



AGENDA

Ordinary Council Meeting Tuesday, 15 December 2020

Date Tuesday, 15 December 2020

Time 3pm

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1395602

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 15 December 2020, at 3pm.

Council Members

Mayor Nigel Bowen (Chairperson), Cllrs Allan Booth, Peter Burt, Barbara Gilchrist, Richard Lyon, Gavin Oliver, Paddy O'Reilly, Sally Parker, Stu Piddington and Steve Wills

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.

Bede Carran

Chief Executive

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

7 Confirmation of Minutes

7.1 Minutes of the Council Meeting held on 6 October 2020

Author: Jo Doyle, Governance Advisor

Recommendation

That the Minutes of the Council Meeting held on 6 October 2020 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 6 October 2020**



MINUTES

Ordinary Council Meeting Tuesday, 6 October 2020

Ref: 1395602

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 6 October 2020 at 3.00pm**

Present: Mayor Nigel Bowen (Chairperson), Cr Allan Booth, Cr Peter Burt, Cr Barbara Gilchrist, Cr Richard Lyon, Cr Gavin Oliver, Cr Paddy O'Reilly, Cr Sally Parker, Cr Stu Piddington, Cr Steve Wills

In Attendance: **Council Officers**
Chief Executive (Bede Carran), Group Manager Commercial and Strategy (Donna Cross), Group Manager Environmental Services (Tracy Tierney), Group Manager People and Digital/Acting Group Manager Community Services (Symon Leggett), Group Manager Infrastructure (Andrew Dixon), District Planning Manager (Mark Geddes), Senior Planner (Megan Geng), Senior Planner (Alex Wakefield), Manager of Property Services and Client Representative (Nicole Timney), Communications Manager (Stephen Doran), Governance Advisor (Jo Doyle)

Manu Whenua Representative
Tewera King

1 Opening Prayer and Waiata

Cr O'Reilly offered a prayer for the work of Council. This was followed by the singing of the Council Waiata.

2 Apologies

There were no apologies.

3 Public Forum

There was no public forum.

4 Identification of Urgent Business

There were no urgent business items.

5 Identification of Matters of a Minor Nature

There were no minor nature items.

6 Declaration of Conflicts of Interest

There were no declarations of conflicts of interest.

7 Reports

7.1 Approval of the Draft District Plan for Public Consultation

Council considered the Draft District Plan <https://timaru.isoplan.co.nz/eplan/> for public consultation.

Cr Booth returned to the meeting at 3.43pm.

Tewera King shared a mihi with Council and advised that the right direction has been achieved for the people that live in the South Canterbury district,

The District Planning Manager presented the report and advised the importance of this document. A legacy is created for our district with the places and spaces that will last for generations. This plan affects what homeowners can do on their properties, but also affects the Heritage, Coastline and enables development and the blueprint for a sustainable development of the whole district.

After consultation with stakeholder groups, heritage and tangata whenua, the approved concept was then peer reviewed and legally reviewed.

The E-Plan was developed which is new technology to make the district plan user friendly.

The Maori values have been included with discussions to arrive at solutions and remedies from the current plan. Sites of significance were identified and a comprehensive approach to Maori values has been paramount.

The Planning Team were thanked for their hard work in producing this draft district plan to Council.

Resolution 2020/55

Moved: Cr Barbara Gilchrist

Seconded: Cr Peter Burt

That the Draft District Plan is approved for public consultation.

Carried

8 Consideration of Urgent Business Items

There were no urgent business items.

9 Consideration of Minor Nature Matters

There were no minor nature items.

10 Public Forum Items Requiring Consideration

There was no public forum.

11 Resolution to Exclude the Public

Resolution 2020/56

Moved: Cr Barbara Gilchrist

Seconded: Cr Paddy O'Reilly

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
1.1 - Appointment to Audit and Risk Committee	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

Carried

Resolution 2020/57

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

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

Carried

12 Public Excluded Reports

1.1 Appointment to Audit and Risk Committee

13 Readmittance of the Public

The meeting closed at 3.56pm.

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Chairperson

7.2 Minutes of the Council Meeting held on 27 October 2020

Author: Jo Doyle, Governance Advisor

Recommendation

That the Minutes of the Council Meeting held on 27 October 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Council Meeting held on 27 October 2020**



MINUTES

Ordinary Council Meeting Tuesday, 27 October 2020

Ref: 1395602

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 27 October 2020 at 3pm**

Present: Mayor Nigel Bowen (Chairperson), Cr Barbara Gilchrist, Cr Richard Lyon, Cr Gavin Oliver, Cr Paddy O'Reilly, Cr Sally Parker, Cr Stu Piddington, Cr Steve Wills

In Attendance: **Council Officers**
Chief Executive (Bede Carran), Group Manager Commercial and Strategy (Donna Cross), Group Manager Environmental Services (Tracy Tierney), Group Manager People and Digital/Acting Group Manager Community Services (Symon Leggett), Group Manager Infrastructure (Andrew Dixon), Manager of Property Services and Client Representative (Nicole Timney), Communications Manager (Stephen Doran), Governance Advisor (Jo Doyle)

1 Opening Prayer and Waiata

Gordon Rosewall of Life Church offered a Prayer for the work of Council followed by the singing of the Council Waiata.

2 Apologies

Resolution 2020/63

Moved: Cr Sally Parker

Seconded: Cr Paddy O'Reilly

That apologies from Cr Allan Booth, Cr Peter Burt, Natasha Rankin of Geraldine Community Board, Stephanie McCullough of Temuka Community Board and Neville Gould of Pleasant Point Community Board be received and accepted.

Carried

3 Public Forum

Steven Greenyer of Fire and Emergency New Zealand (FENZ) attended.

31% of incidents in South Canterbury are false alarms, such as building alarms or false alarms with good intent, e.g. seeing smoke and reporting to 111. The second largest section are medical events and accidents, with FENZ providing response to life threatening events. This increase in workload has come with psychological welfare issues as some events, such as cardiac events do have a low success rate and this ultimately has an effect on firefighters.

In South Canterbury, the positives are that there are no major burnouts or destruction of property and there are a high rate of smoke alarms.

FENZ complimented Timaru District Council for their staff, water, environmental, roads, building department and Civil Defence Emergency Management.

One area of concern are new buildings in industrial zones, fires progress through these buildings very quickly and some commercial buildings are erected before water is available in the area. Ideally the water supplies need to be in place before the buildings go are completed.

Integration of urban and rural fire brigades is well underway, and one manager for all the brigades across South Canterbury will be the new structure from December.

FENZ are always keen to interact with all groups, and would be more than happy if Council has initiatives for the community to engage.

Nigel Gilkison

Attended the Public Forum to present a petition to Council against the proposed development of the Showgrounds.

Background was provided on the sale of the land in 2016 to safe guard the CBD and the subsequent sale and purchase to a developer in 2019. Restrictions were included in the sale and purchase agreement to protect the CBD, however it was felt there was no evidence of this in the resource consent the developer has submitted to Council.

It appears that expert advice about the detriment to the CBD has been ignored, and now there is a public outcry with no compelling evidence in favour of the development.

Council was asked for evidence of balanced decision making, and the transparent process. New development is encouraged, but should be demand driven and within the CBD band rather than on the outline of town.

It is expected that this development will have significant negative effects on Timaru and will choke new development in CBD and the planned Theatre Royal and City Hub strategy will be also be affected.

Council were asked to pause and consult with the community, which should have been done at the start. With the next stage of due diligence due to expire in November, a pause was urged and to ask the community how they want this piece of land put to use.

Motion

Resolution 2020/64

Moved: Mayor Nigel Bowen

Seconded: Cr Steve Wills

That Council received and noted the petition against the proposed development of the Showgrounds.

Carried

Attachments

1 Showgrounds Petition - 27 October 2020

4 Identification of Urgent Business

That items 13.4 and 13.5 on the Public Excluded Supplementary agenda be considered as Urgent Business.

5 Identification of Matters of a Minor Nature

There were no matters of a minor nature.

6 Declaration of Conflicts of Interest

There were no conflicts of interest.

7 Confirmation of Minutes**7.1 Minutes of the Council Meeting held on 22 September 2020****Resolution 2020/65**

Moved: Cr Barbara Gilchrist

Seconded: Cr Richard Lyon

That the Minutes of the Council Meeting held on 22 September 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

7.2 Minutes of the Tenders and Procurement Committee Meeting held on 13 October 2020**Resolution 2020/66**

Moved: Cr Sally Parker

Seconded: Cr Steve Wills

That the Minutes of the Tenders and Procurement Committee Meeting held on 13 October 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

8 Schedules of Functions Attended**8.1 Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors****Resolution 2020/67**

Moved: Mayor Nigel Bowen

Seconded: Cr Gavin Oliver

That the report be received and noted.

Carried

8.2 Schedule of Functions Attended by the Chief Executive

Resolution 2020/68

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

That the report be received and noted.

Carried

9 Reports

9.1 Contracts Let From Tenders and Procurement Committee

Council was advised of contracts let by the Tenders and Procurement Committee.

Resolution 2020/69

Moved: Mayor Nigel Bowen

Seconded: Cr Sally Parker

That the following information on a contract let by the Tenders and Procurement Committee, be received.

Contract Description	Number of Tenders	Price Range	Successful Tenderer and Price
Contract 2468 – Pareora Pipeline Section 1	6	\$5,695,381.21 to \$7,548,115.33	Rooney Group Limited \$5,695,381.21
Tenders were evaluated using weighted attributes method.			

All prices exclude GST

Carried

9.2 Council Meeting Calendar 2021

The Council meeting calendar for 2021 was presented to Council by the Group Manager Commercial and Strategy.

There are two Audit and Risk Committee meetings to be moved, the 7 December meeting will be moved to 14 December and the 30 March meeting will be moved to 23 March.

Resolution 2020/70

Moved: Cr Steve Wills

Seconded: Cr Barbara Gilchrist

That the Council meetings calendar for 2021 be adopted with Audit and Risk Committee meetings now scheduled for 14 December and 23 March.

Carried

9.3 Audit & Risk Committee Updates

Council was presented with a copy of the following:

- The public minutes from the Audit and Risk Committee held on 12 October 2020 meeting (unconfirmed minutes);
- The current Corporate Risk Register, considered at the last Audit and Risk Committee (noting there will be further updates as an outcome of the Audit and Risk Committee and further work being undertaken by officers);
- The draft risk appetite statement, for Council approval;
- The proposed internal audit plan for 2020/21, for Council approval.

Group Manager Commercial and Strategy and Risk & Assurance Manager presented these papers from the Audit and Risk Committee meeting held 12 October 2020.

Resolution 2020/71

Moved: Cr Barbara Gilchrist

Seconded: Cr Gavin Oliver

That Council:

- a. Receive and note this report;
- b. Approve the risk appetite statement; and
- c. Approve the internal audit plan for 2020/21.

Carried

9.4 Nomination of a Council Biodiversity Champion

Council was presented with a report to nominate a Council Biodiversity Champion by Group Manager Environmental Services and Senior Planner.

The Canterbury Mayoral Forum is advocating that each council nominate an elected member to raise, shape and champion better biodiversity outcomes in councils' Long Term Plans 2021-2031 and support the Canterbury Biodiversity Strategy 2008. Cr Gilchrist has considerable interest and knowledge and is willing to accept the nomination for the role.

Resolution 2020/72

Moved: Cr Steve Wills

Seconded: Cr Paddy O'Reilly

That Cr Gilchrist is nominated as the Council Biodiversity Champion.

Carried

9.5 Timaru District Holdings Ltd Annual General Meeting

Council received an report to appoint a proxy and alternative proxy to attend the TDHL Annual General Meeting.

It was discussed that Cr Paddy O’Reilly would be the proxy, and Cr Sally Parker would be the alternative proxy.

Resolution 2020/73

Moved: Cr Steve Wills

Seconded: Cr Barbara Gilchrist

That Cr Paddy O’Reilly will be proxy and Cr Sally Parker will be the alternative proxy to represent the Council at Timaru District Holdings Limited’s Annual General Meeting proposed for 26 November 2020.

Carried

10 Consideration of Urgent Business Items

Items 13.4 and 13.5 will be heard as urgent business.

11 Consideration of Minor Nature Matters

There were no minor nature matters.

12 Public Forum Items Requiring Consideration

There were no further considerations from the public forum items.

13 Resolution to Exclude the Public

Resolution 2020/74

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 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 22 September 2020	s7(2)(b)(i) - The withholding of the information is necessary to protect information where the making available of the	To prevent disclosing a trade secret Commercial sensitivity

	<p>information would disclose a trade secret</p> <p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege</p>	<p>To protect all communications between a legal adviser and clients from being disclosed without the permission of the client.</p>
<p>13.2 - Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 24 November 2020</p>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>Commercial sensitivity</p>
<p>13.3 - Audit & Risk Committee Updates</p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	<p>To protect a person’s privacy</p> <p>Commercial sensitivity</p> <p>To enable commercial activities</p>
<p>13.4 - Timaru District Holdings Limited Director Appointments</p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>To protect a person’s privacy</p>

<p>13.5 - Property Matter</p>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>Commercial sensitivity</p>
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That pursuant to section 48(5) of the Local Government Official Information and Meetings Act, Samantha Iles and Brodie Young from Environment Canterbury and Frazer Munro of Timaru District Holdings Limited be permitted to remain at this meeting after the public has been excluded, due to their knowledge of the issue being considered under item 13.5 Property Matter.

Carried

Resolution 2020/75

Moved: Mayor Nigel Bowen

Seconded: Cr Sally Parker

That the supplementary items 13.4 – Timaru District Holdings Limited Director Appointments and 13.5 – Property Matter be admitted as Urgent Business.

Carried

Resolution 2020/76

Moved: Cr Paddy O'Reilly

Seconded: Cr Stu Piddington

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

Carried

13 Public Excluded Reports

13.1 Public Excluded Minutes of the Council Meeting held on 22 September 2020

13.2 Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 24 November 2020

13.3 Audit & Risk Committee Updates

13.4 Timaru District Holdings Limited Director Appointments

13.5 Property Matter

14 Readmittance of the Public

The meeting closed at 4.16pm.

.....
Chairperson

7.3 Minutes of the Council Meeting held on 24 November 2020

Author: Jo Doyle, Governance Advisor

Recommendation

That the Minutes of the Council Meeting held on 24 November 2020 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 24 November 2020**



MINUTES

Ordinary Council Meeting Tuesday, 24 November 2020

Ref: 1395602

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 24 November 2020 at 12.17pm**

Present: Mayor Nigel Bowen (Chairperson), Cr Allan Booth – via Video Link, Cr Peter Burt, Cr Barbara Gilchrist, Cr Richard Lyon, Cr Gavin Oliver, Cr Paddy O'Reilly, Cr Stu Piddington, Cr Steve Wills

In Attendance: Chief Executive (Bede Carran), Group Manager Commercial and Strategy (Donna Cross), Group Manager Environmental Services (Tracy Tierney), Group Manager People and Digital/Acting Group Manager Community Services (Symon Leggett), Group Manager Infrastructure (Andrew Dixon), Manager of Property Services and Client Representative (Nicole Timney), Communications Manager (Stephen Doran), Governance Advisor (Jo Doyle)

Mark Rogers – Chair of Venture Timaru

1 Apologies

Resolution 2020/77

Moved: Cr Peter Burt

Seconded: Cr Barbara Gilchrist

That the apologies from Cr Sally Parker and Anne Lemmens of Pleasant Point Community Board be received and accepted.

Carried

2 Public Forum

There was no public forum.

3 Identification of Urgent Business

There was no urgent business.

4 Identification of Matters of a Minor Nature

There were no minor nature matters.

5 Declaration of Conflicts of Interest

Cr Allan Booth advised a conflict with Venture Timaru. He is able to remain as this item confirming the appointment process of Directors.

6 Reports

6.1 Venture Timaru Director Appointment Process

Council was presented with the process for the recruitment and appointment of 2 new directors to Venture Timaru, to replace retiring director Nicky Hyslop, and also the Chair Mark Rogers who has signalled his intention to retire from the Board in the future as part normal Board rotation practice.

The Chief Executive and Chair Mark Rogers spoke to the report, the recruitment process will follow the appointment policy and the Director and Trustee Appointment Sub Committee will assess applicants and make their recommendation.

Attributes to be considered are a focus on tourism, the rural sector, a strong governance background and a potential to become the Chairperson.

The roles will be advertised locally to provide a fully transparent process.

Resolution 2020/78

Moved: Cr Peter Burt

Seconded: Cr Gavin Oliver

That Council approves the director appointment process, director profiles and role specifications outlined in this report for the recruitment of 2 new directors to Venture Timaru Limited.

Carried

6.2 Delegated Authority for Funding Agreement

Council confirmed the Chief Executive's delegated authority to enter into a funding agreement with MBIE for up to \$11.6m of funding for the Theatre Royal and Heritage Facility Development.

Resolution 2020/79

Moved: Cr Barbara Gilchrist

Seconded: Cr Paddy O'Reilly

That Council delegates to the Chief Executive the authority to enter into a Funding Agreement with Ministry of Business Innovation and Employment for up to \$11.6m of funding for the Theatre Royal and Heritage Facility Development.

Carried

7 Consideration of Urgent Business Items

There was no urgent business.

8 Consideration of Minor Nature Matters

There were no minor nature items.

9 Public Forum Items Requiring Consideration

There was no public forum.

The meeting closed at 12.22pm.

.....

Chairperson

7.4 Minutes of the Directors and Trustee Appointment Subcommittee Meeting held on 6 October 2020**Author: Jo Doyle, Governance Advisor****Recommendation**

That the Minutes of the Directors and Trustee Appointment Subcommittee Meeting held on 6 October 2020 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 Directors and Trustee Appointment Subcommittee Meeting held on 6 October 2020**



MINUTES

Directors and Trustees Selection Subcommittee Meeting Tuesday, 6 October 2020

Ref: 1395602

**Minutes of Timaru District Council
Directors and Trustees Selection Subcommittee Meeting
Held in the Chief Executives Office, Timaru District Council, 2 King George Place, Timaru
on Tuesday, 6 October 2020 at 10am**

Present: Mayor Nigel Bowen, Cr Steve Wills

In Attendance: Chief Executive (Bede Carran), TDHL Chairperson (Ian Fitzgerald – Via Video Link), Institute of Directors (Kelly McGregor – Via Video Link), TDHL General Manager (Frazer Munro), Governance Advisor (Jo Doyle)

1 Apologies

There were no apologies,

2 Identification of Items of Urgent Business

There were no items of urgent business.

3 Identification of Matters of a Minor Nature

There were no items of minor nature.

4 Declaration of Conflicts of Interest

There were no conflicts of interest.

5 Consideration of Urgent Business Items

There no urgent business items.

6 Consideration of Minor Nature Matters

There were no minor nature items.

7 Exclusion of the Public

Resolution 2020/3

Moved: Mayor Nigel Bowen

Seconded: Member Steve Wills

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason

8.1 - TDHL Director Appointments - Shortlist	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
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Carried

Resolution 2020/4

Moved: Member Steve Wills

Seconded: Mayor Nigel Bowen

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

Carried

8 Public Excluded Reports

8.1 TDHL Director Appointments - Shortlist

9 Readmittance of the Public

The meeting closed at 10.55am.

.....
Chairperson

7.5 Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 19 October 2020

Author: Jo Doyle, Governance Advisor

Recommendation

That the Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 19 October 2020 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 Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 19 October 2020**



MINUTES

Extraordinary Directors and Trustees Selection Subcommittee Meeting Monday, 19 October 2020

Ref: 1395602

**Minutes of Timaru District Council
Extraordinary Directors and Trustees Selection Subcommittee Meeting
Held in the Chief Executives Office, Timaru District Council, 2 King George Place, Timaru
on Monday, 19 October 2020 at 5.00pm**

Present: Mayor Nigel Bowen, Cr Steve Wills, Cr Sally Parker

In Attendance: Chief Executive (Bede Carran), TDHL Chairperson (Ian Fitzgerald – Via Video Link), Institute of Directors (Kelly McGregor – Via Video Link), TDHL General Manager (Frazer Munro), Governance Advisor (Jo Doyle)

1 Apologies

There were no apologies.

2 Identification of Items of Urgent Business

There were no urgent business items.

3 Identification of Matters of a Minor Nature

There were no minor nature items.

4 Declaration of Conflicts of Interest

There were no conflicts of interest.

5 Consideration of Urgent Business Items

There were no urgent business items.

6 Consideration of Minor Nature Matters

There were no minor nature items.

7 Exclusion of the Public

Resolution 2020/5

Moved: Cr Steve Wills

Seconded: Cr Sally Parker

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason

8.1 - TDHL Director Appointments - Recommendations	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
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Carried

Resolution 2020/6

Moved: Mayor Nigel Bowen

Seconded: Cr Steve Wills

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

Carried

8 Public Excluded Reports

8.1 TDHL Director Appointments - Recommendations

9 Readmittance of the Public

The meeting closed at 5.19pm.

.....
Chairperson

7.6 Minutes of the Tenders and Procurement Committee Meeting held on 3 November 2020

Author: Jo Doyle, Governance Advisor

Recommendation

That the Minutes of the Tenders and Procurement Committee Meeting held on 3 November 2020 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 Tenders and Procurement Committee Meeting held on 3 November 2020**



MINUTES

Tenders and Procurement Committee Meeting Tuesday, 3 November 2020

Ref: 1395602

**Minutes of Timaru District Council
Tenders and Procurement Committee Meeting
Held in the Chief Executive's Office, District Council Building, King George Place, Timaru
on Tuesday, 3 November 2020 at 2.30pm**

Present: Nigel Bowen (Chairperson), Cr Barbara Gilchrist, Cr Paddy O'Reilly
In Attendance: Chief Executive (Bede Carran), Group Manager Infrastructure (Andrew Dixon), Drainage and Water Manager (Grant Hall), Senior Programme Delivery Manager (Ashley Harper), Governance Advisor (Jo Doyle)

1 Apologies

Resolution 2020/12

Moved: Chairperson Nigel Bowen
Seconded: Cr Barbara Gilchrist

That the apology received from Cr Sally Parker and Peter Burt be accepted and leave of absence granted.

Carried

2 Identification of Items of Urgent Business

There were no items of urgent business.

3 Identification of Matters of a Minor Nature

There were no matters of minor nature.

4 Declaration of Conflicts of Interest

There were no declarations of conflict of interest.

5 Consideration of Urgent Business Items

There were no items of urgent business.

6 Consideration of Minor Nature Matters

There were no matters of minor nature.

7 Exclusion of the Public

Resolution 2020/13

Moved: Chairperson Nigel Bowen
Seconded: Cr Barbara Gilchrist

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
8.1 - Contract 2469 - Pareora Pipeline Renewal Section 2 (Pareora Gorge) - Installation Methodology and Procurement Strategy	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	Commercial sensitivity
8.2 - Contract 2447 Variation - Talbot Street Sewermain Renewal (Kennedy Street to Huffey Street)	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	Commercial sensitivity
8.3 - Contract 2080 - Utilities Maintenance Contract Extension Report	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity

Carried

Resolution 2020/14

Moved: Chairperson Nigel Bowen

Seconded: Cr Barbara Gilchrist

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

Carried

- 8 Public Excluded Reports**
- 8.1 Contract 2469 - Pareora Piepline Renewal Section 2 (Pareora Gorge) - Installation Methodolgy and Procurement Strategy**
- 8.2 Contract 2447 Variation - Talbot Street Sewermain Renewal (Kennedy Street to Huffey Street)**
- 8.3 Contract 2080 - Utilities Maintenance Contract Extension Report**
- 9 Readmittance of the Public**

The Meeting closed at 3.03pm.

.....
Chairperson

7.7 Minutes of the Tenders and Procurement Committee Meeting held on 24 November 2020

Author: Jo Doyle, Governance Advisor

Recommendation

That the Minutes of the Tenders and Procurement Committee Meeting held on 24 November 2020 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 Tenders and Procurement Committee Meeting held on 24 November 2020**



MINUTES

Tenders and Procurement Committee Meeting Tuesday, 24 November 2020

Ref: 1395602

**Minutes of Timaru District Council
Tenders and Procurement Committee Meeting
Held in the Chief Executives Office, District Council Building, King George Place, Timaru
on Tuesday, 24 November 2020 at 8.30am**

Present: Nigel Bowen (Chairperson), Cr Peter Burt, Cr Barbara Gilchrist. Cr Paddy O'Reilly

In Attendance: Chief Executive (Bede Carran), Group Manager Infrastructure (Andrew Dixon), Drainage and Water Manager (Grant Hall), Land Transport Manager (Susannah Ratahi), Governance Advisor (Jo Doyle)

1 Apologies

There were no apologies.

2 Identification of Items of Urgent Business

There were no items of urgent business.

3 Identification of Matters of a Minor Nature

There were no matters of a minor nature.

4 Declaration of Conflicts of Interest

There were no conflicts of interest.

5 Consideration of Urgent Business Items

There were no items of urgent business.

6 Consideration of Minor Nature Matters

There were no matters of a minor nature.

7 Exclusion of the Public

Resolution 2020/15

Moved: Cr Barbara Gilchrist

Seconded: Cr Peter Burt

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason

8.1 - Contract 2479 - Winchester-Geraldine, Coach, Tiplady, and McKenzie Roads Intersection Upgrade	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	Commercial sensitivity
8.2 - Contract 2496 - Te Ana Wai Treated Water Reservoir - Procurement Strategy	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	Commercial sensitivity
8.3 - Contract 2497 - Te Moana Water Treatment Plant Design and Build - Procurement Strategy	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	Commercial sensitivity

Carried

Resolution 2020/16

Moved: Chairperson Nigel Bowen

Seconded: Cr Barbara Gilchrist

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

Carried

- 8 Public Excluded Reports**
- 8.1 Contract 2479 - Winchester-Geraldine, Coach, Tiplady, and McKenzie Roads Intersection Upgrade**
- 8.2 Contract 2496 - Te Ana Wai Treated Water Reservoir - Procurement Strategy**
- 8.3 Contract 2497 - Te Moana Water Treatment Plant Design and Build - Procurement Strategy**
- 9 Readmittance of the Public**

The Meeting closed at 8.55am.

.....
Chairperson

7.8 Minutes of the Extraordinary Tenders and Procurement Committee Meeting held on 8 December 2020

Author: Jo Doyle, Governance Advisor

Recommendation

That the Minutes of the Extraordinary Tenders and Procurement Committee Meeting held on 8 December 2020 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 Extraordinary Tenders and Procurement Committee Meeting held on 8 December 2020**



MINUTES

Extraordinary Tenders and Procurement Committee Meeting Tuesday, 8 December 2020

Ref: 1395602

**Minutes of Timaru District Council
Extraordinary Tenders and Procurement Committee Meeting
Held in the Chief Executive's Office, District Council Building, King George Place, Timaru
on Tuesday, 8 December 2020 at 8.30am**

Present: Mayor Nigel Bowen (Chairperson), Cr Peter Burt, Cr Barbara Gilchrist

In Attendance: Chief Executive (Bede Carran), Group Manager Infrastructure (Andrew Dixon), Land Transport Manager (Suzy Ratahi), Transport Procurement Advisor (Josie McNee), Governance Advisor (Jo Doyle)

1 Apologies

Resolution 2020/18

Moved: Chairperson Nigel Bowen

Seconded: Cr Barbara Gilchrist

That the apology received from Cr Sally Parker be accepted and leave of absence granted.

Carried

2 Identification of Items of Urgent Business

There was no urgent business.

3 Identification of Matters of a Minor Nature

There was no minor nature matters.

4 Declaration of Conflicts of Interest

There were no conflicts of interest.

5 Consideration of Urgent Business Items

There was no urgent business.

6 Consideration of Minor Nature Matters

There was no minor nature matters.

7 Exclusion of the Public

Resolution 2020/19

Moved: Chairperson Nigel Bowen

Seconded: Cr Barbara Gilchrist

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
8.1 - Contract 2459 - Orari Back Road Seal Extension	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	Commercial sensitivity

Carried

Resolution 2020/20

Moved: Chairperson Nigel Bowen

Seconded: Cr Peter Burt

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

Carried

8 Public Excluded Reports

8.1 Contract 2459 - Orari Back Road Seal Extension

9 Readmittance of the Public

The Meeting closed at 8.36am.

.....
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 Assistant to the Mayor

Authoriser: Nigel Bowen, Mayor

Recommendation

That the report be received and noted.

Functions Attended by the Mayor for the Period 17 October 2020 to 4 December 2020.

<i>18 October 2020</i>	Attended Seafarers Service and Trafalgar Day Luncheon
<i>19 October 2020</i>	Met with Environment Canterbury Governance team
<i>21 October 2020</i>	Attended Ara Stakeholder meeting
<i>22 October 2020</i>	Attended City Hub workshop Spoke to North Rotary Club
<i>23 October 2020</i>	Attended Opuha Water site visit Attended 68 th Alpine Energy Art Awards and Exhibition
<i>27 October 2020</i>	Attended Theatre Royal and Heritage Precinct meeting Chaired October Council meeting
<i>28 October 2020</i>	Attended Redevelopment of Alpine Energy Stadium guest speaker event
<i>29 October 2020</i>	Attended Bluestone Primary School Expo
<i>30 October 2020</i>	Attended Timaru Community Leadership Breakfast Participated in Breast Cancer Annual Pink Ribbon Street Appeal
<i>3 November 2020</i>	Met with Geraldine NZ and Geraldine Community Board Attended Council Workshops
<i>4 November 2020</i>	Attended Fraser Park Trust meeting Attended SC Justices of the Peace Association AGM
<i>5 November 2020</i>	Spoke to Timaru Men's Club Presented the Industry Training Awards
<i>6 November 2020</i>	Spoke to OJ on the Breeze for monthly Mayoral Musings
<i>8 November 2020</i>	Attended the opening mass at the Basilica Church and Roncalli College sports centre opening
<i>10 November 2020</i>	Attended Standing Orders Training Attended Council workshops
<i>11 November 2020</i>	Attended and spoke at Geraldine RSA Armistice Day service

	Attended Timaru District Holdings Limited Board meeting
<i>12 November 2020</i>	Attended Air New Zealand Mayoral Forum in Auckland
<i>14 November 2020</i>	Attended Coastal Hazard Consultation public sessions
<i>16 November 2020</i>	Attended Temuka Community Board meeting
<i>17 November 2020</i>	Opened South Island 2020 Damage Prevention Workshop Attended Council workshop Attended Pleasant Point Community Board meeting
<i>18 November 2020</i>	Attended Coastal Hazard Consultation workshop (Draft District Plan) Attended AD Hally Trust Meeting
<i>19 November 2020</i>	Attended LGNZ Rural and Provincial meeting in Wellington (2 days)
<i>20 November 2020</i>	Attended Geraldine Community Board dinner
<i>21 November 2020</i>	Attended and officially opened Temuka Pool grand opening Attended and spoke at South Canterbury Kindergarten 75 th Jubilee
<i>24 November 2020</i>	Attended Standing Committee meetings Attended Council workshops Spoke to Temuka Lions
<i>25 November 2020</i>	Attended City Hub workshop 2 Attended South Canterbury RSA AGM Attended Temuka Community Board dinner
<i>26 November 2020</i>	Attended Timaru District Holdings Limited Board meeting Attended Timaru District Holdings Limited AGM Attended Regional Transport Committee meeting Attended Canterbury Mayoral Forum working dinner
<i>27 November 2020</i>	Attended Canterbury Mayoral Forum in Christchurch Attended Civil Defence Emergency Management Committee meeting
<i>30 November 2020</i>	Opened and spoke at 2020 NZ Women's Summer Foursomes
<i>1 December 2020</i>	Attended Sister Cities Committee meeting Attended Councils workshops
<i>2 December 2020</i>	Attended South Canterbury Chamber of Commerce meeting Attended Pleasant Point Community Board dinner
<i>3 December 2020</i>	Attended Roncalli College prize giving
<i>4 December 2020</i>	Attended Mid-South Canterbury Womens Refuge and Family meeting Presented at St Joseph's Primary School senior leavers assembly Attended Timaru Festival of Roses – wearable arts show

In addition to these duties I met with 24 members of the public on issues of concern to them.

Functions Attended by the Deputy Mayor for the Period 17 October 2020 to 4 December 2020.

11 November 2020 Attended and spoke at Timaru Armistice Day Service

Attachments

Nil

8.2 Schedule of Functions Attended by the Chief Executive**Author: Bede Carran, Chief Executive****Authoriser: Bede Carran, Chief Executive****Recommendation**

That the report be received and noted.

Functions Attended by the Chief Executive for the Period 19 October 2020 and 4 December 2020.

