



AGENDA

Ordinary Council Meeting Monday, 1 July 2024

Date Monday, 1 July 2024

Time 1pm

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1680466

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 Monday 1 July 2024, at 1pm.

Council Members

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

Quorum – no less than 5 members

Local Authorities (Members' Interests) Act 1968

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

Nigel Trainor

Chief Executive

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

7 Confirmation of Minutes

7.1 Minutes of the Council Meeting held on 7 May 2024

Author: Rachel Scarlett, Governance Advisor

Recommendation

That the Minutes of the Council Meeting held on 7 May 2024 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 7 May 2024**



MINUTES

Ordinary Council Meeting Tuesday, 7 May 2024

Ref: 1680466

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 7 May 2024 at 3.02pm**

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

In Attendance: **Community Board Members:** Charles Scarsbrook (Temuka Community Board), Michael Thomas (Pleasant Point Community Board), Janene Adams (Geraldine Community Board)

Officers: Nigel Trainor (Chief Executive), Paul Cooper (Group Manager Environmental Services), Beth Stewart (Group Manager Community Services), Hannah Goddard-Coles (Group Manager Engagement & Culture), Stephen Doran (Group Manager Corporate and Communications), Justin Bagust (Chief Information Officer), Nicole Timney (Manager of Property Services and Client Representative), Jacky Clarke (Programme Delivery Manager), Aaron Hakkaart (Planning Manager - District Plan Review), Suzy Ratahi (Land Transport Manager), Bill Steans (Parks & Recreation Manager), Elliot Higbee (Legal Services Manager), Grant Hamel (Waste Operations Manager), Mike Wrigley (Acting Recreational Facilities Manager), Brendan Madley (Policy Advisor), Diana Somerville (Senior Finance Business Partner), Grant Hall (Principal Three Waters Specialist), Matt Sisson (Property Projects Officer), Maddison Gourlay (Marketing and Communications Advisor), Jessica Kavanaugh (Team Leader Governance), Rachel Scarlett (Governance Advisor)

1 Opening Prayer

Brent Richardson (Timaru Presbyterian Church) conducted the opening prayer.

Clr Sally Parker led the waiata.

2 Apologies

2.1 Apologies Received

Resolution 2024/41

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

That the apology of Clr Stu Piddington for lateness (arrived 3.08pm) be received and accepted.

Carried

3 Public Forum

There were no public forum items.

4 Identification of Urgent Business**4.1 Contents of Identification of Urgent Business**

- The Appointment of a Chair of Venture Timaru to be discussed in Public Excluded along with the Deputy Chair.
- Aorangi Stadium options in Public and Public Excluded.
- Patiti Point Erosion Update by the Infrastructure Team.

Resolution 2024/42

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

Carried

5 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

6 Declaration of Conflicts of Interest

No conflicts of interest were declared.

7 Confirmation of Minutes**7.1 Minutes of the Council Meeting held on 26 March 2024**

That the minutes of the Council meeting held on 26 March be accepted subject to the changes noted.

- Theatre and Heritage Hub – Resolution 2. Wording amendments as Council did not receive the cost estimate, and therefore Clr Stacy Scott is be noted as against the resolution.

Resolution 2024/43

Moved: Clr Stacey Scott

Seconded: Clr Peter Burt

That the Minutes of the Council Meeting held on 26 March 2024 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 Council Meeting held on 9 April 2024**Resolution 2024/44**

Moved: Clr Sally Parker

Seconded: Clr Scott Shannon

That the Minutes of the Council Meeting held on 9 April 2024 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 2024/45

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

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

Carried

Clr Piddington in attendance at 3.08pm

8.2 Schedule of Functions Attended by the Chief Executive

Resolution 2024/46

Moved: Clr Gavin Oliver

Seconded: Clr Owen Jackson

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

Carried

9 Reports

9.1 Actions Register Update

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

Discussion included, traffic management and contract costs. There was a request for easier navigation of the public Council website as well as a request for basic reports of activities to be provided at each Council meetings, and for the Councillors to be informed of website updates.

Success of the Facebook live sessions and its continuation after the Long Term Plan period was also discussed

Under Utilized Assets was discussed, with 800 property details to be brought in tranches to Council.

The Committee agreed to close the following actions;

- Agenda Preparation
- Trial of opening

- Workshop with Venture Timaru
- Report on ombudsman
- Geraldine Watermain
- Social Housing

The committee requested further information on the following actions;

- Council owned properties – report is broad and wanting tighter scope of review of rental rates and quality of chattels.
- Investigation on option for Freedom Campers: Options paper to come to next Council meeting: work with Brendan offline , and Clr Allan Booth as the Governance Lead.
- Request List of social houses Council owns all 260 of them, to be taken offline.
- Assets Management plan - Employee person and start process, to be taken offline.

Resolution 2024/47

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

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

Carried

9.2 Affixing of the Common Seal

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

Resolution 2024/48

Moved: Clr Peter Burt

Seconded: Clr Sally Parker

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

1. 17 April 2024 – Approval of Warrants

Carried

9.3 Draft Waste Management and Minimisation Plan Consultation

The purpose of the report is to provide a summary of written submissions made regarding the Draft Waste Management and Minimisation Plan (WMMP) with accompanying officer comments and to provide in accordance with Section 83(d) of the Local Government Act 2002, an opportunity for persons to present oral submissions to Council on the Draft WMMP.

Submitters:

Brayden Clarke (South Canterbury Waste Providers) - spoke to Council to discuss commercial provider options for waste.

Discussion also included the financial and waste benefits of Commercial providers supplying and taking care of bins in the commercial space, as well discussing the criteria/limitations for bins at properties, the current process of event use of bins, and benefits of events using commercial bins.

The Councillors agreed that this knowledge of commercial bins being used in the commercial space is a public education piece and discussed the lack of public educators across this space, costs associated with educative stickers being installed in the bins and sticker life.

Brian Gallagher (sustainable South Canterbury Trust) - spoke to the Council to discuss community recycling, reducing and reusing.

Discussion included, the coastal rail way lines being a temporary fix from the coastal erosion, with a suggestion for Council as part of the long term plan to consider looking at providing long term buffering for this issue. The trust is also looking at working with the Timaru District Council to create a pilot project using the national sustainable development goals, which are a guiding template.

Queries were asked of where the Electronic waste gets sent to, this will be followed up.

Discussion also included how households that don't require the full set of bins will still need to pay for the full set.

Resolution 2024/49

Moved: Cllr Allan Booth

Seconded: Cllr Michelle Pye

That Council

1. Receives and notes the submissions and officer comments on the Draft Waste Management and Minimisation Plan.
2. Acknowledges, submitters who have spoken to their submissions, and;
3. Notes that all submissions will be considered as part of the deliberations on the Waste Management and Minimisation Plan.

Carried

9.4 Ratification of the Timaru District Council Infrastructure Design Standard

The Stormwater Team Leader and Principal Three Waters Specialist presented to Council to consider the Draft Timaru District Council Infrastructure Design Standard (IDS) document for adoption.

Discussion included the design standards set for land development, and its baseline for Council to follow, the process of community and developer response. Councillors agreed that the colouring in Councils GIS for storm water and water pipes should be aligned to the colouring that is used in the national standard.

Discussion also included the level of involvement for consultation and future processes for consultation, opportunities to develop standards and plans useful for procurement that sits outside of legislation and regulation.

At 4.06 pm, Cllr Stu Piddington left the meeting.

At 4.08 pm, Cllr Stu Piddington returned to the meeting.

Resolution 2024/50

Moved: Clr Allan Booth

Seconded: Clr Sally Parker

That the Council adopt the Timaru District Council Infrastructure Design Standard as the Land Development and Infrastructure Standards for Timaru District.

Carried

9.5 Consolidation of Proposed Timaru District Plan Hearings Delegations

Clr Stacey Scott declared a conflict of interest in item 9.5 (Consolidation of Proposed Timaru District Plan Hearings Delegations), and will remove herself for this item.

The Group Manager Environmental Services and Planning Manager - District Plan Review spoke to this report that seeks to consolidate the previous resolutions of Timaru District Council that relate to the establishment of a Hearings Committee to hear and make decisions on the Proposed Timaru District Plan. In doing so this report provides additional clarity as to the full scope of the delegations previously given by Council Resolutions 2023/11 and 2023/84 and additionally provides the necessary flexibility to respond to unexpected sickness or availability of members of the Hearing Panel, that would otherwise mean the cancellation of an advertised hearing.

Discussion included, the addition of a delegated person, or deputy who can step in for the Chair if necessary which will allow for more flexibility. This will be amended in the recommendations.

Resolution 2024/51

Moved: Clr Michelle Pye

Seconded: Clr Scott Shannon

1. That the report on the consolidation of the Proposed District Plan Hearings Delegations be received.
2. That Council approves a District Plan Review Hearings Panel (the Panel) and delegates to the Panel all those powers and functions required to carry out and complete the plan hearing process for the full plan review process in accordance with Schedule 1 of the Resource Management Act 1991, including:
 - (a) All procedural steps required to facilitate the receipt and processing of submissions on the proposed plan, including striking out submissions if appropriate; and
 - (b) All procedural matters in preparation for hearings, including determining the parts of the plan to be considered within each separate hearing, the making of directions, issuing of Minutes, deciding upon service requirements, resolution of disputes and considering applications or other procedural issues raised by submitters; and
 - (c) Scheduling of hearings, control of hearings and directions at hearings; and
 - (d) Deliberations, report writing and associated steps; and
 - (e) Making recommendations on notices of requirements by Requiring Authorities external to Council; and decisions on Council's own Notices of Requirement; and
 - (f) Making decision on provisions and matters raised in submissions.

3. That the Council appoints and approves the following members of the Panel as Hearings Commissioners:
 - (a) Cindy Robinson (Chair)
 - (b) Ros Day-Cleavin
 - (c) Megan McKay
 - (d) Councillor Stacey Scott
 - (e) Raewyn Solomon
 - (f) Jane Whyte
4. That Council delegates to the Chair of the Commercial and Strategy Committee and Chair of the Environmental Services Committee a delegated person or deputy who can step in for the Chair in consultation with the Chief Executive and Group Manager Environmental Services authority to determine the final make-up of the Hearings Panel for all hearings on the Proposed Timaru District Plan, where separate hearings will be held in relation to specified parts of the plan and every hearings panel for each hearing shall include at least three members including at least one Councillor.
5. That Council delegates to the Mayor and Chair of the Environmental Services Committee a delegated person or deputy who can step in for the Chair in consultation with the Chief Executive the power to set the fee per hour for the Councillor sitting on the Hearings Panel.
6. That the Council delegates to the Group Manager Environmental Services all other responsibility for executing any warrants, recording these appointments made, and all other administrative steps relating to the fees of, and provision of services by the Hearings Commissioners appointed by Council.
7. That the Council delegates to the Chair of the Commercial and Strategy Committee and Chair of the Environmental Services Committee a delegated person or deputy who can step in for the Chair in consultation with the Chief Executive and Group Manager Environmental Services authority to appoint:
 - (a) An additional member to the Hearings Panel; and
 - (b) The authority to approve the progression of a hearing with no Councillor representative or quorum of three members in instances where illness or unexpected availability of any Hearings Panel members would result in the cancellation or postponement of an advertised hearing.
8. That resolutions 2023/11 and 2023/84 shall be revoked having been consolidated and updated above.

Carried

9.6 Annual Plan 2023/24 Nine Month Performance Report to 31 March 2024

The Group Manager Corporate and Communications, Manager of Property Services and Client Representative, Group Manager Environmental Services, Senior Finance Business Partner, Land Transport Manager, Group Manager Community Services and the Acting Recreational Facilities Manager spoke to this report to outline progress on implementing the Annual Plan 2023/24 (Year Three of the 2021-31 Long Term Plan (LTP)). This includes the key performance indicators, work programme and the financial results for the three months ended 31 March 2024.

Discussion included the Strathallan Street toilet, it is confirmed there will be a scope and options brought back to Council. Councillors queried how many land use consents and one off land use consents Council currently have and queried if it would be more pragmatic to use a number or percentage for active consents to be considered for the future. Councillors also queried how many land use consents and one off land consents Council currently have.

Discussion also included leak damage at the Aigantighe Art Gallery and the costs involved with the urgent rehoming of the artworks, which has since been fixed.

Queries were asked of the timeline process in roading and footpaths, from the time of a customer request to the time of physically visiting the site. There is currently issues with this time stamp due to system shortfalls.

Councillors discussed budget issues and assumptions for the Long Term Plan, the key ones being the Theatre and Heritage Hub and the Stadium, as well as invested additional funds and higher interest rates, personnel costs and retention of staff. The testing of assumptions, staff costs needing to be brought down, and a capital revisit was discussed along with idea that the District plan should be capitalised was also discussed.

Clarification was sought of the new Corporate & Communications Group Manager and the non-slip coating that has been applied to Stafford Street and the Piazza.

It was also discussed that reports in major areas needing to contain more detail, with details of the breakdowns currently being underway. Business unit data was also discussed, along with the lack of visibility with Cbay budgeting, going ahead there will be monthly reporting on the breakdown. Councillors also discussed concerns over there overall understanding with the Annual budget for next year, with a suggestion of a subcommittee.

Resolution 2024/52

Moved: Cllr Stacey Scott

Seconded: Mayor Nigel Bowen

That Council receives the Report: Annual Plan 2023/24 Nine Month Performance Report to 31 March 2024 and notes it includes:

- (a) Key performance indicators progress report to 31 March 2024;
- (b) Council's financial performance as at 31 March 2024; and
- (c) Capital work programme progress report to 31 March 2024.

Carried

9.7 Council Investments and Borrowing

The Senior Finance Business Partner, spoke to this report to update the Committee on the status of Council's treasury activities at 31 March 2024.

Discussion included, borrowing, capex, investments with Westpac, and the do- ability of extending facilities.

Resolution 2024/53

Moved: Cllr Sally Parker

Seconded: Cllr Michelle Pye

That the Commercial and Strategy Committee receives and notes the Council Investments and Borrowing report.

Carried

9.8 Representation Review 2024 - Adoption of Initial Proposal

The Policy Advisor presented to Timaru District Council (Council) to consider its representative arrangements for the 2025 and 2028 local body elections, and to adopt an Initial Proposal as the basis for public consultation.

Councillors discussed the suitability of the proposed options. Some believe that the status quo or similar version provides for a fair and effective representation, others stated that alternative options such as Option three or a two ward option of the current Timaru Ward and a second ward compromising the current other two wards were worthy of consulting on.

Councillors queried the process that would occur once the Final Proposal has been resolved; if any appeals or objections are received or any ward is outside the +/-10% threshold, the Local Government Commission would make the final decision. Councillors also queried whether the 2023 Census data is likely to differ materially from the 2023 population estimates provided by Statistics New Zealand that the Representation Review is based on.

Motion

Moved: Cllr Allan Booth

Seconded: Cllr Scott Shannon

That Council adopt option one – Retention of the status Quo as follows;

1. That the Timaru District Council adopts as its Initial Proposal for the Representation Review for the local election to be held in 2025 and subsequent elections until altered by any subsequent decisions the following:
 - (a) That the Council comprise nine (9) Councillors elected from three (3) wards, and the Mayor elected at large;
 - (b) That the Council retain the existing ward names of Timaru, Pleasant Point-Temuka and Geraldine;
 - (c) That the proposed boundaries of the three (3) wards remain as they are at present and as shown in this attachment (Attachment 1);
 - (d) That the population each ward will represent will be as follows:

Wards	General Electoral Population	Number of councillors per ward	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor

Timaru	32,720	6	5,453	22	0.41
Pleasant Point-Temuka	9,930	2	4,965	-466	-8.58
Geraldine	6,230	1	6,230	799	14.71
Total	48,870	9	5,401		

- (e) That there be three (3) Community boards representing the communities of Pleasant Point, Temuka and Geraldine;
- (f) That the proposed boundaries of the three (3) Community boards remain as they are at present and as shown in this attachment (Attachment 1);
- (g) That for the Pleasant Point Community Board there be five (5) members elected at large from the Pleasant Point community and two (2) members appointed by the Council representing the Pleasant Point-Temuka Ward;
- (h) That for the Temuka Community Board there be five (5) members elected at large from the Temuka community and two (2) members appointed by the Council representing the Pleasant Point-Temuka Ward;
- (i) That for the Geraldine Community Board there be six (6) members elected at large from the Geraldine community and one (1) member appointed by the Council representing the Geraldine Ward;

2. The reasons for the Council's decisions include:

- The Council is satisfied that the existing structure will continue to provide effective representation for the District's distinct communities of interest;
- The Council believes that shifting the Orari, Kakahu and Rangitata Island areas to the Temuka-Pleasant Point Ward would limit their effective representation by splitting a community of interest;
- The growth patterns predicted in the Draft District Growth Strategy indicate that compliance will continue in future years;
- The existing ward and community board structure is well understood by the electors; and
- No significant changes have occurred since 2018 to indicate that the Council should be proposing significant changes to its representation arrangements at this time.

3. That public notice is given of the Initial Proposal as contained in this resolution;

4. That the Timaru District Council will hear submissions on this Initial Proposal.

In Favour: Ctrs Allan Booth, Gavin Oliver, Sally Parker, Stacey Scott and Scott Shannon

Against: Mayor Nigel Bowen, Ctrs Peter Burt, Stu Piddington, Michelle Pye and Owen Jackson

Equal

The Mayor used his casting vote against the motion.

Not Carried

Resolution 2024/54

Moved: Clr Allan Booth

Seconded: Clr Scott Shannon

That Council:

1. Receive the "Representation Review 2024 – Adoption of Initial Proposal" report; and
2. Consider how its representation arrangements can best provide for the fair and effective representation of identified communities of interest; and
3. Adopt recommendation two as the initial proposal option as follows;

That the Timaru District Council adopts as its Initial Proposal for the Representation Review for the local election to be held in 2025 and subsequent elections until altered by any subsequent decisions the following:

- (a) *That the Council comprise nine (9) Councillors elected from three (3) wards, and the Mayor elected at large;*
- (b) *That the Council retain the existing ward names of Timaru, Pleasant Point-Temuka and Geraldine;*
- (c) *That the proposed boundaries of the three (3) wards be as shown in this attachment (Attachment 2);*
- (d) *That the population each ward will represent will be as follows:*

<i>Wards</i>	<i>General Electoral Population</i>	<i>Number of councillors per ward</i>	<i>Population per councillor</i>	<i>Deviation from district average population per councillor</i>	<i>% deviation from district average population per councillor</i>
<i>Timaru</i>	<i>32,720</i>	<i>6</i>	<i>5,453</i>	<i>23</i>	<i>0.43</i>
<i>Pleasant Point-Temuka</i>	<i>10,570</i>	<i>2</i>	<i>5,285</i>	<i>-145</i>	<i>-2.67</i>
<i>Geraldine</i>	<i>5,580</i>	<i>1</i>	<i>5,580</i>	<i>150</i>	<i>2.76</i>
<i>Total</i>	<i>48,870</i>	<i>9</i>	<i>5,401</i>		

- (e) *That there be three (3) Community boards representing the communities of Pleasant Point, Temuka and Geraldine;*
- (f) *That the proposed boundaries of the three (3) Community boards be as shown in this attachment (Attachment 2);*
- (g) *That for the Pleasant Point Community Board there be five (5) members elected at large from the Pleasant Point community and two (2) members appointed by the Council representing the Pleasant Point-Temuka Ward;*
- (h) *That for the Temuka Community Board there be five (5) members elected at large from the Temuka community and two (2) members appointed by the Council representing the Pleasant Point-Temuka Ward;*

- (i) *That for the Geraldine Community Board there be six (6) members elected at large from the Geraldine community and one (1) member appointed by the Council representing the Geraldine Ward;*

The reasons for the Council's decisions include:

- *All wards comply with the legislative requirements and provide for fair representation;*
- *The growth patterns predicted in the Draft District Growth Strategy indicate that compliance is likely to continue in future years;*
- *The existing ward and community board structure is well understood by the electors;*
- *The Council is satisfied that the existing structure, given these relatively minor adjustments, will continue to provide effective representation for the District's distinct communities of interest; and*
- *No significant changes have occurred since 2018 to indicate that the Council should be proposing significant changes to its representation arrangements at this time.*

That public notice is given of the Initial Proposal as contained in this resolution;

That the Timaru District Council will hear submissions on this Initial Proposal.

In Favour: Mayor Nigel Bowen, Clrs Peter Burt, Sally Parker, Stacey Scott and Owen Jackson

Against: Clrs Allan Booth, Gavin Oliver, Stu Piddington, Scott Shannon and Michelle Pye

Equal

The Mayor used his casting vote for the motion.

Carried

10 Consideration of Urgent Business Items

10.01 Patiti Point Erosion Update

The Parks & Recreation Manager spoke to the Council regarding an update of the Patiti Point Erosion, discussion included ongoing erosion happening along the cliff face, the implementation of an access way to the Saltwater Creek mouth, relocation of the Pistol Club, the concern of extreme erosion in an event, and the focus on managed retreat. Councillors discussed the community needs to be communicated of this issue.

There was a request for a report of approaches to be taken, as well as included drone footage with time lines to come back to Council in 3 months' time.

Resolution 2024/55

Moved: Mayor Nigel Bowen

Seconded: Clr Stu Piddington

Carried

At 5.35 pm, Clr Owen Jackson left the meeting.

At 5:37 pm, Clr Scott Shannon left the meeting.

10.02 Aorangi Stadium Options

The Group Manager Community Services, Manager of Property Services and Client Representative and the Property Projects Officer spoke to the Council to provide them another option to consider for the Aorangi Stadium.

There was discussion of weather protection with the new option, staff requirements, the new option would allow car shows on its courts, as the new concept would have light weight court grounds. The courts longevity was also discussed. Projected cost estimates and design of each options and the pros and cons of each was also discussed, along with, that the added option is believed to come at a lower cost, will address multiple sports, and is believed to be quicker to build.

There was robust discussion including, the new option not including sufficient details, Councillors wanting to proceed with options already presented, the multipurpose use of the Stadium, the building layout required for this and the concern of the longevity the new Stadium option would provide.

Discussion also included moving option one to be put out for a request for proposal (RFP) to see the true cost, and pulling the budget back for this option. It was suggested that there be external funding used for option one.

Sport fees and affordability for groups to play at the Stadium was also discussed, with suggestion of a case to come back to Council to include costs and cost of operating. Community fundraising for the project was also discussed.

Resolution 2024/56

Moved: Cllr Allan Booth

Seconded: Cllr Stu Piddington

That Council endorses the proposal to build either a new 10 court stadium facility within the area of the current netball courts or an extension of 6 courts either connected or detached within the area of the current netball courts. That it reflects the intention to maintain a gym at Aorangi Park within the plans if possible.

Carried

Attachments

1 Aorangi Park Redevelopment 2024

11 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

12 Public Forum Items Requiring Consideration

There were no public forum items.

13 Resolution to Exclude the Public**Resolution 2024/57**

Moved: Mayor Nigel Bowen

Seconded: Cllr Stu Piddington

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, at 6.19pm:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
12 - Public Excluded Urgent Business - Aorangi Stadium Additional Option	s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	To enable Council to carry out commercial or industrial negotiations
13.1 - Review of Venture Timaru Major Events Funding	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	To protect commercially sensitive information To enable Council to carry out commercial activities To enable Council to carry out commercial or industrial negotiations
13.2 - Land Acquisition - Temuka Water Supply	s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	To enable Council to carry out commercial or industrial negotiations
13.3 - Council Under Utilised Assets for Divestment	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely	To protect commercially sensitive information

	unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	
13.4 - Venture Timaru Limited: Appointment of Chair Person and Deputy Chairperson	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy, including the privacy of deceased persons

Carried

14 Public Excluded Reports

13.1 Review of Venture Timaru Major Events Funding

13.2 Land Acquisition - Temuka Water Supply

13.3 Council Under Utilised Assets for Divestment

13.4 Venture Timaru Limited: Appointment of Deputy Chairperson

15 Readmittance of the Public

Resolution 2024/58

Moved: Mayor Nigel Bowen

Seconded: Cllr Stacey Scott

That the meeting moves out of Closed Meeting into Open Meeting at 8.10pm.

Carried

The meeting closed at 8.11pm.

.....
Mayor Nigel Bowen
Chairperson

7.2 Minutes of the Council Meeting held on 27 May 2024

Author: Jessica Kavanaugh, Team Leader Governance

Recommendation

That the Minutes of the Council Meeting held on 27 May 2024 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 May 2024**



MINUTES

Ordinary Council Meeting Monday, 27 May 2024

Ref: 1680466

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Monday, 27 May 2024 at 9.03am**

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

In Attendance: **Community Board Members:** Jan Finlayson (Geraldine Community Board), Michael Thomas (Pleasant Point Community Board)

Officers: Nigel Trainor (Chief Executive), Beth Stewart (Group Manager Community Services), Andrew Dixon (Group Manager Infrastructure), Stephen Doran (Group Manager Corporate and Communications), Justine Bagust (Chief Information Officer), Andrea Rankin (Chief Financial Officer), Nicole Timney (Manager of Property Services and Client Representative), Andrea McAlister (Acting Group Manager Engagement & Culture), Sam Molyneux (Operations Coordinator Community Services), Rouvierre (Health & Safety Manager), Steph Forde (LTP Project Officer), Brendan Madley (Policy Advisor), Jessica Kavanaugh (Team Leader Governance), Rachel Scarlett (Governance Advisor)

1 Opening Prayer

Mayor Nigel Bowen conducted the opening Karakia

Clr Sally Parker led the waiata.

Clr Stacey Scott led a moment of silence for the remembrance of Jane Coughlan, a former Timaru District Councillor.

2 Apologies

No apologies were received.

3 Public Forum

3.1 Speed Reduction at Temuka Petition

Errol Wells presented a petition on the need for speed reductions at the north end of Temuka. From Lachlan Street to Springfield Road.

Resolution 2024/59

Moved: Mayor Nigel Bowen

Seconded: Clr Michelle Pye

That the petition regarding the speed petition for the Northern section of Temuka, between Lachlan Street and Evans Street intersections through to Springfield Road be received and noted.

Carried

Attachments

1 Petition Temuka - Speed Reduction

4 Identification of Urgent Business

No items of urgent business were received.

5 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

6 Declaration of Conflicts of Interest

- Noted is the conflicts relating to Venture Timaru appointments, Community Boards appointments
- Clr Michelle Pye noted a conflict of interest with Opuha Water, Rangitata South, Federated Farmers and Chamber of Commerce
- Clr Gavin Oliver noted a conflict of interest with Geraldine.nz and the Sculpture Trail Governance Committee
- Clr Stacey Scott noted a conflict of interest with Venture Timaru
- Clr Peter Burt noted a conflict of interest with Environment Canterbury
- Clr Allan Booth noted conflicts of interest with Venture Timaru and CBD Group
- Mayor Nigel Bowen noted conflicts of interest with the Theatre and Heritage Hub, Bid Rate, Food Registration Fees, Sale of Liquor Fees, and Hospitality Association submission.

7 Reports

7.1 Long Term Plan 2024-34 Consultation: Receipt of Submissions and Hearing

The Group Manager Corporate and Communications and Policy Advisor spoke to the report for Council to receive all submissions and feedback on the Long Term Plan 2024-34 (LTP), and to hear those who wish to speak to their submissions. The report provides an overview of the LTP engagement process and summary of all feedback received.

Verbal Submissions;

Andrew Galloway (Alcohol Healthwatch) - Speaking to Council to advocate central government for the review of the Sale and Supply of Alcohol (Fees) Regulations 2013. Concerned about the lack of resources in the Council's regulatory system.

Brian Gallagher (Sustainable South Canterbury Trust) - Requests Council help mitigate the effects of coastal erosion at Redruth Resource Recovery Park, consider landscaping approaches and reconfigure the drop-off area.

Phil Driver:- Requests Council consider planning and investing for civil defence, for the Alpine Fault, its impacts on infrastructure, and the economy. Concerned about the use of rate payers' money. Against the Theatre and Heritage Hub.

Nathan Hole (Rooney Group Ltd) - Recommends for Council to consider the request by Rooney Group to not increase RMA-related Fees and Charges and shared concerns regarding increased fees and charges.

Barb Gilchrist - Recommends Council Prioritize climate actions and community infrastructure. Supports the proposed Theatre and Heritage Hub.

Julia Mclean (South Canterbury Equestrian Advocacy Network) - Requests that the Canterbury equestrian community have involvement and accessibility to public spaces, equestrian access to trails, and a request for signage for horse riders.

Silke Schlusnus - Requested Council to work collaboratively with the community and create an independent and collaborative environment entity for Climate change.

The Council adjourned at 10.17am

The Council resumed at 10.40am

Anne Scott (Spokes Canterbury) - Requests Council consider investing in further cycleway safety improvements. Is in support of increased investments for safer roads and safer speeds.

Drew Brown (Orari River Protection Group) - Requests Council define a designated plan for the environment and its outcomes, to submit more to the local environment groups.

Chris Thomas & Sharlyne Diamond – South Canterbury Drama League - In support of the Theatre and Heritage Hub, and is concerned with the delays, repricing, and lack of transparency.

Chris Thomas (Age Concern South Canterbury) - Concerned regarding Timaru's population and demographic shift, and services that are required for the increasing ageing population. It was suggested that shareholders meet annually to discuss age-friendly strategies and achievements.

Dennis Veal - Recommends Council Treat debt caps and proceed to make cuts, is in support of rates for infrastructure and wants climate change efforts. Not in support of higher user charges.

Jan Finlayson (Geraldine Community Board) - In support of increasing Geraldine rates by one dollar, recommend a feasibility study of the Geraldine Pool. In support of staging the Theatre Royal and Heritage Hub, future development of Timaru Airport, climate change readiness, and changes to land use in rural roading.

Nicky Snoyink (Forest and Bird) - Recommends that the Council focus on funding environmental services, and an increase in biodiversity funding.

Ines Stäger (Talbot Forest Working Group) - Concern regarding resource consents, missed opportunities with proposed District Landscape and lack of involvement with LED lighting installation at Talbot Forest.

Pamela Rafferty - Requests for Geraldine pool to commence Labour Weekend and the extension of a five-day operation and for operational hours to reflect data.

Peter Stayt (Hockey South Canterbury Inc & South Canterbury Hockey Turf Trust) - Supportive of the redevelopment of Aorangi Stadium. The group doesn't benefit from the proposal of covered courts but would like to retain support facilities.

Ethan Richardson - Concerned regarding the state of the CBD and demographic issues and is In favour of entertainment facilities

The Council adjourned at 12.22pm

The Council resumed at 1.00pm

Jessica Young: (START - Save Timaru's Arts and Rebuild our Theatre) - In support of rebuilding Theatre and Heritage Facility.

Richard Spackman & Kirsty Burnett (Aoraki Foundation) - Requesting investment in Aoraki's community foundation.

Nigel Billings (Federated Farmers) - Supports increased debt cap of 2.5, balancing the budget, core capital budget, and wants CBD targeted rate transparency.

Nick Daniels (Rangitata South Irrigation Ltd) - Requesting Timaru Council fund a new stop bank, which would protect roading, ponds and properties,

Ian Sinclair - Requests Council to review airport fees and charges associated with both recreational and commercial activities.

Graeme Wilson - Recommends Council develop Council vision. Not in favour of the Theatre and Heritage Hub project's current costs or rate increases. Supports the CBD and giving tenants incentives to stay.

Glen Patterson & Tania Stoddart (Timaru CBD Group) - Requesting that the Council finalise funds and resources for the master plan, and commit 30 million to the CBD, to assist with local economic sustainability, community connections and commercial diversity.

McGregor Simpson - In favour of option two rate rises, and for Timaru District freeze its current debt and reduce it. Against employing consultants, and Local Government amalgamation. Recommended ward numbers in South Canterbury.

Chris Konings - Spoke of the Issue with metrics being used, environmental and social costs not being accounted for, and wants to see Council and Department of Conservation integrated.

Gerrie Ligtenberg - Recommends Council increase investment in cycleways, decrease planned investment in cycleways, and connect the Washdyke to Pleasant Point Cycleway into the Timaru Central Business District.

Sue Harrex and Jo Taylor (Senior Gym Members - Aorangi Stadium)- In favour of the rebuild of the Aorangi Stadium, want the gym to stay the status quo.

John Jackson - Supports the whole rebuild of Theatre Royal and Heritage Hub.

Sharon Newmarch - Recommends environmental health crisis funding and installation of electricity management panels.

Peter McAuley - Against overspending for the Theatre Royal as the Theatre is already in Oamaru. Spoke to ongoing issues with slippery tiles.

Raewyn Hessel & Michael Thomas (Pleasant Point Community Board) - Recommends for Timaru District Council to include Pleasant Point & Cave in the Strategy Plan 2023-2033 funding is included in Long Term Plan

Dr Jill Harland (Friends of the Aigantighe) - Recommended that the House Gallery be completed before their opening and for it to be considered for additional activities. Concerned about extensions and would like more storage.

Stu Jackson - Concern regarding the slippery tiles on Stafford Street, costs associated with the official information act, employment of consultants, rate increases, leaking verandas, pipes and gutters not cleaned, placement of bollards, inconsistencies with otto bin pickups, poster graffiti, building permits for solar panels, shop keeper queries to staff.

In support of Strathallan corner public toilet and rebuild of Theatre Royal and Heritage Hub.

Motion

Moved: Mayor Nigel Bowen

Seconded: Clr Stu Piddington

That Council suspends Standing Order 4.2 to allow the meeting to continue beyond six hours..

The meeting adjourned at 5.06pm

Day Two:

The meeting resumed on 28 May 2024 at 11.04am.

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

In Attendance: **Community Board Members:** Gaye Broker (Temuka Community Board), Rosie Woods (Geraldine Community Board), Micheal Thomas (Pleasant Point Community Board)

Officers: Nigel Trainor (Chief Executive), Beth Stewart (Group Manager Community Services), Andrew Dixon (Group Manager Infrastructure), Paul Cooper (Group Manager Environmental Services), Stephen Doran (Group Manager Corporate and Communications), Justine Bagust (Chief Information Officer), Andrea Rankin (Chief Financial Officer), Nicole Timney (Manager of Property Services and Client Representative), Andrea McAlister (Acting Group Manager Engagement & Culture), Steph Forde (LTP Project Officer), Brendan Madley (Policy Advisor), Maddison Gourlay (Marketing and Communications Advisor), Jessica Kavanaugh (Team Leader Governance), Rachel Scarlett (Governance Advisor)

Continuation of Verbal Submissions

Anna Hargreaves (Geraldine Pool Committee) - Recommending for Council to extend Geraldine pool season all year round, and funds for a feasibility study.

Wendy Smith (South Canterbury Chamber of Commerce) - Concerned regarding Council overspending on community, rather than infrastructure, concern of BID targeted rate, commercial rates and rates rises, spend on Theatre Royal and Heritage Hub. The group will investigate a cost proposal for the build of the proposed Theatre Royal Heritage Hub and bring it back to Council.

At 11.18am, Clr Peter Burt left the meeting.

At 11.18am, Clr Peter Burt returned to the meeting.

Nigel Davenport (Venture Timaru) - Recommends developing a District aspirational plan.

Charles Scarsbrook and Gaye Broker (Temuka Community Board) - Requesting extra funds to the Temuka Community board of 100k a year over the next 10 years.

Clr Allan Booth arrived at 11.41am

Anne Griffiths & Jim Powell (Geraldine Academy of Performance and Arts) & Jim Powell - Spoke for the Council to consider supporting future fundraising efforts of The Geraldine Academy of Performance and Arts in their endeavours to purchase the building they currently occupy.

Robin McCarthy - Consider its role in enabling a cruise terminal and investing in terminal facilities.

The Council adjourned at 11.20am

The Council resumed at 11.40am

Nicky Donkers (The Peel Forest Outdoor Pursuits Charitable Trust) - Requesting a partnership with Timaru District Council to support and recognise the significance of the centre, and support the Draft Play, Active Recreation and Sport Strategy.

Nicky Donkers (Tennis South Canterbury) - Requesting Councils support and recognise Tennis South Canterbury.

Nicky Donkers & Francis Coles (Geraldine.nz) - Requests include, that the Council's projects and initiatives continue be progressed, a total renewal of the Geraldine playground, funding support for activities, and an assessment of suitability be done on the Geraldine Cinema.

Rosie Woods & Nicky Donkers (Geraldine Sculpture Trail) - Requesting Council to continue to support Geraldine's Sculpture Trail and formal recognition of plant collections.

Nicky Donkers (Harcourts Geraldine Festival) - Requesting Council's support, and funding for the Harcourts Geraldine Festival.

At 1.29pm, Clr Stu Piddington left the meeting.

At 1.32pm, Clr Stu Piddington returned the meeting.

Nadine Pirake (On behalf of the Residents of Rolling Ridges and Cliffs Road) - Recommends Council consider a request from Rolling Ridges Road residents to seal 2.2km of unsealed road or a dust suppression application.

Shaun Campbell (Sport Canterbury) - In support of the Aorangi Park Redevelopment Project, wants to move to a quick decision.

Don Murray - Requests more money invested for Council's commitment to cycle lanes.

Donald Binney - Recommends investments for emergencies and maintaining a balanced budget, with higher investments in capital and infrastructure. Against the proposed Heritage Centre.

Bjorn Triplow, on behalf of Julia Crossman (Opuha Water Ltd) - Requesting support and funding regarding Opuha Dam and flood mitigation.

At 2.25pm, Clr Sally Parker left the meeting.

At 2.27pm, Clr Sally Parker returned to the meeting.

Micheal Thomas and Ben Hewitson (Pleasant Point Sports and Rugby) - Requesting Council to support Pleasant Point domain irrigation and help develop Pleasant Point domain improvement strategy.

Raymond Ward-Smith - Concerned regarding the lack of safe storage and processing areas for agriculture and horticulture in the Washdyke area, Washdyke lagoon flooding, and uplift in heavy vehicles.

John Shirtcliff - Concerned regarding Council's financials and proposed increased rates.

The Council adjourned at 3.09pm

The Council resumed at 3.30pm

Motion

Moved: Mayor Nigel Bowen

Seconded: Cllr Sally Parker

That Council suspends Standing Order 4.2 to allow the meeting to continue beyond six hours.

Continuation of Verbal Submissions

Sally Stevens – Upper Rangitata Gorge Landcare Group (INC) – Supportive of the Biodiversity fund and ability for Council to ringfence \$5,000 per year to the Upper Rangitata Gorge Landcare Group (INC).

Cr Nick Ward and Cr Peter Scott – Environment Canterbury regional Council – Public transport, Community preparedness and response to hazards, Environmental regulation and protection, Canterbury Regional Forums, Canterbury Regional Transport Committee, Emergency Management.

It is noted Cllr Peter Burt sat back from the table due to a conflict of interest for this submission.

John McKenzie - Concerned about debt levels, rate increases, Revenue and Financing Policy, unsupportive of Theatre Royal and Heritage Hub.

Julian Maze - Living Wage South Canterbury – Requesting for Timaru District Council to be Living Wage Accredited.

Jeremy Talbot – Talbot Agricultural Machinery Ltd – Airport extension, fewer community facilities, aviation rules.

Donna McPherson – Rākau Trees, Claremont Bush, Waterways, Culture and Arts.

Martin Diehl – Concern with debt, Theatre Royal and Heritage Hub, Dog pound, Road resurfacing.

At 5.04 pm, Cllr Gavin Oliver left the meeting.

The Council adjourned at 5.04pm

The Council resumed at 5.14pm

Tony Preen – CBD and rating differentials

Pauline Robertson – Climate change action, Dog access at Caroline Bay, Claremont Bush, water tanks and diverse ecosystem.

Aaron Segar – START Save Timaru's Arts and Rebuild our Theatre – Supporting the Theatre Royal and Heritage Hub.

Tracy Johnston and others - Designer Cakes, Just Eat Cake, Daizee Cakes, Repeated Affair, Kitchen Giggles, Autumn Cakes, Sugarhouse Timaru, Lavish Treats – Food registration and audit fees for low-risk food premise.

Ella McFarlane – Socioeconomic benefits, protecting Council facilities, investment in the Theatre Royal and Heritage Hub, setting Timaru apart.

The meeting adjourned at 6.05pm

Resolution 2024/60

Moved: Mayor Nigel Bowen

Seconded: Cllr Michelle Pye

That Council:

1. Receives and notes all written submissions and feedback received on the draft Long Term Plan 2024-34; and
2. Acknowledges submitters who have made oral submissions at the Hearing; and
3. Notes that all written and oral submissions will be considered as part of the deliberations on the final Long Term Plan 2024-34.

Carried

Attachments

- 1 Friends of the Argentine - handout
- 2 Jeremy Talbot - handout
- 3 Ian Sinclair - handout
- 4 Phil Driver - handout
- 5 Tony Preen - handout
- 6 Nadine Pirake- handout
- 7 Dr Phil Driver s LTP presentation for May 27 2024
- 8 Brian Gallagher - Sustainable South Canterbury Trust Submission
- 9 Alex Thorpe presentation for LTP Hearing
- 10 Rosie Woods presentation for LTP Hearing
- 11 Sue Harrex and Jo Taylor - LTP Hearing Saving Our Seniors Gym Presentation
- 12 Glen Patterson Timaru CBD Group LTP Submission Presentation
- 13 John Jackson TDC Long Plan Plan 27-May-2024
- 14 Nadine Pirake Hearing presentation
- 15 Nick Daniels Hearing presentation 27 May 2024
- 16 Anne Scott Spokes-Timaru-LTP-presentation
- 17 APPS and Pleasant Point Rugby presentation

Day Three:

The meeting resumed on 29 May 2024 at 9.02 am.

