
	Other expenses	609	1,051	442	31%	Reticulation costs \$388k under budget. Seasonal dependent and weather event based - spring and summer months highest. Weather in Temuka and Geraldine well handled by local networks and not required increased maintenance.	1,357	1,802	1,449	581
<b>Expenditure Total</b>		<b>3,019</b>	<b>3,461</b>	<b>442</b>	<b>9%</b>		<b>5,488</b>	<b>5,934</b>	<b>5,029</b>	<b>3,195</b>
Other Comprehensive	Water revaluation	0	0	0			(15,175)	(15,175)	0	0
<b>Stormwater Total</b>		<b>(221)</b>	<b>403</b>	<b>625</b>	<b>-76%</b>		<b>(16,720)</b>	<b>(16,090)</b>	<b>(819)</b>	<b>182</b>

**Downlands Water Supply**

GM: Andrew Lester Activity Lead: Andrew Lester  
 Activity Description: Management and operation of the downlands water scheme on behalf of the residents of Timaru, Mackenzie and Waimate districts. 82% of the scheme is owned by Timaru. Remaining 18% is on-charged to the other districts

Revenue	Rates revenue	(1,856)	(1,856)	0	0%		(3,181)	(3,181)	(2,436)	(1,922)
	Fees & charges	1	0	(1)			1	0	(2)	0
	Finance revenue	(9)	0	9			(9)	0	(74)	(13)
	Other revenue	(127)	(80)	46	-10%	Capital contributions for new properties. Demand driven.	(487)	(525)	(461)	(51)
	Other (gains)/losses	0	0	0	0%		0	0	429	0
<b>Revenue Total</b>		<b>(1,991)</b>	<b>(1,936)</b>	<b>55</b>	<b>-2%</b>		<b>(3,676)</b>	<b>(3,707)</b>	<b>(2,544)</b>	<b>(1,986)</b>
Expenditure	Depreciation expense	1,004	1,004	0	0%		1,721	1,721	1,418	732
	Finance costs	304	407	103	16%	Interest rate lower than budget	594	697	622	328
	Other expenses	626	710	84	6%	Reticulation costs \$123k under budget. Seasonal dependent and weather event based	1,229	1,217	1,336	605
<b>Expenditure Total</b>		<b>1,934</b>	<b>2,120</b>	<b>186</b>	<b>6%</b>		<b>3,544</b>	<b>3,635</b>	<b>3,376</b>	<b>1,664</b>
Other Comprehensive	Water revaluation	0	0	0			(6,496)	(6,496)	0	0
<b>Downlands Water Supply Total</b>		<b>(56)</b>	<b>184</b>	<b>241</b>	<b>29%</b>		<b>(6,628)</b>	<b>(6,568)</b>	<b>831</b>	<b>(322)</b>

<b>Three Waters total</b>		<b>1,094</b>	<b>2,304</b>	<b>1,210</b>	<b>-566%</b>	<b>0</b>		<b>(71,367)</b>	<b>(70,835)</b>	<b>348</b>	<b>1,209</b>
---------------------------	--	--------------	--------------	--------------	--------------	----------	--	-----------------	-----------------	------------	--------------

**Waste Management****Refuse Collection**

GM: Andrew Dixon Activity Lead: Grant Hamel  
 Activity Description: Provides waste collection, recycling, recovery and disposal services

Activity Revenue and Expenditure		Jan YTD Actuals \$000	Jan YTD Budget \$000	Jan Variance \$000	Variance % of full budget	Commentary >30k var	YE Forecast \$000	Full Year budget \$000	2024/25 Actuals \$000	PY Jan YTD Actuals \$000
Revenue	Rates revenue	(4,577)	(4,577)	0	0%		(7,846)	(7,846)	(7,677)	(4,478)
Revenue Total		(4,577)	(4,577)	0	0%		(7,846)	(7,846)	(7,677)	(4,478)
Expenditure	Other expenses	4,442	4,577	135	2%	Contractor costs under budget. Quarterly increases for actuals, budget standard each	7,881	7,846	8,265	4,553
Expenditure Total		4,442	4,577	135	2%		7,881	7,846	8,265	4,553
<b>Refuse Collection Total</b>		<b>(135)</b>	<b>0</b>	<b>135</b>			<b>34</b>	<b>0</b>	<b>588</b>	<b>74</b>

**Waste Management Operations**

GM: Andrew Dixon Activity Lead: Grant Hamel  
 Activity Description: Materials are collected and sorted at the Class A landfill: Redruth Resource Recovery Park in Timaru. Council manages the activity and owns the waste minimisation sites and facilities with operational work carried out by contractors - Enviro NZ

Revenue	Fees & charges	(3,697)	(3,486)	211	-3%	Refuse fees over budget by \$228k. Demand driven	(6,188)	(5,976)	(6,284)	(3,585)
	Subsidies and grants	(741)	(788)	(46)	5%	Funding from MfE for TDC portion of waste levy. Charged then received back from Ministry for Environment. Non-standard amounts. Offset in Expenditure	(1,001)	(1,350)	(917)	(679)
	Other revenue	(2,976)	(2,959)	17	0%		(5,080)	(5,073)	(5,280)	(2,631)
Revenue Total		(7,415)	(7,233)	182	-1%		(12,268)	(12,400)	(12,482)	(6,894)
Expenditure	Personnel costs	240	210	(30)	-8%		404	360	358	212
	Depreciation expense	359	469	110	11%	System generated depreciation based on actual assets.	749	803	1,018	356
	Finance costs	805	805	(0)	0%		1,380	1,380	1,087	197
	Other expenses	4,192	5,364	1,172	14%	Under budget for waste site maintenance and recycling expenditure due to quarterly PPI increases - budget evenly split, and a contractor price reduction due to a credit received for commodities profit share. Peel Forest contractor expenses shifted to Peel Forest balance sheet provision	8,440	9,195	8,196	4,907
Expenditure Total		5,596	6,848	1,252	12%		10,974	11,739	10,658	5,671
<b>Waste Management Operations Total</b>		<b>(1,818)</b>	<b>(385)</b>	<b>1,433</b>	<b>-79%</b>		<b>(1,295)</b>	<b>(660)</b>	<b>(1,823)</b>	<b>(1,223)</b>
<b>Waste Management Total</b>		<b>(1,953)</b>	<b>(385)</b>	<b>1,568</b>	<b>-79%</b>	<b>0</b>	<b>(1,260)</b>	<b>(660)</b>	<b>(1,236)</b>	<b>(1,148)</b>

Total		(7,441)	5,136	12,877	0		(89,096)	(68,842)	(39,267)	1,914
Other comprehensive revenue budget		0	0	0			(69,932)	(70,063)	(45,428)	0
<b>Grand Total - exclude other comprehensive</b>		<b>(7,441)</b>	<b>5,136</b>	<b>12,877</b>			<b>(19,164)</b>	<b>1,220</b>	<b>6,162</b>	<b>1,914</b>

## Capital spend to date against budget by project - January YTD, Including expected carryforwards and Draft 1 26/27 Annual Plan

BAU Activity	Project	Jan YTD Actual \$	Jan YTD Budget \$	Variance \$	Commentary	Feb to Jun Forecast Spend	Full year Forecast	Full Year Budget \$	Expected to be completed in 25/26?	Carry forward into 26/27 required?	Estimated Carryforward amount; Changes to Annual Plan	26/27 Annual Plan - Draft 1	Commentary - Annual plan	24-34 LTP Year 3 budget
Aigantighe Art Gallery	253 - Arts Purchase 267 - General Upgrade Renewals - Grounds and Build House EQ Strengthening	9,010 - 497,419	18,396 47,691 - (497,419)	9,386 47,691 (497,419)	Completion of HVAC, lift & flooring projects that commenced and committed to in 2024/25. Funding carry-forward request.	22,529 58,400 40,000 537,419	31,539 58,400 81,760 - -	31,539 58,400 81,760 - -	Yes Yes Yes	No No No	20,000	31,539 39,531		32,295 19,999
Airport	Timaru Airport Apron Expansion	43,465	-	(43,465)	Completion of new public toilet that commenced and a commitment from 2024/25. Carry forward requested.	15,000	58,465	-	Complete	No				
Animal Control	344 - New Pound	-	29,169	29,169		50,000	50,000	50,000	Multi-period project	No		438,281		499,987
Beautiful Valley Water	254 - Beautiful Valley Water Supply Capital Work	-	1,190	1,190		2,044	2,044	2,044	Yes - Annual Programme	No		2,044		
	390 - Beautiful Valley Treatment Compliance Upgrade		0	0		-	-	-	NA - 26/27 project			146,484		152,089
Cemeteries	235 - Timaru Cemetery New Site (purchase and development)	22,093	43,750	21,657		61,000	83,093	75,000	Multi-period project	No		27,200		104,650
	257 - Cemeteries-Concrete Beams, Furniture, Structures	4,855	26,831	21,976		10,000	14,855	45,990	Yes	No	30,000	75,990		47,093
Civil Defence	264 - Equipment (new sirens, handsets and bases replacement)	-	5,964	5,964		10,220	10,220	10,220	To be determined	Not Material		10,220		10,465
Community Services Management	249 Software Purchase & Upgrade	6,970	-	(6,970)		-	6,970	-	To be determined	Not Material				
Council Building	250 - Council Building Capital Expenditure	-	17,885	17,885		24,000	24,000	30,660	Yes	No		30,660		31,395
	251 - Council Building Capital Expenditure	6,172	56,637	50,465		89,000	95,172	97,090	Yes	No		255,500		261,625
Downlands Water Supply	261 - Downlands Water Network Modelling	-	37,919	37,919		60,000	60,000	65,000	Yes	No		107,422		
	262 - Downlands Water Plant Renewals and Upgrade	68,670	127,750	59,080		197,041	265,711	219,000	Yes	No		210,000	Forecast overbudget: brought forward from future years, 30 year project so not expected to reduce next year	134,143
	263 - Downlands Water Reticulation Renewals and Upgrade	535,531	488,859	(46,672)	Phasing of construction, with the majority to occur in Q3 and Q4 (Feb to June)	486,833	1,022,364	838,040	Yes	No		838,040	Forecast overbudget: brought forward from future years, 30 year project so not expected to reduce next year	1,046,500
	388 - Downlands Reservoir Pipework Renewals	-	95,669	95,669		-	-	164,000	Yes	No	150,000	150,000		
	389 - In ground reservoir lining and solid roof cover	-	122,213	122,213		87,297	87,297	209,510	Yes	No	120,000	120,000	1,796,080	2,093,000
Forestry	302 - Renewals - Forestry	-	5,215	5,215		8,000	8,000	8,943	Yes	No				
Geraldine Stormwater	269 - Geraldine Stormwater Renewals and Upgrade	42,036	102,081	60,045	Construction in late Q3/Q4	200,300	242,336	175,000	Yes	No	(70,000)	543,200	Forecast overbudget: brought forward - decrease next year budget by \$70k	627,900
	270 - Geraldine Stormwater Serpentine Creek Enhancement	11,207	30,450	19,243		52,000	63,207	52,200	Yes	No		102,200		104,650
Halls & Community Centres	305 - Renewals and upgrades for community facilities	58,543	35,000	(23,543)	Works performed for Caroline Ball Hall. No further works to be completed in 25/26	5,000	63,543	60,000	Complete	No		112,420		162,208
	350 - Soundshell Update including stage		0	0		-	-	-	NA - 26/27 project	NA - 26/27 project		15,330		
	351 - Community facilities - painting, seating, tables,		0	0		-	-	-	30,660			30,660		
Information Technology	248 - Computer Hardware - Assets	571,204	931,720	360,515	Laptops purchased in bulk at the beginning of the financial year. Appox 80. Also networking switches.	437,275	1,008,479	1,597,234	Yes	No		329,467	Expected savings 25/26 \$500k	337,365
	249 - Software Purchase & Upgrade	186,232	931,720	745,488	Primarily relates to the 'Altitude' project not yet commenced	580,000	766,232	1,597,234	No	Yes	850,000	2,694,727	Altitude project \$850k carryforward	864,977
Land Transport Unit	236 - Land Transport Unit - Capital expenditure	-	11,669	11,669	Awaiting Pricing for upgrades to Survey equipment	20,000	20,000	20,000	Yes			132,860		136,045
Libraries	255 - Building Capital Works - general	5,905	31,003	25,098		53,144	59,049	53,144	Yes	No		53,144		20,930
	280 - Libraries Furniture - RFID upgrade, self check machines	6,771	47,691	40,920		34,069	40,840	81,760	No	Yes	40,000	90,000		51,199
	281 - Libraries Renewals - general	5,972	11,921	5,949		9,650	15,622	20,440	Yes	No		20,440		54,418
	300 - Purchase Books and Resources	145,289	125,195	(20,094)		64,164	209,453	214,620	Yes	No		214,620		219,765
	337 - Libraries Furniture - General Renewals	-	59,360	59,360	Replacement of Timaru Library dumbwaiter lift	84,800	101,760	Yes	No					
	338 - Libraries Furniture - Library mgmt system	-	87,500	87,500	Market analysis to occur, now not likely until mid 2026. To be included on requested carryforward list at year end	-	-	150,000	No	Yes	150,000	150,000		
Motor Camps	284 - Motor Camps Renewals - General Capex works	632	5,964	5,332		10,200	10,832	10,220	Yes	No		10,220		47,093
	285 - Motor Camps Reseal Programme		0	0		-	-	-	NA - 26/27 project	NA - 26/27 project		20,440		
	293 - Pleasant Point Huts		0	0		-	-	-	15,330			15,330		
Museum	239 - Heritage Hub Fit-out	17,521	281,414	0	Delay in the Museum exhibition development project, work now proceeding.	40,000	57,521	482,423	No	NA - 26/27 project	400,000	3,000,000	882,423	20,929
	303 - South Canterbury Museum - Renewals					-	-	-	Yes					
Parking Enforcement	245 - Plant Purchases including renewal of Farmers parking	-	447,125	447,125	Parking metre replacement. Feb/March spend. Business case to go to SLT on new system and report Council	100,000	100,000	766,500	No	Yes	650,000	650,000		261,625
	286 - Other Capital Works (new/improved asset)	6,089	1,750,000	1,743,911	Sophia Street (farmers) parking building EQ Strengthening. Awaiting Geotech report and changes to government standards	140,000	146,089	3,000,000	No	Partial. Planned scope may reduce pending outcome of Geotech report and legislation	2,855,000	2,860,110	Carryforward - still awaiting Geotech report to reclassify soil class in Timaru to determine if project is required.	
	353 - Reseals/Overlays Capital Works	-	5,964	5,964		-	-	10,220	No		5,110			10,465
Parks	241 - Shared Urban Tracks	512,016	935,081	423,065	Majority to occur in construction season Nov-Mar	1,095,000	1,607,016	1,603,000	Yes	No				
	276 - Land purchases	110,000	29,169	(80,831)	Purchase of land at the Peel forest outdoor pursuits centre. Carryforward from PY	-	110,000	50,000	Yes	No		48,828		49,999
	288 - Parks Reseal Programme	54,131	175,000	120,869	Majority to occur in March/April 26	250,000	304,131	300,000	Yes	No		292,969		299,992
	304 - Renewals (Structures, Services, Furniture, Fences)	71,718	447,125	375,407	Seasonal component to renewals	580,000	651,718	766,500	Yes	No		866,500	Expected savings 25/26: \$100k. Demand driven	784,875
People	275 - HRIS System (Implementation cost)	-	111,475	111,475	Potential new module to add to HRIS system in second half of the year	30,000	30,000	191,100	Yes	No	(51,100)	-	Underbudget. Savings \$160k. 26/27 budget no longer required \$50k. Any further funding will be requested during the LTP process	53,372

Property	306 - Reroof Clyde St, Cameron Courts Temuka, Huffey Street	1,242	89,425	88,183	Paper to go to council in 2026 to discuss options. Clyde sat - rebuild or repair Assessing the implications of new e/q standards and prioritising renewal needs.	153,000	154,242	153,300	Yes	No		153,300			449,988	
352 - Temuka Alpine Energy Stadium - EQ Repairs - Preparedness	-	145,831	145,831		248,000	248,000	250,000	Yes	No							
Public Toilets, Community Support	298 - Public Toilets Renewals	22,464	123,914	101,450	Caroline bay toilet upgrade completed in Sep. Other projects to commence later in the year	4,000	26,464	212,420	Yes	No			Expected savings 25/26 \$185k		125,580	
Public toilet (Zone 1) Strathallan	579,072	-	(579,072)		Strathallan project - carryforward from prior year.	40,000	619,072	-	Yes	No						
Rangitata/Orari Water	301 - Rangitata/Orari Water Supply Capital Work	-	8,750	8,750		15,000	15,000	15,000	Yes - Annual Programme	No		14,648			15,000	
Road/Street Landscapes	243 - CCTV Equipment	5,144	29,806	24,662	New CCTV Camera going on Bay Hill/State Highway 1 following Police Feedback	30,000	35,144	51,100	Yes	No		40,000	Expected savings 25/26: \$15k			
271 - Geraldine Strategic Plan	80,429	41,734	(38,695)			-	80,429	71,540	Yes	No		71,540			73,255	
295 - Pleasant Point Strategic Plan	19,256	41,734	22,478			71,000	90,256	71,540	Yes	No		71,540			73,255	
312 - Temuka Strategic Plan	22,315	41,734	19,419			56,000	78,315	71,540	Yes	No		71,540			73,255	
CityHub Strategy (Strathallan)	192,284	-	(192,284)		Strathallan project - carryforward from prior year.	-	192,284	-	Yes	No						
Rural Stormwater	294 - Pleasant Point Stormwater Renewals and Upgrade	24,208	70,000	45,792		81,368	105,576	120,000	Yes	No	NA - 26/27 project		224,840		230,230	
383 - Pleasant Point Stormwater Network Modelling	0					10,220	10,220	10,220	Yes - Annual Programme	No		40,880			1,664,647	
Seadown Water	308 - Seadown Water Renewals and Upgrade	336,271	747,257	410,986	Currently in design phase for stage 2. Construction to occur in Q3/Q4	972,792	1,309,063	1,281,016	Multi-period project			1,625,675				47,093
380 - Seadown Reservoir and Treatment Upgrade	-	5,964	5,964			-	-	-	Yes - Annual Programme	No		5,110				
381 - Seadown Water Network Modelling	0								NA - 26/27 project							
Social Housing	259 - Convert 3 Bedsites to 2 One Bed Flats - Temuka	3,561	93,331	89,770	Work to be completed in 2026 by June	145,000	148,561	160,000	Yes	No		160,000			319,183	
259 - Social Housing Conversions	8,785	-	(8,785)			-	-	-								
Street Lighting	Street & Public Lighting Renewals	4,489	-	(4,489)		-	-	-								
Subsidised Roading	260 - Cycleway Implementation	158,349	116,669	(41,680)		80,000	238,349	200,000	Yes	No		488,281			499,987	
263 - Minor Projects - Tiling etc	157,847	145,831	(12,016)		Timing - footpath outside Strathallan corner will be done November	-	157,847	250,000	Yes	No					261,625	
290 - Peel Forest Outdoor Pursuits Accessibility Walking	-	29,169	29,169			-	-	50,000	Yes	No						
299 - Public Transportation Infrastructure	-	12,180	12,180			20,000	20,000	20,880	Yes	No		40,880			41,860	
307 - Road Improvement Works - WC341 Low Cost Low Risk	1,110,074	2,625,000	1,514,926		Majority in construction season Sep-Mar. Design and testing underway for Crown Resilience Fund project	1,400,000	2,510,074	4,500,000	No	Yes		2,000,000	6,492,188		4,599,877	
327 - WC 213 Drainage Renewals - includes kerb and channel	402,535	641,585	239,050		Majority in construction season Sep-Mar. Peel Street Geraldine design complete	750,000	1,152,535	1,099,857	Yes	No		1,469,800	26/27 budget increase of \$500k. Additional NZTA funding associated with expenditure if approved		941,850	
328 - WC211 - Unsealed Road Rehabilitation	541,796	366,205	(175,591)		Half completed in Jul/Aug. Other half in Apr/Jun	90,000	631,796	627,775	Yes	No		1,004,300	26/27 budget increase of \$340k. Additional NZTA funding associated with expenditure if approved		680,225	
329 - WC212 - Sealed Road Resurfacing	3,894,082	2,414,951	(1,479,131)		Majority in construction season Sep-Mar.	260,000	4,154,082	4,139,919	Yes	No		4,938,000	26/27 budget increase of \$850k. Sealed Road Resurfacing - extra NZTA Funding Available covering New AC outside Theatre on top of normal programme		4,186,000	
330 - WC214 Rehabilitations	3,106,947	2,626,260	(480,687)		Majority in construction season Sep-Mar.	1,407,000	4,513,947	4,502,161	Yes	No		4,899,000	26/27 budget increase of \$300k. Sealed Road Rebuilding. Additional NZTA funding associated with expenditure if approved		4,709,250	
331 - WC215 - Bridge Structures Component Replacement	263,913	387,506	123,593		Majority in construction season Sep-Mar. Season: October to Jun due to ECAN consent limitations	395,362	659,275	664,300	Yes	No		750,000	664,300		680,225	
332 - WC216 Bridge & Large Culvert Renewals	23,110	884,919	861,809			750,000	773,110	1,517,000	Yes	No			2,775,690	Waiting on NZTA approval for specific bridge replacements. 26/27 increase in addition to carryforward: 600k - Conoor Rd bridge replacement - structure at end of life	1,459,868	
333 - WC222 Traffic Services Renewal	274,653	737,919	463,266		Awaiting Tenders Committee/Council Approval for Strathallan traffic light upgrades	1,000,000	1,274,653	1,265,000	Yes	No		511,000			523,250	
334 - WC224 - Cycle Path Renewals	20,253	29,806	9,553			31,294	51,547	51,100	Yes	No	NA - 26/27 project	51,100	2,044,000	255,500	52,325	
335 - WC225 Footpath Renewals	716,167	875,000	158,833	0	Majority in construction season Sep-Mar.	850,000	1,566,167	1,500,000	Yes	No					2,093,000	
335 - WC221 Environmental Renewals																
<b>New 26/27 budget requests:</b>																
Cartwrights/Kelland/Rosewill Valley Levels Plain Intersection Improvement																
Domain Ave Kerb and Channel Upgrade																
Heaton Hayes Southern Port Access Rail Crossing upgrade																
Conoor Road Intersection Improvement associated with Bridge Renewal																
Pleasant Valley/Craig Road/ Kennedy Street Safety Improvements																
Misc Minor Network Improvements - long standing community requests - list of over 300 projects																



	325 - Wastewater Plant Renewals and Upgrade	735,046	1,788,500	1,053,454	Design phase. Q3/Q4 construction	340,000	1,075,046	3,066,000	Design has been challenging for wet well. Likely to delay construction until 29/30		(1,000,000)	1,022,000	Underbudget. Project to be deferred until 29/30 FY. Updated assessment has reduced priority of renewal. \$2m underbudget in 24/25 and \$1m Annual plan budget to be deferred.	2,093,000
	366 - Investigation Industrial Sewer Pipeline Extention	-	59,619	59,619	Late Q3/Q4	102,000	102,000	102,200	Yes	102,200	26/27 budget: \$2.2M to be deferred until WSO develops wastewater servicing strategy in FY30	355,000	104,650	
	368 - Inland Towns WWTP upgrades	-	119,231	119,231	Design phase. Q3/Q4 construction	204,400	204,400	204,400	Yes	204,400	26/27 budget: \$400k To be deferred until FY31	59,900	2,616,250	
	369 - Urban Sewer Network Modelling	-	53,655	53,655	Late Q3/Q4	38,325	38,325	91,980	Yes	91,980		(400,000)	470,925	
<b>BAU Activity Total</b>		<b>20,225,886</b>	<b>30,414,115</b>	<b>10,188,229</b>		<b>24,791,429</b>	<b>45,017,315</b>	<b>52,138,462</b>		<b>2,029,900</b>	<b>74,598,729</b>		<b>62,996,306</b>	

Special projects	Project	Jan YTD Actual \$	Jan YTD Budget \$	Variance \$	Commentary	Feb to Jun Forecast Spend	Full year Forecast	Full Year Budget \$	Expected to be completed in 25/26?	Carry forward into 26/27 required?	Estimated Carryforward amount; Changes to Annual Plan	26/27 Annual Plan - Draft 1	Commentary - Annual plan	24-34 LTP Year 3 budget
Aorangi	252 - Aorangi Park Master Plan Stage 1 (indoor court extension)	4,959,856	5,401,669	441,813	Timing - Construction started in October	10,500,000	15,459,856	9,260,000	Multi-period project	No	7,223,680	Timing adjusted for forecasted spend over budget in 25/26	4,088,000	1,569,750
	349 - Equipment and Furniture - new stadium placeholder	-	583,331	583,331	Timing - to be purchased after construction completed	-	-	1,000,000	No	Yes	1,000,000			
Urban Water	258 - Claremont Water Treatment Plant Upgrade	410,340	3,972,031	3,561,691	In tender phase. Contractor expected to be engaged Feb26. Capex dictated by material supply, multimillion dollar membrane to be sourced	2,837,170	3,247,510	6,809,201	Multi-period project		3,561,691	Timing of spend expected to be confirmed later in year	15,825,636	10,465,000
Theatre Royal	314 - Theatre Royal and Heritage Facility Development	4,255,467	6,539,169	2,283,702	Project recently commenced, higher expenditure to occur in later stages.	11,000,000	15,255,467	11,210,000	Multi-period project		25,823,461	Timing adjusted for forecasted spend over budget in 25/26		52,325
<b>Special Projects Total</b>		<b>9,625,663</b>	<b>16,496,200</b>	<b>6,870,537</b>		<b>24,337,170</b>	<b>33,962,833</b>	<b>28,279,201</b>			<b>4,561,691</b>	<b>52,960,777</b>		<b>12,087,075</b>
		<b>29,851,550</b>	<b>46,910,315</b>	<b>17,058,766</b>		<b>49,128,599</b>	<b>78,980,149</b>	<b>80,417,663</b>			<b>6,591,591</b>	<b>127,559,506</b>		<b>75,083,381</b>

Vested assets included as new capital in LTP  
 Total per LTP

5,174,553

80,257,934

**9.12 Annual Plan 2025/26 Service Performance Report for the period 1 October to 31 December 2025**

**Author:** **Steph Forde, Corporate and Strategic Planner**

**Authoriser:** **Stephen Doran, General Manager Corporate**

**Recommendation**

That Council receive and note the Annual Plan 2025/26 Service Performance Report for the period 1 October to 31 December 2025.

**Purpose of Report**

- 1 The purpose of this report is to outline progress on the performance measures included in the Annual Plan 2025/26, Year Two of the 2024-34 Long Term Plan (LTP).

**Assessment of Significance**

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

**Background**

- 3 Council's three month reporting cycle includes progress reporting of 101 performance measures for the quarterly periods 01 July - 30 September, 01 October – 31 December, 01 January – 31 March, and an Annual Report for the 12 month period ended 30 June each year.
- 4 Performance measures results are reported, and commentary is supplied by Activity Managers.

**Highlights**

- 5 This section summarises the key activity highlights which are detailed in Attachment 1.

**Democracy**

- 6 Election was successfully run with a reasonably consistent turnout to previous years, ahead of many other districts. A significant councillor induction programme was undertaken, well attended and reportedly well received.

**Community Support**

- 7 **Airport** - OneReg Airport operating system is up and running.
- 8 **Council Housing** - 6 Tenants have vacated with 6 more moved in keeping 100% occupancy
- 9 **Cemeteries** - Working through final designs following feedback for business case
- 10 **Public Toilets** - General maintenance continuing as required. No facilities have been scheduled for upgrade / renovation during this quarter.
- 11 **Emergency Management** - The Emergency Management Unit continues to engage with our communities, volunteers and stakeholders. The new year will bring continued training opportunities for volunteers, council staff and partner agencies. We are looking forward to the resident survey to get a benchmark result of how prepared communities feel.

12 **Community Partnerships** – Ongoing engagement with a wide cross section of the community across a variety of initiatives and programmes, and the annual Whakanuia Awards. See attachment 1, pg 10 for more detail.

*District Planning & Environmental Services*

13 **Building Control** - The introduction of the new time sheet is proving its value in accurately charging for officer's time and along with the reduction in staff from the restructure has resulted in a break-even financial position for the unit at the end of this quarter.

After discussions with MBIE and IANZ we are now consenting work outside of the Timaru district and have already received several applications from a local designer for projects in the MacKenzie district. Further discussions are being held with other local design and construction companies to further develop and increase our services to these strong performing companies. All of which increases our workload, revenue and provides options for the team to further increase their competencies and experience.

14 **District Planning** - Processing times have become more efficient, and compliance has been achieved across the quarter with statutory processing requirements.

**15 Environmental Compliance**

15.1 Health - Housing issue was resolved and MPI issued exemption from Food Act registration for home-based baker

15.2 Liquor - The licensing officers have conducted a significantly higher number of site visits compared to the same period last year.

Clubs are demonstrating improved compliance in submitting Special License applications. This progress is largely attributed to our ongoing education efforts and consistent engagement with stakeholders

15.3 Animal Control - The team have developed/adjusted the educational programme for preschoolers with good feedback

15.4 Parking – Fraser Parking monitoring has generated revenue, and reduction in abuse towards officers.

*Recreation & Leisure*

16 **Museum** - The Museum recorded high visitation numbers as well as good levels of participation in several events that were held. This resulted in the second highest number recorded for a calendar year.

17 **Libraries** - The libraries had a busy and successful September/October school holiday programme with 1051 participants attending sessions at all three facilities. This total is consistent with attendance for same holiday period in 2024.

Alpine Energy donated heat testing kits in October that include several tools that help users assess the efficiency of their homes. These will be added to the collection of kits for users to borrow.

