



AGENDA

Ordinary Council Meeting Tuesday, 9 December 2025

Date Tuesday, 9 December 2025

Time 2:00 pm

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1810786

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 9 December 2025, at 2:00 pm.

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.

Stephen Doran

Acting Chief Executive

Order Of Business

1	Opening Prayer and Waiata	5
2	Apologies	5
3	Public Forum	5
4	Identification of Urgent Business	5
5	Identification of Matters of a Minor Nature	5
6	Declaration of Conflicts of Interest	5
7	Confirmation of Minutes	6
7.1	Minutes of the Council Meeting held on 28 October 2025	6
7.2	Minutes of the Council Meeting held on 31 October 2025	30
7.3	Minutes of the Council Meeting held on 4 November 2025	38
8	Schedules of Functions Attended	56
8.1	Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors	56
9	Reports	60
9.1	Presentation of Venture Timaru Limited Annual Report 2024/25	60
9.2	Venture Timaru Quarterly Report (01 July to 30 September 2025)	84
9.3	Presentation of Timaru District Holdings Limited Audited Annual Report 2024/25	103
9.4	Timaru District Holdings Limited Quarterly Report (01 July to 30 September 2025).....	140
9.5	Actions Register Update	146
9.6	Appointments to Council Organisations/Joint Committees and Affiliated Organisations.....	161
9.7	Appointment of Community Board Members to a Local Organisations	163
9.8	Decisions made under delegation during the 2025 interim election period.....	165
9.9	RiskPool Trust Deed Variation	166
9.10	Council Financial Performance Report to 31 October 2025	194
9.11	Annual Plan 2025/26 Three Month Service Performance Report for the period 01 July to 30 September 2025	207
9.12	Overnight Parking on Grass Area at Caroline Bay	266
9.13	Road Naming Proposal - 21 Lot Subdivision between Whitcombe Street and Alexandra Street.....	270
9.14	Fitzgerald Road Stopping, between Looker Road and State Highway One	311
9.15	CBD Group Parking Petition to Extend Free Parking on Stafford Street	315
9.16	South Rangatata Reserve Management Plan.....	324

10	Consideration of Urgent Business Items.....	380
11	Consideration of Minor Nature Matters.....	380
12	Public Forum Items Requiring Consideration.....	380
13	Exclusion of Public.....	381
13.1	Public Excluded Minutes of the Council Meeting held on 4 November 2025	381
13.2	Pleasant Point Pool electrical infrastructure upgrades.....	381
13.3	Property Divestment - Ratification of Offer - Pareora Closed Landfill - Cnr Sands Road and State Highway 1	381

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

7 Confirmation of Minutes

7.1 Minutes of the Council Meeting held on 28 October 2025

Author: Jessica Kavanaugh, Democracy Services Lead

Recommendation

That the Minutes of the Council Meeting held on 28 October 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Council Meeting held on 28 October 2025**



MINUTES

Ordinary Council Meeting Tuesday, 28 October 2025

Ref: 1810786

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 28 October 2025 at 2:05 pm**

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: Stephen Doran (Acting Chief Executive and General Manager Corporate), Andrew Dixon (General Manager Assets and Infrastructure), Andrea Rankin (Chief Financial Officer), Paul Cooper (General Manager Regulatory), Elliot Higbee (Legal Services Manager), Suzy Ratahi (General Manager Land Transport), Andrew Lester (General Manager Drainage and Water), Michael Priest (General Manager Gallery, Libraries, Archives & Museum), Justin Bagust (Chief Information Officer), Andrea McAlister (General Manager People & Capability), Mike Wrigley (General Manager Recreation Facilities), Brendan Madley (Senior Policy Advisor) Meghan Taylor (Maddison Gourlay (Marketing and Communications Advisor), Jessica Kavanaugh (Democracy Services Lead)

1 Declarations

7.1 Declaration by the Mayor

The Acting Chief Executive invited the Mayor-elect to make his declaration as follows:

Declaration by Mayor

I, Nigel William Bowen, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Timaru District, the powers, authorities, and duties vested in, or imposed upon, me as Mayor of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Mayor Nigel Bowen assumed Chair at 2.15pm

7.2 Declaration by Councillors

Mayor Nigel Bowen invited the Councillors to make their declarations in the following order:

Peter John BURT

Philip Francis HARPER

Owen Francis JACKSON

Stuart Bruce PIDINGTON

Michelle Louise PYE

Stacey Alice SCOTT

Robert Scott SHANNON

Christopher Robert THOMAS

Graeme Leslie WILSON

Declaration by Member

I, [full name of Member], declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Timaru District, the powers, authorities, and duties vested in, or imposed upon, me as Member of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Attachments

- 1 Signed Declarations Elected Members

**TIMARU DISTRICT COUNCIL****DECLARATION BY MAYOR**

I, **NIGEL WILLIAM BOWEN**, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Timaru District, the powers, authorities, and duties vested in, or imposed upon me as Mayor of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Timaru on this 28th day of October 2025

Signature

A handwritten signature in black ink, appearing to be 'Nigel Bowen', written over a horizontal line.

Signed in the presence of

A handwritten signature in black ink, appearing to be 'Stephen Doran', written over a horizontal line.

Stephen Doran
ACTING CHIEF EXECUTIVE

**TIMARU DISTRICT COUNCIL****DECLARATION BY MEMBER**

I, **GRAEME LESLIE WILSON**, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Timaru District, the powers, authorities, and duties vested in, or imposed upon me, as a member of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Timaru on the 28th day of October 2025

Signature

A handwritten signature in black ink, appearing to read 'G. Wilson', written over a horizontal line.

Signed in the presence of

A handwritten signature in black ink, appearing to read 'Nigel Bowen', written over a horizontal line.

Nigel Bowen
MAYOR

**TIMARU DISTRICT COUNCIL****DECLARATION BY MEMBER**

I, **CHRISTOPHER ROBERT THOMAS**, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Timaru District, the powers, authorities, and duties vested in, or imposed upon me, as a member of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Timaru on the 28th day of October 2025

Signature

A handwritten signature in black ink, appearing to read 'C. R. Thomas', written over a horizontal line.

Signed in the presence of

A handwritten signature in black ink, appearing to read 'Nigel Bowen', written over a horizontal line.

Nigel Bowen
MAYOR

**TIMARU DISTRICT COUNCIL****DECLARATION BY MEMBER**

I, **ROBERT SCOTT SHANNON**, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Timaru District, the powers, authorities, and duties vested in, or imposed upon me, as a member of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Timaru on the 28th day of October 2025

Signature

A handwritten signature in black ink, appearing to be 'R. Shannon', written over a horizontal line.

Signed in the presence of

A handwritten signature in black ink, appearing to be 'Nigel Bowen', written over a horizontal line.

Nigel Bowen
MAYOR

**TIMARU DISTRICT COUNCIL****DECLARATION BY MEMBER**

I, **STACEY ALICE SCOTT**, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Timaru District, the powers, authorities, and duties vested in, or imposed upon me, as a member of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Timaru on the 28th day of October 2025

Signature 

Signed in the presence of



Nigel Bowen
MAYOR

**TIMARU DISTRICT COUNCIL****DECLARATION BY MEMBER**

I, **STUART BRUCE PIDDINGTON**, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Timaru District, the powers, authorities, and duties vested in, or imposed upon me, as a member of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Timaru on the 28th day of October 2025

Signature

A handwritten signature in black ink, appearing to be 'Stuart Piddington', written over a horizontal line.

Signed in the presence of

A handwritten signature in black ink, appearing to be 'Nigel Bowen', written over a horizontal line.

Nigel Bowen
MAYOR

**TIMARU DISTRICT COUNCIL****DECLARATION BY MEMBER**

I, **MICHELLE LOUISE PYE**, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Timaru District, the powers, authorities, and duties vested in, or imposed upon me, as a member of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Timaru on the 28th day of October 2025

Signature

A handwritten signature in black ink, appearing to be 'ML Pye', written over a horizontal line.

Signed in the presence of

A handwritten signature in black ink, appearing to be 'Nigel Bowen', written over a horizontal line.

Nigel Bowen
MAYOR

**TIMARU DISTRICT COUNCIL****DECLARATION BY MEMBER**

I, **PHILIP FRANCIS HARPER**, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Timaru District, the powers, authorities, and duties vested in, or imposed upon me, as a member of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Timaru on the 28th day of October 2025

Signature 

Signed in the presence of



Nigel Bowen
MAYOR

**TIMARU DISTRICT COUNCIL****DECLARATION BY MEMBER**

I, **OWEN FRANCIS JACKSON**, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Timaru District, the powers, authorities, and duties vested in, or imposed upon me, as a member of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Timaru on the 28th day of October 2025

Signature

A handwritten signature in black ink, appearing to be 'Owen Jackson', written over a horizontal line.

Signed in the presence of

A handwritten signature in black ink, appearing to be 'Nigel Bowen', written over a horizontal line.

Nigel Bowen
MAYOR

**TIMARU DISTRICT COUNCIL****DECLARATION BY MEMBER**

I, **PETER JOHN BURT**, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of the Timaru District, the powers, authorities, and duties vested in, or imposed upon me, as a member of the Timaru District Council by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Dated at Timaru on the 28th day of October 2025

Signature 

Signed in the presence of



Nigel Bowen
MAYOR

The Council meeting adjourned at 2.28pm

The meeting reconvened at 2.50pm

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

- Clr Stacey Scott declared a conflict of interest in item 7.15 Venture Timaru Ltd: Appointment of Proxy for Annual General Meeting.

7 Reports**7.3 Election of Deputy Mayor**

The purpose of the report is for the Council to elect or appoint the Deputy Mayor.

The Mayor spoke to the report and nominated Clr Scott Shannon to be appointed the Deputy Mayor.

Resolution 2025/129

Moved: Clr Peter Burt

Seconded: Mayor Nigel Bowen

That Council:

1. Resolves which voting system (System A under clause 25(4) of Schedule 7 of the Local Government Act 2002) is to be used to elect or appoint the Deputy Mayor

Carried

Resolution 2025/130

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

That Council:

1. Appoints Clr Scott Shannon as Deputy Mayor by way of the selected voting system (system A), pursuant to clause 17(1) of Schedule 7 of the Local Government Act 2002.

Carried

7.4 General Explanation by the Chief Executive

The Acting Chief Executive and Legal Services Manager spoke to the report to provide Councillors a general explanation of the Local Government Official Information and Meetings Act 1987 and other statutes. The Local Government Act 2002 requires this to be provided to the first meeting of the Council following a triennial general election of members.

Resolution 2025/131

Moved: Clr Michelle Pye

Seconded: Clr Scott Shannon

That Council receives and notes the advice of the Chief Executive regarding key legislation that applies to members of the Council, its Committees and Community Boards.

Carried

7.5 Council Appointments and Delegations to Community Boards

The Acting Chief Executive spoke to the report to appoint Council members to the Council's three Community Boards, and approve delegations to those Community Boards.

It was noted the a change in the delegation regarding making submissions.

Resolution 2025/132

Moved: Clr Stacey Scott

Seconded: Clr Graeme Wilson

1. That pursuant to Section 19F of the Local Electoral Act 2001, the following appointments be made:

Geraldine Community Board	Clr Philip Harper
Pleasant Point Community Board	Clrs Michelle Pye and Scott Shannon
Temuka Community Board	Clrs Michelle Pye and Scott Shannon

2. That pursuant to clause 32(6) of Schedule 7 of the Local Government Act 2002, the following powers are delegated to each Community Board:

- a. A Community Board may make recommendations on any matters relating to Council's Annual Plan, Long Term Plan (in its entirety), Revenue and Policies relevant to the Board's area of responsibility, including review of representation arrangements required under the Local Electoral Act 2001.
- b. Where a Community Rate has been established, to determine how the monies so collected and provided for in the annual budget will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the Community Board.
- c. Where a Community Board has access to strategic funding, to determine how the monies provided will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the Community Board.

- d. In the case of the Temuka and Geraldine Community Boards, to make recommendations to the Public Trustee on Thomas Hobson Trust grant applications.
- e. If the Community Board considers it appropriate to make a submission to an external body / organisation on a matter this must be consulted on with the Chief Executive and raised for determination by the Board, within an agenda.

Carried

7.6 Delegations to the Chief Executive

The Acting Chief Executive and Legal Services Manager spoke to the report for the Council to reaffirm its existing delegation of powers, functions, and duties to the Chief Executive.

Discussion was had on the specific delegations of the power to authorise or otherwise commit the Council to any expenditure exceeding that in the current Annual Plan / Long Term Plan, the power to cease any existing function or commence any new significant activity, and the ability to define the wording for clarity.

Resolution 2025/133

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

That Council endorses the delegations to the Chief Executive as set out in the attached first 21 pages of the delegation manual.

Carried

7.7 Fixing of the date and time of the first Ordinary Meetings of Council for the 2025-28 Triennium

The Acting Chief Executive spoke to the report for Council to confirm the date and time of its first two meetings for the 2025-28 triennium.

Resolution 2025/134

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

That Council fix the first two ordinary meetings of Council to be held on 31 October 2025 and 04 November 2025 at 2.00pm.

Carried

7.8 Adoption of Code of Conduct

The Acting Chief Executive spoke to the report to present for approval the draft Code of Conduct for all elected members that will set the expected behaviours towards each other, the Chief Executive, officers, the media, and the general public during the current term of Council.

Discussion was had on the relationship between council officers and Elected Members and the protocol in place. It was also raised the process for a complaint from a member of the public and the ability to require some form of identity.

Resolution 2025/135

Moved: Clr Michelle Pye

Seconded: Clr Peter Burt

That Council adopts the Code of Conduct for Timaru District Council Elected Members.

Carried

7.9 Adoption of Standing Orders

The Acting Chief Executive spoke to the report to propose the adoption of a new set of Standing Orders for use by Council and its Committees and Subcommittees.

Discussion included the formalities of the speaking and moving motion options available in the standing orders.

Resolution 2025/136

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

That Council;

1. Receive and note the Adoption of Standing Orders report; and
2. Confirms its preference as option A for speaking and moving motions
3. Adopts the Timaru District Council Standing Orders 2025.

Carried

7.10 Committee Structure

To receive a tabled memo from the Mayor on the Committee structure for the 2025-2028 triennium.

Discussion was had on the possible frequency of the proposed committees/subcommittees, the ability for continued transparency of meetings, and the difference between subcommittees and subordinate decision-making committees.

Resolution 2025/137

Moved: Clr Michelle Pye

Seconded: Clr Peter Burt

That Council receives and notes the memo tabled from the Mayor on the Committee Structure for the 2025-2028 triennium.

Carried

Attachments

- 1 Mayors memo to Council 28.10.25 - attachment to minutes 1801684

Letter from Mayor:

Office of the Mayor

28 October 2025

To: The Council

From: The Mayor

Subject: Council Subordinate Decision-Making Committee – Committee Structure, Chairpersons and Membership

This memorandum is to confirm I am exercising my powers under section 41A of the Local Government Act 2002 to establish Timaru District Council's committees, subcommittees and sub-ordinate decision-making bodies.

My committee structure is designed to ensure Council business is managed efficiently and effectively, with priority areas receiving dedicated governance through specific subordinate decision making bodies. For practical reasons, these will be called "sub-committees", however they will report directly to Council.

This term I want us to make effective decisions and spend more time in the community.

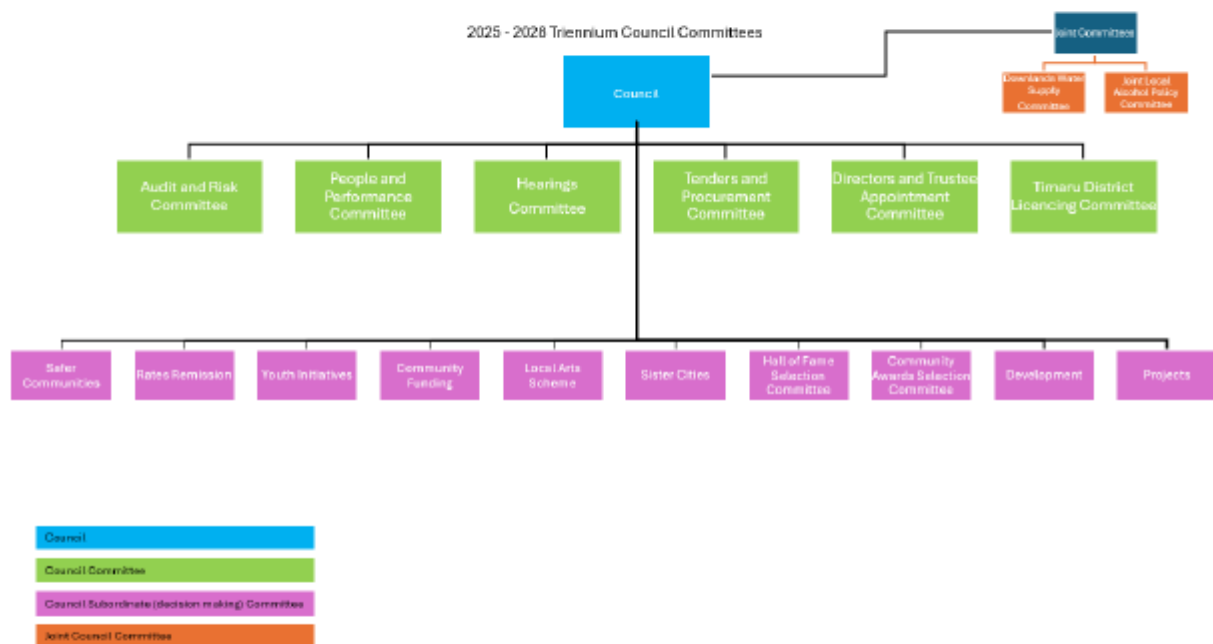
The structure has been developed to focus on pro-active governance across the distinct priorities of Council. These committee priorities may change throughout the triennium and Elected members will have to be open to evolving this structure to best navigate the challenges of our District and Local Government as a whole. We are all here to represent the people of Timaru, govern the Council and serve the District.

I have taken the following governance principles into consideration:

1. Our governance structure should enable the efficient and effective exercise of functions and powers.
2. Decisions should be made once, not twice.
3. Council decision-making should be transparent and facilitate community participation
4. All Councillors should be involved in significant strategic and operational matters, but those matters not requiring the oversight of all Councillors should be delegated to smaller committees that meet less regularly and report to Council.
5. The Council and all committees exercise their powers and functions in accordance with the Local Government Act 2002, other applicable legislation and the Standing Orders.
6. Each committee's powers are restricted to the areas of responsibility of that committee.
7. A decision made by a subordinate decision-making committee under delegation from the Council has the same effect as if it was made by the Council.

8. A committee is not obliged to exercise a power or function delegated to it; where appropriate the power or function can be referred to the Council for a decision.
9. All members are expected to attend the meetings for which they are appointed members.
10. At a subordinate decision-making committee level this allows for non-elected members to be appointed through a process if there is benefit from a skill or knowledge set that doesn't sit around the table.

Committees of Council



In the coming week I'll be focusing on confirming the committee names, assigning Chairs and memberships and discussing delegations and the Terms of Reference for each committee, which will be considered at the Council meeting on 4 November.

Mayor Nigel Bowen

7.11 External Governance Appointments Policy

The Senior Policy Advisor spoke to the report for Council to consider and adopt the proposed External Governance Appointments Policy and provide delegated authority to the Chief Executive to approve non-material changes to the policy outside of formal reviews.

It was noted that the policy would need to reflect the changes to the committee structure.

Resolution 2025/138

Moved: Deputy Mayor Scott Shannon

Seconded: Cllr Michelle Pye

That Council:

- 1) Adopt the External Governance Appointments Policy;
- 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.

Carried

7.12 Public Excluded Meetings and Workshops Policy

The Senior Policy Advisor spoke to the report for Council to consider and adopt the proposed Public Excluded Meetings and Workshops Policy, and provide delegated authority to the Chief Executive to approve non-material changes to the policy outside of formal reviews.

It was noted under point 19 amended should not be struck out and that the policy would need to reflect the changes to the committee structure.

Discussion was had on how this policy performs against other councils around the Country. There was discussion on the council providing an edited highlights video however, the risks of council officers undertaking this task were advised.

Further discussion was had on the ability for Council to adopt the Public Excluded Meetings and Workshops Policy now and then make further changes as required regarding the committee structure, which can be decided by Council.

Resolution 2025/139

Moved: Cllr Peter Burt

Seconded: Cllr Stacey Scott

That Council:

- 1) Adopt the Public Excluded Meetings and Workshops Policy;
- 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.

Carried

7.13 Triennial Reconstitution and Membership of the Downlands Water Scheme Joint Committee

The General Manager Drainage and Water spoke to the report for Council to appoint Timaru District Council representatives to the Downlands Water Scheme Joint Committee in terms of the Agreement.

Discussion was had on the previous appointments, including a Pleasant Point Community Board member, due to a historical which reflected when Pleasant Point was a part of the Downlands Scheme, but it is no longer supplied from the Downlands Scheme.

Resolution 2025/140

Moved: Mayor Nigel Bowen

Seconded: Cllr Graeme Wilson

1. That Council reconstitutes the Joint Standing Committee for the Governance of the Downlands Water Supply Scheme with the same delegated functions, powers, duties and voting rights that existed immediately prior to its discharge on the 2025 triennial general election of members.
2. That Council in accordance with the Joint Committee Agreement – Downlands Water Scheme:
 - (a) appoints the Deputy Mayor as the elected member of the Downlands Joint Committee; and
 - (b) appoints the Mayor, and Cllr Philip Harper, Cllr Stacey Scott and Cllr Michelle Pye to the Downlands Joint Committee

Carried

7.14 Timaru District Holdings Limited: Appointment of Proxy for Annual General Meeting

To appoint a proxy and alternative proxy to represent Council and vote on all matters at the Annual General Meeting of Timaru District Holdings Limited (TDHL).

Resolution 2025/141

Moved: Cllr Michelle Pye

Seconded: Cllr Stu Piddington

That Council appoint Mayor Nigel Bowen as the proxy and Cllr Stacey Scott as the alternative proxy to represent Council and vote on all matters arising at the Annual General Meeting of Timaru District Holdings Limited.

Carried

7.15 Venture Timaru Ltd: Appointment of Proxy for Annual General Meeting

To appoint a proxy and alternative proxy to represent Council and vote on all matters at the Annual General Meeting of Venture Timaru Ltd (VT).

Recommendation

That Council appoint Mayor Nigel Bowen as proxy and Cllr Owen Jackson as the alternative proxy to represent Council and vote on all matters arising at the Annual General Meeting of Venture Timaru Ltd.

8 Consideration of Urgent Business Items

No items of urgent business were received.

9 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

10 Public Forum Items Requiring Consideration

There were no public forum items.

11 Public Excluded Reports

Nil

The meeting closed at 4.04pm.

.....
Mayor Nigel Bowen
Chairperson

7.2 Minutes of the Council Meeting held on 31 October 2025

Author: Jessica Kavanaugh, Democracy Services Lead

Recommendation

That the Minutes of the Council Meeting held on 31 October 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Council Meeting held on 31 October 2025**



MINUTES

Ordinary Council Meeting Friday, 31 October 2025

Ref: 1810786

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Friday, 31 October 2025 at 2:06 pm**

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

In Attendance: Stephen Doran (Acting Chief Executive and General Manager Corporate), Andrew Dixon (General Manager Assets and Infrastructure), Andrea Rankin (Chief Financial Officer), Paul Cooper (General Manager Regulatory), Mike Wrigley (General Manager Recreation Facilities), Michael Priest (General Manager Gallery, Libraries, Archives & Museum), Suzy Ratahi (General Manager Land Transport), Elliot Higbee (Legal Services Manager), Steph Forde (Corporate and Strategic Planner), Ashlea Whyte (Finance Manager / Financial Accountant), Maddison Gourlay (Marketing and Communications Advisor), Jessica Kavanaugh (Democracy Services Lead), Jo Williams (Executive Assistant Assets, Infrastructure & Water Services)

Public: Janice Fredric (Independent Audit and Risk Committee Member), Jenna Hills (Audit NZ), Rudie Tomlinson (Audit NZ)

1 Opening Prayer

Wendy Heath (Arowhenua, Anglican) conducted the opening prayer

The Community Partnership Team Leader led the waiata

2 Apologies

2.1 Apologies Received

Resolution 2025/129

Moved: Mayor Nigel Bowen

Seconded: Clr Graeme Wilson

That the apology of Clr Owen Jackson be received and accepted.

Carried

3 Public Forum

There were no public forum items.

4 Identification of Urgent Business

No items of urgent business were received.

5 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

6 Declaration of Conflicts of Interest

No conflicts of interest were declared.

7 Reports**7.1 Briefing from Audit and Risk Committee Independent Member on Annual Report 2024/25**

The Acting Chief Executive spoke to the report for councillors to receive and note a verbal briefing from an independent member of the Audit and Risk committee, Janice Fredric, on the Annual Report 2024/25.

Janice provided her background on the Audit and Risk Committee, and advised the Chair, Bruce Robertson is unable to attend this meeting due to providing the same briefings for other organisations around the country today. It was advised that the timing is hard against the deadline, as in previous years. The Audit and Risk Committee has overseen the production of the Annual Report and the audit of the financial statements; ideally, this would have been approved by the prior Council. The latest version of the report was received at 1.30pm today. Janice acknowledged the hard work of the Timaru District Council team and the Audit NZ to get this over the line. It was highlighted that the importance of the Annual Report, and that the Audit and Risk Committee endorse the approval of the Annual Report and the delegation to the Acting Chief Executive to make any non-material changes to the attachment to this report prior to publishing.

Resolution 2025/130

Moved: Mayor Nigel Bowen

Seconded: Cllr Chris Thomas

That councillors receive and note the report from an Independent Member for the Audit and Risk committee.

Carried

7.2 Adoption of 2024/25 Annual Report

The Acting Chief Executive spoke to the report, presenting the draft Annual Report 2024/25. It was advised that there are not a lot of significant changes from the draft. The Acting Chief Executive provided a verbal update on the highlights from the Annual Report 2024/25, including upcoming legislation changes and upcoming priorities for the year ahead.

It was requested to receive the summary of changes from the draft to the final reports.

Discussion included the increase in long-term liabilities, the number of corrections to comparative figures, Peel Forest Landfill project, which was a request for a wrap-up report to be presented to the Projects Committee, and the increase in rates penalties.

The opportunity to inform the community about notable achievements, and other mechanisms this can be done. Further discussion was had on the key performance indicators and the information that is measured, and the operating deficit was highlighted.

The Council Meeting adjourned at 2.34pm

At 4:46 pm, Mayor Nigel Bowen left the meeting.

The Council Meeting reconvened at 5.04pm, with Deputy Mayor Scott Shannon chairing the meeting.

The Acting Chief Executive, Chief Financial Officer, Corporate and Strategic Planner and Finance Manager / Financial Accountant spoke to the report.

Jenna Hills and Rudie Tomlinson from Audit NZ provided the Council with a verbal update on the Annual Report 2024/25 and advised that the Timaru District Council will be issued an unmodified opinion. It was advised that there is a lot of work to do prior to the 2026 audit, with the challenge continuing to be authority. It was also highlighted that the loss of knowledge in the Timaru District Council occurred through the restructuring process. It was noted that this is the second year it will be an unmodified opinion within statutory deadlines.

Discussions included the commentary in the disclosure regarding the Timaru District Council team's performance. It was highlighted that the learnings available and areas that can be improved to smooth out the process, and the opportunities to work with Audit NZ. The impact of legislation was advised. Highlighted was the interaction between the Timaru District Council and its holdings company.

Resolution 2025/131

Moved: Cllr Michelle Pye

Seconded: Cllr Peter Burt

That Council:

1. Receives and adopts the Annual Report 2024/25
2. Authorises the Acting Chief Executive to make any non-material changes to the attachment to this report prior to publishing.

Carried

Attachments

- 1 Annual Report Annual Report - Schedule of changes 2024/25

Annual Report 2024/25

Schedule of Changes between V5 (28.10.2025) and V6 (30.10.2025)

Page	Change	Reason for Change
26	Addition to 'Government Reforms' paragraph	Secretary for Local Government acceptance of Water Services Delivery Plan on 28.10.2025
34 & 35	Total performance measures increased by 1 to 101	To include the additional Water Supply performance disclosure for the Rangitata Huts in the Recreation & Leisure Group.
40	Removal of Internal Loans table and adjustment to variances between LTP and Actual	Internal Loans tables not required (also removed on 48,51,58,66,73,77,82,92,96,) Overheads variance corrected to \$661,000 Decrease in reserves corrected to \$822,000
51	Corporate Activities variance General Rates decrease	Other activities targeted rates in wrong activity
63	'T2 Treatment' performance	Corrected to 'Not Achieved'. Aggregate result remains 'Not Achieved'
50	Operating surplus reduced by \$1.3m	
85	Added Pareora and St Andrews supply results back into table	Admin error deleted these supplies when changing presentation format
87	Added Pareora and St Andrews supply results back into table	Admin error deleted these supplies when changing presentation format
100	Additional page for Venture Timaru Performance Results	Additional performance results disclosure to meet legislative requirements and include information reported by VT.
105	Reclassification of Assets held for sale	Due to being unsold, two held for sale properties were reclassified back into Investment Property and Other Property Plant and Equipment. This change then flowed through to Note 15 page 146 and Note 20 page 156
106	Provisions reduced	Landfill disposal recalculation. This change then flowed through to Note 24 page 161
108	Movements of figures	Reallocation of funding – Bottom line doesn't change
128	Changes to table	Layout changes, same result.
144	Roads and footpaths - Most recent replacement cost estimate for revalued assets	Increased due to valuation update
145	Water system and Drainage system Council and Group 2025 figures	Reclassification between Water and Drainage systems. Bottom line is still the same.
147	Total Group property, plant and equipment Carrying amount 30 June 2025	Reclassification of landfill provision and properties held for sale.
178 – 183	Financial Instruments	Layout and presentation changes

Venture Timaru continued

Objectives	Performance Indicators	Result/ Achievement
Support existing business to innovate and grow	GDP Contribution: Timaru District v NZ	Achieved: GDP in Timaru District was provisionally down 0.6% for the year to June 2025, compared to the prior year. The decline was not as low as in New Zealand (-0.8%)
	Energy Strategy Completed and Implemented	Not Achieved: Local Energy Strategy deferred due to Canterbury Mayoral Forum undertaking Regional Energy Stocktake from which a Regional Energy Strategy will be developed in 2025/26.
Attract and assist new business to the district	Detail expansion plan assistance provided to local businesses	Achieved: Details provided in monthly board reports and quarterly Council reports
	Unemployment Rate: Timaru District v NZ	Achieved: In the year to June 2025, the annual average unemployment rate in Timaru District was 4.3% which is lower than 5.0% for New Zealand.
Assist business to attract, develop & maintain a skilled workforce	Commitments in place for minimum 50% tenancy of TDHL Washdyke Industrial Park	Not Achieved: In advanced discussions with two entities equating to approx. 50% of available TDHL Industrial Park land
	Minimum 4 New Medium/ Large Businesses committed to establish in Timaru District	Not Achieved: Support provided to 5 x small/ mid-sized new businesses established in taxi, electrical, hospitality, transport and trades sectors.
Promote the district as a "destination of choice"	Housing Affordability Timaru v like areas	Achieved: Housing in Timaru District (4.7) was more affordable than in Provincial areas (5.6) and New Zealand (6.5) in June 2025, based on the ratio between mean house values and mean household incomes
	Detail successes of students into local employment	Achieved: details provided in monthly board reports and quarterly Council reports
Facilitate enabling & new to district investment in infrastructure & community assets	20 pathway events, minimum 3,500 students and 150 local businesses	Not Achieved: 14 events supporting 1,700+ students involving 96 local businesses were undertaken.
	Number of new industry aligned, locally provided training opportunities	Not Achieved: Reversal of Vocational Education reforms for Polytechs has deferred engagement with Ara pending confirmation of their future.
Promote the district as a "destination of choice"	Consumer & Visitor Spend	Overall Not Achieved.
	Trends v same period last year	Consumer spend – Achieved: in Timaru District increased by 0.1% compared to the prior year. This compares with a decrease of 1.7% in New Zealand
Facilitate enabling & new to district investment in infrastructure & community assets	Plan for Caroline Bay completed and implementation underway	Visitor spend – Not Achieved: in Timaru District decreased by 2.5% in the year to June 2025, compared to a year earlier. This compares with no change in New Zealand.
	Event ROI Economic Benefit for every \$ invested via Major Events Fund	Not Achieved: Plan completed but not yet adopted by Council.
Facilitate enabling & new to district investment in infrastructure & community assets	Cruise Sector Economic Benefit reported on (target year on year growth)	Achieved: Average ROI of \$56.00 return for every \$1 of Major Events Fund support.
	# Jobs	Not Achieved: Assessed Economic Benefit from 24/25 season \$3.6m compared with 23/24 season \$5.13m.
Facilitate enabling & new to district investment in infrastructure & community assets	Year on year improvement	Not Achieved: Employment for residents living in Timaru District was down 2.1% (24,061) for the year to June 2025, compared to a year earlier (24,577).
	Report on \$\$ of new to district investment	Achieved: Assisted Opuha Water Services securing \$20.8m in regional infrastructure funding.
Facilitate enabling & new to district investment in infrastructure & community assets	Min 6 new residential developments progressed	Achieved: 6 opportunities progressed across inner/ near city living.
	Detail facilitated investment/ development introductions made	Achieved: Details provided in monthly board reports and quarterly Council reports.

At 5:21 pm, Mayor Nigel Bowen returned to the meeting.

8 Consideration of Urgent Business Items

No items of urgent business were received.

9 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

10 Public Forum Items Requiring Consideration

There were no public forum items.

11 Public Excluded Reports

Nil

The meeting closed at 5.22pm.

.....
Mayor Nigel Bowen
Chairperson

7.3 Minutes of the Council Meeting held on 4 November 2025

Author: Jessica Kavanaugh, Democracy Services Lead

Recommendation

That the Minutes of the Council Meeting held on 4 November 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Council Meeting held on 4 November 2025**



MINUTES

Ordinary Council Meeting Tuesday, 4 November 2025

Ref: 1810786

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 4 November 2025 at 2:10 pm**

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

In Attendance: Stephen Doran (Acting Chief Executive and General Manager Corporate), Andrew Dixon (General Manager Assets and Infrastructure), Andrea Rankin (Chief Financial Officer), Paul Cooper (General Manager Regulatory), Mike Wrigley (General Manager Recreation Facilities), Suzy Ratahi (General Manager Land Transport), Elliot Higbee (Legal Services Manager), Steph Forde (Corporate and Strategic Planner), Ashlea Whyte (Finance Manager / Financial Accountant), Brendan Madley (Senior Policy Advisor), Alesia Cahill (Executive Support Manager), Rachel Leitch (Communications Team Leader), Naomi Scott (Community Partnership Support Officer), Maddison Gourlay (Marketing and Communications Advisor), Jessica Kavanaugh (Democracy Services Lead)

1 Opening Prayer

Stephen Campkin (The Salvation Army) conducted the opening prayer

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

Mayor Nigel Bowen advised the Councillors on the process for Minor Nature Items.

6 Declaration of Conflicts of Interest

- Cllr Chris Thomas declared a potential conflict of interest on item 7.10 Community Funding Subcommittee - Recommendations for Funding.
- Mayor Nigel Bowen declared a potential conflict of interest in relation to the Committee structure and the Timaru District Licensing Committee. Deputy Mayor Scott Shannon will chair any items relating to the conflict.

7 Reports

7.1 Affixing of the Common Seal

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

Resolution 2025/129

Moved: Clr Scott Shannon

Seconded: Clr Owen Jackson

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

08 October 2025 – Approval of Warrants

Carried

7.2 Release of Public Excluded Items

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

Resolution 2025/130

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

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

1. Pleasant Point Community Board - Item 14.1 Divestment of Property 01.10.24
2. Council - Item 12.4 - Southern Water Done Well Progression 01.04.25
3. Council Workshop - Public Excluded Minutes - Annual Plan 01.04.25

Carried

7.3 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.

Vertical Infrastructure Maintenance Report

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.

Freedom Camping Enforcement, additional signage and limiting access

The General Manager Assets and Infrastructure advised that this will form part of a report that will be heard on 09 December 2025.

Resolution 2025/131

Moved: Clr Michelle Pye

Seconded: Clr Scott Shannon

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

Carried

7.4 Resolution to Include Supplementary Reports

To seek approval to submit the Establishment and Terms of Reference of Council, Committees and Subcommittees be received and considered at the Council meeting on 04 November 2025.

Resolution 2025/132

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

That the Establishment and Terms of Reference of Council, Committees and Subcommittees be received and considered at the Council meeting on 04 November 2025.

Carried

Attachments

- 1 Tabled Report - Establishment and Terms of Reference of Council, Committees and Subcommittees

7.4.1 Tabled Report - Establishment and Terms of Reference of Council, Committees and Subcommittees

The Legal Services Manager spoke to the report for Council to establish the Terms of Reference for Committees and Subordinate Decision-Making bodies.

It is noted in paragraph 61 that Sharyn Cain's tenure is for a further three years on the District Licencing Committee, rather than five years as written in the report.

Discussion was had on the Projects and Procurements Committee and the effect on the Theatre and Stadium Steering Groups, and the project reporting that is currently in place.

The Councillors discussed appointments to the committees as follows;

Audit and Risk Committee

Confirmed the reappointment of the Independent Members to the Audit and Risk Committee. Along with Clr Graeme Wilson and Stacey Scott as the additional councillors.

Development and Growth Committee

Discussion was had on the Council Controlled Organisation and Council Controlled Trading Organisation being included in the functions of the committee. It is clarified that the Development and Growth Committee is for the economic growth and understanding the needs of the district and constraints which sits with Venture Timaru's economic delivery function.

Confirmed the additional councillors as follows: Clrs Peter Burt, Owen Jackson, Chris Thomas and Philip Harper

Hearings Committee

Noted was the Good Decisions training that is preferred for the committee members to have undertaken.

Confirmed the additional councillors as follows: Clrs Peter Burt, Michelle Pye, Scott Shannon, Stacey Scott.

People Performance and Appointments Committee

Confirmed the additional councillors as follows: Clrs Peter Burt, Michelle Pye, Graeme Wilson, Stacey Scott.

Projects and Procurement Committee

Confirmed the additional councillors as follows: Clrs Stu Piddington, Graeme Wilson, Owen Jackson, Peter Burt, Chris Thomas

Strategic Planning Committee

Confirmed the additional councillors as follows: Clrs Stacey Scott, Graeme Wilson, Philip Harper, Stu Piddington

The Councillors discussed appointments to the subcommittees as follows;

Local Arts Scheme Subcommittee

Confirmed the additional councillors as follows: Clrs Owen Jackson, Scott Shannon

Sister Cities Subcommittee

Confirmed the additional councillor as follows: Clr Peter Burt

Community Partnerships Subcommittee

Confirmed the additional councillor as follows: Clr Owen Jackson

Youth Initiatives Subcommittee

Confirmed the additional councillors as follows: Clrs Stacey Scott, Scott Shannon, Mayor Nigel Bowen

Community Funding Subcommittee

Confirmed the additional councillors as follows: Clrs Owen Jackson, Philip Harper, Chris Thomas, Graeme Wilson

Rates Remission Subcommittee

Confirmed the additional councillors as follows: Clrs Graeme Wilson, Scott Shannon, Michelle Pye

Civic Honours Appointments Subcommittee

Confirmed the additional councillors as follows: Clrs Stu Piddington, Peter Burt, Owen Jackson

Museum Collection Subcommittee

Confirmed the additional councillors as follows: Clrs Stu Piddington, Mayor Nigel Bowen, Stacey Scott, Philip Harper

Mayor Nigel Bowen sat back from the table and Deputy Mayor Scott Shannon chaired the meeting.

Discussion was had on the District Licensing Committee; it was advised that members of the Committee do not need to be elected members. It is confirmed Gavin Oliver would like to stand down, and other members will need to be appointed.

Confirmed the membership of the Committee as Clr Peter Burt and Clr Owen Jackson, and the appointment of Clr Graeme Wilson.

Mayor Nigel Bowen resumed the chair.

It is noted that Council Meetings, Audit and Risk, Development and Growth Committee, Projects and Procurement Committee and Strategic Planning Committee will be livestreamed. This will be reflected in the Public Excluded Meetings and Workshops Policy that was adopted 28 October 2025.

Resolution 2025/133

Moved: Clr Graeme Wilson

Seconded: Clr Scott Shannon

That Council:

1. Establishes the Terms of Reference and decision-making powers for Council, and;
2. Endorses the following Committees and establishes their Terms of Reference
 - Audit and Risk Committee
 - Development and Growth Committee (noting the clarification that its function in respect of CCO/CCTO is limited to inputs only)
 - Hearings Committee
 - People, Performance and Appointments Committee
 - Projects and Procurement Committee
 - Strategic Planning Committee
3. Establishes the following Subordinate Decision-Making bodies reporting to Council, and establishes their Terms of Reference
 - Local Arts Scheme Subcommittee
 - Sister Cities Subcommittee
 - Community Partnerships Subcommittee
 - Youth Initiatives Subcommittee
 - Community Funding Subcommittee
 - Rates Remission Subcommittee
 - Civic Honours Appointments Subcommittee
 - Museum Collection Subcommittee
4. Notes the continuation of the District Licencing Committee, and the list of approved members.
5. Delegates to the Projects and Procurement Committee the responsibility to progress the Theatre Royal and the Stadium Project in accordance with its terms of reference, and for that purpose to establish project steering groups for these projects, and receive reporting
6. Approves the delegations and Membership for each of the Committees and Subordinate Decision-Making bodies.
7. Committee Membership
 - Audit and Risk – Mayor, Deputy Mayor, Bruce Robertson, Janice Fredric, Clr Pye, Clr Wilson, Clr Scott

- Development and Growth – Mayor, Deputy Mayor, Clr Burt, Clr Jackson, Clr Thomas, Clr Harper
- Hearings – Mayor, Clr Burt, Clr Shannon, Clr Pye, Clr Scott
- People and Performance and Appointments – Mayor, Deputy Mayor, Clr Burt, Clr Pye, Clr Wilson, Clr Scott
- Projects and Procurement – Mayor, Clr Scott, Clr Piddington, Clr Wilson, Clr Jackson, Clr Burt, Clr Thomas
- Strategic Planning – Mayor, Clr Pye, Clr Scott, Clr Wilson, Clr Harper, Clr Piddington

8. Subcommittee Membership

- Local Arts Scheme – Clr Jackson, Clr Shannon
- Sister Cities – Mayor, Deputy Mayor, Clr Burt
- Community Partnerships – Mayor, Clr Jackson
- Youth Initiatives – Clr Scott, Clr Shannon, Mayor
- Community Funding – Mayor, Clr Jackson, Clr Harper, Clr Wilson, Clr Thomas
- Rates Remission – Mayor, Clr Wilson, Clr Shannon, Clr Pye
- Civic Honours Appointments – Mayor, Deputy Mayor, Clr Piddington, Clr Burt, Clr Jackson
- Museum Collections – Mayor, Clr Piddington, Clr Harper, Clr Scott
- District Licensing – Clr Burt, Clr Jackson, Clr Wilson

Carried

Note the resolution for the Tabled Report - Establishment and Terms of Reference of Council, Committees and Subcommittees was moved at 3.46pm. To allow for the resolution to be presented on the screens in the chamber.

7.5 Council, Community Board and Committee Meeting Dates

For Council to confirm the indicative Council, Community Board, Committee and Subcommittee meetings for the period to 31 December 2025.

Resolution 2025/134

Moved: Mayor Nigel Bowen

Seconded: Deputy Mayor Scott Shannon

That the Council confirms the indicative meeting schedule for the period to 31 December 2025 Council, Community Board, Committee and Subcommittee meetings be held as follows:-

Sister Cities Subcommittee	Monday 10 November	11.00am
Community Boards		
Inaugural Temuka	Monday 10 November	5.00pm
Inaugural Pleasant Point	Tuesday 11 November	7.00pm
Inaugural Geraldine	Wednesday 19 November	6.30pm

Downlands Water Supply Committee	Monday 17 November	9.00am
Audit and Risk Committee	Monday 01 December	9.00am
Community Partnerships Subcommittee	Thursday 04 December	1.00pm
Tenders and Procurement Committee**	Tuesday 09 December	9.30am
People and Performance Committee**	Tuesday 09 December	10.30am
Council Meeting	Tuesday 09 December	2.00pm
Local Arts Scheme Subcommittee	Thursday 11 December	2.30pm

**subject to change

Carried

7.6 Adoption of 2026 Meetings Calendar

The Acting Chief Executive spoke to the report for Council to approve the Council meetings' calendar for the 2026 calendar year.

Resolution 2025/135

Moved: Clr Chris Thomas
Seconded: Clr Owen Jackson

That Council

1. Receive the tabled 2026 meeting calendar; and,
2. Receive the Adoption of 2026 Meetings Calendar Report; and,
3. Adopt the proposed 2026 meetings calendar.

Carried

Attachments

- 1 2026 Council Meeting Calendar DRAFT

	January	February	March	April	May	June	July	August	September	October
m						1 King's Birthday				
t						2			1 Pleasant Point CB	
w				1		3	1		2 Geraldine CB	
t	1 New Year's Day			2		4	2		3	1
f	2 Holiday			3 Good Friday	1	5	3		4	2
s	3			4	2	6	4	1	5	3
s	4	1	1	5 Daylight savings ends	3	7	5	2	6	4
m	5	2 Sister Cities	2 Audit and Risk	6 Easter Monday	4 Sister Cities Temuka CB	8 Audit and Risk	6	3 Sister Cities	7 Audit and Risk	5
t	6	3	3	7	5 Pleasant Point CB	9 Committees	7	4	8 Committees	6 Community Fu
w	7	4	4	8	6 Geraldine CB	10	8	5	9 Youth Initiatives	7
t	8	5	5 Local Arts	9	7	11	9	6	10	8
f	9	6 Waitangi Day	6	10	8	12	10 Matariki	7	11	9
s	10	7	7	11	9	13	11	8	12	10
s	11	8	8	12	10	14	12	9	13	11
m	12	9	9	13	11	15 Temuka CB	13 Downlands	10	14	12
t	13	10 Committees	10 Committees	14 Committees	12 Committees	16 Pleasant Point CB	14 Committees	11 Committees	15	13 Committees
w	14	11	11 Youth Initiatives	15	13	17 Geraldine CB	15	12	16	14
t	15	12	12	16	14 AD Hally	18	16	13	17 Local Arts	15
f	16	13	13	17	15	19	17	14	18	16
s	17	14	14	18	16	20	18	15	19	17
s	18	15	15	19	17	21	19	16	20	18
m	19	16 Temuka CB	16 Downlands	20	18	22	20 Temuka CB	17	21	19 Audit and Ris Temuka CB
t	20	17 Pleasant Point CB	17	21 Community Funding	19	23	21 Pleasant Point CB	18	22	20 Pleasant Poi
w	21	18 Geraldine CB	18	22	20	24	22 Geraldine CB	19	23	21 Geraldine CB
t	22	19	19	23	21	25 Community Partnerships	23	20	24 Community Partnerships	22
f	23	20	20	24	22	26	24	21	25	23
s	24	21	21	25 ANZAC Day	23	27	25	22	26	24
s	25	22	22	26	24	28	26	23	27 Daylight savings start	25
m	26	23	23 Temuka CB	27 ANZAC Day observed	25	29	27	24	28 SC Anniversary	26 Labour Day
t	27 Council Citizenship Ceremony	24 Council People, Performance and Appointments Committee	24 Pleasant Point CB	28 Council Citizenship Ceremony	26 Council People, Performance and Appointments Committee	30 Council	28 Council Citizenship Ceremony	25 Council Citizenship Ceremony	29 Council People, Performance and Appointments Committee	27 Council Citizenship Ceremony
w	28	25	25 Geraldine CB	29	27		29	26	30	28
t	29	26	26 Community Partnerships	30	28		30	27		29
f	30	27	27		29		31	28		30
s	31	28	28		30			29		31
s			29		31			30		
m			30					31 Temuka CB		
t			31 Council Citizenship Ceremony							

Group
Public Holidays – Office Closed
School Holidays
People, Performance and Appointments Committee (3.00pm unless otherwise stated)
Citizenship Ceremony (3.00 pm unless otherwise stated)
Council (9am unless otherwise stated)
Committees (9am)
Downlands (9am)
Community Boards – Pleasant Point CB, Temuka CB, Geraldine CB
Audit and Risk Committee (9am)
Local Arts Scheme Assessment Subcommittee (12.30pm)
Youth Initiatives Subcommittee (4pm)
Sister Cities Subcommittee (11am)
Community Funding Subcommittee (9am)
Community Partnerships Subcommittee (1.00pm)
AD Hally (2.30pm) Meeting Room 2
Note: Hearings Committee, other various subcommittees occur as required

7.7 Appointments to Council Organisations/Joint Committees and Affiliated Organisations

For the Council to make appointments to the Council Organisations and Joint Committees described in this report.

Resolution 2025/136

Moved: Mayor Nigel Bowen

Seconded: Cllr Peter Burt

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

- Canterbury Civil Defence Emergency Management Group (CDEM) – The Mayor
- AD Hally Trust Committee – The Mayor and Deputy Mayor Scott Shannon
- Canterbury Waste Joint Committee – Cllr Peter Burt
- Strengthening Families Management Group – Cllr Chris Thomas

Carried

7.8 Elected Members Remuneration 2025/26 - Allocation of Pool

The Acting Chief Executive spoke to the report for the Council to determine and recommend to the Remuneration Authority an appropriate allocation of the remuneration pool for the Councillors' remuneration.

The Mayor advised Deputy Chair's for the Committees will be appointed at their respective first meetings. Discussion was had on the new allowance for a home security allowance.

Resolution 2025/137

Moved: Cllr Stacey Scott

Seconded: Cllr Graeme Wilson

1. That the Council recommend to the Remuneration Authority for approval, a final proposal for the allocation of the governance remuneration pool being a base salary of \$56,333 for all Councillors and a ratio approach which provides additional remuneration for responsibilities as follows:
 - The Deputy Mayor $1.5 * \$56,333 = \$84,500$
 - Committee Chairperson (3 Positions, one of which will be held by deputy mayor) $1.3 * \$56,333 = \$73,234$
 - Deputy Committee Chairperson Chair (3 Positions) $1.1 * \$56,333 = 61,967$

Carried

7.9 Governance Remuneration, Allowances and Expenses Policy

The Senior Policy Advisor spoke to the report for Council to consider and adopt the proposed Governance Remuneration, Allowances and Expenses Policy, and provide delegated authority to the Chief Executive to approve non-material changes to the policy outside of formal reviews.

It is clarified that point 105 of the policy, the Mayor and Deputy Mayor hold a credit card.

Discussion was had on the vehicle mileage allowances/travel time allowances, remuneration for external members on council committees being contingent on attendance. It is requested that clarification be provided on these matters.

Elected Member ICT Equipment and Consumables Allowances was discussed, including the breakdown of elected members and community board members. It was also clarified the process for the home security allowance.

It was also noted that the reference to the Environmental Services Committee will need to be removed. It was advised that the changes discussed are non-material and delegated to the Chief Executive to approve.

Resolution 2025/138

Moved: Cllr Michelle Pye

Seconded: Cllr Stacey Scott

That Council:

- 1) Adopt the Governance Remuneration, Allowances and Expenses Policy;
- 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 be reported to Council at the following Policy Update.

Carried

7.10 Community Funding Subcommittee - Recommendations for Funding

The Community Partnership Support Officer spoke to the report to present the recommendations from the Community Funding Subcommittee Meeting held on 9 October 2025, for Council to consider for approval.

It is noted that Cllr Chris Thomas sat back from the table due to the potential conflict of interest.

The allocation to Boost Temuka for the Christmas Parade was clarified, as an application was not presented to the Community Funding Subcommittee.

Resolution 2025/139

Moved: Cllr Stacey Scott

Seconded: Cllr Peter Burt

That Council approves the Community Funding Subcommittee recommendations

Carried

Temporary Suspension of Standing Orders

Resolution 2025/140

Moved: Mayor Nigel Bowen

Seconded: Cllr Michelle Pye

That Council resolves to continue the meeting past two hours, as per Standing Orders 4.2.

Carried

At 03:51 pm, Cllr Stu Piddington left the meeting.

7.11 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.

At 03:53 am, Cllr Stu Piddington returned to the meeting.

Discussion included the budget of \$90,000 per annum. Due to the risk-based approach, this is well under budget for this financial year.

It is also noted that the date of the Pleasant Point Christmas Parade should be 19 November 2025. It was noted that the Temuka Christmas Parade, Get to the Point and the night markets were approved under the Chief Executive's delegation through the election period.

Resolution 2025/141

Moved: Deputy Mayor Scott Shannon

Seconded: Cllr 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 9 of this report, be funded from the Community Events and Programmes budget.
3. Approve that Hadlow to Harbour Fun Run to charge Pre entry \$10 Children \$5 and on the day \$15 entry fee for this event.

Carried

7.12 Council Investments and Borrowing

The Chief Financial Officer and Finance Manager / Financial Accountant spoke to the report to update Council on the status of Council's treasury activities at 30 September 2025.

Discussion included the special fund portfolio summary. Clarification was sought on the group debt with the Local Government Funding Agency and the debt-to-revenue ratio. It was requested to have the net debt calculation be included in the next report.

Resolution 2025/142

Moved: Mayor Nigel Bowen

Seconded: Cllr Michelle Pye

That the Council receives and notes the quarterly Council Investments and Borrowing report.

Carried

7.13 Council Financial Performance Report to 30 September 2025

The Chief Financial Officer and 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 September 2025.

Clarification was sought on the Better off Funding for cycleways not claimed for, street lighting and IT hardware overbudget.

At 04:02 pm, Cllr Chris Thomas left the meeting.

At 4:04 pm, Cllr Chris Thomas returned to the meeting.

It was discussed the timing for the fishing huts revenue, parking facilities and road and street scapes, including the piazza depreciation and maintenance, it was questioned if the Caroline Bay Hall full year budget and if there is any further work required.

Further discussion included trade waste and the Peel Forest landfill.

It was requested that the final project report for the Art Gallery be received by the Project and Procurement Committee. There was clarification on the impact of the restructure and the potential impacts.

Resolution 2025/143

Moved: Cllr Chris Thomas

Seconded: Cllr Peter Burt

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

Carried

7.14 Bad Debts Written Off as at 30 September 2025

The Chief Financial Officer and Finance Manager / Financial Accountant spoke to the report to outline the work Council Officers undertake to write off bad debts, the amount and details of these debts.

Resolution 2025/144

Moved: Mayor Nigel Bowen

Seconded: Cllr Owen Jackson

That the Council receive and note the report Bad Debts Written Off as at 30 September 2025.

Carried

8 Consideration of Urgent Business Items

No items of urgent business were received.

9 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

10 Public Forum Items Requiring Consideration

There were no public forum items.

11 Resolution to Exclude the Public

Resolution 2025/145

Moved: Mayor Nigel Bowen

Seconded: Cllr Michelle Pye

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

11.1 Bad Debts Written Off as at 30 September 2025

11.2 Migration to Civica Authority Altitude Project

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 4.15pm:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
11.1 - Bad Debts Written Off as at 30 September 2025	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
11.2 - Migration to Civica Authority Altitude Project	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 or industrial negotiations

	commercial position of the person who supplied or who is the subject of the information s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	To prevent use of the information for improper gain or advantage
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.”

12 Public Excluded Reports**11.1 Bad Debts Written Off as at 30 September 2025****11.2 Migration to Civica Authority Altitude Project****13 Readmittance of the Public****Resolution 2025/146**

Moved: Mayor Nigel Bowen

Seconded: Cllr Philip Harper

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

Carried

The meeting closed at 5.02pm.

.....
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 13 October to 23 November 2025.

14 October 2025	Met with newly elected Councillors Harper, Thomas and Wilson
15 October 2025	Attended Theatre Royal/Museum Project Steering Group meeting Attended Civic Trust AGM and Student debate Attended 107 th Presbyterian Support South Canterbury AGM
16 October 2025	Attended Mokihi Hauora Reopening
17 October 2025	Attended Seafarers Welfare Centre Opening
18 October 2025	Attended Stone Kulimoe'anga Maka Art Gallery Exhibition opening Attended Run the Runway event
19 October 2025	Attended and laid wreath at South Canterbury Royal NZ Naval Association Seafarers ceremony
20 October 2025	Attended Seismic Review Steering Group meeting online
21 October 2025	Attended Elected Member Inductions
22 October 2025	Attended and welcomed Economic Development Agencies to Timaru Attended Economic Agency visit to South Pacific Sera
24 October 2025	Spoke to Gareth, on the Breeze Radio for Mayoral Musings Attended LGNZ Elected Member Induction in Christchurch
28 October 2025	Attended Elected Member Induction Attended Inaugural Council meeting
29 October 2025	Attended SC Chamber of Commerce Luncheon with Hon Chris Penk
30 October 2025	Met with SC Chamber of Commerce for monthly catchup
31 October 2025	Attended IoD Coffee catch up Met with Maritime Union Chaired Council, Adoption of Annual Report meeting
3 November 2025	Attended monthly catch up meeting with Venture Timaru CE and Chair

<i>4 November 2025</i>	Attended Elected Member Induction Chaired Council meeting
<i>5 November 2025</i>	Attended Venture Timaru and Timaru District Holdings Limited AGM and Board meetings. Attended SC Justices of the Peace Association AGM
<i>6 November 2025</i>	Attended Elected Member Induction
<i>8 November 2025</i>	Attended Diwali 2025 celebrations
<i>10 November 2025</i>	Chaired Sister Cities Subcommittee meeting Attended Inaugural Temuka Community Board meeting
<i>11 November 2025</i>	Attended Elected Member District bus tour Attended Armistice Day Service Attended Inaugural Pleasant Point Community Board meeting
<i>12 November 2025</i>	Attended LGNZ networking event in Wellington
<i>13 November 2025</i>	Attended Rural and Provincial Sector meeting in Wellington
<i>14 November 2025</i>	Attended Mayors Taskforce for Jobs meeting in Wellington
<i>15 November 2025</i>	Attended, spoke and presented at the 2025 Whakanuia Awards
<i>17 November 2025</i>	Opened Bacardi Bowls Tournament
<i>18 November 2025</i>	Attended Elected Member Induction
<i>19 November 2025</i>	Opened Emissions Strategy workshop Attended inaugural Geraldine Community Board meeting
<i>20 November 2025</i>	Attended Te Wai Pounamu Engagement Wainanga
<i>21 November 2025</i>	Presented at Syrian Careers Youth Programme workshop
<i>22 November 2025</i>	Attended Geraldine Drop in – meet and greet session

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

Functions Attended by the Deputy Mayor for the Period 13 October to 23 November 2025.

<i>12 October 2025</i>	Attended the Temuka Community Garden one year anniversary
<i>13 October 2025</i>	Attended blessing for new Temuka business, Jolly Burgers and Beers
<i>19 October 2025</i>	Attended the Annual Seafarers Trafalgar Day luncheon
<i>10 November 2025</i>	Attended Sister Cities Subcommittee meeting
<i>20 November 2025</i>	Attended and presented at NZ Raptor Trust event Attended Ara Engineering Trades Industry Event
<i>22 November 2025</i>	Attended Waterfalls and Rockwood Schools unveiling of Storyboard

In addition to these duties I met with 37 members of the public on issues of concern to them.

Functions Attended by Councillor Philip Harper for the Period 13 October to 23 November 2025.

<i>24 October 2025</i>	Attended LGNZ Elected Member Induction in Christchurch
<i>12 November 2025</i>	Attended LGNZ networking event in Wellington
<i>13 November 2025</i>	Attended Rural and Provincial Sector meeting in Wellington
<i>14 November 2025</i>	Attended Geraldine Festival Art Prizegiving
<i>15 November 2025</i>	Attended Geraldine Photography Club
<i>19 November 2025</i>	Met with Geraldine High School representative to view the new High School Carpentry Skills House completion
<i>22 November 2025</i>	Attended Geraldine Drop in – meet and greet session

In addition to these duties I met with 10-15 members of the public on issues of concern to them.

Functions Attended by Councillor Graeme Wilson for the Period 13 October to 23 November 2025.

<i>15 October 2025</i>	Attended Civic Trust AGM and Student debate
<i>5 November 2025</i>	Attended Venture Timaru and Timaru District Holdings Limited AGM and Board meetings.

In addition to these duties I met with 25 members of the public on issues of concern to them.

Functions Attended by Councillor Owen Jackson for the Period 13 October to 23 November 2025

<i>5 November 2025</i>	Attended Venture Timaru and Timaru District Holdings Limited AGM and Board meetings.
<i>8 November 2025</i>	MC at Get to the Point Family Fun Day
<i>14/15 November 2025</i>	Attended Geraldine Festival
<i>17 November 2025</i>	Attended Welcoming Communities meeting Took part in Toot for Tucker Street appeal

Functions Attended by Councillor ** for the Period 13 October to 23 November 2025**

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

Councillor Michelle Pye met with 2 members of the public on issues of concern to them in the Period 13 October to 23 November 2025.

Attachments

Nil

9 Reports

9.1 Presentation of Venture Timaru Limited Annual Report 2024/25

Author: Jessica Kavanaugh, Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

That the Council receives and notes the audited Venture Timaru Limited Annual Report for the financial year 01 July 2024 to 30 June 2025.

Purpose of Report

- 1 To receive and note Venture Timaru Limited Annual Report for the financial year 01 July 2024 to 30 June 2025.

Assessment of Significance

- 2 This matter is of low significance in terms of Council's Significance and Engagement Policy. The priorities, business and financial and non financial performance of the company are in line with the agreed Statement of Intent 2024/25.

Discussion

- 3 As a Council Controlled Organisation, Venture Timaru is required to present an audited annual report including its financial statements to Council.
- 4 The Local Government Act 2002 sets out the statutory timeframe for which a Council Controlled Organisation must complete an Annual Report on the organisation's operations during the financial year. The timeframe for completion of the Annual Report is within three months after the end of the financial year.
- 5 Venture Timaru received an unmodified audit report on 25 September 2025. The audited annual report was authorised by the Chairperson and Deputy Chairperson on the 25 September 2025. The audited annual report and accompanying financial statements were presented to the shareholders at Venture Timaru's annual meeting held on 05 November 2025. Additional information on the year's results provided, will be discussed at the elected member induction to be held on 18 November 2025.
- 6 The year end results are in line with the progress and forecasts report to Council on a quarterly basis during the year.
- 7 The audited Annual Report includes the financial results, statement of service performance and performance measurement.

Attachments

1. **Venture Timaru Annual Report 2024/25** [↓](#) 



Performance Report

Venture Timaru
For the year ended 30 June 2025

Prepared by Foundry56 Ltd



Contents

3	Entity Information
4	Approval of Financial Report
5	Statement of Financial Performance
6	Statement of Financial Position
7	Statement of Cash Flows
8	Statement of Accounting Policies
11	Notes to the Performance Report
16	Statement of Service Performance
19	Independent Auditor's Report



Entity Information

Venture Timaru

For the year ended 30 June 2025

ENTITY INFORMATION FOR THE YEAR ENDED 30 JUNE 2025

Legal Name of Entity

Venture Timaru Limited (Venture Timaru)

Entity Type and Legal Basis

The Company is incorporated in New Zealand under the Companies Act 1993. The Company is wholly owned by Timaru District Council.

Registration Number

2515190

Entity's Purpose or Mission

The primary objective of the Company is to facilitate and support smart, sustainable economic development and to deliver tourism and business services for the district.

Entity Structure and Governance

The Company has five Directors who oversee the governance of the Company, a Chief Executive who is responsible for the day-to-day operations and reporting to the Directors, and seven staff who support the Chief Executive in delivering the Company's objectives. The Directors are appointed by Timaru District Council.

The Company does not have any separate operating units, divisions or branches and does not have any subsidiaries or other controlled entities for financial reporting purposes.

Main Sources of Entity's Cash and Resources

Operating grants received from Timaru District Council and government agencies are the primary sources of funding.

Physical Address

2 Sefton Street East, Timaru, 7910

Postal Address

PO Box 560, Timaru, 7940



Approval of Financial Report

Venture Timaru

For the year ended 30 June 2025

The Directors are pleased to present the approved financial report including the historical financial statements of Venture Timaru Limited for year ended 30 June 2025.

APPROVED

A blue ink signature of Logan Hanifin, written over a horizontal line.

Logan Hanifin

Chair

Date 25/09/2025

A blue ink signature of Erin McNaught, written over a horizontal line.

Erin McNaught

Deputy Chair

Date 25/09/2025



Statement of Financial Performance

Venture Timaru

For the year ended 30 June 2025

	NOTES	2025	2024	SOI 2025
Revenue				
Funding from local government	1	1,500,736	1,588,296	1,458,000
Funding from central government	2	216,995	146,500	169,000
Service delivery contracts from central government	3	352,776	476,200	358,000
Interest, dividends and other investment revenue	4	51,346	49,830	25,000
Other revenue	4	73,637	82,241	13,000
Total Revenue		2,195,490	2,343,067	2,023,000
Expenses				
Employee related costs	5	686,119	652,440	705,000
Economic development - administration and overhead costs	6	359,805	535,040	330,000
Tourism administration and overheads	6	291,107	337,259	263,000
Other programmes administration and overheads	6	799,892	705,392	725,000
Provision for tax	7	16,445	32,232	-
Total Expenses		2,153,368	2,262,364	2,023,000
Surplus/(Deficit) for the Year		42,122	80,703	-



These financial statements should be read in conjunction with the Independent Auditor's Report and accompanying notes.

Statement of Financial Position

Venture Timaru

As at 30 June 2025

Account	Notes	30 Jun 2025	30 Jun 2024	Budget 2025
Assets				
Current Assets				
Bank accounts and cash	8	220,211	311,819	297,000
Debtors, prepayments and other current assets	9	124,416	131,084	45,100
Short term investments	10	612,646	825,275	364,500
Total Current Assets		957,273	1,268,188	706,600
Non-Current Assets				
Property, Plant and Equipment	11	29,482	38,048	35,000
Total Non-Current Assets		29,482	38,048	35,000
Total Assets		986,755	1,306,236	741,600
Liabilities				
Current Liabilities				
Creditors and accrued expenses	12	109,156	206,378	98,000
Employee costs payable	13	63,953	54,248	56,000
Funding unallocated	14	231,635	505,722	185,000
Total Current Liabilities		404,744	766,348	339,000
Total Liabilities		404,744	766,348	339,000
Total Assets less Total Liabilities (Net Assets)		582,011	539,889	402,600
Accumulated Funds				
Issued Capital	15	1,000	1,000	1,000
Equity	15	581,011	538,889	401,600
Total Accumulated Funds		582,011	539,889	402,600

These financial statements should be read in conjunction with the Independent Auditor's Report and accompanying notes.



Statement of Cash Flows

Venture Timaru

For the year ended 30 June 2025

Account	2025	2024	Budget 2025
Cash Flows from Operating Activities			
Funding from local government	1,583,939	1,520,116	
Funding from central government	243,495	189,750	
Service delivery contracts from central government	0	358,000	2,040,000
Interest, dividends and other investment receipts	49,965	49,468	40,000
Other revenue	54,687	57,810	
GST	(45,746)	70,813	(41,000)
Employee related payments	(702,005)	(659,154)	(1,660,000)
Administration and overhead payments	(1,469,509)	(1,486,466)	(804,000)
Income Tax	(26,855)	4,127	0
Total Cash Flows from Operating Activities	(312,028)	104,484	(425,000)
Cash Flows from Investing and Financing Activities			
Receipts from sale of property, plant and equipment	250	1,151	
Receipts from sale of investments	425,275	435,920	410,000
Payments to acquire property, plant and equipment	0	(8,765)	
Payments to purchase investments	(205,105)	(766,399)	
Total Cash Flows from Investing and Financing Activities	220,420	(338,093)	410,000
Net Increase/(Decrease) in Cash	(91,608)	(233,629)	(15,000)
Bank Accounts and Cash			
Opening cash	311,819	545,448	312,000
Net change in cash for period	(91,608)	(233,629)	(15,000)
Closing cash	220,211	311,819	297,000

These financial statements should be read in conjunction with the Independent Auditor's Report and accompanying notes.





Statement of Accounting Policies

Venture Timaru

For the year ended 30 June 2025

ACCOUNTING POLICIES APPLIED

Basis of Preparation

Venture Timaru Ltd is permitted by law to apply the Tier 3 Public Sector Entities (Tier 3 (PS) Standard) and has elected to do so. A PS may apply the standard if it does not have public accountability and has total annual expenses less than or equal to \$5,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Income Tax is accounted for using the taxes payable method. As a result, no allowance is made for deferred tax. Tax expense includes the current tax liability.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Property Plant & Equipment

Venture Timaru has elected not to revalue any of its classes of Property, Plant and Equipment after initial recognition. Plant & Equipment are recorded at cost less accumulated depreciation. Depreciation is recognised using a diminishing value method over the estimated useful lives. Depreciation rates are between 10% and 50%.

Revenue

Grants

Grants are recognised as revenue when they become receivable if there are no documented expectations over use. If there is such documentation, the grants are initially recorded as grants received in advance and recognised as revenue when conditions of the grant are satisfied.

Service Delivery

Revenue from the sale of services is recognised by reference to the stage of completion of the services delivered at balance date as a percentage of the total services to be provided.

Interest

Interest is recognised on the accrual basis.

Employee Remuneration

Wages, salaries and annual leave are recognised as an expense as staff provide services and become entitled to wages, salaries and leave entitlements.



Statement of Accounting Policies



Employee benefits

Defined contribution Scheme - Kiwi Saver. Contributions to defined pension schemes are charged to the income statement in the year to which they relate. A provision is recognised for the amount expected to be paid for outstanding annual leave balances if the company has a present legal or constructive obligation to pay this amount as a result of past services provided by the employee and the obligation can be estimated reliably. Non vesting benefits such as sick leave are not recognised.

Marketing, Administration and Overhead

These costs are recognised as an expense when the related service has been received.

Lease Payments

Lease payments are recognised as an expense on the straight line basis over the lease term.

Cash and Short Term Deposits

Cash and short term deposits comprise cash on hand, cheque, call accounts and deposits held with original maturities of three months or less. Cash and short term deposits are measured at the amount held.

Debtors and accrued revenue

Debtors are originally recorded at the amount owed.

Prepayments

Prepayments are recorded when the payment is made and are measured at the amount paid that relates to future services that Venture Timaru will receive.

Once benefit is received, the prepayment (or a portion of it) is transferred from Prepayments and recorded as an expense.

Investments

Investments comprise investment in term deposits with banks. These deposits are recorded at cost.

Creditor & Accrued Expenses

Recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

Employee Costs Payable

A liability for employee costs payable is recorded when an employee has earned the entitlement. These include salaries and wages accrued up to balance date and annual leave earned but not yet taken at balance date.

Deferred Revenue

Deferred revenue (grants) is initially recorded at the amount received. As documented expectations over use are met, the deferred revenue is reduced and revenue is recorded.

Ability to Continue Operating

The company has sufficient liquidity and solvency to continue as going concern. The Board of Directors considers that the company has sufficient working capital and appropriate funding from Timaru District Council for a period of at least 12 months from the date the financial statements are approved.



Statement of Accounting Policies



Imputation Credit Account

Imputation credits available to shareholders at 31 March 2025 \$138,245 (Last year: 108,107).

Budget Figures

The budget figures are derived from the Statement of Intent (SOI) as approved by the Board at the beginning of the financial year. The budget figures have been prepared in accordance with Tier 3 standards, using accounting policies that are consistent with those adopted by the Board in preparing this performance report.

Tier 2 PBE accounting standards applied

Venture Timaru has not applied any Tier 2 accounting standards in preparing its performance report.

Changes in Accounting Policies

Venture Timaru Ltd applied the Tier 3 (PS) Standard for the first time this year. This has not resulted in any significant changes. There has been no other changes in the accounting policies since the last audited performance report.