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

In Attendance: **Community Board Members:** Gaye Broker (Temuka Community Board), Ross Munro (Pleasant Point Community Board), Rosie Woods (Geraldine Community Board)

Officers: Nigel Trainor (Chief Executive), Stephen Doran (Group Manager Corporate and Communications), Paul Cooper (Group Manager Environmental Services), Andrea McAlister (Acting Group Manager Engagement & Culture), Justin Bagust (Chief Information Officer), Nicole Timney (Manager of Property Services and Client Representative), Andrea Rankin (Chief Financial Officer),

Beth Stewart (Group Manager Community Services), Andrea Dixon (Group Manager Infrastructure), Suzy Ratahi (Land Transport Manager), Jayson Ellis (Building Control Manager), Bill Steans (Parks & Recreation Manager), Grant Hamel (Waste Operations Manager), Mike Wrigley (Acting Recreational Facilities Manager), Steph Forde (LTP Project Officer), Brendan Madley (Policy Advisor), Matt Sisson (Property Projects Officer), Philip Howe (Museum Director), Lynley Simmons (Acting Libraries Manager), Cara Fitzgerald (Art Gallery Manager), Naomi Scott (Community Development Support Officer), Claire Barlow (Community Experience Manager), Andrew Lester (Water and Drainage Manager), Maddison Gourlay (Marketing and Communications Advisor), Rhys Taylor (Climate Change Advisor), Jessica Kavanaugh (Team Leader Governance), Rachel Scarlett (Governance Advisor)

Declaration of Conflicts of Interest

- Clr Michelle Pye noted a conflict of interest with Opuha Water, Rangitata South, Federated Farmers and Chamber of Commerce
- Clr Gavin Oliver noted a conflict of interest with Geraldine.nz and the Sculpture Trail Governance Committee
- Clr Stacey Scott noted a conflict of interest with Venture Timaru
- Clr Peter Burt noted a conflict of interest with Environment Canterbury
- Clr Allan Booth noted conflicts of interest with Venture Timaru and CBD Group
- Mayor Nigel Bowen noted conflicts of interest with the Theatre and Heritage Hub, Bid Rate, Food Registration Fees, Sale of Liquor Fees, and Hospitality Association submission.

Feedback from Councillors

Councillors spoke on meetings they had attended with community groups and drop-in sessions as part of the community engagement, including key themes:

Clr Sally Parker – Engagement highlighted the connected communities and communication breakdown, the ability to work more collaboratively as a community. With key groups of the community that the consultation failed to connect with.

Clr Owen Jackson – Thanked those in the community who submitted on the Long Term Plan, leavers for Council to get the balance right. Deliver a Long Term Plan that is fair and reasonable for everyone.

Clr Peter Burt – Challenging Long Term Plan, for the betterment of the long-term.

Clr Stacey Scott – Great consultation and engagement, thanked the community for attending. Importance of understanding key priorities, need to be honest and transparent with the community.

Clr Gavin Oliver – Thanked the submitters, the key issues in this Long Term Plan that have not been discussed before.

Clr Scott Shannon – Consultation and engagement shows the passion from the community and the councillors, which touched most corners of the community.

Clr Michelle Pye – Focus on how to get the best outcomes for the community, the massive challenges ahead and the need for transformational change. The ability to deliver something good for the community.

Clr Stu Piddington – Submitters not wanting rate rises but wanting funding or support, the ability to be brave and balance the books and enable the community.

Mayor Nigel Bowen – Submissions driven on single issues, great engagement in the community and online presence to continue. Great opportunity to have rate payer meetings. Key themes included accessibility of parks, rates affordability, strategic growth, funding infrastructure, and revenue review. The roles of elected members moving forward.

Clr Allan Booth – History of previous Long Term Plans. Be realistic and in the past trying times, good debate around the table. The need to get back to basics and spend rate payers money wisely by getting the best value.

Resolution 2024/61

Moved: Clr Peter Burt

Seconded: Clr Owen Jackson

That the feedback from Councillors is received and noted.

Carried

The Mayor asked that Councillors agree to the high level principle that if we increase expenditure lines that we need to find savings elsewhere. Also, due to the need to keep the Threatre and Hertiage project going, a back up 'plan B' be discussed at item 7.9.

7.2 Long Term Plan 2024-34 Deliberations: Key Issues

The Group Manager Corporate and Communications and Policy Advisor spoke to the report to summarise the community feedback received on the “Key Issues” during the Draft Long Term Plan 2024-34 consultation, facilitate Council deliberations, and seek Council decisions.

Councillors discussed the key issues;

Question one – Do you agree with our plan to set our data cap at 2.5 over this 10-year plan?

Discussion included the history of the debt cap and debt levels. The need to prioritise and asset review and the ability to pay the debt down as fast as possible. It is highlighted that the cap is not a target.

Motion

Moved: Clr Owen Jackson

Seconded: Clr Scott Shannon

That Council consider option two - 2.5 debt cap remains the preferred option.

In Favour: Mayor Nigel Bowen, Clrs Peter Burt, Gavin Oliver, Sally Parker, Stu Piddington, Stacey Scott, Scott Shannon, Michelle Pye and Owen Jackson

Against: Clr Allan Booth

Carried 9/1

Question two – How fast should we reduce our deficit and start paying back debt more quickly?

The Chief Executive and Chief Financial Officer gave an update on the budget and the movement for the 2024/25 financial year.

Discussion included not dropping the Levels of Service.

Motion

Moved: Mayor Nigel Bowen

Seconded: Clr Gavin Oliver

That Council consider option two – As planned no improvements to levels of service and operations, higher debt costs, moderate average rates rises (15%) remains the preferred option.

Carried

Question three – Have we got this balance of spending right over our 10-year plan?

Discussion included depreciation and revaluation of assets, a theme of 85/15 split from the community but also the strong message of the importance of community facilities.

Motion

Moved: Clr Stu Piddington

Seconded: Clr Owen Jackson

That Council consider option two – Yes, you’ve got the balance right – 80/20 split core infrastructure/community facilities remains the preferred option.

Carried

Question four – How should we set our fees over the next 10 years?

Discussion included the ability to recuperate costs and the mandate of a revenue review.

Motion

Moved: Mayor Nigel Bowen

Seconded: Cllr Sally Parker

That Council consider option two –Higher user pays – moderate increases to most fees and charges, no impact on rates, same level of rates subsidies remains the preferred option.

Carried

It is noted that question five feeds into the relevant deliberation report. Discussion included the resourcing of the all-of-Council revenue review which includes a mix of resources, internal charges, rating review and simplifying of fees and charges.

Resolution 2024/62

Moved: Mayor Nigel Bowen

Seconded: Cllr Stu Piddington

That Council:

1. Receives and considers the community feedback received on the “Key Issues” during the Draft Long Term Plan 2024-34 consultation; and
2. Resolves to make amendments to the Key Issues of the Draft Long Term Plan as considered appropriate; and
3. Considers undertaking and appropriately resourcing an all-of-Council revenue review, commencing in Year One of the Long Term Plan.

Carried

Attachments

- 1 Item 7.2 - Key issues Presentation

7.3 Fees and Charges Review

The Mayor requested a review of the Fees and Charges, councillors discussed as follows;

Cemeteries – Clarification was sought on the price increase which is due to the price now including the beam in the purchase of the plot.

Airport – It was confirmed the fees in charges in this schedule are for causal usage, there are agreements in place for bulk users including Air New Zealand and the aero club which need reviewing. This includes the leases of hangers.

Art Gallery – Corporate Groups it was agreed should be paying a corporate rate which will be actioned in the revenue review.

ACTION: Art Gallery – Corporate Groups increased

Building Control – Clarification was sought on the lodgement/administration/code of compliance bands, the relevance of them and the impact of inflation. The earthquake-prone buildings charge and efficiencies in this area.

Clr Pye left the meeting at 10.29am

Clr Pye returned at 10.32am

Clr Scott Shannon left the meeting at 10.32am

It is confirmed the Building activity will be apart of the revenue review and officers are currently covering the costs of the activity. Although consent numbers are down

Clr Scott Shannon returned at 10.35am

Facility Hire – The ability to simplify charges for hire on facilities. It is confirmed there is work being started on streamlining some of these charges, and there are no longer bonds required.

Clr Peter Burt left the meeting at 10.36am

Clr Peter Burt returned at 10.38am

Fishing Huts – It is advised these charges will be looked at as part of the management plan review. Discussion includes covering the cost of the activity and covering potential risks.

Land Information Memorandum (LIM)- It is confirmed these are time-consuming to complete, the process when the new system is in place and the ability for more accurate information.

Library – It is confirmed there is a typo on the A3 Colour photocopying.

Parking – The increase in price at Cains Terrace to keep consistency in pricing.

Social Housing – This will be reviewed through the section 17a review currently ongoing.

Swimming Pools – Discussion included simplifying the charges and including preschoolers for free.

Cemeteries (Arundel) – The increase is due to the stoney nature of the ground, the requirement to be single depth which has to be shored up along with travel costs.

Waste – There is discussion on the ability to cover costs, and carbon credits.

Cemeteries – Difference between natural burial and traditional burials due to the land use not being as efficient and requiring more beams.

Resolution 2024/63

Moved: Clr Owen Jackson

Seconded: Clr Stu Piddington

That Council provides feedback on the Draft Fees and Charges Schedule with minor amendments to be made including;

- Libraries – Typo in photocopying A3 document
- Swimming Pools – Including Preschoolers for free

Carried

The Council adjourned at 10.53am

The Council resumed at 11.04am

7.3 Long Term Plan 2024-34 Deliberations: Governance and Strategy

The Group Manager Corporate and Communications and Policy Advisor spoke to the report to summarise community feedback on the plans and projects for Governance and Strategy activities over the period of the Long Term Plan 2024-34, and seek Council decisions.

Councillors discussed the considerations as follows:

- *Consider collaborating with Environment Canterbury on the Canterbury Biodiversity Strategy:*

The importance of being at the table was highlighted, and the best people to be there.

- *Consider amending the Council's Standing Orders to incorporate certain "Principles of Governance"*

Comfortable with the status quo.

- *Consider its role in the future of the Majestic Theatre*

Consider this role stays with Timaru District Holding's Limited as the owner of the building

- *Consider continued and additional funding to Community Boards to enable the implementation of Strategic Frameworks*

Discussion included support for the ongoing review of the strategic plans. The Temuka Community Board's request of \$100,000 per year allows for rollover. With a review in the next Long Term Plan.

- *Consider an increase in the Community Board targeted rate*

Enabling the Community Boards to support other groups within the community.

- *Consider the development of a Pacific Strategy*

The other agencies in the district currently undertaking this type of work, are supportive of a multi-agency approach rather than duplicating work already being done.

Action: Visibility of strategies and governance oversight

Councillors are comfortable with the status quo.

- *Consider its role in enabling a newly developed CBD hotel and consider its role in enabling a cruise terminal.*

The inclusion of this for Venture Timaru in their region-wide strategy as a first step. Venture Timaru, Timaru District Holdings Limited and Prime port led by providing direction upon the completion of the region-wide strategy.

Noted is Clr Allan Booth's involvement in CBD developments.

Resolution 2024/64

Moved: Clr Scott Shannon

Seconded: Clr Peter Burt

That Council:

1. Receive and consider the community feedback received on Governance and Strategy activities; and
2. Request collaboration with Environment Canterbury on the Canterbury Biodiversity Strategy;
3. Consideration was given to amending the Council's Standing Orders to incorporate certain "Principles of Governance" and no action was taken,
4. The management of the Majestic Theatre remains with the owner being Timaru District Holdings Limited.
5. Additional funding to Community Boards to enable the implementation of Strategic Frameworks and agree to \$70,000 per year allowing the unspent funds to be rolled over and internal strategic review can be supported in house.
6. Increase in the Community Board targeted rate and by \$1 increase across the Community Boards.
7. Consideration was given to the development of a Pacific Strategy; and no action was taken
8. Consideration was given to its role in enabling a newly developed CBD hotel and no action was taken.
9. Request a letter to Venture Timaru and Primeport to consider their role in enabling a cruise terminal.

Carried

7.4 Long Term Plan 2024-34 Deliberations: Environmental Services

The Group Manager Corporate and Communications and Policy Advisor spoke to the report to summarise community feedback on the plans and projects for Environmental Services activities over the period of the Long Term Plan 2024-34, and seek Council decisions.

The Environmental Services group includes the following activities: Animal Control, District Building Control, District Planning, District Planning Administration, District Health, Parking Services

Councillors discussed the considerations as follows;

- *Considers banning dogs from Caroline Bay all-year-round, or the creation of a permanent dog-free zone at Caroline Bay*

This relates to changing a bylaw and would need full consultation. It is noted the next full bylaw review is due in 2028. Councillors are comfortable with the status quo.

- *Considers allowing ratepayers one free search of data held on their residence/s once per annum*

The administration required depending on the information requested. Councillors are comfortable with the status quo.

- *Considers the provision of funding to survey and protect vulnerable areas of limestone outcrops*

Discussion included the work done under the Proposed District Plan process and the Biodiversity Fund which can be applied for. Councillors are comfortable with the status quo.

- *Considers the provision of funding to incentivise the installation of rainwater tanks*

The requirement for the consent depends on the size/use and purpose of the tank. The use in rural properties where there is no other solution. Discussion on the work being done by neighbouring councils on this.

- *Considers the request by Rooney Group to not increase RMA-related Fees and Charges on the basis that it does not consider that the proper process has been followed*

The costs of running the consent team verse the revenue generated are highlighted. Reasonableness and transparency of charging RMA related fees and including more detail in invoicing moving forward. It is confirmed statutory requirements are being met, and the use of consultants is decreasing. Councillors are comfortable with the status quo and this will be reviewed in the revenue review.

- *Considers increasing the Biodiversity Fund to \$100,000 per annum*

The current utilisation of the fund, ability to build awareness and education as part of this fund. The cost of brochures verse the cost of sending an email.

Councillors agree to reinstate the Biodiversity Fund to \$100,000 per annum.

- *Consider the request of Upper Rangitata Gorge Landcare Group to automatically receive \$5,000 of funding per annum*

The current funding is from the contestable fund. There is a discussion on the non-contestable fund. Highlighted is the great work being undertaken by the group.

Councillors support \$5000 per annum to be ringfenced for six years out of the contestable fund to align with the Long Term Plan.

- *Consider the employment of an in-house Biodiversity Officer or creation of a Biodiversity Department*

The current employment of a contractor for Significant Natural Areas and the ability to bring inhouse, ability to merge with predator control. Consideration of a collaboration approach with neighbouring councils. Finding the missing gaps and expanding to the Biodiversity, Sustainability and Climate change role.

- *Consider amending Food Premise Registration and Audit Fees to a tiered system based on premise size and risk, and aligning registration and audit fees*

Mayor Nigel Bowen declared a conflict of interest in this consideration and stepped back from the table. Cllr Scott Shannon chaired.

The Food Act 2014 was discussed. The issues with aligning the annual registration fees and audit fees and the impact on other businesses if fees are decreased for lower-risk businesses. The

policing of unregistered food premises. The inclusion of the three councils that are covered, advocacy to the local MP on low-risk food businesses.

It is advised the fees will be looked at as part of the revenue review to include a tiered approach.

- *Advocate to central government for the review of the Sale and Supply of Alcohol (Fees) Regulations 2013*

Mayor Nigel Bowen declared a conflict of interest in this consideration and stepped back from the table. Cllr Scott Shannon continued to chair.

The submission requested an increase in fees, however, this is currently cost-neutral. The fees are set in regulation and the vehicle to amend the fees is to create a bylaw. Councillors are comfortable with the status quo.

Resolution 2024/65

Moved: Cllr Michelle Pye

Seconded: Deputy Mayor Scott Shannon

That Council:

1. Receive and consider the community feedback received on Environmental Services activities; and
2. The consideration to no dogs at Caroline Bay be taken up when the bylaw is reviewed.
3. Consideration was given to allowing ratepayers one free search of data held on their residence/s once per annum and no action was taken
4. Consideration was given to the provision of funding to survey and protect vulnerable areas of limestone outcrops and no action was taken
5. Request collaboration with Waimate and Mackenzie District Councils on the installation and process of rainwater tanks for resilience planning,
6. Consideration was given to the request by Rooney Group to not increase RMA-related Fees and Charges on the basis that it does not consider that the proper process has been followed and no action was taken
8. Consider the request of Upper Rangitata Gorge Landcare Group to automatically receive \$5,000 of funding per annum; Councillors agree \$5000 per annum to be ringfenced for six years out of the contestable fund to align with the Long Term Plan.
9. Agree that the Chief Executive scope a Biodiversity type of role including a collaborative approach with neighbouring councils or expanding the role to also cover other missing areas currently within the Timaru District Council
10. Consideration was given to amending Food Premise Registration and Audit Fees to a tiered system based on premise size and risk, and aligning registration and audit fees; which will be picked up as part of the revenue review.
11. Consideration was given to advocate to central government for the review of the Sale and Supply of Alcohol (Fees) Regulations 2013 and no action was taken.

Carried

Resolution 2024/66

Moved: Cllr Michelle Pye

Seconded: Cllr Stacey Scott

7. That Council considers increasing the Biodiversity Fund to \$100,000 per annum and agree to reinstate the Biodiversity Fund to \$100,000 per annum.

Carried

The Council adjourned at 12.19pm

The Council resumed at 1.00pm

Cllr Peter Burt was not present when the meeting resumed.

7.5 Long Term Plan 2024-34 Deliberations: Waste Minimisation

The Group Manager Corporate and Communications and Policy Advisor spoke to the report to summarise community feedback on the plans and projects for Waste Minimisation activities over the period of the Draft Long Term Plan 2024-34, and seek Council decisions.

The Waste Minimisation group includes the following activities: Waste Collection and Waste Management.

Councillors discussed the considerations as follows;

- *Consider its role in mitigating the effects of coastal erosion at Redruth Resource Recovery Park*

The responsibility of coastal erosion is discussed alongside the current infrastructure. Previous studies were done in the area. The plan for the future includes retreat.

- *Consider landscaping the approaches to Redruth Resource Recovery Park, including the planting of trees and creation of a wetland area*

It is advised undertaking this type of enhancement in this area is not in the current contract. Ability to be a community initiative and use of the Biodiversity fund. Requirements for a more detailed proposal.

- *Consider options to reconfigure the drop-off area at Redruth Resource Recovery Park*

The area was improved a few years ago, congestion at the weekend. The internal resourcing to manage the flow of goods in the area.

Resolution 2024/67

Moved: Cllr Owen Jackson

Seconded: Cllr Stacey Scott

That Council:

1. Receive and consider the community feedback received on Waste Minimisation activities; and

2. Request that the scope of the previously requested report into Patiti Point erosion and the estimated erosion over the 100 year period be extended to include the area near Redruth Resource Recovery Park;
3. Requests working with the Sustainability Trust on furthering what a proposal may look like on landscaping the approaches to Redruth Resource Recovery Park, including the planting of trees and creation of a wetland area;
4. Consideration was given to options to reconfigure the drop-off area at Redruth Resource Recovery Park and no action was taken.

Carried

Resolution 2024/68

Moved: Mayor Nigel Bowen

Seconded: Cllr Stu Piddington

That Council suspends Standing Order 4.2 to allow the meeting to continue beyond six hours.

Carried

7.6 Long Term Plan 2024-34 Deliberations: Corporate Services

The Group Manager Corporate and Communications and Policy Advisor spoke to the report to summarise community feedback on the plans and projects for Corporate Services activities over the period of the Long Term Plan 2024-34, and seek Council decisions.

The Corporate Services group includes the following activities: Financial Services, Information Technology, Engagement and Culture, Customer Services, Communications and Engagement.

Councillors discussed the considerations as follows;

- *Consider amending the content and format of rate bills*

Inclusion of a new insert in rates bills to show what is covered. The review of the formatting of rates bills will be completed. Ability to get emails of the rates bills and the number of ways to pay including direct debit.

- *Consider amending internal financial controls and procedures*

The process has been started for reviewing internal charges.

- *Consider designating one specific Council employee as the point of contact for CBD building and business owners*

Ability to be consistent in messaging, and the improvement of the Customer Services team having Building and Planning Advisor roles. Possibility to upskill a Customer Service role, which includes following up internally to ensure processes are being followed.

- *Consider minimising use of contractors and bringing staff "in-house" as much as possible*

Councillors are comfortable that this is currently underway.

- *Consider redeliberating its Living Wage decision of 17th October 2023*

It is confirmed the Timaru District Council pays the Living Wage and Councillors confirmed a level of comfort with the status quo.

Resolution 2024/69

Moved: Clr Allan Booth

Seconded: Clr Sally Parker

That Council:

1. Receive and consider the community feedback received on Corporate Services activities; and
2. Request that a the formatting of the rate bills be reviewed;
3. Consideration was given to amending internal financial controls and procedures and no additional action was taken,
4. Discuss internally ways to improve communication and who that person may be for the best point of contact for CBD building and business owners;
5. Consideration was given to minimising use of contractors and bringing staff “in-house” as much as possible, Councillors were comfortable this is in progress and no additional action was required,
6. Consideration was given to redeliberating its Living Wage decision of 17th October 2023 and no action was taken.

Carried

7.7 Long Term Plan 2024-34 Deliberations: Policies and Strategies

The Group Manager Corporate and Communications and Policy Advisor spoke to the report to summarise community feedback on the Policies and Strategies that underpin the Long Term Plan 2024-34, and seek Council decisions.

The policies and strategies are as follows: Treasury Management Policy, Rates Policy, Significance and Engagement Policy, Revenue and Financing Policy, Financial Contributions Policy, Financial Strategy and Infrastructure Strategy.

Councillors discussed the considerations as follows;

- *Consider an amendment to the Significance and Engagement Policy to provide additional information about the relationship between Māori and Council*

The councillors are comfortable with the officer commenting on this Policy.

- *Consider the use of the Integrated Planning Guide when assessing significance*

Comfortable with incorporating this on a case-by-case basis as part of the tool kit.

- *Consider the development of a Development Contributions Policy*

There is work in progress, and agreeance this is the direction councillors want to take.

It is confirmed the inclusion of vested assets in the revenue and financing policy is to comply with accounting standards.

- *Consider an amendment to clause 37 of the Rates Policy to provide additional information about the timing of the remission of penalties*

This is to add once funds are received to clear outstanding monies. Discussion included to align the rates remission which its within the Biodiversity Policy with the Rates Policy.

Resolution 2024/70

Moved: Clr Sally Parker

Seconded: Clr Gavin Oliver

That Council:

1. Receive and consider the community feedback received on Policies and Strategies; and
2. Consideration was given to an amendment to the Significance and Engagement Policy to provide additional information about the relationship between Māori and Council and this policy will be reviewed with Aoraki Environmental Consultancy Limited.
3. Consideration was given to the use of the Integrated Planning Guide when assessing significance; and will be incorporated as part of the tool kit used by officers.
4. Request work on a Development Contributions Policy to fed into the revenue review;
5. Request to an amendment to the clause 37 of the Rates Policy to provide additional information about the timing of the remission of penalties
6. Request that the Rates Policy and Biodiversity Policy align in regard to rate remissions.

Carried

7.8 Long Term Plan 2024-34 Deliberations: Community Services

The Group Manager Corporate and Communications and LTP Project Officer spoke to the report to summarise community feedback on the plans and projects for Community Services activities over the period of the Long Term Plan 2024-34, and seek Council decisions.

The Community Services group includes the following activities; Airport, Cemeteries, Community Development and Funding, Emergency Management, Climate Change and Sustainability, Economic Development, Public Toilets and Council Housing.

Councillors discussed the considerations as follows;

- *Consider requests from John Scott and Ian Sinclair to review airport fees and charges associated with both recreational and commercial activities*

It is discussed that fees are tied to leases and councillors are comfortable with a review of these to be undertaken.

- *Consider a request from John Scott to cancel the proposed runway extension project*

Discussion is on the budgeted year the project is in, Councillors confirmed the project to remain.

- *Consider requests to advocate for more reliable Air New Zealand services to Wellington and expansion of services offered*

The relationship with Air New Zealand is discussed, and Councillors are comfortable with the status quo.

- *Consider a request from Gail Bradley to construct a new road in Geraldine Cemetery to improve access during winter*

The background of this request is discussed and the challenge for funeral services. Currently, no money in this budget to complete the work.

- *Consider a request from Dr Phil Driver for council to contribute 2% of its annual budget to support the establishment and operation of a Timaru District (or South Canterbury) Climate Change Trust or similar entity to understand and provide advice on building resilience on the threats of climate change and the rupture of the alpine fault*

Discussion included is the communication and story telling of the work currently being undertaken by the Timaru District Council. The use of solar panels in Geraldine, the 2% contribution in dollar figures.

- *Consider advancing and enabling an independent climate change advisory body*

There was discussion on the independence of an external body through a volunteer model or reference group and support that could be provided. The work is already being completed on the Alpine Fault.

Clr Peter Burt arrived at 2.15pm

- *Consider restoring the Climate and Sustainability annual budget to \$360,000 and within this recruit a second Climate Change Advisor from July 2024*

Discussion included the second role in the last Long Term Plan and the reasons for the role not being filled.

- *Consider developing a Sustainability Strategy and/or Climate Change Response Plan*

The internal work is being done on the preparation of this plan, noting that a second Climate Change Officer will help achieve this.

- *Consider supporting in principle the Sustainable South Canterbury Trust in the promotion and facilitation of the United Nations Sustainable Development goals as a guide for the community*

The Councillors are supportive.

- *Consider increasing investment in the implementation of the CityTown Strategic Framework and associated renewals, upgrades and higher levels of service relating to maintenance and beautification*

Importance of the Caroline Bay and City Town master plan completion. Discussion on Strathallan corner upgrades. The current spend committed in the next financial year and funding from the Ministry of Business Innovation and Employment. There was further discussion on what more funding would achieve.

The impact on operating costs if the capital expenditure is increased. The concern about the budget and debt cap was highlighted. The two work programmes within the city town project.

- *Consider a request to make Stafford Street pedestrian only or one way*

It is agreed this would be covered as part of the master plan.

- *Consider a request for provision of free Wi-Fi in the CBD*

There is confirmation that this is already in place.

- *Consider a request to replace tiles in the Timaru CBD and discontinue the application of non-slip treatment*

It is agreed this is part of the City Town work programme.

- *Consider investment in a street tram network and electric vehicle fleet available for public use in the Timaru township*

Councillors are comfortable with the status quo.

- *Consider prioritising engagement with community partners and investment in community development initiatives*

It is noted the work currently that has been done in this area, and the progression in the Community Development space.

- *Consider developing a Pacific Strategy*

Councillors are comfortable with the status quo.

- *Consider maintaining at least current levels of community and major event funding*

Councillors are comfortable with the status quo.

- *Consider proposed resource needed to effectively execute the Age Friendly Strategy 2022-2025*

It is confirmed this is a work in progress, it is discussed to include this as a consideration in report writing.

- *Consider a funding request from Aoraki Foundation to increase operational funding support from \$7,500 per annum to \$30,000 per annum*

The contribution from other councils, reserves or bequests able to be transferred to a fund. The work the Aoraki Foundation is doing is noted.

Clr Stu Piddington left the meeting at 3.03pm

The previous location of the funding was discussed and the possible funding stream moving forward.

Clr Stu Piddington returned at 3.05pm

- *Consider supporting future fundraising efforts of The Geraldine Academy of Performance and Arts in their endeavours to purchase the building they currently occupy*

Discussion included an application to other funds from reserves and the state of the proposed building.

- *Consider continuation of work on S17a review of Council Housing*

The timeline for this review was discussed. Councillors are supportive of the continuation of this.

- *Consider requests to review rental charges for Council Housing (both to increase and maintain at current levels)*

Councillors agree this is part of the S17a review of Council Housing.

- *Consider a request from Age Concern to have provision for more Council Housing in rural areas in the future*

Councillors agree this is part of the S17a review of Council Housing.

- *Consider a request from Age Concern to support the establishment of a working group to explore alternative shared housing arrangements for older people to foster social inclusion*

Councillors are comfortable this is included in the S17a review and Age Friendly Strategy.

- *Consider continuation of workstreams on, and increased investment in, AF8 resiliency planning*

Councillors are comfortable that this is currently happening.

- *Consider proactive capital investment in the Opuha Dam*

Clr Michelle Pye left the meeting at 3.18pm

- *Consider support of enhanced flood protection work at Arundel*

Clr Michelle Pye returned to the meeting at 3.20pm

Discussion included the commitment requested and possible funding avenues if agreed.

- *Consider a request to include equestrian tourism in the Tourism Strategy*

Councillors agree to refer to Venture Timaru.

- *Consider a request to install additional toilets in Temuka CBD,*
- *Consider a request to instal additional toilets at Caroline Bay near the Piazza and CPlay*
- *Consider requests to upgrade toilets across the district including design modification of stall doors in Temuka*

Councillors agree to include in the Toilet Strategy. Further discussion is held on CPlay toilets. The need for a review on public toilets to include locations and if they are fit for purpose. Options for increasing toilets at CPlay over summer and the impact of this.

Resolution 2024/71

Moved: Clr Owen Jackson

Seconded: Clr Sally Parker

That Council

1. receive and consider the community feedback received on Community Services activities; and;
2. consideration was given to the requests from John Scott and Ian Sinclair to review airport fees and charges associated with both recreational and commercial activities, and request a review on airport lease fees,
3. consideration was given to a request from John Scott to cancel the proposed runway extension project, no action was taken.
4. consideration was given to requests to advocate for more reliable Air New Zealand services to Wellington and expansion of services offered no action was taken.
5. requests Council officers to scope and understand associated costs before further consideration be given for a request from Gail Bradley to construct a new road in Geraldine Cemetery to improve access during winter,
6. consideration was givem to a request from Dr Phil Driver for council to contribute 2% of its annual budget to support the establishment and operation of a Timaru District (or South Canterbury) Climate Change Trust or similar entity to understand and provide advice on building resilience on the threats of climate change and the rupture of the alpine fault,

requested to support an existing entity and extend an invitation to Sustainable South Canterbury Trust.

7. consideration was given to advancing and enabling an independent climate change advisory body, supportive of a volunteer model with no additional action taken,
8. request to delegate to the Chief Executive to work on a solution to restore the Climate and Sustainability annual budget to \$360,000 and within this recruit a second Climate Change Advisor,
9. consideration was given to developing a Sustainability Strategy and/or Climate Change Response Plan and no additional action was taken,
10. support in principle the Sustainable South Canterbury Trust in the promotion and facilitation of the United Nations Sustainable Development goals as a guide for the community,
12. consideration was given to a request to make Stafford Street pedestrian only or one way and no action was taken,
13. consideration was given to a request for provision of free Wi-Fi in the CBD, it was requested to provide communications to the public on this service as it is already in place,
14. consideration was given to a request to replace tiles in the Timaru CBD and discontinue the application of non-slip treatment it was agreed this is part of the CityTown work programme, no action was taken,
15. consideration was given to a request to investment in a street tram network and electric vehicle fleet available for public use in the Timaru township no action was taken,
16. consideration was given to prioritising engagement with community partners and investment in community development initiatives, work is currently being done in this space by council officers, no further action was taken,
17. consideration was given to developing a Pacific Strategy no action was taken,
18. consideration was given to maintaining at least current levels of community and major event funding no action was taken,
19. consideration was given to proposed resource needed to effectively execute the Age Friendly Strategy 2022-2025, work is currently being done in this space by council officers, no further action was taken,
20. agreed to support in principle a funding request from Aoraki Foundation to increase operational funding support from \$7,500 per annum to \$30,000 per annum, but request the Chief Executive to look in existing budgets and present to Council.
21. request officers to assist the Geraldine Academy of Performance and Arts in making an application which will come back to council to support their endeavours to purchase the building they currently occupy.
22. consideration was given to the continuation of work on S17a review of Council Housing, which is currently being undertaken by officers, councillors provide their support for the continuation of this review,
23. consideration was given to requests to review rental charges for Council Housing (both to increase and maintain at current levels), Council is supportive and confirm is part of the S17a review of Council Housing,

24. consideration was given to a request from Age Concern to have provision for more Council Housing in rural areas in the future, no additional action was taken as this work is part of the S17a review of Council Housing and Age Friendly Strategy,
25. consideration was given to a request from Age Concern to support the establishment of a working group to explore alternative shared housing arrangements for older people to foster social inclusion no additional action was taken as this work is part of the S17a review of Council Housing and Age Friendly Strategy,
26. consideration was given to continuation of workstreams on, and increased investment in, AF8 resiliency planning, no further action was taken,
27. consideration was given to a proactive capital investment in the Opuha Dam, and agree The Mayor to have a discussion with Environment Canterbury which includes the considerations of the wider benefit to the community,
28. consideration was given to a proactive supporting of enhanced flood protection work at Arundel, and agree The Mayor to have a discussion with Environment Canterbury which includes the considerations of the wider benefit to the community and Timaru District Council officers,
29. request the inclusion of equestrian tourism in the Tourism Strategy to be referred to Venture Timaru
30. requests to include a consideration to install additional toilets in Temuka CBD into the Toilet Strategy,
31. requests to include a consideration to install additional toilets at Caroline Bay near the Piazza and CPlay into the Toilet Strategy, and; add extra signage at Cplay to highlight where the toilets are located,
32. requests to include a consideration to upgrade toilets across the district including design modification of stall doors in Temuka into the Toilet Strategy.

Carried

Attachments

- 1 Attachment to Report Long Term Plan 2024-34 Deliberations Community Support - Community Support officer commenting
- 2 Phil Driver - Answers to Submission

Resolution 2024/72

Moved: Cllr Allan Booth

Seconded: Cllr Sally Parker

11. That Council consider increasing investment in the implementation of the CityTown Strategic Framework and associated renewals, upgrades and higher levels of service relating to maintenance and beautification, and agree to the Chief Executive to take this conversation offline and work through operational expenditure and to change the capital expenditure to \$1.5m in year 1, \$2.0m in year 4 and \$2.5m in year 5.

In Favour: Mayor Nigel Bowen, Cllrs Allan Booth, Peter Burt, Gavin Oliver, Sally Parker, Stu Piddington, Scott Shannon, Michelle Pye and Owen Jackson

Against: Cllr Stacey Scott

Carried 9/1

The Council adjourned at 3.26pm

The Council resumed at 3.37pm

7.9 Long Term Plan 2024-34 Deliberations: Recreation and Leisure

The Group Manager Corporate and Communications and LTP Project Officer spoke to the report to summarise community feedback on the plans and projects for the Recreation and Leisure activities over the period of the Long Term Plan 2024-34, and seek Council decisions.

The Recreation and Leisure group includes the following activities; Aigantighe Art Gallery, District Libraries, Fishing Huts, Forestry, Halls and Community Centres, Motor Camps, Parks and Recreation, South Canterbury Museum, Southern Trust Events Centre (STEC), Swimming Pools and Theatre Royal/ Heritage Facility Project.

Councillors discussed the considerations as follows;

- *Consider deferral of the planned extension at Aigantighe Art Gallery; or if it does go ahead, consider the proposal to adjust plans to improve accessibility*

It is confirmed the project is deferred, the accessibility is being considered as part of the seismic strengthening. The budget for the seismic work is being presented at the Standing Committees on 11 June 2024 and there is confirmation it is within budget.

- *Consider deferral of the Temuka Library upgrade*

It is confirmed this project has been deferred.

- *Consider closing the Geraldine and Temuka Library, Service and Information Centres and deploying a mobile library to service these communities*

There is support for a mobile library, but not support for closing the Geraldine and Temuka Libraries. It is confirmed the mobile library is in the Long Term Plan in the year 2029.

- *Consider deferral of the Timaru Library upgrade*

This is not considered a project in this Long Term Plan.

- *Consider implementing a paid membership programme for those who can afford it to help subsidise the running costs of the Libraries*

It is discussed that donations are welcome, and open up this opportunity for the public.

- *Consider reinstating late fees on Library loaned items*

Councillors agree not to reinstate the late fees.

- *Consider improving accessibility to or within halls and community centres, to improve user experience for persons with a disability or who use mobility aides*

Discussion included a mobile lift and the benefit of understanding Council assets which is a work in progress.

- *Consider investment in upgrades of Caroline Bay Hall to attract more shows and facilitate higher usage*

Noted are the recent upgrades undertaken, but the importance of accessibility.

- *Consider investment into upgrades at the Pleasant Point Domain Campground including a dump station and additional powered sites and cabins*

There was a discussion on internal operation verse leasing. The operational times and size of this campground and the growth at the Winchester camp ground.

- *Consider having the Pleasant Point Domain Camp ground open year-round to facilitate accommodation on-site for traveling teams when hosting regional sporting fixtures*

The Councillors agree this consideration is to be actioned as above.

- *Consider investment in provision for recreational horse riding on existing or future tracks*

The communication to the community on what can be accessed for this activity. Noted is the current limited availability. The access to the Scenic Reserve and maximum bridge weights. This is concerned with the Active Transport Strategy.

- *Consider a request from Spokes Canterbury to install secure bicycle parking in Parks and Sports grounds*

There are some secured biking parks at CPlay, the value of e-bikes. The costs of a lockable storage that closes up with a code, are part of future CBD development.

- *Consider use of alternatives to Glyphosate active products on Council land in the control of weed species*

It is confirmed this is the most effective solution for long-term treatment of perennial roots, councillors are comfortable with the status quo.

- *Consider reinstatement of removed rubbish bins in Parks*

It is agreed that a review needs to be undertaken and reinstate rubbish bins in some locations.

- *Consider increased investment in pest plant (gorse and broom) management on Council land*

The requirement to treat gorse and broom within 5 meters of the boundary, it is noted there may be gorse and broom in some forestry plantations but is maintained and ongoing work that is undertaken.

- *Consider development of a community garden at Caroline Bay*

Discussed is the incorrect location and reliance on volunteers. No applications have been received for Timaru in three years.

- *Consider Reserve gazettal of Geraldine Reserves including Kennedy Park, Riddels, Todd Park and Pekapeka Gully*

Noted discussion is the current ownership and use of the reserves. Councillors note this request.

- *Consider formal recognition of plant collections in Todd Park and the Rhododendron Dell in Geraldine through the New Zealand Gardens Trust assessment*

The current plants in Todd Park and Rhododendron Dell are discussed, along with the process for undertaking an assessment.

- *Consider initiation of the Geraldine Domain Playground renewal*

The preliminary design was discussed along with the requirement of community funding. The timing of the project in relation to other large projects in the community and the use of Strategic Plan fund.

- *Consider a request from South Canterbury Cricket for investment in resetting the grounds and irrigation upgrades at Aorangi Cricket Oval*

It is advised there was no costing for this. Ability to be a consideration in the development.

- *Consider a request from Association of Pleasant Point Sports and Pleasant Point Domain Irrigation Group to invest in irrigation upgrades in Year 1 of the Long Term Plan*

The cost of funding this project and the ability to stage along side fundraising opportunities. The use of the Strategic Plan fund and private/public partnerships.

- *Consider a request from Association of Pleasant Point Sports to support (including financial provision) the design and redevelopment project for the Pleasant Point Domain in Years 2-5 of the Long Term Plan*

The entire Pleasant Point Domain strategy was discussed and the phased implementation.

- *Consider investment in remedial works at Patiti Point to limit further coastal erosion*

Noted is the report that is due to be presented to the Council.

- *Receive feedback supporting the Draft Play, Active Recreation and Sport Strategy*

The draft has been received.

- *Consider improving accessibility of the South Canterbury Museum site and facility for people with a disability or those with mobility aides*

The current access is discussed, and the issue with the heavy front door is to be left with the officers.

- *Receive feedback from the community on the proposed project and retention of gym facilities on site at Aorangi Park and Stadium*

Councillors advised the verbal submission was heard, and will be part of the consideration of the project moving forward.

- *Receive feedback relating to fees and charges associated with swimming pools including those in favour of maintaining, and increasing, current rates*

Councillors noted this consideration. A discussion was had in the Fees and Charges Schedule.

- *Consider a request to increase Geraldine pools operating period to five months each year and consider a request from the Geraldine Pool Committee for Council to contribute \$10,000 to a feasibility study for a covered, pool opened year-round in Geraldine*

Discussion included the submissions on this topic not being consistent. The current request for a feasibility study to cover all facilities will be undertaken in year one of the Long Term Plan. The ongoing discussion with officers, the Community Board and the Geraldine Pool Committee.

- *Receive feedback on the Theatre Royal/ Heritage Facility project*

An update was provided on the current Theatre Royal/ Heritage Facility project. The need to be a plan b if the decision in July is not to go ahead with the current project. The acknowledgement of the feedback that has been submitted. The Ministry of Business Innovation and Employment funding and current money that has been spent on the project.