The 6-week digital device assistance course ran from 29 September through 10 November. Staff adopted a new format focusing on the most recognised needs of users: smartphones, laptops and apps.

All three libraries hosted a Christmas Crafting Makerspace in the week leading up to the holiday for the second year in a row and this was well received again by families.

18 **Art Gallery** - Contractors handed over access to the house to gallery staff on 2 December, and it was opened back up to the public on 14 December with the 'Aqua Nostra' exhibition that features highlights from the permanent collection.

19 **Recreational Facilities** - The new bikes for the gym have been GREAT! Preparation for the poolsafe audits is moving along steadily, and we predict things will go well for our yearly audit in Q3 because of this. Numbers have remained steady across all departments, and our main facility has felt a boost because of the wetter weather of late

20 **Parks** - In house team continuing to grow and develop gearing up with staff and equipment. Key appoints made and teams progressing well.  
Community driven Geraldine Bike Pare underway. Pickle Ball in Caroline Bay Courts complete and very well used

21 **Halls** - Hall booking income is down slightly on same quarter in 2024 (approx. \$2.5k). Routine and reactive maintenance occurring as and when required.

#### Stormwater

22 Objection Hearing Decision Received for Temuka and Geraldine triggering issue of both Network Discharge Consents with 35 Year Durations - 24 October 2025  
Geraldine Annual Report was submitted to ECAN and we await a response - 23 October 2025  
Gleniti Bund B3 and D1 Construction Completed, Finishing Touches to come on D1 (Slide Gate) and B8 (Reserve subsoil drain) in Q3  
Douglas Street Drainage Improvement Construction Completed - Finishing Touches being completed in Q3  
3 Richard Pearse Drive Temuka Road Drainage Improvement Completed  
Timaru Network Discharge Consent Issued - 17 December 2025

#### Wastewater

23 Air discharge consent application was submitted for Geraldine

#### Water Supply

24 Continued rollout of the Seadown Scheme upgrade is continuing as expected with stage two roll out confirmed

#### Waste Management

25 The Peel Forest Closed Landfill Remediation is again a highlight. The removal of the materials has almost been completed, subject to soil testing for contaminants. The work is ahead of schedule and under budget. In the quarter 4406 tonnes of material were removed. The total material removed to date is 29170 tonnes, involving 1000 truckloads. All this material has been taken to Redruth.

26 Another highlight is the sale of an old Closed Landfill at Pareora. The current lease holder has made an offer to purchase the land, and this has been accepted. The sale will be finalised on 13 January 2026

27 A memo to Timaru CBD properties, particularly in Cains Terrace and Sophia Street, to address an ongoing issue of kerbside bins being left out after collection for longer than 24 hours has had a good response with a reduction in the number of bins left out. See attachment 1, pg 46 for more detail.

**Issues**Democracy

28 No major issues to report this quarter

Community Support

29 **Airport** - Negotiations with airport leases is ongoing but taking longer than expected.

30 **Council Housing** – No issues to report.

31 **Cemeteries** – No significant issues.

32 **Public Toilets** - Continual vandalism ongoing. Reactionary maintenance as and when required.

33 **Emergency Management** - Recent weather events have provided some challenges although these were mild compared to some other districts and were fundamentally managed through BAU activities. Reviewing and submitting on the new Emergency Management Bill is a critical area of focus, both in how the new Act will be shaped and then interpreting and adjusting to the changes when it is passed.

34 **Community Partnerships** – No issues to report.

District Planning & Environmental Services

35 **Building Control** - The new consenting system is now embedded with most of the teething issues resolved. We are still finding areas in which further improvements can be made, however implementing any changes requires Objective to agree and implement.

Central government has announced further local government changes which has increased the uncertainty of how BCAs and TAs will operate into the future.

The introduction of the new private BCA is now starting to have an effect on the Timaru District with several notifications received by the end of this quarter.

36 **District Planning** - The resource management system is entering a period of reform. This will change how the team operate and shift the roles of Council's within the system.

**37 Environmental Compliance**

37.1 **Health** - Some unscheduled unannounced verifications carried out to follow up on complaints (Temuka, Timaru)

37.2 **Liquor** - One hearing still pending, training for the committee has commenced and following a workshop for the members at each of the three councils, new hearing dates can be proposed.

37.3 **Animal Control** - 3 x dogs awaiting prosecution. One coming up 3 years, with long stayers like this and only 8 kennels it makes it difficult to undertake other necessary Animal Control duties like seizure of unregistered dogs (currently sitting at 250 unregistered, 50 of them have never been registered, 6 are menacing dogs which would be a priority with available space).

Recreation & Leisure

38 **Museum** – No significant issues to report.

39 **Libraries** - The hailstorm on 15 November punctured a number of holes in parts of the Timaru Library roof that had not been replaced during the 2020 refurbishment. This was not identified

until 24 November, when heavy rain overnight led to a ceiling leak in the workroom area. Builders found and patched the holes on the roof later that day, and there have been no issues reported since. The repairs have been included as part of the TDC insurance claim for hail damage.

- 40 **Art Gallery** - As with other quarters the gallery has had disruptions to service delivery due to a partial closure to facilitate ongoing works with the renovations and accessibility improvements. The end of this project and access has been available to the public from 14th December 2025 now with the lift installation, and HVAC systems which will improve safety, accessibility and overall experience for all visitors.
- 41 **Recreational Facilities** - The recent storms have caused issues at pools with pumps/systems being affected by power surges. Staffing has remained doable in all departments, although busy days feel the stretch.
- 42 **Parks** – No significant issues to report.
- 43 **Halls** – No issues to report.

#### Stormwater

- 44 Awaiting Notification Decision for Waitarakao/Washdyke Network Discharge Consent - Further Technical Questions Received from ECAN.  
11 and 16 December Rain Events tested our stormwater system and helped identify problem locations to focus efforts.

#### Wastewater

- 45 Two weather events in December impacted the wastewater network, with some pump stations struggling with greater volumes. The data from these events will assist review of potential solutions up-stream. Higher pumping costs and clean up has led to greater operational spend

#### Water Supply

- 46 Condition assessments have confirmed that the reservoir covers at Claremont have reached end of life. They are being closely managed until a solution can be found alongside the planned upgrades to the Plant

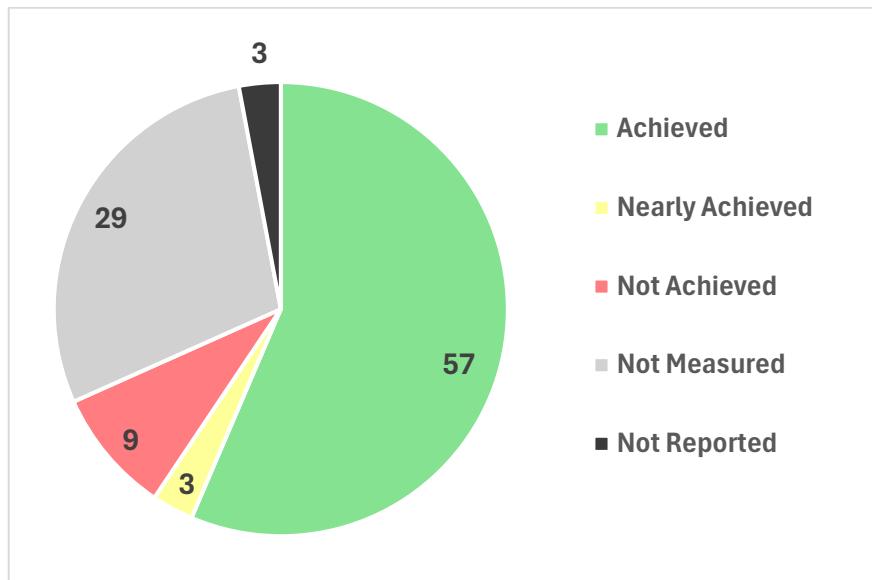
#### Waste Management

- 47 Two important consents for the Landfill operation at Redruth expire in 2030. We have started preparing a paper for Council which will set out both options available. These are proceeding with the renewal process or not renewing the consents. If the consent renewal option is recommended by Council there will be costs associated with the administration process (consultants will be required to assist), and there are potential costs in meeting the conditions that may be imposed on any renewal by Ecan. If they do grant consent renewal infrastructure improvements/upgrades may be required - anecdotally we have been advised that consent renewal is more difficult to obtain than when the original consents were issued.

#### **Overall Result**

- 48 57 measures achieved the target, 9 are not on track, 3 nearly met their target 29 were not measured and 3 measures were not reported.

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



50 The 9 measures that have not met their cumulative quarter one and two targets are:

- 50.1 Building Control - BWOF audits completed – Attachment 1, pg 13
- 50.2 District Planning - Building and planning services: Provide the local community and/or local industry with regular updates and information at least four times per year – Attachment 1, pg 15
- 50.3 District Planning - Resident/ customer satisfaction with resource consent process – Attachment 1, pg 15
- 50.4 District Pools – Visitors to Geraldine/ Pleasant Point/ Temuka Community Pools – Attachment 1, pg 29
- 50.5 Stormwater – Number of flooding events in the Timaru District (residential and commercial/ industrial zones) – Attachment 1, pg 37
- 50.6 Stormwater – Number of habitable floors affected by flooding events in the Timaru district – Attachment 1, pg 38
- 50.7 Waste Management – Level of contamination of recycling – Attachment 1, pg 48

- 51 Those not measured in quarter two relate to the biennial resident survey, which is currently in progress, and a number of technical measures reported annually.
- 52 The 3 measures not reported did not meet the reporting deadline.

### **Results by Activity Group**

- 53 Attachment 1 has further detail including Activity Review reported by Group Managers, Highlights and Issues reported by Activity Managers, and results for each performance measure with supporting commentary.
- 54 Attachment 2 shows the quarter two performance by Group of Activity as detailed in the LTP.

### **Consultation**

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

**Relevant Legislation, Council Policy and Plans**

- 56 Local Government Act 2002
- 57 Timaru District Council Long Term Plan 2024-34
- 58 Timaru District Council Annual Plan 2025/26

**Financial and Funding Implications**

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

**Other Considerations**

- 60 There are no other considerations.

**Attachments**

1. **Service Performance Report 1 October to 31 December 2025** [!\[\]\(60ca842abe5925efb07b02a35c62bc09\_img.jpg\)](#)
2. **Service Performance Results by Activity** [!\[\]\(1dc802a5cc5d05b5a25d5cbf1d014001\_img.jpg\)](#)



## Table of contents

---

<b>Groups of Activities – Executive Summary.....</b>	4
<b>Democracy .....</b>	5
Activity – Democracy .....	5
<b>Community Support.....</b>	7
Activity – Airport.....	7
Activity – Council Housing.....	8
Activity – Community Facilities.....	9
Activity – Emergency Management.....	10
Activity – Community Partnerships .....	10
<b>District Planning &amp; Environmental Services.....</b>	11
Activity – Building Control.....	11
Activity – District Planning .....	14
Activity – Environmental Compliance .....	16
<b>Recreation &amp; Leisure.....</b>	19
Activity – Museum .....	19
Activity – Libraries.....	21
Activity – Art Gallery .....	24
Activity – Recreational Facilities (CBay, District Pools & Aorangi).....	28
Activity – Parks.....	32
Activity – Halls & Theatre Royal.....	33

---

<b>Roading and Footpaths .....</b>	34
Activity – Roading and Footpaths .....	34
<b>Stormwater.....</b>	36
Activity – Stormwater .....	36
<b>Wastewater .....</b>	40
Activity – Wastewater.....	40
<b>Water Supply.....</b>	42
Activity – Water Supply.....	42
<b>Waste Management.....</b>	46
Activity – Waste Management.....	46

## Groups of Activities – Executive Summary

---

There are a total of 95 Non-Financial Key Performance Measures in the 2024– 2034 Long Term Plan. Results for all Activities appear in this report under the major headings in the Council Activities section of the Long Term Plan.

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

- Target Met or Exceeded
- Almost Met Target
- Target Not Met
- Report Not Submitted
- Not measured this period
- E Expect to meet annual Target
- E Expect to almost meet annual Target
- E Expect not to meet annual Target

## Democracy

### Activity – Democracy

Activity Review for Democracy								
Activity Review of Democracy		Owner: Stephen Doran		●	Most targets are on track. New communications strategy to review approaches to public comms is being developed which is aimed at improving performance for Democracy related Resident Satisfaction measure			
Quarterly Highlights for Democracy			Quarterly Issues for					
Election was successfully run with a reasonably consistent turnout to previous years, ahead of many other districts. A significant councillor induction programme was undertaken, well attended and reportedly well received.			No major issues to report this quarter.					
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result		
Annual Plans, Reports and Long Term Plans adopted within statutory timeframes	Q2 FY26	Yes	Annual Report adopted within Statutory Timeframes	●	●	● E		
	<b>Current period comments</b> Annual Report was adopted within Statutory deadline. Annual Plan work is underway and is expected to be adopted within deadline.			<b>Expected year end comments</b> Both documents expected to be adopted within statutory deadline.				
Council and committee meeting agendas made available to the public within statutory timeframes	Q2 FY26	100.00%	100.00%	100.00%	●	● E		
	<b>Current period comments</b> All agendas for quarter two were released within statutory timeframes, there was fewer meetings this quarter due to the start of the new triennium.			<b>Expected year end comments</b> It is expected we will continue to make all agendas publicly available within the statutory timeframes.				

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Responses to LGOIMA requests are provided according to statutory timeframes	Q2 FY26	100.00%	100.00%	100.00%	100.00%	<span style="color: green;">E</span>
	<b>Current period comments</b> 40 requests were received in Q2. 28 LGOIMA requests with statutory deadlines within Q2 were responded to on time. 12 LGOIMA requests received in Q2 with due dates that extend into Q3 have been responded to or are on track to be responded to within statutory timeframes.			<b>Expected year end comments</b> Council is making significant process improvements regarding requests for information and expect this to remain on track throughout the year.		

## Community Support

### Activity – Airport

Activity Review for Airport			
Activity Review for Airport	Owner: Andrew Dixon	<input checked="" type="radio"/>	Report not submitted
Quarterly Highlights for Airport			
OneReg Airport operating system is up and running.			
Quarterly Issues for Airport			
Negotiations with airport leases is ongoing but taking longer than expected.			

## Activity – Council Housing

Activity Review for Council Housing											
Activity Review for Social Housing	Owner: Andrew Dixon			Report not submitted							
<b>Quarterly Highlights for Council Housing</b>											
6 Tenants have vacated with 6 more moved in keeping 100% occupancy											
<b>Quarterly Issues for Council Housing</b>											
Council housing continues to be 100% occupied. No issues to report on.											
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result					
Occupied Council Housing complies with building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act	Q2 FY26	100.00%	100.00%								
	<b>Current period comments</b> The occupied Council Housing complies with the building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act. Occupancy currently 100%			<b>Expected year end comments</b> The occupied Council Housing complies with the building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act. Occupancy currently 100%							

## Activity – Community Facilities

Activity Review for Cemeteries											
Activity Review for Cemeteries	Owner: Andrew Dixon		●	Report not submitted							
<b>Quarterly Highlights for Cemeteries</b>											
Working through final designs following feedback for business case											
<b>Quarterly Issues for Cemeteries</b>											
No significant issues											
Activity Review for Public Toilets											
Activity Review for Public Toilets	Owner: Andrew Dixon		●	Report not submitted							
<b>Quarterly Highlights for Public Toilets</b>											
General maintenance continuing as required. No facilities have been scheduled for upgrade / renovation during this quarter.											
<b>Quarterly Issues for Public Toilets</b>											
Continual vandalism ongoing. Reactionary maintenance as and when required.											
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result					
Community Facilities (Cemeteries and Public Toilets) meet legislative safety and environmental requirements	Q2 FY26	100.00%	100.00%	100.00%	●	<span style="color: green;">E</span>					
	<b>Current period comments</b>			<b>Expected year end comments</b>							
	All facilities meet current requirements and comply with legislation. Any new toilets installed will comply with building standards on the day of issuance of Compliance Certificate. All Cemeteries are compliant.			All facilities meet current requirements and comply with legislation. Any new toilets installed will comply with building standards on the day of issuance of Compliance Certificate. Cemeteries are likely to remain compliant for the remaining quarters.							

## Activity – Emergency Management

Activity Review for Emergency Management			
Activity Review for Emergency Management	Owner: Paul Cooper		The CDEM team at Timaru District Council continues to work well and deliver good levels of service to the Community.
Quarterly Highlights for Emergency Management			
The Emergency Management Unit continues to engage with our communities, volunteers and stakeholders. The new year will bring continued training opportunities for volunteers, council staff and partner agencies. We are looking forward to the resident survey to get a benchmark result of how prepared communities feel.			
Quarterly Issues for Emergency Management			
Recent weather events have provided some challenges although these were mild compared to some other districts and were fundamentally managed through BAU activities. Reviewing and submitting on the new Emergency Management Bill is a critical area of focus, both in how the new Act will be shaped and then interpreting and adjusting to the changes when it is passed.			

## Activity – Community Partnerships

Quarterly Highlights for Community Partnerships	
Welcoming Plan meetings have continued monthly, and all eight elements of the Welcoming Communities Standard are now complete. The Community Partnership Team Leader and GM of Multicultural Aoraki are now planning meetings with each cultural society and community group across the district. This quarter also saw strong community engagement initiatives, including promotion of the beach wheelchair, the launch of HEAT kits in collaboration with Alpine Energy, and the successful setup of the community Christmas tree with funding secured from local businesses for lights and decorations. A key highlight was the second Whakanui Awards - a disability prizegiving celebrating youth with disabilities. Additional achievements include meaningful refugee participation through a youth feedback survey as we plan for Level Two of the youth leadership programme, and the completion of The Y's Sakinah programme – both funded via the external Meaningful Refugee Participation Fund received from MBIE. Meetings have been held for The South Canterbury Age-Friendly Network, Te Kōtuitui Pūkeko (Disability network), Community Partnerships Subcommittee, Aoraki Settling-In Collective, and the Timaru Refugee Network. Seven funding rounds have run this quarter across the Community Funding, Local Arts, Quick Response, NZ Representative, and Thomas Hobson committees, with 44 applications received via SmartyGrants. Feedback from applicants has been largely positive, with only three requests for additional support. A survey will be sent to all applicants to identify areas for improvement. The Mayors Taskforce For Jobs programme is progressing well, the labour market has tightened but the Coordinator is still securing placements and we are due to soon invoice MTFJ for the second tranche of \$110,000. The Coordinator worked with the Careers Advisor from TGHS to present employment and career pathways workshops for former refugee youth aged 16-24 yrs. These were well attended and engagement was high – finishing with a small graduation ceremony with family members.	
Quarterly Issues for Community Partnerships	
There are no issues to report this quarter.	

## District Planning & Environmental Services

### Activity – Building Control

Activity Review for Building Control			
Activity Review for Building Control	Owner: Paul Cooper		The Building Control Unit has taken advantage of a slower market and used some capacity to implement the new Objective Build software platform. This year has also seen the introduction of detailed digital timesheets in order to provide better data about where officers spend their time to identify choke points or any wasted time on matters not pertinent to our core function. The team have set up for remote inspections and road tested it thoroughly through the new system - we will be using remote inspections for re-inspections going forward. The Building Control Unit have managed to average under 12 statutory days to turn around the processing of building consents, all while absorbing the loss of several roles through a restructure process - this is commendable.
Quarterly Highlights for Building Control			
<p>The introduction of the new time sheet is proving its value in accurately charging for officers time and along with the reduction in staff from the restructure has resulted in a break even financial position for the unit at the end of this quarter.</p> <p>After discussions with MBIE and IANZ we are now consenting work outside of the Timaru district and have already received several applications from a local designer for projects in the MacKenzie district. Further discussions are being held with other local design and construction companies to further develop and increase our services to these strong performing companies. All of which increases our work load, revenue and provides options for the team to further increase their competencies and experience.</p>			
Quarterly Issues for Building Control			
<p>The new consenting system is now embedded with most of the teething issues resolved. We are still finding areas in which further improvements can be made, however implementing any changes requires Objective to agree and implement.</p> <p>Central government has announced further local government changes which has increased the uncertainty of how BCAs and TAs will operate into the future.</p> <p>The introduction of the new private BCA is now starting to have an effect on the Timaru District with several notifications received by the end of this quarter.</p>			

## Activity – Building Control

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Building Control consent average processing time	Q2 FY26	10.42	12	11.07		
	<b>Current period comments</b> We are maintaining a very good average timeframe considering the complexity of some projects.			<b>Expected year end comments</b> We will endeavour to keep the average timeframe within the target		
% of building consent applications processed within statutory timeframes	Q2 FY26	99.49%	100%	98.35%		
	<b>Current period comments</b> In this quarter only 1 application went over the 20 working day timeframe.			<b>Expected year end comments</b> We endeavour to achieve 100% compliance each month		
Building and Planning services: Provide the local community and/ or local industry with regular updates and information at least four times per year - <b>Building</b>	Q2 FY26	1	2	2		
	<b>Current period comments</b> The December (2nd quarter) newsletter went out prior to Christmas and is on the website			<b>Expected year end comments</b> the 3rd quarter newsletter will be published at the end of March 2026		

## Activity – Building Control

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result	
Percentage of Building Warrant of Fitness (BWOF) audits completed	Q2 FY26	0.00%	20%	17.78%	<span style="color: red;">●</span>	<span style="color: green; border: 1px solid green; border-radius: 50%; padding: 2px;">E</span>	
		<b>Current period comments</b>  Whilst acknowledging this quarter's results, the retirement of the Building Compliance Team leader and the continuing Union matters (2 of the team are delegates) continuing to impact our performance in this area. We have discussed this with MBIE and they are satisfied with our plan going forward. We are working closely with the Compliance Team at Christchurch City Council with our team spending 2 days of training and mentoring from them at the end of the month. This will assist with embedding robust systems and processes for our team and align with the Christchurch team, further developing the digital system we have already implemented.	<b>Expected year end comments</b>  As mentioned, our plan is to start 2026 with a clear plan of getting back on track with the BWOF auditing system.				

## Activity – District Planning

Activity Review for District Planning						
Activity Review for District Planning	Owner: Paul Cooper			The Planning Unit is now one team, with technical officers providing services in both consenting and policy following the restructure in 2025. Most resource consent applications have been processed in-house this year, with the use of consultant planners being limited to where Council has a conflict of interest, or where specialists are needed. The District Plan Review is making steady progress, and the final stage of the review panels work (formulating the decisions) is underway at the time of writing - due for release in March 2026. The project remains on-time (to the new project timeline) and on budget.		
Quarterly Highlights for District Planning						
Processing times have become more efficient, and compliance has been achieved across the quarter with statutory processing requirements.						
Quarterly Issues for District Planning						
The resource management system is entering a period of reform. This will change how the team operate and shift the roles of Council's within the system.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Resource Consents processed within statutory timeframes	Q2 FY26	100%	100%	99.09%		<span style="color: yellow;">E</span>
	<b>Current period comments</b> 65 consents were granted with all of these being granted within statutory timeframes. The average processing days for these consents was 11.  63 of the 65 consents were processed internally with two being granted externally due to potential perception of conflict.			<b>Expected year end comments</b> Due to previous non-compliance with statutory processing 100% compliance will not be achieved this year.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Building and Planning services: Provide the local community and/ or local industry with regular updates and information at least four times per year - <b>Planning</b>	Q2 FY26	0.00	2	0.00	<span style="color: red;">●</span>	<span style="color: yellow;">E</span>
	<b>Current period comments</b> This target has not been met. A publication has been prepared on Indigenous Biodiversity and is awaiting approval for release.			<b>Expected year end comments</b> Further publications will be prepared over the coming months. There have been no historical publications so this is a developing area.		
Resident/ customer satisfaction with resource consent process	Q2 FY26	0.00%	80.00%	0.00%	<span style="color: red;">●</span>	<span style="color: yellow;">E</span>
	<b>Current period comments</b> This has not been measured and has not been measured previously. Methods to assess this measure are being investigated but will have an associated cost.			<b>Expected year end comments</b> It is intended that some sort of measurement occurs prior to the end of this year.		

## Activity – Environmental Compliance

Activity Review for Environmental Compliance			
Activity Review for Environmental Compliance	Owner: Paul Cooper		It is another good year and a strong performance from this hybrid team (contractors/in-house staff) under increasing demand on services.
Quarterly Highlights for Environmental Compliance			
<p>Health: Housing issue was resolved MPI issued exemption from Food Act registration for home-based baker</p> <p>Liquor: The licensing officers have conducted a significantly higher number of site visits compared to the same period last year. Clubs are demonstrating improved compliance in submitting Special License applications. This progress is largely attributed to our ongoing education efforts and consistent engagement with stakeholders.</p> <p>Animal Control: The team have developed/adjusted the educational programme for preschoolers with good feedback.</p> <p>Parking: Fraser Park monitoring generated a good amount of revenue There seems to be less abuse towards officers lately which is positive</p>			
Quarterly Issues for Environmental Compliance			
<p>Health: Some unscheduled unannounced verifications carried out to follow up on complaints (Temuka, Timaru)</p> <p>Liquor: One hearing still pending, training for the committee has commenced and following a workshop for the members at each of the three councils, new hearing dates can be proposed.</p> <p>Animal Control: 3 x dogs awaiting prosecution. One coming up 3 years, with long stayers like this and only 8 kennels it makes it difficult to undertake other necessary Animal Control duties like seizure of unregistered dogs (currently sitting at 250 unregistered, 50 of them have never been registered, 6 are menacing dogs which would be a priority with available space).</p>			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Provide Dog Control education to one school/ pre-school/ organisation per term	Q2 FY26	5	2	5		
	<b>Current period comments</b>  No primary schools have booked in for term four - ACO's extended the invitation to kindergarten aged children and developed an age-appropriate program to deliver, have had very good feedback from them regarding this. Will send out new invitations in January to all schools. 1 of these education initiatives was delivered to Environment Canterbury the content of this program was around entering properties safely. Also looking at developing a campaign around dog ownership and rolling this out next year.				<b>Expected year end comments</b>  On target	
Information on the website is reviewed and updated quarterly for all regulatory activities	Q2 FY26	Yes	2	2		
	<b>Current period comments</b>  - Liquor Licensing - Public Notices (ongoing and monitored) - No new reports required in the quarter  All information displayed is current, teams continue to be update the website as part of business as usual.				<b>Expected year end comments</b>  All information displayed is current, teams continue to be update the website as part of business as usual.	
% of scheduled audits of registered food premises completed or in progress	Q2 FY26	100.00%	100.00%	100.00%		
	<b>Current period comments</b>  52 verifications for the quarter (17 for Oct, 15 November, 20 December)- only one verification showing as overdue, however this is due to their kitchen being closed for renovations – Will be rescheduled for a verification check once the renovations are complete.				<b>Expected year end comments</b>  All verification are on target that are due in the next quarter. The year end remains on target for those within our control.	

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
% of alcohol regulated premises that have been inspected each year	Q2 FY26	45.31%	35.00%	69.53%	<span style="color: green;">●</span>	<span style="color: green;">E</span>
	<b>Current period comments</b> Monitoring activity is performing above expectations, with progress indicating targets will be met within the reporting period.				<b>Expected year end comments</b> Projected to meet end of year target.	
% of food Businesses requiring escalation to the Registration Authority and/or Food Safety Officer for follow up due to non-compliance with correct processes or statutory requirements	Q2 FY26	100.00%	100.00%	100.00%	<span style="color: green;">●</span>	<span style="color: green;">E</span>
	<b>Current period comments</b> Escalations to Registration Authority (RA) / Food Safety Officer (FSO) - RA cancelled 1 registration due to failure to be verified (premise had been closed for many months). - 1 escalation FSO failure to close out CARs (was escalated previous quarter but verifier visited with FSO this quarter)				<b>Expected year end comments</b> On track to achieve this measure for the year.	

## Recreation & Leisure

### Activity – Museum

Activity Review for Museum											
Activity review for Museum	Owner: Michael Priest			The museum staff are either meeting or exceeding targets in every measured category, a credit to the work they have done this quarter.							
<b>Quarterly Highlights for Museum</b>											
The Museum recorded high visitation numbers as well as good levels of participation in several events that were held. This resulted in the second highest number recorded for a calendar year.											
<b>Quarterly Issues for Museum</b>											
No significant issues to report											
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result					
Number of museum service users (includes museum visitors, attendees at on site and off site programmes, information or collection requests)	Q2 FY26	6,024	12,500	13,548							
	<b>Current period comments</b> Above target			<b>Expected year end comments</b> Target likely to be met							
Number of exhibitions and events - Museum	Q2 FY26	9.00	7	25.00							
	<b>Current period comments</b> 2x exhibition changes 1 exhibition opening event 2x school holiday programmes in October 4x public events held			<b>Expected year end comments</b> Results likely to exceed target							

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Museum - Facilities meet legislative safety requirements	Q2 FY26	Yes	Legislative requirements are met	Met		
	<b>Current period comments</b> No issues			<b>Expected year end comments</b> No issues		
Collection items available online - Museum	Q2 FY26	91	18,500	23,797		
	<b>Current period comments</b> On target			<b>Expected year end comments</b> Target likely to be achieved		

## Activity – Libraries

Activity Review for Libraries										
Activity Review for Libraries		Owner: Michael Priest		●	The library staff are either meeting or exceeding targets in every measured category, a credit to the work they have done this quarter.					
Quarterly Highlights for Libraries										
<p>The libraries had a busy and successful September/October school holiday programme with 1051 participants attending sessions at all three facilities. This total is consistent with attendance for same holiday period in 2024.</p> <p>Alpine Energy donated heat testing kits in October that include several tools that help users assess the efficiency of their homes. These will be added to the collection of kits for users to borrow.</p> <p>The 6-week digital device assistance course ran from 29 September through 10 November. Staff adopted a new format focusing on the most recognised needs of users: smartphones, laptops and apps.</p> <p>All three libraries hosted a Christmas Crafting Makerspace in the week leading up to the holiday for the second year in a row and this was well received again by families.</p>										
Quarterly Issues for Libraries										
<p>The hailstorm on 15 November punctured a number of holes in parts of the Timaru Library roof that had not been replaced during the 2020 refurbishment. This was not identified until 24 November, when heavy rain overnight led to a ceiling leak in the workroom area. Builders found and patched the holes on the roof later that day, and there have been no issues reported since. The repairs have been included as part of the TDC insurance claim for hail damage.</p>										
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result				
Visitors to Libraries	Q2 FY26	63,735	100,000	138,264	●	E				
	<b>Current period comments</b> Sitting 27% above our target for this quarter, this represents a pleasing level of visitor engagement across our libraries. Many regular programmes drew strong attendance numbers during this period. In particular, initiatives such as the Knit & Natter sessions across all three branches, the Tuesday Social Group sessions and the Aoraki Heritage sessions saw consistently good numbers of attendees.			<b>Expected year end comments</b> To be 38% ahead of target at the halfway point of this financial year is an excellent result. This reflects the continued popularity of our regular programmes, including School Holiday Programmes, Baby Rock & Rhyme, Knitting and Aoraki Heritage sessions, the Tuesday Social Group, as well as school visits and Storytime sessions. New initiatives such as the Living Library session have also contributed to this positive outcome. In addition, use of the public computers also continues to be a significant contributor to overall foot traffic.						