<i>19 October 2020</i>	Meeting with General Manager Timaru District Holdings Limited Attended Director and Trustees Appointment Subcommittee Meeting
<i>20 October 2020</i>	Meeting with Chief Information Officer Selwyn District Council on behalf of Canterbury Corporate Forum
<i>21 October 2020</i>	Attended Ara Stakeholder Meeting
<i>23 October 2020</i>	Attended Museum Opening - Whakamana o te Tamariki - 75 years of South Canterbury Kindergartens
<i>27 October 2020</i>	Attended Council Workshops Attended Council Meeting
<i>28 October 2020</i>	Meeting with representative of Aoraki Environmental Consultants Limited
<i>2 November 2020</i>	Attended Canterbury Chief Executives Forum Chair Canterbury Civil Defence Emergency Management Co-ordinating Executive Group Meeting
<i>3 November 2020</i>	Attended meeting with Geraldine Community Board and Geraldine NZ Attended Tenders and Procurement Committee Meeting Attended Council Workshops
<i>5 November 2020</i>	Meeting with Chair of Venture Timaru District Attended Industry Training Awards Ceremony
<i>6 November 2020</i>	Meeting with Chief Executive of Alpine Energy Meeting with Chief Executive of Venture Timaru District Meeting with Audit New Zealand
<i>9 November 2020</i>	Attended Aorangi Stadium Trust Meeting
<i>10 November 2020</i>	Attended Standing Order and Chair Training Attended Council Workshops
<i>11 November 2020</i>	Meeting with Audit New Zealand
<i>12 November 2020</i>	Attended Air New Zealand Mayoral Forum

<i>13 November 2020</i>	Meeting with General Manager Arowhenua Marae
<i>14 November 2020</i>	Attended Meetings with members of the Rangitata, Milford and Waipopo Hut communities
<i>17 November 2020</i>	Meeting with Auditor General and Deputy Auditor General of Land Information New Zealand Attended Council Workshops
<i>19 November 2020</i>	Attended Rural and Provincial Meeting Attended Technology Centres of Excellence Meeting
<i>20 November 2020</i>	Attended Geraldine Community Board Dinner
<i>23 November 2020</i>	Attended Three Waters Reform System Design Reference Group Meeting
<i>24 November 2020</i>	Attended Tenders and Procurement Committee Meeting Attended Standing Committee Meetings Attended Council Meeting Attended Council Workshops
<i>25 November 2020</i>	Attended City Hub Workshop Meeting with Partnerships Directors of Department of Internal Affairs Meeting with representative of Ara Institute of Technology Attended Temuka Community Board Dinner
<i>26 November 2020</i>	Attended Timaru District Holdings Limited AGM Attended EquiP Limited board meeting Attended Canterbury Mayoral Forum
<i>27 November 2020</i>	Attended Canterbury Mayoral Forum Meeting with Canterbury MPs Attended Civil Defence Emergency Management Joint Committee Meeting
<i>30 November 2020</i>	Meeting with Chief Executive of Alpine Energy Meeting with Business Manager WSP Timaru
<i>1 December 2020</i>	Attended Council Workshops
<i>2 December 2020</i>	Meeting with South Canterbury Chamber of Commerce Attended Pleasant Point Community Board Dinner
<i>3 December 2020</i>	Meeting with Chief Executive Venture Timaru District Meeting with Digital Local Government Partnership Group

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

Attachments

Nil

9 Reports

9.1 Affixing of the Common Seal

Author: Jo Doyle, Governance Advisor

Authoriser: Bede Carran, Chief Executive

Recommendation

That the affixing of the Common Seal to the following document be noted:

19 October 2020	Warrants of Appointment
21 October 2020	Warrants of Appointment
13 November 2020	Warrants of Appointment
18 November 2020	Warrants of Appointment

Purpose of Report


- 1 To report the affixing of the Common Seal to Warrants of Appointment.


Attachments

1. **Warrants of Appointment - 19.10.20** [↓](#) 
2. **Warrants of Appointment - 21.10.20** [↓](#) 
3. **Warrants of Appointment - 13.11.20** [↓](#) 
4. **Warrants of Appointment - 18.11.20** [↓](#) 

Approval of Warrants

I, Bede Carran, Chief Executive of the Timaru District Council have delegated authority pursuant to clause 8.2.2 of the Timaru District Council delegations manual to appoint and authorise the Council Officers listed in the table below, and issue warrants to those Council Officers under the relevant legislation and the Council's bylaws, including delegating the exercise of powers under those warrants, and affixing the Council's common seal to warrants. I hereby approve the attached warrants.


Bede Carran


Nigel Bowen

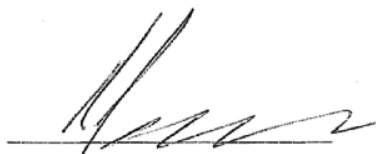
19/10/2020
Date



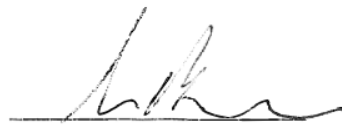
Warrant - Environmental Health Officer - Enforcement Officer & Licensing Inspector
Warrant - Hadlee & Brunton Contractor - Directional Driller Operator

Approval of Warrants

I, Bede Carran, Chief Executive of the Timaru District Council have delegated authority pursuant to clause 8.2.2 of the Timaru district Council delegations manual to appoint and authorise the Council Officer and issue warrants to those Council Officers under the relevant legislation and the Council's bylaws, including delegating the exercise of powers under those warrants, and affixing the Council's common seal to warrants. I hereby approve the attach warrant for [REDACTED].



Bede Carran



Nigel Bowen

21/10/2020



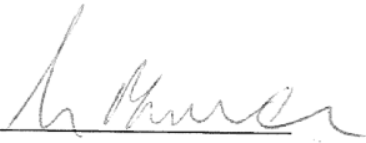
Date

Warrant - Waste Minimisation Contractor - Bin Audit Co-Ordinator Supervisor

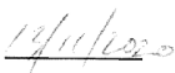


Approval of Warrants

I, Bede Carran, Chief Executive of the Timaru District Council have delegated authority pursuant to clause 8.2.2 of the Timaru District Council delegations manual to appoint and authorise the Council Officers listed in the table below, and issue warrants to those Council Officers under the relevant legislation and the Council's bylaws, including delegating the exercise of powers under those warrants, and affixing the Council's common seal to warrants. I hereby approve the attached warrants.

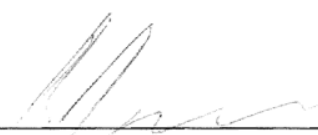
Bede Carran Nigel Bowen



Date

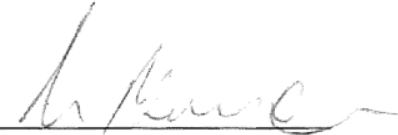
Warrant - First Security Contractor - Enforcement Officer

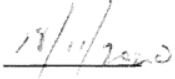
Approval of Warrants

I, Bede Carran, Chief Executive of the Timaru District Council have delegated authority pursuant to clause 8.2.2 of the Timaru District Council delegations manual to appoint and authorise the Council Officers listed in the table below, and issue warrants to those Council Officers under the relevant legislation and the Council's bylaws, including delegating the exercise of powers under those warrants, and affixing the Council's common seal to warrants. I hereby approve the attached warrants.


Bede Carran




Nigel Bowen


Date

Warrant of Appointment - Drainage Technician

9.2 Contracts Let From Tenders and Procurement Committee

Author: Jo Doyle, Governance Advisor

Authoriser: Andrew Dixon, Group Manager Infrastructure

Recommendation

That the following information on a contract let by the Tenders and Procurement Committee, be received.

Contract Description	Number of Tenders	Price Range	Successful Tenderer and Price
Contract 2479 – Winchester-Geraldine, Coach, Tiplady and McKenzie Roads Intersection Upgrade	2	\$1,327,903.87 to \$1,352,375.22	Fulton Hogan Limited \$1,352,374.22
Contract 2459 – Orari Back Road Seal Extension	3	\$938,674.54 to \$1,684,493.60	Rooney Earthmoving Limited \$983,674.54

Tenders were evaluated using price quality method.

All prices exclude GST

Purpose of Report

- 1 To advise of contracts let by the Tenders and Procurement Committee.

Attachments

Nil

9.3 Contracts Let Under Delegated Authority

Author: Andrew Dixon, Group Manager Infrastructure

Authoriser: Bede Carran, Chief Executive

Recommendation

That the following information on a contract let by the Chief Executive under delegated authority, be received.

Contract Description	Number of Tenders	Price Range	Successful Tenderer and Price
Contract 2488 – Temuka Golf Course and Domain Sewermain Upgrade	2	\$736,834.69 to \$850,329.00	Rooney Earthmoving Limited \$736,834.69
Tenders for contract 2488 were evaluated using the Weighted Attribute Method			

All prices exclude GST

Purpose of Report

- 1 To advise of contracts let by the Chief Executive under Delegated Authority.

Attachments

Nil

9.4 Council Meeting Calendar 2021

Author: Jo Doyle, Governance Advisor

Authoriser: Mark Low, Strategy and Corporate Planning Manager

Recommendation

That the Council meetings calendar for 2021 be adopted.

Purpose of Report

1 To re-adopt the Council meetings calendar for the 2021 calendar year.

Assessment of Significance and Engagement

2 This matter has been assessed as having low significance under the Council's Significance and Engagement Policy.

Discussion

3 Since this calendar was adopted on 27 October, Council meetings have needed to be moved to ensure the Long Term Plan process for 2021 meet statutory timeframes.

4 The March and December Audit and Risk Committee meetings have also been moved to accommodate Directors attendance.

5 The Sister Cities Committee has decided to change its proposed meeting dates to fit in with other meeting dates.

6 Under the Local Government Act, Council can adopt a schedule of meetings covering any future period the local authority considers appropriate. Adoption of a schedule constitutes notification of every meeting on the schedule (*Local Government Act 2002: Schedule 7:19*).

7 The calendar is generally based on a six weekly meeting cycle in respect of Community Boards, Standing Committees and Council meetings. The Audit and Risk Committee meets quarterly. Other committee meetings meet according to the cycles defined by their establishment and terms of reference.

Options

8 The options are:

8.1 To adopt the calendar as presented.

8.2 To adopt the calendar with any amendments deemed necessary.

Attachments

1. **Council Calendar - 2021**  

COUNCIL MEETINGS - 2021

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
MON												
TUE		1	2			1						
WED		3	4			2			1			1
THU		4	5	1		3	1		2			2
FRI	1	5	6	2		4	2		3	1		3
SAT	2	6	7	3	1	5	3		4	2		4
SUN	3	7	8	4	2	6	4	1	5	3		5
MON	4	8	9	5	3	7	5	2	6	4	1	6
TUE	5	9	10	6	4	8	6	3	7	5	2	7
WED	6	10	11	7	5	9	7	4	8	6	3	8
THU	7	11	12	8	6	10	8	5	9	7	4	9
FRI	8	12	13	9	7	11	9	6	10	8	5	10
SAT	9	13	14	10	8	12	10	7	11	9	6	11
SUN	10	14	15	11	9	13	11	8	12	10	7	12
MON	11	15	16	12	10	14	12	9	13	11	8	13
TUE	12	16	17	13	11	15	13	10	14	12	9	14
WED	13	17	18	14	12	16	14	11	15	13	10	15
THU	14	18	19	15	13	17	15	12	16	14	11	16
FRI	15	19	20	16	14	18	16	13	17	15	12	17
SAT	16	20	21	17	15	19	17	14	18	16	13	18
SUN	17	21	22	18	16	20	18	15	19	17	14	19
MON	18	22	23	19	17	21	19	16	20	18	15	20
TUE	19	23	24	20	18	22	20	17	21	19	16	21
WED	20	24	25	21	19	23	21	18	22	20	17	22
THU	21	25	26	22	20	24	22	19	23	21	18	23
FRI	22	26	27	23	21	25	23	20	24	22	19	24
SAT	23	27	28	24	22	26	24	21	25	23	20	25
SUN	24	28	29	25	23	27	25	22	26	24	21	26
MON	25	29	30	26	24	28	26	23	27	25	22	27
TUE	26		31	27	25	29	27	24	28	26	23	28
WED	27			28	26	30	28	25	29	27	24	29
THU	28			29	27		29	26	30	28	25	30
FRI	29			30	28		30	27		29	26	31
SAT	30				29		31	28		30	27	
SUN	31				30			29		31	28	
MON					31			30			29	
TUE								31			30	
JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	

- Community Boards
- Standing Committees
- Council
- Youth Initiatives Subcommittee
- P&P - People & Performance
- Local Arts Scheme Assessment Subcommittee
- Timaru District Holdings Ltd
- Audit & Risk Committee
- Safer Communities Committee
- Donations & Loans Subcommittee
- Sister Cities
- Public Holidays
- Downlands school holidays

Notes: Standing Committees refer to Commercial & Strategy, Community Services, Environmental Services and Infrastructure Committees
 Tenders & Procurement Committee - where required, occur before Standing Committees at 8.30am
 Hearings Committee, Director & Trustee Appointments Committee occur as required

9.5 Land Transport Infrastructure Asset Revaluation Process

Author: Susannah Ratahi, Land Transport Manager

Authoriser: Andrew Dixon, Group Manager Infrastructure

Recommendation

1. That Council note the update and endorse the Land Transport asset revaluation.

Purpose of Report

- 1 The purpose of the report is to provide the Committee an overview of the Land Transport Infrastructure asset revaluation project.

Assessment of Significance

- 2 The assessment of significance is low as any financial impact as a resulting of revaluation changes through increased depreciation can be managed within current budgets.

Background

- 3 On 12 February 2020 Council considered a report on Accounting Policy for Property, Plant and Equipment following recommendations from the Audit and Risk Committee on 4 December 2019 that Council adopt fair value as its measurement basis for its infrastructure assets.
- 4 It was proposed that the revaluation of water, wastewater and stormwater assets for the financial year ended 30 June 2020 using depreciated replacement cost and Land Transport for the 2020/21 financial year. The Land Transport assets were subject to a full valuation in 2005 and has been working on deemed value since then. In 2012 a partial valuation was undertaken to assess the appropriateness of the depreciation quantum and ensure that the long term renewal of assets was to be adequately funded.
- 5 The decision to undertake revaluation on infrastructure assets was based on received advice that some classes of assets are more appropriately valued using the fair value measurement basis as this results in financial statements being more faithfully representative and providing more relevant information about the effects of transactions, other events, and conditions on the Council's financial position, financial performance, or cash flows. For Council the affected classes of assets are:
 - Land and Buildings
 - Airport Improvements
 - Parks and Pools Plant and Equipment
 - Sewer/Water/Stormwater Infrastructure (3 waters infrastructure)
 - Roads/Bridges/Lighting infrastructure and land under roads
- 6 The revaluation of the land transport assets is being undertaken by an independent consultant. The interim results will be reviewed by another independent to ensure results are robust. This is considered standard practice and is defensible as is a two stage approach

- 7 IAM Consulting have been appointed to undertake a revaluation of the roading, footpaths and transport infrastructure assets. The lead person, Mark Gordon valued Land Transport Infrastructure back in 2003 and has recently undertaken valuations for other local councils, such as Mackenzie and Ashburton. We believe that he will produce an accurate and robust valuation for the Land Transport Unit.
- 8 The valuation is based on NZ Infrastructure Asset Valuation and Depreciation Guidelines. The unit rates are based on tender prices that Council has received, via competitive tender, for contract works over the last two years. Useful lives have been reviewed on actual lives achieved and are within best practise guidelines. These lives are updated as required.
- 9 The project is progressing well despite the start being delayed by COVID. All issues that have arisen and risks that have been identified throughout are being mitigated.
- 10 Audit NZ will carry out an audit on the revaluation throughout it's normal Audit regime
- 11 Project activities to be carried out during the current financial year include preparation of assets for capitalisation by the land transport infrastructure team, and drawing on this and the revaluation information to update financial records for the year ending 30 June 2021.
- 12 It is likely that there will be a change in depreciation cost following this infrastructure asset valuation. The financial impact of this is on Council rates is likely to be minimal as the current renewal expenditure is based on Activity Management Plan and infrastructure Strategy long term needs. This should equate to the depreciation calculated as part of the revaluation with the basis of the two calculations are very similar.
- 13 While asset values for infrastructure are generally not volatile, the longer the timeframes between valuations the more likelihood of impairment occurring in the asset class. It is generally accepted practise to align with the Long Term Planning process, so a valuation every three years, in the year prior to Activity Management Planning. The current revaluation is exploring the option of allowing an update to be done through our asset management system (RAMM) that will allow staff to undertake an update.

Attachments**Nil**

9.6 Plan Change 22 - Adoption of Commissioner's Decision**Author:** Nathan Hole, Team Leader Consents and Compliance**Authoriser:** Tracy Tierney, Group Manager Environmental Services**Recommendation**

That:

1. The Commissioners decision on provisions and submissions for Proposed Plan Change 22 is adopted by Council.

Purpose of Report

- 1 For Council to adopt the Commissioners decision on Proposed Plan Change 22 (PC22) to enable the decision to become Councils in accordance with Clause 10 of Schedule 1 Resource Management Act 1991 (RMA) to enable the decision to be notified in accordance with Clause 11.

Assessment of Significance

- 2 This decision is not considered significant in accordance with Council's Significance and Engagement Policy.

Background

- 3 PC22 is a private plan change from Seadown Properties Limited that was lodged with Council on 12 March 2020 with the plan change request being formally accepted by the Environmental Services Committee on 28 April 2020.
- 4 The application seeks to rezone approximately 9 hectares of land between Washdyke Flat Road and Washdyke Creek from Rural 2 to Industrial L (Light). A site location map is shown in the attached Commissioner's decision.
- 5 This land was identified in Council's Growth Management Strategy as an appropriate area for Industrial L zoned land. The proposal includes an outline development plan to ensure infrastructure provisions are protected as well as a national grid transmission line buffer.
- 6 Ms Adele Dawson a consultant planner from Incite Limited was engaged to process the plan change on behalf of Council.
- 7 PC22 was publicly notified for submissions on 7 May 2020, with three submissions received. The summary of submissions was then publicly notified on 2 July 2020 with no further submissions received. Following the close of the submission process Ms Dawson prepared an officer's report which all submitters and the applicant were in agreement with. This resulted in no hearing being required enabling the Commissioner to proceed to considering the application for a decision which was completed on 26 November 2020.

Discussion

- 8 Schedule 1 of the RMA sets out the statutory process for plan changes.

- 9 Clause 10(1) states that *'a local authority must give a decision on the provisions and matters raised in submissions, whether or not a hearing is held on the proposed plan concerned.'*
- 10 As consideration of the application and submissions was not made by Council, in order to comply with Clause 10(1), Council must adopt the Commissioner's decision as its own. This is in accordance with Council's Delegations Manual which only provides for a hearings commission to make recommendations on a plan change, not a decision in accordance with Clause 10(1). The hearings commissioner, Mr Allan Cubitt was appointed by the District Planning Manager in accordance with the section 39B RMA delegation provided for on page 78 of Council's Delegations Manual.
- 11 Should Council adopt the Commissioner's decision then Clause 11 states that the notice of the decision must be publicly notified and served on every person who made a submission advising the time period in which any appeal may be lodged. The time period for a submitter to lodge an appeal is 30 working days after receiving notice of the decision.
- 12 If no appeals are received then Council will resolve at a later date to approve the plan change which will then become operative and be incorporated into the District Plan.

Options and Preferred Option

- 13 Option 1: Adopt the Commissioner's decision on PC22.
- 14 Option 2: Do not adopt the Commissioner's decision on PC22.
- 15 Option 1 is the preferred option. Council is not able to make amendments to the recommendations in the Commissioner's decision as only the Commissioner has considered all the information in relation to the plan change. Council can only choose to adopt or not adopt the Commissioner's decision.
- 16 PC22 was publicly notified and notice served on the relevant statutory parties in accordance with the requirements of the RMA. The applicant had also undertaken consultation considerable consultation prior to lodgement of the application with the statutory parties including Te Rūnanga o Arowhenua.

Relevant Legislation, Council Policy and Plans

- 17 The process is conducted entirely in accordance with the provisions of Schedule 1 of the RMA.

Financial and Funding Implications

- 18 There are no financial or funding implications. The application is a private plan change meaning that the costs of processing the plan change will be met by the application in accordance with Council's Schedule of Fees and Charges.

Other Considerations

- 19 There are no other considerations relevant to this step in the process.
- 20 At the conclusion of the appeal period, and if no appeals are received, this matter will come back to Council with a further report seeking final approval and adoption into the District Plan in accordance with Clause 17, Schedule 1 of the RMA.

Attachments

1. **Plan Change 22 Commissioner's Decision 26.11.2020**  



DECISION ON PROVISIONS AND SUBMISSIONS

PROPOSED PLAN CHANGE 22 TO THE TIMARU DISTRICT PLAN

26 NOVEMBER 2020

Commissioner Allan Cubitt

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Introduction and Background

1. I was appointed by the Timaru District Council to make a decision on the provisions of Plan Change Number 22 (**PC22**) to the Operative Timaru District Plan and the submissions made on thereon. My appointment as an Independent Commissioner was made pursuant to Section 34A of the RMA. In this role, I have the option to accept or reject the submissions, or accept the submissions in part. As required by the Act, my decision gives reasons for accepting or rejecting the submissions and also includes the consequential alterations to PPC22 arising from the decision. Once the appeal period has ended, the full Council provides final approval to the plan change and any subsequent amendments to the plan change that have been made

2. PC22 is an application for a private plan change that Council received from Seadown Properties Limited (**the applicant**) on the 12th of March 2020. The proposed plan change requests that the applicants land at Washdyke Flat Road be rezoned from Rural 1 and 2 to Industrial L. The site is legally described as Part of Lot 6 DP 578 and Part Lot 7 DP 557 and is illustrated in Figure 1 below. (Note: The northern part of Lot 6 DP 578 is already zoned Industrial L in the Timaru District Plan (**TDP**).



Figure 1: Site Location (Source: Canterbury Maps).

3. In addition to rezoning the above land, the applicant has also sought the introduction of an Outline Development Plan (ODP) along with a number of provisions associated with that.

Amendments to the existing natural hazard rule 6.16.2.3 have also been sought. This change clarifies that the stop-bank setback provisions within the ODP area do not apply in this location.

4. At Section 4 of the plan change application document, the applicant indicates that there is a demand for this type of industrial land, with there being limited capacity within the existing Industrial L zone. At only 4.8ha, the land is no longer considered viable for rural productive activities, particularly given that part of the site now being used for a stormwater basin and swales, and a road. As the site is connected to existing Industrial L zone and is generally surrounded by industrial and commercial development, the applicants consider the land suitable to meet the demand for additional Industrial L land. They also highlight the fact that the site has been identified as an appropriate area for Industrial L zoned land in Council's Growth Management Strategy Decision.
5. The site itself was fully described in the plan change documents filed by the applicant. Council's S42A report writer, Ms Adele Dawson, summarised the key characteristics of the site and the surrounding area, which I have set out here for context:
 - a. *The area of the site is 9.3ha and is located on Part Lot 7 DP 557 and the majority of Lot 6 DP 578. There is only one registered interest recorded against the site for continued access for Environment Canterbury to maintain and repair the stopbank.*
 - b. *The site is generally flat and has historically been used for low intensity grazing.*
 - c. *The closest intersection is Washdyke Flat Road and State Highway 1 (SH1). Washdyke Flat Road is a Principal Road under the District Plan.*
 - d. *The majority of the site is zoned Rural 2 with a small area south of the stopbank zoned Rural 1. Land to the west of the site is zoned Rural 2, land to the north is already zoned Industrial L and has had resource consents granted for a 9-lot subdivision. The sites at the corner of SH1 and Washdyke Flat Road are zoned Commercial 3 and land to the south is Rural 1 and Industrial L.*
 - e. *There are two surface waterbodies in close proximity to the site, Papaka Stream flows from the north and connects to Washdyke Creek to the west of the site and Washdyke Creek flows partly within the southern part of the site.*
 - f. *An Environment Canterbury stopbank runs through the southern end of the site adjacent to Washdyke Creek. Part of the area south of the stopbank is designated in the District Plan by Environment Canterbury for Soil Conservation and River Control Purposes.*
 - g. *Transpower National Grid and Alpine Energy electricity transmission lines run through the site from north to south. Both sets of lines were above ground, but the Alpine Energy lines have been undergrounded along the edge of the proposed stormwater basin.*
 - h. *The site is not located within any identified culturally significant site (statutory acknowledgement area, silent file, or other sensitive area), there are no heritage buildings on site and no archaeological sites recorded on the New Zealand Archaeological Association Site Recording Database.*
 - i. *Washdyke Creek is identified as a rūnanga sensitive area and has been identified as a waterbody that is important for maintaining the ecological health of Washdyke Lagoon/Waitarakao. Washdyke Lagoon/Waitarakao is both ecological and culturally significant.*

- j. *There are no biodiversity or landscape values of the site identified in the District Plan.*
 - k. *Soils at the site are identified on the Land Resource Inventory as class 2 and have a wetness limitation (high water table, slow drainage or flooding).*
 - l. *No risks are identified in the District Plan for coastal erosion, inundation, tsunami or liquefaction within the application site. The lowest area of the site closest to Washdyke Creek and south of the stopbank may be subject to flooding.*
 - m. *The site is not listed on the Environment Canterbury LLUR as having a Hazardous Activity or Industry occurring.*
 - n. *There are a number of resource consents held for the site from Environment Canterbury and Timaru District Council:*
 - i. *CRC182775: to excavate land over an unconfined/semi-confined aquifer (to construct the stormwater basin, which has been completed)*
 - ii. *CRC182776: to take water to drain land (associated with the low flow channel in the stormwater basin)*
 - iii. *CRC182777: to discharge construction phase stormwater to land and to surface water (associated with the construction of the stormwater basin which is completed).*
 - iv. *CRC182778: to discharge stormwater and land drainage water into land and surface water (discharges to Washdyke Creek from the stormwater basin)*
 - v. *Resource consent 101/102.2018.94.2: consent to subdivide land for Stage 1 (existing Industrial L zoned land) and to undertake works to construct the road and install services for Stage 1 and 2 of the development.*
6. The Council formally resolved to 'accept' the request for PC22 to the District Plan (but not adopt it as a Council initiated Plan Change), on 28 April 2020. The plan change was notified on 7 May 2020, with the closing date for submissions being 8 June 2020. Three submissions were received by this date. The Summary of Decisions Requested in these submissions was published on 2 July but no further submissions were received.
7. As alluded to above, Council commissioned consultant planner, Ms Adele Dawson, to report on the plan change and the submissions received. The purpose of Ms Dawson's report was to provide me with a summary of the plan change, an analysis of the submissions received, an analysis of the plan change request including the provisions of PC22, and to make a recommendation on PC22. Ms Dawson's report was made available on 2 October 2020.
8. Following receipt of the report, the applicant and the submitters advised Council that they were in agreement with, and accepted the findings of, the s42A report. On that basis, they did not consider a hearing to be necessary.
9. After reviewing the application documentation, the submission received and the very thorough report prepared by Ms Dawson, I agreed that no hearing was necessary. Hence, the decision-making process I have undertaken here has been 'on the papers'. I am indebted to Ms Dawson for her report, and largely adopt her assessment and recommendations. As a consequence of this, I only briefly address the relevant issues below, which largely follows the structure of her report.

Assessment of Effects

10. Ms Dawson provided an assessment of the submissions, the technical expertise used to inform her report and analysis of the applicant's assessment under the following topics:

- a. Traffic;
- b. Landscape, visual and amenity;
- c. Servicing;
- d. National Grid and Local Electricity Network;
- e. Loss of Rural Productive Soils;
- f. Integration with the surrounding area;
- g. Housing and Community Infrastructure;
- h. Natural Hazards;
- i. Ecological;
- j. Cultural Values; and
- k. Positive Effects

Traffic

11. As noted in Ms Dawson's report, the applicant provided an assessment of the potential traffic effects on the local road network and SH1. This was supported by a technical assessment prepared by Grant Patterson, WSP Senior Engineer, dated 27 July 2020. While the applicant considers that the adverse effects of the proposal on the transportation network will be no more than minor, a capacity issue was highlighted at the intersection of Washdyke Flat Road and SH1. It was noted that this intersection struggles to cope with existing traffic demand and that this will worsen under the predicted traffic demand in 2029. This issue arises due to heavy northbound and southbound commute traffic, which results in an excessive delay for right turning traffic. The applicant recommended that long-term monitoring of the intersection's performance be undertaken.
12. Ms Dawson highlighted the submission from Environment Canterbury (**ECan**) which raised concerns regarding potential traffic impacts and inconsistency with Objective 5.2.3 of the Canterbury Regional Policy Statement (**CRPS**). This objective seeks a safe, efficient and effective transport system that avoids, remedies or mitigates the adverse effects of transport use and its provision. Ecan did not seek any specific relief other than appropriate conditions to address the issue.
13. The revised traffic impact assessment provided by the applicant has been reviewed by Council's Land Transport Unit Manager, Mr Andrew Dixon. Mr Dixon states that:
 - a. The traffic impact assessment was reviewed in comparison with the Timaru Transportation Strategy from 2007 which anticipates the increases projected by the assessment.
 - b. The drop in the level of service for the Washdyke Flat Road/SH1 is anticipated and is a gauge of the functionality on right-turning traffic during peak times. Increased queuing is expected but the drop in the level of service mainly signifies a decrease in motorist comfort and freedom to choose their operating speed.
 - c. NZTA would be monitoring the road network in this area and together with Council are developing a business case for further improvement of the Washdyke Flat Road network including this intersection (Washdyke Flat Road/SH1).
 - d. There are no plans to install a right turn bay to Laughton Street or the subject site due to the low speed environment.

- e. Council has accepted the roading layout and design of the internal road of the development.
14. Based on the traffic assessment and Mr Dixon's advice, Ms Dawson concluded that "[w]hile industrial development of the site may result in the level of service declining earlier than what would occur under the status quo, the consequences of this are largely road user 'comfort' rather than a road safety issue and alternative routes are available for those road users seeking to travel south. Overall, I consider that the development is appropriate and will give effect to the CRPS." Having reviewed the evidence on this matter, I agree with Ms Dawson's conclusion and adopt it accordingly.

Landscape, visual and amenity

15. In paragraphs 35 to 43 of her report, Ms Dawson addresses landscape and other amenity issues potentially arising from noise, lighting/glare, odour and air discharges. These effects were addressed by applicant, with a specific focus on the most sensitive receptors, being the dwelling immediately adjacent to the site at 45 Washdyke Flat Road and the dwellings within the Residential Zone on Ascot Street south of the site. In this context, I note that no submissions were received from these properties and no other submitter raised concerns in relation to potential landscape, visual and other amenity impacts.
16. I have reviewed both the applicant's and Ms Dawson's assessment of these matters and agree with the analysis provided. Ms Dawson agreed with the applicant's conclusions "*that the adverse effects on landscape, visual and amenity values will be appropriate and adequately managed where necessary.*" I share Ms Dawson's comfort in this regard.

Servicing

17. The applicant advised that the site can be serviced by the reticulated networks (water, sewerage and stormwater) which are either existing or are currently being constructed in accordance with TDC and Ecan approvals. A memorandum from Selwyn Chang, TDC's Water Services Projects Engineer, to Ms Dawson confirms this. These services are being installed to ensure development of the adjacent site is catered for should the zoning of that site change in the future. The applicants also note that the ODP and associated provisions will ensure that the development of infrastructure services occurs to a suitable standard.
18. In relation to stormwater management, the submission of Ecan addressed future discharges, noting that additional resource consents may be needed and that the design of stormwater systems should mitigate any significant water quality impacts on the Waitarakao/Washdyke Lagoon. The applicant responded to these concerns by highlighting that the existing Ecan resource consents in place cover any future discharge of roof water from buildings on the subject site and that any roof water from future buildings will not be to ground via soak pits. They also noted that it is the responsibility of future landowner to ensure that the stormwater design is appropriate while Council (as owner of the basin, once vested) will need to ensure the stormwater discharges meet the water quality standard dictated by the resource consent conditions.
19. For her part, Ms Dawson considered that the concerns raised are principally matters for Ecan themselves to address given they relate to regional council functions. She highlighted the fact that the consents already obtained for discharges from the site (CRC182776 and CRC182778) will avoid, remedy or mitigate any potential adverse effects on the Waitarakao/Washdyke Lagoon. She disagreed with the applicant that the existing consents deal with roof discharges to land as these are specifically excluded from the consents, which I confirm to be correct. As Ms Dawson noted, the Canterbury Land and Water Regional Plan includes rules that manage these discharges.

20. The Fire and Emergency New Zealand (FENZ) submission sought a new performance standard around firefighting water supply requirements. This matter has subsequently been discussed between the parties, with FENZ having now confirmed that their concerns have been alleviated given Council has already approved the water supply requirements for the development which includes an additional fire hydrant.
21. Given the consultation that has occurred, and the fact that Ecan's concerns fall under their own jurisdiction, I accept Ms Dawson's and the applicant's position that infrastructure services have been adequately addressed.

National Grid and Local Electricity Network

22. As highlighted in paragraph 5 above, Transpower and Alpine Energy infrastructure traverses the site. As part of the previous subdivision of the site, I note that the applicant undertook consultation with Transpower and Alpine Energy that led to the new road being constructed in a position so that the National Grid lines were contained within it while the Alpine Energy overhead lines were installed underground along the edge of the stormwater basin. This approach will enable the site to be developed at the density allowable under the Industrial L zone.
23. Further consultation was undertaken with these parties prior to lodgement of PC22 and following the receipt of submissions. This consultation has led to the applicant promoting a change to the wording of Rule 5.42 to be consistent with the amendments sought by Transpower. Transpower have confirmed that the wording proposed is acceptable and addresses their concerns. Ms Dawson was also accepting of the changes proposed. On that basis, I accept the Transpower submission on Rule 5.42 accordingly.
24. As a consequence of this proactive approach by the applicants, the impacts of PC22 on the electricity network has been appropriately addressed.

Loss of Rural Productive Soils

25. While the site itself is 9.3ha, the applicant advises that only around 4.8ha of it is available for productive rural purposes, with this use most likely limited to stock grazing, given the development of the stormwater basin/swales, roads, and stopbank and the severance of the area south of the stopbank. Ms Dawson noted that *"it is not clear whether the land could be used for productive uses other than grazing as the applicant has not provided any details to support this statement"* but that is really a moot point in the context of this particular environment and the significant amount of agriculture land available in the Timaru District. In my view, the effect of losing such a small area of rural land in this location with these constraints, will be less than minor.

Integration with the surrounding area

26. Ms Dawson's s42A report noted that the GMS decision highlighted that *"any rezoning of the site and adjacent site from Rural 1 and 2 to Industrial L needed to ensure a comprehensive, integrated and efficient approach to development"*. In her opinion, this has been achieved by the use of an ODP and the provision of water, sewerage, stormwater and road infrastructure to the boundary of the adjacent property. I agree with that assessment.