Resolution 2024/73

Moved: Clr Stu Piddington

Seconded: Clr Gavin Oliver

That Council

1. receive and consider the community feedback received on Recreation and Leisure activities and;
2. Consideration was given to the deferral of the planned extension at Aigantighe Art Gallery; or if it does go ahead, consider the proposal to adjust plans to improve accessibility, no further action was taken, confirmed the accessibility is being looked at through the seismic strengthening work,
3. Consideration was given to the deferral of the Temuka Library upgrade no further action was taken,
4. Consideration was given to closing the Geraldine and Temuka Library, Service and Information Centres and deploy a mobile library to service these communities, no further action was taken. Confirmation of a mobile Library in year 2029,
5. Consideration was given to the deferral of the Timaru Library upgrade, no further action was taken,
6. Consideration was given to implementing a paid membership programme for those who can afford it to help subsidise the running costs of the Libraries, no further action was taken, donations are welcome,
7. Consideration was given to reinstating late fees on Library loaned items no further action was taken,
8. Consideration was given to improving accessibility to or within halls and community centres, to improve user experience for persons with a disability or who use mobility aides, work currently being undertaken within council to understand assets, no further action was taken,
9. Consideration was given to investment in upgrades of Caroline Bay Hall to attract more shows and facilitate higher usage, no further action was undertaken,
10. Request the consideration of investment into upgrades at the Pleasant Point Domain Campground including a dump station and additional powered sites and cabins be discussed with the Pleasant Point Community Board,
11. Request the consideration of having the Pleasant Point Domain Camp ground open year-round to facilitate accommodation on site for traveling teams when hosting regional sporting fixtures be discussed with the Pleasant Point Community Board,
12. Requests council officers work with the user group in the provision for recreational horse riding on existing or future tracks,
13. Consideration was given to a request from Spokes Canterbury to install secure bicycle parking in Parks and Sports grounds, no further action was taken, this will be part of the future CBD development,
14. Consideration was given to the use of alternatives to Glyphosate active products on Council land in the control of weed species no action was taken,

15. Request a review of the removed rubbish bins and consider reinstatement of removed rubbish bins in Parks where suitable,
16. Consideration was given to increased investment in pest plant (gorse and broom) management on Council land no additional was taken,
17. Consideration was given to the development of a community garden at Caroline Bay no action was taken,
18. Consideration was given to Reserve gazettal of Geraldine Reserves including Kennedy Park, Riddels, Todd Park and Pekapeka Gully no action was taken,
19. Requests the consideration of formal recognition of plant collections in Todd Park and the Rhododendron Dell in Geraldine through the New Zealand Gardens Trust assessment to be discussed with the Geraldine Community Board inconjunction with council officers,
20. Requests the consideration of the initiation of the Geraldine Domain Playground renewal be taken to the Geraldine Community Board,
21. Consideration was given to a request from South Canterbury Cricket for investment in resetting the grounds and irrigation upgrades at Aorangi Cricket Oval, this will be part of the consideration at Aorangi Park redevelopment, no further action was taken,
22. Consideration was given to a request from Association of Pleasant Point Sports and Pleasant Point Domain Irrigation Group to invest in irrigation upgrades in Year 1 of the Long Term Plan and Councillors agree to \$30,000 for the irrigation upgrades to be funded from rates.
23. Requests consideration from the Association of Pleasant Point Sports to support (including financial provision) the design and redevelopment project for the Pleasant Point Domain in Years 2-5 of the Long Term Plan to go back to the Pleasant Point Community Board,
24. Consideration was given to the investment in remedial works at Patiti Point to limit further coastal erosion no further action was taken,
25. Consideration was given to receiving feedback supporting the Draft Play, Active Recreation and Sport Strategy no action was taken,
26. Consideration was given to improving accessibility of the South Canterbury Museum site and facility for people with a disability or those with mobility aides, officers are to internally discuss the front door access, no further action taken
27. Consideration was given to the feedback from the community on the proposed project and retention of gym facilities on site at Aorangi Park and Stadium, this will form part of the consideration of the project,
28. Consideration was given to the feedback relating to fees and charges associated with swimming pools including those in favour of maintaining, and increasing, current rates, noted is the discussion in the fees and charges item, no further action was taken,
29. Consideration was given to a request to increase Geraldine pools operating period to five months each year, which will form part of the feasibility study which covers all facilities in year 1 of the Long Term Plan
30. Consideration was given to a request from the Geraldine Pool Committee for Council to contribute \$10,000 to a feasibility study for a covered, pool opened year-round in Geraldine which will form part of the feasibility study which covers all facilities in year 1 of the Long Term Plan.

31. Consideration was given to a feedback received on the Theatre Royal/ Heritage Facility project, and;
32. Delegate to Chief Executive to work with officers to look at alternative options in case the current option doesn't go ahead.

Carried

7.10 Long Term Plan 2024-34 Deliberations: Roothing and Footpaths

The Group Manager Corporate and Communications and LTP Project Officer spoke to the report to summarise community feedback on the plans and projects for Roothing and Footpath activities over the period of the Draft Long Term Plan 2024-34, and seek Council decisions.

This report includes community feedback on the following subjects: Active Transport, Speed limits, Council Vehicle Fleet Management, Local roads, Footpaths, Local Bridges, State Highways – noting that New Zealand Transport Agency Waka Kotahi (not Council) funds and maintains State Highways in the Timaru District and Public Transport - noting that Environment Canterbury (not Council) operates public transport services in the Timaru District.

Councillors discussed the considerations as follows;

- *Continue to support completion of the draft Timaru District Active Transport Strategy*

Councillors are comfortable with the work in this area.

- *Consider beach access for recreational horse riding at Caroline Bay*

Councillors do not support horses on Caroline Bay.

- *Consider maintaining accessibility for horse riders on unformed legal roads*

It is advised officers support this, and ongoing communication with adjacent land owners.

- *Consider increasing investment in cycleways from \$500,000 to \$1M*

It is advised the previous funding for cycleways, walkways and tracks. The Better Off Funding and deliverability of a larger investment.

Clr Scott Shannon left the meeting at 4.47pm

There is further discussion of the impact of reducing budgeted funding on the possible New Zealand Transport Agency funding bid.

Clr Scott Shannon returned to the meeting at 4.50pm

- *Consider decreasing planned investment in cycleways*

Councillors agreed to note this consideration.

- *Consider allocation of funds to connect the Washdyke to Pleasant Point Cycleway into the Timaru Central Business District, as per the draft Timaru District Active Transport Strategy*

Councillors agreed to note this consideration.

- *Consider a request to increase community engagement and education on safe driving behaviours around horses*

This workstream ties into the Road Safety work programme. Noted is the funding from the New Zealand Transport Agency for the education programme.

- *Consider investing in further cycleway safety improvements within the road reserve*

Councillors agreed to note this consideration.

- *Consider a request to alter the “give way” intersection at Guscott and Beaconsfield River Roads to give the through traffic to Beaconsfield Road priority*

Council officers provided background on the surrounding roads and other considerations. It is advised this will be reviewed by the technical team.

- *Consider requests from the Geraldine Community Board that rural roading should be sufficiently resourced to allow development and maintenance response to change in land use, and acknowledge the request to investigate bringing the roading provision in house, noting that transport funding is dependent on competitive procurement*

Discussed the road usage and logging trucks taking the shortest route. Councillors agree this consideration ties into development contributions. Ability to use differentials of the land being used for logging.

Clr Owen Jackson left the meeting at 4.55pm

- *Consider a request from Rolling Ridges Road residents to seal 2.2km of unsealed road*

Discussion included matrix and funding. It is advised the population of a matrix will need a lot of background work among other business as usual.

Clr Owen Jackson returned to the meeting at 4.57pm

Further discussion included the dust suppressant and increased traffic volumes. The adopted speed management plan and a new speed limit of 80km will be implemented. Other funding sources are considered along with the criteria involved.

- *Consider increasing operational expenditure on local bridges*

It is advised this has been increased from previous years for both operational and capital expenditure.

- *Consider continued advocacy for the Timaru District roading network at a regional and national level as the feedback received on State Highways and associated infrastructure is outside Council’s responsibility*

Councillors agree this continues with the involvement in the Regional Transport Committee.

Resolution 2024/74

Moved: Clr Owen Jackson

Seconded: Clr Allan Booth

That Council

1. receive and consider the community feedback received on Roding and Footpath activities; and,
2. Consideration was given to continue to support completion of the draft Timaru District Active Transport Strategy, no action was taken,
3. Consideration was given to beach access for recreational horse riding at Caroline Bay no action was taken. Officers advised to communication other beaches that horses are permitted,

4. Consideration was given to maintaining accessibility for horse riders on unformed legal roads, work in progress in this area, no further action taken,
5. Consideration was given to increasing investment in cycleways from \$500,000 to \$1M no action was taken,
6. Consideration was given to decreasing planned investment in cycleways no action was taken,
7. Consideration was given to the allocation of funds to connect the Washdyke to Pleasant Point Cycleway into the Timaru Central Business District, as per the draft Timaru District Active Transport Strategy no action was taken,
8. Consideration was given to a request to increase community engagement and education on safe driving behaviours around horses, work in progress around Road Safety programme, no further action is taken,
9. Consideration was given in investing in further cycleway safety improvements within the road reserve no action is taken,
10. Requests council officers reviewed by the technical team to alter the “give way” intersection at Guscott and Beaconsfield River Roads to give the through traffic to Beaconsfield Road priority,
11. Consideration was given to requests from the Geraldine Community Board that rural roading should be sufficiently resourced to allow development and maintenance response to change in land use, and acknowledge the request to investigate bringing the roading provision in house, noting that transport funding is dependent on competitive procurement, agreed this is tied up with the Development Contributions Policy, no further action is taken,
12. Requested is the population of an unsealed road matrix to enable consideration of request of unsealed roads, consideration was given to a request from Rolling Ridges Road residents to seal 2.2km of unsealed road no action taken,
13. Consideration was given to increasing operational expenditure on local bridges no further action was taken,
14. Consideration was given to continued advocacy for the Timaru District roading network at a regional and national level as the feedback received on State Highways and associated infrastructure is outside Council’s responsibility, this is ongoing work with the continued involvement in the Regional Transport Committee.

Carried

7.11 Long Term Plan 2024-34 Deliberations: Wastewater, Stormwater and Water Supply

The Group Manager Corporate and Communications and LTP Project Officer spoke to the report to summarise community feedback on the plans and projects for the Wastewater, Stormwater and Water Supply activities over the period of the Long Term Plan 2024-34, and seek Council decisions.

There was further discussion on rainwater tanks, previous examples of this being undertaken, the size of tanks required, and the potential for water metering to drive interest.

Councillors discussed the considerations as follows;

- *Consider a request for investment in upgrading the Temuka Wastewater Pond*

It is confirmed the budget for years two and three is to upgrade the primary treatment on site.

- *Consider a request to bring forward the Caroline Bay Pump Station upgrade project*

It is discussed the ability to remove this from the budget, however, Councillors agreed to leave this project in the budget.

- *Consider a request to prioritize investment in strategic infrastructure in the Washdyke Industrial area*

It is confirmed the renewals are currently being undertaken and targeted upgrades as part of the Stormwater Management Plan.

- *Consider a request not to implement water fluoridation*

It is advised this project is in the back end of the budget, planning has been done. It is confirmed it will not be undertaken until advised by the Ministry of Health.

- *Consider a request to install water meters*

The benefit for demand management, previous Long Term Plans and the Water Reform which deferred the project. The benefit of asset management and driving efficiencies. The ability to phase over stages. It is confirmed that tobies are being installed that meters can be attached to.

Further discussion included the water usage now versus historically. It is confirmed industrial use has a meter reading. The preferred ability to phase this project and the impact of operating costs to implement.

Councillors agree to put this project in the budget for years three, four and five at \$2mil per annum.

The concern is raised on the debt cap level being reached.

Resolution 2024/75

Moved: Cllr Owen Jackson

Seconded: Cllr Gavin Oliver

That Council

1. receive and consider the community feedback received on Wastewater, Stormwater and Water supply; and,
2. Consideration is given to a request for investment in upgrading the Temuka Wastewater Pond no action was taken,
3. Consideration is given to a request to bring forward the Caroline Bay Pump Station upgrade project no action was taken,
4. Consideration is given to a request to prioritize investment in strategic infrastructure in the Washdyke Industrial area, no action taken,
5. Consideration is given to a request not to implement water fluoridation no action was taken,
6. Consideration was given to a request to install water meters, councillors agree to put this project in the budget for years three, four and five at \$2mil per annum

Carried

Councillors also discussed further notes they had which included the Timaru District Holdings dividend and, the ability to utilise reserves.

8 Consideration of Urgent Business Items

No items of urgent business were received.

9 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

10 Public Forum Items Requiring Consideration

There were no public forum items.

11 Public Excluded Reports

Nil

The meeting closed at 5.38pm

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Mayor Nigel Bowen
Chairperson

8 Schedules of Functions Attended

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

Author: Alesia Cahill, Executive Support Manager

Authoriser: Nigel Bowen, Mayor

Recommendation

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

Functions Attended by the Mayor for the Period 29 April 2024 to 14 June 2024.

29 April 2024	Attended Three Waters meeting with Local Councils Attended LTP Engagement drop-in in Temuka
30 April 2024	Attended LTP Engagement session with Service Clubs and Funders
1 May 2024	Met with Local Community Foodbank representatives Attended LTP Engagement session with Winchester rural groups Attended LTP Engagement session with local youth
2 May 2024	Attended LTP Engagement at the Positive Aging Expo
3 May 2024	Attended Local and Regional Council Hui at Arowhenua Marae Attended LTP Engagement drop-in in Geraldine
4 May 2024	Attended LTP Engagement session at Timaru Artisan Market
5 May 2024	Opened SCMTB Club Pump Track Attended LTP Engagement Event at CBay
6 May 2024	Met with Mayors Taskforce for Jobs Attended Sister Cities meeting Attended OTOP Water Zone Committee meeting
7 May 2024	Attended Council workshop Led Citizenship Ceremony Chaired Council meeting
9 May 2024	Met with local Mayors and Chief Executives Visited Barkers Geraldine for a site tour Attended LTP Drop-in session Attended LTP Facebook Live session
10 May 2024	Attended Minister Patterson visit to Timaru Airport Attended LTP Engagement drop-in in Geraldine

	Attended Plunket Art Show
11 May 2024	Attended LTP Engagement session at Timaru Artisan Market
13/14 May 2024	Attended two-day IoD course in Christchurch
15 May 2024	Spoke at Year 11 Pathways Expo
	Met with Venture Timaru CE and Chair
	Visited Fraser Park site with SCRFU CEO
	Attended 2024 MFAT Pacific update evening
16 May 2024	Chaired Extraordinary Tenders and Procurement Committee meeting
	Attended AD Hally Trust meeting
17 May 2024	Attended and Presented at 2024 SC Sports Awards
20 May 2024	Met and spoke to TBHS Prefects on leadership
	Met with NZTA for six monthly catch up
	Met the SC Chamber of Commerce Board
	Attended the Temuka Community Board meeting
21 May 2024	Attended the presentation on CityTown – Inner City Residential development
22 May 2024	Attended TDC staff Team Talk
	Attended Geraldine Community Board meeting
23 May 2024	Attended Pink Ribbon breakfast
	Attended and spoke at Aoraki Foundation Donor morning tea
	Attended PFOC briefing/Whenua Iti meeting in Geraldine
24 May 2024	Attended Council Workshop
	Attended Ngāi Tahu meeting with Canterbury Mayoral Forum Chairs & Chairs of Zone 5 + 6 re water reform
	Met with Mainland Netball representative
27-29 May 2024	Attended and Chaired three days of LTP hearings
30 May 2024	Attended Civil Defence Emergency Management Joint Committee meeting
	Attended Canterbury Regional Transport Committee meeting
	Attended Canterbury Mayoral Forum dinner
31 May 2024	Attended Canterbury Mayoral Forum meeting
4 June 2024	Attended Dog Control Hearing
6 June 2024	Met with Venture Timaru CE and Chair
	Spoke to Timaru Men's Club
	Attended meeting with Aorangi Park Users
7 June 2024	Attended CDEM Group Managers Presentation.

	Attended LGNZ Focus Group online meeting
10 June 2024	Attended Downlands Water Supply Committee meeting
	Attended OTOP Water Zone Committee meeting
11 June 2024	Chaired Tenders and Procurement Committee meeting
	Attended Standing Committee meetings
	Attended Heritage Centre meeting
	Attended LGNZ roundtable zoom meeting
12 June 2024	Attended CityTown Master Plan / Caroline Bay Master Plan meeting
	Attended regular meeting with PrimePort CE
	Attended Major Events Funding discussion meeting
13 June 2024	Attended CMF meeting with Hon Mark Mitchell
	Attending LGNZ Infrastructure Symposium function
14 June 2024	Attending LGNZ Infrastructure Symposium

In addition to these duties I met with 62 members of the public on issues of concern to them.

Functions Attended by the Deputy Mayor for the Period 29 April 2024 to 14 June 2024.

13 June 2024	Attended 100 Year Birthday celebrations of Betty Blakemore
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Functions Attended by the Councillors on Behalf of the Mayor for the Period 29 April 2024 and 14 June 2024.

30 May 2024	Clr Booth, Pye, Burt and Jackson attended Aoraki Partner event.
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Attachments

Nil

8.2 Schedule of Functions Attended by the Chief Executive

Author: Alana Hobbs, Executive Support Coordinator

Authoriser: Nigel Trainor, Chief Executive

Recommendation

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

Functions Attended by the Chief Executive for the Period 19 April 2024 and 14 June 2024.

22 April 2024	Meeting with representatives from Environment Canterbury
23 April 2024	Attended South Canterbury Chamber of Commerce BA5
24 April 2024	Meeting with South Canterbury Chamber of Commerce Meeting with representatives from Local Government Funding Agency
29 April 2024	Attended 3Waters meeting with local councils
1 May 2024	Meeting with representatives from Audit New Zealand
2 May 2024	Meeting with representatives from Audit New Zealand Meeting with Chief Executive Venture Timaru Limited Meeting with representatives from Covenant
3 May 2024	Attended Local Government Mayors and Chief Executives Hui
6 May 2024	Attended Chief Executives Forum Attended Civil Defence Emergency Management Coordinating Executive Group Meeting
7 May 2024	Attended Council Workshop Attended Council Meeting
9 May 2024	Meeting with local Mayors and Chief Executives Meeting with General Manager Timaru District Holdings Limited
10 May 2024	Meeting with South Canterbury General Manager Environment Canterbury
15 May 2024	Meeting with Chair and Chief Executive Venture Timaru Limited
16 May 2024	Attended Extraordinary Tenders and Procurement Committee Meeting Meeting with Chair Timaru District Holdings Limited
20 May 2024	Meeting with representatives from New Zealand Transport Agency Meeting with South Canterbury Chamber of Commerce Board
22 May 2024	Meeting with Partnerships Director Department of Internal Affairs Attended Geraldine Community Board Meeting

<i>24 May 2024</i>	Attended Council Workshop
<i>27 May 2024</i>	Attended Council Meeting
<i>28 May 2024</i>	Attended Council Meeting
<i>29 May 2024</i>	Attended Council Meeting
<i>30 May 2024</i>	Meeting with representatives from Audit New Zealand
<i>31 May 2024</i>	Attended Canterbury Mayoral Forum
<i>5 June 2024</i>	Meeting with General Manager Timaru District Holdings Limited
<i>6 June 2024</i>	Meeting with representatives from PwC New Zealand
<i>7 June 2024</i>	Meeting with representatives from Audit New Zealand
<i>10 June 2024</i>	Meeting with General Manager Timaru District Holdings Limited
	Meeting with Chief Executive Venture Timaru Limited
<i>11 June 2024</i>	Attended Tenders and Procurement Meeting
	Attended Standing Committee Meetings
	Attended Council Workshop

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

Attachments

Nil

9 Reports

9.1 Affixing of the Common Seal

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

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

07 May 2024 – Approval of Warrants

19 June 2024 – Approval of Warrants

Purpose

1. To report the Chief Executive has approved the Warrant of Appointments and is reporting that as required under the delegation manual (Clause 3.4.5).
2. To note the names have been redacted for the privacy of the employees.


Attachments

1. **Approval of Warrants - 07.05.24**  
2. **Approval of Warrants - 19.06.24**  

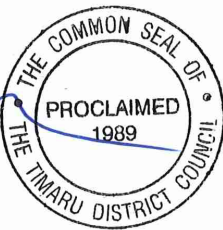



Approval of warrants

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



Nigel Bowen





Nigel Trainor

7/05/2024

Date

Name	Title	Unit
	Enforcement Officer	First Security
	Enforcement Officer	First Security

#1669686



Approval of warrants

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



Nigel Bowen






Nigel Trainor

19/06/2024

Date

Name	Title	Unit
	Parking Officer	Environmental Services

#1678581

9.2 Actions Register Update

Author: Rachel Scarlett, Governance Advisor

Authoriser: Paul Cooper, Group Manager Environmental Services

Recommendation

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

Purpose of Report

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

Assessment of Significance

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

Discussion

- 3 The Actions register is a record of actions requested by councillors. It includes a status and comments section to update the Council on the progress of each item.

Attachments

1. Council Actions Required  

Information Requested from Councillors (Council)

Information Requested	Budget Reallocation Trial		
Date Raised:	17 October 2023	Status:	On Going
Issue Owner	Chief Financial Officer	Completed Date:	
<p>Background: The Councillors requested that a trial is to commence that includes officers work to advise the Chair of the relevant committee when budget reallocation occurs which is each Group Managers responsibility and provide an update to the Commercial and Strategy Committee in the Financial Report. This trial will be reviewed in March.</p> <p>Update: This has been implemented in the Monthly Financial Update to the Commercial and Strategy Committee for September 2023 and will continue to feature in these reports until a review of the trial in March 2024.</p>			

Information Requested	Investigate Payment Option for Freedom Campers		
Date Raised:	12 December 2023	Status:	Complete
Issue Owner	Group Manager Infrastructure	Completed Date:	1 July 2024
<p>Background: The Councillors requested an investigation for a payment solution for our freedom camping areas – with a focus on Caroline Bay</p> <p>February 2024 Update: Currently investigating options and legislative framework that will allow for this.</p> <p>March 2024 Update: The initial investigation is now complete and we are currently awaiting confirmation from the Department of Internal Affairs around what local authorities are legally permitted to do with regards to charging.</p> <p>May 2024 Update: There are options to generate revenue from freedom camping and other traveller-based activities throughout the District.</p>			

By definition, Council cannot charge for the act of freedom camping itself. Further, legally, Council is unable to ban freedom camping entirely from the district, but could implement a bylaw to impose conditions on where and how it can or can't occur (s11 Freedom Camping Act 2011).

Revenue generating options include charging for complementary facilities such as toilets, parking and/ or requesting donations for the upkeep of facilities, and/ or introducing a bylaw and charging fines for any breaches, and/ or introducing dedicated campsites in known popular locations.

The benefits and costs of these initiatives are currently unknown and would require more detailed work to ascertain; for instance, we cannot currently advise the likely net cost of resourcing a prospective bylaw relative to the income generated, or the likely effect on the overall number of campers if charging or more "stringent" measures were to be introduced.

Direction is sought from Council whether Council wishes to progress, that a further report be presented to Council.

July 2024 Update – Further data is required to ensure appropriate options are presented enabling an informed decision. Some options require development of a new bylaw or changes to existing bylaws. The data will inform this.

Information Requested	Investigate Traffic Management		
Date Raised:	12 December 2023	Status:	Complete
Issue Owner	Group Manager Infrastructure	Completed Date:	1 July 2024
<p>Background: The Councillors requested a report on the cost of traffic management as a dollar value.</p> <p>February 2024 Update: Information has been gathered around current delivery model. An analysis of potential alternative options for delivery is underway which will be presented for consideration following completion.</p> <p>March 2024 Update: No further update.</p> <p>May 2024 Update: Report was presented to Infrastructure Committee on costs of various activities and projects for Temporary Traffic Management. There was a further requested for total cost of TTM across Council. This information is not able to be delivered.</p> <p>July 2024 Update: Following the meeting in May a further request was received for a breakdown of TTM costs embedded within contracts. The report presented identifies and analyses the TTM costs from contracts were identified as a separate item. The TTM is not always priced as a separate item and</p>			

contractors treat this as an overhead. This is similar to health and safety compliance costs. We are unable to obtain this information without full disclosure of Contractors cost structures. There is a high likelihood of reluctance to do this as breaking down to this level would be requesting information that is commercially sensitive to the contractor. Council's should note that the guidelines for TTM will be changing to be a more risk based approach that may reduce future costs for some activities. It is recommended that this request be closed.

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

Information Requested	Investigate Small Trades		
Date Raised:	12 December 2023	Status:	On Going
Issue Owner	Chief Financial Officer	Completed Date:	

<p>Background:</p> <p>The Councillors requested a report on Trades - investigate the value of small trades outside of large contracts with the consideration to these being offered in-house. With an analysis of both procurement and spend on invoices under \$10k.</p> <ul style="list-style-type: none"> o Are we getting competitive pricing with a preferred supplier. o Do we get to a level whereby in-house provision of the particular trade could be the better way forward. <p>Update: Investigation is in progress and will return to council once complete.</p>

Information Requested	Quarterly Activity Reports		
Date Raised:	12 December 2023	Status:	On Going
Issue Owner	ALL Group Manager's	Completed Date:	
<p>Background:</p> <p>The Councillors requested a quarterly activity reporting to also include quarterly forward work programme.</p> <p>Update: Infrastructure – the forward work programme for both Land Transport and Drainage and Water is currently available on the website, work is underway for Parks information to be available in the same format.</p> <p>May 2024 Update: While discussing this action Councillors advised Quarterly updates are hard to find on the website and it is requested to have a basic report at each council meeting on activity updates</p>			

Information Requested	Underutilised Assets		
Date Raised:	12 December 2023	Status:	Complete
Issue Owner	Manager of Property Services and Client Representative	Completed Date:	7 May 2024

<p>Background: The Councillors requested an investigation on assets that are not being utilised that could be sold. For example small pieces of land.</p> <p>Update: A property list has been sent to the Programme Delivery Manager for Infrastructure to check off and add or delete any properties, as well as note if they are available for possible sale/divestment. Manager of Property Services and Client Representative is working on the vertical property list. This should be tabled at the next meeting.</p> <p>March 2024 Update – Work is continuing on this to present to Council for consideration.</p> <p>26 March 2024 – The Councillors agreed to merge this action with the following: Background: Cllr Michelle Pye requested a review of all “non core” assets to determine if we are getting a commercial return on them or if they would be better sold. Update: Working through this action as part of the Underutilised assets action. This portion is under investigation and will return to council once completed.</p> <p>May 2024 Update – The report on underutilised assets is being presented to the May Council meeting.</p>
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Information Requested	Template for Financial Impact		
Date Raised:	12 December 2023	Status:	On Going
Issue Owner	Chief Financial Officer	Completed Date:	
<p>Background: The Councillors requested a template for financial impact when there is a recommendation to do something, rate or loan funded, ongoing costs, expiry of Capital projects.</p> <p>Update: This is a work in progress and will be developed over time.</p>			

Information Requested	Social Housing		
Date Raised:	07 March 2024	Status:	

Issue Owner:	Manager of Property Services and Client Representative	Due Date:		Completed Date:	
<p>Background: Cllr Michelle Pye requested a report on Social Housing and whether Council should be delivering this or a community trust that would be better placed to apply for funding and have a sole focus of solving housing issues for more vulnerable members of our community.</p> <p>Update: A report on this will be on the agenda for the 26 March meeting.</p> <p>May 2024 Update: For a social housing 17a review to be brought to the June meeting. This action was discussed in the report 9.1 Actions Register Update.</p> <p>May 2024 Update: Councillors requested List of social houses Council owns all 260 of them , and for the discussion to be taken offline for further information gathering. This action was discussed in the report 9.1 Actions Register Update</p>					

Information Requested	Workshop on Water Standards				
Date Raised:	27 February 2024			Status:	On-going
Issue Owner:	Group Manager Infrastructure	Due Date:		Completed Date:	
<p>Background: Councillors agreed it would be beneficial to conduct a workshop on water standards based on what Council presented to the Department of Internal Affairs through previous LTP from the Draft Financial Strategy 2024-34 report.</p> <p>May 2024 Update: This workshop is scheduled for 30 July 2024.</p> <p>July 2024 Update: This workshop has now been rescheduled to 27 August 2024 to allow for Council meeting on Representation Review.</p>					

Information Requested	Asset Management Programme				
Date Raised:	26 March 2024			Status:	On-going
Issue Owner:	Group Manager Infrastructure	Due Date:		Completed Date:	
<p>Background: Councillors requested for an asset management programme regarding the Parks and Greenspaces s17a Review Options report to be brought back to Council</p>					

May 2024 Update: The preparation of a Parks and Greenspaces Asset Management Plan is underway. This will inform maintenance programmes and Level of Service that can be delivered within approved budgets. The delivery of this will be partially in-house and external contracted services as resolved by Council at the last meeting, this work is expected to be completed later this year and will be reported back to Council at the 17 September 2024 meeting.

May 2024 Update: Councillors requested for the employment of a person, and for the process to begin – and for the discussion to be taken offline for further information gathering

July 2024 Update: The preparation of a Parks and Greenspaces Asset Management Plan is progressing. This involves the collection of asset components inventory, condition assessment and assessing this with Council levels of service delivery. The analysis will determine long term renewal and maintenance requirements that will be smoothed to ensure affordability. This information will inform maintenance programmes that can be delivered within approved budgets. The asset management plan is a significant piece of work that has only been completed by Transport and 3Waters to date. A report will be presented to Council at the meeting on 13 August 2024.

Information Requested	List of Council Owned Properties				
Date Raised:	26 March 2024			Status:	On-going
Issue Owner:	Manager of Property Services and Client Representative	Due Date:		Completed Date:	
Background: Councillors requested a list of Council owned properties and an explanation of why Council owns them.					

Information Requested	Website updates to be automatically sent to Councillors				
Date Raised:	07 May 2024			Status:	On-going
Issue Owner:	Group Manager Corporate and Communications	Due Date:		Completed Date:	
Background: Councillors requested for any quarterly updates on the website to be automatically sent to them. This action was discussed in item 9.1 Actions Register Update.					

Information Requested	Investigation of commercial use of bins				
Date Raised:	07 May 2024			Status:	Complete
Issue Owner:	Group Manager Infrastructure	Due Date:		Completed Date:	1 July 2024
<p>Background: Councillors requested to look at commercial use of bins and see if bin quantities are viable. This action was discussed in item 9.3 Draft Waste Management and Minimisation Plan Consultation</p> <p>July 2024 Update: This information is included in the report on the adoption of the Waste Management and Minimisation Plan.</p>					

Information Requested	Investigate coastal erosion at Redruth				
Date Raised:	07 May 2024			Status:	On-going
Issue Owner:	Group Manager Infrastructure	Due Date:	13 August 2024	Completed Date:	
<p>Background: Councillors requested for the coastal erosion at Redruth looked at and a report to come back – suggested was drone footage of the area eroding over a time line. This action was discussed in item 9.3 Draft Waste Management and Minimisation Plan Consultation</p> <p>July 2024 Update: Further investigation and risk assessment is required including discussion with KiwiRail. Options also need to be assessed. A report will be presented to Council at the meeting on 13 August 2024.</p>					

Information Requested	Investigate Patiti Point Erosion				
Date Raised:	07 May 2024			Status:	Complete
Issue Owner:	Group Manager Infrastructure	Due Date:		Completed Date:	1 July 2024
<p>Background: There was a request for a report of approaches to be taken, as well as included drone footage with time lines to come back to Council in August 2024. This action was discussed in item 10.01 Patiti Point Erosion Update.</p> <p>July 2024 Update: A report on Patiti Point Erosion is included in the agenda for 1 July 2024.</p>					

Information Requested	Cbay full budget breakdown				
Date Raised:	07 May 2024			Status:	Closed
Issue Owner:	Group Manager Community Services	Due Date:		Completed Date:	
<p>Background: Councillors requested for a whole budget breakdownon Cbay to come back to the Community Services Committee in July. This action was discussed in item 9.6 Annual Plan 2023/24 Nine Month Performance Report to 31 March 2024.</p> <p>This was brought up in Community Services and will be dealt with through that Committee – therefore closed on this register.</p>					

9.3 Venture Timaru Quarterly Report (01 January 2024 to 31 March 2024)

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

That Council receives and notes the Venture Timaru Quarterly Report (01 January to 31 March 2024).

Purpose of Report

- 1 To present to Council, for information and as a requirement of the Statement of Intent (Sol), the quarterly performance report of Venture Timaru (VT) for the period 01 January 2024 to 31 March 2024.

Assessment of Significance

- 2 This matter is assessed to be of low significance under Council's Significance and Engagement Policy as it does not affect levels of service, strategic assets directly or rates. This is a regular report to the Council on the progress of Venture Timaru against its Statement of Intent (Sol) which is considered by Council annually.

Discussion

- 3 Venture Timaru's Quarterly Report for the period ending 31 March 2024 is attached. This is provided by Venture Timaru to Council (as shareholder) as required by the Sol.
- 4 The financial statements and progress on the non financial monitoring indicators to 31 March 2024 are also outlined in the attached report.
- 5 Key focus areas addressed in the report include; Develop the Towards 2050 Plan, Diversity of Housing Stock, People Attraction, tourism and visitor overview; and a suite of monitoring indicators and financial performance metrics.
- 6 The Chief Executive of Venture Timaru will be in attendance to speak to the report.

Attachments

1. **Venture Timaru Quarterly Report to 31 March 2024** [↓](#) 

MEMORANDUM

FROM: Nigel Davenport – Venture Timaru Chief Executive
TO: Timaru District Mayor and Councillors
SUBJECT: Venture Timaru Operational Update for the quarter to 31 March 2024
DATE: 4th June 2024

Background

Please find attached an update relating to our Economic Development and Visitor Promotion operations for the quarter to 31 March 2024.

Local Economy

For the period to March 2024, the Timaru District's GDP has taken a slight fall, while conversely, consumer spending is tracking upwards, with a rise of 6.6 percent.

Timaru's GDP fell 1 percent, while other southern areas including Tasman, Nelson, Ashburton and Westland also experiencing drops in GDP of just under 1 percent. By comparison, Christchurch, Southland, Hurunui, Marlborough recorded a small amount of GDP growth of less than 1 percent. Mackenzie District was an anomaly in the figures, showing growth of 2.8 percent, and Queenstown Lakes, growing 3.8 percent.

The 6.6 percent growth in consumer spending for Timaru outpaces the national spending growth figure of 2.8 percent, according to Marketview data, which Infometrics says reflects solid employment growth and consumer confidence locally.

Guest nights at commercial accommodation providers also show positive growth, up 5.7 percent in the year to March, and for the March quarter alone, that figure jumps to 14 percent.

Employment has increased by 1.8 percent, and the unemployment rate has also grown, to 3.4 percent. This certainly backs up what we are hearing from the business sector that our traditionally tight labour market has eased a bit with many currently experiencing a good variety of applicants coming through in many roles being advertised.

The average current house value in Timaru District is up 0.8% for year ending March, compared to a year earlier, with the average house value now \$526,729. The figures show we're still a really affordable part of the country to live in, where you can buy a pretty good house for under \$500k, plus get a decent job. Add to that the easy pace of life, and it makes a very attractive offering.

Overall the recent report is a bit of a mixed bag really, which is certainly reflective of the challenging economic environment – interest rate remains up there, cost of living pressures are being felt by everyone whilst we are also moving into winter months when everyone tends to hibernate a bit. More than ever winter is a good time to buy local and support local business in any way we can.

2023/24 Strategic Priority #1 Develop the Towards 2050 plan

- Update
 - it was anticipated that this important long term aspirational strategy for the District would be ignited in this current year however it was deferred as we better positioned the need for a longer term aspirational plan for our district.
- Next Steps
 - the co-development of the Towards 2050 aspirational strategy is a key part of our work over coming 18-24 months. As detailed within our 2024/25 Statement of Intent it has a prioritised focus as we will engage with our community to collaboratively develop the Towards 2050 plan – more people, higher paid and more jobs, increased productivity & prosperity and at the heart of it all – an enviable quality of life for all that live here. If Timaru can be aspirational in terms of how many jobs it creates, the people it attracts, and how productive these jobs are then Timaru’s economy could potentially triple in size by 2050 bringing with it significant economic, social and cultural benefits.
 - to support the Towards 2050 work – working with TDC CE to bring key Council stakeholders and other influential entities together to progress full alignment at a high level for the benefit of the district and wider South Canterbury area.

2023/24 Strategic Priority #2 Diversity of Housing Stock -actively promote & facilitate investment in type-diverse housing developments

- Update

Inner/Near City living – aligned the City Town Strategic Framework and at the request of Council, we have championed a project that aims to Inspire and Excite more inner and near city residential development within the Timaru City Centre bringing with it increased vibrancy and business opportunities. In essence we have people coming into our City Centre to shop and work but importantly we need more people staying longer = inner and near city living.

An initial draft of “Making it Happen – a guide to inner & near city residential development”, developed locally, has been reviewed by Council staff and the final editing is currently being undertaken. We have also collated a City Centre Residential Development database of known city centre residential developments (proposed/underway) - the aim being to ensure support and guidance is provided by appropriate persons (council staff/professionals etc..) to help facilitate and expedite this much needed enhancement to our City Centre.

Infill and residential developments – we engage with landowners and developers to assist where we can with plans they may have to progress residential development of all sizes both within and outside of Future Development Areas.
- Next Steps
 - Finalise and launch the “Making it Happen – a guide to inner & near city residential development” – *within 1-2 months*
 - Maintaining the City Centre Residential development database and facilitate ongoing support, guidance and introductions as needed - *ongoing*.
 - Finalise and implement a Benefits Realisation tool that monitors and reports on increased vibrancy and investment into our City Centre and the impacts this is having – *within 1-2 months*
 - Distribute a Future Housing Preference Survey to gather a better understanding of how and where our District’s residents want to live now and in the future – *within next month*.

2023/24 Strategic Priority #3 People Attraction - further amplify efforts to attract the people we need to grow and provide vibrancy to our district

- Update

- We have been actively updating our people attraction resources (imagery, videos, infographics etc...) and making these freely available to local employers and recruitment agencies via the [TOOLKIT](#) located on our website to compliment job
- Our Showcasing Timaru Resource is being updated
- Our Welcome to Timaru Resource, in multiple languages, has been updated and distributed to local agencies.
- A new series of industry/economic development aligned imagery is being obtained to further enhance our promotional and attraction activities.
- Summer has been a very busy month with numerous successful events (existing and new) –supported as previously reported by the Councils Major Events Fund (MESF). The highlight no doubt being local artist Kaylee Bell's early January concert held at the Soundshell. The pictures from the evening speak for themselves with concert attendance at max capacity 5,000-6,000 and thoroughly enjoyed by all there.



MESF supported events Jan – March - Caroline Bay Rock'N'Hop, Seaside Festival, Multicultural Festival, Kaylee Bell and Caroline Bay Carnival and April - June – Rally South Canterbury, Illuminate and Colour Festival.

- Next Steps

- Working with a national and regional sports organisation we hope to shortly confirm a new international sporting event to the District to take place likely late Jan/early Feb 2025
- On finalisation of MESF funding for 2024/25 opening applications August 2024.
- Housing diversity and Towards 2050 work both are integral to the District evidencing our desire to grow and attract people by providing them with options as to how and where they want to live and providing an attractive aspirational view of where our great district is heading.
- Planning is underway for our very successful South Canterbury Outstanding Food Festival (SCOFF) for Sept 2024.
- Seasonal visitor attraction campaigns continue.

General updates:

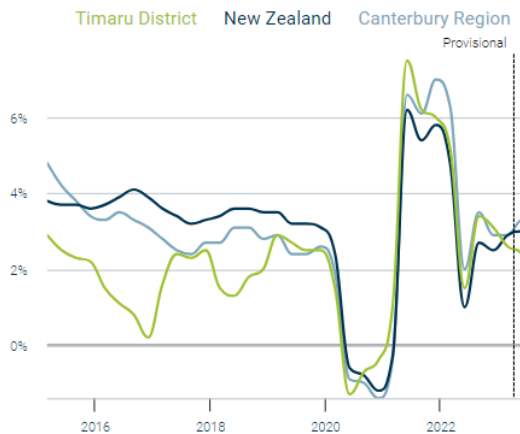
- Working closely with Council we were thrilled to welcome a high profile NZ reality TV show for filming I the District across the month of April at a main location on the outskirts of Timaru but with many on-site locations around our District. Due to air in July this will be an amazing platform which will showcase our District.
- New business opportunities interested in the TDHL owned Washdyke industrial land are progressing very well under NDA.
- As the RTO we are very keen to collect data in relation to those visiting and staying in the Caroline Bay area. We have been introduced to, and met with (along with TDC reps), a third party provider who utilises relatively cost effective swipe in/out technology that can provide us with a cost effective solution enabling this data collection – who’s using, where are they from, how long do they stay I the area etc. The proposal is currently being reviewed by Council.
- Actively involved in the review of the draft City Town Master Plan and adjoining plan for Caroline Bay.
- Statement of Intent submitted to Council in draft 28 Feb with workshop with Council undertaken in April providing additional context to our identified priorities for 2024.25.
- Heading into the winter season will be a quieter time for visitors to our region and therefore operators, but creates an opportunity for training, attendance at trade events and planning. In April VT attended a hui of the central South Island RTOs (CHCHNZ, Hurunui, Mackenzie, West Coast and Kaikōura) to work on continued collaboration as a region.
- In April-May 2024 Venture Timaru conducted the second annual survey to gauge community sentiment about the cruise sector in Timaru District. The survey was circulated through social media channels, newsletters and via newspaper advertisements and a total of 144 responses were received, an increase on the figure for 2023. The overwhelming feedback from the survey is that the community supports the cruise sector coming to Timaru and further, welcomes growth in the sector. There were a small number of comments of negatives brought about by the cruise visitors, but many positives were identified. Respondents commented about their perceptions for passengers of the CBD, shopping and activities, but these were largely assumptions not backed up evidence (e.g. suggestions of the need for bike hire, heritage tours in the CBD, extending shop opening hours etc.).
- Working closely with barkers of Geraldine to progress a variety of opportunities associated with the significant expansion plans unveiled to the community late April.

Monitoring Indicators (non-financials) as per 2023/24 Statement of Intent - as at 31st March 2024

1. **Gross Domestic Product – Tim Dist v NZ** – source Infometrics

Gross domestic product growth

Annual average % change



GDP in the Timaru District was provisionally down (1.0%) for the year to Mar 2024, compared to a year earlier. Growth was lower than in New Zealand 0.2% growth.

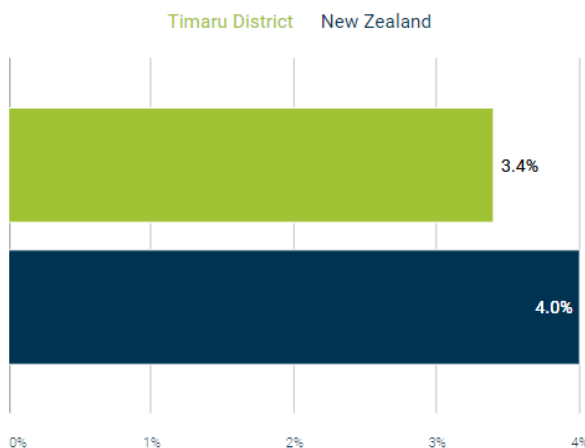
Provisional GDP was \$3.639bn in Timaru District for the year to Mar 2024 (2023 prices).

Annual GDP growth in Timaru District peaked at 7.5% in the year to June 2021.

2. **Unemployment Rate – Tim Dist v NZ** – source Infometrics

Unemployment rate

Annual average rate to March 2024



The annual average unemployment rate in Timaru District was 3.4% in the year to March 2024, up from 2.9% in the previous 12 months.