## Activity -Libraries

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Online website and catalogue searches - Library	Q2 FY26	440,639	200,000	901,809		
		<b>Current period comments</b> Continuing the trend from the first quarter, we have again seen exceptionally high levels of traffic to our websites and app this quarter. Pageviews increased by more than 11% compared with the same quarter last year, and once again we recorded enough pageviews in this single quarter to meet the full-year target. The Mobile Library App remains the strongest driver of this activity. However, the online catalogue has also seen significant usage, and engagement with the Online Aoraki Heritage Collection continues to grow, with over 13,500 pageviews in December alone - the highest monthly total since the site's launch.				<b>Expected year end comments</b> At the halfway point of the financial year, we have already more than doubled the annual target, sitting 125% above the target of 400,000 pageviews. The Mobile Library App continues to go from strength to strength, while the growing popularity of the Online Aoraki Heritage Collection is also boosting these figures, with December recording the highest number of pageviews for that website since its launch.
Library issues (physical & digital) of materials	Q2 FY26	130,210	250,000	270,620		
		<b>Current period comments</b> Although this quarter was slower than the previous one, it was still pleasing to finish 4.2% above this quarterly target. Digital issues remained strong; however, physical issues were lower than in the previous quarter. This can be partly attributed to the extra days our libraries closed over the Christmas holiday period, as well as patrons being away on holiday during this period at the end of the quarter. The strongest driver this quarter was once again eAudiobooks, with issues increasing by more than 6% compared to last quarter and nearly 23% compared to the same quarter last year. This aligns with the global trend of growing eAudiobook popularity.				<b>Expected year end comments</b> We are on track to achieve the annual target, currently sitting 8.3% above target. While overall results are similar to the same period last year, the standout format of all those which contribute to this figure is eAudiobooks, which continue to lead growth, with 31% more eAudiobooks borrowed in the first half of this financial year compared to the same period last year.

## Activity -Libraries

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Community programme interactions - held on site and in the community plus a non traditional library service	Q2 FY26	680	750	1,490		
		<p><b>Current period comments</b></p> <p>This quarterly target has been met. The programmes/events we've run or hosted from October to December include: 152 Children's sessions including School Holiday Programme Sessions, Weekly Storytimes, Born to Read Sessions, Visits to/from Classes/Kindergartens, other children's activities, and we attended a Multicultural Aoraki Family Fun Day. 47 people joined Skinny Jump from October to December. We ran 139 Adult programmes/events, consisting of Tuesday Social Group Sessions, Aoraki Heritage Weekly Drop-In Sessions, Digital Classes, Mend &amp; Sew Workshops, Book Clubs, Enliven Day Centre Visits, Knit &amp; Natter Sessions, Knitting &amp; Crochet Sessions, Mahjong Sessions, Crochet Group Sessions, a Driver Theory Licensing &amp; Relicensing Session, a Pasifika O Aoraki Session, we hosted an Author Talk, we presented to The Elder Care Groups in Timaru and Temuka, we made Christmas Cards with an AMPSS 101 Group and gave a presentation and ran a Device Advice Session at Mountainview Village, we made an IHC Home Visit, and also made visits to The Croft and the Glenwood rest homes, and finally, we held a Library Christmas Sing-Along, led by our musical library staff. There were 34 Justice of the Peace Sessions, 259 Housebound bags were delivered over the three months and 49 Books4U Adult bags were also made up and given out to customers. (96 other meetings and activities - not advertised or run by library staff - also took place in our facilities.)</p>		<p><b>Expected year end comments</b></p> <p>Midway through the financial year, we are pleased to be just 10 programmes short of reaching our total annual target. Our libraries continue to function as vibrant hubs of community life. Through popular programmes, engaging outreach initiatives, and the shared use of our spaces, our patrons are connecting, learning, and exploring culture every day. These numbers reflect not just strong usage, but the value the community places on our libraries as places of inspiration, connection, and discovery.</p>		

## Activity -Libraries

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Libraries - Facilities meet legislative safety requirements	Q2 FY26	Met	Facilities meet legislative safety requirements	Met		
	<b>Current period comments</b> All requirements are met			<b>Expected year end comments</b> All requirements are met		

## Activity – Art Gallery

Activity Review for Art Gallery			
Activity Review for Art Gallery	Owner: Michael Priest		The gallery staff are either meeting or exceeding targets in nearly every measured category, a credit to the work they have done this quarter. The team are looking forward to delivering uninterrupted services now that the house gallery is back open to the public.
Quarterly Highlights for Art Gallery			
Contractors handed over access to the house to gallery staff on 2 December, and it was opened back up to the public on 14 December with the 'Aqua Nostra' exhibition that features highlights from the permanent collection.			
Quarterly Issues for Art Gallery			
As with other quarters the gallery has had disruptions to service delivery due to a partial closure to facilitate ongoing works with the renovations and accessibility improvements. The end of this project and access has been available to the public from 14th December 2025 now with the lift installation, and HVAC systems which will improve safety, accessibility and overall experience for all visitors.			

## Activity – Art Gallery

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Visitors to Art Galleries	Q2 FY26	3,348	8,000	8,118		
<b>Current period comments</b>				<b>Expected year end comments</b>		
<p>During this quarter the gallery had 3348 people visit the facility.</p> <p>During October Artarama prizegiving was held, Friends of Aigantigh AGM, Stone Maka exhibition and Aoraki Embroiderers Guild.</p> <p>October Numbers 1929</p> <p>During November Linda Cullen exhibition installed, Hinds School visited, tapa making workshop held, Glenwood school visit, Cruise ship.</p> <p>November Numbers 817</p> <p>During December Linda Cullen art talk and Gouache workshop, Ruth Millar exhibition Aqua Nostra. Library Tuesday Club Christmas picnic in the garden</p> <p>December numbers 602</p>				<p>Visitor numbers were low for this quarter due to building refurbishment of the lift and HVAC instal hindered visitor experiences. The facility fully opened to the public on 14th December.</p>		
Online website searches and social media interactions - Art Gallery	Q2 FY26	1,500	1,000	2,000		
<b>Current period comments</b>				<b>Expected year end comments</b>		
<p><b>Facebook:</b> 59.2k Views 1.1k Interactions 111 Link Clicks 2.1k Visits to our page 37 New Follows</p> <p><b>Instagram:</b> 15.6k Views 961 Reach 372 Interactions 157 Visits to our page 22 New Followers</p>				<p>On target for year end</p>		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Community Programmes held on site and in the community - Art Gallery	Q2 FY26	11	12	19		
	<b>Current period comments</b> October Friends AGM, Artarama Prizing, Stone Maka Exhibition opening, Stone Maka floor talk  November Hinds School, Tapa workshop, Glenwood, Cruise ship  December Lynda Cullen artist Talk, Lynda Cullen Art workshop, Tuesday Club Christmas, Friends Christmas Aqua Nostra open event				<b>Expected year end comments</b> on track for year end	
Number of Art Gallery exhibitions (including touring, regional and permanent art works)	Q2 FY26	5	8	11		
	<b>Current period comments</b> During the reporting period, the Aigantighe Art Gallery delivered five exhibitions across the facility. A varied exhibitions programme across the modern gallery spaces and once the house was re-opened in December historic house gallery, combining contemporary practice, regional voices, and collection-based interpretation. <b>Stone Kulimoe'anga Maka — KUMI MOE HELIAKI: Blackened Tapa and Metaphor</b> (Main Gallery) <b>Aoraki Embroiderers</b> (Foyer Gallery) <b>Portal Pastiche — Lynda Cullen</b> (Foyer Gallery) <b>Ruth Millar — The Post Between Us</b> (Foyer Gallery, Collection show) <b>Aqua Nostra</b> (House Gallery, Collection show)				<b>Expected year end comments</b> On track for year end	

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Art Gallery - Facilities meet legislative safety requirements	Q2 FY26	Yes	Facilities meet legislative safety requirements	Met	<span style="color: green;">●</span>	<span style="color: green;">E</span>
	<b>Current period comments</b> All requirements are currently met. BWOF yet to be done and will be completed Feb 2026			<b>Expected year end comments</b> On track for year end		
Art works conserved - Art Gallery	Q2 FY26	2	2	2	<span style="color: green;">●</span>	<span style="color: green;">E</span>
	<b>Current period comments</b> Two art works that have been conserved by the conservator and returned to the gallery			<b>Expected year end comments</b> On target		

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

Activity Review for Recreational Facilities			
Activity Review for Recreational Facilities	Owner: Mike Wrigley		<p>All different areas seem to be moving in a positive direction. The gym membership has remained high in what are usually the quieter summer months. The cafe P&amp;L continues to improve to the point where hopefully it shows a small profit at EOFY. We had a very successful recruitment for the swim school which resulted in the hiring of two fully qualified and experienced teachers that will bolster our team.</p> <p>Very few plant issues through the summer so far which shows Wally and Ben are keeping on top of our maintenance and renewals.</p> <p>Stadium handover from Thompsons was smooth and on time, we have moved Sport Canterbury back up there from their temporary home at CBay and we will operate the stadium in its current form until April 2027. Sarang is settling into his role as stadium team leader.</p> <p>Running the numbers on the District Pools, Geraldine is the standout performer so far this season although the worsening weather isn't helping the seasonal pools.</p> <p>Nearly all KPI's are on target, some are slightly behind due to either a lack of data gathered or lack of staffing</p>
Quarterly Highlights for Recreational Facilities			
The new bikes for the gym have been GREAT! Preparation for the poolsafe audits is moving along steadily, and we predict things will go well for our yearly audit in Q3 because of this. Numbers have remained steady across all departments, and our main facility has felt a boost because of the wetter weather of late.			
Quarterly Issues for Recreational Facilities			
The recent storms have caused issues at pools with pumps/systems being affected by power surges. Staffing has remained doable in all departments, although busy days feel the stretch.			

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

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Visitors to CBay	Q2 FY26	97,004	155,000	193,704		
	<b>Current period comments</b> Busy quarter			<b>Expected year end comments</b> Trending for highest ever visits per year.		
Visitors to Pleasant Point Community Pool	Q2 FY26	1,161	1,500	1,161		
	<b>Current period comments</b> Not including numbers from bookings & pool only open for 6 weeks of the Qtr			<b>Expected year end comments</b> Q3 is 10 weeks with plenty of external bookings overall target expected to be met.		
Visitors to Geraldine Community Pool	Q2 FY26	3,181	3,834	3,181		
	<b>Current period comments</b> Not including Pool Bookings and pool only open for 6 weeks of this Qtr.			<b>Expected year end comments</b> Pool open for 10 weeks of this Qtr with lots of bookings - overall target expected to be met.		
Visitors to Temuka Community Pool	Q2 FY26	2,176	2,500	2,176		
	<b>Current period comments</b> Not including bookings. Pool only open for 6 weeks of this Qtr.			<b>Expected year end comments</b> Pool open for 10 weeks this Qtr - expected to meet overall target.		
Aqua fitness classes participant numbers	Q2 FY26	2,909	5,000	5,511		
	<b>Current period comments</b> Great Numbers due to Aqua classes starting at 3 district pools.			<b>Expected year end comments</b> Expecting to meet or exceed target.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of Aquatic Water Skills for Life (formerly swim for life) participants - water safety participant numbers	Q2 FY26	834	1,000	1,623		
	<b>Current period comments</b> Busy Qtr as WSFL was also conducted at all 3 district pools.			<b>Expected year end comments</b> Tracking well ahead of schedule despite a couple of schools not signing up.		
Number of Aquatic learn to swim enrolments - participant numbers	Q2 FY26	667	1,400	1,337		
	<b>Current period comments</b> Below expected target due to lack of qualified instructors.			<b>Expected year end comments</b> Due to a good recruitment drive expecting to get back on target in Qtr 3 & 4.		
CBay Fitness Memberships	Q2 FY26	1,400	1,200	1,426		
	<b>Current period comments</b> Numbers staying high.			<b>Expected year end comments</b> Memberships remain strong. Tracking to meet or exceed target.		
CBay Group Fitness class participants	Q2 FY26	13,775	28,800	29,375		
	<b>Current period comments</b> Slight dip in numbers due to reduced holiday timetable.			<b>Expected year end comments</b> Successful recruitment drive, means target should be met due to full timetable of classes.		

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

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Swimming Pools - Facilities meet legislative safety requirements	Q2 FY26	Yes	Facilities meet legislative safety requirements	Met		
	<b>Current period comments</b> All facilities pool safe compliant and BWOF current			<b>Expected year end comments</b> Pool safe inspections due Feb 2026.		
Aorangi Stadium - Facilities meet legislative safety requirements	Q2 FY26	Yes	Facilities meet legislative safety requirements	Met		
	<b>Current period comments</b> The current BWOF is still valid, once Thompsons engineering handover the 3 courts to use, will update all the legislative requirements			<b>Expected year end comments</b> There will be the new entry exit plan for the users as currently there will be only 3 courts to use.		
Bookings for special events (days per annum) - Aorangi Stadium	Q2 FY26	0.00	8	14.00		
	<b>Current period comments</b> No special events due to stadium being closed for re-strengthening works.			<b>Expected year end comments</b> From Term 1 there will be few special events booking in but mostly 1-day events, which will still be below the target. Additionally, not having lounge as that part of the stadium will be still under construction		
Bookings by sports clubs and groups (days per annum) - Aorangi Stadium	Q2 FY26	0.00	60	64		
	<b>Current period comments</b> No sports bookings as stadium still under the re-strengthening works.			<b>Expected year end comments</b> Expected to reach the target once the T1 2026 starts		

## Activity – Parks

Activity Review for Parks										
Activity Review for Parks & Recreation, incl Forestry		Owner: Andrew Dixon		●	Report not submitted					
<b>Quarterly Highlights for Parks</b>										
In house team continuing to grow and develop gearing up with staff and equipment. Key appoints made and teams progressing well. Community driven Geraldine Bike Pare underway. Pickle Ball in Caroline bay Courts complete and very well used										
<b>Quarterly Issues for Parks</b>										
no significant issues										
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result				
Parks and recreational open space hectares per 1,000 residents	Q2 FY26	13.01%	13	Met	●	● E				
	<b>Current period comments</b> no change			<b>Expected year end comments</b> no change expected						
Kilometres of off-road walking and biking tracks	Q2 FY26	91.00	90	Met	●	● E				
	<b>Current period comments</b> Likely to exceed target. Betteroff funding undertaking various walkway cycle way projects date not available at time of report			<b>Expected year end comments</b> expect to maintain current level						

## Activity – Halls &amp; Theatre Royal

Activity Review for Halls & Theatre Royal			
Activity Review for Halls, Theatre Royal	Owner: Andrew Dixon		Report not submitted
Quarterly Highlights for Halls & Theatre Royal			
Hall booking income is down slightly on same quarter in 2024 (approx. \$2.5k). Routine and reactive maintenance occurring as and when required.			
Quarterly Issues for Halls & Theatre Royal			
No issues to report for this quarter.			

## Roading and Footpaths

### Activity – Roading and Footpaths

Activity Review for Roading and Footpaths									
Activity Review for Roading and Footpaths	Owner: Suzy Ratahi		Report not submitted						
Quarterly Highlights for Roading and Footpaths									
Report not submitted									
Quarterly Issues for Roading and Footpaths									
Report not submitted									
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result			
Response to customer services requests (Mandatory) - Roading & Footpaths	Q2 FY26	93.27%	70.00%	85.60%	<span style="color: green;">●</span>	<span style="color: green;">E</span>			
	<b>Current period comments</b>  We received 624 service requests for the quarter 1 October 2025 to 31 December 2025. 93% of these were responded to within 10 working days. The three biggest categories of customer requests were sign maintenance, footpaths and urban sealed road maintenance.			<b>Expected year end comments</b>  On track to exceed end of year KPI.					
Resurfacing of road network (mandatory) - sealed network	Q2 FY26		3.00%		<span style="color: black;">●</span>	<span style="color: black;">E</span>			
	<b>Current period comments</b>  Report not submitted			<b>Expected year end comments</b>  Report not submitted					

## Activity – Roading &amp; Footpaths

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Rehabilitation of sealed road network - 1% rehabilitated annually	Q2 FY26		0.50%			
	<b>Current period comments</b> Report not submitted			<b>Expected year end comments</b> Report not submitted		
Road fatalities and serious injury crashes (Mandatory) - local roads	Q2 FY26	4	7	7		
	<b>Current period comments</b> There was a total of four fatal and serious crashes on Timaru local roads in the quarter ending 31 December 2025. This includes one fatality.			<b>Expected year end comments</b> We are currently on target to meet the KPI.		
Footpath network resurfaced (mandatory)	Q2 FY26		2.00%			
	<b>Current period comments</b> Report not submitted			<b>Expected year end comments</b> Report not submitted		

## Stormwater

### Activity – Stormwater

Activity Review for Stormwater			
Activity Review for Stormwater	Owner: Andrew Lester	<input checked="" type="radio"/>	Report not submitted
Quarterly Highlights for Stormwater			
Objection Hearing Decision Received for Temuka and Geraldine triggering issue of both Network Discharge Consents with 35 Year Durations - 24 October 2025 Geraldine Annual Report was submitted to ECAN and we await a response - 23 October 2025 Gleniti Bund B3 and D1 Construction Completed, Finishing Touches to come on D1 (Slide Gate) and B8 (Reserve subsoil drain) in Q3 Douglas Street Drainage Improvement Construction Completed - Finishing Touches being completed in Q3 3 Richard Pearse Drive Temuka Road Drainage Improvement Completed Timaru Network Discharge Consent Issued - 17 December 2025			
Quarterly Issues for Stormwater			
Awaiting Notification Decision for Waitarakao/Washdyke Network Discharge Consent - Further Technical Questions Received from ECAN. 11 and 16 December Rain Events tested our stormwater system and helped identify problem locations to focus efforts.			

## Activity - Stormwater

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of flooding events for rain events up to a 1 in 5 year return for residential zones (Mandatory)	Q2 FY26	2.00	0	2.00		
		<b>Current period comments</b> 2 Rain events occurred in Q2 (1 on 11 December and 1 on 16 December 2025) that resulted in nuisance flooding on private properties. The 11 December 2025 rain event exceeded Council's level of service in Timaru, Washdyke and Temuka, leading to road sumps and receiving system not fully coping with the volume of water and excess water draining into private properties on multiple occasion. The 16 December 2025 rain event exceeded the stormwater system's level of service again in Timaru, Washdyke and Temuka. Results of the evening 16 December event were more severe than the 11 December event due to antecedent saturated ground conditions from the rain early in the day.		<b>Expected year end comments</b> As of Q2 we have experienced 2 rain events within Residential Zones in excess of the 20% AEP Level of service. A continued focus our maintenance program and network upgrades is recommended. Also a shift away from focusing on a return period/annual exceedance probability for level of service and identifying a rainfall intensity for delivery of our level of service is to investigated.		
Number of flooding events for rain events up to a 1 in 10 year return for commercial and industrial zones (Mandatory)	Q2 FY26	2.00	0	2.00		
		<b>Current period comments</b> 11 and 16 December Rain events were both in excess of the Commercial and industrial Level of Service		<b>Expected year end comments</b> We will continue to maintain the network and undertake network upgrades to improve the level of service where budgets and priority allows.		

## Activity - Stormwater

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of habitable floors affected by flooding events in the Timaru district (Mandatory)	Q2 FY26	3	0	3	<span style="color: red;">●</span>	<span style="color: red;">E</span>
	<b>Current period comments</b> 3 identified habitable floor area were reported as flooded during the 11 and 16 December Rain events (1 Commercial and 2 Residential).			<b>Expected year end comments</b> Rain events on 11 and 16 December were in exceedance of the stormwater network level of service and are all properties where inhabited spaces are located below road level.		
Compliance with Resource consent conditions (Mandatory) - Stormwater	Q2 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Met	<span style="color: green;">●</span>	<span style="color: green;">E</span>
	<b>Current period comments</b> No non-compliances identified. Annual Report for Geraldine Consent (CRC230033) submitted 24 October 2025. Surface water and ground water monitoring continuing.			<b>Expected year end comments</b> No abatement notices or notifications of non-compliances received in Q2. Temuka, Pleasant Point and Timaru Network Discharge Consent Decisions issued in Q2 2026.		
Median response times to attend a flooding event (Mandatory) - Less than one hour - Stormwater	Q2 FY26	5.00	<60	2.50	<span style="color: green;">●</span>	<span style="color: green;">E</span>
	<b>Current period comments</b> No callouts received during 11 December Rain Event. Only call received during 16 December Rain Event was responded to within 5 minutes (Vetlife). After hour rain events and calls logged were predominantly received the day after the event.			<b>Expected year end comments</b> Staff in the field that received the call responded within minutes as they were close by.		

## Activity - Stormwater

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Total complaints received about performance of stormwater system (per 1000 connections)	Q2 FY26	1.01%	5	1.05%		
	<b>Current period comments</b> 23 Enquiries received from customers following the 11 and 16 December Rain Events to report complaints on the performance of the stormwater system.			<b>Expected year end comments</b> CRMs were investigated and actioned. Next steps were taken where possible and necessary.		

## Wastewater

### Activity – Wastewater

Activity Review for Wastewater			
Activity Review for Wastewater	Owner: Andrew Lester	<span style="background-color: black; width: 15px; height: 15px; display: inline-block;"></span>	Report not submitted
Quarterly Highlights for Wastewater			
Air discharge consent application was submitted for Geraldine			
Quarterly Issues for Wastewater			
Two weather events in December impacted the wastewater network, with some pump stations struggling with greater volumes. The data from these events will assist review of potential solutions up-stream. Higher pumping costs and clean up has led to greater operational spend			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of dry weather overflows from the sewerage system (Mandatory) (per 1000 connections)	FY25	0.30%	2.5	0.30%	<span style="background-color: green; width: 15px; height: 15px; display: inline-block;"></span>	<span style="background-color: green; border: 1px solid black; width: 15px; height: 15px; display: inline-block; text-align: center;">E</span>
	<b>Current period comments</b> Achieved - 2 sewer overflows from the reticulation due to blockages for the period.			<b>Expected year end comments</b> Achieved - 12 sewer overflows from the reticulation due to blockages for the year.		
Wastewater - Compliance with Resource consent conditions (Mandatory) - Number of abatement/ infringement notices, enforcement orders and convictions.	Q2 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Met	<span style="background-color: green; width: 15px; height: 15px; display: inline-block;"></span>	<span style="background-color: green; border: 1px solid black; width: 15px; height: 15px; display: inline-block; text-align: center;">E</span>
	<b>Current period comments</b> No abatement notices, infringement notices, enforcement orders or convictions received.			<b>Expected year end comments</b> No abatement notices, infringement notices, enforcement orders or convictions received		

## Activity - Wastewater

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Median attendance times (in hours) to sewage overflow faults in the network (Mandatory)	Q2 FY26	0.25	1	0.12		
	<b>Current period comments</b> 3 sewer overflows required a reactive response for the period.			<b>Expected year end comments</b> The target is expected to be met at the end of the financial year.		
Total complaints received about: 1) Sewage odour 2) Sewerage system faults 3) Sewerage system blockages 4) The TDC response to sewage/sewerage issues (Mandatory) - 14 or fewer per 1000 connections	Q2 FY26	1.04‰	7	2.99‰		
	<b>Current period comments</b> One odour complaint - alleged Geraldine Ponds but investigation inconclusive Four faults - all Arowhenua scheme pumps 12 blockages - including two in relation to Geraldine effluent dump station (09/10 and 22/12) and one in relation to rain event 16/12 (Beverley Hill)			<b>Expected year end comments</b> On track to meet LOS		
Median resolution time (in hours) to sewage overflow faults in the network (Mandatory)	Q2 FY26	1.90	7.99	0.95		
	<b>Current period comments</b> 3 sewer overflows for the period requiring a reactive response.			<b>Expected year end comments</b> This indicator is reported cumulatively for the year		

## Water Supply

### Activity – Water Supply

Activity Review for Water Supply									
Activity Review for Water Supply	Owner: Andrew Lester		Report not submitted						
<b>Quarterly Highlights for Water Supply</b>									
Continued rollout of the Seadown Scheme upgrade is continuing as expected with stage two roll out confirmed									
<b>Quarterly Issues for Water Supply</b>									
Condition assessments have confirmed that the reservoir covers at Claremont have reached end of life. They are being closely managed until a solution can be found alongside the planned upgrades to the Plant									
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result			
Drinking Water Standards (Drinking Water Quality Assurance Rules 2022) Treatment Bacterial Rules (mandatory)	Q2 FY26	Yes	Bacterial compliance, all 8 drinking water schemes	Met	<span style="color: green;">●</span>	<span style="color: green;">E</span>			
Formerly Drinking Water Standards (Part 4 NZDWS) Bacterial Compliance									
	<b>Current period comments</b>			<b>Expected year end comments</b>					
	All treatment processes across all plants were compliant for this quarter, with no E. coli transgressions recorded. However, only Geraldine Flat (TEM002GF) distribution zone of the Te Moana scheme experienced non-technical non-compliance in December due to 10-day sampling intervals. The maximum allowable interval between samplings is 9 days.			No E.Coli transgression for this quarter.					

## Activity – Water Supply

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Drinking Water Standards (Drinking Water Quality Assurance Rules 2022) Treatment Protozoal Rules (mandatory)	Q2 FY26	Yes	Protozoal compliance, all 8 drinking water schemes	Met	<span style="background-color: #90EE90; border-radius: 50%; width: 15px; height: 15px; display: inline-block;"></span>	<span style="border: 1px solid #90EE90; border-radius: 50%; width: 15px; height: 15px; display: inline-block; text-align: center;">E</span>
Formerly Drinking Water Standards (Part 5 NZDWS) Protozoal Compliance	<b>Current period comments</b> All compliant.				<b>Expected year end comments</b> Treatment compliance was achieved for the quarter.	
Median attendance time (in hours) for urgent callouts for urban water supply faults or unplanned interruptions in the network (Mandatory)	Q2 FY26	0.55	0.99	0.53	<span style="background-color: #90EE90; border-radius: 50%; width: 15px; height: 15px; display: inline-block;"></span>	<span style="border: 1px solid #90EE90; border-radius: 50%; width: 15px; height: 15px; display: inline-block; text-align: center;">E</span>
	<b>Current period comments</b> There were 38 urgent callouts for the urban water supplies for the quarter with a median response time of 0.6 hours.				<b>Expected year end comments</b> The target is expected to be achieved for the year.	
Median attendance time (in hours) for urgent callouts for rural water supply faults or unplanned interruptions in the network (Mandatory)	Q2 FY26	1.31	3.99	1.21	<span style="background-color: #90EE90; border-radius: 50%; width: 15px; height: 15px; display: inline-block;"></span>	<span style="border: 1px solid #90EE90; border-radius: 50%; width: 15px; height: 15px; display: inline-block; text-align: center;">E</span>
	<b>Current period comments</b> TDC received 64 urgent callouts for the period in the rural schemes and those were attended within, on average, 1.3 hours.				<b>Expected year end comments</b> Target expected to be met for year end.	

## Activity – Water Supply

Median resolution time (in hours) for urgent callouts for urban water supply faults or unplanned interruptions in the network (Mandatory)	Q2 FY26	1.70	3.99	1.77		
	<b>Current period comments</b> There were 38 urgent callouts for the urban water supplies for the quarter with a median resolution time of 1.7 hours.			<b>Expected year end comments</b> Target expected to be met for the year.		
Median resolution time (in hours) for urgent callouts for rural water supply faults or unplanned interruptions in the network (Mandatory)	Q2 FY26	2.30	7.99	3.35		
	<b>Current period comments</b> There were 64 urgent callouts for the rural water supplies for the quarter with a median resolution time of 2.3 hours.			<b>Expected year end comments</b> Target expected to be met at year-end.		
Median attendance and resolution time (in hours) for non-urgent callouts for urban and rural water supply faults or unplanned interruptions in the network (Mandatory)	Q2 FY26	10.70	Attendance: > 3 working days. Resolution: > 5 working days.	9.85		
	<b>Current period comments</b> For the period there were 302 requests for water services of a non-urgent nature with a median response time of 9 hours and a resolution time of 10.7 hours.			<b>Expected year end comments</b> Target expected to be met for year end.		