Notes to the Performance Report

Venture Timaru

For the year ended 30 June 2025

	2025	2024
1. Funding from local government		
Local government	1,500,736	1,588,296
Total Funding from local government	1,500,736	1,588,296
	2025	2024
2. Funding from central government		
Central government	216,995	146,500
Total Funding from central government	216,995	146,500
	2025	2024
3. Service delivery contracts from central government		
Grants from central government	352,776	476,200
Total Service delivery contracts from central government	352,776	476,200
	2025	2024
4. Other revenue		
Investment income	51,346	49,830
Other revenue	73,637	82,241
Total Other revenue	124,983	132,071
	2025	2024
5. Employee Related Costs		
Salaries & wages	682,721	640,065
Other employee- related costs	3,397	12,375
Total Employee Related Costs	686,119	652,440
	2025	2024
6. Other expenses		
Audit fees	12,522	11,500
Directors fees	64,295	67,500
Depreciation	8,065	9,461
Administration & Overhead	1,365,922	1,489,230
Total Other expenses	1,450,804	1,577,692
	2025	2024
7. Relationship between income tax expense and accounting surplus		
Surplus before tax		



Notes to the Performance Report



	2025	2024
Surplus before tax	58,567	112,935
Total Surplus before tax	58,567	112,935
Tax Adjustments		
Non-deductible entertainment	3,580	2,534
Change in holiday pay accrual	(3,417)	(329)
Total Tax Adjustments	163	2,205
Surplus after tax	58,730	115,140
Tax at 28%	16,444	32,239
	2025	2024
8. Cash and short-term deposits		
Cash on hand	100	100
Cheque & Call Account	220,111	206,731
Deposits maturing three months or less	-	104,988
Total Cash and short-term deposits	220,211	311,819
	2025	2024
9. Debtors, prepayments and other current assets		
Debtors	27,025	117,415
Accrued income	8,435	7,054
Prepayments	55,588	28,972
Tax refund	10,410	-
GST	22,958	(22,347)
Total Debtors, prepayments and other current assets	124,416	131,094
	2025	2024
10. Investments		
Term Deposits (current)	612,646	825,275
Total Investments	612,646	825,275
	2025	2024
11. Property, Plant and Equipment		
Office Fit-out		
Opening Balance	9,465	10,614
Depreciation	(1,023)	(1,149)
Total Office Fit-out	8,442	9,465
Furniture and Fittings		
Opening Balance	15,266	16,468
Purchases	-	1,151
Depreciation	(2,024)	(2,353)
Total Furniture and Fittings	13,242	15,266

Performance Report Venture Timaru



Page 12 of 19

Notes to the Performance Report



	2025	2024
Plant and Equipment		
Opening Balance	4,259	5,324
Depreciation	(852)	(1,065)
Total Plant and Equipment	3,407	4,259
Computers		
Opening Balance	9,059	7,556
Purchases (Disposals)	(502)	5,146
Depreciation	(4,166)	(3,643)
Total Computers	4,391	9,059
Total Property, Plant and Equipment	29,482	38,048

	2025	2024
12. Creditors & accrued expenses		
Creditors	41,354	127,937
Accrued expenses	39,887	45,196
Terminal tax	-	8,380
Other current liabilities	27,915	24,865
Total Creditors & accrued expenses	109,156	206,378

	2025	2024
13. Employee costs payable		
Accrued salaries & wages	26,217	23,483
Annual leave	37,736	30,765
Total Employee costs payable	63,953	54,248

	2025	2024
14. Deferred revenue		
Council funding	44,982	13,088
Central government funding	158,610	492,634
Other deferred revenue	28,043	-
Total Deferred revenue	231,635	505,722

Significant grants with revenue recognition deferred at balance date are:

Regional Apprenticeship Initiative

This project was to subsidise apprenticeships in the regions up to \$40,000 per apprenticeship spread over a 2 year period. As at 30 June 2025 an amount of \$132,110 remained and will be paid out to employers by 31 December 2025.

My Next Move- Education to Employment

Government abruptly ended this programme from 30 June 2025. Funding of \$26,500 was obtained from the Ministry of Social Development to finalise the programme within 4 months from 1 July 2025.

Cruise Grant

Timaru District Council had allocated \$60,000 funding for the 2024-25 cruise season. Unspent funding of \$33,580 will be used in the 2025-26 cruise season.



Notes to the Performance Report



	2025	2024
15. Accumulated Funds		
Accumulated Funds		
Opening Balance	539,889	459,185
Accumulated surpluses or (deficits)	42,122	80,703
Total Accumulated Funds	582,011	539,889
Total Accumulated Funds	582,011	539,889

16. Leases

The company leases office premises, motor vehicles and equipment.

	2025	2024
Commitments to lease or rent assets		
Explanation and timing		
Less than one year	67,052	64,810
Between one and five years	188,787	27,843
Over five years	12,564	-

17. Directors Remuneration

S Scott and A Booth are also Timaru District Councillors.

The directors received the following remuneration during the year:

	2025	2024
T Howey	\$10,454	T Howey (Resigned As Chair) \$14,584
R de Joux	\$ -	R de Joux (Resigned 6/12/23) \$5,000
A Brien (Resigned)	\$8,750	A Brien (Chair) \$10,416
S Scott	\$10,454	S Scott \$10,000
E McNaught	\$11,455	E McNaught \$10,000
K Te Raki	\$ -	K Te Raki (Resigned 1/11/23) \$2,500
A Booth	\$10,455	A Booth \$10,000
L Hanifin (Chair)	\$12,727	L Hanifin (Appointed 6/12/23) \$5,000
	\$64,295	\$67,500

18. Related Party Transactions

		2025	2024
Description of Related Party Transaction	Description of Transaction	Value of Transaction	Value of Transaction
Timaru District Council - Shareholder	Economic Grant	\$745,000	\$720,000
Timaru District Council - Shareholder	Tourism Grant	\$408,000	\$395,000



Notes to the Performance Report



Timaru District Council - Shareholder	Events Support	\$245,000	\$230,000
Bayhill Development Ltd - Director	Carparking	\$7,728	\$5,712
Aoraki Multicultural Council - Director	CBD City/Town Events	\$4,000	\$0
Aoraki Multicultural Council - Director	Major Events Support Fund	\$10,000	\$10,000
Matariki - Director	Major Events Support Fund	\$10,000	\$15,000
Timaru District Council	Timaru City Town Programme	\$ -	\$195,000
Timaru District Council	Cruise Ship Support	\$60,000	\$19,744
Timaru District Council	Accounts Payable	\$2,458	\$ -
Timaru District Council	Accounts Receivable	\$2,530	\$62,675
Timaru District Council	Active Transport	\$23,639	\$ -
Timaru District Council	CBD City/Town Events	\$50,000	\$ -

19. Subsequent Events

Venture Timaru are moving premises in November and have entered into a lease agreement with Timaru District Holdings Ltd for five years from 1 November 2025 (Last year: Nil).

20. Budget Variances

A prudent financial approach has been exercised in this accounting year.

The major variances from Venture Timaru's budget figures on the Statement of Financial Performance are as follows:

- Underspend on special projects, a timing issue
- My Next Move (MNM) programme discontinued
- Staff utilised for marketing, design and graphics instead of outsourcing
- Interest income greater due to underspend

21. Contingencies

No contingent assets or liabilities exist at balance date for Venture Timaru Limited (Last year: Nil).



Statement of Service Performance

For the year ended 30 June 2025

What We Seek to Achieve

Venture Timaru's vision is to **enable a vibrant and thriving community by cultivating the economic potential of our district**. We are the Economic Development and Tourism Agency for the Timaru District, working to support existing businesses, attract new investment, develop workforce capabilities, promote tourism, and facilitate infrastructure development that enhances our district's economic prosperity.

Our medium to long-term objectives focus on building a resilient, diverse economy that provides quality employment opportunities, attracts sustainable investment, and positions Timaru District as a destination of choice for business, residents, and visitors.

Our Significant Activities and Achievements 2024/25

Supporting Existing Business Growth and Innovation

We engaged with over 20 existing businesses monthly, providing assistance with expansion plans, barrier removal, and access to key enablers including power, water, and workforce solutions. Our support helped businesses navigate challenges including the significant Alliance Smithfield closure, where we helped coordinate community response efforts that resulted in a great number of those affected finding new employment.

Key achievements included facilitating business expansion opportunities, supporting decarbonisation initiatives, and representing the region in participating in the development of Canterbury's Energy Stocktake to inform a regional energy strategy. We assisted five small-medium enterprises with establishment support across taxi, electrical, hospitality, transport, and trades sectors.

Attracting New Business Investment

Our flagship "Make Timaru your Business" campaign was launched and gained significant traction, generating 38,000 reach across print media and 9,609 social media views. We engaged with 128 local businesses as district advocates and maintained active discussions with in excess of 30 new-to-district business opportunities, with 15 at advanced stages at time of this report.

While we did not secure a medium or large new business in 2024/25, we made substantial progress in developing a robust pipeline of opportunities across diverse sectors including protein extraction, energy, aerospace, aquaculture, and advanced manufacturing. We worked closely with TDHL to promote the new 13-hectare Washdyke Industrial Park and other project-ready land.

Workforce Development and Attraction

We renewed workforce attraction resources and continued our MyNextMove student transition initiative, engaging 1700+ students across our secondary schools through various career pathway events. Despite the Ministry of Social Development discontinuing our eight-year MyNextMove contract, we are actively pursuing alternative funding sources to maintain this valued service.

Working with the Deputy Mayor we have ignited discussions with Ara Institute to explore developing an "Educational Hub" model for the Timaru Campus, bringing together multiple training providers to deliver enhanced workforce development aligned to local industry needs.



Page 16 of 19

We proudly received Economic Development New Zealand's Supreme Award and the Best Innovative Use of Technology Award for our Virtual Reality Driving Simulator Programme. A programme designed to make driver education for our youth much more accessible and break down the barriers to starting their driving journey. This programme would not have been possible with the committed support of our funding partners including Timaru District Council, Ministry of Social Development, Kanoa and Fulton Hogan.

Tourism and Destination Promotion

Our cruise sector generated significant economic benefit with 9 cruise ship visits delivering \$3.60 million total impact, equating to \$229.49 per passenger. We completed a comprehensive Cruise Strategy in partnership with Primeport and tourism operators for implementation in the 2025/26 season.

Major events supported through our Major Events Fund delivered substantial returns, with examples including the South Island Masters Games (ROI 1:\$75.14) and the inaugural World Tennis Tour event in February 2025, which received outstanding national coverage and international feedback. We successfully administered the CityTown Events Project and Active Transport Strategy projects for the Council, completing both on time and within budget.

Infrastructure and Investment Facilitation

We successfully supported Opuha Water's Regional Infrastructure Fund application, as they secured \$20.8 million for critical water infrastructure. We actively represented Timaru District interests in Canterbury Regional Deals discussions and facilitated connections between local residential developers and new-to-district investors.

Our "Making it Happen" resource for inner and near-city living was completed and positioned with Council, while we continued advocating for transport infrastructure improvements including the proposed right-hand rail turn at Rolleston to support a two-port Canterbury strategy.

Towards 2050 Strategic Planning

We completed extensive community engagement for our Towards 2050 long-term strategic plan, consulting with over 60 businesses and organizations. The draft plan was finalized by 30 June 2025, incorporating aspirational goals, priority recommendations, and monitoring frameworks to guide our district's economic development through to 2050 and beyond.

Through the latter part of 2025 we will position the draft plan across all engaged parties with an aim to finalise and implement by early 2026.

Performance Measurement

Our performance is measured through both quantitative metrics and qualitative outcomes.

(Noting as these are new agreed measurements for the 2024/25 year, in the majority of cases comparisons to prior periods are unavailable)

Business Engagement (New and Existing): Maintained consistent monthly engagement with 20+ existing businesses while expanding our new business opportunity pipeline to >30 active discussions.

- Energy Strategy Completed and Implemented – DEFERRED
 - Local Energy Strategy deferred due to Canterbury Mayoral Forum undertaking Regional Energy Stocktake from which a Regional Energy Strategy will be developed in 2025/26. Venture Timaru is a member of the Steering Group undertaking this work.
- Detail expansion plan assistance provided to local business – ACHIEVED
 - Details provided in monthly board reports and quarterly council reports
- Commitments in place for min 50% tenancy of TDHL Washdyke Industrial Park – NOT ACHIEVED
 - At date in advanced discussions with two entities equating to approx. 50% of available TDHL Industrial Park land.
- Min 4 New Medium/Large Businesses committed to establish in Timaru District – NOT ACHIEVED
 - Support provided to 5 x small/mid-sized new business established in taxi, electrical, hospitality, transport, and trades sectors.



Page 17 of 19

Workforce Development: Continued to foster and enhance connections between business & industry, secondary schools, training providers and associated entities to “expose educate and excite” our future workforce to the array of career pathways locally and explore locally delivered skill development opportunities for our existing workforce.

- Detail successes of students into local employment – ACHIEVED
 - Details provided in monthly board reports and quarterly council reports
- Assist delivery of 20 pathway events, min 3500 students and 150 local businesses – ONGOING
 - The continuation of funding associated with the MyNextMove youth transition initiative became increasingly uncertain in early 2025 leading to a curtailment of activity. Up until then 14 events, supporting 1700+ students involving 96 local businesses had been undertaken.
 - Confirmation subsequently received that the contract for this central government funded initiative was not being renewed
 - Currently exploring alternative funding to retain and enhance this offering.
- Report on the number of new industry aligned locally provided training opportunities developed- DEFERRED
 - Reversal of Vocational Education reforms for Polytechs has deferred engagement with Ara pending confirmation of their future - received July 2025 – Venture Timaru/Deputy Mayor re-engaging to secure Timaru Campus future offerings.

District Promotion and Event Success: Delivered major events with strong economic returns, exemplified by the South Island Masters Games' \$1:\$75.14 return on investment and successful attraction of new international events.

- Plan for Caroline Bay completed and implementation underway – DEFERRED
 - Plan completed but not yet adopted by Council. Venture Timaru role in implementation of the plan yet to be decided
- Event ROI Economic Benefit for every \$ invested via Major Events Fund - ACHIEVED
 - Economic benefit assessments completed for ticketed events - Rock'N'Hop, Brews on Bay, South Island Masters Games, 4'N'Rotary and Illuminate - evidencing an average ROI of \$56.00 return for every \$1 of Major Events Fund Support. Ranging from Brews on the Bay \$22.88 to South Island Masters Games \$75.14.
- Cruise survey Economic Benefit reported on - target year on year growth – NOT ACHIEVED
 - The assessed Economic Benefit from the 2024/25 was \$3.60m due to reduced ships visit (9) resulting in an average spend per passenger of \$229.00 (2023/24 season saw 12 visits with an assessed economic impact of \$5.13m). \$229.

Regional Advocacy and Investment: Helped secure \$20.8 million in regional infrastructure funding and maintained active representation in Canterbury-wide strategic initiatives endorsed by the Canterbury Mayoral Forum.

- Report on the amount of new to district investment secured – ACHIEVED
 - as above
- Assist the progression of a minimum 6 new residential developments bringing diversity to local housing stock – ONGOING.
 - 6 opportunities progressed across inner/near city living. All aligned to the completion of “Making it Happen” promoting inner/near city living - with TDC to confirm.
- Detail facilitated investment/development introductions made. ACHIEVED
 - Details provided in monthly board reports and quarterly council reports. Canterbury Mayoral Forum Steering Group member – local voice/context/priorities: Energy Stock-take – next step Regional Energy Strategy, Housing Strategy and Regional Deal formation.

Operational Excellence: Delivered contracted projects (CityTown Events, Active Transport Strategy) on time and within budget, while achieving better-than-forecast financial performance with a year-end surplus of approximately \$62,000 versus a reforecast budgeted deficit of \$59,000.

Strategic Development: Completed comprehensive community engagement and draft strategic planning for Towards 2050, positioning the district for long-term sustainable economic growth.

Looking Forward

Building on 2024/25 achievements, our focus continues on converting our strong new business pipeline into secured business and investments, implementing our Cruise Strategy, advancing the Towards 2050 plan, and maintaining our role as the district's primary economic development and tourism advocate.

Our current platforms to “advocate for local” across Energy, Housing and Infrastructure (via the Canterbury Mayoral Forum steering group membership), are complimented by Venture Timaru staff appointments as board members of our respective Economic and Tourism national organisations – Economic Development New Zealand and Regional Tourism New Zealand. These roles importantly ensure our voice is heard and local opportunities and priorities are at the forefront of all discussions.

Our co-location with TDHL from October 2025 will enhance operational efficiencies and strengthen our collaborative approach to economic development and the growth in prosperity for this great district of ours.



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INDEPENDENT AUDITOR'S REPORT**TO THE READERS OF VENTURE TIMARU LIMITED LIMITED'S FINANCIAL STATEMENTS AND THE STATEMENT OF SERVICE PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2025**

The Auditor-General is the auditor of Venture Timaru Limited (the Company). The Auditor-General has appointed me, Sam Naylor, using the staff and resources of Nexia Audit Christchurch, to carry out the audit of the financial statements and the statement of service performance of the Company on his behalf.

We have audited:

- the financial statements of the Company on pages 5 to 15, that comprise the statement of financial position as at 30 June 2025, the statement of financial performance and statement of cash flows for the year ended on that date and the notes to the financial statements that include accounting policies and other explanatory information; and
- the statement of service performance of the Company on pages 16 to 18.

Opinion

In our opinion:

- the financial statements of the Company:
 - o present fairly, in all material respects:
 - its financial position as at 30 June 2025; and
 - its financial performance and cash flows for the year then ended; and
 - o comply with generally accepted accounting practice in New Zealand in accordance with Tier 3 (PS) Standard and
- the statement of service performance, in all material respects :
 - o accurately reports the Company's actual performance compared against the performance targets and other measures by which Company's performance can be judged in relation to the Company's objectives in its statement of intent for the year ended 30 June 2025; and
 - o has been prepared in accordance with section 68 of the Local Government Act 2002 (the Act).

Our audit was completed on 25 September 2025. This is the date at which our opinion is expressed.

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The basis for our opinion is explained below. In addition, we outline the responsibilities of the Board of Directors and our responsibilities relating to the financial statements and the statement of service performance, *we comment on other information*, and we explain our independence.

Basis for our opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of the Board of Directors for the financial statements and the statement of service performance

The Board of Directors is responsible on behalf of the Company for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Board of Directors is also responsible for preparing the statement of service performance in accordance with the Act.

The Board of Directors is responsible for such internal control as it determines is necessary to enable it to prepare financial statements and the statement of service performance that are free from misstatement, whether due to fraud or error.

In preparing the financial statements and the statement of service performance, the Board of Directors is responsible on behalf of the Company for assessing the Company's ability to continue as a going concern. The Board of Directors is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the Board of Directors intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

The Board of Directors' responsibilities arise from the Local Government Act 2002.

Responsibilities of the auditor for the audit of the financial statements and the statement of service performance

Our objectives are to obtain reasonable assurance about whether the financial statements and the statement of service performance, as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these financial statements and the statement of service performance.



For the budget information reported in the financial statements and in the statement of service performance, our procedures were limited to checking that the information agreed to the Company's statement of intent.

We did not evaluate the security and controls over the electronic publication of the financial statements and the statement of service performance.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements and the statement of service performance, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board of Directors.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board of Directors and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists we are required to draw attention in our auditor's report to the related disclosures in the financial statements and the statement of service performance or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We evaluate the overall presentation, structure and content of the statement of service performance, including the disclosures, and assess whether the statement of service performance achieves its statutory purpose of enabling the Company's READERS to judge the actual performance of the Company against its objectives in its statement of intent.

We communicate with the Board of Directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

**Other Information**

The Board of Directors is responsible for the other information. The other information comprises the information included on page 3, but does not include the financial statements and the statement of service performance, and our auditor's report thereon.

Our opinion on the financial statements and the statement of service performance does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements and the statement of service performance, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements and the statement of service performance or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independence

We are independent of the Company in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: *International Code of Ethics for Assurance Practitioners (including International Independence Standards) (New Zealand)* issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with, or interests in, the Company.

A handwritten signature in black ink, appearing to read 'S. Naylor'.

Sam Naylor

Nexia Audit Christchurch
On behalf of the Auditor-General
Christchurch, New Zealand

9.2 Venture Timaru Quarterly Report (01 July to 30 September 2025)**Author:** Jessica Kavanaugh, Democracy Services Lead**Authoriser:** Stephen Doran, Acting Chief Executive**Recommendation**

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

Purpose of Report

- 1 To present to Council, for information and as a requirement of the Statement of Intent (Sol), the quarterly performance report of Venture Timaru (VT) for the period 01 July to 30 September 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 progress of Venture Timaru against its Statement of Intent (Sol) which is considered by Council annually.

Discussion

- 3 Venture Timaru's quarterly report for the period ending 30 September 2025 is attached. This update is provided to Council as a requirement of Venture Timaru's Statement of Intent (Sol) with Council and provided on a quarterly basis.
- 4 The financial statements and progress on the non-financial monitoring indicators to 30 September 2025 are also outlined in the attached report.

Attachments

1. **Venture Timaru Quarterly Report to 30 September 2025** [!\[\]\(f0543fe51acd79be3858008749d93a88_img.jpg\)](#) 



Quarterly Report to Timaru District Council
to 30 September 2025

OUR VISION:

*To enable a vibrant and thriving community by cultivating
the economic potential of our district.*

WHAT WE DO:



YTD PERFORMANCE DASHBOARD:

COMPLETED	ONGOING/W.I.P	NOT YET STARTED	IMPROVEMENT NEEDED

SOI 3 Yr Operational Objectives	SOI Prioritised 2025/26 Activities	COMMENTARY (high level)	NEXT STEPS
Support EXISTING BUSINESS to innovate and grow.	Engage with existing businesses - assisting with introductions, barrier removal, progressing expansion plans. Identify strategic risks to existing business and facilitate where possible escalations/mitigations.	- Engaging with 20+ existing businesses monthly assisting where needed with introductions, identification & assistance with barrier removal and support with expansion plans. - Met with 3 x food pro companies who have re-ignited expansion plans to understand needs/barriers etc.. Intro's made relating to energy, product supply, supply chains etc..	- Ongoing reporting on value added by VT in engagements including elevation of strategic risks to existing business identified and action taken/elevated. - VT to ensure local challenges and opportunities are suitably prioritised in the Canterbury Energy Strategy e.g. network resilience, increased power capacity, alternative generation – solar/wind and data centre opportunities.
Attract & assist NEW BUSINESS to the District. PRIORITY	Develop and implement plans to attract new business in identified key sectors : Aerospace , Aquaculture , Oil & Gas , Bio-Tech and Agri-Tech . Establish an enhanced Business CRM (New and Existing) Encourage existing business and professional networks to act as advocates in the “Make Timaru your business” campaign (MTYB)	- VT CE appointment to Canty Aerospace L/Ship Group – local Aerospace plan developed (attached), and initial capability workshop held to communicate regional strategy and investigate local capability – business, councils, education etc... - Two Aerospace new business opp's engaged as a result - CRM operational and is tracking all new and existing business engagements (refer attached summary and below details) 150+ local business advocates now engaged with MTYB - Assisted the establishment of 2 SME's - Progressing exciting new future food opp with TDHL - Washdyke	Refer following report for more detail - Engaging with and reporting on a minimum of 10 new to district business opportunities or referral sources per month. - Agritech a focus of Q2 with attendance at Sth Island Agritech event to develop and foster referral opp's - Attend NZ Aerospace Summit with local business reps – facilitate intro's to sector. - Finalise Agritech & Oil & Gas business attraction plans.
Ensuring our PEOPLE have every opportunity to thrive and contribute to our COMMUNITY	Finalise and Implement T2050 plan by Dec 2025 Retain an enhanced Ara presence locally by helping establish their Timaru Campus as an Educational Hub for the centre of the South Island. Develop a productivity improvement awareness programme - e.g. encompassing local/national case studies, AI adoption, “lunch & learn” sessions, workshops, guest speakers.	- T2050 draft plan completed & presented to Mayor Nigel Bowen, TDC CEO Nigel Trainor, and TDC Senior Leadership. - Progressed engagements with Ara (inc Dept Mayor Shannon) exploring “fit for future educational hub”. Agreed on stakeholder engagement list for Nov event. - Initial productivity engagements held with Food Pro & Manu Group – more planned.	- T2050 - Reconnect with all elected members (invites sent), Leaders Forum, and the wider community to build shared ownership. Establish data platform to monitor T2050 progress. Re-engage with leadership group Q1 2026 to launch plan. - ARA Stakeholder meeting Nov 27th
PROMOTE the district as a “destination of choice”	Further develop existing event offering and attract new in/out of season events. Implementation of Cruise Strategy inc development of 3+ new visitor offerings Attract new to district “niche sized “national meetings & conferences.	- Cruise Strategy Implemented with Steering Group -VT, TDC, Primeport along with Operational Group – VT, Operators, Hospo, Accom all in place - Timaru only port to seek increase in cruise ship visits this season - SCOFF a huge success – growth in involvement and engagement - MESF applications rec'd, approved and distributed to events (see list of recipients below)	- First cruise visit 28 Nov - Rolling out summer visitor attraction campaign “Sshh...It's a Secret” 2 x New Visitor offerings to be finalised – golf and alpaca treks.
Facilitate new to district INVESTMENT in Enabling Infrastructure	Register and monitor GETS platform monthly, making introductions/referrals as appropriate to opportunities identified Maintain involvement with Canty Mayoral Forum Steering Groups ensuring local voice is heard and opportunities identified and progressed across – Energy, Housing and Regional Deals	- GETS platform monitored for central govt funding opportunities - Local education construction opp's noted ensuring local industry's awareness. - Representing Timaru District on Canty Regional Deals steering group – scope agreed to by Mayoral Forum for this work to progress post-election. - Likewise Regional Energy Strategy with VT involvement (refer attached strawman of strategic planning process)	- Actively progressing engagement with: - local residential developers (including new to district) to progress diversity in housing (primarily inner/near city living) across our district. - Existing landowners/introducer for much needed hotel development. - Launch “Making it Happen” celebrating existing and encouraging new inner/near city residential devlpt.

ATTRACTING NEW BUSINESS

As highlighted at the recent Induction Session with elected members, we have introduced a new CRM Platform enabling us to enhance our management, monitoring and reporting (internally and to Council) of all business engagements (new and existing). This allows us to track and assign all engagements – meetings, emails, calls etc... evidencing in real time the stage at which all deals and engagements are at.

At time of writing this report we have 16 active new business opportunities we are pursuing. This graph evidences the stage each of these discussions are at whilst also identifying each opportunity by Business Sector – directly relating to both our inherent strength (industry diversity) and our focus on emerging sectors – aerospace, aquaculture, future food and fibre etc..

We assure elected members of our elevated laser focus on attracting new business – ignited via our “Make Timaru your Business Campaign” (MYTB), please refer <https://maketimaruyourbusiness.nz/> for more information along with the accompanying “teaser” pdf we engage new opportunities with. This ongoing campaign is multi-faceted across social and print media awareness advertising, utilising an ever expanding group of local businesses as district ambassadors and advocates, fostering existing referral networks and direct targeting of specific industries.

Business Attraction Metrics across March-Sept 2025

- Estimated 52,000 reach across scheduled print media insertions – Food Tech, Engineering NZ, FTD Supply, Business South, Courier...
- 9,609 views and impressions across scheduled social media posts – topics covered include Productivity, Powered by Pioneers, Launchpad for Bold Growth, Strength of Diverse Industry Sectors, Platform for Success, Green Future Strategies.
- 92 engagements across 33 new business opportunities actively progressed
- 23 referral engagements across regional and national networks
- 151 (and growing) local businesses engaged as Make Timaru your Business advocates and referrers. Local advocate Bleeker & Weith launched, supporting Engineering EDM – showcasing strong workforce pipelines. Will continue to use 2 developed case studies for MTYB and Workforce attraction across social media channels. New photos added to VT Business Attraction suite with full use



Business Attraction Engagement Plan

- Local Advocate Campaign “We’re here because...” - Leverage local stories, case studies, and cost comparisons to support the MTYB campaign - underway
 - Attendance at NZ Wheat Certification Launch 7 October - Gold Sponsor – MTYB & VT branding on all event material and screens, pull up banner, NZ Aerospace Summit (October) and Agritech Summit (November) – explore opportunities grow referral network
- Targeted Agritech referrer engagements (14) planned across Oct/Nov and following their formal establishment July 2025, engagement is underway with the new Public Research Organisations (PRO’s) - Earth science (NIWA GNS Science), Bio-Economy (now consists of AgResearch, Landcare Research, Plant & Food Research and Scion) and Health & Forensic Science (ESR)
- Continue to tell the Timaru District story across various platforms.

Economic Enablers

Timaru District’s long-term prosperity relies on enhancing the foundational economic enablers. These are the systems and settings that make business growth easier, attract new investment, retain and grow our population, and ensure Timaru remains competitive in a fast-changing national and global landscape. Venture Timaru continues to work with local, regional, and national partners to progress the following priority enablers.

Regulatory Settings – A Proactive, Enabling Environment - Timaru must be recognised as a district where it is easy to invest, innovate and grow. Regulatory settings should consistently reflect a “*make it happen*” mindset, with an emphasis on timely decisions, constructive problem-solving, and pragmatic & innovative interpretation of policy intent:

- RMA reforms and the emerging shift toward planning frameworks that are outcomes-focused present an opportunity for Timaru to position itself as a leader in efficient, enabling regulation.
- Businesses increasingly make location decisions based on speed, clarity, and certainty of regulatory processes. A more coordinated and proactive approach across consenting, planning, compliance, and infrastructure provisioning will materially enhance our competitiveness. We see councils recent establishment of a Development and Growth committee a great step in the right direction and VT look forward to being part of this as proposed.
- Encouraging inner-city residential development through proactive zoning, mixed-use flexibility, and development facilitation would unlock more near-city housing options. This would bring vibrancy, safety, and foot traffic back into Timaru’s CBD, creating stronger demand for hospitality, retail, and services while offering diverse housing choices for all ages. Launch of the “Making it Happen” initiative we believe will be a catalyst to igniting such opportunities.

Energy – Supporting Growth, Decarbonisation & Future Industries - A resilient and future-proof energy ecosystem is essential to enable industry expansion, decarbonisation, and attraction of new high-value investment.

- Timaru needs a secure, scalable, and modern energy supply and distribution network capable of supporting growth in traditional sectors as well as energy-intensive new industries.
- Venture Timaru is already actively engaging with energy sector players, developers and investors. The Mackenzie Basin’s significant pipeline of “fast tracked” renewable energy projects—forecast to come online in the next 4–5 years—presents major opportunities for:
 - business electrification and energy switching
 - low-emissions manufacturing
 - data centres and digital infrastructure
 - energy hubs and innovation partnerships
- Local opportunities exist for distributed renewable energy, including rooftop light-solar across industrial areas such as Washdyke, with potential for localised microgrids and the ability to feed surplus generation back into nearby operations.
- Access to additional steam capacity remains a clear strength and is already a deciding factor for new investment considering Timaru.

Water & Wastewater – A Competitive Advantage to Protect and Leverage - Timaru District’s water and wastewater infrastructure and capability is a major regional differentiator. Many South Island districts face infrastructure constraints that limit industrial expansion—Timaru’s relative strength must be protected and enhanced.

- Providing future certainty to existing water and wastewater users gives them the confidence to reinvest, grow, and modernise.
- These services remain critical to attracting new industries, especially in “wet industry” food and fibre processing, advanced manufacturing, and emerging future-food categories.
- A current example is a future foods enterprise considering Timaru specifically because of our wastewater treatment capability combined with ready access to steam—highlighting how infrastructure quality directly drives investment decisions.
- Ensuring the system remains resilient, modern, and scalable will maintain our competitive position as one of the South Island’s most industry-friendly districts.

Infrastructure – Fit for Future & Aligned With Our Strategic Advantage - Timaru’s central South Island location is an asset only if supported by modern, reliable, and well-funded transport and logistics infrastructure.

- Port of Timaru is a critical gateway for both regional importers/exporters and potential new industry – with scope to grow. Continued investment in capacity, digital capability, and intermodal connectivity will ensure it remains competitive and attractive to shipping lines and supply chains.
- Road and rail networks must receive a fair allocation of national investment—particularly given our district’s economic contribution to NZ Inc through exports, primary production, freight movement, and manufacturing.
- Ensuring strategic transport corridors, freight routes, and rail links are maintained and enhanced is essential to support economic diversification and enable new industrial development.

5. People – Talent, Technology & Education for a Future-Ready District - People are at the centre of economic enablement. Attracting and retaining talent—and helping our existing workforce to thrive—will continue to be core strategic priority for VT.

- The forecast decline in global population coupled with national and global labour shortages mean Timaru must differentiate itself through quality of place, lifestyle, education pathways, professional opportunities, and a vibrant urban environment.
- Enabling more inner-city and near-city living will support this by creating a dynamic, attractive urban centre that appeals to younger residents keen to get on the property ladder, skilled migrants, our ageing population that, being keen to be active and valued contributors to our community, have so much to offer and professionals seeking compact, low-stress living with amenities close by.
- To lift productivity, Timaru District businesses must increasingly adopt technology, automation, and AI. Improving productivity per filled job is essential in a labour-constrained environment – we must “work smarter not harder”.
- The retention and re-imagining of ARA’s Timaru Campus as a modern, multi-provider Educational Hub is a major piece of work Venture Timaru is progressing. This hub will ensure local delivery of skills, micro-credentials, trades, and higher-level training aligned to current and emerging industry needs.
- Strengthening pathways between school, tertiary, and employers will help build a homegrown workforce with the skills required for the next decade and beyond.

Update on more advanced new business opportunities

- **Protein Extraction (2)**
 - A NZ based entity looking to establish a scaled up commercial operation. Previously engaged with and whilst delayed for 12-18 months discussion now reignited at pace. Well advanced and working closely with TDHL to develop a Washdyke based solution including services connections and potential investment partners. Estimated FTE 80+
 - NZTE/InvestNZ introduced entity via **MTYB** looking to expand their operation visited early July. Very much scoping possible locations but early stages in terms of supply/demand identification and capital raise. Impressed with South Canterbury both from a feedstock and potential client perspective. Direct B2B connections made and samples being provided both ways. Estimated FTE 40+ Slower burn.
- **Energy** – a further intro ex NZTE/InvestNZ via **MTYB**, Government aligned entity who have completed an assessment of future state energy opportunities for Central South Island aligned to solar, subsea cables, data and energy centres. Met late August in Wellington with two other “regions or priority” for them as well as Government officials and Transpower. Solidified that this is a significant opportunity. Timaru District attractive o/a closeness to energy “generation wave” in next 4-5 years and large industry – data centre/energy hub opportunities being progressed..

- **Aerospace** – **MTYB** ignited a targeted relationship on this sector with our CHCHNZ colleagues resulting in VT CE being appointed to the Canterbury Aerospace Leadership Group who will oversee the implementation of the [Canterbury Aerospace Strategy](#). Initial mapping of Central South Island assets and businesses who are already, or could potentially be, suppliers to the Aerospace sectors well underway following a Sth Canty Aerospace workshop which recently took place. Intro's of business into the sector underway also.
 - As a direct result of Canty L/Ship Group involvement VT are progressing an opportunity with an international aerospace aligned entity to establish a southern hemisphere ground station base in Canterbury (ideally the Timaru District)
- **Hotel** – in desperate need of an 80-120 room hotel for many years for our District and having engaged with a number of local landowners, we are working with an industry connector to elevate identification of sites and operators to progress this as an absolute priority. In the current environment "Greenfield" developments are very difficult but not impossible and whilst exploring these opportunities our focus is on all potential brownfield/retrofit opportunities. VT now working closely with willing parties ignited via **MYTB**.
- **Residential (2)**
 - transformational new opportunity within the District. Introduction made of local potential enabling investors. Assisting with assessment of demographic and needs analysis to help inform scope and staging. Final viability study underway. RC application submission pending.
 - Local property owners have consent for new inner near city living development. VT have arranged meeting with Mayor/Dept Mayor and Development Manager to communicate CBD vision and provide investor confidence to ignite this opportunity.
- **Aquaculture** – connection made, via facilitated introductions to fellow EDA colleagues, with an existing very prominent North Island aquaculture operation looking to replicate that operation in 1-2 locations in NZ having secured international growth investment.

Two SME's assisted and business established – software company and energy company.

September 2025 quarter – additional notes

Support EXISTING BUSINESS to innovate and grow.	• VT are part of a collaborative study programme funding partnership with Agmardt and ED professionals from Northland, Taranaki, Manawatu and Southland. We recently hosted all in Timaru District and over two days explored some of our district's standout primary sector projects - connecting, sharing insights, and celebrating innovation, collaboration, and extraordinary mahi. • Our journey took us from the potato, carrot, and dairy operations at Pye Group, to diversification at Turley's Apple Orchard, to South Pacific Sera where genetics were deeply discussed. We then delved into agritech and drone technologies at SPS Automation & Aeronavics before visiting the Opuha Dam - a visionary example of local collaboration that revitalised both the environment and productivity across our district. The tour concluded with a visit to Barker's, our much-loved local brand; Geraldine High School, where we saw an outstanding agricultural and building programme. • It was a privilege to showcase what makes our primary sector and the Timaru District so special. • Each region brings something unique to the table, and together we share a common vision: to strengthen and grow New Zealand's agri sector through collaboration and innovation. This week was a powerful reminder of what partnerships can achieve. • A final report detailing our findings and opportunities is being prepared for ARMARDT – key insights include: • Leveraging key enablers - energy, water, regulation and planning at both regional and national levels is critical to collective success. How can we best play to our strengths while leveraging those of others? • Barker's imports 50% of its fruit and vegetables for processing. All EDAs identified opportunities for their districts to contribute to this supply. • Innovation is thriving locally, from land diversification and drone technology to data-driven farming and new infrastructure ownership models. • T2050 Examples of existing innovations across private and public sector investment, alongside legacy family businesses with philanthropic ideals highlight execution opportunities for the plan. • Example local business intro's made: • tech company to Alpine Energy re their Washdyke clients desire to locate light solar on their premises • engineering to Aerospace entities – explore local product manufacturing v China • food manufacturer to local business exploring merge/sale opps • held Food pro and Manufacturing Group meeting 15 in attendance – presentations on establishing a China market, new 2D QR Codes and what they mean for product/company information – AI, innovation and tech advances I the FP&M sector.

PROMOTE the district as a “destination of choice”	Major Events Fund Applications assessed and granted: • Caroline Bay Rock and Hop - \$10,000 • Harcourts Geraldine Festival - \$12,500 • Caroline Bay Carnival - \$15,000 • World Tennis Tour: Timaru - \$35,000 • Midlands PSA & District Open - \$35,000 • Seaside Festival - \$20,000 • Multicultural Aoraki Festival - \$10,000 • Kaylee Bell Concert - \$15,000 • Brews on the Bay - \$12,500 • Timaru Festival of Roses - \$20,000 • Matariki Night Market - \$10,000 • The Coastal - \$5,000 • Art in Motion - \$10,000 • Crusaders v Highlanders Pre-Season SCOFF – 5-21 Sept. Highly success event completed over extended period of 17 days. 45 eateries; 20+ producers. Biggest uptake so far across social channels in 6 year history of event – 311,000 views in 28 days on Facebook; daily surges of 32,000-33,000 2-4 Sept. Significant impact from Air New Zealand sponsorship – 39,000 views in Wellington region for free flights giveaway; 55,000 views for Tag and Win \$1000 flights giveaway. Canterbury–West Coast Showcase – highly successful mini trade show in Auckland. Timaru operators who attended rated it as the best yet as they continue to build relationships with key agents. Online Training – continues in partnership with Canty-West Coast RTOs. Next sessions focus on AI. Product development – Working to extend offering of operators to include those keen for support and near the Timaru District boundaries in Waimate and Mackenzie Districts. Waimate has no RTO, so these operators are struggling to gain traction without support and Mackenzie Tourism tends to focus on operators from Burkes Pass inland. By working with these operators it gives VT the chance to effectively extend the range of what we have on offer to attract visitors to stay longer, plus some of these operators offer tours suitable for cruise. Tourism New Zealand Sydney Showcase – for the first time VT has been invited to be part of the Tourism NZ showcase in March 2026 for Sydney based travel agents. This is the result of continued relationship development with TNZ and capability building of our operators to ensure that they are ready to deal with trade inquiries.
Towards 2050	License to proceed - Agreement that the plan reflects community aspirations and provides a mandate to move forward. Engagement focus - Reconnect with all elected members (invites sent), Leaders Forum, and the wider community to build shared ownership. Phase Two – Execution Strategy Development: • Focus on creating a practical delivery approach that enables broad community participation. • Exploring an implementation framework built around three key components: BAU Alignment: Community organisations and businesses align efforts with a Towards 2050 Checklist, earning endorsement for their contribution. Working Groups: Drive “big rock” projects requiring enablement and investment, involving sector experts, key enablers, and potential funders/investors. Steering Group: Cross-sector oversight to ensure balanced delivery across all themes and priorities, with representation from Venture Timaru and TDC.

	Timeline - Finalise the delivery framework in Q1 2026 – continued community input will be essential to getting it right.
Ensuring our PEOPLE have every opportunity to thrive and contribute to our COMMUNITY	• Session to be held 27 Nov with Ara to explore fit for future educational hub concept for Timaru Campus. VT have arranged a diverse spread of local representation to attend covering sectors such as health, educations, trades, innovation, primary, local government, technology and manufacturing. This is an important asset to be retained and enhanced to meet current and future skills development needs of our workforce and industry
Various	• VT have moved into new premises in South Stafford St – co-located with TDHL (our landlord). This will further enhance an already close working relationship between both entities and in time also drive efficiencies. • The VT designed and nationally recognised MyNextMove Youth Transition Initiative unfortunately concluded 30 Sept following 8 years of operation – during which is was widely recognised by MOE and TEC as best practice is assisting our next generation workforce to be as fully informed as possible on their post-secondary school career and further education opportunities. Funded by MSD since 2017 this valuable initiative was the basis for the national roll out of the Education to Employment Network to over 25 locations nationwide in 2021. It has been a victim of central government funding cuts, and we are currently assessing how best to support this space going forward given our extensive industry connections locally regionally and nationally. • After an extremely successful 2nd season last year of Traitors NZ, VT worked alongside TDC Comms to attract not only NZ's 3rd season of filming but just prior to that an Australian seasons filming. Completed over 6 weeks from end Sept these two productions saw 80+ crew and 25+ cast here accommodated and fed through this period. We helped facilitate local involvement from eateries, cafes and suppliers alongside opportunities for locals to be involved across their operational crew. A huge success last time we are picking this to be even better and double the opportunity for Timaru District to be showcased internationally - we are working with South Pacific Pictures on this.

Appendices

1. Financial Reports (actuals to budget) to 30 June 2025

- a. Financial Commentary & Profit & Loss
- b. Balance Sheet
- c. Cash Flow statements

2. Feedback

1. Financial Reports (actuals to budget) to 30 Sept 2025

1. Year to date for the first quarter of the 2025.26 year, finances are tracking in line with budget.

Additional income relates to:

- final support for discontinued MyNextMove received ex MOE,
- better than forecast private sector support and registrations secured for SCOFF
- attribution of income received in advance for the Regional Apprenticeship Initiative (RAI) expensed in the quarter.

Expense variance relates primarily to timing but also includes

- data hub for Towards 2050 expensed from VT Reserves as previously allocated
- additional RAI funds released in the quarter above that originally budgetted.

2. As at 30 September 2025, VT Reserves as per our policy and net of funds allocated sts at approx \$182K.

Statement of Financial Performance

Venture Timaru

For the 3 months ended 30 September 2025

Account	Actual Jul- Sept	Budget July- Sept	Budget Annual Y/E 30/6/26
Revenue	\$	\$	\$
Funding from local government	432,500	432,500	1,465,000
Funding from central government	26,215	13,725	26,500
Service delivery contracts from central government	71,423	66,000	132,000
Interest, dividends and other investment revenue	2,472	2,100	22,000
Other revenue	37,428	8,125	16,800
Total Revenue	570,039	522,450	1,662,300
Expenses			
Employee related costs	190,211	191,000	683,134
Economic development - administration and overhe	91,917	84,375	317,500
Tourism administration and overheads	86,254	72,000	288,000
Other programmes administration and overheads	216,532	182,700	377,000
Total Expenses	584,914	530,075	1,665,634
Surplus/(Deficit) for the Year	(14,875)	(7,625)	(3,334)

Statement of Financial Position

Venture Timaru

As at 30 September 2025

Account	Actual 30 Sept 2025	Budget 30 June 2026
Assets	\$	\$
Current Assets		
Bank accounts and cash	204,585	302,000
Debtors, prepayments and other current assets	93,113	115,877
Short term investments	619,880	203,000
Total Current Assets	917,578	620,877
Non-Current Assets		
Property, Plant and Equipment	33,962	40,000
Total Non-Current Assets	33,962	40,000
Total Assets	951,540	660,877
Liabilities		
Current Liabilities		
Creditors and accrued expenses	85,410	30,000
Employee costs payable	62,498	80,000
Funding unallocated	236,498	0
Total Current Liabilities	384,405	90,000
Total Liabilities	384,405	90,000
Total Assets less Total Liabilities (Net Assets)	567,135	570,877
Accumulated Funds		
Issued Capital	1,000	1,000
Equity	566,135	569,877
Total Accumulated Funds	567,135	570,877

Statement of Cash Flows

Venture Timaru

For the 3 months ended 30 September 2025

Account	Actual Jul- Sept	Budget Annual Y/E 30/6/26
Cash Flows from Operating Activities	\$	\$
Funding from local government	554,700	1,448,800
Interest, dividends and other investment receipts	10,907	14,000
Other revenue	24,813	42,000
GST	(6,334)	(32,000)
Employee related payments	(191,668)	(717,000)
Administration and overhead payments	(387,203)	(1,045,000)
Income Tax	(9,487)	(6,000)
Total Cash Flows from Operating Activities	(4,470)	(297,200)
Cash Flows from Investing and Financing Activities		
Receipts from sale of property, plant and equipment	0	7,000
Payments to acquire property, plant and equipment	(3,149)	(48,100)
Receipts from sale of investments	0	422,000
Payments to purchase investments	(8,007)	0
Total Cash Flows from Investing and Financing Activities	(11,157)	380,900
Net Increase/(Decrease) in Cash	(15,626)	83,700
Bank Accounts and Cash		
Opening cash	220,211	218,300
Net change in cash for period	(15,626)	83,700
Closing cash	204,585	302,000

2. Feedback

SCOFF Producer endorsements

- **Andrea Hutton, Hutton's Honey** - We have had our best year yet with 7 restaurants using our honey in cocktails, honey prawns, dumplings, salmon, pannacotta and ice cream. The SCOFF week just keeps getting better and better. Well done. Keep up the great job promoting the eateries and products of South Canterbury.
- **Andrew Lewis Owner Distiller Humdinger** - Thanks a lot for running another hugely successful SCOFF! We have had lots of people in our cellar door talking about the dishes they have been trying, and it's great to generate a buzz about local producers and eateries! Thanks again and well done.
- **Lockie Broadhead, President SC branch Hospitality NZ and owner Silverstream Hotel.** It seemed to have great support this year and very professionally organised and executed! Well done to you and the Venture Timaru team.
- **Silke Schlusnus, Echt Sourdough** – I just wanted to say a huge thank you for all the work you put into Scoff. As a small business it makes a huge difference in how much exposure I get in the community. It also pushes me to extend myself a little.

SCOFF Social Media reach/views – awesome engagement:



TIMARU'S THE PLACE

'WHERE FOOD TECH THRIVES'

Venture Timaru's bold 'Make Timaru Your Business' campaign is capturing attention – and for good reason, according to Venture Timaru.

"With the South Island's food bowl as its backdrop, Timaru District is fast becoming recognised as a prime location for food tech innovation, where established businesses are already leading the way," says Nigel Davenport, CEO of Venture Timaru.

Farmers Mill, New Zealand's only flour mill using 100% locally grown wheat, is described as a homegrown success story based right in the heart of the South Island's grain belt.

"We're here because Timaru makes it possible to build something exceptional, and we're living proof you don't need to be in a big city to do big things," says Phil Jackson, GM of Grainstor Group.

"Timaru's location is a massive strategic advantage. We're right on SH1, with road, rail, and the Port of Timaru on our doorstep. That connectivity lets us run an efficient supply chain – shifting grain from paddock to silo to mill to customer quickly and cost-effectively."



The region is a "proven powerhouse" for goods-producing industries. Food and beverage manufacturing, agriculture, aquaculture, and agitech form the backbone of a diverse and resilient local economy. Davenport says sectors are thriving, thanks to the region's skilled workforce, trusted supply chains, and a culture of collaboration that spans industries.

He adds that what sets Timaru apart for food tech is the opportunity to test, refine, and scale technologies in a real-world, production-based environment. From sustainable processing and

advanced manufacturing to automation, AI, and biotech, local businesses are embracing innovation to meet global demands.

"Timaru is a proudly connected economy where collaboration drives innovation, and partnerships help great ideas succeed. With tailored support, affordable land, and a future-focused mindset, we're ready to welcome the next generation of food tech leaders," says Davenport.

Sponsored content: For more information visit www.maketimaryourbusiness.nz.

MAKE TIMARU YOUR BUSINESS

Strategically located, affordable and rich in opportunity, the Timaru District is where your business can thrive.

WE'RE HERE
WHERE ARE YOU?



"We are here because Timaru has the people, location, and partnerships that allow innovation to thrive, it's where paddock to pantry is our way of doing business."

Phil Jackson,
Grainstor Group

Discover the advantages of Timaru District for your business
Visit www.maketimaryourbusiness.nz or Contact Us Today!

Venture Timaru
03 637 3583
enquiries@venturetimaru.nz
maketimaryourbusiness.nz

Scan QR Code to know more



CORE

Overhead shot of Caroline Bay, Timaru port at night.

TIMARU DISTRICT SET TO BE 'HUB FOR SMART MANUFACTURING'

For engineering-led businesses working across processing, precision agriculture and environmental innovation, Timaru District is fast becoming a location of strategic interest. Situated in New Zealand's central South Island, the district offers strong infrastructure, a deeply embedded production base and room for growth in sectors requiring advanced engineering solutions. Venture Timaru's targeted campaign, 'Make Timaru Your Business', is focused on attracting engineering-led firms, covering in particular automotive, robotics, processing, precision farming systems, and biotechnology applications for food and fibre. "Engineers are central to the future of this district," says Nigel Davenport, CEO of Venture Timaru. "We're seeing growing demand for expertise in process automation, industrial design and environmental systems, particularly where efficiency, compliance, and scalability are essential."

A key part of Timaru's success to date says Davenport is the strength of its existing engineering sector. Local firms have played an essential role in developing and supporting high-performing systems for food production, industrial machinery and water management. Their deep knowledge of regional industries, long-standing client relationships and commitment to innovation continue to drive South Canterbury's position as a national leader in goods-producing manufacturing. Goods production accounts for 26.9% of the local economy, well above the national average. This includes a concentration of food and fibre processors and advanced manufacturing operations that rely on continuous improvement, automation, and precision engineering to remain globally competitive. "Timaru's location provides firms with practical advantages - 80% of the national population is within a 2.5-hour drive, and PrimePort Timaru ensures efficient movement of goods. Industrial lands is cost-effective, and integrated road and rail networks support both heavy logistics and just-in-time delivery models," says Davenport. The district also benefits from proximity to the University of Canterbury, Lincoln University, the University of Otago, and Ara Institute, each contributing a talent pool of graduates and research aligned with engineering, agricultural science, and environmental technology. Venture Timaru provides tailored support to incoming businesses, including land acquisition, consenting advice and local industry connections. "We're actively seeking engineering-driven companies ready to scale solutions," adds Davenport. For firms building systems that need to perform under pressure in processing environments, agri-production, or industrial waste, Timaru District offers the tools and networks and a proven collaborative ecosystem already delivering results. Sponsored content. For more information visit www.maketimariyourbusiness.nz.

"WE'RE SEEING GROWING DEMAND FOR EXPERTISE IN PROCESS AUTOMATION, INDUSTRIAL DESIGN AND ENVIRONMENTAL SYSTEMS."

16 August 2025

REGIONAL DEVELOPMENT



Containers being moved at Timaru Industrial port.

ensures efficient movement of goods. Industrial lands is cost-effective, and integrated road and rail networks support both heavy logistics and just-in-time delivery models," says Davenport. The district also benefits from proximity to the University of Canterbury, Lincoln University, the University of Otago, and Ara Institute, each contributing a talent pool of graduates and research aligned with engineering, agricultural science, and environmental technology. Venture Timaru provides tailored support to incoming businesses, including land acquisition, consenting advice and local industry connections. "We're actively seeking engineering-driven companies ready to scale solutions," adds Davenport. For firms building systems that need to perform under pressure in processing environments, agri-production, or industrial waste, Timaru District offers the tools and networks and a proven collaborative ecosystem already delivering results. Sponsored content. For more information visit www.maketimariyourbusiness.nz.

"TIMARU'S LOCATION PROVIDES FIRMS WITH PRACTICAL ADVANTAGES - 80% OF THE NATIONAL POPULATION IS WITHIN A 2.5-HOUR DRIVE, AND PRIMEPORT TIMARU ENSURES EFFICIENT MOVEMENT OF GOODS."

MAKE TIMARU YOUR BUSINESS

Strategically located, affordable and full of opportunity. The Timaru District is where your business can thrive.

WE ARE AAA+ RATED

Ambitious
Drive to a forward thinking vision for growth and innovation.

Accessible
Centrally located with excellent national and global connectivity.

Affordable
Competitive operational costs and cost of living for businesses and employees.



Discover the advantages of Timaru District for your business

Visit www.maketimariyourbusiness.nz or Contact Us Today!

Venture Timaru
03 937 2022
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www.engineeringnews.co.nz

17

Venture Timaru
October 16 at 12:00 AM · 🌐

At [Bleeker and Weith 2018 Ltd](#) we often joke that our motto could be "We're here for the weekends." And honestly, it's true because weekends mean time with friends, family, and the kind of lifestyle that makes living in Timaru special." says James Forrest - Managing Director

We've built a workplace where an after-work beer is about connection. It's become a safe, open space where people talk through challenges (personal or professional), celebrate wins and support one another. That small ritual has sparked a real cultural shift in our team.

Why does this matter?
Because culture is the backbone of every great company. Our industry, engineering, underpins so much of Timaru's production and agricultural future. We need to attract, retain, and grow the best talent.

We're growing Bleeker & Weith and we're helping build the future of this region. We develop and progress our young apprentices, creating industry talent pipelines. We give them every opportunity to thrive - whether that's here with us, off to a specialist role or working directly for some of our districts key producers.

Timaru District is becoming a strategic base for engineering and innovation. Considering a move to setup, scale or innovate? Make it your business to get know our district - visit www.maketimaruyourbusiness.nz

Check out the Bleeker & Weith team here - <https://bleekerweith.co.nz/>



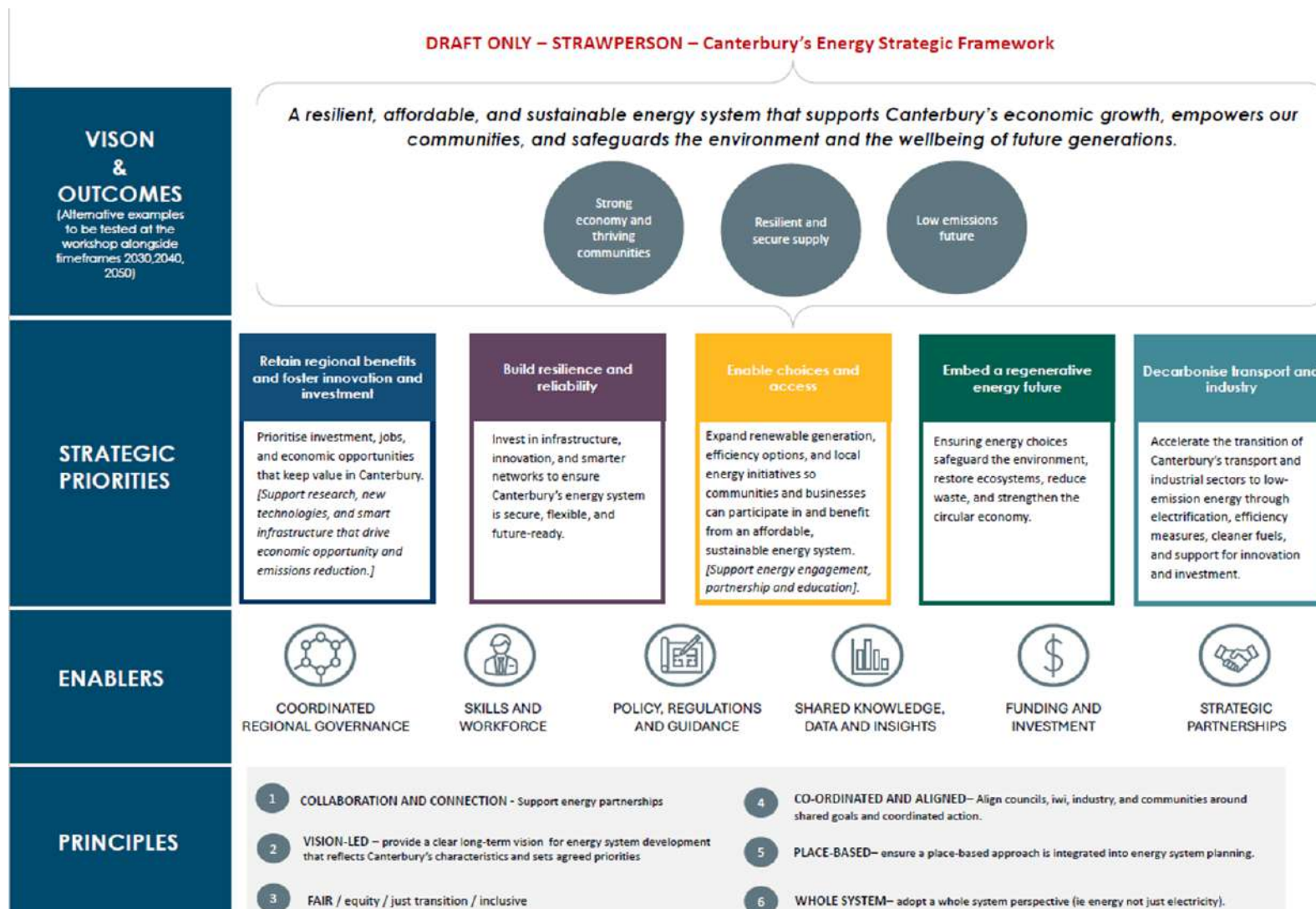
Venture Timaru
October 13 at 7:00 PM · 🌐

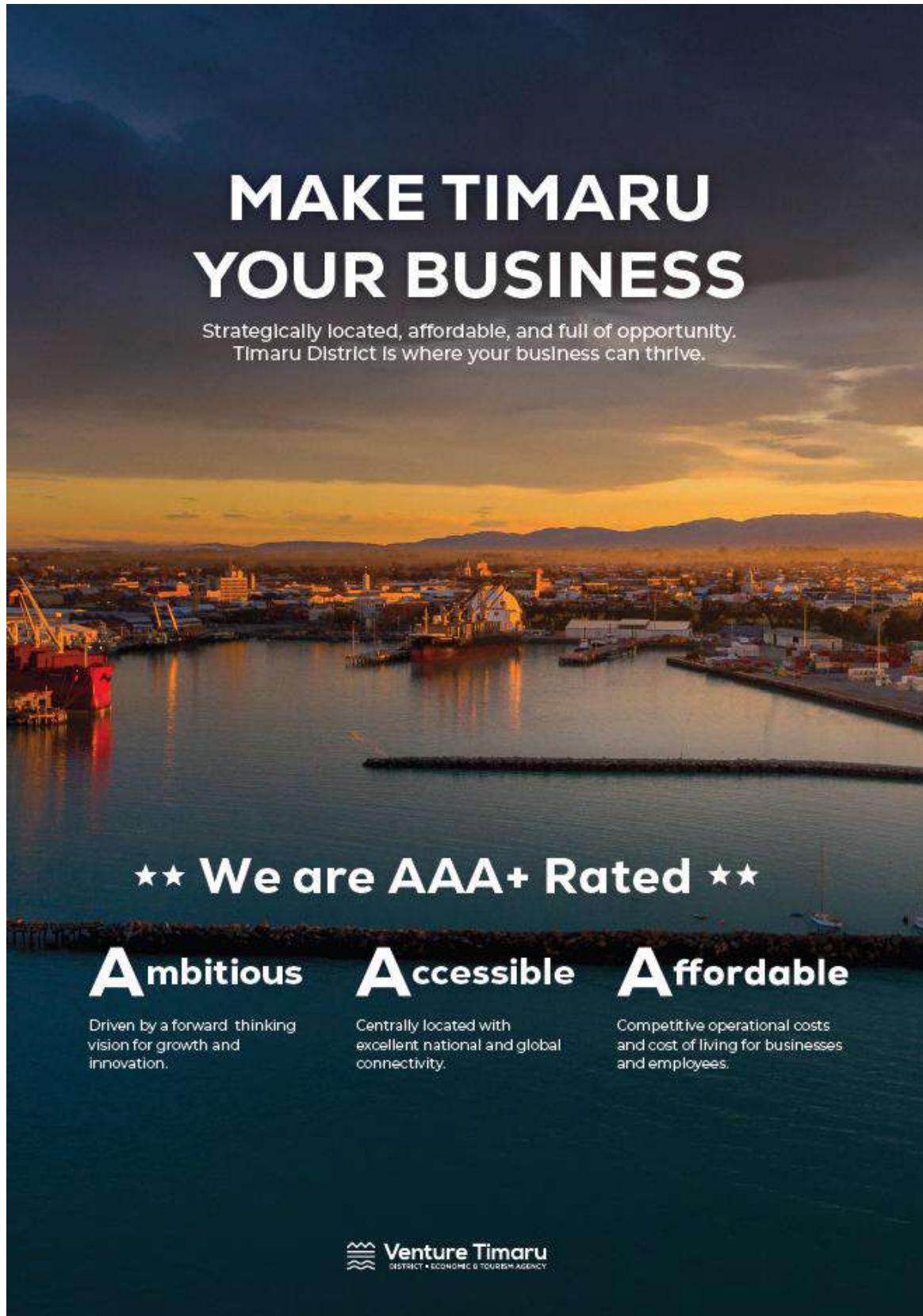
From paddock to pantry - From Fallgate Farm in South Canterbury to supermarket shelves throughout NZ, to your own pantry, over 50 years of potato-growing expertise has led to the best potato chips being produced by the Bowan family right here in the Timaru District.

What's your favourite [Heartland Potato Chips Co.](#) flavour?

Watch this video and celebrate 50 years of Fallgate Farm, and Heartland Potato Chips <https://youtu.be/5eIGtqBTJnE?si=K-cKSv33OBxDxUne>

A collage of four photos related to potato chips. The top photo shows a large pile of potatoes in a wooden crate. The bottom left photo shows a close-up of golden potato chips. The bottom middle photo shows a woman holding two bags of Heartland Potato Chips. The bottom right photo shows a large stack of cardboard boxes, likely for shipping the chips.





MAKE TIMARU YOUR BUSINESS

Strategically located, affordable, and full of opportunity.
Timaru District is where your business can thrive.

★★ We are AAA+ Rated ★★

Ambitious

Driven by a forward thinking vision for growth and innovation.

Accessible

Centrally located with excellent national and global connectivity.

Affordable

Competitive operational costs and cost of living for businesses and employees.



Venture Timaru
DISTRICT • ECONOMIC & TOURISM AGENCY

Thank you for considering Timaru District as the next home for your business.

We're excited about the possibility of partnering with you and introducing you to the vibrant, growing community that makes Timaru District the perfect place to live, work, and invest.

At Venture Timaru, we support businesses across a wide range of industries, making connections, introductions and undertaking advocacy aligned to their specific needs. Whether you're looking for land purchase or lease to own/turn key options through to infrastructure access, regulatory guidance, or service & support network introductions - we're here to ensure your success from day one.

Timaru District's strategic strengths, rooted in agriculture, manufacturing, our central South Island location and our Port's extensive global connectivity offer a solid foundation for growth. Beyond the business potential, Timaru is renowned for its exceptional lifestyle. From abundant recreational opportunities to a strong, supportive community, we offer an environment where both you and your employees can thrive.

We are proud to be part of a region that thrives on collaboration, innovation, and mutual success. The strong local infrastructure, coupled with a welcoming, business-

friendly community, makes Timaru District the ideal location for your business. We're confident that you will find everything you need to grow your business here. I'd love to personally invite you to explore the exciting opportunities awaiting you in the Timaru District. Let's start a conversation to ensure you have all the information and support you need to make a confident, informed decision for your business's future.

We look forward to the opportunity to welcome you to our community.



Warm regards,
Nigel Davenport
Chief Executive Officer

Timaru District, the smart choice for your business growth.

Strategically located, innovation-driven, and built for success, Timaru District offers businesses an affordable, well-connected hub with world-class infrastructure, a skilled workforce, and a thriving, supportive community.

Strategic Location

Timaru District is centrally located in the South Island, providing businesses with direct access to key domestic and international markets through road, rail, and port connections. This prime location reduces transport costs and increases operational efficiency with 80% of the South Island's population within a 2.5-hour drive.



Prime Development Opportunities

Timaru District offers cost-effective, development-ready land, available now, in prime locations right across the district, including PrimePort, Geraldine, Temuka, Timaru and Washdyke Industrial areas. A logistics hub with seamless connectivity, the district provides ample space for business expansion, making it an ideal location for sustainable commercial and industrial growth.

Reliable & Accessible Services

Timaru District's high-quality, reliable, and affordable services such as water supply, energy, and advanced wastewater management create a business-friendly environment, of significant importance to primary industries and producers. These essential services ensure sustainability, compliance, and the ability for businesses to scale and thrive.

Diverse & Thriving Industries

Timaru District is home to diverse industries, including food processing, agriculture, aquaculture, manufacturing, and tourism. The district fosters cross-sector collaboration, supporting startups, expansions, and investments. This balanced economy reduces risk and creates opportunities for innovation.

Competitive Operational Costs

With competitive land prices and lower operating costs, Timaru District offers businesses an affordable base for growth. The cost-effective lifestyle also benefits employees, ensuring a high-quality yet affordable standard of living for both businesses and their teams.

Skilled Trades & Support Services

Timaru District's robust network of skilled trades and professional services ensures businesses can easily access support for construction, maintenance, IT, and other operational needs. This seamless service network contributes to smooth operations and a collaborative business environment.



Access To Skilled Workforce

The district's proximity to regional training institutions such as Ara Institute and major universities like the University of Canterbury ensures access to a talented workforce. This makes Timaru District an attractive destination for businesses seeking skilled professionals for diverse roles.

Innovation & Technology Focus

Timaru District is a hub for innovation, integrating advanced technologies in food production, biotech, and sustainability. Its growing focus on tech-driven industries helps businesses transform and adapt, making it a key location for forward-thinking enterprises.



Commitment to Sustainability

Timaru District is committed to sustainability across all facets of business - environmental, social, and economic. The district actively supports practices that enhance resource efficiency, reduce environmental impact, and promote community well-being. This approach ensures businesses thrive while contributing to long-term sustainable growth.



Exceptional Quality of Life

Timaru District's scenic landscapes, family-friendly atmosphere, and excellent amenities offer a unique work-life balance. With strong local charm and seamless global connectivity, businesses and employees can thrive while enjoying the best of both worlds, making Timaru District an ideal destination for long-term success.



Resilience, Growth & Future Focus

Timaru District is actively investing in its future through the "Toward 2050" plan, focusing on people and place. This forward thinking plan ensures the district's continued growth and development, establishing a pathway for business success and community prosperity.

Education & Healthcare Excellence

Timaru District offers top-quality education and healthcare, with strong links to tertiary institutions (Ara Institute, University of Canterbury, Otago University, Lincoln University) and a well-developed healthcare system. These resources contribute to an excellent standard of living, ensuring a thriving environment for businesses and their employees.

Timaru District, we're here, where are you?

Thriving in business, connected to opportunity and proud to call this district home - Join Us and grow your success here.



Discover the advantages of Timaru District for your business

Contact Us Today



Venture Timaru
DISTRICT - ECONOMIC & TOURISM AGENCY



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venturetimaru.nz



Venture Timaru
2 Sefton Street East, Timaru, New Zealand

9.3 Presentation of Timaru District Holdings Limited Audited Annual Report 2024/25**Author:** Jessica Kavanaugh, Democracy Services Lead**Authoriser:** Stephen Doran, General Manager Corporate**Recommendation**

That Council receives and notes the audited Timaru District Holdings Limited Annual Report for the financial year 01 July 2024 to 30 June 2025.

Purpose of Report

- 1 To receive and note Timaru District Holdings Limited (TDHL) audited Annual Report for the financial year 01 July 2024 to 30 June 2025.

Assessment of Significance

- 2 This matter is of low significance in terms of Council's Significance and Engagement Policy. The priorities, business and financial and non financial performance of the company are in line with the agreed Statement of Intent 2024/25.

Discussion

- 3 As a Council Controlled Trading Organisation, TDHL is required to present an audited annual report including its financial statements to Council.
- 4 The Local Government Act 2002 sets out the statutory timeframe for which a Council Controlled Trading Organisation must complete an Annual Report on the organisation's operations during the financial year. The timeframe for completion of the Annual Report is within three months after the end of the financial year.
- 5 TDHL received an unmodified audit report on 26 September 2025. The audited annual report was authorised by the Chairperson and Deputy Chairperson on the 26 September 2025. The audited annual report and accompanying financial statements were presented to the shareholders at TDHL's annual meeting held on 05 November 2025.
- 6 The year end results are in line with the progress and forecasts report to Council on a quarterly basis during the year.
- 7 The service level highlights were presented to Council on the 09 September 2025 in the TDHL Quarterly Report to 30 June 2025.

Attachments

1. **Timaru District Holdings Limited Annual Report 2024/25** [↓](#) 



Annual Report 2025

www.tdhl.co.nz



Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Report Contents

Directors' declaration	04
Directory	05
Annual report	06
Statement of objectives & performance	10

Financial Statements

Statement of comprehensive income	11
Statement of financial position	12
Statement of changes in equity	13
Statement of cash flows	13
Notes to the financial statements	14

Statutory information	30
Independent Auditor's report	32

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Directors' declaration

In the opinion of the Directors of Timaru District Holdings Limited ('the Company') the financial statements and notes, on pages 11 to 29:

- comply with New Zealand generally accepted accounting practice and present fairly the financial position of the Company as at 30 June 2025 and the result of operations for the year ended on that date;
- have been prepared using the appropriate accounting policies, which have been consistently applied and supported by reasonable judgements and estimates.

The Directors believe that proper accounting records have been kept which enable, with reasonable accuracy, the determination of the financial position of the Company and facilitate compliance of the financial statements with the Financial Reporting Act 2013.

The Directors consider that they have taken adequate steps to safeguard the assets of the Company, and to prevent and detect fraud and other irregularities. Internal control procedures are also considered to be sufficient to provide reasonable assurance as to the integrity and reliability of the financial statements.

The Directors are pleased to present the annual report including the financial statements of Timaru District Holdings Limited for the year ended 30 June 2025.

A handwritten signature in blue ink, appearing to be 'M. F. Rogers', written over a horizontal line.

Mark F. Rogers (Chairperson)

Date: 26 September 2025

A handwritten signature in blue ink, appearing to be 'D. M. Evans', written over a horizontal line.

Darren M. Evans (Deputy Chairperson)

Date: 26 September 2025



Directory

Incorporation number	881487
Principal activities	Property – non-residential – renting or leasing
Registered office	117 Stafford Street Timaru 7910 New Zealand
Directors	Aaron W.K Bethune Rebecca L. Keoghan (ceased 1 November 2024) Sally B. Parker Mark F. Rogers Darren M. Evans
Shareholders	Timaru District Council 49,550,000 ordinary shares _____ 49,550,000 ordinary shares =====
Auditor	Audit New Zealand On behalf of the Auditor-General

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Highlights & Challenges

Total Comprehensive Income**\$2.3M**

down from \$6.7M

Net Cash from Operations**\$0.4M**

down from \$1.4M

Dividends from Associates**\$0.75M**

down from \$1.2M

Property Revenue**\$3.6m**

up from \$3.3M

Investment Property Valuation**\$71.8M**

up 6.5%

Share of Associate Surplus**-\$4.4M**

down from \$3.3M

Total Dividend to TDC**\$1.2M**

Up from \$1.0M

Total Equity**\$186.7M**

up from \$185.5M



Chairman and General Manager Report

TDHL has delivered a strong operational performance this year with bottom line results impacted by contrasting share of associate loss. Our focus continues to be underpinned by disciplined execution, strategic resilience, and a commitment to delivering intergenerational value to our shareholder.

Strategic Overview

The 2024/25 year has been marked by an ongoing focus on operational excellence and completion of the final building blocks to enable portfolio resilience through diversification.

A key milestone this year was refinancing TDHL debt and accession to the Local Government Funding Agency (LGFA). This has ensured the property portfolio has continued to perform strongly. Combined with PrimePort's above budget performance, these returns have partially offset the challenges faced by Alpine. Delivering a solid operational result and positive net surplus, the current year's result illustrates the importance of our strategic focus on continued diversification.

Our engagement with the Timaru District Council has continued to be positive and constructive, with a focus on alignment to the Council's Long Term Plan, while the Statement of Intent and Investment Policy Statement guide our investment decisions. We have continued to support the Council's strategic priorities through delivering a dividend, transparent reporting, and collaborative governance.