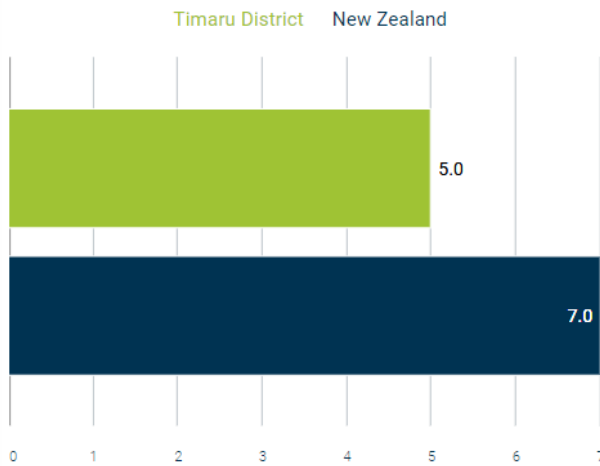
In the year to March 2024, the annual average unemployment rate in Timaru District was lower than in New Zealand (4.0%).

Over the last ten years the annual average unemployment rate in Timaru District reached a peak of 4.1% in June 2021 and a low of 2.8% in June 2023.

3. Housing Affordability – source Infometrics/Corelogic

Housing affordability

Ratio of house prices to household incomes, year to March 2024



For Timaru 5.0 times the average household income \$105.4K buys you the average house valued at \$527K.

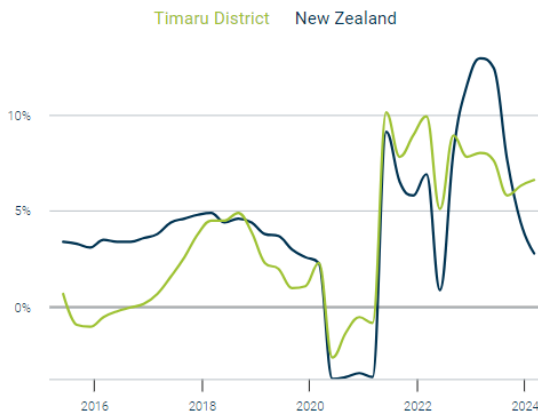
Household incomes are a better measure for housing affordability than individual incomes as it reflects the true ability of a household to afford housing. A higher ratio, therefore, suggests that average houses cost a greater multiple of typical incomes, which indicates lower housing affordability.

4. Consumer Spend – source Infometrics.

Consumer spend in the district over the year to Mar 2024 increased 6.6% v a NZ wide increase of 2.8%. – up to \$791m in total.

Consumer spending

Annual average % change



Noting how consistent our spend has been since 2020/21 compared to the highs and lows of NZ in total.

Financials

Venture Timaru Profit & Loss Statement

1 July 2023 - 31 Mar 2024

	YTD ACTUAL 31/03/2024	YTD BUDGET 31/03/2024	TDC SOI BUDGET 2023/24
INCOME			
Economic Development Grant - TDC	\$ 540,000	\$ 540,000	\$ 720,000
Tourism Grant - TDC	\$ 296,247	\$ 296,249	\$ 395,000
MyNextMove Contract - ex MSD	\$ 110,251	\$ 120,748	\$ 177,300
Reg Apprenticeship Initiative - ex Kanoa (Provincial Development Unit)	\$ 354,611	\$ 354,611	\$ 520,000
Major Events Funding - Tourism ex TDC	\$ 245,000	\$ 245,000	\$ 245,000
Regional Events Funding - Tourism ex Central Government	\$ 15,000	\$ 15,000	\$ 15,000
Private Sector Partnership project	\$ 96,622	\$ 96,000	\$ 195,000
Other Income - ED	\$ 73,652	\$ 61,825	\$ 81,500
Other Income - Tourism	\$ 69,074		\$ -
TOTAL INCOME	\$ 1,800,457	\$ 1,729,433	\$ 2,348,800
EXPENDITURE			
Economic Development	\$ 209,709	\$ 218,556	\$ 328,585
Human Resources	\$ 258,368	\$ 275,825	\$ 300,290
Tourism	\$ 359,953	\$ 307,071	\$ 414,970
MyNextMove	\$ 93,101	\$ 121,509	\$ 180,470
Reg Apprenticeship Initiative	\$ 354,611	\$ 354,611	\$ 520,000
Major Events Funding	\$ 259,734	\$ 245,000	\$ 245,000
Regional Events Funding	\$ 15,000	\$ 15,000	\$ 15,000
Private Sector Partnership project	\$ 93,335	\$ 94,000	\$ 195,000
Special Project	\$ 19,315	\$ 19,000	\$ 150,000
TOTAL EXPENSES	\$ 1,663,126	\$ 1,650,572	\$ 2,349,315
OPERATING SURPLUS/(DEFICIT)	\$ 137,331	\$ 78,861	-\$ 515

The \$59K positive variance of actual \$137,331 to budget \$78,861 in Operating Surplus in the above 9 months to March 2024, is largely attributed to unbudgeted Tourism income associated with Official Visitor Guide placements, Cruise Hop on Hop of Bus income and SCOFF contributions from neighbouring districts. Noting all expenses associated with these income streams are within Tourism Expenses \$359,953 (v budget \$307,071).

Given the volume of quality applications (Aug 2023) to the Major Events Fund, the VT board agreed to pay out an additional \$14,734 from VT reserves – this in addition to the \$245K MESF funding received ex Council during the year.

Venture Timaru
April 8 · 🌐

We've come to the end of another busy cruise season, with Timaru hosting 12 cruise ships. We're keen to get some feedback from our community about your views on the cruise sector, to find out if you're keen to see more cruise visits, how the visits have impacted the community, plus suggestions for the future. This will all help with our future planning.
Click the link: <https://www.surveymonkey.com/r/CruiseFeedback24>

Cruise Survey 2024



Last cruise ship visits to Timaru District for season

Rachael Comer

March 15, 2024, · 03:00pm

0 Comments · Share



The Volendam cruise ship in Timaru's port last Friday.
JOHN BISSET / THE TIMARU HERALD

Timaru is in for a busy two days with its final two cruise ship visits of the season, one expected to bring more than 2200 passengers to the region.

The Noordam's visit on Sunday and Resilient Lady's visit on Monday coincide with the annual Caroline Bay Rock and Hop at the weekend, and Venture Timaru operations and destination manager DI Hay said there would be thousands of extra people in the district.

It had been a big cruise ship season for Timaru with 13 cruise ship visits.

On Monday the town would welcome the biggest cruise ship so far to the port with Resilient Lady's first stop ever in Timaru.



SEASIDE FESTIVAL
CAROLINE BAY · TIMARU
1 - 11 FEB 2024

A celebration of all things summer, the Seaside Festival takes place at the iconic Caroline Bay showcasing sand sculptures, carnival rides, inflatables, movies, huge fabulous kites and much more!

seasidefestival.nz

1-11^{FEB} Seaside Cocktails

2-6^{FEB} Inflatables

3 & 11^{FEB} Timaru Artisan Farmers Market

4^{FEB} Movies on the Bay

4, 6 & 11^{FEB} Live Music

4^{FEB} Amazing Kite Day

5 & 7^{FEB} c Play Stories

6^{FEB} The Great Beach Dig

8 & 11^{FEB} Haere Mai Ki Waho Nature Sessions

9-11^{FEB} Timaru Summer Shakespeare

10-11^{FEB} Timaru Horticultural Society Summer Show

11^{FEB} Beach Cricket

DID YOU KNOW?

SHOWCASING LOCAL BUSINESSES & ORGANISATIONS



Did You Know?

Four brothers
In 1957 four McCain brothers founded McCain foods opening the first production facility in their hometown of Florenceville, in Canada.

30 years
McCain entered the New Zealand market in 1985.
In 1993 McCain announced a major expansion of its plant in Timaru New Zealand
2023 celebrating 30 years of making fries in Timaru.

One in every four
Did you know that one in every four frozen potato products in the world is a McCain product?

13 growers
In Canterbury we are partnered with 13 growers to supply our operations in Timaru.

McCain is more than potatoes!
In fact, we make a wide range of other products including snacks and meals we even have a facility in Hastings which produces frozen vegetables!

Made in Timaru
McDonald's perfectly crispy and golden fries were made here in Timaru!



Venture Timaru
January 25 · 🌐

Looking forward to welcoming Virgin Voyages' ship Resilient Lady on Monday 18 March, with 2700 passengers on board - our biggest cruise ship to visit to date!



STUFF.CO.NZ

International cruise ship manager visits Timaru

International cruise line Virgin Voyages has been scoping out South Canterbury in preparation ...

📣 Boost this post to reach up to 1350 more people if you spend NZ\$12.

Boost post





Welcome to Timaru District



VISIT OUR
YOUTUBE
CHANNEL

Affordable housing and an easy, relaxed lifestyle is what Timaru District can offer you. We pride ourselves on being a region of New Zealand where the children can still walk safely to school and the commute to work takes just five to 10 minutes. Best of all, we have plenty of jobs available - from entry level positions to highly skilled managers. It's a great place to visit and an even better place to live. Discover the opportunities here.



Nau mai ki te rohe o Timaru.

Kei tēnei rohe, he pai te utu o ngā whare, ā, he ngāwari noa te noho. Koinei tētahi rohe i Aotearoa nei e haumaru tonu ai ngā tamānaki i a rātou e hikoi ana ki te kura, ka mutu ka 5, ka 10 pea ngā meneti te taraiwa ki te mahi. Waihoki, he nui ngā tūranga mahi e wātea ana - mā te ihu hōpē, mā te māngā, mā te katoa. He tino wāhi hararei, heoi kāore e kō atu i tēnei rohe hei wāhi noho. Nau mai ki Timaru me ēna hua katoa.

Māori



Talitaiti lelei ki moutou ki he Vahenga Timaru.

Koe feitu'u lelei 'a e Vahenga Timaru ki he nofo, he 'oku faingofua mo ma'u ma'ama'a e nofo'anga pea toe nonga foki e feitu'u ni. 'Oku mau polepole i homau feitu'u ni ko 'ene malu kihe fanau i he 'enau lue kihe ako pea toe ofi foki ki he fefononga'aki takai holo he 'oku miniti pe 'e 5 ki he 10 kuo ke a'u kihe ngaahi feitu'u mahū'inga. Ka ko hono lelei taha koe lahi e ngaahi ngaue 'oku 'ataa 'o kamata pe mei he tu'unga ma'ulalo taha ki he tu'unga pule mo toe ma'olunga ange. Ko e feitu'u lelei 'eni ke 'ahia ka 'oku toe lelei ange ki he nofo. Vakari leva e ngaahi faingamalie ni.

Tongan



O le taulaga i Timaru, o se nofoaga e taugofie ona maota ma laoa, e tamaoaiga i se siosiomaga matagofie, ma faamalieina oe i se soifuuga faigofie ma le taugofie. E mitamita tagata nui o Timaru o se vaega o Niū Sila, i lona saogalemu mo fanau, aua e savavali sa'oloto i aoga ma isi nofoaga. E latalata le fesootaiga i le taulaga ma nofoaga mana'omia. Ua na o le 10 minute femalagaiga mo aoga ma galuega, ma nisi o auauanaga mo le soifua atina' o le tagata. Ae maise le tele o avanoa faigaluega, e amata i avanoa tau amata, sela paia avanoa o le atamai fa'apitoa. O se nofoaga matagofie mo tafaoga mo aiga, ma aumau ai faatasi ma ou lava tagata Samoa. Afio mai ma saili mai sou avanoa, tatou te fesilafai ma fiafia faatasi ai i Timaru nei.

Samoa

Translated by our local community working with Multicultural Aoraki



"Timaru menawarkan kehidupan yang santai dan rumah mampu milik. Kami bangga menjadi salah satu negeri dalam New Zealand yang dimana kanak-kanak boleh berjalan kaki dengan selamat ke sekolah dan perjalanan ke tempat kerja hanya mengambil masa 10 minit tanpa kesesakan lalu lintas.

Di antara yang paling terbaik adalah, Timaru menawarkan peluang pekerjaan yang banyak dari peringkat bawah hingga peringkat pengurusan atasan.

Timaru adalah negeri yang kaya dengan pelbagai tempat untuk dilawati dan diduduki. Mari mengunjungi Timaru untuk melihat peluang disini."

Malaysian



Abot-kayang pabayah, simple at maginhawang pamumuhay ang handog ng bayan ng Timaru para sayo. Ipinagmamalaki namin na kami ay nasa rehiyon ng New Zealand kung saan ang mga bata ay ligtas na pumasok mag-isa sa paaralan at ang transportasyon patungong trabaho ay aabot sa lima hanggang sampung minuto lamang. Higit sa lahat, napakaraming oportunidad sa trabaho dito mula sa pinakamababa hanggang sa pinakamataas na antas ng posisyon. Tiyak na kahanga-hangang bisitahin at manatili sa bayan na ito. Tara! Tuklasin natin ang pagkakataong ito.

Tagalog (Filipino)



ティムールは、お手軽な価格の住宅、リラクゼーションライフスタイルが満喫できる場所です。子供が、安全に歩いて学校に行く事が出来、通勤も車で10分以内と快適！ニュージーランド国内でも、屈指の安全な町です。しかも、新卒からハイスキルの管理職まで、求人も多く出ています。ぜひ、実際に訪れて、この生活を体験してみたい！がてしょうか。詳細はこちらから。

Japanese



Die Timaru Distrik het bekostigbare behuising en bied 'n maklike, rustige leefstyl. Ons is trotse inwoners in 'n deel van New Zealand waar kinders steeds veilig skool toe kan loop en waar dit slegs 5 tot 10 minute neem om werk toe te ry. Die beste van alles is, ons het genoegsame werksgeleenthede beskikbaar, van beginners posisies tot hoogs gekwalifiseerde bestuursposte. Dit is 'n wonderlike plek om te besoek maar 'n veel beter plek om in te bly. Ontdek die geleenthede wat Timaru kan bied.

Afrikaans



在Timaru, 你可以轻松买房, 惬意生活. 在Timaru, 孩子们可以安全地步行上学, 上下班仅需5-10分钟. 最重要的是, 在Timaru, 我们有大量的工作机会-从基层职位到高级经理. 这是一个旅游胜地, 更是一个居家生活的好地方. 欢迎你来这里, 发现你的机会, 实现你的梦想.

Mandarin



टिमरू जिले में आम का स्वागत है। किफायती रहने और आसान, आरामदायक जीवन शैली जो की टिमरू जिल्ला आपको प्रदान कर सकता है। हम खुद को न्यूजीलैण्ड का एक बेठ होने पर गर्व करते हैं जहाँ बच्चे अभी भी पाठशाला तक सुरक्षित रूप से चल सकते हैं और काम करने के लिए बस में पांच से दस मिनट लगते हैं। खुशी की बात है, सभी के लिए हमारे पास बहुत सारी नौकरिया उपलब्ध हैं - प्रवेश स्तर से लेकर ऊँच कुशल प्रबंधकी तक। यहाँ यात्रा करने के लिए एक खानदार जगह है और रहने के लिए एक बेहतर जगह है। यहाँ अवसरों की खोज करें।

Hindi



VISIT OUR
YOUTUBE
CHANNEL

Contact us:

Venture Timaru
2 Sefton Street East
PO Box 560, Timaru

T: +64 3 687 2682
E: enquiries@venturetimaru.nz
W: www.venturetimaru.nz

Translated by our local community working with Multicultural Aoraki



Bezahlbarer Wohnraum und ein einfacher, entspannter Lebensstil sind das, was der Bezirk Timaru Ihnen bieten kann.

Wir sind stolz darauf, eine Region Neuseelands zu sein, in der die Kinder noch sicher zur Schule gehen können und der Weg zur Arbeit nur fünf bis zehn Minuten dauert.

Das Beste ist, dass wir viele Stellen zur Verfügung haben - von Einstiegspositionen bis hin zu hochqualifizierten Managern. Es ist ein großartiger Ort zum Besuchen und ein noch besserer Ort zum Leben. Entdecken Sie hier die Möglichkeiten.

German



مقاطعة تيمارو توفر ميزات السكن الميسور التكلفة مع نمط الحياة السهل والعمرح. نغفر بكوننا جزء من نيوزيلندا حيث لا يزال بإمكان الأطفال المشي بسلام إلى المدرسة وتستغرق المسافة إلى العمل من خمس إلى عشرة دقائق فقط والأفضل من ذلك كله، لدينا الكثير من فرص العمل المتاحة - من المناصب المبتدئة إلى الإداريين ذوي المهارات العالية. إنه مكان رائع للزيارة ومكان أفضل للعيش فيه. اكتشف الفرص هنا.

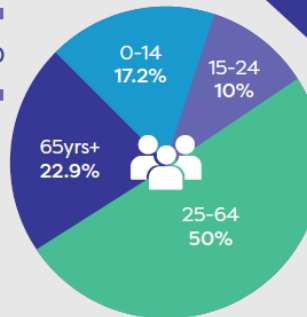
Arabic



Timaru District by Numbers

Population 48,900

Year ended: 30th June 2023
Source: Infometrics & Stats NZ



TIMARU
welovetimaru.nz

Dairy Payout



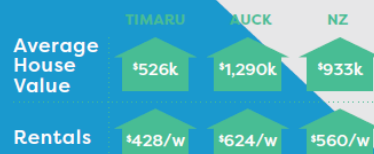
Year ended: March 2024 | Source: Infometrics

Total jobs filled 27,163



Year ended: March 2023 | Source: Infometrics

Housing



Year ended: March 2024 | Source: Infometrics

Venture Timaru
DISTRICT - ECONOMIC & TOURISM AGENCY

All figures rounded.

Education Data

Leaver Qualifications

Recent data (as of 2022) shows:

- 72.8% of students leaving secondary school have achieved NCEA Level 2
- 89.8% of students who stay until 17 years old achieve NCEA Level 2 or above

Source: Educationcounts.govt.nz



Tertiary

In 2021:

- 63.7% of students were enrolled in some sort of tertiary study one year after leaving secondary school. (4.4% above the national average).

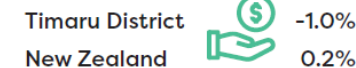
- 30.9% of students leaving secondary school went on to enrol in a Level 7 degree or higher.

Source: Educationcounts.govt.nz

From 2019-2022, regional apprenticeships grew by **48.6%**

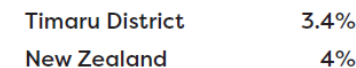
Source: Ministry of Education

GDP Growth



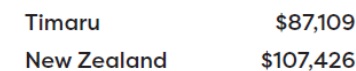
Year ended: March 2024 | Source: Infometrics

Unemployment Rate



Year ended: March 2024 | Source: Infometrics

Household Incomes (median)



Year ended: March 2024 | Source: interest.co.nz

9.4 Presentation of Venture Timaru Limited Statement of Intent for 2024/25

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

That Council receives and notes Venture Timaru Limited's Statement of Intent for 2024/25.

Purpose of Report

- 1 To receive and note the Statement of Intent (Sol) for Venture Timaru (VT) for 2024/25.

Assessment of Significance

- 2 This matter is of low significance in terms of Council's Significance and Engagement Policy. Council has previously discussed the Sol with the board of Venture Timaru and provided feedback. The Statement of Intent for 2024/25 does not include any significant or material shift in the agreed objectives and priorities in the work Venture Timaru undertakes as a Council Controlled Organisation (CCO), although the provided Sol sets out a different format from prior Sol documents it gives clear performance indicators and monitoring steps.

Discussion

- 3 Section 64(1) of the Local Government Act 2002 (LGA2002) requires every council-controlled organisation to prepare and adopt a statement of intent in accordance with Part 1 of Schedule 8.
- 4 The purpose of a Statement of Intent is to:
 - State publicly the activities and intentions of the council-controlled organisation for the year and the objectives to which those activities will contribute; and
 - Provide an opportunity for shareholders to influence the direction of the organisation; and
 - Provide a basis for the accountability of the directors to their shareholders for the performance of the organisation.
- 5 Venture Timaru is required to prepare a Sol annually and deliver it to the shareholder before commencement of the financial year to which it relates. The draft Sol was presented to Council in a workshop on 16 April 2024 along with the receipt of the draft Sol to Council on the 26 March 2024.
- 6 Following the presentation of the draft Sol, no material changes were suggested or received from Council.
- 7 The final Statement of Intent (Attachment 1) includes;
 - Aligned to the future of our District
 - Strategic Focus
 - Nature and Scope of Activities – 2024/2025

- Partners and Collaborators
- Collaborative Projects – overview
- Budget 2024/2025

- 8 The Sol is reviewed and updated on an annual basis and was finalised by the Venture Timaru Board on 05 June 2024.
- 9 Venture Timaru provides quarterly reports on progress against the Sol to Council throughout the year.

Attachments

1. **Venture Timaru Statement of Intent 2024/25** [↓](#) 



Venture Timaru
DISTRICT - ECONOMIC & TOURISM AGENCY

Statement of Intent 2024/25





ABOUT VENTURE TIMARU

Venture Timaru is the Economic Development Agency and Regional Tourism Organisation for the Timaru District, and also contracts the Timaru and Geraldine Visitor Information Centres.

Our mission is to enable a vibrant and thriving community by cultivating the economic potential of our district.



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- Aligned to the future of our District **5**
- Strategic Focus **6**
- Nature & Scope of Activities - 2024.2025 **7**
- Partners & Collaborators **8**
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FOREWORD

TONY HOWEY, BOARD CHAIR

In early February 2024 the Venture Timaru board met at the Fonterra Clandeboye factory for our strategy review. A fitting place to meet given the importance of agriculture and manufacturing to our local economy where we are significantly more dependent on these sectors than most other areas of NZ. Last year this plant processed more milk than any plant in the world and probably more importantly, processed for a wide range of value-add products which also involves the world leading and patented mozzarella cheese process.

While continuing to support the important primary and primary based manufacturing sectors, the Timaru District economy would gain more resilience with additional and more diversified economic activities.

At the strategy review the board and management reflected on the relative strengths of our district and considered how we can provide better value to enhance economic development and wellbeing for the people of our district. At a high level, we need to know what success looks like and to this end have initiated development of a long-term plan entitled “Timaru District – Towards 2050” where success can be measured in terms of: population growth, improved productivity, higher paid & more jobs, increased GDP and an enviable quality of life. This long-term plan is, and needs to be, aspirational, as our changing demographics means we need substantial population growth just to maintain our current economic activity.

To take us on this path to 2050 we have identified the key areas we need to focus on over the next three years, then further identified the priorities for the 2024/25 period as detailed in this document. This approach sets out quite a different format from prior SOI documents and gives clear performance indicators and monitoring steps. We also see that this dovetails succinctly with the recently received Statement of Expectation from our Council which has given us further guidance on what we need to focus, and provide measurable results, on.



TONY HOWEY
BOARD CHAIR

VENTURE TIMARU
Statement of Intent 2024/2025
3

INTRODUCTION

NIGEL DAVENPORT CHIEF EXECUTIVE



People and place are at the centre of all we do at Venture Timaru. Everything we have outlined in this Statement of Intent is dependent upon the genuine relationships we build, the people we work alongside, and the partners who work with us.

Facilitating introductions and collaborations across our community, as well as regionally and nationally, to enhance our districts economic and social well-being is what we are all about.

We unashamedly amplify and promote our district's distinct and unique offerings to both assist existing business to prosper and attract new people and businesses to this great district of ours.

Our Central South Island location with the best of natural NZ right on our doorstep offers an enviable and attractive lifestyle which is fully supported by excellent education & health services and a variety of recreational and sporting facilities. Couple that with our connected, safe and caring communities we have so much to offer - a place where a true sense of belonging and collaboration means we look out for each other while "making things happen".

With a significantly diverse industry base, we have abundant career opportunities where our existing and future workforce can flourish and develop. We help "expose educate and excite" our rangatahi to all employment pathway possibilities so they can make as fully informed decisions as possible on their post secondary school life - to ultimately be part of the future success and growth of our district.

It is important to us that we monitor, measure and report on our successes with the public and our stakeholders and be agile in response to the challenges and opportunities we face as a district.

This Statement of Intent is a chapter of Venture Timaru's story. It sets out our objectives and key focuses for the next 12 months – which is an important step towards achieving a greater vision for our District's economy and its people.

We are excited to work collectively with all stakeholders to "enable a vibrant and thriving community by cultivating the economic potential of our district".



Facilitate

- Communication
- Connectivity



Enable

- Collaboration
- Cooperation



Grow

- Capacity
- Community Wellbeing
- Creativity & Sustainability

VENTURE TIMARU
Statement of Intent 2024/2025
4

ALIGNED TO THE FUTURE OF OUR DISTRICT

Venture Timaru is a Council Controlled Organisation that provides economic development and visitor attraction functions for the district, with support provided by the council.

This Statement of Intent is presented by Venture Timaru in accordance with the requirements of Section 64(1) of the Local Government Act 2002 (LGA 2002). In accordance with the Local Government Act 2002, this annual Statement of Intent publicly states the activities and intentions of Venture Timaru and the objectives to which those activities will contribute.

This Statement of Intent is in response to Timaru District Council's Letter of Expectation and includes performance measures and targets for the next 12 months. The Statement of Intent takes direction from Timaru District Council's Strategic Direction and Long Term Plan along with Venture Timaru's existing Economic Development Strategy and Destination Management Plan.

This document outlines our plans to support and align to Timaru District Council's Strategic Direction which encompasses their Vision and Values underpinning well-being outcomes that create a community that is connected, resilient and diverse with an enhanced lifestyle within a sustainable environment.

TIMARU DISTRICT COUNCIL VISION & VALUES

Where people, place and business prosper within a healthy, adaptable, and regenerative environment.

Inclusive Leadership - through inclusive leadership, citizens play an active role in the District, creating shared responsibility and a connected vision for the future.

Cultural Caretakers - protecting and regenerating our unique cultural and environmental heritage so that we can retain a strong sense of identity for current and future generations.

Transition Navigators - being adaptable to change by embedding the principles of agility and resilience into our approach towards enhancing our community wellbeing outcomes.



STRATEGIC FOCUS

TIMARU DISTRICT - TOWARDS 2050

**POPULATION
GROWTH**

**IMPROVED
PRODUCTIVITY**

**HIGHER PAID &
MORE JOBS**

**INCREASED
GDP**

**ENVIABLE
QUALITY OF LIFE**

For a district such as ours, with so much to offer, it is important we collectively look forward, be challenging and aspirational about what we can be. Venture Timaru recently undertook an initial piece of work that looked out to 2050 and asked the questions:

- Where will Timaru's economy be in 2050 if the status quo remains?
- How much larger could Timaru's economy be if there is an aspirational focus on doing better things?
- Which factors would achieving an aspirational economic future rely on?

The findings were confronting and can be best summarised as "if we do the same we actually don't get the same –we go backwards!"

Therefore at the heart of all we do in coming years will be solidifying a path towards a better Timaru District in 2050 - one with more people, higher paid and more jobs, increased productivity & prosperity and at the heart of it all – an enviable quality of life for all that live here. If Timaru can be aspirational in terms of how many jobs it creates, the people it attracts, and how productive these jobs are then Timaru's economy could potentially triple in size by 2050 bringing with it significant economic, social and cultural benefits.

We are excited about the next 1-2 years as we develop and then implement an aspirational pathway for our district and its people. We look forward to enhancing our engagement with all local stakeholders as now more than ever is the time to be bold, innovative, and aspirational about the future of this great district of ours.



NATURE & SCOPE OF ACTIVITIES - 2024.25

Venture Timaru sets mid-term Operational Objectives which remain our immediate term focus. We then set our Prioritised Operational Activities which are our “must do” activities for the ensuing year, in this case the 2024/25 year, these being our immediate steps on the path to achieving our Operational Objectives.

There is a variety of other work undertaken and planned over and above our Prioritised Operational Activities evidencing the facilitative and collaborative approach we take to growing the prosperity and well-being of our District.

Three Year Operational Objectives	Support EXISTING BUSINESS to innovate and grow.	Attract & assist NEW BUSINESS to the District.	Assist business to attract, develop & maintain a skilled WORKFORCE.	PROMOTE the district as a “destination of choice”	Facilitate enabling & new to district INVESTMENT in Infrastructure & Community assets
2024/25 Prioritised Operational Activities <i>NB a variety of other economic & visitor activities are as detailed within this SOI – these represent our main workstreams for 2024/25</i>	Realign a targeted industry engagement plan as to future plans, challenges, barriers, productivity improvements, decarbonisation etc..	Establish a Business & Investment attraction “hunter/gatherer” role.	Renew workforce attraction resources for industry and recruitment agencies.	Own and implement a Caroline Bay Plan for the future that maximises visitor experience and community engagement.	Assist with identifying and processing key infrastructural opportunities of benefit to the district – (airport/port/transport & logistics)
	Identify & assist existing business and industry expansion plans - access to key enablers water, power, people & supporting infrastructure & services	Develop enhanced Business Attraction resources for the district.	Amplify activity to “Expose Educate & Excite” our future workforce on local career pathways. (MyNextMove student transition initiative)	Further develop existing event offering, and attract new in/out of season events.	Facilitate new residential development investment that provides typography diversity - property owner, developer, investor introductions.
	Key stakeholder participation in the development of a South Canterbury Energy Strategy.	Assist TDHL to secure 100% tenancy for 13ha Washdyke Industrial Park.	Workforce Training – facilitate improved alignment of local training delivery that meets the needs of local industry.	Develop a Cruise Strategy in partnership with Primeport, tourist operators and community to grow Cruise Sector by providing the best possible experience for all cruise visitors.	Coordinate and foster Central Government relationships to attract new investment to support local initiatives and prioritised projects.

Key Performance Indicators	<ul style="list-style-type: none"> Energy Strategy Completed & Implemented. Detail expansion plan assistance provided to local business 	<ul style="list-style-type: none"> Commitments in place for min 50% tenancy of TDHL Washdyke Industrial Park. Min 4 New Medium/Large Businesses committed to establish in Timaru District. 	<ul style="list-style-type: none"> Detail successes of students into local employment # of new industry aligned locally provided training opportunities 20 pathway events, min 3500 students and 150 local businesses 	<ul style="list-style-type: none"> Cruise Sector Economic Benefit reported on. Event ROI Economic Benefit for every \$ invested via Major Events Fund Plan for Caroline Bay completed & implementation underway. 	<ul style="list-style-type: none"> Min 6 new residential developments progressed \$5 of new to district investment. Detail facilitated investment/development introductions made.
Operational Success Indicators					

Monitoring Indicators	GDP Contribution Timaru District v NZ	Unemployment Rate Timaru District v NZ	Housing Affordability Timaru v like areas	Consumer & Visitor Spend trends v same period last	# Jobs Year on year improvement
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Timaru District Towards 2050 Performance Indicators	<p>Operationalising our “Timaru District Toward 2050” long term strategic focus will occur over the 2023-26 period and be completed in time to inform the Council’s Long Term Plan cycle in 2026. As the districts Economic Development and Visitor Agency we will champion this aspirational vision for our district that, whilst challenging, will aim to ensure we maximise our potential across social, economic, and cultural areas. Engagement with key stakeholders and our wider communities will be a key feature of this work.</p> <p>Progressing this work can be broadly divided into three key parts:</p> <ol style="list-style-type: none"> 1) Key stakeholder identification and engagement – complete 2024/25 2) Identifying which industries (existing/adjacent/new) might offer the best opportunities for delivering this ambition? complete 2024/25 3) What are the big levers and enabling factors necessary to support transformational growth in Timaru’s economy? 4) What activities should be focussed on, by who, and how will we measure success? <p>It is proposed that these steps are undertaken sequentially, with the findings of the first three steps used to inform step four.</p>
---	---

PARTNERS AND COLLABORATORS

Fostering key strategic partnerships, in a collaborative and transparent manner, is crucial to Venture Timaru achieving its objectives thereby ensuring our work and initiatives resonate at local, regional, and national levels. We lead when it is right to do so and provide guidance and expertise when appropriate. We seek input and consultation to achieve the best outcomes for our people, businesses and communities.

- **LOCAL** partnerships provide a foundation for understanding community needs and tailoring plans to address specific challenges and opportunities. By engaging with local businesses, organisations, and communities, development strategies become more contextually relevant and responsive, leading to sustainable growth that uplifts the entire community.
- Authentic partnership with **TANGATA WHENUA** importantly honours the vision of iwi, hapū and whānau for a future where our economy grows alongside sustainability and well-being for whānau, lands, waterways, marae, language, and future generations. This partnership acknowledges the cultural and historical dimensions of economic development and ensures that strategies and plans respect and integrate indigenous perspectives, fostering a more holistic and sustainable approach.
- **REGIONAL & SUB-REGIONAL** partnerships enable the pooling of resources and expertise, fostering synergies that can drive innovation and development. Collaborative efforts on a broader scale can address shared challenges, such as infrastructure development, workforce training, and market access. Regional partnerships also facilitate the exchange of best practices, allowing different areas to learn from each other's successes and failures. This collective approach enhances the overall economic resilience and competitiveness of the region, creating a unified front in the pursuit of common goals.
- **NATIONAL** partnerships play a pivotal role in aligning local and regional efforts with broader economic policies and objectives. Coordination at the national level ensures activities and focuses complement each other, creating a cohesive and efficient framework for economic progress.

Patience and respect are integral components of successful strategic partnerships. Economic development is often a long-term endeavor, and patience is necessary to navigate the complexities and uncertainties that may arise. Moreover, respect for diverse perspectives and cultural considerations, particularly in collaboration with tangata whenua, builds trust and fosters an inclusive environment.

Recognizing the value of each partner's contributions and maintaining open lines of communication contribute to a collaborative approach that not only advances economic development but also nurtures a sense of shared responsibility, commitment, and achievement.



Venture Timaru's collaborative projects enable us to add value, amplify connections, ignite enthusiasm and realise opportunities

We will continue to demonstrate collaboration in ways such as:

VIRTUAL REALITY SIMULATORS – alongside many local partners bringing accessible driver education resources into all local secondary schools to assist students on the path to obtaining their drivers licences.

MY NEXT MOVE – a nationally recognised youth transition initiative in partnership with secondary schools. Using our extensive business and industry connections to “expose, educate and excite” our next generation workforce.

SOUTH CANTERBURY ENERGY STRATEGY – we are collaborating with local stakeholders to assist in developing an energy strategy that will “power up” our district meeting capacity demands now and into the future in a sustainable and renewable way.

SUSTAINABLE IS ATTAINABLE – an unprecedented level of collaboration amongst our food processing and manufacturing sector and nationwide academics and research and development agencies – focused on taking the lead with their waste streams (minimisation, value & energy extraction and circular economy).

SISTER CITIES – an active member helping facilitate social, educational, business, and cultural connections with the district's international sister cities.

STRENGTHENING FAMILIES – proud to be a member, alongside our key local service and support agencies, ensuring all residents have access to the support they need to live the lives they aspire to in our district

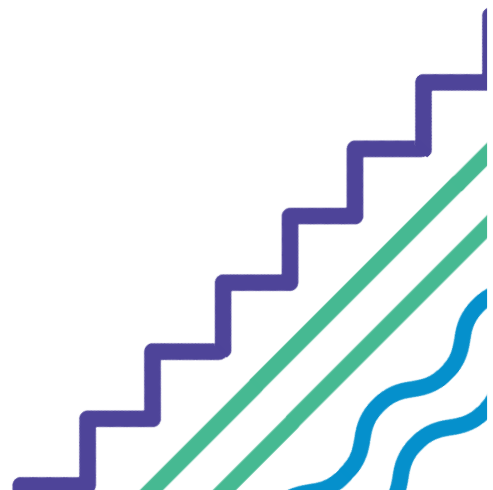
BUSINESS CONNECTION GROUPS – regularly facilitated catch ups of industry sector groups to foster collaboration, sharing of best practice and training initiatives.

REGIONAL APPRENTICESHIP INITIATIVE – administering \$4.0m of central government funding to identify and support 120+ new apprentices into local trades and business across Mid & South Canterbury and North Otago.

MAJOR EVENTS FUND – financially supporting and encouraging new and existing events bringing economic and social benefits to the district.

INNER/NEAR CITY LIVING – in partnership with local professionals developing a guide to inspire, excite and encourage more people living in and near Timaru's CBD with a goal to bring vibrancy, business, and excitement to this area.

TIMARU CBD GROUP - administrator for a group of committed CBD property and business owners working together to improve the experience of all who visit, shop, work and live in our CBD.



Venture Timaru

BUDGET 2024-2025

INCOME	2024/25	
Council Operational Funding – Economic Development*	\$745,000	
Council Operational Funding – Visitor Attraction*	\$468,000	
Council Funding – Events	\$245,000	
External Project Funding **	\$527,000	
Sundry Income	\$38,000	\$2,023,000
EXPENSES		
Economic Development	\$783,000	
Visitor Attraction	\$314,370	
Visitor Centre's	\$93,630	
Cruise	\$60,000	
Event Funding	\$245,000	
Projects	\$527,000	\$2,023,000

* Economic Development & Visitor Operational funding increase of <3.50% sought, together with \$60,000 new operational funding to support and develop the Cruise sector.

** Regional Apprenticeship Initiative \$358,000 , MyNextMove \$145,000 and Tech Step Events \$24,000

SUPPLEMENTARY INFORMATION

GOVERNANCE STATEMENT – The board of Venture Timaru Limited, trading as Venture Timaru, governs the organisation in a way that is both aligned to central and local government plans and objectives. The board communicates with the Council in a timely and effective manner. Given the nature of the activities, the performance is not measured in strictly commercial terms such as profit, share value or rate of return.

- All board members will be required to comply with the New Zealand Institute of Directors' "Code of Practice for Directors".
- All board members will ensure Venture Timaru complies with the requirements of its constitution and this Statement of Intent.

PERFORMANCE AND MEASUREMENT - Performance shall be assessed against stated Key Performance Indicators via the supply of a quarterly (and annual) reports to the Timaru District Council including financial position. Other Performance measures include:

- Financial - Venture Timaru will prudently manage all financial matters, operating within its means predicated by the level of income and reserves received and held. Measured by financial performance v budget and adherence to all financial and reserves policies.
- Good Employer - Venture Timaru is committed and obligated to being a better than good employer of existing and future staff. Our well established policies and procedures clearly evidence the importance we place on the health, wellbeing, and ongoing development of our staff. This is measured against staff retention rate, development opportunities and annual performance evaluations.

ACCOUNTABILITY & RISK MANAGEMENT - The board shall ensure that appropriate insurance is maintained on all insurable risks of Venture Timaru, and in particular public liability insurance. The board shall ensure that Venture Timaru has systems in place to achieve compliance with the Health and Safety at Work Act 2015 and subsequent amendments and will remain compliant with all legal and regulatory requirements.

REPORTING ENTITY

- Venture Timaru Limited is a company incorporated and domiciled in New Zealand
- Venture Timaru is a Council Controlled Organisation (CCO) as defined under section 6 of the Local Government Act 2002, based in Timaru and is a subsidiary 100% owned by the Timaru District Council.
- The financial statements of Venture Timaru are for the year end 30 June. The financial statements are authorised for issue by the directors.

SUPPLEMENTARY INFORMATION contd

Basis of preparation

- The financial statements are prepared in accordance with the requirements of the Companies Act 1993, the Local Government Act 2002 and the New Zealand International Reporting Standards.
- The financial statements are prepared in accordance with New Zealand Generally Accepted Accounting Practice ("NZ GAAP"). They comply with New Zealand IFRS Reduced Disclosure Regime (NZ IFRS RDR), and other applicable Financial Reporting Standards, as appropriate for profit-oriented entities. For the purposes of complying with NZ GAAP, the company is eligible to apply NZ IFRS Reduced Disclosure Regime (NZ IFRS RDR) on the basis it does not have public accountability and is not a large-for-profit public sector entity. The Company has elected to report in accordance with NZ IFRS RDR and has applied disclosure concessions.
- All transactions are reported using the accrual basis of accounting.
- The financial statements are presented in New Zealand dollars (\$)
- The functional currency of Venture Timaru is New Zealand dollars.

Accounting Policies

Venture Timaru's financial reporting complies with the Timaru District Council Group accounting policies and presents its financial results, including the notes as applicable and compatible, consistent with the Group financial reporting structure.

REPORTING

- Annually by 1st March, Venture Timaru will provide a draft Statement of Intent and budget to Council.
- Annually by 30th September (within three months of the end of the financial year), Venture Timaru will provide their Annual Report to Council encompassing:
 - Audited Financial Statements with a Statement of Financial Performance disclosing revenue and expenditure and comparative figures from previous annual reports and a Statement of Financial Position at the end of the year.
 - A Statement of Service Performance including a summary of the financial results and a comparison of performance in relation to the objectives and key performance indicators.
 - Any other matters that the Council and Venture Timaru agree shall be disclosed as appropriate.
- Quarterly Reporting (as at September, December, March & June), Venture Timaru will provide commentary to Council on activities, performance against key performance indicators and any other such information as the Directors consider necessary to enable an informed assessment of Venture Timaru's performance during the period in question. These reports will include Statement of Financial Performance and Statement of Financial Position detailing actual v budget performance.

GENERAL

- Venture Timaru is not a large-for-profit organisation and does not generate a dividend for Timaru District Council
- Venture Timaru directors estimate that the equity in the Annual Report will represent the value of Venture Timaru and will advise the shareholders on an annual basis if they believe the value to differ materially from this state.
- Venture Timaru projects their ratio of equity to total assets as being 50%.



Timaru District:
Abundant opportunities
can be found here





Venture Timaru

2 Sefton Street East
Timaru

www.welovetimaru.nz

(03) 687 2682

9.5 Timaru District Holdings Limited Quarterly Report (01 January 2024 to 31 March 2024)

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

That Council receives and notes the Timaru District Holdings Limited Quarterly Report (01 January 2024 to 31 March 2024).

Purpose of Report

- 1 To present to Council, for information and as a requirement of the Statement of Intent (Sol), the quarterly performance report of Timaru District Holdings Ltd (TDHL) for the period 01 January 2024 to 31 March 2024.

Assessment of Significance

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

Discussion

- 3 TDHL's quarterly performance report for the nine month period 01 July 2023 to 31 March 2024 is attached. This update is provided to Council as a requirement of TDHL's Sol with Council and provided on a quarterly basis.
- 4 The General Manager of TDHL will be in attendance to speak to the report.
- 5 Key focus areas addressed in the report include: Financial Performance (Profit & Loss and Balance Sheet for the period); Activity and Performance Targets including Portfolio updates and property developments; Engagement with the Timaru District Council.

Attachments

1. **Timaru District Holdings Limited Quarterly Report to 31 March 2024** [↓](#) 

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

8 May 2024

Dear Nigel

Report for period 1 July 2023 to 31 March 2024

Please find attached the TDHL report for the period 1 July 2023 to 31 March 2024.