## Activity – Water Supply

Total complaints received about drinking water (mandatory)	Q2 FY26	3.34%	13	6.76%		
	<b>Current period comments</b> 7 complaints relating to taste/odour/clarity - mostly been grit or debris in water. 57 in relation to low/no pressure - mostly on Downlands schemes			<b>Expected year end comments</b> On track to meet LOS		
Water Supply - Compliance with Resource Consent conditions	Q2 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Met		
	<b>Current period comments</b> No abatement notices, infringement notices, enforcement orders, convictions.			<b>Expected year end comments</b> No abatement notices, infringement notices, enforcement orders or convictions received.		

## Waste Management

### Activity – Waste Management

Activity Review for Waste Management			
Activity Review for Waste Management	Owner: Andrew Dixon	<input checked="" type="radio"/>	Report not submitted
Quarterly Highlights for Waste Management			
<p>The Peel Forest Closed Landfill Remediation is again a highlight. The removal of the materials has almost been completed, subject to soil testing for contaminants. The work is ahead of schedule and under budget. In the quarter 4406 tonnes of material were removed. The total material removed to date is 29170 tonnes, involving 1000 truckloads. All this material has been taken to Redruth.</p> <p>Another highlight is the sale of an old Closed Landfill at Pareora. The current lease holder has made an offer to purchase the land, and this has been accepted. The sale will be finalised on 13 January 2026.</p> <p>We have had a long-term issue of bins being left out on the footpath in the CBD. This creates an obstruction for pedestrians and others. This is especially the case in Cains Terrace and Sophia Street near the Arcade. The footpaths here are quite narrow and in addition Cains Terrace is a one-way street meaning all bins are placed on the one side for emptying. Bins are meant to be removed within 24 hours, but many bins were remaining out for the week. We created an A5 memo which we attached to the lids of all bins that had not been removed within 24 hours. It quoted the By Law and invited feedback. In the second week a further reminder was attached to the offending bins and in the third week the attachment the bin would be removed the following day if it remained at the kerbside - We have now removed approximately 10 bins without any negative feedback. In addition, we have seen a behaviour change from other residents in regard to leaving their bins out. At this stage it is a win.</p>			
Quarterly Issues for Waste Management			
<p>Two important consents for the Landfill operation at Redruth expire in 2030. We have started preparing a paper for Council which will set out both options available. These are proceeding with the renewal process or not renewing the consents. If the consent renewal option is recommended by Council there will be costs associated with the administration process (consultants will be required to assist), and there are potential costs in meeting the conditions that may be imposed on any renewal by Ecan. If they do grant consent renewal infrastructure improvements/upgrades may be required - anecdotally we have been advised that consent renewal is more difficult to obtain than when the original consents were issued.</p>			

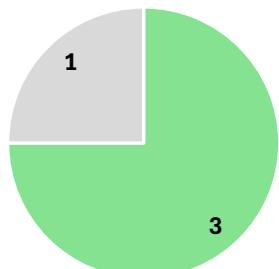
## Activity – Waste Management

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Waste Management - Compliance with Resource Consent conditions	Q2 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Met		
	<b>Current period comments</b> There have been no abatement notices, enforcement notices or convictions notified in this reporting period. We have received compliance requirement reports from Ecan in regard to several of our locations (including leased locations) and we are working through these with the lease holders and Ecan.			<b>Expected year end comments</b> As noted above Ecan have raised issues at the Geraldine, Temuka and Redruth sites. We are working through these and trying to address the issues within our current budgets.		
Kerbside refuse collection waste volumes (mandatory) - 130kg per resident	Q2 FY26	35.06%	65	69.90%		
	<b>Current period comments</b> We are once again above our quarterly target, being over by 2.56 kgs per resident. For the year to date we are at 69.90 kgs per resident, which is 4.9 kgs above our target. In December the average kgs were more than in October and November - this traditionally happens as people have pre and post-Christmas clean ups. As has been stated before we are very unlikely to achieve this target because of the recycling and diversion activities we have had in place for many years - this means our starting base was much lower than many other TA's.			<b>Expected year end comments</b> As above we are unlikely to achieve our target this year or indeed going forward. The weight per resident is calculated at TDC by using only the kerbside tonnages. This is because the landfill receives materials from area outside of Timaru, so that would distort the figures. The 'population' figure 47385 is based on Census info. The latest Census info has the TDC population at 47,547 and we are looking to have this updated. With the population figure updated the target would have been achieved in this quarter.		

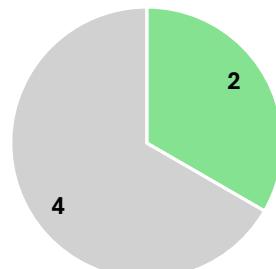
## Activity – Waste Management

Total waste received at Transfer stations and resource recovery parks	Q2 FY26	2,170.90	4,525.00	4,283.52		
	<b>Current period comments</b> Similar to the previous quarter the Total Waste received at the Transfer Stations and Redruth was on target. As noted previously 'waste' refers to not only general waste, but also recycling organics and glass. These figures do not include the material from Peel Forest - this is recorded separately			<b>Expected year end comments</b> Although we are on target to date, we believe the tonnages will increase in the next 2 quarters - this has been a traditional pattern. The main area for increase is in the organics. To aid achieving the objective we continue to support the Educators who work in the community and promote Stewardship Schemes wherever we can - they Tyre Stewardship Scheme is an example		
Level of contamination of recycling (mandatory)	Q2 FY26	11.11	9.99	11.52		
	<b>Current period comments</b> As advised previously the contamination assessment is now completed directly at kerbside at selected streets. The process involves feedback, education and follow-up and 3 separate checks in alternating weeks. For every street checked the 3rd contamination check has produced better results than the first 2, showing the benefit of education and feedback. This result although still above our target is our best result in many years.			<b>Expected year end comments</b> We are very pleased with this improvement and will continue to work with EnviroNZ and the Educators in an effort to achieve the targeted contamination rate.		

Democracy



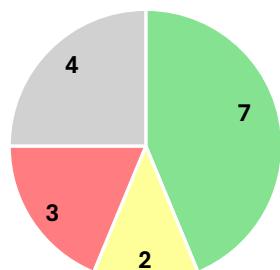
Community Support



■ Achieved      ■ Not Measured

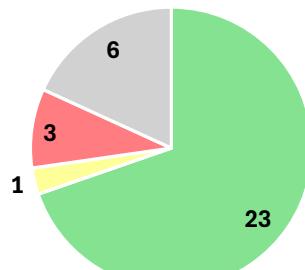
■ Achieved      ■ Not Measured

District Planning &amp; Environmental Services



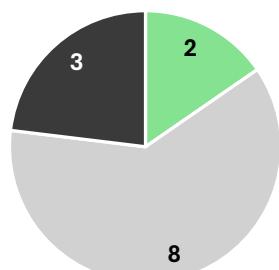
■ Achieved  
■ Not Achieved  
■ Nearly Achieved  
■ Not Measured

Recreation &amp; Leisure



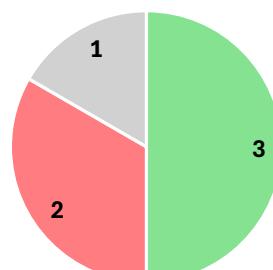
■ Achieved  
■ Not Achieved  
■ Nearly Achieved  
■ Not Measured

Roading &amp; Footpaths

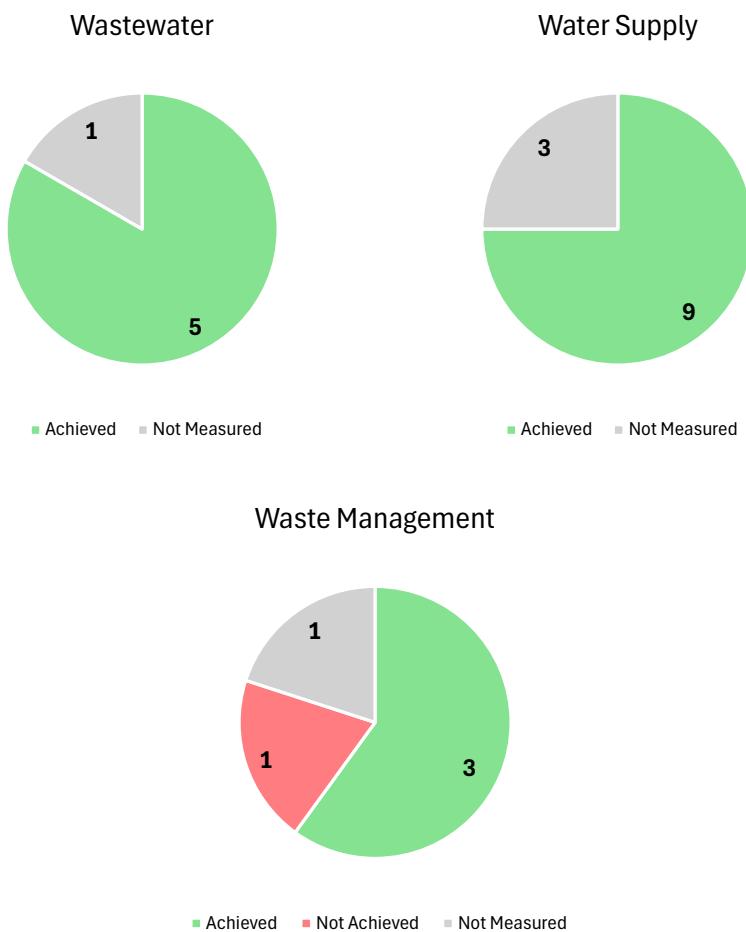


■ Achieved      ■ Not Measured      ■ Not Reported

Stormwater



■ Achieved  
■ Not Achieved  
■ Not Measured



**9.13 Annual Plan 2026/27 Development and Adoption Timeline**

**Author:** **Steph Forde, Corporate and Strategic Planner**

**Authoriser:** **Stephen Doran, General Manager Corporate**

**Recommendation**

That Council endorse the proposed development and adoption timeline for the Annual Plan 2026/27.

**Purpose of Report**

1 The purpose of this report is to present the proposed timeline associated with the development and adoption of the 2026/27 Annual Plan to Council for endorsement.

**Assessment of Significance**

2 The Annual Plan is of medium to high significance under the Council's Significance and Engagement policy. All councils are required to adopt an Annual Plan each financial year under section 95 and Part 2 of Schedule 10 of the Local Government Act 2002 (LGA).

**Background**

3 The Local Government Act 2002 (section 95(5)) requires Council to prepare and adopt an Annual Plan each financial year, the purpose of which is to:

- 3.1 Contain the proposed annual budget and funding impact statement for the year in question; and
- 3.2 Identify any variations from the financial statements and funding impact statement contained in the local authority's long-term plan in respect of the year; and
- 3.3 Provide integrated decision-making and co-ordination of the resources of the local authority; and
- 3.4 Contribute to the accountability of the local authority to the community.

4 Council is required to prepare and adopt an Annual Plan in the intervening years between LTPs. The plan contains the information prescribed in Section 95 and Part 2 of Schedule 10 of the LGA. The Annual Plan is an exceptions-based document and must include (as a minimum):

- 4.1 Financial Statements (Forecasts, Funding Impact Statement, and Reserves - see Attachments)
- 4.2 Rating Base information
- 4.3 Any variations from Year 3 of the LTP – such as new proposals, delays in projects or decisions not to proceed with projects
- 4.4 Reference to information in the LTP (e.g. Activity Statements) and relevant Fees and Charges information.

- 5 The Annual Plan process is not about revisiting issues already decided in the LTP. If there are significant issues to be considered, these may be subject to an LTP amendment process or targeted towards the next Long Term Plan review process.
- 6 The Council is not required to consult on the Annual Plan if there are no significant or material differences from the LTP, although it may still choose to do so. Council can use discretion when deciding the most appropriate approach being used for consultation under Section 82 of the LGA. Where significant and material differences have been identified, a Consultation Document must be prepared under Section 82A (3) and Section 95A of the LGA.

## **Discussion**

- 7 As defined in the paragraph 1 of this report, Officers are seeking Council endorsement of the proposed timeline associated with the development and adoption of the Annual Plan 2026/27.
- 8 The high level summary including proposed key dates for presentation to Council is detailed in the table below:

Draft Fees and Charges Endorsement	24 February 2026
Draft Budget – Version One	24 February 2026
Draft Budget – Version Two	31 March 2026
Draft Consultation/ Community Engagement Document	31 March 2026
Consultation/ Community Engagement	16 April – 3 May 2026
Collation of Community Feedback	26 May 2026
Adoption and Rates Setting	30 June 2026

## **Options and Preferred Option**

### **Option One (preferred)**

- 9 Endorse the proposed development and adoption timeline for the Annual Plan 2026/27 as described in paragraph 8.

### **Option Two**

- 10 Endorse the proposed development and adoption timeline for the Annual Plan 2026/27 as described in paragraph 8 with amendments.

### **Option Three**

- 11 Do not endorse the proposed development and adoption timeline for the Annual Plan 2026/27 and provide direction to officers on an alternative option.

## **Consultation**

- 12 Consultation is not required for the endorsement of the proposed development and adoption timeline.

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

- 13 Local Government Act 2002

14 Timaru District Council Long Term Plan 2024-34

**Financial and Funding Implications**

15 There are no known unbudgeted financial or funding implications in endorsing the proposed development and adoption timeline for the Annual Plan 2026/27.

**Other Considerations**

16 There are no other considerations.

**Attachments**

**Nil**

**9.14 Draft Annual Plan 2026/27 Budget****Author:** **Tyler Zandrack, Senior Management Accountant****Authoriser:** **Andrea Rankin, Chief Financial Officer****Recommendation**

That Council:

1. Receive and discuss the Draft Annual Plan 2026/27 Budget Version 1 report; and
2. Direct officers to prepare Draft Annual Plan 2026/27 Budget Version 2 based on a preferred rates increase of 12% for presentation to the March Council meeting; and
3. Direct officers to prepare community engagement materials based on 12% rates increase for presentation to the March Council meeting.

**Purpose of Report**

1 The purpose of this report is to present Council with Version 1 of the Draft Annual Plan (AP) 2026/27 Budget for discussion, and to seek Council direction on the preferred rates increase to inform Draft Budget Version 2 and related community engagement materials which will be presented at the March Council meeting for consideration.

**Assessment of Significance**

2 The Annual Plan is of medium to high significance under the Council's Significance and Engagement policy. All councils are required to adopt an Annual Plan each financial year under section 95 and Part 2 of Schedule 10 of the Local Government Act 2002 (LGA).

**Background**

3 As mentioned in the Assessment of Significance, the LGA requires Councils to adopt an Annual Plan each financial year, other than those years where a Long Term Plan (LTP) is adopted.

4 Adoption of an Annual Plan is required to set rates levels for the following financial year.

5 The legislative requirements are defined in section 95 of the Local Government Act 2002, the purpose of which is set out as having to:

- 5.1 contain the proposed annual budget and funding impact statement for the year to which the annual plan relates; and
- 5.2 identify any variation from the financial statements and funding impact statement included in the local authority's long-term plan in respect of the year; and
- 5.3 provide integrated decision making and co-ordination of the resources of the local authority; and
- 5.4 contribute to the accountability of the local authority to the community.

**Discussion**

6 As part of the December reforecast process Finance reviewed each activity with the relevant General Manager and Activity Lead. Forecasted expenditure and revenue (other than rates

revenue) was updated to expected amounts with reference to current and prior year totals, and any known changes to occur by the end of 2025/2026.

- 7 The 2025/26 forecast was then used as a basis for the 2026/27 Annual Plan, with known changes discussed with managers included in the budget.
- 8 A full review of the labour budget was completed by finance with support from General Managers and payroll, with changes as a result of the restructure incorporated into the budget. This was confirmed with a representative from People and Capability.
- 9 Rates revenue has been included in the budget based on the current increase required to break even at 11.1% (excluding vested assets), and at the 12% original LTP year 3 proposed rate.
- 10 Capital Expenditure was also forecast, and where the full year forecasted spend varied from the full year budget, items have been noted as savings or expected to require a carry forward.
- 11 Carryforward amounts have been documented with commentary provided for variances, and amounts added to the updated 2026/27 Capital Annual Plan. Where additional amounts have been requested to be added, this is also noted in the annual plan commentary. A detailed breakdown is included in Attachment 2.
- 12 The main differences between AP Budget Version 1 and LTP Year 3 are summarised in the table below and detailed in Attachment 1.

	Forecast 25/26	Annual plan 26/27	24-34 LTP year 3	Variance	Commentary: Annual Plan to LTP year 3 variance
Rates revenue	(91,624)	(102,816)	(105,052)	2,235	Due to a 9% increase in rates in 25/26 instead of budgeted 12%
Fees and charges	(22,555)	(23,394)	(25,470)	2,076	Decrease in tradewaste charges - Alliance; decrease in expected economic conditions and other demand driven services, such as building control revenue
Finance Revenue	(1,492)	(1,529)	(4,000)	2,471	LTP budget error for Downlands elimination and interest rates decrease since LTP set
Grants and Subsidies	(26,552)	(14,777)	(13,148)	(1,629)	Additional NZTA funding for expected 26/27 works
Other revenue	(4,940)	(4,330)	(5,702)	1,371	LTP budget error of \$1m, drainage and water mgmt revenue overstated
<b>Total Revenue</b>	<b>(147,163)</b>	<b>(146,846)</b>	<b>(153,371)</b>	<b>6,524</b>	
Personnel costs	30,922	33,670	35,836	(2,166)	Restructure and vacancy savings
Finance costs		11,883	20,399	(8,516)	Decrease in interest rates from LTP; borrowings delays for timing of capital projects, elimination error for downlands.
Depreciation expenses	40,431	43,080	43,971	(891)	Adjustments made for 24/25 roading revaluation
Other expenses	53,710	57,397	59,020	(1,623)	Savings initiatives

<b>Total Expenditure</b>	<b>134,806</b>	<b>146,030</b>	<b>159,226</b>	<b>(13,196)</b>
Net result (surplus)/deficit	(12,357)	(816)	5,856	(6,671)
Vested assets	(6,806)	(4,276)	(5,758)	1,483
<b>Total (surplus)/deficit</b>	<b>(19,163)</b>	<b>(5,091)</b>	<b>97</b>	<b>(5,189)</b>

13 These variances have resulted in a proposed continuance of the planned 12% rates increase that was forecast for Year 3 of the LTP. To maintain current levels of service, and compliance with Councils Financial Strategy, officers are recommending the rates increase for Draft Budget Version 2 and related community engagement be prepared based on 12% rates increase.

14 Should Council wish to deviate from officers' recommendation, direction will need to be given as to how Council proposes to achieve maintaining current levels of service and compliance with the Financial Strategy.

### Summary of assumptions

15 A number of assumptions were applied in the development of Draft AP Budget Version 1 which are listed below:

- 15.1 Subsidies and Grants/Other Revenue: These amounts were provided by the relevant General Manager that has this type of funding.
- 15.2 Sufficient funding provision for resourcing Councils response to legislative reform.
- 15.3 Fees and charges: Updates to expected fees and charges were completed as part of the budget review. A placeholder increase of 3% has been added while the Fees and charges review is being completed. Once the review is completed the Fees and charges revenue will be included in Draft 2.
- 15.4 Personnel costs: The labour forecast is completed based on current actual staff and any vacancies expected to be filled by year end. The 2026/27 labour budget includes a budget for all positions (including vacancies). A placeholder 3% increase from the 2025/26 forecast has been added while any remuneration reviews are completed. Once the review is completed to consider IEA movements, these will be modelled in Draft 2.
- 15.5 Finance costs: Annual plan increase is based on a high-level estimate of additional borrowings required for capital spend (\$20m) and an average expected increase in interest rates 0.5%.
- 15.6 Other expenses: Expected amounts were provided by General Managers and Activity Leads. An additional 3% of the total forecasted amount was added as a general increase for cost escalations/inflation.
- 15.7 Currently there is no additional revenue or expenditure included for the operation of the Theatre Royal or the Aorangi Stadium, as these amounts are currently unknown but will be included in Draft 2.
- 15.8 Capital Delivery will remain at 100% of the rephased programme.

## Options and Preferred Option

### Option One (preferred)

16 That Council: Receive and discuss the Draft Annual Plan 2026/27 Budget Version 1 report; and Direct officers to prepare Draft Annual Plan 2026/27 Budget Version 2 based on the preferred rates increase of 12% for presentation to the March Council meeting; and Direct officers to prepare community engagement materials based on a 12% rates increase for presentation to the March Council meeting.

### Option Two

17 That Council: Receive and discuss the Draft Annual Plan 2026/27 Budget Version 1 report; and 18 Direct officers to prepare Draft Annual Plan 2026/27 Budget Version 2 based on a preferred rates increase for presentation to the March Council meeting; and 19 Direct officers to prepare community engagement materials based on the preferred rates increase identified in recommendation 2 for presentation to the March Council meeting.

### Other Considerations

20 While this is a decision covering a single year, it is critically important that any decisions are made in the context of current legislative reform, primarily the proposed rate capping regime which will apply a significant constraint on future rates rises.

### Relevant Legislation, Council Policy and Plans

21 Local Government Act 2002  
22 Timaru District Council Long Term Plan 2024-34  
23 Timaru District Council Revenue and Financing Policy  
24 Timaru District Council Significance and Engagement Policy

### Attachments

1. Annual Plan 2026/27 Budget- v1 [!\[\]\(64b495b186caa4e132a893279ba38f71\_img.jpg\)](#)
2. January 2026 YTD Capex Variance to Budget [!\[\]\(8f8fb20e78c33c6152a0b3f51afd0aef\_img.jpg\)](#)

## Annual Plan 26/27 Draft 1

			25/26 Year End Forecast	Full Year budget \$000	24-34 LTP year 3 budget	Annual Plan: Rates increase 11.1%	Annual Plan: LTP Rates increase 12%	Variance 25/26 Forecast to 26/27 Annual Plan (12%) variance	Commentary >200k 25/26 Forecast to Annual plan 12% increase	Variance LTP Y3 to 26/27 Annual Plan 12% increase	Commentary, LTP Y3 to Annual Plan draft 1
<b>Revenue</b>											
Rates revenue	General rates		(52,609)	(52,628)	(59,585)	(58,465)	(58,943)	(6,334)		642	
	Targeted rates	Water Revenue	(11,878)	(11,972)	(16,151)	(13,299)	(13,408)	(1,531)		2,743	
		Wastewater Revenue	(8,048)	(8,048)	(8,865)	(8,941)	(9,014)	(966)	12% increase from 25/26 budget	(149)	
		Stormwater	(5,243)	(5,243)	(6,439)	(5,824)	(5,872)	(629)		567	
		Downlands Water Supply Revenue	(3,181)	(3,181)	(2,418)	(3,534)	(3,563)	(382)		(1,145)	
		Waste Collection Revenue	(7,846)	(7,846)	(8,027)	(8,717)	(8,788)	(942)		(761)	
		Water by Meter	(2,279)	(3,023)	(3,230)	(2,613)	(2,613)	(334)	Increase due to additional demand	617	
	Rates penalties		(540)	(550)	(337)	(607)	(616)	(76)	12% increase from 25/26 budget	(279)	
<b>Total Rates Revenue</b>			(91,624)	(92,490)	(105,052)	(102,000)	(102,816)	(11,192)		2,235	Due to a 9% increase in rates instead of budgeted 12%
<b>Fees &amp; charges</b>	Fees & charges	Waste Management Operations Revenue	(6,188)	(5,976)	(6,403)	(6,085)	(6,085)	103		318	Refuse fees demand driven
		Wastewater Revenue	(3,325)	(3,226)	(4,447)	(3,693)	(3,693)	(368)	Additional customers expected, budgeted for the full year	753	Decrease in tradewaste charges. Loss of Alliance
		CBAY revenue	(3,207)	(3,229)	(3,025)	(3,247)	(3,247)	(40)		(222)	Demand driven
		Community Housing Revenue	(1,997)	(2,000)	(1,865)	(2,057)	(2,057)	(60)		(192)	Rental increasing to close the gap between market rates
		Building Control Revenue	(2,458)	(2,772)	(3,415)	(2,750)	(2,750)	(292)	Estimated based on expected demand, economic conditions	665	Estimated based on expected demand, economic conditions
		Parking enforcement	(1,359)	(1,453)	(1,423)	(1,432)	(1,432)	(73)		(8)	
		Animal Control Revenue	(820)	(735)	(687)	(797)	(797)	24		(110)	Demand driven and infringements based on factors independent of budget
		Properties Revenue	(378)	(445)	(463)	(389)	(389)	(12)		74	In-line with forecast
		Other fees and charges	(2,823)	(3,344)	(3,742)	(2,945)	(2,945)	(121)		797	Average 4% on forecast
<b>Total Fees and Charges</b>			(22,555)	(23,181)	(25,470)	(23,394)	(23,394)	(839)	Includes 3% average increase expected for the year (\$676k)	2,076	
Finance revenue	Interest	Related party	(710)	(2,000)	(2,248)	(704)	(704)	5		1,543	LTP included Downlands which should have been eliminated with finance costs
		Bank & term deposits	(782)	(1,752)	(1,752)	(824)	(824)	(42)		928	Interest rates received has decreased since LTP
<b>Total Finance revenue</b>			(1,492)	(3,752)	(4,000)	(1,529)	(1,529)	(37)		2,471	
Subsidies and grants	Grants received	Subsidised Roading Revenue	(12,243)	(12,649)	(11,941)	(13,197)	(13,197)	(953)	Additional works expected next year. Does not include funding for newly proposed projects (refer to Capex report)	(1,256)	Additional funding allocation from NZTA for works performed
		Waste Management Operations Revenue (levy)	(1,001)	(1,350)	(1,046)	(1,100)	(1,100)	(99)		(55)	Demand driven
		Theatre Royal Revenue	(8,835)	0	(0)	(230)	(230)	8,605	One off grant funding for significant project	(230)	Timing of Theatre Royal Capital project
		Safer Communities - Project Turnaround Revenue	(220)	0	0	(220)	(220)	0		(220)	New funding applied
		Aorangi Stadium	(2,638)	0	0	0	0	2,638	One off grant funding for significant project	0	
		Parks Revenue	(1,527)	(962)	0	0	0	1,527	One off grant funding for significant project	0	
		Other subsidies and grants	(89)	(58)	(161)	(30)	(30)	59		131	Timing of projects
<b>Total subsidies and grants</b>			(26,552)	(15,019)	(13,148)	(14,777)	(14,777)	11,776		(1,629)	
Other revenue	Dividends Received		(1,100)	(1,100)	(1,166)	(1,100)	(1,100)	(0)		66	Remained unchanged - LTP inflated
	Other revenue		(3,840)	(2,956)	(4,536)	(3,230)	(3,230)	609	Includes \$320k of capital contributions for water forecast not budgeted next year as amounts unknown; \$140k Timber sales from forestry; and \$90k forecast to be received for Ecan share of election expenses	1,305	Budget error of \$955k included as drainage and water management other revenue in the LTP. Corrected for 25/26 budget. Bad Debts recovered budgeted at \$275k in LTP. Forecast under \$1k
<b>Total other revenue</b>			(4,940)	(4,056)	(5,702)	(4,330)	(4,330)	609		1,371	
<b>Total Revenue</b>			(147,163)	(138,498)	(153,371)	(146,029)	(146,846)	317		6,524	
<b>Expenditure</b>											
Personnel costs			30,922	34,501	35,836	33,670	33,670	2,749	Forecast based on expected actual staff. Budget includes all vacancies. Additional tranche to be filled for parks coming in house (approx \$900k in 26/27), 3% average increase added from 25/26 forecast (\$930k)	(2,166)	Restructure and vacancy savings
Finance costs			9,744	11,968	20,399	11,883	11,883	2,140	Additional borrowing expected for Capital programme in 26/27	(8,516)	Less borrowings due to timing of capital expenditure and Downlands interest
Depreciation expense			40,431	43,901	43,971	43,080	43,080	2,649	Expected increased based on Water revaluation budget (\$70m increase) and expected capitalisations to occur in 25/26 approx \$45m	(891)	In-line with forecast, adjustment made during the 2025 Roading revaluation

Other expenses	53,710	56,156	59,020	57,397	57,397	3,687	Includes 3% average increase expected for the year \$1.611m. Increased contractor costs associated with Roading for additional works expected \$300k ; Waste mgmt and refuse collection \$1m (also includes 24/25 overaccrual reducing 25/26 expenditure approx \$600k). Additional water reticulation expenditure due to expected increased weather events \$500k. Offset by savings of parks contractors from moving in-house \$900k. Other increases include electricity increase \$320k, significant portion relating to wastewater pumping for wet weather events; Course and seminar increase from forecast \$320k due to spending delay during restructure; \$300k increase due to the LTP audit, and additional increases in software prices \$160k	(1,623)	Annual plan expenditure decreased from LTP year 3 as a result of savings initiatives
<b>Total Expenditure</b>	<b>134,806</b>	<b>146,526</b>	<b>159,226</b>	<b>146,030</b>	<b>146,030</b>	<b>11,224</b>		<b>(13,196)</b>	
<b>Net result</b>	<b>Excluding vested assets and revaluation</b>	<b>(12,358)</b>	<b>8,027</b>	<b>5,855</b>	<b>0</b>	<b>(817)</b>		<b>(6,671)</b>	
<b>Vested assets</b>		<b>(6,806)</b>	<b>(6,807)</b>	<b>(5,758)</b>	<b>(4,276)</b>	<b>(4,276)</b>	<b>2,530</b> Forecast based on budget. Annual plan aligned with PY actuals	<b>1,483</b>	
<b>Net result including vested assets</b>		<b>(19,164)</b>	<b>1,220</b>	<b>96</b>	<b>(4,276)</b>	<b>(5,092)</b>		<b>(5,189)</b>	
<b>Other comprehensive revenue: Water revaluation</b>		<b>(69,932)</b>	<b>(70,063)</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	
<b>Total comprehensive revenue and expenses</b>		<b>(89,096)</b>	<b>(68,843)</b>	<b>96</b>	<b>(4,276)</b>	<b>(5,092)</b>		<b>(5,189)</b>	

