



AGENDA

Ordinary Council Meeting Tuesday, 5 August 2025

Date Tuesday, 5 August 2025

Time 2:00 pm

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1776291

Timaru District Council

Notice is hereby given that a meeting of the Ordinary Council will be held in the Council Chamber, District Council Building, King George Place, Timaru, on Tuesday 5 August 2025, at 2:00 pm.

Council Members

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

Quorum – no less than 5 members

Local Authorities (Members' Interests) Act 1968

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

Nigel Trainor

Chief Executive

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

7 Confirmation of Minutes

7.1 Minutes of the Council Meeting held on 24 June 2025

Author: Jessica Kavanaugh, Team Leader Governance

Recommendation

That the Minutes of the Council Meeting held on 24 June 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Council Meeting held on 24 June 2025**



MINUTES

Ordinary Council Meeting Tuesday, 24 June 2025

Ref: 1776291

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 24 June 2025 at 2:00 pm**

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

In Attendance: **Community Board:** Rosie Woods (Geraldine Community Board)

Officers: Nigel Trainor (Chief Executive), Andrew Dixon (Group Manager Infrastructure), Paul Cooper (Group Manager Environmental Services and Acting Group Manager Community Services), Andrea Rankin (Chief Financial Officer), Stephen Doran (Group Manager Corporate and Communications), Ashlea Whyte (Finance Manager), Bill Steans (Parks & Recreation Manager), Grant Hamel (Waste Operations Manager), Andrew Lester (Drainage and Water Manager), Suzy Ratahi (Land Transport Manager), Claire Barlow (Community Experience Manager), Mike Wrigley (Recreation Facilities Manager), Tyler Zandrack (Senior Finance Business Partner), Diane Miller (Property Social Housing Officer), Andrew Feary (Property Facilities Officer), Brendan Madley (Senior Policy Advisor), Amrita Singh (Finance Support Officer), Steph Forde (Corporate and Strategic Planner), Jessica Kavanaugh (Team Leader Governance), Claire Copeland (Group Coordinator Environmental Services), Maddison Gourlay (Marketing and Communications Advisor)

Public: Frazer Munro (Timaru District Holdings Limited General Manager), Mark Rogers (Timaru District Holdings Limited Chairperson), Nigel Davenport (Venture Timaru Chief Executive), Nathan Hole (Rooney Group), Tracey Howard (Palestine Solidarity Network Aotearoa South Canterbury branch member), Esraa Al-Hoot.

1 Opening Prayer

Ben Randal (St Mary's Anglican) conducted the opening prayer

Cllr Sally Parker led the waiata

2 Apologies

2.1 Apologies Received

Resolution 2025/78

Moved: Cllr Scott Shannon

Seconded: Cllr Michelle Pye

That the apologies of Mayor Nigel Bowen be received and accepted.

Carried

3 Public Forum

Tracey Howard (Palestine Solidarity Network Aotearoa South Canterbury branch member)

Presented Councillors with a petition (Call to Timaru District Council to comply with United Nations resolution 2334. It was advised to the council of the importance of the resolution to decline to purchase goods and services from companies identified by the United Nations Human Rights Council as being involved in the building or maintenance of illegal Israeli settlements on occupied Palestinian land. Background of the resolution was provided along with the continued support from the Government on the United Nations Security Council resolution 2334. Tracey advised the other Councils around New Zealand that have passed the resolution.

Attachments

- 1 Petition · Call to Timaru District Council to comply with United Nations Resolution 2334

Nathan Hole (Rooney Group)

Spoke to the Council following the Annual Plan 2025/26 submission and hearing on the 27 May 2025 and provided follow up comments. The submission was not only about the cost increases but also the transparency in relation to fee setting and consistency with Long Term Plan (LTP) funding policies. This includes the provision in the Local Government Act 2002 section 150 and the connection with the Revenue and Financing Policy and the Funding Impact Statement. It was advised that the Rooney Group do not agree with the comments made in the report that there are minor gaps in the Revenue and Financing Policy (item 8.5 Annual Plan 2025/26). The issue is that the Infrastructure fees in question fund part of the corporate services activity yet they are not shown as being part of this activity in the Long Term Plan. The view of the Rooney Group is that in conjunction with the changes proposed to the Revenue and Funding Policy a change to the description of the council activities and their associated Funding Impact Statements in the LTP is also required, and that there has not been sufficient consultation to make the proposed changes.

4 Identification of Urgent Business

No items of urgent business were received.

5 Identification of Matters of a Minor Nature

The following matters of a Minor Nature were raised:

- Caroline Bay water leak
- Piazza Lift
- Strathallan Corner

6 Declaration of Conflicts of Interest

- Cllr Stacey Scott declared a conflict of interest in item 8.1 Presentation of Venture Timaru Limited Statement of Intent 2025/26 and Y Central South Island in relation to Funding
- Cllr Allan Booth declared a conflict of interest in item 8.1 Presentation of Venture Timaru Limited Statement of Intent 2025/26

- Clr Sally Parker declared a conflict of interest in item 8.2 Presentation of Timaru District Holdings Limited Statement of Intent 2025/26

7 Confirmation of Minutes

7.1 Minutes of the Council Meeting held on 27 May 2025

Resolution 2025/79

Moved: Clr Sally Parker

Seconded: Clr Owen Jackson

That the Minutes of the Council Meeting held on 27 May 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

8 Reports

8.1 Presentation of Venture Timaru Limited Statement of Intent 2025/26

The Venture Timaru Chief Executive spoke to the report for Council to receive and note the Statement of Intent (Sol) for Venture Timaru (VT) for 2025/26.

Discussion included the relationship with Timaru District Holdings Limited and the benefits of this ,the impact of losing the regional apprenticeship funding, the effect of losing the funding and benefits the fund had.

Resolution 2025/80

Moved: Clr Allan Booth

Seconded: Clr Peter Burt

That Council receives and notes Venture Timaru Limited's Statement of Intent for 2025/26.

Carried

8.2 Presentation of Timaru District Holdings Limited Statement of Intent 2025/26

The Timaru District Holdings Limited General Manager and Timaru District Holdings Limited Chairperson spoke to the report for Council to receive and note the Statement of Intent (Sol) for Timaru District Holdings Limited (TDHL) for 2025/26.

Discussion included intergenerational investments and possibility of other options if Alpine Energy do not return a dividend and the current makeup of the diverse portfolio. It was confirmed the dividend increase of \$200k each financial year to the Timaru District Council was not reliant on the Alpine Energy dividend.

Resolution 2025/81

Moved: Clr Peter Burt

Seconded: Clr Stacey Scott

That Council receives and notes Timaru District Holdings Limited Statement of Intent 2025/26.

Carried

8.3 Freedom Camping: Public Survey Responses and Future Action

The Parks and Recreation Manager and Senior Policy Advisor spoke to the report for Council to receive the feedback from the freedom camping public survey and make decisions on future actions to address identified freedom camping-related problem(s), if any.

Discussion included concerns of limiting tools for cost recovery. It is confirmed that council does not have the ability to enforce the national rule due to officers not being warranted under the Freedom Camping Act, however the recommendation in the report would enable Timaru District Council to enforce against the status quo.

Further discussion included Caroline Bay and the changes that have been made and the tools available for enforcement officers and other tools that may be able to be utilised. Highlighted was the ability to install signage and adding a chain to limit access to certain areas. Clarification was given on the ability of council officers to enforce including current budgets, and potential to use internal and external resources.

Resolution 2025/82

Moved: Clr Michelle Pye

Seconded: Clr Gavin Oliver

That Council direct the Chief Executive to warrant officers under the Freedom Camping Act 2011 and associated legislation, and not pursue the development of a freedom camping bylaw.

Carried

8.4 Financial Report May 2025

The Chief Financial Officer and Finance Manager spoke to the report to outline progress on implementing year one of the 2024-34 Long Term Plan (LTP) and report on the financial results for the period ended 31 May 2025.

Discussion included the improvement explanation but noted this can be further improved. The difference in the Water Rates revenue and Rooding Capital Expenditure was explained. Clarification was provided on the consent delays in Drainage and Water and that the July reporting will have the reforecasts with the ability to see the changes.

Further discussion included the payments to suppliers and employees and the increase compared to last year and the reasons this number has increased. It is requested if the payments to suppliers and employees can be separated. The drawdown of \$15m and the reasons for this borrowing.

It is confirmed clarity on the payments to suppliers and employees will be provided.

Resolution 2025/83

Moved: Clr Peter Burt

Seconded: Clr Sally Parker

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

Carried

8.5 Acceptance of Tabled Draft Annual Plan 2025/26

Resolution 2025/84

Moved: Clr Scott Shannon

Seconded: Clr Michelle Pye

That the Council accept and note the material that is to be tabled at this meeting being the Draft Annual Plan 2025/26.

Carried

Attachments

- 1 Draft Annual Plan 2025-26

8.6 Annual Plan 2025/26

The Group Manager Corporate and Communications, Chief Financial Officer, Legal Services Manager and Corporate and Strategic Planner spoke to the report to table the final draft Annual Plan 2025/26 to Council for discussion, including amendments to fees and charges and subsequent financial impacts, as discussed during deliberations at the 27 May Council meeting.

It is clarified how the actual costs for fees and charges will be determined. It is requested that the council consider and review the membership of the Local Authority Protection Programme (LAPP) Disaster Fund prior to the membership renewal deadline in September 2025.

The Legal Services Manager provided a legal opinion in relation to the increase in fees and charges and relevant policies including the Revenue and Finance Policy. It is confirmed the Long Term Plan and accompanying policies and Financial Impact Statements reflected the different fees and charges streams, therefore as a whole package there is a level of transparency.

Clarification was sought on finance revenue and finance costs, it was confirmed Timaru District Holdings Limited have not refinanced to Local Government Funding Agency (LGFA).

It was confirmed that council officers will follow up with Oakwood Road Residents.

Airport leases and total operating revenue was explained. Clarification was sought on the reserves in particular the Social Hosing fund, also the decrease to the Rangitata Orari and Seadown water charge. It was confirmed council officers will follow up the decrease. It was also confirmed council officers will add a comment in the disclosure statement regarding the planned rates increase to state it includes the increase to Downlands.

An explanation was provided on corporate activities allocations and parking other capital works. Further discussion included Community Funding and confidence a deliberate decision is made. It was confirmed a section 17a review will be undertaken on Pools and will include the Pleasant Point Pool.

Resolution 2025/85

Moved: Clr Sally Parker

Seconded: Cllr Peter Burt

That Council

1. Receive and note the amended draft fees and charges
2. Receive and note the updated draft revenue and financing policy
3. Receive and note the updated draft Annual Plan 2025/26 financial statements
4. Receive and note the operating revenue and expense amendments
5. Note that final documents will be presented to Council for adoption on 30 June 2024

Carried

9 Consideration of Urgent Business Items

No items of urgent business were received.

10 Consideration of Minor Nature Matters

Caroline Bay water leak

Group Manager Infrastructure and Drainage and Water Manager provided a update on the water leak at Caroline Bay. It was confirmed the water main is nearing the end of its life and that there is two lines to the port which are needed to ensure water volume, pressure and firefighting capacity.

In regard to the replacement this project will be escalated, and design options are currently being developed, then the procurement for the work will begin. It is confirmed a timeframe of 12 weeks depending on procurement for the materials.

It is confirmed there was no damage to CPlay however the roses in the Trevor Griffiths did get a lot of water.

Piazza Lift

Group Manager Infrastructure provided an update on the Piazza lift. It was confirmed the main ram was repaired, when it was switched on the electrical switchboard blew which has since been repaired and when it was switched on the second time the ram had a sudden increase in pressure and had to be switched off again. This will be checked in the next couple of weeks and it is hoped the lift will be up and running by the end of July 2025.

It is confirmed a discussion is to be had if the lift is still under warranty.

Strathallan Corner

Group Manager Infrastructure provided an update on the upgrades to Strathallan Corner. It was confirmed that Alpine Energy do have infrastructure in the chamber however the Council own the chamber which is the old toilet and there is some strengthening to do using steel frames. The design has had minor changes the proposed tier seating has been brought forward and removal of one disabled access ramp due to the cost to achieve the correct gradient. The chamber has been structurally assessed and is sound and would not need replacing in next 10 years and the large financial cost to remove the structure.

11 Public Forum Items Requiring Consideration

Tracey Howard (Palestine Solidarity Network Aotearoa South Canterbury branch member). Presented Councillors with a petition (Call to Timaru District Council to comply with United Nations resolution 2334).

Council officers advised there is no indication the Council use any of the named suppliers. Discussion included the ability to look at this while reviewing the Procurement Policy. Philosophically Councillors support the intention.

Nathan Hole (Rooney Group) spoke to the Council following the Annual Plan 2025/26 submission and hearing on the 27 May 2025 and provided follow up comments.

It is advised this was discussed in the at item 8.6 (Annual Plan 2025/26). It is confirmed the revenue and rates review will be an important piece of work on how council charge rates, allocate overheads and treat each department. It is confirmed the importance of this being completed before the next Long Term Plan.

12 Public Excluded Reports

Nil

The meeting closed at 3.48pm.

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Deputy Mayor Scott Shannon
Chairperson

7.2 Minutes of the Council Meeting held on 30 June 2025

Author: Jessica Kavanaugh, Team Leader Governance

Recommendation

That the Minutes of the Council Meeting held on 30 June 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Council Meeting held on 30 June 2025**



MINUTES

Ordinary Council Meeting Monday, 30 June 2025

Ref: 1776291

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Monday, 30 June 2025 at 2:01 pm**

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

In Attendance: **Officers:** : Nigel Trainor (Chief Executive), Andrew Dixon (Group Manager Infrastructure), Paul Cooper (Group Manager Environmental Services and Acting Group Manager Community Services), Andrea Rankin (Chief Financial Officer), Stephen Doran (Group Manager Corporate and Communications), , Justin Bagust (Chief Information Officer), Ashlea Whyte (Finance Manager), Elliot Higbee (Legal Services Manager), Suzy Ratahi (Land Transport Manager), Alesia Cahill (Executive Support Manager), Steph Forde (Corporate and Strategic Planner), Lee-Ann Smart (Revenue Team Leader), Amrita Singh (Finance Support Officer), Jess Hurst (Community Development Advisor), Brendan Madley (Senior Policy Advisor), Maddison Gourlay (Marketing and Communications Advisor)

1 Opening Prayer

Jess Hurst (Community Development Advisor) conducted the opening Karakia and led the waiata

2 Apologies

2.1 Apologies Received

Resolution 2025/78

Moved: Clr Owen Jackson

Seconded: Clr Michelle Pye

That the apologies of Mayor Nigel Bowen be received and accepted.

Carried

3 Public Forum

There were no public forum items.

4 Identification of Urgent Business

4.1 Acceptance of Tabled Report "Revenue and Financing Policy"

Resolution 2025/79

Moved: Clr Michelle Pye

Seconded: Cllr Allan Booth

Accept the late report "Revenue and Financing Policy" tabled by the Chief Executive to be included in the agenda and heard as item 8.4.

Carried

5 Identification of Matters of a Minor Nature

The following matters of a Minor Nature were raised:

- Sportsground closures

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 3 June 2025

Resolution 2025/80

Moved: Cllr Peter Burt

Seconded: Cllr Owen Jackson

That the Minutes of the Council Meeting held on 3 June 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

8 Reports

8.1 Adoption of the 2025/26 Annual Plan

The Group Manager Corporate and Communications, Chief Financial Officer, Legal Services Manager and Corporate and Strategic Planner spoke to the report to adopt the Timaru District Council 2025/26 Annual Plan and set the fees and charges for 2025/26. These documents are attached for reference.

An explanation was given on the seadown water charges. Discussion was had on the rate strike and advised that each rate does not necessarily go up by the overall percentage and depends on a number of factors, which can cause the range to be varied for each property, it was advised a better way to communicate the rates increase is it is increasing the amount the Timaru District Council collect by the agreed percentage.

Further discussion included the importance of a rate review, delivery on the capital programme and implications of not completing the programme. It was clarified the deficit in this Annual Plan includes vested assets, and it was requested this be defined in the report along with the Rates

(increase) affordability benchmark which states 9.97% to include a note to define it is due to Downlands.

Councillors expressed concern for the tight timeframe for the adoption of the Annual Plan and how this process can be improved in future.

Changes to the Fees and Charges below;

- Cemeteries – Description – ‘Muslim burial’ amended to ‘Natural burial’
- Infrastructure Group Admin – Occupation of Road Reserve – Application Fee - \$750.00
- Infrastructure Group Admin – Occupation of Road Reserve – Amendment Fee - \$500.00
- Land Transport – Occupation of Road Reserve – Application Fee - \$750.00
- Land Transport – All Infrastructure Consents – Regularising work in Road Reserve without an approved Corridor Access Request (obtaining retrospective consent) – Actual Cost
- Land Transport – All Infrastructure Consents – Regularising work in Road Reserve without an approved Temporary Traffic Management Plan (obtaining retrospective consent) – Actual Cost
- Library – Photocopying – All updated
- Licences – Miscellaneous Licences/ Fees – MPI Titiro Database licence charge – Actual Cost
- Museum – Photocopying – A3 B/W and Colour – SC Historical Society
- Stormwater – Other Fees – Regularising an unauthorised connection to stormwater (obtaining retrospective consent) – Actual Cost
- Swimming Pools – CBay – Admission – Adult 65 years and over - \$6.00
- Wastewater – Services Consents - New Connection – Wastewater Infrastructure (removing ‘growth charge’)
- Wastewater/ Sewer – Other Fees - Regularising unauthorised connection to sewer (obtaining retrospective consent) – Actual Cost
- Water – Services Consents – New Connection – Water Infrastructure
- Water – Other fees - Regularising an unauthorised take of water including illegal use of standpipes (obtaining a retrospective consent)

Discussion on the fees and charges included the Rooney Group submission and the changes made from this, occupation of road reserve fee and facility hire fees.

Resolution 2025/81

Moved: Cllr Sally Parker

Seconded: Cllr Allan Booth

That Council:

1. Adopts the Timaru District Council Annual Plan 2025/26, in accordance with Section 95 of the Local Government Act 2002; and
2. Sets the Timaru District Council Fees and Charges 2025/26; and
3. Authorises the Chief Executive and Group Manager Corporate and Communications to make any non-material changes to the Annual Plan 2025/26 prior to publication, for example to improve readability or correct minor errors.

Carried

8.2 Resolution to Set Rates 2025/26

The Chief Financial Officer spoke to the report for Council to set the rates, due dates, and penalties regime for the 2025-26 financial year.

Resolution 2025/82

Moved: Clr Owen Jackson

Seconded: Clr Peter Burt

That as the Annual Plan 2025/26 has been adopted and in accordance with the Funding Impact Statement (FIS) and relevant provisions of the Long Term Plan 2024 – 34 Council resolves:

- 1 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 2025 and ending on 30 June 2026. Such rates shall become due and payable by instalments on the dates prescribed in clause 12 of this resolution.
- 2 All rates and charges are inclusive of Goods and Services Tax (GST).

3 General Rate

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	\$0.01382
Timaru District - Commercial	\$0.01382
Timaru District - Community Services	\$0.00318
Timaru District - Industrial	\$0.01382
Timaru District - Primary	\$0.00214
Timaru District - Recreational	\$0.00318
Timaru District - Residential General	\$0.00318
Timaru District - Residential Multi Unit	\$0.00613

The differential categories are defined in the FIS 2025- 26.

4 Uniform Annual General Charge

That pursuant to Section 15(1)(a) of the Local Government (Rating) Act 2002 a uniform annual general charge of \$1,163.22 per rating unit is set and assessed on every rating unit within the Timaru District.

5 Business Improvement District Targeted Rate

That pursuant to section 16(3)(b) and 16(4)(b) of the Local Government (Rating) Act 2002 a targeted annual rate within the Timaru CBD boundary for CBD business improvement, variable based on Capital Value.

Capital Value up to and including \$1,000,000	\$500.00
Capital Value between \$1,000,001 and \$1,500,000	\$750.00
Capital Value over \$1,500,000	\$1,015.63

6 Community Works and Services

That pursuant to section 16(3)(b) and 16(4)(b) 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	\$0.00135
Pleasant Point	\$0.00004
Rural	\$0.00006
Temuka	\$0.00158
Timaru	\$0.00124

Community areas are defined in the FIS 2025-26.