Financial performance

TDHL recorded total comprehensive income of \$2.3 million, a result materially behind budget due to the impact of incorporating the negative performance of the associate investment in Alpine. PrimePort delivered a dividend in line with budget and an incorporated result ahead. The operational performance benefitted from the sale of four south Stafford Street legacy properties, robust property revenue growth and cost discipline. We achieved a positive net cash position of \$351k.

Further financial highlights include:

- Property revenue increased to \$3.6 million, up from \$3.3 million.
- Total equity rose to \$186.7 million.
- Cash payments to Council totalled \$2.4 million, including a \$1.2 million dividend.

These results affirm the strength of our direct operations and the benefits of a diversified portfolio, as we continue to provide stable and growing returns despite volatility in associate contributions.

Timaru District Holdings Ltd

Annual Report for the year ending 30 June 2025

**TDHL has a 50.0% shareholding in PrimePort**

PrimePort continues to be a critical logistics and infrastructure partner for the region. Bulk trade volumes were slightly up, revenue increased as a result of its diversified trade mix and while cost pressures increased, PrimePort produced a strong pre-tax profit coupled with a positive revaluation.

**TDHL has 47.50% shareholding in Alpine Energy**

Alpine Energy faced significant regulatory and reputational challenges following the Commerce Commission's investigation into historical pricing errors. Combined with slower network growth, this resulted in a poor final result. The shareholders have worked collaboratively to appoint high quality directors to the Board to enable long-term improvement.

**TDHL own \$71.8m of investment property around the Port and Washdyke**

TDHL's actively managed port precinct properties continued to perform strongly and underpins our results.

The first stage of Lyndon Street extension at Washdyke was completed opening up greenfield and diversification opportunities.

The CBD investment saw the disposal of four properties and the first stage of the 1877 Union Bank building restoration complete.



Chairman and General Manager Report *continued*

Governance and Engagement

The TDHL Board has maintained regular engagement with our associates, including Board-to-Board meetings, site visits, and strategic workshops. These interactions have strengthened our oversight and alignment across the portfolio.

The Board has also reviewed and updated key policies, including health and safety, privacy, and treasury management, ensuring our governance framework remains fit for purpose.

Looking Ahead

As we enter the 2025/26 financial year, TDHL will continue to:

- Leverage its strong property base to support economic investment.
- Pursue diversification opportunities aligned with shareholder priorities.
- Support associate companies through active governance and strategic alignment.
- Deliver sustainable financial returns and maintain a robust balance sheet.

We remain committed to our purpose: to manage and grow an investment portfolio that provides a sustainable intergenerational return and supports the strategic priorities of our shareholder. On behalf of the Board, we thank our shareholder, associates, and stakeholders for their continued trust and partnership.

A stylized signature in blue ink, consisting of a series of connected loops and lines.

Mark F. Rogers (Chairperson)

Date: 26 September 2025

A stylized signature in blue ink, featuring a prominent 'F' and 'M'.

Frazer Munro (General Manager)

Date: 26 September 2025

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Statement of objectives and performance

For the year ended 30 June 2025 in New Zealand dollars

Strategic Priorities	Performance Target	Achievement	
Intergenerational Investments Ensuring our intergenerational investments (PrimePort and Alpine) are well governed, meet the needs of our community, and provide a growing sustainable return.	Annually undertake at least one workshop with each associate on Board skills matrix, succession planning, strategic outlook and financial performance.	✓	Target met. Met and discussed Board skills and succession planning with each associate at least once during the year. Additional consultation with fellow shareholders and engagement with the respective Board Chairs was also undertaken. Strategic and financial performance is achieved through reviewing quarterly reporting from the associates.
Property Portfolio Manage and grow a property portfolio in a profitable manner that complements our associate investments and our shareholder's strategic priorities.	Achieve a three-year rolling average return on investment of 7% or greater for Port property held for investment purposes.	✓	Target met. Return of 7.2% achieved.
New Investments & Diversification Pursue new and diverse investments that will grow the business.	Complete construction of Stage 1 of Lyndon Street. Review Capital Structure.	✓	Target met. Physical works complete. Target met. Review completed in December 2024 marked by accession to LGFA.
Providing Shareholder Return Provide the shareholder with a sustainable and increasing cash dividend.	Pay a dividend to TDC of \$1.2m	✓	Target met, \$1.2m paid in June 2025.
	Hold at least one workshop with Council per annum.		Target met. Workshops held in Aug 2024, Nov 2024 and Feb 2025.
	Achieve statutory compliance.		Target met. All statutory reporting time frames and compliance requirements met.
Relationships + Partnerships Ensuring we invest time and effort into the relationships with our shareholder, joint venture partners, associates and future investment partners. Ensuring we are aligned to our shareholder's strategic direction.	That the TDHL Chair and/or GM presents the quarterly reports to Council. That TDHL undertakes an external Board review.	✓	Target met. Chair and GM presented reports at 1 July, 17 Sept, 10 Dec, 4 March, 3 June and 24 June Council meetings. Target met. Review completed and shared with Council.
Financial Metrics			
EBITA (excluding revaluations)	\$2,341,051	-\$3,089,000	Target not met due to the significantly under budget incorporated associated loss of Alpine Energy Limited.
Net Profit to S/H Funds	6.8%	-0.2%	Targets not met. The significantly under budget incorporated associate equity is responsibility for not meeting these targets, noting that these are non-cash incorporations.
Net tangible assets/share	\$6.56	\$6.02	
Earnings per share	\$0.45	\$0.08	
Dividends per share	\$0.04	\$0.04	Target met. Total dividend of \$1.2m paid to Council.
Shareholder funds to total assets	86%	85%	Target not met due to reduced associate equity - Alpine Energy Limited.



Statement of comprehensive income

For the year ended 30 June 2025 in New Zealand dollars

	Note	2025 \$000	2024 \$000
Revenue	3	3,601	3,313
Share of associate profit/(loss)	11	(4,361)	3,295
Revaluation of investment properties	9	4,280	3,682
		3,520	10,290
Operating expenses	5	(2,267)	(2,647)
Loss on changes in fair value of interest rate swaps		(62)	-
Operating profit before financing costs		1,191	7,643
Finance income		31	114
Finance expenses		(1,646)	(2,003)
Net financing costs	4	(1,615)	(1,889)
Profit/(loss) before income tax		(424)	5,754
Income tax benefit/(expense)	6	(29)	583
Profit/(loss) for the year after income tax		(453)	6,337
Other comprehensive income	11		
Share of associate profit/(loss) - other comprehensive income		2,785	343
Other comprehensive income for the year, net of income tax		2,785	343
Total comprehensive income for the year		2,332	6,680

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Statement of financial position

As at 30 June 2025 in New Zealand dollars

	Note	2025 \$000	2024 \$000
Assets			
<i>Current assets</i>			
Cash and cash equivalents	7	149	986
Trade and other receivables		215	185
Property held for sale	10	1,202	1,202
Total current assets		1,566	2,373
<i>Non-current assets</i>			
Property, plant and equipment	8	1,183	-
Right of use assets	9	23	8
Investment properties		71,761	67,398
Investments in associates	11	142,914	145,240
Term deposits		800	-
Deferred tax asset	6	150	471
Total non-current assets		216,831	213,117
Total assets		218,397	215,490

	Note	2025 \$000	2024 \$000
Liabilities			
<i>Current liabilities</i>			
Trade and other payables	12	313	414
Employee benefits		24	29
Interest bearing loans and borrowings	13	9,300	-
Income tax payable	6	327	624
Lease liabilities		22	9
Total current liabilities		9,986	1,076
<i>Non-current liabilities</i>			
Interest bearing loans and borrowings	13	21,681	28,881
Derivative financial liabilities	14,15	65	-
Total non-current liabilities		21,746	28,881
Total liabilities		31,732	29,957
Equity			
Share capital	17	31,000	31,000
Retained earnings		127,021	128,674
Asset revaluation reserve		28,644	25,859
Total equity		186,665	185,533
Total liabilities and equity		218,397	215,490



Statement of changes in equity

For the year ended 30 June 2025 in New Zealand dollars

	Note	Share capital \$000	Retained earnings \$000	Asset revaluation reserve \$000	Total \$000
Balance at 1 July 2024	17	31,000	128,674	25,859	185,533
Total comprehensive income for the year					
Profit for the year		-	(453)	2,785	2,332
Total comprehensive income for the year		-	(453)	2,785	2,332
Transactions with owners of the Company					
Dividends paid during the year		-	(1,200)	-	(1,200)
Total transactions with owners		-	(1,200)	-	(1,200)
Balance at 30 June 2025		31,000	127,021	28,644	186,665

Balance at 1 July 2023	17	31,000	123,337	25,516	179,853
Total comprehensive income for the year					
Profit for the year		-	6,337	343	6,680
Total comprehensive income for the year		-	6,337	343	6,680
Transactions with owners of the Company					
Dividends paid during the year		-	(1,000)	-	(1,000)
Total transactions with owners		-	(1,000)	-	(1,000)
Balance at 30 June 2024		31,000	128,674	25,859	185,533

Statement of cash flows

For the year ended 30 June 2025 in New Zealand dollars

	Note	2025 \$000	2024 \$000
Cash flows from operating activities			
Cash received from customers		3,572	3,782
Cash paid to suppliers and employees		(2,507)	(2,321)
Interest received		33	114
Interest paid		(1,497)	(1,923)
Dividends received		750	1,700
Net cash from operating activities		351	1,352
Cash flows from investing activities			
Proceeds from other financial assets		-	1,500
Proceeds from sale of property held for sale		100	-
Proceeds from sale of Investment property		705	-
Acquisition of investment property		(2,079)	(3,319)
Acquisition of other financial assets		(800)	-
Net cash (to) investing activities		(2,074)	(1,819)
Cash flows from financing activities			
Proceeds from loans and borrowings		9,300	800
Repayments of loans and borrowings		(7,200)	-
Dividends paid		(1,200)	(1,000)
Lease payments		(14)	(10)
Net cash from/(to) financing activities		886	(210)
Net (decrease)		(837)	(677)
Opening cash and cash equivalents 1 July		986	1,663
Closing cash and cash equivalents 30 June	7	149	986

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Notes to the financial statements

1 Reporting entity

Timaru District Holdings Limited ("the Company") is a Council Controlled Trading Organisation as defined in the Local Government Act 2002. The Company is wholly owned by Timaru District Council. The Company began operation on 29 October 1997.

The entity consists of Timaru District Holdings Limited, and associated entities, PrimePort Timaru Limited (50%) and Alpine Energy Limited (47.50%). All entities are incorporated and domiciled in New Zealand under the Companies Act 1993.

The Company's principal activity is property - non-residential - renting or leasing. The annual report presented is for Timaru District Holdings Limited as at and for the year ended 30 June 2025. The annual report was authorised for issue by the Company's Board of Directors on the date shown on page 1. The financial report was authorised for use by the Directors on 26 September 2025.

2 Basis of preparation

The financial statements of Timaru District Holdings Limited have been prepared in accordance with the requirements of the Companies Act 1993, the Local Government Act 2002 and the New Zealand International Financial Reporting Standards.

The financial statements have been prepared in accordance with New Zealand Generally Accepted Accounting Practice ("NZ GAAP"). They comply with New Zealand equivalents to International Financial Reporting Standards ("NZ IFRS"), and other applicable Financial Reporting Standards, as appropriate for profit-oriented entities.

For the purposes of complying with NZ GAAP, the Company is eligible to apply Tier-2 For-profit Accounting Standards (New Zealand equivalents to International Financial Reporting Standards - Reduced Disclosure Regime ("NZ IFRS RDR") on the basis that it does not have public accountability and is not a large for-profit public sector entity. The Company has elected to report in accordance with NZ IFRS RDR and has applied disclosure concessions.

All accounting policies set out below have been consistently applied to all periods presented in these financial statements. Where applicable, certain comparatives have been restated to comply with the accounting presentation adopted in the current year to ensure consistency with the current year classification.

Changes or amended accounting policies

The following new standard was applied during the year:

Amendment to NZ IAS 1

The amendments clarify that only covenants required to be met on or before the reporting date impact whether a liability is classified as current or non-current. This holds even if covenant compliance is assessed after the reporting date. Entities must also disclose more information when their ability to defer settlement for at least 12 months depends on meeting covenants after the reporting date. Required disclosures include:

- the nature and timing of the covenants
- the carrying amount of related liabilities
- any indicators of potential non-compliance

These changes must be applied retrospectively.

FRS-44: New Zealand Additional Disclosures

As part of the Group's financial reporting practices, FRS-44: New Zealand Additional Disclosures have been applied. FRS-44: sets out the New Zealand-specific disclosure requirements exceeding IFRS requirements. These additional disclosures include but are not limited to, information about dividends, imputation credits, and audit fees. The application of FRS-44 has not had a material impact on the measurement of figures reported, but it does enhance the presentation and disclosure in the financial statements to ensure compliance with New Zealand-specific requirements. No other new standards, amendments or interpretations that have been issued and are effective have had a significant impact on the Group in the current consolidated financial statements.

Basis of measurement

The financial statements have been prepared on the historical cost basis, except for investment property which are measured at fair value, and associates which are equity accounted. Fair values have been determined for measurement purposes based on the methods outlined in the notes specific to the asset. Where applicable, further information about the assumptions made in determining fair value is also disclosed in the notes specific to that asset or liability.

These financial statements are presented in New Zealand dollars (\$) which is the Company's functional currency, rounded to the nearest thousand dollars (\$000). They have been prepared on a GST exclusive basis except for trade receivables and trade payables that are stated inclusive of GST.

Use of estimates and judgements

The preparation of the financial statements in conformity with NZ IFRS RDR requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates. The principal areas of judgement in preparing these financial statements are set out below. Information about critical judgements in applying accounting policies that have the most significant effect on the amounts recognised in the financial statements is included in the following notes:

- 14 • Note 9 Valuation of investment property.



Notes to the financial statements continued

Foreign currency

Foreign currency transactions

Transactions in foreign currencies are translated to the functional currency of the Company at exchange rates at the dates of the transactions.

Goods and Services Tax

All items in the financial statements are exclusive of goods and services tax (GST) with the exception of trade receivables and trade payables which are stated with GST included. Where GST is irrecoverable as an input tax then it is recognised as part of the related asset or expense. Timaru District Holdings Limited became registered for GST in January 2007 and all parent transactions prior to this time were recorded inclusive of GST.

Impairment

The carrying amounts of the Company's non-financial assets are reviewed at each reporting date to determine whether there is any indication of impairment. If any such indication exists, then the asset's recoverable amount is estimated. Goodwill and indefinite-lived intangible assets are tested annually for impairment.

An impairment loss is recognised if the carrying amount of an asset or its related cash-generating unit (CGU) exceeds its estimated recoverable amount.

The recoverable amount of an asset or CGU is the greater of its value in use and its fair value less costs to sell. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset or CGU. For the purpose of impairment testing, assets that cannot be tested individually are grouped together into the smallest group of assets that generates cash inflows from continuing use that are largely independent of the cash inflows of other assets or CGUs.

Cash and cash equivalents policy

Cash and cash equivalents means cash balances on hand, held in bank accounts, demand deposits and other highly liquid investments in which the Company invests as part of its day-to-day cash management.

Derivative financial instruments

Derivatives held by the Group are initially measured at fair value. Subsequent to initial recognition derivatives are measured at fair value and changes therein are generally recognised in profit or loss.

Property, plant and equipment

Each class of property, plant and equipment is carried at cost or fair value less, where applicable, any accumulated depreciation and impairment.

Land

Land is initially recognised at cost or deemed cost and subsequently revalued to fair value, based on valuations by external independent valuers. Valuations are performed with sufficient regularity to ensure that the fair value of a revalued asset does not differ materially from its carrying amount. The valuation of port land is determined annually, while other land is evaluated every three years. Other land was last revalued in 2023.

Increases in the carrying amount arising on revaluation of land is credited to other comprehensive income and shown as revaluation reserves in shareholders' equity. Decreases that offset previous increases of the same asset are recognised in other comprehensive income and debited against revaluation reserve directly in equity; all other decreases are charged to the profit or loss. The revaluation surplus recognised in the revaluation reserve is transferred directly to retained earnings when the surplus is realised, usually when the asset is de-recognised.

Land is not depreciated.

Property, plant and equipment (excluding land)

Plant and equipment are measured using the cost model. All other property, plant and equipment is stated at historical cost less depreciation. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Group and the cost of the item can be measured reliably. The carrying amount of the replaced part is derecognised. All other repairs and maintenance are charged to the profit or loss during the financial period in which they are incurred.

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Notes to the financial statements continued

Depreciation

Property, plant and equipment, excluding land, is depreciated on a straight-line basis over the assets useful life to the Group, commencing when the asset is ready for use. The depreciation rates used for each class of depreciable asset are shown below:

Fixed asset class	Depreciation rate
Land	0.00%
Land improvements	5.00%
Buildings	2.00%
Plant and equipment	16.00% - 50.00%

3 Revenue

	2025	2024
	\$000	\$000
Rental income	3,601	3,313
	3,601	3,313

Revenue is recognised when the performance obligation associated with the respective contract is satisfied and can be reliably measured.

Rental income from the investment property is recognised as revenue when due and paid by the Lessee and is spread evenly over the lease period. Rental income from investment property solely comprises of operating lease income from lease contracts in which the Company acts as a lessor (refer to note 9).

4 Net financing costs

	2025	2024
	\$000	\$000
Interest income	31	114
Finance income	31	114
Interest expense	(1,646)	(2,003)
Finance expense	(1,646)	(2,003)
Net financing costs	(1,615)	(1,889)

Finance income and expenses policy

Finance income comprises interest income on funds invested using the effective interest method. Finance expense comprise interest expense on interest bearing loans and borrowings. The interest expense component of interest bearing loans and borrowings is recognised as an expense using the effective interest rate method.

5 Operating expenses

	2025	2024
	\$000	\$000
Remunerations for Auditors:		
Audit and or review of the financial statements - recovery for prior year audit	18	12
Audit and or review of the financial statements - annual report audit	43	35
Directors' fees	194	209
Holding Company operating costs	1,613	1,094
Employee benefit expense	370	377
Bad debts written off	-	1
Impairment/(reversal of impairment)	-	911
Depreciation - Lease assets	29	8
16	2,267	2,647



Notes to the financial statements continued

6 Income tax

	2025 \$000	2024 \$000
<i>Tax recognised in profit or loss</i>		
Current tax expense		
Current period	(292)	(244)
Total current tax expense	(292)	(244)
Deferred tax expense		
Origination and reversal of temporary differences	413	(339)
Recognition/(utilisation) of tax losses	(92)	-
Total deferred tax expense/(benefit)	321	(339)
Total income tax (benefit)/expense	29	(583)
Reconciliation of effective tax rate		
(Loss)/Profit before tax	(424)	5,754
Income tax using the Company's domestic tax rate of 28%	(119)	1,610
Permanent differences	358	(1,717)
Imputation credits received on dividends	(210)	(476)
Income tax (benefit)/expense	29	(583)
Deferred tax		
Investment property	(225)	203
Property held for sale	258	259
Employee benefits	7	8
Lease liability	6	3
Right of use assets	(6)	(2)
Accruals	18	-
Tax losses	92	-
Net deferred tax asset	150	471

The current tax liability of \$327,000 (2024: \$624,000) represents the amount of income taxes payable in respect of current and prior periods.

Income tax policy

Tax expense comprises current and deferred tax and is calculated using rates enacted or substantively enacted at balance date. Current tax and deferred tax is recognised in profit or loss except to the extent that it relates to items recognised directly in equity or other comprehensive income, in which case the tax is recognised as an adjustment against the item to which it relates.

Current tax is the expected tax payable or receivable on the taxable income or loss for the year, using tax rates enacted or substantively enacted at the reporting date, and any adjustment to tax payable in respect of previous years.

Deferred tax is recognised in respect of temporary differences between the carrying amounts of assets and liabilities for financial reporting purposes and the amounts used for taxation purposes. Deferred tax is not recognised on the initial recognition of goodwill. A deferred tax asset is recognised only to the extent that it is probable that future taxable profits will be available against which the asset can be utilised.

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Notes to the financial statements continued

7 Cash and equivalents

	2025	2024
Current assets	\$000	\$000
Bank accounts	149	986
Total cash and cash equivalents in the statement of cash flows	149	986

8 Property, plant and equipment

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

	Land	Buildings	Plant and equipment
	\$000	\$000	\$000
Opening net book amount	-	-	-
Additions	321	841	40
Depreciation	(1)	(11)	(7)
Balance at 30 June 2025	320	830	33

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the previous financial year:

	Land	Buildings	Plant and equipment
	\$000	\$000	\$000
Opening net book amount	-	-	-
Additions	-	-	-
Depreciation	-	-	-
Balance at 30 June 2024	-	-	-

Property, plant and equipment policy

Buildings and Building Improvements have been stated at deemed cost less depreciation and impairment losses which is the fair value of the Stafford Street property at the date of the change in use from Investment Property to Plant and Equipment

Land is initially recognised at cost or deemed cost then periodically revalued to determine fair value of the land at the end of the financial year. An independent valuation of the land and is performed by a registered valuer every three years, to determine the fair value of the land as at the end of the financial year. The revaluation movement net of applicable deferred income taxes is applied to other comprehensive income and is included in "Asset Revaluation Reserves" in equity.

The first revaluation of land will be completed in the 2026 financial year.



Notes to the financial statements continued

8 Property, plant and equipment (continued)

Carrying value of property, plant and equipment:

	Land	Buildings	Plant and equipment
	\$000	\$000	\$000
<i>As at 30 June 2025</i>			
Cost	321	841	40
Accumulated depreciation	(1)	(11)	(7)
Balance at the end of the year	320	830	33

	Land	Buildings	Plant and equipment
	\$000	\$000	\$000
<i>As at 30 June 2024</i>			
Cost	-	-	-
Accumulated depreciation	-	-	-
Balance at the end of the year	-	-	-

9 Investment properties

	2025	2024
	\$000	\$000
Opening balance	67,398	62,684
Change in fair value	4,280	3,682
Acquisition of investment property	1,251	2,713
Reclassifying showgrounds lot 7 to property held for sale	-	(1,681)
Disposal of investment property	(704)	-
Transfer Stafford Street Properties to plant and equipment	(464)	-
Closing balance	71,761	67,398

Amounts recognised in profit and loss for investment properties	2025	2024
	\$000	\$000
Rental income from operating leases	3,601	3,313
Direct operating expenses from property that generated rental income	(967)	(631)
Direct operating expenses from property that did not generate rental income	(76)	(41)
Fair value gain recognised in other income	4,280	3,682
	6,838	6,323

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Notes to the financial statements (continued)

9 Investment properties (continued)

Measuring investment property at fair value

Investment properties are land and buildings where the building is built to maximise the return on land and buildings as an "interim use", are held for long term rental yield and are not occupied by the company. Investment property also includes property that is being constructed or developed for future use as investment property.

Properties leased to third parties under operating leases are generally classified as investment property unless:

- The occupants provide services that are integral to the operation of the company's business;
- The property is being held for future delivery of services.

Land where there are infrastructure services in place or there is a firm commitment to provide such infrastructure is classified as investment property. Buildings that are held for a currently undetermined future use, or that are vacant but held to be leased out under one or more operating leases, are classified as investment properties.

The classification of properties is done at the lowest possible level. Thus, where part of a property is occupied by a party other than the company, consideration is given to whether that portion of the building could be classified as an investment property. Classification as an investment property will be indicated if the section of the building could be separately sold or leased under a finance lease.

If the section of the property occupied by a party other than the company is unable to be sold or leased separately from the rest of the building, the building is assessed as a whole and will usually only be classified as investment property if the company occupies an insignificant portion of the total building.

Investment property is carried at fair value, based on valuation methodologies using direct sales comparison or a direct capitalisation of rental income using market comparison of capitalisation rates. These values are determined annually by external valuers. Gains or losses arising from a change in fair value are recorded in the Statement of Comprehensive Income.

Investment property held by the company has been independently reviewed as 30 June 2025 at by Hayden Doody SPINZ, ANZIV, MRICS a registered valuer with CBRE.

Fair value measurement on property under construction is only applied if the fair value is considered to be reliably measurable.

If it is determined that the fair value of an investment property under construction is not reliably determinable but the company has an expectation that the fair value of the property will be reliably determinable when construction is complete, the investment property under construction will be measured at cost until either its fair value becomes reliably determinable or construction is completed (whichever is earlier).

Transfers are made to investment property when there is a change in use. This may be evidenced by ending of owner occupation, commencement of an operating lease to another party or commencement of construction or development for future use as investment property.

The Company leases out its investment properties. The Company classified these leases as operating leases, because they do not transfer substantially all of the risks and rewards incidental to the ownership of the assets. Assets held under operating leases are included within Investment property in note 9.

The following table sets out a maturity analysis of lease payments, showing the undiscounted lease payments to be received after the reporting date.

	2025	2024
	\$000	\$000
One year	2,290	1,882
Two years	1,889	1,570
Three years	1,748	1,562
Four years	1,261	1,440
Five years	635	1,093
More than five years	15,175	12,919
	22,998	20,466



Notes to the financial statements (continued)

10 Property held for sale

Property Held for sale are classified as held for sale if their carrying amount will be recovered principally through a sale transaction within the next financial year. Property held for sale is valued at the lower of carrying amount and fair value to sell less costs to sell.

Any impairment losses for write-downs of non-current assets held for sale are recognised in the profit or loss. Any increases in fair value (less costs to sell) are recognised up to the level of any impairment losses that have been previously recognised.

Property held for sale is not depreciated or amortised while they are classified as held for sale.

At 30 June 2023 Timaru District Holdings Limited had committed to selling Showgrounds lots 8 and 9 with an expected settlement date of October 2023. This contract has been renegotiated to extend the settlement date into FY2026 and to include Showgrounds lot 7 in the sale.

11 Investments in associate companies

The interest in the associate companies has been reflected in the financial statements on an equity accounting basis, which shows the share of surplus/deficits in the profit for the year and the share of post-acquisition increases/decreases in net assets in the statement of financial position.

For the purpose of equity accounting, all property, plant and equipment is stated at cost less accumulated depreciation and accumulated impairment losses with the exception of port land and other land which is recognised at fair value. Port land is revalued every year, other land is revalued cyclically every 3 years. Other land was last revalued in 2023.

An impairment assessment has been completed for the Company's investment in associate entities (Alpine Energy Limited and PrimePort Timaru Limited) as at 30 June 2025. No impairment loss has been recognised.

PrimePort Timaru Ltd

Principal activity: Port operator
Ownership: 50.0% (2024: 50.0%)
Balance date: 30 June

Results of Associate	2025	2024
	\$000	\$000
Share of profit before tax	2,815	2,267
Taxation	(932)	(1,287)
Share of Profit After Tax	1,883	980
Share of Other Comprehensive Income	2,785	343
Share of Total Comprehensive Income	4,668	1,323

Interest in Associate	2025	2024
	\$000	\$000
Balance at Beginning of Year	51,673	51,108
Recognised total comprehensive income	4,668	1,323
Dividends	(750)	(758)
Balance at End of Year	55,591	51,673
Share of Recognised total comprehensive income	4,668	1,323
Share of profit after tax	1,883	980
Share of other comprehensive income	2,785	343
Dividends Paid	(750)	(758)
Total movement in Investment	3,918	565

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Notes to the financial statements (continued)

11 Investments in associate companies (continued)

Summarised financial information of PrimePort Timaru Limited presented on a gross basis

	2025	2024
	\$000	\$000
Current Assets	5,806	5,742
Non Current Assets	169,097	160,368
Current Liabilities	45,393	2,679
Non Current Liabilities	18,334	60,089
Revenues	33,237	30,344
Profit or loss from continuing operations	3,765	2,500
Other Comprehensive Income	5,570	144
Total Comprehensive Income	9,335	2,644

Alpine Energy Ltd

Principal activity: Electricity Distribution

Ownership: 47.50% (2024: 47.50%)

Balance date: 31 March

The financial statements of Alpine energy are prepared for the year to 31 March 2025. The Commerce Commission's investigation of the errors in the historical Information Disclosures (Price Path Correction) was concluded in FY25. Allowable revenue for the 2024 assessment period was overstated resulting in a \$10.8 million wash-up entitlement. This has not been recorded as a liabilities in FY25 as it relates to revenue which will be foregone in future periods. Any wash-up for the 2025 assessment period will follow the same treatment. Further an agreement was reached with the Commerce Commission and provisions have been recorded where a reliable estimate of the costs can be made. These costs include credits to current customers, payments to former consumers, community initiatives and execution costs to deliver on the agreed obligations. Alpine Energy Limited Management has determined that the credits to current customers of \$16.902 million are considered as variable consideration under NZ IFRS 15 – Revenue from contracts with customers, and have been adjusted to Revenue and other income. The provision for payments to former consumers and community initiatives agreed with the Commerce Commission have been recognised as operating expenses as they are not in scope of NZ IFRS 15.

During the FY2023 financial year, Alpine Energy Limited management discovered an administrative error in the previous nine years' Information Disclosure Schedules that were submitted to the Commerce Commission (the Commission). This administrative error resulted in the Commission using the incorrect information in setting the Company's default price-quality path under the Commerce Act 1986, resulting in the Commission setting maximum allowable revenue higher than it should have been. The matter was referred to the Commerce Commission with the investigation of errors concluded in the year ended 31 March 2025.

An agreement was reached between Alpine Energy Limited and the Commerce Commission (Price Path Correction) and provisions totalling \$19.075m were recorded in the financial statements ended 31 March 2025. This included credits to current customers, payments to former consumers, community initiatives and execution costs to deliver on the agreed obligations.

As at 30 June 2025 \$16,997,000 of these provisions have been realised and paid which has resulted in a significant change in reported current liabilities and non-current liabilities in the statement of financial position for Alpine energy Limited.

In accordance with the Commerce Commission settlement agreement Alpine Energy Limited have made the following provisions as at 31 March 2025:

- Provision for Credits to current customers:**
 Alpine Energy will return \$16.902 million to customers through bill credits to correct the overcharge for current customers. The majority of the credits were made in May 2025.
- Provision for Community Initiatives:**
 Alpine Energy will invest \$1.5 million to support the local community. The Commerce Commission has provided guidance on permitted initiatives over the next two years.
- Provision for Execution costs:**
 External support and sundry costs of \$0.573 million are required to develop the framework and processes to deliver the agreed obligations with the Commerce Commission. External support costs have been estimated based on the time required.
- Provision for Payments to former consumers:**
 Alpine Energy have commenced payments to former consumers who were on our network during the affected period. A six-month application process for former consumers to apply for a pro-rated refund was launched in April 25. The provision of \$0.1 million has been made based on forecasted volumes and payments. Applications are considered on a case-by-case basis.



Notes to the financial statements (continued)

11 Investments in associate companies (continued)

Results of Associate	2025	2024
	\$000	\$000
Share of profit before tax	(8,490)	4,452
Taxation	2,246	(2,137)
Share of Profit After Tax	(6,244)	2,315
Share of Total Comprehensive Income	(6,244)	2,315

Interest in Associate	2025	2024
	\$000	\$000
Balance at Beginning of Year	93,567	91,723
Recognised total comprehensive income	(6,244)	2,315
Dividends	-	(471)
Balance at End of Year	87,323	93,567
Share of Recognised total comprehensive income	(6,244)	2,315
	(6,244)	2,315
Dividends Paid	-	(471)
Total movement in investment	(6,244)	1,844

Summarised financial information of Alpine Energy Limited presented on a gross basis, adjusted for significant events

	2025	2024
	\$000	\$000
Current Assets	22,741	24,206
Non Current Assets	353,991	339,166
Current Liabilities	14,667	14,340
Non Current Liabilities	178,230	152,052
Revenues	63,869	86,108
Profit or loss from continuing operations	(13,145)	5,254
Other Comprehensive Income	-	(381)
Total Comprehensive Income	(13,145)	4,873

Consolidated Investment in Associates

	2025	2024
	\$000	\$000
Balance at beginning of year	145,240	142,831
Recognised total comprehensive Income	(1,576)	3,638
Dividends	(750)	(1,229)
Balance at End of Year	142,914	145,240

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Notes to the financial statements (continued)

12 Trade and other payables

	2025	2024
	\$000	\$000
Trade creditors and accruals	113	236
Interest payable	86	159
Sundry payables	114	13
GST payables	-	6
	313	414

Trade and other payables policy

Trade and other payables are initially measured at fair value and subsequently measured at amortised cost using the effective interest rate. These amounts represent liabilities for goods and services provided to the Company prior to the end of financial year which are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

13 Interest bearing loans and borrowings

	Note	2025	2024
		\$000	\$000
Current			
LGFA Funding		9,300	-
		9,300	-
Non-current			
Bank loans		-	7,200
Loans from Timaru District Council	16	21,681	21,681
		21,681	28,881

The interest rates for the loans from Timaru District Council range from 3.96% to 6.81% (2024: 6.97% to 7.09%). These loans have no fixed repayment terms and are repayable within 366 days (2024: 366 days) after notice by the Council seeking repayment of the outstanding amount. The interest rate applied is linked to the bank bill rate for the period plus basis points agreed with the Council.

The bank loan was fully repaid in December 2024.

The LGFA \$9,300,000 borrowing was on a fixed interest rate of 3.46% until 11 September 2025. This subsequently was rolled over until 11 December 2025 with a fixed interest rate of 3.14%. The interest rate applied to the LGFA borrowing is reviewed every three months by reference to the bank bill bid rate for that period. The average rate on the LGFA borrowing during the year is 4.05%. The LGFA borrowing is secured under a General Security Deed.

Maturity dates of the interest rate instruments within the long term facility are:

	2025	2024
	\$000	\$000
One to two years	-	7,200



Notes to the financial statements (continued)

13 Interest bearing loans and borrowings (continued)

Security

Timaru District Holdings Limited commercial bills are secured by a first ranking general security agreement over all property of the company. Loan from Timaru District Council to the Company is secured by Debenture over the company's assets.

Interest bearing loans and liabilities policy

Borrowings are initially recognised at fair value, net of transaction costs incurred. Borrowings are subsequently measured at amortised cost. Any difference between proceeds (net of transaction costs) and the redemption amount is recognised in the profit and loss over the period of the borrowing using the effective interest method. Borrowings are classified as current liabilities unless the Company has an unconditional right to defer settlement of the liability for at least 12 months after balance date.

14 Financial instruments classification

Financial instruments are recognised in the Statement of Financial Position when the Company becomes party to a financial contract. They include cash and cash equivalents, short term investments, trade and other receivables, trade and other payables, interest bearing loans and borrowings, lease liabilities, shares in associate companies, related party receivables, and related party payables.

Financial assets (except for trade receivables without a significant financing component) and liabilities are initially measured at fair value plus, for an item not at fair value through profit and loss (FVTPL), transaction costs that are directly attributable to its acquisition or issue. A trade receivable without a significant financing component is initially measured at the transaction price. Financial assets and liabilities are classified into the following categories:

Financial assets held at amortised cost

A financial asset is measured at amortised cost if it meets both of the following conditions, and is not designated as at FVTPL:

- the asset is held within a business model whose objective is to hold assets to collect contractual cash flows; and
- the contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the amounts outstanding.

Financial assets at amortised cost are subsequently measured at amortised cost using the effective interest method. The amortised cost is reduced by impairment losses. Interest income, foreign exchange gains and losses and impairment are recognised in profit and loss. Any gain or loss on derecognition is recognised in profit and loss.

Financial assets held at amortised cost comprise: cash and cash equivalents, short term investments, trade and other receivables, and related party receivables.

Financial assets held at fair value through profit and loss

All financial assets not classified as measured at amortised cost or FVOCI are measured at FVTPL. This includes all derivative financial assets. Financial assets at FVTPL are subsequently measured at fair value. Net gains and losses, including any interest or dividend income, are recognised in profit and loss. Financial assets at FVTPL comprise derivative financial instruments.

Financial assets held at fair value through other comprehensive income

A financial asset is measured at fair value through other comprehensive income (FVOCI) if it meets both the following conditions, and is not designated as at FVTPL:

- the asset is held within a business model whose objective is achieved by both collecting contractual cash flows and selling financial assets;
- and
- the contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the amounts outstanding.

Financial liabilities held at amortised cost

Financial liabilities not designated as at FVTPL on initial recognition are classified as at amortised cost. Financial liabilities at amortised cost are subsequently measured at amortised cost using the effective interest method. Interest expense and foreign exchange gains and losses are recognised in profit and loss. Any gain or loss on derecognition is recognised in profit and loss.

Financial liabilities held at amortised cost comprise: trade and other payables, interest bearing loans and borrowings, related party payables, and lease liabilities.

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Notes to the financial statements (continued)

14 Financial instruments classification (continued)

Impairment - financial assets

The Company recognises loss allowances for expected credit losses (ECLs) on financial assets measured at amortised cost. ECLs are a probability-weighted estimate of credit losses. Credit losses are measured as the present value of all cash shortfalls (i.e. the difference between the cash flows due to the entity in accordance with the contract and the cash flows that the Company expects to receive). The gross carrying amount of a financial asset is written off when the Company has no reasonable expectations of recovering a financial asset in its entirety or a portion thereof.

The carrying value of financial assets and liabilities are as follows:

	2025 \$000	2024 \$000
Financial assets as per balance sheet		
<i>Measured at amortised cost:</i>		
Cash and cash equivalents	149	986
Receivables	139	98
Term deposits	800	-
Total financial assets	1,088	1,084

GST receivable and prepayments do not meet the definition of a financial asset and have been excluded from the above table.

	2025 \$000	2024 \$000
Financial assets as per balance sheet		
<i>Measured at amortised cost:</i>		
Payables and accruals	335	398
Term loans	30,979	28,881
<i>Measured at FVPL:</i>		
Derivatives	65	-
Total financial liabilities	31,379	29,279

GST payable, fringe benefit taxes and employee entitlements do not meet the definition of a financial liability and have been excluded from the above table.

15 Derivative financial instruments

	2025 \$000	2024 \$000
Current liabilities		
Interest rate swaps	(65)	-
	(65)	-



Notes to the financial statements (continued)

15 Derivative financial instruments (continued)

The Company has variable rate long term borrowings to fund ongoing activities. Swaps were entered into manage interest rate fluctuation risks. The interest rate swaps provide a fixed interest rate to the Company in exchange for a floating rate. The following table details outstanding interest rate swaps as at the reporting date:

	Contracted fixed interest rates %	Notional principal swap amounts		Carrying value asset/(liability)	
		2025	2024	2025	2024
		\$000	\$000	\$000	\$000
Swap maturity dates					
March 2028	3.35	3,000	-	(7)	-
June 2030	3.65	5,000	-	(25)	-
June 2032	3.86	6,600	-	(33)	-
		14,600	-	(65)	-

Derivative financial instrument policy

Derivative financial instruments are recognised in the Statement of Financial Position when the Company becomes party to a financial contract. The Company holds derivative financial instruments to hedge its exposure to fluctuations in interest rates as the Company holds a floating-rate interest-bearing loan. They include interest rate swaps.

The company has a series of policies providing risk management for interest rates and the concentration of credit. The Company is risk averse and seeks to minimise exposure from its treasury activities. Its policies do not allow any transactions that are speculative in nature to be entered into. Information used to measure and manage risk includes staff experience, market commentary, strategic planning, financial planning and forecasting, financial reporting, operating and management systems, and risk management audits.

Derivative financial instruments held at fair value through profit and loss

Derivative financial instruments are classified as at fair value through profit and loss when the instrument is not designated as a hedging instrument in a qualifying hedge accounting relationship.

Derivatives are initially measured at fair value. Subsequent to initial recognition, derivatives are measured at fair value using mark to market based on market observable interest or foreign exchange rates at valuation date. Any changes therein are recognised in the statement of comprehensive income.

Derivative financial instruments held at fair value through profit and loss comprise of interest rate swaps.

16 Related parties

Key management personnel

Key management personnel comprise the Directors and General manager.

Key management personnel compensation comprised of:

	2025 \$000	2024 \$000
Short term employee benefits	453	447
	453	447

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Notes to the financial statements (continued)

16 Related parties (continued)

Dividends paid

During the year a dividend of \$1,200,000 (2024: \$1,000,000) was paid.

Transactions involving related entities

The entities, the nature of the relationship and the types of transactions which the Company entered into during the period are detailed below:

Related entity	Nature of relationship	Types of transactions
Timaru District Council	Parent	Rates and services, leases, loan payable,
Alpine Energy Limited	Associate	Leases
PrimePort Timaru Limited	Associate	Leases, services received

The following transactions between related parties occurred during the year:

2025	Sales of goods & services \$000	Purchase of goods & services	Dividends received \$000	Balances Receivable \$000	Balances Payable \$000	Loan Payable \$000
Related party						
Timaru District Council	81	1,735	-	8	84	21,681
Alpine Energy Limited	11	-	-	-	-	-
PrimePort Timaru Limited	112	223	750	4	39	-
	204	1,958	750	12	123	21,681

2024	Sales of goods & services \$000	Purchase of goods & services	Dividends received \$000	Balances Receivable \$000	Balances Payable \$000	Loan receivable/ Payable \$000
Related party						
Timaru District Council	56	1,924	-	-	121	21,681
Alpine Energy Limited	2	-	471	-	-	-
PrimePort Timaru Limited	106	40	758	-	-	-
	164	1,964	1,229	-	121	21,681

No related party debts have been written off or forgiven during the year. Refer to note 13 for Timaru District Council loan policy.

17 Share capital and reserves

Number of shares:	2025	2024	2025	2024
			\$000	\$000
Shares				
Balance 1 July	49,550,000	49,550,000	31,000	31,000
Balance at 30 June	49,550,000	49,550,000	31,000	31,000



Notes to the financial statements (continued)

17 Share capital and reserves (continued)

At 30 June 2025, share capital comprised 49,550,000 shares (2024: 49,550,000). 18,550,000 shares (2024: 18,550,000) issued at a price of \$1.35 each have been paid to \$185.50 (2024: \$185.50). This uncalled capital is security for the General Security Deed with LGFA. All issued shares rank equally.

Share capital policy

Ordinary shares are classified as equity. Incremental costs directly attributable to the issue of ordinary shares are recognised as a deduction from equity, net of any tax effects.

18 Contingencies

No contingent assets or contingent liabilities exist at balance date for Timaru District Holdings Limited (2024: nil).

No contingent assets or contingent liabilities exist at balance date for PrimePort Timaru Limited (2024: nil).

Alpine Energy Limited group has contingent liabilities of \$730,000 as at 31 March 2025 in the form of performance and import guarantees to cover ongoing project work (2024: \$730,000).

19 Capital commitments

As at 30 June 2025 the Company had contracted capital commitments of \$1,764,000. (2024: nil).

As at 31 March 2025 Alpine Energy Limited had contracted capital commitments of \$8,291,000. (2024: \$8,619,000).

As at 30 June 2025 PrimePort had no capital commitments (2024: nil).

20 Subsequent events

Post Alpine Energy Limited's year-end of 31 March 2025, the majority of current customers have received bill credits in relation to the Price Path Correction. These payments have been funded by drawdowns from Alpine Energy's borrowing facility.

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Statutory information

Directors

Timaru District Holdings
Limited

Mark Rogers (Chairperson)
Darren M. Evans (Deputy Chairperson)
Sally B. Parker
Aaron W. K. Bethune
Rebecca L. Keoghan (ceased 1 November 2024)

Entries made in the interests register

The following entries were recorded in the interests registers of the Company:

Mark F. Rogers

Chairperson

PrimePort Timaru Limited - Director
Kingsdown Salisbury Hall Society Incorporated - Treasurer
MVHB Professional Services Limited - Shareholder and Director
Te Runanga o Arowhenua Limited - Chairman
The Rogers Family Trust - Trustee
Westroads Limited - Chairman
Cumberland Property Group Limited - Chairman
Cumberland Rural Properties Limited - Chairman
Fulton Hogan Limited - Shareholder
Subject to TDHL Deed of Access and Indemnity
Men at Work Limited - Chairman (ceased March 2025)

Darren Evans

Keith Andrews Trucks – Chief Executive Officer
Otautahi Community Housing Trust- Trustee Chairman
Calder Stewart Group – Chief Executive Officer (ceased March 2025)
Forthill Property Limited – Beneficial shareholder (ceased November 2024)
Subject to TDHL Deed of Access and Indemnity

Sally B. Parker

Timaru District Council - Councillor
Te Whatu Ora - Employee
NZNO New Zealand Nursing Organisation - Member
Subject to TDHL Deed of Access and Indemnity

Aaron W. K. Bethune

Business Manager at Ruakura Energy / Ruakura Business Manager Tainui Group Holdings
Alpine Energy Limited - Director
Bethune Consulting Limited – Director
Bethune Family Trust – Trustee
Subject to TDHL Deed of Access and Indemnity

Rebecca L Keoghan (ceased)

Keoghan Farm Limited - Director
Gravity Dance Studio - Director
Fire and Emergency NZ - Chairman and Director
Alpine Energy Ltd - Director (ceased)
Glen Elgin Family Trust - Trustee
Glenfiddich Family Trust - Trustee



Statutory information (continued)

Interest in transactions

- All transactions with Directors were entered into during the normal course of business and at normal terms and condition.

Use of Company information

- During the year there were no notices from Directors of the Company requesting to use Company information received in their capacity as Directors, which would otherwise have been available to them.

Shareholding by directors

There are no shareholdings held by directors.

Remuneration and other benefits to directors

Timaru District Council independently chose to undertake a review of Directors fees in October 2024 and established a new fee structure.

	Timaru District Holdings Limited	2025	2024
Director FY2025	Mark Rogers (Chairperson)	\$63,691	\$60,000
Director FY2025	Darren M. Evans	\$41,906	\$18,846
Director FY2025	Sally B. Parker	\$36,941	\$35,000
Director FY2025	Aaron Bethune	\$36,941	\$35,000
Ceased 1 November 2024	Rebecca L. Keogh	\$14,583	\$43,750
Ceased 6 December 2023	Peter J. Burt	\$ -	\$16,558
Total		\$194,062	\$209,154

Indemnity and Insurance: Directors and Employees

Timaru District Holdings Limited

- The Company has entered into an agreement to indemnify all Directors, Company Secretary, and Executive Officer, against loss resulting from the actions which arise out of the performance of their normal duties as director or advisor.

Dividends

Net dividends of 4 cents per fully paid share were paid during the year.

Short term employee benefits

The Company paid short term employee benefits as follows:

1 employee of between	\$110,001 and \$120,000	(2024,1)
1 employee of between	\$230,001 and \$250,000	(2024,1)

Donations

During the year Timaru District Holdings Limited made no donations (2024: \$0).

Auditors' Remuneration

During the year the following amounts were payable to the auditors of the company:

Company	Audit Work	Recovery of Prior Year Fee
Timaru District Holdings Ltd	\$43,185	\$17,500

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Independent Auditors Report

AUDIT NEW ZEALAND
Mana Arotake Aotearoa

Independent Auditor's Report

To the readers of Timaru District Holdings Limited's financial statements and statement of objectives and performance for the year ended 30 June 2025

The Auditor-General is the auditor of Timaru District Holdings Limited (the Company). The Auditor-General has appointed me, Dereck Ollsson, using the staff and resources of Audit New Zealand, to carry out the audit of the financial statements and the statement of objectives and performance of the Company on his behalf.

We have audited:

- the financial statements of the Company on pages 11 to 29, that comprise the statement of financial position as at 30 June 2025, the statement of comprehensive revenue and expenses, statement of changes in equity and statement of cash flows for the year ended on that date and the notes to the financial statements that include accounting policies and other explanatory information; and
- the statement of objectives and performance of the Company for the year ended 30 June 2025 on page 10.

Opinion

In our opinion:

- the financial statements of the Company:
 - present fairly, in all material respects:
 - its financial position as at 30 June 2025; and
 - its financial performance and cash flows for the year then ended; and
 - comply with generally accepted accounting practice in New Zealand in accordance with New Zealand Equivalents to International Financial Reporting Standards Reduced Disclosure Regime; and
- the statement of objectives and performance:
 - accurately reports, in all material respects, the Company's actual performance compared against the performance targets and other measures by which the Company's performance can be judged in relation to the Company's objectives in its statement of intent for the year ended 30 June 2025; and

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Independent Auditors Report

- has been prepared, in all material respects, in accordance with section 68 of the Local Government Act 2002 (the Act).

Our audit was completed on 26 September 2025. This is the date at which our opinion is expressed.

Basis for our opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the *Responsibilities of the auditor for the audit of the financial statements and the statement of objectives and performance* section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of the Board of Directors for the financial statements and the statement of objectives and performance

The Board of Directors (the Board) is responsible on behalf of the Company for preparing financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Board is also responsible for preparing the statement of objectives and performance in accordance with the Act.

The Board is responsible for such internal control as it determines is necessary to enable it to prepare financial statements and the statement of objectives and performance that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements and the statement of objectives and performance, the Board is responsible on behalf of the Company for assessing the Company's ability to continue as a going concern. The Board is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the Board either intend to liquidate the Company or to cease operations or has no realistic alternative but to do so.

The Board's responsibilities arise from the Local Government Act 2002.

Responsibilities of the auditor for the audit of the financial statements and the statement of objectives and performance

Our objectives are to obtain reasonable assurance about whether the financial statements and the statement of objectives and performance, as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



Independent Auditors Report

Reasonable assurance is a high level of assurance but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of shareholders, taken on the basis of these financial statements and the statement of objectives and performance.

For the budget information reported in the statement of objectives and performance, our procedures were limited to checking that the information agreed to the Company's statement of intent.

We did not evaluate the security and controls over the electronic publication of the financial statements and the statement of objectives and performance.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements and the statement of objectives and performance, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements and the statement of objectives and performance or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- We evaluate the overall presentation, structure and content of the statement of objectives and performance, including the disclosures, and assess whether the statement of

Timaru District Holdings Ltd

Annual Report for the year ended 30 June 2025



objectives and performance achieves its statutory purpose of enabling the Company's shareholders to judge the actual performance of the Company against its objectives in its statement of intent.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

Other information

The Board is responsible for the other information. The other information comprises all of the information included in the annual report other than the financial statements and the statement of objectives and performance, and our auditor's report thereon.

Our opinion on the financial statements and the statement of objectives and performance does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements and the statement of objectives and performance, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements and the statement of objectives and performance or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Independence

We are independent of the Company in accordance with the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: *International Code of Ethics for Assurance Practitioners (including International Independence Standards) (New Zealand)* issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with, or interests in, the Company.

A handwritten signature in black ink, appearing to read 'Derek Ollsson'.

Derek Ollsson
Audit New Zealand
On behalf of the Auditor-General
Christchurch, New Zealand



9.4 Timaru District Holdings Limited Quarterly Report (01 July to 30 September 2025)**Author:** Jessica Kavanaugh, Democracy Services Lead**Authoriser:** Stephen Doran, General Manager Corporate**Recommendation**

That Council receives and notes the Timaru District Holdings Limited Quarterly Report for the period 01 July to 30 September 2025.

Purpose of Report

- 1 To present to Council, for information and as a requirement of the Statement of Intent (Sol) the quarterly performance report of Timaru District Holdings Limited (TDHL) for the period 01 July to 30 September 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 progress of Timaru District Holdings Limited against its Statement of Intent (Sol) which is considered by Council annually.

Discussion

- 3 Timaru District Holdings quarterly performance report for the three month period 01 July 2025 to 30 September 2025 is attached. This updated is provided to Council as a requirement of Timaru District Holdings Limited Statement of Intent (Sol) with Council and provided on a quarterly basis.
- 4 Following the presentation of the Statement of Intent 2024/25 at the July 2024 Council Meeting, key areas of focus for Timaru District Holdings Limited are intergenerational investments, property portfolio, and new investments and diversification.
- 5 The activity updates for the period and commentary on the financial statements are outlined in the attached report.
- 6 The Chair and General Manager of Timaru District Holdings Limited will be in attendance to speak to the report.

Attachments

1. **Timaru District Holdings Limited Quarterly Report to 30 September 2025** [↓](#) 



The acting Chief Executive
Timaru District Council
stephen.doran@timdc.govt.nz

10 November 2025

Dear Stephen

Report for period 1 July 2025 to 30 September 2025

Please find attached the TDHL report for the period 1 July 2025 to 30 September 2025. This report is prepared in accordance with 2025/26 Statement of Intent and includes relevant financial statements and activity updates.

The statements reflect the forecast and typical slow start to a TDHL financial year, due to the timing of rental receipts and PrimePort dividend not being received until the second quarter. Despite this, TDHL has produced a strong operating profit and is tracking ahead of year-to-date budget.

As always, we look forward to the opportunity to discuss this report with Council and welcome any questions.

Regards

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

Frazer Munro
General Manager

tdhl.co.nz 

admin@tdhl.co.nz 

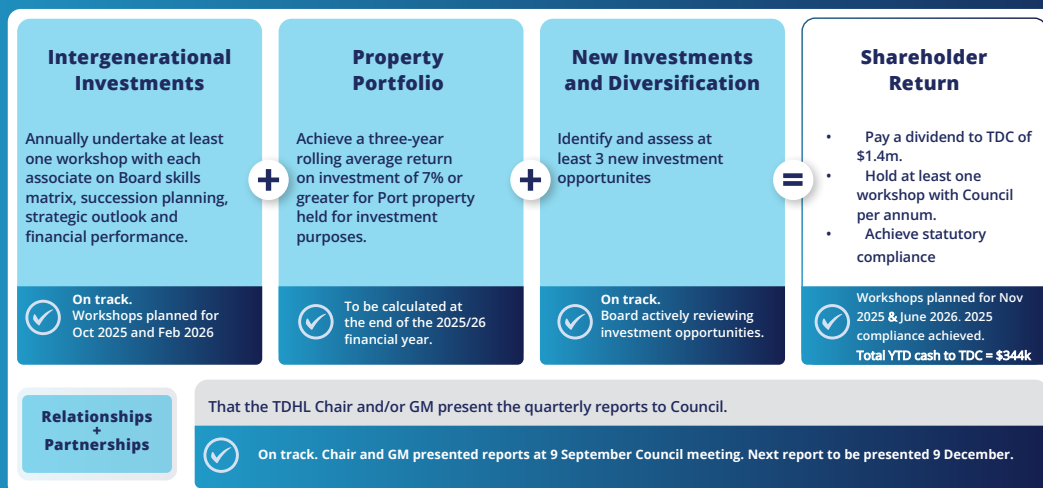
PO Box 178 Timaru 7910 

First Quarter Report

Report for the period 1 July 2025 to 30 September 2025

Activity and Performance Targets

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



Timaru District Council



- TDHL completed the annual audit process, receiving an unmodified audit opinion and submitted our Annual Report within statutory time frames.
- The Chair and General Manager presented the year end unaudited financial report to the September Council meeting.
- The focus for the next quarter will be engaging with the new Council.

Alpine Energy



- The Board attended the Alpine Energy AGM in early July, with a productive Board to Board meeting held prior to this.
- New Chair, Tony King commenced his role in August.
- Shareholding officers continue to work together to align expectations and provide a collective shareholder view.
- The focus for the next quarter will be developing a joint Letter of Expectation.

PrimePort Timaru



- PrimePort released their audited 2024/25 results showing a strong year with revenue and profit ahead of budget and previous years result.
- The Chair and GM met with the PrimePort Board in September with full Board to Board meeting planned for November.

Property Portfolio



- The port property portfolio is busy with regular rent reviews, lease renewals and new leases.
- Works are nearing completion on the sealing upgrade on the 10,000m² yard at 59 Hayes Street, a major project adding financial and tenant resilience.
- Works on restoring the facade of the Union Bank building and preparing the ground floor for the Venture Timaru tenancy are progressing well in readiness for early Nov move.

Financial Performance Targets

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

Measure	2024/25 SOI Target	Forecast
EBITA	\$2,556,558	✓ \$2,657,603
Net Profit to S/H funds	3.6%	✓ 3.5%
Dividends	\$1.4m	To be determined in June 2026
Shareholder funds to total assets	Greater than 60%	✓ 85%

Profit and Loss – For the 3 months ended 30 September 2025

- The year to date operating profit of \$209k is positive to budget of \$139k, as is the Earnings before Tax of -83k versus budget of -141k. The negative actuals and forecasts is a reflection of the large quarterly and 6-monthly rent payments that are not received until 1 October onwards.
- Also expected in the second quarter is the PrimePort dividend of \$800k. There is no forecast Alpine dividend.

PROFIT & LOSS	2024/2025 (YTD)	2025/2026 (YTD)	Budget 2025/2026(YTD)	Budget 2025/2026 (Full FY)	Forecast 2025/2026 (Full FY)
Revenue	\$807,518	\$784,656	\$838,258	\$3,948,295	\$3,958,647
Cost of Sales	\$275,675	\$304,721	\$348,667	\$1,168,340	\$1,106,185
Gross Profit	\$531,843	\$479,935	\$489,591	\$2,779,955	\$2,852,462
Expenses	\$267,042	\$270,680	\$349,694	\$2,131,521	\$2,080,483
Operating Profit	\$264,801	\$209,255	\$139,897	\$648,434	\$771,979
Other Income	\$0	-\$14,375	\$0	\$1,900,000	\$1,885,625
Earnings Before Interest & Tax	\$264,801	\$194,880	\$139,897	\$2,548,434	\$2,657,603
Interest Income	\$9,615	\$3,269	\$4,819	\$28,914	\$27,364
Interest Expenses	\$503,231	\$282,068	\$285,954	\$1,084,563	\$1,104,671
Earnings Before Tax	-\$228,815	-\$83,920	-\$141,238	\$1,492,785	\$1,580,296
Tax Expenses	\$0	\$0	\$0	\$199,881	\$199,881
Earnings After Tax	-\$228,815	-\$83,920	-\$141,238	\$1,292,904	\$1,380,415
Incorporation of Associate surplus / revaluation	\$0	\$0	\$0	\$9,495,549	\$9,495,549
Net Income	-\$228,815	-\$83,920	-\$141,238	\$10,788,453	\$10,875,964
Retained Income	-\$228,815	-\$83,920	-\$141,238	\$10,788,453	\$10,875,964

Movements in Equity – For the 3 months ended 30 September 2025

Movements in Equity	2025/2026 (YTD)
Equity - Opening Balance	\$186,655,652
Current Year Earnings	-\$83,920
Equity Dividends Paid	\$0
Total Equity	\$186,571,732

Balance Sheet – As at 30 September 2025

BALANCE SHEET	2024/2025 (YTD)	2025/2026 (YTD)
ASSETS		
Cash & Equivalents	\$525,154	\$2,037,627
Accounts Receivable	\$29,332	\$35,644
Other Current Assets	\$478,886	\$1,193,858
Total Current Assets	\$1,033,373	\$3,267,129
Fixed Assets	\$32,043	\$1,198,824
Investments or Other Non-Current Assets	\$214,443,122	\$217,105,669
Total Non-Current Assets	\$214,475,165	\$218,304,493
Total Assets	\$215,508,538	\$221,571,622
LIABILITIES		
Accounts Payable	\$710,463	\$1,399,338
Tax Liability	\$621,450	\$326,711
Other Current Liabilities	-\$176	\$11,528,104
Total Current Liabilities	\$1,331,737	\$13,254,152
Long Term Debt	\$28,880,613	\$21,745,738
Total Non-Current Liabilities	\$28,880,613	\$21,745,738
Total Liabilities	\$30,212,350	\$34,999,890
EQUITY		
Retained Earnings	\$136,515,817	\$138,846,467
Current Earnings	-\$228,815	-\$83,920
Other Equity	\$49,009,186	\$47,809,186
Total Equity	\$185,296,188	\$186,571,732
Total Liabilities & Equity	\$215,508,538	\$221,571,622

Statement of Cash Flows - For the 3 months ended 30 September 2025

	2024/2025 (YTD)	2025/2026 (YTD)
OPERATING ACTIVITIES		
Rentals	\$997,574	\$999,915
Interest received	\$9,615	\$3,269
	\$1,007,189	\$1,003,184
Payments to suppliers and employees	(\$654,625)	(\$742,287)
Interest Payments & Line of Credit	(\$529,118)	(\$204,617)
	(\$1,183,743)	(\$946,904)
Cash Flow from Operating Activities	(\$176,554)	\$56,280
INVESTING ACTIVITIES		
Payment for property, plant and equipment	\$0	(\$15,171)
Showgrounds Sale	\$50,000	\$0
Capital Works	(\$334,525)	(\$352,570)
Cash Flow from Investing Activities	(\$284,525)	(\$367,741)
FINANCING ACTIVITIES		
Change in Long Term Debt	\$0	\$2,200,000
Cash Flow from Financing Activities	\$0	\$2,200,000
Change in Cash & Equivalents	(\$461,079)	\$1,888,539
Cash & Equivalents, Opening Balance	\$986,233	\$149,088
Cash & Equivalents, Closing Balance	\$525,154	\$2,037,627

Segmented Portfolio Return 2021/22 to 2024/25



The Property Portfolio returns include property available to lease on commercial terms. Legacy properties (e.g. 1 Unwin Street) and Capital Projects (e.g. Martin Street) are excluded from the calculation.



- The graphs above show the last 3 years return from each of TDHL's investment sectors. The top graph shows percentage return and the lower graph shows absolute/dollar return.
- These show the strong cash and capital returns generated from the property portfolio and the predominance of the capital return that is generated by the associates (with the exception of this year for AEL). It is important to note that Alpine and PrimePort are subject to 3 to 5 yearly asset revaluation cycles that result in a lumpy capital return profile. TDHL is required to revalue its property portfolio annually.

9.5 Actions Register Update

Author: Jessica Kavanaugh, Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

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

Purpose of Report

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

Assessment of Significance

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

Discussion

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

Information Requested:	Investigate Subcontracting Across Council				
Date Raised:	12 December 2023			Status:	
Issue Owner	General Manager Land Transport	Due Date:		Completed Date:	
Background: The Councillors requested a report on sub-contracting across council where sub-contracting is occurring with the consideration to if these services can be delivered in – house. Examples include – Street sweeping, rubbish collection. March 2024 Update: The Infrastructure Group is looking at alternative ways of carrying out various services, starting with the s17a review of Parks. Some of the identified opportunities will be included within the report on underutilised assets. May 2024 Update: Direction has now been received on Parks and Recreation services. Review of Public Place Waste Disposal is being carried out – seeking direction if there are other areas Councillors would like reviewed. July 2024 Update: Officers met on 23 May to discuss potential efficiencies in the delivery of services across different groups. These included the use of in-house services across groups or consolidation of individual contracts within groups to take a Council wide approach. Examples are use of in-house parks resources for Council property grounds maintenance, consolidation of public refuse bins collection to gain economies of scale, or consolidation of cleaning services into a Council wide contract rather than contracts in individual groups. The outcome is to initiate the development of a 5 year delivery plan for services that can be delivered in house or packaged in a different way to ensure the best community outcomes. August 2024 Update: Request for a road map to come back to Council. September 2024 Update: The first business case (street sweeping) is being finalised for the group to review. This template will then be used for the other services that have been identified as there being potential opportunity for review. The list so far includes General Cleaning, Building Maintenance, Graffiti, Gardening, Commercial Waste, Public Place Waste and Security. The purpose of having a 5 year plan is around looking at contracts that may not be due to expire for some time but to have a plan for when they do expire.					

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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.

Information Requested	Investigate Small Trades				
Date Raised:	12 December 2023			Status:	Ongoing
Issue Owner	Chief Financial Officer, General Manager Assets and Infrastructure	Due Date:	4 th February 2025	Completed Date:	
Background: The Councillors requested a report on Trades: investigate the value of small trades outside of large contracts with the consideration to these being offered in-house. With an analysis of both procurement and spend on invoices under \$10k. - Are we getting competitive pricing with a preferred supplier. - Do we get to a level whereby in-house provision of the particular trade could be the better way forward. Update: Investigation is in progress and will return to council once complete. September 2024 Update: This is underway, working on electricians, plumbers, cleaners as a starting point. December 2024 Update: Further investigation is underway connected to the action above 'Investigate Suncontracting Across Council' and a report will be brought to Council on 4th February.					

#1595414

January 2025 Update: Work has been completed and a business case being developed with outcome of investigation. This will come to Council for the 4th March 2025 meeting. Maintenance (Incl Building, Plumbing, Electrical and Painting) is now considered complete.

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

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

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

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

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

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

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

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

#1595414

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.

Information Requested	Vertical Infrastructure Maintenance Report (Quarterly)				
Date Raised:	22 October 2024			Status:	Ongoing
Issue Owner:	Chief Executive/ General Manager Assets and Infrastructure	Due Date:	4 February 2025	Completed Date:	20/03/2025
Background: Councillors requested quarterly reporting on the status of Council owned vertical infrastructure, including community facilities, to allow for oversight on the sufficiency of budget allocated to operating costs. December 2024 Update: Report on progress will be presented to Council on 4 February 2025. January 2025 Update: The report is in draft pending discussion internally and will be reported on at the 4th March 2025 meeting. February 2025 Update: Officers are still waiting on information to be able to provide an accurate report to Council. It is anticipated to have this work ready to present at the 1 April meeting. March 2025/April 2025: 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. 1 April 2025: Council Meeting update: it was confirmed this action remain open. May 2025: 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.					

#1595414

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.

Information Requested	Investigate Financial System				
Date Raised	4 February 2025			Status	Complete
Issue Owner	Chief Information Officer	Due Date	04 March 2025	Completed Date	30 October 2025
Background: Councillors requested as part of Council resolution 2025/8 that officers “Investigate an upgrade or new financial system and report back to the Council at the 4 March 2025 Council Meeting with an estimated cost and timeframes in order for this amount to be included in the Annual Plan 25/26.” This was not included in the March action register. April 2025: Investigation is underway. An update report on progress to date has been prepared for the 1 April meeting. May 2025: CFO and CIO visited the Palmerston North team to discuss their financial system upgrade, they had some excellent insights and looked to have solved quite a few of the issues we currently have. Officers are fine tuning our requirements based off this information and putting together a workplan with costings, which we will bring back to council. June 2025: A system shift of this magnitude is a complex task and the business case is in progress. Officers have received some quotes and are waiting on the provider for remaining quotes to provide full costings. July 2025 Update: CFO and CIO are working on a business case for the financial system upgrade. September 2025 Update: The Business case draft has been completed - currently being reviewed by SLT for sign off to bring to council.					

#1595414

October Update 2025: Following SLT review and feedback some aspects of the business case being developed further before coming to council. This will now be presented in the new triennium.

30 October 2025 Update: This item can now be closed off, the investigation and business has been completed, and is before Council at the 4 November 2025 meeting for decision.

Information Requested	Freedom Camping Enforcement, additional signage and limiting access				
Date Raised:	24 June 2025			Status:	
Issue Owner:	General Manager Assets and Infrastructure, General Manager Regulatory	Due Date:		Completed Date:	
Background: Councillors requested to be provided an update on the status of the resolution (2025/82) "That Council direct the Chief Executive to warrant officers under the Freedom Camping Act 2011 and associated legislation, and not pursue the development of a freedom camping bylaw." Also an update that additional signage be added to Caroline Bay and limiting access to certain areas to help with freedom camping over the Christmas period. July 2025 Update: General Manager Regulatory to approve officers, warrants will need to be issued. General Manager Assets and Infrastructure, appropriate signage is required to be approved and installed. September 2025 Update: General Manager Regulatory has begun the process of Timaru District Council parking officers becoming warranted, this item can be closed. 07 October 2025 Council Meeting: It was requested that this action remain open, and an update be provided on the installation of the signage. November 2025 Update: 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. Appropriate 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.					

Information Requested	Rates and Revenue Review				
Date Raised:	05 August 2025			Status:	Complete
Issue Owner:	Chief Executive	Due Date:		Completed Date:	9.12.2025

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Background: Councillors requested to have the Rates and Revenue Review added to the action register and updated provided on the progress.

August 2025 Update: The Chief Executive has interviewed a potential consultant and is interviewing another for this review.

October 2025 Update: A consultant has been appointed for the review, the rates 101 induction on Tuesday 4th November (prior to the Council meeting) will inform and begin the conversation around the rates and revenue review.

November 2025 Update: Initial stages of the rates and revenue review are now underway and will progress as per the project plan. **This action can now be closed.**

Information Requested	New Terms of Reference for the Water Services Delivery Steering Group				
Date Raised:	26 August 2025			Status:	
Issue Owner:	General Manager Corporate/ General Manager Drainage and Water	Due Date:		Completed Date:	
Background: Councillors requested have a new Terms of Reference for the Water Services Delivery Steering Group in the new triennium. 24 November 2025: This action was moved from the Council Action Register to the Strategic Planning Committee Action Register					

Information Requested	Data on the food vendor rights on Caroline Bay, including the Caroline Bay Assn rights		
Date Raised:	19 August 2025	Status:	Complete
Issue Owner	General Manager Assets & Infrastructure	Completed Date:	9.12.2025
Background: Following feedback under ‘minor nature’, the Parks unit are to supply a map of Caroline Bay showing the defined areas specifically relating to where food vendors are proposed to have access to following approval of the pending consent and with approval from the Parks unit, with further information on what areas the Caroline Bay Assn have rights to for food vendors during the carnival time (please provide dates if applicable). Plus any information that may be relevant to the distribution of food on Caroline Bay.			
24 November 2025: This action was moved from the previous Environmental Services Committee Action Register to the Council Action Register			

#1595414

Update: The Global Consent for food vendors at Caroline Bay has been granted. A copy of this consent, approved locations and Caroline Bay Association arrangements has been distributed to Councillors. **This action can now be closed.**

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

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.			

#1595414

Update: 30 January 2025

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

Update: 9 April 2025

No further update until the Code of Ethics is updated in June 2025.

Update: 5 June 2025

No further update until the Code of Ethics is updated in June 2025

Update: 13 August 2025:

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

Update: 19 August 2025

A report is to be presented to the next Community Services meeting to show recommended changed to the operating model.

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

Information Requested	Café at CBay full profit and loss report		
Date Raised:	19 November 2024	Status:	Ongoing
Issue Owner	General Manager Recreational Facilities	Completed Date:	

#1595414

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."

Update: 18 February 2025

Clr 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.

Update: 9 April 2025

Recreation Facilities Manager is waiting for an updated Profit and Loss report

Update: 5 June 2025

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.

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

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

#1595414

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 bought back to the Committee.

Update: 13 August 2025

A report is being presented at the meeting on 19 August 2025.

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

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

#1595414

In the agenda: 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

Update:

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

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

#1595414

9.6 Appointments to Council Organisations/Joint Committees and Affiliated Organisations**Author:** Jessica Kavanaugh, Democracy Services Lead**Authoriser:** Stephen Doran, Acting Chief Executive**Recommendation**

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

- Canterbury Regional Transport Committee (Committee of the Canterbury Regional Council) – The Mayor

Purpose of Report

- 1 To make appointments to Council Organisations and Joint Committees described in this report.

Assessment of Significance

- 2 This matter has been assessed as having a low significance in terms of the Significance and Engagement Policy. The appointments do not affect levels of service, rates or strategic assets.

Background and Discussion

- 3 The Timaru District Council works collaboratively with other Councils on a number of issues. In such instance governance is by way of a Joint Committee for these activities, and membership comprises of members from two or more Councils or organisations. Council appoints its own members to these various Joint Committees governing bodies.
- 4 There are also other Council Organisations or affiliated organisations in respect of which Council has a right to appoint a committee member, trustee or other representative.

Options and Preferred Option

- 5 Option one that the Mayor be appointed to the Canterbury Regional Transport Committee, in accordance with Clause 31, Schedule 7 of the Local Government Act 2002
- 6 Option two that the Mayor is not appointed to the Canterbury Regional Transport Committee, in accordance with Clause 31, Schedule 7 of the Local Government Act 2002

Consultation

- 7 There is no community consultation required for these appointments.

Relevant Legislation, Council Policy and Plans

- 8 Local Government Act 2002.

Financial and Funding Implications

- 9 There are no direct financial and funding implications.

Other Considerations

10 There are no other considerations.

Attachments

Nil

9.7 Appointment of Community Board Members to a Local Organisations**Author:** Jessica Kavanaugh, Democracy Services Lead**Authoriser:** Stephen Doran, Acting Chief Executive**Recommendation**

That Council confirms and approves the following appointments, as recommended by the Community Board, to the following community organisations:

Charles Scarsbrook	Temuka and Districts Historical Society
Kathy Wilkins	Pleasant Point Railway and Historical Society
Jan Finlayson and Janene Adams	Geraldine Projects Trust
Wayne O'Donnell	Geraldine District Foundation

Purpose of Report

- 1 To confirm the appointment of Community Board members to local organisations.

Assessment of Significance

- 2 This has been assessed as low significance in terms of Council's Significance and Engagement Policy. However the appointment of Community Board members to the local organisations will be of interest to the local communities, it does not affect strategic assets, levels of service or rates.