## Capital spend to date against budget by project - January YTD, Including expected carryforwards and Draft 1 26/27 Annual Plan

BAU Activity	Project	Jan YTD Actual \$	Jan YTD Budget \$	Variance \$	Commentary	Feb to Jun Forecast Spend	Full year Forecast	Full Year Budget \$	Expected to be completed in 25/26?	Carry forward into 26/27 required?	Estimated Carryforward amount; Changes to Annual Plan	26/27 Annual Plan - Draft 1	Commentary - Annual plan	24-34 LTP Year 3 budget
Aigantighe Art Gallery	253 - Arts Purchase 267 - General Upgrade Renewals - Grounds and Build House EQ Strengthening	9,010 - 497,419	18,396 47,691 - (497,419)	9,386 47,691 (497,419)	Completion of HVAC, lift & flooring projects that commenced and committed to in 2024/25. Funding carry-forward request.	22,529 58,400 40,000 537,419	31,539 58,400 81,760 - -	31,539 81,760 - -	Yes Yes Yes	No No No	20,000	31,539 39,531		32,295 19,999
Airport	Timaru Airport Apron Expansion	43,465	-	(43,465)	Completion of new public toilet that commenced and a commitment from 2024/25. Carry forward requested.	15,000	58,465	-	Complete	No				
Animal Control	344 - New Pound	-	29,169	29,169		50,000	50,000	50,000	Multi-period project	No		438,281		499,987
Beautiful Valley Water	254 - Beautiful Valley Water Supply Capital Work	-	1,190	1,190		2,044	2,044	2,044	Yes - Annual Programme	No		2,044		
	390 - Beautiful Valley Treatment Compliance Upgrade		0	0		-	-	-	NA - 26/27 project			146,484		152,089
Cemeteries	235 - Timaru Cemetery New Site (purchase and development)	22,093	43,750	21,657		61,000	83,093	75,000	Multi-period project	No		27,200		104,650
	257 - Cemeteries-Concrete Beams, Furniture, Structures	4,855	26,831	21,976		10,000	14,855	45,990	Yes	No	30,000	75,990		47,093
Civil Defence	264 - Equipment (new sirens, handsets and bases replacement)	-	5,964	5,964		10,220	10,220	10,220	To be determined	Not Material		10,220		10,465
Community Services Management	249 Software Purchase & Upgrade	6,970	-	(6,970)		-	6,970	-	To be determined	Not Material				
Council Building	250 - Council Building Capital Expenditure	-	17,885	17,885		24,000	24,000	30,660	Yes	No		30,660		31,395
	251 - Council Building Capital Expenditure	6,172	56,637	50,465		89,000	95,172	97,090	Yes	No		255,500		261,625
Downlands Water Supply	261 - Downlands Water Network Modelling	-	37,919	37,919		60,000	60,000	65,000	Yes	No		107,422		
	262 - Downlands Water Plant Renewals and Upgrade	68,670	127,750	59,080		197,041	265,711	219,000	Yes	No		210,000	Forecast overbudget: brought forward from future years, 30 year project so not expected to reduce next year	134,143
	263 - Downlands Water Reticulation Renewals and Upgrade	535,531	488,859	(46,672)	Phasing of construction, with the majority to occur in Q3 and Q4 (Feb to June)	486,833	1,022,364	838,040	Yes	No		838,040	Forecast overbudget: brought forward from future years, 30 year project so not expected to reduce next year	1,046,500
	388 - Downlands Reservoir Pipework Renewals	-	95,669	95,669		-	-	164,000	Yes	No	150,000	150,000		
	389 - In ground reservoir lining and solid roof cover	-	122,213	122,213		87,297	87,297	209,510	Yes	No	120,000	120,000	1,796,080	2,093,000
Forestry	302 - Renewals - Forestry	-	5,215	5,215		8,000	8,000	8,943	Yes	No				
Geraldine Stormwater	269 - Geraldine Stormwater Renewals and Upgrade	42,036	102,081	60,045	Construction in late Q3/Q4	200,300	242,336	175,000	Yes	No	(70,000)	543,200	Forecast overbudget: brought forward - decrease next year budget by \$70k	627,900
	270 - Geraldine Stormwater Serpentine Creek Enhancement	11,207	30,450	19,243		52,000	63,207	52,200	Yes	No		102,200		104,650
Halls & Community Centres	305 - Renewals and upgrades for community facilities	58,543	35,000	(23,543)	Works performed for Caroline Ball Hall. No further works to be completed in 25/26	5,000	63,543	60,000	Complete	No		112,420		162,208
	350 - Soundshell Update including stage		0	0		-	-	-	NA - 26/27 project	NA - 26/27 project		15,330		
	351 - Community facilities - painting, seating, tables,		0	0		-	-	-	30,660			30,660		
Information Technology	248 - Computer Hardware - Assets	571,204	931,720	360,515	Laptops purchased in bulk at the beginning of the financial year. Appox 80. Also networking switches.	437,275	1,008,479	1,597,234	Yes	No		329,467	Expected savings 25/26 \$500k	337,365
	249 - Software Purchase & Upgrade	186,232	931,720	745,488	Primarily relates to the 'Altitude' project not yet commenced	580,000	766,232	1,597,234	No	Yes	850,000	2,694,727	Altitude project \$850k carryforward	864,977
Land Transport Unit	236 - Land Transport Unit - Capital expenditure	-	11,669	11,669	Awaiting Pricing for upgrades to Survey equipment	20,000	20,000	20,000	Yes			132,860		136,045
Libraries	255 - Building Capital Works - general	5,905	31,003	25,098		53,144	59,049	53,144	Yes	No		53,144		20,930
	280 - Libraries Furniture - RFID upgrade, self check machines	6,771	47,691	40,920		34,069	40,840	81,760	Yes	Yes	40,000	90,000		51,199
	281 - Libraries Renewals - general	5,972	11,921	5,949		9,650	15,622	20,440	Yes	No		20,440		54,418
	300 - Purchase Books and Resources	145,289	125,195	(20,094)		64,164	209,453	214,620	Yes	No		214,620		219,765
	337 - Libraries Furniture - General Renewals	-	59,360	59,360	Replacement of Timaru Library dumbwaiter lift	84,800	101,760	Yes	No					
	338 - Libraries Furniture - Library mgmt system	-	87,500	87,500	Market analysis to occur, now not likely until mid 2026. To be included on requested carryforward list at year end	-	-	150,000	No	Yes	150,000	150,000		
Motor Camps	284 - Motor Camps Renewals - General Capex works	632	5,964	5,332		10,200	10,832	10,220	Yes	No		10,220		47,093
	285 - Motor Camps Reseal Programme		0	0		-	-	-	NA - 26/27 project	NA - 26/27 project		20,440		
	293 - Pleasant Point Huts		0	0		-	-	-	15,330			15,330		
Museum	239 - Heritage Hub Fit-out	17,521	281,414	0	Delay in the Museum exhibition development project, work now proceeding.	40,000	57,521	482,423	No	NA - 26/27 project	400,000	3,000,000	882,423	20,929
	303 - South Canterbury Museum - Renewals					-	-	-	Yes					
Parking Enforcement	245 - Plant Purchases including renewal of Farmers parking	-	447,125	447,125	Parking metre replacement. Feb/March spend. Business case to go to SLT on new system and report Council	100,000	100,000	766,500	No	Yes	650,000	650,000		261,625
	286 - Other Capital Works (new/improved asset)	6,089	1,750,000	1,743,911	Sophia Street (farmers) parking building EQ Strengthening. Awaiting Geotech report and changes to government standards	140,000	146,089	3,000,000	No	Partial. Planned scope may reduce pending outcome of Geotech report and legislation	2,855,000	2,860,110	Carryforward - still awaiting Geotech report to reclassify soil class in Timaru to determine if project is required.	
	353 - Reseals/Overlays Capital Works	-	5,964	5,964		-	-	10,220	No		5,110			10,465
Parks	241 - Shared Urban Tracks	512,016	935,081	423,065	Majority to occur in construction season Nov-Mar	1,095,000	1,607,016	1,603,000	Yes	No				
	276 - Land purchases	110,000	29,169	(80,831)	Purchase of land at the Peel forest outdoor pursuits centre. Carryforward from PY	-	110,000	50,000	Yes	No		48,828		49,999
	288 - Parks Reseal Programme	54,131	175,000	120,869	Majority to occur in March/April 26	250,000	304,131	300,000	Yes	No		292,969		299,992
	304 - Renewals (Structures, Services, Furniture, Fences)	71,718	447,125	375,407	Seasonal component to renewals	580,000	651,718	766,500	Yes	No		866,500	Expected savings 25/26: \$100k. Demand driven	784,875
People	275 - HRIS System (Implementation cost)	-	111,475	111,475	Potential new module to add to HRIS system in second half of the year	30,000	30,000	191,100	Yes	No	(51,100)	-	Underbudget. Savings \$160k. 26/27 budget no longer required \$50k. Any further funding will be requested during the LTP process	53,372

Property	306 - Reroof Clyde St, Cameron Courts Temuka, Huffey Street	1,242	89,425	88,183	Paper to go to council in 2026 to discuss options. Clyde sat - rebuild or repair Assessing the implications of new e/q standards and prioritising renewal needs.	153,000	154,242	153,300	Yes	No		153,300			449,988	
352 - Temuka Alpine Energy Stadium - EQ Repairs - Preparedness	-	145,831	145,831		248,000	248,000	250,000	Yes	No							
Public Toilets, Community Support	298 - Public Toilets Renewals	22,464	123,914	101,450	Caroline bay toilet upgrade completed in Sep. Other projects to commence later in the year	4,000	26,464	212,420	Yes	No			Expected savings 25/26 \$185k		125,580	
Public toilet (Zone 1) Strathallan	579,072	-	(579,072)		Strathallan project - carryforward from prior year.	40,000	619,072	-	Yes	No						
Rangitata/Orari Water	301 - Rangitata/Orari Water Supply Capital Work	-	8,750	8,750		15,000	15,000	15,000	Yes - Annual Programme	No		14,648			15,000	
Road/Street Landscapes	243 - CCTV Equipment	5,144	29,806	24,662	New CCTV Camera going on Bay Hill/State Highway 1 following Police Feedback	30,000	35,144	51,100	Yes	No		40,000	Expected savings 25/26: \$15k			
271 - Geraldine Strategic Plan	80,429	41,734	(38,695)			-	80,429	71,540	Yes	No		71,540			73,255	
295 - Pleasant Point Strategic Plan	19,256	41,734	22,478			71,000	90,256	71,540	Yes	No		71,540			73,255	
312 - Temuka Strategic Plan	22,315	41,734	19,419			56,000	78,315	71,540	Yes	No		71,540			73,255	
CityHub Strategy (Strathallan)	192,284	-	(192,284)		Strathallan project - carryforward from prior year.	-	192,284	-	Yes	No						
Rural Stormwater	294 - Pleasant Point Stormwater Renewals and Upgrade	24,208	70,000	45,792		81,368	105,576	120,000	Yes	No	NA - 26/27 project		224,840		230,230	
383 - Pleasant Point Stormwater Network Modelling	0					10,220	10,220	10,220	Yes - Annual Programme	No		40,880			1,664,647	
Seadown Water	308 - Seadown Water Renewals and Upgrade	336,271	747,257	410,986	Currently in design phase for stage 2. Construction to occur in Q3/Q4	972,792	1,309,063	1,281,016	Multi-period project			1,625,675				47,093
380 - Seadown Reservoir and Treatment Upgrade	-	5,964	5,964			-	-	-	Yes - Annual Programme	No		5,110				
381 - Seadown Water Network Modelling	0								NA - 26/27 project							
Social Housing	259 - Convert 3 Bedsites to 2 One Bed Flats - Temuka	3,561	93,331	89,770	Work to be completed in 2026 by June	145,000	148,561	160,000	Yes	No		160,000			319,183	
259 - Social Housing Conversions	8,785	-	(8,785)			-	-	-								
Street Lighting	Street & Public Lighting Renewals	4,489	-	(4,489)		-	-	-								
Subsidised Roading	260 - Cycleway Implementation	158,349	116,669	(41,680)		80,000	238,349	200,000	Yes	No		488,281			499,987	
263 - Minor Projects - Tiling etc	157,847	145,831	(12,016)		Timing - footpath outside Strathallan corner will be done November	-	157,847	250,000	Yes	No					261,625	
290 - Peel Forest Outdoor Pursuits Accessibility Walking	-	29,169	29,169			-	-	50,000	Yes	No						
299 - Public Transportation Infrastructure	-	12,180	12,180			20,000	20,000	20,880	Yes	No		40,880			41,860	
307 - Road Improvement Works - WC341 Low Cost Low Risk	1,110,074	2,625,000	1,514,926		Majority in construction season Sep-Mar. Design and testing underway for Crown Resilience Fund project	1,400,000	2,510,074	4,500,000	No	Yes		2,000,000	6,492,188		4,599,877	
327 - WC 213 Drainage Renewals - includes kerb and channel	402,535	641,585	239,050		Majority in construction season Sep-Mar. Peel Street Geraldine design complete	750,000	1,152,535	1,099,857	Yes	No		1,469,800	26/27 budget increase of \$500k. Additional NZTA funding associated with expenditure if approved		941,850	
328 - WC211 - Unsealed Road Rehabilitation	541,796	366,205	(175,591)		Half completed in Jul/Aug. Other half in Apr/Jun	90,000	631,796	627,775	Yes	No		1,004,300	26/27 budget increase of \$340k. Additional NZTA funding associated with expenditure if approved		680,225	
329 - WC212 - Sealed Road Resurfacing	3,894,082	2,414,951	(1,479,131)		Majority in construction season Sep-Mar.	260,000	4,154,082	4,139,919	Yes	No		4,938,000	26/27 budget increase of \$850k. Sealed Road Resurfacing - extra NZTA Funding Available covering New AC outside Theatre on top of normal programme		4,186,000	
330 - WC214 Rehabilitations	3,106,947	2,626,260	(480,687)		Majority in construction season Sep-Mar.	1,407,000	4,513,947	4,502,161	Yes	No		4,899,000	26/27 budget increase of \$300k. Sealed Road Rebuilding. Additional NZTA funding associated with expenditure if approved		4,709,250	
331 - WC215 - Bridge Structures Component Replacement	263,913	387,506	123,593		Majority in construction season Sep-Mar. Season: October to Jun due to ECAN consent limitations	395,362	659,275	664,300	Yes	No		750,000	664,300		680,225	
332 - WC216 Bridge & Large Culvert Renewals	23,110	884,919	861,809			750,000	773,110	1,517,000	Yes	No			2,775,690	Waiting on NZTA approval for specific bridge replacements. 26/27 increase in addition to carryforward: 600k - Conoor Rd bridge replacement - structure at end of life	1,459,868	
333 - WC222 Traffic Services Renewal	274,653	737,919	463,266		Awaiting Tenders Committee/Council Approval for Strathallan traffic light upgrades	1,000,000	1,274,653	1,265,000	Yes	No		511,000			523,250	
334 - WC224 - Cycle Path Renewals	20,253	29,806	9,553			31,294	51,547	51,100	Yes	No	NA - 26/27 project	51,100	2,044,000	255,500	52,325	
335 - WC225 Footpath Renewals	716,167	875,000	158,833	0	Majority in construction season Sep-Mar.	850,000	1,566,167	1,500,000	Yes	No					2,093,000	
335 - WC221 Environmental Renewals																
<b>New 26/27 budget requests:</b>																
Cartwrights/Kelland/Rosewill Valley Levels Plain Intersection Improvement																
Domain Ave Kerb and Channel Upgrade																
Heaton Hayes Southern Port Access Rail Crossing upgrade																
Conoor Road Intersection Improvement associated with Bridge Renewal																
Pleasant Valley/Craig Road/ Kennedy Street Safety Improvements																
Misc Minor Network Improvements - long standing community requests - list of over 300 projects																



	325 - Wastewater Plant Renewals and Upgrade	735,046	1,788,500	1,053,454	Design phase. Q3/Q4 construction	340,000	1,075,046	3,066,000	Design has been challenging for wet well. Likely to delay construction until 29/30		(1,000,000)	1,022,000	Underbudget. Project to be deferred until 29/30 FY. Updated assessment has reduced priority of renewal. \$2m underbudget in 24/25 and \$1m Annual plan budget to be deferred.	2,093,000
	366 - Investigation Industrial Sewer Pipeline Extention	-	59,619	59,619		102,000	102,000	102,200	Yes	102,200	26/27 budget: \$2.2M to be deferred until WSO develops wastewater servicing strategy in FY30	104,650		
	368 - Inland Towns WWTP upgrades	-	119,231	119,231	Late Q3/Q4 Design phase. Q3/Q4 construction	204,400	204,400	204,400	Yes	355,000	26/27 budget: \$2.2M to be deferred until WSO develops wastewater servicing strategy in FY30	2,616,250		
	369 - Urban Sewer Network Modelling	-	53,655	53,655	Late Q3/Q4	38,325	38,325	91,980	Yes	59,900	26/27 budget: \$400k To be deferred until FY31	470,925		
<b>BAU Activity Total</b>		<b>20,225,886</b>	<b>30,414,115</b>	<b>10,188,229</b>		<b>24,791,429</b>	<b>45,017,315</b>	<b>52,138,462</b>		<b>2,029,900</b>	<b>74,598,729</b>		<b>62,996,306</b>	

Special projects	Project	Jan YTD Actual \$	Jan YTD Budget \$	Variance \$	Commentary	Feb to Jun Forecast Spend	Full year Forecast	Full Year Budget \$	Expected to be completed in 25/26?	Carry forward into 26/27 required?	Estimated Carryforward amount; Changes to Annual Plan	26/27 Annual Plan - Draft 1	Commentary - Annual plan	24-34 LTP Year 3 budget
Aorangi	252 - Aorangi Park Master Plan Stage 1 (indoor court extension)	4,959,856	5,401,669	441,813	Timing - Construction started in October	10,500,000	15,459,856	9,260,000	Multi-period project	No	7,223,680	Timing adjusted for forecasted spend over budget in 25/26	4,088,000	1,569,750
	349 - Equipment and Furniture - new stadium placeholder	-	583,331	583,331	Timing - to be purchased after construction completed	-	-	1,000,000	No	Yes	1,000,000			
Urban Water	258 - Claremont Water Treatment Plant Upgrade	410,340	3,972,031	3,561,691	In tender phase. Contractor expected to be engaged Feb26. Capex dictated by material supply, multimillion dollar membrane to be sourced	2,837,170	3,247,510	6,809,201	Multi-period project		3,561,691	Timing of spend expected to be confirmed later in year	15,825,636	10,465,000
Theatre Royal	314 - Theatre Royal and Heritage Facility Development	4,255,467	6,539,169	2,283,702	Project recently commenced, higher expenditure to occur in later stages.	11,000,000	15,255,467	11,210,000	Multi-period project		25,823,461	Timing adjusted for forecasted spend over budget in 25/26		52,325
<b>Special Projects Total</b>		<b>9,625,663</b>	<b>16,496,200</b>	<b>6,870,537</b>		<b>24,337,170</b>	<b>33,962,833</b>	<b>28,279,201</b>			<b>4,561,691</b>	<b>52,960,777</b>		<b>12,087,075</b>
		<b>29,851,550</b>	<b>46,910,315</b>	<b>17,058,766</b>		<b>49,128,599</b>	<b>78,980,149</b>	<b>80,417,663</b>			<b>6,591,591</b>	<b>127,559,506</b>		<b>75,083,381</b>

Vested assets included as new capital in LTP  
 Total per LTP

5,174,553

80,257,934

**9.15 2026/27 Draft Fees and Charges****Author:** **Steph Forde, Corporate and Strategic Planner****Authoriser:** **Stephen Doran, General Manager Corporate****Recommendation**

That Council

1. Receive and discuss the 2026/27 Draft Fees and Charges report
2. Endorse the proposed changes to Fees and Charges for the 2026/27 financial year as detailed in Attachment 1 to this report.

**Purpose of Report**

- 1 The purpose of this report is to seek Council endorsement of the Draft Fees and Charges for the 2026/27 financial year as detailed in Attachment 1.

**Assessment of Significance**

- 2 This report and the proposed changes are considered of low significance when assessed against Council's Significance and Engagement Policy. This is primarily because it seeks an endorsement of draft fees and charges, and subsequent community engagement is intended, it does not impact levels of service and it is, overall, consistent with Council's intention to enable cost recovery where fees are set below actual cost.

Changes to the proposed draft fees and charges may alter the level of significance and the consultation requirements.

**Background**

- 3 The setting of fees and charges by Council is governed by Section 150 of the Local Government Act 2002 (LGA). This section provides Council with the authority to set fees and charges for goods, services, and regulatory functions, and specifies that a local authority may set a fee or charge at a level that fully or partially recovers the cost of the activity to which it relates.
- 4 Section 150 requires that fees and charges must be set in accordance with the principles outlined in the Act, including consideration of the community outcomes to which the activity contributes and the distribution of benefits between the community as a whole and individuals or groups.
- 5 Council's approach to cost recovery through fees and charges is further guided by the Revenue and Financing Policy, which forms part of the Long Term Plan 2024-2034 (LTP). The Policy establishes the parameters within which fees and charges are set, including the extent to which different activities should be funded through fees versus general rates and other sources.
- 6 The Policy reflects Council's assessment of who benefits from particular services and the appropriate balance between private and public good funding. These limits ensure consistency in Council's approach to revenue generation and provide transparency around the funding mechanisms for different activities.

- 7 The proposed fees and charges have implications for Council's overall financial position. The LTP included a forecast total revenue increase of 7% from fees and charges from 2025/26 to 2026/27, years two and three of the LTP respectively.
- 8 Council is forecasting an overall fees and charges revenue increase of 3.7% for the 2026/27 financial year compared to the December reforecast for the current 2025/26 financial year, which is included in the Draft Budget being presented to Council in this Agenda.
- 9 In considering the above legislative requirements, compliance with Councils Revenue and Financing Policy, and forecast cost recovery associated with maintaining current levels of service for the 2026/27 financial year, Activity and Group Managers have proposed amendments to current Fees and Charges which are detailed in Attachment 1 for Council to consider.

### **Summary of proposed amendments**

- 10 Activity and Group Managers proposing to maintain the current cost for all their fees and charges due to legislative constraints and/or sufficient cost recovery are:
  - Animal Control - pages 2-4
  - Art Gallery – pages 5-6
  - Council and Standing Committee Agendas – page 15
  - Infrastructure Group Administration – page 31
  - Land Information Memorandum – page 32
  - Latter Street Car Park – page 32
  - Land Transport – pages 33-34
  - Licence Fees – pages 36-40
  - Parking – page 44
  - Planning (except for a reduction in Permitted Boundary Activity Notice) – pages 45-48
  - Research and Information Services – page 49
  - Waste Management – pages 58-61
  -

11 Activities proposing to increase the current cost for some fees and charges, by more than 10%, due to insufficient cost recovery are detailed in the table below.

Fee/ Charge	Page #	2026/27	2025/26	\$ Increase	% Increase
Airport, Terminal Users, MTOW <2,000	1	\$30.00	\$26.95	\$3.05	11.3%
Airport, Non-Terminal Users, Business Jet	1	\$250.00	\$200.20	\$49.80	24.9%
Building, notice to fix, Technical Check & Admin	11	\$1,113.00	\$854.70	\$258.30	30%
Cemeteries, Funeral, Stat Holiday/ Sunday, 10am-4pm	14	\$1,800.00	\$1,610.00	\$190.00	12%
Cemeteries, Funeral, Stat Holiday/ Sunday, after 4pm	14	\$2,800.00	\$2,530.00	\$270.00	11%
Cemeteries, Memorial Application Approval	14	\$60.00	\$50.00	\$10.00	20%
Facility Hire, Alpine Energy Temuka, Stadium, 6pm-2am	18	\$60.00 p/hr	\$54.00 p/hr	\$6.00	11%
Facility Hire, Caroline Bay Lounge, Hall, After 11pm	20	\$35.00 p/hr	\$30.00 p/hr	\$5.00	17%
Facility Hire, Caroline Bay Lounge, Hall, Electrical facilities	20	\$0.70 p/unit	\$0.60 p/unit	\$0.10	17%
Facility Hire, Caroline Bay Hall, Electrical facilities	21	\$0.70 p/unit	\$0.60 p/unit	\$0.10	17%
Facility Hire, Aorangi Stadium, Three Sections, Adult/ Senior	25	\$180.00 p/hr	\$150.00 p/hr	\$30.00	20%
Facility Hire, Aorangi Stadium, Three Sections, School/ Junior	25	\$135.00 p/hr	\$114.00 p/hr	\$21.00	18%
Facility Hire, Aorangi Stadium, Two Sections, Adult/ Senior	25	\$120.00 p/hr	\$100.00 p/hr	\$20.00	20%
Facility Hire, Aorangi Stadium, Two Sections, School/ Junior	25	\$90.00 p/hr	\$76.00 p/hr	\$14.00	18%
Facility Hire, Aorangi Stadium, One Section, Adult/ Senior	25	\$60.00 p/hr	\$50.00 p/hr	\$10.00	20%
Facility Hire, Aorangi Stadium, One Section, School/ Junior	25	\$45.00 p/hr	\$38.50 p/hr	\$6.50	18%
Facility Hire, West End Hall, Deposit	29	\$150.00	\$132.00	\$28.00	13%
Library, Timaru Meeting Room	35	\$30.00 p/hr	\$25.00 p/hr	\$5.00	20%
Library, Temuka Meeting Room	35	\$30.00 p/hr	\$25.00 p/hr	\$5.00	20%
Library, Geraldine Meeting Room	35	\$30.00 p/hr	\$25.00 p/hr	\$5.00	20%
Museum, Room Rental, After Hours	41	\$45.00 p/hr	\$40.00 p/hr	\$5.00	12%
Sports Grounds, Site Fees, up to 200m <sup>2</sup>	50	\$70.00	\$50.00	\$20.00	40%
Sports Grounds, Site Fees, 5,000m <sup>2</sup> – 10,000m <sup>2</sup>	50	\$350.00	\$306.00	\$44.00	14%
Swimming Pools, CBay, Admission, Junior (5-17 years)	53	\$5.00	\$4.50	\$0.50	11%
Swimming Pools, CBay, Admission, Buy 10 receive 11, Junior	53	\$50.00	\$44.00	\$6.00	13%
Swimming Pools, CBay, Admission, Buy 10 receive 11, Adult	53	\$80.00	\$71.50	\$8.50	11%
Swimming Pools, CBay, Admission, Buy 20 receive 23, Junior	53	\$100.00	\$88.00	\$12.00	13%
Swimming Pools, CBay, Admission, Buy 20 receive 23, Adult	53	\$160.00	\$143.00	\$17.00	12%
Swimming Pools, CBay, Admission, Buy 50 receive 60, Junior	53	\$250.00	\$220.00	\$30.00	13%
Swimming Pools, CBay, Admission, Buy 50 receive 60, Adult	53	\$400.00	\$357.50	\$42.50	12%

12

13 Activities proposing to decrease some fees and charges by more than 10%, are detailed in the table below. Activity and Group Managers proposing these reductions will be available at the meeting to provide more information.

Fee/ Charge	Page #	2026/27	2025/26	\$ Decrease	% Decrease
Facility Hire, Caroline Bay Soundshell, Deposit	22	\$100.00	\$455.00	\$355.00	78%
Planning, Permitted Boundary Activity Notice	46	\$600.00	\$750.00	\$150.00	20%
Wastewater, Permitted Connection, Annual Charge	55	\$275.00	\$500.00	\$225.00	45%
Building Control, Various Reductions on pages 8-12					

### **Options and Preferred Option**

#### **Option One (preferred)**

14 That Council receive and discuss the 2026/27 Draft Fees and Charges report and;  
Endorse the proposed changes to Fees and Charges for the 2026/27 financial year as detailed in Attachment 1 to this report.

#### **Option Two**

15 That Council receive and discuss the 2026/27 Draft Fees and Charges report and;  
Endorse the proposed changes to Fees and Charges for the 2026/27 financial year as detailed in Attachment 1 to this report with amendments

#### **Option Three**

16 That Council receive and discuss the 2026/27 Draft Fees and Charges report and;  
Do not endorse the proposed changes to Fees and Charges for the 2026/27 financial year as detailed in Attachment 1 to this report and direct officers on next steps.

### **Consultation**

17 Generally speaking, consultation for fee setting occurs either via a bylaw involving the Special Consultive Procedure or following consultation that gives effect to general principles of consultation. Some fees and charges require specific legislative procedures to be adopted, for example under the RMA (which mandates the special consultative procedure, along with other process requirements); or the Civil Aviation Act 2023 which requires specific consultation for changes to charges proposed to be paid by a substantial customer.

18 Officers' advice is that the Special Consultative Procedure is not required for Options One or Two given their minor significance, and the threshold of significance under Council's Significance and Engagement Policy

19 However, to satisfy the general principles of consultation, Officers advise that these two options do require some Community Engagement and recommend this occurs through the public consultation on the development of the Draft Annual Plan 2026/27.

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

20 Local Government Act 2002

21 Timaru District Council Long Term Plan 2024-34

- 22 Timaru District Council Revenue and Financing Policy
- 23 Timaru District Council Significance and Engagement Policy

**Financial and Funding Implications**

- 24 There are no unbudgeted financial or funding implications relating to the endorsement of the Draft Fees and Charges for the 2026/27 financial year, however adopting the final Fees and Charges with the Annual Plan 2026/27 will have financial and funding implications.