7 Community Board

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	\$10.00
Pleasant Point	\$6.00
Temuka	\$6.00

8 Wastewater

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:

Wastewater	\$406.20
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9 Waste Management

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 provided as follows:

9.1. 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):

- 9.1.1. \$384.58 per "Standard" 4 bins provided to each rating unit; and
- 9.1.2. \$499.86 per "Large" 4 bins provided to each rating unit

9.2. Additional bins are charged for as a targeted annual waste management bin charge of a fixed amount per additional bin:

- 9.2.1. \$96.13 per additional small (140 litres) recycling bin provided to each rating unit;
- 9.2.2. \$107.66 per additional large (240 litres) recycling bin provided to each rating unit;
- 9.2.3. \$149.96 per additional small (140 litres) compost bin provided to each rating unit;
- 9.2.4. \$173.03 per additional large (240 litres) compost bin provided to each rating unit;
- 9.2.5. \$184.57 per additional small (140 litres) rubbish bin provided to each rating unit;
- 9.2.6. \$261.47 per additional large (240 litres) rubbish bin provided to each rating unit;
- 9.2.7. \$96.13 per additional small (80 litres) glass bin provided to each rating unit; and
- 9.2.8. \$107.66 per additional large (240 litres) glass bin provided to each rating unit

10 Water

That pursuant to section 16(3)(b), 16(4)(a) and (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:

10.1. Urban Water

- 10.1.1. A differential annual rate of \$619.07 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 \$309.54 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 2025-26.

10.2. Rural Water

10.2.1. The Rangitata-Orari Water Supply District

A targeted rate of \$20.17 set and assessed per hectare within the rating unit.

10.2.2. The Te Moana Downs Water Supply District

A targeted rate of \$503.02 set and assessed for each unit of water supplied;

A targeted rate of \$1,051.31 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.

10.2.3. The Orari Water Supply District

A targeted rate of \$656.84 set and assessed for each unit of water supplied.

10.2.4. The Seadown Water Supply District

A targeted rate of \$40.73 set and assessed per hectare within the rating unit;

A targeted rate of \$1,018.29 set and assessed per separately used or inhabited part of a rating unit for each domestic supply;

10.2.5. Beautiful Valley Water Supply District

A targeted rate of \$22.10 set and assessed per hectare within the rating unit.

10.2.6. 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 \$1,270.00 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.

In addition, a fixed amount of \$907.46 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 \$363.00 set and assessed per unit of water or where water supplied in one half units a charge of \$181.50 set and assessed per half unit supplied.

The differential categories are defined in the FIS 2025-26.

10.2.7. 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	\$1.10

11 Community Centre

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	\$20.56
Fairview Community Centre	\$31.17
Kingsdown Community Centre	\$38.15
Otipua Community Centre	\$19.62
Seadown Community Centre	\$33.39

12 Instalment Dates

The above rates and charges (except for metered water) are due and payable in four equal instalments on the following dates:

12.1. All Ratepayers

Instalment	Due Date
1	19 September 2025
2	19 December 2025
3	20 March 2026
4	19 June 2026

12.2. The Due dates for metered water charges are as follows:

Month invoice raised	Due Date
July 2025	20 August 2025
August 2025	23 September 2025
September 2025	20 October 2025
October 2025	20 November 2025
November 2025	22 December 2025
December 2025	20 January 2026
January 2026	20 February 2026
February 2026	20 March 2026
March 2026	20 April 2026
April 2026	20 May 2026
May 2026	22 June 2026
June 2026	20 July 2026

13 Penalties

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:

13.1. A Penalty

A penalty under section 58(1)(a) of the Act 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	23 September 2025
2	13 January 2026
3	24 March 2026
4	23 June 2026

13.2. Further Penalties

A further penalty under section 58(1)(b) and 58(1)(c) of the Act of 10% of the amount of any rates from previous financial years remaining unpaid on 7 July 2025 will be added on 7 July 2025.

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 2026. This penalty will be added on 13 January 2026.

Penalties will not be applied to the metered water targeted rates.

Carried

8.3 New Model Rates Invoice

The Group Manager Corporate and Communications spoke to the report to present a draft new model rates invoice for comment by councillors and seek feedback with the aim of adopting the new model during the 2025/26 financial year and tabled option B as an additional option.

Discussion included the cost of providing a credit card payment option and the on charging of this to ratepayers. It was questioned if there are any systems in place to ensure the Environment Canterbury portion of the rate is not miscalculated.

Resolution 2025/83

Moved: Cllr Michelle Pye

Seconded: Cllr Peter Burt

That Council:

1. Receives and notes the draft new model rates invoice design.
2. Provides feedback to officers on draft model rates invoice prior to its adoption during the 2025/26 rates period.

Carried

Attachments

- 1 Item 8.3 New Model Rates Invoice (Tabled option B)



John Doe

123 Somewhere Street
Suburb
Timaru 7910

Rates Invoice

Instalment Number 1 of 4: Invoice Date 20 August 2024
For the rating year 1 July 2024 to 30 June 2025

Tax Invoice / Credit Note / Debit Note
Timaru District Council GST No 51-066-588
Environment Canterbury GST No 52-493-773

Property Details

Location	123 Somewhere Street, Suburb, Timaru 7910	Capital Value	870,000
Valuation Number	24972/172.00	Land Value	410,000
Legal Description	PT LOTS 4-6 DP 2908		

Statement of Account for Property ID: 0000

Timaru District Council	Annual Rates Levied - 1 July 2024 to 30 June 2025 Less Annual Rate Remissions	\$3,201.72
		\$0.00
		\$3,201.72
Environment Canterbury	Annual Rates Levied - 1 July 2024 to 30 June 2025 Less Annual Rate Remissions	\$422.43
		\$0.00
		\$422.43
Nett Rates Payable		\$3,624.15
Opening Balance as at 1 July 2024		\$0.00
Previous Instalments (excluding remissions)		\$2,718.11
Payments Received		\$2,718.11 CR
Note: payments made after 19 August 2024 will appear on your next statement.		
This Instalment 1 of 4 (excluding remissions)		\$906.04
Penalties Incurred since 1 July 2024		\$0.00
Penalty Remission/Adjustments		\$0.00
Total Current Balance		\$906.04

Total balance to clear account for the year: \$906.04 This instalment includes GST of \$118.18 Due date for Instalment 20/06/2025 Payments for this Instalment received after

Timaru District Council and Environment Canterbury		
For the rating year 1 July 2024 to 30 June 2025		
Instalment Number 1 of 4		
HG:0	Property ID	0000
	Name	John Doe
		Jane Doe
	Instalment now due	\$1,222.61
	Due date for instalment	20/09/2024
	Total balance to clear account for year	\$4,890.50

Payments can be made direct to Council's bank account 02-0888-0269159-007

Particulars: Surname/Company Code: 5023 Reference: RT

8.4 Revenue and Financing Policy

The Legal Services Manager, Corporate and Strategic Planner and Senior Policy spoke to the report to present amendments to the Revenue and Financing Policy for adoption.

Clarification was given on the changes to the proceeds of asset sales and the review process for this policy.

Resolution 2025/84

Moved: Cllr Peter Burt

Seconded: Cllr Owen Jackson

That Council:

1. Receives and notes the draft new model rates invoice design.
2. Provides feedback to officers on draft model rates invoice prior to its adoption during the 2025/26 rates period.

Carried

9 Consideration of Urgent Business Items

No items of urgent business were received.

10 Consideration of Minor Nature Matters

- Sportsground closures

The Group Manager Infrastructure provided a update on the recent sports field closures. It was confirmed there has been three times the June average rainfall, and due to the frequency of events it is hard for the grounds to recover. The process of inspecting and closing sports fields was advised, including the level of service and options for capital expenditure.

The effect of the sports field closure has on the community was highlighted. There was confirmation a blanket closure is the preferred option from the Council. The ability for sporting codes to use alternative grounds to utilise the whole district.

11 Public Forum Items Requiring Consideration

There were no public forum items.

12 Public Excluded Reports

Nil

The meeting closed at 3.10pm.

.....
Deputy Mayor Scott Shannon
Chairperson

7.3 Minutes of the Council Meeting held on 15 July 2025

Author: Jessica Kavanaugh, Team Leader Governance

Recommendation

That the Minutes of the Council Meeting held on 15 July 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Council Meeting held on 15 July 2025**



MINUTES

Ordinary Council Meeting Tuesday, 15 July 2025

Ref: 1776291

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 15 July 2025 at 9:01 am**

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: Nigel Trainor (Chief Executive), Andrew Dixon (Group Manager Infrastructure), Stephen Doran (Group Manager Corporate and Communications), Paul Cooper (Group Manager Environmental Services and Acting Group Manager Community Services), Andrea Rankin (Chief Financial Officer), Andrew Lester (Drainage and Water Manager), Laura Rich (Water Services Strategy Officer), Brendan Madley (Senior Policy Advisor), Jessica Kavanaugh (Team Leader Governance), Alesia Cahill (Executive Support Manager), Maddison Gourlay (Marketing and Communications Advisor),

1 Opening Prayer

Mayor Nigel Bowen conducted the opening Karakia

2 Apologies

No apologies were received.

3 Public Forum

There were no public forum items.

4 Identification of Urgent Business

No items of urgent business were received.

5 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

6 Declaration of Conflicts of Interest

No conflicts of interest were declared.

7 Reports

7.1 Local Water Done Well Consultation - Receipt of Submissions and Hearing

The Senior Policy Advisor spoke to the report for Council to receive all submissions and feedback on the Local Water Done Well consultation, and to hear from any individuals or organisations who wish to speak to their submissions.

Verbal Submissions;

Peter McAuley – Outlined his preferred option of keeping water services in-house and overseen by our council.

The discussion included what the regulation will look like in the future for water delivery.

Dennis Veal – Provided Councillors with further details on the four key factors.

Wayne Gaby – Wanted clarification on the installation of water meters on private homes.

Discussion included the background of this decision, the inclusion of this in the current Long Term Plan, the expected roll out of the water metering, and benefits.

The Council paused at 9.24am

The Council resumed at 9.26am

Graeme Spencer – Expressed concern in the consultation process. Expressed views on the defence by the Timaru District Council on 3Waters, Central Government funding, LGNZ, establishment costs of a CCO, ability to share back room services with neighbouring Councils.

K Griffiths – Spoke to the Councillors in support of her submission, raised concerns over the timelines for the Water Service Delivery Plan, establishment cost of a CCO, privatisation, and community engagement.

Discussion included debt levels and financing, average life of assets, and natural catchment areas.

At 10:19 am, Clr Scott Shannon left the meeting.

At 10:21 am, Clr Scott Shannon returned to the meeting.

Eleanor Linscott and Greg Anderson (Federated Farmers) – Highlighted the complexity of the issue, risk for the ratepayers in the future, dilution of the rural voice, and rural water schemes.

Discussion included the shareholder agreement, price harmonisation, sharing of overhead costs, and the needs of the rural sector.

Lee Burdon – Expressed disappointment in the number of submissions and community engagement. Spoke on the potential lack of community voice in the delivery of water, and the makeup of the appointed directors. Advised that there could have been better community consultation.

Discussion included how to engage the community.

Matt Savage – Provided the Councillors with his background in water, in support of a joint CCO, however highlighted the importance of economies of scale and achieving critical mass.

Motion

Moved: Mayor Nigel Bowen

Seconded: Clr Michelle Pye

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

Jan Finlayson (Geraldine Community Board) – Spoke in support of the submission, highlighting the main points and provided the recommendations from the Geraldine Community Board.

Discussion included the different types of risk of in-house delivery versus the CCO model.

David Diamond – Spoke to the Councillors on each of the options in the consultation document, and highlighted the importance of keeping all local services under local control.

The Council adjourned at 11.18 am

The Council resumed at 11.35 am

Councillors identified themes and topics for inclusion in the Deliberations report for the Council meeting on the 22 July 2025, these included;

Mayor Nigel Bowen advised the Councillors that Mackenzie District Council has voted to stay in-house.

- Clear advantages of being a CCO with no other councils joining at this stage, and how the constitution will work if another council wants to join
- Clear establishment costs, assumptions based on doing it alone within our own organisation, including paying ourselves rent, and the transfer of assets

The officers advised that the report will cover in-house, joint CCO, and standalone CCO, including when assets need to be transferred, potential for shared services in a CCO model.

- Clarify the difference between a Joint CCO and shared service arrangement, including benefits and how each would look financially. Clarity on potential CCO stand-up costs and oversight. Clarity on the separation of territorial authority priorities, including harmonisation, ensuring no more or less cost for particular territorial authorities, maintenance of priorities, and costs not subsidised by each other. Clarity on the legislation of privatisation and rural scheme concerns
- Clearly and robustly identify the risks and the mitigations for those. Privatisation, loss of community voice, and response to the consultation process highlight what is left behind if a CCO is formed. Also, what could be included in the shareholder agreement
- Ability to have shared services with a CCO model, and telling the story of how community voice looks and how it can be communicated
- Explaining the long-term strategy and including what is coming due to regulations and access to funding
- Include what would happen if extra headroom were not leveraged, and what it would look like for other capital projects
- Acknowledgement of stranded overheads
- It was requested to invite DIA to present, and what it would look like in a CCO alone
- Financials, including what water looks like and what council would look like
- Cost of setting up a board and different approaches. How boards would be appointed, for example skills matrix

Resolution 2025/85

Moved: Mayor Nigel Bowen

Seconded: Cllr Peter Burt

That Council:

1. Receives and notes the written submissions on the Local Water Done Well consultation, including any late submissions;

2. Acknowledges any submitters who have spoken to their submission;
3. Notes that all submissions will be considered as part of the deliberations at the 22 July 2025 Council meeting; and
4. Identify any particular topics or themes that they seek information and advice about to inform these deliberations.

Carried

8 Consideration of Urgent Business Items

No items of urgent business were received.

9 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

10 Public Forum Items Requiring Consideration

There were no public forum items.

11 Public Excluded Reports

Nil

The meeting closed at 11.56am.

.....
Mayor Nigel Bowen
Chairperson

7.4 Minutes of the Council Meeting held on 22 July 2025

Author: Jessica Kavanaugh, Team Leader Governance

Recommendation

That the Minutes of the Council Meeting held on 22 July 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Council Meeting held on 22 July 2025**



MINUTES

Ordinary Council Meeting Tuesday, 22 July 2025

Ref: 1776291

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 22 July 2025 at 1:01 pm**

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: **Officers:** Nigel Trainor (Chief Executive), Andrea Rankin (Chief Financial Officer), Andrew Dixon (Group Manager Infrastructure and Acting Group Manager Property), Paul Cooper (Group Manager Environmental Services and Acting Group Manager Community Services), Stephen Doran (Group Manager Corporate and Communications), Andrew Lester (Drainage and Water Manager), Laura Rich (Water Services Strategy Officer), Brendan Madley (Senior Policy Advisor), Rosie Oliver (Development Manager), Kevin Kemp (Stormwater Team Leader), Grant Hall (Principal Three Waters Specialist), Elliot Higbee (Legal Services Manager), Maddison Gourlay (Marketing and Communications Advisor), Jessica Kavanaugh (Team Leader Governance), Alesia Cahill (Executive Support Manager)

Public: Marlon Bridge (Chief Technical Advisor, Department of Internal Affairs)

1 Opening Prayer

Mayor Nigel Bowen conducted the opening Karakia

2 Apologies

No apologies were received.

3 Public Forum

There were no public forum items.

4 Identification of Urgent Business

No items of urgent business were received.

5 Identification of Matters of a Minor Nature

The following matters of a Minor Nature were raised:

- Strathallan Corner
- Piazza Lift

6 Declaration of Conflicts of Interest

No conflicts of interest were declared.

7 Reports

7.1 Local Water Done Well - Deliberations

The Chief Executive spoke to the report to request several important decisions from Council to inform the preparation of Timaru District's Water Services Delivery Plan in accordance with the central government's Local Water Done Well policy programme.

The Chief Technical Advisor for the Department of Internal Affairs spoke to the Councillors and provided an update on the challenges facing the councils that have chosen an in-house delivery model. It was advised that the legislation is driven to favour a Council Controlled Organisation (CCO) model and the objectives and principles of Local Water Done Well. An update was also provided on economic regulations, which include three key concepts: price, quality, and future proofing. It was advised that the key criteria for the Water Services Delivery Plan are financial sustainability, investment sufficiency, financing sufficiency, and environmental compliance. It is confirmed the outcome if the submitted Water Service Delivery Plan is failed.

The Councillors raised various questions with the Chief Technical Advisor for the Department of Internal Affairs, the topics below;

- Protecting the Timaru District Council with potential partners into the future. Included in shareholder agreements, ringfencing revenue and debt, or debt headroom
- Economies of scale and the benefits
- What changes in economic regulations will bring to water services
- The concerns raised on the loss of control, protections for the future, and privatisation
- The ability and process of amending a submitted Water Services Delivery Plan
- Stormwater being able to remain in-house
- Water Services CCO and in-house delivery depreciation funding levels
- The rationale behind the borrowing of up to 500% debt to revenue
- The measure and level of consequences for Councils that do not meet the criteria
- Concern on the 3b option, and challenges with an in-house model, and forming relationships with neighbouring councils
- 2 waters versus 3 waters
- Interest rates for borrowing from the Local Government Funding Agency
- Operating expenditure for a water organisation
- Planning for 50-100 year events, climate change, and the effects of stormwater
- Ability for Councils to have individual CCOs, but have a joint board of directors

Discussion on the report included supporting growth within the Water Services Delivery Plan. The ability to have a shared services arrangement with the Timaru District Council to share staffing resources. The impact on policy decisions was highlighted. It was confirmed that a review of what debt would be transferred to the entity needs to be completed, which is done as part of the implementation process. It was also confirmed that the Water Services Delivery Plan will be written in-house.

Further discussion on the financials in the report and where this information was based from including vested assets, revenue, and headroom. The significant investment required for the setup of the different delivery models and the importance of the asset management plan. It was

confirmed that the Water Service Delivery Plan should be at a break-even figure before vested assets to drive the percentage increase needed for water to ensure the CCO is successful.

Councillors discussed proposed recommendations to ensure the intent was correct, the ability not to preclude other Councils, along with a legal opinion from the Legal Services Manager.

Resolution 2025/86

Moved: Cllr Michelle Pye

Seconded: Mayor Nigel Bowen

That Council

1. Receives and notes the report and officer commenting on the submission themes and points raised in written and oral submissions on the Local Water Done Well consultation
2. Confirms that Option 3 is the preferred option, but that Timaru District Council is unable to proceed with this option at this time due to there being no other councils to partner with
3. Approve the establishment of a joint or a standalone, Timaru District Council Water Services Council Controlled Organisation.
4. Endorses the continuance of governance and officer engagement with other Councils through the establishment of a joint Council governance and management working group to progress future establishment of a joint Water Services Council Controlled Organisation.
5. Resolves to keep ownership of stormwater assets, and management of stormwater services, in house (including in the event of any current or subsequent joint Water Services Council Controlled Organisation).
6. Direct Officers to finalise the Water Services Delivery Plan based on this model for adoption at the 26 of August 2025 Council meeting.

Carried

8 Consideration of Urgent Business Items

No items of urgent business were received.

9 Consideration of Minor Nature Matters

Piazza Lift

The Group Manager Infrastructure provided an update on the piazza lift. Commissioning was planned for the 17 July 2025, however this failed due to the pressure in the oil exceeding the threshold, which tripped the lift. It is advised that due to the ram, seals, and hydraulic oil being replaced, the seals are now tight inside the ram. This commissioning is expected to happen however, no date is able to be given at this stage.

Strathallan Corner

The Group Manager Infrastructure and Development Manager provided a verbal update on the Strathallan Corner project. The light pole sculptures that were indicated in the plan, the sculptures are not going ahead, but the poles will serve a functional purpose with the ability to be utilised in the future. It is confirmed that the design is still being finalised, while it will look similar to the

original concept. When the engineers looked at the site, the impact of the slope and small footprint meant it was a more complex matter to achieve the gradients for accessibility.

Discussion included the cost implications of design changes and the timeframe for the project to be completed. It is confirmed that the access will meet all the regulations for accessibility, and the toilets being installed meet all the requirements.

10 Public Forum Items Requiring Consideration

There were no public forum items.

11 Public Excluded Reports

Nil

The meeting closed at 3.01pm.