Background

- 3 Community Boards are able to make appointments to local organisations for non-voting liaison roles. Appointments for voting positions require approval from the Council.
- 4 The Community Boards discussed the appointments at their Inaugural Meetings (Temuka Community Board 10 November 2025, Pleasant Point Community Board 11 November 2025, Geraldine Community Board 19 November 2025).

Discussion

- 5 The recommendations from the Temuka, Pleasant Point and Geraldine Community Board Meetings are below;

Temuka

- 6 That the Temuka Community Board recommends to Council that Charles Scarsbrook be appointed to the Temuka and Districts Historical Society.

Pleasant Point

- 7 That the Pleasant Point Community Board recommends to Council that Kathy Wilkins be appointed to the Pleasant Point Railway and Historical Society.

Geraldine

- 8 That the Geraldine Community Board recommends to Council that Jan Finlayson and Janene Adams be appointed to the Geraldine Projects Trust. It is noted Janene Adams is no longer a Geraldine Community Board member however, the Geraldine Community Board support the appointment to continue.
- 9 That the Geraldine Community Board recommends to Council that Wayne O'Donnell be appointed to the Geraldine District Foundation. It is noted that Wayne O'Donnell is no longer a Geraldine Community Board member, however, the Geraldine Community Board support the appointment to continue.

Options and Preferred Option

- 10 Confirm the appointments to the local organisations as presented.
- 11 To appoint another Community Board Member to one or all of the local organisations.
- 12 Not appoint any Community Board Members to one or all of the local organisations.

Consultation

- 13 No wider consultation is required. The purpose of the appointment is to ensure a Community Board representative and perspective is available to be presented at meetings of the respective organisations, and in turn to keep the Community Board informed of the respective organisations' plans and activities.

Relevant Legislation, Council Policy and Plans

- 14 Local Government Act 2002.

Financial and Funding Implications

- 15 There are no financial implications arising from the appointment.

Other Considerations

- 16 There are no further considerations.

Attachments

Nil

9.8 Decisions made under delegation during the 2025 interim election period

Author: Meghan Taylor, Executive Assistant Corporate, Finance and Digital
Andrew Dixon, General Manager Assets and Infrastructure

Authoriser: Stephen Doran, Acting Chief Executive

Recommendation

That Council receive and note the decisions made under delegation by the Acting Chief Executive during the 2025 interim election period.

Purpose of Report

- 1 To note the decisions made under delegated authority during the 2025 interim election period.

Assessment of Significance

- 2 This matter is assessed to be of low significance under the Council's Significance and Engagement Policy as the delegation was for a short period of time between Council's and was subject to conditions. None of the decisions made had an effect on rates.

Discussion

- 3 At the Council meeting on 7 October 2025, Council resolved (**Resolution 2025/126**) to give the Chief Executive delegated authority for decision making during the 2025 interim election period.
- 4 The following decisions were made under delegation by the Chief Executive:

Date	Decision
17 October 2025	Approval of temporary road closures under Section 342 and Schedule 10, clause 11(e) of the Local Government Act 1974 and the Council funding of temporary traffic management costs for the following community events: • Twilight Night Market, Timaru on 21 November 2025 • Temuka Christmas Parade on 29 November 2025 • Get to the Point on 8 November 2025

- 5 The reason for the approval was to provide surety that allowed sufficient time for pre-planning and notification of these events.
- 6 The decision was made in consultation with the Mayor-elect who supported this approval.

Attachments

Nil

9.9 RiskPool Trust Deed Variation

Author: John Liddiard, Projects Accountant

Authoriser: Andrea Rankin, Chief Financial Officer

Recommendation

That Council:

1. Receives the report on proposed amendments to the Riskpool Trust Deed; and
2. Notes the purpose and effect of the proposed amendments; and
3. Consents to the amendments to the Riskpool Trust Deed; and
4. Authorises the Chief Executive to sign and return the requisite consent form on behalf of Council.

Purpose of Report

- 1 The purpose of this report is to seek Council approval to consent to proposed amendments to the Riskpool Trust Deed, as proposed by Local Government Mutual Funds Trustee Ltd (LGMFT), the trustee for the New Zealand Mutual Liability Riskpool Scheme (Riskpool).

Assessment of Significance

- 2 This matter has low significance in terms of Council's Significance and Engagement Policy. This has been determined by the low level of direct impact the decisions are likely to have on Council's operations and on the community and therefore community engagement on the contents of this report is not recommended.

Background

- 3 The New Zealand Mutual Liability Riskpool Scheme (known as "Riskpool") was started on 1 July 1997. It was established by local authorities and Civic Assurance (now Civic Financial Services Ltd) to provide collective risk protection for local government entities across New Zealand. It was formed in response to an unreliable and expensive commercial insurance market, particularly following the withdrawal of key insurers from local government liability cover.
- 4 Structured as a not-for-profit mutual fund with a Board of Trustees (the Board) acting in the best interests of members, Riskpool operated for 20 years, returning \$178.7 million in claims to its members in comparison to \$147.5 million in contributions. Timaru District Council was a member of the Riskpool Scheme in that period.
- 5 The Scheme ceased offering new cover on 30 June 2017, entering a managed wind-down phase with the focus primarily on resolving legacy claims which all currently relate to non-weathertightness claims following the outcome of Napier City Council v Riskpool which allowed the divisibility between weathertightness claims (not covered) and non-weathertightness claims (covered); and pursuing recoveries from reinsurers.

- 6 The last call was on 8 August 2025 to fund the deficits for Fund Years 7, 10, 11, 12, 13, 14, 15, 18 and 19 and the Timaru District council's share of this call was for \$30,011.97, which was paid in the 2025 financial year.
- 7 The Timaru District Council's share of obligations is:

Year	Timaru DC % obligation
1997-1998	0.00%
1998-1999	0.84%
1999-2000	0.80%
2000-2001	0.85%
2001-2002	0.82%
2002-2003	0.76%
2003-2004	0.68%
2004-2005	0.65%
2005-2006	0.64%
2006-2007	0.57%
2007-2008	0.57%
2008-2009	0.55%
2009-2010	0.63%
2010-2011	1.01%
2011-2012	1.06%
2012-2013	1.12%
2013-2014	1.27%
2014-2015	1.35%
2015-2016	0.00%
2016-2017	0.00%

- 8 This request is coming to Council as there is currently no identified delegations to enable it to be agreed to elsewhere, particularly none identified to the Chief Executive.
- 9 The requested delegation is solely for this specific purpose.

Discussion

- 10 The Riskpool Trust Deed dates from 1997, with amendments having been made in 2007. As part of its ongoing governance review, the Board commissioned Webb Henderson to conduct a review of the Scheme and its governing documents. That review identified a number of deficiencies in the current Trust Deed which require correction to bring the governance framework into line with current "best practice".
- 11 Summarised, the identified deficiencies and consequent proposed changes are:

- 11.1 Clarify the duties owed under clause 6 of the Trust Deed. The amendments make clear that these duties are owed by LGMFT, rather than by the Board. It appears that has always been the intention of the drafting given that the Board is not a party to the Trust Deed. The Board has advised that they will remain mindful of them and continue to seek to cause LGMFT to give effect to them.
- 11.2 Clarify that the Trustee can distribute surplus funds to Members. This is implicit at present but as the Scheme pursues reinsurance recoveries it is appropriate to put the point beyond any doubt (Clauses 6.13 and 6.14 of the Amended Riskpool Trust Deed).
- 11.3 Clarify that the role of the Scheme Manager under clause 9 of the Trust Deed passed to Civic Financial Service Limited, formerly known as New Zealand Local Government Insurance Corporation Limited (LGIC).
- 11.4 Properly provide for indemnification and limitation of liability of LGMFT, as Trustee, and the Board. The Trust Deed, as currently drafted, provides insufficient protections to LGMFT and the Board when compared to the position at common law and in typical commercial trust arrangements. The Board considers that this is an oversight which, in the interests of the Scheme and Members, should be addressed. See clause 13 of the Amended Riskpool Trust Deed.
- 11.5 Ensure consistent use of defined terms and correct other minor drafting issues.
- 12 In accordance with clause 17.1 of the Riskpool Trust Deed, the proposed amendments are conditional on not less than 90% of Members consenting in writing to the changes. There are 75 Member Councils in the relevant period, each with a casting vote.
- 13 The proposed amendments do not alter Timaru District Council's financial contributions or create new obligations. The practical effect of the amendments will be to reduce governance risk, ensure compliance with "best practice", and provide the Board with adequate protections and safeguards when acting in the best interests of the Scheme Members, including Timaru District Council, in resolving legacy claims and winding down the Scheme.
- 14 The Trust Deed with "marked up" proposed amendments and the draft "deed of amendment and restatement" are attached.
- 15 The Board have asked all members to agree to the proposed revision and there is no indication currently that any members are unlikely to agree. We do not have any notification as to which members have already agreed however each has its own procedures to follow.

Options and Preferred Option

- 16 Option 1: Refuse consent
Council may refuse to consent to the proposed amendments. As it is likely that other Council's will consent the effect will be negligible. There will be no financial consequences in doing so and no other significant consequences.
- 17 Option 2: Provide consent – Preferred option
Council may provide consent. There will be no financial consequences in doing so and no other significant consequences.

Attachments

1. **Riskpool draft deed of amendment and restatement of Trust Deed**  
2. **Riskpool Trust Deed - proposed amendments in mark up**  

Deed of Amendment and Restatement

DEED dated 2025

Parties

1. **Civic Financial Services Limited** (formerly known as New Zealand Local Government Insurance Corporation Limited) (**Civic**)
2. **Local Government Mutual Funds Trustee Limited (LGMFT)**

Background

- A. On 1 July 1997, the parties entered into a Deed of Trust (as varied by Deed of Variation dated 22 June 2007) (**Deed of Trust**).
- B. The parties now wish to amend and restate the Deed of Trust, on the terms set out in this deed.
- C. The amendments to the Deed of Trust are in the interests of Members, and (in accordance with, and for the purposes of clause 17.1 of the Deed of Trust) the consent of Members will be sought in respect of them.

The parties agree as follows:

1. Interpretation

1.1 In this Deed:

- (a) **Effective Date** means the date on which the consent (pursuant to clause 17.1 of the Deed of Trust) of the requisite number of Members is received in writing, in accordance with clause 2 of this deed;
- (b) **Deed of Trust** has the meaning given to it in the Background;
- (c) **Revised Deed** means the deed set out in the Appendix of this deed;
- (d) capitalised terms that are not defined in this deed have the meaning given to them in the Revised Deed; and
- (e) headings are to be ignored in construing this deed.

2. Condition

In accordance with clause 17.1 of the Deed of Trust, the amendment and restatement of the Deed of Trust pursuant to this deed is conditional on not less than 90% of Members consenting in writing to the changes shown as marked up in the version of the Revised Deed attached as the Appendix to this deed.

3. Amendment

3.1 Amendment and restatement

Subject to clause 2, with effect on and from the Effective Date, the Deed of Trust is amended and restated in the form of the deed set out in the Appendix. Except to the extent amended by this deed, the Deed of Trust continues in full force and effect.

3.2 Confirmation

- (a) Each party acknowledges and confirms that on and from the Effective Date, the parties shall have the benefit of the Revised Deed in accordance with its terms and are bound by the terms of the Revised Deed and have the obligations set out in it.
- (b) The parties:
 - (i) acknowledge that, in the period prior to the Effective Date, the references in clause 6 of the Deed of Trust to duties, responsibilities, discretions, and powers of the "Board" were intended by the parties to mean (and have been understood and applied as being) duties, responsibilities, discretions, and powers of the Trustee Company, acting by and through the instrumentality of the Board; and
 - (ii) agree and confirm that, as a result, the amendments to that clause 6 as set out in the Revised Deed are consistent with that intent and understanding.

4. General

4.1 Further assurance

Each party shall take all steps, execute all documents and do or procure all other acts and things reasonably required to give effect to this deed according to its true intent.

4.2 Entire agreement

This deed records the entire agreement between the parties concerning the amendment and restatement of the Deed of Trust.

4.3 Counterparts

This deed may be executed in any number of counterparts (including electronically scanned copies) all of which, when taken together, will constitute one and the same instrument. A party may enter into this deed by executing any counterpart.

4.4 Deed binding and delivered

For the purposes of Section 9 of the Property Law Act 2007, this deed:

- (a) is intended to be immediately and unconditionally binding upon each party to be bound by it when that party executes this deed; and
- (b) without limiting any other mode of delivery, will be delivered by each of the parties immediately on execution and exchange of this deed in accordance with clause 4.3.

4.5 Governing Law

This deed is governed by the laws of New Zealand and each party irrevocably and unconditionally:

- (a) submits to the non-exclusive jurisdiction of the courts of New Zealand; and
- (b) waives any right to object to any proceedings being brought in, or transferred to, those courts.

Executed as a Deed

Signed for LOCAL GOVERNMENT MUTUAL FUNDS TRUSTEE LIMITED by:

Signature of director

Signature of director

Name of director

Name of director

Signed for CIVIC FINANCIAL SERVICES LIMITED by:

Signature of director

Signature of director

Name of director

Name of director

DATED

1997

**NEW ZEALAND LOCAL GOVERNMENT INSURANCE CORPORATION
LIMITED**

(“LGIC”)

AND

LOCAL GOVERNMENT MUTUAL FUNDS TRUSTEE COMPANY LIMITED

(“Trustee Company”)

DEED OF TRUST

THIS DEED OF TRUST made the 1st day of July 1997

PARTIES

CIVIC FINANCIAL SERVICES LIMITED (FORMERLY KNOWN AS NEW ZEALAND LOCAL GOVERNMENT INSURANCE CORPORATION LIMITED-# Wellington) ("LGIC")

LOCAL GOVERNMENT MUTUAL FUNDS TRUSTEE COMPANY LIMITED
("Trustee Company")

BACKGROUND

- A. LGIC is a Local Authority Trading Enterprise as that term is defined in the Local Government Act 1974.
- B. Trustee Company is a company incorporated under the Companies Act 1993 and is a wholly owned subsidiary of LGIC.
- C. LGIC, in consultation with Jardine, has agreed to establish a Trust pursuant to this deed to provide the Fund and the Scheme (to be known as the New Zealand Mutual Liability Riskpool) for the benefit of the Members of the Scheme and to manage all Claims for Civil Liabilities against the Members of the Scheme which may arise in connection with the exercise by the Members of any of their powers, duties or functions.
- D. The purpose for establishing this Trust in consultation with Members is to benefit residents and ratepayers of New Zealand and in particular that purpose is to be achieved by enabling Members to be recompensed from the Fund in respect of liabilities thus reducing the need for insurance cover and reducing Members' annual expenses. In addition the Scheme Manager will work with Members to ensure that proper systems are developed to promote the efficient and safe fulfilment of each Member's functions thus providing a benefit to the community as a whole.
- E. LGIC has agreed to hold all the shares in Trustee Company on trust for the Members of the Scheme pursuant to this deed.
- F. Trustee Company has agreed to act as Trustee of the Scheme and to hold and apply the Fund in accordance with this deed and the other Scheme Documents so as to provide the benefits intended to be obtained by Members of the Scheme as envisaged by this deed and the other Scheme Documents.

THIS DEED WITNESSES:

1. Interpretation

1.1. In this deed unless the context clearly requires otherwise:

“**Act**” means the Companies Act 1993.

“**Additional Contribution**” means any additional or further contribution to an Annual Fund by a Member, after the initial Contribution to that Annual Fund, called for or demanded by the Board pursuant to this deed and the Scheme Rules.

“**Annual Fund**” means the separate fund established, pursuant to the Scheme Documents, for each Fund Year of the Scheme.

“**Board**” means the directors of Trustee Company who number not less than the quorum required pursuant to the Constitution acting together as a board of directors.

“**Call**” means each call or demand for an Additional Contribution.

“**Civil Liability**” means any civil liability resulting from an obligation, function, power or duty of a Member arising under law and includes any public liability and any liability for negligence of the Member.

“**Claim**” means any claim by a Member in respect of that Member’s Civil Liability during the term of the Scheme in respect of the Risks.

“**Constitution**” means the constitution of Trustee Company as may be varied, or substituted from time to time.

“**Contribution**” includes each Member’s initial contribution to each Annual Fund as determined by the Board, pursuant to clause 11 and each Additional Contribution.

“**Deed of Participation**” means the deed of participation required to be entered into by each Member pursuant to clause 16.

“**Fund**” means all assets and property of the Scheme and includes each separate Annual Fund.

“**Fund Manager**” means the manager of the Fund pursuant to clause 10.

“**Fund Year**” means the year commencing 4.00pm on 30th June in each year and terminating 4.00pm on 30th June in the next following year, or as otherwise determined by the Board.

“**Guidelines for Exercise of Discretion**” or “**Guidelines**” means the guidelines from time to time set out by the Board as detailed in clause 8.1.

“**Indemnity Cover**” means insurance cover purchased by the Board on behalf of Members to meet the Claims of the Members in the amount and in respect of the Risks determined from time to time by the Board being amounts payable in excess of the pooled cover.

“**Jardine**” means Jardine Risk Consultants Limited.

“**Local Authority**” means a local authority pursuant to the Local Government Act 1974.

“**Member**” means any person or body (whether incorporated or not) admitted as a Member to the Scheme pursuant to the Scheme Documents.

“**Pooled Cover**” means cover provided from the Fund to manage and, if the Claims are accepted by the Board, settle or pay the Claims against the Members in respect of the Risks.

“**Risks**” means those risks of Civil Liability of each Member and which fall within the Guidelines for Exercise of Discretion for the relevant Fund Year.

“**Scheme**” means the scheme, to be known as the New Zealand Mutual Liability Riskpool, constituted by this deed and the other Scheme Documents.

“**Scheme Documents**” means this deed, the Scheme Rules, and the Constitution of Trustee Company and for each Member, its Deed of Participation and the Guidelines.

“**Scheme Manager**” means the manager of the Scheme appointed from time to time pursuant to clause 9.

“**Scheme Manager’s Quantum**” shall mean \$30,000 inclusive of self retained limit or such other amount as shall from time to time be fixed by the Board.

“**Scheme Rules**” means the rules of the Scheme as promulgated by the Board from time to time.

“**Scheme Solicitor**” means the solicitor appointed from time to time by the Board.

“**Self Retained Limit**” means the deductible or excess to be borne by each Member in respect of its Risks and Claims against it as provided in the Guidelines.

“**Shares**” means the shares in Trustee Company.

“**Underlying Claim**” means any claim for civil liability (covered for the time being under the Guidelines) made against a Member which may give rise to a Liability; but also includes a claim which may give rise to a Liability to a Member under any other category of risk to that Member which the Guidelines of the Scheme may properly have been extended to cover pursuant to the terms of this deed.

1.2. In this deed, unless the context clearly otherwise requires:

1.2.1. Words importing the singular shall include the plural and vice versa;

1.2.2. References to any legislation shall include references to all amendments to that legislation and to any legislation passed in substitution for it (in whole or in part);

- 1.2.3. References to “director” or “directors” shall be to a director, or directors, of Trustee Company, acting in their capacity as such; and;
- 1.2.4. References to persons shall be deemed to include references to individuals, companies, corporations, firms, partnerships, joint ventures, associations, organisations, trusts, states or agencies of state, government departments and local and municipal authorities in each case whether or not having separate legal personality.

2. Constitution of the Scheme

- 2.1. A scheme is hereby established by LGIC and Jardine for the benefit of Members of the Scheme with the objects set out in clause 2.4. The name of the Scheme shall be the New Zealand Mutual Liability Riskpool.
- 2.2. The parties agree that Trustee Company shall act as the Trustee of the Scheme established under this deed and shall be responsible to ensure that the purposes of the Scheme as provided by this deed and the other Scheme Documents are carried into effect.
- 2.3. The Fund of the Scheme shall include all assets and property for the time being held by or on behalf of Trustee Company, derived from:
 - 2.3.1. Contributions;
 - 2.3.2. Additional Contributions;
 - 2.3.3. Any gifts, donations or grants;
 - 2.3.4. Revenue from investments;
 - 2.3.5. Proceeds of realisation of investments;
 - 2.3.6. Any policies or contracts of re-insurance or indemnity;
 - 2.3.7. Any recoveries;
 - 2.3.8. Any other source.
- 2.4. The Fund shall be held in trust for the benefit of the Members of the Scheme by Trustee Company upon the trusts and for the objects contained in this deed and shall be managed, administered and applied by Trustee Company in accordance with the powers contained in this deed, in order to attain those objects.
- 2.5. LGIC hereby declares that it holds the Shares on trust for the benefit of the Members in accordance with the terms of this deed and the other Scheme Documents for the objects and purposes of the Scheme.
- 2.6. Trustee Company is and shall remain responsible for the safe custody of all money, policies, certificates and other documents of title and value in connection with the Fund and for the safe custody, realisation and distribution of all assets and property from the Fund, from time to time vested in Trustee Company.

3. Purposes and Objects

- 3.1. LGIC and Trustee Company declare that their purposes in entering into this deed and the objects of the Scheme are:
 - 3.1.1. To establish and maintain an Annual Fund for each Fund Year during the term of the Scheme for the benefit of the Members to meet the costs of establishing and running the Scheme and, subject to the terms of this deed and the other Scheme Documents and the Guidelines, to pay the Civil Liabilities of the Members arising from the Risks covered by the Scheme and specified in the Scheme Documents with the intention that Members' needs for insurance cover and insurance expenses are reduced for the benefit of residents and ratepayers;
 - 3.1.2. To provide Pooled Cover in respect of Risks as may be determined from time to time by the Board;
 - 3.1.3. To manage and settle or pay Claims made against Members;
 - 3.1.4. To develop programmes for the management of the risk of loss arising out of Civil Liability of the Members;
 - 3.1.5. To reduce the amount and frequency of losses to the Members arising out of Civil Liability;
 - 3.1.6. To purchase such Indemnity Cover or re-insurance in respect of such Risks as may be determined from time to time by the Board;
 - 3.1.7. To undertake such other functions in relation to the management of Civil Liability as the Board may from time to time require having regard to the interests of the Members, including making grants from the Fund to a Member or any other person or body approved by the Board;
 - 3.1.8. To investigate and if deemed appropriate by the Board, establish other Funds to cater for the insurance needs of Local Authorities and other local government organisations;
 - 3.1.9. To work with Members to ensure that proper systems are developed to promote the efficient and safe fulfilment of each Member's functions to provide to the Community as a whole;
 - 3.1.10. To do all other things as may be necessary or desirable to further the above objects in the interests of the Members of the Scheme.
- 3.2. The parties agree that they will co-operate to the fullest extent with each other in the implementation of the purposes stated in clause 3-.1 and act in accordance with the provisions and spirit and intent of this deed.
- 3.3. LGIC shall be entitled to be paid an administration fee to be determined from time to time by the Board for the performance of its functions and duties under this deed as Fund Manager and for the provision of any other services to Trustee Company.

4. The Fund

- 4.1. Trustee Company shall establish and maintain a Fund in the amount recommended by the Board and shall at the commencement of each Fund Year during the term of the Scheme on the advice of the Board invite the Members of the Scheme to contribute to the Fund at such levels as are determined pursuant to clause 6.6 to meet:
- 4.1.1. such Underlying Claims as may be made against any one or more of the Members during that Fund Year in respect of Risks to the extent of the Pooled Cover.
 - 4.1.2. the premium payable to an appropriate indemnity insurer or insurers to provide Indemnity Cover for the Members during that Fund Year.
 - 4.1.3. the operating expenses of the Scheme for that year.
 - 4.1.4. the grants or allocations to be made pursuant to clauses 3.1.7 or 3.1.8 (if any).
 - 4.1.5. any other amount determined by the Board to be required for the continuation of the Scheme.
- 4.2. Each Underlying Claim made upon any of the Members during a Fund Year in respect of Risks may at the discretion of the Board be met:
- 4.2.1. to the extent that the Underlying Claim does not exceed the amount of the Pooled Cover of the Annual Fund for that Fund Year from that Annual Fund;
 - 4.2.2. to the extent that the Underlying Claim exceeds the amount of the Pooled Cover but does not exceed the amount of the Indemnity Cover for that Fund Year
 - (i) to the amount of the Pooled Cover, from the relevant Annual Fund for that Fund Year;
 - (ii) thereafter from Indemnity Cover for that Fund Year to the extent of that Cover;
 - 4.2.3. To the extent that the Underlying Claim exceeds the amount of the Pooled Cover and the Indemnity Cover for that Fund Year;
 - (i) to the amount of the Pooled Cover, from the relevant Annual Fund for that Fund Year;
 - (ii) to the amount of the Indemnity Cover for that Fund Year, to the extent of that cover;
 - (iii) the balance by the Fund from surpluses from previous Fund Years and from Additional Contributions from Members;

(iv) to the limit of any guarantee provided by LGIC, by LGIC.

4.3. The Members shall be invited to Contribute to the Fund in the proportions to be determined annually by the Board. The Contributions by Members for each Fund Year shall be held and accounted for as a separate Annual Fund for that Fund Year.

4.4. Trustee Company shall administer the Fund with the intent that upon the settlement of all Claims made in respect of occurrences or events arising during the relevant Fund Year;

4.4.1. any surplus or anticipated surplus remaining in the Annual Fund ~~attributable to~~ for that Fund Year shall be allocated at the absolute direction of the Board towards liabilities of the Fund for any later Fund Year; and

4.4.2. any deficiency in the Annual Fund for that Fund Year shall be met by Additional Contributions by each Member in the proportion in which Contributions were made to the Annual Fund for that Fund Year.

5. Board of Trustee Company

5.1. LGIC shall, following consultation with the Board, appoint persons (not exceeding a maximum of six at any one time) as directors for a term not exceeding three years and one month, and may following consultation with the Board at any time remove, with or without a replacement, any director.

5.2. Unless otherwise expressly provided in this deed or the Constitution, questions arising at any meeting of the Board shall be decided by a simple majority of the votes of those directors present and voting.

5.3. The quorum necessary for the transaction of business at meetings of the Board shall be the majority of the Directors. A director is to be counted for quorum purposes whether entitled to vote or not.

5.4. Subject to the provisions of this deed and any applicable law, LGIC shall determine, from time to time, what (if any) directors fees, other valuable consideration or other benefit shall be paid or given by Trustee Company out of the Fund to any director in respect of that person's performance of duties as a member of the Board.

5.5. No director may hold office for more than twelve years, whether continuously or in aggregate over several periods.

6. Duties of the Board Trustee Company

6.1. The Board Trustee Company shall be responsible to LGIC as shareholder (as trustee for the Members). Notwithstanding anything to the contrary in the Constitution, the duties of the Board Trustee Company shall include:

6.1.1. Implementing and achieving the purposes and objects of the Scheme;

- 6.1.2. Considering all Claims made against the Fund and determining whether or not the [Board's Trustee Company's](#) discretion should be exercised to meet the Claim for the Member from the Pooled Cover;
 - 6.1.3. Ensuring the Scheme is and remains financially viable and solvent within the "solvency tests" laid down by the Act and generally at law;
 - 6.1.4. Conduct its business in accordance with this deed and other Scheme Documents, and otherwise in such manner as is resolved by the Board from time to time;
 - 6.1.5. Promulgating and amending the Scheme Rules and the Guidelines from time to time.
- 6.2. The [Board Trustee Company](#) shall regard the purposes and objects of this deed and the Scheme as being of paramount importance in decisions made and policies adopted by it in relation to the Scheme and shall adopt and use such management and other techniques as will ensure that those main objectives are achieved.
 - 6.3. The Trustee Company being a wholly-owned subsidiary of LGIC (as trustee for the Members), any director may act in a manner which he or she believes is in the best interests of LGIC (as trustee for the Members) and the Members, notwithstanding that it may not be in the best interests of the Trustee Company.
 - 6.4. A director who is an officer, employee, nominee or representative of a Member shall only be disqualified from voting on any matter that affects that Member if it affects the Member directly and in a materially different way from which it affects other Members or there are personal reasons why that director has a conflict of interest.
 - 6.5. The [Board Trustee Company](#) shall from time to time appoint the Scheme Solicitor for such tenure and upon such terms as it shall in its sole discretion decide, but such appointment shall be formally reviewed by the [Board Trustee Company](#) at least every three years.
 - 6.6. The [Board Trustee Company](#) shall be responsible for the financial management of the Scheme to the extent that it shall:
 - 6.6.1. annually prepare the financial statements and, where considered necessary, report to the Members on any items arising from those statements;
 - 6.6.2. annually determine the Guidelines for the Risks to be provided for from the Fund for any Fund Year;
 - 6.6.3. annually determine the amount of Pooled Cover to be provided for the Members from the Fund for any Fund Year;
 - 6.6.4. annually determine the amount and nature of Indemnity Cover to be purchased for the Members from the Fund for any Fund Year and to determine the indemnity insurer or insurers for this purpose;

- 6.6.5. be responsible for the assessment of the Members to determine the proportion in which they are to contribute to the Fund in each year. Each Member shall be required to and shall provide to the [BoardTrustee Company](#) and to the Scheme Manager such information as the [BoardTrustee Company](#) or the Scheme Manager may require in relation to the history of Civil Liability Claims made against the Member, the Member's operating procedures or such other matters as may be directed in order to permit the [BoardTrustee Company](#) to carry out its obligations under this clause.
- 6.7. The [BoardTrustee Company](#) may from time to time establish, or disestablish, a Claims Committee. Any such Claims Committee shall have such membership, duties, functions and powers, and be subject to such procedures, as the Board may from time to time stipulate. Where a Claims Committee is disestablished, its duties, functions and powers shall revert to the [BoardTrustee Company](#) (but without prejudice to the validity or effectiveness of any act or omission of the Claims Committee prior to its disestablishment), and any reference in this deed to the Claims Committee shall be read accordingly.
- 6.8. The [BoardTrustee Company](#) at its discretion may establish such other committees, to be constituted by such persons, as the Board may determine. ~~The~~[The Trustee Company, and the](#) Board may delegate such of its powers, duties and functions as it may determine to any committee or person.
- 6.9. The [BoardTrustee Company](#) at all times remains responsible for powers and duties delegated to any committee or person and must monitor, by means of reasonable methods properly used, the exercise of those powers and duties by the delegate.
- 6.10. The [BoardTrustee Company](#) shall consider regularly the reports of the Scheme Manager and the Claims Committee in relation to Claims and:
- 6.10.1. shall, on the recommendation of the Claims Committee and Scheme Manager, determine whether to accept or reject any Claim;
- 6.10.2. from time to time shall issue instructions to the Claims Committee and Scheme Manager regarding the processing of Claims
- 6.10.3. shall, on written request from a Member, reconsider any Claim that has been rejected.
- 6.11. [Intentionally Omitted]
- 6.12. Where it becomes apparent to the [BoardTrustee Company](#) that the Annual Fund for any Fund Year will be insufficient to meet Claims payable from that Annual Fund, the [BoardTrustee Company](#) may at any time require the payment by the Members of an Additional Contribution in the same proportions as the Contributions paid by each of the Members to that Annual Fund in order to ensure that all Claims upon that Annual Fund are able to be met.
- 6.13. In addition to the provisions of this clause the [BoardTrustee Company](#) may at any time resolve to apply by way of transfer or loan any actual or anticipated surplus

then remaining in any Annual Fund to any later Annual Fund, or to such purposes as ~~may~~the Trustee Company in its absolute discretion determines from time to time to be ~~considered~~ appropriate having regard to the purposes of the Scheme and this deed.

- 6.14. The ~~Board~~Trustee Company, in accordance with the provisions of this deed, may make payments and grants from the Fund for the benefit of the Members and to further the objectives of the Scheme as the ~~Board~~Trustee Company deems fit in its absolute discretion.

~~6.15.~~The Trustee Company ~~Board~~ shall within 12 months from the commencement of the Scheme hold an annual meeting of Members to be convened no earlier than 30 days after the

~~6.16.~~6.15. mailing to Members of notice of such meeting. In each subsequent year in which the Scheme continues the Board shall in the same manner hold an annual meeting.

~~6.17.~~6.16. Any meeting of the Members shall be called and conducted as closely as is practicable in accordance with the Constitution and the Act as if it were a meeting of the shareholders of Trustee Company and as if the Members were shareholders of Trustee Company, and each meeting shall otherwise regulate its own proceedings, however at any such meeting:

~~6.17.1.~~6.16.1. a Member shall have one vote;

~~6.17.2.~~6.16.2. a Member may vote only in respect of matters arising in, from or relating to a Fund Year during which the Member was or is a Member of the Scheme; and

~~6.17.3.~~6.16.3. matters arising in, from or relating to different Fund years shall be considered and voted on separately.

7. [Intentionally Omitted]

8. Guidelines and Claims

- 8.1. The Trustee Company (acting through the Board) upon the recommendation of the Scheme Manager shall set at the commencement of each Fund Year Guidelines for the exercise of its discretion as to whether or not Claims by Members should be met out of the Pooled Cover.

- 8.2. The Trustee Company (acting through the Board) shall have absolute and unfettered discretion as to whether or not any Claim should be met out of the Pooled Cover and shall be influenced by but not bound by the Guidelines.

- 8.3. The Claims Committee may authorise the Scheme Manager to meet Claims out of the Pooled Cover where:

8.3.1. Those Claims do not exceed the Scheme Manager's Quantum and;

8.3.2. The Claim falls within the Guidelines and;

8.3.3. The Underlying Claim against the Member is one for which the Member is reasonably liable and would in all probability be held liable at law for the amount of the Claim.

8.4. Where the quantum of any Underlying Claim exceeds the Scheme Manager's Quantum the Claims Committee shall authorise the Scheme Manager in conjunction with the Scheme Solicitor to administer and deal with that Underlying Claim but any settlement of a claim shall be authorised by the Claims Committee.

9. Engagement of Scheme Manager

9.1. The ~~Trustee Company Board~~ shall appoint a person to be the Scheme Manager upon such conditions as to tenure and remuneration or otherwise as shall be determined by the ~~Trustee Company Board~~ in its sole discretion and agreed upon by the Scheme Manager, and the parties record that:

9.1.1. the first Scheme Manager appointed by the Trustee Company was ~~shall be~~ Jardine, which was appointed for a period of 5 years from commencement of the Scheme; and

~~9.1.9.1.2.~~ With effect from 30 June 2012, LGIC was appointed as Scheme Manager and, without interruption, has continued in that capacity from that date and remains the Scheme Manager as at the date of this deed.

9.2. The Scheme Manager's duties shall be determined by the Trustee Company Board from time to time and may include:

9.2.1. from time to time undertake an assessment of the Members or any of them and their activities to assist the Fund Manager in the determination of the proportion in which the Members are to contribute to the Fund in any year and upon the conclusion of any such investigation direct the Members or any of them as to the procedures to be adopted by them to prevent losses or to minimise Civil Liability.

9.2.2. under the supervision and direction of the Claims Committee and the Board, the management of Claims made against each Member including:

- (a) the investigation and assessment of those Claims;
- (b) the preparation of regular reports to the Board on the progress of Claims and the preparation of recommendations as to the acceptance, rejection, settlement, litigation or other handling of the Claims;
- (c) the issue of instructions to the Scheme Solicitor for advice min respect of Claims and for assistance in the defence of Claims.

9.2.3. the provision of loss prevention and risk minimisation guidelines to members.

9.3. The Scheme Manager shall be available at all times to any member of the Trustee Company, the Board, or any member of the Claims Committee or any other

committee of the Board, or any of the Members of the Scheme, to answer any questions on the conduct of the Scheme's activities.

10. Fund Manager

- 10.1. LGIC shall be the Fund Manager upon such conditions as to remuneration or otherwise as shall be agreed by the Board and LGIC. In the event that LGIC becomes insolvent or ceases to trade then the Board shall appoint a new Fund Manager.
- 10.2. The Fund Manager's duties shall be determined by the Board from time to time and shall include:
 - 10.2.1. the keeping of the accounts of the Annual Fund for each Fund Year;
 - 10.2.2. the provision of administrative and secretarial services to Trustee Company and the Board including setting agendas and submitting reports;
 - 10.2.3. the preparation of advice and recommendations on the investment of any moneys of the Fund not immediately required and implementation of decisions of the Board;
 - 10.2.4. the preparation of regular reports to the Board in such form as the Board shall from time to time direct in respect of each Annual Fund as to:
 - (i) Claims outstanding;
 - (ii) The Scheme Manager's assessment of liability in respect of each outstanding Claim;
 - (iii) The ability of the Fund to meet the assessment of liability;
 - (iv) The assessment of further Additional Contributions required, if any;
 - (v) The investment of the moneys of the Fund not immediately required;
 - (vi) The allocation of surplus moneys in the Fund, if any;
 - 10.2.5. the preparation of the annual operating budget;
 - 10.2.6. the calculation of Contributions in conjunction with actuarial advice and advice from the Scheme Manager;
 - 10.2.7. the recommendation of the level of Pooled Cover to be provided in any Fund Year;
 - 10.2.8. the recommendation of the level of Indemnity Cover to be provided in any Fund Year.
- 10.3. The Fund Manager shall be available at all times to any member of the Board or any member of the Claims Committee or any other committee of the Board or any Member of the Scheme to answer questions on the management of the Fund.

- 10.4. The Fund Manager shall negotiate Indemnity Cover as requested by the Board and satisfying any specific requirements of LGIC while LGIC's Deed of Guarantee is operative or while there are outstanding amounts due to LGIC under any Deed of Guarantee.

11. Contributions to Scheme

- 11.1. Each Member, as a condition of membership of the Scheme for that Fund Year, shall pay the initial Contribution determined by the Board for that Member for that Fund Year.
- 11.2. The Contributions determined for any Member in respect of any Fund Year, shall be determined having regard to the advice from the Claims Committee, the Fund Manager and the Scheme Manager and such matters as the Board considers relevant to the Scheme Member's level of risk and may include, without limitation:
 - 11.2.1. the Member's revenue base;
 - 11.2.2. the geographical location of the Member's territory;
 - 11.2.3. the population of the Member's territory;
 - 11.2.4. the Member's Civil Liability claims history (both during and prior to its membership of the Scheme;
 - 11.2.5. any matter relating to the nature of the Member's territory or its operations which create increased or reduced risks of Civil Liability;
 - 11.2.6. any matters relevant to the Scheme Member's risk management practices that are known to the Board;
 - 11.2.7. any other matters the Board considers relevant, having regard to the purposes and objects of the Scheme.
- 11.3. If during a Fund Year it becomes apparent to the Board that as a result of unexpected or exceptional circumstances the Fund for that Fund Year will be insufficient to meet Claims payable from the Fund, the Board may determine an Additional Contribution payable by each Member for the Fund Year (which will be in the same proportion to the Additional Contributions of all other Members as the initial Contribution paid by the Member for that Fund Year bears to the initial Contributions of all Members for that Fund Year).
- 11.4. All Contributions (including any Additional Contribution under sub-clause 11.3) must be paid within twenty days of the date of the contribution notice given to the Member by the Board, the Scheme Manager or the Fund Manager (or such longer period as stated in the notice or determined by the Board).
- 11.5. Without affecting any other Rule, if the amount of any Contribution (including any Additional Contribution under sub-clause **Error! Reference source not found.**) is not paid by the due date:

- 11.5.1. interest may, if the Board so determines, accrue calculated daily, on daily balances (and compounding semi-annually) at the Bank of New Zealand Indicator Rate from the due date to the date of actual payment;
- 11.5.2. an unpaid Contribution (and interest) constitutes a debt payable by the relevant Member to the Scheme and Trustee Company may bring proceedings for the recovery of that debt in its name on behalf of the Scheme.

12. Bank Account, Investment and Borrowing Powers

- 12.1. Trustee Company shall open a bank account for the Fund with a registered Bank determined by the Board.
- 12.2. The name of the bank account and the persons authorised as signatories to operate the bank account shall be determined by the Board.
- 12.3. The parties agree that the Trustee Company may invest moneys received in respect of the Fund and not immediately required to meet the liabilities of the Fund;
 - 12.3.1. with any registered Bank;
 - 12.3.2. in any security or investment authorised by the Trustee Act; or
 - 12.3.3. in any security or investment authorised by the Local Government Act 1974 or prescribed pursuant to and for the purposes of that Act; or
 - 12.3.4. with the Trustee of any other Trust Fund established for the benefit of Local Authorities or other local government organisations.
- 12.4. The parties agree that for any of the purposes of this deed Trustee Company may borrow moneys and for that purpose secure the repayment of its borrowings by granting security over the assets of the Scheme and the Fund.
- 12.5. All Contributions and other moneys received by Trustee Company shall be deposited to the credit of the Fund and shall be applied at its discretion as follows:
 - 12.5.1. in payment of any establishment costs for the Scheme;
 - 12.5.2. in payment of all administrative and operating costs associated with the Scheme;
 - 12.5.3. in payment of fees due to the Scheme Manager and the Fund Manager;
 - 12.5.4. in payment of all Claims accepted by the Board;
 - 12.5.5. by way of any grant or allocation approved under this deed; and
 - 12.5.6. generally in furtherance of the Scheme's objectives including a transfer, payment or loan in accordance with the Scheme Documents.

- 12.6. The parties agree that Trustee Company and the Board shall keep or cause to be kept all such accounting records for the Scheme and the Fund as fully and correctly explain the transactions and financial position of the Scheme and the Fund.

~~13. Recourse to Scheme Assets Only~~

13. Limitation of liability and indemnity

13.1. For The liability of the payment of Trustee Company for any Claim against the Scheme loss, claim, or other liability arising out of or connected with the performance of its obligations under this Deed (including, but not limited to, loss or liability of, or claims against, the Scheme, or in respect of the performance of any obligation of the Trustee Company or the Scheme under this deed, resort may), is limited to, and can only be had solely to recovered to the extent of, the right of indemnity (conferred under clause 13.3) of the Trustee Company from the Fund and other assets and property of the Scheme and no, provided however that this limitation does not apply to the extent that the Trustee Company's right of indemnity is impaired as a direct result of the Trustee Company's dishonesty or wilful default.

~~13.1.~~13.2. No claim may be made or endorsed by a Member against:

~~13.1.1.~~13.2.1. any Member of director, officer, or employee of the Trustee Company, or the Board;

~~13.1.2.~~13.2.2. the Scheme Manager or the Fund Manager in any capacity other than as Scheme Manager or Fund Manager of the Scheme;

~~13.1.3.~~13.2.3. except to the extent of LGIC's indemnity to Trustee Company, LGIC; or

~~13.1.4.~~13.2.4. any other Member.

~~13.2.~~13.3. The Trustee Company, the Board and every member of the Board are, to the fullest extent permissible at law, unconditionally and irrevocably indemnified out of the Fund and other assets and property of the Scheme:

13.3.1. in respect of all liabilities, losses, costs and expenses incurred by the Trustee Company, the Board or a member of the Board; and

13.3.2. against all actions, proceedings, claims, demands, costs, expenses, losses or liabilities in respect of any matter or thing done or omitted by the Trustee Company the Board or a member of the Board,

in each case:

13.3.3. in connection with administering this Deed and the Scheme;

13.3.4. when exercising their powers, authorities and discretions under this deed and the Scheme;

13.3.5. in relation to any matter or thing done, or omitted to be done, in any way in relation to this Deed and the Scheme; and

13.3.6. even where the liability, loss, cost or expense or the action, proceedings, claims, demands, costs, expenses, losses or liabilities (as the case may be) arise from a failure or alleged failure by the Trustee Company, the Board or a member of the Board to comply with the terms of this deed, or the terms of the Scheme or any duty, limitation or restriction howsoever arising (including, by way of example, at common law, in equity, under statute or contract).

except for any liability arising in respect of any dishonesty or wilful default of the Trustee Company or the Board, or a member of the Board. Where the exception applies it only applies to deprive the person whose conduct amounts to dishonesty or wilful default of the benefit of the indemnities and no other person.

14. Order of Priority of Scheme Documents

14.1. The Scheme Documents shall be construed in the following order of priority:

- 14.1.1. this deed, which shall be paramount; then
- 14.1.2. the Scheme Rules; then
- 14.1.3. the Constitution; and then
- 14.1.4. the Deed of Participation and the Guidelines for each Member.

15. Surplus on Liquidation of Scheme

15.1. Upon the winding up of the Scheme (including the liquidation of Trustee Company) the assets, if any, remaining after payment of the debts and liabilities of the Scheme and the costs of winding up ("the surplus assets") shall be distributed among the then Members of the Scheme in proportion to their Contributions to the Scheme over the Fund Year in which the winding up commenced and the previous four Fund Years, provided however that Members whose Contributions are not fully paid up at the commencement of the winding up shall receive only a proportionate share of their entitlement being the amount which is in proportion to the amount of their Contributions paid up. In calculating a Member's Contributions for the purposes of this clause the amount of the Contribution shall be reduced by the amount of any Claim or Claims paid or payable pursuant to the Scheme.

16. Deed of Participation

- 16.1. Each Member, as a condition of membership of the Scheme, shall be required to execute under seal and deliver to Trustee Company a Deed of Participation in the form annexed as Schedule 1, as may be varied or substituted by the Board from time to time, whereby the Member covenants and agrees, for the benefit of Trustee Company and LGIC, to be bound and to observe and perform all the terms of this deed and the other Scheme Documents as if the Member was a party to this Deed and the other Scheme Documents.
- 16.2. Members shall provide the Scheme Manager with all information as is necessary to give effect to the Scheme and in particular will:

- 16.2.1. Disclose all material facts to the Scheme Manager as if the Member was an insured and the Scheme Manager was an agent for an insurer and;
- 16.2.2. Conduct itself in its dealings with the Scheme in the same manner as if it was an insured under a policy of insurance with the Scheme and in particular act in good faith towards the Scheme.
- 16.2.3. Immediately advise the Scheme Manager of any Underlying Claim and co-operate with the Scheme Manager and Scheme Solicitor in dealing with Underlying Claims

17. Variations

- 17.1. LGIC and Trustee Company may make any variation or addition to this deed if it is consented to in writing by not less than 90% in number of Members, and any such variation or addition shall be binding on all Members.

EXECUTED AS A DEED

**EXECUTED by NEW ZEALAND
LOCAL GOVERNMENT
INSURANCE CORPORATION
LIMITED** by two of its directors:

Director (signature)

Director (signature)

Name (Please Print)

Name (Please Print)

**EXECUTED by LOCAL
GOVERNMENT MUTUAL FUNDS
TRUSTEE COMPANY LIMITED** by
two of its directors:

Director (signature)

Director (signature)

Name (Please Print)

Name (Please Print)

SCHEDULE 1

DEED OF PARTICIPATION

(Name of Member)

HEREBY DECLARES covenants and agrees for the benefit of Local Government Mutual Funds Trustee Company Limited and New Zealand Local Government Insurance Corporation Limited to be bound by and observe and perform all of the terms of the Deed of Trust establishing the New Zealand Mutual Liability Riskpool and the Scheme Documents referred to in that Deed of Trust as if it was a party to those documents (as amended from time to time).

SIGNED BY

as the duly authorised agent of the
Member in the presence of:

(Signature of duly authorised Agent)

(Signature of Witness)

(Name of Witness)

(Address of Witness)

(Date)

9.10 Council Financial Performance Report to 31 October 2025**Author:** Tyler Zandrack, Senior Management Accountant**Authoriser:** Andrea Rankin, Chief Financial Officer**Recommendation**

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

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 October 2025.

Assessment of Significance

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

Discussion

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

	YTD Actuals 31 Oct 2025 (\$000)	Budget to 31 Oct 2025 (\$000)	Variance (\$000)	YTD Actuals 31 Oct 2024 (\$000)	Full year Budget (\$000)
Total Revenue	48,171	46,118	2,053	42,110	145,306
Total Expenses	43,754	48,660	(4,906)	41,927	146,529
Operating Surplus/(Deficit)	4,417	(2,542)	6,959	183	(1,220)
Capital Expenditure	12,671	26,806	(14,135)	10,552	80,418

- 4 Total borrowings as at 31 October 2025 were \$246M. The net debt position at the same date is \$209M. Net debt is total borrowings less cash reserves held by Council.
- 5 Debt to revenue ratio as at 31 October 2025 is 144%. 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	208,740
Full year budgeted Revenue	145,306
Debt to revenue ratio	144%

	Full year Budget – Oct25 Debt \$000	Full year budget – YE Forecast Debt \$000	Full year Worst case scenario* – YE Forecast Debt \$000
Budgeted Revenue 2025/26	145,306	145,306	130,805
Net Debt	208,740	251,621	251,621
Debt to Revenue Ratio	144%	173%	192%
Net Debt Cap - Limit			
250% - as per policy	363,265	363,265	327,013
Available funds	154,525	111,644	75,392
280% - LGFA policy	406,857	406,857	366,254
Available funds	198,117	155,236	114,633

*Worst case scenario revenue: Full year budgeted revenue, less budgeted subsidies and grants and vested assets, add back subsidies and grants and vested assets received year to date (\$145.3m - \$15.0m – \$6.8m + \$7.3m = \$130.8m)

Budget reallocation report

- 6 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.
- 7 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.
- 8 No budget reallocation requests have been received for October 2025 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

- 9 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.
- 10 The review of decisions made from 1 July 2025 is still in progress and is expected to be finished for the next financial reporting.

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. **October 2025 YTD Financial Report** [↓](#) 
2. **October 2025 YTD Capex Variance to Budget** [↓](#) 

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

Revenue			Oct YTD \$000	Oct Budget YTD \$000	YTD Variance \$000	Variance % of full budget	Commentary >50k variance	Full Year budget \$000	Prior year Oct YTD
Rates revenue	General rates		(17,523)	(17,542)	(20)	0%		(52,628)	(15,404)
	Targeted rates	Water Revenue	(3,978)	(3,990)	(12)	0%		(11,972)	(4,206)
		Wastewater Revenue	(2,683)	(2,683)	0	0%		(8,048)	(2,342)
		Stormwater	(1,748)	(1,748)	0	0%		(5,243)	(1,720)
		Downlands Water Supply Revenue	(1,060)	(1,060)	0	0%		(3,181)	(812)
		Waste Collection Revenue	(2,615)	(2,615)	0	0%		(7,846)	(2,559)
		Water by Meter	(662)	(1,008)	(346)	11%	Based on usage, seasonal demand	(3,023)	(776)
	Rates penalties		(301)	(183)	118	-21%	Actuals based on external factors independent of budget	(550)	(365)
Total Rates Revenue			(30,570)	(30,830)	(260)	0%		(92,490)	(28,185)
Fees & charges	Fees & charges	Waste Management Operations Revenue	(2,141)	(1,992)	149	-2%	Refuse fees over budget \$159k. Demand Driven	(5,976)	(2,144)
		Wastewater Revenue	(1,280)	(1,075)	205	-6%	Fees for Smithfield discharge received not budgeted, expected to be credited in Nov25. Also a seasonal timing component with increase industrial plant maintenance during winter months seen with increase in tanker volumes	(3,226)	(1,370)
		CBAY revenue	(1,139)	(1,076)	63	-2%	CBAY fitness fees above budget \$100k offset by CBAY aquatics admissions under budget \$30k. Demand Driven	(3,229)	(1,203)
		Community Housing Revenue	(687)	(667)	20	-1%	new tenants who have moved in are paying the new rates.	(2,000)	(621)
		Building Control Revenue	(866)	(924)	(58)	2%	Building consent revenue based on demand, economic conditions.	(2,772)	(862)
		Parking enforcement	(529)	(484)	45	-3%		(1,453)	(466)
		Animal Control Revenue	(702)	(591)	111	-15%	Infringement fees and fines 75k above budget. Dependent on external factors	(735)	(601)
		Properties Revenue	(244)	(148)	95	-21%	Annually charged rents received at the start of the FY. Even budget	(445)	(210)
		Other fees and charges	(982)	(1,115)	(133)	4%	No individually significant items or variances remaining	(3,344)	(970)
Total Fees and Charges			(8,568)	(8,072)	496	-2%		(23,181)	(8,446)
Finance revenue	Interest	Related party	(257)	(667)	(410)	20%	Interest rates lower than budgeted	(2,000)	(471)
		Bank & term deposits	(563)	(584)	(21)	1%		(1,752)	(941)
Total Finance revenue			(820)	(1,251)	(431)	11%		(3,752)	(1,412)
Subsidies and grants	Grants received	Subsidised Roothing Revenue	(3,662)	(4,216)	(555)	4%	Construction season comprises approx 70% of total expenditure, occurring Sep - March. Funding received once expenditure incurred. Budget phasing	(12,649)	(2,155)
		Waste Management Operations Revenue (levy)	(473)	(450)	23	-2%	Funding from MfE for TDC portion of waste levy. Charged then received back from Ministry for Environment. Non-standard amounts. Offset in Expenditure	(1,350)	(439)
		Theatre Royal Revenue	(3,050)	0	3,050		Grants budgeted prior year received for Theatre Royal project commenced	0	0
		Safer Communities - Project Turnaround Revenue	(110)	0	110		Community Employment Programme not budgeted. MTFJ	0	0
		Parks Revenue	0	(321)	(321)	33%	Better off funding not received due to cycleways projects behind schedule	(962)	0
		Other subsidies and grants	(32)	(19)	13	-22%	No individually significant items or variances remaining	(58)	(5)
Total subsidies and grants			(7,326)	(5,006)	2,320	-15%		(15,019)	(2,599)
Other revenue		Development and Financial Contributions	(124)	0	124		Relates to funding for Three Waters not budgeted	0	(353)
		Dividends Received	0	0	0	0%		(1,100)	0
		Petrol tax	(140)	(200)	(60)	10%		(600)	(329)
		Vehicle revenue	(206)	(208)	(2)	0%	Offsets with other expenses - Plant hire - internal usage. Not eliminated so total revenue and expenses match	(625)	(192)
		Other revenue	(416)	(551)	(134)	8%	No individually significant items or variances remaining	(1,731)	(593)
Total other revenue			(886)	(959)	(73)	2%		(4,056)	(1,467)
Vested Assets			0	0	0	0%		(6,807)	0
Total Revenue			(48,171)	(46,118)	2,052	-1%		(145,305)	(42,110)
Expenditure									
Personnel costs			10,825	11,319	494	1%	Restructure savings	34,501	10,370
Finance costs			2,586	3,989	1,403	12%	Interest rates lower than budgeted. Variance to decrease later in the financial year as borrowings increase for capital programme	11,968	3,636
Depreciation expense			14,633	14,633	0	0%		43,901	12,941
Other expenses	Contractors	Parks	867	1,202	335	9%	Seasonal component, and in-house team now completing work previously undertaken by contractors	3,607	1,021
		Roothing and footpaths	2,428	2,765	337	4%	Construction/maintenance season comprises approx 70% of total expenditure, occurring Sep - March.	8,296	1,939
		Refuse Collection	655	800	145	6%	Contractor costs under budget. Quarterly increases for actuals, budget even	2,400	770
		Waste Management Operations	903	1,612	710	15%	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 in Oct	4,838	1,392
		Urban Water	405	477	71	5%	Seasonal expenditure, higher in summer months	1,430	529
		Wastewater	435	380	(55)	-5%	Reticulation costs - Cleaning of Washdyke sewer syphon \$20k	1,140	379
		Community Housing	195	181	(14)	-3%	On track to meet YE budget	543	109
		Downlands Water Supply	161	298	137	15%	Reticulation costs underbudget. Seasonal dependent and weather event based - spring and summer months highest	895	206
		Other Contractors	1,212	1,640	428	9%	No individually significant items or variances remaining	4,919	1,017
		Total Contractors	7,262	9,356	2,094	7%		28,069	7,363
	Waste Minimisation Levy Expense		307	450	143	11%	TDC portion of waste levy. Charged then received back from Ministry for Environment. Non-standard monthly amounts. Offset in Revenue	1,350	265
	Consultants		687	814	127	5%	Professional services drainage and water mgmt underbudget \$55k. Dam safety Potential Impact Classification (PIC) assessment set up in the prior year for \$75k, now a lower ongoing cost.	2,441	795
	Planning Consultant Fees - District Plan review		386	349	(38)	-4%	District plan review. Budget even split; majority of the work to be completed within the first 6 months of 25/26	1,046	497
	Sampling and testing		100	261	161	21%	Sampling and testing not even during the year. Particularly weather dependent	783	96
	Electricity		845	1,036	192	6%	Seasonal expenditure	3,109	762
	Software Support & Upgrades - Expensed		635	528	(107)	-7%	New software: Pulse, Wydlynx annual cost total: \$120k, YTD variance \$40k. Price increase from prior year approx \$60k p.a. YTD variance: \$20k. One off Cybersecurity authority review \$20k	1,584	579
	Carbon Credits		567	567	(0)	0%	Carbon credits accrued monthly this year. Accrued 6 monthly prior year	1,700	-
	Aoraki Development/Central SiTrustEconomic Development and Promotion		645	486	(159)	-11%	Annual events grant for Venture Timaru \$245k, even budget split results in YTD variance: \$163k	1,458	851
	Insurance including LAPP		667	662	(4)	0%		1,987	504
	Course Seminar & Conference Registration		87	231	144	21%	Only essential training approved until restructure was complete	694	126
	Rates		285	280	(5)	-1%		840	15
	Plant Hire - Internal Usage		206	206	(0)	0%	Offsets with Vehicle revenue	618	192
	Other expenses		3,031	3,492	461	4%	No individually significant items or variances remaining	10,476	2,936
Total other expenses			15,709	18,719	3,010	5%		56,156	14,981
Total Expenditure			43,754	48,660	4,906	3%		146,526	41,927
Net result			(4,416)	2,542	6,958	0		1,220	(183)

Review of All Council Activities by Directorate
Commentary obtained for variances over \$30k, excluding personnel costs

Community Support

Airport

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

Activity Revenue and Expenditure		Oct YTD Actuals \$000	Oct YTD Budget \$000	YTD Variance \$000	Variance % of full budget	Commentary >30k var	Full Year budget \$000	PY Oct YTD Actuals \$000
Revenue	Rates revenue	(89)	(89)	0	0%		(267)	(166)
	Fees & charges	(186)	(203)	(17)	3%		(610)	(177)
	Other revenue	(1)	0	1			0	1
Revenue Total		(276)	(292)	(17)	2%		(877)	(342)
Expenditure	Personnel costs	38	61	23	13%		183	33
	Depreciation expense	132	132	0	0%		397	163
	Finance costs	40	40	0	0%		120	43
	Other expenses	112	178	66	12%	Building maintenance under budget \$50k. Used as required, even budget	535	127
Expenditure Total		322	412	89	7%		1,235	366
Airport Total		46	119	73	20%		358	24

Cemeteries

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

Revenue	Rates revenue	(176)	(176)	0	0%		(528)	(115)
	Fees & charges	(99)	(102)	(2)	1%		(305)	(56)
	Other revenue	(67)	(13)	54	-135%	Plot purchases over budget - demand driven	(40)	(53)
	Subsidies and grants	0	(2)	(2)	33%		(6)	(5)
Revenue Total		(342)	(293)	50	-6%		(878)	(230)
Expenditure	Depreciation expense	2	2	0	0%		7	15
	Finance costs	33	33	(0)	0%		98	33
	Other expenses	236	259	24	3%		778	187
Expenditure Total		271	294	24	3%		883	234
Other Comprehensive Total		0	0	0	0%		2	0
Cemeteries Total		(72)	2	73	1069%		7	5

Civil Defence

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

Revenue	Rates revenue	(173)	(173)	0	0%		(519)	(162)
Revenue Total		(173)	(173)	0	0%		(519)	(162)
Expenditure	Personnel costs	100	103	3	1%		308	94
	Depreciation expense	31	31	0	0%		94	19
	Finance costs	6	6	(0)	0%		17	4
	Other expenses	48	61	13	7%		184	42
Expenditure Total		185	201	16	3%		603	160
Other Comprehensive Total		0	0	0	0%		3	0
Civil Defence Total		12	28	16	18%		86	(2)

Climate & Sustainability

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

Revenue	Rates revenue	(107)	(107)	0	0%		(320)	(22)
Revenue Total		(107)	(107)	0	0%		(320)	(22)
Expenditure	Personnel costs	19	84	65	26%		253	27
	Finance costs	0	0	(0)	0%		0	0
	Other expenses	83	22	(61)	-91%	\$72k Annual charge - Canterbury Climate Change Partnership, endorsed by Council, under-budgeted	67	1
Expenditure Total		102	107	4	1%		320	29
Climate & Sustainability Total		(4)	0	4			0	6

Community Development

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

Revenue	Rates revenue	(25)	(25)	0	0%		(75)	11
	Subsidies and grants	(110)	0	110		Community Employment Programme not budgeted. MTFJ	0	0
Revenue Total		(135)	(25)	110	-146%		(75)	11
Expenditure	Other expenses	37	25	(12)	-16%		75	13
Expenditure Total		37	25	(12)	-16%		75	13
Community Development Total		(98)	0	98			0	23

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	(530)	(530)	0	0%		(1,589)	(498)
Revenue Total		(530)	(530)	0	0%		(1,589)	(498)
Expenditure	Finance costs	30	30	0	0%		91	0
	Other expenses	658	499	(159)	-11%	Annual events grant for Venture Timaru \$245k, even budget split results in YTD variance: \$163k	1,498	858
Expenditure Total		688	530	(159)	-10%		1,589	858
Economic Development and Promotion Total		159	0	(159)			0	360

Public Toilets

GM: Andrew Dixon Activity Lead: Andrew Dixon
Activity Description: Provision and maintenance of public toilet facilities.

Revenue	Rates revenue	(211)	(211)	0	0%		(634)	(161)
Revenue Total		(211)	(211)	0	0%		(634)	(161)
Expenditure	Depreciation expense	11	11	0	0%		33	8
	Finance costs	5	5	0	0%		16	3
	Other expenses	162	196	34	6%	Building maintenance - vandalism under budget \$11k. Used as required	589	146
Expenditure Total		178	212	34	5%		637	157
Public Toilets Total		(33)	1	34	1026%		3	(5)

Social Housing

GM: Andrew Dixon Activity Lead: Diane Miller
Activity Description: Provision and maintenance of affordable rental housing : 236 units

Revenue	Fees & charges	(687)	(667)	20	-1%		(2,000)	(621)
Revenue Total		(687)	(667)	20	-1%		(2,000)	(621)
Expenditure	Depreciation expense	57	57	0	0%		172	54
	Finance costs	37	37	0	0%		112	23
	Other expenses	411	410	(1)	0%		1,230	216
Expenditure Total		506	505	(1)	0%		1,514	293
Other Comprehensive		0	0	0	0%		(32)	0
Social Housing Total		(181)	(162)	19	-4%		(519)	(328)

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	(183)	(183)	0	0%		(550)	(201)
	Finance revenue	(1)	0	1			0	(1)
	Other revenue	(22)	(16)	6	-12%		(48)	(22)
Revenue Total		(206)	(199)	7	-1%		(598)	(224)
Expenditure	Finance costs	0	0	(0)	0%		1	0
	Other expenses	189	199	10	2%		597	90
Expenditure Total		189	199	10	2%		598	90
Community Development Total		(17)	0	17			0	(134)
Community Support Total		(186)	(12)	174	-270%		(64)	(51)

Corporate Support

Commercial and Strategy

Financial Services

GM: Andrea Rankin Activity Lead: Andrea Rankin
Activity Description: Financial planning, monitoring and reporting. Administers rating, payables and receivables, financial advice for all council activities

Activity Revenue and Expenditure		Oct YTD Actuals \$000	Oct YTD Budget \$000	YTD Variance \$000	Variance % of full budget	Commentary >30k var	Full Year budget \$000	PY Oct YTD Actuals \$000
Revenue	Fees & charges	(9)	0	9			0	0
	Other revenue	(1,041)	(1,073)	(32)	1%	Revenue collected for the CBD 'BID' collected through rates, recoded to other income at year end. Full year budget: \$120k	(3,219)	(86)
Revenue Total		(1,049)	(1,073)	(24)	1%		(3,219)	(86)
Expenditure	Personnel costs	592	557	(35)	-2%		1,672	544
	Other expenses	542	516	(26)	-2%		1,547	304
Expenditure Total		1,134	1,073	(61)	-2%		3,219	848
Financial Services Total		85	0	(85)			0	762

Information Technology

GM: Justin Bagust Activity Lead: Justin Bagust
Activity Description: Provides technology-based services and strategies across all council activities

Revenue	Fees & charges	(7)	(7)	(1)	2%		(22)	(5)
	Other revenue	(2,048)	(2,054)	(6)	0%		(6,161)	(1,672)
Revenue Total		(2,054)	(2,061)	(7)	0%		(6,183)	(1,677)
Expenditure	Personnel costs	818	728	(90)	-4%		2,184	805
	Depreciation expense	441	441	0	0%		1,322	217
	Finance costs	30	30	(0)	0%		91	12
	Other expenses	944	862	(82)	-3%	Software expensed \$107k overbudget, offset by hardware expensed under budget by \$40k. New software: Pulse, Wyldlynx annual cost total: \$120k, YTD variance \$40k. Price increase from prior year approx \$60k p.a for all of software. YTD variance: \$20k. One off Cybersecurity authority review \$20k	2,585	851
Expenditure Total		2,232	2,061	(172)	-3%		6,183	1,885
Information Technology Total		178	0	(178)			0	208

Property Management

GM: Andrew Dixon Activity Lead: Andrew Dixon
Activity Description: Management of the property unit

Revenue	Other revenue	(179)	(179)	(0)	0%		(537)	(255)
Revenue Total		(179)	(179)	(0)	0%		(537)	(255)
Expenditure	Personnel costs	172	93	(79)	-28%		280	179
	Other expenses	89	86	(3)	-1%		258	79
Expenditure Total		262	179	(83)	-15%		537	258
Property Management Total		83	0	(83)			0	4

Risk and Assurance

GM: Stephen Doran Activity Lead: Narayan Swamy
Activity Description: Internal audit and risk management

Revenue	Other revenue	(85)	(85)	(0)	0%		(255)	(32)
Revenue Total		(85)	(85)	(0)	0%		(255)	(32)
Expenditure	Personnel costs	60	56	(4)	-2%		168	59
	Other expenses	27	29	2	2%		87	32
Expenditure Total		87	85	(2)	-1%		255	91
Risk and Assurance Total		2	0	(2)			0	59

Strategy & Corporate Planning

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

Revenue	Other revenue	(612)	(612)	0	0%	0	(1,836)	(529)
Revenue Total		(612)	(612)	0	0%	0	(1,836)	(529)
Expenditure	Personnel costs	310	282	(28)	-3%	0	847	225
	Other expenses	196	330	134	14%	LTP audit fees \$65k; and professional services \$51k not yet incurred	989	352
Expenditure Total		506	612	106	6%	0	1,836	577
Strategy & Corporate Planning Total		(106)	0	106	0	0	0	49
Corp support: Commercial and Strategy Total		242	0	(242)			0	1,082

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		Oct YTD Actuals \$000	Oct YTD Budget \$000	YTD Variance \$000	Variance % of full budget	Commentary >30k var	Full Year budget \$000	PY Oct YTD Actuals \$000
Revenue	Other revenue	(316)	(316)	0	0%		(947)	(279)
Revenue Total		(316)	(316)	0	0%		(947)	(279)
Expenditure	Personnel costs	203	216	13	2%		647	214
	Finance costs	3	3	0	0%		8	0
	Other expenses	41	97	56	19%	Solicitors and consultants fees \$34k under budget - actuals not evenly split	291	37
Expenditure Total		247	316	69	7%		947	251
Chief Executive Total		(69)	0	69			0	(28)

Council Building

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

Revenue	Other revenue	(239)	(239)	(0)	0%		(716)	(237)
Revenue Total		(239)	(239)	(0)	0%		(716)	(237)
Expenditure	Personnel costs	14	24	10	14%		72	14
	Depreciation expense	33	33	0	0%		98	42
	Finance costs	47	47	(0)	0%		142	31
	Other expenses	148	164	16	3%		492	138
Expenditure Total		242	268	26	3%		804	226
Council Building Total		4	29	26	29%		88	(11)

Drainage and Water Management

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

Revenue	Fees & charges	(27)	(26)	2	-2%		(77)	(18)
	Other revenue	(554)	(554)	0	0%		(1,661)	(1,069)
Revenue Total		(581)	(579)	2	0%		(1,738)	(1,087)
Expenditure	Personnel costs	569	314	(255)	-25%		1,022	601
	Other expenses	617	550	(67)	-4%	Three waters professional services not budgeted \$67k	1,650	661
Expenditure Total		1,187	864	(323)	-12%		2,671	1,261
Drainage and Water Management Total		606	284	(321)	-34%		933	174

Engagement and Culture

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

Revenue	Other revenue	(1,144)	(1,144)	0	0%	0	(3,432)	(2,264)
Revenue Total		(1,144)	(1,144)	0	0%	0	(3,432)	(2,264)
Expenditure	Personnel costs	561	670	109	5%	Full year budget includes \$200k of recruitment costs. Recruitment costs under budget \$65k YTD. Reduction in recruitment post restructure. Currently no contract with Seek due to reduction in usage: \$18k reduction from budget	2,010	539
	Finance costs	0	0	(0)	-1%	0	0	0
	Other expenses	178	474	296	21%	All of council training budget held by HR for tracking. Expenditure coded to activities YTD: \$87k. HR budget \$221k - only essential training approved until restructure was complete. Remaining variances: Health and safety consultants \$40k and staff support for council wide initiatives \$16k	1,422	276
Expenditure Total		739	1,144	405	12%	0	3,432	814
Engagement and Culture Total		(405)	0	405	0		0	(1,449)

Infrastructure Management

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

Revenue	Fees & charges	(40)	(90)	(50)	19%	Service consent application fees under budget. Demand driven	(271)	(35)
	Other revenue	(302)	(302)	0	0%		(905)	(725)
Revenue Total		(342)	(392)	(50)	4%		(1,176)	(760)
Expenditure	Personnel costs	486	275	(211)	-26%		824	344
	Other expenses	109	117	8	2%		352	135
Expenditure Total		595	392	(203)	-17%		1,176	479
Infrastructure Management Total		253	0	(253)			0	(281)

Land Transport Unit

GM: Suzy Ratahi Activity Lead: Suzy Ratahi
Activity Description: Management of roading activities

Revenue	Fees & charges	(18)	(96)	(78)	27%	Other user charges - Engineering fees under budget. Demand driven	(288)	(27)
	Other revenue	(918)	(894)	24	-1%		(2,681)	(1,153)
	Subsidies and grants	(216)	0	216		NZTA LTU funding portion, full budget included in subsidised roading	0	0
Revenue Total		(1,151)	(990)	162	-5%		(2,969)	(1,180)
Expenditure	Personnel costs	486	386	(100)	-9%	Incorrect coding - offset in roading and footpaths - parking facilities	1,159	594
	Depreciation expense	6	6	0	0%		17	5
	Other expenses	484	598	113	6%	Community programs and events under budget \$93k. Savings initiatives in road safety promotion through using in house team members to deliver targeted community programmes	1,793	734
Expenditure Total		976	990	14	0%		2,969	1,333
Land Transport Unit Total		(175)	0	175			0	153

Parks and Recreation Management

GM: Andrew Dixon Activity Lead: Andrew Dixon
Activity Description: Management of parks department

Revenue	Other revenue	(1,101)	(1,101)	0	0%		(3,303)	(683)
	Subsidies and grants	(3)	0	3			0	0
Revenue Total		(1,104)	(1,101)	3	0%		(3,303)	(683)
Expenditure	Personnel costs	864	970	106	4%		2,911	379
	Other expenses	189	131	(58)	-15%	Consultant expenditure \$45k 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.	392	118
Expenditure Total		1,053	1,101	48	1%		3,303	497
Parks and Recreation Management Total		(51)	(0)	51			0	(186)

Planning and Regulatory Management

GM: Paul Cooper Activity Lead: Paul Cooper
Activity Description: Management of planning and regulatory functions

Revenue	Other revenue	(165)	(165)	0	0%		(494)	(178)
Revenue Total		(165)	(165)	0	0%		(494)	(178)
Expenditure	Personnel costs	189	121	(68)	-19%		364	118
	Other expenses	41	43	3	2%		130	41
Expenditure Total		230	165	(65)	-13%		494	159
Planning and Regulatory Management Total		65	0	(65)			0	(19)

Corporate support - Other Total		227	314	86	8%		1,021	(1,648)

Corporate Support

User Experience and Community Engagement

Communications & Marketing

GM: Stephen Doran Activity Lead: Rachel Leitch
Activity Description: Communication and engagement activities including advertising

Activity Revenue and Expenditure		Oct YTD Actuals \$000	Oct YTD Budget \$000	YTD Variance \$000	Variance % of full budget	Commentary >30k var	Full Year budget \$000	PY Oct YTD Actuals \$000
Revenue	Other revenue	(360)	(360)	0	0%	0	(1,080)	(373)
Revenue Total		(360)	(360)	0	0%	0	(1,080)	(373)
Expenditure	Personnel costs	224	304	80	9%	0	872	296
	Other expenses	57	69	12	6%	0	208	62
Expenditure Total		281	374	92	9%	0	1,080	358
Community Services Management Total		(78)	14	92	0		0	(14)