**Other Considerations**

- 25 The proposed increase, decrease and maintenance included in the Draft Fees and Charges has a direct impact on Councils overall fees and charges revenue, therefore it is recommended to consider the individual fees and charges in a wider Council revenue context.

**Attachments**

1. **Draft Fees and Charges - Annual Plan 2026/27** 



# Fees and Charges

**For period 1 July 2026 to 30 June 2027**

## Table of Contents

Airport.....	1
Animal Control – Dog Registration .....	2
Animal Control – Dog Impounding Fees.....	4
Animal Control – Impounding Fees (stock) .....	4
Art Gallery .....	5
Assignment of Other Leases (Residential / Commercial / Rural) .....	7
Building Control Services .....	8
Cemeteries .....	13
Council and Standing Committee Agendas.....	15
Council Housing .....	16
Facility Hire – Alpine Energy Community Centre, Temuka .....	18
Facility Hire – Aorangi Pavilion, Timaru .....	19
Facility Hire – Caroline Bay Lounge .....	20
Facility Hire – Caroline Bay Hall .....	21
Facility Hire – Caroline Bay Soundshell.....	22
Facility Hire – Geraldine Pavilion.....	23
Facility Hire – Pleasant Point Town Hall.....	24
Facility Hire – Aorangi Stadium .....	25
Facility Hire – Theatre Royal Timaru – currently closed.....	27
Facility Hire – Washdyke Community and Sports Centre .....	28
Facility Hire – West End Hall .....	29
Fishing Huts .....	30
Infrastructure Group Administration Fees .....	31
Land Information Memorandum .....	32
Latter Street Car Park .....	32
Land Transport.....	33
Library .....	35
Licence Fees.....	36
Museum .....	41



Motor Camps .....	43
Parking .....	44
Planning .....	45
Research and Information Services Charges .....	49
Sports Grounds & Parks .....	50
Stormwater .....	51
Swimming Pools: Geraldine, Pleasant Point and Temuka .....	52
Swimming Pools: Caroline Bay Trust Aoraki Centre (CBay) .....	53
Wastewater .....	55
Water .....	56
Waste Management .....	58



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

#1824417

# Airport

## Casual Users/Visitors

Description	Weight Category (kgs)	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>a) Terminal users</b>				
MTOW	20,001 – 30,000	\$650.00	\$604.45	7.5%
MTOW	10,001 – 20,000	\$410.00	\$398.75	2.8%
MTOW	5,001 – 10,000	\$120.00	\$113.30	5.9%
MTOW	3,501 – 5,000	\$90.00	\$86.90	3.6%
MTOW	2,001 – 3,500	\$70.00	\$66.50	5.3%
MTOW	< 2,000	\$30.00	\$26.95	11.3%
<b>b) Non-terminal users</b>				
MTOW	> 30,000	\$360.00	\$346.50	3.9%
MTOW	20,001 – 30,000	\$160.00	\$154.00	3.9%
Business Jet		\$250.00	\$200.20	24.9%
MTOW	10,001 – 20,000	\$85.00	\$80.30	5.9%
MTOW	5,001 – 10,000	\$62.00	\$60.50	2.5%
MTOW	3,501 – 5,000	\$48.00	\$46.20	3.9%
MTOW	2,001 – 3,500	\$42.00	\$40.15	4.6%
*MTOW	701 – 2,000	\$15.00	\$14.00	7.1%
*MTOW	< 700	\$15.00	\$14.00	7.1%
Helicopters		\$15.00	\$14.00	7.1%
Glider Tow Planes		\$14.00	\$14.00	0.0%
<b>Airport parking</b>				
Daily charge		\$14.30	\$14.30	0.0%
Lost Ticket		\$75.00	\$71.50	4.9%

### Note:

- Touch and Go Practice Landings Treated as One Landing.
- Tow Plane and Glider Charged for Tow Plane Only.
- Scheduled service providers and frequent users based at Timaru Airport subject to separate agreement.
- Unpaid landing fees will incur an administration fee of \$25.00.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

## Animal Control – Dog Registration

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
First Registration Fee for a New Puppy (3 months to 12 months)	\$47.00	\$47.00
Registration Fees for Working Dogs, Rural Pet Dogs, and Selected Dog Owner	\$51.00	\$51.00
Registration Fees for Neutered Dogs (12 months and above)	\$82.00	\$82.00
Registration Fees for Entire Dogs (not desexed) (12 months and above)	\$154.00	\$154.00
Registration Fees for Disability Assist Dog (Certified In Training / Trained)	No charge	No charge

Late Registration: Plus 50% of the appropriate fee (as provided by Statute) in the event of a dog not being re-registered by 1 September.

Dangerous Dog: Plus 50% of the appropriate fee (as provided by Statute) for Dog classified as Dangerous.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Dangerous Dogs – Entire	\$231.00	\$231.00
Dangerous Dogs – Neutered	\$123.00	\$123.00
Dangerous Dogs – Rural/Working	\$77.00	\$77.00
Selected Owners Policy (SOP) Application Fee (New Fee)	\$54.00	\$54.00
3 Plus Licence	\$54.00	\$54.00
SOP/3 Plus Dual Application Fee (New Fee)	\$79.00	\$79.00
SOP/3 Plus Re Inspection Fee	\$43.00	\$43.00
Replacement registration tag	\$6.00	\$6.00



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 2

## Dog Registration / Refunds for Deceased Dogs and Registration / Refunds Pro Rata of Current Fees

Month	Pets (> 1 year)	Pets (> 1 year)	Neutered	Neutered	Working	Working	Rural Pets	Rural Pets	Selected Owner Policy	Selected Owner Policy	Puppy Refunds Only (Deceased)	Puppy Refunds Only (Deceased)
	2026/27 (GST incl.)	2025/26 (GST incl.)	2026/27 (GST incl.)	2025/26 (GST incl.)	2026/27 (GST incl.)	2025/26 (GST incl.)						
July	\$154.00	\$154.00	\$82.00	\$82.00	\$51.00	\$51.00	\$51.00	\$51.00	\$51.00	\$51.00	\$47.00	\$47.00
August	\$142.00	\$142.00	\$76.00	\$76.00	\$47.00	\$47.00	\$47.00	\$47.00	\$47.00	\$47.00	\$43.00	\$43.00
September	\$130.00	\$130.00	\$70.00	\$70.00	\$43.00	\$43.00	\$43.00	\$43.00	\$43.00	\$43.00	\$39.00	\$39.00
October	\$118.00	\$118.00	\$64.00	\$64.00	\$39.00	\$39.00	\$39.00	\$39.00	\$39.00	\$39.00	\$35.00	\$35.00
November	\$106.00	\$106.00	\$58.00	\$58.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00	\$31.00	\$31.00
December	\$94.00	\$94.00	\$52.00	\$52.00	\$31.00	\$31.00	\$31.00	\$31.00	\$31.00	\$31.00	\$26.00	\$26.00
January	\$82.00	\$82.00	\$46.00	\$46.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$22.00	\$22.00
February	\$70.00	\$70.00	\$40.00	\$40.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$23.00	\$18.00	\$18.00
March	\$58.00	\$58.00	\$34.00	\$34.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$14.00	\$14.00
April	\$46.00	\$46.00	\$28.00	\$28.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$10.00	\$10.00
May	\$34.00	\$34.00	\$22.00	\$22.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$6.00	\$6.00
June	\$22.00	\$22.00	\$16.00	\$16.00	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	\$2.00	\$2.00

Note: The Registration of a new puppy is always the stated fee. There is no pro-rata for Registration.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

## Animal Control – Dog Impounding Fees

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
First impoundment in a 12 month period – Dog microchipped	\$100.00	\$100.00
First impoundment in a 12 month period – Dog not wearing tag/not microchipped	\$140.00	\$140.00
Second impoundment in a 12 month period	\$118.00	\$118.00
Third impoundment in a 12 month period	\$129.00	\$129.00
Daily sustenance	\$18.00	\$18.00
Micro-chipping fee – Pound	\$60.00	\$60.00
Micro-chipping fee – community	\$60.00	\$60.00
Surrender	\$50.00	\$50.00
Seizure	\$61.00	\$61.00
Barking collar hire (Hire \$30 & Bond \$30.00)	\$60.00	\$60.00
Adoption from Pound	\$140.00	\$140.00
After hours fee	\$31.00	\$31.00

Appropriate impounding fee applies to dogs returned home by an Animal Control Officer.  
Unregistered dog – above fees plus appropriate registration and micro-chipping charge.

## Animal Control – Impounding Fees (stock)

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Rangers charge out rate	\$100 per hr	\$100 per hr
Travel charge per km	\$1.20	\$1.20

To be charged at the actual charge out rate per hour or part thereof plus any other costs including travel and impounding fees and a 25% administration fee.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

## Art Gallery

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Exhibition Hire (subject to contractual approval and management of the exhibition)</b>		
Main Gallery	\$55.00	\$55.00
Main Gallery – Community Groups	\$44.00	\$44.00
Main Gallery – Corporate Groups	\$110.00	\$110.00
Octagon Foyer	\$35.00	\$35.00
After Hours	\$93.50 per hour plus \$60 per hour Fire Warden charge-	\$93.50 per hour plus \$60 per hour Fire Warden charge-
Hourly staff rate for after hour events	\$60.00	\$60.00
<b>Research Fee per ½ hr (first 15 minutes free)</b>	\$35.00 per half hour	\$35.00 per half hour
<b>Student Research fee</b>	Free	Free
<b>Reproduction Fee (per image outside Copyright)</b>		
Laser print A4	\$8.50	\$8.50
Laser print A3	\$12.50	\$12.50
Digital image (300 dpi jpeg via online link)	\$21.00	\$21.00
A4 Poster	\$63.00	\$63.00
A3 poster	\$84.00	\$84.00
A2 Poster	\$105.00	\$105.00
A1 Poster	\$126.00	\$126.00
Custom size poster	\$POA	\$POA
For images under copyright the applicant is required to produce written authorization from the copyright holder before the Gallery can reproduce the image/s. Any fees payable to a copyright holder is an additional to fees due to the gallery. If the applicant requires the gallery to seek copyright authorisation from the copyright holder this will be charged at research fee rate		



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 5

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Photography Fees</b> Staff hourly rate for photography of artworks (when a new image needs to be created from an original artwork. This fee covers the staff time involved in retrieval of collection items, installation, and photography setup and production)	\$200.00	\$200.00
<b>Publication Fee</b> (per image and per print run)		
Books, Periodicals, Internet	\$93.00	\$93.00
Calendars, Book Covers	\$379.50	\$379.50
Advertising / Publicity (labels, packaging, posters)	\$330.00	\$330.00
TV Programmes and Commercial Films (New Zealand)	\$330.00	\$330.00
TV Programmes and Commercial Films (International)	\$693.00	\$693.00
TV Commercials	\$693.00	\$693.00
Commercial Still Photography and Filming in the Gallery	\$330.00	\$330.00
Postage within NZ	\$11.55	\$11.55
Postage International	\$34.65	\$34.65

Exhibitions initiated by Gallery: No rental, but 30% commission if works are for sale.

**Exhibitions not initiated by Gallery (subject to approval of Gallery Manager)**

Community i.e. "non-profit" Groups	No commission but rental (also refer note below)
Single Artist / Artist Groups	30% commission plus daily rental
Young South Canterbury Solo Artist	25% commission within minimum daily rental
Corporate / Commercial (selling) Exhibition	25% commission and double daily rental

**Note:**

- No commission or rental charge for Friends of Aigantighe.
- Exhibitions falling outside categories to be charged at Gallery Manager's discretion.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 6

## Assignment of Other Leases (Residential / Commercial / Rural)

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Lease details</b>			
Deed of Assignment of Lease requested by Counter Party – Administration Fee	\$300.00 + actual and reasonable legal costs and LINZ registration fees (if applicable)	\$280.00 + actual and reasonable legal costs and LINZ registration fees (if applicable)	7%



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 7

## Building Control Services

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Lodgement / Administration</b>			
Work with a value of less than \$50,000 (Removed)	N/A	\$273.00	
Work with a value of less than \$124,999 (New)	\$320.00	N/A	
Work with a value of between \$50,001 and \$200,000 (Removed)	N/A	\$364.00	
Work with a value of between \$125,000 and \$800,000 (New)	\$560.00	N/A	
Work with a value of between \$200,001 and \$800,000 (Removed)	N/A	\$455.00	
Work with a value of between \$800,001 - \$2,499,999 (New)	\$640.00	N/A	
Work with a value of more than \$800,001 (Removed)	N/A	\$728.00	
Work with a value over \$2,500,000	\$800.00	N/A	
<b>Consent Software Usage (per application)</b>			
Consent Software Usage (value of work up to \$124,000) (Removed)	N/A	\$80.00	
Work with a value of less than \$124,999 (set fee)	\$97.00	N/A	
Consent Software Usage (value of work over \$124,000 x 0.075%) (Removed)	N/A	Invoice	
Value of work \$125,000 - \$800,000 (value of work x 0.075%) (New)	Invoice	N/A	
Value of work \$800,001 - \$2,499,999 (value of work x 0.075%) (New)	Invoice	N/A	
Value of work over \$2,500,000 (set fee) (New)	\$2,265.50	N/A	
<b>Building Consent Minor Applications</b>			
Solid and Liquid Fuel Heating Appliances (minimum charge)	\$552.00	\$601.70	-8%
Solid Fuel Heater (inbuilt/insert) (minimum charge)	\$788.00	\$854.70	-8%
Marquees (minimum charge)	\$552.00	\$601.70	-8%
Demolition (Residential only – minimum charge)	\$552.00	\$601.70	-8%
Solar Hot Water Systems (minimum charge)	\$552.00	\$601.70	-8%
<b>Project Information Memorandum (PIM)</b>			
Standard PIM	\$552.00	\$601.70	-8%



Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
Assessment of Existing Standard PIM (if applicable to new building consent application)	\$198.00	\$222.00	-11%
Small Stand-Alone Dwelling (New)	\$788.00	N/A	
Software usage (per application) (New)	\$97.00	N/A	
<b>Building Consent Advice Notes</b>			
Advice Notes (Minor)	\$198.00	\$222.00	-11%
Advice Notes (All other work)	\$245.00	\$601.70	-59%
<b>Building Consents Technical Assessing/ Inspections/ Amendments/ Minor Variations/ Extension of Time</b>			
Technical Processing (per half hour or part thereof)	\$118.00	\$126.50	-7%
Full Inspection (Removed)	N/A	\$253.00	
Inspection of Building Work (on site or remote, each) (New)	\$245.00	N/A	
Waivers & Modifications (minimum charge)	\$118.00	\$126.50	-7%
Minor Variation (minimum charge)	\$118.00	\$126.50	-7%
Amendment (minimum charge)	\$118.00	\$126.50	-7%
Code Compliance Certificate Issue (minimum charge)	\$198.00	\$222.20	-11%
Extension of Time (start or completion)	\$198.00	\$222.00	-11%
Application Software Usage (Minor variation) (New)	\$97.00	N/A	
<b>Exempt Building Work (schedule one)</b>			
Exempt Building Work Notification	\$160.00	\$191.40	-16%
Exempt Building Work Discretionary (minimum charge)	\$198.00	\$222.20	
Application Software Usage (New)	\$97.00	N/A	-11%



Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Compliance Schedules and BWOFs</b>			
Issue and Register Compliance Schedule (minimum charge)	\$358.00	\$475.20	-25%
Amendment of Existing Compliance Schedules (minimum charge)	\$198.00	\$191.40	3%
Issue and Register Compliance Schedule (one specified system only)	\$198.00	\$191.40	3%
Receiving Building Warrant of Fitness (including BRaDS & SRaDS, minimum charge)	\$80.00	\$191.40	-58%
Audit of Building Warrant of Fitness	\$160.00	\$333.00	-52%
Audit Re-inspection following non-compliance	\$245.00	\$253.00	-16%
Compliance Administration (any follow up of non-compliances, per ½ hr or part thereof)	\$80.00	\$95.70	-25%
<b>Certificates of Acceptance</b>			
Certificate of Acceptance (application lodgement)	\$320.00	\$287.00	11%
Technical Processing (per ½ hr or part thereof)	\$118.00	\$126.50	-7%
Inspection of Building Work (each)	\$245.00	\$253.00	-3%
Section 97(E) fee	\$245.00	Invoice	
Administration (per ½ hr or part thereof)	\$80.00	\$95.70	-16%
Application Software Usage (work value of less than \$124,999) (New)	\$97.00	N/A	
Application Software Usage (work value over \$125,000) (New)	\$426.00	N/A	



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 10

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Other Building Regulatory Charges</b>			
Notice to Fix – Technical Check and Administration minimum charge (plus relevant inspections at full inspection rate)	\$1,113.00	\$854.70	30%
Dangerous, Affected and Insanitary Building (including administration/technical check/inspection, minimum charge)	Invoice	Invoice	
Non-Building Consent Related Inspections	\$245.00	\$253.00	-3%
Certificate for Public Use (including administration/technical check, minimum charge) Note: Cost of any subsequent CPU application = previous charge x 2.	\$434.00	\$477.00	-9%
Section 73 Notice (Building on land subject to natural hazards)	\$472.00	\$854.70	-45%
Section 77 Notice (Building on two or more allotments)	\$472.00	\$854.70	-45%
Section 83 (removal of section 77 notice)	\$236.00	\$222.00	6%
Change of Use/Extension of Life/Subdivision of Building	\$236.00	\$126.50	87%
Building Record Update (minimum charge)	\$80.00	\$348.70	-77%
Building File Request (minimum charge)	\$80.00	-	
Administration General (per half hour or part thereof)	\$80.00	\$95.70	-16%
Application Software Usage (CPU) (New)	\$97.00		
Amusement Device (charges set by legislation) (for 1 device, for the first 7 days of proposed operation or part thereof)	\$11.50	\$11.50	
Amusement Device (charges set by legislation) (for each additional device operated by the same owner, for the first 7 days or part thereof)	\$2.30	\$2.30	
Amusement Device (charges set by legislation) (for each device for each further period of 7 days or part thereof)	\$1.15	\$1.15	



Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>South Island IQP Processing</b>			
<b>Fencing of Residential Swimming Pools</b>			
Exemptions (Schedule One)	\$160.00	\$191.40	-16%
Registration of Swimming Pool	\$198.00	\$348.70	-43%
Pool Safety Audit (minimum charge)	\$316.00	\$333.00	-5%
Re-inspection follow-up (minimum charge)	\$236.00	\$253.00	-7%
Administration (per half hour or part thereof)	\$80.00	\$95.70	-16%
Application	\$322.00	\$322.00	
Per feature / specified system	\$23.00	\$23.00	
Annual Renewals	\$138.00	\$138.00	
<b>Earthquake Prone Buildings</b>			
Registration and maintenance of Earthquake Prone Building Register (per building)	\$400.00	\$444.40	-10%
If technical assessments or reviews are required in addition to the above registration fee, time will be charged at a technical rate per half hour or part thereof	\$118.00	\$126.50	-7%
<b>Contractors and Consultants</b>			
Due to the nature of some applications or the incorporation of specialist services the Council may, at its discretion, refer these applications to consultants for checking. The fees and charges incurred will be additional to the fees identified on this schedule	At Cost	At Cost	
Printing /photocopying of a full Building Consent or additional copies (other than minor consents)	Invoice	Invoice	
USB Drive	\$30.00	\$33.00	-9%
Building Consent Statistics monthly report (fee per month)	\$80.00	\$95.70	-16%
BCA Accreditation levy (minor building consent applications)	\$15.00	\$15.00	
BCA Accreditation levy (all other building consent applications)	\$70.00	\$70.00	
<b>Certain charges remain applicable if an application, approved consent or any other approval type is refused, withdrawn or cancelled.</b>	Invoice	Invoice	
<b>The Building Control Manager has delegated authority to use discretion as required for any of the fees within this list or any other fee or charge relating to Building Control Services.</b>			



## Cemeteries

Description	Type	Plot Purchase	Plot Purchase	Variance	Interment	Interment	Variance
		2026/27 (GST incl.)	2025/26 (GST incl.)		2026/27 (GST incl.)	2025/26 (GST incl.)	
All Cemeteries	Single	\$2,450.00	\$2,300.00	7%	\$2,100.00	\$2,000.00	5%
	Infant (Four years and under)	\$600.00	\$575.00	4%	\$930.00	\$920.00	1%
	Stillborn	\$400.00	\$400.00	0%	\$0.00	\$0.00	
	Ashes	\$725.00	\$690.00	5%	\$430.00	\$420.00	2%
Natural Burial (where available)	Single	\$3,150.00	\$3,000.00	5%	\$2,420.00	\$2,300.00	5%
	Infant	\$1,575.00	\$1,500.00	5%	\$1,120.00	\$1,060.00	6%
RSA Sections (Timaru, Temuka, Geraldine)	Single				\$2,050.00	\$1,950.00	5%
	Ashes				\$420.00	\$410.00	2%



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Additional Charges</b>			
Record search more than ONE request per day	\$30.00	\$30.00	
*Funeral – Saturday (completed 12.00pm to 4.00pm)	\$950.00	\$880.00	8%
*Funeral – Saturday (completed after 4.00pm)	\$2300.00	\$2110.00	9%
*Funeral - Statutory Holiday/Sunday (completed 10.00am to 4.00pm)	\$1800.00	\$1610.00	12%
*Funeral – Statutory Holiday/Sunday (completed after 4.00pm)	\$2800.00	\$2530.00	11%
Funeral – Monday to Friday (completed after 4.00pm)	\$950.00	\$880.00	8%
Dig Grave – Statutory Holiday/Saturday/ Sunday (where requested)	\$950.00	\$880.00	8%
Concrete Removal	\$950.00	\$880.00	8%
Extra Depth (3 Burials in One Plot)	\$950.00	\$880.00	8%
Lowering Device Placement (where supplied by Funeral Director)	\$190.00	\$175.00	9%
Arundel Burial Surcharge	\$1350.00	\$1260.00	7%
Memorial Application Approval	\$60.00	\$50.00	20%

- Burial Warrants (interment) - Must be received by the Customer Services staff at least eight working hours before a burial. For funerals to take place before 2.00pm on Monday or the day following a Statutory Holiday, burial warrants must be received by Customer Services staff prior to 4.00pm on the previous Council work day.
- Funerals on weekends or statutory holiday are subject to availability.
- RSA - Pleasant Point, Pareora West and Arundel do not have an RSA section and Arundel does not have concrete burial berms.
- Memorial Application Approval – All headstones, plaques and other memorials erected in cemeteries must be approved by Council for compliance with the appropriate New Zealand Standard and be applied for and erected by a Monumental Mason.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 14

## Council and Standing Committee Agendas

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Organisations and individuals who request copies of the Council and Standing Committee agendas on a regular basis may be charged a fee of \$30.00 per copy.	\$30.00	\$30.00

Note: This shall not apply to the media.

- Agendas are available from Timaru District Council Website at no cost.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 15

## Council Housing

In accordance with amendments to the Residential Tenancies Act, rent may only be increased every 12 months.

Flat \$20 increase across all properties	Single (weekly) [If full cost recovery required]	Single (weekly) [If full cost recovery required]	Double (weekly) [If full cost recovery required]	Double (weekly) [If full cost recovery required]
	2026/27 (GST incl.)	2025/26 (GST incl.)	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Timaru</b>				
Clyde Street / Le Cren Street – One bedroom	\$206.00	\$186.00	\$240.00	\$220.00
Clyde Carr Crescent – One bedroom	\$196.00	\$176.00	\$220.00	\$200.00
Clyde Carr Crescent – Bedsits	\$170.00	\$150.00	\$195.00	\$175.00
Craigie Avenue – One bedroom	\$201.00	\$181.00	\$225.00	\$205.00
Edinburgh Street – One bedroom	\$221.00	\$201.00	\$240.00	\$220.00
Flemington Street – One bedroom	\$221.00	\$201.00	\$240.00	\$220.00
Hanan Place – One bedroom	\$196.00	\$176.00	\$220.00	\$200.00
7A – 9A Harper Street – One bedroom	\$196.00	\$176.00	\$220.00	\$200.00
9 Harper Street – One bedroom	\$206.00	\$186.00	\$235.00	\$215.00
James Street / Keith Street – One bedroom	\$196.00	\$176.00	\$225.00	\$205.00
Jonas Street – One bedroom	\$211.00	\$191.00	\$240.00	\$220.00
Maltby Avenue – One bedroom	\$221.00	\$201.00	\$240.00	\$220.00
Princes Street – One bedroom	\$201.00	\$181.00	\$225.00	\$205.00
Rhodes Street – One bedroom	\$196.00	\$176.00	\$220.00	\$200.00
Taylor Street – One bedroom	\$181.00	\$161.00	\$205.00	\$185.00
Taylor Street – Bedsits	\$170.00	\$150.00	\$195.00	\$175.00
Victoria Street – One bedroom	\$226.00	\$206.00	\$245.00	\$225.00
Wilson Street – One bedroom	\$196.00	\$176.00	\$220.00	\$200.00
Woodlands Road – One bedroom	\$196.00	\$176.00	\$220.00	\$200.00



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

In accordance with amendments to the Residential Tenancies Act, rent may only be increased every 12 months.

<b>Flat \$20 increase across all properties</b>	<b>Single (weekly) [If full cost recovery required]</b>	<b>Single (weekly) [If full cost recovery required]</b>	<b>Double (weekly) [If full cost recovery required]</b>	<b>Double (weekly) [If full cost recovery required]</b>
	<b>2026/27 (GST incl.)</b>	<b>2025/26 (GST incl.)</b>	<b>2026/27 (GST incl.)</b>	<b>2025/26 (GST incl.)</b>
<b>Temuka</b>				
Hamilton Street – One bedroom	\$196.00	\$176.00	\$220.00	\$200.00
Hewlings Place – One bedroom	\$201.00	\$181.00	\$235.00	\$215.00
King Street – One bedroom	\$201.00	\$181.00	\$220.00	\$200.00
Levens Lane – One bedroom	\$201.00	\$181.00	\$235.00	\$215.00
Whitcombe Street – Bedsits	\$170.00	\$150.00	\$195.00	\$175.00
Wilkin Street – One bedroom	\$196.00	\$176.00	\$220.00	\$200.00
Wilmshurst Road – One bedroom	\$196.00	\$176.00	\$225.00	\$205.00
Wilmshurst Road – Bedsits	\$170.00	\$150.00	\$195.00	\$175.00
Wilmshurst Road / King Street – One bedroom	\$221.00	\$201.00	\$240.00	\$220.00
<b>Geraldine</b>				
Huffey Street – One bedroom	\$201.00	\$181.00	\$220.00	\$200.00
89 Talbot Street – One bedroom	\$188.00	\$168.00	\$213.00	\$193.00
113-115 Talbot Street – One bedroom	\$221.00	\$201.00	\$240.00	\$220.00
<b>Pareora</b>				
King Street – One bedroom	\$201.00	\$181.00	\$225.00	\$205.00
<b>Pleasant Point</b>				
Horton Street – One bedroom	\$196.00	\$176.00	\$220.00	\$200.00
Horton Street – Bedsits	\$165.00	\$145.00	\$190.00	\$170.00



## Facility Hire – Alpine Energy Community Centre, Temuka

**Preparation time** (must be arranged at the time of booking the facilities. This will be charged at the normal hire charge)

**Hire** (minimum hire charge of two hours per hire including preparation / pack out time).

**Public Liability Insurance** The hirer is required to have Public Liability Insurance and provide a confirmation of this to the Council before the booking is confirmed. If the hirer does not have Public Liability Insurance the Council will charge \$17.00 per hire. This provides cover to a maximum of \$2,000,000.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>AD Hally Lounge (upstairs)</b>			
Meetings only	\$33.00 per hour	\$33.00 per hour	
Morning to 6.00pm	\$43.00 per hour	\$42.00 per hour	2%
6.00pm to 2.00am	\$48.00 per hour	\$48.00 per hour	
Maximum Daily Rate (day/night events, multi-day events) – includes kitchen and bar	\$390.00	\$390.00	
Kitchenette	\$15.00 per hire	\$15.00 per hire	
<b>Stadium</b>			
Sporting Activity	\$24.00 per hour	\$24.00 per hour	
Morning to 6.00pm	\$47.00 per hour	\$46.00 per hour	2%
6.00pm - 2.00am	\$60.00 per hour	\$54.00 per hour	11%
Maximum Daily Rate (day/night events, multi-day events) – includes kitchen and changing rooms	\$525.00	\$521.00	1%
Main Kitchen (Tea/Coffee only)	\$18.00 per hire	\$18.00 per hire	
Changing Rooms and Showers	\$41.00 per room	\$41.00 per room	
Heater – Downstairs Stadium	\$2.00 coin operated	\$2.00 coin operated	
Public Liability Insurance Cover (if required)	\$17.00 per hire	\$17.00 per hire	
Deposit -required when booking an event using the maximum fee	\$130.00	\$132.00	-2%
Cancellation Fee (for cancellations made within 48 hours of the hire date)	Forfeit of Deposit	Forfeit of Deposit	



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 18

## Facility Hire – Aorangi Pavilion, Timaru

The Aorangi Pavilion, Lounge, Aorangi Park may be used for sporting events, wedding receptions, exhibitions and public meetings as approved by Council. Other uses are considered on an individual basis. The facilities available are the Lounge which is licensed for 80.

**Preparation time** (must be arranged at the time of booking the facilities. This will be charged at the normal hire charge)

**Hire** (minimum hire charge of two hours per hire including preparation / pack out time).

**Public Liability Insurance** The hirer is required to have Public Liability Insurance and provide a confirmation of this to the Council before the booking is confirmed. If the hirer does not have Public Liability Insurance the Council will charge \$17.00 per hire. This provides cover to a maximum of \$2,000,000.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Hire</b>			
Hall (Including Kitchen)	\$33.00 per hour	\$33.00 per hour	
Changing Rooms	\$20.00 per room	\$20.00 per room	
Deposit	\$60.00	\$66.00	+9%
Cancellation Fee (for cancellations made within 48 hours of the hire date)	Forfeit of Deposit	Forfeit of Deposit	
Public Liability Insurance Cover (if required)	\$17.00 per hire	\$17.00 per hire	



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 19

## Facility Hire – Caroline Bay Lounge

The Caroline Bay Lounge may be used for meetings, seminars, receptions and smaller functions for up to 100 people.