The 1 February 2024 Letter of Expectations from Council asked for updated quarterly reporting and performance measurement. In response to this, TDHL has reviewed and refreshed the content and style of the report. To this end, the report now:

- Provides progress updates against the Statement of Intent (Sol) Annual Activity and Performance Targets.
- Provides bullet pointed updates on engagement with TDC, associate activities and the property portfolio.
- Provides progress updates against the Sol Financial Performance Targets.
- Includes financial statements with a commentary on variances and forecasts.

It is noted that this report was prepared as at 31 March 2024, therefore it does not fully incorporate the effects of not receiving the Alpine dividend as forecast.

Further to the report, recent key highlights include:

- Extensive engagement with the Alpine Board and fellow shareholders in regard to the price path correction. This has a significant and material impact on TDHL and we continue to model the impacts. The timeframes for resolution with the Commerce Commission have yet to be determined.

tdhl.co.nz 

admin@tdhl.co.nz 

PO Box 178 Timaru 7910 




- We would like to thank Councillors for their attendance at the 16 April workshop and valuable discussion on the TDHL Investment Policy Statement. This document has now been finalised and TDHL is actively applying it as we look to diversify our portfolio.
- TDHL is pleased to announce the appointment of local Director Amanda Johnston to the Board of PrimePort. Amanda began her role by joining the May Board Strategy session which provides the perfect introduction for her to the company and other Directors.

As this is the first presentation of the refreshed reporting, we would like to request feedback from Councillors, as we are keen to work to refine the report to ensure that it meets the needs of Council and accurately supports purposeful and meaningful reporting.

Sincerely



Mark Rogers
TDHL Chair

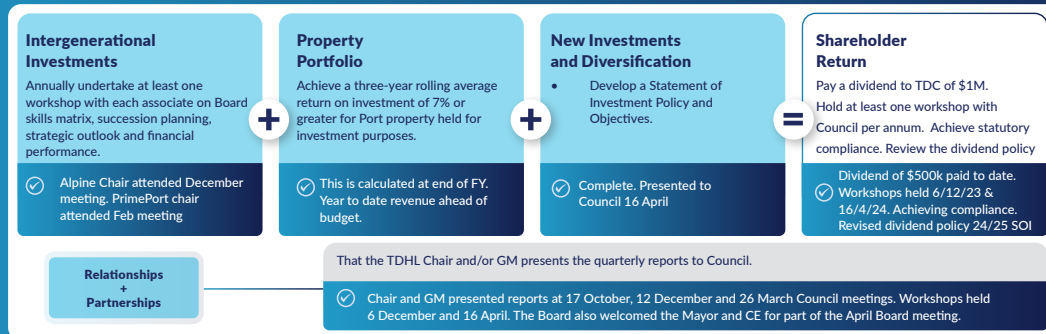
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Quarterly Report

Report for the period 1 July 2023 to 31 March 2024

Activity and Performance Targets

The specific 2023/24 Activity and Performance Targets for TDHL are set annually in the **Statement of Intent** and are designed to support the higher-level Strategic priorities and Outcomes. An assessment of TDHL's achievement against the activity targets is set out below:



Timaru District Council

- TDHL continue to engage with Council at a governance and management level to ensure alignment heading into the LTP and to identify and foster overlapping opportunities.
- TDHL thanks Council for considering the draft Sol.
- In the upcoming quarter, we are looking forward to the 16 April Workshop, providing the final Sol in June and a further workshop in August.



Alpine Energy

- Shareholder officers have been working on SCI and AMP feedback.
- Shareholders received the first full report from the Alpine Chair and CEO in late March on the price path correction.
- In the upcoming quarter, there are shareholder and Alpine Board workshops in early April and mid May to receive the final SCI and be updated on the release of the draft DDP4 settings.



PrimePort Timaru

- A recruitment process is complete for a new locally based Director for the PrimePort Board.
- In the upcoming quarter, the focus will be on the joint PrimePort/TDHL submission at the District Plan review hearings



Property Portfolio

- Asbestos removal is underway at 101 to 107 Stafford St.
- Construction contracts have been issued for the restoration works at 117 Stafford St – the Union Bank building.
- Opportunities for the Lyndon St and Martin St sites continue to be actively pursued.



Financial Performance Targets

An assessment of TDHL's achievement against the performance targets is set out below. It shows that targets are forecast to be achieved.

The financial statements for the nine months ending 31 March 2024 are attached.

Measure	2023/24 SOI Target	Forecast and achievement
EBITA	\$3,040,215	✓ \$3,170,374
Net Profit to S/H funds	6.9%	✓ 6.9%
Net tangible assets per share	\$6.20	✓ \$6.20
Earnings per share	\$0.43	✓ \$0.43
Dividends per share	\$0.03	✓ \$0.03
Shareholder funds to total assets	87%	✓ 87%

Profit and Loss

- The year-to-date Net Income is \$982k, ahead of YTD budget of \$802k. This is primarily due to higher rental income and lower than budgeted costs.
- The lower than budgeted Other Income is due to reduced dividends received from associates and the delayed timing of Showgrounds property settlement.

Profit and Loss - For the 9 months ended 31 March 2024

PROFIT & LOSS	2022/2023 (YTD)	2023/2024 (YTD)	Budget 2023/2024 (YTD)	Budget 2023/2024 (Full Year)
Revenue	\$2,142,132	\$2,417,014	\$2,294,514	\$3,180,519
Cost of Sales	\$485,084	\$552,435	\$631,785	\$847,952
Gross Profit	\$1,657,047	\$1,864,579	\$1,662,729	\$2,332,567
Expenses	\$1,307,154	\$753,678	\$1,237,824	\$1,536,481
Operating Profit	\$349,893	\$1,110,901	\$424,905	\$796,086
Other Income	\$2,469,923	\$1,228,639	\$2,138,718	\$2,374,288
Earnings Before Interest & Tax	\$2,819,816	\$2,339,540	\$2,563,623	\$3,170,374
Interest Income	\$129,632	\$102,598	\$0	\$0
Interest Expenses	\$1,088,687	\$1,459,298	\$1,619,699	\$2,183,534
Earnings Before Tax	\$1,860,762	\$982,839	\$943,924	\$986,840
Adjustments	\$0	\$0	\$141,905	\$141,905
Net Income	\$1,860,762	\$982,839	\$802,019	\$844,935
Retained Income	\$1,860,762	\$982,839	\$802,019	\$844,935

Balance Sheet/Statement of Cashflows

- The balance sheet and statement of cashflows reflect the increased equity position from the close of the 2023 year, primarily a result of asset revaluation.

Balance Sheet - As at 31 March 2024

BALANCE SHEET	2022/2023 (YTD)	2023/2024 (YTD)
ASSETS		
Cash & Equivalents	\$4,641,009	\$808,302
Accounts Receivable	\$114,235	\$209,307
Other Current Assets	\$227,874	\$147,643
Total Current Assets	\$4,983,118	\$1,165,252
Investments or Other Non-Current Assets	\$174,849,583	\$208,299,638
Total Non-Current Assets	\$174,849,583	\$208,299,638
Total Assets	\$179,832,700	\$209,464,890
LIABILITIES		
Accounts Payable	\$229,680	\$193,283
Tax Liability	\$1,047,142	\$870,909
Other Current Liabilities	\$36,127	\$88,666
Total Current Liabilities	\$1,312,949	\$1,152,858
Long Term Debt	\$27,680,613	\$27,980,613
Total Non-Current Liabilities	\$27,680,613	\$27,980,613
Total Liabilities	\$28,993,562	\$29,133,471
EQUITY		
Retained Earnings	\$112,287,841	\$130,182,394
Current Earnings	\$1,860,762	\$982,839
Other Equity	\$36,690,536	\$49,166,186
Total Equity	\$150,839,138	\$180,331,419
Total Liabilities & Equity	\$179,832,700	\$209,464,890

Statement of Cash Flows - For the 9 months ended 31 March 2024

CASH FLOW STATEMENT	2022/2023 (YTD)	2023/2024 (YTD)
OPERATING ACTIVITIES		
Rentals	\$2,575,981	\$2,706,508
Interest received	\$129,632	\$102,598
Dividends Received from Alpine Energy	\$1,177,848	\$942,279
Dividends Received from Primeport	\$1,100,000	\$757,500
	\$4,983,462	\$4,508,884
Payments to suppliers and employees	(\$1,694,868)	(\$1,811,971)
Interest Payments & Line of Credit	(\$960,448)	(\$1,433,105)
	(\$2,655,316)	(\$3,245,076)
Cash Flow from Operating Activities	\$2,328,146	\$1,263,808
INVESTING ACTIVITIES		
Showgrounds sale	\$663,075	\$0
Capital Works	(\$4,634,984)	(\$3,017,960)
Cash Flow from Investing Activities	(\$4,634,984)	(\$3,017,960)
FINANCING ACTIVITIES		
Dividends Paid	(\$500,000)	(\$500,000)
Change in Long Term Debt	\$3,500,000	(\$100,000)
Cash Flow from Financing Activities	\$3,000,000	(\$600,000)
Change in Cash & Equivalents	\$693,162	(\$2,354,151)
Cash & Equivalents, Opening Balance	\$3,284,772	\$3,162,454
Cash & Equivalents, Closing Balance	\$4,641,009	\$808,302

Movements in Equity - For the 9 months ended 31 March 2024

Movements in Equity	2023/2024 (YTD)
Equity - Opening Balance	\$179,848,580
Current Year Earnings	\$979,496
Equity Dividends Paid	(\$500,000)
Total Equity	\$180,328,075

9.6 Final Modified 2023/24 Timaru District Holdings Limited Statement of Intent

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

That Council receives and notes Timaru District Holdings Limited (TDHL) Modified Statement of Intent (Sol) 2023/24.

Purpose of Report

- 1 To receive and note the Modified Statement of Intent (Sol) for Timaru District Holdings Limited (TDHL) for 2023/24.





Assessment of Significance

- 2 This matter is assessed to be of low significance under Council's Significance and Engagement Policy as it does not affect levels of service, strategic assets directly, or rates. The report is a requirement of the current Statement of Intent required of this Council Organisation.

Discussion

- 3 On the 28 February 2024 a notified "Draft Modified 2023/24 TDHL Statement of Intent" was lodged with Council in accordance with Schedule 8, part 1(5) of the Local Government Act 2002. This provision allows the Board of a Council Organisation to modify a Statement of Intent at any time, provided the Board of the Council Organisation has first given Council written notice of the proposed modification and then considered any subsequent feedback provided by Council to the Organisation.
- 4 The Draft Modified 2023/24 TDHL Sol was presented to Council on 26 March 2024 and was finalised by the TDHL Board on 05 June 2024.
- 5 The Sol remains as presented on the 26 March 2024 with exception to the removal of the financial forecasts following consultation with Audit New Zealand and receipt of independent legal advice received by TDHL.
- 6 The General Manager for TDHL will be present to discuss this report.

Attachments

1. **Cover letter - Final modified 2023/24 Statement of Intent - Timaru District Holdings Limited**  
2. **Final modified Timaru District Holdings Limited Statement of Intent 2023/24**  

Nigel Trainor
nigel.trainor@timdc.govt.nz

11 June 2024

Dear Nigel

Final updated 2023/24 TDHL Statement of Intent

Further to the modified 2023/2024 Statement of Intent (Sol) provided on 28 February 2024, I am pleased to provide the final modified 2023/2024 TDHL Statement of Intent.

For clarity, this is the Sol for the current financial year which has been updated to reflect TDHL's status as a Council Controlled Trading Organisation (CCTO), as opposed to a Council Controlled Organisation (CCO).




The Sol remains as presented to you in draft in February except for the removal of the financial forecasts. As with the 2024/2025 Sol, these have been removed following consultation with Audit New Zealand and the receipt of independent legal advice. This is to ensure compliance with s64(7) of the Local Government Act 2002 which requires that the Sol information must be prepared in accordance with generally accepted accounting practice, which is a level of scrutiny and detail only applied to the TDHL annual report statements.

For consistency and transparency, the financial statements are provided below. It is noted that these do not account for the anticipated changes in the Alpine dividend. These changes are accounted for in the 2024/2025 Sol.

Sincerely



Frazer Munro
General Manager

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PO Box 178 Timaru 7910 

Profit and Loss summary

	2021/22 Actuals \$	2022/23 Actuals \$	2023/24 Forecast \$	2024/25 Budget \$	2025/26 Budget \$
Gross Profit from property	2,808,000	2,943,000	2,459,449	2,481,543	3,065,546
Other Revenue	2,462,000	2,493,000	1,825,599	2,435,656	1,942,279
Total Gross Profit	5,270,000	5,436,000	4,285,048	4,917,199	5,007,825
Expenses	1,299,000	1,502,000	1,119,013	1,626,459	1,347,121
Interest	710,000	1,607,000	2,017,916	2,124,267	2,086,496
Earning Before Tax	3,261,000	2,327,000	1,148,119	1,166,473	1,574,208
Gains on share of Associate Surplus	10,461,000	18,969,000	9,508,175	10,935,350	20,772,200
Gains on revaluation of investments	2,212,000	10,167,000	2,621,710	2,879,378	3,024,090
Other gains/(losses)				(163,506)	
Net Profit	15,934,000	31,463,000	13,278,004	14,817,695	25,370,498
Income tax	131,000	92,000	24,633		
Earnings after tax	15,803,000	31,371,000	13,253,371	14,817,695	25,370,498

Balance Sheet Summary

	2021/22 Actuals \$	2022/23 Actuals \$	2023/24 Forecast \$	2024/25 Budget \$	2025/26 Budget \$
Total Equity	149,476,536	179,853,000	192,100,470	205,718,165	229,688,664
Current Assets	5,188,140	4,229,000	766,722	820,709	512,938
Current Liabilities	1,312,621	1,948,000	985,590	943,001	1,061,022
Total non-current Assets	169,781,631	205,662,000	220,982,951	237,854,070	262,950,360
Total non-current liabilities	24,180,613	28,090,000	28,663,613	32,013,613	32,713,613
Net Assets	149,476,537	179,853,000	192,100,469	205,718,165	229,688,664

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TDHL
Timaru District Holdings Ltd
Delivering Prosperity

Statement of Intent 2023/2024

www.tdhl.co.nz

Statement of Intent

1. Introduction

Timaru District Holdings Limited (TDHL) is a council-controlled trading organisation as defined by Section 6 of the Local Government Act 2002 (the Act). Accordingly, this Statement of Intent is prepared in accordance with section 64(1) of the Act.

This Statement of Intent sets out TDHL's strategic framework and the resulting activity and financial performance measures by which the performance of TDHL can be judged in accordance with the statutory requirements of Part 2 and 3 of Schedule 8 of the Act. It applies to the period 1 July 2023 to 30 June 2024 and the following two financial years.

TDHL was incorporated on 29 October 1997 as a 100% owned subsidiary of the Timaru District Council. Its purpose is to manage and grow an investment portfolio that provides a sustainable intergenerational return and is aligned with the values of the Shareholder.

The initial cornerstone assets were the shareholding in PrimePort Timaru Limited and Alpine Energy Limited which TDHL purchased off Timaru District Council. These remain key investments for TDHL forming intergenerational assets held in the interest of ensuring the community is provided with value add infrastructure.

Alpine Energy owns and manages infrastructure to provide secure reliable electricity supply in South Canterbury. PrimePort owns and operates the port, cargo and marine services along with facilities that support and enable the growth of our local economy through its connection to world markets.

TDHL also owns an industrial and commercial property portfolio which it actively manages. The purpose of this portfolio is to provide a commercial return and support the capacity of the Port. In addition, TDHL owns a smaller portfolio of property aimed at supporting wider economic investment.

2. Purpose of TDHL

In addition to the requirements of s59 of the Act, the core purpose of TDHL is set out below. This reflects an approach focused on generating a financial return for our principal shareholder.

Core Purpose

To manage and grow an investment portfolio that provides a sustainable intergenerational return and is aligned to the values of the Shareholder

3. TDHL Vision

This is an aspirational goal that reflects the future state TDHL seeks to attain.

Vision

To be a successful and diversified regional investment company

4. TDHL Values

The values below set out the principles by which TDHL will go about achieving its purpose and vision

We are Collaborative

TDHL will work closely alongside its stakeholders, supporting their success and enhancing their reputation

We are Agile

TDHL will be nimble and move quickly to respond to the needs of its stakeholders and capitalise on new opportunities

We are Intergenerational

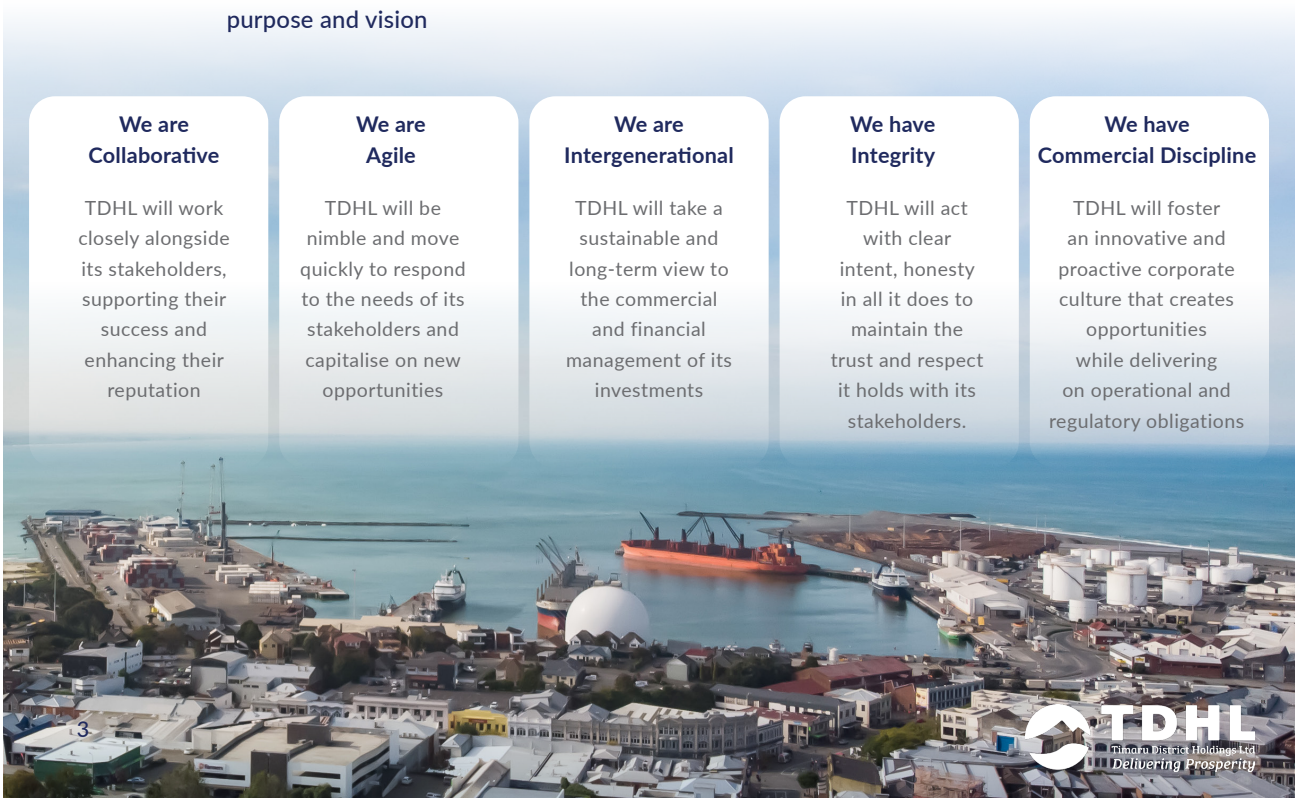
TDHL will take a sustainable and long-term view to the commercial and financial management of its investments

We have Integrity

TDHL will act with clear intent, honesty in all it does to maintain the trust and respect it holds with its stakeholders.

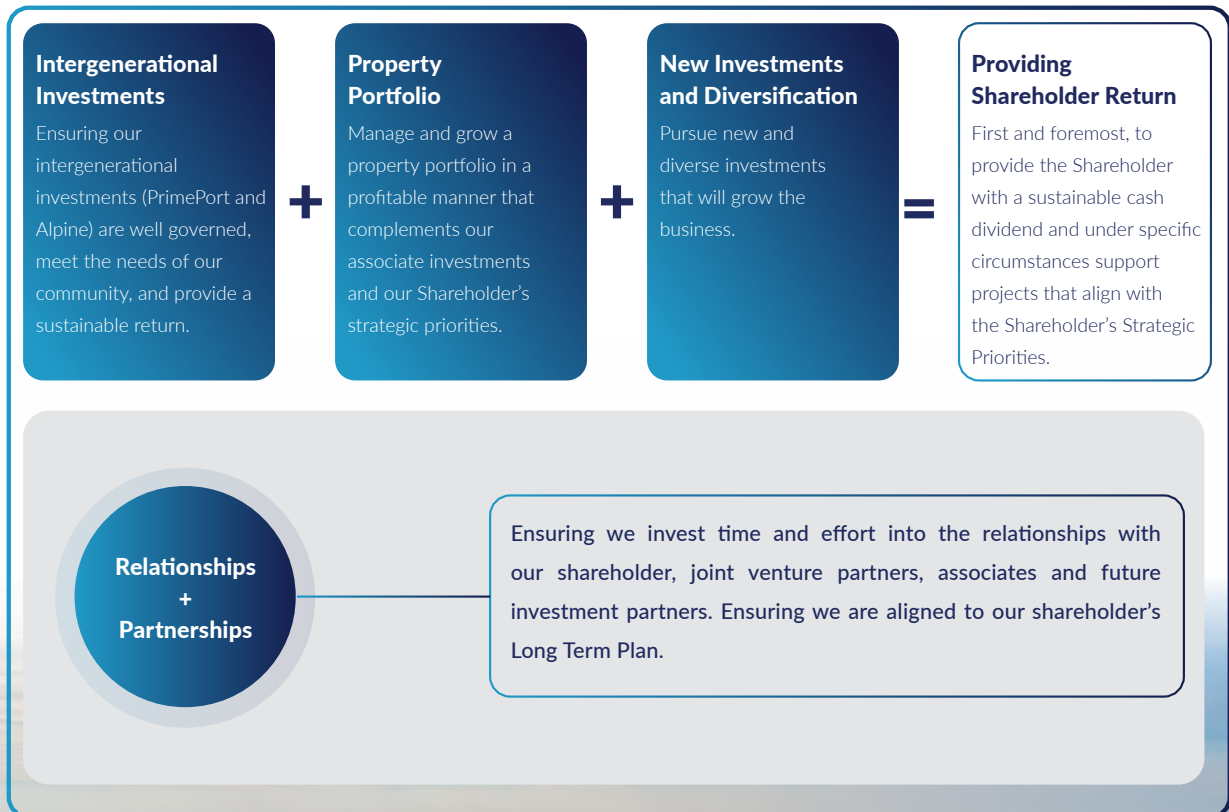
We have Commercial Discipline

TDHL will foster an innovative and proactive corporate culture that creates opportunities while delivering on operational and regulatory obligations



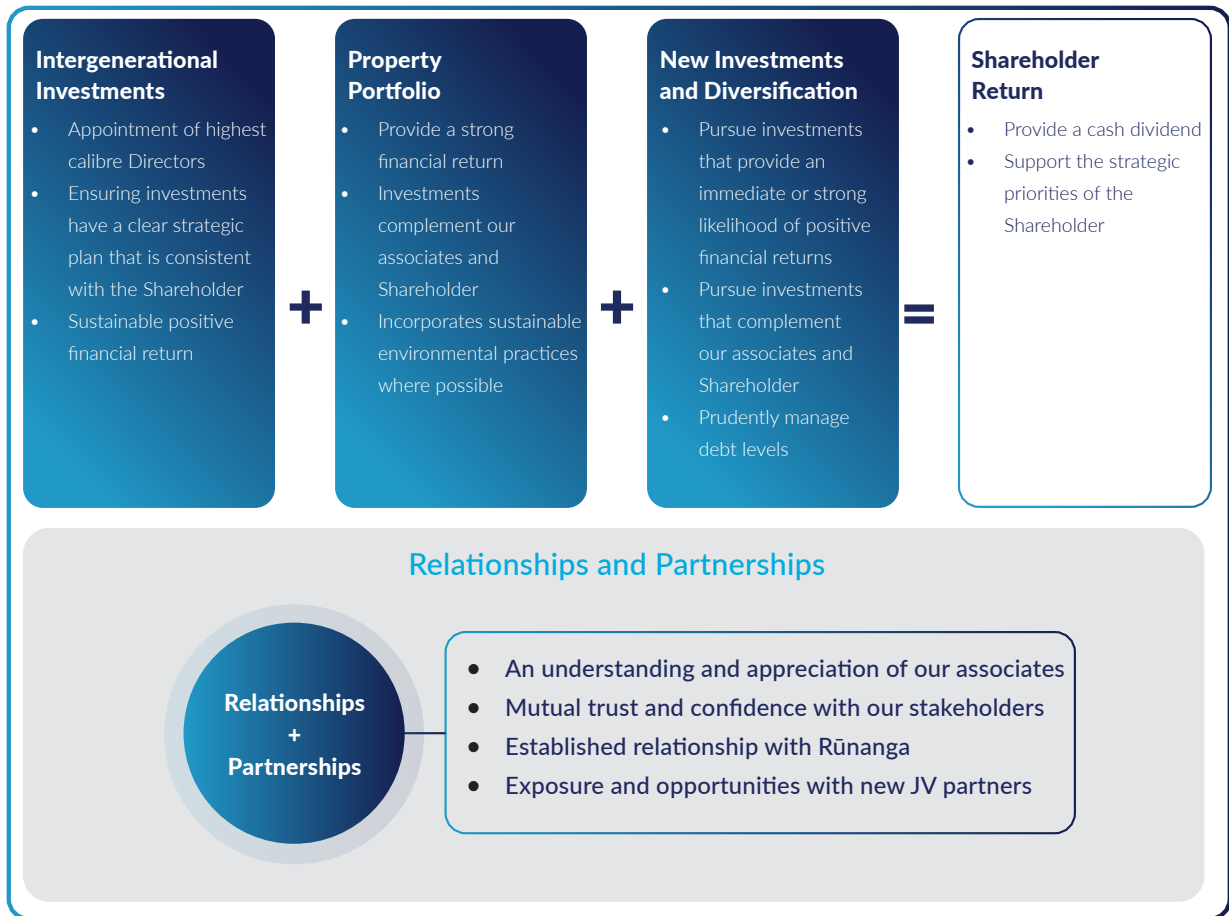
5. Strategic Priorities

The Strategic Priorities are our areas of key focus. By successfully concentrating on these priorities, we will remain focused on our Core Purpose. They are structured to reflect the nature of our operations (intergenerational investment, property, new investments and diversification) and the core purpose of TDHL (providing a return to the Shareholder), all of which is underpinned by our approach (investing in relationships and partnerships). This approach reflects the importance we place on preserving our most valuable asset – our relationship with Council. This is supported by a ‘No Surprises Approach’ whereby TDHL is committed to keeping the Council informed of material matters at all times.



6. Objectives and Outcomes

The Outcomes are the long-term results of focusing on each Strategic Priority and provide more granular detail to support the strategic priorities.



The property investments that complement our shareholder and the support of the strategic priorities of our shareholder shall be considered to the extent that they are commercially viable, clearly articulated by the shareholder, and does not inhibit reinvestment or the dividend.

7. Specific Activity and Financial Performance Targets for 2023/24

The Specific Performance Targets are set annually and are designed to support the Strategic Outcomes based on the more granular Outcomes.



For the 2023/24 year, TDHL expects to have a net profit of \$0.86M excluding valuations and share of associate surpluses and to pay an ordinary dividend of \$1m. The dividend is forecast to remain at \$1m for subsequent years.

Performance Targets

	2021/22 Actuals	2022/23 Actuals	2023/24 Forecast	2024/25 Budget	2025/26 Budget
EBITA (excluding revaluations)	3,908,000	3,749,767	3,749,767	3,250,972	3,660,705
Net Profit to S/H Funds	2%	1.24%	6.9%	7.2%	11.05%
Net tangible assets/share	\$4.82	\$5.80	\$6.20	\$6.64	\$7.41
Earnings per share	\$0.10	\$0.07	\$0.43	\$0.48	\$0.82
Dividends per share	\$0.03	\$0.03	\$0.03	\$0.04	\$0.05
Shareholder funds to total assets	85%	86%	87%	86%	87%

8. Reporting to a Shareholder

The following information will be available to Council:

Information	Quarterly	Half Yearly	Annually	
	Within 2 months of the end of quarter	Within 2 months of the first six months	(Unaudited) Within 2 months of the end of financial year	(Audited) Within 3 months of the end of financial year
Statement of Revenue and Expense disclosing actual revenue and expenditure including a comparison of actual against budget	✓	✓	✓	✓
Statement of Changes in Equity	✓	✓	✓	✓
Statement of Financial Position	✓	✓	✓	✓
Cashflow Statement	✓	✓	✓	✓
Commentary The results for the quarter, together with a report on the outlook for the following quarter with reference to any significant factors that are likely to affect performance, including an estimated forecast of the financial results for the year based on that outlook.	✓	✓	✓	✓
Notice of dividends Notice of and the reasons for any material changes to the dividend payments.	✓	✓	✓	✓
Directors' report Including a summary of the financial results, a review of operations, a comparison of performance in relation to objectives and any recommendation as to dividends.				✓
Auditor's report On the above statements and the measurement of performance in relation to objectives.				✓
Statement of Intent (Draft)				1 March
Statement of Intent (Final)				30 June

9. Nature and Scope of Activities to be Undertaken

TDHL's business is that of an investor for the benefit of our Shareholder by providing a commercial return. In all activities that TDHL undertakes, it shall apply the values set out above. The specific nature and scope of TDHL's activities include:

a. Intergenerational Investments. As shareholders in Alpine Energy Ltd – (47.5%) and PrimePort Timaru Ltd – (50.0%) we will:

- Act as an informed, diligent, constructive, and inquiring Shareholder
- Proactively engage on their Board skills, matrix, succession planning, strategic outlook, financial performance and their Statement of Intent

b. Property investments including:

- Properties primarily located in the vicinity of PrimePort Timaru that are targeted for leasing to port-related operations to achieve an overall set rate of return
- Activities to be undertaken include:
 - Ensuring appropriate leases are in place and lessees are compliant with the terms of those leases
 - Having appropriate insurance in place
 - Having appropriate asset management plans in place that comply with TDHL's obligations as a Lessor under the Health and Safety at Work Act

c. New Investments and Diversification

TDHL will undertake activities that enables the consideration and pursuit of new investments and diversification opportunities that are consistent with its purpose. The priorities for 2023/24 include:

- Development of a Statement of Investment Policy and Objectives
- The proactive development of industrial land.

10. Governance

TDHL proactively seeks to promote the highest standards of governance internally, with its shareholder, our joint venture partners and to its associates.

The TDHL Board meets on a monthly schedule and receives regular management reporting on all company activities. TDHL monitors the performance of associate companies Alpine Energy Ltd and PrimePort Timaru Ltd through:

- Monitoring each company's compliance with their Statement of Intent
- Regular monthly reporting on performance and against budget
- Regular reports on the property portfolio
- The AGM between each company and shareholders, as well as additional shareholder and Board to Board meetings on an as needed basis.

Board succession and development planning for the TDHL Board (in conjunction with Council) and its associate companies (where TDHL has a right to appoint directors) will be managed on an ongoing basis. This includes the maintenance of an up-to-date skills matrix for the TDHL Board and an annual Board performance review.

11. Ratio of Consolidated Shareholders' Funds to Total Assets

This ratio shows the proportion of total assets financed by shareholders funds. TDHL will ensure that the ratio of Shareholders Funds to Total Assets remains above 25%.

For the purposes of this ratio, shareholders' funds are defined as the paid-up capital plus any tax-paid profits earned and less any dividends distributed to shareholders. They include undistributed profits, which have been accumulated into equity.

Total assets are defined as the sum of all current, fixed and investment assets of the group.

12. Statement of Accounting Policies

TDHL is registered under the Companies Act 1993. The Company's accounting policies comply with the legal requirements of the Companies Act 1993.

The financial statements are prepared in accordance with the Financial Reporting Act 1993, section 69 of the Local Government Act 2002, the New Zealand International Financial Reporting Standards and generally accepted accounting practice.

Details of the current accounting policies and their application are available in the most recent Annual Report which can be found [here](#).

13. Periodic Workshops

Strategic or targeted workshops will be offered to Council as needed, to improve Council's understanding of TDHL's business, to workshop matters of mutual interest or concern, and to discuss TDHL's performance and direction. Workshops are intended to be held once a year in addition to the AGM.

14. Dividend Policy

The company will distribute a dividend of no more than 100% of the accumulated tax-paid profit. It is the intention of TDHL to pay out interim dividends as cashflows allow. Dividends are to be disclosed along with the dividend payout policies, where applicable. Where there are material changes to the dividend payments, a notice of this and the reasons for it shall be disclosed in its reporting to the Council.

15. Procedures for Acquisition of Other Interests

The company will only purchase an interest in another business or invest in the shares of another company or organisation on the basis set out in its constitution.

16. Activities for Which Compensation is Sought from Any Local Authority

It is not anticipated that the Company will seek compensation from any local authority otherwise than in the context of normal commercial contractual relationships.

17. Estimate of Commercial Value of the Shareholder's Investment

The commercial value of the shareholder's investment in Timaru District Holdings Limited is considered by the directors to be no less than the shareholder's funds of the company as shown in the Statement of Financial Position. This will be considered annually when the Statement of Intent is completed. The shares held in Alpine Energy Limited were independently valued between \$104.4 and \$109.4 million as at 30 June 2022 whereas the cost and recorded value of these shares are \$84.4 million. The shares held in PrimePort Timaru Limited are recorded at fair value \$39.5 million as at 30 June 2022. No independent valuation has been completed at this time. The investment properties portfolio is revalued annually, at 30 June 2022 the portfolio had a valuation of \$46.8 million.

18. Capital Expenditure and Asset Management Intentions

TDHL will update Timaru District Council on its capital expenditure and asset management intentions as part of its periodic reporting and workshops.

19. Other

Land: Activities on TDHL's land will have appropriate consents and leases in place, and TDHL will use all reasonable endeavours to ensure lessees comply with their leases and consent conditions.



9.7 Presentation of Timaru District Holdings Limited Statement of Intent for 2024/25

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

That Council received and notes Timaru District Holdings Limited Statement of Intent for 2024/25.

Purpose of Report

- 1 To receive and note the Statement of Intent (Sol) for Timaru District Holdings Limited (TDHL) for 204/25.

Assessment of Significance

- 2 This matter is of low significance in terms of Council's Significance and Engagement Policy as it does not affect levels of service, strategic assets directly, or rates. Council has previously discussed the draft Sol and provided feedback. The Sol for 2024/25 does not include any significant or material shift in the agreed objectives and priorities in the work TDHL undertakes as a Council Organisation.

Discussion

- 3 Section 64(1) of the Local Government Act 2002 (LGA2002) requires every council-controlled organisation to prepare and adopt a statement of intent in accordance with Part 1 of Schedule 8.
- 4 The purpose of a Statement of Intent is to:
 - State publicly the activities and intentions of the council controlled organisation for the year and the objectives to which those activities will contribute; and
 - Provide an opportunity for shareholders to influence the direction of the organisation; and
 - Provide a basis for the accountability of the directors to their shareholders for the performance of the organisation.
- 5 Timaru District Holdings Limited is required to prepare a Sol annually and deliver it to the shareholder before commencement of the financial year which it relates. The draft Sol was presented to Council on the 26 March 2024. The final Sol remains unchanged except for the removal of financial forecasts following consultation with Audit New Zealand and receipt of independent legal advice received by TDHL.
- 6 The final Statement of Intent (Attachment 1) includes;
 - Purpose of TDHL
 - TDHL Vision
 - TDHL Values
 - Strategic Priorities

- Objectives and Outcomes
- Annual Goals for 2024/25
- Reporting to our Shareholder
- Nature and Scope of Activities to be Undertaken
- Governance

- 7 The General Manager for TDHL will be present to discuss this report.
- 8 Council has previously discussed the objectives and priorities TDHL has planned for 2024/25.
- 9 The Sol is reviewed and updated on an annual basis and was finalised by the TDHL Board on 05 June 2024.
- 10 TDHL provides quarterly reports on progress against the Statement of Intent to Council throughout the year.

Attachments

1. **Cover letter Timaru Distirct Holdings Limited - Final 2024/25 Statement of Intent** [↓](#) 
2. **Timaru District Holdings Limited Statement of Intent 2024/25** [↓](#) 



Nigel Bowen

nigel.bowen@timdc.govt.nz

10 June 2024

Dear Nigel

Final 2024/2025 TDHL Statement of Intent

Further to the draft Statement of Intent (Sol) provided on 26 February 2024, I am pleased to provide the final 2024/2025 TDHL Statement of Intent.

The Sol remains as presented to you in February except for the removal of the financial forecasts. This follows consultation with Audit New Zealand and independent legal advice to ensure compliance with s64(7) of the Local Government Act 2002 (LGA).

For consistency and transparency, the financial forecasts are attached to this letter. As part of our drive to improve performance reporting and better tell the TDHL story, we will be refreshing these statements in successive Sol and quarterly reporting.

The updated forecasts, which reflect the impact of not receiving the Alpine dividend, forecast 2024/25 earnings before tax of \$331k, down from a forecast of \$831k this 2023/24 financial year. This improves over successive years due to growth in rental income. For the 2024/25 year, expenses are elevated due to one-off accounting adjustments resulting from the Showgrounds sale.

Of particular note in the Sol is the forecast dividend payments on page 6 which remains unchanged from the February draft, despite the negative impact of the Alpine price path correction.

As a result of the detailed work that TDHL has undertaken over the last year on our strategic framework, developing the Investment Policy Statement, Treasury Policy, financing structures and forecasting our loan to value ratios, we now have a greater ability to balance priorities, manage the variable returns from the individual components of our portfolio, and use our capital structures in a prudent manner to provide a stable overall return to Council.

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These advantages are highlighted in the current economic environment and enable TDHL to shift the emphasis between the identified priorities of shareholder return and reinvestment as set out in the Dividend Policy. While from year to year, the emphasis on either one of these priorities may change, this approach enables Council to reliably and accurately budget for TDHL returns throughout its Long Term Plan process.

Therefore, while 2024/25 may result in a greater emphasis on shareholder return over reinvestment, successive years and increasing profits may see a greater emphasis on reinvestment and capital re-prioritisation.

By taking such approach, TDHL believes it is aligning to its core purpose and values.



We look forward to discussing the Sol with Council.

Sincerely



Mark Rogers
TDHL Chairman

cc: Nigel Trainor
nigel.trainor@timdc.govt.nz


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Performance Targets					
	2022/23 Actuals	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget
EBITA (excluding revaluations)	3,749,433	2,688,713	2,343,051	2,547,320	2,687,163
Net Profit to S/H Funds	1.24%	6.31%	6.79%	10.73%	7.21%
Net tangible assets/share	\$5.80	\$6.16	\$6.56	\$7.30	\$7.82
Earnings per share	\$0.07	\$0.39	\$0.45	\$0.78	\$0.56
Dividends per share	\$0.03	\$0.03	\$0.04	\$0.05	\$0.05
Shareholder funds to total assets	86%	87%	86%	87%	87%

Profit and Loss summary					
	2022/23 Actuals	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget
Gross Revenue from Property	2,326,245	2,522,570	2,567,773	3,152,361	3,353,938
Other Revenue	2,941,063	1,228,639	1,900,000	750,000	750,000
Total Gross Profit	5,267,308	3,751,210	4,467,773	3,902,361	4,103,938
Expenses	1,517,875	1,062,497	2,124,723	1,355,041	1,416,775
Interest	1,422,836	1,857,404	2,011,606	2,049,451	2,129,984
Earnings Before Tax	2,326,597	831,309	331,445	497,869	557,179
Gains on share of Associate Surplus	18,969,000	9,508,175	10,935,350	20,772,200	13,772,200
Gains on revaluation of investments	10,166,664	1,587,678	2,792,975	2,956,698	3,074,965
Other gains/(losses)			(351,475)		
Net Profit	31,462,261	11,927,162	13,708,295	24,226,767	17,404,344
Income Tax	92,056	(111,252)	(117,195)	(70,597)	(53,990)
Earnings After Tax	31,370,205	12,038,414	13,825,490	24,297,364	17,458,334

Balance Sheet Summary					
	2022/23 Actuals	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget
Total Equity	179,848,580	190,886,993	203,512,483	226,409,848	242,268,181
Current Assets	3,859,070	312,019	330,335	258,674	225,474
Current Liabilities	1,876,256	1,025,968	947,119	906,992	862,624
Total Non-Current Assets	205,946,379	219,781,556	236,159,881	261,188,779	278,035,944
Total Non-Current Liabilities	28,080,613	28,180,613	32,030,613	34,130,613	35,130,613

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TDHL
Timaru District Holdings Ltd
Delivering Prosperity

Statement of Intent 2024/2025

www.tdhl.co.nz

Statement of Intent

1. Introduction

Timaru District Holdings Limited (TDHL) is a council-controlled trading organisation as defined by Section 6 of the Local Government Act 2002 (the Act). Accordingly, this Statement of Intent is prepared in accordance with section 64(1) of the Act.

This Statement of Intent sets out TDHL's strategic framework and the resulting activity and financial performance measures by which the performance of TDHL can be judged in accordance with the statutory requirements of Part 2 and 3 of Schedule 8 of the Act. It applies to the period 1 July 2024 to 30 June 2025 and the following two financial years.

TDHL was incorporated on 29 October 1997 as a 100% owned subsidiary of the Timaru District Council. Its purpose is to manage and grow an investment portfolio that provides a sustainable intergenerational return and is aligned with the values of the Shareholder.

The initial cornerstone assets were the shareholding in PrimePort Timaru Limited and Alpine Energy Limited which TDHL purchased off Timaru District Council. These remain key investments for TDHL forming intergenerational assets held in the interest of ensuring the community is provided with value add infrastructure.