Customer Services

GM: Stephen Doran Activity Lead: Karen Naylor
Activity Description: Management of all customer interactions

Revenue	Fees & charges	(37)	(42)	(5)	4%		(126)	(29)
	Other revenue	(456)	(456)	0	0%		(1,369)	(386)
Revenue Total		(494)	(498)	(5)	0%		(1,495)	(415)
Expenditure	Personnel costs	288	317	28	3%		951	286
	Other expenses	177	181	4	1%		544	177
Expenditure Total		466	498	32	2%		1,495	463
Customer Services Total		(28)	0	28			0	48

User Experience and Community Engagement T		(106)	14	120			0	33
Corporate Support Grand Total		363	328	(35)	-3%		1,021	(533)

Democracy

Governance

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

Activity Revenue and Expenditure		Oct YTD Actuals \$000	Oct YTD Budget \$000	YTD Variance \$000	Variance % of full budget	Commentary >30k var	Full Year budget \$000	PY Oct YTD Actuals \$000
Revenue	Rates revenue	(1,502)	(1,502)	0	0%		(4,507)	(1,213)
	Other revenue	0	(23)	(23)	33%		(70)	0
Revenue Total		(1,502)	(1,526)	(23)	1%		(4,577)	(1,213)
Expenditure	Personnel costs	302	279	(23)	-3%		837	284
	Finance costs	15	15	(0)	0%		46	0
	Other expenses	1,292	1,231	(61)	-2%	Election expenses \$100k over budget. Higher in October, budget even, offset by community consultation \$10k used as required	3,693	1,330
Expenditure Total		1,609	1,526	(84)	-2%		4,577	1,615
Governance Total		107	(0)	(107)			0	402
Democracy Total		107	(0)	(107)			0	402

Environmental Services

Animal Control

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

Activity Revenue and Expenditure		Oct YTD Actuals \$000	Oct YTD Budget \$000	YTD Variance \$000	Variance % of full budget	Commentary >30k var	Full Year budget \$000	PY Oct YTD Actuals \$000
Revenue	Fees & charges	(702)	(591)	111	-15%	Animal infringement and fines \$75k higher than budget. Occurs primarily at the start of the year.	(735)	(601)
Revenue Total		(702)	(591)	111	-15%		(735)	(601)
Expenditure	Personnel costs	101	132	31	8%		395	106
	Depreciation expense	2	2	0	0%		5	3
	Other expenses	115	115	1	0%		346	113
Expenditure Total		217	249	32	4%		746	222
Other Comprehensive Total		0	0	0	0%		2	0
Animal Control Total		(484)	(342)	143	1103%		13	(379)

Building Control

GM: Paul Cooper Activity Lead: Jayson Ellis
Activity Description: Building consent authority under the Building Act 2004. Grants building consents, monitors building works, and issues a variety of compliance certificates

Revenue	Rates revenue	(594)	(594)	0	0%		(1,782)	(399)
	Fees & charges	(866)	(924)	(58)	2%	Building consent revenue based on demand, economic conditions.	(2,772)	(862)
	Other revenue	(7)	(69)	(62)	30%	Additional fee for on-charge of IT costs budgeted no longer required with new consenting system - transaction nets to nil internally	(206)	(3)
Revenue Total		(1,467)	(1,586)	(120)	3%		(4,759)	(1,264)
Expenditure	Personnel costs	948	1,050	102	3%		3,149	999
	Finance costs	19	19	(0)	0%		56	6
	Other expenses	500	518	18	1%		1,555	480
Expenditure Total		1,466	1,586	120	3%		4,759	1,485
Building Total		(0)	0	0			0	221

Environmental Health

GM: Paul Cooper Activity Lead: Sharon Hoogenraad (Liquor) & Clarie Copeland
Activity Description: Management and enforcement of several legislative requires such as food safety, hazardous substances and environmental nuisance

Revenue	Rates revenue	(225)	(225)	0	0%		(675)	(172)
	Fees & charges	(224)	(171)	52	-10%	Receipts from Mackenzie and Waimate for Health contract services - not even during the year	(514)	(201)
	Other revenue	(0)	(8)	(8)	33%		(25)	(0)
Revenue Total		(449)	(405)	44	-4%		(1,214)	(374)
Expenditure	Personnel costs	158	131	(27)	-7%		394	115
	Finance costs	3	3	0	0%		8	2
	Other expenses	189	271	82	10%	Food & Health Standards services accrual required \$65k. To be updated for Nov	812	219
Expenditure Total		350	405	55	5%		1,214	336
Environmental Health Total		(99)	0	99			0	(38)

Planning

GM: Paul Cooper Activity Lead: Aaron Hakkaart
Activity Description: Develops and administers the District Plan and related policies, and processes resource consents

Revenue	Rates revenue	(1,053)	(1,053)	0	0%		(3,158)	(1,067)
	Fees & charges	(201)	(178)	23	-4%		(534)	(195)
	Other revenue	(4)	(2)	2	-40%		(6)	(5)
Revenue Total		(1,258)	(1,233)	25	-1%		(3,698)	(1,267)
Expenditure	Personnel costs	614	573	(41)	-2%		1,719	485
	Finance costs	62	62	(0)	0%		186	9
	Other expenses	664	598	(67)	-4%	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	1,793	744
Expenditure Total		1,341	1,233	(108)	-3%		3,698	1,238
Planning Total		83	0	(83)			0	(28)
Environmental Services Total		(501)	(342)	159	1231%		13	(224)

Other Activities

Financial Arrangements

GM: Andrea Rankin Activity Lead: Andrea Rankin
Activity Description: Financial arrangements relating to borrowings, investments

Activity Revenue and Expenditure		Oct YTD Actuals \$000	Oct YTD Budget \$000	YTD Variance \$000	Variance % of full budget	Commentary >30k var	Full Year budget \$000	PY Oct YTD Actuals \$000
Revenue	Rates revenue	1,553	1,638	85	2%	Outgoing rates offset by rates penalty revenue higher than budget \$118k	4,914	(321)
	Finance revenue	(813)	(1,251)	(437)	12%	Interest rates lower than budgeted	(3,752)	(1,402)
	Other revenue	(202)	(215)	(12)	1%		(1,744)	(330)
Revenue Total		537	173	(365)	63%		(582)	(2,053)
Expenditure	Finance costs	(1,222)	84	1,306	517%	Internal interest expensed to other activities as per budget. Washup at year end	253	1,885
	Other expenses	103	110	7	2%		330	62
Expenditure Total		(1,119)	194	1,313	225%		582	1,947
Financial Arrangements Total		(582)	367	948			0	(105)

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	(244)	(244)	0	0%		(732)	0
	Fees & charges	(244)	(148)	95	-21%	Annual rents paid at the start of the financial year, even budget split	(445)	(210)
Revenue Total		(488)	(392)	95	-8%		(1,177)	(210)
Expenditure	Depreciation expense	110	110	0	0%		331	61
	Finance costs	18	18	0	0%		53	10
	Other expenses	287	362	75	7%	Building maintenance \$90k under budget. Used as required	1,085	317
Expenditure Total		415	490	75	5%		1,469	388
Property Total		(73)	97	170	58%		292	178

Vehicle Management

GM:Andrew Dixon

Activity Lead:Deb Gerken

Activity Description:Management of council's vehicle pool

Revenue	Rates revenue	(39)	(39)	0	0%		(118)	0
	Other revenue	(206)	(208)	(2)	0%		(625)	(229)
Revenue Total		(246)	(248)	(2)	0%		(743)	(229)
Expenditure	Depreciation expense	151	151	0	0%		454	105
	Finance costs	10	10	(0)	0%		29	4
	Other expenses	132	155	23	5%		465	149
Expenditure Total		293	316	23	2%		948	258
Vehicle Management Total		47	68	21	10%		205	29
Other Activities Total		(607)	532	1,140	229%		497	102

Recreation & Leisure

Aigantighe Art Gallery

GM:Michael Priest

Activity Lead:Cara Fitzgerald

Activity Description:Operation of the Aigantighe Art Gallery

Activity Revenue and Expenditure		Oct YTD Actuals \$000	Oct YTD Budget \$000	YTD Variance \$000	Variance % of full budget	Commentary >30k var	Full Year budget \$000	PY Oct YTD Actuals \$000
Revenue	Rates revenue	(404)	(404)	0	0%		(1,213)	(295)
	Fees & charges	(7)	(4)	3	-24%		(12)	(1)
	Other revenue	(27)	(5)	22	-139%	Donation received from Timaru Civic Trust \$25k	(16)	(1)
	Subsidies and grants	(0)	(0)	0	-32%		(1)	0
Revenue Total		(439)	(414)	25	-2%		(1,241)	(297)
Expenditure	Personnel costs	172	184	13	2%		553	184
	Depreciation expense	20	20	0	0%		61	23
	Finance costs	41	41	(0)	0%		122	1
	Other expenses	172	176	4	1%		528	140
Expenditure Total		405	421	17	1%		1,264	349
Aigantighe Art Gallery Total		(34)	8	42	183%		23	52

Aorangi

GM:Mike Wrigley

Activity Lead:Mike Wrigley

Activity Description:Aorangi stadium operation

Revenue	Rates revenue	(58)	(58)	0	0%		(174)	(40)
	Fees & charges	(43)	(79)	(35)	15%	Aorangi stadium closed operations Oct25 for stadium works	(236)	(80)
	Other revenue	(3)	(13)	(10)	26%		(38)	(1)
Revenue Total		(104)	(149)	(45)	10%		(447)	(121)
Expenditure	Personnel costs	17	9	(8)	-29%		28	20
	Depreciation expense	95	95	0	0%		284	5
	Finance costs	13	13	(0)	0%		38	4
	Other expenses	132	116	(15)	-4%		349	111
Expenditure Total		256	233	(23)	-3%		698	139
Aorangi Total		152	84	(69)	-27%		251	18

Fishing Huts

GM:Andrew Dixon

Activity Lead:Andrew Feary

Activity Description:Relates to 120 huts total based in Rangitata and Stratheona near Pleasant Point. Situated on reserve land

Revenue	Other revenue	(1)	(38)	(37)	32%	Fishing hut rental revenue coding currently under review	(115)	(1)
Revenue Total		(1)	(38)	(37)	32%		(115)	(1)
Expenditure	Depreciation expense	1	1	0	0%		2	0
	Other expenses	28	28	0	0%		83	21
Expenditure Total		28	28	0	0%		85	22
Fishing Huts Total		27	(10)	(37)	122%		(30)	21

Forestry

GM:Andrew Dixon

Activity Lead:Garth Nixon

Activity Description:Management of council forest plantations: 185 Hectares

Revenue	Fees & charges	(9)	(10)	(2)	5%		(31)	(8)
	Other revenue	0	(49)	(49)	33%	Forest harvesting commenced Oct25. Related revenue expected Jan26 onwards	(148)	(296)
Revenue Total		(9)	(60)	(51)	28%		(179)	(304)
Expenditure	Depreciation expense	2	2	0	0%		5	4
	Finance costs	1	1	0	0%		2	0
	Other expenses	67	77	10	4%		232	47
Expenditure Total		70	80	10	4%		240	52
Forestry Total		61	20	(41)	-67%		61	(252)

Halls & Community Centres

GM:Andrew Dixon

Activity Lead:Andrew Feary

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	(197)	(197)	0	0%		(592)	(147)
	Fees & charges	(45)	(34)	11	-11%		(101)	(48)
Revenue Total		(242)	(231)	11	-2%		(693)	(195)
Expenditure	Depreciation expense	34	34	0	0%		103	33
	Finance costs	50	50	0	0%		151	32
	Other expenses	178	177	(0)	0%		532	131
Expenditure Total		262	262	(0)	0%		786	196
Other Comprehensive		0	0	0	0%		3	0
Halls & Community Centres Total		20	31	11	11%		96	1

Libraries

GM:Michael Priest

Activity Lead:Michael Priest

Activity Description:Operation of the Timaru, Temuka and Geraldine libraries

Revenue	Rates revenue	(1,876)	(1,876)	0	0%		(5,629)	(1,458)
	Fees & charges	(25)	(19)	6	-11%		(56)	(16)
	Subsidies and grants	0	(3)	(3)	33%		(8)	0
Revenue Total		(1,901)	(1,898)	3	0%		(5,693)	(1,075)
Expenditure	Personnel costs	688	967	279	10%		2,901	749
	Depreciation expense	151	151	0	0%		454	170
	Finance costs	93	93	0	0%		278	25
	Other expenses	699	762	63	3%	Building maintenance is used ad hoc during the year \$23k, and subscription purchases not yet made \$15k	2,286	641
Expenditure Total		1,631	1,973	342	6%		5,919	1,187
Other Comprehensive		0	0	0	0%		19	0
Libraries Total		(270)	76	345	140%		246	112

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	(8)	(8)	0	0%		(23)	(14)
	Other revenue	(9)	(21)	(12)	19%		(64)	(4)
Revenue Total		(17)	(29)	(12)	14%		(88)	(18)
Expenditure	Depreciation expense	8	8	0	0%		24	11
	Other expenses	32	28	(4)	-5%		85	11
Expenditure Total		41	37	(4)	-4%		110	21
Motor Camps Total		23	7	(16)	-73%		22	3

Museum									
GM:		Michael Priest		Activity Lead:		Philip Howe			
Activity Description:		Operation of the Timaru Museum							
Revenue	Rates revenue	(462)	(462)	0	0%		(1,387)	369	
	Fees & charges	(1)	(1)	0	-11%		(2)	(1)	
	Other revenue	(9)	(6)	3	-19%		(17)	(4)	
	Subsidies and grants	(29)	(10)	19	-62%		(30)	0	
Revenue Total		(501)	(479)	22	-2%		(1,436)	364	
Expenditure	Personnel costs	218	262	44	6%		787	233	
	Depreciation expense	18	18	0	0%		55	27	
	Finance costs	17	17	0	0%		50	2	
	Other expenses	177	198	21	4%		593	179	
Expenditure Total		430	495	66	4%		1,485	440	
Other Comprehensive		0	0	0	0%		(284)	0	
Museum Total		(71)	17	88	-37%		(235)	804	
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	(2,526)	(2,526)	0	0%		(7,577)	(2,210)	
	Fees & charges	(3)	0	3			0	(2)	
	Other revenue	(16)	(37)	(22)	19%		(112)	(13)	
	Subsidies and grants	0	(321)	(321)	33%	Better off funding not received 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	(962)	0	
Revenue Total		(2,544)	(2,884)	(339)	4%		(8,651)	(2,225)	
Expenditure	Depreciation expense	28	28	0	0%		83	61	
	Finance costs	190	190	(0)	0%		570	71	
	Other expenses	2,126	2,370	245	3%	Seasonal component, and in-house team now completing work previously undertaken by contractors	7,111	1,947	
Expenditure Total		2,343	2,588	245	3%		7,764	2,079	
Parks Total		(201)	(296)	(95)	11%		(887)	(146)	
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	(2,386)	(2,386)	0	0%		(7,158)	(2,065)	
	Fees & charges	(467)	(552)	(85)	5%	Seasonal demand. Temuka, Geraldine and Pleasant Point pools open Nov-March.	(1,656)	(493)	
	Other revenue	(672)	(565)	107	-6%	CBay fitness higher than budget - demand driven	(1,695)	(710)	
	Subsidies and grants	0	(5)	(5)	33%		(14)	0	
Revenue Total		(3,525)	(3,508)	17	0%		(10,523)	(3,268)	
Expenditure	Personnel costs	887	1,354	467	10%		4,527	1,129	
	Depreciation expense	312	312	0	0%		937	347	
	Finance costs	184	184	(0)	0%		553	82	
	Other expenses	1,394	1,564	170	4%	Building maintenance -as required. General expenditure also increases with seasonal demand	4,693	1,472	
Expenditure Total		2,778	3,415	637	6%		10,711	3,030	
Other Comprehensive		0	0	0	0%		157	0	
Swimming Pools Total		(747)	(93)	654	190%		344	(239)	
Theatre Royal									
GM:		Paul Cooper		Activity Lead:		Andrew Dixon Project team lead (construction): Paul Haggath			
Activity Description:		Currently under construction, BAU: Operation of the Theatre Royal in Timaru for visiting cultural and entertainment shows							
Revenue	Rates revenue	(187)	(187)	0	0%		(562)	(150)	
	Subsidies and grants	(3,050)	0	3,050		Prior year budgeted grants being received for Theatre Royal project	0	0	
Revenue Total		(3,237)	(187)	3,050	-543%		(562)	(150)	
Expenditure	Depreciation expense	22	22	0	0%		65	36	
	Finance costs	58	58	0	0%		174	46	
	Other expenses	113	126	13	3%		379	90	
Expenditure Total		193	206	13	2%		617	172	
Theatre Royal Total		(3,045)	18	3,063	5587%		55	23	
Recreation & Leisure Total		(4,084)	(138)	3,946	-7304%		(54)	397	
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		Oct YTD Actuals \$000	Oct YTD Budget \$000	YTD Variance \$000	Variance % of full budget	Commentary >30k var	Full Year budget \$000	PY Oct YTD Actuals \$000	
Revenue	Rates revenue	(5,463)	(5,463)	0	0%		(16,390)	(4,560)	
	Other revenue	(2)	0	2	0%		(1,856)	(2)	
	Subsidies and grants	(3,446)	(4,216)	(770)	6%	\$216k included in the LTU above. Construction season comprises approx 70% of total expenditure, occurring Sep - March. Funding received once expenditure incurred. Budget phasing to be reviewed	(12,649)	(2,155)	
Revenue Total		(8,911)	(9,680)	(769)	2%		(30,896)	(6,716)	
Expenditure	Depreciation expense	6,063	6,063	0	0%		18,190	4,391	
	Finance costs	561	561	(0)	0%		1,684	169	
	Other expenses	3,552	3,779	227	2%	Construction season recently commenced in September.	11,338	3,226	
Expenditure Total		10,177	10,404	227	1%		31,211	7,786	
Roads and Footpaths Total		1,265	724	(542)	-172%		316	1,070	
Parking Enforcement									
GM:		Paul Cooper		Activity Lead:		Jo Hamilton			
Activity Description:		Enforcement of council's parking policies							
Revenue	Fees & charges	(529)	(484)	45	-3%	Infringements and fines higher than expected. Actuals independent of budget	(1,453)	(466)	
	Other revenue	(4)	(2)	2	-24%		(7)	(2)	
Revenue Total		(533)	(487)	46	-3%		(1,460)	(468)	
Expenditure	Personnel costs	145	144	(1)	0%		431	127	
	Other expenses	199	249	50	7%	Legal and debt recovery costs under budget by \$45k. Used as required	746	205	
Expenditure Total		344	392	49	4%		1,176	332	
Parking Enforcement Total		(189)	(95)	95	-33%		(284)	(136)	
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	(13)	(13)	33%	Budgeted revenue related to lease fees from 85-91 King St Temuka properties which were sold in May 25. Revenue no longer applicable	(40)	(17)	
	Other revenue	(11)	(13)	(3)	7%		(40)	(16)	
Revenue Total		(11)	(27)	(16)	20%		(80)	(33)	
Expenditure	Personnel costs	-	96	96	33%	Incorrect coding - offset in corporate support - LTU	287	-	
	Depreciation expense	34	34	0	0%		103	30	
	Finance costs	66	66	0	0%		199	45	
	Other expenses	72	67	(4)	-2%		202	99	
Expenditure Total		173	264	91	12%		792	173	
Parking Facilities Total		162	237	75	11%		712	141	

Road/Street Landscapes

GM: Suzy Ratahi Activity Lead: Suzy Ratahi
Activity Description: Providing and maintaining street trees and CBD maintenance

Revenue	Rates revenue	(385)	(385)	0	0%		(1,155)	(388)
	Subsidies and grants	0	0	(0)			0	0
Revenue Total		(385)	(385)	(0)	0%		(1,155)	(388)
Expenditure	Depreciation expense	181	181	0	0%		544	57
	Finance costs	22	22	(0)	0%		66	34
	Other expenses	188	271	83	10%	Landscaping maintenance expenses, seasonal	812	262
Expenditure Total		392	474	83	6%		1,423	353
Road/Street Landscapes Total		7	89	83	31%		268	(35)

Street Lighting

GM: Suzy Ratahi Activity Lead: Suzy Ratahi
Activity Description: Providing and maintaining street lighting

Revenue	Rates revenue	(259)	(259)	0	0%		(776)	(298)
	Other revenue	0	0	0	0%		(145)	0
Revenue Total		(259)	(259)	0	0%		(921)	(298)
Expenditure	Depreciation expense	249	249	0	0%		748	258
	Other expenses	99	134	35	9%	Decorative lighting budget \$266k to be utilised primarily in Nov and Jan for set up and takedown, and maintenance of decorative lights and building attachments	402	75
Expenditure Total		348	383	35	3%		1,150	333
Street Lighting Total		89	125	35	15%		229	35

Roading and Footpaths Total		1,334	1,081	(254)	-20%		1,241	1,074

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		Oct YTD Actuals \$000	Oct YTD Budget \$000	YTD Variance \$000	Variance % of full budget	Commentary >30k var	Full Year budget \$000	PY Oct YTD Actuals \$000
Revenue	Rates revenue	(4,653)	(4,998)	(345)	2%	Water by meter - targeted rates based on usage, seasonal demand driven	(14,994)	(5,007)
	Other revenue	(95)	0	95	-5%	Charge for third party damage	(1,828)	(211)
Revenue Total		(4,748)	(4,998)	(250)	1%		(16,822)	(5,218)
Expenditure	Personnel costs	244	213	(31)	-5%		655	247
	Depreciation expense	2,330	2,330	0	0%		6,989	2,469
	Finance costs	791	791	(0)	0%		2,373	293
	Other expenses	1,946	2,274	327	5%	Expenditure incurred in-line with revenue received. Seasonal demand driven	6,822	2,442
Expenditure Total		5,311	5,607	297	2%		16,838	5,451
Other Comprehensive		0	0	0	0%		(22,438)	0
Water Supplies Total		563	609	46	0%		(22,422)	233

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	(2,683)	(2,683)	0	0%		(8,048)	(2,342)
	Fees & charges	(1,280)	(1,075)	205	-6%	Fees for Smithfield discharge received not budgeted, expected to be credited in Nov25. Also a seasonal timing component with increase industrial plant maintenance during winter months seen with increase in tanker volumes	(3,226)	(1,370)
	Other revenue	(72)	(28)	44	-4%	Domestic sewer catchment contribution fee charged not budgeted \$62k	(1,122)	(160)
Revenue Total		(4,035)	(3,786)	249	-2%		(12,397)	(3,873)
Expenditure	Personnel costs	193	242	49	7%		752	222
	Depreciation expense	1,950	1,950	0	0%		5,849	2,224
	Finance costs	708	708	(0)	0%		2,125	455
	Other expenses	1,212	1,246	34	1%	Seasonal dependent and weather event based - spring and summer months highest	3,739	1,239
Expenditure Total		4,063	4,146	83	1%		12,464	4,141
Other Comprehensive		0	0	0	0%		(25,822)	0
Wastewater Total		28	360	332	-1%		(25,755)	269

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	(1,748)	(1,748)	0	0%		(5,243)	(1,720)
	Fees & charges	(4)	0	4			0	(2)
	Other revenue	0	0	0	0%		(1,606)	0
Revenue Total		(1,751)	(1,748)	4	0%		(6,848)	(1,722)
Expenditure	Depreciation expense	1,317	1,317	0	0%		3,952	1,465
	Finance costs	60	60	0	0%		180	29
	Other expenses	335	601	266	15%	Reticulation costs \$230k under budget. Seasonal dependent and weather event based - spring and summer months highest	1,802	308
Expenditure Total		1,712	1,978	266	4%		5,934	1,802
Other Comprehensive		0	0	0	0%		(15,175)	0
Stormwater Total		(39)	230	270	-2%		(16,090)	79

Downlands Water Supply

GM: Andrew Lester Activity Lead: Andrew Lester
Activity Description: Management and operation of the downlands water scheme on behalf od the residents of Timaru, Mackenzie and Waimate districts. 82% of the scheme is owned by Timaru. Remaining 18% is on-charged to the other districts

Revenue	Rates revenue	(1,060)	(1,060)	0	0%		(3,181)	(812)
	Fees & charges	1	0	(1)			0	0
	Finance revenue	(5)	0	5			0	(9)
	Other revenue	(0)	(37)	(37)	7%	Service consent capital contributions under budget - demand driven.	(525)	(37)
Revenue Total		(1,066)	(1,098)	(32)	1%		(3,707)	(858)
Expenditure	Depreciation expense	574	574	0	0%		1,721	418
	Finance costs	135	232	97	14%	Interest rate lower than budget	697	164
	Other expenses	324	406	81	7%	Reticulation costs \$100k under budget. Seasonal dependent and weather event based - spring and summer months highest	1,217	323
Expenditure Total		1,033	1,212	179	5%		3,635	905
Other Comprehensive		0	0	0	0%		(6,496)	0
Downlands Water Supply Total		(33)	114	146	-2%		(6,568)	47

Three Waters total		519	1,313	794	-1%	0	(70,835)	628

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		Oct YTD Actuals \$000	Oct YTD Budget \$000	YTD Variance \$000	Variance % of full budget	Commentary >30k var	Full Year budget \$000	PY Oct YTD Actuals \$000
Revenue	Rates revenue	(2,615)	(2,615)	0	0%		(7,846)	(2,559)
Revenue Total		(2,615)	(2,615)	0	0%		(7,846)	(2,559)
Expenditure	Other expenses	2,488	2,615	128	2%	Contractor costs under budget. Quarterly increases for actuals, budget standard each month	7,846	2,613
Expenditure Total		2,488	2,615	128	2%		7,846	2,613
Refuse Collection Total		(128)	0	128			0	54

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	(2,141)	(1,992)	149	-2%	Refuse fees over budget by \$160k. Demand driven	(5,976)	(2,144)
	Other revenue	(1,684)	(1,691)	(7)	0%		(5,073)	(1,486)
	Subsidies and grants	(473)	(450)	23	-2%	Funding from MfE for TDC portion of waste levy. Charged then received back from Ministry for Environment. Non-standard amounts. Offset in Expenditure	(1,350)	(439)
Revenue Total		(4,298)	(4,133)	165	-1%		(12,400)	(4,069)
Expenditure	Personnel costs	144	120	(24)	-7%		360	118
	Depreciation expense	268	268	0	0%		803	203
	Finance costs	460	460	(0)	0%		1,380	112
	Other expenses	2,192	3,065	873	9%	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 in Oct	9,195	2,012
Expenditure Total		3,064	3,913	849	7%		11,739	2,446
Waste Management Operations Total		(1,234)	(220)	1,014	-153%		(660)	(1,623)
Waste Management Total		(1,361)	(220)	1,141	-173%		(660)	(1,570)
Total		(4,416)	2,542	6,958			(68,842)	(183)
Other comprehensive revenue budget		0	0	0			(70,063)	0
Grand Total - exclude other comprehensive		(4,416)	2,542	6,958			1,220	(183)

Review of Capital spend to date against budget by project - October YTD

Activity	Project	Oct YTD Actual \$	Oct YTD Budget \$	Variance \$	Commentary	Full Year Budget \$	Expected to be completed in 25/26?	Carry forward into 26/27 required?	Expected completion month/year (if available)
Aigantighe Art Gallery	253 - Arts Purchase	-	10,512	10,512	Completion of HVAC, lift & flooring projects that commenced and committed to in 2024/25. Funding carry forward request.	31,539	Yes	No	Dec-25
	267 - General Upgrade Renewals - Grounds and Build	-	27,252	27,252		81,760	Yes	No	
	House EQ Strengthening	365,075	-	(365,075)		-	Yes	No	
Airport	Timaru Airport Apron Expansion	46,146	-	(46,146)	Completion of new public toilet that commenced and a commitment from 2024/25 . Carry forward requested.	-	Complete	No	
Animal Control	344 - New Pound	-	16,668	16,668		50,000	Multi-period project		
Aorangi	252 - Aorangi Park Master Plan Stage 1 (indoor court extension)	1,160,806	3,086,668	1,925,862	Timing - Construction started in October	9,260,000	Multi-period project		
	349 - Equipment and Furniture - new stadium placeholder	-	333,332	333,332	Timing - to be purchased after construction completed	1,000,000	No	Yes	
Beautiful Valley Water	254 - Beautiful Valley Water Supply Capital Work	-	680	680		2,044	Follow up		
Cemeteries	235 - Timaru Cemetery New Site (purchase and development)	20,433	25,000	4,567		75,000	Multi-period project	No	
	257 - Cemeteries-Concrete Beams, Furniture, Structures	4,105	15,332	11,227		45,990	Yes	No	
Civil Defence	264 - Equipment (new sirens, handsets and bases replacement	-	3,408	3,408		10,220	Follow up		
Community Services Management	No Analysis Set	6,970	-	(6,970)		-	Follow up		
Council Building	250 - 08310.0702 : Council Building Capital Expenditure	-	10,220	10,220		30,660	Yes	No	
	251 - 08310.0705 : Council Building Capital Expenditure	6,172	32,364	26,192		97,090	Yes	No	
Downlands Water Supply	261 - Downlands Water Network Modelling	-	21,668	21,668		65,000	Yes	No	
	262 - Downlands Water Plant Renewals and Upgrade	21,045	73,000	51,955		219,000	Yes	No	
	263 - Downlands Water Reticulation Renewals and Upgrade	361,178	279,348	(81,830)		838,040	Yes	No	
	388 - Downlands Reservoir Pipework Renewals	-	54,668	54,668	Phasing of construction, with the majority to occur in Q3 and Q4 (Feb to June)	164,000	Yes	No	
	389 - In ground reservoir lining and solid roof cover	13,800	69,836	56,036		209,510	Yes	No	
Forestry	302 - Renewals - Forestry	-	2,980	2,980		8,943	Yes	No	
Geraldine Stormwater	269 - Geraldine Stormwater Renewals and Upgrade	24,675	58,332	33,657		175,000	Yes	No	
	270 - Geraldine Stormwater Serpentine Creek Enhancement	13,833	17,400	3,567		52,200	Yes	No	
Halls & Community Centres	305 - Renewals and upgrades for community facilities	58,543	20,000	(38,543)	Works performed for Caroline Ball Hall. No further works to be completed in 25/26	60,000	Complete	No	
Information Technology	248 - 07140.0703.0552 - Computer Hardware - Assets	510,895	109,824	(401,071)	Laptops purchased in bulk at the beginning of the financial year. Approx 80. Also networking switches. Total budget split to be reviewed	3,194,467	Yes	No	
	249 - 07140.0703.0553 - Software Purchase & Upgrade	50,104	955,000	904,896	Primarily relates to the 'Altitude' project not yet commenced	-	No	Yes	
Land Transport Unit	236 - 08340.0702 : Land Transport Unit - Capital expenditure	-	6,668	6,668		20,000	Follow up		
Libraries	255 - Building Capital Works - general	-	17,716	17,716		53,144	Yes	No	
	280 - Libraries Furniture - RFID upgrade, self check machines	-	27,252	27,252		81,760	No	Yes	
	281 - Libraries Renewals - general	10,465	6,812	(3,653)		20,440	Yes	No	
	300 - Purchase Books and Resources	70,995	71,540	545		214,620	Yes	No	
	337 - Libraries Furniture - General Renewals	-	33,920	33,920	Replacement of Timaru Library dumbwaiter lift	101,760	Yes	No	
	338 - Libraries Furniture - Library mgmt system	-	50,000	50,000	Market analysis to occur, now not likely until mid 2026. To be included on requested carry forward list at year end	150,000	No	Yes	
Motor Camps	284 - Motor Camps Renewals - General Capex works	-	3,408	3,408		10,220	Yes	No	
Museum	303 - South Canterbury Museum - Renewals	17,521	160,808	143,287	Delay in the Museum exhibition development project, work now proceeding.	482,423	Follow up		
Parking Enforcement	245 - Plant Purchases including renewal of Farmers parking	-	255,500	255,500	Parking metre replacement. Feb/March spend. Business case to go to SLT on new system and report to Council	766,500	No	Yes	
	286 - Other Capital Works (new/improved asset)	6,089	1,000,000	993,911	Sophia Street (farmers) parking building EQ Strengthening. Awaiting Geotech report and changes to government standards	3,000,000	To be determined	Partial. Planned scope may reduce pending outcome of Geotech report	
	353 - Reseals/Overlays Capital Works	-	3,408	3,408		10,220	Follow up		
Parks	241 - Shared Urban Tracks	66,227	534,332	468,105	Majority to occur in construction season Nov-Mar	1,603,000	Yes	No	
	276 - Land purchases	-	16,668	16,668		50,000	Yes	No	
	288 - Parks Reseal Programme	54,131	100,000	45,869	Majority to occur in March/April 26	300,000	Yes	No	
	304 - Renewals (Structures, Services, Furniture, Fences)	14,341	255,500	241,159	Seasonal component to renewals	766,500	Yes	No	
	No Analysis Set	110,000	-	(110,000)	Purchase of land at the Peel forest outdoor pursuits centre. Carry forward from PY	-	Yes	No	
People	275 - HRIS System (Implementation cost)	-	63,700	63,700	Potential new module to add to HRIS system in second half of the year	191,100	Follow up		
Property	306 - Reroof Clyde St, Cameron Courts Temuka, Hufey Street	-	51,100	51,100	Paper to go to council in 2026 to discuss options. Clyde sat - rebuild or repair	153,300	No	Yes	
	352 - Temuka Alpine Energy Stadium - EQ Repairs - Preparedness for EQ grounds	1,242	83,332	82,090	Assessing the implications of new e/q standards and prioritising renewal needs.	250,000	To be determined		
Public Toilets. Community Support	298 - Public Toilets Renewals	22,464	70,808	48,344	Caroline bay toilet upgrade completed in Sep. Other projects to commence later in the year	212,420	Yes	No	
	Public toilet (Zone 1)	284,594	-	(284,594)	Strathallan project - carry forward from prior year.	-	Yes	No	
Rangitata/Orari Water	301 - Rangitata/Orari Water Supply Capital Work	-	5,000	5,000		15,000	Follow up		
Road/Street Landscapes	243 - CCTV Equipment	5,144	17,032	11,888		51,100	Follow up		
	271 - Geraldine Strategic Plan	25,429	23,848	(1,581)		71,540	Follow up		
	295 - Pleasant Point Strategic Plan	677	23,848	23,171		71,540	Follow up		
	312 - Temuka Strategic Plan	13,688	23,848	10,160		71,540	Follow up		
	CityHub Strategy	169,103	-	(169,103)	Strathallan project - carry forward from prior year.	-	Follow up		
Rural Stormwater	294 - Pleasant Point Stormwater Renewals and Upgrade	9,960	40,000	30,040		120,000	Yes	No	
Seadown Water	308 - Seadown Water Renewals and Upgrade	185,497	427,004	241,507	Currently in design phase for stage 2. Construction to occur in Q3/Q4	1,281,016	Multi-period project		
	380 - Seadown Reservoir and Treatment Upgrade	-	3,408	3,408		10,220	Follow up		
Social Housing	259 - Convert 3 Bedsits to 2 One Bed Flats - Temuka	12,346	53,332	40,986		160,000	Yes	No	
Subsidised Roding	260 - Cycleway Implementation	71,599	66,668	(4,931)		200,000	Yes	No	
	283 - Minor Projects - Tiling etc	15,800	83,332	67,532	Timing - footpath outside Strathallan corner will be done November	250,000	Yes	No	
	290 - Peel Forest Outdoor Pursuits Accessiblity Walking	-	16,668	16,668		50,000	Yes	No	
	299 - Public Transportation Infrastructure	-	6,960	6,960		20,880	Yes	No	
	307 - Road Improvement Works - WC341 Low Cost Low Risk	536,219	1,500,000	963,781	Majority in construction season Sep-Mar. Design and testing underway for Crown Resilience Fund project	4,500,000	To be determined	Partial possible - pending design completion and tender of Kellands Road Resilience project	
	327 - WC 213 Drainage Renewals - includes kerb and channel	124,404	366,620	242,216	Majority in construction season Sep-Mar. Peel Street Geraldine design complete	1,099,857	Yes	No	
	328 - WC211 - Unsealed Road Rehabilitation	440,119	209,260	(230,859)	Half completed in Jul/Aug. Other half in Apr/Jun	627,775	Yes	No	
	329 - WC212 - Sealed Road Resurfacing	1,126,143	1,379,972	253,829	Majority in construction season Sep-Mar.	4,139,919	Yes	No	
	330 - WC214 Rehabilitations	1,100,567	1,500,720	400,153	Majority in construction season Sep-Mar.	4,502,161	Yes	No	
	331 - WC215 - Bridge Structures Component Replacement	62,837	221,432	158,595	Majority in construction season Sep-Mar.	664,300	Yes	No	
	332 - WC216 Bridge & Large Culvert Renewals	4,405	505,668	501,263	Season: October to Jun due to Ecan consent limitations	1,517,000	Yes	No	
	333 - WC222 Traffic Services Renewal	136,942	421,668	284,726	Awaiting competitive pricing for Strat Hallan traffic light upgrades	1,265,000	Yes	No	
	334 - WC224 - Cycle Path Renewals	15,313	17,032	1,719		51,100	Yes	No	
	335 - WC225 Footpath Renewals	367,343	500,000	132,657	Majority in construction season Sep-Mar.	1,500,000	Yes	No	
Swimming Pool Capex	256 - CBay Building Capital Works	-	15,332			45,990	Yes	No	
	265 - Fitness Equipment Capital Works	3,475	51,100	47,625	Fitness equipment expected by December 25	153,300	Yes	No	
Te Moana Water	310 - Te Moana Water Renewels and Upgrade	493,443	583,332	89,889	Phasing of construction, with the majority to occur in Q3 and Q4	1,750,000	Yes	No	
Temuka Stormwater	311 - Temuka Stormwater Renewals and Upgrade	62,100	34,068	(28,032)		102,200	Follow up		
	374 - Temuka Stormwater Upgrades	-	38,332	38,332		115,000	Follow up		
	375 - Taumatakahu Stream Enhancement	240	33,332	33,092		100,000	Follow up		
	Temuka Stormwater Management Plan and Renewals	1,200	-	(1,200)		-	Follow up		
Theatre Royal	314 - Theatre Royal and Heritage Facility Development	1,897,388	3,736,668	1,839,280	Project recently commenced, higher expenditure to occur in later stages.	11,210,000	Multi-period project		
Timaru Stormwater	315 - Timaru Stormwater Network Modelling	10,006	10,000	(6)		30,000	Yes	No	
	316 - Timaru Stormwater Plant Renewals and Upgrade	21,309	134,800	113,491	Phasing of construction, with the majority to occur in Q3 and Q4	404,400	Yes	No	
	317 - Timaru Stormwater Renewals and Upgrade	192,786	333,332	140,546		1,000,000	Dependent on DOC, LINA and Ecan approvals		
	323 - Washdyke/Waitaraka Stormwater Improvements	20,226	116,668	96,442		350,000	Dependent on DOC, LINA and Ecan approvals		
	Glentfi Bunds Construction	75,023	-	(75,023)	Carry forward project from prior year due to weather events	-	Follow up		
	Waitaraka/Washdyke Stormwater Management	19,252	-	(19,252)		-	Follow up		
Urban Water	258 - Claremont Water Treatment Plant Upgrade	214,703	2,269,732	2,055,029	In tender phase. Contractor expected to be engaged Feb26. Capex dictated by material supply, multimillion dollar membrane to be sourced	6,809,201	Multi-period project		
	272 - Geraldine Water Resilience Renewal and Upgrade	-	66,668	66,668	In planning phase. Construction in Q3/Q4 - Feb to June	200,000	Multi year project - phasing is dependent on DoC approvals		
	287 - Pareora River Intake Renewal	2,919	66,668	63,749	Currently working through Ecan consent process	200,000	Dependent on Ecan - potential to miss construction season		
	313 - Temuka Water Source Upgrade	3,863	170,332	166,469	In design phase. Construction in Q3/Q4 - Feb to Jun	511,000	Yes	No	
	320 - Urban Water Plant Renewal and Upgrade	61,089	66,668	5,579		200,000	Yes	No	
	321 - Urban Water Reticulation Renewals and Upgrade	725,071	681,332	(43,739)	Mix of reactive capex and Q3/Q4 construction	2,044,000	Yes	No	
	326 - Water Supplies Resource Consent Renewals	2,779	250,000	247,221	Ecan consents in progress	750,000	Dependent on Ecan process		
	357 - Urban Water plant renewals smoothed	-	166,668	166,668	Reactive renewals	500,000	Yes	No	
	Pareora Pipeline Renewal	344,799	-	(344,799)	Carry forward. Previously expected to be completed 2025. Now by Jun 26. Delays due to complications in pipe shutdowns for work to commence.	-	Yes	No	
Vehicle Management	289 - Parks Vehicles	217,438	166,668	(50,770)	Plant and vehicles being purchased to match expansion of in-house team. Further tranche early next year.	500,000	Yes	No	
	322 - Vehicle Management	-	133,332	133,332	Completing a vehicle review to assess needs	400,000	Yes	No	
Waste Management Operations	266 - Fixed Plant & Equipment Renewals	751	76,812	76,061	Wheel Wash project- sourcing quotes Likely commence Q3 25-26	230,440	Yes	No	Jun-26
	277 - Landfill Cells Development	16,306	50,000	33,694	Initial meetings have commenced. Project likely to start in Q3 25/26	150,000	Yes	No	Jun-26
	278 - Landfill gas systems	-	22,824	22,824		68,474	To be determined		
	279 - Landfill Roding Programme (sealed areas)	-	10,220	10,220		30,660	To be determined		
	291 - Plant Purchases including replacement bins	-	68,132	68,132	Contractor arranges procurement of replacement bins. On-charges the cost to TDC once replacement bin is provided to household. Currently treated as opex due to accounting policy applied (under \$1500 threshold per bin). YTD Opex for bin replacement: \$17k currently included in kerb side collection expenditure	204,400	Refer to commentary	No	
	324 - Waste Minimisation Capital Works (new/improved asset)	7,039	34,068	27,029		102,200	To be determined		
Wastewater	268 - Geraldine Sewer Upgrade	15,031	133,332	118,301	Phasing of construction, with the majority to occur in Q3 and Q4	400,000	Yes - depending on landowner - challenges with access approval		
	309 - Sewer Reticulation Renewals and Upgrade	127,329	681,332	554,003	Design phase. Q3/Q4 construction. Also Reactive renewals during the year	2,044,000	Yes	No	
	325 - Wastewater Plant Renewals and Upgrade	389,740	1,022,000	632,260	Design phase. Q3/Q4 construction	3,066,000	Design has been challenging for wet well which may result in missing construction season		
	366 - Investigation Industrial Sewer Pipeline Extension	-	34,068	34,068		102,200	Yes	No	
	368 - Inland Towns WWTP upgrades	-	68,132	68,132	Design phase. Q3/Q4 construction	204,400	Yes	No	
	369 - Urban Sewer Network Modelling	-	30,660	30,660		91,980	Yes	No	
Grand Total		12,670,688	26,805,896	14,135,208		80,417,663			

9.11 Annual Plan 2025/26 Three Month Service Performance Report for the period 01 July to 30 September 2025

Author: Steph Forde, Corporate and Strategic Planner

Authoriser: Stephen Doran, Acting Chief Executive

Recommendation

That Council receives and notes the three-month service performance report for the period 01 July to 30 September 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 measure 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 At this early stage it looks likely that most measures in this area will remain broadly on track. The team continues to meet statutory deadlines and planning for Local Elections 2025 was well underway.

Community Support

- 7 Claremont Cemetery Masterplan consultation was completed, and the plan is being reviewed.
- 8 Caroline Bay main toilet block (former aviary) as part of ongoing preventative maintenance, received a roof repaint and repaint of gables, window frames and doors. It was an opportunity to apply the new blue & white colour scheme.
- 9 Strathallan toilets are open for use while landscaping is completed on the corner plaza.
- 10 Response team volunteers attended the South Island exercise.
- 11 The Mayors Taskforce For Jobs (MTFJ) programme, continues to deliver strong results, with 16 clients placed into employment over the reporting period.

- 12 Welcoming Week was celebrated for the third consecutive year, featuring a diverse programme of events designed to foster inclusion and belonging. Highlights included a Living Library, Syrian storytime, and a community potluck.
- 13 The Refugee Youth Leadership Programme, facilitated by the New Zealand National Refugee Youth Council, concluded successfully with a graduation ceremony held at Council Chambers
- 14 The launch of the new SmartyGrants online platform for community funding took place in July, with the initial funding rounds opening in September. Early feedback from users has been positive noting improved accessibility and streamlining of the processing times.

District Planning & Environmental Services

- 15 The Building Control Unit has taken advantage of a slower market and used some capacity to implement the new Objective Build software platform.
- 16 The District Plan Review completed hearings and is now in a period awaiting decisions which will be issued in Quarter 3.
- 17 Parking Compliance: Parking officers responded to resident complaints by monitoring Fraser Park during rugby events and issuing infringements for driveway obstructions. This initiative has led to improved driver behaviour and positive community feedback.

Recreation & Leisure

- 18 The Museum staff are either meeting or exceeding targets in every measured category, and that is a credit to the work they have done this quarter. This was recognised with the nomination of the education team for a SC Chamber of Commerce Business Excellence Award.
- 19 Online engagement with digital content continues to grow rapidly and become an essential offering to the community.
- 20 The highlight of the quarter was the success of the Artarama 2025 offsite exhibition, which was held on Stafford Street due to ongoing building delays preventing access to the House Gallery.
- 21 We had great numbers through the facility this quarter. Gym memberships are looking strong despite the price increases and we, for the first time ever, held a waterworld inflatable event which was a roaring success.
- 22 Booking revenue is up on same time 2024 but on a downward trend which appears to be usual for this time of year. Future bookings indicate a significant increase in revenue for the upcoming summer.

Roading & Footpaths

- 23 Thompsons Engineering have come on board to help install the Christmas Angels for 2026. Inspections of the hanging points have been completed, and repairs are being made where possible to ensure installation can proceed on schedule.
- 24 The construction season has started well, with several unsealed wearing courses completed across the network, including Rangitata Gorge Road, where residents are pleased with the results.

Stormwater

- 25 Successful objection to duration of consent for Temuka and Pleasant Point Stormwater.

- 26 Significant progress has been made in design and documentation for coming construction season.

Wastewater

- 27 KPIs were met throughout the quarter.

Water Supply

- 28 Request for interest (RFI) for the Claremont Water Treatment Plant renewal was completed with two contractors short listed to move to the next stage of procurement.

Waste Management

- 29 One of the highlights in the last quarter is the progress made at the Peel Forest Closed Landfill. In total to 30 September 24,764 tonnes involving 848 truckloads have been transported to Redruth. The project is well ahead of its timeline target and at this stage under budget.

Issues

- 30 This section summarises the key activity issues which are detailed in Attachment 1.

Democracy

- 31 No major issues to report

Community Support

- 32 Marchwiell Park toilet block received another arson attack. Extensive smoke damage, and minor charring to women's toilet. This portion of the toilet block has been boarded up while options are considered. A unisex accessible toilet on the opposite side of block is undamaged and remains open and in operation.
- 33 EOC staff members have declined. Will require focus to rebuild numbers and momentum. Some Function courses cancelled due to low numbers.

District Planning & Environmental Services

- 34 The building consents granted over this quarter are less than the same period last year by 24 (252 - 228). This is in line with the market and the many financial pressures that exist across the country. However, we are investing in alternative ways in which we can increase our consenting numbers and associated revenue with the support of local designers, builders and other BCAs.
- 35 Legislative changes are anticipated for District Planning in Quarter 2 and these will have significant impacts on the current resource management systems. A downward trend in consent numbers was experienced in Quarter 1.
- 36 The Timaru District liquor hearing is still pending, having been carried over from the previous quarter. Scheduling will proceed once the local body elections are complete and all District Licensing Committee (DLC) members have been confirmed. A hearing date will then be set that accommodates all parties involved.

Recreation & Leisure

- 37 Museum – No major issues to report
- 38 Libraries – The Geraldine and Temuka Library & Service Centre Team Leaders have supplied the Corporate group with feedback on the congested timeline for rates payments and dog registrations. If

possible, scheduling the due dates more evenly could lead to a more positive customer experience overall.

- 39 As with other quarters throughout FY 24/25, the gallery has had disruptions to service delivery due to necessary closures to the octagon and house wing of the gallery to facilitate ongoing works with the renovations and accessibility improvements. This led to having our Artarama exhibition offsite on Stafford Street.
- 40 Recreational Facilities – Recurring mechanical issues in the CBay water heating systems due wear and tear and age of equipment.
- 41 Repairs to Caroline Bay Soundshell leading to the complete removal of one of two showers in the building. Long standing water ingress from internal guttering noted causing damage to wall & floor framing. Work nearing completion.
- 42 Aorangi Pavilion earmarked for moderate maintenance period. Repairs required to stormwater guttering, internal lining and heater replacement - pending reallocation of CAPEX budget. Noted no significant maintenance has occurred since new when the building was owned by the Aorangi Park Association.
- 43 Numerous passes and failures of Building Warrant of Fitness (BWOF) inspections, all failures relate to the administration of the inspections. No significant risk to occupants as safety systems (fire alarms & exit lights etc) continue to operate as required.

Roading & Footpaths

- 44 Wet weather conditions have eased, allowing the unsealed network to recover well. Recent maintenance grading and wearing course renewals have improved overall ride quality, and the network is performing as expected for this time of year. While the number of complaints has reduced, some residents continue to request sealing or a higher level of service than is currently funded. These roads are monitored regularly, and maintenance is prioritised based on condition, safety, and available budgets.
- 45 We are currently awaiting KiwiRail approval to access the rail corridor to complete repairs on the Terrace Footbridge. Once access is granted, works will proceed.
- 46 The Southern Port Access (Heaton/Hayes) upgrade remains a key project for the district. This work is required by KiwiRail to keep the rail crossing open, ensuring continued access for over-dimension loads and maintaining the resilience of the port. Unfortunately, the Council was unsuccessful in securing funding through the Crown Coastal Shipping Resilience Fund. Given the project's national significance, supporting freight movement, supply chain reliability, and port operations beyond local use, it is not appropriate for the entire cost to be carried by local ratepayers alone. Staff are continuing to explore other Crown funding options.

Stormwater

- 47 Timaru and Washdyke Notification Decisions outstanding from ECAN. No indication has been provided by the Regional Council of when we might receive an update.

Wastewater

- 48 An internal Health and Safety audit of the Wastewater Treatment Plant at Aorangi Road identified areas for improvement and investment across procedures and plant. Some items in the improvement plan will require additional resource to enable implementation.

Water Supply

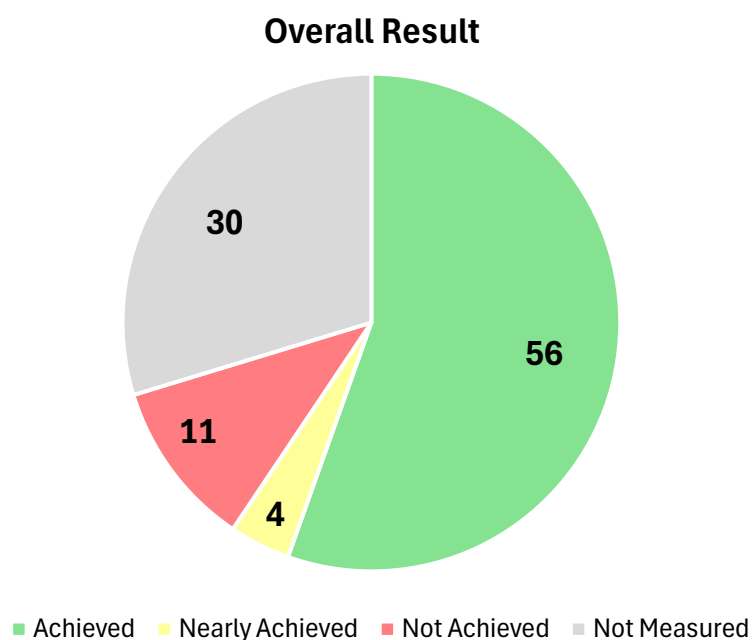
- 49 Reconsenting of Pareora take. A specialist planning resource has been engaged to help with the process and direct engagement with ECan

Waste Management

- 50 Following on from the previous quarter report we are still experiencing problems with the amount of rain that occurred in June. The rainfall has not drained away as expected and in conjunction with local contractors we are endeavouring to determine the issues. The thoughts are that there may be a blockage/s in the pipes, but until the water levels are sufficiently low the contractors are unable to put a camera into the pipes to determine if this is the cause. As noted previously this is an unexpected cost that had not originally been budgeted for.
- 51 Offsetting the highlight of removing the majority of material from the Peel Forest Landfill, the contra is that this is causing the Redruth Cell to fill up more quickly than projected - the projections were completed prior to the issue with Peel Forest arising. This may mean that a new cell has to be created earlier than identified in the LTP.

Overall Result

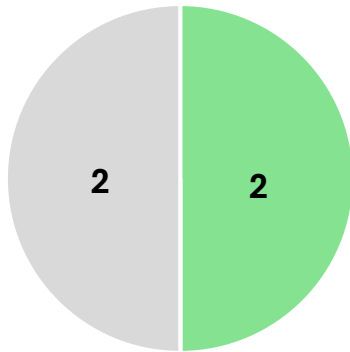
- 52 56 measures achieved the target, 11 are not on track, 4 measures were nearly achieved (within 5%), and 30 were not measured.
- 53 The measures not reported in quarter 1 relate to the biennial resident survey (which is currently in progress) and a number of technical measures reported annually.
- 54 The below graph shows the overall performance result for the reporting period.



Results by Activity Group

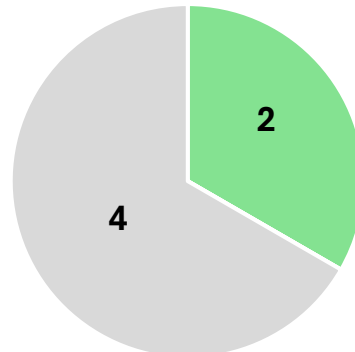
- 55 The below graphs show the quarter one performance by Group of Activity as detailed in the LTP.
- 56 Attachment 1 has further detail including Activity Review reported by Group Managers, Highlights and Issues reported by managers, and results for each performance measure with supporting commentary.

Democracy



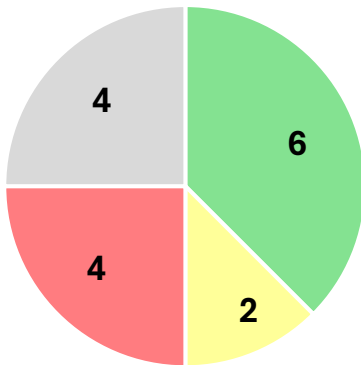
■ Achieved ■ Nearly Achieved
■ Not Achieved ■ Not Measured

Community Support



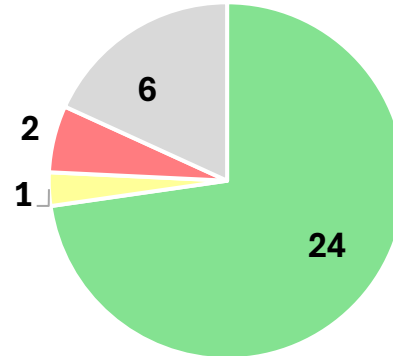
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District Planning & Environmental Services



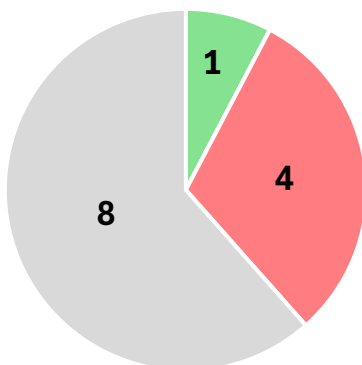
■ Achieved ■ Nearly Achieved
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Recreation & Leisure



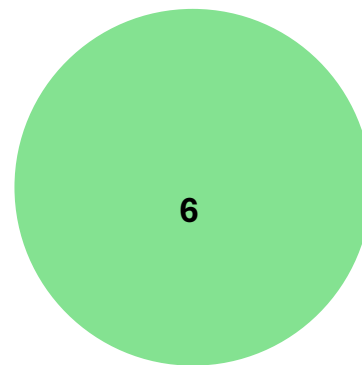
■ Achieved ■ Nearly Achieved
■ Not Achieved ■ Not Measured

Roading & Footpaths

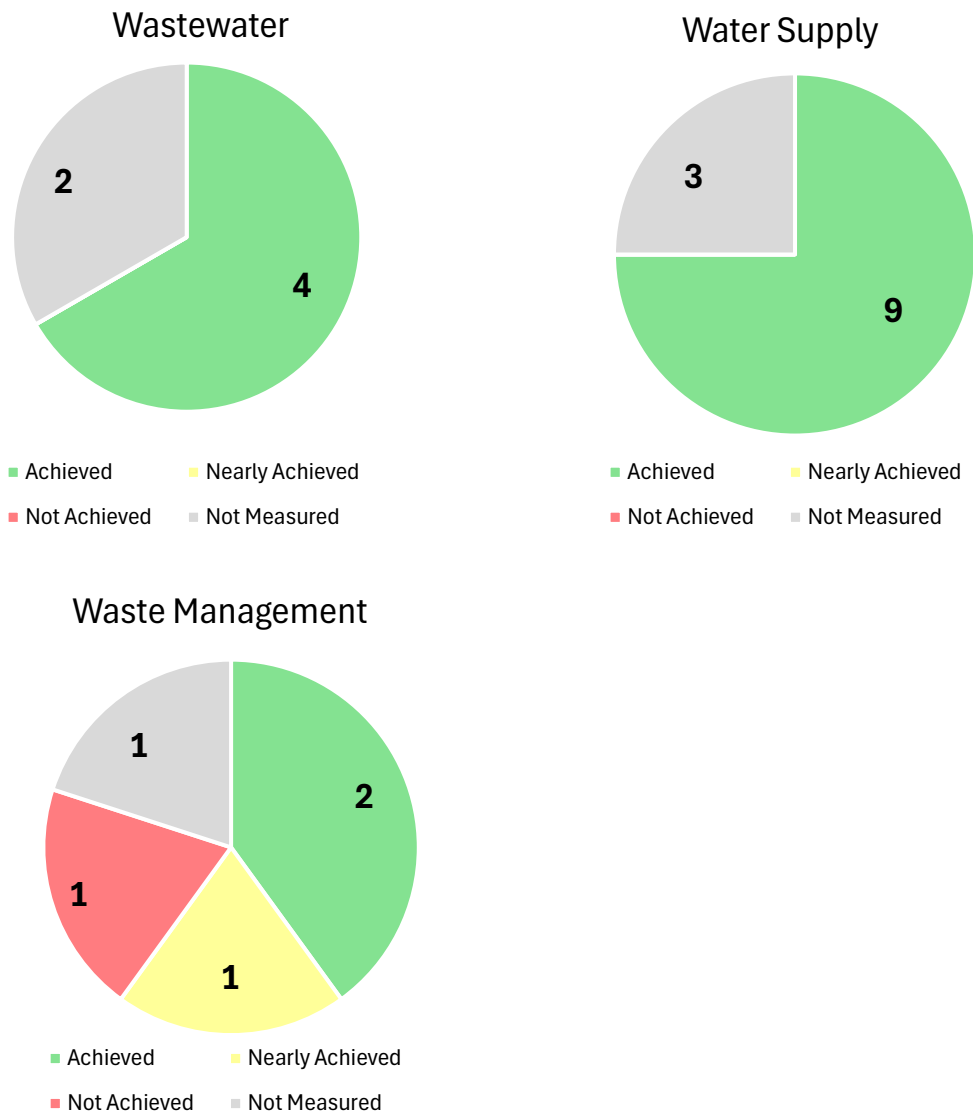


■ Achieved ■ Nearly Achieved
■ Not Achieved ■ Not Measured

Stormwater



■ Achieved ■ Nearly Achieved
■ Not Achieved ■ Not Measured



Consultation

57 There are no consultation requirements relating to reporting performance to Council.

Relevant Legislation, Council Policy and Plans

58 Local Government Act 2002

59 Timaru District Council Long Term Plan 2024-34

60 Timaru District Council Annual Plan 2025/26

Financial and Funding Implications

61 There are no financial or funding implications associated with reporting progress to Council.

Other Considerations

62 There are no other considerations.

Attachments

1. Annual Plan 2025-26 - Quarter 1 - Non-Financial Performance Report [!\[\]\(31b03e46ee8a80a1f1467b8c03bd76e8_img.jpg\)](#) 



Table of contents

Groups of Activities – Executive Summary..... 4

Democracy 5

 Activity – Democracy **Error! Bookmark not defined.**

Community Support 6

 Activity – Airport 6

 Activity – Social Housing 7

 Activity – Community Facilities 8

 Activity – Emergency Management 9

 Activity – Community Partnerships 10

District Planning & Environmental Services 11

 Activity – Building Control..... 11

 Activity – District Planning 14

 Activity – Environmental Compliance 16

Recreation & Leisure 19

 Activity – Museum 19

 Activity – Libraries..... 21

 Activity – Art Gallery 25

 Activity – Recreational Facilities (CBay, District Pools & STEC)..... 30

 Activity – Parks 34

 Activity – Halls & Theatre Royal..... 35

Roading and Footpaths 36

 Activity – Roding and Footpaths 36

Stormwater..... 39

 Activity – Stormwater 39

Wastewater 42

 Activity – Wastewater 42

Water Supply..... 44

 Activity – Water Supply..... 44

Waste Management..... 48

 Activity – Waste Management..... 48

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
-  Expect to meet annual Target
-  Expect to almost meet annual Target
-  Expect not to meet annual Target

Democracy

Activity Review for Democracy						
Activity Review of Democracy	Owner: Stephen Doran			At this early stage it looks likely that most measures in this area will remain broadly on track		
Quarterly Highlights for Democracy			Quarterly Issues for			
No updates of significance for Democracy. Team continues to meet statutory deadlines and planning for Local Elections 2025 was well underway.			No major issues to report, election was launched successfully with contested races for all seats in district and region.			
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Council and committee meeting agendas made available to the public within statutory timeframes	Q1 FY26	100.00%	100.00%	100.00%		
	Current period comments All agendas have been made available to the public within the statutory timeframes relevant to the type of meeting, there was one Extraordinary meeting and one Emergency meeting held within this period.			Expected year end comments It is expected we will continue to make all agendas publicly available within the statutory timeframes.		
Responses to LGOIMA requests are provided according to statutory timeframes	Q1 FY26	100.00%	100.00%	100.00%		
	Current period comments 34 requests were received 26 requests responded to on time. 8 LGOIMA requests received in Q1 with due dates that extend into Q2 have been responded to or are on track			Expected year end comments 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			Report not submitted		
Quarterly Highlights for Airport						
Report not submitted						
Quarterly Issues for Airport						
Report not submitted						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Civil Aviation Authority (CAA) accreditation	Not measured	Met	CAA airport certification is maintained at all times	N/A		E
	Current period comments Certification confirmation was achieved in March 2021 for a further 5 years. Working towards recertification in 2026			Expected year end comments Working towards recertification in 2026		

Activity – Social Housing

Activity Review for Social Housing						
Activity Review for Social Housing	Owner: Andrew Dixon			Report not submitted		
Quarterly Highlights for Social Housing						
3 Tenants have vacated with 3 more moved in keeping 100% occupancy						
Quarterly Issues for Social Housing						
Social housing continues to be 100% occupied. No issues or highlights to report on.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Occupied Council Housing complies with building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act	Q1 FY26	100.00%	100.00%	100%		E
	Current period comments The occupied Council Housing complies with the building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act. Occupancy currently 100%			Expected year end comments The occupied Council Housing complies with the building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act. Occupancy currently 100%		

Activity – Community Facilities

Activity Review for Cemeteries			
Activity Review for Cemeteries	Owner: Andrew Dixon	●	Report not submitted
Quarterly Highlights for Cemeteries			
Council considered draft masterplan for Claremont Cemetery. Public Consultation completed and is currently being reviewed			
Quarterly Issues for Cemeteries			
No significant issues noted			
Activity Review for Public Toilets			
Activity Review for Public Toilets	Owner: Andrew Dixon	●	Report not submitted
Quarterly Highlights for Public Toilets			
Caroline Bay main toilet block (former aviary) as part of ongoing preventative maintenance, received a roof repaint and repaint of gables, window frames and doors. It was an opportunity to apply the new blue & white colour scheme. Flat bitumen roof at rear of building identified as requiring replacement but won't affect the use of the public toilets. Strathallan toilets are open for use while landscaping is completed on the corner plaza.			
Quarterly Issues for Public Toilets			
Marchwiell Park toilet block received another arson attack. Similar modus operandi as previous with lighting of toilet paper in the bowl. Extensive smoke damage, and minor charring to women's toilet. This portion of the toilet block has been boarded up while options are considered. A unisex accessible toilet on the opposite side of block is undamaged and remains open and in operation.			

Activity – Community Facilities

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	Q1 FY26	100.00%	100.00%	100.00%		
	Current period comments 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.		Expected year end comments 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 Ongoing community engagement events and volunteer training. Response team volunteers attended the South Island exercise. Continued EOC training sessions, including function training.			
Quarterly Issues for Emergency Management EOC staff members have declined. Will require focus to rebuild numbers and momentum. Some Function courses cancelled due to low numbers.			

Activity – Community Partnerships

Quarterly Highlights for Community Partnerships
The Mayors Taskforce For Jobs (MTFJ) programme, continues to deliver strong results, with 16 clients placed into employment over the reporting period. These individuals will now receive ongoing post-placement support, as required, to help ensure they remain off a main benefit for six months. The Community Partnership Team Lead (CPTL) maintained active engagement with community stakeholders, participating in and facilitating a range of events, meetings, and collaborative initiatives. Notably, a Local Government Workshop was developed and delivered in partnership with the Electoral Commission, funded through the Meaningful Refugee Participation Fund (MRPF). This workshop supported former refugees and migrants by providing accessible information on the importance of voting, how to register and make a special vote, and the role and responsibilities of local councils. Welcoming Week was celebrated for the third consecutive year, featuring a diverse programme of events designed to foster inclusion and belonging. Highlights included a Living Library, Syrian storytime, and a community potluck. Progress on the Welcoming Plan continued, with the Aoraki Settling-In Collective completing the Connected and Inclusive Communities and Civic Engagement and Participation elements of the Welcoming Communities Standard. The Refugee Youth Leadership Programme, facilitated by the New Zealand National Refugee Youth Council, concluded successfully with a graduation ceremony held at Council Chambers. Additionally, The Y completed the first of its youth programmes for young Muslim women, with a second programme scheduled to commence in Term 1, 2026. These initiatives are supported through MRPF funding. The CPTL remains focused on the implementation of the Age-Friendly Strategy, with members of the South Canterbury Age-Friendly Network having recently met and reviewed the strategy in its current iteration; and supporting a local organisation with their application to the Ministry for Seniors Age-Friendly Fund to run programmes that align with the strategy. The most recent Safer Communities meeting held in September had high attendance and engagement from members. The launch of the new SmartyGrants online platform for community funding took place in July, with the initial funding rounds opening in September. Early feedback from users has been positive noting improved accessibility and streamlining of the processing times. The Youth Initiatives subcommittee welcoming two newly appointed youth representatives during its September meeting, enhancing youth voice and participation in local decision-making.
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 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			
This quarter has seen significant change from the organisational restructure to the new consenting system and related processes. Whilst acknowledging the challenges these changes have posed, it has also been an exciting time to see the team evolve in preparation of what our future holds in the regulatory space. We have put measures in place to do consents outside of our district, introducing pre-approval of certain consent designs, streamlining the inspection process by introducing remote inspections and the implementation of time sheets that records time spent on all BCA and TA functions and how this time can be charged more accurately. We are working closely with our neighbours at Waitaki DC on how we can better collaborate together which is proving to be quite valuable. All of this has meant a lot of work for the team to ensure the success of these changes, and we are still working towards many other changes into the next quarter that are intended to further enhance our performance.			
Quarterly Issues for Building Control			
We have implemented the new Objective Build consenting system and whilst it is moving in line with other BCAs around the country, we have experienced several teething problems of which has exhausted a significant amount of time and resource both in the Building and IT teams. It is worth noting however, we are getting on top of these issues and expect to see improvements over the next quarter. The consents granted over this quarter is less than the same period last year by 24 (252 - 228). This is in line with the market and the many financial pressures that exist across the country. However, we are investing in alternative ways in which we can increase our consenting numbers and associated revenue with the support of local designers, builders and other BCAs.			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Building Control consent average processing time	Q1 FY26	11.71	12	11.71		
	Current period comments Consent numbers are similar to the same time last year, however we have reduced resources so this is a positive result being able to maintain out 12 day target.		Expected year end comments the BCA will continue to monitor this timeframe			
% of building consent applications processed within statutory timeframes	Q1 FY26	97.37%	100.00%	97.37%		
	Current period comments This result is a reflection of the interruption and implementation of a new and different consenting system and its functionality.		Expected year end comments We anticipate this result to improve as we become more familiar with the new consenting systems functionality			

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 - Building	Q1 FY26	1	1	1		
	Current period comments We have engaged with several local building and design companies as well as local Real estate agencies. This has proven to be valuable for both the companies and council to better understand areas that work well and those that can be further developed. We have also released our quarterly newsletter "Got it Nailed" which is also positively received.			Expected year end comments We will continue to engage with the local industry on a regular basis		
Percentage of Building Warrant of Fitness (BWOFF) audits completed	Q1 FY26	17.78%	25%	17.78%		
	Current period comments This result is a reflection of the resources being impacted by PSA matters relating to the recent restructure			Expected year end comments We anticipate this result to be improved over the next quarter as we get back into a more routine schedule		

Activity – District Planning

Activity Review for District Planning						
Activity Review for District Planning	Owner: Paul Cooper			The Planning Unit has come through the Council wide restructure with a different team structure, which is settling well. The team is now one team, with technical officers providing services in both consenting and policy. 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 through the hearings phase of the statutory process, with all hearings now completed. The project remains on-time (to the new project timeline) and on budget.		
Quarterly Highlights for District Planning						
The District Plan Review completed hearings and is now in a period awaiting decisions which will be issued in Quarter 3. Work on updating templates to respond to recent legislative changes was completed.						
Quarterly Issues for District Planning						
Legislative changes are anticipated in Quarter 2 and these will have significant impacts on the current resource management systems. A downward trend in consent numbers was experienced in Quarter 1.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Resource Consents processed within statutory timeframes	Q1 FY26	97.78%	100.00%	97.78%		
	Current period comments 44 of 45 resource consents were processed within statutory timeframes. The average processing time for consents issued was 14 days. The single consent that went over time had been processed over a number years and moving forward processes are being developed to ensure statutory compliance is consistently achieved.			Expected year end comments Due to the breach of timeframes in Quarter 1, a result of 100% this financial year is not achievable. The implementation of robust processes will ensure that consents received will be processed in accordance with best practice and achieve compliance with statutory timeframes.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Building and Planning services: Provide the local community and/ or local industry with regular updates and information at least four times per year - Planning	Q1 FY26	0	1	0		
	Current period comments There is currently no consistent communications from the planning department or processes established to meet this requirement. A newsletter is currently being prepared to communicate in relation to the biodiversity function, which is intended to be released in the next quarter.			Expected year end comments Communication is currently being developed, and processes will be established to meet this metric.		
Resident/ customer satisfaction with resource consent process	Q1 FY26	0.00%	80.00%	0.00%		
	Current period comments This has not been measured, and no process exists that has measured this requirement using best practice analytics. A process to measure this metric is being considered with the intent being to implement a process during this financial year.			Expected year end comments There is an intent to measure this metric prior to the end of the reporting period.		

