



# AGENDA

## Development and Growth Committee Meeting Tuesday, 10 March 2026

**Date** Tuesday, 10 March 2026

**Time** 9:00 am

**Location** Council Chambers  
Timaru District Council  
King George Place  
Timaru

**File Reference** 1828431

## **Timaru District Council**

**Notice is hereby given that a meeting of the Development and Growth Committee will be held in the Council Chambers, Timaru District Council, King George Place, Timaru, on Tuesday 10 March 2026, at 9:00 am.**

### **Development and Growth Committee Members**

Scott Shannon (Chairperson), Cirs Peter Burt, Owen Jackson, Chris Thomas, Philip Harper and Mayor Nigel Bowen

Quorum – no less than 3 members

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

Committee members are reminded that if you have a pecuniary interest in any item on the agenda, then you 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 Apologies**
- 2 Identification of Items of Urgent Business**
- 3 Identification of Matters of a Minor Nature**
- 4 Declaration of Conflicts of Interest**

## **5 Confirmation of Minutes**

### **5.1 Minutes of the Development and Growth Committee Meeting held on 10 February 2026**

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

#### **Recommendation**

That the Minutes of the Development and Growth Committee Meeting held on 10 February 2026 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

#### **Attachments**

- 1. Minutes of the Development and Growth Committee Meeting held on 10 February 2026**



# MINUTES

## Development and Growth Committee Meeting Tuesday, 10 February 2026

Ref: 1828431

**Minutes of Timaru District Council  
Development and Growth Committee Meeting  
Held in the Council Chambers, Timaru District Council, King George Place, Timaru  
on Tuesday, 10 February 2026 at 9:00 am**

**Present:** Mayor Nigel Bowen, Clrs Scott Shannon (Chairperson), Peter Burt, Owen Jackson, Chris Thomas.

**In Attendance:** **Councillors:** Clrs Michelle Pye, Stacey Scott.

**Community Board Members:** Kathy Campbell (Temuka), Leanne Fifield (Pleasant Point), Shane Minnear (Geraldine)

**Officers:** Paul Cooper (General Manager Regulatory), Nigel Trainor (Chief Executive), Stephen Doran (General Manager Corporate), Andrea Rankin (Chief Financial Officer), Andrew Dixon (General Manager Assets and Infrastructure), Elliot Higbee (Legal Services Manager), Claire Copeland (Executive Assistant Regulatory and Land Transport – *Minutes*), Steph Forde (Corporate and Strategic Planner), Maddison Gourlay (Marketing and Communications Advisor), Meghan Taylor (Acting Democracy Services Lead).

**Public:** Nigel Davenport (Venture Timaru).

## 1 Apologies

### 1.1 Apologies received

#### Resolution 2026/1

Moved: Clr Scott Shannon

Seconded: Mayor Nigel Bowen

That the apology of Clr Philip Harper be received and accepted.

**Carried**

## 2 Identification of Items of Urgent Business

No items of urgent business were received.

## 3 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

## 4 Declaration of Conflicts of Interest

No conflicts of interest were declared.

## **5 Reports**

### **5.1 Election of Deputy Chairperson**

The General Manager Corporate, spoke to the process of electing a deputy chairperson using System A or System B as outlined in the agenda.

The Chairperson called for nominations for the deputy chairperson. Mayor Nigel Bowen nominated Clr Peter Burt, no other nominations were received, Clr Burt accepted the nomination.

#### **Resolution 2026/2**

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

1. That the Development and Growth Committee used System A, due to receiving only one nomination.

Pursuant to clause 25(4) schedule 7 of the Local Government Act 2002 to elect one of its members as its deputy chairperson.

2. The Development and Growth Committee elected Clr Peter Burt as the deputy chairperson to this committee.

**Carried**

### **5.2 Finalisation of Development and Growth Committee Terms of Reference**

The Legal Services Manager spoke to the report to facilitate discussion and finalise the Development and Growth Committee's (DGC) Terms of Reference (ToR) and general decision making powers with endorsement for presentation to Council on 24 February 2026.