**Hire** Minimum hire charge of two hours per hire. Hirer will be charged from start of booking (including pack in and pack out) until end of booking including hirer's clean up to a maximum of 2 hours and excess hours will be at hirers cost.

**Public Liability Insurance** The hirer is required to have Public Liability Insurance and provide a confirmation of this to the Council before the booking is confirmed. If the hirer does not have Public Liability Insurance the Council will charge \$17.00 per hire. This provides cover to a maximum of \$2,000,000.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Hall (including kitchen)</b>			
-Up to 11pm	\$26.00 per hour	\$26.00 per hour	
-After 11pm	\$35.00 per hour	\$30.00 per hour	17%
Maximum Daily Charge (day/night events, multi-day events)	\$340.00	\$330.00	3%
Electrical facilities (Heating, Lighting etc.)	\$0.70 per unit	\$0.60 per unit	17%
Public Liability Insurance Cover (if required)	\$17.00 per hire	\$17.00 per hire	
Security Check*	\$55.00 per check	\$52.00 per check	6%
Deposit	\$70.00	\$66.00	6%
Cancellation Fee (for cancellations made within 48 hours of the hire date)	Forfeit of Deposit	Forfeit of Deposit	

**\* Security:** Please note an additional charge of securing the lounge will apply to any hire closing **from 11.00pm onwards** as per the security company's scale of charges. Should this fee change, any hirer who requires this service is notified by letter. District Plan rules and bylaws apply limiting hours of use (e.g. noise control).



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 20

## Facility Hire – Caroline Bay Hall

The Caroline Bay Hall may be used for dances, socials, cabarets, wedding receptions, exhibitions and public meetings.

**Hire** Minimum hire charge of two hours per hire, including pack in and pack out) until end of booking including clean up to a maximum of 2 hours and excess hours will be at hirers cost.

**Public Liability Insurance** The hirer is required to have Public Liability Insurance and provide a confirmation of this to the Council before the booking is confirmed. If the hirer does not have Public Liability Insurance the Council will charge \$17.00 per hire. This provides cover to a maximum of \$2,000,000.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Hall</b>			
- 6am to 6pm	\$48.00 per hour	\$46.00 per hour	4%
- 6pm-11pm	\$110.00 per hour	\$108.00 per hour	2%
- After 11pm	\$160.00 per hour	\$145.00 per hour	10%
Maximum Daily Rate (day/night events, multi-day events)	\$950.00	\$937.00	1%
Electrical facilities (Heating, Lighting etc.)	\$0.70 per unit	\$0.60 per unit	17%
Public Liability Insurance Cover (if required)	\$17.00 per hire	\$17.00 per hire	
Security Check*	\$55.00 per check	\$52.00 per check	6%
<b>Miscellaneous Charges</b>			
Use of baby grand piano	\$132.00	\$132.00	
Deposit (required one month prior to your reservation)	\$100.00	\$100.00	
Cancellation Fee (for cancellations made within 48 hours of the hire date)	Forfeit of Deposit	Forfeit of Deposit	4%

**\* Security:** Please note an additional charge of securing the hall will apply to any hire closing **from 11.00pm onwards** as per the security company's scale of charges. Should this fee change, any hirer who requires this service is notified by letter. District Plan rules and bylaws apply limiting hours of use (e.g. noise control).



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 21

## Facility Hire – Caroline Bay Soundshell

The Caroline Bay Soundshell is an outdoor venue with seating for 1,780.

**Deposit** - A deposit is required on signing the Agreement to cover the Statutory Advertising. This will only be refundable if cancellation notice is given one week prior to concert.

**Public Liability Insurance** The hirer is required to have Public Liability Insurance and provide a confirmation of this to the Council before the booking is confirmed. If the hirer does not have Public Liability Insurance the Council will charge \$17.00 per hire. This provides cover to a maximum of \$2,000,000.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Hire - Show Charging Admission</b>			
Deposit (refundable)	\$100.00	\$455.00	-78%
Soundshell hire (including two public notices re Liquor ban / exclusive use and admission charge)	\$500.00 per half day (max 5 hours \$925.00 per day)	\$924.00 per day	
<b>Hire – Show with No Admission Charge or Community Event</b>			
A Community Events is when admission is by donation (gold coin or similar) and/or the net proceeds are being donated to an approved charity or community cause			
Deposit (refundable)	\$300.00	\$303.00	-1%
Hire	\$190.00 per day	\$185.00 per day	3%
Public Liability Insurance Cover (if required)	\$17.00 per hire	\$17.00 per hire	
Cancellation Fee (for cancellations made within 48 days of the hire date)	Forfeit of Deposit	Forfeit of Deposit	

Council does **NOT** offer the following Services: Security, Ticket Sales/Booking Agent, Ushers, Sound, Electrician, Additional Electrical Supply, Additional Spot Lighting, and Additional Stage Lighting. Please make your own arrangements for these services.

The cable tunnel to the stage, if flooded, to be drained at hirers expense

**The Hirer's attention is drawn to the following legal requirements of the Electrical Regulations covering outdoor venues:**

- Should the Hirer's 'Electrical Load' requirements exceed the capacity of the 'Residual Current Device Protected 3 Phase 5 Pin Sockets' then a power supply of '3 Phase 150 Amp' may be drawn from a fuse/switch provided.
- The Hirer's electrician when taking a power connection from the fuse/switch is responsible for arranging his own Electrical Permit and assumes full legal responsibility at all times for the temporary electrical installation whilst it is connected to a power supply.

The Council shall **NOT** accept any responsibility or claims for compensation of loss due to power failure at the venue for whatever reason. The Hirer and the hirer's electrician are totally responsible for all electrical safety of performers, staff and the public.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 22

## Facility Hire – Geraldine Pavilion

**Preparation time** (must be arranged at the time of booking the facilities. This will be charged at the normal hire charge)

**Hire** (minimum hire charge of two hours per hire including preparation / pack out time).

**Public Liability Insurance** The hirer is required to have Public Liability Insurance and provide a confirmation of this to the Council before the booking is confirmed. If the hirer does not have Public Liability Insurance the Council will charge \$17.00 per hire. This provides cover to a maximum of \$2,000,000.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Deposit – required when booking an event using the maximum fee	\$66.00	\$66.00
Cancellation Fee (for cancellations made within 48 hours of the hire date)	Forfeit of Deposit	Forfeit of Deposit
<b>Hall (upstairs)</b>		
Hourly Rate (includes kitchen)	\$33.00 per hour	\$33.00 per hour
Public Liability Insurance Cover (if required)	\$17.00 per hire	\$17.00 per hire
Deposit – required when booking an event using the maximum fee	\$66.00	\$66.00
Cancellation Fee (for cancellations made within 48 hours of the hire date)	Forfeit of Deposit	Forfeit of Deposit
<b>Changing Rooms (downstairs)</b>		
Hire	\$40.00 per hire	\$40.00 per hire
Storage Rooms	By arrangement	By arrangement



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 23

## Facility Hire – Pleasant Point Town Hall

**Hire** Minimum hire charge of two hours per hire. Hirer will be charged from start of booking (including pack in and pack out) until end of booking including clean up. Preparation time to be arranged at time of booking (charged at normal rates).

**Public Liability Insurance** The hirer is required to have Public Liability Insurance and provide a confirmation of this to the Council before the booking is confirmed. If the hirer does not have Public Liability Insurance the Council will charge \$17.00 per hire. This provides cover to a maximum of \$2,000,000.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Hire</b>		
6am to 6pm	\$26.00 per hour	\$26.00 per hour
6pm – 2am	\$35.00 per hour	\$35.00 per hour
Maximum Daily Rate (day/night events, multi-day events)	\$317.00	\$317.00
<b>Miscellaneous</b>		
Heating	\$2.30 per hour of use	\$2.30 per hour of use
Memorial Lounge only	\$18.00 per hour	\$18.00 per hour
Public Liability Insurance Cover (if required)	\$17.00 per hire	\$17.00 per hire
Deposit – Dances, Socials, Cabarets	\$152.00	\$152.00
Cancellation Fee (for cancellations made within 48 hours of the hire date)	Forfeit of Deposit	Forfeit of Deposit



## Facility Hire – Aorangi Stadium

The Southern Trust Events Centre features a large multi-purpose Stadium, a Lounge including Kitchen and Bar, and a Meeting Room.

Commercial and special events rates are available on request. Quoted prices will vary depending on the type of event, spaces required, door charges, services requested etc.

A bond of up to \$1,000 may be charged depending on the usage/function. **Stadium** (up to 2,400 people).

**Public Liability Insurance** The hirer is required to have Public Liability Insurance and provide a confirmation of this to the Council before the booking is confirmed. If the hirer does not have Public Liability Insurance the Council will charge \$17.00 per hire. This provides cover to a maximum of \$2,000,000.

Description	Adult / Senior Competition	Adult / Senior Competition	Variance	School Usage Junior Competition	School Usage Junior Competition	Variance
	2026/27 (GST incl.)	2025/26 (GST incl.)		2026/27 (GST incl.)	2025/26 (GST incl.)	
<b>Full Stadium Floor (three sections)</b>						
Hourly	\$180.00	\$150.00	20%	\$135.00	\$114.00	18%
Full Day (8.00am-5.00pm)	\$1000.00	\$950.00	5%	\$800.00	\$768.00	4%
<b>Full Day and Evening (8.00am-11.00pm)</b>	<b>\$1,595.00</b>				<b>\$1,280.00</b>	
<b>Heating per hour (gas)</b>	<b>\$77.00</b>				<b>\$77.00</b>	
<b>Two Thirds Stadium Floor (two sections)</b>						
Hourly	\$120.00	\$100.00	20%	\$90.00	\$76.00	18%
Full Day (8.00am-5.00pm)	\$750.00	\$700.00	7%	\$580.00	\$511.00	14%
<b>Full Day and Evening (8.00am-11.00pm)</b>	<b>\$1,100.00</b>				<b>\$841.00</b>	
<b>Heating per hour (gas)</b>	<b>\$49.50</b>				<b>\$49.50</b>	
<b>One Third Stadium Floor (one section)</b>						
Hourly	\$60.00	\$50.00	20%	\$45.00	\$38.50	17%
Full Day (8.00am-5.00pm)	\$420.00	\$400.00	5%	\$315.00	\$308.00	2%
<b>Full Day and Evening (8.00am-11.00pm)</b>	<b>\$661.00</b>				<b>\$511.00</b>	
<b>Heating per hour (gas)</b>	<b>\$23.50</b>				<b>\$23.50</b>	



Description	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Upstairs Lounge, Kitchen and Bar (up to 300 people)</b>	<b>Not available</b>	
Morning or Afternoon	Not available	\$158.40
Full Day (8.00am - 5.00pm)	Not Available	\$316.00
Full Day and Evening (8.00am - 11.00pm)	Not Available	\$400.00
Evening only	Not Available	\$250.00
Weddings	Not Available	\$800.00
Other Social Functions	Not Available	\$473.00
Exercise class with own instructor per hour	Not Available	\$66.00
<b>Other Charges</b>		
Cancellation of Booking - at Manager's discretion	-	-
Set up/pack down equipment (per hour) - at Manager's discretion	\$52.80	\$52.80
External Changing Rooms (per room per half day)	\$90.00	\$90.00
Downstairs commercial kitchen (large functions and events)	\$300.00	\$300.00
Security Unlock / Lock up	\$93.00	\$93.00
Public Liability Insurance Cover (if required)	\$17.00 per hire	\$17.00 per hire

Note: The Centre reserves the right to adjust the final account based on the actual level of use, additional services provided, and any damage incurred.

Note: The lounge is not available for hire should the activity involve dancing, jumping and dance music as this creates dynamic floor movements.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 26

## Facility Hire – Theatre Royal Timaru – currently closed.

DRAFT



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 27

## Facility Hire – Washdyke Community and Sports Centre

The Washdyke Community and Sports Centre may be used for meetings, seminars, receptions and functions for up to 200 people.

**Hire of the Lounge and Bar:** Contact Soccer South Canterbury, telephone 03 693 8594 or 027 637 4775.

**Hire of the Squash Courts:** Contact Don McLean, telephone 03 688 6330.

Council administers the hire of the **Gymnasium and the Squash Lounge** as follows:

- **Hire** Minimum hire charge of two hours per hire. Hirer will be charged from start of booking (including pack in and pack out) until end of booking including clean up.
- **Public Liability Insurance** The hirer is required to have Public Liability Insurance and provide a confirmation of this to the Council before the booking is confirmed. If the hirer does not have Public Liability Insurance the Council will charge \$17.00 per hire. This provides cover to a maximum of \$2,000,000.
- The gates to the carpark for Sir Basil Arthur Park are locked daily between 9pm and 7am.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Hire	\$30 per hour	\$30 per hour
Electrical facilities (heating / lighting)	\$0.70 per unit	\$0.60 per unit
Public Liability Insurance Cover (if required)	\$17 per hire	\$17 per hire
Deposit – Required one month prior to reservation	\$80	\$80
Cancellation Fee (for cancellations made within 48 hours of the hire date)	Forfeit of Deposit	Forfeit of Deposit



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 28

## Facility Hire – West End Hall

The West End Hall may be used for meetings, seminars, receptions and functions for up to 200 people.

**Hire** Minimum hire charge of two hours per hire. Hirer will be charged from start of booking (including pack in and pack out) until end of booking including hirer's clean up.

**Public Liability Insurance** The hirer is required to have Public Liability Insurance and provide a confirmation of this to the Council before the booking is confirmed. If the hirer does not have Public Liability Insurance the Council will charge \$17.00 per hire. This provides cover to a maximum of \$2,000,000.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Hire</b>			
Meeting Room (can be hired separately)	\$32 per hour	\$32 per hour	
Hall			
- 6am to 6pm	\$46 per hour	\$46 per hour	
- 6pm to 2am	\$62 per hour	\$62 per hour	
Maximum Daily Charge – day/night events, multi-day events	\$665	\$665	
Committee Room (Masonic Lodge)	\$28 per hour	\$28 per hour	
Ante Room (available only when Committee Room and Lodge Room not in use)	\$20 per hour	\$20 per hour	
Public Liability Insurance Cover (if required)	\$17 per hire	\$17 per hire	
Deposit	\$150	\$132	13%
Cancellation Fee (for cancellations made within 48 hours of the hire date)	Forfeit of Deposit	Forfeit of Deposit	

**Cleaning Costs:** Should the Hall require additional cleaning following hire, the hirer will be charged at an hourly rate.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 29

## Fishing Huts

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
Lease Transfer	\$300.00	\$280.00	7%
Rangitata Hut Lease	\$840.00	\$765.00	10%
Rangitata Hut Lease – Permanent Resident	\$1200.00	\$1115.00	8%
Stratheona Hut Lease	\$840.00	\$765.00	10%



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 30

## Infrastructure Group Administration Fees

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Services Consents (Connection/Disconnections to Public Infrastructure)</b>		
Application Fee	\$750.00	\$750.00
Amendment Fee	\$500.00	\$500.00
Retrospective Approval Fee	\$750.00	\$750.00
Inspection / Re-inspection Fee for non-compliant works or missing information (per inspection)	\$400.00	\$400.00
Charge for works that are non-remedied after non-complaint inspection	Monthly Fee per Site \$300.00	Monthly Fee per Site \$300.00
Bond Application Fee	\$1000.00	\$1000.00
Request for Time Extension (for other than minor changes)	\$300.00	\$300.00
Acceptance of Engineering Design (for new assets to be vested to Council)	At Cost	At Cost
Sign off of Engineering Design (New)	At Cost	At Cost
<b>Occupation of Road Reserve (Installation of Private Services)</b>		
Application Fee	\$750.00	\$750.00
Amendment Fee	\$500.00	\$500.00
<b>Charge Rates (staff time rate)</b>		
Group Manager	\$350.00 per hour	\$350.00 per hour
Unit Manager	\$265.00 per hour	\$265.00 per hour
Senior Engineer	\$265.00 per hour	\$265.00 per hour
Engineer/Technician	\$225.00 per hour	\$225.00 per hour
Infrastructure Planner	\$225.00 per hour	\$225.00 per hour
Administration Staff	\$120.00 per hour	\$120.00 per hour



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 31

## Land Information Memorandum

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Residential Single Unit Properties (based on rating differential)	\$450.00	\$450.00
All Other Properties	\$715.00	\$715.00

## Latter Street Car Park

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Clamping release fee for unauthorised vehicles	\$100.00	\$100.00



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 32

## Land Transport

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Services Consents (Connection/Disconnections to Public Infrastructure)</b>		
Application fee	\$750.00	\$750.00
Vehicle crossing – application fee	Refer CAR fees FB2 and C2	Refer CAR fees FB2 and C2
<b>Occupation of Road Reserve (Installation of Private Services)</b>		
Application fee	\$750.00	\$750.00
Amendment fee	\$500.00	\$500.00
Road Occupation Inspection Fee	\$400.00	\$400.00
Private Bridge / Stock Underpass Structural Inspection Fee	At Cost	At Cost
<b>Corridor Access Request (CAR) – Application Fees</b>		
Non-Excavation CAR – Global Consents	\$2500.00 per annum	\$2500.00 per annum
Non-Excavation – CAR individual	\$110.00	\$110.00
<b>Works within footpaths/berms:</b>		
• Type FB1 (Minor) Up to 6 square metres and/or 20 lineal metres	\$300.00	\$300.00
• Type FB2 (Major) Greater than 6 square metres and/or 20 lineal metres, but less than 10 square metres and/or 100 lineal metres	\$750.00	\$750.00
<b>Works within road carriageway (formed road):</b>		
• Type C1 (Minor) Up to 2 square metres and/or 5 lineal metres	\$850.00	\$850.00
• Type C2 (Major) Greater than 2 square metres and/or 5 lineal metres, but less than 10 square metres and/or 15 lineal metres	\$2500.00	\$2500.00
Project Work Areas greater than the above category types	At Cost	At Cost
<b>All Infrastructure Consents / CAR's</b>		
Regularising work in Road Reserve without an approved Corridor Access Request (obtaining retrospective consent)	At Cost	At Cost
Regularising work in Road Reserve without an approved Temporary Traffic Management Plan (obtaining retrospective consent)	At Cost	At Cost
CAR and/or Temporary Traffic Management time extension or TMP amendment fee	\$300.00	\$300.00
Reinspection Fees for non-compliant works or missing information (defects outstanding)	\$400.00	\$400.00



Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Charge for works that are not remedied after non-compliant inspection – monthly fee per site (CAR)	\$300.00	\$300.00
Temporary Traffic Management Audit and assurance fees	At cost	At cost
<b>Overweight and Overdimension Permit Fees</b>		
Permit Fees are in accordance with Waka Kotahi - Vehicle dimensional and mass permitting manual (volume 1).	As per NZTA (Waka Kotahi) fees	As per NZTA (Waka Kotahi) fees
Additional costs can be charged for applications with less than 3 days' notice	At Cost	At Cost
Additional costs for investigation into feasibility of crossing bridges within proposed route	At Cost	At Cost
Any work to facilitate the movement of an overweight or overdimension vehicle (i.e. signs / bridge engineering supervision)	At Cost	At Cost
<b>Road Closures</b>		
Community Events - Advertising and Traffic Management Costs	No Charge	No Charge
Commercial / Industrial – Advertising and Traffic Management Cost	At Cost	At Cost



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 34

## Library

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
Interloans	From \$10.00	From \$10.00	
Photocopying - A4 – B&W	\$0.50 per side	\$0.50 per side	
Photocopying - A4 – Colour	\$1.50 per side	\$1.50 per side	
Photocopying - A3 – B&W	\$1.00 per side	\$1.00 per side	
Photocopying - A3 – Colour	\$2.00 per side	\$2.00 per side	
<b>Other</b>			
Timaru Meeting Room	\$30.00 per hour Free to Community Groups	\$25.00 per hour Free to Community Groups	20%
Temuka Meeting Room	\$30.00 per hour Free to Community Groups	\$25.00 per hour Free to Community Groups	20%
Geraldine Meeting Room	\$30.00 per hour Free to Community Groups	\$25.00 per hour Free to Community Groups	20%
Lost/Damaged Book	Replacement Cost	Replacement cost	



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 35

## Licence Fees

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Bylaws Licences</b>		
Annual Mobile shop or stall permit/ public trader	\$203.00	\$203.00
Annual Multiple mobile shop outlets for same produce/same trader	\$203.00 for first unit plus 25% for each additional unit	\$203.00 for first unit plus 25% for each additional unit
Monthly Mobile Shop or stall permit / public trader	\$137.00	\$137.00
One Day Mobile Shop / Stall or Hawkers permit / public trader	\$55.00	\$55.00
Street Dining Areas (Permit to Occupy) Timaru, Geraldine, Temuka and Pleasant Point:		
Seat up to 17 persons	\$374.00	\$374.00
Seat 17 + persons	\$731.00	\$731.00
<b>Health Licences</b>		
<b>Application for / Renewal of: -</b>		
Camping Grounds	\$412.00	\$412.00
<b>Food Premises:</b>		
Charge-out rate – to apply to any activities that requires recovery of costs	\$180.00	\$180.00
Administration fees (Food/Health)	\$120.00	\$120.00
<b>Application for / Renewal of:</b>		
Hairdressers	\$253.00	\$253.00
Public Health – Low Risk (i.e. Beauty Therapists [makeup only] - Non-Transferable	\$220.00	\$220.00
Public Health-High Risk (i.e. Skin piercing, Tattooing, etc) - Non-Transferable	\$330.00	\$330.00
Offensive Trades	\$330.00	\$330.00
Funeral Directors	\$330.00	\$330.00
Public Health Pool Registration/Renewal (Bylaw) includes inspection	\$330.00	\$330.00



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 36

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Pre-Opening, etc – Cost of licence plus charge out rate per hour or part thereof	Cost of relevant license plus \$180.00/hr and travel costs	Cost of relevant license plus \$180.00/hr and travel costs
<b>New Registration</b>		
Food Control Plan - single site	\$180.00 fixed fee plus \$90/half hr after 1 <sup>st</sup> hour	\$180.00 fixed fee plus \$90/half hr after 1 <sup>st</sup> hour
Food Control Plan – multi site	\$270.00 fixed fee plus \$90.00 per half hour after 1 <sup>st</sup> hour	\$270.00 fixed fee plus \$90.00 per half hour after 1 <sup>st</sup> hour
National Programme	\$180.00 fixed fee plus \$90/half hr after 1 <sup>st</sup> hour	\$180.00 fixed fee plus \$90/half hr after 1 <sup>st</sup> hour
Consultancy (optional) – new business set up assistance/preopening visit	\$180.00/hr	\$180.00/hr
Food Control Plan Mentoring (optional)	\$360.00 fixed fee	\$360.00 fixed fee
<b>Registration Renewal</b>		
12 month renewal Food Control Plan - single site	\$180.00 fixed fee	\$180.00 fixed fee
12 month renewal Food Control Plan - multi site	\$270.00 fixed fee	\$270.00 fixed fee
24 month renewal National Programme	\$270.00 fixed fee plus \$90 per half hour after 1 <sup>st</sup> hour	\$270.00 fixed fee plus \$90 per half hour after 1 <sup>st</sup> hour
Food Control Plan Mentoring (optional)	\$360.00 fixed fee	\$360.00 fixed fee
<b>Compliance and Monitoring</b>		
Food Control Plan – annual allocation	\$90.00	\$90.00
National Plan – 24 month	\$180.00	\$180.00



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 37

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Verification (Audit)</b>		
Food Control Plan – single site audit	\$360.00 fixed fee plus \$90 per half hr after first 2 hrs	\$360.00 fixed fee plus \$90 per half hr after first 2 hrs
Food Control Plan – multi site audit	\$360.00 fixed fee plus \$90 per half hr after first 2 hrs	\$360.00 fixed fee plus \$90 per half hr after first 2 hrs
Food Control Plan Audit close-out over 15 minutes	\$180.00 per hour	\$180.00 per hour
National Plan 1 Check (one off)	\$180.00 per hour	\$180.00 per hour
National Plan 2 Audit – 3 yearly	\$180.00 per hour	\$180.00 per hour
National Plan 3 Audit – 2 yearly	\$180.00 per hour	\$180.00 per hour
<b>Complaint Driven Investigation</b>		
Complaint driven investigation resulting in enforcement action	\$180.00 per hour plus actual travel costs and disbursement	\$180.00 per hour plus actual travel costs and disbursement
<b>Exemption</b>		
Application and Assessment	\$180.00 per hour	\$180.00 per hour
Travel Charges (applied to the fees above as appropriate)		
Actual Travel Costs	\$1.20 per km plus travel time @ \$180.00 per hour	\$1.20 per km plus travel time @ \$180.00 per hour
<b>Miscellaneous Licences / Fees</b>		
Re-inspection for Non-Compliance - All licences	\$180.00 per hour	\$180.00 per hour
Environmental Health Regulatory Functions and Enforcement	\$180.00 per hour	\$180.00 per hour
Transfer Fee	\$135.00	\$135.00
MPI Titiro Database licence charge	Actual Cost	Actual Cost
MPI Levy collection fee	\$12.65	\$12.65
MPI Levy – Domestic Food business	\$66.13	\$66.13



Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Gambling Act Consent Fee – Deposit (Includes processing of application up to a maximum of 2 hours: Charge out fee per hour or part thereof applies thereafter)	\$440.00 plus \$180.00 charge out fee of \$180.00 per hour or part thereof	\$440.00 plus \$180.00 charge out fee of \$180.00 per hour or part thereof
Public Swimming and Spa Pools – Investigation and Tests	\$180.00 per hr plus lab costs	\$180.00 per hr plus lab costs
<b>Liquor Fees</b>		
Application fees (On, Off, Club)		
Very low	\$368.00	\$368.00
Low	\$609.50	\$609.50
Medium	\$816.50	\$816.50
High	\$1,023.50	\$1,023.50
Very high	\$1,207.50	\$1,207.50
Annual fees (On, Off, Club)		
Very low	\$161.00	\$161.00
Low	\$391.00	\$391.00
Medium	\$632.50	\$632.50
High	\$1,035.00	\$1,035.00
Very high	\$1,437.50	\$1,437.50
Special licence		
Class 3: one or two small events	\$63.25	\$63.25
Class 2: three to twelve small events or one to three medium events	\$207.00	\$207.00
Class 1: one large event, more than three medium events, more than twelve small events	\$575.00	\$575.00
Other application fees		
Public Notice of Application Fee	\$50.00	\$50.00
Managers certificate application and renewal	\$316.50	\$316.50
Temporary authority	\$296.70	\$296.70



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 39

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Temporary licence	\$440.00 plus \$180.00 charge out fee of \$180.00 per hour or part thereof	\$440.00 plus \$180.00 charge out fee of \$180.00 per hour or part thereof
Appeal to Alcohol Regulatory Licensing Authority (paid to ARLA)	\$180.00 per hr plus lab costs	\$180.00 per hr plus lab costs
Extract of register		
Permanent club charter		
<b>Bylaws Regulatory function and Enforcement<sup>3</sup></b>	\$368.00	\$368.00
Removal of advertising signs	\$609.50	\$609.50
Removal of abandoned vehicles	\$816.50	\$816.50
<b>Litter</b>	\$1,023.50	\$1,023.50
a) As permitted under the Litter Act 1979	\$1,207.500	\$1,207.500
b) Clean – up relating to litter and illegal dumping		
<b>Animals Seized under Local Government Act 2002</b>	\$161.00	\$161.00
Sustenance Fee per animal (New Fee)	\$391.00	\$391.00
<b>Bylaws Regulatory functions and enforcement</b>	\$632.50	\$632.50
Breach of Bylaw	\$1,035.00	\$1,035.00

1 Applies to applications for new licences, renewals of licences and variations to licences.

2 Event Definitions:

- Small Event (0 – 100 people)
- Medium Event (100 – 400 people)
- Large Event (more than 400 people)

3 Bylaw fees and fines are charged under the LGA 2002. When the cost of bylaw monitoring and or enforcement related processes exceeds the stated fee, (min. charge), Council may recover all additional costs on a time and cost bases

**Note:** All Liquor Licence Fees are set by Government Statute and are subject to change.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 40

## Museum

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Room rental</b>			
Open Hours	\$45.00 per hour	\$40.00 per hour	12%
After Hours	\$50.00 per hour plus \$60.00 staff charge where applicable	\$50.00 per hour plus \$60.00 staff charge	

**Note:** Use of Digital Theatre equipment will attract further charge to South Canterbury Museum Development Trust. Rental fees may be reduced for organisations linked to the South Canterbury Museum at the Museum Director's discretion.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	2026/27 (GST incl.)	2025/26 (GST incl.)
		Public		SC Historical Society /Friends of the Museum
Photocopying –B/W A4 - per side	\$0.50	\$0.50	\$0.50	\$0.50
Photocopying – Colour A4 – per side	\$1.50	\$1.50	\$1.00	\$1.00
Photocopying –B/W A3 - per side	\$1.00	\$1.00	\$0.50	\$0.50
Photocopying – Colour A3 – per side	\$2.00	\$2.00	\$1.50	\$1.50
Microfilm scans / digital images / colour copies – A4	\$1.50	\$1.50	\$1.00	\$1.00
Microfilm scans / digital images / colour copies – A3	\$2.00	\$2.00	\$1.50	\$1.50
Database printouts – per page	\$1.50	\$1.50	\$1.00	\$1.00
<b>Research</b>				
Research by staff (per ½ hr)	\$40.00	\$40.00	\$35.00	\$35.00



Description	Public	Public	Variance	SC Historical Society/ Friends of the Museum	SC Historical Society/ Friends of the Museum
	2026/27 (GST incl.)	2025/26 (GST incl.)		2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Digital reprints<sup>2</sup></b>					
Catalogue print	\$2.00	\$2.00		\$1.00	\$1.00
Digital images	\$25.00	\$25.00		\$20.00	\$20.00
Commercial use of single image	\$75.00	\$75.00		N/A	N/A
Television or commercial filming in museum <sup>3</sup>	\$350.00	\$320.00	9%	N/A	N/A

1. Prices given are for personal, private and non-commercial purposes. Commercial use of the museum's images will incur further charges.
2. Fee may be reduced or waived with agreement from Museum Director. Filming for advertisements will be charged double the fee.
3. Requests for undigitised images will be subject to the Museum's *Access and Charging for Non-digitised Collections* guide.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 42

## Motor Camps

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Pleasant Point</b>			
Cabins	\$50 adult / \$20 child	\$47.50 adult / \$19 child	5%/5%
Caravan power sites	\$35 adult / \$12 child	\$33 adult / \$12 child	6%/0%
Unpowered sites	\$20 adult / \$10.50 child	\$19 adult / \$10.50 child	5%/0%



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 43

## Parking

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
On Street Meters	\$2.50 per hour	\$2.50 per hour
Sophia Street Carpark	\$2.50 per hour	\$2.50 per hour
Sophia Street Farmers	\$1.50 per half hour or \$12 per day	\$1.50 per half hour or \$12 per day
Library	N/A	N/A
The Landing Services	\$2.50 per hour	\$2.50 per hour
Cains Terrace	\$2.50 per hour	\$2.50 per hour
Bay Hill On Street	\$2.50 per hour	\$2.50 per hour
Cone Hire	\$25 per park per day	\$25 per park per day
Overnight Parking in Caroline Bay Designated Car Park Areas	\$20.00 per vehicle per night	\$20.00 per vehicle per night
<b>Infringement Fees</b> Any parking offence involving parking on a road in breach of a bylaw, in excess of a period fixed by a meter or otherwise, where the excess time is:		
Not more than 30 minutes	\$20.00	\$20.00
More than 30 minutes but not more than 1 hour	\$25.00	\$25.00
More than 1 hour but not more than 2 hours	\$36.00	\$36.00
More than 2 hours but not more than 4 hours	\$51.00	\$51.00
More than 4 hours	\$71.00	\$71.00
More than 6 hours	\$97.00	\$97.00
Failing to display 'Pay & Display' Receipt or pay 'Pay & Park' fee	\$70.00	\$70.00
Parking on broken yellow lines	\$100.00	\$100.00
No evidence of current vehicle inspection - private vehicle	\$200.00	\$200.00
No evidence of current vehicle inspection - commercial vehicle	\$600.00	\$600.00
Parked within 6 metres of an intersection	\$100.00	-
Parked near a corner bend rise or intersection	\$70.00	-
Parked on or near a pedestrian crossing	\$100.00	-
Parked in prohibited area	\$70.00	\$70.00
Parked in a Mobility Space without a permit	\$750.00	\$750.00



## Planning

### Resource Management Fees

Section 36 of the Resource Management Act 1991 enables Council to charge additional fees to recover actual and reasonable costs where the Lodgement Fee is inadequate.