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. The lower than expected number of inspections achieved for liquor licensing is a reflection of a variety of factors, impacting service delivery over the financial year. A significant increase in the proportion of inspections taking place in the early part of the next financial year is encouraging, and points to a much better number of inspections by end of year for this financial year.		
Quarterly Highlights for Environmental Compliance						
Animal Control Enforcement: A guilty plea was entered in court regarding a dangerous dog incident, with sentencing scheduled for 28 November. Additionally, a dog owner disqualification was upheld, reinforcing Council’s commitment to public safety. Parking Compliance: Parking officers responded to resident complaints by monitoring Fraser Park during rugby events and issuing infringements for driveway obstructions. This initiative has led to improved driver behaviour and positive community feedback. Public Engagement: Interactions between parking wardens and the public have been notably positive this quarter, with aggressive behaviour reports at an all-time low.						
Quarterly Issues for Environmental Compliance						
Liquor Licensing - The Timaru District liquor hearing is still pending, having been carried over from the previous quarter. Scheduling will proceed once the local body elections are complete and all District Licensing Committee (DLC) members have been confirmed. A hearing date will then be set that accommodates all parties involved.						
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	Q1 FY26	0	1	0		
	Current period comments Expected to meet target by the end of the 4th quarter. Education visits are more popular with schools in the summer months with children more likely to encounter dogs in warmer weather - schools prefer to book us in in term 4 (next quarter).			Expected year end comments Expected to meet target by the end of the 4th quarter. Education visits are more popular with schools in the summer months with children more likely to encounter dogs in warmer weather - schools prefer to book us in in term 4 (next quarter).		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Information on the website is reviewed and updated quarterly for all regulatory activities	Q1 FY26	Yes	1	Met		
	Current period comments Fees Updated: Food and Health; Camping Grounds; and Bylaw Licence fees updated Uploaded: Public Notices (ongoing and monitored); Arla Annual reports; Dog Control Annual report			Expected year end comments All information expected to be current, teams continue to update website as part of business as usual.		
% of scheduled audits of registered food premises completed or in progress	Q1 FY26	100.00%	100.00%	100.00%		
	Current period comments As at 1 July 2025 there were 58 verifications due to be completed by 30 September 2025. Of these 47 verifications have been completed. The remaining 11 are "in progress" and booked in, please see the breakdown of these below. One site has been closed since January Six of the sites that were booked in for completion during this quarter were rescheduled for various reasons (health/sickness/bereavement) these verifications are booked for completion at the start of October. Two sites (same business) waiting for operator to open One site had a change of owner. One site – operator carrying out renovations so requested to schedule after completed which has been booked in.			Expected year end comments We are on target to undertake all verifications that are due in the next quarter, that are within our control to do so.		

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	Q1 FY26	24.22%	17.50%	24.22%		
	Current period comments Monitoring visits are being completed as scheduled, with performance tracking positively this quarter.			Expected year end comments Progress to date indicates the year-end target will be achieved		
% 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	Q1 FY26	100.00%	100.00%	100.00%		
	Current period comments A complaint was received from a member of the public regarding lack of cleanliness of a food business. The food safety officer investigated the complaint on the same day and the issue was resolved.			Expected year end comments On track to achieve this measure for the year.		

Recreation & Leisure

Activity – Museum

Activity Review for Museum						
Activity review for Museum	Owner: Michael Priest			The museum staff are either meeting or exceeding targets in every measured category, and that is a credit to the work they have done this quarter. This was recognised with the nomination of the education team for a SC Chamber of Commerce Business Excellence Award.		
Quarterly Highlights for Museum						
The Museum recorded very high service user numbers through the period with a record September figure reached. This is due to a variety of programmes offered, high school holiday attendances, the popularity of the touring Women's Rugby exhibition, and a likely response to targeted social media promotions.						
Quarterly Issues for Museum						
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 onsite and offsite programmes, information or collection requests)	Q1 FY26	7,524	6250	7,524		
	Current period comments Total numbers are more than 10% above target figure for period.			Expected year end comments On track to reach target.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of exhibitions and events - Museum	Q1 FY26	16	3	16		
	Current period comments One new exhibition mounted - Herstory of Women's Rugby - with public opening event 1 public talk - The Last 50 Million Years palaeontology. 7 x school holiday programme sessions held 3 x downtown historic walks held Museum in the Dark bookable children's event SC Forest and Bird recognition event Participation in SC Chamber of Commerce business awards event			Expected year end comments Likely to be over target by end of year.		
Museum - Facilities meet legislative safety requirements	Q1 FY26	Yes	Legislative requirements are met	Met		
	Current period comments All requirements have been met			Expected year end comments On target to meet requirements		
Collection items available online - Museum	Q1 FY26	298	18,500	23,706		
	Current period comments Tracking above target, with 22% of the collection available online.			Expected year end comments On track to meet target.		

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, and that is a credit to the work they have done this quarter. Online engagement with digital content continues to grow rapidly and become an essential offering to the community.
Quarterly Highlights for Libraries			
District-wide: The libraries had a busy and successful July school holiday programme with 1,736 participants attending sessions at all three facilities. The total represents an increase over the 1,400 participants for the April school holiday programme. The library's AnyQuestions team had successful coaching hui meetings in August. AnyQuestions is a free online reference service for all New Zealand school students via live text-based chat. It is supported by the Ministry of Education, managed by the National Library of New Zealand, and staffed by librarians from right around New Zealand, including four from Timaru District Libraries. The Ursula Moray Williams Creative Writing Competition over August-September had 64 entries. This prestigious competition is held once every two years and is open to children aged between 5 – 18 in the South Canterbury region. Entries were judged by a group of staff from all three district libraries, and the prize-giving ceremony on 19 September was well attended by the participants. The winning stories for each age category were added to the contents of the Short Story dispensers at the libraries and airport. Timaru Library: Te Wiki o Te Reo Māori from 14-20 September was celebrated with several bilingual events in the Children's Library and a waiata sing-along in the Adult Library. Geraldine Library & Service Centre and Temuka Library, Service & Information Centre: Geraldine and Temuka libraries hosted well attended beginners guide to family history sessions by South Canterbury Genealogy Society member Liz Shea on 31 July and 14 August respectively. Geraldine and Temuka libraries each hosted a group of visiting medical students from the University of Otago from 18-22 August. The university has students visit annually to learn about small town community needs.			

Quarterly Issues for Libraries						
Timaru Library: Following up on the previously reported leaking over Winter at Timaru Library: 1. The aluminium coverings over the two external staircases to the basement are original from the building’s opening in 1979. Proactively keeping drains around the coverings cleared assists with leakage, but refurbishment has been identified as the most impactful solution per building condition reports. 2. Window leaks in the main library were due to a faulty seal, and these have been replaced by the vendor. 3. Leakage in the staff breakroom has been a continual issue since new windows and door were installed in 2023. The contractor has accepted responsibility and will address the issue this Spring.						
Geraldine Library & Service Centre and Temuka Library, Service & Information Centre: The Geraldine and Temuka Library & Service Centre Team Leaders have supplied the Corporate group with feedback on the congested timeline for rates payments and dog registrations. If possible, scheduling the due dates more evenly could lead to a more positive customer experience overall.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Visitors to Libraries	Q1 FY26	74,529	50,000	74,529		
	Current period comments With 49% more visitors to our library than our target for this quarter, this is an excellent start to this new financial year. Programme initiatives like our Living Library session where patrons were able to listen to volunteers tell their life stories added to the people entering our library spaces, however, the school holiday programmes were extremely popular in this quarter, bringing in the largest number of customers to our libraries.			Expected year end comments We are delighted to be sitting 49% ahead of target at the end of the first quarter. and 3.7% up on the same time last year. The popularity of our school holiday programmes, along with a number of our regular sessions like Baby Rock & Rhyme, Knitting sessions, the Tuesday Social Group, Aoraki Heritage Sessions, as well as school visits and Storytime sessions, have all contributed to this positive start to this year.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Online website and catalogue searches - Library	Q1 FY26	461,170	100,000	461,170		
	Current period comments This annual target has already been achieved. We recorded nearly 28% more pageviews (searches) compared to the same period last year, and more than four times the number forecast in the quarterly budget. This exceptional growth has been driven by the strong uptake of our Mobile Library App, which is now the most popular way for customers to access our library content.			Expected year end comments One quarter in, we have already exceeded our annual target of 400,000 pageviews (searches), sitting 15% above our annual target. This is a highly encouraging result, indicating that customers are finding our Mobile Library App and websites easy to navigate, allowing them to access our library content with ease. The Mobile Library App is now the most popular avenue used to view our collections, and its popularity continues to grow. This quarter saw 42.8% more Mobile Library App pageviews than the same period last year — over 60,000 additional pageviews.		
Library issues (physical & digital) of materials	Q1 FY26	140,410	125,000	140,410		
	Current period comments A good result this quarter, seeing us more than 12% over target. While all formats have performed consistently well, eAudiobooks have been the standout, with 40% more eAudiobook issues this quarter compared to the first quarter of the previous financial year.			Expected year end comments We have made a strong start to the financial year, exceeding our quarterly target of 125,000 issues/renewals by 15,410. While physical issues/renewals were slightly lower than during the same period last year, digital activity continues to grow strongly, with a 15.7% increase in digital issues/renewals. This digital growth is being driven primarily by eAudiobooks, which have become our most popular digital format and reflect a broader shift in reading habits, as patrons look for ways to enjoy books while balancing busy lives and daily routines.		

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	Q1 FY26	810	375	810		
	Current period comments This quarterly target has been met. The programmes/events we've run or hosted from July to September include: 192 Children's sessions. 45 people joined Skinny Jump 168 Adult programmes/events. There were 38 Justice of the Peace Sessions, 324 Housebound bags were delivered over the three months and 43 Books4U Adult bags were also made up and given out to customers. 134 other meetings, online meetings, Book a Digital Librarian Sessions, not-for-profit community group gatherings, Free Financial Advice sessions, Meditation Group sessions, Death Cafe, counselling sessions, a Drainage & Water Drop-In Session			Expected year end comments We are very happy with this start to our financial year, as we are already more than double our quarterly target. It's wonderful to see such strong community engagement with our libraries—through programmes, outreach events, and shared use of our spaces. This enthusiasm shows how much our libraries are valued as places for learning, connection, and cultural exchange.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Libraries - Facilities meet legislative safety requirements	Q1 FY26	Yes	Facilities meet legislative safety requirements	Met		
	Current period comments All requirements are met			Expected year end comments 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, and that is a credit to the work they have done this quarter. The team are looking forward to delivering uninterrupted service with the reopening of the house next quarter.
Quarterly Highlights for Art Gallery			
The highlight of the quarter was the success of the Artarama 2025 offsite exhibition, which was held on Stafford Street due to ongoing building delays preventing access to the House Gallery. Despite the challenges, relocating Artarama offsite proved to be a highly successful adaptation. The exhibition transformed central Timaru into a lively creative hub and showcased the work of young artists from across South Canterbury. The event attracted 2,010 visitors, including 1,061 during September alone, making it the most attended exhibition of the quarter. This initiative not only maintained the Aigantighe's public visibility during construction but also strengthened community engagement, demonstrating the gallery's flexibility and commitment to delivering accessible arts experiences beyond its physical site. The popularity of Artarama 2025 contributed significantly to the gallery recording its highest visitor numbers in four years.			
Quarterly Issues for Art Gallery			
As with other quarters throughout FY 24/25, the gallery has had disruptions to service delivery due to necessary closures to the octagon and house wing of the gallery to facilitate ongoing works with the renovations and accessibility improvements. This led to having our Artarama exhibition offsite on Stafford Street. We are coming to the end of this project now with the lift installation, HVAC renovation and resolution of minor technical issues with the Fire Suppression and HVAC systems which will improve safety, accessibility and overall experience for all visitors.			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Visitors to Art Galleries	Q1 FY26	4,770	4,000	4,770		E
	Current period comments 1 July – 30 September 2025 Total Visitor Numbers: 4,770 July: 1,112 August: 1,317 September: 2,341 During this quarter, the gallery hosted six exhibitions, comprising one collection show and five external exhibitions — all featuring South Canterbury artists. The gallery also delivered eight public events, including three exhibition openings, three artist talks, one classical music concert, and one live poetry evening. September 2025 recorded the highest visitor numbers in the past four years, driven by the popularity of the offsite Artarama exhibition on Stafford Street.		Expected year end comments Target met. On track for year end			
Online website searches and social media interactions - Art Gallery	Q1 FY26	500	500	500		E
	Current period comments For Facebook we had: 82.3k Views, 1.8k Interactions, 98 Link Clicks, 3.8k Visits to our page, 73 New Followers. For Instagram we had: 15.5k Views, 1.2k Reach, 334 Content Interactions, 302 Visits to our page, 53 New Followers			Expected year end comments on track for year end		

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	Q1 FY26	8	6	8		
	Current period comments Community Programmes (Onsite and Offsite) 1 July – 30 September 2025 Total Visitor Numbers: 4,770 Back to Classical Concert – 58 attendees Maania Tealei Artist Talk – 25 attendees South Canterbury Pottery Group Opening – 245 attendees Daryl Frost Artist Talk – 21 attendees Word Salad Poetry Evening – 21 attendees Scripted Exhibition Opening – 60 attendees South Canterbury Art Society Opening – 155 attendees Artarama (offsite, Stafford Street) – 1,061 visitors The quarter saw a diverse programme of community events and exhibitions, both onsite at the Aigantighe and offsite along Stafford Street. The combination of local artist engagement, live performances, and the popular Artarama showcase contributed to a strong overall visitor turnout, with September 2025 recording the highest monthly figures in four years.		Expected year end comments Target exceeded. On track for year end			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of Art Gallery exhibitions (including touring, regional and permanent art works)	Q1 FY26	6	4	6		E
	Current period comments Quarter: 1 July – 30 September 2025 During this quarter, the Aigantighe Art Gallery presented a vibrant line-up of six exhibitions, showcasing both the permanent collection and the creative strength of South Canterbury artists. The programme reflected a balance between established local groups and emerging talent, with a mix of ceramics, sculpture, painting, and mixed-media works. 1. Maania Tealei – Whakahōnore i tō tātou taonga tuku iho (14 June – 10 August) 2. South Canterbury Pottery Group – Inferno (9 August – 14 September) 3. Scripted – Curated Exhibition (9 August – 14 September) 4. South Canterbury Art Society – 80th Annual Exhibition (20 September – 12 October) 5. Artarama 2025 (Offsite Exhibition, Stafford Street) (20 September – 12 October) 6. Aigantighe Collection Display Aoraki Tangata Whenua a curated display from the gallery’s permanent collection with the theme of Aoraki Tangata Whenua an exhibition of Southern Alps landscapes from the gallery’s permanent collection			Expected year end comments Exceed target. 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	Q1 FY26	Yes	Facilities meet legislative safety requirements	Met		
	Current period comments All requirements are currently met. BWOFF yet to be done and will be completed when all renovation works are complete November 2025			Expected year end comments On track for year end		
Art works conserved - Art Gallery	Q1 FY26	0	1	0		
	Current period comments 3 Artworks are current being conserved, not yet completed (Eileen Mayo; Colin Vivian Lynn).			Expected year end comments On track for year end		

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

Activity Review for Recreational Facilities						
Activity Review for Recreational Facilities	Owner: Mike Wrigley		Interesting first quarter for Rec Facilities as we absorbed the drop in FTE from the change proposal whilst maintaining our levels of service. Adaptations to the operating structure of the cafe have been adopted to turn around the P&L for the cafe which seems be achieving the desired effect however we require better financial reporting to come through to confirm. Facility usage is running high; we came in slightly under in Learn to Swim participants, but this was due to lack of instructors rather than lack of interest.			
Quarterly Highlights for Recreational Facilities						
We had great numbers through the facility this quarter. Gym memberships are looking strong despite the price increases and we, for the first time ever, held a waterworld inflatable event which was a roaring success!						
Quarterly Issues for Recreational Facilities						
The two main issues through this quarter have been: 1. Recurring mechanical issues in our water heating systems. This is just because of wear and tear. The facility is now at the age where equipment reaching the end of their life cycle. 2. We have been relatively short staffed as we paused recruitment during the restructure. However, this won't be a problem once we get all set for summer.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Visitors to CBay	Q1 FY26	96,700	77,500	96,700		
	Current period comments Target met and exceeded. This period included 2 lots of school holidays.			Expected year end comments Target should be easily met this year.		
Visitors to Pleasant Point Community Pool	Q1 FY26	0	0	0		
	Current period comments No visitors this quarter - District pools season is Q2 and Q3			Expected year end comments Expect to meet year-end target		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Visitors to Geraldine Community Pool	Q1 FY26	0	0	0		
	Current period comments No visitors this quarter - District pools season is Q2 and Q3		Expected year end comments Expect to meet year-end target			
Visitors to Temuka Community Pool	Q1 FY26	0	0	0		
	Current period comments No visitors this quarter - District pools season is Q2 and Q3		Expected year end comments Expect to meet year-end target			
Aqua fitness classes participant numbers	Q1 FY26	2,602	2,500	2,602		
	Current period comments Target Met consistent numbers.		Expected year end comments Target should be met as additional classes at District Pools over summer.			
Number of Aquatic Water Skills for Life (formerly swim for life) participants - water safety participant numbers	Q1 FY26	789	500	789		
	Current period comments Great quarter as we have 5 large schools participate.		Expected year end comments On track to meet or exceed expectations.			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of Aquatic learn to swim enrolments - participant numbers	Q1 FY26	670	700	670		
	Current period comments Full time Learn 2 Swim instructor on leave and shortage of Instructors meant target wasn't achievable.		Expected year end comments Target might be tough to achieve as finding qualified Instructors is proving difficult.			
CBay Fitness Memberships	Q1 FY26	1,452	1200	1,452		
	Current period comments Membership remains high despite price increase.		Expected year end comments Numbers have stayed consistent for the past 2 years.			
CBay Group Fitness class participants	Q1 FY26	15,600	14400	15,600		
	Current period comments High gym membership means classes are being well attended.		Expected year end comments Target should be met however recruiting for qualified instructors is becoming tougher.			
Swimming Pools - Facilities meet legislative safety requirements	Q1 FY26	Yes	Facilities meet legislative safety requirements	Met		
	Current period comments BWOFF & Pool safe accreditation current.		Expected year end comments Both BWOFF & Pool safe accreditation will need renewing during the reporting year.			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Aorangi Stadium - Facilities meet legislative safety requirements	Q1 FY26	Yes	Facilities meet legislative safety requirements	Met		
	Current period comments Building has passed the BWOFF, did all the quarterly checks with Thompsons Refrigeration			Expected year end comments Next BWOFF will involve upgrades to the current stadium		
Bookings for special events (days per annum) - Aorangi Stadium	Q1 FY26	14.00	4	14.00		
	Current period comments We had various special events bookings at the stadium ranging from Aoraki Badminton tournaments, Girls Quadrangular tournament, Dodgeball tournament, Sport Exchange days, South Island gymnastics, Bidfood, Home and Garden Show			Expected year end comments Due to stadium being closed for re-strengthening works		
Bookings by sports clubs and groups (days per annum) - Aorangi Stadium	Q1 FY26	64	30	64		
	Current period comments Sports groups and clubs include South Canterbury Basketball Association, Special Olympics SC, Sport Canterbury SC, Ladies Badminton, Geezers Pickleball group, Netball SC, Timaru Knights Basketball club, Home School, YMCA, Timaru Christian School, Mountainview School, Thursday Night Pickleball group, Speed Skating SC			Expected year end comments Below target due to stadium being closed for re-strengthening works		

Activity – Parks

Activity Review for Parks						
Activity Review for Parks & Recreation, incl Forestry	Owner: Andrew Dixon		Report not submitted			
Quarterly Highlights for Parks						
No significant highlights						
Quarterly Issues for Parks						
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	Q1 FY26	13.01	13	Met		E
	Current period comments no change			Expected year end comments no change expected		
Kilometres of off-road walking and biking tracks	Q1 FY26	93.00	90	Met		E
	Current period comments no additions			Expected year end comments expect to maintain current level		

Activity – Halls & Theatre Royal

Activity Review for Halls & Theatre Royal			
Activity Review for Halls, Theatre Royal	Owner: Andrew Dixon		Report not submitted
Quarterly Highlights for Halls & Theatre Royal			
Caroline Bay Hall repainting complete. Minor timber rot found and repaired but not as extensive as Tearooms. Access control system scheduled to be installed into West End Hall in early October. This is to control access due to the building now being a CDEM centre, protection for IT infrastructure and to curb unauthorised access by hirers by scheduling their access around their bookings. Booking revenue is up on same time 2024 but on a downward trend which appears to be usual for this time of year. Future bookings indicate a significant increase in revenue for the upcoming summer.			
Quarterly Issues for Halls & Theatre Royal			
Repairs to Caroline Bay Soundshell leading to the complete removal of one of two showers in the building. Long standing water ingress from internal guttering noted causing damage to wall & floor framing. Work nearing completion. Minor but persistent breaches of fire regulations noted specifically in obstructing of fire exits by tenants / hirers. Further monitoring and education taking place where required. Aorangi Pavilion earmarked for moderate maintenance period. Repairs required to stormwater guttering, internal lining and heater replacement - pending reallocation of CAPEX budget. Noted no significant maintenance has occurred since new when the building was owned by the Aorangi Park Association. Numerous passes and failures of Building Warrant of Fitness (BWOFF) inspections, all failures relate to the administration of the inspections. No significant risk to occupants as safety systems (fire alarms & exit lights etc) continue to operate as required. New schedule of inspections put into practice and includes many other Council owned community facilities.			

Roading and Footpaths

Activity – Roothing and Footpaths

Activity Review for Roothing and Footpaths			
Activity Review for Roothing and Footpaths	Owner: Suzy Ratahi		Technical targets were generally met but customer satisfaction ones have been more challenging.
Quarterly Highlights for Roothing and Footpaths			
The construction season has started well, with several unsealed wearing courses completed across the network, including Rangitata Gorge Road, where residents are pleased with the results. Resurfacing on the sealed network is now underway, and sealed pavement rehabilitations and rebuilds have begun on Rangitata Island Road, Route 72 in Arundel, and Totara Valley Road. Thompsons Engineering have also come on board to help install the Christmas Angels for 2026. Inspections of the hanging points have been completed, and repairs are being made where possible to ensure installation can proceed on schedule.			
Quarterly Issues for Roothing and Footpaths			
Wet weather conditions have eased, allowing the unsealed network to recover well. Recent maintenance grading and wearing course renewals have improved overall ride quality, and the network is performing as expected for this time of year. While the number of complaints has reduced, some residents continue to request sealing or a higher level of service than is currently funded. These roads are monitored regularly, and maintenance is prioritised based on condition, safety, and available budgets. We are currently awaiting KiwiRail approval to access the rail corridor to complete repairs on the Terrace Footbridge. Once access is granted, works will proceed. The Southern Port Access (Heaton/Hayes) upgrade remains a key project for the district. This work is required by KiwiRail to keep the rail crossing open, ensuring continued access for over-dimension loads and maintaining the resilience of the port. Unfortunately, the Council was unsuccessful in securing funding through the Crown Coastal Shipping Resilience Fund. Given the project’s national significance, supporting freight movement, supply chain reliability, and port operations beyond local use, it is not appropriate for the entire cost to be carried by local ratepayers alone. Staff are continuing to explore other Crown funding options. Overall, the network is performing well, with no significant new issues to report.			

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	Q1 FY26	76.56%	70.00%	76.56%		
	Current period comments There have been 529 Land Transport related CRMs this quarter. The KPI has been met.		Expected year end comments We expect to be on track to continue to meet the KPI for the remainder of the year.			
Resurfacing of road network (mandatory) - sealed network	Q1 FY26	0.78%	1.50%	0.78%		
	Current period comments The road resurfacing programme has commenced ahead of schedule and good progress is being made. 7.8km has been chipsealed to end of September 2025		Expected year end comments The year-end target will be met.			
Rehabilitation of sealed road network - 1% rehabilitated annually	Q1 FY26	0.00%	0.25%	0.00%		
	Current period comments Construction has commenced on Route 72 – Arundel to Geraldine Road, Rangitata Island Road and Totara Valley Road as of September, marking the start of the construction season, which typically runs from September to April. Other project to commence is Robinson Road rehabilitation is in design phase due to begin in January 2026.		Expected year end comments Works well in progress and this target is expected to be met			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Road fatalities and serious injury crashes (Mandatory) - local roads	Q1 FY26	3.00	2	3.00		
	Current period comments There have been 3 serious injury crashes and no fatalities in the period 1 July - 30 September 2025.		Expected year end comments This is higher than we would like it to be for quarter one of the financial year and means it will be a challenge to be under target by the end of the financial year. One of the serious injury crashes involves a cyclist who was hit by a car. Road safety staff are intending to coordinate an urban cyclist forum to get a better understanding from cyclists of the issues they are experiencing so we can do more education in this space.			
Footpath network resurfaced (mandatory)	Q1 FY26	0.27%	1.00%	0.27%		
	Current period comments Footpath programme is underway with 1km completed to date		Expected year end comments The annual target is expected to be met			

Stormwater

Activity – Stormwater

Activity Review for Stormwater						
Activity Review for Stormwater	Owner: Andrew Lester			Successful objection to duration of consent for Temuka and Pleasant Point Stormwater Significant progress has been made in design and documentation for coming construction season		
Quarterly Highlights for Stormwater						
Objection hearing for Duration on Temuka and Pleasant Point Consents was held with ECAN at the end of August 2025. The hearing was closed, and we are awaiting a decision at the end of September. Douglas Street Improvement Project nearing completion. Bund B3 Construction Underway. Bund D1 Construction Schedule for start in Q2.						
Quarterly Issues for Stormwater						
Timaru and Washdyke Notification Decisions outstanding from ECAN. No indication has been provided by the Regional Council of when we might receive an update.						
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)	Q1 FY26	0.00	0	0.00		E
	Current period comments No Flood events during Q1 resulting in reported nuisance flooding on private properties.			Expected year end comments Q1 of FY26 on track to be on Target. New modelling completed for Temuka Township to assess anticipated flood risks.		

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 10 year return for commercial and industrial zones (Mandatory)	Q1 FY26	0	0	0		
	Current period comments No flood events reported in Q1 FY26 within Industrial and Commercial Zones impacting private properties.			Expected year end comments On track to be on or above target in FY26. Continue to maintain the existing network and upgrade the network when possible.		
Number of habitable floors affected by flooding events in the Timaru district (Mandatory)	Q1 FY26	0	0	0		
	Current period comments No reported habitable floors flooded in Q1 FY26.			Expected year end comments No habitable floors were flooded in Q1 FY26. On track to be on target in FY26. Council will continue to manage the construction of finished floor heights of new dwellings ensuring they are above a 200 year return period.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Compliance with Resource consent conditions (Mandatory) - Stormwater	Q1 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Met		
	Current period comments No non-compliances identified. Annual Report for Geraldine Consent (CRC230033) being prepared for submission.			Expected year end comments No abatement notices or notifications of non-compliances received in Q1. Submission of Annual Report for CRC230033 schedule for Q2.		
Median response times to attend a flooding event (Mandatory) - Less than one hour - Stormwater	Q1 FY26	0	<60	0		
	Current period comments No surface flooding reported in Q1 FY26.			Expected year end comments No reported flood events in Q1 FY26. We will continue to maintain our response time targets for customer service.		
Total complaints received about performance of stormwater system (per 1000 connections)	Q1 FY26	0.04%	2.5	0.04%		
	Current period comments 1 complaint received in Q1 about concern with soak pit function on Richard Pearse Drive, Temuka.			Expected year end comments On target to meet requirement for FY26. Soak pit out front of #3 Richard Pearse Drive schedule for upgrade in Q2 FY26.		

Wastewater

Activity – Wastewater

Activity Review for Wastewater			
Activity Review for Wastewater	Owner: Andrew Lester		KPIs were met throughout the quarter
Quarterly Highlights for Wastewater			
Recruitment for a replacement Wastewater Operator following a retirement in April was successful in August.			
Quarterly Issues for Wastewater			
An internal Health and Safety audit of the Wastewater Treatment Plant at Aorangi Road identified areas for improvement and investment across procedures and plant. Some items in the improvement plan will require additional resource to enable implementation.			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Wastewater - Compliance with Resource consent conditions (Mandatory) - Number of abatement/ infringement notices, enforcement orders and convictions.	Q1 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Met		
	Current period comments No abatement notices, infringement notices, enforcement orders or convictions received.			Expected year end comments No abatement notices, infringement notices, enforcement orders or convictions received		

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)	Q1 FY26	0	1	0		
	Current period comments No sewer overflows required a reactive response for the period.			Expected year end comments 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	Q1 FY26	1.95%	3.5	1.95%		
	Current period comments Four odour complaints recorded, not all ended up being attributable to TDC operations. Six faults recorded, largely in relation to Arowhenua. 11 blockages recorded, most of them being around Temuka. Mix of tree roots and other causes. One complaint in relation to a CCL job, they had not cleaned up an overflow and needed to return to the property affected.			Expected year end comments On track to meet target for the year.		
Median resolution time (in hours) to sewage overflow faults in the network (Mandatory)	Q1 FY26	0.00	7.99	0.00		
	Current period comments 0 sewer overflows for the period requiring a reactive response.			Expected year end comments Target expected to be met at year end.		

Water Supply

Activity – Water Supply

Activity Review for Water Supply						
Activity Review for Water Supply	Owner: Andrew Lester		Water loss continues to be higher than target, however this reflects decreased customer usage. Consideration should be given to a more appropriate than percentage. Claremont Renewal is progressing through the procurement stage			
Quarterly Highlights for Water Supply						
RFI for the Claremont WTP renewal was completed with two contractors short listed to move to the next stage of procurement.						
Quarterly Issues for Water Supply						
Reconsenting of Pareora take. A specialist planning resource has been engaged to help with the process and direct engagement with ECan						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Drinking Water Standards (Drinking Water Quality Assurance Rules 2022) Treatment Bacterial Rules (mandatory) Formerly Drinking Water Standards (Part 4 NZDWS) Bacterial Compliance	Q1 FY26	Yes	Bacterial compliance, all 8 drinking water schemes	Met		E
	Current period comments All treatment processes across all plants were compliant for this quarter, with no E. coli transgressions recorded. However, some schemes experienced non-technical non-compliance in September due to 10-day sampling intervals caused by a public holiday. The maximum allowable interval between samplings is 9 days. Only Seadown, St. Andrew, and Pareora were fully compliant.			Expected year end comments No E. Coli transgression for this quarter.		

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) Formerly Drinking Water Standards (Part 5 NZDWS) Protozoal Compliance	Q1 FY26	Yes	Protozoal compliance, all 8 drinking water schemes	Met		
	Current period comments All compliant.			Expected year end comments 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)	Q1 FY26	0.50	< 1 hour	0.50		
	Current period comments There were 41 urgent callouts for the urban water supplies for the quarter with a median response time of 0.5 hours.			Expected year end comments 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)	Q1 FY26	1.10	<4 hours	1.10		
	Current period comments TDC received 51 urgent callouts for the period in the rural schemes and those were attended within, on average, 1.1 hours.			Expected year end comments Target expected to be met for year end.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Median resolution time (in hours) for urgent callouts for urban water supply faults or unplanned interruptions in the network (Mandatory)	Q1 FY26	1.84	<4 hours	1.84		
	Current period comments There were 41 urgent callouts for the urban water supplies for the quarter with a median resolution time of 1.8 hours.			Expected year end comments 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)	Q1 FY26	4.40	<8 hours	4.40		
	Current period comments There were 51 urgent callouts for the rural water supplies for the quarter with a median resolution time of 4.4 hours.			Expected year end comments 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)	Q1 FY26	9.00	Median time to be reported	9.00		
	Current period comments For the period there were 229 requests for water services of a non-urgent nature with a median response time of 9 hours and a resolution time of 10.8 hours.			Expected year end comments Target expected to be met for year end.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Total complaints received about drinking water (mandatory)	Q1 FY26	3.43%	6.5	3.43%		
	Current period comments 10 complaints relating to water quality - mostly discolouration following work in the area. 66 complaints relating to low or no pressure - Mostly on Downlands with the rest on Te Moana, Seadown and Timaru Urban. Many can be linked to third party damage or work being carried out nearby.			Expected year end comments On track to meet target this year.		
Water Supply - Compliance with Resource Consent conditions	Q1 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Met		
	Current period comments No abatement notices, infringement notices, enforcement orders, convictions			Expected year end comments None expected		

Waste Management

Activity – Waste Management

Activity Review for Waste Management			
Activity Review for Waste Management	Owner: Andrew Dixon		Report not submitted
Quarterly Highlights for Waste Management			
One of the highlights in the last quarter is the progress made at the Peel Forest Closed Landfill. This landfill is having all the waste material removed from the site. Some material is recovered such as risks and metal. The remainder of the waste is transported and disposed at Redruth Landfill. The removal of material commenced in June 2025 and in the July - September quarter 18,443 tonnes of material has been taken to Redruth. This has involved 634 truckloads. In total to 30 September 24,764 tonnes involving 848 truckloads transported to Redruth. The project is well ahead of its timeline target and at this stage under budget. Once all materials have been removed the reinstatement of the land and plantings will occur. Professional advice received has recommended the plantings do not occur until March 2026, as the cooler temperatures after the height of summer give the plants the best chance to survive and prosper.			
Quarterly Issues for Waste Management			
Following on from the previous quarter report we are still experiencing problems with the amount of rain that occurred in June. The rainfall has not drained away as expected and in conjunction with local contractors we are endeavouring to determine the issues. The thoughts are that there may be a blockage/s in the pipes, but until the water levels are sufficiently low the contractors are unable to put a camera into the pipes to determine if this is the cause. As noted previously this is an unexpected cost that had not originally been budgeted for. Offsetting the highlight of removing the majority of material from the Peel Forest Landfill, the contra is that this is causing the Redruth Cell to fill up more quickly than projected - the projections were completed prior to the issue with Peel Forest arising. This may mean that a new cell has to be created earlier than identified in the LTP.			

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	Q1 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Met		
	Current period comments There have been no abatement notices, enforcement notices or convictions notified in the reporting period		Expected year end comments As advised previously we try and maintain a close working relationship with ECan. We are aware of several issues they have raised at the Temuka, Geraldine & Redruth sites. We are working to address each of these, however there are costs involved in each remediation. We are trying to address the remediation actions within our current budgets.			
Kerbside refuse collection waste volumes (mandatory) - 130kg per resident	Q1 FY26	34.84‰	32.5	34.84‰		
	Current period comments The results continue the trends in previous years of being above target - currently 2.34 kgs per resident above target. As has been advised previously this target is as per the national waste strategy, which is a 30% reduction in final waste materials going to landfill. This target is unrealistic for TDC as we already have (and have since 2006) had recycling and diversion options available at kerbside, so our starting base was much lower than almost all other TA's.		Expected year end comments As noted above this is a NZ Waste Strategy target that by 2030 waste going to landfill is reduced by 30% - the same target is the same for all TA's regardless of what they had achieved to date. We will continue to strive to meet the target but realise it is very much an uphill challenge and is an area that Councils have minimal control over. We look to maintain high awareness of the options of repurposing and reusing items, but in today's 'throw away' world this is difficult. The Educators certainly advocate for options other than landfill when they are out and about in the community.			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Total waste received at Transfer stations and resource recovery parks	Q1 FY26	2,112.62	2,262.50	2,112.62		
	Current period comments This quarter's performance is in contrast to the last 2 quarters, which were both above target, whereas this quarter we are on target. The term 'Waste' refers to all materials entering the waste stream at the 3 District Transfer Stations (Geraldine, Temuka & Pleasant Point) and Redruth. This includes general waste, recycling, organics and glass. Nationally there is a major drive to reduce materials entering the waste stream and product stewardship schemes such as the TyreWise scheme have been established to assist this drive.			Expected year end comments As noted above we are on target for this quarter, but historical results show that we will likely fall behind target in the upcoming quarters. The main reason for this is that in the 'winter' quarter total materials received at the Transfer Stations are significantly less than in the summer months, especially the organics materials		
Level of contamination of recycling (mandatory)	Q1 FY26	11.93	9.99	11.93		
	Current period comments The process for measuring the levels of recycling contamination has been changed by EnviroNZ. previously they would take a sample of recycling from the Material Recovery Facility and calculate the contamination rate. The material used in that sampling model included materials from outside of Timaru district and Commercial recycling. In the first quarter of this year, they have commenced 'street' recycling audits. They have identified a number of streets throughout the district, generally those streets thought to need more education about recycling, and they have inspected the contents of a number of recycling bins in the streets. Notices are attached to bins explaining any contamination issues. This process is repeated over a 6 week period. From the results so far, the most pleasing factor is that the 3rd audit has resulted in the least contamination of the 3 audits on every occasion. This new contamination assessment is certainly more reflective of the performance of TDC householders.			Expected year end comments A promising start to the year, especially when considering previous results. EnviroNZ, the educators and the Waste Team are very keen to see the contamination results achieve the goal at 10%		

9.12 Overnight Parking on Grass Area at Caroline Bay**Author:** Andrew Dixon, General Manager Assets and Infrastructure**Authoriser:** Nigel Trainor, Chief Executive**Recommendation**

That Council:

1. Authorises the establishment of a temporary car park from 24 December 2025 to 12 January 2026, the installation of temporary traffic control devices and charging an overnight parking fee at the grassed area east of the Piazza promenade in Caroline Bay.
2. That the overnight parking fee be the same as the surrounding car parks of Marine parade and Port Loop of \$20 including GST per night between the hours of 9pm and 9am.
3. That day time parking from 9am to 9pm remains at no cost.

Purpose of Report

- 1 To consider the establishment of a temporary off street car park during the Caroline Bay Carnival and determine when, the extent and fees for overnight parking made available on the grassed area east of the Piazza promenade in Caroline Bay.

Assessment of Significance

- 2 This matter is of low significance in accordance with the Timaru District Council Significance and Engagement policy. The options presented are consistent with Council bylaws and policies with little financial impact. Officers do note that there is likely to be a moderate level of community interest in the matter.

Background

- 3 At the Council meeting on 17 September 2024, Council resolved:

That Council resolves the following parking addition to Chapter 13 Parking of the Timaru District Council Consolidated Bylaw:

- *That parking in the two carparks at the eastern end of Caroline Bay accessed from Marine Parade nearest the beach, and the Port Loop interior, be metered between 9pm and 9am.*
- *That the fee for this metered overnight parking be \$20 including GST.*

All revenue, less expenses, gathered through this is ringfenced for investment in Caroline Bay facilities.

Council delegates to the Group Manager Infrastructure, as the Road Controlling Authority, all necessary powers and functions to implement the parking resolution.

Council delegates to the Group Manager Infrastructure & Group Manager Environmental Services to determine the best method to obtain revenue and monitor non-compliance for overnight parking at Caroline Bay.

Council delegates to the Chairperson of the Infrastructure Committee and the Group Manager Infrastructure, as the Road Corridor Authority, all necessary powers and functions to design, authorise, install and operate temporary traffic control devices and parking fee at the grassed area east of the Piazza promenade in Caroline Bay over the period of 26 December 2024 to 12 January 2025 to manage traffic and parking issues.

That overnight parking should be prohibited in areas of Caroline Bay not specified here.

- 4 This resolution provided for parking on the grassed area at Caroline Bay over the period of 26 December 2024 to 12 January 2025 only, therefore consideration needs to be given to whether Council wishes to allow for this to occur again.
- 5 The designated grassed parking area was well utilised in the 24/25 summer period. Across all the parking areas for the period from 21 December 2024 to 19 January 2025, \$8,580 in revenue was gathered.
- 6 Over the first summer period there were several complaints received. These were mainly around difficulties with using the PayMyPark App and the designated area on the grass being full.

Discussion

- 7 Given the popularity of the provision for overnight parking on the grassed are in Caroline Bay during the Carnival it is proposed that this provision be permitted for the 2025/26 Carnival period.
- 8 The over-night parking will be for self contained motor vehicles only. No tents or non self contained vehicles will be permitted.
- 9 A Council resolution is required to enable this provision through the approval of a temporary car park, use of traffic control devices (signage) and determine parking fees payable..
- 10 The proposed area for overnight parking is east of the Piazza promenade as shown in Attachment 1.
- 11 Monitoring will be carried out in these temporary car park locations and permanent car parks off Marine Parade and in the Port Loop areas.
- 12 Liaison with the Caroline Bay Association has been undertaken around contact points if they have any difficulties with vehicles parking outside the parameters of the designated areas.

Options and Preferred Option

- 13 **Option 1 (Preferred Option)** is to approve the establishment of a temporary car park on the grass area in Caroline Bay east of the Piazza Promenade and establish parking charges for this car park.
- 14 **Option 2** is to approve the establishment of a temporary car park on the grass area in Caroline Bay east of the Piazza Promenade and not charge for parking or allow over-night parking.
- 15 **Option 3** is to not allow for the establishment of a temporary car park on the grass area in Caroline Bay east of the Pizza Promenade but allow vehicles to park on the grass area during the day while visiting the Carnival.
- 16 This establishment of this temporary parking area and allowance of over night parking was well received last year and with monitoring has the ability to provide a good revenue stream for Council to be invested back into improving the bay area.

Consultation

- 17 Discussion with the Caroline Bay Association has been undertaken.
- 18 The Motor Home Association will be advised of the provision should this be approved and appropriate signage installed.

Relevant Legislation, Council Policy and Plans

- 19 Caroline Bay Master Plan
- 20 Traffic Control Devices Rules 2004
- 21 Timaru District Council Bylaw, Chapter 13 Parking

Financial and Funding Implications

Amount Requested: No funding is required

Capital Expenditure: No capital expenditure is linked to this

Operational Expenditure: This will be monitored by the parking unit within their current operational budgets.

Funding Source: No funding is required

Is the proposed expenditure: Budgeted ☒ or Unbudgeted ☐

Is a budget reallocation required? Yes ☐ No ☒

What budget is the proposed expenditure being reallocated from: No reallocation required.

- 22 Monitoring of these areas is already occurring within existing budgets. No further funding is required.

Other Considerations

- 23 Prior to opening the grass area for overnight parking, there was considerable congestion in the parking areas which led to complaints, opening the grass area creates opportunity to generate revenue that Council would not have otherwise received and wider economic benefits.

Attachments

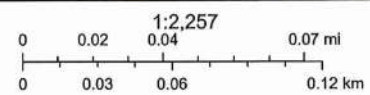
- 1. **Proposed Temporary Parking Areas on Grass Area in Caroline Bay during the Carnival Period**



Caroline Bay Parking Areas



November 21, 2025



Eagle Technology, LINZ, StatsNZ, NIWA, Natural Earth, © OpenStreetMap contributors.

9.13 Road Naming Proposal - 21 Lot Subdivision between Whitcombe Street and Alexandra Street

Author: William Ching, Infrastructure Planner

Authoriser: Paul Cooper, General Manager Regulatory

Recommendation

That the proposed road within the site associated with Subdivision Consent 101.2023.164.1 by Timaru Developments Limited to be named Tarrant Lane.

Purpose of Report

- 1 To present a road naming proposal to Council for consideration

Assessment of Significance

- 2 This matter is considered of low significance under the Council's Significance and Engagement Policy. While road names are of general interest to the community, they do not affect levels of service, strategic assets or rates.

Background

- 3 Section 319 of the Local Government Act 1974 provides Council with the power to name roads. Council has delegated decisions on road naming to the Infrastructure Committee, subject to and in accordance with the Naming of Roads, Private Roads and Private Ways Policy.
- 4 The policy allows the developer to submit 3 naming options with reasons and the preferred option.

Discussion

- 5 A new road is being formed on part of a land subdivision development located between Alexandra Street and Whitcombe Street. This new road requires naming for the purposes of identification.
- 6 The development site was pursuant to Subdivision Consent 101.2023.164.1 by Timaru Developments Limited (Attachment 1). The subdivision achieves 21 residential allotments, and the new road provides access to the new allotments.

Options and Preferred Option

- 7 The developer has submitted 1 preferred option and 2 have been added for the road listed:
Option 1 – (Preferred Option) Tarrant Lane – This recognising the achievements of the Tarrant family and their history with Temuka.
Option 2 Buzan Street – Alfred Buzan served as Mayor of Temuka during the 1930's and Buzan Square that is situated along Whitcombe Street.
Option 3 Gunnion Street – T.E.Gunnion served as Mayor in the 1920's and Gunnion Square also situated close to the subdivision along Whitcombe Street.

Consultation

- 8 The development is new, and therefore no consultation is required.

Relevant Legislation, Council Policy and Plans

- 9 Section 319 of the Local Government Act 1974.
- 10 Council Policy: Naming of Roads, Private Roads and Private Ways

Financial and Funding Implications

- 11 The road naming policy states that the developer shall meet the costs of the sign(s) and installation meaning there will be no financial or funding implications for Council.

Other Considerations

- 12 Land Information New Zealand need to confirm that any chosen name is appropriate and doesn't clash with other addresses.
- 13 After Council has confirmed the road name, the decision is sent to Land Information New Zealand's Addressing Analyst who adds the names into the AIMS database. Once this is completed, it is confirmed with Council, who in turn provides authority to generate numbering for properties situated along the newly named road.

Attachments

1. **101.2023.164.1 - Decision** [↓](#) 



1 May 2024

Timaru Developments Limited
c/- Rooney Earthmoving Limited
22 Timaru-Temuka Highway
Washdyke Timaru

Email: Nathan.hole@rooneygroup.co.nz

Dear Nathan,

Subdivision and Land Use Consent No. 101/102.2023.164.1
Twenty-One Allotment Subdivision
75 Whitcombe Street, Temuka

I advise that under section 133A of the Resource Management Act 1991, minor corrections are made to the consent which was granted for Subdivision Consent (101.2023.164.1) under delegated authority by Timaru District Council on 26 April 2024. The nature of this minor amendment relates to the scheme plan.

Please find attached with this letter:

- The amended decision and any conditions of consent;
- The officers report or 'planning assessment'; and
- The amended approved plan.

If you have any queries on this matter please contact me at the details listed below.

Yours faithfully,

William Halkett
Resource Consents Planner

e. William.halkett@timdc.govt.nz
p. 03 687 7694



Decision of Timaru District Council
Subdivision and Land Use Consent No. 101/102.2023.164.1

Acting under the delegated authority from Timaru District Council, I have considered the subject application at 75 Whitcombe Street, Temuka, for subdivision to create twenty-one residential allotments, one lot to vest as legal road, and two lots to vest as open space areas and to allow a reduced setback of 2m from the road boundaries and determined:

- A. That the application is processed on a **non-notified** basis in accordance with Sections 95A – 95G of the Resource Management Act 1991.
- B. That subdivision consent **is granted** pursuant to Sections 104, 104B, and 108 and 220 of the Resource Management Act 1991, for the reasons contained in the officer's report subject to conditions (listed below).
- C. Pursuant to section 221(3)(a) of the RMA, consent is **GRANTED** to cancel conditions 4 and 6 of Consent Notice 12807920.3 as they relate to wastewater and water supply, and a flood hazard assessment, as outlined in Section 95D of this decision.

Subdivision Plan

- 1. The development shall be carried out in general accordance with the application submitted (reference 101.2023.164.1) and the further information submitted, with the exception of any amendments required by the conditions of consent. The Council approved subdivision plan is attached, and date stamped 26 April 2024.

Engineering Design

- 2. Prior to any onsite civil construction work, an application for Engineering Design Acceptance shall be lodged with and accepted by the Timaru District Council Infrastructure Group in accordance with the requirements of the Timaru District Council Infrastructure Design Standard.
- 3. The Engineering Design Plans and Design Report shall demonstrate the finished ground levels, new reticulated networks, stormwater management systems, and new roading design which utilises the outcomes of the Safe System Audit Report approved by Council on 20 March 2024.
- 4. Prior to an application for 224(c) Certification, Contractor and Engineer Construction Certifications shall be supplied to and accepted by the Timaru District Council Infrastructure Group.

Land Transport

5. Prior to Section 224(c) Certification, Lot 24 shall be constructed in accordance with the Detailed Design - Safe System Audit approved by Council on 20 March 2024 and be provided as part of the engineering design acceptance of Condition 2. Upon completion of works, Lot 24 shall be vested as road to Council.
6. Alexandra Street shall be upgraded in accordance with the Safe System Audit, including road widening, roadside vegetation trimming, and construction of pedestrian pathways prior to the application for Section 224(c) certification.
7. The consent holder shall form and seal the crossings servicing all residential allotments in accordance with the approved Scheme Plan, to comply with the standard drop crossing design G103, unless otherwise permitted by a service consent. No crossing shall be located closer than 10m to an intersection. Evidence of compliant crossings constructed to the requirements of the Timaru District Council shall be supplied to the Subdivision and Monitoring Officer.

Advice Note: The evidence would be the service consent Infrastructure Compliance Certificate (ICC).

8. The right-of way servicing Lots 1 and 6, Lots 13 and 16, and Lots 2, 3, 4, 5, and 8 shall be formed, sealed and drained in accordance with NZS4404:2010 and as required by Part D6.6, Table 6.6.2(5) Table of Private Access in the Operative District Plan.
9. In accordance with section 221 of the Resource Management Act 1991, the following condition shall be registered as a consent notice on the Record of Title for Lot 11, to be complied with on a continuing basis with the following text:

"The landowner shall not construct fencing, permit any vegetation, or other obstruction to exceed 0.9m in height along the road boundary."

Water Supply

10. A new fire hydrant(s) shall be installed within Lot 24 in accordance with the Fire Fighting Code of Practice and the Timaru District Council Infrastructure Design Standard.
11. Lots 1 – 13 and 16-21 shall be connected to the water supply network via new and independent connections to the reticulated network within Lot 24. Evidence of a compliant water supply, constructed to the accepted engineering design of Condition 2, must be supplied to the Subdivision and Compliance Officer prior to the application of Section 224(c) Certification.
12. Lots 14 and 15 shall be connected to the Timaru District Council water supply network via new and independent connections to the main in Whitcombe Street. Evidence of a compliant water supply, constructed to the accepted engineering design of Condition 2, must be supplied to the Subdivision and Compliance Officer prior to the application of Section 224(c) Certification.

Wastewater Disposal

13. Lots 1 - 21 shall be connected to the wastewater reticulation networks within Lot 24 with a lateral installed to a minimum length of one metre into each lot and in accordance with an approved Building Consent or Service Consent. Evidence of a compliant wastewater disposal, constructed to the accepted engineering design of Condition 2, must be supplied to the Subdivision and Compliance Officer prior to the application of Section 224(c) Certification.
14. In accordance with section 221 of the Resource Management Act the following condition shall be registered as a consent notice on the Record of Title for Lots 1 – 21 to be complied with on an ongoing basis with the following text:

‘Wastewater generated on this lot, shall be connected to a macerating pump chamber prior to connecting to Council’s reticulated wastewater network. The system shall be maintained by the landowner on an ongoing basis.’

Stormwater Disposal and Land Drainage

15. Prior to section 224(c) Certification the stormwater generated by the proposed road shall be contained before being discharged to roadside swales and shall be constructed to the accepted engineering design of Condition 2 and Timaru District Council requirements.
16. Lots 1 - 21 shall be connected to the stormwater reticulation network within Lot 24. Evidence of a compliant stormwater connection, constructed to the accepted engineering design of Condition 2, must be supplied to the Subdivision and Compliance Officer prior to the application of Section 224(c) Certification.

Natural Hazards

17. A Flood Hazard Assessment shall be provided to Council for review and approval, which utilises the finalised ground levels approved as part of the Engineering Design of Condition 2. The assessment shall outline the Finished Floor Levels for Lots 1-21 to achieve the Councils flood risk requirements outlined in Part D6.16 Rule 6.16.2.1 of the Operative District Plan.

Advice Note:

The Flood Hazard Assessment provided in support of the application does not consider on site works occurring as part of the subdivision infrastructure works, and as such does not reflect post work ground levels. It is also noted that there has been recent modelling undertaken on flooding in the wider Temuka area and this may indicate that flooding in this area may be deeper than previous investigations.

18. Any habitable dwelling constructed on Lot 1-21 shall have a finished floor height which complies with the recommendation of Environment Canterbury’s Flood Hazard Assessment outlined in Condition 17.
19. In accordance with section 221 of the Resource Management Act 1991, this condition shall be registered as a consent notice on the Record of Title for Lots 1-21 to be complied with on a continuing basis with the following text:

“Any habitable dwelling constructed on this site shall have a finished floor height which complies with the recommendation of Environment Canterbury’s Flood Hazard Assessment undertaken in accordance with Condition 17 of Subdivision Consent 101.2023.164.1”.

Protected Trees

20. There shall be no land disturbance or filling of earth under the canopy line (drip line) of the protected trees within Lots 1, 6, 7, 21, and 23.
21. In accordance with section 221 of the Resource Management Act 1991, this condition shall be registered as a consent notice on the Record of Title for Lots 1, 6, 7 and 21 to be complied with on a continuing basis with the following text:

“There shall be no land disturbance or filling of earth under the canopy line (drip line) of the protected trees within Lots 1, 6, 7 and 21.”

Street Trees

22. There shall be a total of eleven identical trees planted along the road reserve of the new road. They shall be hardy and quick growing species, able to reach a height of 4m at maturity and suitable for ornamental use in an urban setting. The details of the street trees shall be demonstrated and approved as part of the engineering design required by condition 2.

Easement

23. Proposed easements shall be duly granted and reserved.
24. The consent holder shall attach to the application for section 224(c) certification correspondence from a suitably qualified person stating that all services that pass over or through any other lots have been disconnected or are protected by an appropriate easement.

Financial Contribution for Open Spaces

25. The consent holder shall pay to Council a financial contribution towards open space and recreation of \$10,000 for the additional twenty residential allotment being created (being \$500 per new allotment created for residential purposes in accordance with Rule 6.5.2.2(1) of the Timaru Operative District Plan).

Accidental Discovery of Archaeological Material

26. At least two weeks prior to the commencement of any earthworks related to the application, the consent holder shall submit a completed APP4 - Form confirming a commitment to adhering to an Accidental Discovery Protocol to Council’s Monitoring and Compliance Officer.

Advice Note – How to contact the Subdivision and Monitoring Officer

When complying with any condition that requires information it is preferred that the

consent holder notify Timaru District Council's Subdivision and Monitoring Officer by email: rcmonitoring@timdc.govt.nz.

Railway Reverse Sensitivity Mitigation

27. In accordance with section 221 of the Resource Management Act 1991, a Consent Notice shall be attached to the Record of Title for all residential allotments with the following text:

"This property is located in close proximity to the KiwiRail rail corridor. Use of the rail corridor is provided for as a designated activity in the Timaru District Plan and effects from this activity may be noticeable by adjoining or nearby properties. Where activities occur within the rail corridor in accordance with the relevant designation and District Plan requirements or existing use rights, the property owner, or their successor in title shall not bring any proceedings for damages, negligence, nuisance, trespass or interference arising from the use of that land; or

a. Make nor lodge; nor

b. Be party to; nor

c. Finance nor contribute to the cost of:

i. Any complaint regarding the use of the rail corridor.

ii. Any application to the Environment Court for a declaration or enforcement order regarding the use of the rail corridor.

iii. Any application to the High Court for an injunction, declaration or other order concerning the use of the rail corridor."

28. In accordance with section 221 of the Resource Management Act 1991, a Consent Notice shall be attached to the Record of Title for all residential allotments with the following text:

Any habitable room in a new building used for a noise sensitive activity, shall be designed, constructed and maintained to achieve a minimum external to internal noise reduction for habitable rooms of not less than $35 \text{ dB } D_{tr,2m,nT,w} + C_{tr}$.

Compliance with this standard shall be achieved by ensuring habitable rooms are designed and constructed in a manner that accords with an acoustic design certificate signed by a suitably qualified acoustic engineer stating the design proposed will achieve compliance with this standard. A copy of the design certificate shall be submitted to the Council with the application for Building Consent.

SPECIFIC ADVICE NOTES:

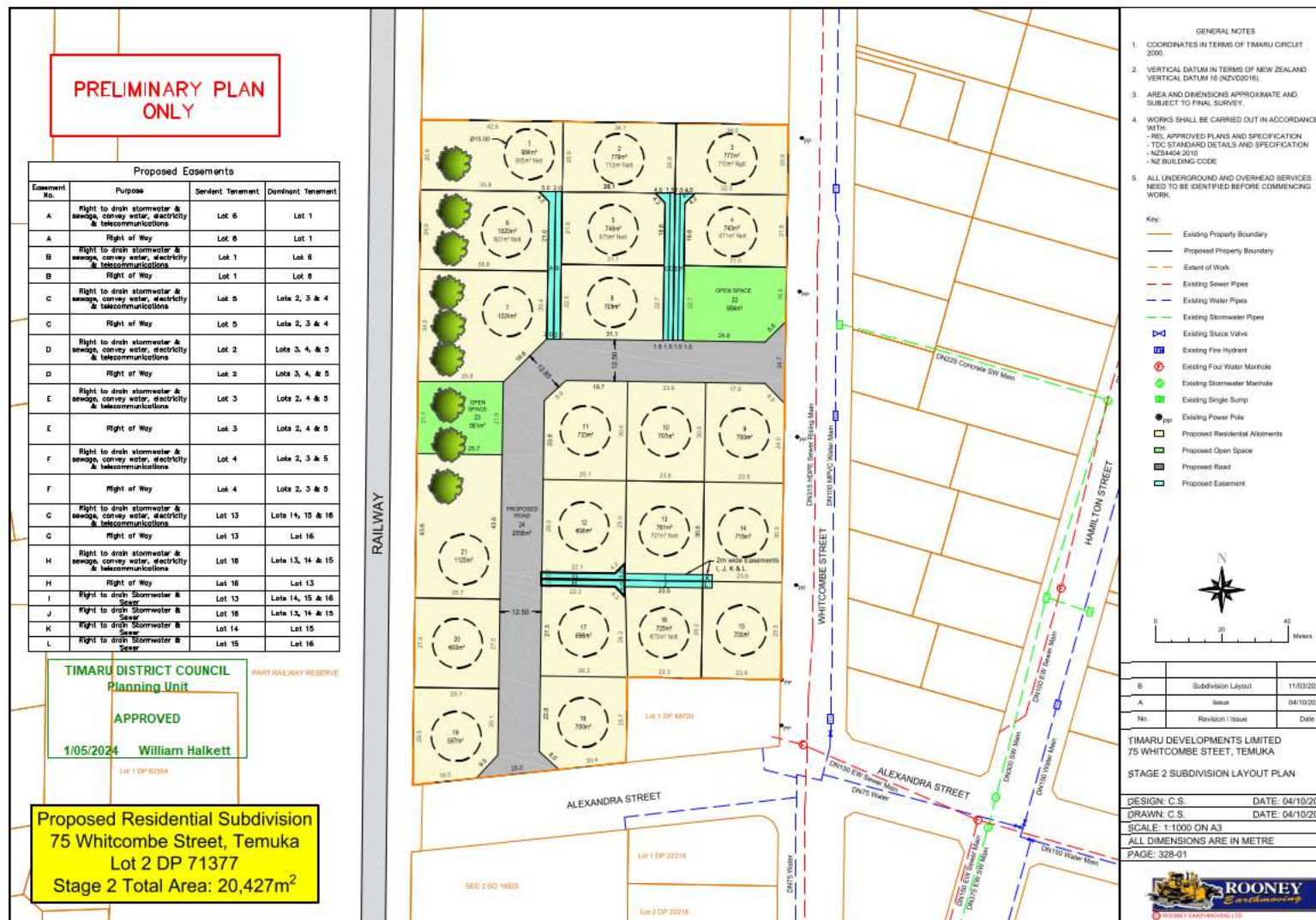
- *Unless otherwise stated, all the conditions of consent described above are to be complied with prior to application for s224(c) certification*
- *The size of sites is assumed to allow for dwellings of heights that do not infringe the Aerodrome Flight Paths Protection Area and a land use consent maybe required if a future dwelling was of a greater height than that permitted.*
- *In accordance with TDC Bylaws, Clause 1003.1, no person shall drive or operate any vehicle over any footpath or berm other than at a specifically designed and constructed vehicle crossing.*
- *In accordance with TDC Bylaws, Clause 1004.1, any proposed new vehicle access to a private property or any modification to any such existing vehicle access shall require specific approval by Council.*
- *In accordance with TDC Bylaws, Chapter 15, Clause 1515.4, no person shall carry out excavation work in a road reserve or public place without approval from Council.*
- *In accordance with TDC Bylaws, Clause 1502.1, every person who proposes to:*
 - (a) *Draw water from the water network infrastructure; or*
 - (b) *Discharge sewage to the sewer network infrastructure; or*
 - (c) *Discharge stormwater to the stormwater network infrastructure; or*
 - (d) *Discharge to the sewer network infrastructure any trade waste (either continuously, intermittently or temporarily); or*
 - (e) *Vary the characteristics of a consent or approval to discharge that has previously been granted; or*
 - (f) *Vary the conditions of consent or approval that has previously been granted; or*
 - (g) *Vary the location of the point of supply or discharge that has previously been granted; or*
 - (h) *Significantly change the method or means of pre-treatment for discharge under an existing consent; or*
 - (i) *Disconnect from any network infrastructure service;*
shall complete an application on an approved form for the supply of such service, together with payment of any prescribed charges. The applicant shall provide all of the details required by Council.
- *In accordance with TDC Bylaws, Chapter 15, Clause 1515.4, no person shall carry out excavation work in a road reserve or public place without approval from Council.*
- *In accordance with TDC Bylaws, Clause 1505.3, no person shall provide any network infrastructure service to any other party without approval from Council.*
- *In accordance with the Performance Standards for Stormwater from the Timaru District Plan, Section 6.5.3.3, stormwater attenuation for up to a 5-year rain event must be provided onsite.*



Hamish Barrell

Planning Manager - Consents, Compliance & Strategye: hamish.barrell@timdc.govt.nz

Date: 1 May 2024



Notification Decision

With regard to notification, the officers report considered the application in respect to the steps prescribed by sections 95A-95G of the Act and recommended that the application be processed on a non-notified basis because:

- The proposed activity will have or is likely to have adverse effects on the environment that are no more than minor.
- There is no rule, or National Environmental Standard that requires public or limited notification of the application.
- The applicant did not request public notification of the application.
- KiwiRail were consulted with.
- There are no special circumstances that exist in relation to the application.
- The activity will NOT have adverse effects that are minor or more than minor on any person(s) or other parties
- No further information was requested or report commissioned in relation to the application to which the applicant refused to provide or did not provide within the given deadline.

Having reviewed the recommendation, I concur with that assessment.

Acting under the delegated authority from Council, it was decided, pursuant to sections 95A-95G of the Resource Management Act 1991 that the application be processed on a non-notified basis.



Hamish Barrell

Planning Manager - Consents, Compliance & Strategy

e: hamish.barrell@timdc.govt.nz

Date: 26 April 2024, Amended 1 May 2024

GENERAL ADVICE NOTES**Commencement**

This resource consent commences on the date the decision was notified, or on such later date as stated in the consent, unless an appeal or an objection has been lodged, at which time the consent commences when this has been decided or withdrawn, or in the case of an appeal to the Environment Court on such later date as the Court may state in its decision.

Right of Objection

If you do not agree with any of the conditions of this consent, you have a right to object to the condition under section 357A of the Resource Management Act. Notice of any objection must be in writing, set out the reasons for the objection, and be lodged with the Timaru District Council within 15 working days of receipt of this decision.

You may, when making an objection, under section 357A(1)(f) or (g), request that the objection be considered by a hearings commissioner(s), who is not a member of the consent authority.

Subsequent Right of Appeal to the Environment Court

Any person who has made an objection under section 357A of the Act may appeal to the Environment Court against the decision on the objection pursuant to section 358 of the Act.

Notice of such an appeal must be in the prescribed form, state the reasons for the appeal and be lodged with the Environment Court (PO Box 2069, Christchurch 8013) within 15 working days after the decision on the objection being notified to that person, or within such further time as the Environment Court may allow.

Appeal Direct to the Environment Court

If you do not agree with the decision, an alternative to a section 357A objection, or if section 357A does not apply, is to appeal the decision under section 120 of the Act to the Environment Court.

However, there is no right of appeal under this section against the whole or any part of a decision of a consent authority to the extent that the decision relates to 1 or more of the following, but no other, activities:

- (a) a boundary activity, unless the boundary activity is a non-complying activity:
- (b) a subdivision, unless the subdivision is a non-complying activity:
- (c) a residential activity as defined in section 95A(6), unless the residential activity is a non-complying activity.

A person who made a submission on the application or review of consent conditions may appeal only in respect of a matter raised in the person's submission (excluding any part of the submission that is struck out under section 41D).

The notice of appeal shall be in the prescribed form; state the reason for the appeal and the relief sought; state any matters required by the regulations; and be lodged with the Environment Court (PO Box 2069, Christchurch 8013) within 15 working days notice of the decision being received. Notice of the appeal must also be served on Timaru District Council within 15 working days within the same period. Notice of the appeal must also be served on any person who made a submission in relation to the application within 5 working days of the notice being lodged with the Environment Court. If you are in any doubt about the correct procedures, you should seek legal advice.

Minor Correction of Resource Consents

Section 133A of the Act provides the consent authority may at its discretion issue an amended consent that corrects minor mistakes or defects in the consent within 20 working days of the grant. If you consider that the consent contains a minor mistake or defect you may advise the Timaru District Council of the same.

Lapsing of Consents

A resource consent lapses on the date specified in the consent or, if no date is specified, 5 years after the date of commencement of the consent unless, before the consent lapses: the consent is given effect to; or, an application is made to the consent authority to extend the period after which the consent lapses, and the consent authority decides to grant an extension.

Change or Cancellation of Conditions

An application to change or cancel a condition of this consent can be made under section 127 of the Act.

Review of Consent

A consent authority may, in accordance with section 129 of the Act, serve notice on a consent holder of its intention to review the conditions of a resource consent.

Monitoring of Consent

Pursuant to section 35 of the Act, the local authority shall monitor the exercise of this resource consent. Should all the conditions of consent be complied with, a single monitoring visit will occur and therefore no further monitoring charges will be incurred. However, should conditions of consent not be met, further monitoring will be required which will generate additional costs as outlined above. Please note that some consents will require periodic or on-going monitoring and therefore despite compliance, monitoring will occur and costs will be charged for that monitoring.

Charges

Charges, set in accordance with section 36 of the Act, shall be paid to the Timaru District Council for the carrying out of its functions in relation to the administration and monitoring of resource consents and for carrying out its functions under section 35 of the Act.



**OFFICERS REPORT ON A RESOURCE CONSENT APPLICATION
(s95A and 95B and s104 and 104B)
OF THE RESOURCE MANAGEMENT ACT 1991**

Consent No:	101/102.2023.164.1
Applicant:	Ryan De Joux / Timaru Developments Ltd
Application:	Application under section 88 of the Resource Management Act 1991 (RMA) to subdivide residential land into twenty-two residential allotments with one lot to vest as legal road, and two open space lots. Application under section 221(3) of the RMA to cancel conditions 4 and 6 of Consent Notice 12807920.3. Application to reduce road boundary setback to 2m for future residential units within development.
Location:	75 Whitcombe Street, Temuka
Zoning:	ODP: Residential 1 PDP: General Residential Zone Flood Assessment Area Aerodrome Flight Paths Protection Area Wāhi Tūpuna SASM
Legal Description:	Lot 2 Deposited Plan 592197 held in Record of Title 1136365
Activity Status:	Discretionary Activity
Lodgement date	6 November 2023

This report has been prepared under section 42A of the Resource Management Act 1991 to document the assessment of the subject resource consent application. This report also constitutes the decision and reasons for the decision as required under section 113 of the RMA.

Introduction

The applicant proposes to subdivide the land within Lot 2 Deposited Plan 592197 into twenty-one residential allotments (Lots 1-21) and seeks land use consent to permit a reduced road boundary setback of 2m for future residential units. The subdivision will also create one allotment to vest to Council as legal road (Lot 24), and two allotments to vest to Council as either open space or stormwater reserves (Lots 22 and 23). The allotments serve to manage overland stormwater flows through the development and from stormwater generated by the development. The allotments, site area, and proposed vehicle access locations are as follows:

Allotment No.	Total Area (m ²)	Nett Area (m ²)	Front or Rear Allotment	Road & R.O.W. Access from
1	984	895	Rear	ROW via Proposed Road
2	779	712	Rear	ROW via Proposed Road
3	770	710	Front	ROW via Proposed Road
4	743	671	Front	ROW via Proposed Road
5	746	675	Rear	ROW via Proposed Road
6	1020	927	Rear	ROW via Proposed Road
7	1,224	1224	Front	Proposed Road
8	703	703	Front	Proposed Road
9	700	700	Front	Proposed Road
10	707	707	Front	Proposed Road
11	733	733	Front	Proposed Road
12	698	698	Front	Proposed Road
13	761	707	Rear	ROW via Proposed Road
14	718	718	Front	Whitcombe Street
15	700	700	Front	Whitcombe Street
16	725	670	Rear	ROW via Proposed Road
17	698	698	Front	Proposed Road
18	700	700	Front	Proposed Road
19	697	697	Front	Proposed Road
20	693	693	Front	Proposed Road
21	1120	1120	Front	Proposed Road
22	561	N/A	N/A	N/A (Open Space Lot)
23	654	N/A	N/A	N/A (Open Space Lot)
24	2,558	N/A	N/A	N/A (Road to Vest)

The site underwent a subdivision (101.2023.13.1) granted on 13 March 2023 to separate the subject land into two freehold titles, Lot 1 containing the existing residential development to the north, Lot 2 (the subject site) being a vacant allotment with no formed physical access.

There are no registered easements on the subject title, however consent notices were registered on the Record of Title for Lot 2 which state the following:

“Condition 4

No dwelling shall be constructed until reticulated sewer and water services have been provided to the boundary in accordance with an approved Service Consent from Timaru District Council.”

Condition 6

No dwelling shall be constructed until a Flood Hazard Assessment has been completed by Environment Canterbury and that assessment has been provided to Timaru District Council, demonstrating that the erection of said dwelling will be in accordance with the recommendation of the Flood Hazard Assessment."

The application seeks to vary the above Consent Notice to remove Condition 4 and 6 as part of this application due to them being redundant through the construction of a reticulated sewer and water network within the development and a replacement consent notice imposed relating to finished floor heights.

The applicant has provided a description of the proposal, the site and locality in the report entitled "Timaru Developments Limited Subdivision Consent Application 75 Whitcombe Street, Temuka – Stage 2 Residential Subdivision – Revised March 2024", prepared by Nathan Hole of Rooney Earthmoving Limited, and submitted as part of the application. This description is considered adequate and is adopted for the purpose of this report.

The location of the application site is shown in Figure 1.



Figure 1. Aerial Location of subject site.

Description of the Environment

The subject site is located at 75 Whitcombe Street, Temuka on land legally described as Lot 2 DP 592197 held in Record of Title 1136365 consisting of 2.043 hectares. The site contains no built form or Council services within the boundaries of the site and has no formed access crossings.

The property is located in the centre of the urban Temuka area, with the surrounding area to the north, east and south occupied by existing residential development. The immediate adjoining environment consists of industrial zoned land to the west, and a site zoned recreation to the north (Buzan Square). The main railway line runs adjacent to the western side of the entire site. A single residential property to the south (53 Whitcombe Street) and one to the north (75 Whitcombe) makes up this block of residential zoned land between Richard Pearce Drive and Alexandra Street.

The topography falls gently from west to east, with a slightly elevated contour to the south. The site is within a Flood Assessment Area and contains an overland flow path traversing west to east which adjoins a flood depression area. The flow path once leaving the site continues east towards Whitcombe Street before heading southeast through other residential properties. The site is not identified as a high hazard area within Councils Stormwater Discharge Assessment.

There are 105 notable trees on the site comprising English Oak – *Quercus robur* (67), English Ash – *Fraxinus excelsior* (17), Sycamore – *Acer pseudoplatanus* (18) and European Larch - *Larix decidua* (2). These trees are present in groups along the western boundary and not in a single row as shown on the application plan.

Planning Framework

Operative Timaru District Plan

The subject site is zoned Residential 1 in the Operative Timaru District Plan and the proposed activity requires resource consent for the following reason:

- In accordance with Part D6, Section 6.3, Rule 6.3.5(i), any subdivision which does not comply with one or more of the Performance Standards for subdivision is a **Discretionary** activity. The proposed subdivision does not comply with Performance Standard 6.8.7(1) as all performance standards applicable within the zone are not complied with as per below.
- In accordance with Part D2, Section 2.6, Rule 3.9 any activity listed as a permitted, controlled, or discretionary activity which does not comply with the performance standards for this zone shall be a **Discretionary** activity. The application seeks dispensation for performance standard 5.4 which requires that all buildings (other than a single car garage) shall be setback a minimum of 5 metres from road boundaries. The applicant seeks to permit the future residential units within each allotment to be setback no less than 2 metres from the road boundaries.
- In accordance with Part D6, Section 6.6, Rule 6.6.2(5) any proposal which does not fully comply with any rule regarding road widths of private accesses or roads is a **Discretionary** activity. The proposal does not comply with Rule 6.6.2(5) as the applicant seeks to form the Minor Access (local through road) to a standard other than that set out in Table 6.6.2(5) below.

	Minimum Total Private Access	Recommended Berm and Footpath Width Combined	Carriageway		
			Parking Bay	Traffic	Total
Standards	17m	2 x 3.0m	2x2m	2 x 3.5m	11m

Proposal	12.5m	1x2m footpath 1x1.5m berm	1x2m	1 x 5m	7m
	-	-	-	-	-
	12.8m (bend)	1x2m footpath 1x1.5m berm	None	1 x 6m	6m

Proposed Timaru District Plan

The PDP was notified on 22 September 2022 and the following rules treated as operative under s86F RMA:

Wāhi Tūpuna Overlay

The site is located in SASM-4 Wāhi Tūpuna overlay.