Housing and community infrastructure

27. The applicant has assessed the rezoning as potentially resulting in an increase in population, depending on the aging status of the District, but that any adverse effects of this will be no more than minor. Ms Dawson noted that the GMS has also canvassed housing and community infrastructure issues and that this included the assumption that the applicant's site was rezoned. Given the relatively small area of land involved, I do not envisage the development having a significant effect in this regard.

Natural Hazards

28. Ms Dawson addressed natural hazard matters in detail in her s42A report. Based on the Flood Hazard Assessment provided, she agreed that the flood risk to the site is low, which I also agree with.
29. In relation to physical works in proximity to the stopbank, Ms Dawson noted that these will require Engineering Approval from Environment Canterbury under the Flood Protection and Drainage Bylaw but works on individual lots are unlikely to require such approval as the swale is the only part of the development area within this setback. The amendments promoted to Rule 6.16.2.3 seek to exclude buildings or structures within the Washdyke Flat Road ODP from the 100m setback to stopbanks. Ms Dawson concluded that *"[b]ased on the advice provided in the Flood Hazard Assessment from Environment Canterbury and their submissions, I consider the amendment proposed by the applicant is appropriate."* I agree and also note that the ODP prevents structures south of the stopbank.
30. In relation to the matter the applicant raised about the stopbank being shown incorrectly on Planning Map 27, Ms Dawson considers this matter is better addressed during the wider District Plan review process. Clause 20A of the first schedule states that *'A local authority may amend, without using the process in this schedule, an operative policy statement or plan to correct any minor errors.'* This can occur at any time and if it is convenient for Council to do it now, then there is no real issue with that. I suspect Ms Dawson's concern relates to efficiency reasons given the plan is about to be reviewed. Hence, it is a matter for Council's executive to determine.
31. In conclusion, I agree with Ms Dawson's position that *"natural hazard risks to the site are low and there is already mitigation in place to manage risks to the proposed development area."*

Ecological Values

32. The site itself has no significant biodiversity although Washdyke Creek does have cultural and ecological values as a waterbody important for maintaining the ecological health of the Waitarakao/Washdyke Lagoon. However, as Ms Dawson notes these effects have been assessed and appropriately addressed in the stormwater discharge consent already obtained for the development. Furthermore, any future discharges or activities that could adversely affect these waterbodies will come under the jurisdiction of the Environment Canterbury.
33. Overall, ecological effects are likely to be less than minor.

Cultural Values

34. Ms Dawson's report advised that the applicant considers that any effects on cultural values will be less than minor for the following reasons:
- a. *The site is in an area of low archaeological and historical value as there is no archaeological or historic sites recorded.*
 - b. *There is no change in the potential effects of the rezoning, particularly as earthworks that could disturb an archaeological or historic site would be managed in the same manner, regardless of the zoning.*
 - c. *A Cultural Impact Assessment was completed by Te Rūnanga o Arowhenua as part of the application recently submitted to obtain a discharge permit from Environment Canterbury for the discharge of stormwater. Other than the significance of Washdyke Creek, there are no other significant cultural values identified in the Cultural Impact Assessment.*

d. Consultation has been undertaken with Te Rūnanga o Arowheuna during the development of PC22. No concerns were raised regarding the proposal.

35. It seems reasonably clear that there are no known archaeological, heritage or cultural values of significance within the site while the current rule framework of the District Plan (and other legislation) will continue protect any such values, should they be found in the future. Any adverse effects in this regard are likely to be less than minor.

Positive Effects

36. The applicant has highlighted a range of positive effects of the proposal including the generation of additional employment, and the associated social and economic benefits. While Ms Dawson considers that these are potentially overstated, she considers that PC22 will have a positive impact on the industrial land supply and will contribute to social and economic wellbeing of the District. Her opinion is largely formed on the basis of her review of the GMS Property Economics – Growth report and the officers report on the GMS on this matter. I agree with her analysis and adopt it accordingly.

Assessment of Statutory Documents

37. As Ms Dawson's report highlights that the District Plan forms part of a statutory hierarchy of planning documents that incorporates National Policy Statements (NPS), National Environmental Standards (NES), Regional Policy Statement and Regional Plans. Ms Dawson's report (at paragraphs 80 to 110) thoroughly analyses the following relevant documents in this hierarchy, along with the relevant Iwi Management Plan:

- National Policy Statement on Electricity Transmission (NPSET)
- National Policy Statement on Urban Development (NPS-UD)
- The Canterbury Regional Policy Statement (CRPS)
- Canterbury Land and Water Regional Plan (CLWRP)
- The Canterbury Air Regional Plan (CARP)

38. I do not propose to repeat Ms Dawson's very thorough assessment in detail. I merely note here that she is of the opinion that that the proposal will give effect to both the NPSET and the NPS-UD. In relation to the RPS, she considered Chapter 5 Land Use and Infrastructure and Chapter 16 Energy to be the most relevant to PC22. In relation to Chapter 5 of the CRPS, she addressed Ecan's submission regarding Objective 5.2.3 and the need for an effective transport system. After having reviewed the evidence, her view was that the proposal will not result in any effects on the transport system that will conflict with the CRPS. She also considered the proposal consistent, or at least not at odds, with the other relevant policy suites of the CRPS and the relevant Regional Plans.

39. Having reviewed the relevant statutory documents, the application and Ms Dawson's s42A report, I find myself once again in agreement with Ms Dawson analysis. As a consequence, I adopt it fully and accept her position that PC22 aligns with the higher order planning documents of relevance.

Section 32 and 32AA Assessment

40. As required by clause 22 of the First Schedule, the applicant has provided a section 32 evaluation with a level of detail that corresponds to the scale and significance of the effects anticipated from the implementation of the proposal. While Ms Dawson's report makes a number of additional comments, particularly in relation to the benefits and opportunities and costs and risks assessed by the applicant, she felt the s32 evaluation was appropriate. She also

suggests that the natural hazards objectives of the current plan should have been assessed. Notwithstanding that, she concluded that *“PC22 is an efficient and effective method to achieve the purpose of the proposal and objectives of the District Plan and is consistent with the functions of the Council under s31 of the RMA.”*

41. She went on to say at paragraphs 126 and 127 that *“In relation to the proposed tracked changes to the District Plan proposed by the applicant, I largely support the amendments and consider that the changes are consistent with the wider plan framework providing suitable regulatory controls and guidance for resource consents. The only comment I have is rather administrative in that the proposed sentence to be added to Policy 4.1.2.2 should be included at the end of the provision as the sentence following it is related to the Washdyke Industrial Expansion Area Outline Development Plan. Shifting the proposed sentence to the end of the provision ensures that there remains a distinction between the parts of the policy related to the Washdyke Industrial Expansion area and the Washdyke Flat Road ODP’s.*

On the basis that there are no changes recommended to the proposed provisions, I consider the applicant’s section 32 evaluation remains accurate with some additional comments above and a s32AA report is not necessary.”

42. I agree with Ms Dawson’s position in relation to the applications s32 report. It is at a level of detail that is commensurate with the scale of the proposal and I accept that it the change and its provisions are appropriate. I also agree with Ms Dawson’s suggested change that the sentence to be added to Policy 4.1.2.2 should be included at the end of the provision as it’s the proposed location breaks up provisions relating to the Washdyke Industrial Expansion Area Outline Development Plan. I also consider Ms Dawson’s assessment of the amended provisions sufficient for the purposes of s32AA and adopt her evaluations accordingly.

Conclusion and Recommendation

43. In conclusion, I accept the applicant’s position that the land is no longer viable for rural productive activities, particularly given that part of it is now used for a stormwater and roading infrastructure. Being surrounded by existing industrial and commercial development along with its connection to existing Industrial L zone, makes the site eminently suited for industrial development. This has already been recognised in the Growth Management Strategy report prepared by the Council to inform the development of its new District Plan
44. For the reasons I have set out above in the assessment carried out above, I recommend that the Timaru District Council approve, with the modifications made by the decision, Proposed Plan Change No 22 – Seadown Properties Limited.
45. The changes to the Timaru District Plan are as contained in Appendix 1.

Dated this the 26th day of November 2020



Allan Cubitt

Independent Commissioner

Appendix A – Provisions for the Timaru District Plan

The changes are shown as “tracked changes” (i.e. additions are underlined while deletions are ~~struck through~~). The decision changes are shown as “tracked changes”(i.e. additions are double underlined while deletions are ~~double struck through~~).

The suggested amendments will take legal effect when they become operative at the end of the appeal period in accordance with Section 86F of the Resource Management Act 1991.

Amend Part D4, Industrial Zones, Policy 4.1.2.2 as follows:

To use zones to provide for industrial activities in appropriate locations having regard to:

- location of existing industry
- continuity with previous zoning controls
- location of services especially sewerage and water supply
- adjoining residential and other sensitive land uses
- proximity to natural areas including the coastal environment and wetlands
- exposure to natural hazard risk especially flooding and coastal erosion
- transportation links (the roading hierarchy, port, and rail)
- the versatility of land
- need for expansion to be provided for the life of the District Plan

Industrial L: which is intended to provide for industrial activities having minor to moderate environmental effects and that these effects should be mitigated for neighbouring zones to the extent that is practical.

Industrial H: which is intended for heavier industrial activities having more adverse environmental effects and which should be separated from residential and other sensitive activities.

Access to high capacity water and sewerage services is also more readily available within the Washdyke area of the Industrial H Zone.

Upon reclamation it is anticipated that the land at Evans Bay be zoned Industrial H.

The Washdyke Industrial Expansion Area Outline Development Plan (ODP) includes a conceptual layout of through roading, its connection to the wider roading network, intersection treatments, existing and proposed rail crossings, and greenway and walk/cycle ways throughout the subject lands.

The land is to be developed in accordance with the Staging Plan indicated on the ODP. The Staging recognises the sequential, orderly and progressive development of these lands in conjunction with the ability to provide service infrastructure.

The Washdyke Flat Road ODP includes a conceptual layout of through roading, including footpaths, and its connection to the wider roading network. Development is required to be in general accordance with the ODP.

The planning maps are supplemented by the ODP. Development is required to be in general accordance with the ODP.

The Washdyke Flat Road ODP includes a conceptual layout of through roading, including footpaths, and its connection to the wider roading network. Development is required to be in general accordance with the ODP.

Explanation and Principal Reason

Zoning provides a degree of certainty to future developers about the character of activities in specified areas of the District and the environmental effects these activities may produce. This also enables the efficient provision of servicing infrastructure and maximises the use of the existing servicing infrastructure where designed for industrial use.

These zones reflect the type and level of environmental effects expected as part of the activities. The Industrial L Zone provides for a range of industrial and some commercial activities having less noxious actual or potential effects. In some localities this zone will provide a transition area between a residential area and the Industrial H Zone.

A large part of the Industrial H Zone is concentrated at Washdyke where the public sewer, high capacity water supplies, and access to major road and rail transport is available. Expansion of this zone is proposed at Washdyke to provide an area that can be readily serviced adjacent to the existing industrial area. This area is also relatively more isolated from sensitive land uses than other serviced industrial areas of the District. Other areas incorporated in this zone are parts of the existing industrial areas at the Port, Redruth, Clandeboye dairy factory, and existing meat processing facilities in Timaru and Pareora. Noxious industries involving the use, storage, production, or disposal of significant quantities of hazardous substances will in general be confined to this zone.

Those activities which Council has identified as likely to give rise to some adverse effects are made the subject of rules. Where rules can be specified with precision they are included as performance standards. Where the effects are likely to vary according to the location and scale of the activity or land use, consent for a discretionary activity is generally

required. Those activities which are non-complying are either of a type which are individually or more often cumulatively with other proposals of the same or similar nature, anticipated to have inappropriate adverse effects within the zone. Reference to other policies in the District Plan was made in determining which activities are appropriate in the Industrial Zones.

Amend Part D4, Industrial L Zone, Rule 4.2.1(3A) as follows:

The following are restricted discretionary activities provided that they are not listed as a permitted, controlled, discretionary or non-complying activity and they comply with all the relevant Performance Standards and General Rules:

...

3A.4 Development not in compliance with the indicative road, including footpath, provisions of the Washdyke Flat Road Outline Development Plan (as set out in Part D4 Industrial Zones, Appendix 4). Discretion shall be limited to the matter(s) not complied with.

Amend Part D4, Industrial L Zone, Rule 4.2.1(4) as follows:

All activities not provided for as a permitted, controlled or discretionary activity in this zone are non-complying unless they are provided for by a General Rule.

4.3 In the Washdyke Flat Road - Outline Development Plan area (as set out in Part D4 Industrial Zones, Appendix 4), any building, fence, earthworks or activity that does not meet Performance Standards 5.42, 5.43 or 5.44 is non-complying.

Amend Part D4 Industrial L Zone, Performance Standards 4.2.1(5) as follows:

...

- **Washdyke Flat Road Outline Development Plan**

5.41 Development of the site indicated in Outline Development Plan – Washdyke Flat Road, shall proceed in compliance with the Outline Development Plan (Part D4 Industrial Zones, Appendix 4: Outline Development Plan, Washdyke Flat Road).

The following Performance Standards shall also apply to the land within the area defined by the Outline Development Plan – Washdyke Flat Road (Part D4 Industrial Zones, Appendix 4: Outline Development Plan, Washdyke Flat Road).

All other Industrial L Zone Performance Standards apply, except for when there is conflict with these Performance Standards, in which case these Performance Standards prevail:

Electricity Transmission Line Buffer Corridor:

5.42 No building or structure activity sensitive to the National Grid shall be located within:

- (i) 10 metres of the centre line of a National Grid transmission line on single poles;
 - (i) 12 metres of the centre line of a National Grid transmission line on poles; and
- (ii) 12 metres of the foundation of a National Grid transmission line support structure, except for non-conductive fencing, which can be located 6metres from any outer edge of the foundation.

5.43 Fences shall be located greater than 6 metres from a National Grid transmission line support structure.

5.44 Earthworks:

- (a) shall not destabilise a National Grid transmission line support structures;
- (b) shall not result in a reduction in the ground to conductor clearance distances below what is required by table 4 of NZCEP34:2001; and
- (c) shall be no deeper than:
 - (i) 300mm within 2.2m of a National Grid transmission line support structure or stay wire; and
 - (ii) 750mm within 2.2m to 5m of a National Grid transmission line support structure; except where the earthworks are vertical holes not exceeding 500mm in diameter beyond 1.5m of a National Grid transmission line support structure or undertaken by a network utility operator.

NOTE 1: Vegetation to be planted around the National Grid should be selected and managed to ensure that it will not breach the Electricity (Hazards for Trees) Regulations 2003.

NOTE 2: Buildings and structures in the vicinity of the National Grid must also comply with the New Zealand Electrical Code of Practice for Electrical Safe Distances (NZECP34:2001).

Roads, Including Footpaths:

5.45 At the time of land use and development, new roading shall be constructed in general accordance with the layout shown on the Washdyke Flat Road Outline Development Plan (as set out in Part D4 Industrial Zones, Appendix 4). It is the developer's responsibility to:

- (i) Construct the portion of road contained within their land to be developed. This shall include kerb and channel, street lighting, footpaths, load drainage systems, berms and landscaping required.
- (ii) Design and construct these roads in general accordance with Council's standards. All roads shall have a road reserve no less than 20 metres wide.

(iii) Ensure no methods are used to hinder or restrict the ability for adjoining land to link to the new road.

Utility Services:

5.46 At the time of land use and development, utility services shall be constructed within the Outline Development Plan – Washdyke Flat Road area. It is the developer’s responsibility to:

(i) Design and construct any required utility services contained within their land to be developed in general accordance with Council’s standards. Utility services include any stormwater, water and sanitary sewer systems required to service the lands through reticulated systems.

NOTE 1: The actual cost of stormwater basin and swales construction will be apportioned between the developer and Council, with that apportionment to be determined on the basis of the percentage of public versus private benefit.

NOTE 2: The Council will require specific designs to be completed by a suitably qualified chartered professional engineer and these engineering plans and specifications will require Timaru District Council approval prior to the commencement of any work.

NOTE 3: Quality control during construction shall also be documented to check compliance with the relevant engineering design.

Insert Appendix 4: Outline Development Plan, Washdyke Flat Road as follows at the end of these provisions.

Amend Planning Map 27 as follows at the end of these provisions.

Amend Part D6.3, Subdivision General Rule, Rule 6.3.5A as follows:

The following shall be Restricted Discretionary Activities provided that they are not listed as a Prohibited, Non-Complying or Discretionary Activity, and they comply with all the relevant Zone standards:

...

(vi) Any subdivision not in compliance with the Washdyke Flat Road Outline Development Plan (as set out in Part D4 Industrial Zones, Appendix 4). Discretion shall be limited to the matter(s) not complied with.

Amend Part D6.3, Subdivision General Rule, Rule 6.3.6 as follows:

The following are non-complying activities in all zones unless they are provided for by a General Rule:

...

(v) Any subdivision in the Washdyke Flat Road Outline Development Plan area (as set out in Part D4 Industrial Zones, Appendix 4) that does not meet the Performance Standard in Rule 6.3.9(6).

Amend Part D6.3, Subdivision General Rule, Performance Standards 6.3.9 as follows:

...

Washdyke Flat Road Outline Development Plan

(6) In the Washdyke Flat Road Outline Development Plan area (as set out in Part D4 Industrial Zones, Appendix 4) any lots created must maintain access to the National Grid and must show a building platform that is greater than:

- (i) 10 metres from the centre line of a National Grid transmission line on single poles;**
- (ii) 12 metres from the centre line of a National Grid transmission line on poles; and**
- (iii) 12 metres from the foundation of a National Grid transmission line support structure.**

NOTE 1: Consultation with Transpower New Zealand Limited is necessary when considering subdivision within 20 metres of a high voltage electricity transmission line. The New Zealand Electrical Code of Practice (NZECP34:2001) contains restrictions on the location of structures and activities in relation to the lines.

Amend Part D6.16, Natural Hazards General Rule, Rule 6.16.2.3 as follows:

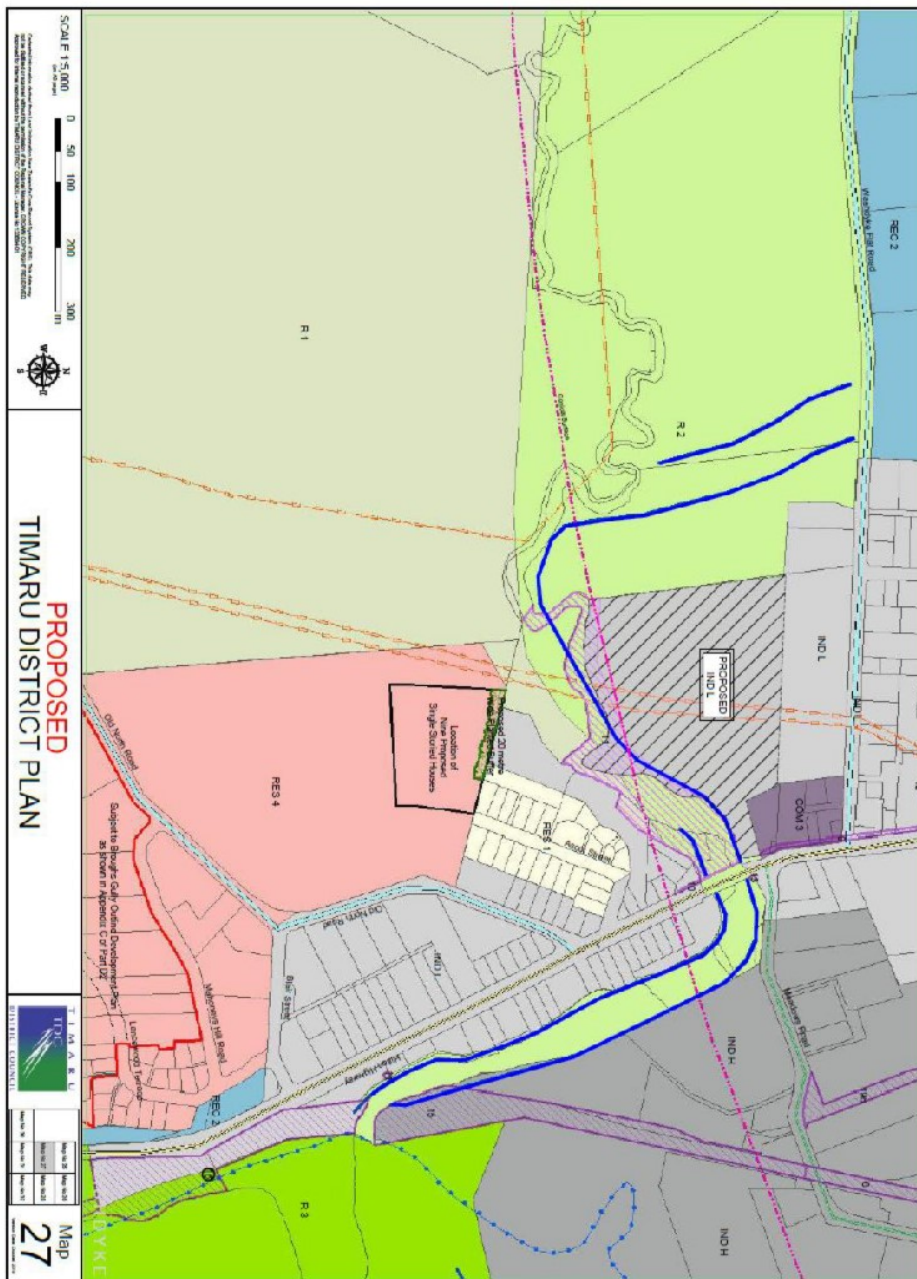
The following are discretionary activities subject to complying with the other General Rules:

Other than for non-habitable accessory buildings, public utilities and utility services, **and any building or structure within the Washdyke Flat Road Outline Development Plan area**, the erection of a building or structure on the landward side of a Regional Council stopbank within 100 metres of the centreline of that stopbank identified on the District Plan maps.

...



APPENDIX 4: OUTLINE DEVELOPMENT PLAN, WASHDYKE FLAT ROAD



Plan Change 22 to the Timaru District Plan

Appendix B – Summary of Decisions Requested

SEADOWN PROPERTIES LIMITED, PLAN CHANGE 22 TO THE TIMARU DISTRICT PLAN – SUMMARY OF DECISIONS REQUESTED

#	Submitter Name	Plan Provision/Topic	Wishes to be heard?	Support/Oppose	Summary of Submission	Decision Requested
1	Fire and Emergency New Zealand (FENZ)	Access	Yes	Neutral	Generally concerned that the new industrial area has sufficient access to allow efficient response in the event of a fire emergency. Considers that provided new accesses are constructed in accordance with District Plan requirements, there should be adequate access for fire appliances.	No decision requested.
1	Fire and Emergency New Zealand (FENZ)	Water Supply	Yes	Neutral	The application does not provide detail on water supply, concerns that if there are not specific provisions requiring water supplies compliant with the Firefighting Water Supply Code of Practice, industrial buildings may not have firefighting water supply.	FENZ seek an additional performance standard as follows: <i><u>5.47 –Prior to the occupation of any building within the Outline Development Plan Washdyke Flat Road area, firefighting water supply for that building must be provided in accordance with the Code of Practice NSZ PAS 4509:2008.</u></i>

2	Environment Canterbury	Regional Policy Statement	No	Neutral	The application is not contrary to the regional planning framework but may be partially inconsistent with the Canterbury Regional Policy Statement (RPS) (Objective 5.2.3, Policy 7.2.3, Policy 8.3.7).	If the plan change is granted, it should incorporate appropriate conditions to protect Waitarakao and to maintain the efficiency of the transportation system.
2	Environment Canterbury	Flooding	No	Neutral	Flooding and drainage issues have been addressed in resource consents, but further industrial development may be subject to flood risk in the future, if the stopbank was overwhelmed.	No decision requested.
2	Environment Canterbury	Listed Land Use Register	No	Neutral	The site may be included on the Listed Land Use Register if activities undertaken on the site are included on the Hazardous Activities and Industries List (HAIL).	No decision requested.
2	Environment Canterbury	Planning Map 27	No	Neutral	Proposal to make minor amendment to correct the stopbank location on Planning Map 27 is supported.	Amend incorrect location of stopbank on Planning Map 27.
3	Transpower New Zealand	Rule 5.42	Yes	Oppose in part	Performance standard 5.42 as notified does not give effect to Policy 10 of the National Policy Statement on Electricity Transmission (NPSET) as all buildings and structure need to be managed near the National Grid. The NPSET recognises that any	Amend performance standard 5.42 as follows: <i>5.42 No building or structure activity sensitive to the National Grid shall be located within: (i) 10 metres of the centre line of a National Grid</i>

					inappropriate buildings or structures can compromise the National Grid. An amendment is necessary to also ensure consistency with conditions of Resource Consent 101/102.2018.94.1 (which are to be imposed as consent notices against the titles) for the site.	transmission line on single poles; (ii) 12 metres of the centre line of a National Grid transmission line on pi poles; and (iii) 12 metres of the foundation of a National Grid transmission line support structure
3	Transpower New Zealand	Policy 4.1.2.2 Rule 3A.4 Rule 4.3 Rule 5.41 Rule 5.43 Rule 5.44 Notes 1 and 2 Rule 5.45 / Rule 6.3.5A (vi) Rule 6.3.6(v) Rule 6.3.9(6) and Note 1	Yes	Support	Supports the proposed policy and rules as outlined in Appendix 3 of the Report accompanying the plan change request. In particular supports the setback standards in relation to the National Grid, and the default non-complying activity status.	Retain Policy 4.1.2.2, Rule 3A.4 , Rule 4.3, Performance Standard 5.41, Performance Standard 5.43, Performance Standard 5.44, Notes 1 and 2, Performance Standard 5.45, Rule 6.3.5A (vi), Rule 6.3.6(v), Performance Standard 6.3.9(6) and Note 1 as notified.
3	Transpower New Zealand	Outline Development Plan	Yes	Support	Supports the Outline Development Plan, in particular the location of the 'New Road' and 'National Grid 110kV Transmission Line and Buffer Zone'.	Retain Outline Development Plan as notified.

9.7 Review of Council Committee and Subcommittee Remuneration Policy

Author: Fabia Fox, Policy Analyst

Authoriser: Donna Cross, Group Manager Commercial and Strategy

Recommendation

1. That Council adopts the Council Committee and Subcommittee Remuneration Policy

Purpose of Report

- 1 To present Council with the draft Council Committee and Subcommittee Remuneration Policy for adoption.

Assessment of Significance

- 2 The review and proposed amendments to the Council Committee and Subcommittee Remuneration Policy is assessed as being of low significance in accordance with Council's Significance and Engagement Policy, having a low impact on the community, Council's finances and all other significance criteria.
- 3 Any amendments to the policy that impact on members of Council committees or subcommittees will be communicated through appropriate meeting processes prior to the 2022 local body elections, from when the policy will take effect.

Background

- 4 Council, in accordance with the Local Government Act 2002 (LGA)¹, may appoint committees, subcommittees and other subordinate decision-making bodies, and may appoint a person who is not an elected member if that person has the skills, attributes and knowledge that will assist the work of the committee or subcommittee.
- 5 Council's delegation model is designed to enable the subcommittees of Council to fully and completely undertake their role, consistent with their terms of reference.
- 6 The primary purpose of subcommittees are to:
 - 6.1 Dispose of matters which have been delegated to it;
 - 6.2 To investigate and report, with recommendations if appropriate, on matters referred from Council or the relevant standing committee; and
 - 6.3 To act as a forum for communication between elected representatives, officers, and interested members.
- 7 The terms of reference, detailed in Council's Delegations Manual, set the membership of these committees and subcommittees. Many of the committees and subcommittees appointed by Council have external members, appointed to enable wider community representation, and expertise.

¹ Local Government Act 2002, schedule 7, clauses 30 – 31.

- 8 Where some committees are purely advisory, others have been delegated decision-making, particularly relating to the allocation of special funds or awards.
- 9 At a workshop in March 2020, Council reviewed the Council Committee Remuneration Policy and proposed a number of amendments. The policy has been amended accordingly.

Discussion

- 10 The current policy (Attachment 1) sets out the remuneration, if any, payable to external members appointed to committees and subcommittees of Timaru District Council. The policy sets the remuneration for external members at:
 - 10.1 Audit and Risk Subcommittee - \$2,000 per meeting; and
 - 10.2 All others - \$130 per day.
- 11 The policy also acknowledges that some committees operate on a voluntary basis.
- 12 The revised policy (Attachment 2) proposes that a Terms of Appointment be provided to all external members on their appointment to a committee or subcommittee of Council following the triennial local body elections. The Terms would be set at the discretion of the Mayor, in consultation with Council and the Chief Executive.
- 13 With reference to this policy specifically, the Terms would set any remuneration in the form of a meeting fee, and any allowances the external members may claim, including travel expenses. The Terms may also include, responsibilities and expectations of the appointment, and voting rights as detailed in the Committee or Subcommittee's terms of reference, and any other matters deemed appropriate to an external member's appointment.
- 14 An appendix has been included in the draft policy to reflect the current remuneration paid to external members of Council committees and subcommittees which will remain in place for the rest of the triennium.
- 15 These amendments, and the development of Terms of Appointments will allow for a considered approach to the remuneration of external members, acknowledging that the purposes, responsibilities, and remits of committees and subcommittees of Council vary.

Options and Preferred Option

- 16 Option One: Council adopts the revised Council Committee and Subcommittee Remuneration Policy with or without amendments. This is the preferred option as it allows for any remuneration to reflect the variety in roles and responsibilities of appointees to committees and subcommittees.
- 17 This option will see the development of a Terms of Appointment for all external members on Council committees and subcommittees, and a process to enable this development following local body elections.
- 18 Option Two: Council does not adopt the revised policy. Under this option, the remuneration for external members will continue to be addressed in a uniform way under the current policy.

Relevant Legislation, Council Policy and Plans

- 19 Local Government Act 2002: Schedule 7, clause 30-31 provides that Council may appoint committees, subcommittees and other subordinate decision-making bodies, and may appoint a person who is not an elected member if that person has the skills, attributes and knowledge that will assist the work of the committee or subcommittee.

- 20 Timaru District Council Delegations Manual: With regard to this report and the draft policy, the Delegations Manual sets out the delegated responsibilities to Committees and Subcommittees of Council. It is proposed that these responsibilities be considered in the development of the Terms of Appointment for external members on these committees.

Financial and Funding Implications

- 21 The remuneration for external members will be considered in Council's annual budgeting process and all remuneration included in Terms of Appointments will be met from existing budgets.

Other Considerations

- 22 Any meeting fees currently paid to external members of Council Committees and Subcommittees will continue until the triennial local body election in October 2022. Any Terms of Appointment developed prior to October 2022 will include current meeting fees.

Attachments

1. **Council Committee Remuneration Policy adopted 22 November 2016**  
2. **Draft Council Committee and Subcommittee Remuneration Policy - December 2020**  



Council Committee Remuneration Policy

Approved by: Policy and Development Committee

Date Approved: 28 July 2015

Keywords: Meeting fees

1.0 Purpose

The purpose of this policy is to set of the remuneration, if any, payable to external parties who are on Timaru District Council committees and subcommittees.

2.0 Background

Timaru District Council has a number of Committees and Subcommittees that can include members who are Councillors, Community Board members and external parties.

Remuneration for Councillors and Community Board members is determined by the Remuneration Authority. This includes payments for Resource Consent hearings. No other meeting fees are payable in regards to Council meetings.

District Licencing Committees can comprise elected members and external parties. Fees payable to Committee members are determined by the Minister of Justice.

External parties that are co-opted to any Council Committees and Subcommittees generally receive a meeting fee of \$130 per day unless otherwise resolved by Council. This includes the Local Arts Scheme Assessment Committee, Youth Initiatives Subcommittee and Resource Planning and Regulation Committee.

The Audit and Risk Subcommittee includes an independent appointee with remuneration of \$2,000 per meeting.

Historically some committees have operated on a voluntary basis. This includes the Te Moana Water Supply Committee and the Rangitata/Orari Water Race Committee.

The Youth Council includes a meeting fee of \$25 per meeting.

3.0 Key Definitions

Remuneration – financial consideration paid to Committee members.

4.0 Policy

That the Council pays meeting fees to members of the public that are co-opted to any Council, Committee or Subcommittee as follows:

- | | |
|--|--------------------------------------|
| - Te Moana Water Supply Committee | \$0 |
| - Rangitata/Orari Water Supply Committee | \$0 |
| - Youth Council | \$25 per meeting |
| - Audit and Risk Subcommittee | \$2,000 per meeting |
| - District Licencing Committee | As determined by Minister of Justice |
| - All others | \$130 per day |

Travel expenses for elected members and co-opted members of the public are based on actual and reasonable costs consistent with the Elected Members Allowances and Recovery of Expenses Policy.

5.0 Delegations, References and Revision History

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

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

5.3 Revision History – Summary of the development and review of the policy

5.1 Delegations

Delegation	Delegations Reference	Register

5.2 References

Title	Document Reference

5.3 Revision History

Revision #	Policy Owner	Date Approved	Approval by	Date of next review	Document Reference
1	Group Manager Corporate Services	28 July 2015	Policy Development Committee &	November 2016	#944308
2	Group Manager Corporate Services	22 November 2016	Policy Development Committee &	November 2019	#944308

Council Committee and Subcommittee Policy



Approved by: 4.1. Timaru District Council

Date approved: 4.2. To be confirmed

1. Purpose

- 1.1. The purpose of this policy is establish the framework for the remuneration and payment of allowances to external members appointed to Timaru District Council committees and subcommittees.

2. Background

- 2.1. The Local Government Act 2002 (schedule 7, clause 30-31) provides that Council may appoint committees, subcommittees and other subordinate decision-making bodies, and may appoint a person who is not an elected member if that person has the skills, attributes and knowledge that will assist the work of the committee or subcommittee.
- 2.2. In accordance with these provisions, Council has appointed external members to committees and subcommittees of Council.

3. Key Definitions

Elected Member - includes elected Timaru District Councillors and Community Board Members.