.....
Mayor Nigel Bowen
Chairperson

8 Schedules of Functions Attended

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

Author: Alesia Cahill, Executive Support Manager

Authoriser: Nigel Bowen, Mayor

Recommendation

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

Functions Attended by the Mayor for the Period 24 May 2025 to 25 July 2025

<i>26 May 2025</i>	Attended Eniwa Orientation Evening
<i>27 May 2025</i>	Chaired Council meeting Attended Water Steering Group meeting Attended Water Drop-in session in Pleasant Point
<i>28 May 2025</i>	Met with South Canterbury Chamber of Commerce for monthly meeting Met with Mayors Taskforce for Jobs to discuss 2026 programme Attended Water Drop-in session in Timaru
<i>29 May 2025</i>	Met with Minister Shane Jones and Minister James Meager
<i>30 May 2025</i>	Chaired Canterbury Mayoral Forum meeting in Kaikoura
<i>3 June 2025</i>	Attended Council workshop Chaired People and Performance meeting Led Citizenship Ceremony Chaired Council meeting Attended Water Drop-in session in Timaru
<i>4 June 2025</i>	Took part in the 7 Days TV show promoting the Best Tasting Tap Water in NZ win
<i>5 June 2025</i>	Read to Highfield Primary School students for book week
<i>6 June 2025</i>	Attended Canterbury Ambition session
<i>9 June 2025</i>	Attended Orari Temuka Opihi Pareora Water Zone Committee meeting
<i>10 June 2025</i>	Attended CWMS Zone Committee Review meeting Mentoring session with Young Enterprise group
<i>11 June 2025</i>	Attended monthly Mayors Taskforce for Jobs meeting Presented certificates to Former Refugees at celebration event
<i>12 June 2025</i>	Opened Ara Taiohi

	Attended LGFA Taituara Local Government Excellence Awards
13 June 2025	Attended Mayors Taskforce for Jobs Core Group meeting in Wellington
16 June 2025	Spoke to Radio NZ regarding the Best Tasting Tap Water in NZ win
17 June 2025	Attended Standing Committee meetings Attended Council workshop
18 June 2025	Mentoring session with Young Enterprise group Spoke at National Volunteer Week morning tea event Attended Theatre Royal/Museum Project Steering Group meeting Attended Aorangi Stadium Project Steering Group meeting
19 June 2025	Met with representatives from New Zealand Transport Agency Met with General Manager Timaru District Holdings Limited and Chief Executive Venture Timaru Limited Attended Safer Communities Subcommittee meeting Met with Chair and General Manager of Timaru District Holdings Limited
21 June to 28 June 2025	Travelled to Sister Cities City, Eniwa, Japan for a civic visit and introduction
7 July 2025	Met with New Zealand First MP Andy Foster
9 July 2025	Attended monthly Mayors Taskforce for Jobs meeting
10 July 2025	Attended Canterbury Ambition workshop
11 July 2025	Spoke on Breeze Breakfast show for Mayoral Musings Met with Chair Venture Timaru Limited
14 July 2025	Attended Downlands Water Supply Committee meeting Met with Venture Timaru representatives to discuss 'Towards 2025 Plan'
15 July 2025	Chaired Council meeting Attended Council workshop
15 July to 17 July 2025	Attended Local Government New Zealand SuperLocal Conference
18 July 2025	Attended Seismic Review Steering Group meeting
22 July 2025	Chaired Council meeting Attended Council workshop
23 July 2025	Mentoring session with Young Enterprise group Read to Sacred Heart Primary School students for book week
24 July 2025	Opened and attended Canterbury Biodiversity Hui
25 July 2025	Read to Gleniti Primary School students for book week Met with Minister Hon Simeon Brown

In addition to these duties I met with 79 members of the public on issues of concern to them.

Functions Attended by the Deputy Mayor for the Period 24 May 2025 to 25 July 2025

<i>27 May 2025</i>	Attended Water Drop-in session in Pleasant Point
<i>4 June 2025</i>	Attended Water Drop-in session in Temuka
<i>12 June 2025</i>	Attended and spoke at Restructuring Insolvency and Turnaround Association of New Zealand Incorporated (RITANZ) 2025 Conference
<i>13 June 2025</i>	Attended Boost Temuka meeting
<i>24 June 2025</i>	Chaired Council meeting
<i>30 June 2025</i>	Chaired Council meeting

Functions Attended by the Councillors on Behalf of the Mayor for the Period 24 May 2025 to 25 July 2025

<i>28 May 2025</i>	Councillor Jackson attended Water Drop-in session at Timaru District Council
<i>29 May 2025</i>	Councillor Jackson and Councillor Oliver attended Water Drop-in session in Geraldine
<i>3 June 2025</i>	Councillor Jackson and Councillor Scott attended Water Drop-in session in Timaru
<i>4 June 2025</i>	Councillor Jackson and Councillor Scott attended Water Drop-in session in Temuka
<i>13 June 2025</i>	Councillor Pye attended and spoke at the South Canterbury SADD Hui Councillor Scott attended the Maania Tealei exhibition opening
<i>4 July 2025</i>	Councillor Pye attended South Canterbury Rural Women NZ Treasures of the Past High Tea and evening function

Attachments**Nil**

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

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

Functions Attended by the Chief Executive for the Period 24 May 2025 and 25 July 2025.

<i>29 May 2025</i>	Met with Minister Shane Jones and Minister James Meager
<i>3 June 2025</i>	Attended Council workshop Attended People and Performance Committee meeting Attended Council meeting
<i>4 June 2025</i>	Attended Aorangi Stadium Community Stakeholder meeting
<i>11 June 2025</i>	Met with representatives from ANZ
<i>12 June 2025</i>	Met with General Manager Timaru District Holdings Limited
<i>17 June 2025</i>	Attended Standing Committee meetings Attended Council workshop
<i>18 June 2025</i>	Met with representatives from Department of Internal Affairs Attended Theatre Royal/Museum Project Steering Group meeting Attended Aorangi Stadium Project Steering Group meeting
<i>19 June 2025</i>	Met with representatives from New Zealand Transport Agency Met with General Manager Timaru District Holdings Limited and Chief Executive Venture Timaru Limited Met with Chair and General Manager of Timaru District Holdings Limited
<i>23 June 2025</i>	Attended Audit and Risk Committee meeting Attended Audit and Risk workshop
<i>24 June 2025</i>	Attended Council meeting
<i>25 June 2025</i>	Met with Chief Executive Officer Alpine Energy Limited Met with Chief Executive Venture Timaru Limited
<i>30 June 2025</i>	Attended Council meeting
<i>11 July 2025</i>	Met with Chair Venture Timaru Limited
<i>15 July 2025</i>	Attended Council meeting Attended Council workshop
<i>16 July 2025</i>	Attended Theatre Royal/Museum Project Steering Group meeting

Attended Aorangi Stadium Project Steering Group meeting

22 July 2025

Attended Council meeting

25 July 2025

Met with Minister Simeon Brown

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:

11 July 2025 – Approval of Warrants

Purpose

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

Attachments

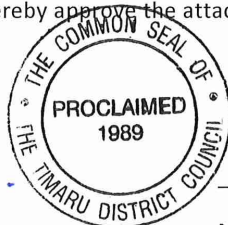
1. Execution of Warrants - 11.07.25 [!\[\]\(4695f05050b0d393767d0512587d4e50_img.jpg\) !\[\]\(e6380cce6342e403c00cb7c9feb7e762_img.jpg\)](#)



Approval of warrants

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

Nigel Bowen



Nigel Trainor

11/07/2025

Date

Name	Title	Unit
	Enforcement Officer	First Security

#1771721

9.2 Release of Public Excluded Items

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

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

1. Tenders and Procurement Committee – Item 8.1 Land Purchase – Timaru Cemetery 27 June 2023
2. Infrastructure Committee – Item 13.1 Development Area Plans 13 February 2024
3. Temuka Community Board – Item 14.1 Thomas Hobson Trust Applications 11 November 2024
4. Council – Item 13.6 Section 17A Review – Council Social Housing 10 December 2024
5. Tenders and Procurement Committee – Item 9.1 Contract 2698 – Greater Timaru Ground Maintenance Contract (Redacted) 10 December 2024
6. Tenders and Procurement Committee – Item 9.2 Contract 2699 – Rural Community Ground Maintenance Contract (Redacted) 10 December 2024

Purpose of Report

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

Assessment of Significance

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

Discussion

- 3 The following items have been released to the public and are available on the Timaru District Council website under the following links;
 - Tenders and Procurement Committee – Item 8.1 Land Purchase – Timaru Cemetery 27 June 2023
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/tenders-and-procurement-committee/2023/tenders-and-procurement-committee-27.06.23>
 - Infrastructure Committee – Item 13.1 Development Area Plans 13 February 2024
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/district-services-committee/2024/infrastructure-committee-13.02.24>

- Temuka Community Board – Item 14.1 Thomas Hobson Trust Applications 11 November 2024
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/temuka-community-board/2024/temuka-community-board-11.11.24>
- Geraldine Community Board – Item 13.1 Thomas Hobson Trust Applications 13 November 2024
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/geraldine-community-board/2024/geraldine-community-board-13.11.24>
- Council – Item 13.6 Section 17A Review – Council Social Housing 10 December 2024
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/council/2024/council-10.12.24>
- Tenders and Procurement Committee – Item 9.1 Contract 2698 – Greater Timaru Ground Maintenance Contract (Redacted) 10 December 2024
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/tenders-and-procurement-committee/2024/tenders-and-procurement-committee>
- Tenders and Procurement Committee – Item 9.2 Contract 2699 – Rural Community Ground Maintenance Contract (Redacted) 10 December 2024
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/tenders-and-procurement-committee/2024/tenders-and-procurement-committee>

Attachments**Nil**

9.3 Actions Register Update

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

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

Purpose of Report

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

Assessment of Significance

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

Discussion

- 3 The actions register is a record of actions requested by Councillors. It includes a status and comments section to update the Council on the progress of each item.
- 4 There are currently nine items on the actions register.
- 5 Eight items are marked as ongoing.
- 6 No items are marked as completed and are proposed to be marked as removed at the next meeting.
- 7 One item is marked as removed and will be taken off the list at the next meeting.

Attachments

1. Council Actions Required [↓](#) 

Information Requested from Councillors (Council)

Key ■ = Completed, for removal ■ = 60+ Days ■ = 90+ Days ■ = Removed

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

#1595414

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

Information Requested	Investigate Subcontracting Across Council				
Date Raised:	12 December 2023			Status:	
Issue Owner	Group Manager Infrastructure	Due Date:		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> <p>August 2024 Update: Request for a road map to come back to Council.</p> <p>September 2024 Update: The first business case (street sweeping) is being finalised for the group to review. This template will then be used for the other services that have been identified as there being potential opportunity for review. The list so far includes General Cleaning, Building Maintenance, Graffiti, Gardening, Commercial Waste, Public Place Waste and Security. The purpose of having a 5 year plan is around looking at contracts that may not be due to expire for some time but to have a plan for when they do expire.</p>					

#1595414

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

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

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

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

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

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

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

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

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

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

July 2025 Update: The contractor has confirmed that their internal commercial team has assessed their position regarding the formal agreement with a key subcontractor. Engagement with the subcontractor is expected to take place next week during a scheduled visit from the contractor’s Regional Commercial Manager. A further update will follow that discussion. In parallel, Council’s Section 17A review of transport service delivery will get underway over the coming weeks and months. This will provide a robust and independent foundation to support future decision-making across all aspects of the transport activity.

Information Requested	Investigate Small Trades		
Date Raised:	12 December 2023	Status:	Ongoing

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Issue Owner	Chief Financial Officer, GM Infrastructure	Due Date:	4 th February 2025	Completed Date:	
<p>Background:</p> <p>The Councillors requested a report on Trades: investigate the value of small trades outside of large contracts with the consideration to these being offered in-house. With an analysis of both procurement and spend on invoices under \$10k.</p> <ul style="list-style-type: none"> • Are we getting competitive pricing with a preferred supplier. • Do we get to a level whereby in-house provision of the particular trade could be the better way forward. <p>Update: Investigation is in progress and will return to council once complete.</p> <p>September 2024 Update: This is underway, working on electricians, plumbers, cleaners as a starting point.</p> <p>December 2024 Update: Further investigation is underway connected to the action above 'Investigate Suncontracting Across Council' and a report will be brought to Council on 4th February.</p> <p>January 2025 Update: Work has been completed and a business case being developed with outcome of investigation. This will come to Council for the 4th March 2025 meeting. Maintenance (Incl Building, Plumbing, Electrical and Painting) is now considered complete.</p> <p>February 2025 Update: A report on Plumbing, Electrical, Building and Painting requires further investigation for options post internal review and is anticipated to be presented with the other papers concerning maintenance at the next meeting. A report on cleaning will return to Council after further investigation. At a later date.</p> <p>March 2025/April 2025: The investigation into small trades maintenance has highlighted that this is a process systems change. This will be managed via Councils JIRA system, all maintenance requests centralised and triaged across preferred contractor lists. Paper outlines next steps with an organisational review of contractors leading to a preferred contractors list. As noted the new process will allow the corrections to coding that is required, linked to PO's with the ability to better track requests and control maintenance spend across all departments.</p> <p>May 2025: Following the Council meeting 1 April 2025 a JIRA system will be implemented across Council in early May once all Tier 3 Managers have been able to input in to how the system will work for them and confirmed list of suppliers for their building maintenance works. This part of the investigate small trades is now considered closed and further reporting will be via the CFO and the Procurement Lead as they investigate further trades across Council operations.</p> <p>June 2025: Process implementation has stalled until the restructure is complete. A maintenance procurement plan is in development and will be brought to a Council in due course. Officers are currently reviewing cleaning service delivery.</p>					

#1595414

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

Information Requested	Vertical Infrastructure Maintenance Report (Quarterly)				
Date Raised:	22 October 2024			Status:	Ongoing
Issue Owner:	Chief Executive/ GM Infrastructure	Due Date:	4 February 2025	Completed Date:	20/03/2025
<p>Background: Councillors requested quarterly reporting on the status of Council owned vertical infrastructure, including community facilities, to allow for oversight on the sufficiency of budget allocated to operating costs.</p> <p>December 2024 Update: Report on progress will be presented to Council on 4 February 2025.</p> <p>January 2025 Update: The report is in draft pending discussion internally and will be reported on at the 4th March 2025 meeting.</p> <p>February 2025 Update: Officers are still waiting on information to be able to provide an accurate report to Council. It is anticipated to have this work ready to present at the 1 April meeting.</p> <p>March 2025/April 2025: This information is included in the quarterly financials that come to Council. This action is also linked with the work that has been completed on Small trades and is being investigated to streamline and update an internal process for a procure to pay system that works with a preferred contractor list available in the Esker system. All requests for maintenance will go via a JIRA request and triaged so that only the preferred contractor list can be utilised, the correct coding is allocated to the request and department budgets. A procure to pay system will then allow for better auditing of the invoice as it tracks back through the financial system before payment is released. This action could be closed out.</p> <p>1 April 2025: Council Meeting update: it was confirmed this action remain open.</p> <p>May 2025: Further reporting on this issue will be via the CFO in quarterly reports as normal that are brought to Council.</p> <p>6 May 2025 Council Meeting: It is advised the commentary in the action is not what the councillors have requested. It is advised they want an update of vertical assets that do not have maintenance programmes, and what should be in budgets to maintain the buildings.</p> <p>June 2025 Update: This information has started to be gathered, but an indication of timeframe to provide to Council is not possible yet. This may take some time to work through but Council will be kept informed on progress.</p>					

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

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

<u>Information Requested</u>	<u>NZTA to speak at Council Meeting</u>				
<u>Date Raised:</u>	<u>04 February 2025</u>			<u>Status:</u>	<u>Complete</u>
<u>Issue Owner:</u>	<u>Group Manager Infrastructure</u>	<u>Due Date:</u>		<u>Completed Date:</u>	<u>03/06/2025</u>
<p>Background: Councillors requested that NZTA speak to the Council regarding issues on Statehighway one (Showgrounds)</p> <p>March 2025 Update: Invitation is being extended to NZTA to speak with Council</p> <p>March 2025: Council Meeting 04 March 2025 it was advised The Mayor and Chief Executive have a quarterly update from the New Zealand Transport Agency. The Mayor expressed no advantage of coming to speak at a Council Meeting as the Council Officers are working closely to get a resolution. However, the action is to remains on the action register.</p> <p>April 2025 Update: Work is continuing to resolve issues on State Highway 1 (showgrounds)</p> <p>May 2025 Update: A meeting has been scheduled for the 15 May 2025 between NZTA (Regional Manager – Central & Lower South Island and Acting Director Regional Relationships) with Elected Members and the Chief Executive.</p> <p>June 2025 Update: Following the meeting on 15 May 2025, this item can now be closed.</p>					

<u>Information Requested</u>	<u>Investigate Financial System</u>				
<u>Date Raised:</u>	<u>4 February 2025</u>			<u>Status:</u>	<u>In Progress</u>
<u>Issue Owner:</u>	<u>Chief Information Officer</u>	<u>Due Date:</u>	<u>04 March 2025</u>	<u>Completed Date:</u>	

#1595414

Background: Councillors requested as part of Council resolution 2025/8 that officers “Investigate an upgrade or new financial system and report back to the Council at the 4 March 2025 Council Meeting with an estimated cost and timeframes in order for this amount to be included in the Annual Plan 25/26.” This was not included in the March action register.

April 2025: Investigation is underway. An update report on progress to date has been prepared for the 1 April meeting.

May 2025: CFO and CIO visited the Palmerston North team to discuss their financial system upgrade, they had some excellent insights and looked to have solved quite a few of the issues we currently have. Officers are fine tuning our requirements based off this information and putting together a workplan with costings, which we will bring back to council.

June 2025: A system shift of this magnitude is a complex task and the business case is in progress. Officers have received some quotes and are waiting on the provider for remaining quotes to provide full costings.

July 2025 Update: CFO and CIO are working on a business case for the financial system upgrade.

Information Requested	Workshop on Waste				
Date Raised:	4 March 2025			Status:	On Going
Issue Owner:	Group Manager Infrastructure	Due Date:		Completed Date:	
<p>Background: Councillors requested as part of Tenders and Procurement Committee a workshop on waste to further their understanding of the business activity and fees and charges.</p> <p>April 2025 Update: A workshop has been scheduled to present this information on 17 June 2025.</p> <p>1 April 2025: Council Update: It was requested to move this workshop date forward.</p> <p>May 2025 Update: A Workshop will be presented to the Councillors on the 06 May 2025.</p> <p>6 May 2025 Council Meeting: It is agreed this item is to remain on the action register, there were further actions that came from the workshop, officers will update the action to provide the information requested.</p> <p>June 2025 Update: This information is currently being prepared to present to the Infrastructure Committee on 19 August 2025.</p>					

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July 2025 Update: No change from previous month.

Information Requested	Freedom Camping Enforcement, additional signage and limiting access				
Date Raised:	24 June 2025			Status:	
Issue Owner:	Group Manager Infrastructure	Due Date:		Completed Date:	
<p>Background: Councillors requested to be provided an update on the status of the resolution (2025/82) "That Council direct the Chief Executive to warrant officers under the Freedom Camping Act 2011 and associated legislation, and not pursue the development of a freedom camping bylaw." Also an update that additional signage be added to Caroline Bay and limiting access to certain areas to help with freedom camping over the Christmas period.</p> <p>July 2025 Update: General Manager Environmental Services to approve officers. Warrants will need to be issued and appropriate signage approved and installed.</p>					

Information Requested	Membership of the Local Authority Protection Programme (LAPP) Disaster Fund				
Date Raised:	24 June 2025			Status:	
Issue Owner:	Group Manager Infrastructure	Due Date:		Completed Date:	
<p>Background: Councillors requested to be able to review and consider the membership of the Local Authority Protection Programme (LAPP) Disaster Fund prior to the membership renewal deadline in September 2025.</p> <p>July 2025 Update: We have approached our insurance brokers to provide alternative insurance cover options.</p>					

#1595414

9.4 Council Investments and Borrowing

Author: Ashlea Whyte, Finance Manager
Tyler Zandrack, Senior Finance Business Partner

Authoriser: Andrea Rankin, Chief Financial Officer

Recommendation

That Council receives and notes the quarterly Council Investments and Borrowing report to 30 June 2025.

Purpose of Report

- 1 To update Council on the status of Council's treasury activities at 30 June 2025.

Assessment of Significance

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

Background

- 3 Council's treasury management involves holding a range of investments and borrowing to fund long term capital projects and operational expenditure as agreed in the Annual Plan or Long Term Plan.
- 4 Council treasury activities are managed in compliance within the limits of the Council's Treasury Management Policy (TMP).
- 5 Bancorp Treasury Services Limited provide external treasury advice to Council on borrowing and investment decisions.
- 6 As at 30 June 2025, all transactions have been transacted in compliance with Council Policies and performance of Council Treasury activities are well managed.