- The proposal does not comply with SASM-R1.1 as earthworks are to exceed 750m². Up to approximately 3000m² of earthworks are proposed.
- Accordingly, the earthworks are assessed as a **Restricted Discretionary** activity under this rule.

Weighting Assessment

The PDP was notified on 22 September 2022 and some rules have immediate legal effect. In this instance, SASM-R1 does have legal effect. Given that Te Rūnanga o Arowhenua (Arowhenua) and Aoraki Environmental Consultancy Limited (AECL) have reviewed the application and raised no concern, it is considered that equal weighting should be given the PDP in relation to this rule. However, for all other matters the ODP will be applied.

National Environmental Standards

National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health 2011 (NESCS)

The NESCS was given effect to on the 1 January 2012. The regulations provide a consistent set of planning controls and soil contaminant criteria. These are in place to ensure that land affected by contaminants are identified and assessed appropriately.

The Canterbury Regional Council's Listed Land Use Register (LLUR) report was provided with the application. This identified no listed Hazardous Activities and Industries List (HAIL) on the site.

Therefore, the site is considered to be suitable for the intended residential land use. The potential for soil contamination is low risk and is considered to meet the permitted activity requirements under the NESCS.

Activity Status Determination

Overall, the application is being considered and processed as a **Discretionary** activity.

Notification consideration under Sections 95A of the Resource Management Act

Section 95A – Public Notification

Section 95A of the RMA requires a decision on whether or not to publicly notify an application. The following steps set out in this section, in the order given, are used to determine whether to publicly notify an application for a resource consent.

Step 1 – Mandatory public notification

The applicant has not requested public notification of the application (s95A(3)(a)). Public Notification is not required as a result of a refusal by the applicant to provide further information or refusal of the commissioning of a report under section 92(2)(b) of the RMA (s95A(3)(b)).

The application does not involve exchange to recreation reserve land under section 15AA of the Reserves Act 1977 (s95A(3)(c)).

Therefore, public notification is not required by Step 1.

Step 2 – Public notification precluded

Public notification is not precluded by any rule or national environmental standard (s95A(5)(a)).

The proposal is not:

- a controlled activity; or
- a boundary activity as defined by section 87AAB that is restricted discretionary, discretionary or non-complying.

Therefore, public notification is not precluded (s95A(5)(b)).

Step 3 – If not precluded by Step 2, public notification is required in certain circumstances

Public notification is not specifically required under a rule or national environmental standard (s95A(8)(a)).

A consent authority must publicly notify an application if notification is not precluded by Step 2 and the consent authority decides, in accordance with s95D, that the proposed activity will have or is likely to have adverse effects on the environment that are more than minor (s95A(8)(b)).

Effects that must / may be disregarded (s95D(a)-(e))

Effects that must be disregarded:

- Effects on the owners or occupiers of land on which the activity will occur and on adjacent land (s95D(a)).
- Trade competition and the effects of trade competition (s95D(d)).

Effects that may be disregarded:

- An adverse effect of the activity if a rule or national environmental standard permits an activity with that effect (s95D(b) – referred to as the “permitted baseline”. The relevance of a permitted baseline to this application is provided in Section 3.3.2 below.

Permitted Baseline (s95D(b))

The consent authority may disregard an adverse effect of the activity if a rule or national environmental standard permits an activity with that effect. That is, an application can be

assessed by comparing it to the existing environment and development that could take place on the site as of right, without a resource consent, but excluding development that is fanciful.

In this case, it is permitted to construct one residential unit, with associated accessory buildings, provided the residential unit complies with all the relevant standards, including a single car parking in the form of garage/carport within the 5m road boundary setback. The applicant is applying for a 2m setback for all buildings on each lot. Therefore, the difference between the permitted setback and that proposed will be considered.

Additionally, earthworks within the Wāhi Tūpuna overlay in the Proposed District Plan are permitted, including those necessary for the installation of infrastructure and utilities, when they do not exceed a maximum of area of 750m². The subdivision includes the formation of Lot 24 (2558m²) which includes the road formation, walkway, swale, and undergrounding of the reticulated network underneath the reserve. Additionally, earthworks will be necessary to install the stormwater soakage pit within Lot 23 with a base area of 360m². Therefore, the difference between the permitted earthworks and that proposed will be considered.

It is considered that the permitted baseline is of some assistance to the below assessment.

There are no permitted activity subdivisions under the Operative Timaru District Plan and there is no permitted baseline to be applied.

Section 95D – Are adverse effects likely to be more than minor?

<i>A consent authority that is deciding, for the purpose of section 95A(8)(b), whether an activity will have or is likely to have adverse effects on the environment that are more than minor—</i>	
<i>(a)</i>	<i>must disregard any effects on persons who own or occupy—</i>
	<i>(i) the land in, on, or over which the activity will occur; or</i>
	<i>(ii) any land adjacent to that land; and</i>
<i>(b)</i>	<i>may disregard an adverse effect of the activity if a rule or national environmental standard permits an activity with that effect; and</i>
<i>(c)</i>	<i>in the case of a restricted discretionary activity, must disregard an adverse effect of the activity that does not relate to a matter for which a rule or national environmental standard restricts discretion; and</i>
<i>(d)</i>	<i>must disregard trade competition and the effects of trade competition; and</i>
<i>(e)</i>	<i>must disregard any effect on a person who has given written approval to the relevant application.</i>

As a discretionary activity the Council's assessment of the adverse effects on the environment of this proposal is not limited to particular matters, however the following adverse effects have been identified as being relevant to this application:

Subdivision Design

The subdivision design facilitates the future residential development of Lots 1-21 which will provide for a range of residential unit types which are compatible with the character and qualities of the zone. The size of the lots ranges from 670m² to 1,224m² nett area and is appropriate in this environment as they provide a buffer between the medium density development east of Whitcombe Street to the Industrial Zone and usage to the west of the railway line. The proposed roading linkage, the design and safety features of which are discussed further below, provides for the connectivity and accessibility of the neighbourhood in relation to the adjoining roading network. Reticulated networks will be constructed within the road reserve to provide servicing to each residential allotment, to the standards outlined in the approved engineering design, prior to vesting to Council. The sites are situated in an existing area of residential development near the township and local services. Overall, the subdivision design is consistent with that anticipated by the plan and accordingly the adverse effects are no more than minor.

Residential Character and Amenity

The proposed residential allotments will exceed the site area requirements for subdivision in the Residential 1 Zone anticipated by the plan, being a minimum net area of 450m² for a front site, and 550m² for a rear site. Accordingly, the density of the development is anticipated by the plan. The sites are of a sufficient shape and orientation to provide for future residential design which meet the requirements of the Plan with the desired outdoor living areas, recession planes, vehicle parking and turning areas. Overall, the adverse effects in terms of residential character and amenity are considered to be no more than minor.

Physical Services

The applicant seeks to provide a reticulated water, wastewater, and stormwater network within the road reserve of Lot 24 which will vest to Council. The location and depth of the services have been demonstrated on the servicing plan provided which has been reviewed by Council's Infrastructure Team and make up the basis for the following assessment.

In terms of potable water supply, a DN100 water main will be installed within the new road reserve of Lot 24 to vest to Council. The main will be connected to Whitcombe Street at both ends to form a loop to enhance the water pressure available. This main will service the majority of allotments, with Lots 14 and 15 connecting individually to the Whitcombe Street water main.

A fire hydrant exists within Whitcombe Street and a further hydrant(s) will be required to provide fire-fighting services to future dwellings. The location of the fire hydrant(s) is not demonstrated on the scheme or servicing plans, but the location will be shown at engineering design acceptance stage to be a minimum of 135m from all building platforms as required by the Fire Fighting Code of Practice and the Timaru District Council Infrastructure Design Standard.

Due to the existing ground contour, the proposed residential allotments will be connected to Council's existing sewer infrastructure through a proposed pressurized rising main within Lot 24. The pressurized sewer main will be connected to the existing sewer manhole at the intersection of Alexandra and Whitcombe Street, and the low-pressure system is seen to be a satisfactory outcome and has been accepted with the final design of this system shown at the engineering design stage. A sewer boundary kit is to be provided by the developer within each individual allotment, with macerating pump chambers to be provided by future property owners in accordance with the Timaru District Council Infrastructure Design Standard. A consent notice is to be imposed to ensure the management of these systems on an ongoing basis and this condition has been accepted by the applicant and forms part of the proposal.

In terms of stormwater management, the overland flow path heading from west to east towards Whitcombe Street will be contained within Lots 22, 23 and 24. Lot 24 being the road to vest has been designed to contain the overland flow path and direct water from the open space areas Lot 23 towards Lot 22 which will vest to Council, and contain the stormwater management system (being an underground rock-filled soakage pit with a 360m² base area). Residential stormwater runoff from hardstand areas will be connected to the reticulated stormwater main within the road reserve below the roadside swale and be carried underground and discharged to the stormwater management area within Lot 22. The stormwater runoff from the proposed road and walkway surface will utilise the roadside swales and either be channelled towards Lot 22 or otherwise utilise an independent soak pit where this flow is not practical. Given the size and design of the development, a single soakage area which is ultimately managed and maintained by Council is seen as a suitable outcome for the management of stormwater from the development.

Council's stormwater engineer Mr. Nico Gonzalez Villota has reviewed the indicative design report including infiltration tests and considers that based on the groundwater level investigation and on-site infiltration tests, the proposed open spaces (Lots 22 and 23) offer adequate surface area and storage availability within the proposed infiltration devices to mitigate the potential flooding risk on the development and neighbouring properties. Given the site characteristics and stormwater mitigation volunteered by the applicant it is considered that the indicative design has sufficient capacity to manage the 1-10 ARI and 1-hour duration without impacting the surrounding areas and the indicative design has been accepted by Council's Stormwater Team Leader, Mr. Kevin Kemp. The final design of the stormwater management system, including detailed cross sections, will be confirmed at the engineering stage.

Given the proposed infrastructure design to service the development which will either meet the Infrastructure Design Standards or otherwise be accepted by Council at the engineering design stage prior to vesting these assets to Council, the adverse effects in regard to physical services is seen to be no more than minor. Once the reticulated sewer and water network have been provided to service the development Consent Notice 12807920.3. Condition 4 is no longer applicable and can be cancelled.

Vehicle Access

The new subdivision is to be connected with Whitcombe Street and Alexandra Street via Lot 24 which is to vest to Council as legal road upon completion of the subdivision. Lot 24 will intersect with Whitcombe Street to the east which has a carriageway width of 9m and a speed environment of 50km/h, and Alexandra Street to the south, a narrow 4m wide street with no exit.

To understand how the proposed roading design compares to the standard design within the Timaru District Plan and the Land Development and Subdivision Infrastructure Standard (NZS4404:2010) and identify any safety concerns, a Safe System Audit report was commissioned by Council and undertaken by WSP. The report was referred back to the designer (applicant) for comment, followed up by recommendations by WSP (Safety Engineer), and confirmed as appropriate by the Client (Council's Land Transport Unit) who will ultimately take on this asset. In general, the report identified no major issues with the proposed design and identified the following improvements to improve road safety outcomes:

Lighting was not shown on the plans which could cause run-off-road or intersection accidents during the dark hours. Plans demonstrated at the engineering design stage are to provide lighting at both intersections and at the 90-degree bend, ensuring that lamp column placement does not block visibility for motorists or hazardous position.

A footpath connection is to be provided from the 2m footpath within the subdivision and along Alexandra Street to the existing footpath network on Whitcombe such that as a result pedestrians will not have to walk on the road or side verge to cross onto the east side of Whitcombe Street. The scheme plan has been updated to show a footpath on the western side of Whitcombe Street to provide a connection to the existing pedestrian network.

Initially, the new road width of 5m had no side verge and cars being parked on the eastern side of the road would provide little room for two-way vehicle movements. For larger vehicles this may lead to run-off-road or head on accidents. The pinch point in the 90-degree bend has been addressed by removing parking and providing a 6m wide carriageway and this design has been accepted by the safety engineer and demonstrated on the updated plans.

Visibility of and around the 90-degree bend has been addressed by increasing the road lane width (3m each side) and removing any parking within this area. While not specifically addressed as a solution in the report, it has been recommended that forward visibility around the bend is increased by restricting vegetation or fencing over 0.9m high on Lot 11. A consent notice condition has been accepted by the applicant to form part of the proposal to ensure a sufficient sight distance is provided around this bend.

Alexandra Street has a 4m sealed road width of unknown pavement standard and trees limiting sight lines. With the increase in traffic significantly increasing per day on this road this could increase head-on, run-off-road and intersection related accidents. It was recommended that Alexandra Road is upgraded to a minimum width of 3m, undertake a paving assessment, removal or trimming of vegetation within the vicinity, and the installation of a footpath. The applicant confirms their intention to upgrade Alexandra Road to 3m wide each lane and construct a footpath on the northern berm. This has been demonstrated on the new plan provided with the final design to be considered further at the engineering design stage.

Lots 18, 19 and 9 will require vehicle crossings near the new road intersections with Whitcombe and Alexandra Street. Accessways closer than 10m to an intersection could create a conflict, especially with reversing vehicles. Therefore, all vehicle crossings are to be no closer than 10m to the intersection of the new road with the adjoining roading network.

On-Street parking bay design should not appear as part of the trafficable lane as this may lead to increased speeds, which could lead to serious injury. Furthermore, there was no proposal as to how parking would be limited from the swale side opposite the parking areas where vehicles parked on both sides could block emergency vehicles. As a result, line marking will be shown on the engineering design plans to indicate the parking lane/lots to differentiate from the trafficable carriageway and to provide yellow lines along the swale side to identify parking restrictions.

Overall, the Safe Systems Audit identified that the Infrastructure Standard Design NZS 4404:2010 – E11 had the best safety system rating as it balanced the necessary road width for the number of dwellings to influence the speed environment. However, there were no major issues identified by the proposed design of the new subdivision, and where improvements were addressed in the report, the applicant has volunteered to follow these recommendations. The Safe System Audit will be utilised to inform the Engineer Design Plans and Design Report required as a condition of consent. Accordingly, it is considered that the adverse effects of the traffic generation and vehicle safety from the new road will be no more than minor.

In terms of vehicle safety onto the new road, the location of each new crossing and Right of Way have been shown on the servicing plan and will be designed in accordance with the standard drop crossing design. There is enough frontage to provide Lots 14 and 15 with direct access to Whitcombe Street while providing ample space from the power poles located within the road reserve. No new crossing will be closer than 10m from the intersection with Alexandra and Whitcombe Streets as outlined in the Safe System Audit which will inform the engineering design.

The Safe System Audit has been reviewed and approved by Council's Land Transport Manager and accordingly, the adverse effects in regard to vehicle access will be no more than minor and can be managed by way of conditions in accordance with the Timaru District Plan or as outlined in the Safe System Audit.

Impacts on Streetscape

The applicant seeks dispensation of the 5-metre road boundary setback in relation to future development within the sites. Considering the permitted baseline, where a garage containing one parking space can be constructed within the road boundary setback, a building set within this road frontage can be expected. Additionally, as all road fronting allotments will be able to achieve the same reduced setback, this will be a character established within the development and not inconsistent with the Proposed District Plan which provides for a 2m road boundary setback.

Planting of trees and vegetation along Council Road reserve and along street frontages promotes urban amenity and this is considered within the Objectives and Policies of the Operative District Plan, Part B 11(a) Amenity. The applicant agrees to the provision of eleven street trees on the new road, and this is to be confirmed as part of the engineering design condition. Council's Parks and Reserves manager has reviewed the placement and considers that their location is appropriate but has requested that they are of same species, being that which are hardy and quick to establish and are suitable for ornamental use in an urban setting. Species should be able to reach a height of 4m at maturity such that the height and widths will not impede traffic or pedestrian movement such as service vehicles and rubbish collection. This feedback has been accepted by the applicant and the recommended conditions have been accepted which ensure that the trees align with the recommendations of Council's Parks Manager, and as such the appropriate vegetation and location will enhance the residential amenity of the proposed subdivision and subsequent development along the street frontages.

Natural Hazards

The site is within the Temuka Flood Management Plan Area of the Operative District Plan and the Flood Assessment Area of the Proposed District Plan which extends throughout the surrounding area of Temuka. A Flood Hazard Assessment prepared by Environment Canterbury Regional Council (reference 23202, dated 28 November 2023) was provided as part of the further information request which identifies that a significant swale (historic flow path) runs through the centre of the property and has been identified an overland flow path. Temuka flood investigations carried out by Environment Canterbury indicates that the property is expected to be flooded from upstream breakouts from the Waihi River in the 200-year Average Recurrence Interval (ARI) events, as well as the 500-year ARI flood breakouts from the Orari River. The Timaru District Plan requires that the minimum floor height for new dwellings is to be at the expected 200-year ARI flood level.

The Flood Hazard Assessment (FHA) provides that during the 200-year event flooding will occur across most of the proposed lots. Where lots are clear of the swale, flooding is expected to be shallow, while those allotments located within or on the margins of the swale will be affected by significantly deeper flooding. During the 500-year event proposed Lots 9-12 were considered likely to meet Environment Canterbury definition of a high hazard area, however the site is not within a high hazard area based on Councils Stormwater Discharge Assessment. Based upon the information available to Environment Canterbury, the anticipated floor heights were provided based upon the subdivision concept plan for a 22 residential lot subdivision, acknowledging that this is based on pre-development ground levels. The report provides the following comment:

“Should the subdivision proceed, Environment Canterbury can assist with providing more specific floor height recommendations once building platforms are identified and when the final subdivision layout is confirmed. Though I note that as described above, a number of the lots will require significant elevation of the floor level to meet the TDC standard, and some will fall within the definition of high hazard.”

As a result of the FHA, the application and scheme plan have been amended to provide for a 21 residential lot subdivision, with Lots 22 and 23 to vest as either open space or stormwater reserve areas, and Lot 24 being the new road to vest. Lot 24, which will be lower than the surrounding sites, will be formed to act as a modified overland flow path, which will be directed away from the residential lots and be intercepted at the stormwater retention area within Lots 22. It is noted that at the current time (22 April 2024) Council’s Parks Manager considers that given the proximity of the development to Buzan Park there is no real value in these open spaces being set aside as bespoke Council park land and so a reduction in the financial contribution for these spaces is unwarranted. Lot 22 has been chosen as it is located within the lowest part of the site, is adjacent to the lowest road crest level in Whitcombe Street and is predicted to have the greatest impact during flooding events. A secondary flow path will be provided to direct overland flow from Lot 22 towards Whitcombe Street and join the existing flow path. The detailed design, including ground levels will be provided to Council for approval as part of the engineering acceptance process.

As a result of the alteration to the existing overland flow path, and modifications to the ground level as part of the development, the initial flooding depths provided in the Flood Hazard Assessment and the floor heights identified are no longer applicable. Therefore, a condition will be imposed requiring a new flood hazard assessment to be provided prior to the application for S223/224 which considers the finalised ground levels determined as part of the engineering design, to provide for floor heights which meet the requirements of the plan, avoids the displacement of flood and stormwater, and prevents the increase flooding on nearby properties. Overall, it is considered that the proposed flood hazard and stormwater management facilities can provide an effective and practical solution to mitigate the impact on the surrounding neighbouring properties and the future residents of the allotments. The detailed design of these systems will be subject to review and approval through the engineering design approvals process.

Ultimately, any future residential development will be subject to the recommendations of the Flood Hazard Assessment with any ongoing conditions included as consent notices on the Record of Title for each allotment. Consent Notice 12807920.3. Condition 6 can be cancelled as a replacement consent notice will be included on the new Records of Title. Therefore, it is considered that the adverse effects in terms of natural hazards will be no more than minor.

Cultural Effects

The site is within the Wahi Tupuna overlay and requires consent as the proposed earthworks exceed 750m². The earthworks includes those necessary for the installation of infrastructure and utilities, which includes the road formation, walkway, swale, and undergrounding of the reticulated network underneath the reserve. This will result in earthworks no less than 2558m² being the size of Lot 24. Earthworks for the installation of the stormwater system within Lot 23 is likely to exceed that required to construct the soak pit which has a base area of 360m². Additionally, minor site works to fill in the existing overland flow path to the south of the road has been proposed. Overall, the exact area to be disturbed is unknown at this point but is considered likely to be no less than 3000m².

Te Rūnanga o Arowhenua (Arowhenua) and Aoraki Environmental Consultancy Limited (AECL) have reviewed the application and confirmed that there was sufficient information to assess and understand the extent of the proposal. No concerns were raised, and they concluded that they were satisfied with the inclusion of an accidental discovery protocol. The applicant has volunteered to complete the Accidental Discovery Protocol commitment form as a condition of consent. Accordingly, the adverse effects on cultural values are considered to be less than minor.

Significant Trees

The application site contains a number of notable trees located along the western boundary adjacent to the main railway line. In total there are 105 trees comprising English Oak – *Quercus robur* (67), English Ash – *Fraxinus excelsior* (17), Sycamore – *Acer pseudoplatanus* (18) and European Larch - *Larix decidua* (2) arranged in woodland group settings as opposed to a row as shown on the scheme plan. They are in six general compartments running from north to south. These compartments contain the following numbers of trees: 1 (6), 2 (5), 3 (9), 4 (40), 5 (29) and 6 (15).

Council's Parks and Reserves advisor Gary Foster visited the site during the processing of the initial subdivision 101.2023.13.1 and comments that *"Overall, the trees are in good health with healthy canopies and little in the way of dieback or deadwood in the crowns. All are generally older trees and there is little if any regeneration beneath as there is a dense grass cover beneath the trees which is grazed by sheep who would remove any young seedlings trying to establish. The trees are readily seen from many perspectives and contribute significantly to the visual landscape values of the area."*

From the information submitted on the preliminary plan, it appears that the proposed building locations shown by the marked circles are clear of the trees. However, the plan does not fully convey the group settings which are apparent on the ground, or the proximity of their canopy. Mr. Foster revisited the site to consider whether future construction within Lots 1, 6, 7 and 21 is likely to affect these trees. The trunks of the eastern most trees within the group are located within 15m to 20m from the western boundary, with the canopy line extending approximately 25m from this boundary. This could have implications for construction within these lots as there will likely be a desire to trim those within the building area to assist with construction or mitigate perceived or actual safety concerns. Any such trimming would not be a permitted activity under the current and proposed district plan criteria, and where necessary, would need to be approved and undertaken by a qualified arborist. Tree roots extend to the canopy line (drip line) the ground levels present within the tree drip line are there to accommodate surface drainage and assist with healthy root functioning. Therefore, Mr. Foster recommends that ground disturbance or fill within this zone should be avoided which has been accepted by the applicant as a condition of consent and will be included as a consent notice for Lots 1, 6, 7 and 21 to ensure the individual lot owner are aware of these requirements. This will also be included as part of the conditions of consent, to be reviewed at the engineering design stage to ensure that any proposed earthworks within the site avoid those areas discussed above. The Operative District Plan has no permitted activity rules for significant trees set. General Rule 6.13.2 outlines that out that the trimming, pruning, removal, or any paving, excavation, and construction within 10m from the base of any significant trees requires resource consent, and accordingly, it is considered that any other works not outlined in these rules are anticipated the plan. The applicant has confirmed compliance with these rules and as such consent is not required and any adverse effect to the protected trees is anticipated by the plan and no more than minor.

On the basis of the above assessment, it is assessed that the proposed activity will not or is not likely to have adverse effects on the environment that are more than minor. Therefore, public notification is not required under Step 3.

Step 4 – Public Notification in Special Circumstances

There are no special circumstances in relation to this application.

Notification consideration under Section 95B of the Resource Management Act

Section 95B – Limited Notification

Section 95B(1) requires a decision on whether there are any affected persons (under s95E). The following steps set out in this section, in the order given, are used to determine whether to give limited notification of an application for a resource consent, if the application is not publicly notified under section 95A.

Step 1: certain affected groups and affected persons must be notified

Determination under s95B(2)

The proposal does not affect protected customary rights groups, and does not affect a customary marine title group; therefore limited notification is not required.

Determination under s95B(3)

Limited notification is not required under Step 1 as the proposal is not on or adjacent to, or may affect land subject to a statutory acknowledgement under Schedule 11, and the person to whom the statutory acknowledgement is made is/ is not determined an affected person under section 95E (s95B(3)).

Step 2: if not required by Step 1, limited notification precluded in certain circumstances

Limited notification is not precluded under Step 2 as the proposal is not subject to a rule in the District Plan or is not subject to a NES that precludes notification (s95B(6)(a)).

Limited notification is not precluded under Step 2 as the proposal is not a controlled activity land use (s95B(6)(b)).

Step 3: if not precluded by Step 2, certain other affected persons must be notified

If limited notification is not precluded by Step 2, a consent authority must determine, in accordance with section 95E, whether the following are affected persons:

Boundary activity

The proposal is not a boundary activity where the owner of an infringed boundary has not provided their approval.

Any other activity

The proposal is not a boundary activity and therefore the proposed activity falls into the ‘any other activity’ category (s95B(8)), and the adverse effects of the proposed activity are to be assessed in accordance with section 95E.

Section 95E – Considerations in assessing adverse effects on Persons

- (1) For the purpose of giving limited notification of an application for a resource consent for an activity to a person under section 95B(4) and (9) (as applicable), a person is an affected person if the consent authority decides that the activity's adverse effects on the person are minor or more than minor (but are not less than minor).

- (2) The consent authority, in assessing an activity's adverse effects on a person for the purpose of this section,—
- (a) may disregard an adverse effect of the activity on the person if a rule or a national environmental standard permits an activity with that effect; and
 - (b) must, if the activity is a controlled activity or a restricted discretionary activity, disregard an adverse effect of the activity on the person if the effect does not relate to a matter for which a rule or a national environmental standard reserves control or restricts discretion; and
 - (c) must have regard to every relevant statutory acknowledgement made in accordance with an Act specified in Schedule 11.
- (3) A person is not an affected person in relation to an application for a resource consent for an activity if—
- (a) the person has given, and not withdrawn, approval for the proposed activity in a written notice received by the consent authority before the authority has decided whether there are any affected persons; or
 - (b) the consent authority is satisfied that it is unreasonable in the circumstances for the applicant to seek the person's written approval.
- (4) Subsection (3) prevails over subsection (1).

Persons who have provided written approval (s95E(3))

KiwiRail has provided verbal approval for the application.

Assessment: Effects on Persons

Taking into account the exclusions in sections 95E(2) and (3), the following outlines an assessment as to whether the activity will have or is likely to have adverse effects on persons that are minor or more than minor:



Figure 2: Subject site is outlined in a yellow line; properties of persons considered in this assessment are identified with either a yellow, orange, or blue diamond.

Those properties identified above are likely to notice an increase in residential activity, noise, and traffic effects. However, being within a residential zone, this activity is not out of character for the zone, or for the surrounding environment. In terms of amenity, the size of the allotments is consistent with the surrounding character of the zone, especially those across Whitcombe Street. While increasing the amount of residential activity in this area, the design of the subdivision provides for a low-density development with high amenity due to the efficient use of the site. Future development within each allotment will accommodate new residential units which comply with the Residential 1 Performance Standards and as such the effects related to the increased residential activity are anticipated by the plan.

The development is adjacent to, and will be smaller than, both properties at 75 and 53 Whitcombe Street (orange diamonds). The application seeks a reduction of the road boundary setback from 5m to 2m, which is consistent with the road setback outlined in the Proposed Timaru District Plan, and unlikely to adversely affect these properties in comparison to the built form which forms part of the permitted baseline. The alternative roading design proposed has been assessed by the Safe System Audit and will result in the upgrade of both Whitcombe and Alexandra Streets which will assist to mitigate adverse effects of additional pedestrian and vehicular traffic. Therefore, the proposal is unlikely to generate any additional effects on the adjoining properties beyond those anticipated by the Plan.

In terms of reverse sensitivity effects from the operation within the railway line (blue diamond), KiwiRail, those buildings along the common boundary and within the development are likely to perceive the movement, noise, and vibrations generated from this activity. As the site is zoned for residential development, the occupation of these sites is anticipated; however, there is a need to safeguard against future complaints relating to the operation of this service.

The railway is an established activity and strategic regional infrastructure which makes up the consented and existing environment at this site. KiwiRail has advised that their most recent studies have found that properties within 100m of a rail line may experience adverse effects of both noise and vibration. The PDP specifies properties within 40m of a rail corridor implement design measures to reduce noise effects. However, noting the more recent advice, the applicant has agreed to a condition of consent being applied requiring all properties to adopt noise mitigation building design measures.

While KiwiRail do not ask for design controls to minimise vibration effects, they do request that a no complaints consent notice is applied. This is to ensure that the rail activity can operate and not be subject to complaints should activities on the line change, e.g. more trains or running at different hours of the day. The applicant has also agreed to impose a 'no complaints' consent notice to deter future occupants seeking Council take enforcement action against the railway's operation.

With these measures in place, KiwiRail have provided their written approval for the proposal, and it is considered adverse effects on any persons will be less than minor.

For the reasons outlined in the s95A assessment above, it is considered that any adverse effects of the proposed activity will have less than minor effects on persons, including the residential amenity of owners / occupiers of neighbouring properties. The proposal is considered to be compatible with the pattern of development in the vicinity of the subject site.

Decision: Effects on Persons (s95E(1))

In terms of section 95E of the RMA, and on the basis of the above assessment, no person is considered to be adversely affected. Therefore, limited notification is not required under Step 3.

Step 4 – Further Notification in Special Circumstances (s95B(10))

Special circumstances do not apply that require limited notification.

Notification Recommendation

Having followed the steps prescribed by sections 95A-95G of the Act it is recommended that the application be processed on a non-notified basis because:

- The proposed activity will have or is likely to have adverse effects on the environment that are no more than minor.
- There is no rule, or National Environmental Standard that requires public or limited notification of the application.
- The applicant did not request public notification of the application.
- There are no special circumstances that exist in relation to the application.
- The activity will NOT have adverse effects that are minor or more than minor on any person(s) or order holders(s).
- No further information was requested, or report commissioned in relation to the application to which the applicant refused to provide or did not provide within the given deadline.

Section 104 Requirements

This section of the report details the provision of the RMA that are relevant to the consideration and determination of the application. The remainder of this report has been set out to address these provisions.

Consideration of Applications

When considering a resource consent application and any submissions, section 104 of the RMA provides that the consent authority, must, subject to Part 2, have regard to the following:

- any actual and potential effects on the environment of allowing the activity;
- any relevant provisions of:
 - a national environmental standard:
 - other regulations:
 - a national policy statement:
 - a New Zealand coastal policy statement:
 - a regional policy statement or proposed regional policy statement:
 - a plan or proposed plan;
- any positive effects;
- any other matter it considers relevant and reasonably necessary to determine the application.

When forming an opinion for the purposes of actual and potential effects on the environment of allowing the activity, subsection 104(2) RMA states that a consent authority may disregard an adverse effect of the activity on the environment if a national environmental standard or the plan permits an activity with that effect.

Subsection 104(3) RMA states that a consent authority must not when considering an application have regard to trade competition or the effects of trade competition, or any effect on a person who has given written approval to the application.

Subsection 104(3) RMA also provides that a consent authority must not grant a resource consent:

- To do something that will, or is likely to, have a significant adverse effect on a recognised customary activity, unless written approval is given to conduct the activity from the holder of the customer rights order.
- If the application should have been notified and was not.

Subsection 104(6) RMA states that a consent authority may decline an application for a resource consent on the grounds that it has inadequate information to determine the application.

Determination of Application

Section 104B

After considering an application for a resource consent for a discretionary activity or non-complying activity, a consent authority—

- (a) may grant or refuse the application; and*
- (b) if it grants the application, may impose conditions under section 108.*

Assessment for the purpose of making a decision on the application

Adequacy of information

It is considered that the information provided by the application is adequate to determine the application in terms of section 104(6) of the RMA.

Section 106 Matters

A consent authority may refuse to grant a subdivision consent or may grant a subdivision consent subject to conditions if it considers that there is a significant risk from natural hazards or materials that would damage the land by the consent sought or if sufficient provisions have not been made for legal and physical access to each allotment created by the subdivision.

- The proposed subdivision has sufficient legal access for the intended use of the lots. Lot 1-13, and 16-21 will utilise new crossings onto Lot 24 which will be formed in accordance with approved engineering designs based upon the Safe System Audit. Lots 14 and 15 will be provided with new crossings onto Whitcombe Street which are formed to meet the requirements of the plan. While the National Policy Statement for Urban Development removes the car parking requirements for dwellings within Tier 1-3 cities, sufficient space has been provided on each site to provide for onsite parking. Therefore, it is considered that sufficient provision for access to each allotment has been provided.

- Prior to an application for Section 224(c) Certification an updated Flood Hazard Assessment, which is based on the approved engineering design ground levels, will be required to be submitted to Council for consideration of the flood risk present to the site. This FHA will provide the basis for the consent notice included on each residential lot to advise of the finished floor level to achieve the District Plan requirement for houses to meet the 200-year ARI. Additionally, given the relocation of the overland flow path and size of future allotments, it is considered that the lots sizes and shapes provide flexibility in the location of future houses thereby limiting flooding risks. Overall, it is considered that future allotments are likely to be able to provide for residential buildings in a manner that will suitably mitigate any potential flood risk.
- The site is not at risk of any other known natural hazard.

Assessment Environmental Effects

Earlier in this report an assessment adverse effects on the environment was undertaken (for the purposes of making a notification decision), which concluded that the activity will have or is likely to have adverse effects that are no more than minor. That assessment was limited to actual or reasonably likely adverse effects (which will not be repeated here) and did not include potential effects (including cumulative effects and precedent effects).

Servicing

The sewer pipeline within Whitcombe Street is the Council's Inland Pressure Sewer Pipeline transporting wastewater from Geraldine to the Washdyke Oxidation ponds for the final round of treatment and does not accept raw domestic sewerage. Therefore, all domestic wastewater from the development will be connected to the new reticulated network within Lot 24 and transferred to the reticulated network within the intersection of Whitcombe and Alexandra Street. Therefore, the existing consent notice advising that the site is connected to a reticulated network at the time of construction of a dwelling can be removed as all allotments will be connected to this network.

The stormwater from the residential development will be managed via the new stormwater system within Lot 24 and Lot 22. The ongoing maintenance of the stormwater systems will transfer to Council upon vesting of this asset. Connection to the reticulated stormwater network for roof and hardstand areas will be addressed at the time of a Building Consent for any future buildings on each lot. If further infill development is to occur, the applicant will need to confirm capacity within this network or compliance with the Environment Canterbury's Land and Water Regional Plan with regards to stormwater disposal.

The consent notice requiring that any future residential unit on this allotment is provided with a connection to councils reticulated water network can be removed as these connections will be provided as part of the overall development and in accordance with an approved service consent.

Cultural Values

The site is within the PDP Wāhi Tūpuna overlay due to the sites' significance to Māori. The broader geographical areas/ cultural landscapes hold significant value to Kāi Tahu due to the concentration of wāhi tapu or taoka values, or the importance of the area to cultural traditions, history or identity. The subdivision application is supported by Arowhenua and AECL, and the Accidental Discovery Protocol will be provided prior to any site works. Accordingly, it is considered that the adverse effects in terms of cultural values are less than minor.

Access

The subject land fronts Whitcombe and Alexandra Street. While the roading design does not comply with Table 6.6.2(5) of the Timaru District Plan, the proposed design has undergone a Safety Audit and as a result has been sufficiently designed to safely accommodate the traffic generated by the development. A vehicle crossing will be formed to service each independent residential allotment prior to the issue of titles. As a result of this subdivision, it is considered that the site has sufficient legal and physical access for the proposed use. As such, it is considered that the adverse effects in terms of access and traffic safety are no more than minor.

Positive effects

The proposal utilises existing land in close proximity to a neighbourhood centre, public transportation routes and the town centre to provide for the housing needs of people within the area. The development will be provided with new reticulated stormwater, wastewater, and water networks which will vest to Council upon completion of the subdivision. The new roading created provides an efficient connection to the existing network and has been reviewed and enhanced by the Safe System Audit report. These are considered positive effects that offset any adverse environmental effects as a result of the proposal.

Effects Permitted by National Environmental Standards and Plans

Not Applicable to the application.

How do any relevant objectives, policies, rules or other provisions of the District Plan relate to the proposal?

<i>Timaru District Plan</i>		
Clause	Objective / Policy	Assessment
2.1.1.1 Objective	Recognise the importance of maintaining and enhancing the amenity values of residential area	Given the size of the proposed allotments there is plenty of space for residential units which will not detract from the amenity of the site nor surrounding residential area. There is ample space within each residential allotment to construct a residential unit which complies with the Performance Standards for the Zone. Providing for a low density development in close proximity to the town will enhance the residential amenity and character of the area. As such, the proposal is in accordance with this objective.
2.1.2.1 Policy	To protect and enhance the visual appeal, coherence, and quality of residential areas.	The development of 21 low density residential units with two open space areas will enhance the visual appeal and quality of the surrounding residential area. The development provides a buffer between the existing residential area and the adjoining industrial development. The proposal is

Timaru District Plan		
Clause	Objective / Policy	Assessment
		considered to be in accordance with this policy.
2.3.1.1 Objective	The retention of residential character and a high standard of amenity.	As above, the proposed subdivision will have a less than minor effect on residential amenity with sufficient area for future dwellings and private open space. As such, the proposal is in accordance with this objective.
2.4.2.1 Policy	To avoid or mitigate the adverse environmental effects of residential land use.	The proposed subdivision will allow for further residential development and will not inhibit residential land use. The proposal is in accordance with this policy.
2.5.1.1 Objective	Avoid the occurrence of new residential development in areas with a significant flood hazard potential and reduce the risk of damage for new development in existing residential areas.	While the site is within an identified flood risk area under the ODP, and an assessment of flooding risks has been undertaken as part of the application. The risk of overland flow has been mitigated by the proposed subdivision design which utilises the proposed roading area to divert floodwaters from the residential units. An updated Flood Hazard Assessment will be provided once the final ground levels are known and there is plenty of space within each allotment to provide for a housing location which avoids significant risk. The proposal is in accordance with this objective.
2.5.2.1 Policy	To provide for residential activities based on existing settlements while avoiding areas: • with a significant risk of flood hazard; • of versatile land (Class I and II land); or • where it is impractical to provide efficient servicing, particularly where additions to residential zones are provided	The subdivision will facilitate further residential development adjacent to existing residential units which is not on versatile land and all allotments can be fully serviced. As discussed above, the significant risk of flooding has been managed by the proposed subdivision design and finished floor levels following finished ground level assessment. As such, the proposal is in accordance with this policy.
Part B (9) Objective 1(a) & (b)	Avoid, remedy, or mitigate the adverse effects of development, including servicing infrastructure, on the environment.	All residential allotments will be connected to a new reticulated network undertaken at the cost of the developer. Following the subdivision the new road

Timaru District Plan		
Clause	Objective / Policy	Assessment
	(b) Ensure that an adequate level of infrastructure is provided to enable the efficient use and development of natural and physical resources by the recovery of the costs of providing that infrastructure directly from developers and, where appropriate, by apportioning costs between the developer and the community in accordance with the relative benefits of providing that infrastructure.	and the reticulated network within will be vested to Council who will provide ongoing management of these services. Those assets not vesting to Council will be the responsibility of the future landowners for practical reasons. The proposal is in accordance with this objective.
Part B (9), Policy 1	To ensure that the means of providing water to a site is established at the time of subdivision.	All residential allotments will be connected to a potable water supply located either within the new road or Whitcombe Street. The proposal is in accordance with this policy.

Table 2. Assessment of Proposed Timaru District Plan Objectives and Policies.

Proposed Timaru District Plan		
Clause	Objective / Policy	Assessment
GRZ-O1	<i>The purpose of the General Residential Zone</i> The General Residential Zone primarily provides for residential activities, a mix of housing types, along with other complimentary activities that support the wellbeing of residents.	The proposed subdivision will create twenty-one residential additional allotments in the General Residential Zone with two open space areas, close to a neighbourhood park and township and will facilitate future residential land use. The proposal is in accordance with this objective.
GRZ-O2	<i>Character and qualities of the General Residential Zone</i> The character and qualities of the General Residential Zone comprise: 1. A low to moderate building site coverage; and 2. A built form of single and two-storey attached or detached buildings; and 3. Ample space around buildings; and 4. Provision for on-site outdoor living areas; and 5. Sites that incorporate plantings; and	The proposed subdivision will create residential allotments which are of a sufficient size and shape as to accommodate low to moderate building site coverage with ample space around buildings, on-site outdoor living areas, space to incorporate plantings, and maintain a good level of sunlight access and privacy. The proposal is therefore consistent with this objective.

Proposed Timaru District Plan		
Clause	Objective / Policy	Assessment
	6. A good level of sunlight access; and 7. A good level of privacy between properties.	
GRZ-P1	<i>Residential activities</i> Enable residential activities and a wide range of residential unit types and sizes where: 1. They are compatible with the character and qualities of the General Residential Zone; and 2. Outdoor living areas: (a) are directly accessible from the residential unit and have access to sunlight; and (b) provide ample opportunity for outdoor living, tree and garden planting; and 3. Residential units and accessory buildings are located to: (a) Take advantage of sunlight; and (b) Ensure the shading and privacy of adjoining sites is not unreasonably compromised. 4. Ample open space is provided around buildings that maintains the character and qualities of the zone.	The proposed subdivision will enable residential development which is in accordance with District Plan requirements. The facilitation of future residential land within Lots 1-21 will provide for a range of residential unit types which are compatible with the character and qualities of the GRZ. Proposed Lots 1-21 are of sufficient size and shape as to accommodate the desired outdoor living areas, location of buildings, and space as described in this policy. The proposal is therefore in accordance with this policy.
SUB-O1	<i>General subdivision design</i> New subdivisions will: 1. Accord with the purpose, character, and qualities of the zone; and 2. Respond positively to the physical characteristics of the site and its context; and 3. Maintain and enhance amenity values and the quality of the environment; and 4. Be accessible, connected and integrated with surrounding neighbourhoods; and 5. Protect significant natural and cultural values; and 6. Respond appropriately to hazards, risks, and site constraints; and	The proposed subdivision will accord with the purpose, character, and qualities of the GRZ (as discussed above). Each proposed allotment is designed to accord with the overall Development Plan for the site and wider area and so will accord with the intended purposes and character of the zone. The subdivision will maintain the amenity values and quality of the GRZ. Access to Lots 1-13 and 16-21 will utilise the new roading connected to Whitcombe and Alexendra Street. While Lots 14 and 15 will access Whitcombe Street directly. The effects of the subdivision with respect to natural and cultural values, hazards, infrastructure, and the wider environment have been assessed to be less than minor. The

Proposed Timaru District Plan		
Clause	Objective / Policy	Assessment
	7. Have infrastructure and facilities appropriate for the intended use; and 8. Have minimal adverse effects on regional significant infrastructure or intensive primary production; and 9. Provide for the health, wellbeing, and safety of people; 10. Not intentionally prevent, hinder or limit the development of adjoining or adjacent land.	proposal will provide for the health, safety and wellbeing of current and future landowners by providing opportunities for residential activities. The proposal will not intentionally prevent, hinder, or limit the development of adjoining land. Overall, the proposal is consistent with this objective.
SUB-O2	<i>Infrastructure</i> Infrastructure required to serve subdivision is provided in an integrated, efficient and co-ordinated manner.	Subject to the recommended conditions of consent, infrastructure required to serve the subdivision will be provided in an integrated, efficient, and co-ordinated manner. The proposal is consistent with this objective.
SUB-O4	<i>Residential subdivision</i> Subdivision in residential zones will: 1. Respond positively to the site's areas and natural and physical features that provide amenity and contribute to local character and sense of place; and 2. Ensure safe, connected, and accessible neighbourhoods; and 3. Provide for consolidation of residential zones outside of the Gleniti Low Density Residential Specific Control Areas and PREC1 – Old North General Residential Precinct; and 4. Provide appropriate levels of accessible, well-designed open space.	The proposed subdivision has been designed to respond positively to the site and its natural and physical features. The proposal will maintain the safety, connectivity, and accessibility of the neighbourhood. The proposed subdivision will contribute to the consolidation of the GRZ. Each proposed allotment is of sufficient size and shape to accommodate appropriate levels of accessible, well-designed open space at the time of residential development. Overall, the proposal will be in accordance with this objective.
SUB-P1	<i>Subdivision</i> Require subdivision design to accord with the purpose, character, and qualities of the applicable zone.	The proposed subdivision will accord with the purpose, character, and qualities of the General Residential Zone, as discussed above. The proposal is consistent with this policy.
SUB-P4	<i>Quality of environment and amenity</i> Require subdivision to maintain and enhance amenity values and the	The proposed subdivision will maintain and enhance the amenity values of the GRZ. The proposed subdivision has been designed to respond positively to the

Proposed Timaru District Plan		
Clause	Objective / Policy	Assessment
	quality of the environment by ensuring subdivision design: 1. Responds positively to natural and physical features such as underlying landscape, topography and established trees and vegetation that provide amenity, contribute to local character and sense of place; and 2. Aligns streets to focus on significant views of landmarks; and 3. Provide street trees and landscaping; and 4. Avoids, remedies or mitigates adverse effects on the water quality, soil resources and important ecosystems.	site and its natural and physical features, and to accord with the relevant Development Plan for the area. The established and protected trees will not be disadvantaged by future development and street trees have been included on the new roading created. The adverse effects of the proposal on water quality, soil resources and important ecosystems will be less than minor. Overall, the proposal is consistent with this policy.
SUB-P6	Infrastructure Ensure subdivision is serviced sustainably with infrastructure by requiring: 1. Infrastructure to be installed at the time of subdivision, except for on-site infrastructure that cannot be constructed until the buildings are deigned; and 2. Certainty that infrastructure networks have sufficient capacity to accommodate the additional development, or requiring any necessary upgrades to be completed at the time of subdivision; and 3. Allotments to connect to the Council's reticulated systems where available; and 4. Incorporation of water sensitive design measures and on-site stormwater infrastructure; and 5. New infrastructure to comply with the Energy and Infrastructure chapter; and 6. Infrastructure to be provided efficiently and integrated with existing or planned infrastructure; and	The proposed subdivision will accord with the purpose, character, and qualities of the GRZ (as discussed above). Subdivision design includes the installation of a reticulated network within Lot 24 to which future residential development will be connected. The design of these services has been considered and further detail approved as part of the engineering design stage. Stormwater management will be included in Lot 22 to accommodate the additional impervious surfaces as a result of the development and this design is appropriate for the stormwater flooding from a potential 1-100 ARI flood events. The new roading design has been considered through a Safe System Audit and the design will be included as part of the engineering design approval. The road will vest to Council to provide for a transport network which is connected to the surrounding area and provide movement from, to, and within the development. The proposed roading and independent access crossings area will provide sufficient legal and physical access to each residential allotment. While indicative building platforms have

Proposed Timaru District Plan		
Clause	Objective / Policy	Assessment
	7. The consideration of multi-nodal transport links (including active transport links) and connected transport networks that allow ease of movement to, from and within the area; and 8. Sufficient legal and physical access to each allotment; and 9. Requiring allotments to have access to a water supply suitable for firefighting.	been identified, earthworks and land disturbance will be considered at the time of future development. A new fire hydrant is to be installed within proposed Lot 24 in accordance with the Fire Fighting Code of Practice and the Timaru District Council Infrastructure Design Standard. Overall, the proposed is consistent with this policy.
NH-O1	<i>Areas subject to natural hazards</i> Risk to human life and significant risk to property, from natural hazards is: 1. avoided in high hazard areas; and 2. avoided or mitigated elsewhere to an acceptable level.	The risk to human life and significant risk to property created by the proposed subdivision has been mitigated by the relocation of the overland flow path to avoid a high hazard risk to Lots 9-12. All residential development will be required to meet Council's finished floor levels in with the District Plan. The proposal is in accordance with this objective.
NH-P4	<i>Subdivision, use and development in Flood Assessment Areas</i> Enable subdivision, use and development (excluding Regionally Significant Infrastructure) in areas subject to inundation by a 0.5% AEP flood event provided that: 1. it is not likely to suffer significant damage in a flood event; and 2. it will not significantly affect the functioning of the flood plain; and 3. it will not generate the need for new or upgraded public natural hazard mitigation works to mitigate or avoid the natural hazard; and 4. a minimum floor level above the 0.5% AEP design flood level can be achieved; and 5. major hazard facilities will not be inundated; and 6. significant adverse effects on people and property are avoided; and 7. increased risk on other sites is avoided as a priority and where this	The site is subject to a Flood Assessment Area. The application was amended to mitigate the risk to properties through the minor relocation of the overland flow path to Lot 24 which retains the same direction and function existing on site without creating a negative impact on the surrounding developments. A review of the stormwater system and retention area provides that the open space areas offer adequate surface and storage availability for a 10% AEP of 1 hour duration to mitigate the potential flooding risk on the development and neighbourhood properties. The soak pit on Lot 22 will be able to manage ordinary and extreme rainfall events, with capacity to ensure the development does not create negative impacts on surrounding developments. A Flood Hazard Assessment will outline the requirements for future dwellings to meet the 0.5% AEP.

Proposed Timaru District Plan		
Clause	Objective / Policy	Assessment
	is not practicable, will be appropriately mitigated.	The proposal is consistent with this policy.

Weighting between Operative District Plan and Proposed District Plan

Overall, the proposal is generally consistent with the relevant objectives and policies in the ODP and PDP as discussed above. Weight has been given to the operative PDP provisions for cultural effects which are the only rules with immediate legal effect which relate to the subject site. However, overall, greater weight is applied to the ODP objectives and policies.

Conclusion

Based on the above assessment, it is concluded that the proposal is consistent and not contrary to Objectives and Policies of the relevant Plans.

Is the application consistent with Part II of the Act, and are there any other matters which are relevant and reasonably necessary to determine the application? [Section 104]

Part II sets out the purpose and principles of the Resource Management Act. The purpose of the Act is to promote the sustainable management of natural and physical resources. The various principals listed in Part II support this purpose. The proposal provides for the sustainable management of the land by creating a development in close proximity to an existing town centre which meets the needs of the community and provides servicing infrastructure to Council standards. By undertaking the development at one time, rather than by piecemeal, a cohesive design has been achieved and will provide for residential allotments in a growing town centre.

The proposal will have particular regard to protecting the efficient use and development of the main trunk line and will also maintain the anticipated amenity of the Zone and surrounding area and is therefore consistent with Section 7(B) and (C) of the Act.

In summary, it is considered that grant of consent is consistent with Part II of the Act.

Are there any matters that have arisen in the assessment of this application that would indicate the application should have been publicly notified [Section 104(3)(d)]

No

Reasons for Decision

With the above matters in mind and subject to conditions being imposed on the consent, it is considered the proposed development is acceptable in terms of the matters listed under section 104 and 104B of the Act. The specific reasons for granting consent are as follows:

1. The adverse effects on the environment are considered to be no more than minor.
2. A suite of conditions to ensure the subdivision is appropriately constructed and serviced have been imposed.
3. The set of agreed measures is consistent with the objectives and policies of the relevant Plans.
4. The proposal will promote the sustainable management of natural and physical resources.

Recommendation

- A. That the applications be processed on a **non-notified** basis in accordance with Sections 95A – 95G of the Resource Management Act 1991.
- B. That for the above reasons the application for land use and subdivision consent be **granted** pursuant to Sections 104, 104B, 108 and 220 of the Resource Management Act 1991, subject to conditions.
- C. Pursuant to Section 221(3)(a) of the RMA, consent is GRANTED to conditions 4 and 6 of Consent Notice 12807920.3 as they relate to wastewater and water supply, and a flood hazard assessment, as outlined in Section 95D of this decision.

The conditions are listed at front of the decision.

Reported and Recommended by:

Emily Lawrence – Consultant Planner

Date: 26 April 2024

9.14 Fitzgerald Road Stopping, between Looker Road and State Highway One**Author:** William Ching, Infrastructure Planner**Authoriser:** Susannah Ratahi, General Manager Land Transport**Recommendation**

That Council consents the road stopping of a defined section of Fitzgerald Road from Looker Road to State Highway 1 under Schedule 10 of the Local Government Act 1974 process.

Purpose of Report

- 1 The purpose of the report is to seek the Council support to use Schedule 10 of the Local Government Act 1974 instead of Public Works Act 1981.

Assessment of Significance

- 2 This matter is deemed as low significance under the Council's Significance and Engagement Policy as the impact of strategic assets, the number of people affected and the impact on wellbeing or financial impact by this proposal is low.
- 3 A road stopping pursuant to the provisions of the Local Government Act 1974 does have a period of public notification.

Background

- 4 In September 2022 the Infrastructure Committee consented to the road stopping under the Public Works Act however due to feedback from Walking Access New Zealand there is a requirement to use the Local Government Act to allow for public notification.
- 5 The Land Requirement Plan (Attachment 1) depicts the subject area, including the parcel of land, which is currently part of the Council Road reserve. The unsealed stretch of Fitzgerald Road has been maintained by the surrounding properties in recent years with the linkage to Orari-Rangitata Highway gated and advising the public of active agricultural activity using the unformed road. Essentially the legal road is a farm access track.
- 6 In recent years, Orari Estate Holding Limited constructed a centre pivot irrigation system, with its pivot mechanics located within the road berm at the boundary of Part Section 25 RES 1650 and Lot 3 DP 453445. Orari Estate Holding Limited and its associated subsidiaries, have requested consideration of the stopping of a section of Fitzgerald Road from Looker Road to State Highway 1 that is unsealed and not maintained by Council. They have also requested first option on the acquisition (purchase) of the road land if the road stopping is approved.
- 7 The unformed stretch of Fitzgerald Road, between Looker Road and Orari-Rangitata Highway (State Highway 1), and its intersection with State Highway 1 has been of some concern to Timaru District Council's Land Transport Unit and Waka Kotahi NZTA for potential safety reasons. There have been three serious crashes in this general area in the past five years.
- 8 The road safety concerns are detailed in item 7.4 of the Infrastructure Committee Meeting Agenda 6 September 2022 ,and regards potential access to vehicles turning to and from State

Highway as within 300 metres of the termination of a dual passing lane in a 100km/hr zone. This safety risk could be rectified through road stopping and closing of the intersection. The intention is that the intersection would be cleared with roadside berm and drainage established and the private property boundary fenced. Removing this safety risk would support the objective of the Government in reaching “Road to Zero” for New Zealand.

Discussion

- 9 In September 2022 the Infrastructure Committee consented to the road stopping under the Public Works Act however due to feedback from Walking Access New Zealand there is a requirement to use the Local Government Act to allow for public notification.
- 10 At the meeting on 24 August 2022, the Geraldine Community Board considered the proposed stopping of this section of Fitzgerald Road. The Board resolved “That the Geraldine Community Board recommend to Council that in accordance with the Public Works Act 1981 the road stopping process for a defined section of Fitzgerald Road from Looker Road to State Highway 1 be initiated with the possibility of the money being transferred to public access within the Geraldine Ward somewhere else.”
- 11 It is proposed that should the road stopping be approved the former road reserve land would be amalgamated with the adjacent land parcels, owned by Orari Estate Holding Limited and Waybrook Dairy Farm Limited.
- 12 To achieve the objective of amalgamating the land with the adjoining land titles, the road stopping process is a way of providing long term surety of use of the land by the adjacent property owners. The Local Government Act 1974, does not allow leasing of the road corridor land short or long term.
- 13 The stopping of the subject portion of road does not affect Council’s ability to provide present and future well-being to the district. It does provide an opportunity to gain revenue for an asset that is not utilised and deemed counterproductive to a safe and efficient transport network.
- 14 The road stopping would prevent future public access as it would cease to be a legal road. The function of the section of Fitzgerald Road to be stopped is predominately property access. It is also low importance from a road network perspective and alternative road access is available nearby.
- 15 The road does not provide any access to areas of potential recreation

Options and Preferred Option

- 16 **Option 1** - is to maintain status quo. Agreement with Waybrook Dairy Farm Limited will lapse and License to Occupy under the Local Government Act 1974 would be granted for the centre pivot irrigator located and crossing the current road reserve and continue to allow the private maintenance of the unformed portion of Fitzgerald Road. Under this option the public continue to have the right to access the unformed Road corridor that creates potential safety issues and the Licence to Occupy can be cancelled by Council at any time providing no long term surety.
- 17 **Option 2 – Preferred Option** - is stopping the road under the Schedule 10 of the Local Government Act 1974 process. The Local Government Act process involves public notification and submissions. It should be noted that all adjoining landowners have given consent and

there is minimal negative public impacts as the road is currently not practicably accessible nor used by public vehicles or used by walking, cycling or bridle transport modes.

Consultation

- 18 Consultation has occurred with Orari Estate Holding Limited, Waybrook Dairy Farm Limited and Waka Kotahi NZTA, as the directly affected adjoining landowners.
- 19 Public consultation under schedule 10 of the Local Government Act will need to take place.

Relevant Legislation, Council Policy and Plans

- 20 Local Government Act 1974

Financial and Funding Implications

- 21 The costs associated with the road stopping process are low and can be managed within existing approved budgets. These costs would be recovered should the road land be sold.
- 22 The land will be disposed of to the adjoining owner, at a market value assessed by independent valuation.

Other Considerations

- 23 The land is proposed to be amalgamated with the adjoining freehold titles of Orari Estate Holding Limited and Waybrook Dairy Farm Limited.
- 24 Any existing utility services within the proposed stopping area will need to be covered by suitable easements agreed upon by all parties

Attachments

- 1. **Attachment 1 - Road Stopping Looker Road and State Highway One - Geraldine Community Board** [!\[\]\(4695f05050b0d393767d0512587d4e50_img.jpg\)](#) 

APPENDIX 1 – Land Requirement Plan



9.15 CBD Group Parking Petition to Extend Free Parking on Stafford Street**Author:** Katie Ryan, Transport Strategy Advisor**Authoriser:** Susannah Ratahi, General Manager Land Transport**Recommendations****That Council:**

1. Receive and note the parking petition from the Timaru CBD Group
2. Resolves to implement a three-month trial extending the free parking on Stafford Street, from North Street to George Street, and from Church Street to Sefton Street East, by replacing the existing P30 time-restricted parking with P60 restrictions.
3. Direct officers report back to Council (or relevant subcommittee) after three-months on the change, including: infringements/revenue, complaints, parking retailers and public views.
4. Note that without a further decision reversing the extended free parking, the trial will automatically become permanent.

Purpose of Report

- 1 To receive and note the parking petition from the Timaru CBD Group and seek Council's direction on whether to:
 - 1.1 Give effect to the petition by adopting the recommendation outlined in this report to change parking on Stafford Street from P30 to P60 for three months (from North Street to George Street and from Church Street to Sefton Street East); or
 - 1.2 Maintain current parking restrictions

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 petition participants, there is likely to be community interest.
- 3 The change is a three-month trial and is easily reversible.
- 4 Public engagement on the proposal is broadly in favour of the change, but not unanimous. Three retailers between Church Street and Sefton Street East preferred the P30 timeframe, as this supported customer turnover. One national retailer spoken to by Officers considered the P30 was "adequate"

Background

- 5 In November 2018, a report was presented to Council regarding a petition from the CBD Group requesting that all 30-minute parking (P30) along Stafford Street be extended to 60 minutes (P60) for a six-month trial period.
- 6 The motion was carried on 18 December 2018, for approval of the trial to take place on Stafford Street from George Street to Strathallan Street only.
- 7 Following the trial, the change was made permanent and has remained in place for this section of Stafford Street since then.
- 8 The CBD Group has now submitted a further petition requesting that all remaining 30-minute parking on Stafford Street (from North Street to George Street and from Church Street to Sefton Street East) be converted to 60-minute parking.
- 9 Under Chapter 13 (Parking) of the Timaru District Bylaws, Council may, by “ordinary resolution” under 1303.1(b), “direct the times, manner and conditions for parking of vehicles in any such parking places.”

Discussion

- 10 On 15 October 2025 Council received a petition from the Timaru CBD Group, representing businesses within the Timaru CBD Business Improvement District (BID), proposing that one-hour parking be extended throughout all of Stafford Street, replacing all existing 30-minute car parks with an initial three-month trial period, and to determine an appropriate response to the petition.
- 11 The CBD Group circulated the petition among local businesses (excluding national chain stores) located across the two blocks of Stafford Street currently limited to 30-minute parking, to gauge support for extending the time limit. The petition sought feedback from both businesses within the BID area and their customers.
- 12 The petition, conducted over two weeks, received the following responses from customers and businesses.
 - Between North Street and George Street: 312 signatures received
 - Between Church Street and Sefton Street East: 518 signatures received
- 13 Within the second block, three businesses expressed a preference for the existing time limits, noting their reliance on high customer turnover. However, all other businesses in the area supported extending parking, stating that it reduced customer stress and enabled their sales teams to offer a more complete and considered service.
- 14 The petition highlighted several positive outcomes anticipated from extended parking, including encouraging visitors to stay longer in the CBD, supporting local businesses, and increasing the likelihood that customers visit multiple shops during their visit.
- 15 The petition proposed a three-month trial of one-hour parking to allow for evaluation and measurement of the impacts.
- 16 The CBD Group requested that Timaru District Council act with urgency to implement this three-month trial of one-hour parking across Stafford Street, using low-cost methods such as stickers on existing signs to support the ongoing success and sustainability of local businesses.

- 17 Officers understand there is strong local support for the change, and are entirely understanding of desire, but do note the following cautions:
- 17.1 The longer time limit will almost certainly mean fewer parking turnovers, which can make it harder for finding parking, and therefore reduce foot traffic.
- 17.2 Anecdotally, many main streets impose paid parking, and this aligns with the principle of “users pays”.
- 17.3 The longer unpaid time limit will decrease paid parking contributions, and infringement revenue. Council records show that:
- In September 2025, 129 over-time infringements were issued on Stafford Street alone, generating around \$2,500.
 - In October 2025, 184 over-time infringements on Stafford Street generated around \$3,700.
 - Making the change, and extending free parking, could remove up to \$30,000 from the parking budget.
- 18 Despite these cautions, Officers are comfortable recommending the change. Simply attaching stickers to update the signage is an appropriate and cost-effective method for the trial. Whether the signs are replaced will depend on the trial, and the effectiveness of the stickers.

Options and Preferred Option

- 19 **Option One (This is the preferred option.):** That Council agrees to a three-month trial extending free parking on Stafford Street (from North Street to George Street and from Church Street to Sefton Street East) by replacing the existing P30 time-restricted parking with P60 restrictions and then report back to Council (or Development and Growth Committee¹). This option incurs some cost to Council, as outlined in the Financial Implications section below.
- 20 **Option Two:** To decline the request to extend the time restrictions for free parking on Stafford Street. The parking restrictions will remain as they are.
- 21 Two further options are proposed if Council wishes to make a change but wishes to either impose additional or different restrictions; or to leave the entire decision to the General Manager, Land Transport – who is delegated to make traffic resolutions. A significant deviation with what has been engaged on before may likely require further engagement.
- 22 **Option Three:** That Council agrees to a three-month trial extending free parking on Stafford Street by replacing the existing P30 time-restricted parking with P60 restrictions, with additional conditions to be advised by Council. This option incurs some cost to Council, as outlined in the Financial Implications section below.
- 23 **Option Four:** That Council instructs the General Manager, Land Transport, to consider further specified matters, and then exercise delegated powers under the Delegations Manual relating to transport-related bylaws to make an appropriate traffic resolution.

¹ As envisaged at para 33 of the Agenda establishing the Council’s Terms of Reference on 4 November 2025.

Consultation

- 24 Earlier this year, the CBD Group circulated the petition to BID members and their customers to validate the feedback they were receiving regarding the desire to see more extended parking along Stafford Street.
- 25 It is noted that the petition was circulated only to BID members, which excluded national retailers operating on Stafford Street. To ensure thorough consultation, Council officers proactively contacted these national retailers and invited them to provide feedback on the proposal. Fifteen retail managers were contacted and given one week to respond. During this period, the following feedback was received:
- Three in support
 - One opposed
 - One neutral
 - Ten no response
- 26 This initiative aligns with the CityTown Master Plan. Consultation during the plan's development involved local businesses, community groups, and the public, confirming that convenient, time-restricted free parking on Stafford Street is essential for supporting local businesses and maintaining a vibrant CBD.

Relevant Legislation, Council Policy and Plans

- 27 Land Transport Act 1998
- 28 Local Government Act 2002
- 29 Timaru District Consolidated Bylaw, Chapter 13 Parking

Financial and Funding Implications

Operational Expenditure: \$\$2,100 + GST

Is the proposed expenditure: Budgeted ☒ or Unbudgeted ☐

Is a budget reallocation required? Yes ☐ No ☒

Other Considerations

- 30 A Timaru City Centre Parking Strategy is currently in the early stages of development. The purpose of this strategy is to provide an overview of the key trends, challenges, and opportunities associated with managing parking in the Timaru city centre. It will outline a framework for how future decisions on parking provision will be made and identify short-, medium-, and long-term priorities to improve parking management.
- 31 This new strategy is expected to be delivered by May 2026. The findings from this trial, if adopted, will provide valuable input to the strategy and inform recommendations.

Attachments

1. **CBD Group Parking Petition** [!\[\]\(adb0331d22f78481623cc605df40612a_img.jpg\)](#) 
2. **Map: Stafford Street Proposed Parking Changes** [!\[\]\(13ab9bea7a2b6465d20b6fafd4770e28_img.jpg\)](#) 

Timaru District Council
2 King George Place
Timaru



Wednesday 8 October 2025

Timaru CBD Group Submission Requesting Extended 1-Hour Parking Throughout Stafford Street

“A game changer”

That’s how Vanessa Keen, owner of the successful and long-standing Sopheze Café described the previous change that extended parking from 30 minutes to one hour within her block (between Church Street and George Street).

Overview

The CBD Group, representing the businesses with the Timaru CBD Business Improvement District (BID) proposes that one hour parking is extended throughout all of Stafford Street, replacing all 30-minute car parks with one-hour parking, initially as a three-month trial.

This trial would allow us to evaluate and measure the impact, while immediately responding to consistent feedback from local businesses and their customers.

To minimise the cost of this proposed change, we recommend that temporary stickers be placed on existing signs to indicate the updated time limits during the trial period.

There is strong belief among BID members that this change would better support both local businesses and their customers, especially in the current economic climate. Times are tough, and many businesses are still recovering from the ongoing pressures facing the retail and hospitality sectors. This proposed change gives us an opportunity to support them in a tangible, low-cost way.

Extending the parking time to one hour will encourage visitors to the CBD to stay longer, giving them confidence that they can complete all their shopping needs. This, in turn, supports local business and sales growth.

Importantly, this change will also help The Exchange area compete with other key shopping destinations, such as the Showgrounds, where longer parking times are already available. One-hour parking makes the CBD more competitive, attractive, and accessible for a broader range of customers.

Background

Earlier this year, the CBD Group collaborated with BID members to develop a unified brand identity for the CBD. Two key themes emerged from this process,

1. The need to encourage customers and visitors to spend the day in the CBD.
2. Recognition that limited parking is a significant barrier to achieving this goal.

In response, the CBD Group partnered with SPF Media to launch a [Parking Map](#) on The Exchange website, offering greater visibility of available parking spaces, including their locations and time limits. A dedicated [Spend the Day](#) section was also added to inspire visitors with ongoing itinerary and shopping ideas.

Since then, we have continued to receive strong feedback from BID members, indicating that they and a considerable number of their customers would like to see the 30-minute parking limits on Stafford Street extended to one hour.

Petition of Support

To validate this feedback, The CBD Group circulated a petition among businesses (excluding national chain stores) located across the two blocks of Stafford Street currently limited to 30-minute parking to gauge support for the proposal from both businesses within the BID and their customers.

Over a two-week period, we received the following responses,

- **Between North Street and George Street:** 312 signatures from customers and business owners in support of extended parking.
- **Between Sefton Street East and Church Street:** 518 signatures from customers and business owners in support of extended parking.

Within this second block, three businesses expressed a preference for the existing time limits, noting their reliance on high customer turnover. However, all other businesses in the area supported extended parking, stating that it reduced customer stress and enabled their sales teams to offer a more complete and considered service.

Overall, businesses agreed that allowing customers more time removes pressure from the shopping experience, giving people the space to browse, ask questions and consider their options without watching the clock. This change directly increases the

likelihood of higher-value transactions, as customers are more inclined to engage with staff, explore product ranges and make more informed, and often larger, purchasing decisions.

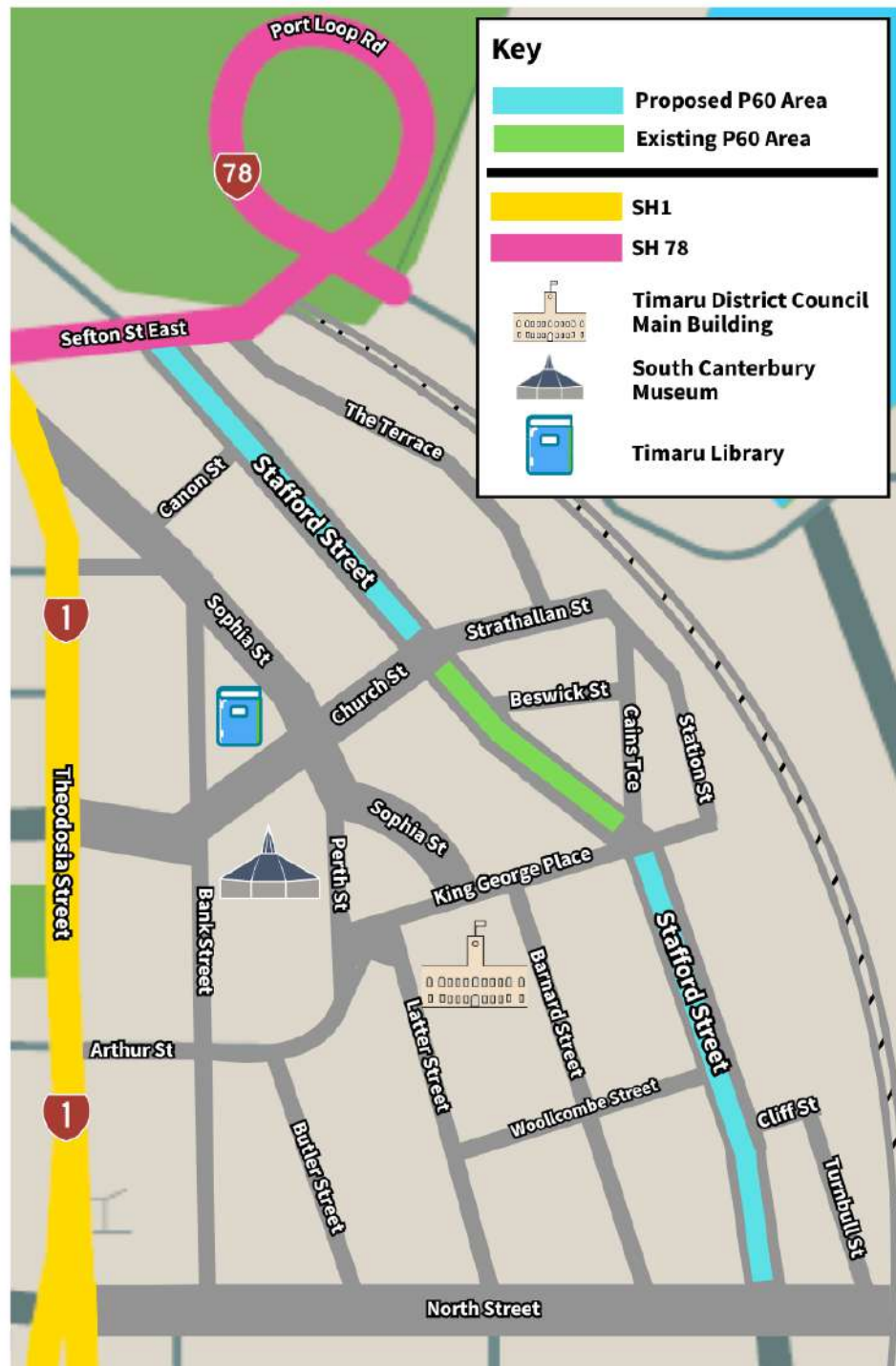
Extended parking also significantly enhances the overall customer experience. When people feel they aren't rushed, they are more likely to visit multiple businesses in one trip. This creates a flow-on benefit across the street, with success shared among retailers, service providers, and hospitality venues. A customer who pops in for a quick purchase may stay for coffee, browse a neighbouring store, or book an appointment, all of which contributes to the vibrancy and economic performance of the wider CBD.

Summary

In line with our strategic plan, the CBD Group's priorities remain focused on driving vibrancy and economic growth within the BID area. As such, we ask that the Timaru District Council acts with urgency to implement a three-month trial of one-hour parking throughout Stafford Street, supported by low-cost signage solutions (such as stickers on existing signs), to support the ongoing success and sustainability of our local businesses.

Glen Patterson

Chair, Timaru CBD Group and Timaru Business Improvement District.