Remuneration - financial consideration paid to members of a Council committee or subcommittee in accordance with this policy.

Committee/Subcommittee – those appointed by Council in accordance with schedule 7, clause 30 of the Local Government Act 2002. This includes any other subordinate decision-making body appointed under this clause regardless of the name of the body.

External Members - individuals, who are not elected members or employees of Timaru District Council, appointed to committees or subcommittees of Timaru District Council.

4. Scope

- 4.1. This policy applies to external members appointed to committees and subcommittees of Timaru District Council in accordance with schedule 7, clause 30 of the Local Government Act, as detailed in the Timaru District Council Delegations Manual.
- 4.2. This policy does not apply:
 - 4.2.1. To elected members. Remuneration for elected members is determined by the Remuneration Authority. This includes payments for Resource Consent Hearings.

- 4.2.2. To members of the District Licensing Committee. The Minister of Justice determines fees payable to District Licensing Committee members.
- 4.2.3. To Timaru District Council officers appointed to a committee or subcommittee in their role as an officer;
- 4.2.4. To external members of working parties, panels or equivalent bodies not established in accordance with clause 30, schedule 7 of the Local Government Act 2002.
- 4.2.5. If remuneration is set by the Remuneration Authority, or by legislation;
- 4.2.6. If payment is made from other source (for example, if a professional consultant is paid by his or her employer to attend);
- 4.2.7. To appointments made by Council to an outside organisation;
- 4.2.8. If Council has formally resolved a different form of payment; or
- 4.2.9. If payments are made on a contractual basis, eg independent commissioner.

5. Policy – Terms of Appointment

- 5.1. Terms of Appointment will be provided to all external members of Council committees and subcommittees following appointment at the beginning of the local government triennium. The Terms of Appointment will be at the discretion of the Mayor, in consultation with Council and the Chief Executive.
- 5.2. In determining the Terms of Appointment, the Mayor will consider the roles and responsibilities of members of each committee and subcommittee.
- 5.3. The Terms of Appointment will detail any remuneration or allowances payable to external members.
- 5.4. The Terms of Appointment and any remuneration and allowances will be valid for the triennium during which they are set.

6. Payment of Remuneration and Allowances

- 6.1. Appendix 1 details the remuneration and vehicle mileage allowance Council will pay to external members appointed to Council committees or subcommittees for the current triennium.
- 6.2. A vehicle mileage allowance may be claimed by external members when they are acting in their official capacity as a member of a Council committee or subcommittee. They are to be based on actual and reasonable costs.
- 6.3. All remuneration and vehicle mileage allowances claims are to be approved by the Chief Executive.
- 6.4. All remuneration and vehicle mileage allowances must be claimed in a timely manner and will be paid through Council's payroll system.

7. Policy Review

- 7.1. This Policy will be reviewed at least every three years, or as required.
- 7.2. This Policy does not cease to have effect because it is due for review, or being reviewed.
- 7.3. This Policy takes effect from the date it is formally adopted by Council.

Delegations, References and Revision History

Delegations

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

Delegations Register Reference	Delegation
4.4. 6.5 – Subcommittees	4.5. Details the Terms of Reference for all subcommittees of Council.

Revision History

4.6. Summary of the
development and review of the policy

Revision	Owner	Date Approved	Approval By	Next Review	Doc Ref
1	Group Manager Corporate Services	28 July 2015	Policy & Development Committee	November 2016	#944308
2	Group Manager Corporate Services	22 November 2016	Policy & Development Committee	November 2019	#944308
3	Group Manager Commercial and Strategy	TBC	Council	TBC	#1392777

Appendix 1

External Members Remuneration 2019-22

Audit and Risk Committee - \$10,000 per annum plus disbursements

Environmental Services Committee, tangata whenua representative - \$130.00 per meeting

Local Arts Scheme Committee - \$130.00 per meeting

Youth Initiatives Subcommittee - \$130.00 per meeting

Vehicle Mileage Allowance

Vehicle Type	First 14,000 km of eligible travel	After 14,000km of eligible travel
Petrol or Diesel Vehicle	79 cents per km	30 cents per km
Petrol Hybrid Vehicle	79 cents per km	19 cents per km
Electric Vehicle	79 cents per km	9 cents per km

9.8 Annual Plan 2020/21 - Four Month Report to 31 October 2020

Author: Ann Fitzgerald, Corporate Planner
 Mark Low, Strategy and Corporate Planning Manager
 Sandy Hogg, Management Accountant
 Lili Delwaide, Programme Delivery Manager

Authoriser: Donna Cross, Group Manager Commercial and Strategy

<p>Recommendation</p> <ol style="list-style-type: none"> 1. That the key performance indicators and capital projects work programme progress report to 31 October 2020 be received and noted. 2. That the summary financial results to 31 October 2020 be received and noted.
--

Purpose of Report

1 The purpose of this report is to outline progress against Council’s 2020/21 Annual Plan (Year Three of the 2018-2028 Long Term Plan) including financial results, progress towards achieving the key performance indicators and the capital projects work programme for the four month period ended 31 October 2020.

Assessment of Significance

2 This matter is considered to be of low significance in terms of Council’s Significance and Engagement Policy.

Discussion

3 Council’s Annual Plan four month reporting cycle requires reporting financial, capital project work programme, and key performance measures to Council for the periods 1 July – 30 October, 1 November – 28 February, and an annual report for the 12 month period ended 30 June each year.

Key Performance Measures Results

4 The Key Performance Measures (KPI’s) update is included in Attachment 1. This outlines progress against the 2020/21 targets and provides a summary of highlights and issues for each activity. The information excludes the KPI’s that are only measured annually or biennially.

5 In general the KPI’s are tracking well at this early stage in the year, and the majority are expected to meet, or be close to the year-end target.

	<i>As at 30 October 2020</i>	<i>Expected year end result</i>
<i>On target</i>	78%	82%
<i>Marginal</i>	17%	14%
<i>Off Target</i>	5%	4%

- 6 At this stage we are expecting approximately 18% of KPI targets are unlikely to be met at year end. There are a range of reasons for this including:
 - 6.1 Changes in the parameters of targets such as Library database searches, where the suite of databases has been changed due to external factors, resulting in a reduction in searches.
 - 6.2 Factors beyond Council’s control such as a downturn in the scrap metal recycling industry resulting in a reduction of nett tonnage of recycling diverted from landfill.
 - 6.3 In the case of KPI “visitors to libraries” staff have noted that while there has been less than expected visitors to libraries, there has been a corresponding increase on digital usage of library materials.

Capital Projects Work Programme Results

- 7 The Capital Projects Work Programme update is included in Attachment 1.
- 8 As indicated in the table below, 84% of the projects are currently on-target. This correlates with the information provided by the Programme Delivery Team on November 24, 2020 in the Dashboard and includes the projects identified in the dashboard as “contingency”. Contingency projects are projects for which completion is fully dependant on external factors such as private developments or assets failure.

	<i>As at 30 October 2020</i>	<i>Expected year end result</i>
<i>On target</i>	84%	83%
<i>Marginal</i>	6%	7%
<i>Off Target</i>	10%	10%

- 9 As the report is for the first 4 months of the financial year, many projects are in their initial planning and procurement stages, with expenditure currently low. However, several significant construction contracts have been let during the reporting period. These projects include:
 - 9.1 Pareora Pipeline Section 1 (\$5.7m)
 - 9.2 Te Ana Wai Water Treatment Plant Design and Build (\$4.2m)
 - 9.3 Social Housing Ventilation Compliance (est. \$500k)
 - 9.4 Saltwater Creek Sewer Renewal (\$460k)
 - 9.5 Orbell Street Watermain and Sewermain Renewal (\$554k)
 - 9.6 Arowhenua Road Rehab and Bridge Upgrade (\$770k)
- 10 Construction for the above listed projects has either started or will start in the following weeks and construction is planned to be completed by 30 June 2021.
- 11 With regards to the financials, some of the above projects were contracted for a value significantly below the pre-construction estimate and approved budget, resulting in savings for Council without affecting project completion. In total, approximately \$3-4m of savings were made during the reporting period.
- 12 Projects at-risk were identified at the start of the year and include:

- 12.1 Downlands Water Supply - Opihi River Crossing (\$400k)
- 12.2 Art Gallery – Building Renewal (\$610k)
- 12.3 Timaru CBD car parking (\$850k)
- 12.4 Claremont Plant - Caustic, Chlorine (\$900k)
- 12.5 Sewer - Talbot Street, Geraldine Siphon Upgrade (\$618k)

These projects remain at-risk and are unlikely to be fully completed by 30 June 2021.

- 13 At this stage, projects that were assessed as highly feasible at the beginning of the year are still on track to be completed this year with the exception of:
- 13.1 Downlands Scheme Upgrade (\$15.4m highly feasible) has been significantly delayed due to consenting issues that are now resolved. The project is at-risk of not being completed as the remaining construction timeframe doesn't include contingency to absorb further delays that could be caused by the weather and / or contractors availability. However, it is expected that this project will be substantially completed by 30 June 2021.
 - 13.2 Temuka Domain Development (169k)
- 14 Several major contracts were let during the reporting period. The Programme Delivery Team is maintaining regular liaison with the contractors sector to ensure they are fully aware of the current and future construction projects and to identify any capacity gap or supply chain issues. Supply chain is becoming a logistical issue and is being closely monitored internally.
- 15 Projects that weren't part of the initial highly feasible programme but that are now on-track to be completed by year end include:
- 15.1 Pareora Pipeline (\$4m) – Only \$4m of the total budget of \$8m were initially assessed as highly feasible. However, this project has made significant progress over the reporting period with \$5.7m already let and Section 3 to be tendered in November 2020. Investigations on preferred methodology for Section 2 are being finalised and the contract should be let this year as well. It is therefore expected that a significant portion of the remaining \$4m will be spent by 30 June 2021 (subject to contractor availability).
 - 15.2 In addition, the \$850k of the Timaru CBD carpark have been reallocated to purchase the Vine Street car park in Temuka, following approval from Council.

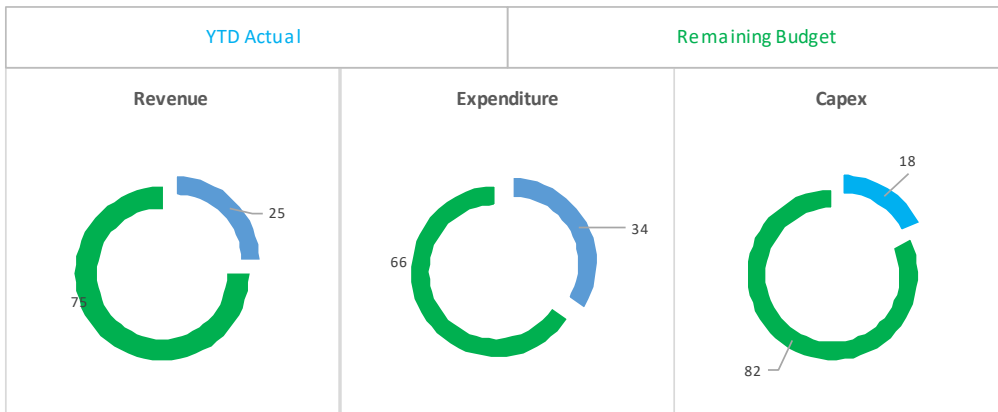
Financial Results

- 16 Financial Results are summarised below, including:
- Summary of Council Performance
 - Council Performance as at 31 October 2020 broken into Operating Revenue, Operating Expenditure and Capital Expenditure
 - Council Performance by Activity as at 31 October 2020
 - Financial Position as at 31 October 2020
 - Statement of Cashflow as at 31 October 2020

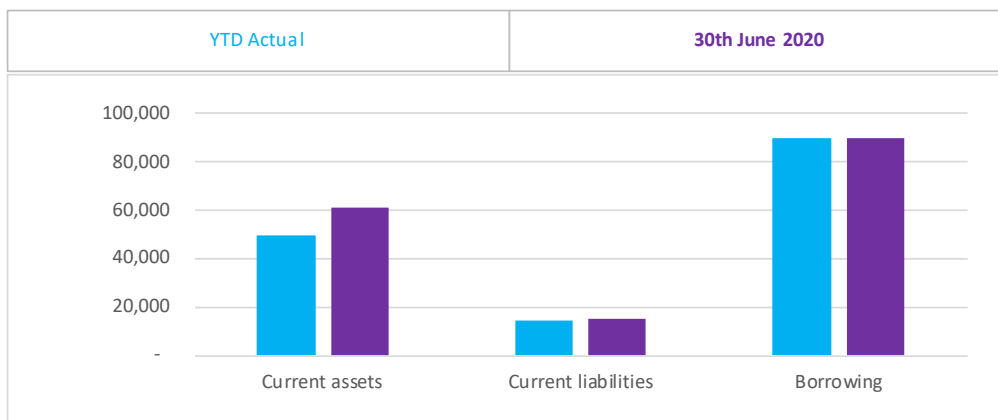
- 17 The financial results are for the Timaru District Council parent and includes Downlands Water Supply joint arrangement at 82%.
- 18 Based on the Annual Plan approved by Council in June, Council has forecast a full year surplus of \$8.6 million. The financial results to the end of October 2020 are showing an operating deficit of \$4.8 million. While this is \$766,000 less favourable than the year to date budget, it is a result of timing issues for income and expenditure which are expected to moderate over the remainder of the financial year.
- 19 In terms of the year to date result total operating revenue is less favourable than budget by \$1.8 million. Of note, subsidies and grants income is down by \$2.6 million and the main contributor is timing of the Waka Kotahi/New Zealand Transport Agency (NZTA) Funding Assistance Rate (FAR) claims. As work through the summer season is progressed the FAR claims to NZTA will follow. Fees and charges income is more favourable than budgeted by \$1.2 million, of which \$814,000 is attributable to increased volumes of waste processed at Council's Refuse facilities. A corollary of this is that it may increase the number of carbon credits required to offset our landfill operation obligations.
- 20 Finance revenue is less favourable than budget by \$277,000 due to lower interest rates received on Council held cash funds, which is offset by lower financing costs on our debt.
- 21 The balance sheet movement has been minimal with cash lower due to utilising cash reserves to make payments for capital expenditure rather than loan funding due to market instability around what the official cash rate was to be set at. Debtors and Creditors are lower than the June 2019 comparative due to year end accruals processed.
- 22 The charts and tables below set out the financial results for the 4 months to the end of 31 October 2020.

COUNCIL PERFORMANCE as at 31 October 2020

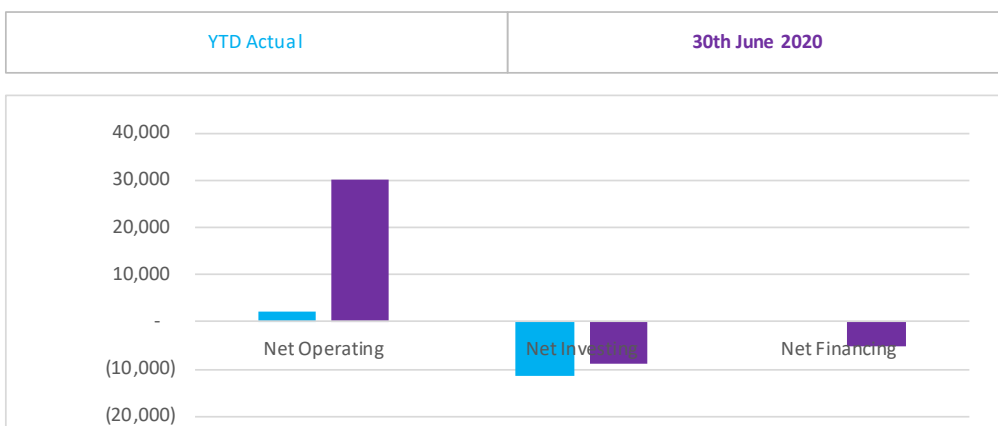
YTD-Actual as % of Total Budget



Financial Position - Balances






Cashflow - Movements

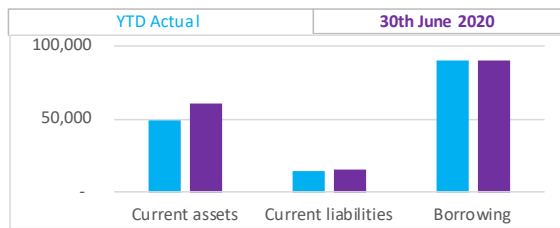


**COUNCIL PERFORMANCE
as at 31 October 2020**

YTD Actual % of FY Budget							
YTD Actual		Remaining Budget					
Revenue	Expenditure	Capex	Year to Date			Full year	YTD Actual % of
			Actual	Budget	Variance	Budget	FY Budget
			\$000's	\$000's	\$000's	\$000's	
Operating Revenue							
Rates revenue			12,789	12,790	(1)	53,556	24%
Subsidies and grants			2,046	4,678	(2,632)	14,008	15%
Fees & charges			6,329	5,085	1,244	15,259	41%
Other revenue			1,249	1,460	(211)	4,864	26%
Finance revenue			193	470	(277)	1,578	12%
Dividend revenue			515	500	15	2,041	25%
Total Operating Revenue			23,121	24,983	(1,862)	91,306	25%
Operating Expenditure							
Personnel costs			6,357	7,086	729	20,882	30%
Depreciation expense			6,581	5,583	(998)	16,757	39%
Finance costs			564	1,044	480	3,133	18%
Other expenses			14,460	15,346	886	41,958	34%
Total Operating Expenditure			27,962	29,059	1,097	82,730	34%
Operating Surplus/(Deficit)			(4,841)	(4,076)	(765)	8,576	
Capital Expenditure							
Community Support			135	1,180	1,045	3,670	4%
Corporate Support			476	439	(37)	1,392	34%
District Planning and Environmental Services			2	2	-	5	40%
Recreation & Leisure			1,497	3,946	2,449	11,828	13%
Roading and Footpaths			5,379	4,452	(927)	20,161	27%
Sewer			761	1,005	244	4,020	19%
Stormwater			197	347	150	1,268	16%
Waste Minimisation			393	130	(263)	399	98%
Other Activities			152	296	144	888	17%
Water Supplies			1,912	4,960	3,048	15,312	12%
Total Capital Expenditure			10,904	16,757	5,853	58,943	18%

**COUNCIL PERFORMANCE - Activity
as at 31 October 2020**

YTD Actual % of FY Budget							
YTD Actual		Remaining Budget					
Revenue	Expenditure	Capex	Year to Date			Full year	YTD Actual % of
			Actual	Budget	Variance	Budget	FY Budget
			\$000's	\$000's	\$000's	\$000's	
Operating Revenue							
Democracy	1,215	1,216	(1)	4,863	25%		
Corporate Support	299	274	25	899	33%		
Recreation & Leisure	4,076	4,488	(412)	16,725	24%		
District Planning and Environmental Services	2,009	1,627	382	5,481	37%		
Stormwater	683	455	228	1,850	37%		
Roading and Footpaths	4,867	7,383	(2,516)	24,608	20%		
Waste Minimisation	3,760	2,946	814	10,507	36%		
Community Support	1,469	1,578	(109)	5,556	26%		
Other Activities	(909)	142	(1,051)	157	-579%		
Water Supplies	2,405	2,441	(36)	9,194	26%		
Sewer	2,711	2,558	153	9,468	29%		
Downlands Water	536	509	27	1,999	27%		
Total Operating Revenue	23,121	25,617	(2,496)	91,307	25%		
Operating Expenditure							
Democracy	3,051	1,619	(1,432)	4,803	64%		
Corporate Support	126	1,036	910	1,436	9%		
Recreation & Leisure	5,044	5,734	690	16,406	31%		
District Planning and Environmental Services	2,106	2,416	310	7,064	30%		
Stormwater	839	511	(328)	1,700	49%		
Roading and Footpaths	4,925	5,070	145	15,179	32%		
Waste Minimisation	2,522	3,254	732	10,007	25%		
Community Support	2,046	2,506	460	5,736	36%		
Other Activities	890	832	(58)	2,329	38%		
Water Supplies	3,271	2,763	(508)	8,273	40%		
Sewer	2,955	2,967	12	8,775	34%		
Downlands Water	186	348	162	1,020	18%		
Total Operating Expenditure	27,961	29,056	1,095	82,728	34%		
Operating Surplus/(Deficit)	(4,840)	(3,439)	(1,401)	8,579			
Capital Expenditure							
Corporate Support	476	439	(37)	1,392	34%		
Recreation & Leisure	1,497	3,946	2,449	11,828	13%		
District Planning and Environmental Services	2	2	-	5	40%		
Stormwater	197	347	150	1,268	16%		
Roading and Footpaths	5,379	4,452	(927)	20,161	27%		
Waste Minimisation	393	130	(263)	399	98%		
Community Support	135	1,180	1,045	3,670	4%		
Other Activities	152	296	144	888	17%		
Water Supplies	1,912	4,960	3,048	15,312	12%		
Sewer	761	1,005	244	4,020	19%		
Downlands Water	1,569	6,904	5,335	20,720	8%		
Total Capital Expenditure	12,473	23,661	11,188	79,663	16%		



**FINANCIAL POSITION
as at 31 October 2020**

YTD Actual \$000's	30th June 2020 Actual \$000's
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ASSETS

Current assets

Cash and deposits	6,815	16,238
Debtors and other receivables	8,051	9,160
Inventories	80	35
Other financial assets	34,332	35,413
Total current assets	49,278	60,846

Non_current assets

Property plant & equipment	1,059,477	1,053,270
Intangible assets	1,692	2,005
Forestry	1,217	1,217
Investment property	1,628	1,628
Investment in associates	31,260	31,260
Investment in cco's & other similar	23,013	22,964
Other financial assets	51	51
Total non_current assets	1,118,338	1,112,395

Total assets	1,167,616	1,173,241
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LIABILITIES

Current liabilities

Trade and other payable	14,093	14,417
Employee benefit liabilities	511	511
Total current liabilities	14,604	14,928

Non_current liabilities

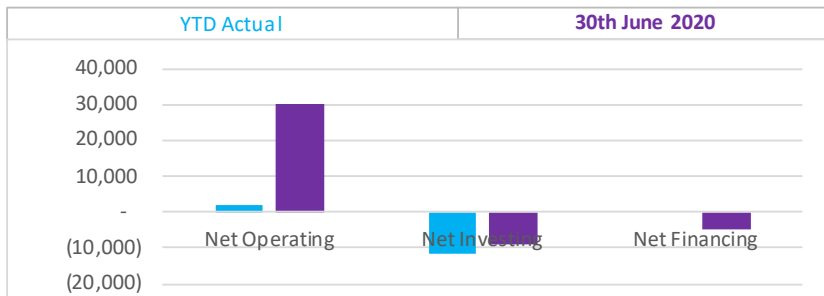
Provisions	11,986	11,986
Employee benefit liabilities	1,811	1,811
Non current borrowing	89,482	89,484
Total non_current liabilities	103,279	103,281

Total liabilities	117,883	118,209
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Net Assets	1,049,733	1,055,032
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EQUITY

Retained earnings	779,222	784,522
Special funds	24,189	24,189
Separate funds	16,606	16,606
Asset revaluation	229,716	229,716
Total equity	1,049,733	1,055,032



**Statement of Cashflow
as at 31 October 2020**

	YTD Actual \$000's	30th June 2020 Actual \$000's
OPERATING ACTIVITIES		
Rates	12,789	51,696
Other revenue received	9,624	30,187
Interest received	193	1,862
Dividends received	515	3,058
Payments to suppliers and employees	(20,537)	(53,335)
Finance costs	(564)	(3,516)
Net operating activities	2,020	29,952
INVESTING ACTIVITIES		
Reduction of term investment	1,032	23,396
Proceeds from sale of property, plant and equipment	-	1
Purchase of property, plant and equipment	(12,475)	(32,269)
Net investing activities	(11,443)	(8,872)
FINANCING ACTIVITIES		
Drawdown / (repayment) of borrowings	-	(5,000)
Net financing activities	-	(5,000)
Cash movement	(9,423)	16,080
Opening Balance 1st July	16,238	160
Closing Bank Balance	6,815	16,240

Attachments

1. **Opal 3 4-Month Report Jul - Oct 2020** [!\[\]\(687b6c142f51ac6f390f8bd444e38d03_img.jpg\)](#) [!\[\]\(861b7aaa71df51b93037a486c3b17630_img.jpg\)](#)



FOUR MONTH REPORT JULY- OCTOBER 2020

TIMARU DISTRICT COUNCIL





Executive summary

The purpose of this report is to present a four month snapshot to October 2020, of progress towards the delivery of the programme of activities agreed to in the Long-Term Plan for the 2020/21 financial year.

It outlines progress against the 2020/21 non-financial performance measures and capital work programme and provides a summary of highlights and issues.

The information is organised by the Council's nine Groups of Activities, and uses the following graphs and symbols to indicate status/progress for the various performance measures and projects.

Activity Scoreboard

This section gives an overall scorecard for the Activity, in general terms as stated below.

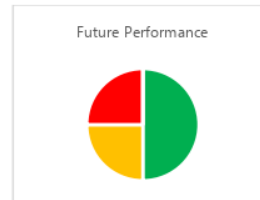
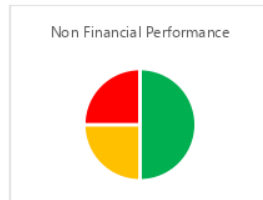
- All measures and projects on target
- Most measures and projects on target
- Some significant measures and projects are not expected to be achieved

It includes an overall commentary and summary graphs showing the status of Non-financial performance measures and projects.

Commentary – YTD

Future

A non-financial summary of progress YTD		An expected end of year status	
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Key Performance Indicators




This section shows the status of non-financial performance measures (as listed in the LTP for 2018/19 year).




Performance Type	Symbol
Non-Financial YTD position	
Expected End-of-Year result	

- On target
- Target may not be achieved
- Target will not be achieved

Projects

This section shows the status of projects (as listed in the LTP for the 2018/19 year).

Performance Type	Symbol
Non-Financial YTD status & comment	
Financial status	
Expected End-of-Year result	

-  On target
-  Target may not be achieved
-  Target will not be achieved

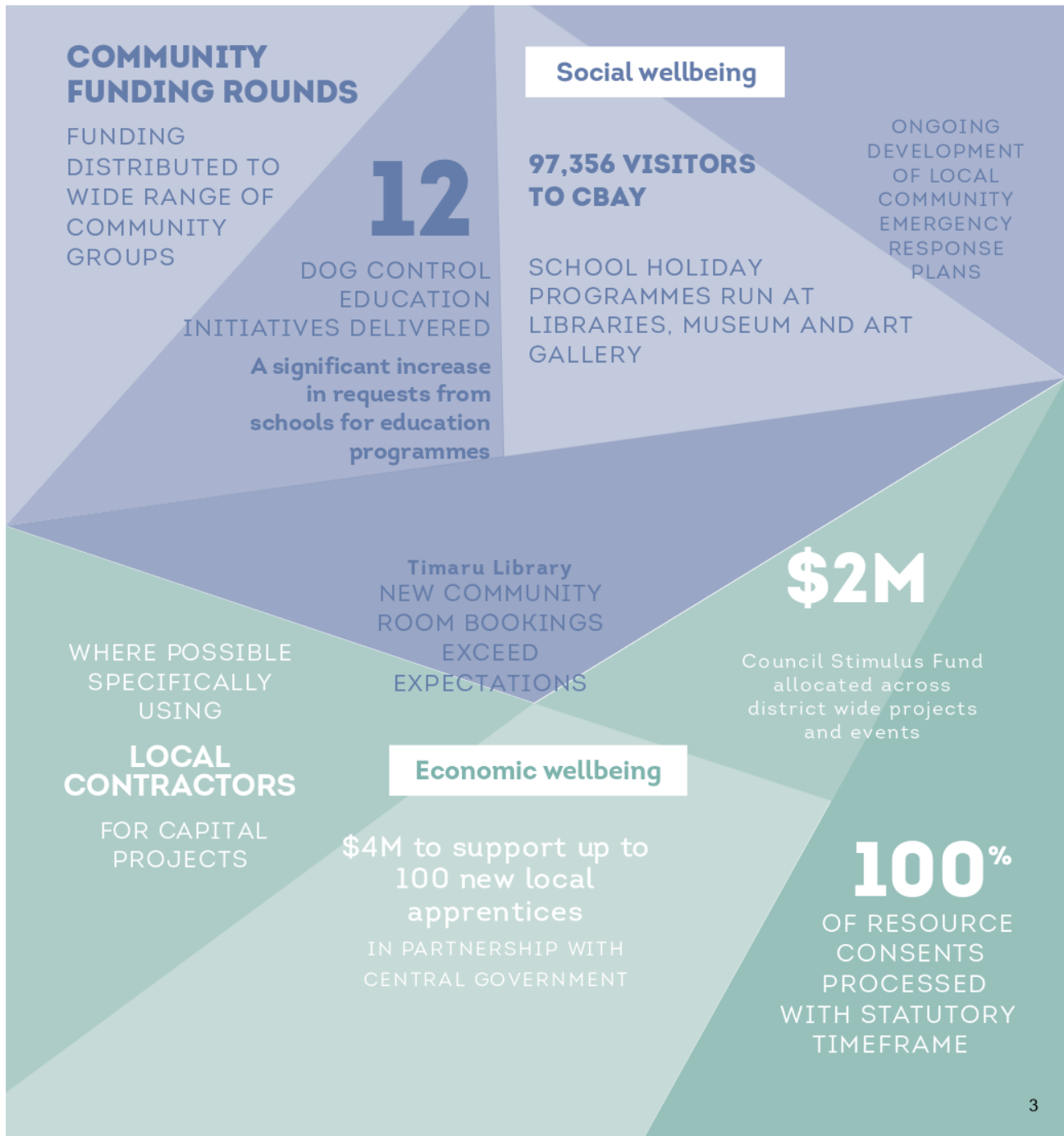
Contributing to the wellbeing of our community

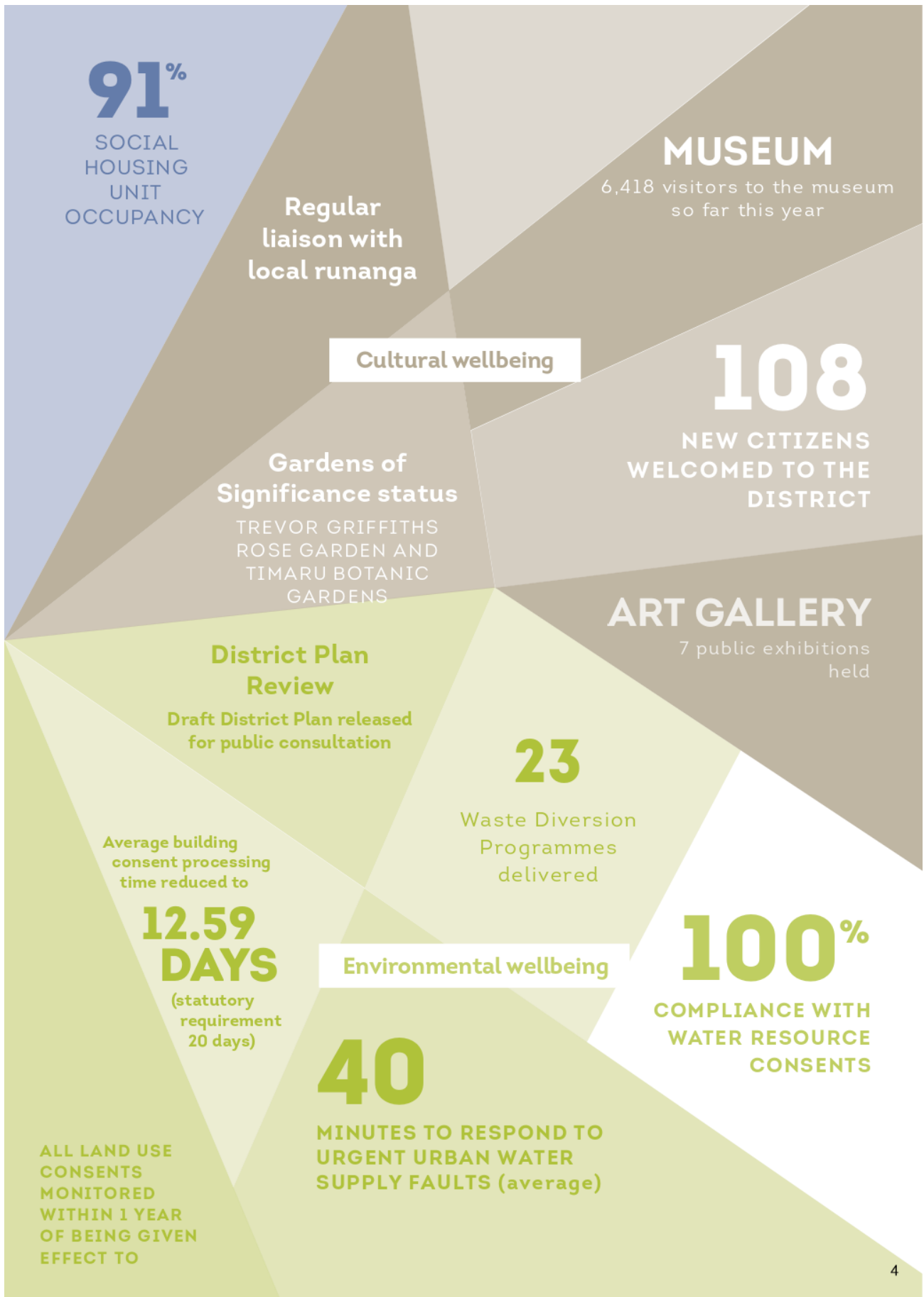
Council's role in the community is much broader than simply providing services. Our role also encompasses promoting the wellbeing of residents through shaping places and services to meet the needs of our community. We are able to do this more effectively when we work in

partnership with the community and draw on the wealth of talent, understanding and enthusiasm we have in the Timaru District.