Members were advised that all committees had been asked to consider the new Terms of Reference adopted by Council in November 2025, including the powers and delegations applicable under the newly established committee structure.

The Legal Services Manager outlined concerns with Recommendation 3 as currently drafted, which proposed that Council adopt the final Terms of Reference at its meeting on 24 February 2026. Two issues were identified:

1. The Committee had not previously discussed the proposed final Terms of Reference, and Recommendation 3 unnecessarily constrained the ability to collate and incorporate feedback from elected members and other committees. It was noted that the Terms of Reference relate to internal procedural governance matters, which are discussed publicly by Council prior to adoption.
2. The draft agenda for the 24 February 2026 Council meeting was already in preparation, with officers prioritising other matters. It was considered that compressing the feedback and revision process to meet this agenda run could result in an inferior outcome.

In response, the Legal Services Manager recommended replacing Recommendation 3 with a revised approach, noting that officers intend to table the proposed final Terms of Reference at the

24 February 2026 Council meeting for further consideration, with finalisation proposed for the following month.

The Committee also considered proposed amendments to item 10 – General decision-making powers of the committees, as follows:

- Clause 10.8.1: It was proposed that the wording “if requested” be removed from the end of the clause.
- Clause 10.8.2: It was proposed that the Mayor be included in the consultation requirements for approving submissions, so that the clause would read “in consultation with the relevant committee chair, deputy chair, and the Mayor prior to lodging the submission”. It was noted that the level of comfort with this amendment should be considered by full Council when the draft Terms of Reference are tabled at the Council meeting on 24 February 2026.
- Clause 10.13: Clarification was sought on this provision. The Legal Services Manager explained that it originated from a committee structure where meetings were staggered over longer periods, allowing another committee to make urgent decisions on behalf of a committee unable to meet. It was noted that Timaru District Council committees are held on the same day, which may render this clause redundant. Officers indicated they would seek to remove this clause, subject to approval.

The Committee provided feedback on the proposed approach and amendments and noted that further consideration and finalisation would occur at the Council level.

### **Resolution 2026/3**

Moved: Clr Peter Burt

Seconded: Clr Chris Thomas

That the Development and Growth Committee:

1. Receives the report; and
2. Discusses the proposed Terms of Reference and general decision making powers, and provides feedback to officers on any amendments; and
3. Notes Officers intend to table the proposed final Terms of Reference at the 24 February 2026 Council meeting for further consideration, and finalisation the following month.

**Carried**

### **5.3 Development and Growth Committee Priorities and Work Programme**

The Legal Services Manager spoke to this report to facilitate discussion with, and seek endorsement from, the Development and Growth Committee (DGC) on the proposed priorities detailed in paragraph 19, and associated work programme detailed in Attachment 1 of the agenda.

The Legal Services Manager advised that a proposed amendment to the wording in the report at page 15, paragraph 14, relating to the phrase “*or impairment*”, should be

disregarded for the purposes of this paper. It was clarified that the intent of the discussion was not to introduce an accounting definition, but rather to highlight the need to broaden how growth-related infrastructure costs are considered.

In relation to page 15, paragraphs 14 and 15, officers clarified the use of the term “*conservatively*”, noting that the supporting footnotes had fallen away from the published paper. The conservatism referenced was based on ‘2015 Productivity Commission’ data relating to the cost of additional dwellings on council infrastructure. It was noted that this data included privately owned electricity infrastructure and excluded community assets. Officers further advised that since 2015 there has been a significant increase in consumer price inflation for council infrastructure, estimated at approximately 60%, meaning the figures referenced are likely understated.

The Committee sought assurance regarding Council’s internal capacity to deliver the significant programme of work outlined in the report. Officers advised that the programme will be incrementally reviewed, including ongoing consideration of resourcing requirements. It was noted that a key objective is to align the programme as closely as possible with work already required for water services reform, to achieve efficiencies across both workstreams. While the water investment programme is a priority, it was acknowledged that the programme as a whole is ambitious.