Discussion

- 7 This report is to be read in conjunction with the attached detailed report titled "Treasury Reporting Dashboard – 30 June 2025".
- 8 Liquidity and Funding
 - 8.1. Liquidity and funding refers to total external Council drawn debt and undrawn bank facilities. The funding profiles and sources must agree with policy control limits.
 - 8.2. Timaru District Council has access to three key sources of funding from the Local Government Funding Agency ("LGFA"). These are:
 - Commercial Paper ("CP") – unsecured money market instrument issued in the form of a promissory note;

- Floating Rate Notes (“FRN”) – debt instruments with variable interest rates; and
 - Fixed Rate Bonds (“FRB”) – fixed rate throughout the life of the bond.
- 8.3. Total borrowings as at 30 June 2025 were \$250.7 million. The net debt position at the same date is \$180 million. Our Net debt calculation is total financial liabilities including borrowings and payable less financial assets including cash and other non-cash assets held by Council. Bancorp calculations are purely debt less cash, term deposits and bonds. Our calculation is based on audit recommendations.
- 8.4. Debt to revenue ratio as at 30 June 2025 is 122%. Council’s debt to revenue ratio limit is 250% as set out in its Financial Strategy.
- 8.5. All Liquidity and Funding limits are compliant with polices.

9 Interest Rate Risk

- 9.1. The Interest rate risk section of the report refers to whether Council’s hedging profile is within policy limits as well as the split between Fixed Debt and Floating cover.
- 9.2. The chart on the attached hedging profile on page 5 is based on 75% of LTP debt projections scenario which the Council believes is realistic and achievable. This illustrates that the Council is within the policy bands contained in the LTP.
- 9.3. All Up Weighted Average Cost of Funds Including Margin is 3.61%.
- 9.4. All interest rates are within policy bands.
- 9.5. As at 30 June 2025, the Council has a total of \$61 million of interest rate swaps with various maturity start and end dates through to May 2030. The net increase in fair value gain on revaluation for the current quarter is \$0.986 million.

10 Investment Management

- 10.1. Cash investments are broken down by special and general funds.
- 10.2. Special Funds are held for specific purposes as set out in the Long Term Plan, Annual Plan and Annual Report. These funds are invested for approved future expenditure, to implement strategic initiatives, support intergenerational allocations, bequests, and other reserves.
- 10.3. General Funds are cash reserves held for day to day operating activities. General Fund balances fluctuate across the quarter depending on operational income and expenditure cash flows. Council has a financial strategy to maintain a minimum of \$10 million general funds for liquidity purposes.
- 10.4. The total cash investments of Council as at 30 June 2025 is \$39.65 million.

Attachments

1. Treasury Reporting Dashboard - 30 June 2025 [!\[\]\(e492b5d52ab457a7a3c2826c4091dfee_img.jpg\)](#) 



Treasury Reporting Dashboard

30 June 2025

STRICTLY PRIVATE AND CONFIDENTIAL



Economic Commentary (as of 30 June)

2

Global

The Vladimir Lenin attributed quote, "There are decades where nothing happens; and there are weeks where decades happen," is strikingly apt for the last quarter. Significant geopolitical events have included US and Israeli strikes on Iranian nuclear facilities (including aggressive missile exchanges between Israel and Iran), continuing Russian and Ukrainian conflict, US tariff and trade tensions, with some tariffs as high as 60%. Tensions between the US and NATO members have continued, but appear to have softened as European members have largely agreed to increase defense spending.

Significant economic events include the previously mentioned tariffs and concerns about the growing US budget deficit, which is estimated to increase the size of the US deficits by \$3.0 to \$4.5 trillion over the 2025–2034 period, raising questions about fiscal sustainability. There have also been concerns around President Trump's attempts to influence the US Federal Reserve "Fed", which threatens its long history of political independence, alarming both investors and economists.

Market volatility has been extreme, with the benchmark US 10-year treasury bond yield touching a low of 3.86% on 7 April, two days later it was at 4.51%, after that trading in a range between 4.18% and 4.61% before finishing the quarter at 4.23%. This level of volatility has not been seen for nearly 40 years. Oil prices, which at one point were 40% higher than their lows on 9 April, fell 15% in the last week of the quarter.

Key US economic data over the last 90 days have continued with the theme of slowing economic growth and with inflation remaining above the Fed's 2.0% goal. Real GDP decreased at an annualised rate of 0.5% in Q1 2025 (January–March), a sharp slowdown from 2.4% in Q4 2024. The Consumer Price Index (CPI) rose 2.4% year-over-year in May 2025, with a 0.1% monthly increase, driven by shelter costs (+0.3%) but tempered by a 1.0% drop in energy prices. The Personal Consumption Expenditures (PCE) index, the Fed's preferred measure, hit 3.6% in Q1 2025, up from 2.4% in Q4 2024. Inflation expectations rose sharply, with the University of Michigan's June 2025 survey showing 1-year inflation expectations of 5.0% (up from 3.3% in January).

New Zealand

	OCR	90 day	2 year swap	3 year swap	5 year swap	7 year swap	10 year swap
31-Mar-25	3.75%	3.61%	3.37%	3.46%	3.66%	3.87%	4.10%
30-Jun-25	3.25%	3.29%	3.20%	3.32%	3.57%	3.81%	4.07%
Change	-0.50%	-0.32%	-0.17%	-0.14%	-0.09%	-0.06%	-0.03%

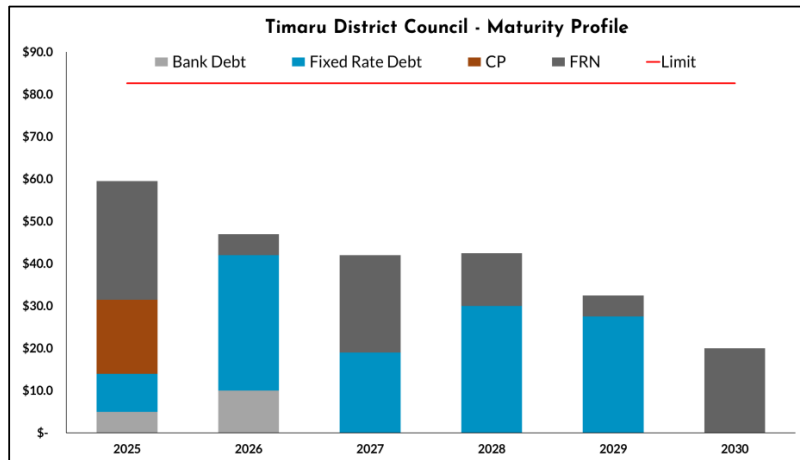
New Zealand's economy expanded by 0.8% on a quarterly basis in the March quarter, accelerating from 0.5% growth in the previous quarter and slightly beating market expectations of 0.7%. However, the annual rate printed at minus 1.1% for the twelve months ending 31 March. The March quarter marked the second consecutive quarter of growth following two quarters of severe contraction. Economic activity increased across all three major industry groups, with the strongest gains seen in manufacturing (+2.4% vs. +0.1% in Q4), followed by professional services.

The annual inflation rate in New Zealand accelerated to 2.5% in the first quarter of 2025, from 2.2% in the previous quarter. This was the highest inflation rate since June 2024, exceeding market expectations of 2.3%.

The RBNZ cut the OCR by 25 basis points in both April and May to take it to 3.25%, but in the *Monetary Policy Statement* in May, the central bank signaled a more cautious approach to further OCR easing, which markets have taken on board. A final OCR cut is not fully priced in until November 2025, which would take it to 3.00%, a full 250bps below last year's peak however, but only time will tell if it is enough to kickstart a still-struggling economy.

Liquidity and Funding

3



Debt

\$250.7m

Total External Council Drawn Debt

LGFA

\$250.7m

Funds Drawn from LGFA

Net debt

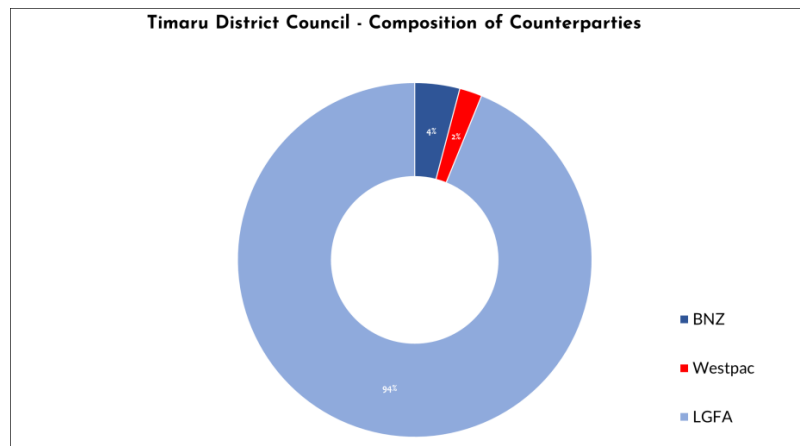
\$201.05m

Debt, less cash, term deposits and SFP bond investments

Headroom/Bank facility

\$15.0m

Undrawn Bank Facilities



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

Liquidity Ratio (minimum LGFA requirement 110%)

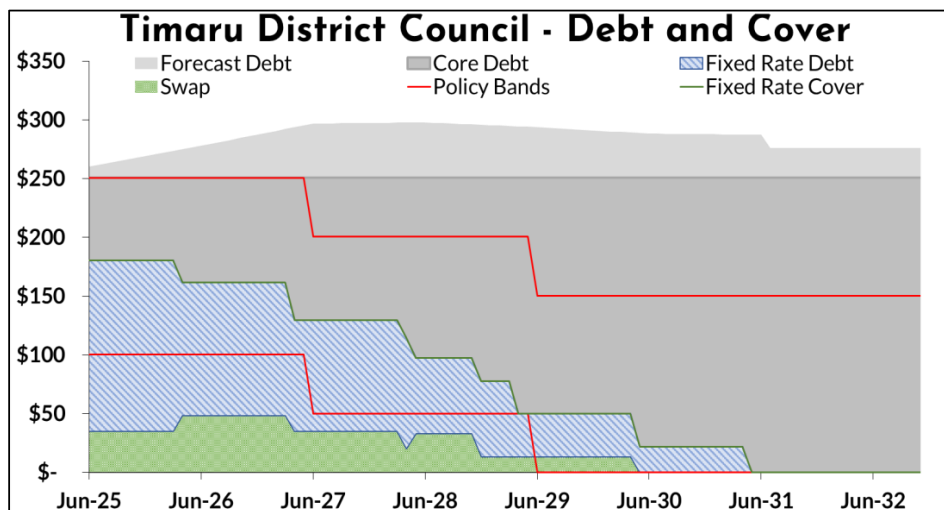
125.79%

Definition: (Cash + term deposits + longer dated financial assets that can be sold + committed undrawn bank facilities+ Drawn Debt)/Drawn Debt

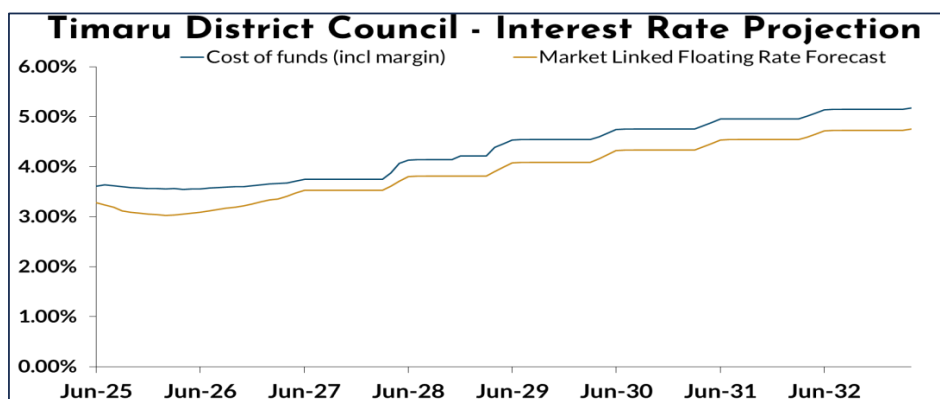
Policy Compliance	Compliant	Flag
Have all transactions been transacted in compliance with policy?	Yes	
Is fixed interest rate cover within policy control limits?	Yes	
Is the funding maturity profile within policy control limits?	Yes	
Is liquidity within policy control limits?	Yes	
Are all counterparty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

Interest Rate Risk

4



Current % of Debt Fixed	72.0%
Current % of Debt Floating	28.0%
Value of Fixed Rate (m)	\$180.5
Weighted Average Cost of Fixed Rate Instruments	3.46%
Weighted Average Cost of Fixed Rate Instruments (incl margin)	3.55%
Value of Forward Starting Cover	\$26.0
Weighted Average Cost of Forward Starting Cover	4.13%
Value of Floating Rate (m)	\$70.2
Current Floating Rate	3.28%
Current Floating Rate (incl margin)	3.74%
All Up Weighted Average Cost of Funds Including Margin	3.61%
Total Facilities In Place	\$265.7



Investment Management

5

Special Funds Portfolio Summary

As of 30 June 2025, TDC's Special Funds Portfolio ("SFP") had a nominal value of \$1,000,000 and a market value of \$985,684. The makeup of the SFP as of 30 June 2025, including its valuation, is shown in the following table.

Issue	Rating	Maturity Date	First Payment	Coupon Frequency	Nominal Value	Coupon Rate	Purchase Yield	Yield	% of Portfolio	Duration	Capital Price	Accrued Interest	Gross Price
ANZ	A-	17-Sept-26	March	2	\$1,000,000	3.00%	3.00%	4.96%	100.00%	1.16	\$977,124	\$8,560	\$985,684
Total					\$1,000,000	3.00%	3.00%	4.96%	100.00%	1.16	\$977,124	\$8,560	\$985,684

LGFA Borrowing Rates

6

As of 30 June 2025

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

Maturity	Margin	FRN (or CP Rate)	FRB
3 month CP	0.15%	3.44%	N/A
6 month CP	0.15%	3.42%	N/A
April 2026	0.42%	3.71%	3.58%
April 2027	0.56%	3.85%	3.75%
May 2028	0.70%	3.99%	4.02%
April 2029	0.80%	4.09%	4.25%
May 2030	0.88%	4.17%	4.44%
May 2031	0.98%	4.27%	4.68%
May-2032	1.04%	4.33%	4.84%
April 2033	1.12%	4.41%	5.03%
May 2035	1.17%	4.46%	5.25%
April 2037	1.31%	4.60%	5.51%

Funding

7

As of 30 June 2025, TDC had \$250.7 million of core debt, all of which is sourced from the LGFA using CP, FRNs, and FRBs. TDC also has a bank facility with Westpac for \$5.0 million and BNZ for \$10m. Details of TDC's drawn debt as of 30 June 2025 are as follows:

Instrument	Maturity	Yield	Margin	Amount
LGFA CP	15-Jul-25	3.64%	N/A	\$24,722,340
LGFA CP	21-Jul-25	3.50%	N/A	\$15,067,603
LGFA FRB	15-Apr-26	1.63%	N/A	\$10,000,000
LGFA FRN	15-Apr-26	3.87%	0.38%	\$5,000,000
LGFA FRB	15-Apr-26	5.32%	N/A	\$4,000,000
LGFA FRB	15-Apr-26	5.08%	N/A	\$8,000,000
LGFA FRB	15-Apr-26	5.31%	N/A	\$10,000,000
LGFA FRB	15-Apr-27	1.84%	N/A	\$10,000,000
LGFA FRN	15-Apr-27	3.91%	0.42%	\$10,000,000
LGFA FRB	15-Apr-27	5.21%	N/A	\$4,000,000
LGFA FRN	15-Apr-27	4.10%	0.61%	\$8,000,000
LGFA FRN	15-Apr-27	4.11%	0.62%	\$5,000,000
LGFA FRB	15-Apr-27	5.20%	N/A	\$5,000,000
LGFA FRB	15-May-28	2.09%	N/A	\$20,000,000
LGFA FRN	15-May-28	3.94%	0.58%	\$5,000,000
LGFA FRN	15-May-28	4.10%	0.74%	\$7,500,000
LGFA FRB	15-May-28	4.55%	N/A	\$10,000,000
LGFA FRB	20-Apr-29	2.25%	N/A	\$20,000,000
LGFA FRN	20-Apr-29	4.09%	0.63%	\$5,000,000
LGFA FRB	20-Apr-29	5.24%	N/A	\$7,500,000
LGFA FRN	15-Apr-30	4.03%	0.54%	\$10,000,000
LGFA FRN	15-Apr-30	4.15%	0.67%	\$10,000,000
LGFA FRB	15-May-30	4.54%	N/A	\$15,000,000
LGFA FRB	15-May-31	4.90%	N/A	\$7,000,000
LGFA FRB	15-May-31	4.74%	N/A	\$15,000,000

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9.5 Community Board Strategic Plans Carry Forward Funding**Author:** Rosie Oliver, Development Manager**Authoriser:** Andrew Dixon, Group Manager Infrastructure**Recommendation**

That Council

1. Approves carry forward capital expenditure funding of \$73,027 for the Temuka Community Board from the FY24-25 Strategic Plan budget, in addition to the existing FY25-26 funding allocation; and
2. Approves carry forward capital expenditure funding of \$68,935 for the Geraldine Community Board from the FY24-25 Strategic Plan budget, in addition to the existing FY25-26 funding allocation.

Purpose of Report

- 1 The purpose of this report is to obtain confirmation from Council as to whether or not carry forward capital expenditure funding from the FY24-25 Strategic Plan budgets can be obtained for the Temuka and Geraldine Community Boards to enable them to deliver agreed projects together with additional projects scoped and costed for FY25-26.

Assessment of Significance

- 2 This matter is of low significance under Council's Significance and Engagement Policy because the Plans have been previously consulted on, with approved funding in the Long Term Plan 2024-34, and no change to funding or level of services is proposed.

Background

- 3 In late 2023 the Temuka and Geraldine Community Boards adopted their Strategic Plans together with a suite of community projects leveraging Long Term Plan 2021 - 31 capital funding of \$200,000 every 3 years.
- 4 This was changed during the Long Term Plan 2024-34 deliberations on 29 May 2024, and Council resolved to confirm capital funding of \$70,000 per annum to a total value of \$210,000 every three years.
- 5 In late 2024 the Temuka and Geraldine Community Boards met to confirm project opportunities aligned with their Strategic Plans for FY24- 25. Projects confirmed for funding included those not completed during FY23 – 24 with associated reprioritisation of additional carry forward funding to a total value of \$147,500 in the case of the Temuka Community Board, and \$100,000 in the case of the Geraldine Community Board.
- 6 In May 2025 the Temuka and Geraldine Community Boards met again to consider and make recommendations to officers to scope and cost a suite of project opportunities potentially eligible for the \$71,000 capital funding now provided in the Annual Plan 2025-26.

- 7 Reports have since been prepared for the August 2025 agendas for each board outlining the scope/costs of these desired projects however both Boards have outstanding project commitments from FY24-25 that have not yet been completed.

- 8 The Temuka Community Board has the following projects still to complete with the associated outstanding budget requirements:

Projects	Budget	FY24/25 Spend	FY25/26 Spend
Gateway Wayfinding - SH1 to King St	\$25,000	\$18,350	\$6,650
Town Square	\$43,000	\$6,553	\$36,447
Signage – Domain to Town Square	\$61,000	\$31,395	\$29,605
Connectivity Enhancement (Vine/Commerce Street)	\$12,500	\$11,030	\$325*
Total	\$141,500	\$67,328	\$73,027*

* Combined totals for FY24/25 and FY25/26 combine to slightly less than the total budget due to the Connectivity Project coming in slightly under budget.

- 9 The Geraldine Community Board has the following projects still to complete with the associated outstanding budget requirements:

Projects	Budget	FY24/25 Spend	FY25/26 Spend
Yesteryear Sculpture	\$68,935	\$0	\$68,935
Total	\$68,935	\$0	\$68,935

- 10 The Pleasant Point fully delivered their projects for the last financial year and have already confirmed their project selection for FY25/26 with officers now finalising planning and delivery details.

Discussion

- 11 There has been some previous permissiveness around the ability of the Community Boards to retain funding from one financial year to the next, and discussions associated with the relevant funding resolutions (Long Term Plan 2024-34) have indicated an intention for the Boards to be able to roll over funding for a maximum three year period.
- 12 This flexibility has been instrumental in enabling iterative democratic decision making, with considerable ability for stakeholders and board members to influence and direct project details at both a global and granular level, with the discretion to defer scope or design decisions for further plenary review and approval.
- 13 This flexibility has also provided the community boards with time to adjust to the demands of a proactive board-led approach to prioritisation of projects and funding allocations, as compared to the (often) community-led approach to funding distribution encouraged by the targeted rates reserve fund which accumulates year on year pending suitable applications.
- 14 Conversely, Council has previously emphasised the importance of efficient project planning and delivery in order to encourage timely outcomes for communities.