The decisions Council makes about the services and facilities are made to enhance the quality of life of all Timaru district residents.

Results are for the 4 months July - October 2020





Democracy

Highlights

Ongoing preparation of the LTP 2021-31.

Issues

COVID-19 Impact has meant delays to completion of Annual Report.

Activity Scoreboard

Commentary – YTD

Performance is largely on target, with a number of key projects underway, including preparation of the Long Term Plan 2021-31 and Annual Report 2019/20.

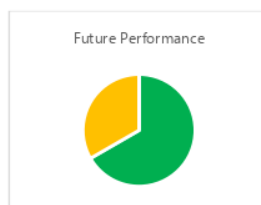
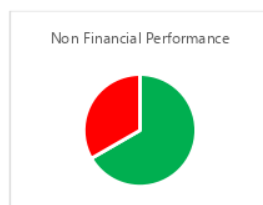


Future

All measures are expected to be met by the end of the financial year.



Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects

Nil

Key Performance Indicators

INDICATOR	TARGET	RESULT	
Percentage of main items held in open Council meetings	90%	84.21%	The result for the July to October period is slightly under target, due to the amount of information that required discussion without the media or public present. Issues that were considered in closed meeting were done so to protect the privacy of the person who were the subject of the issue, to protect the commercial position of the person who supplied or who was the subject of the information and to enable commercial negotiations to take place, which cannot be done in the public arena.

<p>Clear audit opinion for Long Term Plan and Annual Report</p>	<p>Unmodified opinion received</p>	<p>Yes</p>	<p>The 2019/20 Annual Report was due to have been signed off by Audit and adopted by Council by 31 October 2020. However as a result of the COVID-19 lockdown Parliament passed legislation extending the statutory reporting timeframe to 31 December 2020. Audit NZ's timeframes were disrupted meaning that their scheduled audit of TDC accounts was delayed. The audit is still ongoing, and once this is signed off the Annual Report is intended to be presented to Council for adoption prior to 31 December, 2020. 2021-31 LTP Audit dates have also been disrupted, however new confirmed dates have now been locked in with Audit NZ. The first audit period will commence 22 February 2021.</p> <p>N E</p>
<p>Compliance with LGA Planning and Accountability requirements</p>	<p>Statutory Local Government Act Planning and Regulatory requirements are achieved</p>		<p>Statutory Local Government Act Planning and Regulatory requirements are expected to be met in respect of the 2019/20 Annual Report (extended to 31 December 2021), despite the challenges of COVID-19 delays. Work is ongoing on preparation of the 2021-31 Long Term Plan.</p> <p>N E</p>
<p>Resident satisfaction with influence on Council decision making</p>			<p>Reported biennially.</p>
<p>Resident satisfaction with Council's leadership</p>	<p>65.00%</p>		<p>Reported biennially.</p>
<p>Resident satisfaction with how well Council keeps public informed and involved in decision making</p>	<p>65.00%</p>		<p>Reported biennially.</p>

Projects

Nil

Community Support

Airport

Highlights

The highlights for the year to date have been the resumption of the full weekly flight schedule by Air New Zealand, submission of the final draft of the Safety Management System, construction of 18 new 'drop off' carparks, the construction and installation of 4 electric vehicle charging stations, and the commencement of the design for the runway improvements.

Issues

There have been a number of safety occurrences at the Timaru Airport since 1 July 2020. All occurrences are reported in the Airport Safety Management System. Investigation of each occurrence and follow up reporting to the Civil Aviation Authority is consuming more staff time than in the past. There are three reasons for this, as follows: 1) The new Safety Management System places more obligation on all users of the airport to report safety occurrences. 2) We have a staff presence on site and are therefore more involved in operational matters. 3) There are more occurrences.

Activity Scoreboard

Commentary – YTD

The work programme and budget is on track year to date, noting that there is an increasing number of safety issues requiring staff input.

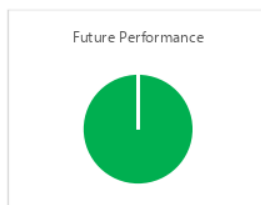
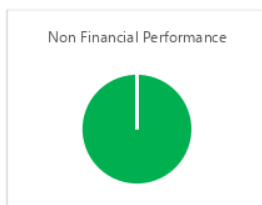


Future

The work programme and budget, and KPI's are expected to be met for 2020/21.

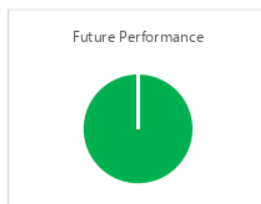
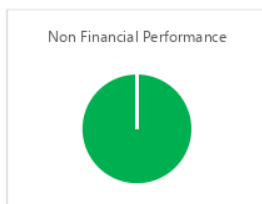


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	YTD RESULT	
Airport user satisfaction with facility	70.00%		Results are reported annually.
Airport Civil Aviation Authority accreditation achieved	Annual CAA accreditation audits identify no significant matters that prevent ongoing accreditation	Yes	The last CAA Part 139 Audit was carried out on the 7th of June 2018 and a clear audit report was issued. There was no audit in the 2019/2020 year, or 2020/21 year to date. N F E

Projects

PROJECT	ANNUAL BUDGET (incl. fwd) \$	YTD RESULT \$	
Airport-Renewals	5,000	0	The work covered by this budget line is not significant, but will be completed by 30 June 2021. The work programme and budget will be achieved by 30 June 2021. N F E
Airport-Reseals/Overlays - Resurfacing	700,000	0	Surface and subsurface investigations have substantially been completed. Design work has now been scoped and a consultant engaged. Work will be completed and budget met by 30 June 2021. N F E
Airport - Carpark Improvements	133,000	70,000	The additional 18 'drop off' carparks and 4 electric vehicle charging station carparks have been constructed and are now in use. Some additional work relating to access and gateway improvements will be carried out in 2021. The work will be completed and budget met by 30 June 2021. N F E

Community Support

Cemeteries

Highlights

Nothing to report for this period.

Issues

Nothing to report for this period.

Activity Scoreboard

Commentary – YTD

All of the Cemeteries Activity is progressing well. The search for a site for the new Timaru Cemetery is ongoing and funding provision for this has been carried forward from previous years.

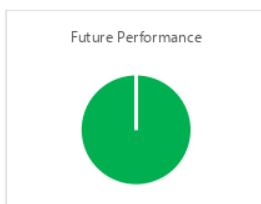
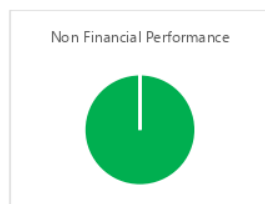


Future

The KPI's, work programme and budget, with the likely exception of the purchase of land for the new Timaru Cemetery is expected to be achieved.

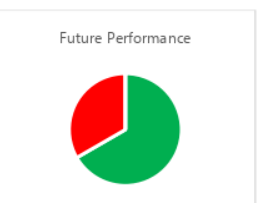
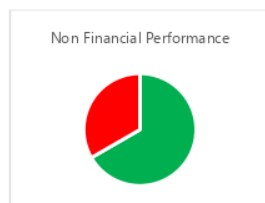


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	YTD RESULT	
User satisfaction with district cemeteries	85.00%		Reported biennially.
Percentage of cemetery records that are updated within a month	95.00%	100.00%	All data was entered within a month. NF E
Resident satisfaction with district cemeteries	85.00%	96.00%	Reported biennially.

Projects

Cemeteries-Timaru District Replacement Site	1,713,000	0	<p>Thirteen sites have been considered for a new Timaru Cemetery but a suitable site for purchase has not been identified yet. Investigations are continuing. The budget cannot be used until suitable land is available for purchase.</p> <p>N F E</p>
Cemeteries-Reseal and roading programme	38,000	0	<p>No work has been completed to date but it is included in the contractor's annual schedule of works. This is a small part of a multimillion dollar contract and will be completed during the contract period.</p> <p>N F E</p>
Cemeteries-Concrete Beams, Furniture, Structures and Services	21,500	23,924	<p>Two ashes beams have been installed at Pleasant Point Cemetery and four burial beams in Timaru. Provided that there is not an emergency requiring more beams, this work is completed for the year. The cost of the beams was over the budgeted amount as concrete costs have risen since the budget was prepared.</p> <p>N F E</p>

Community Support

Community Funding

Highlights

15 Donations/Grants were approved at the first funding round this year. Some substantial donations were approved to a range of community groups and organisations including Sutherlands Hall for painting and reroofing, Temuka & Geraldine A&P Association for premises reroofing and the Wai iti Tennis Club for recovering of courts, plus several donations made to groups for Christmas based events.

Issues

Repeat funding applications are outside the Donations and Grants criteria.

Activity Scoreboard

Commentary – YTD

Significant community funding activity has occurred in the first months of this financial year. The funding schemes and associated activity continue to be well managed within the required timeframes. There are no issues to report.

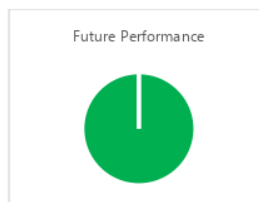
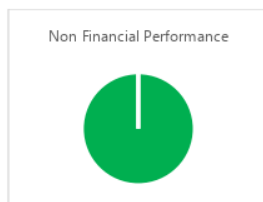


Future

All targets are on track and no issues are anticipated.



Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects

Nil

Key Performance Indicators

INDICATOR	TARGET	RESULT	
Funding Rounds per year - General donations, Substantial grants, Community loans	2	1	15 Donations/Grants were approved totalling \$52,730.75. This included 3 applications receiving Substantial Donations of \$10,000 each. NF E

% of Accountability forms returned	90%		Reported annually.
Funding Rounds per year - TDC Youth Initiatives	2	1	Four applications totalling of \$4,780 were approved in the first funding round. N E
Funding Rounds per year - Creative Communities Fund	4	1	Funding applications totalling \$16,989.88 have been approved in the first funding round. N E

Projects

Nil

Community Support
**Economic Development and District Promotions - 4 month
update from Venture Timaru**



FROM: Nigel Davenport
TO: Donna Cross – Group Manager Commercial & Strategy Timaru District Council
SUBJECT: Operational Update for the four months to October 2020
DATE: 26th November 2020

Background

As requested, please find attached a brief update on some of the highlights and issues relating to our Economic Development and Visitor Promotion operations for the 4-month period to 31 Oct 2020.

One of the initial highlights, having assumed responsibility for Aoraki Tourism (RTO) officially as of 28 April 2020, was the change of our name to Venture Timaru. A name that better reflects our economic development and visitor promotion activities.

Highlights

Regional Apprenticeship Initiative – being approached by the government to act as the third-party administrator for Mid & South Canterbury & North Otago. As a result, we have accessed \$4.0m to support up to 100 new apprentices across the priority sectors of primary, construction, engineering, manufacturing, and wood processing. Opening 19th October, we have at date already approved 40 applications resulting in valuable central government funding directed straight into our local businesses to help them employ, successfully maintain their new apprentices, and grow their business.

Enhanced engagement with local industry - our well established business connection groups across key backbone industries i.e. food processing & manufacturing, trades, transport & logistics, tourism & hospitality, professionals, and retailers continue to strengthen a foundation of trust, collaboration, and sharing of best practice that is the envy of many other parts of New Zealand. An example of this is the collaboration of 22+ of our food processors and manufacturers (a first in NZ) working together to optimise value add and circular economy opportunities with their waste streams, with this growing more recently into initial collaborations on transition to sustainable energy.

Prime Minister Visit – working closely with the office of our local Labour MP, we hosted the Prime Minister in September for a visit that was deferred from August o/a Auckland COVID development. This prominently displayed to the PM and her accompanying ministers the strength and diversity of our local area especially our wide-ranging capability across our primary, processing, transport & logistics and biotech. We have over recent months also hosted a variety of other cabinet ministers and opposition party politicians. We welcome the recent announcement that Economic Development, SME's, and Tourism will sit under the one Minister in Stuart Nash this term – a clear recognition from Central Government of the close alignment of these key sectors of our economy.

An aligned refresh of 2015-2035 Economic Development Strategy and completion of a new Destination Management Plan. Now as the EDA and RTO for the district we are thrilled to be undertaking this important piece of work from which a fully aligned and integrated economic development strategy and destination management plan will be established to inform our immediate, short and long term priorities and work plans. There will be clear alignment, as appropriate, to District and Long-Term Plans and the Mayoral Forums Plan for Canterbury. Destination Management will also



incorporate strong elements of collaboration with our near neighbours, wider Canterbury Region and the national NZ inc approach of Tourism NZ.

Promotion of our District - the merging of EDA and RTO responsibilities has enabled us to refresh and align our workforce, business and visitor attraction messaging across our social media, web, and hard copy platforms. We remain a small but nimble organisation able to quickly adapt to meet need and demand by directing our promotional focus in an efficient and targeted manner. As stated below with workforce attraction remaining our biggest challenge, we continue to expand our focus in this critical area.

New Business Opportunities - discussion have been initiated with a variety of new business opportunities (both new from existing businesses and new to district) in recent months. At various stages of progression, these opportunities are across education, energy, waste, processing, tourism, distribution & logistics sectors. The value of TDC's "ease of doing business" (as highlighted in our annual survey undertaken in May), coupled with proactive local stakeholders' keen to progress and assist new and exciting opportunities cannot be underestimated. We will, as these parties permit us, communicate these opportunities in more detail.

Appointment to Canterbury Regional Skills Leadership Group representing our district and lower Canterbury sub-region. Regional skills leadership groups were formed in mid-2020 to identify and support future skills and workforce needs in the region. They are part of a joined-up industry led approach to labour market planning which will see our workforce, education and immigration systems working together to better meet diverse needs. RSLG's are regionally based and regionally led, responsive to COVID 19 by providing eyes and ears on the ground, help inform Government activities and decisions and influence local initiatives.

Ramped up Visitor Promotions, improved collaboration & coordination and more funding for local operators and events.

- Escape to Timaru District (Winter Campaign), SCOFF (Spring campaign) and Timaru District Urban Escapes and Lists of To Do's (Summer Campaign) all successfully undertaken with examples attached
- The Escape to Timaru District winter campaign was especially successful in reigniting business for our local accommodation and hospitality sector through quieter winter months, exacerbated further by COVID impacts. This campaign reached 104,538 across all of South Island and lower North Island, via social and print media with 13,173 extended engagement through our website achieved.
- The prompt establishment of a tourism and visitor advisory panel has also been instrumental in a marked and immediate improvement in the coordination and information flow across our local accommodation providers, hospitality operators, sports, and event's organisers and facility managers. Our two information centres and most recently our Airport Manager have also joined this group.
- Funding – we have been very fortunate to directly receive, or help facilitate, a variety of funding that has both provided much needed support for local business and event organisers, and also enabled us to progress the development of new events and visitor attraction scoping and development:
 - STAPP Funding (Govt) \$400,000 for
 - New 10-day event - Sth Canterbury Outstanding Food festival (SCOFF) launched Sept with the involvement of 25 + local processors and producers and 60+ hospitality businesses. A huge success but it will be even bigger and better in 2021.
 - New attraction – Geraldine Walkway and Sculpture Trail – WIP – scoping underway
 - New Resource – Central South Island touring app along with a Timaru and heritage trails app – WIP nearing completion in readiness for launch
 - New Destination Management Plan –WIP – commenced
 - New Food Heritage Centre (Feasibility Study & Business Case) – WIP – scoping underway.



- Collaborative visitor attraction activity with near neighbours, Canterbury region and wider Tourism NZ strategies.
- Domestic Events Funding (Govt) – part of the Canterbury advisory panel which oversaw approval of funding locally to SI Masters Games \$36k, Rock N Hop \$30K, Waimate 50 \$100K and Mackenzie A&P Show \$40K.
- Regional Events Funding (Govt) - allocated o/a pre-covid international tourism spend. VT to receive \$177K which will be allocated across next 1-3 years in support of SCOFF, new Feastival event and other new events being finalised.
- Stimulus Fund \$150K (TDC) – allocated across 27 district wide events heavily impacted by COVID in their ability to obtain sponsorship and support e.g. farmers markets, Xmas parades, festivals etc...

OBJECTIVES	KPI	ACHIEVED
encourage innovation and facilitate the growth of existing business	a minimum of 20 new connections facilitated for existing businesses per month	Yes – a variety of intro’s made e.g. local church - PGF application, 40+ local business to Reg Apprentice Initiative, 2 x business seller to potential purchasers, new business opps to local professionals etc...
assist business to re-deploy, retain, and attract a skilled workforce	quarter on quarter improvement in the district’s unemployment rate	No – June 3.3% & Sept 20 3.7%. Still below NZ 4.4%. Districts work ready jobseekers peaked at 944 in Aug dropping to 892 in Oct.
deliver tourism and visitor attraction services for the District	quarter on quarter improvement in the district’s tourism expenditure	Yes – June ¼ impacted by lockdown with \$30m visitor spend. Sept ¼ buoyed by busy School Holidays \$36m
create an environment to attract and assist new and developing business	a minimum of 10 new and developing business opportunities identified and engaged per quarter	Yes – as detailed above with various promising discussions ongoing.

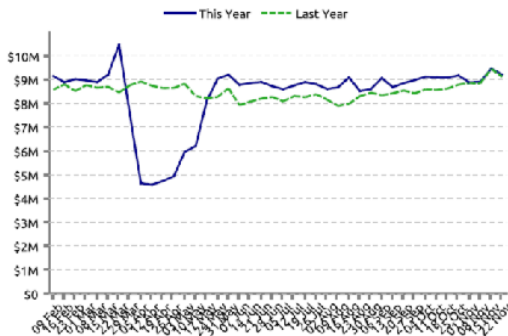
Issues

Despite having come through the lockdown and subsequent months better than most parts of the country, we like many parts of provincial NZ are faced with three challenges:

- Attracting a skilled workforce – pre covid & for the past 5-6 years this has been the biggest challenge facing our local economy and this has intensified in recent months as significant shortages have become evident nationally as we head into the traditionally busy spring and summer harvest & processing periods. We continue to facilitate regular communication with local business, recruiters, and MSD to ensure collaborations and connections are made to alleviate workforce pressures as best we can. We have also undertaken a targeted “We’ve Got Jobs” campaign across the South Island and wider North Island highlighting the variety of both seasonal and permanent jobs on offer here in Timaru District and South Canterbury
- Heated Housing and tight Rental Markets – again like most of NZ we are experiencing challenges with limited availability of housing and rental stock. Local business are struggling to house those new seasonal or permanent staff they are successful in attracting. We need to be bold, encourage and Incentivise the development of current residential zoned and developable land into affordable house and land packages attractive to the workforce we desperately need i.e. first home buyers and young families.
- Supply Chain disruptions starting to hit – in addition to some obvious stock sourcing issues with a number of local retail outlets, our processors too are experiencing significant logistics issues getting their product to market. Disrupted and inconsistent shipping schedules into and around NZ, coupled with continued rolling strikes along the east coast ports of Australia are compounding challenges in getting empty containers into NZ to then fill and export. We are also hearing of many businesses experiencing significant delays in sourcing machinery componentry etc...

**Timaru District
Week ending 22 November 2020**

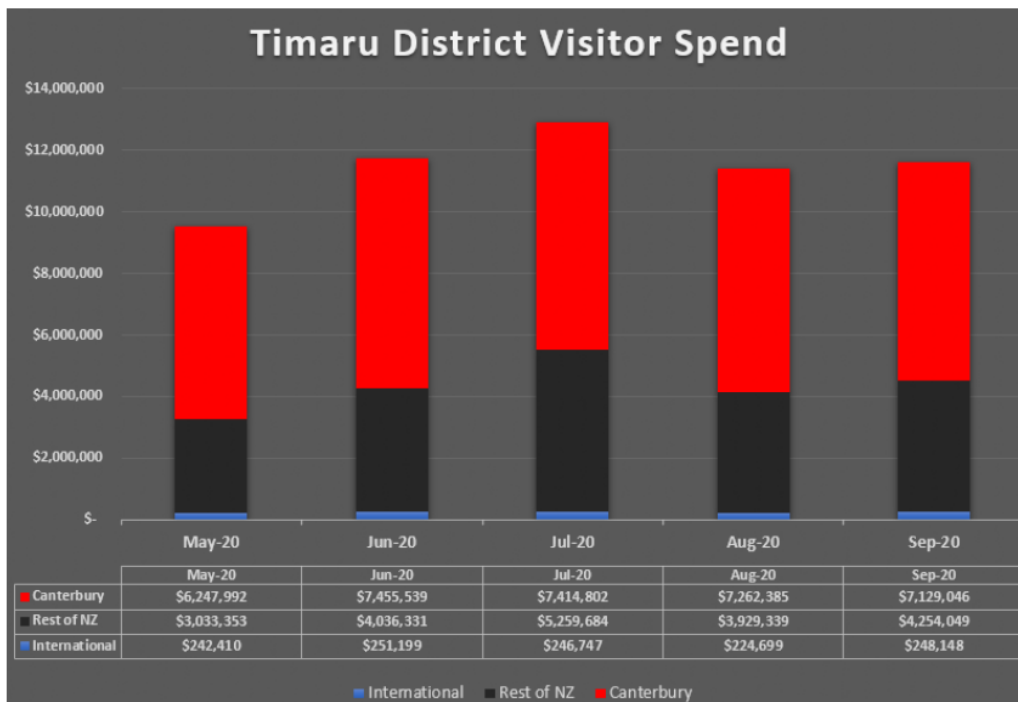
1. WEEKLY VALUE OF SPENDING



3. Change in value of spending
SWLY **CUMULATIVE**
+1.0% -1.6%

6. WEEKLY SPEND AND TRANSACTION CHANGES

Week Ending	SWLY		Cumulative	
	\$	#	\$	#
09-Aug	+9.9%	+6.9%	-4.8%	-14.4%
16-Aug	+14.0%	+4.2%	-4.2%	-13.8%
23-Aug	+2.6%	-0.5%	-3.9%	-13.3%
30-Aug	+1.8%	+0.6%	-3.7%	-12.9%
06-Sep	+8.5%	+5.0%	-3.4%	-12.3%
13-Sep	+3.1%	+2.0%	-3.2%	-11.8%
20-Sep	+3.6%	+1.8%	-2.9%	-11.4%
27-Sep	+6.6%	+5.5%	-2.7%	-10.9%
04-Oct	+6.1%	+3.4%	-2.4%	-10.5%
11-Oct	+6.2%	+4.9%	-2.2%	-10.1%
18-Oct	+5.3%	+5.6%	-2.0%	-9.6%
25-Oct	+4.3%	+2.6%	-1.8%	-9.3%
01-Nov	+0.3%	-0.6%	-1.7%	-9.1%
08-Nov	+0.7%	-1.2%	-1.7%	-8.9%
15-Nov	+0.2%	+1.1%	-1.6%	-8.6%
22-Nov	+1.0%	-0.8%	-1.6%	-8.4%





ACTIVE ESCAPE
Horse trekking - hidden waterfalls - stargazing

- Peel Forest activities
- Horse treks
- Bush walks
- Geraldine stargazing
- Motel packages
- Central South Island holiday location

PLAN HERE FOR LATER: welovetimaru.nz

TIME FOR A TIMARU ACTIVE ESCAPE

- Abundant walking tracks
- Easy bike hire
- Fabulous food - dine in or delivered
- Sunset drinks on the Bay Hill
- Central South Island holiday location

PLAN NOW: welovetimaru.nz

COASTAL WALKS

BOUTIQUE SHOPS

OUTSTANDING FOOD

SUN & SAND

SEASIDE SUMMER DAYS IN TIMARU
Get your friends and whanau to join you for summer days in Timaru. Plan your activities at welovetimaru.nz

TIMARU | GERALDINE | TEMUKA | PLEASANT POINT | PEEL FOREST

Timaru District is thrilled to welcome

THE PRIME MINISTER OF NEW ZEALAND

THE RT HON JACINDA ARDERN
Minister for National Security and Intelligence, Arts, Culture and Heritage, and Child Poverty Reduction

Venture Timaru and the Timaru District Council invite you to a business lunch on Tuesday 15th September to hear from our Prime Minister.

Light lunch and some refreshments will be provided. Cash bar operating.

Date: Tuesday 15th September, 2020
Time: 11.30am to 1:30 pm
Location: The Landing Service Conference Centre, 2 George St Timaru

Please RSVP as soon as you can to enquiries@venturetimaru.nz





**School Holidays
in Timaru District**

- Temuka treasure hunt
- Free family fun
- Rainy day activities
- Baby farmyard animals
- Coastal tracks
- Te Ana Maori Rock Art
- Rock pooling
- Native bat spotting

Inspiration for school holiday activities | welovetimaru.nz



Venture Timaru
Published by Stuff • July 9 •

Awesome result Timaru!!! We've topped the South Island for the biggest increase in consumer spending (15.4 per cent) so far for the first week of the school holidays - followed by Hanmer Springs and Nelson-Tasman.



STUFF.CO.NZ
Domestic tourism: Small towns still leading the charge in terms of recovery, research suggests



Venture Timaru
 Published by Kate O'Connell · October 27 at 5:30 PM · 🌐

Let your friends and whānau know, we've got jobs.
 Timaru District and South Canterbury have been fortunate not to suffer the major economic impacts of COVID-19 as experienced in other parts of the country - in fact we have many seasonal and permanent jobs AVAILABLE NOW.
 For more information and contact details for local recruitment experts head here: <https://bit.ly/37LcG8G>



Venture Timaru
 Published by Nigel Davenport · October 19 · 🌐

REGIONAL APPRENTICESHIP INITIATIVE (RAI) - APPLICATIONS NOW OPEN.
 Financial support is now available for new apprentices across Mid & South Canterbury and North Otago in the RAI priority sectors of Primary, Construction, Manufacturing, Mechanical Engineering, and Wood Processing.
 As third party administrator for RAI, Venture Timaru is thankful for the support of the **Provincial Growth Fund** in establishing this great initiative for our local businesses. ... [See More](#)



Looking for a job? Stay local.
 Introducing... The Job Board!

Are you looking for holiday work? Do you want an apprenticeship opportunity? Need a temporary job? [We have the answer.](#)
 Our new 'Job Board' feature advertises local job vacancies **just for you!** Simply visit mynextmove.nz to view a list of jobs available in.

My Next Move
 Published by Courtney Young · October 8 · Instagram · 🌐

It was great to see these 3 lovely wahine from New Zealand Police take part in this campaign. They all started their careers from different places and ended up being colleagues. 🇳🇿 🚔 🚓 #nowrongpath #mynextmove #careers #firstjobs #jobopportunity #nzpolice #police

56,535 People Reached 4,176 Engagements [Boost Post](#)

👍👍👍 You and 35 others 3 Comments 21 Shares



My Next Move
 Published by Courtney Young · October 9 · Instagram · ...

He's not quite the Prime Minister but he is our Mayor! 🙌 Thanks for being involved **Nigel Bowen - Timaru District Mayor** 👏👏👏
 #mynextmovenz #timarudistrictcouncil #nowirongpath #career #mayor #courier Timaru District Council



Venture Timaru
 Published by Stuff · September 9 · ...

South Canterbury Transport and Logistics sector led course hits the spot.
 Fantastic example of our collaborative business community in the region and we're proud to be working with this group.



STUFF.CO.NZ
Employment for 21 heavy vehicle operator students in past year

556 People Reached 48 Engagements [Boost Post](#)

14 2 Comments

Like Comment Share

Most Relevant

Comment as Venture Timaru

Pari Mahuka
 Definitely the best way to get into the industry.. absolutely loved the course and now in a full-time position.. tutors were amazing!!!
 Like · Reply · Message · 11w

Ann-Marie Ferguson
 Best course ever i just finished the latest one and highly recommend it to all !!
 Like · Reply · Message · 11w



SUSTAINABLE IS ATTAINABLE

A collaborative approach to sustainable waste and by-product management by South Canterbury's food processors and manufacturers

Community Support

Public Toilets

Highlights

Replacement rural toilets have been ordered and are waiting installation and the Pleasant Point main street upgrade is programmed for February 2021.

Issues

Demand at Washdyke Community Centre, located in Sir Basil Arthur Park, has increased and we are now opening these each day and locking each night, rather than only opening on demand. This toilet block will be monitored and times adjusted accordingly.

Activity Scoreboard

Commentary – YTD

This activity is performing well in line with agreed levels of service, and project activity is on track with new and upgraded facilities planned for a number of sites.

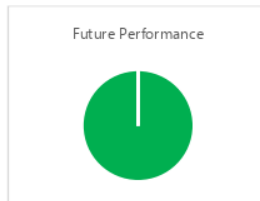
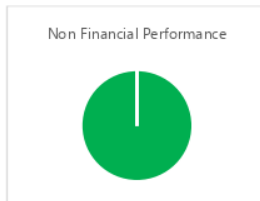


Future

Proactive management, and monitoring of projects will continue. Activity expected to meet year end targets.

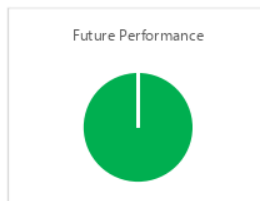
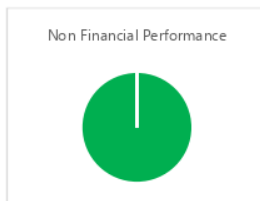


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects




Key Performance Indicators

INDICATOR	TARGET	RESULT	
User satisfaction with public toilets	65.00%		Reported biennially.

Number of complaints about public toilet cleaning standards	6	1	Results are within expected range. Year end target is expected to be met. 
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Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Public Toilets-Renewals	114,900	26,741	Pleasant Point Public Toilet upgrade is programmed for February 2021. Manse Bridge rural toilet and O'Neills Reserve Toilet have been purchased and it is planned that Manse Bridge will be installed before Christmas. It is planned to have the entire budget spent by 30 June 2021. Projects are still in the planning stage but all are on track. 

Community Support

Social Housing

Highlights

While Covid-19 is having a flow on effect with supplies across many areas and is causing delays in projects starting, it is still anticipated that projects will be completed by 30 June 2021.

The Housing Unit Ventilation Project is underway, the installation of heat pumps for the year is completed and replacement ovens have been ordered and are now waiting installation. Refurbishment of empty flats is ongoing.

Issues

Nothing to report.

Activity Scoreboard

Commentary – YTD

This activity continues to perform well with ongoing improvements to social housing units to maintain a good standard of living for our tenants. COVID-19 has had some impact on the activity and projects.

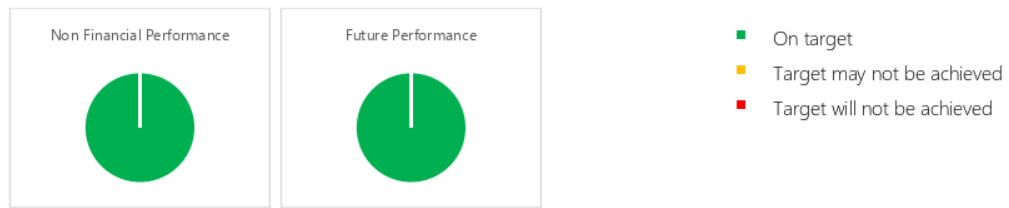
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Future

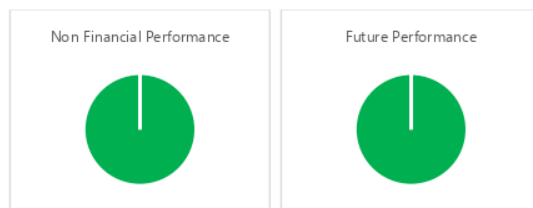
The major project across the activity is the Health Homes Upgrades (ventilation), with a \$740,000 project on track to be completed this financial year, following which all units will have bathroom fans and rangehoods.

E

Key Performance Indicators



Projects



Key Performance Indicators

INDICATOR	TARGET	RESULT
Tenant satisfaction levels	85%	Results reported annually.

Occupancy rate of social housing units	97%		Results reported annually.
Percentage of urgent service requests (social housing) responded to within 24 hours	100%	nil	There have been no urgent requests in social housing for this period. N F E

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Social Housing-Refurbishment	146,200.00	42,000	Heat pumps have been installed to the value of \$30,000. In addition, \$12,000 worth of ovens have arrived and will be installed shortly. It is planned that the entire budget will be spent by 30 June 2021. A new roof will be installed at 89 Talbot Street flats in Geraldine. It is planned to continue installing new double glazed windows in flats that have wooden and louvre windows and these are about to be ordered. N F E
Social Housing-Ventilation Compliance	740,000	41,874	This project is underway, initially there was a hold up with the supply of rangehoods due to the high demand and availability of stock due to COVID-19. There has now been issues with the supply of some types of bathroom fans. Though there has been an initial delay the project is still on target to be completed before 30 June 2021. N F E

District Planning and Environmental Services

Building Control

Highlights

The main highlight for this period was the considerable work completed to prepare for the implementation of the new consenting software and online application portal. This should create a better customer experience once they become comfortable with the completely online process, and create more efficiency internally.

Issues

The long term effects of Covid19 on the building industry are still unknown. Currently the level of consents received is on par with previous years however there is still considerable uncertainty about future volumes.

Currently we are experiencing some turn over in the technical staffing area, and filling these roles with experienced people is proving challenging.

Activity Scoreboard

Commentary – YTD

While 2 KPI's are slightly below target year to date, these are not a cause for concern.

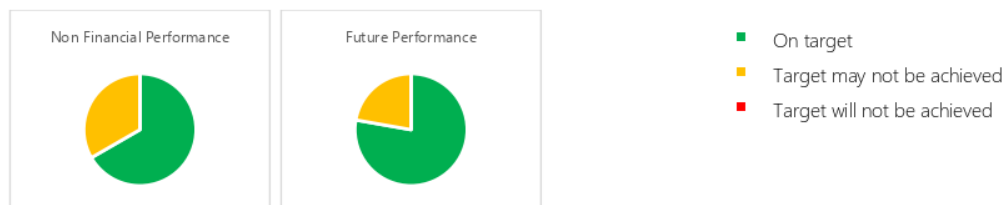


Future

Overall the activity is performing well. The new online software is expected to improve the level of service to customers and enable internal efficiencies.