Officers outlined how the programme aligns with Annual Plan and Long Term Plan (LTP) processes, noting that the papers are intended to be coherent and interrelated across Council activities. It was emphasised that asset management planning is a critical foundation for this work and will underpin Council’s broader corporate planning processes.

The Committee noted that a key early deliverable is the information disclosure required by 30 June 2026, including the presentation of growth-related cost structures for the Commerce Commission review under new regulatory standards.

It was further noted that delivery of the programme is considered critical to the success of the proposed water entity, which is subject to a decision of council by 31 March 2026. The programme includes costs associated with establishing a Council-Controlled Organisation (CCO), and it was noted that the future ‘Statement of Intent’ will need to reflect and provide for this work.

In relation to regional spatial planning, officers advised that a separate paper later on the agenda would initiate those discussions. It was noted that councils will have approximately 15 months to prepare a regional spatial plan for notification following legislative changes. Officers suggested that asset management planning would be an appropriate starting point to ensure readiness and fitness for purpose. A further paper to Council is pending, which will outline key delivery requirements, including terms of reference and resourcing. The Committee noted that spatial planning is a critical component of the programme due to the interconnected nature of the Government’s reform agenda.

#### **Resolution 2026/4**

Moved: Clr Scott Shannon

Seconded: Clr Peter Burt

That the Development and Growth Committee:

1. Receive the report; and
2. Endorse the proposed priorities as detailed in paragraph 19; and
3. Endorse the proposed work programme as detailed in Attachment 1.

**Carried**

#### **5.4 Actions Register Update**

The purpose of this report is to provide the Development and Growth Committee with an update on the status of the action requests raised by Councillors at previous Committee meetings.

The item on the action register has been transferred from the now dissolved Environmental Services Committee.

#### **Resolution 2026/5**

Moved: Mayor Nigel Bowen

Seconded: Cllr Peter Burt

That the Development and Growth Committee receives and notes the updates to the Actions Register.

**Carried**

#### **5.5 Resource Management Act and Development Levy Reforms Update**

The Planning Manager spoke to the report to provide the Development and Growth Committee with an update on the current Resource Management Act reform and the consultation occurring in relation to the discussion document titled, *Supporting Growth Through a Development Levies System*.

Officers provided a verbal update on the current Resource Management Act reform programme, noting that the process is now in Phase 3 with the Planning Bill and Natural Environment Bill before Select Committee. Recent national direction changes were noted as confirming a significant period of reform.

Members discussed recent legislative changes, including provisions for detached minor residential units, and noted practical implementation issues arising from misalignment between the Building Act and RMA frameworks. It was also noted that recent national policy statement changes largely align with Council's existing district plan approach and have limited local impact.

The Committee discussed the proposed development levy system and the implications of transitioning from financial contributions. Discussion focused on the principle of "growth paying for growth" and the need for Asset Management Plans to clearly identify renewal, level of service, and growth components. Officers advised that the proposed levy system would allow for a more aggregated, network-wide approach to funding growth infrastructure, reducing reliance on site-specific effects assessments.

Members queried how development levies would apply where development connects to existing infrastructure. Officers advised that current analysis indicates sufficient network capacity and no identified growth component, meaning no levy would currently apply. Legal advice noted that the

proposed system represents a shift from effects-based assessments to allocating infrastructure costs across additional demand within a network.

The Committee discussed developer agreements, cost recovery mechanisms for early developers, and the treatment of vested assets. Members also noted the importance of avoiding unintended consequences such as a rush of applications ahead of levy implementation.

The Committee emphasised the need for integrated planning across land use, infrastructure, water services, and open space provision, and acknowledged the long-term influence of regional spatial planning while noting the need for flexibility.

The Committee noted that further detail will be provided through national direction and future legislation, and that Council will continue to monitor and respond as reforms progress.

### **Resolution 2026/6**

Moved: Mayor Nigel Bowen

Seconded: Cllr Peter Burt

That the Development and Growth Committee receive and note the Resource Management Act and Development Levy Reforms Update Report.