Alpine Energy owns and manages infrastructure to provide secure reliable electricity supply in South Canterbury. PrimePort owns and operates the port, cargo and marine services along with facilities that support and enable the growth of our local economy through its connection to world markets.

TDHL also owns an industrial and commercial property portfolio which it actively manages. The purpose of this portfolio is to provide a commercial return, support the capacity of the Port and enable additional industrial and commercial development opportunities.

2. Purpose of TDHL

In addition to the requirements of s59 of the Act, the core purpose of TDHL is set out below. This reflects an approach focused on generating a financial return for our principal shareholder.

Core Purpose

To manage and grow an investment portfolio that provides a sustainable intergenerational return and is aligned to the values of the Shareholder

3. TDHL Vision

This is an aspirational goal that reflects the future state TDHL seeks to attain.

Vision

To be a successful and diversified regional investment company

4. TDHL Values

The values below set out the principles by which TDHL will go about achieving its purpose and vision.

We are Collaborative

TDHL will work closely alongside its stakeholders, supporting their success and enhancing their reputation.

We are Agile

TDHL will be nimble and move quickly to respond to the needs of its stakeholders and capitalise on new opportunities.

We are Intergenerational

TDHL will take a sustainable and long-term view to the commercial and financial management of its investments.

We have Integrity

TDHL will act with clear intent, honesty in all it does to maintain the trust and respect it holds with its stakeholders.

We have Commercial Discipline

TDHL will foster an innovative and proactive corporate culture that creates opportunities while delivering on operational and regulatory obligations.



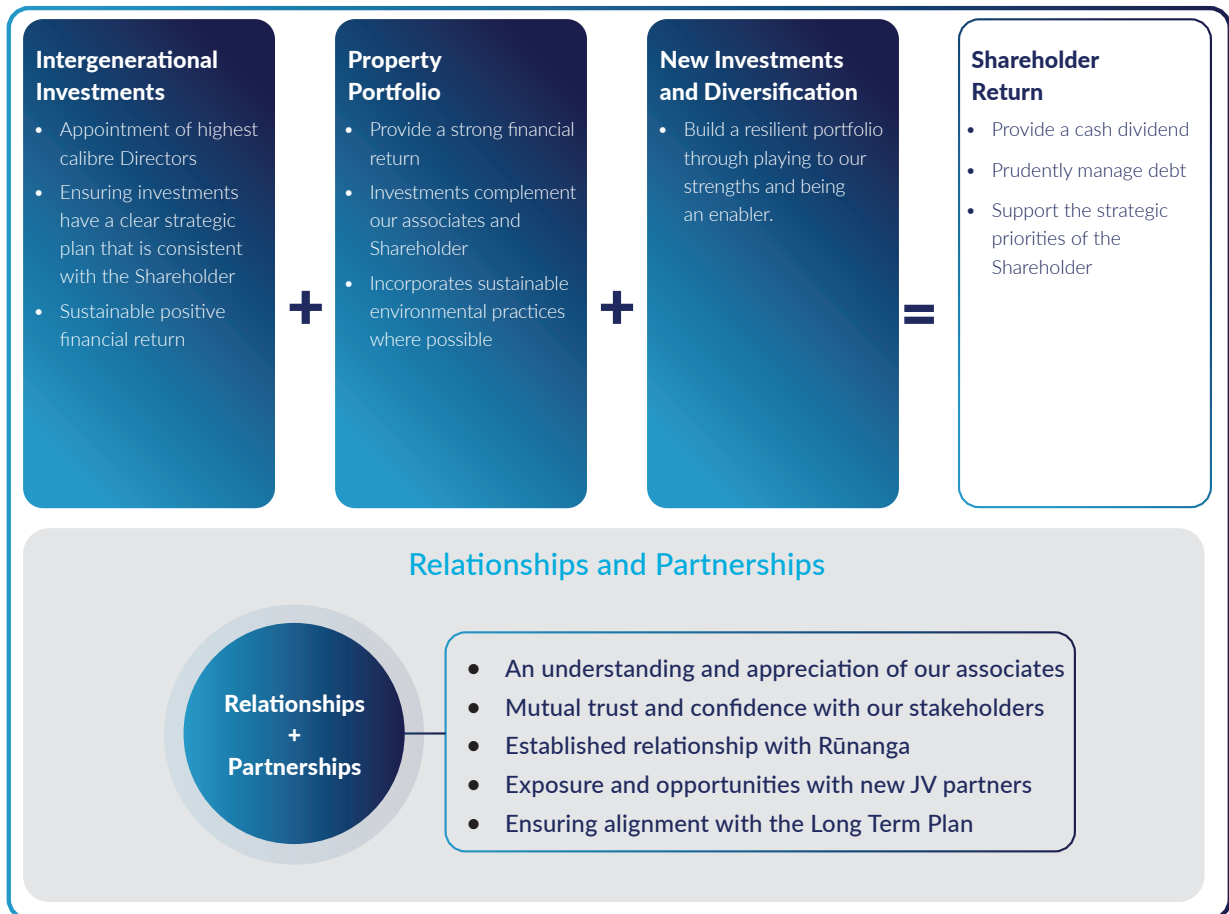
5. Strategic Priorities

The Strategic Priorities are our areas of key focus. By successfully concentrating on these priorities, we will remain focused on our Core Purpose. They are structured to reflect the nature of our operations (intergenerational investment, property, new investments and diversification) and the core purpose of TDHL (providing a return to the Shareholder), all of which is underpinned by our approach (investing in relationships and partnerships). This approach reflects the importance we place on preserving our most valuable asset – our relationship with Council. This is supported by a ‘No Surprises Approach’ whereby TDHL is committed to keeping the Council informed of material matters at all times.



6. Objectives and Outcomes

The Outcomes are the long-term results of focusing on each Strategic Priority and provide more granular detail to support the strategic priorities.



7. Annual Goals for 2024/25

The Specific Performance Targets are set annually and are designed to support the Strategic Outcomes based on the more granular Outcomes.



For the 2024/25 year, TDHL expects to have a net profit of \$359k excluding valuations and share of associate surpluses and to pay an ordinary dividend of \$1.2m. The dividend is forecast to increase incrementally in subsequent years.

Performance Targets

	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget
EBITA (excluding revaluations)	2,688,713	2,341,051	2,547,320	2,687,163
Net Profit to S/H Funds	6.3%	6.8%	10.7%	7.2%
Net tangible assets/share	\$6.16	\$6.56	\$7.30	\$7.21
Earnings per share	\$0.39	\$0.45	\$0.78	\$0.56
Dividends per share	\$0.03	\$0.04	\$0.05	\$0.05
Shareholder funds to total assets	87%	86%	87%	87%

8. Reporting to our Shareholder

The following information will be available to Council:

Information	Quarterly	Half Yearly	Annually	
	Within 2 months of the end of quarter	Within 2 months of the first six months	(Unaudited) Within 2 months of the end of financial year	(Audited) Within 3 months of the end of financial year
Statement of Revenue and Expense disclosing actual revenue and expenditure including a comparison of actual against budget	✓	✓	✓	✓
Statement of Changes in Equity	✓	✓	✓	✓
Statement of Financial Position	✓	✓	✓	✓
Cashflow Statement	✓	✓	✓	✓
Commentary The results for the quarter, together with a report on the outlook for the following quarter with reference to any significant factors that are likely to affect performance, including an estimated forecast of the financial results for the year based on that outlook.	✓	✓	✓	✓
Notice of dividends Notice of and the reasons for any material changes to the dividend payments.	✓	✓	✓	✓
Directors' report Including a summary of the financial results, a review of operations, a comparison of performance in relation to objectives and any recommendation as to dividends.				✓
Auditor's report On the above statements and the measurement of performance in relation to objectives.				✓
Statement of Intent (Draft)				1 March
Statement of Intent (Final)				30 June

10. Nature and Scope of Activities to be Undertaken

TDHL's business is that of an investor for the benefit of our Shareholder by providing a commercial return. In all activities that TDHL undertakes, it shall apply the values set out above and achieve statutory compliance. The specific nature and scope of TDHL's activities include:

a. Intergenerational Investments. As shareholders in Alpine Energy Ltd – (47.5%) and Prime-Port Timaru Ltd – (50.0%) we will:

- Act as an informed, diligent, constructive, and inquiring Shareholder
- Proactively engage on their Board skills, matrix, succession planning, strategic outlook, financial performance and their Statement of Intent

b. Property investments including:

Properties primarily located in the vicinity of PrimePort Timaru that are targeted for leasing to port-related operations to achieve an overall set rate of return

- Activities to be undertaken include:
 - Ensuring appropriate leases are in place and lessees are compliant with the terms of those leases
 - Having appropriate insurance in place
 - Having appropriate asset management plans in place that comply with TDHL's obligations as a Lessor under the Health and Safety at Work Act

c. New Investments and Diversification

TDHL will undertake activities that enables the consideration and pursuit of new investments and diversification opportunities that are consistent with its purpose. The priorities for 2024/25 include:

- The proactive development of the Lyndon Street industrial land
- Review of capital structure and options.

11. Governance

TDHL proactively seeks to promote the highest standards of governance internally, with its shareholder, our joint venture partners and to its associates.

The TDHL Board meets on a monthly schedule and receives regular management reporting on all company activities. TDHL monitors the performance of associate companies Alpine Energy Ltd and PrimePort Timaru Ltd through:

- Monitoring each company's compliance with their Statement of Intent
- Regular monthly reporting on performance and against budget
- Regular reports on the property portfolio
- The AGM between each company and shareholders, as well as additional shareholder and Board to Board meetings on an as needed basis.

Board succession and development planning for the TDHL Board (in conjunction with Council) and its associate companies (where TDHL has a right to appoint directors) will be managed on an ongoing basis. This includes the maintenance of an up-to-date skills matrix for the TDHL Board and an annual Board performance review.

12. Ratio of Consolidated Shareholders' Funds to Total Assets

This ratio shows the proportion of total assets financed by shareholders funds. TDHL will ensure that the ratio of Shareholders Funds to Total Assets remains above 25%.

For the purposes of this ratio, shareholders' funds are defined as the paid-up capital plus any tax-paid profits earned and less any dividends distributed to shareholders. They include undistributed profits, which have been accumulated into equity.

Total assets are defined as the sum of all current, fixed and investment assets of the group.

13. Statement of Accounting Policies

TDHL is registered under the Companies Act 1993. The Company's accounting policies comply with the legal requirements of the Companies Act 1993.

The financial statements are prepared in accordance with the Financial Reporting Act 1993, section 69 of the Local Government Act 2002, the New Zealand International Financial Reporting Standards and generally accepted accounting practice.

Details of the current accounting policies and their application are available in the most recent Annual Report which can be found [here](#).

14. Periodic Workshops

Strategic or targeted workshops will be offered to Council as needed, to improve Council's understanding of TDHL's business, to workshop matters of mutual interest or concern, and to discuss TDHL's performance and direction. Workshops are intended to be held once a year in addition to the AGM.

15. Dividend Policy

The amount of dividend to pay each year recognises a trade-off between the shareholder's need for a stable and predictable dividend and the long term need to retain a liquidity buffer for bad years and to contribute to diversifying the portfolio through new investments over time.

The dividend policy recognises that dividends should be:

- Stable
- Sustainable
- Fair across generations.

The TDHL board will set a dividend each year taking account of the preferences of the shareholder as well as its obligations under the Companies Act.

16. Procedures for Acquisition of Other Interests

The company shall not:

- form any subsidiary company;
- acquire shares, any debt securities, or any participatory shares in any other company; or
- acquire any assets of any company or organisation outside the ordinary course of business as described in this Statement of Intent; or
- dispose of any shares in a subsidiary company;

without the prior approval of the Shareholder.

17. Activities for Which Compensation is Sought from Any Local Authority

It is not anticipated that the Company will seek compensation from any local authority otherwise than in the context of normal commercial contractual relationships.

18. Estimate of Commercial Value of the Shareholder's Investment

The commercial value of the shareholder's investment in Timaru District Holdings Limited is considered by the directors to be no less than the shareholder's funds of the company as shown in the Statement of Financial Position. This will be considered annually when the Statement of Intent is completed. The shares held in Alpine Energy Limited were independently valued between \$124.1 and \$144.2 million as at 30 June 2023 whereas the cost and recorded value of these shares is \$91.7 million. The shares held in PrimePort Timaru Limited are recorded at fair value \$51.1 million as at 30 June 2023. No independent valuation has been completed at this time. The investment properties portfolio is revalued annually, at 30 June 2023 the portfolio had a valuation of \$62.7 million.

19. Capital Expenditure and Asset Management Intentions

TDHL will update Timaru District Council on its capital expenditure and asset management intentions as part of its periodic reporting and workshops.

20. Other

Land: Activities on TDHL's land will have appropriate consents and leases in place, and TDHL will use all reasonable endeavours to ensure lessees comply with their leases and consent conditions.



9.8 Independent Auditors Report

Author: Stephen Doran, Group Manager Corporate and Communications

Authoriser: Paul Cooper, Group Manager Environmental Services

Recommendation

That Council receives and notes the verbal update from Audit New Zealand Audit Director John Mackey regarding the Long Term Plan 2024-2034

Purpose of Report

- 1 This report is to receive and note the verbal update from Audit New Zealand Audit Director John Mackey regarding their work on the Timaru District Council 2024-34 Long Term Plan.

Assessment of Significance

- 2 Although the Long Term Plan is a document of high significance to the community, and the audit opinion forms part of this, this specific update can be considered of low significance in relation to our Significance and Engagement Policy.

Attachments

Nil

9.9 Adoption of the Timaru District Council Long Term Plan 2024-34

Author: Stephen Doran, Group Manager Corporate and Communications
Steph Forde, LTP Project Officer
Andrea Rankin, Chief Financial Officer
Brendan Madley, Policy Advisor

Authoriser: Nigel Trainor, Chief Executive

Recommendation

That Council:

- 1 Adopts the Treasury Management Policy.
- 2 Agrees to the stated amendments to the following capital projects in the Long Term Plan as per council deliberations:
 - Timaru CityTown Programme: Additional \$2 million in year 4 and \$2.5 million in year 5.
 - Water Metering: \$2 million per year in years 3, 4 and 5.
 - Community Board Funding: \$70,000 funding per year, as opposed to \$200,000 per three years.
- 3 Agrees to the stated amendments to the operational budgets in the Long Term Plan as per the council deliberations:
 - Climate Change and Sustainability: Budget reinstated to \$360,000.
 - Biodiversity Fund: Budget reinstated to \$100,000.
- 4 Sets the fees and charges for 2024-25.
- 5 Adopts the Financial Strategy for 2024-34.
- 6 Adopts the Infrastructure Strategy 2024-2054.
- 7 Resolves to permit an unbalanced budget in accordance with Section 100 of the Local Government Act 2002 for years 2 and 3 (2025-26 and 2026-27).
- 8 Adopts the Long Term Plan 2024-34.
- 9 Authorises the Chief Executive to make any non-material changes to the Long Term Plan 2024-34 prior to publication to improve the quality and readability.

Purpose of Report

- 1 The purpose of this report is to present the final Long Term Plan (LTP) 2024-34, including the Financial Strategy 2024-34 and the Infrastructure Strategy 2024-54, for adoption.
- 2 The report also presents the Fees and Charges for the period 1 July 2024 to 30 June 2025 for adoption.

Assessment of Significance

- 3 The LTP is the key Council 10 year planning document, outlining the Council's strategic direction, levels of service, priorities and work programmes, and how services are funded.

- 4 The LTP is highly significant in terms of Council's Significance and Engagement Policy, and accordingly there has been extensive community consultation on the proposed plan using the Special Consultative Procedure outlined in sections 83 and 93A of the Local Government Act 2002 (LGA).
- 5 The adoption of the above recommendations concludes the LTP process.

Background

- 6 The LGA requires all local authorities to develop a 10 year LTP. The purpose of the plan is to outline how the Council will work towards achieving its strategic direction, and progressing community wellbeing outcomes through the provision of its activities.
- 7 Schedule 10 of the LGA specifies the minimum information and content that must be included in the LTP, including Community Outcomes, Groups of Activities (describing levels of service, capital expenditure, and funding impact statements), Council Controlled Organisations, development of Māori capacity and contribution to Council's decision-making processes, Financial strategy, Infrastructure strategy, Policies (Revenue and Financing, Significance and Engagement; Rates Remissions and Postponement) Forecast Financial Statements, Balanced Budget (as discussed below), Rating Base information, Reserve Funds, and Significant Forecasting Assumptions.
- 8 Section 101A of the LGA requires Council to adopt a Financial Strategy for the 10 year period of the LTP. A summary of the Financial Strategy is included in the Overview section and the full strategy is in the Financial Information section of the LTP.
- 9 Section 101B of the LGA requires Council to adopt an Infrastructure Strategy for a period of at least 30 years, commencing year one of the LTP. A summary of the Infrastructure Strategy is included in the Overview section.
- 10 The LTP includes the Annual Plan for 2024-25 and the budget for the ten year period – 2025-26 to 2033-34. The 2025-26 and 2026-27 Annual Plans will be based on the 2024-34 LTP. The LTP is founded on Activity Management Plans that outline the levels of service that will be provided for each activity, issues impacting on the Council, detailed asset information, and financial data.
- 11 The LTP 2024-34 must be adopted before the commencement of the first year to which it relates (1 July 2024) and continues in force until the close of the third consecutive year to which it relates. Adoption of the LTP enables Council to set the rates for the 2024-25 rating year.

Discussion

Long Term Plan

- 12 The final LTP 2024-34 document has been developed based on the content of the Consultation Document and supporting documents approved by Council on 9 April 2024.
- 13 Feedback from the community on the proposals in the Consultation Document was sought from 12 April – 12 May 2024. The Council met on 27 May to 29 May 2024 to receive written submissions, hear oral submissions, and deliberate on potential amendments to the draft LTP.
- 14 Decisions made at this meeting have been incorporated in the full LTP document, which is attached.
- 15 On the four key issues consulted on, Council resolved:

- 15.1 Option Two – Set a 2.5 Debt Cap.
- 15.2 Option Two – Reduce the deficit and start paying debt back as planned.
- 15.3 Option Two – Retain an approximately 80/20 split between infrastructure and community facilities.
- 15.4 Option Two – Adopt a higher user pays approach to Fees and Charges.
- 16 The other substantive changes from the draft LTP are:
 - 16.1 **Community Board funding:** Instead of \$200,000 funding being provided every three years, this was amended to be \$70,000 to each community board every year.
 - 16.2 **Timaru CityTown Programme:** An additional \$2 million in year 4 (2027-28) and \$2.5 million in year 5 (2028-29) for capital works based on the Timaru CityTown Masterplan.
 - 16.3 **Water Metering:** An additional \$2 million per year was added in years 3, 4 and 5 (2026 – 2029) of the plan to cover the initial planning and installation of water meters on urban water supplies.
 - 16.4 **Climate Change and Sustainability:** \$150,000 was added to the Climate Change and Sustainability budget to return it to \$360,000 annually.
 - 16.5 **Biodiversity Fund:** An extra \$50,000 was allocated to the annual biodiversity fund to return it to \$100,000 per year.
- 17 The following policies are required as part of the LTP. They have been amended from the current policies in the 2021-31 LTP as follows:
 - 17.1 **Treasury Management Policy:** this policy, attached, states Council’s approach to managing its investments and liabilities. The Treasury Management Policy is the subject of a separate recommendation in this paper as it is not required to be included in the final LTP document. Material changes to the policy are, or are located at:
 - Clause 2.2, confirming that the policy does not apply to Council’s CCOs.
 - Clause 8.2, confirming Council’s self-imposed debt limit.
 - Clause 16.4, confirming that the performance of assets shall be reviewed annually, and a full review shall be undertaken as part of each LTP cycle.
 - Appendix 1, increasing the limit for Council’s cash deposits and investments with NZ registered banks to \$20 million (as per Bancorp’s recommendation).
 - 17.2 **Rates Policy:** this policy states Council’s approach to remitting and postponing rates, applying rate penalties, providing for targeted rates for community facilities, and to Māori Freehold Land. Material changes to the policy are, or are located at:
 - Consolidation of two existing Council policies, being the “Rates Remission and Postponement Policy”, and the “Rating District Halls/ Community Centres Policy” into one “Rates Policy”; the separate “Rates Remission and Postponement Policy” and the “Rating District Halls/ Community Centres Policy” will be repealed.
 - “Policy on Refund of Property Rates” section on page 3, clarifying Council’s position on property rates refunds.
 - “Remission of School Sewerage Charges” section on page 7, updating rates regarding schools to reflect an update to Education and Training Act 2020.
 - Clause 37, adding clarity about the timeframe for remissions to be paid.

- Clauses 38 and 39, clarifying penalties regarding deceased estates and hardship.
- “Waiver of small debt” section on page 16, creating a section regarding non-recoverable debts in instances where it is no longer considered cost-effective for Council to actively chase the debt.

17.3 Significance and Engagement Policy: this policy states the principles under which Council assesses the significance of any particular issue or proposal, and how it will engage with the community and tangata whenua. Material changes to the policy are, or are located at:

- Part one, section five, consolidating the current, standalone “Enhancing Māori Contribution to Decision Making Policy” into this policy with the intention of better embedding Council’s relationship and engagement with, and commitment to, Arowhenua within daily operational practices; the “Enhancing Māori Contribution to Decision Making Policy” will be repealed.
- Part two, section five and Appendix A, consolidating the criteria for assessing significance and adding “Impact on environment”.
- Appendix A and Appendix B, adding an Assessment of Significance matrix to Appendix A and an Identification of Engagement Method flow-chart to Appendix B.
- Section two, part seven, clarifying the circumstances under which Council would not engage with the community.
- Section two, part four, amending internal process for assessing and reviewing significance.

17.4 Revenue and Financing Policy: this policy states Council’s approach to the funding of various activities according to general rates or fees and charges. The material changes are, or are located at:

- Clause 5.5, noting the implementation of a Business Improvement District (BID) targeted rate which reflects previous Council resolutions.
- Separating the Economic Development activity into two sections on pages 16 and 17: one relating to Venture Timaru, and the second relating to the BID.

17.5 Financial Contributions Policy: The Long Term Plan also contains the Financial Contributions Policy. This policy is currently being reviewed as part of the Timaru District Plan Review. It was consulted on in 2022, and the Hearing will be held later this year. As the policy is under review as part of a separate Council process and no changes have yet been confirmed, the current policy is included without amendment in the 2024-34 LTP.

- 18 The final LTP will include an opinion from the Auditor General on the extent to which the Council has complied with the requirements of the LGA and the quality of the information and assumptions underlying the forecast information provided in the plan.
- 19 Audit New Zealand (Audit NZ) and the Office of the Auditor General have reviewed the changes made to the plan content since the audit of the plan and supporting documents in April 2024. The Consultation Document was not audited by Audit NZ.
- 20 An update on the status of the audit opinion will be given at the meeting. Audit NZ will also present an Independent Auditor’s Report at the meeting, and this report will be included in the final LTP.

Unbalanced Budget

- 21 Under s 100 of the LGA, Council is required to set a balanced budget where operating revenue is equal to expenditure. Council may only operate an unbalanced budget where this can be shown to be financially prudent. Council intends to operate an unbalanced budget during the term of the LTP in years 2 and 3, 2025-2026 and 2026-2027, of the LTP.
- 22 Officers have assessed the matters under s 100, and the TP has set projected revenues for some years at levels less than would be required to meet the projected operating expenditure.
- 23 Council completed a revaluation of some of the infrastructure assets in 2022-23 financial year which led to an increased depreciation charge. This, together with interest rate increases and a reduction in staff turnover, has led to running at a deficit for the 2025-26 through to 2026-27 financial years.
- 24 Over the next three-year period the following will be prioritised:
 - A revenue review will be completed to ensure that the Fees and Charges meet the operating costs of the related service.
 - A rate review will also be completed to ensure that the settings are in line with the Council strategy.
 - In addition, throughout the plan timeframe, Council will persistently pursue improved expenditure control and efficiency gains across all services.
- 25 Generating consistent budget surpluses is imperative to service existing debts and continue investing in infrastructure for the district's future. The Financial Strategy targets a balanced budget or surplus from year 4 onward (2027-2028).
- 26 In determining true operating surpluses or deficits, capital items like vested assets, financial contributions and gains/losses are excluded. This yields an accurate picture of sustainable everyday finances.
- 27 By this measure, Council is currently budgeted to eliminate this deficit by year 7 of this plan. There is forecast to be a revenue deficit in Years 1-6 ranging from \$333,000 to \$10,428,000. Council is working towards bringing this forward through a full revenue and rates review in years 1 and 2, in addition to ongoing efficiency and cost reduction work.

Fees and Charges 2024-25

- 28 The schedule of Fees and Charges for 2024-25 is attached. These include moderate increases to most activities to reflect the costs associated with providing these services and facilities. In some areas, Fees and Charges are being impacted by changing market conditions or government regulation or reflect the preferred option that was publicly consulted on in ensuring that a higher proportion of the cost of services is borne by the user.
- 29 There are some corrections to this document from the consultation document.
- 30 Under Sewer, under Special Liquid Waste Charges we need to correct the following:
 - 30.1 Additional charge for high solids content (per cubic metre) – dependant on solids content – Minimum charge 1 cubic metre
 - The text can stay the same.
 - The charge has been corrected to \$250.
 - 30.2 Solid waste requiring landfill disposal.

- The text needs to be update to Solid waste requiring landfill disposal (per tonnes).
- The charge has been corrected to \$450 (minimum charge \$200).

30.3 Stormwater, under Flood Risk Certificates Standard

- The text can stay the same.
- The charge has been corrected to \$650.

Consultation

- 31 Over the period 12 April to 12 May 2024, Council undertook extensive engagement with the community on plans and proposals for the LTP 2024-34.
- 32 Councillors attended 31 meetings with community groups, drop-in sessions at farmers markets and public spaces across the district during the engagement period, as well as Facebook Live broadcasts. These meetings and drop-in sessions provided Councillors with an opportunity to discuss the proposals in the LTP, particularly the key issues, with a wide range of people across the community, and discuss other issues of concern and importance to these groups and individuals.
- 33 The feedback from these events and meetings was considered along with the 503 formal submissions.




Relevant Legislation, Council Policy and Plans

- 34 Local Government Act 2002, particularly section 93

Financial and Funding Implications

- 35 There are no funding implications specifically associated with this report. Costs associated with the preparation of the LTP, including community engagement and audit processes, are budgeted for.

Attachments

1. **Treasury Management Policy (under separate cover)** 
2. **Fees Charges Schedule 2024-25 Final Draft (under separate cover)** 
3. **Timaru District Council Long Term Plan 2024-34 (under separate cover)** 

9.10 Resolution to Set Rates 2024/25

Author: Andrea Rankin, Chief Financial Officer

Authoriser: Nigel Trainor, Chief Executive

Recommendation

That following adoption of the Long Term Plan 2024-34 and the Funding Impact Statement (FIS) for 2024-25, Council sets the rates in the following resolution.

Purpose of Report

- 1 To set the rates, due dates, and penalties regime for the 2024/25 financial year.

Assessment of Significance

- 2 Setting of the rates is the final step to enable rates to be levied for the 2024/25 year. This has high significance.
- 3 There has been extensive community consultation on the proposed Long Term Plan (LTP) using the Special Consultative Procedure outlined in sections 83 and 93A of the Local Government Act 2002.

Legal Compliance

- 4 Rates are set and assessed in accordance with requirements of the Local Government (Rating) Act 2002 and the Local Government Act 2002.
- 5 Rates are a tax and a very high standard of administration is expected in the tax setting process.
- 6 The rates resolution must be made after the Long Term Plan 2024-34 has been adopted.
- 7 Due to the significance of rates revenue and the complex requirements of rates resolutions, staff have obtained legal advice to ensure that all parts of the Funding Impact Statement (FIS) and rates resolutions are compliant with legal requirements.

Risks

- 8 If the information in the resolution is not accurate the rates could be invalid. The wording and calculations have been prepared and checked by members of the Finance Team to ensure the information is correct. It has also had an external legal review as we do each year to provide assurance regarding the correctness of the rates setting resolution.
- 9 The rating model has been used for a number of years and the output from the rates resolution has been run through the rating system to ensure that the revenue generated is correct.
- 10 Should the LTP and FIS 2024-34 not be adopted at the meeting, the rates cannot be set.

Timaru District Council Rates Resolution 2024-25

That Council resolves

- 11 To set the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing 1 July 2024 and ending on 30 June 2025. Such rates shall become due and payable by instalments on the dates prescribed in clause 11 of this resolution.
- 12 All rates and charges are inclusive of Goods and Services Tax (GST).

General Rates

- 13 That pursuant to section 13(2)(b) and section 14 of the Local Government (Rating) Act 2002 a general rate set as a rate in the dollar on the land value of all rating units within the Timaru District, assessed on a differential basis as described in the Funding Impact Statement (FIS) are as follows:

Timaru District - Accommodation	\$0.01205
Timaru District - Commercial General	\$0.01205
Timaru District - Community Services	\$0.00277
Timaru District - Industrial	\$0.01205
Timaru District - Primary	\$0.00186
Timaru District - Recreational	\$0.00277
Timaru District - Residential General	\$0.00277
Timaru District - Residential Multi Unit	\$0.00535

The differential categories are defined in the FIS 2024-34.

Uniform Annual General Charge

- 14 That pursuant to section 15(1)(a) of the Local Government (Rating) Act 2002 a uniform annual general charge of \$1,029.00 per rating unit is set and assessed on every rating unit within the Timaru District.

Business Improvement District Targeted Rate

- 15 That pursuant to section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 a targeted uniform annual rate of \$436.36 per rating unit within the Timaru CBD boundary for CBD business improvement.

Community Works and Services

- 16 That pursuant to section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 a targeted community works and services rate set and assessed as a rate in the dollar on the land value of all rating units within each of the following community areas:

Geraldine	\$0.00121
Rural	\$0.00005
Temuka	\$0.00151
Timaru	\$0.00127

Community areas are defined in the FIS 2024-34.

Community Board

- 17 That pursuant to section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 targeted uniform annual Community Board rates set and assessed per rating unit within each of the Temuka, Geraldine and Pleasant Point communities, as follows:

Geraldine	\$7.00
Pleasant Point	\$6.00
Temuka	\$6.00

Sewer/ Wastewater

- 18 That pursuant to section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 a targeted uniform rate for sewage disposal set per water closet or urinal connected either directly or through a private drain to a public sewerage drain subject to the proviso that every rating unit used primarily as a residence of not more than one household shall be treated as having not more than one water closet or urinal, as follows:

Sewer	\$356.12
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Waste Management

- 19 That pursuant to section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 a targeted rate set and assessed on all rateable and non-rateable rating units based on the extent of the waste collection, which is actually provided, as follows:
- 19.1 A targeted annual waste management charge of a fixed amount per set of 4 bins for all rateable and non-rateable land (see description of waste categories in FIS):
- 19.1.1 \$378.00 per "Standard" 4 bins provided to each rating unit; and
 - 19.1.2 \$491.00 per "Large" 4 bins provided to each rating unit
- 19.2 Additional bins are charged for as a targeted annual waste management bin charge of a fixed amount per additional bin:
- 19.2.1 \$95.00 per additional small (140 litres) recycling bin provided to each rating unit;
 - 19.2.2 \$106.00 per additional large (240 litres) recycling bin provided to each rating unit;
 - 19.2.3 \$148.00 per additional small (140 litres) compost bin provided to each rating unit;
 - 19.2.4 \$170.00 per additional large (240 litres) compost bin provided to each rating unit;
 - 19.2.5 \$182.00 per additional small (140 litres) rubbish bin provided to each rating unit;
 - 19.2.6 \$257.00 per additional large (240 litres) rubbish bin provided to each rating unit;
 - 19.2.7 \$95.00 per additional small (80 litres) glass bin provided to each rating unit; and
 - 19.2.8 \$106.00 per additional large (240 litres) glass bin provided to each rating unit

Water

- 20 That pursuant to section 16(3)(b), 16(4)(b), and section 19 of the Local Government (Rating) Act 2002 targeted rates for the supply of water in the following areas are as follows:

20.1 Urban Water

- 20.1.1 A differential annual rate of \$671.00 set and assessed per separately used or inhabited part of a rating unit for all connected rating units (excluding those supplied through a meter) and \$335.50 set and assessed per rating unit for all serviceable rating units within the Geraldine, Pleasant Point, Peel Forest, Temuka, Timaru and Winchester urban supply areas.

Definitions of "connected", "serviceable", "unit", and of the differential categories are contained in the FIS 2024-34.

20.2 Rural Water

20.2.1 The Rangitata-Orari Water Supply District

A targeted rate of \$22.80 set and assessed per hectare within the rating unit.

20.2.2 The Te Moana Downs Water Supply District

A targeted rate of \$447.00 set and assessed for each unit of water supplied;

A targeted rate of \$935.00 set and assessed for each tank except where there is more than one tank to any rating unit as a technical requirement of the scheme, in which case only one charge will apply.

20.2.3 The Orari Water Supply District

A targeted rate of \$546.70 set and assessed for each unit of water supplied.

20.2.4 The Seadown Water Supply District

A targeted rate of \$46.40 set and assessed per hectare within the rating unit;

A targeted rate of \$1,160.00 set and assessed per separately used or inhabited part of a rating unit for each domestic supply;

20.2.5 **Beautiful Valley Water Supply District**

A targeted rate of \$23.60 set and assessed per hectare within the rating unit.

20.2.6 **Downlands Water Supply District**

On so much of the rating unit appearing on District Valuation Rolls number 24640, 24660, 24670, 24680, 24690, 24700, 24710, 24820, 24840, 24850, 24860, and part 25033, as is situated within the Downlands Water Supply District the following targeted rates:

A fixed amount of \$1,010.00 set and assessed for each separately used or inhabited part of a rating unit within the Pareora Township and for rating units used as halls within the scheme.

A fixed amount of \$1,732.00 set and assessed per rating unit for rating units used as schools within the Pareora Township.

In addition, a fixed amount of \$722.00 set and assessed for each separate connection (excluding Pareora Township) to the water supply except where there is more than one connection to any rating unit as a technical requirement of the scheme, in which case only one charge will apply.

In addition to the charge assessed above, a fixed amount of \$289.00 set and assessed per unit of water or where water supplied in one half units a charge of \$144.50 set and assessed per half unit supplied.

The differential categories are defined in the FIS 2024-34.

20.2.7 **Water by Meter**

Targeted rates for water supply, set under section 19 of the Local Government (Rating) Act 2002 per cubic metre of water consumed to any rating unit situated in the following areas which has been fitted with a water meter:

Seadown	\$1.24
Urban	\$1.02

Community Centre

- 21 That pursuant to section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002, the following uniform targeted rates are set and assessed in respect of each separately used or inhabited part of a rating unit situated in the following Community Centre Areas:

Claremont Community Centre	\$18.00
Fairview Community Centre	\$29.00
Kingsdown Community Centre	\$34.00
Otipua Community Centre	\$19.00
Seadown Community Centre	\$32.00

Instalment Dates

- 22 The above rates and charges (except for metered water) are due and payable in four equal instalments on the following dates:

All Ratepayers

Instalment	Due Date
1	20 September 2024
2	20 December 2024
3	20 March 2025
4	20 June 2025

- 23 The due dates for metered water charges are as follows:

Month invoice raised	Due Date
July 2024	20 August 2024
August 2024	20 September 2024
September 2024	21 October 2024
October 2024	20 November 2024
November 2024	20 December 2024
December 2024	20 January 2025
January 2025	20 February 2025
February 2025	20 March 2025
March 2025	22 April 2025
April 2025	20 May 2025
May 2025	23 June 2025
June 2025	21 July 2025

Penalties

- 24 That pursuant to Section 57 of the Local Government (Rating) Act 2002 the Timaru District Council prescribes the following penalties to be added to unpaid rates:

24.1 A Penalty

A penalty under section 58(1)(a) of 10% of the amount of the instalment that remains unpaid after the due date of that instalment will be added on or after the following dates:

Instalment	Penalty Date
1	24 September 2024
2	13 January 2025
3	24 March 2025
4	23 June 2025

24.2 Further Penalties

A further penalty under section 58(1)(b) and 58(1)(c) of 10% of the amount of any rates from previous financial years remaining unpaid on 5 July 2024 will be added on 5 July 2024.

Under section 58(1)(c), an additional penalty of 10% will be added to any unpaid rates from previous financial years that remain unpaid on 13 January 2025. This penalty will be added on 13 January 2025.

Penalties will not be applied to the metered water targeted rates.

Attachments

Nil

9.11 Council Controlled Organisations - Company Constitutions

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

That Council

1. Receives the report "Council Controlled Organisations - Company Constitutions"; and
2. Accepts and adopts the updated Company Constitutions for Timaru District Holdings Limited and Venture Timaru.

Purpose of Report

- 1 To present to Council for the adoption of the Constitutions for Timaru District Holdings Limited (TDHL) and Venture Timaru Limited (VT) following discussion at the Council Meeting, 28 November 2023.

Assessment of Significance

- 2 In terms of Council's Significance and Engagement Policy, this matter is of low significance as it does not trigger consultation under the Council's Significance and Engagement Policy, and does not affect levels of service, strategic assets or rates.

Background

- 3 A Constitution governs the relationship between a company, its directors and shareholders. A Constitution can be used to supplement and modify the default provisions in the Companies Act 1993 (Companies Act). Under the Local Government Act 2002 the Board of a council-controlled organisation (CCO) is required to make decisions in accordance with the CCO's Constitutions and Statement of Intent.
- 4 Timaru District Council's meeting held on 28 November 2023 considered the Constitution changes required of its CCO's to better define the minimum and maximum number of Directors; to set a minimum and maximum number of elected members as directors; to set a maximum tenure for directors with these to be reflected in the External Governance Appointments Policy. The consideration of how the Chairperson and Deputy Chairperson of Timaru District Holdings Limited and Venture Timaru Limited are appointed within the Constitution.
- 5 A further amendment was required within the Timaru District Holdings Limited and Venture Timaru Limited Constitutions in point 7.2 "Elected Members of Council may be appointed as Directors" be amended to "Elected Members of Council may be Directors".

Discussion

- 6 Following the Council meeting of 28 November 2023, the above amendments have been made to both the Timaru District Holdings Limited and Venture Timaru Limited Constitutions.
- 7 The amended Constitutions are attached to the report (attachment one TDHL and attachment two VT)

- 8 As part of the Council resolution 2023/100 the Mayor and Chief Executive were authorised to sign on behalf of Council jointly and severally, the Shareholder Resolutions and any other documents that need to be signed to adopt the updated Constitutions. It was also agreed in the same resolution that the Constitutions be brought back to Council once the amendments have been completed.

Options and Preferred Option

Option one.

- 9 For Council to adopt and accept the Constitutions of Timaru District Holdings Limited and Venture Timaru Limited following the amendment that has been made as per Council resolution 2023/100.

Option two.

- 10 For Council to request further amendments to the Constitutions of Timaru District Holdings Limited and Venture Timaru Limited.

Consultation

- 11 Feedback was sought from Councillors at a previous Council meeting on 28 November 2023.

Relevant Legislation, Council Policy and Plans

- 12 The Constitutions of Timaru District Holdings Limited and Venture Timaru Limited
13 Local Government Act 2002
14 Companies Act 1993
15 External Governance Appointments Policy

Financial and Funding Implications

- 16 There are no budget implications.

Other Considerations

- 17 There are no additional or further considerations.

Attachments

1. **Timaru District Holdings Limited - Constitution** [!\[\]\(c045a398c48fcb47adf237d338b1b391_img.jpg\)](#) 
2. **Venture Timaru - Constitution** [!\[\]\(943b1c41f252b081e01aba2e7830f1c9_img.jpg\)](#) 

Constitution of Timaru District Holdings Limited

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Constitution of Timaru District Holdings Limited

1. Definitions and Interpretation

1.1 In this Constitution (unless the context otherwise requires):

Act	means the Companies Act 1993.
Board	means Directors who number not less than the required quorum, acting together as a board of Directors.
Chairperson	means the chairperson of the Board appointed in accordance with clause 8.
Company	means Timaru District Holdings Limited.
Constitution	means this constitution of the Company as amended or replaced from time to time.
Council	means Timaru District Council.
Director	means any person appointed as a director of the Company for the time being.
Shareholder	means the Council.
Statement of Intent	means the statement of intent to be adopted in accordance with section 64 of the Local Government Act 2002 and, where the context requires, means the most recently adopted statement of intent.

(a) reference to any statutory provision includes any provision which amends or replaces it and any legislation made under it;

(b) the singular includes the plural and the reverse;

(c) a reference to any person includes:

- (i) natural persons, companies and any other body corporates (wherever incorporated) and unincorporated bodies (wherever formed); and
- (ii) that person's executors, administrators or permitted assigns, or if a body corporate, its successors or permitted assigns or both;

(d) words in this Constitution have the same meaning as in the Act unless inconsistent with the context; and

(e) clause headings are for convenience only and do not affect its interpretation.

2. Capacity and objectives

- 2.1 The Council is the Company's sole Shareholder. The Board shall not issue shares to any person other than the Council, without the Shareholder's approval.
- 2.2 As a Council-Controlled Organisation the principal objectives of the Company in carrying out its activities and functions are set out in section 59 of the Local Government Act 2002.

- 2.3 Subject to this Constitution, the Act, the Local Government Act 2002 and the Statement of Intent, the Company has full capacity, rights, powers and privileges to carry on or undertake any business or activity, do any act, or enter into any transaction.
- 2.4 The business and affairs of the Company shall be made by, or under the direction or supervision of, the Board. The Board has all the powers necessary for managing, and for directing and supervising the management of, the business and affairs of the Company.

3. Issue of shares

- 3.1 Subject to clause 2.1, the Board may issue different classes of shares, including shares that:
- (a) are redeemable within the meaning of section 68 of the Act;
 - (b) confer preferential rights to distributions of capital or income;
 - (c) confer special, limited or conditional voting rights; or
 - (d) do not confer voting rights,
- on terms it considers appropriate.
- 3.2 The Board may, with Shareholder approval:
- (a) consolidate and divide the shares or any class; or
 - (b) subdivide the shares or any class,
- in proportion to those shares or the shares in that class, as the case may be.