Key Performance Indicators



Projects

Nil

Key Performance Indicators

INDICATOR	TARGET	YTD RESULT	
Retain accreditation as Building Consent Authority	Associated audit processes ensure accreditation retained	Yes	IANZ audit completed in February 2020 confirmed our accreditation as a Building Consent Authority. NF E
% Building consents processed within 20 working days	100%	99.50%	Two consents not completed within the statutory time frame from 399

			processed over this period. One due to a technical issue receiving information and the other was a complex commercial consent. NF E
Building consent average processing time (days) reduces annually	Average building consent processing time reduces	12.59	Average processing time frames has been negatively impacted during this period primarily as a result of the need to divert resources to prepare for the transfer to a new IT platform for processing consents. Due to go live at the end of November. NF E
% of Land Information Memorandum's (LIM) processed within 10 working days	100%	100%	LIM Numbers have increased significantly. There were 510 LIM's completed during this period compared to 384 in the corresponding period last year. All LIM's have been actioned within 10 working days, with average time year to date of 5.10 days. NF E
% Customer satisfaction with information and education from building control services	90%		Reported annually.
% of non-compliant buildings identified by the Council audit of BWOF have corrective action taken	100%	100%	All audits of BWOFs were found to be compliant NF E
% of registered swimming pools inspected annually	33%	1.91%	Low number of pools falling due for inspection during this period. NF E
% of non compliant swimming pools identified at inspection that have had issues resolved in line with the Building Act 2004	100%	66.67%	3 of the 9 pools inspected were found to have non-compliances and these are being worked through with their respective owners. NF E
All potentially Earthquake Prone Buildings (Priority Buildings) are identified by 2022	100% of potentially EPBs (Priority Buildings) identified by July 2022	100%	464 buildings have been identified as priority buildings and all of these building owners have now been notified. NF E

District Planning and Environmental Services

District Planning

Highlights

Draft District Plan released for consultation.

Issues

Further research and consideration of coastal hazards is required in the draft District Plan.

The Resource Management Reform Group have signalled major reform of the resource management system.

Activity Scoreboard

Commentary – YTD

Release of the draft District Plan, although slightly later than scheduled, was a major milestone.

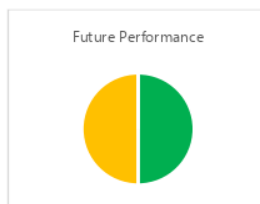
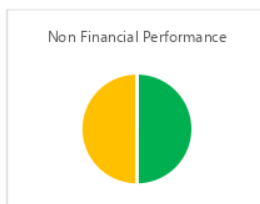


Future

While the District Plan review is slightly behind schedule, on a large multi-year project of this nature it has minimal effect.

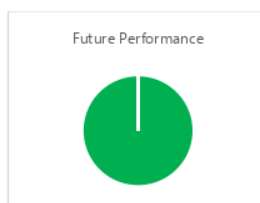
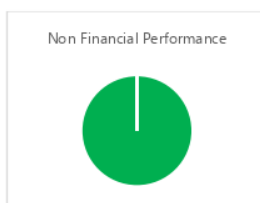


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	RESULT	
District Plan compliance with statutory requirements	District Plan complies with statutory requirements	Currently not compliant	The District Plan does not currently comply with all statutory requirements as it has not given effect to the National Policy Statement for Electricity Transmission and the National Policy Statement for Renewal Energy Generation. Although plan changes

			were prepared to give effect to these National Policy Statements, Council decided to not proceed and instead give effect to the National Policy Statements through the District Plan Review, which is currently in progress. This is considered a relatively minor statutory non-compliance, which the Ministry for the Environment is aware of. N E
Council milestones for District Plan review are met	Proposed District Plan notified	Progressing	Draft District Plan released for consultation four months later than originally expected due to delays caused by the delayed release of the National Planning Standards and Covid-19. N E
Percentage of Resource Consent processed within statutory timeframes	100%	100%	Target met N E
Percentage of Land Use consents monitored within a year of being given effect to	100%	133%	Target exceeded N E
Percentage Customer satisfaction with information and education from district planning services	90%		Reported annually

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
District Plan Review	1,549,504	294,370	The District Plan Review is progressing well with the Draft District Plan completed and released for consultation in October 2020. The large amount of work required to complete the proposed district plan in the second half of the financial year is likely use most of the budget or close to it. The budget includes a considerable carry forward from the previous financial year. N F E

District Planning and Environmental Services

Environmental Compliance

Highlights

Dog education programme in schools continue to be well received helping to keep children in our community safe.

Issues

Staff are having to respond to an increasing level of customer requests across the services with noticeably greater levels of customer agitation which can be challenging for staff to deal with at times.

Activity Scoreboard

Commentary – YTD

Future

Animal Control

All on target year to date



All targets expected to be achieved at year end



Environmental Health

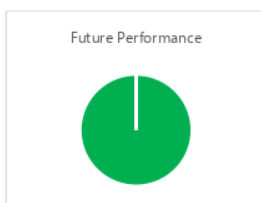
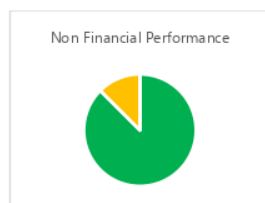
Tracking well over the first four month period



All targets expected to be achieved at year end



Key Performance Indicators







- On target
- Target may not be achieved
- Target will not be achieved

Projects

Nil

Key Performance Indicators

INDICATOR	TARGET	RESULT	
Percentage Customer satisfaction levels with information and education from environmental health services	90%		Reported annually.
Percentage of known dogs in District registered	95%		Reported annually.
Number of Dog Control education initiatives completed	5	12	12 Educational initiatives were undertaken in this quarter.

Percentage of Registered food premises under a Food Control Plan [FCP] that have undergone audit	100 %	30.40%	On target for the first 4 month period. 
Percentage of Health & Bylaws regulated premises that have been inspected	80%	21.80%	We are on track to meet our target of 80% by the end of the financial year. 
Percentage of Alcohol regulated premises that have been inspected	80%	6.02%	Most monitoring visits normally take place during the summer months. Monitoring visits are restricted by the availability of the police who accompany the licensing inspectors on their visits. 
Percentage of non compliant health & bylaw regulated premises become compliant after inspection	100%		All premises that were inspected were compliant, with no requirements to issue notices following inspections. 

Projects

Nil

Community Support

Emergency Management

Highlights

The Milford siren and North Street siren array upgrades.

Excellent engagement with the Blandwood Community to commence development of their evacuation plan.

Issues

The follow-up to COVID-19 response has continued and has had an effect on the emergency management work programme, particularly training.

Activity Scoreboard

Commentary – YTD

Some year to date targets were not achieved as other work has had to be prioritised.

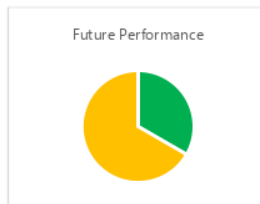
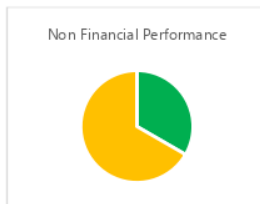


Future

Some targets may not be achieved due to the need to prioritise resourcing i.e the annual exercise may not happen this year.

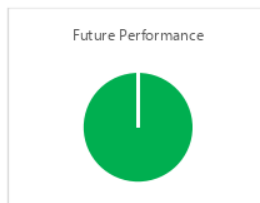
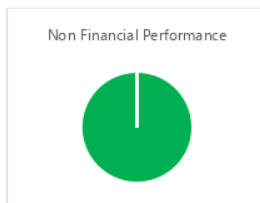


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	YTD RESULT	
Community Response Plans (CRP) developed	1	0.50	Delayed due to COVID-19. Have begun the process of updating the Rangitata Community Response Plan and developing one for Blandwood.

			<p>Expecting both to be completed by March 2021.</p> <p>N E</p>
Number of educational presentations delivered to community groups to reduce risks from hazards to our district	20	3	<p>Community resilience education and/or advice for: Pleasant Point Cubs Clandeboye Preschool Blandswood Ratepayers Association.</p> <p>N E</p>
Recruit, train and maintain sufficient EOC staffing for 24/7 coverage to enhance our capability to manage civil defence emergencies	Sufficient EOC staffing for 24/7 coverage	Yes	<p>While we have sufficient numbers for a limited 24/7 response we would be challenged to manage an event response longer than a week. This can be supported by calling in the Canterbury Group C10 or national EMAT team members to assist if necessary.</p> <p>N E</p>
Council, staff and partner agencies have participated in annual CDEM Group Exercise to enhance our capability to manage civil defence emergencies	Annual CDEM exercise participation	No	<p>No annual exercise has been planned or undertaken due to COVID response and recovery and the Group Office/ECC/local IMT staff responding to other events (FENZ events).</p> <p>N E</p>
Recruit, train and maintain registered volunteer teams and provide annual volunteer training programme to meet registration criteria, to enhance our capability to manage civil defence emergencies	Maintain registered volunteer teams, Annual Volunteer training programme	Yes	<p>No training undertaken this period due to COVID-19.</p> <p>N E</p>
Complete plans to enhance our capability to recover from civil defence emergencies	District Welfare and District Recovery Plans reviewed annually		<p>Completed revision of Pandemic Plan. Completed Concurrent Plan for COVID/Pandemic and Other Disaster.</p> <p>N E</p>

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Civil Defence-Equipment	14,700	0	<p>VHF Base-set installation at Te Aitarakihi Marae is nearing completion. Equipment for Te Aitarakihi Marae have been ordered and are awaiting installation and commissioning (\$2350.24 Excl. GST). Other purchases (handset replacements) will occur in 2021.</p> <p>N F E</p>
Civil Defence-Sirens	44,000	0	<p>This project is on target to be completed by June 2021. The designer and contractors have been engaged. All purchase orders for goods and services have been issued. Construction of the siren array has been started in the US and the pole selection is underway.</p> <p>N F E</p>

Recreation & Leisure

Cultural Learning & Facilities / Art Gallery

Highlights

Council approval to strengthen the historic house gallery was received in October 2020.

Community engagement during August and September with our stakeholders and wider arts community has been a rewarding experience.

Covid 19 alert levels dropping to level one It has been wonderful to host gatherings and events again. South Canterbury Arts Society 125th Anniversary show had over 200 people attend their exhibition.

Issues

Operational storage and collection storage are an ongoing issue for the gallery. Longer term solutions are being investigated.

Activity Scoreboard

Commentary – YTD

The Art Gallery team have managed to transition back to business as usual very quickly, with a busy exhibition calendar, engagement with the community and project work to progress the earthquake strengthening of the house gallery.

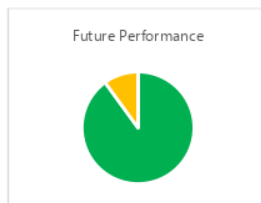
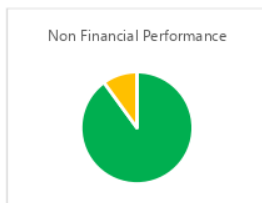


Future

Work is underway around the options for extending the Art Gallery in preparation for the Long Term Plan consultation process.

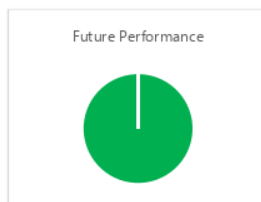
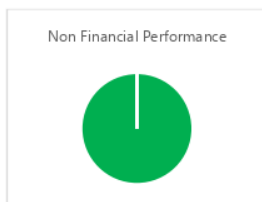


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	YTD RESULT	
Visitors to Art Gallery	19,000	4,867	Numbers slightly down, but there has been good attendance post COVID-19 N E
Online users Art Gallery increase annually	Annual increase	2,024.00	During this period the Gallery website has been steady with 2,024 users, with an increase of 26% on the same period last year. The Gallery's Facebook has seen a slight increase to 1,620 followers. N E
Resident satisfaction with Art Gallery	80%		Reported biennially.
User satisfaction with Art Gallery	90%		Reported biennially.
Art Gallery - school holiday programmes	4	2	During the July Holiday programmes 2 Flax weaving workshops took place for children 5 years and older. An activity booklet with the Matariki theme was produced and distributed. During the September Holiday programmes Poetry and Colour in art competitions took place and an activity book was produced and distributed. N E
Number of Art Gallery annual exhibitions (including touring, regional and permanent art works)	10	7	Exhibitions included: Timatanga Hou New Beginnings which celebrates Matariki; South Canterbury artist Sue Tennent Distant Lands; South Canterbury Pottery Top of the Pots; Timaru Patchwork; Alluring shores; Auckland artist Iain Chessman Signs of Earlier; South Canterbury Arts Society 125 anniversary show and The South Canterbury Art Society Alpine Energy Art Awards. N E
Art Gallery - Facilities meet legislative safety requirements	Building Warrant of Fitness (WOF), Fire Regulations and Licence requirements are current	Yes	All requirements are current. N E

Percentage of new acquisitions at the Art Gallery that are catalogued	100%	100%	All purchased and gifted art works have been fully catalogued. Total number of works accessioned into the collection for this period is 28. N E
Number of art works preserved at the Art Gallery	5	0	This period no works were conserved however preparation work was underway in August 2020 - the Collection Curator worked alongside Sculpture Conservator, Emily Fryer, for a day in the Sculpture Store. 34 items were checked by the Conservator, and a report written. N E
Number of existing collection works that are recatalogued annually	50	87	Our new cataloging system Vernon now counts every update to a collection work, hence the 87 re catalogues recorded this period N E

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Art Gallery - Bequests Sevicke-Jones, Betty Jordan, Lattimore and MacKay	22,200	16,450	5 art works were purchased from bequest funds. There is an underspent in the Lattimore bequest of \$2200 from the 2019/2020 year. N F E
Art Gallery - Art works	6,500	1,850	The Gallery has purchased one art work year to date: 2020.10.1 Julia Holderness, Ideas of Simplification, 2018. Felt and wool applique, framed (unglazed). 480mm x 380mm. (Purchased from Sanderson Gallery August 2020). This project will be completed by the end of June 2021. N F E
Art Gallery - Building Renewals	610,000	73,200	The earthquake strengthening of the Historic House Gallery has commenced with 12% of the budget spent year to date. The fundraising strategy of 1/3

			<p>council, 1/3 central government, 1/3 community funding is being finalised.</p> <p>This budget is underspent due to approval of the strengthening project only being received from Council in October 2020.</p> <p>N F E</p>
<p>Art Gallery - Furniture and Equipment</p>	<p>10,000</p>	<p>0</p>	<p>Furniture has been ordered. Required works on the air conditioning unit were delayed due to the availability of parts coming from overseas.</p> <p>Due to the delay of the House Gallery project and Covid-19 the budget from last year has not been used. A request to carry forward the balance of the 2019/2020 budget has been made.</p> <p>N F E</p>

Recreation & Leisure

Cultural Learning & Facilities / Halls and Community Centre Facilities

Highlights

The lighting bars for the Caroline Bay Hall and Sound Shell are being installed prior to Christmas which will enable lighting and sound contractors to hang their equipment safely.

Pleasant Point Hall painting has been completed paid for by the government's shovel ready project. The carpet and vinyl will be installed in January 2021.

Issues

Increase in level of service - Geraldine Community Centre in the Geraldine Domain is now going to be run by Timaru District Council rather than the Domain Board. The changeover date is 1 December 2020. The bookings will be taken at the Geraldine Library and the cleaning undertaken by Council's hall cleaning contractor.

Activity Scoreboard

Commentary – YTD

Planning is underway for all capex projects.



Future

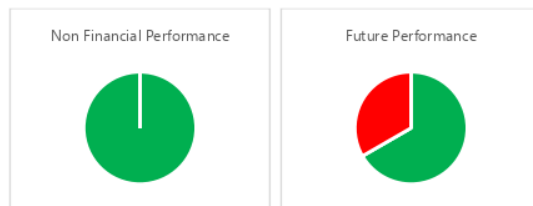
There has been some change to the programming of some projects, meaning the full budget will not be spent this financial year. This is consistent with Officer's earlier assessment of the high vs lower feasibility programme.



Key Performance Indicators

Nil

Projects



- On target
- Target may not be achieved
- Target will not be achieved

Key Performance Indicators

Nil

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Halls & Community Centres- Building Upgrades	193,200	0	<p>The replacement lighting bars at the Caroline Bay Hall and Sound Shell are being constructed and should be installed by December 2020. Upgrade of the Caroline Bay Hall foyer carpet is programmed for the new year. The planning of the partial roof replacement on the Caroline Bay Lounge Building is being progressed. The work is being programmed and at this stage it is anticipated that the work will be completed by 30 June 2021. As none of the jobs are complete no invoicing has been received.</p> <p>N F E</p>
Halls & Community Centres - Caroline Bay Soundshell Seating Upgrade	1,680,000	72,284	<p>Structural Report completed and tender documentation prepared, and is about to be released to the market. This project was brought forward into the current financial year, as it was not otherwise due to commence until FY 2021/22. Subject to approvals required in relation to any budget variation, the appointment of the design and build contractor is expected to occur early in 2021 with demolition commencing in April 2021 followed by construction. The construction phase is likely to be spread across the current and next financial year with final completion of the project in September 2021.</p> <p>N F E</p>
Halls & Community Centres - Furniture and Equipment	4,200	0	<p>As TDC is taking over the Geraldine Pavilion on 1 December this budget will go towards some initial minor upgrades. This project will be completed and the budget will be spent by 30 June 2021.</p> <p>N F E</p>

Recreation & Leisure

Cultural Learning & Facilities / Theatre Royal (and new Heritage Facility)

Highlights

A major highlight is the successful application to Crown Infrastructure Partners, securing a grant of \$11.6m for the Theatre Royal/Heritage Facility development. This is an exciting project for Timaru District and expected to unlock a number of opportunities and enliven the southern end of the CBD.

Issues

As there is some rephasing of the project, part of this years budget will be carried forward to the following year.

Activity Scoreboard

Commentary – YTD

Procurement of the external design and engineering team is almost complete and design work underway. With the external team now becoming established we have been able to review our programme, resulting in some rephasing, but with a practical completion date of September/October 2023.

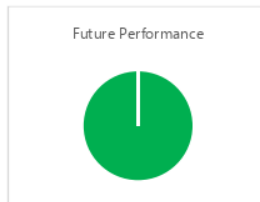
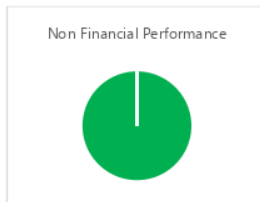


Future

There has been some change to the programming of some projects, meaning the full budget will not be spent within the timeframe of this financial year. This is consistent with Officer's earlier assessment of the high vs lower feasibility programme.

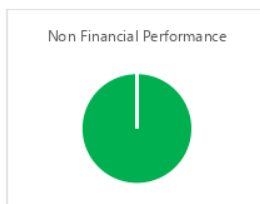


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	RESULT	
Theatre Royal - Facilities meet legislative safety requirements	Building Warrant of Fitness (WOF), Fire Regulations and Licence requirements are current	Yes	<p>All legislative requirements are being met. All legislative requirements are being met. Note - the Theatre Royal is currently closed for upgrading.</p> <p>N F E</p>

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Theatre Royal Upgrade and Heritage Facility Development	5,200,000	79,985	<p>The application to the Crown Infrastructure Partners (CIP) Shovel Ready Fund was successful. TDC has – in principle – been awarded up to \$11.6M for the project.</p> <p>The architectural team is nearing completion of pre-design and following investigation of the design brief, site and project documents, and public engagement, have provided a return brief (currently being reviewed prior to being referred to Council for approval). RFP evaluations have been completed for the engineering disciplines, including structural, civil and geotechnical; building services (mechanical and hydraulics, electrical and ancillary, vertical transportation, environmentally sustainable design, fire engineering), as well as resource consent planning and cost management services, with all appointments expected to be concluded by the end of November. An archaeological advisor has been appointed to the project. A plan for the decommissioning works is being prepared, with decommissioning anticipated to be carried out between December 2020 and April 2021. With the project now in the design phase, the</p>

		<p>project will be governed by a Project Control Group subject to limits on delegated authority. The Theatre Royal and Heritage Facility Elected Member Reference Group is intended to sit alongside the Project Control Group to provide guidance on design and any additional fundraising. Key decisions such as approval of the design and appointment of the main contractor are reserved to Council.</p> <p>Due to the rephasing of the project the budget allocated this financial year will not be fully spent.</p> <p>N F E</p>
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Recreation & Leisure

Cultural Learning & Facilities / **Libraries**

Highlights

July 6th Timaru Library reopened 36 weeks of refurbishment work completed in 8 weeks: New ceilings, new lighting recarpeted entire library, upgraded public toilets, upgraded staff toilets, upgraded staffroom, new community room, living wall, new furniture, reading area established, new shelving in the Children’s Library, improved heating.

National Library Partnership supporting two new positions - Outreach Librarian & Digital Services Librarian. These are funded through to 30 June 2022

The new Community Room at the Timaru Library has been embraced by the community, with regular bookings from community groups.

Issues

Covid-19 has meant a delay in the delivery of items from overseas. This has impacted on the number of new items added to the collections.

A number of projects have had to be carried forward due to the impact of Covid-19 because of -product availability and trades people availability. Budget has been carried forward from the last financial year to allow for these projects to be completed.

Activity Scoreboard

Commentary – YTD

A mixed start to the performance year with variable results. Visitor numbers are noticeably down with the lack of tourists in the region and a range of online services no longer available.

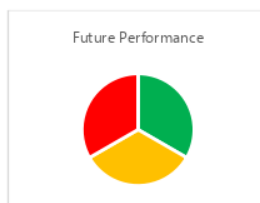
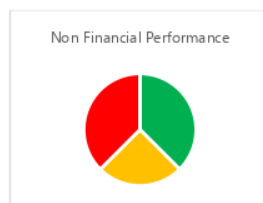


Future

Measures will continue to monitored track performance tracked against end of year targets.

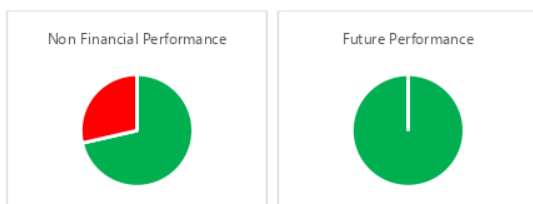


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	RESULT	
Visitors to Library	420,000	102,386	Currently not on target. This is the result of Timaru Library being closed for renovations for the first five days of July, and since the Lockdown/Renovation closure, we have noticed a significant rise in our digital lending - which offsets the continued reduction we are seeing in foot traffic measures. Also, with the current Covid-19 situation we are not seeing as many overseas tourists coming through the library. Unlikely to meet year end target N E
Library - Online website and catalogue searches (data is page views and includes Mobile App page views)	330,000	219,881	Our Timaru District Libraries Website, Catalogue, Mobile App and Facebook presence have all registered excellent usage. In particular, we have seen a significant uptake of our TDL Mobile App since August, and our Catalogue has recorded higher than usual usage, especially in July and August. Expect to achieve the end of year target. N E
Library - Database searches (page views) including PressReader	220,000	53,811	While most databases like Kanopy, Ancestry and Busy Things are all performing well, unfortunately the removal of access from home to some popular publications on PressReader has seen this database's usage decrease. Therefore, this target is currently not likely to be achieved. With our current stable of databases, this annual target is not likely to be achieved. N E

<p>Aotearoa People’s Network Kaharoa (APNK) PC and Wifi library sessions per year</p>	<p>90,000</p>	<p>24,413</p>	<p>Currently not achieving target. This is primarily due to a change in the way these statistics are recorded by APNK. These statistics have also been affected by less overseas tourists using the libraries’ computers and Wi-Fi due to the Covid-19 situation, and now there is far more widespread access to Wi-Fi throughout the community, so we are no longer the only option available.</p> <p>N E</p>
<p>Library issues (physical & digital) of materials per year</p>	<p>585,000</p>	<p>188,298</p>	<p>While we are sitting slightly under the same number of issues as at the same time last year, we currently achieving approximately 32% of the annual target after 33% time gone, so we may still reach our final target. Timaru Library was still closed for the first five days of July (for Renovations) which will most likely account for most of this slight dip. Digital issues have performed well against the same time last year (up 29%), with Lockdown having encouraged a number of our patrons to try, and now continue using, digital platforms to read or listen to eBooks and eAudiobooks. However, the Short Story Dispenser was not able to be out on display at the Airport during August and September’s shift to Covid-19 Level 2, which saw a reduction in Short Story issues over those months.</p> <p>N E</p>
<p>Libraries - school holiday programmes</p>	<p>4</p>	<p>1</p>	<p>While a school holiday programme ran in the September/October holidays (consisting of 16 sessions over the three branches), the July school holidays saw Maker Space Days offered each weekday in place of a formal School Holiday Programme, due to having just come out of Lockdown and the Timaru Library only reopening after renovations on the first day of the School Holidays.</p> <p>N E</p>
<p>Libraries - Facilities meet legislative safety requirements</p>	<p>Building Warrant of Fitness</p>	<p>Yes</p>	<p>Contractors meet legislative requirements for the libraries - as per their schedules. Building WOF’s are</p>

	(WOF), Fire Regulations and Licence requirements are current		current at each facility. Legislative requirements will be met. Building Services are currently reviewing all facility files and updated as required - making sure all building consents are recorded and any building work that needs to be completed. N E
Resident satisfaction with Libraries	95%		Reported biennially
User satisfaction with Libraries	95%		Reported biennially.

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Libraries - Purchase Books and Resources	373,800	85,959	Acquisitions are made as items become available. Each month varies as to what is spent due to this. This project will be completed by the end of June 2021. The acquisitions budget has been spent on books, ebooks, talking books, DVD's. Covid has had an impact on our expenditure with delayed delivery of ordered items. N F E
Libraries - Bequests - Dowling and MacKay	7,500	500	Current supplier catalogues are being sourced on this subject matter. The Dowling funding has been given to the Timaru District Libraries for the purchase of Christian books. Acquisitions to date have been absorbed into our book budget and will be journaled to this account. Art resources are on target for the budget allocation for this bequest. This project will be completed by the end of June 2021. Acquisitions are made as items are made available to maintain collection management in this area. Invoices have not been processed to go against this ledger due to delayed receipt of invoices from suppliers. N F E

Libraries - Equipment/Furniture	79,400	0	<p>Equipment and furniture for purchase has been identified for the libraries but has not yet been ordered. This project will be completed by the end of June 2021. Budget has been committed to equipment / furniture purchases for each of the libraries</p> <p>N F E</p>
Libraries – Self-Check Out	20,900	500	<p>This budget allocation is for the RFID (self checkout) project has been committed. The required furniture has been purchased and the budget will be spent by the end of June 2021. Kiosks are still to arrive for the Temuka and Geraldine Libraries.</p> <p>N F E</p>
Libraries - Replacement of Library Carpets	88,800	0	<p>Timeline still to be determined for the carpet replacement at Geraldine and Temuka Library / Service Centre. The recarpeting will be completed in this financial year Timeline to be determined to complete this project</p> <p>N F E</p>
Libraries - Replacement of Security System	5,200	0	<p>The purchase of RFID tags that are placed in items in the collections for their security are to be purchased later in the financial year as well as the staff RFID pads With the commitment to purchases for the security we will meet our budget target. This budget is committed to the replacement of staff RFID pads (these are used for the cataloguing and RFID tagging for acquisitions - this is the security identification of all items)</p> <p>N F E</p>

Recreation & Leisure

Cultural Learning & Facilities / Museum

Highlights

Service users (visitors, schools and research use) numbers now back to nearing target post-COVID lockdown.
 Initial consultation phase of design work for new heritage centre development undertaken.

Issues

No significant issues to date.

Activity Scoreboard

Commentary – YTD

The Museum team have managed to transition back to business as usual very quickly, with a number of exhibitions and programmes being delivered. Significant activity with the heritage hub project is generating excitement about the future of the museum and the role it plays in the community.

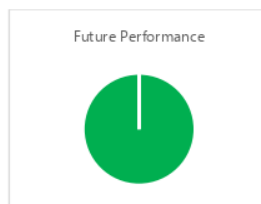
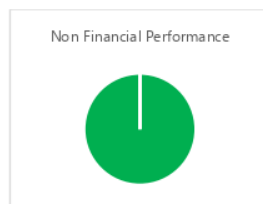


Future

All KPI targets and capital projects expected to be achieved.

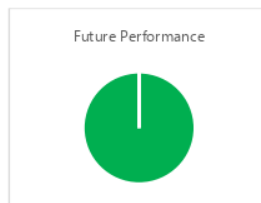
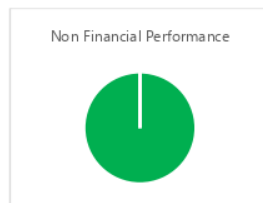


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved
- Delayed

Projects



Key Performance Indicators

INDICATOR	TARGET	YTD RESULT	
Visitors to Museum	20,000	6,418	Visitor numbers to the Museum have been steady. Year to date numbers

			<p>indicate we are on track to achieve the annual target.</p> <p>N E</p>
Online users Museum increase annually	Annual increase	30,100	<p>Web use is problematic to monitor meaningfully, This number records users of our Collections Online database over 4 months, does not show number of searches, does not show Facebook use, does not show use of web page, does not show access from Digital NZ.</p> <p>N E</p>
School student users at the Museum	4,000	1,603	<p>On target for this period. Year- end target expected to be achieved</p> <p>N E</p>
Museum - school holiday programmes	4	2	<p>On target for the period. Year- end target expected to be achieved.</p> <p>N E</p>
Number of Museum annual exhibitions (including touring and regional)	3	2	<p>Two exhibitions launched: Tlmaru Flre Brigade 150th (July-Oct) and Whakamana o te Tamariki:Tlmaru Kindergarten Assn 75th (Oct – Feb) On track for year end.</p> <p>N E</p>
Museum - Facilities meet legislative safety requirements	Building Warrant of Fitness (WOF), Fire Regulations and Licence requirements are current	Yes	<p>All requirements are current.</p> <p>N E</p>
Number of acquisitions at the Museum	150	91	<p>11 accessions documented resulting in 91 records added to collection. Year- end target expected to be met.</p> <p>N E</p>

Percentage of Museum collection items held in acceptable conditions	90%	98.56%	Continuing work on storage areas and conditions has ensured high standards met for all catalogued items. N F E
Percentage of Museum collection items documented to acceptable standards	85%	90.02%	N F E
Resident Satisfaction with Museum	80%		Reported biennially.
User Satisfaction with Museum	80%		Reported biennially.

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Museum - Office furniture/Fittings & Equipment	15,00	365	N F E
Roof safety system installation	32,400	0	This project will be completed by the end of June 2021. N F E

Recreation & Leisure

Parks & Recreation (including Fishing Huts, Forestry and Motor Camps)

Highlights

Public consultation on the future of the Highfield Recreation Area has been completed.
 Stage 2 of native planting at Redruth Park has been completed.

Issues

Nothing to report.

Activity Scoreboard

Commentary – YTD

Parks & Recreation

Overall the significant activity within Parks and Recreation is forecast to remain on track, but there are various issues affecting minor projects. This includes the lack of national supply of required plants and contractor capacity. These items continue to be monitored.



Fishing Huts & Motor Camps

This activity is tracking satisfactorily according to the annual plan.



Future

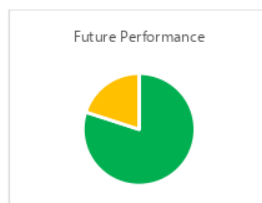
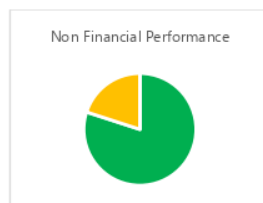
Overall the significant activity is forecast to remain on track, and substantially achieved year end targets.



This activity is tracking satisfactorily according to the annual plan.

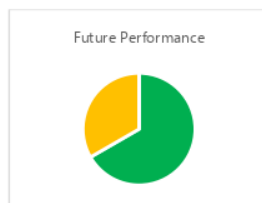
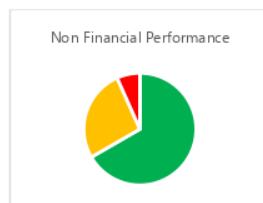


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	RESULT	
Number of closures of playground equipment due to safety issues	0	4	<p>Three items of playground equipment were closed because of vandalism. One playground was closed because a leaking watermain 70 metres away was causing the surfacing to be slippery. Preventative maintenance is carried out on playground equipment to avoid closing the equipment for failures that will create hazards. However we have no control over vandalism or off site factors.</p> <p>N E</p>
Kilometres of off-road walking and biking tracks	58	61	<p>A total of 61 km of off-road tracks are maintained in the Timaru District. There is likely to be a greater length by the end of the financial year.</p> <p>N E</p>
Number of playgrounds per 1,000 residents under 15 years of age	5.3	5.38%	<p>We have retained 43 public playgrounds which are scattered throughout residential areas of the Timaru District. The current provision is expected to hold for the balance of the year</p> <p>N E</p>
Park hectares per 1,000 residents	14	14.45%	<p>There are 14.4 hectares of parks available per 1,000 residents.</p> <p>N E</p>
Trevor Griffiths Rose Garden and Timaru Botanic Gardens retained as Gardens of Significance	Achieved	Achieved	<p>Both the Trevor Griffiths Rose Garden and Timaru Botanic Gardens are Gardens of National Significance. Both gardens will be reassessed soon and this may have an impact on the level of significance of each garden.</p> <p>N E</p>
Resident Satisfaction with Parks & Recreation	90%		Reported biennially.
User Satisfaction with Parks & Recreation	92%		Reported biennially.