- 15 With introduced improvements to early workshopping of project ideas, and to scoping and pricing project details with relevant subject matter experts ahead of critical board meetings, there has overall been a positive trend towards more streamlined decision making and implementation notwithstanding the handful of projects outstanding.
- 16 This can be seen in the respective amounts to be carried forward being significantly lower in both cases than at the close of FY23-24 (ie Temuka's balance has dropped from \$147,500 to \$73,027 and Geraldine's from \$100,000 to \$68,935).

Options and Preferred Option

- 17 There are two Options for Council:
 - 17.1 Approve carry forward capital expenditure funding of \$73,027 for the Temuka Community Board and \$68,935 funding for the Geraldine Community Board from the FY24-25 Strategic Plan budgets in addition to the \$71,000 funding for each Board in the Annual Plan 2025-26.
 - 17.2 Decline any carry forward capital funding for the Temuka and Geraldine Community Boards with FY24-25 projects to be funded from FY25-26 budgets, and any projects identified for FY25-26 to be deferred until FY26-27.
- 18 Option 1 is the preferred option as being most consistent with previous discussions around funding flexibility to allow the boards to split or join funding amounts across financials years as may be required by the scale of projects selected.
- 19 Boards remain cognisant of Council's expectation that efficiency in decision making around both project selection and scope/design details for chosen projects is always required to ensure timely delivery of projects, and the achievement of intended community outcomes.

Consultation

- 20 Community consultation has been previously undertaken on the respective Strategic Plans and board decision making on project selection has been undertaken at meetings open to the community.
- 21 The boards have both expressed a preference that Council adopt Option 1 in the present matter to enable them to meet the community expectations that have been raised by the endorsement of these plans and by previous resolutions of the respective boards to deliver an agreed project suite.

Relevant Legislation, Council Policy and Plans

- 22 Timaru District Council Long Term Plan 2024-34 and 2025/26 Annual Plan.
- 23 Temuka Strategic Plan.
- 24 Geraldine and Surrounds Strategic Framework.

Financial and Funding Implications

Amount Requested: \$141,962

Capital Expenditure: \$141,962

Operational Expenditure: \$0

Funding Source: Rate Funded ☐ Loan Funded ☒ Grant/Subsidy Funded ☐

Targeted Rate ☐ Fees/Charges ☐

Is the proposed expenditure: Budgeted ☒ or Unbudgeted ☐

Is a budget reallocation required? Yes ☐ No ☒

25 It is proposed that the carry forward capital expenditure funding requests be added to the approved loan funding for FY25-26.

Other Considerations

26 There are no other considerations.

Attachments

Nil

9.6 Annual Plan 2024/25 12 Month Non-Financial Performance Report to 30 June 2025**Author:** Steph Forde, Corporate and Strategic Planner**Authoriser:** Stephen Doran, Group Manager Corporate and Communications**Recommendation**

That Council receive and note the 12-month non-financial performance results for the year ended 30 June 2025.

Purpose of Report

- 1 The purpose of this report is to present a summary of the year end performance indicator results for the 2024/25 financial year – year one of the 2024-34 Long Term Plan (LTP).

Assessment of Significance

- 2 This matter is considered to be of low significance in terms of Council's Significance and Engagement Policy as it is a regular report to Council on its performance measures.

Background

- 3 Council's three-month reporting cycle includes progress reporting of 99 performance measures for the quarterly periods 01 July - 30 September, 01 October – 31 December, 01 January – 31 March, 01 April – 30 June, and an Annual Report for the 12-month period ended 30 June each year.
- 4 This year-end report is the final reporting period with the new service performance measures adopted in the 2024-34 LTP.
- 5 Performance measure results are reported, and commentary is supplied by Activity Managers.

Highlights

- 6 This section summarises the key activity highlights which are detailed in Attachment 1.

Democracy

- 7 The Annual Plan was adopted within statutory timeframe (*attachment 1, pg 5*)
- 8 Agendas for all Council and Committee Meetings were made available to the public within statutory timeframes (*attachment 1, pg 5*)

Community Services

- 9 Civil Aviation Authority (CAA) accreditation has been maintained throughout FY 24/25 (*attachment 1, pg 6*)
- 10 Occupancy of Council Housing remains at 100% and all are compliant with building regulations and Healthy Homes Standards (*attachment 1, pg 7*)
- 11 Claremont Cemetery Draft Master Plan is in progress (*attachment 1, pg 8*)
- 12 Strathallan Corner development is under budget (*attachment 1, pg 8*)

- 13 The upgrade of West End Hall is complete and can now be used as an alternate Emergency Operations Centre (*attachment 1, pg 9*)

District Planning & Environmental Services

- 14 New Building Consent System has been implemented (*attachment 1, pg 11*)
- 15 Hearing G for the Proposed District Plan was held. The project remains on schedule and budget (*attachment 1, pg 15*)
- 16 The Parking unit had 3 defended hearings in court and all infringements were upheld (*attachment 1, pg 17*)
- 17 The Animal Control team delivered 15 Dog Control education sessions in quarter 4 (*attachment 1, pg 17*)

Recreation & Leisure

- 18 Visitor numbers at the Museum and Libraries have exceeded their annual targets (*attachment 1, pg 20, 23*)
- 19 The Maania Tealei - Whakahōnore i tō tātou taonga tuku iho (Honouring Our Legacy) exhibition had an outstanding opening, with over 220 attendees, marking it as the largest Friends of Aigantighe opening in 13 years (*attachment 1, pg 26*)
- 20 Visitor numbers at CBay and Geraldine and Pleasant Point Pools have exceeded their annual targets (*attachment 1, pg 31, 32*)
- 21 Bridges on Temuka walking trails were renewed (*attachment 1, pg 35*)
- 22 Caroline Bay Lounge roof replacement was completed (*attachment 1, pg 36*)

Roading & Footpaths

- 23 Barker Street, Geraldine, kerb and channel upgrade is complete (*attachment 1, pg 37*)
- 24 Road rehabilitations on Port Loop Road, Winchester Hanging Rock, Beaconsfield and Temuka-Waitohi Roads are all complete in addition to the widening of Earl Road (*attachment 1, pg 37*)
- 25 Two Driver-Reviver events were held in partnership with Mackenzie District Council in quarter 4 (*attachment 1, pg 37*)

Stormwater

- 26 Stormwater Improvement Contracts were completed in Timaru, Temuka, Pleasant Point and Geraldine (*attachment 1, pg 46*)
- 27 Compliance with Resource Consent conditions was maintained throughout FY 24/25.

Wastewater

- 28 Health and Safety and process improvements have been implemented at Aorangi Road treatment plant (*attachment 1, pg 49*)
- 29 Median attendance and resolution target times for sewage overflow faults in the network were achieved for FY 24/25 (*attachment 1, pg 50*)

Water Supply

- 30 Evans Street strategic renewal is nearing completion and within budget (*attachment 1, pg 52*)
- 31 Governance and technical steering groups have been established for the Claremont plant renewal and upgrade.

Waste Management

- 32 6,321 tonnes of material from Peel Forest closed landfill has been removed from site as of 30 June (*attachment 1, pg 57*)
- 33 Compliance with Resource Consent conditions has been maintained throughout FY 24/25 (*attachment 1, pg 58*)

Issues

- 34 The section summarises the key activity issues during the reporting period which are detailed in Attachment 1.

Community Services

- 35 Air NZ flight cancellations out of Timaru Airport have increased (*attachment 1, pg 6*)
- 36 There are currently 43 Council Housing applicants on the waitlist for accommodation (*attachment 1, pg 7*)
- 37 Wet weather is causing access and drainage issues at cemeteries, which has resulted in restrictions on plot pre-purchasing (*attachment 1, pg 8*)
- 38 Minor vandalism is continuing across the district's public toilets (*attachment 1, pg 8*)
- 39 Review and signalled legislative changes to the Civil Defence Emergency Management Act 2002 is creating uncertainty around how Emergency Management will look in the future (*attachment 1, pg 9*)

District Planning & Environmental Services

- 40 Prioritisation of implementing the new Building Consent System and leave cover has resulted in some of the building team unable to perform their business as usual roles (*attachment 1, pg 11*)
- 41 Resource Management reform is set to be very significant and will likely affect how Council delivers this service (*attachment 1, pg 15*)
- 42 The Environmental Compliance team will have a revenue reduction of approximately \$12,000 due to changes in legislation no longer requiring Hairdressers and Barbers to hold registration to operate (*attachment 1, pg 17*)

Recreation & Leisure

- 43 Several leaks at the Timaru Library have become apparent due to wet weather (*attachment 1, pg 23*)
- 44 Visitor numbers at the Art Gallery have not met the annual target due to facility closures associated with renovations and upgrades (*attachment 1, pg 27*)
- 45 Recruitment for swim teachers and group fitness is an ongoing challenge (*attachment 1, pg 31*)
- 46 Parking availability, particularly disabled parking, is an issue (*attachment 1, pg 31*)
- 47 User/ community satisfaction has been impacted by wet weather and resulting sportsfield/ park closures (*attachment 1, pg 35*)
- 48 Flooding at Caroline Bay caused by the watermain breakage has resulted in an insurance claim due to damage to the Community Centre (*attachment 1, pg 36*)

- 49 Geraldine Domain Pavillion and Pleasant Point Town Hall usage is very low (*attachment 1, pg 36*)

Roading & Footpaths

- 50 Heavy and consistent rainfall has presented challenges for unsealed road maintenance and an increase in pothole complaints (*attachment 1, pg 37*)

Stormwater

- 51 Timaru and Washdyke Network Discharge Consents are yet to be received (*attachment 1, pg 46*)
- 52 A hearing for the objection to the duration for Temuka and Pleasant Point consents has been set for August 2025 (*attachment 1, pg 46*)

Wastewater

- 53 Design is progressing with 'wet-well' design at Aorangi Road, however sufficient internal resources to deliver this project is a risk (*attachment 1, pg 49*)

Water Supply

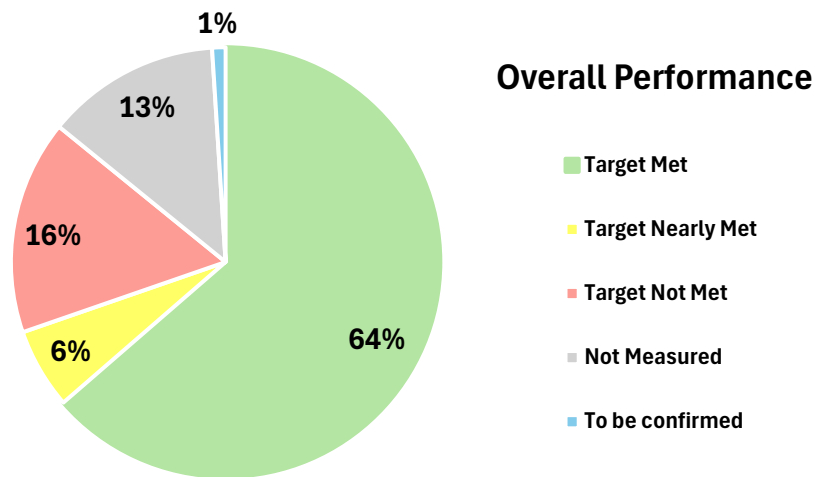
- 54 A review of the chlorine dosing system for Geraldine is underway to improve resilience following ongoing system issues (*attachment 1, pg 52*)

Waste Management

- 55 Heavy rain has created some operating issues at Redruth Landfill with pooling water and roads underwater (*attachment 1, pg 57*)

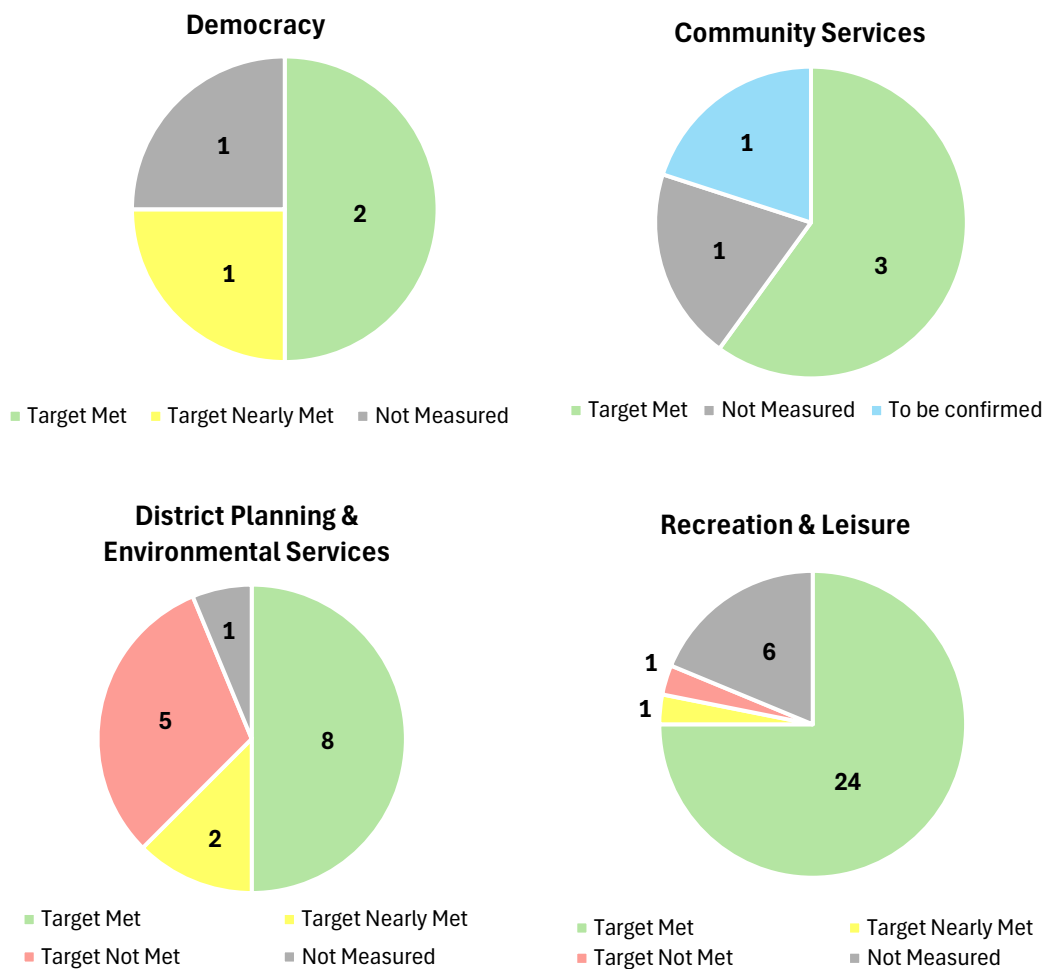
Overall Result

- 56 There were 17 measures not achieved, 62 measures achieved the target, 6 measures were nearly achieved (within 5%), 13 were not measured and 1 is to be confirmed.
- 57 The 13 not measured are largely made up of the resident satisfaction survey which is being undertaken in the 25/26 financial year.
- 58 The 1 measure to be confirmed will be reported by Venture Timaru with their performance report to Council in September.
- 59 No comparison to the previous year end results can be made. This is due to being year 1 of a new LTP cycle.
- 60 The below graph shows the overall year to date performance result (unaudited) for the reporting period.

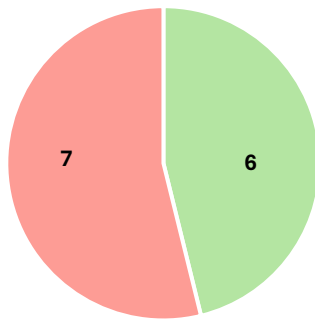


Results by Activity

- 61 The below graphs show the year end performance by Group of Activity as detailed in the LTP.
- 62 Attachment 1 has further detail including Activity Review by Group Managers, Highlights and Issues, and results for each performance measure with supporting commentary.

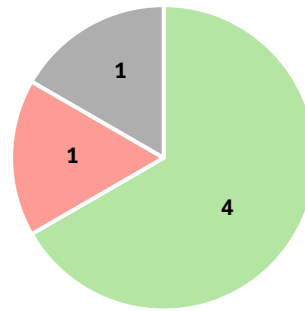


Roading & Footpaths



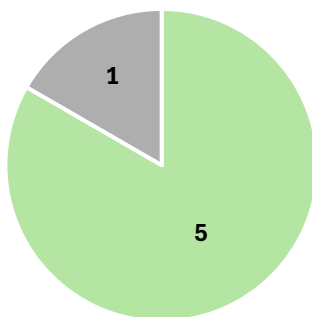
■ Target Met ■ Target Not Met ■ Not Measured

Stormwater



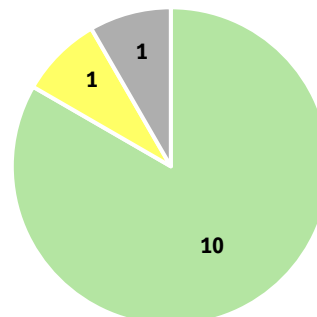
■ Target Met ■ Target Not Met ■ Not Measured

Wastewater



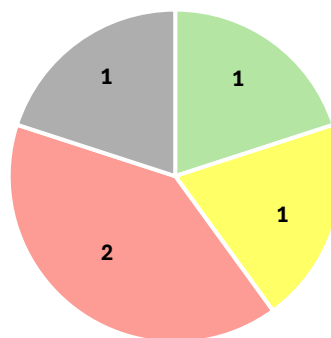
■ Target Met ■ Not Measured

Water Supply



■ Target Met ■ Target Nearly Met ■ Not Measured

Waste Management



■ Target Met ■ Target Nearly Met ■ Target Not Met ■ Not Measured

Relevant Legislation, Council Policy and Plans

63 Local Government Act 2002

64 Timaru District Council Long Term Plan 2024-34

Financial and Funding Implications

65 There are no financial or funding implications as a result of reporting progress to Council.

Other Considerations

66 There are no other considerations.

Attachments

1. **12 Month Non-Financial Performance Report 2024-25** [↓](#) 



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Groups of Activities – Executive Summary

There are a total of 99 Non-Financial Key Performance Measures in the 2024– 2034 Long Term Plan. Results for all Activities appear in this report under the major headings in the Council Activities section of the Long Term Plan.