9.16 South Rangitata Reserve Management Plan

Author: Andrew Dixon, General Manager Assets and Infrastructure

Authoriser: Stephen Doran, Acting Chief Executive

Recommendation

That Council:

1. Endorse the Consultation Plan for the Draft South Rangitata Reserve 5266 Management Plan,
2. Approve the Consultation Summary and the Draft South Rangitata Reserve 5266 Management Plan for public consultation; and
3. That the Group Manager Assets and Infrastructure in consultation with the Mayor be authorised to make minor changes to the documents.

Purpose of Report

- 1 The purpose of this report is to seek approval to publicly consult on the Draft South Rangitata Reserve 5266 Management Plan following the process described in the Consultation Plan which notes statutory requirements of the Reserves Act 1977.

Assessment of Significance

- 2 This matter is considered to be of low to medium significance in terms of the Timaru District Council Significance and Engagement Policy. This is on the basis that few people are affected and the reserve is not strategic asset but there is a legal requirement to consult when reviewing a Reserve Management Plan.

Background

- 3 Reserve 5266 (South Rangitata Reserve) is located on the southern side of the Rangitata River mouth. The vested land is classified as a Local Purpose (Soil Conservation, and Fishing Huts) Reserve in accordance with Section 23 of the Reserves Act 1977.
- 4 The Reserve occupies 9.3077 hectares of land and is accessible from Rangitata Huts Road.
- 5 The current South Rangitata Reserve Management Plan became operative in 2003 and as well as the passing of time, several factors have changed to the stage that it is now being reviewed.
- 6 Intention to Review the current plan was publicly notified on 20 February 2025 and the response time was extended to allow for a meeting of South Rangitata Reserve Incorporated. In addition to a public notice and Council's website, lessees and immediate neighbours were notified. Three submissions were received.
- 7 Consideration was given to the points raised in the submissions and a number were included in the draft plan. Matters not included referred to areas outside the Reserve over which Council does not have jurisdiction and matters of an operational nature.

Discussion

- 8 In addition to the submissions received it is timely to update the plan to include factors that have changed over the term of the current plan.
- 9 These factors include changes in legislation, plans and policies and matters that are no longer appropriate. Natural hazard management has also been addressed by noting that managed retreat may be advisable or necessary.
- 10 Also identified are matters that will improve the efficiency of the management and operation of the reserve making it more affordable.
- 11 A Draft Revised Management Plan has been prepared based on the feedback and updated information. This revised plan is shown in Attachment 1.
- 12 There is a statutory requirement under the Reserves Act 1977 to formally consult the community when amending a Reserve Management Plan. On this basis a consultation plan (Attachment 2) has been prepared for Council consideration and endorsement.
- 13 To achieve an effective consultation process, a separate consultation document has also been prepared that provides a summary of the process and changes. This document is shown as Attachment 3.

Options and Preferred Option

- 14 **Option One (Preferred Option)** - is to publicly consult on the reviewed Draft South Rangitata Reserve 5266 Management Plan. This follows the statutory process and incorporates relevant matters raised in comments received following the Notice of Intention to Review the current plan. To achieve this Council will need to endorse the Consultation Plan and approve the Draft Consultation Summary and the Draft Reserve Management Plan with any amendments for public consultation. This is the preferred option.
- 15 **Option Two** - is to cancel the reserve management plan as it is not a statutory requirement. This will not provide any guidelines for the management of this reserve and is not supported

Consultation

- 16 The Intention to Review the current plan was publicly notified on 20 February 2025 and the response time was extended to allow for a meeting of South Rangitata Reserve Incorporated. In addition to a public notice and Council's website, lessees and immediate neighbours were notified. Three submissions were received.
- 17 Given the time of year the consultation period will need run for approximately two and a half months to meet statutory requirements.

Relevant Legislation, Council Policy and Plans

- 18 The Reserves Act 1977 prescribes the process for reviewing a reserve management plan. While a reserve management plan is not compulsory for a Local Purpose Reserve it was seen as beneficial to identify the objectives and policies for the management of the reserve. It is now appropriate to proceed with a review.
- 19 The Resource Management Act 1991, Timaru District Plans (operative and proposed) identify implications for land use and the environment.
- 20 The National Coastal Policy and Canterbury Regional Coastal Plan have impacts on the use of coastal land.

- 21 The Canterbury Land and Water Regional Plan deals with water bores and wastewater discharges.
- 22 The Building Act 2004 and the Building Code set out rules for buildings.
- 23 The Public Bodies Leases Act 1969 prescribes some conditions of leases on Local Purpose Reserves.

Financial and Funding Implications**Amount Required:** \$5,000**Capital Expenditure:** \$Nil**Operational Expenditure:** \$5,000

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 ☒

- 24 The review of the reserve management plan will incur some costs for the document preparation, communications, and the hearing.
- 25 The actual cost will depend on how many further submissions are received. There may be unknown financial implications in future arising from the content of the reserve management plan and these will need consideration in future Long Term Plans.
- 26 These costs can be managed in current approved budget allocations.

Other Considerations

- 27 There are no further considerations.

Attachments

- 1. South Rangitata Reserve Management Plan Consultation Summary - November 2025 [↓](#) 
- 2. Consultation Draft South Rangitata Reserve Management Plan - November 2025(2) [↓](#) 
- 3. South Rangitata Reserve Management Plan Consultation Plan - November 2025 [↓](#) 

South Rangitata Reserve Management Plan

Consultation Summary



**HAVE
YOUR
SAY**



What's this all about?

South Rangitata Reserve is a multi-purpose recreational reserve located near the Rangitata River mouth.

The reserve (a 'Local Purpose Reserve' under the Reserves Act) is one of many recreational spaces managed by the Timaru District Council.

The current Management Plan for the reserve is 22 years old. Things have changed since then and the plan needs to be updated to reflect these changes.

Earlier this year, we asked for community feedback on what should (or shouldn't) be included in the updated plan.

We have since considered all the feedback and used it to inform development of an updated South Rangitata Reserve Management Plan.

Now we want to hear what you think of the plan before it's finalised in 2026.



See inside or visit timaru.govt.nz/tell-us/current-consultations/south-rangitata-reserve-management-plan-review for more details and how to make a submission.

Consultation closes 5pm, 5 March 2026.

What's a Reserve Management Plan?

All the land in the South Rangitata Reserve is gazetted under the Reserves Act 1977 (the Act). The Act requires us to classify all reserve land for its primary purpose and to manage it by preparing a Reserve Management Plan (RMP).

An RMP describes the purpose of a reserve and what we're aiming for by managing it. It also sets out rules to guide decision-making on how the reserve should be used, managed, protected and preserved, and developed, so that all users of the reserve can benefit.

The RMP not only needs to consider current users, it also needs to have an eye to the future – including the potential impact of natural hazards, and protecting soil and vegetation.

Reserve Management Plans enable us to establish the desired mix of uses and activities for a reserve. They ensure the right mix of public enjoyment, maintenance, protection, preservation and development of a reserve.



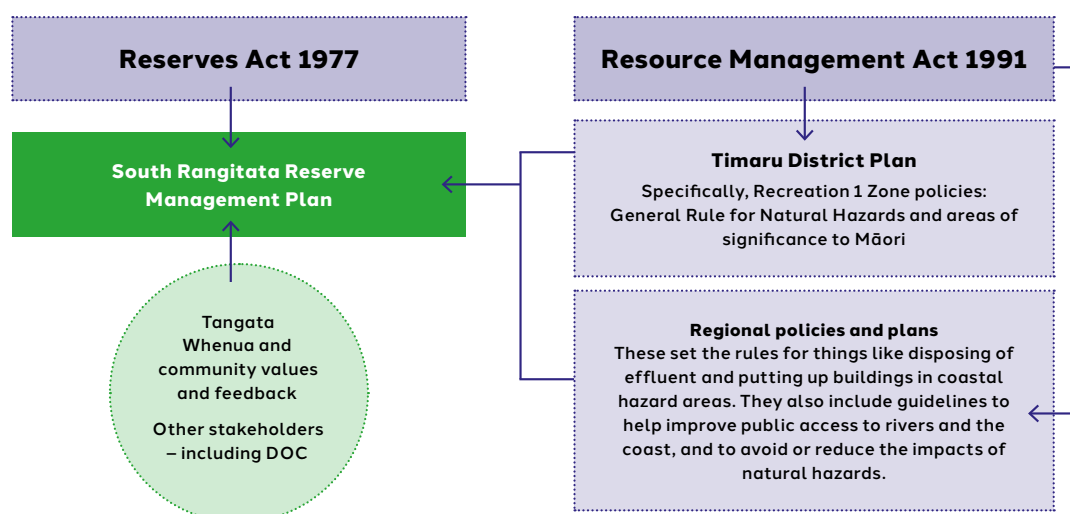
What the plan must consider

While Council owns and manages the South Rangitata Reserve, there are multiple people and organisations with interests in the area.

In addition to the Reserves Act, we have to consider the Resource Management Act 1991 - and all the plans and policies in place for the area under that act.

We also acknowledge and must consider the area's special value to Tangata Whenua.

The following diagram outlines what influences the RMP's development:



Looking back

The Reserve area has been used for a variety of purposes from pre-European days to now.

Over time it the Reserve status and its management has evolved. It has become a popular spot for camping, fishing and other recreational activities for both locals and visitors.



Left: South Rangitata Reserve 1935-1939
Below Right: 2020-2024
Source: Canterbury Maps

A snapshot of key changes:

- **The 1890s** - There were a handful of one-roomed fishing huts at the river mouth. As access to the site improved, the number of huts grew.
- **The 1930s** - Significant changes to the river channels and surrounding environment. Transport was the main factor limiting hut development at that time - any significant development of huts in the area didn't occur until after the Second World War.
- **1968** - The purpose of the reserve was changed from "a reserve for river protection purposes" to a "reserve for soil conservation and river control purposes, recreation and site for fishing huts".
- **1969** - The Geraldine County Council was appointed to manage the reserve. The remaining area, except for the former camping ground, was divided into further sites, which have since been built upon.
- *The reserve has been managed by Timaru District Council since 1989, following amalgamation of several smaller local councils.*

The Reserve today

In recent years, the Reserve's layout has become more organised – with the number of huts and dwellings on the site increasing to 114. The fishing huts are now well-established as holiday accommodation and used for fishing at various times throughout the year.

Use of the huts tends to depend on the quality of the fishing and location of the river mouth, which has changed regularly over the years.

Hut owners currently have lease agreements with the Council to occupy the site. Most hut owners are collectively represented by the South Rangitata Reserve Incorporated Trust.

The reserve has a public toilet for casual day visitors (not campers or hut owners), a playground and other recreational spaces, and allows for access to the river mouth and coast.

It's a popular spot over holiday periods – notably in the warmer months – and is used by self-contained freedom campers and day visitors. Many people use it as a base, or for access to the river mouth for fishing.

In addition to trees and shrubs planted by hut owners, Council and the Department of



Conservation have also planted native species in the area to help stabilise the soil and provide shelter for native birds and wildlife.

While the Reserve has become more populated and organised, its proximity to the coast and the Rangitata River – a major braided river – means it will always be at the mercy of the elements. The dynamic nature of the coastline and river, and the natural hazards continue to be risks of the site.

Looking to the future

In a nutshell, when planning for the Reserve's future management, we've needed to account for and balance several factors ►

To reflect this, we've included the following objectives. These set out what we want to achieve by implementing the plan.

- Its purpose and requirements under the Reserves Act, and other plans and policies, and associated organisations
- Hut owners and existing lease terms
- The needs of all other Reserve users
- Tangata whenua values
- Potential impacts of natural hazards in the area
- Soil conservation and protection of native plants and wildlife

Our objectives for South Rangitata Reserve

- Retaining the Reserve for the enjoyment and recreational use of the district's residents and visitors.
- Administering the Reserve in accordance with relevant acts, bylaws, policies, and regulations including National Policy Statements, Regional Plans, the Timaru District Plan.
- Maintaining the appropriate level of presentation of the Reserve, and ensuring these specified maintenance standards are achieved.
- Maintaining access to the Reserve as a recreational resource.
- Preserving natural environment and soil conservation values within the Reserve (e.g. flora, fauna, and their habitats), and increasing public awareness of these.
- Providing attractive open spaces that are part of the network set aside for enhancing the quality of life for residents.
- Providing an environment that allows for family activities within the Reserve.
- Retaining hut sites within the Reserve, and leasing these sites.
- Providing ancillary services such as car parking, public toilet and roads to support the major objectives above, without detracting from them individually.
- Acknowledging the natural hazard risks of the site.
- Maintaining an awareness of and preparedness for flooding events that may affect the settlement.
- Acknowledging the dynamic nature of the coastline.

How feedback informed the updated Plan

After notifying our intention to update the RMP in February 2025 we received three submissions (one being from South Rangitata Reserve Incorporated on behalf of the majority of hut owners).

All feedback was carefully considered against the factors noted above. We couldn't include some feedback in the updated RMP because it related to matters outside the plan's scope, or because it didn't align with the Reserve's purpose or the range of factors we had to consider in setting the objectives for its management.

**Other feedback provided was integrated into the revised draft RMP.
Some key changes include:**

Topic	Changes or inclusions
Rangers	Provision for the appointment of honorary rangers to monitor the reserve and adherence to bylaws and regulatory requirements was removed from the RMP
Maintenance	The Reserve will be maintained to ensure that it meets the standard specified for Rural Parks.
Services	In addition to general maintenance, services at the Reserve are to include an access road, public toilet, and water supply.
Refuse and litter	Recycling and refuse disposal is to occur off the site via transfer stations or approved landfills. All users of South Rangitata Reserve must remove their own litter, or place in any transfer station where they have been provided. Household refuse originating from within the Reserve must be placed in the adjacent transfer station, if provided, or removed from the Reserve.
Closure to the public	On occasions, and with approval, it will be possible to close part of the Reserve to the public for the purpose of holding an event. An admission charge may be made for people to attend the event.
Camping ground	Operation of the Motor Camp will be discontinued. Camping will be at designated self-contained camping sites only.
Fishing huts	Conditions of leases may be updated at the time of expiry with consideration of renewal or review. No further hut sites will be developed within the Reserve.
Campervans	Use of caravans and motor homes will be restricted to within the leased sites (with conditions) or within any designated self-contained camping site. Any caravan or motorhome not within an individual leased hut site must comply with self-containment regulations and display the necessary proof of certification. Grey or black wastewater must be disposed of off-site in an approved dump station. It is not permitted to use the public toilet for disposal.
Fencing	Fencing of the Reserve can fulfil several purposes. These include containing or excluding stock, defining leased sites, protection of plantings, areas of conservation and recreation and allowing an admission charge to be made at times.
New vegetation	Planting of lanes and other public areas will be by arrangement only, where this is appropriate and does not adversely impact access.
Public toilet	Lessees of fishing huts and self-contained motorhomes and caravans must have their own toilet facilities and are not catered for by a public toilet.
Playground	To ensure prudent financial management and effective maintenance of equipment, only one children's playground will be maintained within the Reserve.

More details on the above topics and others included in the updated RMP can be found in the full Reserve Management Plan available at www.timaru.govt.nz/tell-us/current-consultations/south-rangitata-reserve-management-plan-review. Hard copies can also be viewed at Council offices and Libraries/Service Centres.

Now it's time to have your say on the updated South Rangitata Reserve Management Plan.

To make a submission on the RMP you can:

- use the attached form
- go to timaru.govt.nz/tell-us/current-consultations/south-rangitata-reserve-management-plan-review.
- email submission@timdc.govt.nz

Make your submission before 5pm, 5 March 2026.

Submission form

First name*

Surname*

Organisation (if applicable)

Phone (landline or mobile)

Email address*

Postal address*

.....

Do you want to speak to Council about your submission at the Council Hearing on [Date TBC]

☐ Yes ☐ No

*If you do not indicate, we will assume you do not wish to speak
we require your name and email or postal address.

Q1. Do you agree with the updated South Rangitata Reserve Management Plan?
(Please explain your answer in the comments section)

☐ Yes - I agree with the updated plan

☐ I agree with some or most the updated plan

☐ No - I don't agree with the updated plan

COMMENTS

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Need more room?
You can add extra
pages if there is
not enough space
on this form.

Submissions are public information

All submissions are public information and will be included on Council's website and/or in public documents located at Council offices and Libraries/Service Centres. This will include your name and, if applicable, the organisation you represent.

The contact information (phone number and/or email address and/ or postal address) that you provide will be accessible to and used by Council staff only for feedback administration purposes; it will not be made publicly available. However, the content of any attachments that you provide with your feedback - including any private and contact information - may not be redacted.

**Submissions close 5pm,
5 March 2026**

How to return this form

Complete the form, and drop in a hard copy to any of your libraries or service centres, or post to:

Freepost Authority number 95136
Rangitata RMP Consultation
Timaru District Council
PO Box 522
TIMARU 7940

Give your feedback online

You can also read more details and have your say online.

Scan the QR code or visit:

**timaru.govt.nz/
tell-us/current-
consultations/
south-rangitata-
reserve-
management-
plan-review**





South Rangitata Reserve Management Plan

Consultation Draft

Photo Source: Google Earth

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Table of Contents

1	Preamble	5	4.2	Bylaws	16
2	Introduction	6	4.3	Reserves Network	17
2.1	Purpose	7	4.4	Maintenance	17
2.2	Location	7	4.5	Natural Hazard Mitigation	17
2.3	Access	7	4.6	Services	18
2.4	Legal Description	7	4.7	Usage Zones	19
2.5	Area	7	4.8	Recreational Uses and Community Events	19
2.6	Status	7	4.9	Closure to the Public	20
2.7	History	8	4.10	Tenure	20
2.8	Geomorphology	10	4.11	Temporary Accommodation (e.g. Caravans / Motor Homes)	20
2.9	Flora and Fauna	10	4.12	Business Activities	21
2.10	Climate	11	4.13	Catering and Food Sales	22
2.11	Adjacent Land Use	11	4.14	Inappropriate Uses	22
2.12	Resource Analysis	11	4.15	Access	22
2.13	Present Use	11	4.16	Roadways and Parking	23
2.14	Plan Hierarchy	12	4.17	Vehicles	23
3	Management Objectives	13	4.18	Adjoining Properties	23
4	Management Policies	15	4.19	Fencing	24
4.1	Management	16	4.20	Litter	24
			4.21	Information Signs	25

4.22	Fires.....	25	5.6	Appendix 6 - Guidelines for Vegetation Establishment and Removal	38
4.23	Vegetation	26			
4.24	Pest Plants and Animals	26			
4.25	Dogs.....	27			
4.26	Domesticated Animals	28			
4.27	Buildings and Structures (Proposed).....	28			
4.28	Buildings and Structures (Existing).....	28			
4.29	Outdoor Furniture and Fixtures	29			
4.30	Public Toilet	29			
4.31	Children’s Playground	30			
4.32	Plan Review	31			
5	Appendices.....	32			
5.1	Appendix 1 – South Rangitata Reserve Location Map	33			
5.2	Appendix 2 - Legal Boundaries of South Rangitata Reserve				
5266	34				
5.3	Appendix 3 - Features at South Rangitata Reserve.....	35			
5.4	Appendix 4 – River and Coastal Erosion Hazard Assessment Plan	36			
5.5	Appendix 5 – River and Coastal Inundation Hazard Assessment Plan	37			

SOUTH RANGITATA RESERVE MANAGEMENT PLAN

This Management Plan for the South Rangitata Reserve has been prepared in accordance with the procedures set out in Section 41 of the Reserves Act 1977.

Public notice of intention to review the Management Plan was given on 20 February 2025.

The Draft Management Plan is prepared for public consultation in accordance with Section 120 of the Act.





1 PREAMBLE

South Rangitata Reserve is a multi-purpose recreational reserve located in the Timaru District rural area. All land areas are gazetted under the Reserves Act 1977. The Reserve is one of many recreational public open spaces administered by the Timaru District Council.

Most of the South Rangitata Reserve is in a developed state and meets the needs of the users. Any further changes would aim to enhance the natural characteristics of this Reserve.

This Management Plan contains a description of South Rangitata Reserve, its general resource information and an expression of management objectives, policies and implementation practices considered suitable for its ongoing management.

It is against these objectives and policies that specific proposals can be assessed. The policies have been designed to provide a positive direction for management, but flexible enough to adapt to changing conditions. It is not intended to comprehensively review this Management Plan before at least 10 years following its adoption.





2.1 Purpose

The purpose of this Reserve Management Plan (RMP) is to provide for the management of the South Rangitata Reserve, in accordance with the Reserves Act 1977 and other relevant legislation. The RMP contains details of how the Reserve should be managed, what activities it should cater for, and what facilities and services would be provided, for which the Reserve is classified.

2.2 Location

South Rangitata Reserve is located on the south side of the Rangitata River mouth, about 45 kilometres by road northeast of Timaru.

2.3 Access

Vehicle access is obtained from Rangitata Huts Road, off Orton Rangitata Mouth Road.

2.4 Legal Description

The classified land is contained within South Rangitata Reserve 5266 Block IV Kapunatiki Survey District and is vested in Timaru District Council.

2.5 Area

The area of vested land is 9.3077 hectares.

2.6 Status

The vested land listed has been classified as a Local Purpose (soil conservation and fishing huts) Reserve in accordance with Section 23 of the Reserves Act 1977. This was published in the New Zealand Gazette 1997 No 70, p1707. The land is zoned as Recreation 1 (REC 1) under

the current Operative Timaru District Plan, and Open Space Zone (OSZ) in the Proposed Timaru District Plan.

2.7 History

In 1890 there were just a handful of small, simple one roomed huts at the mouth. These were privately owned and erected haphazardly without authorisation from any official party. The hut owners were mainly “landed gentry” with strong outdoor sporting interests. At that time, the reserve was controlled by the South Canterbury Acclimatisation Society.

The river mouth lay to the south of the huts at that time and water was obtained from holes dug in the shingle along its bank. The south channel of the Rangitata was also flowing and numerous small streams flowed across the surrounding farmland. A swamp fed by one such stream occupied the land previously used as a camping ground. This branch of the river was closed in the late 1920’s.

In the 1930’s, except on sites occupied by huts, large tussocks grew, and areas of swamp were located in the former camping ground and small low-lying areas at the river end of the Reserve. Horses were turned loose to graze the Reserve. In the 1930’s the eastern boundary of the Reserve consisted of very substantial sand dunes, the remnants of which have been preserved by marram grass introduced after migration of the river southwards, thus exposing the dunes to erosion of winds. Prior to this event, the beach gravels were at the same level as the adjoining land.

In the late 1930’s, the river carved a channel along the eastern boundary and evidence of this remains in what is left of a very substantial lagoon when the river shifted northwards. This event lowered the water tables causing swamp in Reserves 5266, 100, 486 and adjoining leasehold land to drain, while domestic water supplies drawn through manually operated





Douglas pumps were lost. This was remedied by driving well pipes to a greater depth or sinking new wells. Initially water was available at about 12 feet (3.6 metres) but after southward migration the depth increased to 20 feet (6 metres).

It may be significant that this event occurred about the same time as the commissioning of the Rangitata Diversion Race in 1937.

Transport was the main factor limiting hut development. Roads in the area were very rough and often impassable in bad weather. Horse and dray and early model motorcars were a slow means of travel, meaning a journey from Geraldine took the best part of a day. Real settlement did not take place until after the Second World War and even then, huts were still “slapped up” without much planning. The Acclimatisation Society, (who held the reserve on occupation licence), leased “hut sites” to its members.

Over the years, the river mouth has regularly migrated between the huts and either side of the estuary with the northern end being favoured. However, for one or more periods in the 1960’s the river did discharge through mouths to the south of the South Rangitata huts.

In 1968 the purpose of the reserve was changed, “from a reserve for river protection purposes to a reserve for soil conservation and river control purposes, recreation and site for fishing huts.”

The Geraldine County Council was appointed to control and manage the reserve. In July 1969, the Geraldine County Council surveyed sites around the existing huts. The remaining area, except for the former camping ground, was divided into further sites, which have subsequently been built upon. Organisation in the reserve’s layout has been a very recent phenomenon.

In 1974 Geraldine County was amalgamated with neighbouring Levels County to form Strathallan County. In 1989 Strathallan County was amalgamated with Geraldine Borough, Temuka Borough and Timaru City to form Timaru District. The Timaru District Council now administers the South Rangitata Reserve.

Between 1992 and 2020, there were multiple known occasions of coastal storm and flood events that were recorded, where floodwaters affected the Reserve, its access roads, and the hut settlement.

Figure 1: [Canterbury Flood Model Results](#) (Source: [Canterbury Maps](#))



2.8 Geomorphology

Most of the South Rangitata Reserve area is typical Canterbury alluvial pasture land, comprised of light stony soils. At the southern end of the Reserve, the old river boundary comprising of an escarpment with better quality overlying topsoil is present.

Being located on the true right bank of the Rangitata River adjacent to the river mouth, the Reserve is located on a series of terraces rising progressively in a south westerly direction away from the river to the escarpment.

2.9 Flora and Fauna

The exposed nature of the reserve and its proximity to the sea, dictates what plants occur on the Reserve. A swampy area at the northern end contains coprosmas, flaxes, toitoi, and similar plants, while the eastern beach boundary is protected by marram grass. Various macrocarpas and pines planted in hedges or as single trees have grown well, and a selection of introduced species can be found in and around the various hut sites. Significant grassed areas are present around the huts.

More recent Council plantings (mid 1990's onwards) are comprised of native coastal species aimed at providing shelter and wildlife habitat, and these are located along the southern and eastern boundaries and west of the toilet at the northern end of the reserve.

Fauna is restricted to birds of which several native and introduced species can be found. Rabbits, hares, feral pigeons, and the occasional feral cat can be observed.

2.10 Climate

The climate of coastal Canterbury is mild and stable. Temperature variations during the year are not extreme. Rainfall is variable but is usually at around 480 to 720mm (20 to 30in) annually. The area is consequently quite dry, with low humidity all year round. The predominant wind is the easterly but exposed as it is, the area is subject to both nor'westers and southerlies with the latter yielding most of the rain.

2.11 Adjacent Land Use

East - Pacific Ocean and shingle beach which separates the reserve from the sea.

South - There is mostly open farmland along the south perimeter of South Rangitata Reserve.

West - Environment Canterbury Reserve adjoining. This is currently occupied under licence by South Rangitata Reserve Incorporated and is available as a useful adjunct to this Reserve. The additional land also provides power supply lines, water supply mains and the bore. It also provides a fire break. Also to the west is farmland.

North - Environment Canterbury Reserve adjoining the Rangitata River. The Rangitata River and coastal environment are significant to

the Tangata Whenua, and this Reserve provides access to those places.

2.12 Resource Analysis

South Rangitata Reserve contributes to the reserves network within the Timaru District. It provides necessary room for accommodation and recreational pursuits. The vegetation within the reserve helps ameliorate the extremes of the environment for man by providing shade, shelter, and a habitat for wildlife.

The Reserve area is of significance to lessees who have invested financially and with their physical efforts to building accommodation within the Reserve. Freedom campers and day visitors also use the Reserve area. Most of these visitors use it as a base or for access to the river mouth to fish for salmon and trout. The extent of use is therefore greater during the fishing season and particularly when salmon are running. The Reserve is also popular over holiday periods for those attempting to get away from their daily routine. Over the winter months there is a reduction in use to a few individuals.

2.13 Present Use

At the time of writing, the Reserve contains a total of 113 private huts. Another one is located within the adjacent unformed legal road. The huts were all established as holiday accommodation, being used for fishing at various times through the year. For the remainder of the year the area is almost deserted, save for some

permanent residents. Use is dependent on the “quality” of the fishing and location of the river mouth. A braided river of such a size is constantly changing its course. When the mouth moves towards the north, some people tend to favour the northern side.

2.14 Plan Hierarchy

Under the Resource Management Act 1991 a number of other plans exist, and this Reserve Management Plan cannot be inconsistent with them. The New Zealand Coastal Policy Statement is at the highest level. This statement covers such policies as preservation of the natural character of the coastal environment; protection of characteristics of special value to the Tangata Whenua; activities involving subdivision, use or development of the coastal environment; the Crown’s interests in land in the Coastal Marine Area and matters to be included in Regional Coastal Plans.

Various Regional Policies and Plans have application in this area. These plans control such matters as effluent disposal and the erection of buildings within the coastal inundation and future erosion areas as well as proximity to the river. They also contain policies directed at encouraging public access to and along rivers and the coast and avoiding or reducing the impacts of natural hazards. The Timaru District Plan, specifically the Recreation 1 Zone policies; General Rule for Natural Hazards and areas of significance to Māori, and finally this Reserve Management Plan is specific to the Reserve.





3 MANAGEMENT OBJECTIVES



- 3.1 To retain the South Rangitata Reserve for the enjoyment and recreational use of the district's residents and visitors.
- 3.2 To administer South Rangitata Reserve in accordance with relevant acts, bylaws, policies, and regulations including National Policy Statements, Regional Plans, the Timaru District Plan.
- 3.3 To maintain the appropriate level of presentation in South Rangitata Reserve, and to ensure these specified maintenance standards are achieved.
- 3.4 To maintain access to South Rangitata Reserve as a recreational resource.
- 3.5 To preserve natural environment and soil conservation values within the Reserve (e.g. flora, fauna, and their habitats), and to increase public awareness of these.
- 3.6 To provide attractive open spaces that are part of the network set aside for enhancing the quality of life for residents.
- 3.7 To provide an environment that allows for family activities within the Reserve.
- 3.8 To retain Hut sites within the Reserve, where it is safe to do so, and to lease these sites.
- 3.9 To provide ancillary services such as carparking, public toilets and roads to support the major objectives above, without detracting from them individually.
- 3.10 To maintain an awareness of and preparedness for flooding events that may affect the settlement.
- 3.11 To acknowledge the dynamic nature of the coastline and river.
- 3.12 To acknowledge the natural hazard risk of the site.





4 MANAGEMENT POLICIES



4.1 Management

To retain management of Reserve 5266 with the Timaru District Council.

Policy

To manage this Reserve in a manner complying with the Management Plan.

Explanation

The Timaru District Council through the Infrastructure Committee has overall responsibility for the management of the South Rangitata Reserve. The management is vested in Council by the Minister of Conservation under the Reserves Act 1977, and use of the Reserve must comply with the terms of vesting.

Implementation

The Timaru District Council will continue to manage this Reserve. Liaison with Environment Canterbury, Department of Conservation and other agencies will be undertaken where the management role overlaps their responsibilities and requires or would benefit from their input.

Figure 2: New Zealand Gazette - Classification of a Reserve, (10 July 1997, Page 1707-1708)

Classification of a Reserve

Pursuant to the Reserves Act 1977, and to a delegation from the Minister of Conservation, the Regional Conservator, Canterbury, hereby classifies the reserve described in the Schedule hereto, as a local purpose (soil conservation and fishing huts) reserve, subject to the provisions of the said Act.

Schedule

Canterbury Land District—Timaru District

9.3077 hectares, more or less, being Reserve 5266. All *New Zealand Gazette*, 1885, page 590, and *New Zealand Gazette*, 1968, page 1285, S.O. 1019.

Dated at Christchurch this 24th day of June 1997.

M. J. CUDDIHY, Regional Conservator, Canterbury.

(DOC D.O. RSL 017)

104553

4.2 Bylaws

Policy

To prepare and enforce Timaru District Consolidated Bylaw for the use of South Rangitata Reserve.

Explanation

The current bylaws applying to Parks and Reserves in the Timaru District shall apply to South Rangitata Reserve.

Implementation

In cases where non-compliance occurs and/or damage results, Council will seek prosecution and/or appropriate restitution.

4.3 Reserves Network

Policy

To provide a “green” open space as part of the Parks network of the Timaru District.

Explanation

South Rangitata Reserve forms part of the Parks network for the Timaru District, providing access to open spaces and affording a site to establish coastal vegetation.

Implementation

South Rangitata Reserve will continue to form part of the Parks network for the Timaru District.

This public use right shall be maintained to all open spaces, (excluding the leased sites) except during times that recreational or community events are taking place. Members of the public must not interfere with such activities, but will be permitted to view these events, except when the area concerned is closed to the public, or individuals make a nuisance of themselves or behave in an obnoxious manner.

4.4 Maintenance

Policy

To maintain South Rangitata Reserve in a properly functioning manner, and in accordance with the Management Objectives of this Management Plan.

Explanation

To maintain its status as a reserve for “soil conservation and fishing huts”, it is important to ensure the Reserve is always maintained to the specified Rural Parks standard.

Implementation

The Reserve will be maintained to the standard specified for Rural Parks. Where vandalism damage occurs, prosecution and/or appropriate reparation will be sought.

4.5 Natural Hazard Mitigation

Policy

To ensure that permanent structures and critical infrastructure are sited in locations that are not subject to erosion or significant inundation.

Explanation

Dynamic coastline and river courses can alter the Reserve’s proximity to the ocean or river. This will be particularly noticeable in lower lying areas or where there is active erosion. It also will be

impacted by the position of the river mouth. There is currently no mechanism for cost sharing to facilitate managed retreat.

Implementation

Where it becomes desirable or necessary a managed retreat approach will be used. Council will enable this through a flexible approach to leases when buildings are removed or relocated.

4.6 Services

Policy

To provide for infrastructural services to meet the needs of the Reserve users.

Explanation

Any infrastructural services that benefit the use of the Reserve will be provided for where these are necessary and do not compromise the Management Objectives of the Reserve. These services shall include an access road, public toilet, and water supply. In addition, telephone and electricity are supplied to individual users by their preferred supplier on a contractual basis. However, where these services are of no direct benefit to users of the Reserve, the Council's consent will continue to be required before an easement can be obtained. Water is presently supplied to the Reserve.

Implementation

Where an organisation or individual wishes to make use of these services it shall be their responsibility to arrange the connection to these services, after necessary approvals have been obtained. Once connections are established it is the responsibility of the person or organisation benefitting from the services to pay the charges incurred.





Of particular concern is effluent disposal, which must be to a holding tank and/or comply with National Standards and Regional Policies and Rules. Recycling and refuse disposal shall occur off the site via transfer stations or approved landfills.

4.7 Usage Zones

Policy

To designate a series of Usage Zones within South Rangitata Reserve.

Explanation

To optimise use, leased huts, and public open space zones have been created to accommodate different types of activities and allow for differing management techniques.

Implementation

Activities shall be constrained to the appropriate zone.

4.8 Recreational Uses and Community Events

Policy

To provide areas and facilities suitable for a range of recreational uses and community events.

Explanation

South Rangitata Reserve is used by groups and individuals on a regular or casual basis.

Implementation

Where an event is organised, consideration must be given to other users of the Reserve.

4.9 Closure to the Public

Policy

To allow an admission charge to be levied to certain events and facilities.

Explanation

On occasions and with approval it will be possible to close part of the Reserve to the public for the purpose of holding an event. An admission charge may be made for people to attend the event.

Implementation

All such closures and admission charges shall be approved by the Timaru District Council.

4.10 Tenure

Policy

Council will consider applications to lease hut sites at South Rangitata Reserve, which comply with the objectives of this plan.

Explanation

The area of lease shall be defined as an individual hut site, the fire station or other facility for community benefit. Conditions of leases may be updated at the time of expiry with consideration of renewal or review. At the termination of the lease, Council may require the removal or forfeit of improvements, for which compensation will not automatically be paid and costs of clean up may be incurred.

No further hut sites will be developed within the Reserve.

Implementation

For any period of tenure at South Rangitata Reserve a lease or agreement complying with the provisions of the Reserves Act 1977, or its amendments must be entered into with Council. The rental will be set in accordance with the current policy on charges applying to this Reserve, or by public tender. It is not intended to publicly advertise all leases.

The Reserve is used primarily for fishing huts.

Over time, it may be necessary to not renew, or cancel some leases because of coastal erosion or inundation, or by river erosion or flooding. This would be in addition to cancellations for non-compliance with lease clauses.

4.11 Temporary Accommodation (e.g. Caravans / Motor Homes)

Policy

To restrict the use of caravans and motor homes to within leased sites (with conditions) or within any designated freedom camping area.

Explanation

An area may be specifically designated for freedom camping. To maintain aesthetics of the Reserve, to reduce fire hazards and

maintain unimpeded access, it is necessary to limit temporary accommodation to the designated freedom camping area or within leased sites as spelt out in *Implementation* below.

Implementation

Caravans and motor homes may be used on a restricted basis provided they comply with the following conditions:

- a) Only one caravan or motor home is permitted per site;
- b) It must be contained entirely within the leased site;
- c) It must be owned by the lessee or a member of the lessee's immediate family (i.e. parent, sibling, or child);
- d) It must have a current warrant of fitness, current registration, current electrical certificate, and be mobile;
- e) It is to remain on the site only while it is occupied;
- f) It is to remain on the site for not more than 14 consecutive days and not more than 30 days in one year;
- g) Any caravan or motorhome not within an individual leased hut site shall only be located in any area designated for freedom camping and comply with self-containment regulations and display the necessary proof of certification; and
- h) Grey or black wastewater shall be disposed of off-site in an approved dump station. It is not permitted to use the public toilet for disposal.



4.12 Business Activities

Policy

To restrict business activities within the Reserve to that of licensed food vendors.

Explanation

It is envisaged that any business activity will be restricted to the occasional licensed food vendor's visit. This would only likely be for a couple of hours duration and on spasmodic days.

Implementation

Licensed food vendors will be able to operate for a short duration within the Reserve. All other business activities will not be permitted within the Reserve.

4.13 Catering and Food Sales**Policy**

To allow for catering and food sales to users of South Rangitata Reserve on a temporary basis.

Explanation

Catering will normally be associated with an event, held in a temporary structure such as a marquee. In these cases, most events will be private functions. Catering will be organised by the hirer of the facility.

Implementation

An organisation hiring or using part of South Rangitata Reserve for an event, may make arrangements with mobile shop operators to cater for them. These arrangements shall not impinge on the rights or enjoyment of other users of the Reserve. If no invitation has been extended, mobile shops shall not operate within South Rangitata Reserve.

For other times when an organisation is not using a Reserve for an event, mobile shop operators may make an application for permission to operate a mobile shop on that Reserve.

Such sellers or mobile shop operators may be charged for operating within South Rangitata Reserve.

4.14 Inappropriate Uses**Policy**

Uses of South Rangitata Reserve which are contrary to the objectives of this Management Plan, will not be permitted.

Explanation

Some uses of South Rangitata Reserve are inappropriate, and can detract from the visual appearance, health and safety, and other values of the Reserve. Some examples of inappropriate uses are industrial activities, motor sport and excessively noisy activities.

Implementation

Applications to conduct these activities will be declined. To ensure that any inappropriate uses observed or reported are promptly curtailed.

4.15 Access**Policy**

To provide sufficient access for users of South Rangitata Reserve and allow for access to the coast and Rangitata River through the Reserve in appropriate places.

Explanation

Vehicle and pedestrian access can be obtained from a few points including Rangitata Huts Road, access lanes and the beach.

Implementation

All accessways will be maintained to provide safe access to the Reserve.

4.16 Roadways and Parking

Policy

To provide for safe and effective roadway systems, and for vehicle parking in suitable locations.

Explanation

A sealed road runs the length of the reserve terminating in a small parking area at the north end. Access to the individual bach sites is via this road. Parking is permitted on public areas, if ground maintenance and traffic safety is not compromised, the ground conditions are such that turf damage does not occur, and occupiers may access their sites.

Implementation

Where roadways and parking are provided, surfaces, markings, and signs will be maintained to the required standards. The costs of maintaining the sealed road shall be apportioned 50% to lessees and 50% to ratepayers.

4.17 Vehicles

Policy

All motor vehicles must only use the formed roads, access lanes and parking areas.

Explanation

Speed restrictions are covered by Council's Consolidated Bylaw. Speed restrictions may apply to all vehicle traffic on this Reserve. Drivers are required to observe these restrictions and all traffic signs. Restricting vehicles (other than service vehicles) to the formed roads, access lanes and parking areas, will minimise noise, and ground damage, and maintain safety.

The road and lanes are solely for access to huts, the river, neighbouring Reserve, coastal or public areas. As such they are not intended for the recreational use of vehicles, i.e. they are not to be used as a racetrack or amusement area.

Implementation

In cases where non-compliance occurs and/or damage results, prosecution and appropriate reparation will be sought.

4.18 Adjoining Properties

Policy

To encourage good liaison with adjoining landowners.

Explanation

To ensure that management of the Reserve is undertaken in a way that minimises any detrimental effect on adjoining land.

Implementation

To inform adjoining landowners of any significant undertaking which may occur on the Reserve adjacent to their property.

4.19 Fencing**Policy**

To provide for fencing of property boundaries and internal enclosures, as necessary.

Explanation

Fencing of the Reserve fulfils several purposes. These include containing or excluding stock, defining leased sites, protection of plantings, areas of conservation and recreation, and allowing an admission charge to be made at times.

Implementation

Fencing will be checked as necessary, and any maintenance carried out.

Fencing of the access lanes will not normally be undertaken except for when grazing of the neighbouring property is occurring.

The co-operation of the adjoining owner will be sought in reporting any damage to boundary fences.

The cost of fencing any leased sites shall be met by the lessees.

4.20 Litter**Policy**

To require all users of South Rangitata Reserve to remove their own litter, or place in any transfer station where provided.

Explanation

Litter detracts from the appearance and enjoyment of South Rangitata Reserve and may be a hazard.

Household refuse originating from within the Reserve must be placed in the adjacent transfer station if provided or removed from the Reserve.

Implementation

Household litter and refuse is to be placed in the adjacent transfer station where provided.

The organisers of any events held within the Reserve are required to ensure that all litter is collected and removed during and after these events. Offenders caught littering will be prosecuted.

4.21 Information Signs

Policy

- a) To identify the Reserve, facilities, and features with permanent signs.
- b) To allow organisations to locate limited temporary signs within the Reserve, when associated with an event.

Explanation

There should not be a proliferation of signs, but where the permanent signs are needed to identify the Reserve and control or inform the public, they should be of a standard nature. When an event is being held, it is sometimes necessary to identify the location and duration with temporary signage.

Implementation

Permanent signs shall contain international pictorial symbols or text, and will be constructed of timber or steel, although other attractive signs of an approved type may be located on buildings, or to identify facilities, features, and entrances.

Temporary signs may be permitted at any location on the day of an event only, providing that any associated or incorporated advertising has a limited impact, particularly when viewed from outside the Reserve.



4.22 Fires

Policy

- a) To prohibit the incidence of open fires in South Rangitata Reserve.
- b) To maintain a firefighting capability by continuing to maintain a water supply and hydrants in operating order.

Explanation

Fires in the open have the potential to cause damage to the Reserve and the buildings contained within it. Fire may also spread beyond the Reserve and other affect private property and protection works.

Implementation

Open fires are not permitted in the Reserve.

Gas barbecues may be operated.

4.23 Vegetation

Policy

To plant and maintain suitable vegetation to ameliorate the climate, enhance the aesthetic ecological and conservation values of the reserve.

Explanation

Trees, shrubs, and herbaceous species are planted as part of an ongoing programme of providing vegetation for shelter, shade, screening, beautification, and erosion control. This vegetation helps maintain the aesthetic and ecological values of South Rangitata Reserve. Its protection and conservation are important to users, neighbouring residents, and the greater environment. Refer to [Appendix 6](#) for guidelines.

Implementation

Council, contractors, or community groups may be used for planting enhancement and maintenance programmes. Existing trees will continue to be managed in accordance with accepted arboricultural practice, and will be removed when they become inappropriate, unsafe, or unthrifty. Lessees may only plant within the site that they occupy. Planting of lanes and other public areas will be by arrangement only, where this is appropriate and does not adversely impact access.



4.24 Pest Plants and Animals

Policy

To control pest plants and animals where they occur within South Rangitata Reserve.

Explanation

The nature of the open spaces within South Rangitata Reserve provides an environment conducive to the occurrence of pest plants and animals.

Implementation

Pest plants, and animals shall need to be controlled by accepted methods from time to time when trigger points for control are reached. This will avoid their proliferation within South Rangitata Reserve.

4.25 Dogs

Policy

To permit dogs in South Rangitata Reserve to the extent provided for in the Timaru District Consolidated Bylaws.

Explanation

As required by the Timaru District Consolidated Bylaws, all dogs within the Reserve must be under the continuous and effective control of their owners or handlers, and preferably on a leash. In some circumstances it may be possible to make application to Council for dispensation from the Bylaw. This would only be considered for dog shows and public exhibitions.

Implementation

All dogs found roaming uncontrolled in the Reserve will be impounded.

None of the above will apply to any person using a seeing eye dog, or dogs used in conjunction with Police duties or Security Patrols.



4.26 Domesticated Animals

Policy

To prohibit domesticated animals other than dogs from the Reserve, unless prior written permission is obtained.

Explanation

Domestic animals can have a detrimental impact on the environment. Horses and grazing stock can contribute to soil erosion directly, or by removing vegetative cover. Other animals such as cats are a threat to wildlife, particularly bird and lizard species.

Animals may in some circumstances be permitted to take part in public performances authorised by management.

Implementation

Any unauthorised animals found within the Reserve will be impounded.

An accessway to the beach is provided for horses between the cattle stop and the beach.

4.27 Buildings and Structures (Proposed)

Policy

All proposed buildings or structures must comply with the provisions of the Timaru District Plan, and the building code may

only be erected in designated areas. Only buildings which are in accordance with the Management Objectives of this Plan, will be considered.

Explanation

Natural hazards identified within the Reserve mean that restrictions to buildings can occur in some areas.

Implementation

All proposed buildings or structures require a Building Consent and may require a Resource Consent.

All proposed buildings or structures will only be allowed on their defined designated area on the Reserve.

Any effluent disposal systems must comply with national and regional policies and rules.

4.28 Buildings and Structures (Existing)

Policy

To provide facilities for recreation infrastructural services and to allow for lessees' requirements.

Explanation

Buildings and structures are necessary to provide utility services and to meet the needs of lessees.



Implementation

All buildings or structures shall be maintained in a clean, tidy, and functioning state. Any buildings or structures no longer required, or which become derelict shall be removed.

Where modifications are proposed, it is necessary to comply with the provisions of the Regional Plans, District Plan, Building Act, and Council's specified conditions.

4.29 Outdoor Furniture and Fixtures

Policy

To provide outdoor furniture and fixtures to service users.

Explanation

Seating, litter receptacles and other appropriate fixtures are installed on the Reserve.

Implementation

Furniture and fixtures will be regularly monitored for maintenance. Their placement will be reviewed to ensure they are meeting the requirements of the users.

Where modifications are proposed, it is necessary to comply with legislative provisions.

4.30 Public Toilet

Policy

To provide and maintain a public toilet suitable for the day to day needs of Reserve casual day users unless other arrangements are made.

Explanation

A public toilet is located within the South Rangitata Reserve and is sufficient to cater for normal casual users.

Where many spectators will attend a major event, it may be necessary to supplement existing toilets with approved portable facilities.

Lessees of fishing huts and self-contained motorhomes and caravans have their own toilet facilities and are not catered for by the public toilet.

Implementation

To ensure that where facilities are provided to meet the day-to-day casual use and they are well maintained.

The public toilet is not to be used as a de facto dump station for motorhomes and caravans.

4.31 Children's Playground**Policy**

To facilitate safe children's play by providing for well maintained playground apparatus.

Explanation

All playground equipment shall comply with the New Zealand standard for playground equipment and safety undersurfacing, to ensure children's safety when using the apparatus.

To ensure prudent financial management and to effective maintenance of equipment only one children's playground will be maintain within the south end of the Reserve.

Implementation

Regular inspections will be undertaken to ensure compliance with the above standards.



4.32 Plan Review

Policy

The Plan will be reviewed as necessary when required by a change in circumstances, with a general review not more frequently than 10 yearly intervals.

Explanation

The Management Plan should be reviewed and updated to ensure that policies are appropriate. This review will be triggered by a change in circumstances or after at least ten years following the adoption of this plan.

Implementation

Should a policy or objective require major amendment prior to the general review this may be done by public notification. Minor policy amendments will not require public notification.



5 APPENDICES



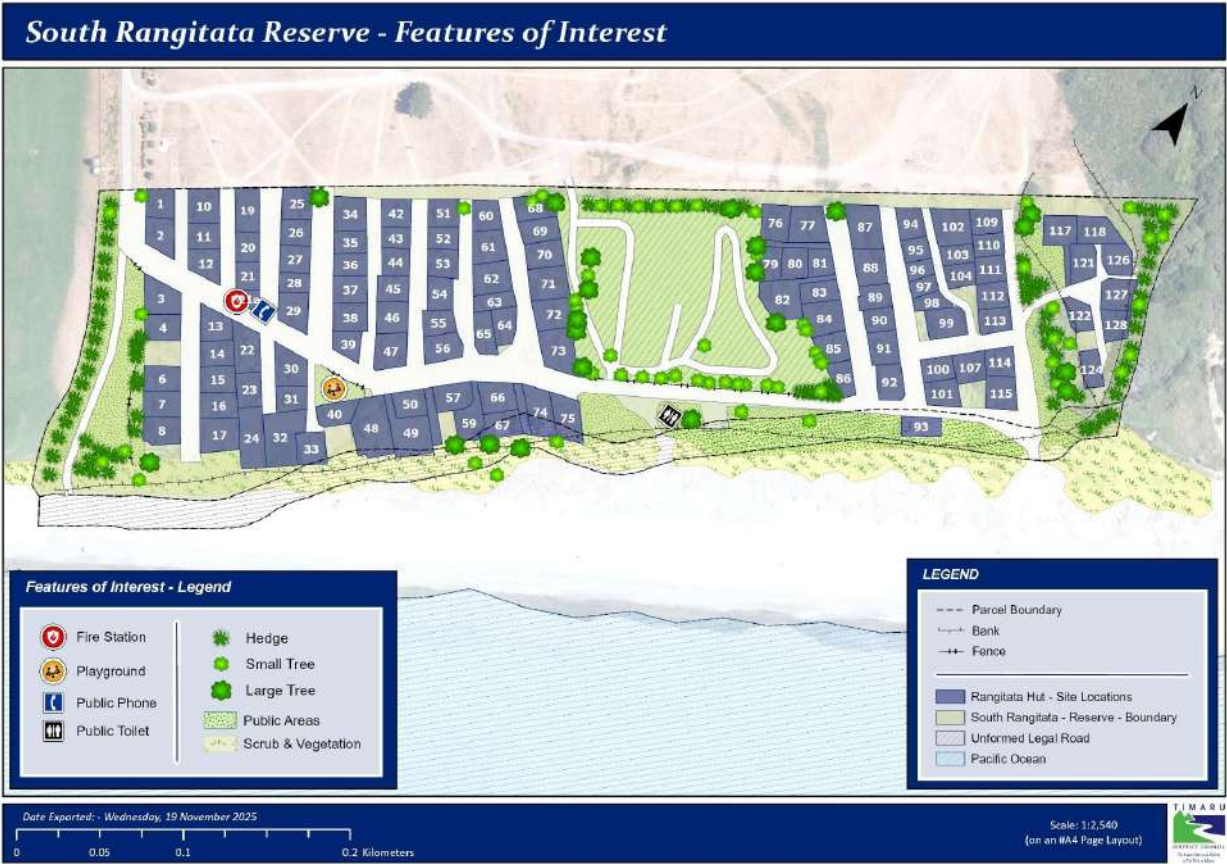
5.1 Appendix 1 – South Rangitata Reserve Location Map



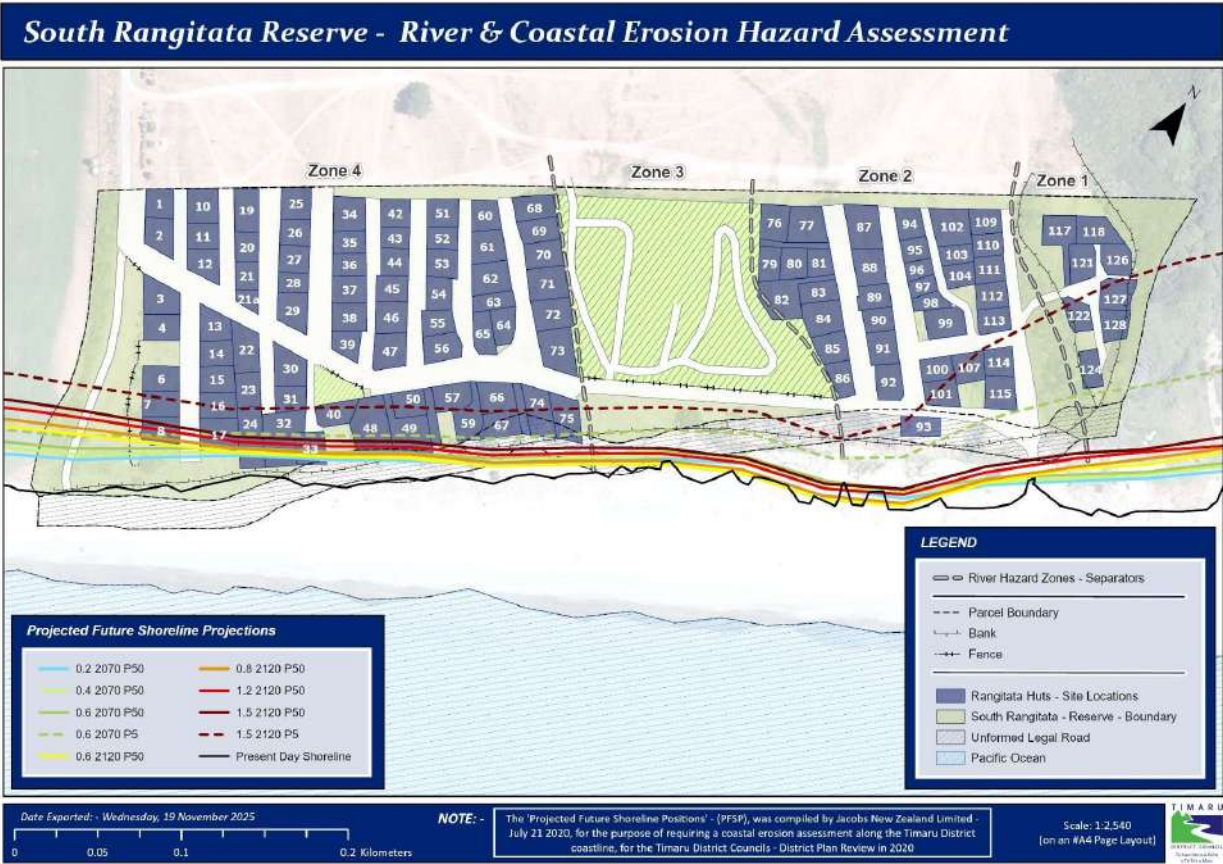
5.2 Appendix 2 - Legal Boundaries of South Rangitata Reserve 5266



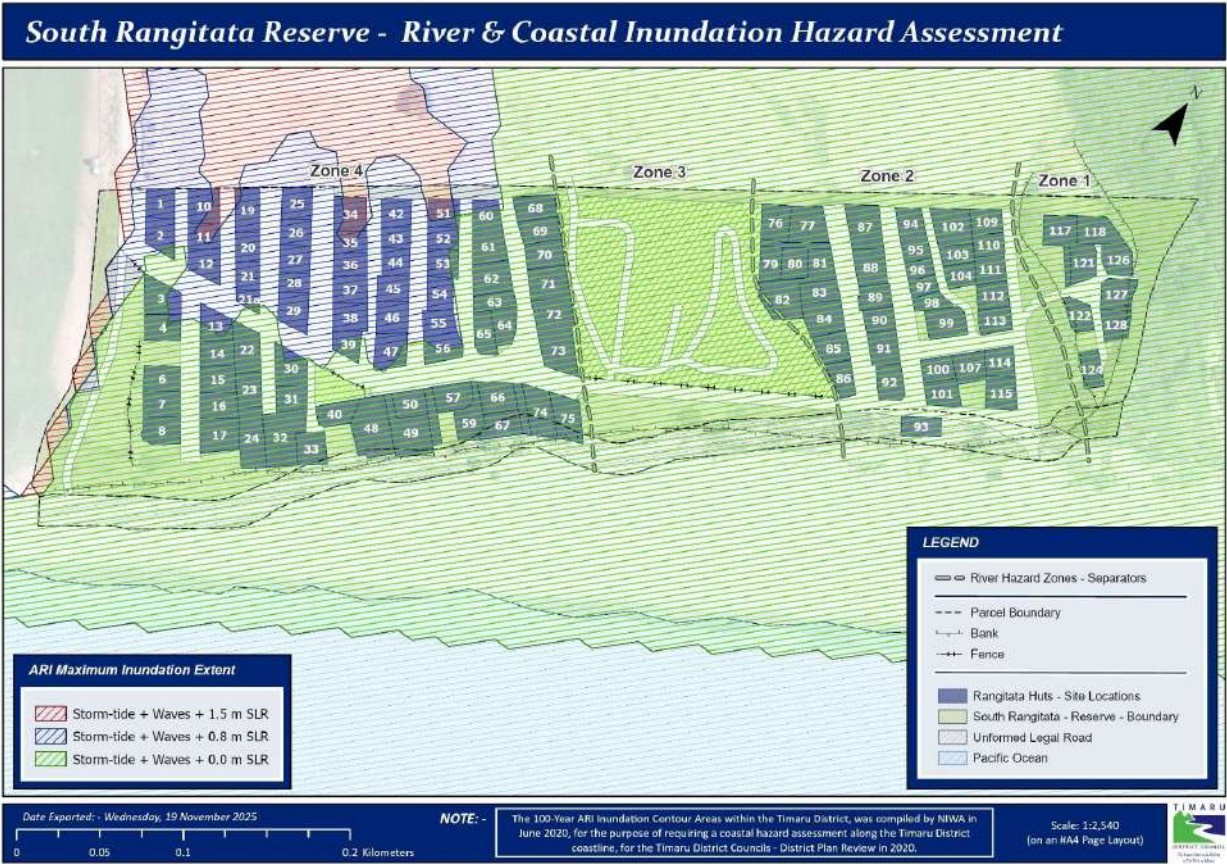
5.3 Appendix 3 - Features at South Rangitata Reserve



5.4 Appendix 4 – River and Coastal Erosion Hazard Assessment Plan



5.5 Appendix 5 – River and Coastal Inundation Hazard Assessment Plan



5.6 Appendix 6 - Guidelines for Vegetation Establishment and Removal

5.3.1 Planting

The planting of vegetation on the reserve can be divided into two main areas:

1. Shelter, screening and protection plantings which will be undertaken on public areas of the reserve, and which will benefit all reserve users. These plantings will be undertaken on a programmed basis. All such plantings shall be of native species with a proven record of performance in coastal conditions.
2. Screening and beautification plantings undertaken by individual hut holders within the confines of their own hut boundaries. These plantings can be undertaken at any time but must conform to the following criteria:
 - a) All plantings must be eco-sourced local native species ([Department of Conservation \(DoC\)](#)). This ensures that the plants are adapted to the local growing conditions.
 - b) Only shrubs or small trees not exceeding four metres in height may be planted.
 - c) Plantings shall be confined to within the hut holder's property boundary only, and shall have consideration

- for shading, disruption of services, e.g. septic tanks, and the general enjoyment of adjoining hut holders.
- d) Private individuals may not plant anything on general reserve areas outside of the hut holder's boundary without prior permission.

5.3.2 Removal

The removal or destruction of any tree, shrub, or other plantings (excluding pest plants) on public areas of the reserve is prohibited at all times.

If questions of safety arise these concerns should be addressed to the management who may grant permission for removal or arrange removal where this is prudent, and pruning will be insufficient.

5.3.3 Coastal Native Species

Successful establishing trees and shrubs in coastal situations can be difficult. These sites have shallow sandy or stony soils which are saline (salty), are subject to continued exposure to persistent winds which are often laden with salt spray, and here in South Canterbury at least are usually found in lower rainfall areas which means they are more often dry than wet.

Careful selection of species and good planting techniques are needed to ensure establishment of plantings.



Plant species that are adapted to the local environment have a greater establishment success rate and support the natural ecology and habitats.

These plants can be assisted to establish more quickly by:

- Watering at regular periods during establishment and planting during Spring and Autumn when most rainfall and growth occurs.
- Preventing grazing of plants by sheep, rabbits, or hares by fencing or the use tree guards and repellents.



CONSULTATION PLAN

South Rangitata Reserve Management Plan

November 2025



1. PURPOSE

CONSULTATION PURPOSE AND OUTCOME

The purpose of this consultation plan is to seek feedback from stakeholders on the Consultation Draft South Rangitata Reserve Management Plan to ensure the final plan has considered and incorporated the views of the wider community, where appropriate and in accordance with legislative and policy requirements.

Consultation on a Reserve Management Plan is also a requirement under [Section 41](#) of the Reserves Management Act 1977 (the Act).

The desired outcome is a finalised Reserve Management Plan that balances the needs of key stakeholders and the wider community, and all relevant regulatory and policy requirements.

CONSULTATION TO DATE

The intention to review the current Reserve Management Plan (RMP) was public notified on 20 February 2025 in accordance with Section 41 of the Act. In addition to the public notice and inclusion on Council's website, the hut lessees and immediate neighbours of the Reserve were contacted directly by Council to advise of the consultation process.

The purpose of the February consultation was to invite interested persons and organisations to send to Council written suggestions on the proposed Management Plan.

Council received three submissions in total – noting that one of those submissions was from South Rangitata Reserve Incorporated on behalf of multiple member hut owners.

Council, in accordance with the Act, gave full consideration comments received and has updated the Management Plan. Once approved by Council, this updated Management Plan must be released for wider public consultation for a period of no less than two months.

NEXT STEPS

To meet its statutory obligations once the Consultation Draft Management Plan is finalised, Council must:

- give public notice “stating that the draft Management Plan is available for inspection at a place and at times specified in the notice, and calling upon persons or organisations interested to lodge with the administering body written objections to or suggestions on the draft plan before a specified date, being not less than 2 months after the date of publication of the notice”; (Section 41, (6) (a) of the Reserve Act 1977)
- give notice in writing, as far as practicable, to all persons and organisations who or which made suggestions to Council, “stating that the draft Management Plan has been prepared and is available for inspection at the place and during the times specified in the notice, and requiring any such person or organisation who or which desires to object to or comment on the draft Management Plan to lodge with the administering body a written objection or written comments before a specified date, being not less than 2 months after the date of giving of the notice; and
- make the Consultation Draft Management Plan available for inspection, free of charge, to all interested persons during ordinary office hours at the office of the administering body.

2. CONSULTATION PLAN

CONSULTATION STAKEHOLDERS

The following stakeholders have been identified as having varying degrees of interest in the Consultation Draft South Rangitata Reserve Management Plan:

- Hut owners/lessees
- Previous submitters
- Environment Canterbury (ECan)
- Department of Conservation (DOC)
- Other Council teams
- Aoraki Environmental Consultancy Limited
- Recreational fishers and Reserve users
- Wider community
- Media

A full stakeholder analysis is included in **Appendix 1**.

KEY MESSAGING

The following should be considered in the development of any communication material pertaining to this consultation process:

Topic	Messaging
Scope	The consultation process is for the updated Draft South Rangitata Reserve Management Plan only and to the matters included in the Consultation Draft Management Plan.
Process	The process is being undertaken in accordance with the requirements of the Reserves Act 1977 and standard Council processes – and with consideration to the Local Government Act 2002 and Council's Significant and Engagement Policy.
Feedback	Feedback on the Consultation Draft Plan is encouraged and welcomed. All feedback will be considered carefully against the various legislative and other requirements, the Plan's objectives and the rights and views of all stakeholders. Stakeholders will be given an opportunity to speak to their submissions.
Deliberations	We are committed to giving due consideration the views of all stakeholders in preparing the final Management Plan, where it is in the scope of the Plan and the consultation process.
Limitations	Any further changes to the Consultation Draft Management Plan resulting from stakeholder feedback will be limited by what can be made within the scope of the Reserve's legal status, Management Plan requirements and any associated legislative and policy requirements.
Post-consultation	We will contact all submitters in writing following the consultation process to advise them of the outcomes.

Consultation risks are outlined in **Appendix 3**.

CONSULTATION ACTIVITIES AND TIMING

Specific consultation requirements under the Reserves Act 1977 are included in **Appendix 2**.

Timing	Activity	What needs to be done	How it will be done	Who will do it
09 December 2025	Consultation Plan	Adoption of Consultation Plan by Council	Council report and meeting	General Manager Assets & Infrastructure
09 December 2025	Reserve Management Plan and Consultation Summary	Adoption of Consultation Draft South Rangitata Reserve Management Plan by Council for public consultation	Council report and meeting	General Manager Assets & Infrastructure
18 December 2025	Public notice	Public Notice	As per legislative requirement (refer Appendix 2)	Council Comms team
18 December 2025	Contact previous submitters	Direct contact to notify that the Consultation Draft has been prepared	Letters (hard copy) and via email where details available (digital copies of documents attached)	TBC
18 December 2025	Directly contact key stakeholders	Letters to stakeholders identified as having high interest in the plan	Letters (hard copy) and via email where details available (digital copies of documents attached)	TBC
18 December 2025	Hard copies	Hard copies of Consultation Draft Management Plan and Consultation Summary documents	Printed and made available at Council offices for duration of consultation period (no less than 2 months)	Council Comms team
18 December 2025	Digital copies	Digital copies of all relevant documents made available	Available via Council's website for duration of consultation period (no less than 2 months)	Council Comms team
18 December 2025	Wider communication	Ensure there is wider community awareness of the process	Media release, social media	Council Comms team
18 December 2025 – 05 March 2026	Opportunities for Questions and Answers (Q&As)	Could be either email or online Q&As (via website), or a drop-in session	Depends on Council's preferences and resources, and how important they think this is to the process	TBC
TBC	Hearings	Provide an opportunity for submitters to speak to their submissions	Council hearings following closure of submission period	TBC
TBC	Follow up	Notify submitters of consultation process outcomes	Letters (hard copy) and via email where details available (with digital copy of final Plan attached)	TBC

APPENDIX 1: STAKEHOLDERS

STAKEHOLDER ANALYSIS

The following stakeholders have been identified as having a known or likely interest in this consultation process. Some will require direct engagement, while others will be engaged as part of the wider consultation process.

Stakeholder/s	Interest	Influence	Likely topics of interest in the RMP	Engagement considerations
Hut owners/lessees	High	Moderate	As per submissions – notably around issues pertaining to hut leases and associated Reserve services	Direct engagement required
Previous submitters	High	Moderate	As per submissions – and whether how their submission issues have been addressed.	Direct engagement required
Environment Canterbury (ECan)	High	High	Matters arising in relation to the Resource Management Act 1991 and any relevant regional policies and plans, impact of natural hazards	Direct engagement required
Department of Conservation (DOC)	High	High	Any impacts of the plan of indigenous flora and fauna; access to the site	Direct engagement required
Other Council teams	High	Moderate	Matters relevant to the District Plan and any associated plans and policies. Services pertaining to Solid Waste, Water Supply and Reserve maintenance, the playground, and access to the reserve.	Including Planning, Solid Waste and 3 Waters, Parks, Roding
Aoraki Environmental Consultancy Limited	High	Moderate	Matters relevant to Te Rūnanga o Arowhenua's values and own strategic planning; access to the Reserve; indigenous flora and fauna; provisions under Te Tiriti o Waitangi; any existing agreement/s with Council and other stakeholders	AECL is mandated to support Te Rūnanga o Arowhenua in its environmental aspirations and enable it to undertake rangatiratanga and kaitiakitanga within its Rohe. Direct engagement required.
Recreational fishers and Reserve users	Moderate	Low	Ongoing access to the Reserve; facilities provided (toilets, playground); use for events.	Indirect engagement via consultation process general communication channels
Wider community	Low-moderate	Low	As above, plus cost, risks and benefits to ratepayers	Indirect engagement via consultation process general communication channels
Media	Low-moderate	Low	Opportunities to ask questions, share information with audiences	Indirect engagement via consultation process general communication channels, ensuring key messaging is clear and easily transferable in different mediums

APPENDIX 2: REQUIREMENTS

The following legislative requirements are informing this consultation process:

[Section 41, Reserve Act 1977](#)

(Completed)

- (5) Before preparing a management plan for any 1 or more reserves under its control, the administering body shall—
 - (a) give public notice of its intention to do so; and
 - (b) in that notice, invite persons and organisations interested to send to the administering body at its office written suggestions on the proposed plan within a time specified in the notice; and
 - (c) in preparing that management plan, give full consideration to any such comments received.

This process

- (6) Every management plan shall be prepared by the administering body in draft form in the first place, and the administering body shall—
 - (a) give public notice complying with [section 119](#) stating that the draft plan is available for inspection at a place and at times specified in the notice, and calling upon persons or organisations interested to lodge with the administering body written objections to or suggestions on the draft plan before a specified date, being not less than 2 months after the date of publication of the notice; and
 - (aa) on giving notice in accordance with paragraph (a), send a copy of the draft plan to the Commissioner; and
 - (b) give notice in writing, as far as practicable, to all persons and organisations who or which made suggestions to the administering body under subsection (5) stating that the draft plan has been prepared and is available for inspection at the place and during the times specified in the notice, and requiring any such person or organisation who or which desires to object to or comment on the draft plan to lodge with the administering body a written objection or written comments before a specified date, being not less than 2 months after the date of giving of the notice; and
 - (c) make the draft management plan available for inspection, free of charge, to all interested persons during ordinary office hours at the office of the administering body; and
 - (d) before approving the management plan, or, as the case may require, recommending the management plan to the Minister for his or her approval, give every person or organisation who or which, in lodging any objection or making any comments under paragraph (a) or paragraph (b), asked to be heard in support of his or her or its objection or comments, a reasonable opportunity of appearing before the administering body or a committee thereof or a person nominated by the administering body in support of his or her or its objection or comments; and
 - (e) where the management plan requires the approval of the Minister, attach to the plan submitted to him or her for approval a summary of the objections and comments received and a statement as to the extent to which they have been allowed or accepted or disallowed or not accepted.
- (16) This section shall not apply in respect of any government purpose reserve or local purpose reserve unless the reserve is vested in an administering body or an administering body is appointed to control and manage the reserve, and the Minister in the notice of vesting or notice to control and manage directs that this section is to apply in respect of the reserve.

Public notification (Section 119, Reserves Act) 1977

- (b) where the notification relates to any other reserve or proposed reserve, it shall be published—
 - (i) once in a newspaper circulating in the area in which the reserve or proposed reserve is situated; and
 - (ii) in such other newspapers (if any) as the administering body decides:

provided that any notification under [section 16\(4\)](#) relating to a nature reserve or scientific reserve or a proposed nature reserve or scientific reserve shall be published in the manner specified in paragraph (a):

provided also that where under this subsection a notification is required to be published in a newspaper circulating in the area in which the reserve or proposed reserve is situated and there is no such newspaper, the notification shall be published once in the *Gazette*.

Consultation Draft Management Plan Available for Inspection.

You are invited under s.41 Reserves Act 1977 to lodge written objections to or suggestions on the draft management plan for the South Rangitata Reserve 5266 at 150 Rangitata Huts Road, South Canterbury by 05 March 2026 at the address below. The Consultation Draft South Rangitata Reserve Management Plan is available for inspection in terms of the Act at Timaru District Council, 2 King George Street, Timaru. Submitters should state whether or not they wish to be heard at the hearing.

APPENDIX 3: CONSULTATION RISKS

KEY CONSULTATION RISKS AND MITIGATION MEASURES

Risk	Likelihood	Impact	Mitigation measures
Unrelated Reserve issues overshadowing the scope of this consultation process	Moderate	Moderate	Being very clear about the scope of this process, and what the limitation are, in all associated communication material
Nor meeting legislative requirements	Low	High	Ensuring alignment with Reserves Act requirements, as outlined in Appendix 2. Council ownership and monitoring the process.
The process becoming derailed by other broader issues – for example, the Reserve's future status under the Reserves Act	High	High	Agreement by Council on the scope and purpose of the consultation prior to the process being publicly notified.
Spread of misinformation, potentially derailing the process and decision-making on the final Management Plan	Moderate	High	Proactive communication, with inclusion and repetition of key messaging. Undertaking direct communications where appropriate – e.g. face-to-face meetings or online Q&As

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 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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
13.1 - Public Excluded Minutes of the Council Meeting held on 4 November 2025 Matters dealt with in these minutes: 11.1 - Bad Debts Written Off as at 30 September 2025 11.2 - Migration to Civica Authority Altitude Project	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 4 November 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 4 November 2025.
13.2 - Pleasant Point Pool electrical infrastructure upgrades	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	To protect commercially sensitive information
13.3 - Property Divestment - Ratification of Offer - Pareora	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural	To protect a person's privacy, including the privacy of deceased persons

Closed Landfill - Cnr Sands Road and State Highway 1	persons, including that of deceased natural persons s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	To enable Council to carry out commercial or industrial negotiations
*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.”