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Parks and Recreation - Structures	2,93,500	13,169	<p>The bridge over the Saltwater Creek between the Riding for the Disabled and the Old Boys Recreation Ground is being progressed.</p> <p>Refurbishment of the ornamental beds at the Aigantighe Art Gallery Gardens is underway. This work is now held in abeyance until the autumn when a new irrigation system will be installed, and new plantings.</p> <p>There are four wooden bridges over the Taumatakahu Stream, forming part of the Taumatakahu Stream Walkway in Temuka which have previously been identified for renewal. Design is underway.</p> <p>N F E</p>
Parks and Recreation - Reseal Programme	482,070	52,186	<p>Work carried-out over the period includes:</p> <ul style="list-style-type: none"> - Replacement of the road signs at Aorangi Park. - Installation of a dropped kerb crossing at Mulcahy Park. - Installation of a new soak pit and reseal at Trees of the World in Temuka. - Resealing and wheel stops in the car park in Centennial Park. <p>Work planned for the remaining of the year includes:</p> <ul style="list-style-type: none"> - Sealing of the footpaths in the Anderson Rose Garden at the Timaru Botanic Gardens, Caroline Bay footpaths, including the area near Sopheez on the Bay, Port Loop footpath, Cornwall Park pathway to Devon Street. - Repairs to the velodrome at the Caledonian Grounds. - Pleasant Point Domain reseals. - Temuka Domain reseals.

			<ul style="list-style-type: none"> - Resealing and wheel stops Centennial Park. <p>While slightly behind the YTD budget, the full contract has been let and we expect the project to be completed and budget fully spent by year end.</p> <p>N F E</p>
Parks and Recreation - Replace and upgrading of playground equipment and surfaces	159,000	49,968	<p>During this period, the Lough Park playground Aorangi Park and Marchwiell Park under-surfacing were replaced.</p> <p>New playground equipment was installed in St Leonards Playground in Temuka and at the Stratheona Huts Playground.</p> <p>N F E</p>
Parks and Recreation -Furniture and Signs	32,800	10,555	<p>We're working with local pattern makers in Christchurch and a local foundry in Timaru to create new signs and benches for the Timaru Botanic Gardens - shopping local and supporting Kiwi businesses. Other work completed to date includes:</p> <ul style="list-style-type: none"> -replaced the Park Naming Sign at Marchwiell Park - replaced the rubbish bin at the Timaru Library - purchased a new dog refuse bin for the new dog park in Temuka. <p>Work planned for the remaining of the year includes:</p> <ul style="list-style-type: none"> - replacing the benches along the Coastal Walkway using a new NZ supplier - replacing seating around the Geraldine Cricket oval -replacing seating in the Temuka Domain <p>N F E</p>
Parks and Recreation -Fences	17,200	2,030	<p>Two fences have been installed (a boundary fence at St Leonards Playground in Temuka and one boundary fence at Peeress Reserve in Timaru). The request for more fences will be dependent on neighbours'</p>

			<p>requests as they are boundary fences. There is remaining budget available if more requests are received before the end of the financial year.</p> <p>N F E</p>
Parks and Recreation -Infrastructural Services	81,100	4,535	<p>This project is on target, there is a considerable amount of work which has recently been completed for which invoices are yet to be received. Work carried-out during this period includes:</p> <ul style="list-style-type: none"> - The renewal of some irrigation in the Botanic Gardens; - The installation of a new irrigation system in the Trevor Griffiths Rose Garden. - The installation of a new irrigation system at the meet and greet lawn in Caroline Bay. <p>A new water watering point system is being installed at Redruth Park - to supply irrigation to the new native plantings and a drinking fountains for people and their canine companions.</p> <p>N F E</p>
Parks and Recreation -Rural Plantings	3,700	0	<p>Planting season will be in late autumn (May / June). No planting was done over Spring but it will be done during next planting season. There is currently a shortage of plants caused by the Alert Level 4 lockdown. This project has not started but it is expected to be on track by the end of June 2021.</p> <p>N F E</p>
Parks and Recreation -Temuka Domain Development	168,900	1,406	<p>WSP has designed a car park and a procurement plan is currently being finalised. Depending on contractors' availability and construction period, this project may not be completed by the end of June 2021. Invoices for the design and procurement work have not yet been received. As construction hasn't started yet, there has been little expenditure in the first 4-month of this financial year.</p>

			N F E
Parks and Recreation -Shared Urban Tracks	220,000	56,187	<p>A new pathway has been created at Mulcahy Park with ornamental landscaping. In addition, a new track was created at Redruth Park with complimentary landscaping and wildlife habitat enhancements - this project forms part of the Matariki Planting Scheme and is an endeavour towards carbon sequestration. Another track is partially completed in Geraldine. However, the full completion of this project remains at risk due to land tenure issues.</p> <p>N F E</p>
Parks and Recreation -Walkway Esplanade Enhancement	36,000	34,820	<p>Stage 2 of the Redruth Park Walkway enhancement has been completed.</p> <p>Investigations for the swale at Redruth Park are planned and will consider a boardwalk.</p> <p>N F E</p>
Parks and Recreation - Esplanade Reserves Acquisition	56,000	0	<p>At this time of the year there isn't any esplanade work planned for the coming months as this work is dependent on subdivision.</p> <p>Budget is available if required as a result of new subdivision but it may not be spent by the end of June 2020.</p> <p>N F E</p>
Motor Camps -Renewals	54,400	10,000	<p>Capital work has commenced with the replacement of some of the Rangitata Camping Ground caravan power outlets. It is expected that the budget will be spent by 30 June 2021.</p> <p>N F E</p>
Forestry -Fencing Renewals	22,400	0	<p>There has not been any requirement for fencing in this period.</p> <p>N F E</p>
Parks and Recreation - Highfield Recreation Area Development	200,000	15,248	<p>Public consultation has been completed with a report to be</p>

			<p>presented to the Community Services Committee to determine the preferred option for the area. Once the preferred option is determined, detailed designs will be prepared in the second half of the year. To date expenditure is for preparing consultation graphics and questions. Printing costs are still to be paid.</p> <p>N F E</p>
<p>Fishing Huts Rangitata Huts Water Supply Treatment Investigation</p>	<p>50,000</p>	<p>0</p>	<p>The Property Unit is working with the Drainage and Water Unit to investigate the options for this project.</p> <p>N F E</p>

Recreation & Leisure

Recreational Facilities (including Caroline Bay Aquatic Centre, Swimming Pools, Southern Trust Events Centre)

Highlights

Summer Pools all open albeit Temuka one week late. Great to get Temuka pool upgrade completed basically on time despite the Covid-19 delays.

Busier than usual for the first few months of the financial year at CBay. No October maintenance closedown was required due to the work being done during lockdown.

Issues

Some issues with pool liner for Temuka arriving from Italy. Eventually arrived 1st october onsite which has lead to slight delay in opening

Activity Scoreboard

Commentary – YTD

All measures are on target and are anticipated to remain 'in the green' as we head into the busy summer season. All activity is back to pre-covid levels.

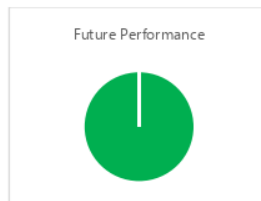
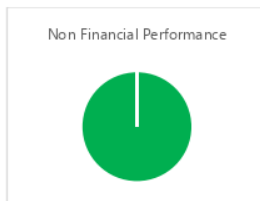


Future

All measures are on target and are anticipated to remain 'in the green' through to year end.

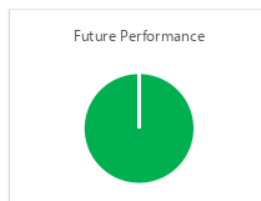
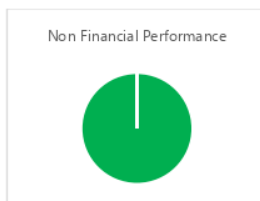


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	RESULT	
Visitors to CBay	325,000	97,356	On target for end of year as middle of year is our slowest time. Also numbers for Swim Lessons, squads etc are only for 3rd term as these are counted by term rather than 4 monthly. Relatively busy for quietest months of the year. On target for year end, N E
Number of Aqua Fitness classes	350	139	Number of classes back to normal after lockdown. On target to exceed 350. provided no more shut downs. N E
Number of Aquatic swim for life participants	2,000	793	All local schools utilising this programme and with some seeking to fit in bookings cancelled earlier in year are well ahead of target. NB this is for 3rd term only. N E
Swimming Pools - Facilities meet legislative safety requirements	Building Warrant of Fitness (WOF), Fire Regulations and Licence requirements are current. All pools are Pool Safe certified	Achieved	All four pools passed annual PoolSafe compliance in February 2020. STEC BWOF renewed in June. CBay currently awaiting BWOF due to issue with fire exit sensors which is under actionPoolSafe current and will still be at year's end. N E
Number of Aquatic learn to swim enrolments	3,000	678	Slightly higher than average 3rd term. On target to achieve 3000 at year end. NB this is 3rd term figure only not 4 months. N E
Number of Aquatic competitive squad swimmers	70	70	Squad numbers remain high. In addition to the 4 squads we have another 27 enrolled in stroke development which is the bridge between Learn to swim and squads. Squad numbers remain high. No discernable drop off post covid. N E
Resident Satisfaction with Swimming Pools	80%		Reported biennially.
User Satisfaction with Swimming Pools	75%		Reported biennially.

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Swimming Pools - Geraldine Pool Renewals	9,400	0	The swimming season has just begun. Items will be purchased during the season and at end of the season as the need arises. N F E
Swimming Pools - Pleasant Point Renewals	15,733	0	The swimming season has just begun. Items will be purchased during the season and at end of the season as the need arises. N F E
Swimming Pools - Temuka Pool Upgrade/Renewal	1,304,000	765,000	The Temuka pool upgrade has been completed and the pool was reopened on November 22, 2020. Final costs will wrap up in the next couple of months and the balance of the budget will be spent in the next reporting period once invoices are received and processed. There is a provision for 10% retention on the contract which will only be paid later in the financial year once all verification have been made. N F E
Swimming Pools - Caroline Bay Trust Aoraki Centre – Renewals	72,000	0	Some fitness equipment and new lockers for the Aquatics area have been ordered and expenditure will occur once invoices have been received. This project will be completed by the end of June 2021. N F E
Aorangi Stadium - Plant and Equipment	60,000	7,946	Scoreboards have been ordered and quotes are being sought for the engineering to backboards which are the two major capital items this financial year. This project will be completed by the end of June 2021. N F E

Roading and Footpaths

Highlights

Major road upgrades have commenced for the construction season, with Arowhenua Road, Talbot Street, Route 72 Winchester to Geraldine Road and Muff Road all on the upgrade list this year. Coach/Tiplady round-a-bout construction has been put out for tender.

Of note is the work undertaken by Waka Kotahi on SH1 - Ranigiata intersection upgrade and variable speed sign installation and the speed limit extension in Winchester Township. Both of these are positive for our community.

Cox Street Carpark in Geraldine has been completed. This includes a signposted and marked EV charging space, marked nose-in parking and large/long vehicle parking bays.

Issues

There is continued pressure on Waka Kotahi/NZTA funding particularly in road maintenance. Further funding has been sought.

The Road Maintenance contract tender development is progressing but this is some-what slower due to external factors resulting from collaboration activities.

Activity Scoreboard

Commentary – YTD

There is a high level of activity underway. Most projects are progressing satisfactorily with internal and external resourcing fully committed. It should be noted that delayed external approvals may result in delayed delivery of a small number of projects.

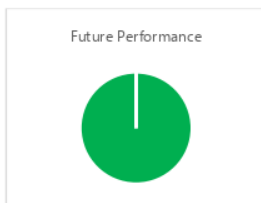
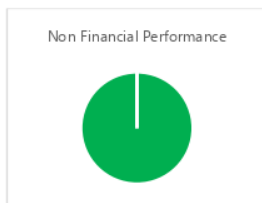


Future

The year end budget targets are expected to be met.

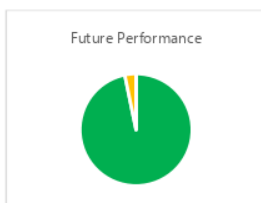
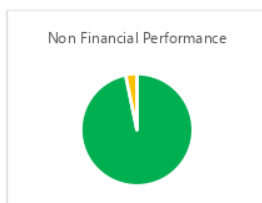


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

Note the 6 monthly resident satisfaction survey measures for this activity will be reported in the 8 month performance report.

INDICATOR	TARGET	RESULT	
Percentage of customer service requests responded to within 10 working days - Roading (Mandatory)	70%	79.78%	There is continuing improvement in responding to these customer services requests within the required timeframe. We are now currently meeting the target. Target expected to be met. N E
Number of complaints about traffic disruption due to maintenance and renewal works	<=10	0	There were no complaints in the last reporting period. Expected to be below target. N E
Road condition - Average quality of ride on sealed local road network (Mandatory) % smooth travel exposure index	90%	95%	The smooth travel exposure (STE) index is calculated from our road asset management system (RAMM). This is based on the roughness of the sealed roads and the vehicle kilometres travelled that is based on road traffic counts. The good condition of the roads means year to date the target has been exceeded. Year end target is expected to be met. N E
Percentage of sealed road network resurfaced (Mandatory)	4%	1.29%	The road resurfacing programme has commenced ahead of schedule and good progress is being made. 12.9km has been chipsealed to End of October 2020. The year end target will be met. N E
Kilometres of footpaths resurfaced	7	3.00	Just over 3km of footpaths have been resurfaced in Timaru. Other townships are programmed to begin early 2021. Year end target expected to be met. N E
Road fatalities and serious injury crashes (Mandatory)	9	0	There were no fatal and no serious injury crashes on local TDC roads for the period 1 July 2020 to 31 October 2020. There has been 16 minor injury and 11 non-injury crashes during this same period. In the previous year there was a total of 3 fatal and 20 serious injury crashes. It is uncertain if the end of year target will be met N E

School travel plans completed or reviewed annually	1	1.30	Work is progressing well on developing school travel plans for with Timaru Christian, South and Grantlea Downs schools. Stakeholder engagement has occurred with other schools in which "Kiss and Drop" has been introduced as a suggestion to reduce parking and congestion issues. N F E
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Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
New bridges and bridge renewals	940,000	255,090	Arowhenua Road bridge replacement is complete and there are a number of component renewals and structure replacements planned on other bridges. Design work is nearing completion and construction on a number of projects is programmed to commence soon. Target expected to be met N F E
Pavement Rehabilitations	3,000,000	30,000	Programme has been determined and construction will be commencing November 2020. Roads soon to commence are Talbot Street in Geraldine and sections of Route 72. Full delivery of programme and expenditure is expected to be met. N F E
Minor Improvements Works	805,000	555,936	This activity consists of a number of projects such as intersection improvements, school safety and pedestrian facilities. Work is progressing well and ahead of target. Target will be met at year end. N F E
Kerb and Channelling – Renewals	700,000	273,441	Dunkirk Street in Timaru was completed this year due to delays resulting from the Covid-19 lockdown period. In addition there were some small kerb and channel renewal sections

			<p>completed through the road maintenance contract.</p> <p>Planned projects and expenditure for the 2020/21 financial year are expected to be completed.</p> <p>N F E</p>
New Kerb and Channelling	300,000	110,549	<p>New kerb and channel has been installed at rural intersections as a part of the Arowhenua Road upgrade.</p> <p>Further works are in planning phase.</p> <p>Year end expenditure target is expected to be met</p> <p>N F E</p>
Chip Seal Renewals	2,550,000	470,925	<p>Work is underway and the programme will be complete early 2021.</p> <p>Expenditure is on target</p> <p>N F E</p>
Asphalt Surface Renewals	600,000	0	<p>Work is programmed for early 2021. The most significant project is the resurfacing of the northern part of Church Street.</p> <p>Target is expected to be met.</p> <p>N F E</p>
Unsealed Road Metalling Renewals	500,000	340,726	<p>Unsealed road pavement renewals are completed in the spring and autumn.</p> <p>Over half of the programme has been completed to the end of October.</p> <p>The remainder of the programme is to be completed late Autumn 2021.</p> <p>Target expected to be met.</p> <p>N F E</p>
Intersection Upgrades/Safety Improvements	550,000	214,506	<p>Projects under design are two Levels Plain Road intersections and the Beaconsfield Road/Talbot Road intersection to improve road safety. In addition a series of rural intersection upgrades are underway with Spur/Brockley Intersection</p> <p>Projects and expenditure is on target.</p> <p>N F E</p>
District Footpath Improvements/Renewals	1,489,000	554,482	<p>Just over 3km of footpaths have been resurfaced in Timaru and other</p>

			townships are programmed to begin early 2021. Expenditure targets expected to be met N F E
New District Footpaths	184,000	73,380	New footpaths constructed on Washdyke Flat Road in Timaru, Kabul Street in Pleasant Point and Pye Road in Geraldine. Further projects are under design. Year end expenditure is expected to be less than budget N F E
Traffic Signage Renewals	150,000	53,724	This work is based on need through road network inspections. N F E
New Traffic Signs	100,000	22,807	This work is based on need through road network inspections. Most new signs are road safety related. Work is currently targeting improved advance warning for curves. More work will be undertaken over the winter months Expected to be on target at year end. N F E
Traffic Light Renewals	40,000	15,190	Works are programmed by the Christchurch Operations Centre who manage the local road and State Highway traffic signals. Expected to meet annual budget target N F E
Culvert Renewals	90,000	29,644	This work is based on need through road network inspections. It is expected that target expenditure will be met but depends on needs. N F E
New Culverts	90,000	94,397	Two new culverts were installed on Lyon Road in Temuka. All programmed projects have been completed. While marginally over budget, savings will be made in "New Kerb and Channel Works" N F E

Street Light and Lantern Renewals	100,000	0	<p>The budget is for the replacement of street lights that fail due to end of life or are damaged by third parties. Work is delivered through the maintenance contract.</p> <p>Dawson Street street light replacement is likely to require a substantial amount of this budget Projects are still being programmed.</p> <p>Expected that target will be met.</p> <p>N F E</p>
Street lighting - LED Lantern replacements	700,000	313,224	<p>Work is progressing and we are on target, with 99% of pedestrian category lighting upgraded and a large portion of vehicle category streets also upgraded.</p> <p>The year end budget target is expected to be met</p> <p>N F E</p>
Seal Extensions	1,200,000	0	<p>The seal extension of Orari Back Road in Geraldine was approved by Council and this project is currently out to tender.</p> <p>The project will begin in early 2021</p> <p>On Track to meet target.</p> <p>N F E</p>
Seal Widening	800,000	34,688	<p>Minor seal widening has begun on Orton Rangiatata Mouth Road. There is a larger scale widening being undertaken on Earl Road in early 2021</p> <p>Whilst slow starting, projects are on track to meet target.</p> <p>N F E</p>
CBD Renewals (Refresh) - District Wide	200,000	100,664	<p>Work is progressing, street furniture in Geraldine has already been upgraded. Refurbishment to street furniture has also been completed in Temuka, Pleasant Point and Timaru. The year end target and completion of the programme is expected to be met.</p> <p>N F E</p>
Security Cameras projects	30,000	0	<p>Geraldine has requested two additional cameras, project is in planning stages.</p> <p>Considering installation of camera in</p>

			<p>Royal Arcade pending budget availability Expenditure targets expected to be met This project is on track.</p> <p>N F E</p>
Public Transport Infrastructure	20,000	27,567	<p>With the new service using "virtual" bus stops the funding has been allocated to other public transport infrastructure needs to effectively deliver the service well. This work is still progressing and further projects are planned for 2020/21 as the trial continues.</p> <p>To date the MyWay service has been a success with high demand that is requiring changes to infrastructure provisions.</p> <p>Expenditure is over budget, however cut backs will be made in other areas to allow for over expenditure.</p> <p>N F E</p>
Temuka Road Upgrades	200,000	32,039	<p>Wallingford Road Upgrade is underway with construction works on track Expenditure targets expected to be met.</p> <p>N F E</p>
Southern Road Access-Port	450,000	19,688	<p>This project is the upgrading of the Heaton Street Railway crossing. Design is complete and there have been many discussions with KiwiRail on the standards required for the track crossings that they must agree too. The proposed KiwiRail requirements are higher than initially planned which has resulted in affordability challenges and this project is now behind schedule</p> <p>Recent negotiations with KiwiRail on the track crossing and road alignment have regressed, and they are now requesting a full re-design. Waka Kotahi are assisting us in ongoing conversations with KiwiRail.</p> <p>This end of year target may not be met. Waka Kotahi are supportive of putting works forward to 21/22 and assisting Council in negotiations with KiwiRail.</p> <p>N F E</p>

Washdyke Network Improvements	1,500,000	529,867	<p>Good progress made on Washdyke Flat Road upgrade with most of the project on Council owned land complete. The business case for the new Seadown/Meadows link is progressing well.</p> <p>Work Programme is on track and year end target expected to be met.</p> <p>N F E</p>
Christmas Decorations replacement	4,000	0	<p>There was significant damage to the Timaru Christmas decorations from the extreme hail storm event in November 2019. Replacements are currently sourced and it is hoped that these will be complete by Christmas.</p> <p>N F E</p>
Subdivision contribution	4,000	0	<p>There have been no applications for financial contribution for street lighting to date. No expenditure has been required to date.</p> <p>N F E</p>
Timaru CBD Car parking	850,000	950,000	<p>An additional car parking facility is not required at present. Given this, part of the available funds have been used to purchase the Vine Street car park in Temuka that was approved by Council. This Temuka car park is considered a strategic asset for the Temuka town centre. The Temuka car park purchase required the purchase of a number of retail buildings. These will be subdivided and sold to recover some of the cost in accordance with the Council resolution regarding the sale.</p> <p>N F E</p>
Land purchase for roading	15,000	0	<p>No expenditure has been required year to date.</p> <p>N F E</p>
Intersection Upgrading - Geraldine/Winchester/Coach/Tiplady intersection	2,000,000	131,345	<p>Tenders for Civil construction closed in November with the construction programmed to start January 2021 The year end target is expected to be met and expenditure is on track.</p>

			N F E
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Sewer

Highlights

Small Mains renewals are progressing well. Talbot St sewermain renewal underway. Orbell St sewermain contract let and about to commence, using trenchless methodologies. Temuka Domain and Golf Course sewermain upgrade tendered. Desludging of the Pleasant Point oxidation ponds about to commence. The sewer system, as a whole, operating as normal for this period.

Issues

The main issue remains the non-compliance of discharges with the specific Trade Waste consents agreed with individual industries. Improvements in the discharge qualities from some industries are required, with close liaison with these industries on-going. This has been reported to Environment Canterbury.

The Geraldine Syphon requires cultural and ecological assessments to be done for works in the Waihi River. Construction has been deferred.

Activity Scoreboard

Commentary – YTD

There is a high level of activity underway. Most projects are progressing satisfactorily with internal and external resourcing fully committed.

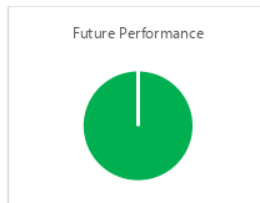
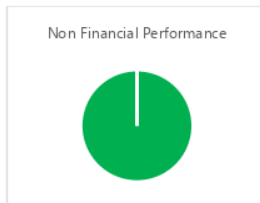


Future

The year end budget targets are expected to be met.

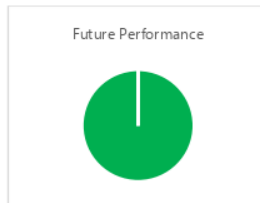
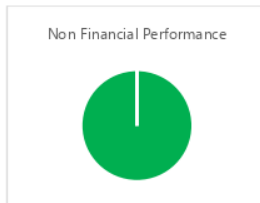


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	RESULT	
Number of dry weather overflows from the sewerage system per 1000 connections (Mandatory)	2.5	0.97‰	On target for the periodYear end target expected to be met.
Sewer - Compliance with Resource Consent conditions - (Mandatory)	No abatement notices, infringement notices, enforcement orders and convictions for TDC		No abatement notices, infringement notices, enforcement orders and convictions
Sewer Percentage of industries with trade waste agreements that have been monitored for compliance	100%	36.59%	All scheduled sampling visits were undertaken this period.
Median attendance times (in hours) to sewerage overflow faults in the network (Mandatory)	1	0.40	There was 13 Overflows for the period with a median attendance time of 0.4 Hours
Median resolution time (in hours) to sewerage overflow faults in the network (Mandatory)	8	3.00	13 sewer overflows for the period with a Median resolution time of 3 hours
Total complaints per 1000 connections received about : 1) Sewerage odour, 2) Sewerage system faults, 3) Sewerage system blockages, 4) The TDC response to sewerage system issues (Mandatory)	14	2.68‰	44 complaints about the sewerage system from a total of 16,441 connections this pei
User satisfaction with sewer services		96.00%	Reported biennially.

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Sewer-Small Mains Renewals and Capital Upgrades	2,800,000	300,483	<p>Temuka Domain and Golf Course, Saltwater Creek and Orbell St sewermain renewal and upgrade contracts have been let. Construction is starting early in 2021 and should be completed by the end of June 2021.</p> <p>Gresham Street (Geraldine), Talbot Street (Geraldine), Coulter Place (Geraldine), Wilmshurst Street (Temuka) and King Street (Temuka) sewermain renewals are in construction and are expected to be completed by December 2020.</p> <p>Programmed projects are fully allocated for this financial year. Any unspent budget does not need to be carried forward. Based on the contracts value, it is expected that \$2,400,000 will be spent this year.</p> <p>N F E</p>
Sewer - Model Analysis and Calibration	450,377	86,666	<p>The flow monitoring contract has been completed. Development of the sewer model is in progress.</p> <p>There will be unspent budget that will be carried into the next financial year to start the monitoring programme.</p> <p>N F E</p>
Sewer - Data Capture Equipment Repairs	16,000	0	<p>A wastewater sampler is required and will be purchased later in the year.</p> <p>N F E</p>
Sewer - Building Renewals at wastewater water treatment plant	15,000	7,000	<p>Roof flashings have been replaced.</p> <p>N F E</p>
Sewer - Talbot Street, Geraldine Siphon Upgrade	618,723	28,883	<p>The project has identified environmental and ecological impacts, with consultation and consenting potentially delaying the physical work. A Bats and Lizard Management Permit and Plan is required for the project work in the river. Design is</p>

			<p>90% complete. The tendering process is programmed for January 2021. The entire budget will be spent by the end of June 2021. The expenditure in the first reporting period of the 2020/21 year is associated with the consent and design costs .</p> <p>N F E</p>
<p>New Sewer Reticulation - Extensions to enable residential development in urban areas</p>	<p>100,000</p>	<p>0</p>	<p>The Broughs Gully sewer network extension is in design and will be completed by February 2021. The entire budget (for design costs) will be spent by the end of June 2021. Construction is programmed for next financial year.</p> <p>N F E</p>

Stormwater

Highlights

Recruitment of a Stormwater Engineer was a highlight.

Progress has been made on the professional services for the development of outstanding stormwater management plans (SMPs) and global resource consents.

Significant work was also completed on the drafting of the stormwater provisions, including the identification and protection of overland flow paths, in the District Plan Review.

Significant progress on the Geraldine Domain swale and network improvement project.

Issues

The wide range of stormwater issues that require resourcing is an on-going challenge. The complexity of issues associated with stormwater management is very time consuming.

Activity Scoreboard

Commentary – YTD

Despite the complexity of the issues associated with stormwater management, KPI's and capital projects are tracking satisfactorily at this stage of the year.

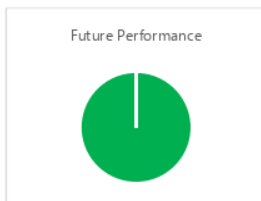
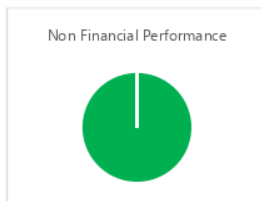


Future

The volume and complexity of issues being managed continues to be challenging.

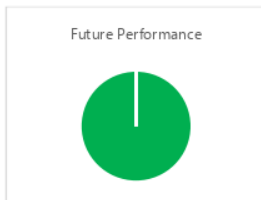
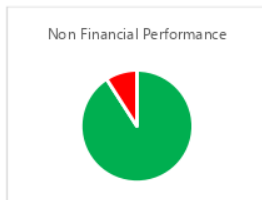


Key Performance Indicators









- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	RESULT	
Number of flooding events for rain events up to a 1 in 5 year return for residential zones (Mandatory)	0	0	No flooding events recorded during the period. 
Number of flooding events for rain events up to a 1 in 10 year return for commercial and industrial zones (Mandatory)	0	0	No flooding events recorded during the period.LOS achievement is dependent on number of rain events occurring. 
Number of habitable floors affected by flooding events in the Timaru district (Mandatory)	0	0%	No habitable floors were affected during the period. 
Compliance with Resource Consent conditions for discharge from stormwater systems (Mandatory)	No abatement notices, infringement notices, enforcement orders and convictions	Yes	No abatement notices, infringement notices, enforcement orders and convictions 
Median response times to attending a flooding event is less than one hour (Mandatory)	1	0	No flooding events recorded during the period. 
Total complaints (per 1000 connections) received about performance of stormwater system (mandatory)	10	0%	0 Complaints received about the delivery of stormwater service recorded during the period. 
Resident satisfaction with stormwater services	65%		Reported biennially.

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Geraldine Stormwater Renewals	5,000	0	<p>This budget is to cover the maintenance generated renewals. So far, there has not been any renewal required. Budget is available if further maintenance work reveals the need for renewals.</p> <p>N F E</p>
Geraldine Stormwater Capital Upgrades	332,000	110,970	<p>Geraldine Domain Swale Improvement construction will be completed by December 2020. This contract was well under the budget estimate.</p> <p>Investigation and options analysis on flooding issues in South Terrace Street and Lewis Street are underway. The physical works for those projects will be planned for 2021/22. Not all budget will be spent this financial year as the contract value for the Geraldine Domain Swale Improvement was lower than the estimate. Unspent budget do not need to be carried into the next financial year.</p> <p>N F E</p>
Temuka Stormwater Renewals	15,000	850	<p>Minor works were carried on collapsed Store Water service lines during the reporting period. Expenditure is based on minor renewals dependent on reactive work. However, it is more than likely more expenditure will occur after this reporting period.</p> <p>N F E</p>
Temuka Stormwater Capital Upgrades	345,500	38,145	<p>Fraser Street Pond overflow pipe installation has been contracted and is expected to be completed by the end of June 2021. This contract value was significantly lower than the estimated. Therefore, the expenditure will be lower than the budget.</p> <p>N F E</p>
Timaru Stormwater Capital Upgrades	306,500	39,855	<p>Kauri Street flooding issue and June Street (vertical) pipe upgrade, Caroline</p>

			<p>Bay Outfall and Highfield Park stormwater improvement design is underway and is programme to be completed in this financial year to be ready for construction in the next financial year. The entire budget will be spent by the end of June 2021. This is to fund the investigation, optioneering assessment and design to be ready for construction in 2021.</p> <p>N F E</p>
Timaru Stormwater Renewals	20,000	9,600	<p>This budget is to cover the maintenance generated renewals. So far, minor renewals were required. Budget is available if further maintenance work reveals the need for renewals.</p> <p>N F E</p>
Timaru Stormwater - Network renewals	150,000	3,000	<p>Stormwater renewals are being designed and will be procured in January 2021. The construction is programmed to be completed by the end of June 2021. The annual budget will be met. This project will be completed by the end of June 2021 and the budget spent.</p> <p>N F E</p>
Stormwater - Timaru - Number 1 Drain Upgrade	30,000	0	<p>The design for the stormwater pond for the Washdyke Industrial Expansion Zone is underway and will be ready to be constructed in 2021/22. The design of the Number 1 drain will be completed by the end of June 2021 and the budget fully spent. No expenditure incurred as yet as invoices from the design consultant have not been received</p> <p>N F E</p>
Rural Stormwater Renewals -rural/urban interface upgrades	9,000	175	<p>This budget is an allowance for maintenance work that requires unplanned renewals in 2020/21.</p> <p>N F E</p>
Rural Stormwater Capital Upgrades	10,000	0	<p>Soakpit renewals is programmed to commence in February 2021 and will be</p>

			completed by the end of June 2021 and the budget fully spent. N F E
Stormwater - Vested Assets	30,000	0	Subject to developments by others. Not completed until June. Subject to developments by others. N F E
Stormwater network analysis	15,000	0	F E

Waste Minimisation

Highlights

Signing of new contract for waste management with EnviroWaste; contract is largest waste contract for Timaru and was negotiated in partnership with Mackenzie and Waimate District Councils for next 15 years (with 5 year renewal).

Issues

Peel Forest closed landfill potential erosion issues being adjacent to the Rangitata river. A report has been presented to the Infrastructure Committee highlighting the need to do mitigating river works and capping this financial year.

Recycling Contamination - Post-Covid lockdown has seen an increase in contamination of all kerbside recycling, resulting in almost half of recycling being sent to landfill and thereby costing the ratepayers due to the loss of landfill space and higher processing charges. Communication campaign to help raise awareness and explain the new rules around what can and cannot be recycled (including the shift to only accepting plastics 1, 2, and 5) is planned.

RFID Tagging - Project to tag all bins has been completed; resource to administer the data generated from the reports was underestimated and is needed to reconcile errors. This will ensure the RFID data is useful for rating purposes.