The report lists all of the measures along with the Target, Result, Status and Comments. Depending on the result, the measures are assigned a status as follows:

-  Target Met or Exceeded
-  Almost Met Target
-  Target Not Met
-  Report Not Submitted
-  Not measured this period
-  Expect to meet annual Target
-  Expect to almost meet annual Target
-  Expect not to meet annual Target

Democracy

Activity – Democracy




Activity Review for Democracy						
Activity Review of Democracy	Owner: Stephen Doran	<div></div>	The activity has achieved 2 of the 4 measures, nearly achieved LGOIMA requests at 98.86%, and the resident satisfaction survey not being measured this financial year.			
Quarterly Highlights for Democracy						
Annual Plan was adopted within statutory timelines. Democracy functions all running well and election pre-work completed in period.						
Quarterly Issues for Democracy						
No major issues to report for Democracy. Elections preparation work was in place to meet statutory deadlines.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Annual Plans, Reports and Long Term Plans adopted within statutory timeframes	Jan25-Jun25	Yes	Annual Plans/ Long Term Plans adopted within Statutory Timeframes	Achieved	<div></div>	<div>E</div>
	Current period comments The Annual Plan 2025/26 was adopted within statutory timeframes.			Expected year end comments Annual Target has been met		
Council and committee meeting agendas made available to the public within statutory timeframes	Q4 FY25	100.00%	100.00%	100.00%	<div></div>	<div>E</div>
	Current period comments All agendas made available to the public within statutory timelines, including a number of extraordinary meetings around the Annual Plan Adoption time.			Expected year end comments All agendas have been made available within statutory timeframes and to a high quality over the year.		
Responses to LGOIMA requests are provided according to statutory timeframes	Q4 FY25	98.86%	100.00%	98.63%	98.86%	<div>E</div>
	Current period comments All requests were supplied on time this quarter, the cumulative total for requests delivered on time is 98.6%.			Expected year end comments This year we saw a higher than usual number of LGOIMA Requests 175 vs 136 in 2024. 98.8% were supplied within statutory timelines		

Community Services



Activity – Airport



Activity Review for Airport						
Activity Review for Airport	Owner: Andrew Dixon		<div></div>	CAA certification of Timaru Airport is confirmed for 2024/25 year.		
Quarterly Highlights for Airport						
The public toilet at the airport is complete and operational.						
Quarterly Issues for Airport						
AirNZ flight cancellations have increased due to weather issues and aircraft operational issues. This is similar to the same time last year.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Civil Aviation Authority (CAA) accreditation	FY25	Yes	CAA airport certification is maintained at all times	Achieved	<div></div>	<div>E</div>
	Current period comments Certification confirmation was achieved in March 2021 for a further 5 years. Working towards recertification in 2026			Expected year end comments Working towards recertification in 2026		

Activity – Social Housing


Activity Review for Social Housing						
Activity Review for Social Housing	Owner: Andrew Dixon			Occupied Council Housing complies with Building Regulations and Healthy Homes Standards in accordance with the Residential Tenancy Act. Current occupancy sits at 100%.		
Quarterly Highlights for Social Housing						
7 new tenants moved into the units that had been vacated. The yearly inspections were completed for the Social Housing units.						
Quarterly Issues for Social Housing						
9 tenants vacated - 7 in Timaru, 1 in Temuka, 1 in Geraldine. 1 Tenant was taken to Tenancy Tribunal and evicted for rent arrears. Currently have 35 applicants on the waitlist + 8 applicants for under 50's so 43 people in total waiting for accommodation.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Occupied Council Housing complies with building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act	Q4 FY25	100.00%	100.00%	Achieved		
	Current period comments The occupied Council Housing complies with the building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act. Occupancy currently 100%			Expected year end comments The occupied Council Housing complies with the building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act. Occupancy currently 100%		

Activity – Community Facilities

Activity Review for Cemeteries			
Activity Review for Cemeteries	Owner: Andrew Dixon		The proposed new Timaru Cemetery site is progressing with development planning and consultation well underway.
Quarterly Highlights for Cemeteries			
First review has been completed of the new Claremont Cemetery Draft Master Plan, and the revised draft plan is expected in July for further consultation with affected parties. Wider consultation will be undertaken in the first half of FY 25/26.			
Quarterly Issues for Cemeteries			
Wet start to winter causing issues with access and drainage problems in some areas. Restrictions are in place for pre purchasing of burial plots to ensure there is availability for immediate use.			
Activity Review for Public Toilets			
Activity Review for Public Toilets	Owner: Andrew Dixon		Public Toilets have met the legislative and environmental requirements.
Quarterly Highlights for Public Toilets			
King Street Temuka block identified for an exterior repaint. This will be painted in the same colours as the Temuka Library Strathallan Corner progressing under budget but 2 months behind schedule due to additional time taken to finesse detailed design, specifically site engineering for accessibility.			
Quarterly Issues for Public Toilets			
Watermain breakage at Caroline Bay resulted in several blocks in the area unable to be used. We expect further interruptions when the works to replace the watermain start. Minor vandalism across the district toilets, with the main areas being Station Street, Marchwiell Park and Washdyke, which is being managed using existing operating budgets.			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Community Facilities (Cemeteries and Public Toilets) meet legislative safety and environmental requirements	Q4 FY25	100.00%	100.00%	100.00%		
	Current period comments All facilities meet current requirements and comply with legislation. All Cemeteries are compliant.			Expected year end comments All facilities meet current requirements and comply with legislation. Cemeteries are compliant.		

Activity – Emergency Management

Activity Review for Emergency Management			
Activity Review for Emergency Management	Owner: Paul Cooper		The CDEM team at Timaru District Council continues to work well and deliver good levels of service to the Community.
Quarterly Highlights for Emergency Management			
7 community engagement sessions (Annual total standing at 24) including Positive Aging Expo (300 handouts) and AF8 Roadshow (170 attendees). Testing of the new Woodbury CRP with a minor storm event. Completion of Term 1 and Term 2 Training schedule for Emergency Management Volunteers. West End Hall upgrade complete for alternate EOC Generator purchased. MoU with Fraser Park confirmed.			
Quarterly Issues for Emergency Management			
Uncertainty over how Emergency Management will look following sector reviews and signalled legislative changes to replace the Civil Defence Emergency Management Act 2002.			





Activity – Economic Development







Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Performance targets in the Venture Timaru Statement of Intent are met	FY25	TBC	100.00%	TBC	●	E
	Current period comments Venture Timaru will present results to Council on the 9 th of September 2025.			Expected year end comments Reporting timeframes have been met for this FY. Other performance results are yet to be confirmed		



District Planning & Environmental Services

Activity – Building Control




Activity Review for Building Control						
Activity Review for Building Control	Owner: Paul Cooper		<div></div>	The building team continue to perform well, predominantly achieving across the board, and in this third quarter, improving by reducing the average days to process a building consent to be 9 days, 3 days under the 12 day target.		
Quarterly Highlights for Building Control						
It is an exciting time for the Building Control team with the implementation of a new consenting system and introducing ways in which we can operate more effectively and efficiently. We have many plans (including system and process improvements) waiting to be implemented and we expect to see positive results in the coming months.						
Quarterly Issues for Building Control						
This quarter some of the team has had to prioritise implementation of the new consenting system, resulting in additional pressure on other team members, in addition to leave cover, to process consents and other BAU.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Building Consent Authority accreditation	FY25	Yes	Associated audit processes ensure accreditation retained	Achieved	<div></div>	<div>E</div>
	Current period comments From the Accreditation assessment in February 2024 we have completed all non-compliances raised, resulting in our accreditation being maintained for another 2 years.			Expected year end comments Accreditation will be next assessed in February 2026		





Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Building Control consent average processing time	Q4 FY25	9.00	12	12.10		
	Current period comments The 9 working day average for building consent processing is a good result for the team in quarter 4 on top of competing priorities with the new consenting system implementation.		Expected year end comments The team have worked hard to bring down the average turnaround time over the last 2 quarters back to a 12.1 average for the year. Although the annual target has not been met this is a vast improvement and has the team well placed to keep the average under the LTP target of 12 working days in FY25/26.			
% of building consent applications processed within statutory timeframes	Q4 FY25	98.31%	100.00%	97.35%		
	Current period comments The 98.31% result for quarter 4 includes 6 out of 302 consent applications not being processed within the statutory timeframe of 20 working days. These consents were not processed within this timeframe due to poor quality applications and limited internal resource as a result of leave and resignations.		Expected year end comments Although the 100% annual target has not been met for this FY, the year-end nearly achieved result shows steady consistency at achieving a high level of compliance.			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Building and Planning services: Provide the local community and/ or local industry with regular updates and information at least four times per year - Building	Q4 FY25	1	4	4		
	Current period comments Communication with the community and industry has been maintained in quarter 4, with the key update for this quarter being the implementation of the new consenting system.			Expected year end comments The Building team have maintained consistent communication with local industry and community throughout the FY utilising social media and regular newsletters. This approach has been well received and will be carried through to FY 25/26.		
Resident/ customer satisfaction with building consent process	FY25	90.00%	80.00%	90.00%		
	Current period comments Our customer satisfaction is measured by a survey that is sent out with Code of Compliance Certificates and the result of 90% is a good outcome. The remaining 10% were dissatisfied due to cost of consents, time taken to process and lack of understanding of the process.			Expected year end comments The annual target has been met.		
Percentage of Building Warrant of Fitness (BWOF) audits completed	Q4 FY25	0.80%	20%	3.30%		
	Current period comments Due to competing priorities and strained internal resource, no audits were undertaken in quarter 4, which has impacted the annual result.			Expected year end comments The annual target has not been met for this measure with 3.3% of BWOF audits completed against a target of 20%.		






Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
% of residential swimming pools' fencing in the District audited at least once every 3 years	FY25	66.00%	33.00%	66.00%		
	Current period comments We are tracking well on this measure with 66% of audits completed to date.			Expected year end comments The target for this year was 33%, with the remaining 67% to be completed over the next 2 years. The team is well ahead of the progress target for year 1.		







Activity – District Planning



Activity Review for District Planning						
Activity Review for District Planning	Owner: Paul Cooper			The Planning Consents Team have been able to process most applications in-house this year, with the use of consultant planners being limited to where Council has a conflict of interest, or where specialists are needed. It has been noted that in the last quarter (monitored on a weekly basis) the average number of statutory days to turnaround a resource consent application has been 10 days. The District Plan Review Team have made steady progress through the hearings phase of the statutory process. The project remains on-time (to the new project timeline) and on budget.		
Quarterly Highlights for District Planning						
PDP Hearing G was completed and preparation for Hearing G was undertaken. The District Plan Review project remains on schedule and on budget.						
Quarterly Issues for District Planning						
Proposed changes in resource management sector due to RM Reform by the new Coalition Government is set to be very significant, involving revamp of most national direction and replacement of legislation. First consultation underway on national direction.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Resource Consents processed within statutory timeframes	Q4 FY25	92.50%	100.00%	94.16%		
	Current period comments The quarter 4 result of 92.5% for resource consents processed within statutory timeframes equates to 40 total consents with 37 meeting the timeframe. Of the 40 consents granted only 1 legacy consent from the overload in 2023 was finished externally by a consultant. These results await final review via the Ministry for the Environment's National Monitoring System.			Expected year end comments Although the annual target has not been met, and volume of consents has decreased compared to other years, the team has been working hard to prioritise the use of internal resource rather than consultants. This approach will have the team well placed to improve on this result in FY 25/26.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Building and Planning services: Provide the local community and/ or local industry with regular updates and information at least four times per year - Planning	Q4 FY25	1	4	1		
	Current period comments Council organised a development stakeholder workshop in Council Chambers on 9th May. This included internal teams and ECan. The Planning unit ran a focused workshop on provisions for rural subdivision in the PDP.			Expected year end comments This stakeholder workshop format was successful and will be used again in future at periodic intervals throughout 25/26. Other communication avenues like newsletters and general comms particularly around the timing of the release of decisions.		
Resident/ customer satisfaction with resource consent process	Q4 FY25	92.31%	80.00%	92.31%		
	Current period comments In quarter 4, the team undertook a customer survey utilising in-house resource. the result of 92.31% is a good result for the team, with respondents appreciating the access to an internal member of the team.			Expected year end comments The target has been met for 24/25. Looking ahead to 25/26, and improving on the 24/25 result, the team will be focussing on building their capacity to process more complicated applications.		

Activity – Environmental Compliance

Activity Review for Environmental Compliance						
Activity Review for Environmental Compliance	Owner: Paul Cooper		It is another good year and a strong performance from this hybrid team (contractors/in-house staff) under increasing demand on services.			
Quarterly Highlights for Environmental Compliance						
The parking unit had 3 defended hearings in court, with no adverse criticism and infringements were upheld.						
Quarterly Issues for Environmental Compliance						
The government has announced that from the end of July 2025, Hairdressers and Barbers will no longer require registration to operate. For Council, this means a reduction in revenue of approximately \$12,000 as annual inspections will no longer be required for the 52 premises that Council currently inspects. Council staff will however still be responsible for investigating complaints relating to these businesses.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Provide Dog Control education to one school/ pre-school/ organisation per term	Q4 FY25	15	4	27		
	Current period comments This term saw a big demand in requests for educational sessions. These sessions cover the safe handling and care of dogs.			Expected year end comments The team has done a great job delivering well above the number required to meet this annual target and highlights how much this service is valued in the community.		
Percentage of known dogs in District registered	FY25	98.09%	95.00%	98.09%		
	Current period comments 185 dog owners known to council did not register their dogs. These dog owners were infringed for non-compliance. In situations where dogs are rehomed, moved out of the district, or deceased, our records get updated at the time this information is brought to our attention.			Expected year end comments The annual target has been met for this FY		







Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Information on the website is reviewed and updated quarterly for all regulatory activities	Q4 FY25	Yes	4	4		
	Current period comments In quarter 4 the website updates included an additional link to the Food Safety Toolkit on the MPI website, and updates to the food levies information and running a food business page.			Expected year end comments The annual target has been met for the FY.		
% of scheduled audits of registered food premises completed or in progress	Q4 FY25	18.30%	100.00%	82.98%		
	Current period comments 15 premises were unable to be verified due to circumstances outside officers control including availability of owners within required timeframes and businesses no longer trading (but not advised).			Expected year end comments The annual target has not been met due to reasons mentioned in the quarter 4 results.		
% of alcohol regulated premises that have been inspected each year	Q4 FY25	7.81%	70.00%	53.91%		
	Current period comments Due to internal resource constraints following a resignation and various leave, the inspections target has been unable to be met.			Expected year end comments The annual target has not been met. Staff have done a great job in their monitoring efforts given the challenges mentioned in quarter 4 results.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
% of food Businesses requiring escalation to the Registration Authority and/or Food Safety Officer for follow up due to non-compliance with correct processes or statutory requirements	Q4 FY25	100.00%	100.00%	100.00%		
	Current period comments In quarter 4 one food premise was referred to a food safety officer due to a complaint of selling out of date product. This was investigated, and the premise was found to have products past best before date but not use by date therefore did not require further escalation.			Expected year end comments The annual target has been met with all businesses requiring escalation and follow up over the FY being actioned.		


Recreation & Leisure



Activity – Museum





Activity Review for Museum						
Activity review for Museum	Owner: Paul Cooper		<div></div>	The team have continued to perform well and deliver exceptional service through a challenging time. Satisfaction levels amongst customers, although dropping slightly, remains high - a credit to the team.		
Quarterly Highlights for Museum						
Continued high visitation and service user numbers						
Quarterly Issues for Museum						
Nothing to report						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of museum service users (includes museum visitors, attendees at on site and off site programmes, information or collection requests)	Q4 FY25	7,208	25000	27,628	<div></div>	<div>E</div>
	Current period comments Visitors and Museum service user numbers have remained consistently high throughout quarter 4 due to various programmes, exhibitions and events.			Expected year end comments The annual target has been exceeded by over 10% which is a great result for the team.		



Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of exhibitions and events - Museum	Q4 FY25	8	14	19		
	Current period comments The events and exhibitions held by the Museum team in quarter 4 included one exhibition opening, one book launch event, two public talks, and four holiday programmes which were all well attended.			Expected year end comments The annual target has been met with a total of 19 exhibitions and events throughout FY 24/25. The events and exhibitions held throughout the year welcomed residents and tourists of all ages on-site and out in the community.		
Museum - Facilities meet legislative safety requirements	Q4 FY25	Yes	Legislative requirements are met	Achieved		
	Current period comments All requirements met.			Expected year end comments All requirements met		
Collection items available online - Museum	Q4 FY25	134	18500	23,408		
	Current period comments In quarter 4, an additional 134 collection items have been made available to view online, taking the total available to 23,408.			Expected year end comments The annual target of 18,500 collection items available to view online has been exceeded for FY24/25. As more items are continuously added in future years, this number is expected to consistently achieve the target.		



Activity – Libraries

Activity Review for Libraries			
Activity Review for Libraries	Owner: Paul Cooper		The team are performing well against set targets and delivering excellent value for service to the community.
Quarterly Highlights for Libraries			
<p>District-wide:</p> <p>The library welcomed almost 1,400 participants for activities across the district during the “Stomp and Roar” dinosaur-themed April School Holiday programme. This is the most participation we have seen in recent times and indicates the new drop-in format is proving effective.</p> <p>The pop-up STEM Makerspace workshop at 102 Stafford St over 16-17 April in collaboration with Venture Timaru was a success. Staff saw 237 participants stop by across the two days to engage in a range of activities including robotics, coding, Lego challenges and crafting.</p> <p>The library was one of the TDC representatives at the Positive Ageing Expo on 8 May, connecting services with 127 seniors.</p> <p>The libraries were very generously bequeathed \$57,000 from the estate of Joy Malt, which adds to the \$20,000 her sister Gladys Malt bequeathed in 2024. Both sisters are fondly remembered as regular users of Geraldine and Timaru libraries.</p> <p>Timaru Library:</p> <p>Timaru Library’s Knit and Knatter group donated the hats, scarves, fingerless gloves, shawls they have been working on to the Refugee Settlement Services in late May. They also donated an additional set of items that would be suitable for babies to Plunket.</p> <p>Timaru Library hosted three events during June in recognition of Pride Month: Rainbow Book Club on 13 June, Craft-a-Noon on 23 June, and a LBGT 101 session with psychotherapist Abby Driver from on 27 June.</p> <p>Timaru Library acquired a first of its kind in New Zealand self-checkout machine with enhanced accessibility features for people with disabilities. It is likely to become a standard offering for most libraries in the future as they look to cater to individualised needs. Staff are in the process of learning its many features and it will be advertised more broadly to the community in the near future. The machine was purchased with leftover grant funds from the New Zealand Libraries Partnership Programme (NZLPP).</p> <p>Timaru Library has restarted free financial advice sessions on the last Sunday of each month from 1pm – 3pm.</p> <p>Geraldine Library & Service Centre and Temuka Library, Service & Information Centre:</p> <p>Temuka and Geraldine libraries/service centres are diligently following up on their risk assessments performed by OPSEC. They have finalised lockdown procedures for their facilities and are working on other recommendations.</p>			


Quarterly Issues for Libraries						
<p>Timaru Library: Several leaks have been encountered around the building as winter weather has set in. These have been dealt with on a case-by-case basis: basement area in and around external staircase exits, windows in the main library, windows in the staff breakroom. The events have served to reinforce the need for mitigation that has previously been identified in building condition reports. Timaru Library has two capital assets of significance that are coming to the end of usable life and require upgrading. This is contingent on the availability of appropriate funding. •Boiler heating system for the main library – recommended to be replaced by heat pumps •Book lift between main floor and basement storage areas – recommended to be replaced with a modern unit.</p>						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Visitors to Libraries	Q4 FY25	68,407	200,000	270,729		
	<p>Current period comments We were 36% over our target for this quarter, which has seen us exceed our annual target by 35% as well. This is a great result for our libraries, as we have seen high participation rates in a number of our programmes this quarter, including in our Digital Classes, knitting groups, Tuesday Social Group sessions, heritage sessions, school visits, Storytime sessions and school holiday sessions.</p>			<p>Expected year end comments We have ended this year 35% above this annual target. In addition to the popularity of our revamped school holiday programme format, many of our regular sessions—such as Knit and Natter, the Tuesday Social Group, Aoraki Heritage Sessions, as well as school visits and Storytime sessions—are also positively impacting overall library attendance. The success of these programmes, along with the quality and range of our library collection, has been instrumental in attracting our regular and new borrowers and meeting our annual target. We're thrilled to see so many people from our community enjoying our facilities and getting involved in our programmes. We have also seen a large number of people visiting to use our public computers and printing facilities, with more than 90,000 pages printed, 14,000 computer sessions and more than 50,000 Wi-Fi sessions during this financial year.</p>		





Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Online website and catalogue searches - Library	Q4 FY25	445,982	400000	1,648,351		
	Current period comments We have seen another exceptionally strong quarter for our websites and app page views, with total views expected for the entire financial year achieved in this quarter alone. While we have been very pleased to see a strong performance from our online Aoraki Heritage Collection this quarter (June saw more than 11,000 page views - the highest number per month so far for this website), our Catalogue and Mobile Library App have been the primary drivers behind the significant number of overall views.			Expected year end comments We have ended this fiscal year having quadrupled our annual target. Not only are we 312% above our annual target, but we have also seen 59.3% more page views this year than the previous financial year (that's more than 613,000 extra page views!). These results clearly demonstrate the success of our online and app services. It's incredibly rewarding to know that so many members of our community are engaging with these platforms—finding them user-friendly, relevant, and well-aligned with their needs. This strong uptake reinforces the value of continued investment in our digital services, and we'll look to build on this momentum by further enhancing content to meet evolving community expectations.		
Library issues (physical & digital) of materials	Q4 FY25	139,848.00	500000	550,855.00		
	Current period comments We achieved this quarterly target, rounding out a strong year for both physical and digital borrowing. While the majority of borrowing continues to be from physical items—remaining steady this quarter—above-average digital issues in April and May played a key role in this positive result.			Expected year end comments We've successfully achieved our annual borrowing target, finishing 10% above our goal of 500,000 issues. This growth has once again been driven by our digital lending, with eBook issues increasing by 6.8% compared to last year. The most substantial growth, however, came from eAudiobooks, where we saw over 9,000 more eAudiobooks borrowed than in the previous financial year—an impressive increase of 26%. eAudiobooks are now our most popular digital format, reflecting a shift in reading habits as more patrons embrace the convenience of listening on the go—whether during commutes, exercising, or multitasking at home.		



Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Community programme interactions - held on site and in the community plus a non traditional library service	Q4 FY25	762	1500	2,867		
	Current period comments This quarterly target has been met. The programmes/events we've run or hosted from April to June include: 145 Children's sessions including School Holiday Programme Sessions, Weekly Storytimes, Born to Read Sessions, Visits to/from Classes/Kindergartens, Thursday Games Group Sessions, Baby Wriggle & Rhyme Sessions and we had four Venture Timaru Pop Up Activity Sessions, and we also took part in the Multicultural Aoraki Mini Festival and a GLAM (Galleries, Libraries, Archives and Museum) Careers Session. 42 people joined Skinny Jump from April to June. We ran 187 Adult programmes/events, consisting of Tuesday Social Group Sessions, Aoraki Heritage Weekly Drop-In Sessions, Digital Classes, Mend & Sew Workshops, Book Clubs, Enliven Day Centre Visits, Knit & Natter Sessions, Knitting & Crochet Sessions, Mahjong Sessions, Crochet Group Sessions, a Driver Theory Licensing & Relicensing Session, Te Reo Classes, a Pride Rainbow Book Club Session, a Pride Craft-a-Noon Session, a Pride LGBT+ 101 Session, a Worldwide Knit In Public Day Session, Class Visits, we presented to Book Clubs, we hosted a NZ Music Month Singalong, we had the Stepping Up Dora (Digital Assistance) bus visit Timaru, Pleasant Point, Temuka and Geraldine, we attended the Positive Ageing Expo, some Multicultural Aoraki Knitting Workshops and had a pop-up library at the Matariki Night Market and visited the Croft for ANZAC/Easter celebrations. There were 35 Justice of the Peace Sessions, 313 Housebound bags were delivered over the three months and 40 Books4U Adult bags were also made up and given out to customers. (131 other meetings, Book a Digital Librarian Sessions, not-for-profit community group gatherings, Free Financial Advice sessions, Meditation			Expected year end comments This annual target has been achieved, finishing more than 90% above the intended target. We are incredibly proud to see so many different people engaging with our libraries in meaningful ways. Whether they're attending programmes within our branches, participating in outreach events held throughout the community, or simply making use of our space for group meetings and gatherings, the high level of involvement speaks volumes. This broad and enthusiastic participation highlights the essential role our libraries play—not just as places to borrow books, but as dynamic community hubs that foster connection, promote lifelong learning, and celebrate cultural diversity. It's a powerful reminder of how deeply valued our services are, and how important they remain in the everyday lives of those we serve.		



	Group sessions, Death Cafe, Annual Plan and Water Reform Drop-In Sessions - not advertised or run by library staff - also took place in our facilities.)					
Libraries - Facilities meet legislative safety requirements	Q4 FY25	Yes	Facilities meet legislative safety requirements	Achieved		
	Current period comments All requirements are met			Expected year end comments All requirements are met		





Activity – Art Gallery

Activity Review for Art Gallery			
Activity Review for Art Gallery	Owner: Paul Cooper		The team have had a solid year and are looking forward to delivering uninterrupted service following work on strengthening the house and improvements to accessibility this year.
Quarterly Highlights for Art Gallery			
<p>Maania Tealei – Whakahōnore i tō tātou taonga tuku iho (Honouring Our Legacy)</p> <p>The exhibition had an outstanding opening, with over 220 attendees, marking it as the largest Friends of Aigantighe opening in 13 years. It was featured by Tahu News, and garnered national acclaim. The exhibition also attracted Australian attention, further solidifying its cultural significance. The exhibition has gained widespread recognition, with growing media interest across New Zealand. As a koha from Ngāi Tahu Rūnanga, the catalogue of the exhibition has been sent to other Indigenous nations overseas, fostering cross-cultural exchange and engagement.</p> <p>Creative Communities Grant:</p> <p>Maania Tealei was a recipient of the Creative Communities Grant from the Timaru District Council, which supported the creation of this impactful exhibition. This exhibition, focusing on Māori elders from the Waitaha/Canterbury region, features stunning photographic portraits and explores themes of Māori identity, cultural resilience, and heritage. The exhibition continues to resonate with both local and international audiences, contributing significantly to Aigantighe Art Gallery's reputation as a cultural hub.</p>			






Quarterly Issues for Art Gallery						
As with other quarters throughout FY 24/25, the gallery has had disruptions to service delivery due to necessary closures to facilitate ongoing works with the renovations and accessibility improvements. We are coming to the end of this project now with the lift installation, toilet renovation and resolution of minor technical issues with the Fire Suppression and HVAC systems which will improve safety, accessibility and overall experience for all visitors.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Visitors to Art Galleries	Q4 FY25	3,213	15000	14,038		
	Current period comments Total number of visitors for quarter 4 was 3,213, with April being less than expected due to necessary closure to allow for bathroom upgrades. The breakdown for each month is: April – 694 May – 1,312 June – 1,207			Expected year end comments The annual target for visitor numbers has not been met largely due to ongoing disruptions with closures to allow for renovations and upgrades throughout the FY. With these projects coming to a close the team is confident that this result can be improved on in 25/26.		
Online website searches and social media interactions - Art Gallery	Q4 FY25	1,353	2000	5,553		
	Current period comments The gallery team have had good engagement in quarter 4 through social media and the website due to more regular updates of information, and promotion of exhibitions and events.			Expected year end comments The quarter 4 result has further increased the annual result for this FY taking the total to 5,553. This is a great result for the team and has them well placed heading into 25/26 with an increased following particularly on social media.		









Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Community Programmes held on site and in the community - Art Gallery	Q4 FY25	4	24	25		
	Current period comments In quarter 4, the gallery team hosted a number of community programmes which included: School Holiday Activities (April 2025) During the school holidays, the gallery hosted an engaging Art Hunt for families. Participants explored the gallery to spot hidden pictures, with a chance to win a Colouring-In Prize Pack. Art Zone Pop-Up (23–24 April 2025) A collaborative pop-up art gallery featuring local artworks and creative activities for the community. in conjunction with Venture Timaru pop up shop space on Stafford Street was used during the easter school holidays. The pop-up gallery was set up in a temporary space; to engage school aged children and parents from the Timaru community in art. Timaru North Rotary Art Auction After a hiatus since 2019, this fundraising event featured 94 artworks donated by over 30 artists. Proceeds supported the Rotary Club's Art Scholarship, Artarama exhibition, and other youth-based arts initiatives in South Canterbury. GLAM Careers Day (23 June 2025) A careers day offering insights into the Galleries, Libraries, Archives, and Museums (GLAM) sector. Students participated in panel discussions with professionals from Timaru District Council staff from the GLAM institutions, learning about career opportunities in the cultural sector.			Expected year end comments The annual target has been met for 24/25.		









Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of Art Gallery exhibitions (including touring, regional and permanent art works)	Q4 FY25	7	15	19		
	Current period comments During this quarter the Aigantighe held 7 exhibitions 3 were exhibitions from the collection. 2 Art Auctions fundraisers, one touring show from Te papa and one South Canterbury Artist solo show. Domestic Reveries This exhibition features works by renowned artist Jacqueline Fahey, including Christine in the Pantry (1972–1973), alongside other pieces that explore themes of domestic life and personal reflection. Canon Queerness: (collection show) An exploration of queer identities and experiences, challenging norms and celebrating diversity. Timaru North Rotary Art Auction 2025 After a hiatus since 2019, this fundraising event featured 94 artworks donated by over 30 artists. Proceeds supported the Rotary Club's Art Scholarship, Artarama exhibition, and other youth-based arts initiatives in South Canterbury RSM Law Plunket Art Show 2025 This annual event, now in its 47th year, showcases contemporary New Zealand art across various mediums, including paintings, ceramics, glass, and sculpture. All proceeds support the Timaru branch of Whānau Āwhina Plunket . Āwhina Plunket. Robin White: Tuituia – Something is Happening Here (touring show from Te Papa) A touring exhibition from New Zealand's National Museum, showcasing iconic works by Robin White. This collection brings together her celebrated exploration of culture and identity, creating a compelling narrative of contemporary New Zealand life through the lens of her artistry.			Expected year end comments The annual target has been met with a busy last quarter for exhibitions.		







	Whakahōnore i tō tātou taonga tuku iho – Honouring Our Legacy Maania Tealei (South Canterbury Artist) This exhibition celebrates cultural heritage and legacy, with an emphasis on the Māori perspective. Maania Tealei's works draw from traditional Māori art forms, weaving a visual narrative that connects past and present while honouring the ancestral knowledge embedded in the art. AORAKI – Tangata Whenua (collection show) This exhibition explores the deep connection between the Aoraki region and its indigenous peoples. Through visual art, the exhibition highlights the cultural and spiritual significance of Aoraki/Mt. Cook to Ngāi Tahu and the wider Māori community, bringing a local perspective to a national treasure.					
Art Gallery - Facilities meet legislative safety requirements	Q4 FY25	Yes	Facilities meet legislative safety requirements	Achieved		
	Current period comments All requirements are met			Expected year end comments All requirements are met		
Art works conserved - Art Gallery	Q4 FY25	2	5	5		
	Current period comments 2 Artworks have completed being conserved (Rosemary Campbell; Colin Wheeler).			Expected year end comments The annual target has been met		

Activity – Recreational Facilities (CBay, District Pools & STEC)

Activity Review for Recreational Facilities						
Activity Review for Recreational Facilities	Owner: Paul Cooper		Improvements to systems has enabled better data capturing for users and access and smoother reporting processes. Summer pools opened in November. Numbers through CBay pool have been solid, however the numbers in the district pools have been down on previous years, largely due to poor weather over the school holidays. The LGA s.17A review of the pool's activity will assist decision makers in how to find the right balance between level of service and cost to the ratepayer. The team continue to perform well and deliver excellent service to the community.			
Quarterly Highlights for Recreational Facilities						
Record year for visitation and revenue at CBay overall. All key indicators achieved with exception of Temuka Pool visitors. CBay Fitness maintained high volume of members throughout year.						
Quarterly Issues for Recreational Facilities						
Finding staff in certain areas such as swim teaching and group fitness is becoming more challenging. Parking availability especially disability parking is an ongoing issue.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Visitors to CBay	Q4 FY25	88,190	300,000	342,435		
	Current period comments The quarter 4 result was the biggest for the FY			Expected year end comments The annual target has been exceeded by 14% which is a great result for the team,		
Visitors to Pleasant Point Community Pool	Q4 FY25	0	4,500	8,146		
	Current period comments The district pools are not operational in this quarter, so visitor numbers are not counted.			Expected year end comments The Pleasant Point pool had a great season despite the weather over summer and met its annual target.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Visitors to Geraldine Community Pool	Q4 FY25	0	11,500	12,842		
	Current period comments The district pools are not operational in this quarter, so visitor numbers are not counted.			Expected year end comments The Geraldine pool had a great season despite the weather over summer and met its annual target.		
Visitors to Temuka Community Pool	Q4 FY25	0	7,500	7,474		
	Current period comments The district pools are not operational in this quarter, so visitor numbers are not counted.			Expected year end comments The Temuka pool was just short of meeting its annual target due to the weather over summer.		
Aqua fitness classes participant numbers	Q4 FY25	2,442	10,000	12,322		
	Current period comments Participant numbers in aqua fitness classes were slightly lower in quarter 4 due to some classes falling on additional statutory holidays.			Expected year end comments Despite lower than usual numbers in quarter 4, the annual target has been met and exceeded by over 20%. This is due to the increasing popularity of the evening classes.		
Number of Aquatic Water Skills for Life (formerly swim for life) participants - water safety participant numbers	Q4 FY25	723	2,000	3,113		
	Current period comments The swim for life classes are continuing to be popular with classes consistently booked out.			Expected year end comments The annual target for this measure has been well exceeded with this class consistently fully booked and well supported by the community.		


Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of Aquatic learn to swim enrolments - participant numbers	Q4 FY25	690	2,800	2,812		
	Current period comments Despite recruitment challenges, the quarter 4 result has meant the annual target has just been met.			Expected year end comments The annual target has been met for this measure however looking toward FY 25/26 we will need to prioritise recruitment for this activity to maintain service delivery and meet this target.		
CBay Fitness Memberships	Q4 FY25	1,508	1,200	1,478.25		
	Current period comments The average membership number for quarter 4 was 1,508 which is consistent with the other 3 quarters and a great result for the team.			Expected year end comments The annual target has been well exceeded for fitness memberships for this FY with an average of 1,478 against a target of 1,200. This has the facility well placed with a strong membership base heading into 25/26.		
CBay Group Fitness class participants	Q4 FY25	14,122	57,600	57,722		
	Current period comments High participant numbers for group fitness classes have remained steady again through quarter 4.			Expected year end comments The annual target has been met for FY 24/25. This result is testament to the class instructors and variety of classes on offer to members with most classes at capacity during peak times.		
Swimming Pools - Facilities meet legislative safety requirements	Q4 FY25	Yes	Facilities meet legislative safety requirements	Achieved		
	Current period comments Legislative requirements are met			Expected year end comments Legislative requirements are met		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Aorangi Stadium - Facilities meet legislative safety requirements	Q4 FY25	Yes	Facilities meet legislative safety requirements	Achieved		
	Current period comments Legislative requirements are met			Expected year end comments Legislative requirements are met		
Bookings for special events (days per annum) - Aorangi Stadium	Q4 FY25	7	15	39		
	Current period comments The special event bookings during quarter 4 included SIDE, Pathways Expo, Samoan Society and Jump Jam.			Expected year end comments The annual target for special event bookings has been well exceeded this FY with a number of returning and new events utilising the facility.		
Bookings by sports clubs and groups (days per annum) - Aorangi Stadium	Q4 FY25	37	120	159		
	Current period comments Sports bookings through quarter 4 have remained steady with a number of all-day bookings for some secondary school and adult events.			Expected year end comments The annual target for FY 24/25 has been met.		

Activity – Parks


Activity Review for Parks						
Activity Review for Parks & Recreation, incl Forestry	Owner: Andrew Dixon	<div></div>	User satisfaction is below target partially due to adverse weather and closure of parks and sportsfields.			
Quarterly Highlights for Parks						
Bridges on Temuka walking trails were renewed						
Quarterly Issues for Parks						
High rainfall this quarter has created challenges for garden maintenance.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Parks and recreational open space hectares per 1,000 residents	Q4 FY25	13.01ha	13	13.01ha	<div></div>	<div>E</div>
	Current period comments On target			Expected year end comments On target		
Kilometres of off-road walking and biking tracks	Q4 FY25	93.00	90	93.00	<div></div>	<div>E</div>
	Current period comments No further additions and above target			Expected year end comments Above target		





Activity – Halls & Theatre Royal





Activity Review for Halls & Theatre Royal			
Activity Review for Halls, Theatre Royal	Owner: Andrew Dixon		There are no issues with the Halls and Theatre for this quarter. Usage is consistent.
Quarterly Highlights for Halls & Theatre Royal			
<p>Caroline Bay Community Centre (Caroline Bay Association Clubrooms & Community Lounge) reroof complete. Leaky decramastic metal tile roof replaced with corrugate iron. Colour changed from faux terracotta to "Grey Friars" in keeping with large number of buildings within the Bay Precinct and surrounding area.</p> <p>Electronic access control planned for West End Hall. This is due to the hall now readied as a CDEM centre as means to control access to essential TDC infrastructure. The lessee has also requested action due to continual unauthorised access and out of scheduled hours access by hall hirers. Work has been costed and awaiting building consent with planned completion by end of Q2 FY26</p>			
Quarterly Issues for Halls & Theatre Royal			
<p>Damage to the Caroline Bay Community Centre due to flooding resulting in an insurance claim for damage to the building. The tenant is also making their own claim relating to water damage to their contents.</p> <p>Structural strengthening of West End Hall practically complete. Civil Defence preparing for use of building as CDEM Centre. This additional purpose has highlighted the need for electronic access control in line with security similar to other TDC sites. This will also resolve issues & provide proper oversight of access.</p> <p>Geraldine Domain Pavilion & Pleasant Point Town Hall use very low.</p> <p>Temuka Stadium, Washdyke Stadium, Caroline Bay complex use still moderate - high.</p> <p>Caroline Bay Hall in need of exterior paint as weatherboard paint degradation evident. Awaiting Resource Consent confirmation of painting of buildings, reverting back to earlier white based colour schemes.</p> <p>Letters being drafted for the relevant committees of the Rural Halls as to their usage and expenditure. Pleasant Valley Hall have already reported back, and usage is quite healthy with weekly hires for regular groups and event hires averaging 1 per fortnight.</p>			



Roading and Footpaths



Activity – Roading and Footpaths



Activity Review for Roading and Footpaths			
Activity Review for Roading and Footpaths	Owner: Andrew Dixon		Technical targets were generally met but customer satisfaction ones have been more challenging. Positive improvement in road safety awareness.
Quarterly Highlights for Roading and Footpaths			
<p>The team has made significant progress this quarter across various road safety and infrastructure initiatives. We successfully reviewed and implemented the speed reversals required by the Speed Limit Setting Rules, with the primary impact for Timaru District Council being the requirement for time-variable speed limits around schools. Over the coming months, we will be updating and relocating signs as required by the new rule to ensure compliance and enhance safety in school zones.</p> <p>This construction season has been particularly busy, with several key projects completed or nearing completion, including the Barker Street Geraldine kerb and channel upgrade and the road rehabilitations on Port Loop Road, Winchester Hanging Rock, Beaconsfield, Temuka Waitohi Roads. Additionally, the widening of Earl Road is now complete, improving the full-length alternative connection between Temuka and Geraldine. This provides a safer, more reliable alternative route during flooding or other emergencies, with enhanced signage to improve safety when needed.</p> <p>Our contractors have been using MyWorksites, with positive results in terms of improved coordination and efficiency on-site. We are also excited to soon launch a publicly accessible map of all active worksites across various projects (roads, water, electrical, and other utilities) giving the community greater transparency on who is undertaking the work.</p> <p>On the road safety front, we've held several successful events, including two Driver Revivers in partnership with the Mackenzie District, an agricultural campaign at the South Island Field Days, and a Burt Munro fatigue stop in Geraldine. These events, along with numerous community talks, SADD engagement, and strengthened connections with emergency services and engineering teams, have all contributed to advancing the generational and systemic changes needed to improve road safety across the region.</p>			
Quarterly Issues for Roading and Footpaths			
<p>Unsealed roads have continued to present challenges this quarter, especially following the extremely wet weather in June, with rainfall reaching three times the usual amount for the month. This has led to a significant uptick in pothole complaints, which is expected given the weather conditions. While the team has been working to address these issues, it is important to note that the council is not funded to provide a pothole-free unsealed road network. Despite efforts to manage grading and routine maintenance, the sheer volume of complaints highlights the ongoing challenges of maintaining these roads during such weather extremes. Moving forward, managing expectations and aligning with available funding will be crucial in addressing these concerns.</p> <p>The heavy rainfall also affected the progress of planned works, including drainage and culvert projects, as the soggy conditions delayed excavation and site assessments.</p>			





Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Response to customer services requests (Mandatory) - Roading & Footpaths	Q4 FY25	106.13%	70.00%	93.91%		
	Current period comments Recent changes to the reporting system, including an automated link, have improved the accuracy of our customer request response time reporting. However, the report currently measures within a 10-day period, so the performance is actually better over 15 days.			Expected year end comments The target has been met		
Road condition - average quality of ride on sealed local road network percentage smooth travel exposure index	FY25	96.40%	92.00%	Achieved		
	Current period comments This KPI is partially measured and is based on road roughness surveys for 100% of the total sealed network having been completed in the last 2 years. The smooth travel exposure (STE) index is calculated from our road asset management system (RAMM). This is based on the roughness of the sealed roads and the vehicle kilometres travelled that is based on road traffic counts.			Expected year end comments The target has been met		







Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Resurfacing of road network (mandatory) - sealed network	Q4 FY25	-1.91%	6.00%	4.85%		
	Current period comments A total of 48 km of resurfacing was completed in 2024/25. An error in Q3 reporting overstated this figure. The chip seal resurfacing programme was reduced to align with available budgets and to accommodate the higher-cost asphalt renewal works in the port area. The average resurfacing cycle for chip sealed roads remains within industry norms for local roads.			Expected year end comments A total of 48 km of resurfacing was completed in 2024/25, with an earlier Q3 report overstating this figure. The chip seal programme was reduced to remain within budget and accommodate higher-cost asphalt renewals in the port area. The average resurfacing cycle for chipsealed roads remains consistent with industry norms for local roads. However, the ongoing deferral of chipseal resurfacing to prioritise aged asphalt renewals will require future consideration through asset management planning. Options include accepting a higher rate of surface defects in the longer term, increasing maintenance budgets, or increasing capital investment in future Long Term Plans. The current programme remains sustainable in the short to medium term.		
Number of bridges that allow Class 1 loading	FY25	98.76%	100.00%	Achieved		
	Current period comments There are four bridges on low volume roads that are currently weight restricted, and have been for some time, however there is no reduction in number of operational class 1 bridges.			Expected year end comments The annual target has been met.		



Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Rehabilitation of sealed road network - 1% rehabilitated annually	Q4 FY25	0.13%	1.00%	0.95%		
	Current period comments A total of 9.45 km of pavement rehabilitation was completed in the 2024/25 financial year, falling 490 metres short of the annual target. The shortfall was due to the inclusion of Port Loop Road in the programme, which required a deep asphalt pavement upgrade. This treatment is significantly more expensive than the granular rehabilitations typically carried out on rural roads, and as a result, reduced the total length of network able to be treated within the available budget. The impact on the overall network lifecycle is minor, and the remaining shortfall will be addressed in the upcoming construction season, with plans to focus on lower-cost rural sites.			Expected year end comments A total of 9.45 km of pavement rehabilitation was completed in 2024/25, falling 490 m short of target due to the inclusion of Port Loop Road, which required a higher-cost deep asphalt treatment. This reduced the length able to be delivered across lower-cost rural sites. The shortfall will be addressed through the 2025/26 programme, with trade-offs continuing to be made to manage the network within limited budgets. The target was not met.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Resident satisfaction with levels of service for maintenance and condition of sealed roads	FY25	42.25%	50.00%	42.25%		
	Current period comments <p>The target for resident satisfaction with the maintenance and condition of sealed roads was set at 50%, with the current result standing at 42.25%. While this is slightly below target, the transition to online survey completion this year has allowed for more candid feedback from a broader section of the community, as many residents no longer have landlines, which previously limited survey participation.</p> <p>Our results also show a clear distinction between satisfaction with local roads and state highways. Satisfaction with major local roads is higher, with an average score of 61.5%, reflecting positive feedback for local road maintenance. However, the overall result is skewed by the lower satisfaction with state highways, which has an average score of around 26%. While state highways fall outside our direct control, their condition significantly influences overall satisfaction.</p> <p>Given the current budget constraints, we will continue to maintain sealed roads at a level that meets essential community needs and advocate to NZTA, responsible for managing the state highway network, for improvements to the state highway network within our district.</p>			Expected year end comments <p>The annual target has not been met</p>		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Resident satisfaction with levels of service for maintenance and condition of unsealed roads	FY25	34.75%	40.00%	34.75%		
	Current period comments <p>The target for resident satisfaction with the maintenance and condition of unsealed roads was set at 40%, with the current result standing at 34.75%. While this is slightly below target, it is important to highlight that we consistently monitor and assess the condition of unsealed roads through regular inspections by staff using Roadroid and assessment tools, alongside NZTA's technical audits, all which confirm that our unsealed roads are in good condition overall.</p> <p>The gap in satisfaction is not necessarily reflective of our road management practices, but rather a broader community preference for sealed roads. Despite the high standards of maintenance and our proactive approach, some residents continue to expect sealed roads, which presents a challenge in meeting the service level expectations for unsealed road networks. Given the resource and funding limitations, achieving higher satisfaction in this area will remain a challenge, as sealing all roads would not be financially sustainable.</p> <p>We will continue to maintain the current standards for unsealed road management, focusing on balancing community expectations with the practicalities of the funding and road network we manage.</p>			Expected year end comments <p>The annual target has not been met</p>		




Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Road fatalities and serious injury crashes (Mandatory) - local roads	Q4 FY25	5	12	15		
	Current period comments There were five serious crashes in quarter 4.		Expected year end comments This gives a total of 15 Death and Serious Injury (DSI) crashes for the entire financial year and therefore the KPI is not met. Of the 15 DSI crashes, the human impact was 3 fatalities and 14 serious injuries. While the number of DSI crashes is higher for this financial year compared to 23/24, we have had one less fatality this year compared to the 4 people who lost their life on TDC local road in 23/24.			
Road safety awareness - % of residents aware of road safety programmes or advertisements	FY25	77.00%	60.00%	77.00%		
	Current period comments Target Achieved. Council's Road Safety Coordinators have an active role in the community running events, giving public talks and raising awareness of key topics. This is the highest annual result ever achieved for this KPI, reflecting the team's commitment to continuous improvement.		Expected year end comments The annual target has been met			







Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Resident satisfaction with the safety of the road network	FY25	58.00%	80.00%	58.00%		
	Current period comments 58% of residents were satisfied with the safety of the road network, and a further 15% were neither satisfied nor dissatisfied with the safety of the road network. This KPI is not met. Council Officers believe that the recent nationwide focus on speed limits is raising awareness that New Zealand's and Timaru District's roads are not all designed for high speed. We see this reflected in the increasing trend for requests for speed limit reductions from members of our community.			Expected year end comments The annual target has not been met		
Footpath condition (mandatory) - 75% of footpaths to be average or better condition	FY25	93.47%	75.00%	93.47%		
	Current period comments There are 383 kilometres of footpaths in the district of which 358km is assessed as in average condition or better.			Expected year end comments The annual target has been met		
Footpath network resurfaced (mandatory)	Q4 FY25	5.87%	4.00%	18.44%		
	Current period comments Target has been met			Expected year end comments The annual target has been met with 18.44% of the footpath network resurfaced in FY 24/25 against a target of 4%.		





Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Resident satisfaction that the provision of carparking meets their needs	FY25	66.25%	70.00%	66.25%		
	Current period comments <p>The target for resident satisfaction with the provision of car parking was set at 70%, with the current result standing at 66.25%. While we're close to the target, there is a perception that there are not enough parking spaces, particularly near popular shops. Despite this, we have a substantial amount of parking, including free all-day and free time-restricted spaces across the district, all within a short walk.</p> <p>An upcoming parking review and report to Council may help address some of the dissatisfaction by providing a more thorough analysis and potentially leading to solutions that align parking with community needs. However, it's important to note that parking should not be the primary focus of road space. The overall aim is to ensure the efficient movement of people, whether by car, foot, or bike. Balancing parking availability with the broader goal of accessible and sustainable transport options will remain a key consideration.</p>			Expected year end comments <p>The annual target has not been met</p>		

Stormwater

Activity – Stormwater




Activity Review for Stormwater						
Activity Review for Stormwater	Owner: Andrew Dixon			Report not submitted		
Quarterly Highlights for Stormwater						
Stormwater Improvement Contracts completed in Timaru, Temuka, Pleasant Point and Geraldine. Pumps were purchased for the for the upgrade of the Washdyke Stormwater Pump Station. Programme for FY26 capital delivery has been set in place.						
Quarterly Issues for Stormwater						
Timaru and Washdyke Network Discharge Consents are still being processed by ECAN, with indication given by the Regional Council that notification decisions could be issued soon. A hearing has been set for August 2025 on the objection to the duration condition for the Temuka and Pleasant Point consents.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of flooding events for rain events up to a 1 in 5 year return for residential zones (Mandatory)	Q4 FY25	3	0	6		
	Current period comments 3 rain events over Q4 resulted in flooding into private properties. 1 event in Early May was in excess of a 5 year return period in Temuka.			Expected year end comments Over the Course of FY24/25 the district experienced 4 rain events with a return period of 5 years. Recommendation is to continue maintenance programs to ensure functionality of assets and pursue upgrades using Climate Change factors in designing to provide flood resilience to both our infrastructure and community.		







Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of flooding events for rain events up to a 1 in 10 year return for commercial and industrial zones (Mandatory)	Q4 FY25	0	0	1		
	Current period comments No flood events in Q4			Expected year end comments 1 flood event impacting commercial/industrial properties in 2024/2025. Continue to maintain the existing network and upgrade the network when possible.		
Number of habitable floors affected by flooding events in the Timaru district (Mandatory)	Q4 FY25	0	0	0		
	Current period comments No habitable floors flooded in Q4			Expected year end comments No habitable floors were flooded in FY24/25. Council will continue to manage the construction of finished floor heights of new dwellings ensuring they are above a 200 year return period.		
Compliance with Resource consent conditions (Mandatory) - Stormwater	Q4 FY25	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Achieved		
	Current period comments No abatement notices, infringement notices, enforcement orders, convictions			Expected year end comments No abatement notices, infringement notices, enforcement orders, convictions during the year		



Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Median response times to attend a flooding event (Mandatory) - Less than one hour - Stormwater	Q4 FY25	32.00	<60	16.25		
	Current period comments Median Response time of 0.53 hours on Nuisance stormwater flooding events attended to in Quarter 4. These primarily involved road flooding. Traffic management was deployed to warn drivers.			Expected year end comments At end of year our Median response time was 0.68 hours on stormwater flooding calls. We will continue to maintain our response time targets for customer service.		
Total complaints received about performance of stormwater system (per 1000 connections)	Q4 FY25	1.10‰	10	1.80‰		
	Current period comments Customer Enquiries received on surface ponding on roadways and into gardens on private properties due to at capacity soakage systems. Also received further queries on failed stormwater laterals.			Expected year end comments Complaints received are above target percentages per 1000 connections. Continue maintenance and improvements to network to minimize complaints.		

Wastewater

Activity – Wastewater

Activity Review for Wastewater						
Activity Review for Wastewater	Owner: Andrew Dixon			Report not submitted		
Quarterly Highlights for Wastewater						
Significant progress has been made on H&S and process improvements at Aorangi Rd.						
Quarterly Issues for Wastewater						
While design is progressing for the wet well replacement at Aorangi, there is risk with ensuring there is sufficient internal resources to meet timeframes						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of dry weather overflows from the sewerage system (Mandatory) (per 1000 connections)	FY25	0.30‰	2.5‰	0.30‰		
	Current period comments Achieved - 2 sewer overflows from the reticulation due to blockages for the period.			Expected year end comments Achieved - 12 sewer overflows from the reticulation due to blockages for the year.		





Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Wastewater - Compliance with Resource consent conditions (Mandatory) - Number of abatement/ infringement notices, enforcement orders and convictions.	Q4 FY25	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Achieved		
	Current period comments No abatement notices, infringement notices, enforcement orders or convictions received			Expected year end comments No abatement notices, infringement notices, enforcement orders or convictions received		
Median attendance times (in hours) to sewage overflow faults in the network (Mandatory)	Q4 FY25	0.00	1	0.11		
	Current period comments No sewer overflows required a reactive response for the period.			Expected year end comments Achieved - There were 9 overflows for the period with a median attendance time of 0.1 Hours.		
Total complaints received about: 1) Sewage odour 2) Sewerage system faults 3) Sewerage system blockages 4) The TDC response to sewage/sewerage issues (Mandatory) - 14 or fewer per 1000 connections	Q4 FY25	1.64‰	13.99‰	6.93‰		
	Current period comments Well within target for quarter			Expected year end comments Well within target for the year		







Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Median resolution time (in hours) to sewage overflow faults in the network (Mandatory)	Q4 FY25	0.00	7.99	1.00		
	Current period comments 0 sewer overflows for the period requiring a reactive response.			Expected year end comments Achieved - 9 sewer overflows for the year requiring a reactive response with an average resolution time of 1 hour.		







Water Supply





Activity – Water Supply

Activity Review for Water Supply						
Activity Review for Water Supply	Owner: Andrew Dixon	<div></div>	Report not submitted			
Quarterly Highlights for Water Supply						
The strategic renewal along Evans St is nearing completion within budget. A Request for Information was issued for the Claremont renewal and upgrade. A Governance and Technical steering groups were established to increase oversight and transparency.						
Quarterly Issues for Water Supply						
A review is underway to improve resilience of chlorine dosing for Geraldine following ongoing system issues. This hasn't resulted in non-compliances.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Drinking Water Standards (Drinking Water Quality Assurance Rules 2022) T3 Treatment Rules 4.10.1 T3 Bacterial Rules (mandatory)	Q4 FY25	Yes	Bacterial compliance all 8 drinking water schemes	Achieved	<div></div>	<div>E</div>
Formerly Drinking Water Standards (Part 4 NZDWS) Bacterial Compliance						
	Current period comments			Expected year end comments		
	All treatment plants were compliant this quarter			Full compliance achieved		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Drinking Water Standards (Drinking Water Quality Assurance Rules 2022) T3 Treatment Rules 4.10.2 T3 Protozoal Rules (mandatory) Formerly Drinking Water Standards (Part 5 NZDWS) Protozoal Compliance	Q4 FY25	Yes	Protozoal compliance, all 8 drinking water schemes	Achieved		
	Current period comments All compliant for this financial year			Expected year end comments Treatment compliance was achieved for the year		
Percentage of real water loss from TDC's networked reticulation systems (Mandatory)	FY25	28%	26%	28%		
	Current period comments This measure is reported annually and compared to FY 23/24 the percentage of real water loss has not reduced.			Expected year end comments The combined average water loss for FY24/25 is 28%, which includes a 24% loss across urban schemes and 29% loss for rural schemes. The 23/24 result was a combined average of 27% so the % of water loss has not reduced.		


Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Median attendance time (in hours) for urgent callouts for urban water supply faults or unplanned interruptions in the network (Mandatory)	Q4 FY25	0.53	<1	0.56		
	Current period comments There were 35 urgent callouts for the urban water supplies for the quarter with a median response time of 0.5 hours.			Expected year end comments There were 166 urgent callouts for the urban water supplies for the year with a median response time of 0.5 hours.		
Median attendance time (in hours) for urgent callouts for rural water supply faults or unplanned interruptions in the network (Mandatory)	Q4 FY25	1.00	3.99	1.23		
	Current period comments TDC received 36 urgent callouts for the period in the rural schemes and those were attended within, on average, 1 hour.			Expected year end comments Achieved In total, TDC received 186 urgent callouts for the year in the rural schemes and those were attended within, on average, 1.2 hours.		
Median resolution time (in hours) for urgent callouts for urban water supply faults or unplanned interruptions in the network (Mandatory)	Q4 FY25	1.80	3.99	2.20		
	Current period comments There were 35 urgent callouts for the urban water supplies for the quarter with a median resolution time of 1.8 hours.			Expected year end comments There were 166 urgent callouts for the urban water supplies for the year with a median resolution time of 2.2 hours.		





Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Median resolution time (in hours) for urgent callouts for rural water supply faults or unplanned interruptions in the network (Mandatory)	Q4 FY25	3.70	7.99	3.85		
	Current period comments There were 36 urgent callouts for the rural water supplies for the quarter with a median resolution time of 3.7 hours.			Expected year end comments Achieved - In total, TDC received 36 urgent callouts for the period in the rural schemes and those were resolved within, on average, 3.7 hours.		
Median attendance and resolution time (in hours) for non-urgent callouts for urban and rural water supply faults or unplanned interruptions in the network (Mandatory)	Q4 FY25	11.60	Median time to be reported	10.00		
	Current period comments For the period there were 229 requests for water services of a non-urgent nature with a median response time of 11.6 hours and a resolution time of 14.8 hours.			Expected year end comments For the year there were 908 requests for water services of a non-urgent nature with a median response time of 11.6 hours and a resolution time of 14.8 hours.		
Total complaints received about drinking water (mandatory)	Q4 FY25	2.85%	26	13.77%		
	Current period comments Complaints remain within targets. Those received have been isolated and do not show a trend.			Expected year end comments Well within in target for the year		



Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Average consumption of drinking water per day per resident within the Timaru district (litres) (mandatory)	FY25	299.00	300	Achieved		
	Current period comments Annually reported indicator.		Expected year end comments On average, the consumption for Urban Schemes is 267 litres per person per day, while for Rural Schemes it is 454 litres per person per day. The information reported is slightly lower than the target overall - lower for urban but higher for rural. One contributing factor for the higher average consumption on Rural Schemes is the supply to each consumer is through restricted tank connections. It is quite challenging to accurately differentiate between water supplied for stock or for human consumption. As a result, this indicator has a high percentage of uncertainty. Therefore, it is recommended to remove this indicator from reporting at this level and instead, treat it as a technical indicator only.			
Water Supply - Compliance with Resource Consent conditions	Q4 FY25	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Achieved		
	Current period comments No abatement notices, infringement notices, enforcement orders, convictions		Expected year end comments No abatement notices, infringement notices, enforcement orders, convictions during the year			



Waste Management

Activity – Waste Management

Activity Review for Waste Management			
Activity Review for Waste Management	Owner: Andrew Dixon		<p>With central government changes to standardize waste streams this has negatively impacted Timaru District. The new government guidelines have increased both recycling and green waste products that now need to go into the red bin. This has increased recycling contamination, increased waste volumes above targets and reduced customer satisfaction. Education and bin auditing continue.</p> <p>We secured Government financial assistance of \$6M for the removal of the Peel Forest Landfill. Removal of this closed landfill material is underway.</p>
Quarterly Highlights for Waste Management			
<p>Following on from the awarding of the Peel Forest contract to Rooney's the first materials were removed from the Peel Forest Closed landfill and taken to Redruth on the 3rd June. Despite the very wet weather in June, very good progress has been made in removing the materials from the closed landfill and for the month of June 6321 tonnes were taken to Redruth.</p> <p>The annual WasteMINZ conference was held in Christchurch in June and this event attracts attendees and presenters from all parts of the waste and associated industries, both within NZ and from overseas. Many subjects were covered in the multiple sessions and workshops, including presentations from senior Ministry for the Environment staff. The issues that we face locally seem to be key issues throughout the country and these include contamination rates, what to do with damaged lithium/ion batteries, the future of the waste levy and a plea for more stewardship schemes mirroring the success of Tyrewise.</p>			
Quarterly Issues for Waste Management			
<p>The amount of recent rain has caused issues at Redruth Landfill. Several roads are underwater, and water is pooling in certain areas. This has meant that several on-site meetings involving the TDC, EnviroNZ and other contractors have had to be held to identify potential options to remove the water. The actions required will incur a cost that was not originally budgeted for but will be absorbed under operating costs. When water is pooling we undertake testing of the water and this has shown that there are some contaminants present in some of the pooling water, so we are restricted as to how this water can be disposed of.</p> <p>The amount of material that has been moved in June from Peel Forest has meant that we had a request to extend the current asbestos disposal cell earlier than would have otherwise occurred. This request has been approved, and this work is underway.</p>			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Waste Management - Compliance with Resource Consent conditions	Q4 FY25	Yes	No abatement notices, infringement notices, enforcement orders, convictions	Achieved		
	Current period comments There have been no abatement notices, enforcement notices or convictions notified in the reporting period			Expected year end comments We try and maintain a close working relationship with Ecan. We do have sites that have issues and Ecan have notified us of these, and our process is to work with Ecan to discuss and address the notified issues. Unfortunately, some resolutions will incur a significant cost to remediate.		
Kerbside refuse collection waste volumes (mandatory) - 130kg per resident	Q4 FY25	33.62‰	130	135.41‰		
	Current period comments The results continue the trend for the year. We are 5.41% over the target and just outside the 5% threshold. As noted above and in previous reports Timaru introduced the 3 bin system almost 20 years ago and extended this to a 4 bin system (glass) in 2021. Our diversion rates are excellent at approximately 70%. The red bin waste volumes have been negatively impacted by the Kerbside changes introduced nationally in 2024. Items that previously were able to go into the green (organics) bin were excluded from the green bin and are now required to be placed in the red bin.			Expected year end comments As noted, we are just outside the 5% tolerance (for a nearly achieved result) with 135.41 kgs per resident as opposed to the target of 130 kgs. We will continue to strive to meet the NZ Waste targets, by continuing our financial support for the educators and advocating for more product stewardship schemes to be considered for introduction.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Total waste received at Transfer stations and resource recovery parks	Q4 FY25	2,182.58	9,049.99	9,267.25		
	Current period comments We finished within 220 tonnes of our target - a result we are proud of. We are within 2.4% of the target.		Expected year end comments This goal aligns with the 2024-34 Long Term Plan and our ultimate target in 2034 is to have a max of 9050 tonnes of waste per year received at the Transfer Stations and Redruth. This is very challenging, because as we have detailed previously waste incorporates all materials entering the waste stream, whether they are diverted or not. And as we all know we are a nation of consumers, so to reduce the waste entering the waste system will be a challenge. As with other waste areas we are supporting a greater community understanding of the need to reuse and repair (prior to recycling) by utilising the Educators and also with the support for stewardship schemes, such as Tyrewise.			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Level of contamination of recycling (mandatory)	Q4 FY25	27.48%	9.99%	26.88%		
	Current period comments We are well off our target of 10% contamination, although we realistically knew we would never achieve this figure. The final result is similar to recent years and as we have advised on a number of occasions the TDC results also include materials from a number of different areas that are sorted at the Material Recovery Facility (MRF). To assess TDC only results at the MRF is a very expensive and time consuming exercise. As noted previously and in the Explanation/Recommendation above EnviroNZ are now undertaking 'on site' audits specifically for Timaru and we will use these figures going forward. This will provide a much fairer measure of the Timaru results, although it will still be slightly skewed as EnviroNZ often target streets/areas that have the highest contamination rates.			Expected year end comments The target has not been met, but as noted a new assessment method will be undertaken next year. In conjunction with these 'on site' audits EnviroNZ provide education and printed material to assist residents in understanding what can and can't go in their recycling bin.		

10 Consideration of Urgent Business Items

11 Consideration of Minor Nature Matters

12 Public Forum Items Requiring Consideration