4. Company may acquire its own shares

- 4.1 The Company may purchase or otherwise acquire shares issued by it which, subject to clause 4.2, shall be deemed to be cancelled immediately on acquisition.
- 4.2 The Company may hold its own shares uncanceled in accordance with sections 67A to 67C of the Act.

5. Calls on shares

- 5.1 The Board may make calls on the Shareholder in respect of any money unpaid on its shares not previously made payable at a fixed time. Calls shall be made by written notice to the Shareholder specifying the time and date for payment. The Shareholder shall comply with the terms of any such call made by the Board. A call may be payable by instalments. The Board may revoke or postpone a call.
- 5.2 If the Shareholder fails to pay a call on the due date, it shall pay:
- (a) interest on that money from the day payment was due until the day of actual payment at a rate fixed by the Board; and
 - (b) all expenses that the Company has incurred because of non-payment.
- 5.3 The Board may waive payment of all or part of that interest or those expenses.

6. Shareholder meetings

- 6.1 The Board shall hold an annual Shareholder meeting in accordance with section 120 of the Act unless in the case of any annual meeting, everything required to be done at that meeting

(whether by way of resolution or otherwise) is done by written resolution in accordance with section 122 of the Act.

6.2 A special Shareholder meeting:

- (a) may be called at any time by the Board; and
- (b) shall be called by the Board on the written request of the Shareholder.

6.3 Except as set out in this clause 6, Schedule 1 of the Act shall govern proceedings at Shareholder meetings.

7. Directors

7.1 Directors shall be appointed and removed by the Shareholder in accordance with the Act.

7.2 Elected Members of Council may be Directors.

7.3 The Company shall not do any of the following without prior approval of Shareholder:

- (a) form any subsidiary company;
- (b) acquire any shares, any debt securities, or any participatory shares in any other company;
- (c) acquire any assets of any company or organisation outside of the ordinary course of business as prescribed by the Statement of Intent;
- (d) dispose of any shares in a subsidiary company; or
- (e) appoint to or remove from office any director of a subsidiary company of the Company. If the Company has a right to appoint a director to the board of a subsidiary company, it may only appoint an independent Director to that position.

7.4 Schedule 3 of the Act, as modified by this Constitution, shall govern proceedings of the Board.

8. Chairperson

8.1 The Shareholder may appoint a Chairperson and a Deputy Chairperson of the Board.

8.2 The Chairperson and Deputy Chairperson will hold office until:

- (a) they cease to be a Director; or
- (b) they are removed from the office of Chairperson or Deputy Chairperson (as applicable) by the Shareholder.

8.3 If the Chairperson ceases to hold office, the Deputy Chairperson (if any) will hold office as Chairperson until such time as a new Chairperson is appointed by Ordinary Resolution.

8.4 If no Chairperson or Deputy Chairperson is appointed by the Shareholder under clause 8.1, the Board may appoint a Director to act as Chairperson until such time as one has been appointed by the Shareholder.

9. Directors' remuneration

9.1 The Board shall not authorise any form of remuneration or the provision of any other benefits by the Company to a Director for services as a Director without Shareholder approval.

- 9.2 Notwithstanding clause 9.1, Directors shall be paid for all travelling, accommodation and other expenses properly and reasonably incurred by them in attending Board meetings, meetings of committees of the Board or Shareholder meetings, or in connection with the Company's business.

10. Distributions

- 10.1 The Board may authorise a distribution by the Company to the Shareholder in accordance with the Act, this Constitution and the Statement of Intent.
- 10.2 All dividends on shares that are not fully paid up must be authorised and paid in proportion to the amount paid up.
- 10.3 Any money payable in cash in respect of shares may be paid to a Shareholder in such manner as the Board determines, or to such other person and in such manner as the relevant Shareholder may direct in writing.
- 10.4 No interest is payable by the Company on any dividend.

11. Directors' Duties

- 11.1 A Director may, when exercising powers or performing duties as a Director, act in a manner which they believe is in the best interests of the Council as Shareholder, even though it may not be in the best interests of the Company.

12. Interests of Directors

- 12.1 A Director must disclose particulars or any interest in a transaction or proposed transaction of the Company in accordance with section 140 of the Act.
- 12.2 A Director who is interested (as that term is defined in section 139 of the Act) in a transaction entered into, or to be entered into, by the Company shall not:
- (a) vote on any matter relating to that transaction;
 - (b) sign a document relating to that transaction on behalf of the Company; or
 - (c) do any other thing in their capacity as a Director in relation to that transaction,
- provided that a Director may vote, sign documents and do any other thing in their capacity as a Director with regard to any matter relating to:
- (d) any payment or other benefit of the kind referred to in section 161 of the Act in respect of that Director in accordance with clause 9;
 - (e) the entry into an indemnity or insurance arrangement in respect of Directors, in accordance with this Constitution; or
 - (f) any transactions in which a Director is interested solely in their capacity as a director of a related company of the Company.
- 12.3 No prohibition under this clause 12 will prevent the attendance of a Director at a Board meeting from counting for quorum purposes.
- 12.4 To avoid doubt, a Director will not be considered "interested" in a transaction by virtue only of the fact that they are a ratepayer in the Timaru District.

13. Indemnity and insurance

- 13.1 The Company may:

- (a) indemnify a Director or Employee of the Company; and/or
- (b) effect insurance for a Director or Employee of the Company,

to the maximum extent permitted by section 162 of the Act.

13.2 The Board shall ensure that particulars of any indemnity given to, or insurance taken out for, any Director or Employee of the Company are immediately entered in the interests register in accordance with the Act.

13.3 For the purposes of this clause 13:

- (a) **effect insurance** includes to pay, directly or indirectly, the costs of the insurance; and
- (b) **Director** includes any former director, **Employee** includes any former employee and **Company** includes any related company of the Company.

14. Method of contracting

14.1 A deed which is to be entered into by the Company may be signed on behalf of the Company by:

- (a) 2 or more Directors;
- (b) 1 Director whose signature must be witnessed; or
- (c) one or more attorneys appointed by the Company.

14.2 An obligation or contract which is required by law to be in writing, and any other written obligation or contract which is to be entered into by the Company, may be signed on behalf of the Company by a person acting under the express or implied authority of the Company.

14.3 Any other obligation or contract may be entered into on behalf of the Company in writing or orally by a person acting under the express or implied authority of the Company.

15. Liquidation

15.1 If the Company is liquidated, the liquidator may, with the approval of the Shareholder and any other approval required by the Act:

- (a) distribute to the Shareholder in kind the whole or any part of the assets of the Company; and
- (b) vest the whole or any part of any such assets in trustees upon such trusts for the benefit of the persons so entitled as the liquidator thinks fit, but so that the Shareholder is not compelled to accept any shares or other securities on which there is any liability.

Constitution of Venture Timaru Limited

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Constitution of Venture Timaru Limited

1. Definitions and Interpretation

1.1 In this Constitution (unless the context otherwise requires):

Act	means the Companies Act 1993.
Board	means Directors who number not less than the required quorum, acting together as a board of Directors.
Chairperson	means the chairperson of the Board appointed in accordance with clause 8.
Company	means Venture Timaru Limited.
Constitution	means this constitution of the Company as amended or replaced from time to time.
Council	means Timaru District Council.
Director	means any person appointed as a director of the Company for the time being.
Shareholder	means the Council.
Statement of Intent	means the statement of intent to be adopted in accordance with section 64 of the Local Government Act 2002 and, where the context requires, means the most recently adopted statement of intent.

1.2 In this Constitution (unless the context otherwise requires):

- (a) reference to any statutory provision includes any provision which amends or replaces it and any legislation made under it;
- (b) the singular includes the plural and the reverse;
- (c) a reference to any person includes:
 - (i) natural persons, companies and any other body corporates (wherever incorporated) and unincorporated bodies (wherever formed); and
 - (ii) that person's executors, administrators or permitted assigns, or if a body corporate, its successors or permitted assigns or both;
- (d) words in this Constitution have the same meaning as in the Act unless inconsistent with the context; and
- (e) clause headings are for convenience only and do not affect its interpretation.

2. Capacity and objectives

2.1 The Council is the Company's sole Shareholder. The Board shall not issue shares to any person other than the Council, without the Shareholder's approval.

2.2 As a Council-Controlled Organisation the principal objectives of the Company in carrying out its activities and functions are set out in section 59 of the Local Government Act 2002.

- 2.3 Subject to this Constitution, the Act, the Local Government Act 2002 and the Statement of Intent, the Company has full capacity, rights, powers and privileges to carry on or undertake any business or activity, do any act, or enter into any transaction.
- 2.4 The business and affairs of the Company shall be made by, or under the direction or supervision of, the Board. The Board has all the powers necessary for managing, and for directing and supervising the management of, the business and affairs of the Company.

3. Issue of shares

- 3.1 Subject to clause 2.1, the Board may issue different classes of shares, including shares that:
- (a) are redeemable within the meaning of section 68 of the Act;
 - (b) confer preferential rights to distributions of capital or income;
 - (c) confer special, limited or conditional voting rights; or
 - (d) do not confer voting rights,
- on terms it considers appropriate.
- 3.2 The Board may, with Shareholder approval:
- (a) consolidate and divide the shares or any class; or
 - (b) subdivide the shares or any class,
- in proportion to those shares or the shares in that class, as the case may be.

4. Company may acquire its own shares

- 4.1 The Company may purchase or otherwise acquire shares issued by it which, subject to clause 4.2, shall be deemed to be cancelled immediately on acquisition.
- 4.2 The Company may hold its own shares uncanceled in accordance with sections 67A to 67C of the Act.

5. Calls on shares

- 5.1 The Board may make calls on the Shareholder in respect of any money unpaid on its shares not previously made payable at a fixed time. Calls shall be made by written notice to the Shareholder specifying the time and date for payment. The Shareholder shall comply with the terms of any such call made by the Board. A call may be payable by instalments. The Board may revoke or postpone a call.
- 5.2 If the Shareholder fails to pay a call on the due date, it shall pay:
- (a) interest on that money from the day payment was due until the day of actual payment at a rate fixed by the Board; and
 - (b) all expenses that the Company has incurred because of non-payment.
- 5.3 The Board may waive payment of all or part of that interest or those expenses.

6. Shareholder meetings

- 6.1 The Board shall hold an annual Shareholder meeting in accordance with section 120 of the Act unless in the case of any annual meeting, everything required to be done at that meeting

(whether by way of resolution or otherwise) is done by written resolution in accordance with section 122 of the Act.

6.2 A special Shareholder meeting:

- (a) may be called at any time by the Board; and
- (b) shall be called by the Board on the written request of the Shareholder.

6.3 Except as set out in this clause 6, Schedule 1 of the Act shall govern proceedings at Shareholder meetings.

7. Directors

7.1 Directors shall be appointed and removed by the Shareholder in accordance with the Act.

7.2 Elected Members of Council may be Directors.

7.3 The Company shall not do any of the following without prior approval of Shareholder:

- (a) form any subsidiary company;
- (b) acquire any shares, any debt securities, or any participatory shares in any other company;
- (c) acquire any assets of any company or organisation outside of the ordinary course of business as prescribed by the Statement of Intent;
- (d) dispose of any shares in a subsidiary company; or
- (e) appoint to or remove from office any director of a subsidiary company of the Company. If the Company has a right to appoint a director to the board of a subsidiary company, it may only appoint an independent Director to that position.

7.4 Schedule 3 of the Act, as modified by this Constitution, shall govern proceedings of the Board.

8. Chairperson

8.1 The Shareholder may appoint a Chairperson and a Deputy Chairperson of the Board.

8.2 The Chairperson and Deputy Chairperson will hold office until:

- (a) they cease to be a Director; or
- (b) they are removed from the office of Chairperson or Deputy Chairperson (as applicable) by the Shareholder.

8.3 If the Chairperson ceases to hold office, the Deputy Chairperson (if any) will hold office as Chairperson until such time as a new Chairperson is appointed by Ordinary Resolution.

8.4 If no Chairperson or Deputy Chairperson is appointed by the Shareholder under clause 8.1, the Board may appoint a Director to act as Chairperson until such time as one has been appointed by the Shareholder.

9. Directors' remuneration

9.1 The Board shall not authorise any form of remuneration or the provision of any other benefits by the Company to a Director for services as a Director without Shareholder approval.

- 9.2 Notwithstanding clause 9.1, Directors shall be paid for all travelling, accommodation and other expenses properly and reasonably incurred by them in attending Board meetings, meetings of committees of the Board or Shareholder meetings, or in connection with the Company's business.

10. Distributions

- 10.1 The Board may authorise a distribution by the Company to the Shareholder in accordance with the Act, this Constitution and the Statement of Intent.
- 10.2 All dividends on shares that are not fully paid up must be authorised and paid in proportion to the amount paid up.
- 10.3 Any money payable in cash in respect of shares may be paid to a Shareholder in such manner as the Board determines, or to such other person and in such manner as the relevant Shareholder may direct in writing.
- 10.4 No interest is payable by the Company on any dividend.

11. Directors' Duties

- 11.1 A Director may, when exercising powers or performing duties as a Director, act in a manner which they believe is in the best interests of the Council as Shareholder, even though it may not be in the best interests of the Company.

12. Interests of Directors

- 12.1 A Director must disclose particulars or any interest in a transaction or proposed transaction of the Company in accordance with section 140 of the Act.
- 12.2 A Director who is interested (as that term is defined in section 139 of the Act) in a transaction entered into, or to be entered into, by the Company shall not:
- (a) vote on any matter relating to that transaction;
 - (b) sign a document relating to that transaction on behalf of the Company; or
 - (c) do any other thing in their capacity as a Director in relation to that transaction,
- provided that a Director may vote, sign documents and do any other thing in their capacity as a Director with regard to any matter relating to:
- (d) any payment or other benefit of the kind referred to in section 161 of the Act in respect of that Director in accordance with clause 9;
 - (e) the entry into an indemnity or insurance arrangement in respect of Directors, in accordance with this Constitution; or
 - (f) any transactions in which a Director is interested solely in their capacity as a director of a related company of the Company.
- 12.3 No prohibition under this clause 12 will prevent the attendance of a Director at a Board meeting from counting for quorum purposes.
- 12.4 To avoid doubt, a Director will not be considered "interested" in a transaction by virtue only of the fact that they are a ratepayer in the Timaru District.

13. Indemnity and insurance

- 13.1 The Company may:

page 5

al.

- (a) indemnify a Director or Employee of the Company; and/or
- (b) effect insurance for a Director or Employee of the Company,

in accordance with section 162 of the Act.

13.2 The Board shall ensure that particulars of any indemnity given to, or insurance taken out for, any Director or Employee of the Company are immediately entered in the interests register in accordance with the Act.

13.3 For the purposes of this clause 13:

- (a) **effect insurance** includes to pay, directly or indirectly, the costs of the insurance; and
- (b) **Director** includes any former director, **Employee** includes any former employee and **Company** includes any related company of the Company.

14. Method of contracting

14.1 A deed which is to be entered into by the Company may be signed on behalf of the Company by:

- (a) 2 or more Directors;
- (b) 1 Director whose signature must be witnessed; or
- (c) one or more attorneys appointed by the Company.

14.2 An obligation or contract which is required by law to be in writing, and any other written obligation or contract which is to be entered into by the Company, may be signed on behalf of the Company by a person acting under the express or implied authority of the Company.

14.3 Any other obligation or contract may be entered into on behalf of the Company in writing or orally by a person acting under the express or implied authority of the Company.

15. Liquidation

15.1 If the Company is liquidated, the liquidator may, with the approval of the Shareholder and any other approval required by the Act:

- (a) distribute to the Shareholder in kind the whole or any part of the assets of the Company; and
- (b) vest the whole or any part of any such assets in trustees upon such trusts for the benefit of the persons so entitled as the liquidator thinks fit, but so that the Shareholder is not compelled to accept any shares or other securities on which there is any liability.

9.12 Patiti Point Coastal Erosion Update

Author: Bill Steans, Parks & Recreation Manager

Authoriser: Andrew Dixon, Group Manager Infrastructure

Recommendation

1. That the Patiti Point Coastal Erosion Update be received and noted,
2. That it is noted that monitoring of this coast will continue at five yearly intervals unless significant erosion occurs from a natural event.

Purpose of Report

- 1 To provide Council with an update on the on-going coastal erosion at Patiti Point.

Assessment of Significance

- 2 This matter is assessed as low significance in terms of the Timaru District Council Significance and Engagement Policy as the degree to which people are impacted is low, and no levels of service are impacted in what is predominately a recreational area.

Discussion

- 3 Patiti Point is a popular recreational area located adjacent to the coast, in reasonably close proximity to the Timaru urban area (see map Attachment 1). Patiti Point is a coastal headland and has always experienced some erosion of the loess cliffs on the coastline, particularly during significant weather events.
- 4 Projections of coastal inundation and erosion were modelled in 2020 through a joint Environment Canterbury and Timaru District Council study. The modelling of various sea level rise scenarios concluded that there would be no significant effect on private property or significant infrastructure in this area over the next 50 years.
- 5 While long term predictions of erosion may be based on average rates of erosion and sea level rise, short term erosion is impacted by movement of gravels in a northerly direction along the coast. Frequency, intensity, and directions of storm swells also contribute to coastal erosion, as does the geology of a specific site. For this reason, erosion does not occur in consistent amounts each year but rather in fits and starts and therefore should be monitored at five yearly intervals.
- 6 In 2019 there was a significant rate of erosion at the southern end of Patiti Point, which resulted in the loss of sections of the access road, walkway/cycleway, and a substantial section of the car park at the southern end.
- 7 This required the closure of cliff top road access, the relocation of sports club facilities and prompted considerable concern over the future viability of other nearby coastal assets. With the access road closed permanently, the coastal walkway was re-routed away from this site to ensure public safety.
- 8 At the meeting on 11 June 2019 the Infrastructure Committee considered future options regarding the erosion. More information of what was discussed at that meeting can be considered at the links provided:

https://www.timaru.govt.nz/_data/assets/pdf_file/0009/309375/Infrastructure-agenda-11-June-2019.pdf

https://www.timaru.govt.nz/_data/assets/pdf_file/0020/312833/Infrastructure-Committee-minutes-11.06.2019.pdf

- 9 At this June 2019 meeting the Infrastructure Committee resolved:

That the Infrastructure Committee requests a Patiti Point erosion management plan be developed addressing alternative access to Otipua Beach, future management of recreational facilities and long term protection of the Redruth landfill and Timaru cemetery.

That the Infrastructure Committee recommend to the Policy and Development Committee that funding for a Patiti Point erosion management plan of \$30,000 be approved from 2018/19 funds, noting that any unspent funds will be recommended for carry forward, at the appropriate time.

- 10 On 13 August 2019 a workshop was held with Council to further discuss the erosion issue, factors influencing this and potential options. Environment Canterbury officers and experts from the University of Canterbury were in attendance to provide advice. This workshop was followed by a public meeting that was very well attended.
- 11 It was agreed that further investigation work was required to better understand the erosion drivers and long-term risks before any decision on the future management could be determined.
- 12 On 24 November 2020 a further report was presented to the Infrastructure Committee following investigations on the erosion and to consider options for the future management of on-going coastal erosion, sea inundation and climate change effects.
- 13 At this meeting the Infrastructure Committee resolved:
- The continuation of the monitoring of the Patiti Point coastline for erosion and public safety be ensured through restricting access to affected areas.*
- The further investigation of the Timaru District coastline study with a risk and vulnerability assessment being undertaken and funded from current approved budgets.*
- Further data collection and studies on the effects of climate change for Timaru District are undertaken and funding provision for this be considered as part of the Long Term Plan 2021-31.*
- 14 Included in the long-term plan was funding for research and analysis on the long-term effects of climate change on Council activities.
- 15 The most significant factor in the erosion of Patiti Point is the changes in the gravels on the beach. When accumulation occurs, this protects the cliff face from sea wave action and reduces erosion. When beach gravels are not present to act as protection, the sea waves accelerate erosion.
- 16 These gravels migrate up the coastline and a study by the University of Canterbury noted that the gravel migration occurs in 'waves' hence periods of high accumulation and periods of little gravel. The source of gravels moving along the local coast is to the north and south of the Waitaki River, being remnants of a glacier in the last ice age. Erosion of coastal headlands also contributes to the material moving along the coast. This material nourishes beaches as it moves past.
- 17 Since 2019-20 the erosion has slowed significantly but has continued to occur. Recently the erosion has again accelerated. However, the areas affected by this erosion are as predicted

in the modelling that was reported to Council in 2020. See attachments 2-7 for images of the coastline in 2018, 2019 and 2024.

- 18 While the 2020 modelling indicates that erosion will not impact significant assets until later than 2070, it is prudent to not build high value assets closer than 40 metres from the coast. Low value assets such as trails and signage are appropriate in the coastal area, and an exception could be granted for essential infrastructure such as drains if there is no other suitable location for them.
- 19 Options to slow the rate of erosion have been investigated, however, anything that would have positive outcomes would likely cost more than the assets being protected.
- 20 Options for the protection of Patiti Point from erosion were investigated in 2019. A report to the Infrastructure Committee and accepted at the meeting, concluded that the costs were high and it was not feasible. Since this time costs have significantly increased and the length of the coastal erosion has extended. An erosion protection system rough order cost now would be in the range of \$1.2 to \$2.4 million plus high on-going maintenance costs as experienced by KiwiRail at Otipua Beach. Erosion protection is high cost and high risk that is considered not feasible for this location.
- 21 In addition, a resource consent to carry out protection work would need to be obtained. There would be a requirement to maintain and repair the protection works for the length of the consent or remove them. This cost would likely be greater than the initial cost of the protection works because repair work would be required after significant storms.
- 22 As the impacts of climate change continue Council will need to consult with communities to understand the effects and adapt to changes that includes retreat in some cases.

Attachments

1. **Patiti Point and Otipua Beach Map** [↓](#) 
2. **2024 Drone Image - Patiti Point** [↓](#) 
3. **2024 Drone Image - Patiti Point** [↓](#) 
4. **2024 Drone Image - Patiti Point** [↓](#) 
5. **2019 Drone Image - Patiti Point** [↓](#) 
6. **2019 Drone Image - Patiti Point** [↓](#) 
7. **2018 Drone Image - Patiti Point** [↓](#) 















9.13 Adoption of Waste Management and Minimisation Plan

Author: Grant Hamel, Waste Operations Manager

Authoriser: Andrew Dixon, Group Manager Infrastructure

Recommendation

1. That Council adopts the 2024-2030 Waste Management and Minimisation Plan.
2. That Council continues to provide Zero Waste Bins for Events, but responsibility for disposal of refuse and recycling and the associated costs is covered by the event organisers.
3. That a specific refresher campaign is conducted to communicate the recent kerbside collection changes using social media, TDC website, radio, electronic screen on Stafford Street, print advertising and media releases.

Purpose of Report

- 1 The purpose of this report is for Council to consider and adopt the Waste Management and Minimisation Plan (WMMP) and to provide comment and options on matters raised by Council in the meeting of 7 May 2024.

Assessment of Significance

- 2 This matter is of medium significance when assessed against the criteria of the Council's Significance and Engagement Policy. There are however, a significant number of affected people and a legislative requirement for consultation.

Background

- 3 The Waste Minimisation Act 2008 requires Council to complete a review of the Waste Management and Minimisation Plan every six years.
- 4 The previous WMMP was adopted in 2018 for the period 2018 – 2024.
- 5 A revised Draft Waste Management & Minimisation Plan was prepared that also recognised a number of legislative and government policy changes.
- 6 At the Infrastructure Committee meeting on 13 February 2024 the Statement of Proposal for community consultation in accordance with Section 83 of the Local Government Act 2002 was adopted.
- 7 The consultation, including the Statement of Proposal was promoted to the community via the Timaru District Council (TDC) website, social media and in 'The Courier' a local community newspaper. Submissions closed on 22 March 2024.
- 8 At the Council meeting on 7 May 2024, the submissions and officer comments were presented for consideration. Some submitters that requested to speak on their submission were also heard by the Committee.
- 9 Arising from this meeting, Council raised several questions, which are addressed in this paper.

10 The proposed changes to the WMMP are detailed below:

Section	Change
Figure 2	The words 'Climate Change and Sustainability Strategy' have been included into the diagram
4.1.1	Specific reference has been made to the partnership with Sustainable Trust South Canterbury (SSCT)
4.3	The tonnes diverted by the Crow's Nest and the transaction numbers have been updated
5.1	Reference to recent kerbside collection changes and communicating these to the community
5.2	Title changed to 'Current and future challenges'
5.2	Have included as current challenges, Public Education and Climate Change
5.2	Under Changing markets reference to the changing national and international initiatives
Table 4 – 1.3 - Amendment	Reference to continuing to build relationship with SSCT
Table 4 -1.5 - New	Inclusion of measures to aid our goal towards a circular economy
Table 4 – 1.6 - New	Inclusion of diversion activities
Table 4 – 2.3 New	Include provision for review of Kerbside bins within the business community
Table 4 – 3.3 - Amendment	Include reference to utilising expertise of SSCT
Table 4 – 3.4 - New	Include goal to hold regular meetings with SC Commercial Waste Contractors
Table 4 – 5.1 - Amendment	Include specific reference to Soft Plastics diversions
Table 4 – 5.2 - Amendment	Include reference to opportunities to develop further Cro's Nest and Eco-Centre
Table 4 – 5.3 - Amendment	Include reference for wider consent planning
Table 4 – 6.6 - New	Include review of current Zero Waste policy
Table 4 – 6.7 - New	Include closer liaison with Climate Advisors in respect of managing our waste facilities

Discussion

11 Following the receipt of the submissions, Council requested further information on the following topics:

Zero Waste Event Bins

- 12 Currently event organisers can request Zero Waste Event Bins from TDC. The purpose of the bins is to separate recyclables/organics and glass from general rubbish. In addition to providing the bins, TDC has also been paying for the disposal of the material following Events. This was because our Zero Waste Event Guide advised “leave the bins full” and TDC would collect them.
- 13 This policy is under review and event organisers are now being advised that the disposal of materials following an event is their responsibility. TDC is still providing the Zero Waste Bins free of charge, but event organisers are being advised to contact a commercial operator to work with them to manage the disposal of materials. In addition, event organisers can contact the educators through EnviroNZ for advice in respect of managing materials at an event.
- 14 The new process aligns with most Councils, where the event organisers are advised to arrange for the disposal of material via a commercial waste contractor.
- 15 In the 12 months 1 January 2023 to 31 December 2023 TDC provided 241 Sets (964 bins in total) Zero Waste Event Bins given to event organisers. The cost, which can only be estimated as the material from events are not separated from Kerbside collections, to TDC for disposal of material for the year, is assessed at \$8,000 - \$10,000 per year.
- 16 It is recommended that TDC continue to supply bins for separation of material, but that the event organiser is responsible for arranging the disposal of the material and all costs associated (which will be done via commercial waste contractors).

E-Waste

- 17 We currently contract E-Cycle to collect our Electronic Waste. The products are dismantled and separated into component or material categories. Some components are sent offshore (Japan, Korea, China, and Australia) for conversion back to raw materials.
- 18 E-Waste is currently on the list of priority products for product stewardship through the Ministry for Environment(MfE) – please refer to the following link:
<https://environment.govt.nz/what-government-is-doing/areas-of-work/waste/product-stewardship/priority-product-stewardship/>
- 19 In broad terms, Stewardship means that the E Waste Industry will be regulated and those involved in producing and selling these products will take responsibility for the whole life cycle of the product including any disposal.

Educators

- 20 As part of the Contract Agreement, EnviroNZ are required to provide Educators for the benefit of the South Canterbury District. There are 2 Waste Minimisation Education and Advisors for the Mackenzie, Timaru and Waimate Districts (South Canterbury District). The Educators are involved in Waste Minimisation educational presentations, workshops, supporting event organisers and on-site bin audits.
- 21 They work widely with the community in general, businesses and schools and provide a monthly report to Councils detailing their activities.
- 22 For the year to date, 1 July 2023 – 31 May 2024 the following numbers attended educational presentations/workshops:

Businesses	10
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Schools 44

Community Events 21

23 These presentations/workshops were attended by a total of 2246 adults and 1530 children. The Educators work towards a target time allocation in each area of TDC 80%, MDC 10% and WDC 10% respectively.

24 The combined financial support from all three councils for education is \$17,982 per annum. This figure does not include the contribution to salary provided by the three Councils to support the employment of the Educators.

Bin stickers

25 The Council requested information regarding the options available to update the community on the nationwide changes to Kerbside Collection that came into force on 1 February 2024.

26 TDC proposes to use Waste Levy funding to support a communications campaign to further publicise the kerbside changes. It is estimated that we have approximately \$30,000 available under the Waste Levy for this year. The Waste Levy will increase next year, however we have agreed to significantly increase our funding of the Sustainable South Canterbury Trust and we have new costs that we are now incurring, such as degassing of whiteware, which is estimated at \$3,000 - \$5,000 per month.

27 To date an updated "What's in your bin" brochure has been developed and made available for distribution from the Main Office, Timaru Library and the Temuka and Geraldine Service Centres. The updated brochure is also on the TDC website.

28 In addition, the TDC website was updated with additional education material and we have posted educational Facebook posts on the specific changes. Articles in conjunction with the Waste Educators had been placed in The Courier.

29 Below are possible additional options to update the community:

- Installation of bin stickers on all existing recycling (yellow) and organics (green) bins – no change to what cannot go into the rubbish (red) bin. The cost for this option is around \$215,000, this would include print costs and the installation. There would be a need for around 50,000 stickers and based on 2021 information, it took approximately 5 months to attach all the stickers, because all bins are not presented each week.
- Conduct a specific refresher campaign to communicate the changes using social media, TDC website, radio, electronic screen on Stafford Street, print advertising and media releases. It is estimated that the total cost of this campaign would be around \$10,000.
- Also, it is proposed to Include an information flyer with the upcoming rates advice. This flyer would detail the changes to materials that are able to be placed in the yellow and green bins.

30 Consideration was given to including updated bin stickers with The Courier when it is delivered weekly to households. However, this is not possible as the bin stickers would need to be folded because of their design and size to fit within the Courier – this would cause damage to the stickers.

31 Information received from the monthly EnviroNZ reports on kerbside collection have identified that there has been no increase in contamination as a result of the Kerbside changes. The primary reason for yellow bin contamination continues to be nappies and food in the bin, which is outside of the kerbside changes.

CONTAMINATION %	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	Rolling 12 Months
RECYCLING - %	22.6%	23.6%	23.7%	32.2%	23.4%	25.2%	23.0%	23.1%	24.4%	23.4%	24.2%	25.8%	24.5%
GLASS - %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
ORGANICS - %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Additional Kerbside Collection Bins provided to Commercial Premises

- 32 Since the introduction of the Bin system at TDC additional Kerbside Bins have been offered to Businesses/Factories to minimise the waste to landfill by separating out the recyclables. This was part of the Waste Minimisation strategy at the time.
- 33 All properties rated in the “compulsory area” are charged a minimum of 1 standard set of Kerbside Bins (small red rubbish, large yellow recycling, large green food & garden waste and small blue glass). This is regardless of whether they are a household or a business/factory.
- 34 Part of our WMMP proposal is to review this approach with the aim of encouraging businesses to set up their own Waste Management Plans through Commercial contractors.
- 35 Some multi-unit/level buildings house multiple businesses/tenancies and each of the businesses/tenancies has a set allocated.
- 36 For the purposes of this report, we have focused on standalone commercial businesses that have 10 or more additional Kerbside bins over and above the standard one set.

Number of Additional Bins	Number of Businesses	Types of Business
10 to 20	16	Accommodation, Restaurant/hospitality, Supermarket, Sports and Recreation, Factories
21 + Bins	7	Campground, Restaurant/hospitality, Supermarkets, Factories

- 37 The Commercial site with the most additional bins (40) is a Supermarket.

Cost of Additional Bins

- 38 Prior to the adoption of the 24/25 Rates increases, the cost to TDC for additional rubbish (red) bins and organics (green) bins was more than the customer was being charged. This has been rectified with the new targeted waste minimisation rates but is an average charge.
- 39 There remains some cost cross subsidisation between commercial and residential. As recommended in the WMMP, it is proposed to review the current process of issuing additional bins to business premises.

Soft Plastics Recycling

- 40 Soft Plastic Recycling is an area that was raised in several submissions to the WMMP. This scheme is part of the voluntary government-accredited product stewardship scheme and is an example of businesses taking responsibility for their products.
- 41 The scheme has commenced in New Zealand and is offering soft plastics recycling drop off receptacles at supermarkets and other sites. This scheme is paid for by Soft Plastics Recycling Members, whose members include manufacturers, retailers, and service providers. Woolworths, The Warehouse, New World and Pak’nSave have collection facilities at selected stores.

- 42 We have been in contact with the scheme operators and although they don't currently have any plans to commence this in Timaru, they did advise that they are always looking for new collection points and logistics solutions around the country. They also thanked us for our interest in the scheme.
- 43 It should be noted that Government guidelines do not allow soft plastics to be placed in kerbside recycling bins and our sorting facility is also unable to process such material.

Options and Preferred Option

44 WMMP Adoption Options:

45 **Option 1 – Adopt the Waste Management and Minimisation Plan (Preferred Option)**

The proposed Plan has received general supportive feedback. The recommendations from some submitters have been included in the revised WMMP proposal.

46 **Option 2 – Decline to adopt the Waste Management and Minimisation Plan**

The Council may determine that the recommended WMMP requires further amendment prior to adoption and decline to adopt at this time. There is a requirement under legislation that Councils must adopt a WMMP.

47 WMMP Other Considerations Options:

Zero Waste Event Bins

48 **Option A – Council continues to provide Zero Waste Bins for Events, but responsibility for disposal of refuse and recycling and the associated costs is covered by the event organisers (Preferred Option)**

This policy aligns TDC with the approach taken by the majority of Councils, it puts greater emphasis on event organisers to consider waste plans for their events. There are cost savings to TDC

49 **Option B – Council continues to pay for all waste disposal costs associated with events**

Council may determine that the current practice remains the best option for the community and the management of event waste.

Bin Stickers

50 **Option i –A specific refresher campaign is conducted to communicate the changes using social media, TDC website, radio, electronic screen on Stafford Street and media releases.**

The communications approach is multi targeted, aimed at social, print and radio media. TDC contamination rates for recycling bins have not changed to any degree with the changes to kerbside collection.

51 **Option iii –Bin Stickers are installed to replace the existing Recycling and Organics bin stickers**

This will ensure that most bins contain up to date stickers of what item are allowable in the respective bins. The costs associated with ensuring stickers are attached to all bins are significant and may impact on other activities that Waste Levy funding had been allocated.

52 **Option iii –No further action is taken to communicate Kerbside Collection changes**

Council may determine that no further specific actions relating to communicating the changes to kerbside collection is required.

Relevant Legislation, Council Policy and Plans

- 53 Waste Minimisation Act 2008
- 54 New Zealand Waste Strategy
- 55 Local Government Act 2002
- 56 Timaru District Waste Assessment 2023

Financial and Funding Implications

- 57 The WMMP is aligned with the current approved budgets and the Draft Long Term Plan 2024-34.
- 58 As advised in this paper a planned review of the allocation of additional and upsizing of kerbside collection bins and the allocation of bins to commercial customers will be undertaken. The charges for these extra bins needs to be aligned with the actual costs.
- 59 The revised WMMP is also aligned with the Timaru District Council Waste Minimisation and Management Services Contract 2400.

Other Considerations

- 60 If the WMMP is adopted as proposed there will be a requirement to update the relevant TDC Waste Minimisation Bylaw Schedules. This is required to update the existing schedules to align with the recent kerbside collection changes.

Attachments

- 1. **Waste Management and Minimisation Plan 2024-2030** [!\[\]\(661ad2fdbe8fa1392f2b194cfa45d124_img.jpg\)](#) 



Timaru District Council

Waste Management and Minimisation Plan 2024-2030

June 2024

Document status

Job #	Version	Written	Reviewed	Approved	Report Date
2814	Draft	Evan Ou Yang Darren Tiddy	Helen Ramsey	Alice Grace	31 July 2023
2814	Draft	Darren Tiddy	Helen Ramsey	Alice Grace	28 August 2023
2814	Final Draft	Darren Tiddy	Helen Ramsey	Alice Grace	26 September 2023
2814	Final Draft	Darren Tiddy	Helen Ramsey	Alice Grace	22 January 2024
2814	Final	Darren Tiddy	Helen Ramsey	Alice Grace	12 June 2024

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Foreword

The Timaru District Waste Management and Minimisation Plan (WMMP) covers the six-year period 2024 – 2030. The Plan outlines the strategic direction we are looking to take; the services we offer; the initiatives we are looking to adopt; the challenges we face and the opportunities that exist.

This plan is in three parts:

Part A: The Strategy: contains core elements vision, goals, objectives, and targets. It sets out what we are aiming to achieve and the broad framework for working towards the vision.

Part B: Action Plan: sets out the proposed actions to be taken to achieve the goals, objectives, and targets set out in Part A. Part B also shows how we will monitor and report on our actions and how they will be funded.

Part C: Supporting Information: contains the background information that has informed the development of our Waste Management and Minimisation Plan (WMMP). Most of this information is contained in the joint Waste Assessment (WA).

Part A – Strategy

1 Introduction / He kupu whakataki

Timaru District Council (Council) has a statutory responsibility to promote effective and efficient waste management and minimisation within the Timaru District (Section 42, Waste Minimisation Act 2008 (WMA)). In order to do this, the Council is required to adopt a Waste Management and Minimisation Plan (WMMP) under Section 43 of the Act.

This WMMP is a guiding document which identifies Council's vision, goals, objectives, targets and methods for achieving effective and efficient waste management and minimisation. It also provides information on how Council intends to fund the activities of the WMMP over the next six years.

In addition to the legislative framework in which this WMMP has been developed, it has also been developed in the context of the New Zealand Waste Strategy 2023 (NZWS). The NZWS sets out the long-term policy priorities for waste management and minimisation and has a vision for 2050:

By 2050, New Zealand is a low-emissions, low-waste circular economy.
We cherish our inseparable connection with the natural environment and look after the planet's finite resources with care and responsibility.

The NZWS has the following eight goals:

1. **Systems:**
The Strategic planning, regulatory, investment and engagement systems are in place and operating to drive and support change
2. **Infrastructure:**
We have a comprehensive national network of facilities supporting the collection and circular management of products and materials
3. **Responsibility and accountability:**
We all take responsibility for how we produce, manage and dispose of things, and are accountable for our actions and their consequences
4. **Using less:**
We use fewer products and materials, and using them for longer, by making them more durable, and repairing, reusing, sharing and repurposing them
5. **Resource recovery systems:**
Resource recovery systems are operating effectively for core materials and across all regions
6. **Recovering value:**
We look for ways to recover any remaining value from residual waste, sustainably and without increasing emissions, before final disposal
7. **Emissions:**
Emissions from waste are reducing in line with our domestic and international commitments
8. **Contaminated land:**
Contaminated land is sustainably managed and remediated, to reduce waste and emissions and enhance the environment.

Council has also considered the waste minimisation hierarchy of reduce, reuse, recycle, recover, treatment and disposal in the development of this WMMP (Figure 1). This plan should be read in association with the joint Waste Assessment (WA) for Timaru, Mackenzie, and Waimate District Councils attached as Part C to this WMMP.

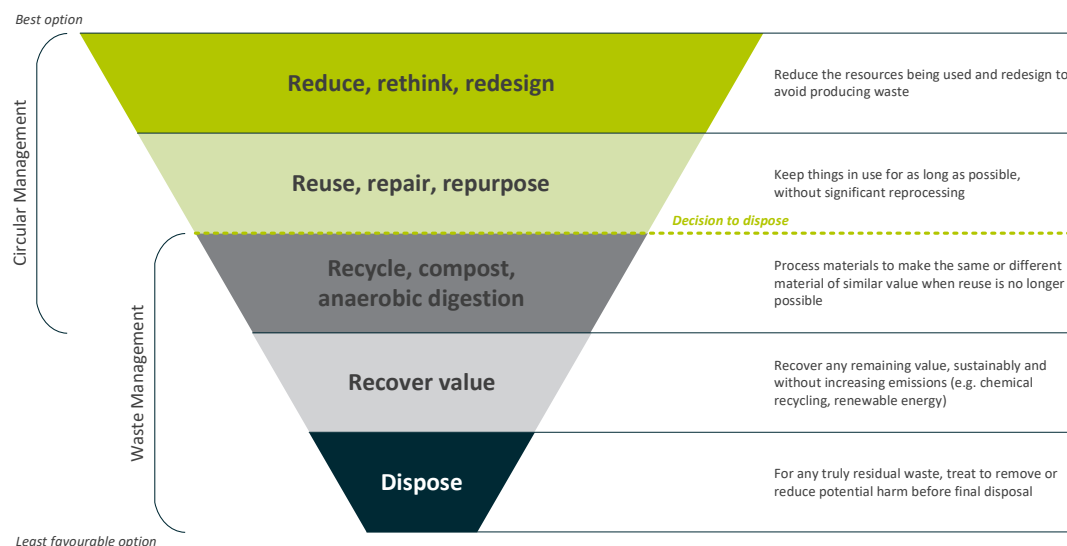


Figure 1 Circular management and waste management within the waste hierarchy

2 What informs the plan? / He aha ōna pūtaketanga?

There is a clear legislative and policy framework within which the Council provides waste services and facilities within its District. A summary of the applicable legislation is detailed below.

Key legislation affecting waste is:

- Waste Minimisation Act 2008
- Local Government Act 2002
- Resource Management Act 1991
- Climate Change Response Act 2002 (Emissions Trading)
- Litter Act 1979
- Health Act 1956.

While the WMA sets out the legislative requirement for solid waste, the NZWS provides the government's strategic direction for waste management and minimisation in New Zealand. The goals of this WMMP replicate those from the NZWS.

Local, regional and national plans and policies affect the Council's provision of waste and diverted material services. Primarily, they are requirements under the WMA and the Local Government Act 2002.

Figure 2 shows the council's planning and policy framework with alignment from legislative requirements to operational policies. There needs to be alignment between the council's key planning documents this WMMP, bylaws and the operational policies.