**Carried**

## **5.6 Environmental Scan Update**

The Corporate and Strategic Planner spoke to the report regarding the Environmental Scan work being undertaken by Officers, using the consultancy firm Rationale, and to discuss the proposed all Elected Member and Senior Leader workshop on 3 March 2026.

The Corporate and Strategic Planner advised that the Environmental Scan provides critical context for the development of the Long Term Plan (LTP). It examines the operating environment to inform decision-making around resourcing, service delivery, and what is achievable for the district. Although the work commenced prior to the announcement of reform, it aligns well with current reform processes and complements related work already discussed, including housing, business and infrastructure options analysis, and financing structures.

The Environmental Scan will assist with identifying gaps in current information and capability, and with understanding future service delivery and monitoring requirements. This is particularly relevant given anticipated increased oversight under the new system, potentially including Commerce Commission monitoring.

It was noted that a workshop with all Elected Members and SLT has been scheduled and is proposed through this report. The workshop will focus initially on identifying and agreeing the core problem statements facing Council, requiring an open and honest discussion. The second part of the workshop will develop a logic map outlining pathways forward, which will help inform the review of Council's strategic objectives and vision as part of Long Term Plan (LTP) development.

The Legal Services Manager explained why the paper is being considered by the Development and Growth Committee. This committee is seen as having a fact-finding and interrogative role, focused on understanding the current state and undertaking an initial gap analysis. This work will then

inform the Strategic Planning Committee, which will focus on integrating the various components of Council's operating environment.

It was acknowledged that while Council is a complex organisation internally, its core public purpose is straightforward: responding to community needs for infrastructure and services. The Environmental Scan is intended to provide a clear understanding of community needs and the operating environment before strategic decisions on service delivery are made.

### **Resolution 2026/7**

Moved: Mayor Nigel Bowen

Seconded: Cllr Chris Thomas

That the Development and Growth Committee receives and notes the Environmental Scan Update report.

**Carried**

## **5.7 Council's Current State for Asset Management**

The Corporate and Strategic Planner spoke to the report to set out the Council's current state of Asset Management (AM), provide officer's initial assessment of the organisations ability to sufficiently evidence Long Term Planning (LTP) requirements, and respond to the proposed and in-train legislative changes, particularly in light of water and development levy reforms.

To seek endorsement from the Committee to prioritise the gap analysis of Water Supply and Wastewater Asset Management Plans (AMP) to support the establishment of the Water Organisation and associated interdependent workstreams.

It was noted that Council needs to take a structured and analytical approach to understanding its asset management maturity. This approach must be methodical and integrated with other key workstreams, including long term planning, development levies and spatial planning.

A clear understanding of Council's assets is fundamental to meeting legislative obligations and responding coherently to reform. This includes understanding what assets exist, the services they provide, their condition and performance, and the costs associated with them.

The challenges identified are consistent with issues faced across the local government sector nationally and are not a reflection on current or previous officers or elected members. Nevertheless, Council must improve its understanding of its assets to meet obligations to both current and future communities.

Regarding Asset Management Frameworks was confirmed that:

- ISO 55000 is the international standard for asset management.
- The International Infrastructure Management Manual (IIMM) is a key sector reference document.
- Additional guidance and best-practice resources are available through sector organisations. These frameworks provide established methodologies to assess current maturity and guide improvement.

The current state and gap analysis see water supply and wastewater were identified as the highest priorities due to legislative reform timeframes and the establishment of the Water Organisation.

Across other asset-owning activities, it was noted that:

- Information exists in varying degrees and formats.
- Some activities hold good condition data (for example, recent pool assessments), but this does not necessarily constitute a full AMP.
- Existing data may require review to confirm current condition and maintenance needs.

A high-level gap analysis across all asset-owning activities will identify what information is currently held, where gaps exist, and enable strategic prioritisation of time, funding and staff resources. In some cases, the gap may relate to consolidation and alignment of existing data rather than data absence.

It was confirmed that there are no unbudgeted financial implications associated with Stage One of the work (the initial gap analysis). This stage will inform a future work programme.

It was acknowledged that asset management improvement, reform readiness and Long Term Plan (LTP) preparation will require multiple workstreams to proceed in parallel, with careful sequencing and integration to make best use of available resources.