When the total cost to process an application exceeds the Lodgement Fee in Table One, the additional fees are charged at the rates specified in Table Two of this fee schedule.

The Council also reserves its discretion to refund part of the fixed fee if the work required to process the application is less than usual.

The Lodgement Fee will be required to accompany the application. An invoice will be sent for any additional fees. The Lodgement Fee is a deposit only and may not be the complete charge. There may be additional fees or a part refund as explained above.

Discounts shall be paid on administrative charges for applications for resource consent and applications to change or cancel conditions that are not processed within the statutory timeframes. The discounts shall be in accordance with the Regulations to the Resource Management Act 1991.

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Table 1:</b>			
<b>Lodgement Fees (Deposit)</b>			
Notified Consent	\$7,500.00	\$7,500.00	
Limited Notified (service only) Consent	\$5,000.00	\$5,000.00	
Non-notified Subdivision Consent	\$2,000.00	\$2,000.00	
Non-notified Land Use Consent	\$1,800.00	\$1,800.00	
Monitoring deposit for all land use consent (2hours * monitoring officer)	\$310.00	\$310.00	
Non-notified Subdivision Consent - Change to Flats Plan or Unit Title	\$900.00	\$900.00	
Right of Way Approval (not included in Subdivision Consent)	\$900.00	\$900.00	
Revocation of Easements and Consent Notices (not included in Subdivision Consent)	\$900.00	\$900.00	
Existing Allotments Section 226 Certificate (new titles created)	\$900.00	\$900.00	
Section 223 Certificate (survey plan approval)	\$725.00	\$725.00	
Section 224(c) Certificate	\$725.00	\$725.00	



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 45

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
Section 224(c) Certificate including Section 223 Certificate	\$725.00	\$725.00	
Removal of Building Line Restriction	\$900.00	\$900.00	
Certificates of Compliance	\$900.00	\$900.00	
Change or Cancellation of Conditions	\$900.00	\$900.00	
Existing Use Rights and Existing Use Certificate	\$900.00	\$900.00	
Extension of Time	\$900.00	\$900.00	
Outline Plan	\$900.00	\$900.00	
Waiver of Outline Plan	Actual Cost	Actual Cost	
Alteration to a Designation	\$1,200.00	\$1,200.00	
Extension of Time to a Designation	\$1,200.00	\$1,200.00	
Plan Change	\$20,000.00	\$20,000.00	
Notice of Requirements for Designations or Heritage Order	\$6,000.00	\$6,000.00	
Certificates for LMVD	\$0.00	\$0.00	
Overseas Investment Office Certificate	Actual cost	Actual cost	
Pre-Lodgement Work and Research – Staff time researching requests for information held, conducting assessments, attending meeting(s) and writing correspondence prior to the lodgement of specific resource consent application(s) and private plan change(s).	Actual cost after first half hour free	Actual cost after first half hour free	
Permitted Boundary Activity Notice	\$600.00	\$750.00	-20%
Permitted Activity Notice	\$750.00	\$750.00	
Monitoring of Permitted Activity under the National Environmental Standards	\$160.00	\$160.00	
Monitoring of resource consents and monitoring of non-compliance with the Timaru District Plan or the Resource Management Act 1991	\$160.00	\$160.00	



Description	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Table 2:</b>		
<b>Charge Rates (staff time rate)</b>		
District Planning Manager	\$265.00	\$265.00
Team Leader Senior Planner	\$225.00	\$225.00
Senior Planner Intermediate Planner	\$190.00	\$190.00
Planner	\$160.00	\$160.00
Subdivision and Compliance Officer	\$160.00	\$160.00
Monitoring Officer / Biodiversity Officer	\$160.00	\$160.00
Administration Staff	\$120.00	\$120.00
Council Staff from other Units	hourly rate as specified for their role	hourly rate as specified for their role
Public Notices	At cost	At cost
Disbursements	At cost	At cost
Consultants/Legal Advice (incl Aoraki Environmental Consultancy)	At cost	At cost
Commissioning Special Reports	At cost	At cost
<b>Hearing costs</b>		
Hearings Committee	\$116.00 per hour for the chairperson \$93.00 per hour per member who is not the chairperson	\$116.00 per hour for the chairperson \$93.00 per hour per member who is not the chairperson
Commissioner	At Cost	At Cost
<b>Other Charges</b>		
Hard copy of Timaru District Plan (Operative)	250.00 + postage	250.00 + postage
Update to the hard copy of District Plan	At cost	At cost
Allocation of new Rapid Number (includes Plate)	\$70.00	\$70.00
Replacement Rapid Number Plate	\$35.00	\$35.00



Description	2026/27 (GST incl.)	2025/26 (GST incl.)
Bond Application	\$650.00	\$650.00
Bond Refund	Variable	Variable
Road name request	\$900.00	\$900.00

DRAFT



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 48

## Research and Information Services Charges

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>Official Information Enquiries</b>		
Staff time – first half & hour is free then below rates apply per hour or part thereof		
Executive Staff (per hour)	\$350.00	\$350.00
Managers and Team Leaders (per hour)	\$265.00	\$265.00
Professional and Technical Staff (per hour)	\$225.00	\$225.00
Administrative Staff (per hour)	\$120.00	\$120.00



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 49

## Sports Grounds & Parks

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
Private hire per ground (including weddings)	\$80.00	\$75.00	7%
<b>Site Fees</b> - Clubs with facilities on Council land will pay site fees of:			
Up to 200m <sup>2</sup>	\$70.00	\$50.00	40%
200m <sup>2</sup> – 5,000m <sup>2</sup>	\$160.00	\$145.00	10%
5,000m <sup>2</sup> – 10,000m <sup>2</sup>	\$350.00	\$306.00	14%
10,000m <sup>2</sup> – 50,000m <sup>2</sup>	\$520.00	\$480.00	8%
50,000m <sup>2</sup> – 100,000m <sup>2</sup>	\$670.00	\$640.00	5%
100,000m <sup>2</sup> – 200,000m <sup>2</sup>	\$920.00	\$840.00	10%
Greater than 200,000m <sup>2</sup>	\$1800.00	\$1680.00	7%

**Sports fields** - Charges for sports fields will be based on the extra cost of maintaining the area at sports field standard, compared with just maintaining it as a passive green area. These are additional to any Site Fees and reflect the actual marginal cost.

**Hardcourts** - Charges for publicly available Hardcourts and sealed areas will be based on:

- A 25% user capital contribution when the courts are constructed or resealed.
- 20% of the balance being recovered through user charges spread over the life of the improvements
- 20% of the annual maintenance cost recovered from user charges.

Commercial Sporting and Recreation Events- Charges by negotiation

Fundraising events by non-profits – Charges by negotiation



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 50

## Stormwater

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Services Consents (Connection/Disconnections to Public Infrastructure)</b>			
Application Fee		\$750.00	
Inspection/Re-inspection Fee for non-compliant works or missing information (per inspection)	\$410.00	\$400.00	2%
Charge for works that are non-remedied after non-compliant inspection	Monthly fee per site \$305.00	Monthly fee per site \$300	2%
All pipe sizes and manholes – all schemes	Actual Cost + 10% admin fee	Actual Cost + 10% admin fee	
Pipe to water table – rural schemes	Actual Cost + 10% admin fee	Actual Cost + 10% admin fee	
<b>Application for Stormwater Discharge</b>			
Application Fee – using Council acceptable solution	No Charge	N/A	
Application Fee – Specific Design	Actual Cost + 10% admin fee	Actual Cost + 10% admin fee	
<b>Flood Risk Certificate</b>			
Standard	\$1,200.00	\$1,200.00	
Detailed	Actual Cost + 10% admin fee	Actual Cost + 10% admin fee	
<b>Other Fees</b>			
Regularising an unauthorised connection to stormwater (obtaining retrospective consent)	Actual Cost + 10% admin fee	At cost	

Note refer to Infrastructure Group Administration Fees for Staff hourly rates



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 51

## Swimming Pools: Geraldine, Pleasant Point and Temuka

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Admission</b>			
One Preschool (under 5 years) with a paying Adult	No Charge	No Charge	
Junior (5 - 17 years)	\$4.50	\$4.50	
Adult	\$7.00	\$6.60	<b>6%</b>
Adult 65 years and over	\$5.50	\$5.50	
Adult 80 years and over (upon application)	Free Entry	Free Entry	
<b>Family Group Admission</b>			
Adult with 2 Preschoolers (under 5 years)	\$9.00	\$8.50	<b>6%</b>
Adult 65 years and over with 2 Preschoolers (under 5 years)	\$8.00	\$7.70	<b>4%</b>
Adult with Child under 8 (5 to 7 years)	\$7.50	\$7.50	
Adult 65 years and over with Child under 8 (5 to 7 years)	\$7.50	\$7.50	
<b>Entry Only Discounts</b>			
Buy 10 receive 11	\$45.00 junior / \$70.00 adult / \$55.00 for 65+	\$44.00 junior / \$66.00 adult / \$55.00 for 65+	<b>2%/6%/0%</b>
Buy 20 receive 23	\$90.00 junior / \$140.00 adult / \$110.00 for 65+	\$88.00 junior / \$132.00 adult / \$110.00 for 65+	<b>2%/6%/0%</b>
Seasonal swim membership	\$165.00 junior / \$272.00 adult / \$220.00 65+	\$165.00 junior / \$272.00 adult / \$220.00 65+	
Aqua classes (plus admission)	\$3.00	\$3.00	

**Notes:**

- The Recreation Facilities Manager has delegated authority to negotiate the hire of a portion of the facilities.
- One Pre-school child will be admitted to the pool with one paying Adult and the child must remain within arms length.
- <sup>i</sup> Adult 65 years and over - please supply proof of age
- <sup>ii</sup> Adult 80 years and over – application must be made and approved. Application Forms are available on request.



## Swimming Pools: Caroline Bay Trust Aoraki Centre (CBay)

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Admission</b>			
One Preschool (under 5 years) with a paying Adult	No Charge	No Charge	
Junior (5 - 17 years)	\$5.00	\$4.50	11%
Adult	\$8.00	\$7.50	6%
Adult 65 years and over	\$6.00	\$6.00	
Adult 80 years and over (upon application)	Free Entry	Free Entry	
<b>Family Group Admission</b>			
Adult with 2 Preschoolers (under 5 years)	\$10.00	\$9.50	5%
Adult 65 years and over with 2 Preschoolers (under 5 years)	\$8.50	\$8.50	
Adult with Child under 8 (5 to 7 years)	\$10.00	\$9.50	5%
Adult 65 years and over with Child under 8 (5 to 7 years)	\$8.50	\$8.50	
Hydro slide per session (plus admission)	\$4.50	\$4.50	
Sauna / steam / spa per session (plus admission)	\$4.00	\$4.00	
<b>Entry Only Discounts</b>			
Buy 10 receive 11	\$50.00 junior / \$80.00 adult / \$60.50 over 65 years	\$44.00 junior / \$71.50 adult / \$60.50 over 65 years	13%/11%/0%
Buy 20 receive 23	\$100.00 junior / \$160.00 adult / \$121.00 over 65 years	\$88.00 junior / \$143.00 adult / \$121.00 over 65 years	13%/12%/0%
Buy 50 receive 60	\$250.00 junior / \$400.00 adult / \$302.50 over 65 years	\$220.00 junior / \$357.50 adult / \$302.50 over 65 years	13%/12%/0%
<del>Buy 100 receive 125</del>		\$440.00 junior / \$715.00 adult / \$605.00 over 65 years	
<b>Annual swim membership</b>	\$550.00 junior / \$825.00 adult / \$687.50 over 65 years	\$550.00 junior / \$825.00 adult / \$687.50 over 65 years	
<b>Learn to Swim classes</b>			
Explore and Learn - Pipi-frog (was Pipi-swordfish)	\$11.50	\$11.50	
Explore and Learn - Turtle-swordfish	\$13.00	\$13.00	
400Gold – per class – Seal-silver (CBay Learn to Swim After School Programme)	\$14.30	\$14.30	



Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Aqua classes (plus admission)</b>			
Aqua gentle - morning	\$3.50	\$3.30	6%
Aqua fit – evenings	\$5.50	\$5.50	
<b>Fitness Pricing (prices to increase from 6 August – when pool reopens)</b>			
Casual Gym Visit (Includes Group Fitness classes including GRIT & RPM booking in may be required)	\$22.00	\$22.00	
CBay Fitness Locker (3 hours use)	Free	Free	
Premium Full Membership	\$26.95 per week or \$1,155.00 one year membership upfront payment	\$26.95 per week or \$1,155.00 one year membership upfront payment	
Premium Off-Peak Membership	\$19.25 per week or \$924.00 one year membership upfront payment	\$19.25 per week or \$924.00 one year membership upfront payment	
Standard Full Membership	\$20.35 per week or \$984.50 one year membership upfront payment	\$20.35 per week or \$984.50 one year membership upfront payment	
Standard Off-Peak Membership	\$15.95 per week or \$753.50 one year membership upfront payment	\$15.95 per week or \$753.50 one year membership upfront payment	

**Notes:**

- The Recreation Facilities Manager has delegated authority to negotiate the hire of a portion of the facilities.
- One Pre-school child will be admitted to the pool with one paying Adult and the child must remain within arms length.
- <sup>i</sup> Adult 65 years and over - please supply proof of age.
- <sup>ii</sup> Adult 80 years and over – application must be made and approved. Application Forms are available on request.
- Premium Fitness memberships include all facilities - The Pools, Gym, all Les Mills Group Fitness Classes inc. GRIT, RPM, all Aqua Fitness Classes and the Chillax Area (Steam, Sauna & Spa). Standard Fitness memberships include gym facilities only - The Gym, all Les Mills Group Fitness Classes inc. GRIT & RPM Classes.



## Wastewater

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Services Consents (Connection/Disconnections to Public Infrastructure)</b>			
Application Fee	\$750.00	\$750.00	
Inspection/Re-inspection fee for non-compliant works or missing information (per inspection)	\$410.00	\$400.00	2%
Charge for works that are not remedied after non-compliant inspection	Monthly fee per site \$300.00	Monthly fee per site \$300.00	
New Connection – Wastewater Infrastructure	\$3,093.00	\$3,000.00	3%
<b>Connection/Disconnection (Physical Works)</b>			
All pipe sizes and manholes – all locations	Actual Cost + 10% admin fee	Actual Cost + 10% admin fee	
<b>Trade Waste Charges</b>			
Fixed costs – per cubic metre of consented median discharge volume per day	\$1.056	\$1.056	
Variable costs – per cubic metre of discharge (Invoiced after 1 July irrespective of time period covered)	\$0.188	\$0.183	
Non-routine unscheduled Inspection or Investigation (per visit)	\$355.00 + actual costs (e.g. lab fees) + 10% admin fee	\$355.00 + actual costs (e.g. lab fees) + 10% admin fee	
<b>Special Liquid Waste Charges</b>			
Disposal charge (per cubic metre)	\$17.30	\$17.30	
Additional charge for high solids content (per cubic metre) – dependant on solids content – Minimum charge 1 cubic metre	\$275.00	\$275.00	
Solid waste requiring landfill disposal (per tonne)	\$495.00 (\$200.00 minimum charge)	\$495.00 (\$200.00 minimum charge)	
Permitted connection* annual charge <i>*Permitted connection being a tradewaste permit holder that is not metered or subject to an Individual Agreement</i>	\$275.00	\$500.00	-45%
<b>Other Fees</b>			
Regularising unauthorised connection to sewer (obtaining retrospective consent)	Actual Cost + 10% admin fee	At Cost	



## Water

Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
<b>Services Consents (Connection/Disconnections to Public Infrastructure)</b>			
Application Fee - Connection/Disconnection/Flow Alteration – all schemes	\$750.00	\$750.00	
Application Fee – Request to deviate from Downlands Policy	\$995.00	\$966.00	3%
Inspection / Re-inspection fee for non-compliant works or missing information (per inspection)	\$410.00	\$400.00	2%
Charge for works that are non-remedied after non-compliant inspection	Monthly fee per site \$300.00	Monthly fee per site \$300.00	
New Connection – Water Infrastructure	\$3,093.00	\$3,000.00	3%
<b>Connections/Disconnections/Flow Alterations (Physical Works)</b>			
Connections - All pipe sizes – all schemes	Actual Cost + 10% admin fee	Actual Cost + 10% admin fee	
Disconnections - Permanent/ Temporary/Reconnections	Actual Cost + 10% admin fee	Actual Cost + 10% admin fee	
Flow Alterations – Jet Alterations – all schemes	Actual Cost + 10% admin fee	Actual Cost + 10% admin fee	
<b>Backflow Preventor and Water Meter</b>			
Backflow Testing – By Owner	Actual Cost + 10% admin fee	Actual Cost + 10% admin fee	
Backflow Testing – By Council	\$550.00	\$550.00	
Installation	Actual Cost + 10% admin fee	Actual Cost + 10% admin fee	
<b>Sale Price of Water (per cubic metre) (Invoiced after 1 July irrespective of time period covered)</b>			
Geraldine	\$1.13	\$1.10	3%
Pleasant Point	\$1.13	\$1.10	3%
Seadown	\$1.24	\$1.24	
Temuka	\$1.13	\$1.10	3%
Timaru	\$1.13	\$1.10	3%
Winchester	\$1.13	\$1.10	3%
Urban Tanker Filling Points (per cubic metre)*	\$4.64	\$4.50	3%



Description	2026/27 (GST incl.)	2025/26 (GST incl.)	Variance
Fixed annual line fee – for connections charged on a volumetric basis*	As per Targeted Rates Cost (unknown at present)	\$658.00	
<b>Rural Schemes – Connection Fee</b>			
Downlands – per new connection (ie each additional tank)	\$8,119.13	\$7,875.00	3%
Downlands – per Unit	\$9,949.8	\$9,660.00	3%
Orari	\$866.04	\$840.00	3%
Seadown	\$2,219.23	\$2,152.50	3%
Te Moana Downs – per new connection (ie each additional tank)	\$8,119.13	\$7,875.00	3%
Te Moana Downs – per Unit	\$9,959.46	\$9,660.00	3%
<b>Other Fees</b>			
Bond to cover remedial work	\$875.00 minimum to 10% of estimated value of work	\$850.00 minimum to 10% of estimated value of work	3%
Damage to network infrastructure by third party	Actual Cost + 10% admin fee	Actual cost + 10% admin fee	
Regularising an unauthorised take of water including illegal use of standpipes (obtaining a retrospective consent)	Actual cost + 10% admin fee	At cost	
Upper Pareora Water Supply (annual charges) - per Tank Connection	\$750.00	\$726.60	3%
Upper Pareora Water Supply (annual charges) - per Unit	\$299.90	\$290.85	3%

Note refer to Infrastructure Group Administration Fees for Staff hourly rates.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 57

## Waste Management

The small and large options are available upon application.

**Extra Bins** - It is likely that there will be situations where people will require extra bins (limits will apply – contact Council if required – up to two sets per property). For example, an extra recycle or rubbish bin for businesses, an extra compost bin for properties with a large garden. This option is available on application and will be invoiced pro-rata in the first year, after which costs will be charged on rates.

Extra Bin Fee	Compost	Compost	Recycle	Recycle	Rubbish	Rubbish	Glass (New)	Glass (New)
	2026/27 (GST incl.)	2025/26 (GST incl.)						
Standard 140L	\$315.00	\$315.00	\$210.00	\$210.00	\$577.50	\$577.50	\$210.00	\$210.00
Large 240L	\$380.00	\$380.00	\$260.00	\$260.00	\$787.50	787.50	\$260.00	\$260.00

Bin Sets including Delivery (New)		
	2026/27 (GST incl.)	2025/26 (GST incl.)
Standard 140L	As per Targeted Rates Cost (unknown at present)	\$210.00
Large 240L	As per Targeted Rates Cost (unknown at present)	\$260.00

Replacement Bin Fee		
	2026/27 (GST incl.)	2025/26 (GST incl.)
Standard 140L	\$210.00	\$210.00
Large 240L	\$260.00	\$260.00

Bin Reinstatement Fee		
	2026/27 (GST incl.)	2025/26 (GST incl.)
Return of bins after removal for non-compliance	\$150.00	\$150.00



**Geraldine, Pleasant Point, Temuka and Timaru Transfer Station charges (for non-permitted users)**

A Waste Levy of \$80.25 ~~\$74.75~~-(GST incl) per tonne is recovered by Council on behalf of Central Government. This is incorporated into the fees.

Description (all vehicles charged by weight)	Charge by Tonne	Charge by Tonne	Minimum Charge	Minimum Charge
	2026/27 (GST incl.)	2025/26 (GST incl.)	2026/27 (GST incl.)	2025/26 (GST incl.)
Rubbish	\$375.00	\$375.00	\$21.00	\$21.00
Sand, Soil, Clay <sup>1</sup>	\$15.00	\$15.00	\$16.00	\$16.00
Bricks, Blocks, Concrete <sup>2</sup>	\$250.00	\$250.00	\$16.00	\$16.00
Organic	\$115.50	\$115.50	\$16.00	\$16.00
Recyclable	\$90.00	\$90.00	\$16.00	\$16.00

Description	Minimum Charge	Minimum Charge
	2026/27 (GST incl.)	2025/26 (GST incl.)
Public weigh	\$16.00	\$16.00

<sup>1</sup> Sand, Soil and Clay only accepted for household users at Geraldine, Temuka and Pleasant Point Transfer Stations

<sup>2</sup> Applies to recycling delivered to the Materials Recovery Facility only. Free drop-off facilities for recyclable materials are provided at all transfer stations.



## Special Waste Streams

A Waste Levy of \$74.75 (GST incl) per tonne is recovered by Council on behalf of Central Government. This is incorporated into the fees.

Key: t = Tonne

### Waste Materials Requiring Permits

Criteria apply for the delivery of the following goods. Customers may apply to Enviro NZ for the following permits:

Permit Type	Description of Materials	Cost of Materials (GST incl.) 2026/27	Cost of Materials (GST incl.) 2025/26
Organics Permit	Delivery of organic materials to the Compost Facility	\$113.00 / t Minimum fee: \$16.00	\$113.00 / t Minimum fee: \$16.00
Landfill Access Permit (LAP) Waste Category	Delivery of waste to Redruth Landfill	Waste \$335.00 / t Minimum fee: \$50.00	Waste \$335.00 / t Minimum fee: \$50.00
Landfill Access Permit (LAP) Clean fill Category	Delivery of clean fill to Redruth Landfill	Sand, soil, clay \$15.00 / t Minimum fee \$16.00 Slurry \$250.00 / t Minimum fee \$16.00 Hardfill: bricks, blocks, concrete \$250.00 / t Minimum fee \$16.00 Other clean fill as notified	Sand, soil, clay \$15.00 / t Minimum fee \$16.00 Slurry \$250.00 / t Minimum fee \$16.00 Hardfill: bricks, blocks, concrete \$250.00 / t Minimum fee \$16.00 Other clean fill as notified
Waste Manifest	Required for Special or Hazardous Waste	\$375.00 / t Minimum fee \$30.00	\$375.00 / t Minimum fee \$30.00
Cover – Recreational Guidelines – testing and approval required, along with Waste Manifest approval		\$105.00 / t	\$105.00 / t
Decramastic Tiles (no longer accepted as Scrap Metal. Rubbish rate to apply.		\$375.00 / t Minimum fee \$16.00	\$375.00 / t Minimum fee \$16.00

- Polystyrene is no longer accepted at Redruth landfill. Waimate Resource Recovery park does accept polystyrene
- The charge for Slurry, Hardfill, Bricks, Blocks and Concrete has increased to closer reflect the cost of the materials going to Landfill. These items were previously diverted.



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

Page 60

## Recycling Services

Description	2026/27 (GST incl.)	2025/26 (GST incl.)
<b>ESCRAP</b>		
Computer Screen	\$18.00	\$18.00
Televisions and Microwaves	\$20.00	\$20.00
Photocopier/Printer - small - medium (0.1 – 0.5m3)	\$35.00	\$35.00
Photocopier/Printer - large (>0.5m3)	\$60.00	\$60.00
<b>All other miscellaneous electronic items accepted at no charge for households only.</b> <b>Commercial deliveries (schools, organisations, businesses) please contact Council.</b>		
Mice, cellphones, GPS units and digital cameras free for deliveries.		
Child car seat	\$8.00	\$8.00
Whiteware and any other item that requires de-gassing (Removed)		
<b>Tyres – Contaminated tyres not acceptable under Tyrewise Scheme*.</b> <b>Tyres going to landfill must be de-rimmed</b>	\$885.00	\$885.00 / t Minimum Fee \$30.00

\*The Tyrewise Stewardship scheme was introduced in September 2024 and there is no charge applicable for tyres that are accepted under the scheme. The charges quoted are for contaminated tyres. These tyres must be de-rimmed before being accepted at Redruth Landfill – minimum charge applies.

Transfer Station Administration Fees	2026/27 (GST incl.)	2025/26 (GST incl.)
Monday to Friday after hours opening. Actual cost charged if exceeds minimum	\$157.50	\$157.50 Minimum fee
Saturday, Sunday and Public Holidays after hours opening. Actual cost charged if it exceeds minimum	\$210.00	\$210.00 Minimum fee
Drive off Adminstration Fee	\$52.50	\$52.50
Delivery of non-compliant materials. Actual cost charged if it exceeds minimum	\$157.50	\$157.50 Minimum fee



2 King George Place - PO Box 522 Timaru 7940 - Telephone 03 687 7200

- 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 27 January 2026**

**13.2 Section 17A Report - Venture Timaru**

**13.3 Property Divestment - Pacific Street, Timaru**

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
<b>13.1 - Public Excluded Minutes of the Council Meeting held on 27 January 2026</b>  <b>Matters dealt with in these minutes:</b>  12.1 - Public Excluded Minutes of the Council Meeting held on 9 December 2025  12.2 - Bad Debts Written Off as at 31 December 2025  12.3 - Fraser Park Community Trust Loan Requirements  12.4 - Timaru Intersection Upgrade Project - MBIE Funding  12.5 - Theatre Royal and Museum Construction Project Tenders  12.6 - Strathallan Corner Traffic Signal Upgrade	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 27 January 2026 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987.  The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 27 January 2026.

12.7 - Property Divestment - 14-16 Butler Street and 17-21 Bank Street		
<b>13.2 - Section 17A Report - Venture Timaru</b>	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy, including the privacy of deceased persons
<b>13.3 - Property Divestment - Pacific Street, Timaru</b>	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information  s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	To protect commercially sensitive information  To enable Council to carry out commercial activities

\*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.”