Activity Scoreboard

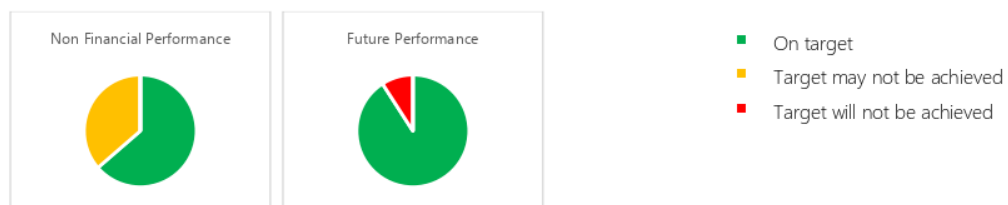
Commentary – YTD

Currently working through transition plan to the new contract, which is going well. **NF**

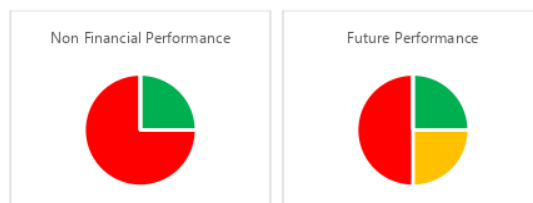
Future

Some KPI's and capital project targets may not be met at year end. **E**

Key Performance Indicators



Projects



Key Performance Indicators

INDICATOR	TARGET	RESULT	
User Satisfaction with waste minimisation services	90 %		Reported biennially.
Resident Satisfaction with waste minimisation services	90%		Reported biennially.
Compliance with Resource Consent conditions (excluding all minor non-compliances as reported by Environment Canterbury)	No abatement notices, infringement notices, enforcement orders and convictions for TDC	Yes	No notices issued by ECan for non-compliance. Gas management continues to be progressed at the landfill with an aim to build a fully compliant flare at the site in 2021/22. This will make the site compliant with the National Environmental Standard. N E
Materials Recovery Facility (MRF) - recycling nett tonnages diverted	3,600	1,043	Currently maintaining similar recycling diversions to previous year despite more tonnages being received. Discrepancy in figures due to high contamination rates in recycling bins, resulting in almost half of collected kerbside recycling ending up in landfill. Anticipate the recycling rates will improve with campaign to target contamination commencing in this next period for the remainder of the year. N E
Compost Facility - Organic nett tonnages diverted	15,000	4,282	Organics processing has picked up since the end of lockdown and is on track for the year. Anticipate higher organics processing rates to occur during summer and autumn months when higher volumes of garden waste comes through the weighbridge. On target for reaching KPI. N E
Resource Facility - Recycling nett tonnages diverted via recycling other than for MRF recyclables	300	65	Non-MRF recycling down for this period. Biggest change from same period in previous year is the downturn in scrap metal (almost

			<p>half the tonnage from 2019). Scrap metal recycling is facing a downturn and media reports have indicated the industry is struggling.</p> <p>N E</p>
Number of transactions at re-use shop	20,000	7,702	<p>The shop continues to perform strongly with an expanding customer base and growing reputation as a destination. The shop is a popular destination and numbers have bounced back post-Covid lockdown. This period shows the transactions are high; if this rate remains constant the shop will be exceeding the target KPI.</p> <p>N E</p>
General waste minimisation information provided across a range of media	2,000	630	<p>While some long standing Information outlets are no longer available, a major media campaign is due to be launched to reinforce the waste minimisation message.</p> <p>N E</p>
Kerbside collection information provided across a range of media	2,000	1,450	<p>Some long standing Information outlets are no longer available and this has impacted the number of pieces of information to the public. Reduced talks/tours to the public post lockdown has also had an effect on these numbers</p> <p>N E</p>
Number of businesses provided with zero waste support	75	13	<p>This service continues to be very popular and there is a backlog of businesses waiting for assistance.</p> <p>N E</p>
Number of programmes/initiatives provided to encourage waste diversion	18	23	<p>Participation in the large variety of waste diversion programmes continues.</p> <p>N E</p>

Number of events provided with zero waste support	25	8	<p>Events have been very quiet post lockdown due to general uncertainty of distancing and movement of Levels. November and December requests for assistance are about normal.</p> <p>N E</p>
Number of zero waste support talks/tours	52	8	<p>Talks and tours have reduced post lockdown; various parts of the site have been closed for construction activities.</p> <p>Talks and tours remain very popular with the general public, who generally have little idea of the range of activities on site.</p> <p>N E</p>

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Redruth Landfill	175,000	450,000	<p><i>Cell-</i> Cells 2.3 and 2.4 about to be opened up again to take another 3 metres of landfill in the airspace, lengthening the life of the landfill.</p> <p><i>Site-</i> Capping of Stage One to raise and level the site is progressing, using diverted capping material from daily cover.</p> <p><i>Stage 2 -</i> One stormwater pump has been replaced due to failure.</p> <p><i>Gas Management-</i> The cell 2.2 build & 3.4 cell landfill gas system and capping construction is progressing as planned.</p> <p><i>Monitoring of LFG</i> for UEF application has commenced. Expenditure for this work has exceeded the reduced budget amount.</p> <p>N F E</p>

<p>Kerbside Collection Renewals - new and replacement bins</p>	<p>200,000</p>	<p>80,000</p>	<p><i>Radio Frequency Identification Data project</i> - this has now gone live but still need resource to finalise the data reconciliation. <i>Kerbside Bins</i> - new bins ordered and arrived; distributed as needed in accordance with contract. New fourth bin for glass collection will start to roll out by end of this financial year. <i>RFID</i> - data reconciliation is needed to provide useful data for rating purposes. The RFID tag project needs additional resource for data reconciliation to adequately complete project.</p> <p>N F E</p>
<p>Other Transfer Station sites - New and replacement furniture at the district transfer stations</p>	<p>10,000</p>	<p>0</p>	<p>No expenditure for any other transfer station furniture has occurred in this period.</p> <p>N F E</p>
<p>Compost Facility – Fans and Blowers</p>	<p>14,000</p>	<p>0</p>	<p>No purchases or repairs were needed for the compost facility fan and blowers in this period. The upcoming change of contract in the new financial year sees a new composting system so it is anticipated that the fans and blowers will only be needed for another 12 months.</p> <p>N F E</p>

Water Supply

Highlights

The highlights for the July-October period include the progress with the design contract of the Te Ana Wai treatment plant, obtaining the land designation for the Te Ana Wai water treatment plant site and raw water storage reservoirs, awarding the contract for the Pareora Pipeline renewal project Section 1, and the commencement of the construction of the new reservoir at Temuka. The building of the replacement office at Claremont is now complete.

Issues

The main issue over this period has been the demand on resources for carrying out associated Three Waters Reform work, both implementing Stimulus fund delivery plans and scoping the Request for Information work for the Department of Internal Affairs.

The Land and Regional Plan - Plan Change 7 hearings have been presented, now awaiting decisions

The land designation for the Te Ana Wai water treatment plant site was an issue, now resolved following a hearing and favourable decision.

Activity Scoreboard

Commentary – YTD

There is a high level of activity underway. Most projects are progressing satisfactorily with internal and external resourcing fully committed. It should be noted that there is a supply chain risk particularly for imported materials and potential external approvals may result in delayed delivery of part of some projects. This risk is being managed with agile procurement methods.

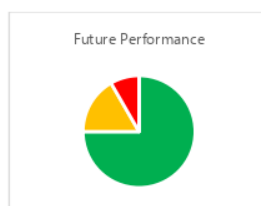
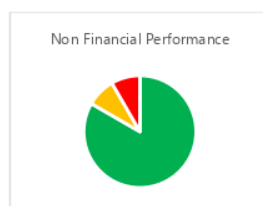


Future

The year end budget targets are expected to be met.

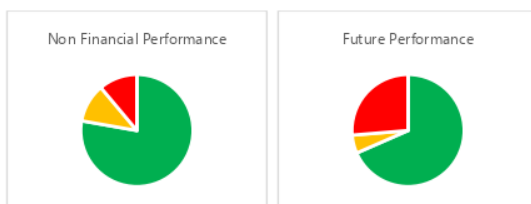


Key Performance Indicators



- On target
- Target may not be achieved
- Target will not be achieved

Projects



Key Performance Indicators

INDICATOR	TARGET	RESULT	
Number of complaints per 1000 connections received about drinking water (mandatory)	26	3.20%	The year to date result is well within target. The most complaints received this period were around continuity of water supply. N E
Drinking Water Standards (Part 4) – Bacterial Compliance (mandatory)	100%	83.33%	All reticulation complied with the bacterial requirements. Two Treatment plants did not comply with the bacterial requirements for water leaving the Treatment plant as follows. -The Pareora Treatment Plant complied with the treatment processes for a small water supply but not the requirement for a small water supply include the requirements to have a current Water Safety Plan. The plan has expired hence the Treatment Plant was non compliant. -The Pleasant Point Treatment Plant was non compliant as a result of the meter indicating flow when the UV unit was turned off. The meter issue is being investigated. Water sampling from the reticulation will be considered for Pareora and Pleasant Point until the issues are resolved. N E
Drinking Water Standards (Part 5) – Protozoal Compliance (mandatory)	100%	50%	5 of the 10 treatment plants complied with protozoa treatment requirements. Two treatment plants were non compliant -The Pareora Treatment Plant complied with the treatment processes for disinfection for protozoa for a small water supply but not the requirement for a small water supply include the requirements to have a current Water

			<p>Safety Plan. The plan has expired hence the Treatment Plant was non compliant. Upgrade to Water Treatment plant to occur in 2020. This will enable Pareora treatment plant to have records every 1 minute, (currently every 15 minutes) and comply with main body of Drinking Water Standards for NZ (DWSNZ) rather than section 10 of DWSNZ.</p> <p>- The Pleasant Point Treatment Plant was non compliant as a result of the meter indicating flow when the UV unit was turned off. The meter issue is being investigated. 3 treatment plants are non compliant as there is currently no treatment for protozoa.</p> <p>Treatment Plants being designed for Downlands at Springbrook and Te Ana Wai and for Te Moana at Pleasant Valley. Work is underway for Springbrook and Te Ana wai treatment upgrades.</p> <p>N E</p>
Average consumption of drinking water per day per resident within the Timaru district (litres)	300		Reported annually.
Percentage of real water loss from TDC's networked reticulation systems (Mandatory)	% real water loss reduces		Reported annually.
Median attendance time (in hours) for urgent callouts for urban water supply faults or unplanned interruptions in the network (Mandatory)	1	0.37	In total, TDC received 42 urgent callouts from June to October and were attended within, on average, 0.37 hours. N E
Median attendance time (in hours) for urgent callouts for rural water supply faults or unplanned interruptions in the network (Mandatory)	4	0.74	In total, TDC received 60 callouts for the July- October 2020 period in the rural schemes and those were attended within, on average, 0.74 of an hour. N E
Median resolution time (in hours) for urgent callouts for urban water supply faults or unplanned interruptions in the network (Mandatory)	4	2.80	Median resolution time for urban urgent call outs for the period was 2.8 hours. 59 Urgent request requiring an urgent resolution was received for the period. N E
Median resolution time (in hours) for urgent callouts for rural water supply faults or unplanned interruptions in the network (Mandatory)	8	6.63	Median resolution time for urgent call outs in rural water supply schemes for the period was 6.63 hours for a total of 54 callouts.

			N E
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)	median time to be reported	26.50	N E
User satisfaction with water supply services	85%		Reported biennially.
Compliance with Resource Consent conditions - Water Supply	Compliance with all consent conditions		No non compliances have been identified or reported by ECan N E

Projects

PROJECT	ANNUAL BUDGET (incl cfwd) \$	YTD RESULT \$	
Urban Water Supplies -Reticulation and Services Renewals	2,267,000	624,038	Gresham Street watermain renewal has been completed. Orbell Street, Talbot Street watermain renewal and High Street (Geraldine) watermain extension construction are all in progress. Richard Pearse Drive, Hewling Street, Darby Street watermain renewals are in the tendering process. Contracts award is planned for December 2020 and construction is programmed for January. Wilmhurst Road (Temuka), King St (Temuka) and Ewen Road (Temuka), Park Lane (Timaru) watermain renewal are in design (85% completion). All the above projects are expected to be completed by the end of June 2021. The annual budget will be fully spent. N F E
Urban Water Supplies = Washdyke Network Improvements	300,000	12,525	The 3 Water stimulus programme is providing approximately \$978,000 to assist the construction cost of this project which is expected to start by 31 March 2021. The annual budget and long term plan budget will be modified to reflect the funding assistance received from the 3 Water stimulus programme. The construction of this

			<p>project will take two financial years to complete. The 2020/21 budget will only fund the design cost of this project.</p> <p>N F E</p>
Urban Water Supplies - Vested Assets	10,000	0	<p>Not completed until June. Subject to developments by others.</p> <p>N F E</p>
Urban Water Supplies -Fixed Plant and Equipment	450,000	457,807	<p>This measure consists of a number of separate projects, including the building of the replacement office at Claremont which is now complete. Electrical renewals at Claremont are underway and design of a new pump station is almost complete.</p> <p>The remaining projects planned in the 2020/21 year are expected to be completed by the end of June 2021.</p> <p>N F E</p>
Urban Water Supplies - Timaru Pareora Pipeline Renewal	8,000,000	422,103	<p>The project has been separated into three sections:</p> <p>Pareora Pipeline - Section 1 (From Lindisfarne to Pareora Gorge) - Contracted to Rooney Earthmoving Ltd. The physical work is planned to start in January 2021.</p> <p>Pareora Pipeline - Section 2 (Pareora Gorge) - Negotiation is in progress an anticipated to be awarded by December 2020.</p> <p>Pareora Pipeline - Section 3 (Pareora Gorge to Claremont Reservoir) – Will be tendered in November with tender closing in 22 January 2021.</p> <p>The budget will be fully spent.</p> <p>N F E</p>
Urban Water Supplies - Temuka and Pleasant Point Treated Water Storage and Pumps	2,005,000	609,470	<p>Temuka treated reservoir construction is in progress with expected completion by March 2021. Temuka Pump Station design and build contract will be tendered in February 2021. The construction of this project will take two</p>

			<p>financial years to complete. This financial year will be funding the cost of the design and the procurement of the materials. The construction will start in the next financial year.</p> <p>Any unspent annual budget will need to be carried forward to the next financial year to fund the committed work.</p> <p>N F E</p>
Te Moana Downs Water Supply - Reticulation Renewals	600,000	9,769	<p>Design is underway for the School Road watermain upgrade and Earl Road watermain renewal. Both contracts are scheduled to be tendered by December 2020. School Road watermain upgrade will take two financial years to complete. The annual budget will be spent. It is currently funding the design cost and the construction cost will begin in 2021.</p> <p>N F E</p>
Te Moana Downs Water Supply - Treatment Upgrade	200,000	0	<p>The procurement strategy for this project will be presented to the Tenders and Procurement Committee in November. The water treatment plant design will be similar to Te Ana Wai water treatment plant but a smaller version.</p> <p>The annual budget will be spent. The annual budget is to cover the design cost for the water treatment plant. Construction is planned for the next financial year.</p> <p>N F E</p>
Rangitata-Orari Treatment Supply - Renewals	175,000	53,500	<p>Construction, realignment and piping of the open channel system at Proudfoots corner is complete. Construction of race replacements and intake gate renewals are expected to be completed by the end of June 2021. Further construction of the renewal of intake gate of the races is underway.</p> <p>N F E</p>
Seadown Water Supply - Treatment Upgrade and Water Storage	404,000	0	<p>This budget is amalgamated with the treatment upgrade. No new reservoir is</p>

			<p>planned. The treatment renewal will be completed in 2020/21.</p> <p>N F E</p>
Downlands Water Supply - Mains, Tanks, Intake Renewals and Leak Detection	9,245,500	980,455	<p>Te Ana Wai Trunkmain Upgrade (Stage 1 - Davisons Road to Cave) construction is in progress and is expected to be completed by end of June 2021.</p> <p>Te Ana Wai Trunkmain Upgrade (Stage 2 - Cave to the new Water Treatment Plant) is being tendered and the tender closes on 10 December 2020. This project is expected to be awarded on 22 December 2020 for the construction to be able to begin as soon as possible next year. This project will be completed over two years.</p> <p>Pressure Reducing Valve installations at Adair Road, Spur Hut Road, Rolling Ridges and Caird Road have been completed.</p> <p>The Landsborough Road watermain extension has been completed and upgrade is in progress and is programme to be completed by December 2020.</p> <p>Earl Road watermain renewal is going to be tendered by December 2020 with the construction to be completed by end of this financial year. Any budget remaining will need to be carried forward onto the next financial year to cover remaining construction costs.</p> <p>N F E</p>
Downlands Water Supply - Equipment renewals	41,000	0	<p>Renewals within this budget are usually on component failure. With several pump stations being replaced alongside the treatment upgrade and the Cannington main upgrade it is unlikely the budget will be utilised.</p> <p>N F E</p>
Downlands Water Supply - Te Ana Wai Infiltration Gallery Upgrade and Low Lift Pumps	609,260	391,986	<p>In-river works project has been completed. Out-river works project is in tender period and closes on 3</p>

			<p>December 2020. It will be awarded in December 2020 and completed by end of June 2021. The annual budget will be fully spent.</p> <p>N F E</p>
Downlands Water Supply - Reservoir Cover and Pipework	328,000	0	<p>Investigations into alternative methodologies for re-covering reservoirs is on-going. Project will be rescheduled.</p> <p>N F E</p>
Downlands Water Supply - Opihi River Crossing	164,000	0	<p>The project timeline has been rescheduled and as a result, this project was not assessed as "highly feasible" at the start of the year. Work will be programmed for the next financial year.</p> <p>N F E</p>
Downlands Water Supply - Te Ana Wai Treatment Plant Upgrade	9,011,800	94,572	<p>A design and build contract was awarded to the consortium Pall - Marshall for the water treatment plant. This is currently in the design phase and work is planned to start early 2021.</p> <p>The treated water reservoir is being negotiated to be awarded in December 2020. The major proportion of the budget will be spent over the both financial years once construction of the design-build water treatment plant and the treated reservoir commences. Results are reported as 82% of totals.</p> <p>N F E</p>
Downlands Water Supply - Te Ana Wai Raw Water Storage	1,197,200	16,814	<p>Work has not commenced due to delays in the consenting and designation process. The consent hearing process was completed in November 2020 and the construction can now commence.</p> <p>N F E</p>
Downlands Water Supply - Springbrook Treatment Upgrade	123,000	34,470	<p>The engineering report on the building has been completed. Minor strengthening is required and will be carried out at the time of the upgrade. The project should be completed by the</p>

			<p>end of June 2021 Components for the water treatment have been purchased. Improvement to the building strength has commenced with the installation planned to commence in January 2021.</p> <p>N F E</p>
Claremont Water Treatment Plant	900,000	10,000	<p>It is unlikely that this project will be completed by the end of June 2021. This project is delayed due to consultant constraints as a result of COVID-19</p> <p>N F E</p>

9.9 Carry Forward Requests

Author: Sandy Hogg, Management Accountant

Authoriser: Donna Cross, Group Manager Commercial and Strategy

Recommendation

That the Council ratifies \$4,587,661 and approves \$3,157,328 carried forward expenditure outlined in this report and that the 2020-21 forecast be amended to reflect this approved expenditure (noting it does not have an impact on rates for the current financial year).

Purpose of Report

- 1 The purpose of this report is to ensure that funding previously approved in the Annual Plan 2019-20 for capital expenditure and projects that were forecast to be completed or commenced during the financial year, and which for a variety of reasons remain as work in progress or not commenced, remains in place. This will keep in place the funding required for the capital expenditure and projects to ensure their purchase and/or completion.

Assessment of Significance

- 2 The assessment of significance is low.

Background

- 3 Each year the Council budgets the capital expenditure it expects to incur and the projects due to be commenced or completed. For a variety of reasons actual expenditure on these projects may not occur, i.e. the capital expenditure may be able to be deferred as the capital item in question has an extended life or the design of the project has taken longer than originally planned and as a result the timing of such expenditure across multiple financial years is uncertain.
- 4 Much of the project work for the carry forwards included in this report have been commenced and remains as work in progress as at 30 June 2020.
- 5 When considering the financial results of the Council for the previous financial year, the Council has considered requests from Council management to carry forward funding so these projects are able to be completed.
- 6 The carry forward request includes \$90,666 relating to the Downlands Water Supply, this project is funded from reserves held by the Downlands Water operation.

Options and Preferred Option

- 7 The carried forward projects outlined at the end of this report are considered by Council management as to be completing the programme of works as outlined by the Council in its previous Long Term Plan.
- 8 The preferred option is to amend the 2020-21 Budget to reflect these projects.

Consultation

- 9 Consultation has been undertaken with the Senior Leadership Team and Tier Three managers on which projects are to be completed after the end of the financial year and the funding that is carried forward from the previous financial year. Previously consultation had been undertaken with the community on the projects during the Long Term Plan process, and where required its prior Annual Plan processes.

Relevant Legislation, Council Policy and Plans

- 10 Section 101 (1) of the Local Government Act 2002, relating to Financial Management, states “A Local Authority must manage its revenues, expenses, assets, liabilities, investments, and general financial dealings prudently and in a manner that promotes the current and future interests of the community”.
- 11 This section allows the Council to carry forward the projects as outlined for the “current and future interests of the community”.

Financial and Funding Implications

- 12 Once the financial results for the 2019-2020 year have been finalised and audited, the Council will be able to determine the budget changes that can occur. It is important to note this does not affect the rates for the current year as the funding has already been provided for.
- 13 If the Council wishes for the projects list attached to be commenced or completed during the current financial year, then the funding requires approval to be carried forward from the funds available from the previous financial year.
- 14 Funding for the carry forwards consists of \$2,419,679 by loans and bequest funds, \$62,475 by rates received previously but not applied to a reserve, with the remaining \$5,172,169 funded by way of Waka Kotahi (New Zealand Transport Agency) subsidies and reserves.
- 15 The carry forwards request includes \$90,666 relating to the Downlands Water Supply, taken from reserves, which were funded by Rates, Water Charges and loans as part of the Downlands Water Scheme.

Attachments

1. **Carry Forwards Appendix - requests** [↓](#) 

Appendix A: Funding to be Carried Forward from the 2019-20 financial year to 2020-21

Total Carry Forwards to be Ratified	\$4,587,661
Total Carried Forward Requests – Operating	\$533,162
Total Carried Forward Requests - Capital	\$2,624,166

Carry Forwards to Ratify

<i>Capital / Operating</i>	<i>Project Description</i>	<i>Amount</i>	<i>Funding Source</i>	<i>Explanation why not spent in 2019-20</i>	<i>Expected Completion Date</i>
<u>Community Support</u>					
Public Toilets					
Capital	Renewals	\$27,184	Depreciation Reserve	Delayed expenditure	30 June 2021
Social Housing					
Capital	Building upgrades	\$50,742	Housing Reserve	Delayed expenditure	30 June 2021
Total Carried Forward Request		\$77,926			
<u>Recreation and Leisure</u>					
District Libraries					
Capital	Update furniture	\$59,578	Depreciation Reserve	Delay in purchases due to Covid-19, library closures, and supply of furniture	30 June 2021
Capital	Kiosks	\$20,343	Depreciation Reserve	Delay in purchases and delivery due to Covid-19	30 June 2021

Capital	Timaru / Geraldine carpet replacement	\$174,444	Depreciation Reserve	Delay in project due to Covid-19 - supply of carpet and tradesmen available	30 June 2021
Capital	Library books	\$43,809	Depreciation Reserve	Underspent funds due to Covid-19. Items from overseas publishers could not be purchased and delivery was delayed	30 June 2021
Swimming Pools					
Capital	Geraldine Pool inflatables	\$24,900	Depreciation Reserve	Not bought due to Covid-19 closure of business that makes them. For pool covers and inflatables.	31 October 2021
Capital	Pleasant Point Pool tile repairs	\$9,788	Depreciation Reserve	Not bought due to Covid-19 closure of business that makes them (for shade sails). Tile repairs complete	31 October 2021
Operating	Chemicals	\$6,000	Rates funded	Used less chemicals during closedown but required more for restart and with no closedown in October as per usual	31 October 2021
Operating	Cleaning Costs	\$3,360	Rates funded	Saving with no cleaners over Lockdown. However open a week longer in October and have revised cleaning schedule with Covid-19 in mind equals more cleaning costs	31 October 2021
Total Carried Forward Request		\$342,222			
<u>Roading and Footpaths</u>					
Timaru Footpaths					
Capital	New footpaths – Dunkirk Street	\$75,928	Depreciation Reserve, NZTA subsidy	Covid-19 affected delivery of work on time	30 November 2020
Subsidised Roding					
Capital	Route 72 rehabilitations, Temuka Road upgrades (Wallingford Road),	\$1,783,428	Depreciation Reserve, NZTA subsidy	Covid-19 and third party consenting issues affected delivery of work on time	30 June 2021

	Washdyke Flat Road upgrade, Port Southern Access improvements				
Total Carried Forward Request		\$1,859,356			
<u>Waste Minimisation</u>					
Waste Minimisation					
Capital	Fixed plant and equipment	\$700,000	Loan funded	Project delayed	31 October 2021
Total Carried Forward Request		\$700,000			
<u>Water Supplies</u>					
Urban Water Supplies					
Capital	Staff office and control building replacement	\$281,511	Loan funded	Project completion delayed due to Covid-19. Now completed	31 October 2020
Total Carried Forward Request		\$281,511			
<u>Overhead Accounts</u>					
Information Technology					
Capital	Hardware and Software replacements and upgrades	\$693,431	Depreciation Reserve	Continuation of Authority upgrade costs and new system services and improvements	30 June 2021
People and Capability					
Operating	Strategic Pay remuneration project	\$50,554	Overhead Recovery	Project ongoing as only Phase 1 is complete, expenditure on Phase 2 has started	30 June 2021
Drainage and Water Management					
Operating	Stormwater modelling and analysis	\$582,661	Overhead Recovery	Project delayed	30 June 2021
Total Carried Forward Request		\$1,326,646			

Carry Forward Requests

<i>Capital / Operating</i>	<i>Project Description</i>	<i>Amount</i>	<i>Funding Source</i>	<i>Explanation why not spent in 2019-20</i>	<i>Expected Completion Date</i>
<u>Public Reponsibility</u>					
Democracy					
Operating	Long Term Plan	\$8,900	Rate funded	Delayed policy development	30 June 2021
Total Carried Forward Request		\$8,900			
<u>Community Support</u>					
Cemeteries					
Capital	Timaru District Replacement – Site Investigation	\$312,000	Depreciation Reserve	Budget in 2020-21 was reduced – unable to secure land so additional funds will enable further options	30 June 2021
Total Carried Forward Request		\$312,000			
<u>District Planning and Environmental Services</u>					
District Planning					
Operating	District Plan Review	\$458,168	Loan funded	Delayed expenditure	30 June 2021
Total Carried Forward Request		\$458,168			
<u>Recreation and Leisure</u>					
District Libraries					
Capital	Timaru roof, heating, lighting, community room	\$600,000	Loan funded	Included in LTP as committed projects: Roof access plan, glazing, roof arcs, workroom lift, basement exits, occupancy loading, heating, environmental control	30 June 2021

Aigantighe Art Gallery					
Capital	Furniture and Fittings	\$29,000	Depreciation Reserve	A carry forward in 2019-20 for HVAC was not spent and the project costs were not included in the 2020-21 budget	30 June 2021
Operating	Advertising	\$10,000	Rate funded	Underspend due to Covid-19. Would be a significant benefit to 20/21 year	30 June 2021
Operating	Community and Events	\$7,000	Rate funded	Underspend due to Covid-19 - unable to use funds for events	30 June 2021
South Canterbury Museum					
Capital	Exhibition Upgrade: \$20,000 in 18-19 budget plus 18,400 carried over from 17-18 budget	\$46,450	Depreciation Reserve	Work and expenditure delayed due to disrupted schedule March - June	30 June 2021
Capital	Building capital works - heat pumps, etc.	\$113,103	Depreciation Reserve	Expenditure undertaken on items requiring actual replacement. Unspent funds carried forward for delayed replacement due to longer life of assets such as heat pumps, technical systems etc	30 June 2021
Operating	Museum acquisition budget	\$4,876	Rate funded	Unspent funds traditionally carried forward to allow for unplanned further acquisitions to Museum collections	30 June 2021
Operating	Advertising	\$6,339	Rate funded	Underspent due to major programme changes in second half of year through Covid-19. Opportunities to make up lost ground in current year as programmes are modified.	30 June 2021
Theatre Royal					
Capital	Renewals	\$7,000	Depreciation Reserve	Capital works project for the Theatre Royal is expected to commence late in the current financial year, following appointment of project	30 June 2021

				manager, design architect and further consultation with stakeholders.	
Capital	Curtains	\$145,000	Depreciation Reserve	As above.	30 June 2021
Swimming Pools					
Operating	Staff Training (Cbay Fitness)	\$4,000	Rates funded	A number of courses cancelled due to Covid-19. Would be good to be able to send staff on courses or bring SME here to teach this FY to "catch up"	30 June 2021
Operating	Plant and Equipment Maintenance (Cbay Fitness)	\$3,000	Rates funded	Less maintenance spend due to lockdown but increased use upon resumption. Gym numbers steady but number of visits on the increase = more maintenance required	30 June 2021
Aorangi Stadium					
Operating	Building maintenance	\$9,000	Rates funded	Maintenance underspend due to closedown and then unavailability of contractors. Request it be carried forward to 'catch up' on regular maintenance work	30 June 2021
Parks and Recreation					
Capital	Other improvements – Riding for Disabled bridge and Highfield Recreation Reserve design	\$380,000	Loan funded	Covid-19 affected timing	31 May 2021
Capital	Esplanade Reserves acquisition	\$111,395	Depreciation Reserve	Covid-19 affected timing	30 June 2021
Capital	Buildings – Caroline Bay recladding	\$80,000	Depreciation Reserve	Covid-19 affected ability to deliver on time	31 March 2021
Motor Camps					
Capital	Road reseals	\$10,920	Depreciation Reserve	Needed for caravan plug upgrades. Covid-19 affected contract outcomes.	30 June 2021

Total Carried Forward Request		\$1,567,083			
<u>Roading and Footpaths</u>					
Road / Street Landscapes					
Capital	Geraldine signage	\$9,574	Depreciation Reserve	Awaiting direction from Community.	30 June 2021
Temuka Footpaths					
Capital	Additional footpaths – Barker Street	\$60,823	Depreciation Reserve, NZTA subsidy	Covid-19 affected delivery of work on time	31 March 2021
Timaru Footpaths					
Capital	New footpaths – Washdyke Flat Road	\$50,000	Depreciation Reserve, NZTA subsidy	Covid-19 affected delivery of work on time	30 June 2021
Subsidised Roding					
Capital	New roads / bridges - Powerhouse Stream Ford	\$140,000	Depreciation Reserve, NZTA subsidy	Covid-19 affected delivery of work on time	30 June 2021
Total Carried Forward Request		\$260,397			
<u>Water Supplies</u>					
Urban Water Supplies					
Capital	Chemical storage and dosing upgrade	\$71,130	Depreciation Reserve	Project completion delayed	30 June 2021
Capital	Temuka / Pleasant Point treated water storage and pumps	\$154,663	Depreciation Reserve	Project completion delayed	30 June 2021
Downlands Water Supply					
Capital	Springbrook treatment upgrade	\$90,666	Depreciation Reserve	Projects delayed	30 June 2021
Total Carried Forward Request		\$316,459			

<u>Other Activities</u>					
Properties					
Operating	Army Hall demolition	\$120,000	Depreciation Reserve	To be carried forward in conjunction with the Theatre Royal project	30 June 2021
Capital	Building capital works	\$60,258	Depreciation Reserve	\$35,000 for Hopgood Lane purchase which is ongoing. Delayed expenditure	30 June 2021
Total Carried Forward Request		\$180,258			
<u>Overhead Accounts</u>					
Council Building					
Capital	Council Chamber furniture	\$32,184	Depreciation Reserve	Timing of project was re-phased	30 June 2021
Information Technology					
People and Capability					
Operating	Staff Support	\$21,879	Overhead Recovery	Underspent, to be used towards Wellness or L&D Strategy	30 June 2021
Total Carried Forward Request		\$54,063			

10 Consideration of Urgent Business Items

11 Consideration of Minor Nature Matters

12 Public Forum Items Requiring Consideration

13 Exclusion of Public

- 13.1 Public Excluded Minutes of the Council Meeting held on 6 October 2020**
- 13.2 Public Excluded Minutes of the Council Meeting held on 27 October 2020**
- 13.3 Public Excluded Minutes of the Directors and Trustee Appointment Subcommittee Meeting held on 6 October 2020**
- 13.4 Public Excluded Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 19 October 2020**
- 13.5 Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 3 November 2020**
- 13.6 Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 24 November 2020**
- 13.7 Public Excluded Minutes of the Extraordinary Tenders and Procurement Committee Meeting held on 8 December 2020**
- 13.8 Timaru District Council Annual Report 2019/20**

Recommendation

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<p>13.1 - Public Excluded Minutes of the Council Meeting held on 6 October 2020</p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>To protect a person’s privacy</p>
<p>13.2 - Public Excluded Minutes of the Council Meeting held on 27 October 2020</p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(i) - The withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</p> <p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	<p>To protect a person’s privacy</p> <p>To prevent disclosing a trade secret</p> <p>Commercial sensitivity</p> <p>To protect all communications between a legal adviser and clients from being disclosed without the permission of the client.</p> <p>To enable commercial activities</p>

<p>13.3 - Public Excluded Minutes of the Directors and Trustee Appointment Subcommittee Meeting held on 6 October 2020</p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>To protect a person's privacy</p>
<p>13.4 - Public Excluded Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 19 October 2020</p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>To protect a person's privacy</p>
<p>13.5 - Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 3 November 2020</p>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>Commercial sensitivity</p>
<p>13.6 - Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 24 November 2020</p>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>Commercial sensitivity</p>
<p>13.7 - Public Excluded Minutes of the Extraordinary Tenders and Procurement Committee Meeting held on 8 December 2020</p>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>Commercial sensitivity</p>
<p>13.8 - Timaru District Council Annual Report 2019/20</p>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry</p>	<p>Commercial sensitivity</p> <p>To enable commercial activities</p>

	out, without prejudice or disadvantage, commercial activities	