The Long Term Plan (LTP) is a key district plan to support the WMMP initiatives. The LTP identifies increased diversion and reduced waste generation as key performance measures, together with high customer satisfaction ratings for kerbside collections and facilities at the Transfer Stations and Resource Recovery Parks (TS/ RRP).

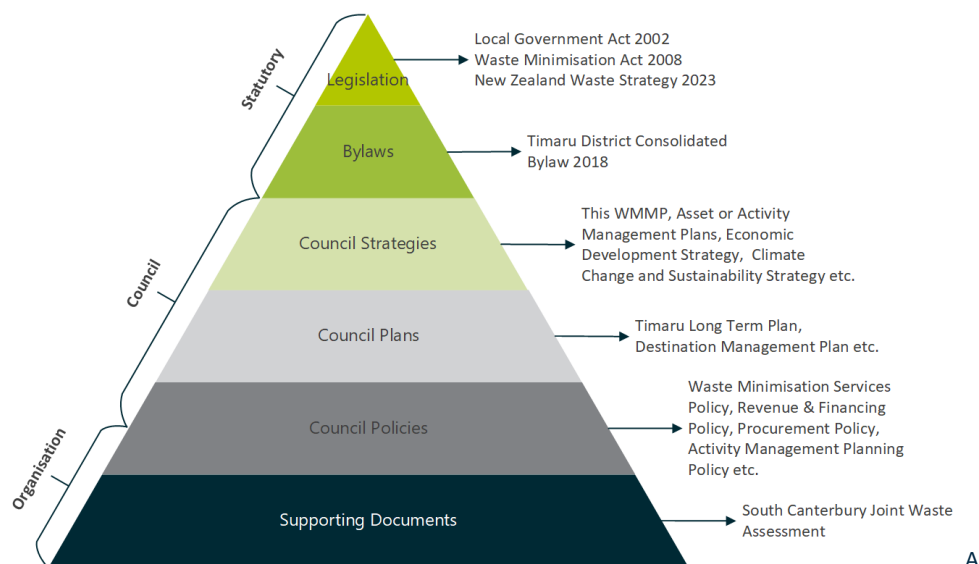


Figure 2 Planning framework for strategic documents

3 Vision, goals, objective, policies, and targets / Te tirohanga, nga whainganga, nga whaainganga, nga kaupapa here me nga whaainganga

Working together, Council and the community can achieve more effective and efficient waste management and minimisation in the district. Council is proposing the following vision, goals, objectives, and targets. Taken together these form the strategy for Council's WMMP. The objectives for the sub-region have been adopted by Timaru as their objectives.

3.1 Vision for the future

Our vision for the future is:

"By 2050, the South Canterbury Region is a low-emissions, low-waste society built upon a circular economy".

3.2 Goals, objectives, policies, and targets

3.2.1 Goals and objectives

The Councils have adopted the NZWS 2030 goals and developed South Canterbury objectives that support the achievement of these goals. The NZWS states that "By 2030, our enabling systems are working well, and behaviour is changing". The NZWS goals and South Canterbury objectives are shown in Table 1.

Table 1 NZWS goals and South Canterbury objectives

#	NZWS Goals	South Canterbury Objective
1	Systems The strategic planning, regulatory, investment and engagement systems are in place and operating to drive and support change	<ul style="list-style-type: none"> Implement new national planning, regulatory, investment and engagement systems continue to drive change in South Canterbury.
2	Infrastructure We have a comprehensive national network of facilities supporting the collection and circular management of products and materials	<ul style="list-style-type: none"> South Canterbury facilities, both Council and private, support collection and circular management of products and materials in the sub-region. Local planning provisions support the circular economy.
3	Responsibility and accountability We all take responsibility for how we produce, manage and dispose of things, and are accountable for our actions and their consequences	<ul style="list-style-type: none"> Deliver behaviour change programmes in South Canterbury to increase awareness and accountability for waste minimisation.
4	Using less We use fewer products and materials, and use them for longer, by making them more durable, and repairing, reusing, sharing and repurposing them	<ul style="list-style-type: none"> Support local redesign, repair, reuse, sharing and repurposing initiatives.
5	Resource recovery systems Resource recovery systems are operating effectively for core materials and across all regions	<ul style="list-style-type: none"> Existing kerbside services and resource recovery facilities enable core materials to be collected across South Canterbury.
6	Recovering value We look for ways to recover any remaining value from residual waste, sustainably and without increasing emissions, before final disposal	<ul style="list-style-type: none"> Look to recover any remaining value from residual waste prior to disposal at Redruth Landfill.
7	Emissions Emissions from waste are reducing in line with our domestic and international commitments	<ul style="list-style-type: none"> Reduce organic waste production and disposal in South Canterbury, from both residents and businesses. Maintain landfill gas capture and flaring systems at Redruth Landfill.
8	Contaminated land Contaminated land is sustainably managed and remediated, to reduce waste and emissions and enhance the environment	<ul style="list-style-type: none"> Identify and sustainably manage contaminated land in South Canterbury, including vulnerable landfills. Reduce the volume of soil disposal at Redruth Landfill

3.2.2 Our targets

The Councils' waste minimisation targets are set out in Table 2. The current performance is assessed, and targets are set to align with the NZWS.

Table 2 Timaru District's waste minimisation targets

NZWS target	Local annual target (kg per capita, tonnes, %)	TDC	
		Baseline 2022	Target 2030
10% reduction in waste generation	Total kerbside material	479 kg per capita ¹	431 kg per capita
	Total material received TS/ RRP	9,050 tonnes	<9,050 tonnes
30% reduction in final disposal	Kerbside refuse collection	130 kg per capita ²	117 kg per capita ³
	% contamination in kerbside organics, glass, and recycling	Organic <1% Glass <1% Recycling 11%	Organic <1% Glass <1% Recycling <10%
	% contamination Redruth MRF	23.3%	<10%
	Redruth Landfill disposal from TS/ RRP ⁴	5,100 tonnes	3,570 tonnes
30% reduction in biogenic methane emissions	% total organics in kerbside rubbish collection	36%	25%
	% organics received at Redruth Landfill	Approx. 50%	25%

4 What happens with our waste? / Ka ahatia ā atou paranga?

4.1 Overview of existing waste management and minimisation infrastructure and services

A summary of the current services provided by Council and non-council providers is outlined below. For a detailed description of Council and non-council solid waste services, refer to the joint WA in Part C.

4.1.1 Services provided by Council

The Council currently provides kerbside refuse, recycling, and organics collections in Timaru, Temuka, Pleasant Point and Geraldine and some rural areas on route. This includes fortnightly kerbside collections alternating for refuse and mixed recycling- and glass (separate bin), with weekly kerbside collections of organics (combined food and green waste). Kerbside collected material is consolidated for processing or disposal at the Redruth facilities (Material Recovery Facility (MRF), compost facility and landfill).

Four transfer stations (TS's) operate within the district. These are in Temuka, Geraldine, Pleasant Point, and the Resource Recovery Park (RRP) at Redruth in Timaru. The TS/ RRP operate as public drop-off facilities for recyclables and recoverable items, green waste, cleanfill, and refuse. Like kerbside material, the materials collected at the TS/ RRP are consolidated for processing or disposal at the Redruth facilities.

The Redruth MRF, composting facility and landfill are regional facilities, receiving recyclables, organics and refuse from kerbside collections and the RRP in Waimate and Mackenzie. They also receive material directly

¹ Calculation of kg per capita is based on estimate of service entitled population.

² For January-December 2022.

³ 10% reduction target: was 30% in Waste Assessment, but with kerbside diversion currently at 73%, opportunities to further reduce kerbside refuse volumes are limited.

⁴ Based on 2022 data at Redruth Landfill. Tonnage covers all disposable materials via councils' TS and RRP.

from commercial customers, including councils outside the South Canterbury area. Recyclables processed at the MRF, and other materials recovered at the TS/ RRP's are transported out of the region for further resource recovery. This includes plastics, scrap metal, domestic paints and oil, batteries, gas bottles, tyres, whiteware and other electronics. Glass is consolidated separately from other kerbside collected material and sent to 5R in Christchurch for processing before final processing at Visy, Auckland. A range of soils, cleanfill, and hardfill materials from landscaping or construction are accepted at Redruth Landfill and used for cover material (daily, intermediate, and final cover) and other construction purposes (roading, bunds, etc).

The waste services contract includes the provision of education initiatives to support the delivery of services and waste minimisation initiatives. A key focus of education initiatives for Timaru is messaging for residents and businesses, ensuring the services are effectively utilised to divert waste from landfill. To help improve the diversion potential and ensure materials are put into the correct bins, TDC regularly publish information via communication channels. This includes the website, social media, and physical collateral. A range of options are available to the Council to improve, extend and align its waste minimisation and management across the district with the new national NZWS and with neighbouring council services, facilities, and initiatives.

Timaru District Council partners with the Sustainable South Canterbury Trust who manage and operate the Crow's Nest under contract to the Council. The services provided by the Crow's Nest include the collection and re-use of items from both the Transfer Stations and individual properties with many of the items received prepared for sale or recycling.

4.1.2 Non-council provided services and facilities

Private refuse and greenwaste collection services are available in the district. These services are provided on a user-pays basis, whereas Council services are rates funded. Private services target customers that don't receive a Council service such as rural households outside collection areas or the standard service doesn't meet the needs of commercial businesses.

The NZWS and improved data collection means government departments and private collectors will all now be required to divert waste from landfill. This may result in changes in the waste streams for recyclables, organics and residual waste that come through the Councils TS/ RRP's.

4.2 Public health protection

The range of public and private waste services in the Timaru District and South Canterbury sub-region ensures public health will be adequately protected in the future. Timaru District Council owns a landfill, organic processing facility, materials recovery facility and reuse shop that is currently meeting the sub-region's needs. The community currently has adequate access to council or privately-owned drop-off and collection services for refuse, recycling, food, greenwaste, hazardous waste and litter, but further waste minimisation is achievable as outlined in this plan. This plan proposes initiatives for continued waste minimisation.

In its feedback on the South Canterbury joint WA, Te Mana Ora | Te Waipounamu feedback from the Medical Officer of Health on 11 August 2023 stated they are supportive of the districts plans and that "this [is an] important service which has significant public health value to the South Canterbury community". This feedback has been considered in the development of this plan.

4.3 Volume and composition of our waste

Kerbside waste collections are highlighted in Figure 3.



Figure 3 Summary of kerbside waste in Timaru⁵

Timaru has achieved a diversion rate of 73% with the current kerbside service. This is already above the national target for 50% diversion at the kerbside by 2030. Timaru has the opportunity to maintain this performance and build success around further opportunities. The impact of the changes introduced by the Ministry for the Environment with effect 1 February 2024 (such as pizza boxes being classified as recyclables not organics) are not yet known, however the composition of kerbside refuse from Timaru is shown in Figure 4. More than half of our residual waste could still be diverted. Figure 5 shows that 44% of our waste should be going into our organics and recycling bins, and glass bin.

In addition to the kerbside diversion, the Crow's Nest shop diverts or repurposes around 300 tonnes per annum to upwards of 32,000 paying customers per year and this figure is increasing.

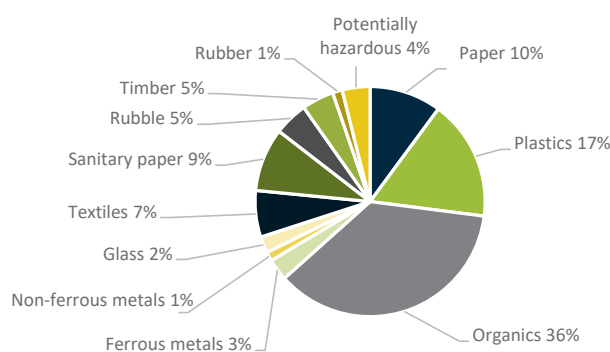


Figure 4 Kerbside refuse composition from a waste audit in 2022

⁵ For January-December 2022.

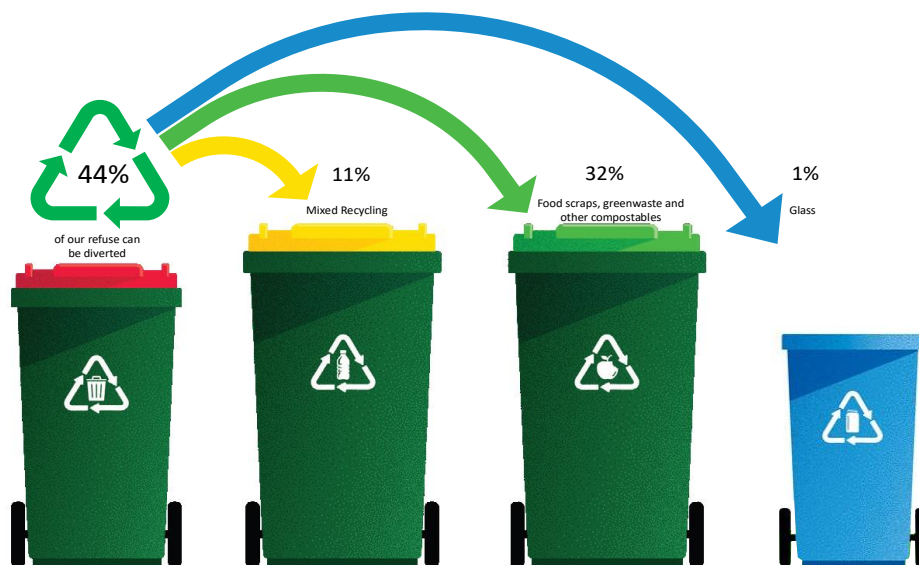


Figure 5 Diversion potential in Timaru's kerbside refuse (residual waste)

Most kerbside-collected material is transported directly to the Redruth facilities. The Transfer Stations and Resource Recovery Park are not used for consolidation of this material. Likewise, the location of the Redruth facilities within Timaru, means that most of the commercial material collected is also taken directly to the processing and disposal facilities at Redruth (using the landfill's permit system). The TS/ RRP's are used by small commercial collectors (e.g. skip bin operators outside Timaru) and by residents who live in rural areas that do not have kerbside services, or who have excess recyclables, recoverable items that cannot be placed in kerbside bins or bulky waste to be disposed. The core waste types and volumes processed through the TS/ RRP's are highlighted in Figure 6.

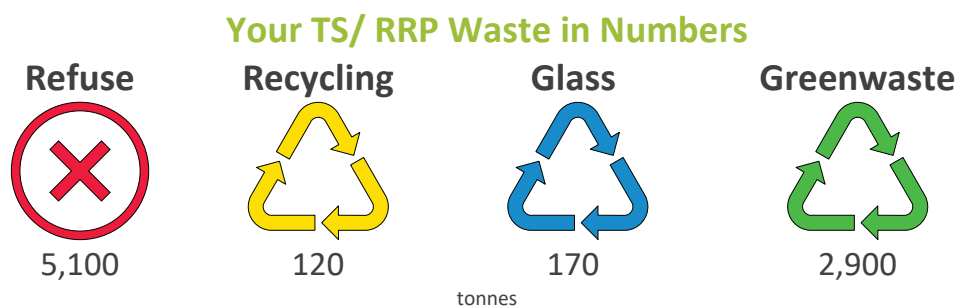


Figure 6 Total waste from Timaru's Transfer Stations and Resource Recovery Park ⁶

Additional to the four waste streams in Figure 6, 1,100 tonnes of hardfill and 1,900 tonnes of cleanfill soils, 15 tonnes of tyres for recycling and 50 tonnes of E-waste were also processed through the Districts TS/ RRP.

⁶ For January-December 2023.



Figure 7 Image of Redruth Resource Recovery Park

As the host of the regional processing and disposal facilities, Timaru has additional obligations to ensure that the facilities remain available and are sufficiently sized to support waste management and minimisation in the wider region. This also presents more opportunities for Timaru to lead the way in terms of providing facilities to enable more material to be diverted from the South Canterbury area.

TDC's Redruth processing facilities consist of a Material Recovery Facility, a Glass Handling Facility, and an Organic Processing Facility. These facilities are managed by EnviroNZ as part of TDC's waste services contract. Materials collected from kerbside, transfer stations and RRP's in the Timaru, Mackenzie and Waimate districts are transported and processed at Redruth. The facilities also receive materials from out of district such as Ashburton, with the three south canterbury council tonnes prioritised over out of district tonnes. Figure 8 shows the annual tonnage processed through the regional facilities between January and December 2022. Figure 9 shows the composition of material received at Redruth landfill. There is sufficient capacity at the regional facilities for the next 27 years until 2050.

Your Regional Redruth Facilities in Numbers

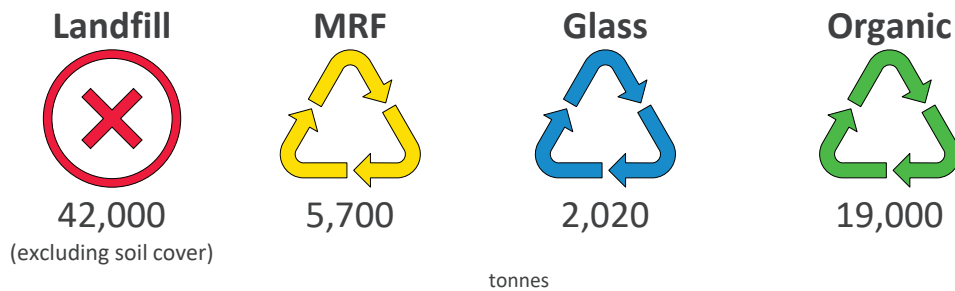


Figure 8 Total waste processed at Timaru's Redruth Facilities (landfill, MRF, composting facility and RRP)

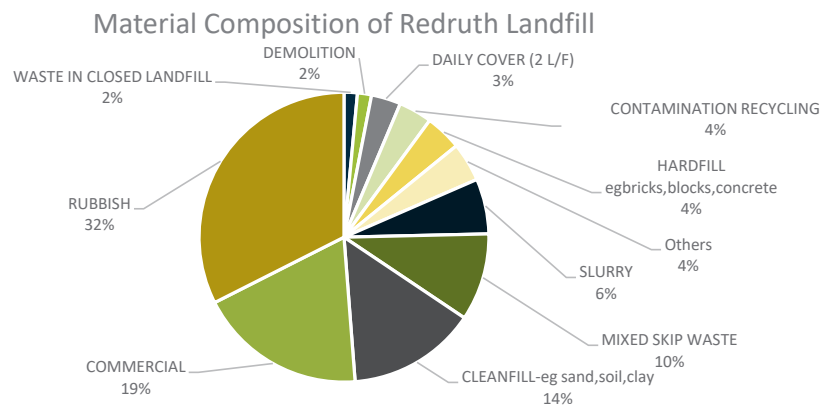


Figure 9 Materials composition of Redruth Landfill

All of this material is received or consolidated at Redruth, image below (Figure 10).



Figure 10 Image of the Redruth Facility

4.4 Cost of the current level of service

Council provides its waste services and facilities at an annual cost of \$12.5 million (FY2022/23). Funding is predominantly provided through general and targeted rates, with some user charges (Table 3). Solid waste accounts for 11% of Council's total operating costs and 6% of Council's rates funding.

Table 3 Council services currently provided and their funding methods

Council Service	Funding Methods
Waste minimisation education, promotion, enforcement (e.g. by law), communication, monitoring and policy development	Waste levy, central government funds/ grants, rates, fees and charges
Kerbside collection of waste	Rates
Kerbside collection of recyclables	Rates
Kerbside collection of organics	Rates
Resource Recovery Parks	Rates, fees and charges
Provision of public litter bins	Rates

5 How much better could we do? / Me pēwhea e pai ake ai?

5.1 Council's role

Timaru District Council has already achieved high levels of recycling and organic diversion, surpassing national targets well ahead of time. We were able to do this because we implemented the changes required early and with the support of our community. Now we need to continue to build upon that success by setting objectives and targets that align with new national targets and bring other stakeholders along our journey, particularly in our tourism and construction sectors.

On the 1st February 2024 the Ministry for the Environment introduced nationwide legislation with the aim of standardising kerbside collections throughout New Zealand. The legislation has changed some of the items that previously were deposited into the recycling and organics bins and now requires these to be placed into the rubbish bin. Communicating what these changes mean to the community is part of Council's role.

We value our unique landscape and aim to support the community outcomes described in the LTP through this updated WMMP. We contribute to protecting our treasured environment through maintaining our high levels of diversion and seeking opportunities to improve where possible. We have three methods of bringing about the change required, these include:

1. Influencing behaviours
2. Provision of waste services and facilities
3. Regulating how waste services are provided.

5.2 Current and future challenges

The Waste Assessment identifies issues and opportunities at the regional level, with local challenges also requiring considering when Council develops actions around the opportunities. These challenges can impact on the ability to attain some of the targets, set in the NZWS. One such example is reducing refuse volumes disposed to landfill from both Council and commercial sources. Council is already achieving one of the highest diversion rates for kerbside waste streams, so further reductions in refuse disposal will require on-going support and collaboration with the commercial sector.

Additional challenges also include:

1. **Affordability:**
There are costs associated with a number of the proposed initiatives, for example introducing a grant programme. The cost of the initiatives needs to be weighed against affordability for the community.
2. **Support for the circular economy:**
The support from producers and manufacturers to contribute to a circular economy cannot be assured. This is especially relevant in tight economic times.
3. **Public education:**
As noted in the Council's role above, we need to increase our public education of the recent legislative changes, as well as raising awareness regarding the environmental and cost impact of items going to landfill.
4. **Legislative changes:**
The introduction of legislation requiring Council to change established practices can come at a cost to the community.
5. **Recycling opportunities:**
Our location and the size of our community can restrict the number of recycling opportunities we have. There are few local recycling businesses and there is cost involved in transferring the recycling to other markets.
6. **Climate change:**
Ensuring the impact of climate change is considered when managing our transfer stations, landfill, and closed landfill sites.
7. **Changing markets:**
The market for accepting recycled goods is very fluid. Identified markets can change very quickly and the demand for some recycled products can diminish overnight. Waste actions and initiatives are changing worldwide. We need to be maintaining a close watch on these developments, both internationally and nationally and consider the potential implications for the South Canterbury District.

In developing Council's actions plan, we have considered these challenges alongside the opportunities for waste reduction identified in the Waste Assessment.

5.3 Identified district waste opportunities

Council has identified a range of waste issues and opportunities that currently face our communities. The type of services and facilities required is changing based on the need to reduce waste generation, extract more value from our waste materials and reduce biogenic methane emissions from waste.

1. *Promote upstream waste hierarchy and circular economy principles*

The opportunity for developing circular economies extend beyond Council limits. There are opportunities to support initiatives developed by others at a local, sub-regional, regional, and national level. This includes promoting the national product stewardship schemes.

To encourage behavioural change and support the community to develop their own initiatives, there are opportunities to strengthen its public awareness campaigns through Council supported programmes such as Sustainable is Attainable and Sustainable Tourism. Council collection and operation contracts also include education requirements provided by EnviroNZ.

2. *Recover more from kerbside waste streams*

A waste audit in the district in 2022 showed that 44% of our refuse could be diverted from landfill, with nearly three quarters being organics. This organic component of our residual waste represents the majority of our biogenic methane emissions, which will need to be reduced by 30% by 2030. With organic diversion already available to most residents in the district, further uptake of this service can be achieved.

Council has been diverting organics and recyclables for over 17 years via kerbside services. The introduction of the glass bin in 2021 has seen further improvement in diversion performance. However, more can still be done to enhance these services. With the implementation of standardised recycling across the nation, Council hopes households will better comply with a simplified list of recyclable items. Soft plastic recycling options in addition to current initiatives will also be considered, some of these materials can be harder to recycle.

3. *Better service rural and business customers*

Currently rural households are able to opt-in to collections if they are situated along collection routes and there is a safe place to locate bins for truck access. There are a number of rural households that are not located along these routes and have to drop-off their refuse and recycling at the nearest TS/RRP or use private waste contractors. Similarly businesses can use the kerbside collections if it meets their needs or use private waste contractors if the council service doesn't meet their requirements. Since rural residents, and businesses do not have the same access to a comprehensive service that urban residents do, there is an opportunity to investigate and collaborate to determine how to enable access to the same level of service, thereby increasing diversion. For this reason, these play an important role in this next phase of the Council's WMMP.

4. *Support diversion activities for Construction & Demolition (C&D) waste from landfill*

Residual waste is taken to Redruth Landfill for disposal. This includes divertible materials including construction and demolition (C&D) waste. Sorting of C&D waste and timber has been tried at Redruth in the past and found not to be cost-effective. Any future solution needs to be supported by sustainable markets. There is a lack of visibility of the alternatives available in South Canterbury to Class 1 landfill disposal i.e. C&D waste diversion or Class 2-5 landfills.

5. *Infrastructure to support circular, diversion and disposal activities*

Council has the opportunity to seek and support the development of circular and diversion infrastructure. Council understands there is scope to participate in MfE's upcoming development of regional action and investment plan(s). Here Council can continue to collaborate with the other South Canterbury Council's.

The Redruth facilities for processing and disposal remain an important part of Council's waste management and minimisation activities. Government regulation for the operation of landfills is expected to continue as a primary push factor for waste minimisation and Council will need to comply with these regulations. At the same time, Council's visibility of the material being disposed to landfill from its district and ownership of a facility where additional resource recovery can be established, gives Council an important opportunity to enhance diversion from the South Canterbury area and beyond.

Part B – Action Plan

1 Action Plan Overview / Te tirohanga Whānui o te Mahere Rautaki

Through the assessment of waste within the region, Council has identified five opportunities to address issues in our waste. Each of these opportunities have actions that align with the opportunity identified, a sixth action addresses regulatory and administrative tasks to support the other actions (see Table 4). The opportunities and actions are aligned with the three NZWS goals, as shown in Figure 11. Council also has a set of guiding principles that it will use when developing solid waste initiatives. We note that the actions included in the previous WMMP have either been completed or incorporated into the actions below.

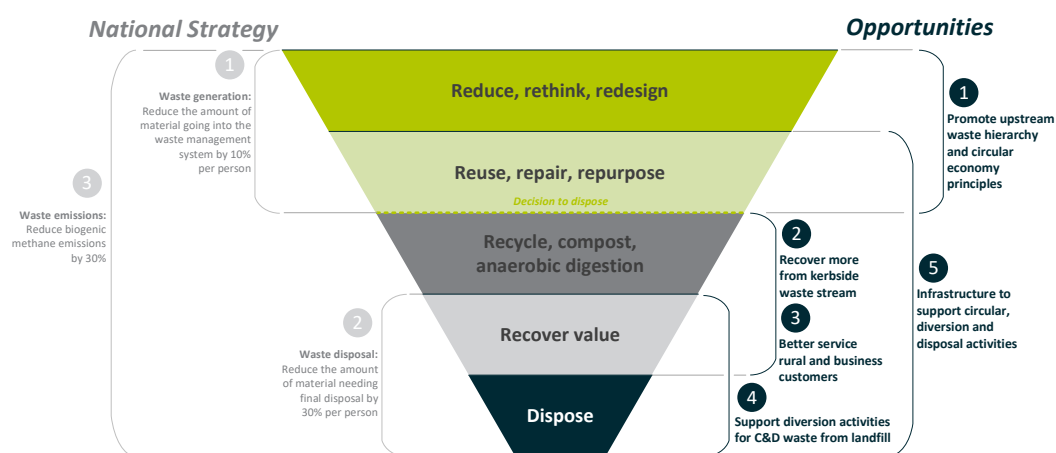


Figure 11 Opportunities aligned to the national waste strategy

Highlighting Our Guiding Principles:

- Addressing legislative requirements
- Recognition of Kaitiakitanga/stewardship
- Application of circular economy principles
- Allowing for integration of technology
- Behaviour change is required to minimise waste, and convenience influences behaviour
- Encouraging innovation
- Leading by example

Table 4 Action items for Council to address and implement during the 2024-2030 WMMP

Action		Approach	New or Existing	Funding	Implementation timeframe
<i>1. Promote upstream waste hierarchy and circular economy principles</i>					
1.1.	Support provision of education programmes to raise awareness of circular economy principles and businesses, products, and services through the Sustainable South Canterbury Trust Eco Centre and EnviroNZ educators.	Influence	New	Rates, waste levy funds	FY2024/25 onwards
1.2.	Support the implementation of national product stewardship schemes and reuse items through the promotion and use of TS/ RRP/ Crow's Nest as part of the collection network.	Influence	Existing	Rates, waste levy funds	Ongoing
1.3.	Support the development of local circular economy systems through support options, including potentially providing a grant programme and continuing to build on our relationship with SSCT and other external organisations.	Influence	New	Grant, waste levy funds	FY2024/34 LTP
1.4.	Continue to collaborate with other councils, in particular South Canterbury Councils (Mackenzie and Waimate), and the Canterbury Joint Waste Committee on waste minimisation projects.	Influence	Existing	Rates, waste levy funds	Ongoing
1.5	Collaboration that supports regional and national transition to a circular economy. For example, providing Zero Waste Bins to enable event managers to reduce materials going to landfill. Pursuing other options, such as developing relationships with Soft Plastics Recyclers.	Influence	New	Rates, waste levy funds	Ongoing
1.6	Continue to divert items from landfill (e.g. E-waste, car seats and whiteware for metal recycling) by absorbing the majority of the cost of diversion, thus making it easier and economically viable for households	Service	Existing	Rates, waste levy funds	Ongoing
<i>2. Recover more from kerbside waste streams</i>					
2.1.	Continue to provide four-bin kerbside collection services (refuse, mixed recycling, glass and organics) to residents in urban areas and, in rural areas, on collection routes between townships. Continue to provide event bins, for events that meet TDC criteria and public place recycling in high use locations.	Service	Existing	Rates	Ongoing
2.2.	Continue to provide relevant and updated information to customers via website and other communication channels.	Influence	Existing	Rates, waste levy funds	Ongoing

Action		Approach	New or Existing	Funding	Implementation timeframe
2.3.	Undertake a review of the provision of Kerbside bins to the business community	Service	Existing	Rates	Investigate 2024/25
2.4.	Continue to support education programmes to schools, businesses and the community and audit bins to help our community reduce waste and make better decisions about recycling and waste minimisation.	Influence	Existing	Rates, waste levy funds	Ongoing
3. Better service rural and business customers					
3.1.	Investigate options for increasing services for business customers, rural residents or provide drop-off points. Implement preferred option.	Service	New	Waste levy funds	Investigate FY2025/26, implement FY2027/28
3.2.	Work with private collectors to increase options to business customers.	Influence	New	Private service	FY2025/26 onwards
3.3.	Continue to operate TS in Temuka, Pleasant Point and Geraldine, as well as the Redruth RRP, Eco-centre and Crow's Nest Reuse Shop. Liaising with SSCT to utilise their experience, expertise, and initiatives to reach out to members of the rural and business communities.	Service	Existing	Rates, fees and charges	Ongoing
3.4	Regular meetings with South Canterbury Commercial Waste Contractors to discuss opportunities and issues.	Support	New	No funding required	FY2024/25
4. Support diversion activities for C&D waste					
4.1.	Work with local construction and demolition businesses to support the development and delivery of targeted education programmes to promote awareness of how to divert waste.	Influence	New	Rates, waste levy funds	FY 2024/25 onwards
4.2.	Support the implementation of changes to Building Act process requiring waste minimisation plans.	Influence	New	Rates, waste levy funds	Once amendments are in place
4.3.	Continue to monitor C&D waste quantity and composition at Council TS/ RRP and introduce a targeted SWAP focused on C&D waste in FY2025/26.	Service	Existing New (SWAP)	Rates, waste levy funds	Ongoing
4.4.	Participate in investigating sub-regional C&D waste recovery options including availability of Class 2-5 facilities for cleanfill soils.	Influence	New	Rates, waste levy funds	FY 2025/26 onwards
5. Infrastructure to support circular, diversion and disposal activities					

Action		Approach	New or Existing	Funding	Implementation timeframe
5.1.	Investigate opportunities for further infrastructure to support circular and diversion activities within the Region, for example soft plastic recycling.	Service	New	Waste levy	Ongoing
5.2.	Continue development and operation of the Redruth MRF, composting facility and Landfill. Consider other opportunities to develop facilities to compliment the Crow's Nest and EcoCentre. Implement facility maintenance and upgrades to support growth, capacity to support diversion in the wider region and for landfill construction stages.	Service	Existing	Fees and charges	Ongoing
5.3.	Redruth Landfill consent renewal by 2030 and preparation for future renewals.	Service and Regulate	Existing	Rates	Procurement of services from 2025
6. Other actions					
6.1.	Review our Solid Waste Bylaw to ensure it remains current and aligns to this WMMP.	Regulate	Existing	Rates. Waste Levy	After this WMMP is published
6.2.	Continue to collect data in accordance with the National Waste Data Framework.	Influence	Existing	Rates	Ongoing
6.3.	Undertake regular SWAP and report progress against WMMP targets on website.	Influence	Existing	Rates, Waste Levy	Ongoing
6.4	Collaborate with District, Regional and National groups for emergency preparedness for waste services and facilitates. Investigate emergency waste procedures and determine if additional facilities and associated consents are required to support these actions.	Influence and Service	Existing	Rates, Waste Levy	Ongoing
6.5	Continued management of closed landfills.	Service	Existing	Rates	Ongoing
6.6	Review the current Zero Waste Bins policy. As part of the review consider the involvement of the waste educators and education of event organisers, as well as the environmental and financial impact upon the community and Timaru District Council.	Service	Existing	Rates, Waste Levy	FY2024/25 Ongoing
6.7	Engage with Climate Advisors to seek their feedback in respect of managing transfer stations, landfill and closed landfills.	Influence	New	Rates, Waste Levy	Ongoing

1.1 Forecast future demand

Demand on waste services and facilities is linked to population growth. The District's service entitled population was estimated at 47,385 in 2022. The resident population is predicted to increase from 48,400 in 2022 to around 57,130 by 2050. In the short term, annual growth is predicted to be 2%.

The NZWS focuses on the urban-rural divide for household kerbside collections. Currently, Timaru is classified as a medium urban area, while Temuka, Pleasant Point and Geraldine meets the classification for small urban area. Timaru has already rolled out kerbside collections elsewhere and so is ahead of these targets.

The reduction of waste disposal to landfill shown in Figure 12 is expected to come from three initiatives; reduced waste generation from circular initiatives, maintaining high levels of recycling diversion, and increased uptake of organics diversion. A more detailed summary is available in the WA (see Part C).

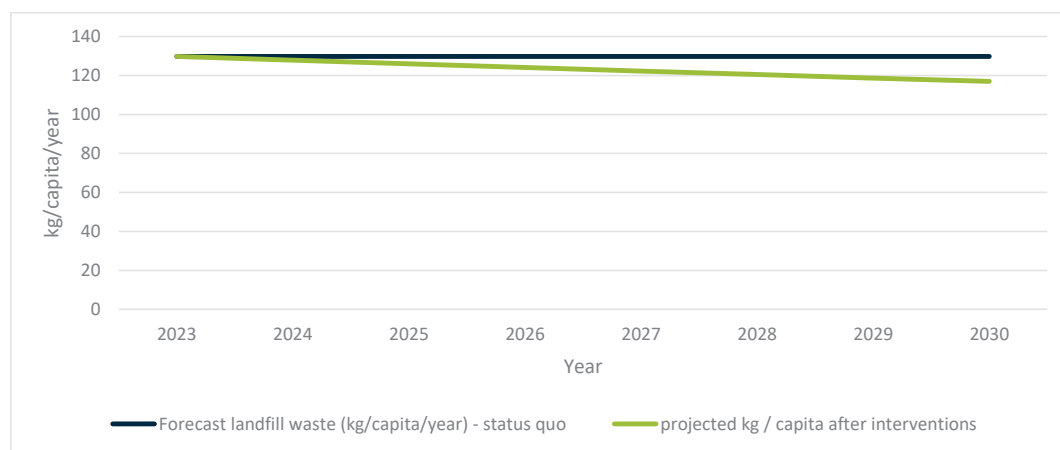


Figure 12 Projected residual waste from kerbside collections sent to landfill

2 Funding / Pūtea

2.1 Funding the plan

The action plan will be funded using the suite of tools available to Council in the delivery of solid waste services. The activities will be funded by:

- Rates
- Fees and charges (including gate fees and user charges)
- Subsidies and grants, including the Waste Levy Fund and other MfE grants
- Loan (for capital works).

2.2 Waste minimisation levy funding expenditure

Council will continue to use the Waste Minimisation Levy funding income to fund waste education, investigations, trials, and to fund capital expenditure for diversion facilities.

2.3 Waste Levy Grants

Section 47 of the WMA gives councils the ability to make grants to a person, organisation, or group to promote or achieve waste management and minimisation. Under this WMMP the Council will continue to give grants at its discretion and on any terms or condition it deems appropriate provided there is an allocated and approved budget for that activity. Specific grants (e.g. for local circular economy initiatives) will also be explored.

3 Monitoring, evaluating and reporting progress / Te aroturuki, Te arotake me ngā pūrongo o Te ngā ahunga whakamua

3.1 Monitoring and evaluation

The Council intends to monitor and report on progress regarding the WMMP and will develop and implement a clear, transparent monitoring and reporting system. Accurate information on how services provided by council are performing is essential for monitoring the effectiveness of the Plan's vision, objectives, goals and targets, and planning for future demand.

Council's current level of service and performance measures are aligned with the 2021-2031 LTP and are focussed on reducing the residential waste to landfill. Council will review its performance measures as part of the 2024-2034 LTP to align with this WMMP.

Measures that provide a broader picture of the waste situation and how to minimise the amount of waste going to landfill will assist Council in identifying more targeted actions in the future. Data will be gathered through:

- Resident and ratepayer surveys
- Contractor reporting against key performance indicators
- Solid Waste Analysis Protocol Audits (SWAPs)
- Waste Assessments
- Consent compliance systems

3.2 Reporting

The Council will report progress of the implementation and effectiveness of this WMMP through:

- Annual Reports
- Monthly performance reports
- Council's website

The Council will also provide progress reports of expenditure of its waste levy funds to the Ministry for the Environment and provide data in accordance with the national reporting systems.

Glossary

Term	Definitions and abbreviations
Clean fill/clean fill material	Inert materials disposed of, into or onto land, at a consented cleanfill. Materials typically include construction and demolition waste such as concrete, uncontaminated soil and rock.
Commercial waste	Waste from premises used wholly or mainly for the purposes of trade or business, recreation or entertainment, excluding, mines, quarries and agricultural waste. May also include some household waste collected by commercial operators.
Diverted material	Anything no longer required for its original purpose and, but for commercial or other waste minimisation activities, would be disposed of or discarded, and includes any materials that are recyclables, compostable, or can be recovered and/or re-used, as determined by the Council by resolution.
Hazardous waste	Waste that is potentially harmful to human and/or environmental health. It typically has one or more of the following hazard properties: explosive, flammable, oxidising, corrosive, radioactive, toxic or ecotoxic, or it may react with air or water to have one of these properties.
Household waste	Solid waste generated by households. Household waste does not include divertible waste, hazardous waste, commercial waste, prohibited waste, trade waste or liquid waste of any nature.
Organic waste	Compostable materials that are organic in origin and appropriate to be used as feedstock for composting and includes greenwaste and food waste.
Recycling	The reprocessing of waste or diverted material to produce new materials.
Resource Recovery Park (RRP)	A facility where solid waste materials such as residual waste, construction and demolition waste, recyclables, organic wastes, and household hazardous wastes are delivered for sorting or before being taken away for treatment, processing, recycling or disposal, and which may also include a retail outlet for the re- sale of used goods and materials deposited at the site.
Reuse shops	Items that are salvaged or diverted from the waste stream undergo little or no modification and are sold at shops run by the community or territorial authorities.
Solid Waste Analysis Protocol (SWAP)	A study to determine the composition of waste as described by Ministry for the Environment.
Transfer Station (TS)	A facility where solid waste materials such as residual waste, construction and demolition waste, recyclables, organics waste and household hazardous wastes are delivered for consolidation before being taken away for treatment, processing, recycling or disposal.
Waste	Anything disposed of, or discarded, and: <ul style="list-style-type: none"> includes a type of waste that is defined by its composition or source (for example, organic waste, electronic waste, or construction and demolition waste), and to avoid doubt, includes any component or element of diverted material, if the component or element is disposed of or discarded.
Waste disposal levy	A levy imposed under the Waste Minimisation Act 2008 on waste.
Waste minimisation	The reduction of waste and the reuse, recycling and recovery of waste and diverted material.

Part C – Supporting Information

Waste Assessment

- 10 Consideration of Urgent Business Items**
- 11 Consideration of Minor Nature Matters**
- 12 Public Forum Items Requiring Consideration**

13 Exclusion of Public

Recommendation

That the public be excluded from—

- *(a)the whole of the proceedings of this meeting; or
- *(b)the following parts of the proceedings of this meeting, namely,—

13.1 Public Excluded Minutes of the Council Meeting held on 26 March 2024

13.2 Public Excluded Minutes of the Council Meeting held on 7 May 2024

13.3 Meadows Road Land

13.4 Extension of the Office of the Commissioner for the District Licensing Committees

13.5 Extension of the term of office and the nomination of Timaru District Licensing Committee members

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
13.1 - Public Excluded Minutes of the Council Meeting held on 26 March 2024 Matters dealt with in these minutes: 13.1 - Public Excluded Minutes of the Council Meeting held on 13 February 2024 13.2 - Parks and Greenspaces s17a Review Options	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 26 March 2024 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987. The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 26 March 2024.
13.2 - Public Excluded Minutes of the Council Meeting held on 7 May 2024 Matters dealt with in these minutes: 13.1 - Review of Venture Timaru Major Events Funding	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 7 May 2024 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987. The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 7 May 2024.

13.2 - Land Acquisition - Temuka Water Supply 13.3 - Council Under Utilised Assets for Divestment 13.4 - Venture Timaru Limited: Appointment of Deputy Chairperson		
13.3 - Meadows Road Land	s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	To enable Council to carry out commercial activities
13.4 - Extension of the Office of the Commissioner for the District Licensing Committees	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy, including the privacy of deceased persons
13.5 - Extension of the term of office and the nomination of Timaru District Licensing Committee members	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy, including the privacy of deceased persons

Note

[Section 48\(4\)](#) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4)Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—
 - (a)shall be available to any member of the public who is present; and
 - (b)shall form part of the minutes of the local authority.”