Trade-off decisions will be required through the LTP process, particularly in the context of potential rates capping. Robust asset information is essential to support budget development and decision-making.

The initial gap analysis is to return to the Development and Growth Committee in April. This report will:

- Prioritise water and wastewater.
- Identify gaps across other asset-owning activities.
- Outline indicative timeframes to improve asset management maturity.

Some gaps are expected to remain through the LTP, however the work will provide sufficient direction to inform planning and investment decisions. It was noted that Council currently has asset management capability across a few units. Aligning these resources and progressing the work collectively will be important.

Reference was made to adjacent demand and capacity work for industrial land. It was noted that a paper is scheduled for 10 March 2026 to set the scope for a development capacity assessment for industrial land, which will be informed through committee consideration.

### **Resolution 2026/8**

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

That the Development and Growth Committee:

1. Receive the Council's Current State for Asset Management report; and

2. Directs that a gap analysis of the Water Supply and Wastewater Asset Management Plans are undertaken, assessing what changes need to occur for these Plans to report the establishment of a joint Water Organisation, including development levies, and to deliver on the district's aspirations for growth; and
2. Directs that a high-level gap analysis of Asset Management Plans of Council's other asset owning activities is undertaken to identify priority areas for development

**Carried**

## **5.8 Spatial Planning Status Update**

The Planning Manager and Legal Services Manager spoke to this report to provide the Committee with an update on Spatial Plans and an initial starting point for discussion on the inputs Timaru District Council will need to provide to this process.

Spatial planning was noted as becoming a central component of the future planning framework for councils. The Committee acknowledged that work in this area is already underway at a regional level, with councils entering the process from differing starting points.

It was noted that Timaru District Council's previous growth management strategy (adopted in 2018) did not explicitly identify spatial growth areas. While the District Plan Review has identified future development areas, further work will be required to support these through a formal spatial planning exercise.

Members were advised of the transition from the current RMA framework to the proposed new system, including the introduction of regional spatial plans as higher-order documents. These plans will be informed by national direction, developed at a regional level, and given effect through land use and environmental plans. Consistency of data, methodologies, and assumptions across councils was identified as critical, particularly as all councils will be contributing to the same regional process.

The Committee discussed the significant resourcing implications of spatial planning. It was acknowledged that while some existing staff resources could contribute, the work would require input across the organisation, including infrastructure and asset management teams, and would likely exceed current in-house capability. The need for specialist expertise, technical assessments (including hazard and economic analysis), and coordinated data inputs was highlighted.

The potential role of external expertise was discussed, including whether the work should be externally led with council input, or whether additional internal capability should be developed. It was noted that similar initiatives, such as the Greater Christchurch Partnership, may provide useful lessons on governance, resourcing, and early establishment requirements.

The relationship between the spatial plan and the District Plan was clarified, with the District Plan expected to remain operative for several years during the transition period. It was noted that learnings, zoning outcomes, and consulted provisions from the District Plan Review may be able to be carried forward into the new framework where appropriate.

Concerns were raised regarding the pace and structure of the reform process, particularly the absence of clear templates or benchmarks for councils, and the risk of inconsistent approaches if

each district proceeds independently. There was general agreement on the importance of a coordinated regional approach to ensure consistency, efficiency, and equitable outcomes.

The Committee noted indications from central government that the spatial planning framework may be a lighter version than originally anticipated, although further detail is awaited.

The importance of collaboration with other councils, regional agencies, and partner organisations was emphasised. Opportunities for shared resourcing, aligned methodologies, and sub-regional approaches (particularly for smaller and predominantly urban councils) were identified as areas for further discussion. The potential role of Venture Timaru in supporting specialist input and facilitation was also acknowledged.

The link between spatial planning and asset management planning was discussed. It was noted that spatial planning decisions will have direct infrastructure and financial implications, and that asset management plans will play a key role in identifying cost-effective and affordable growth locations, informing development contributions, and managing long-term community impacts.

Members also noted the scale of the region and the competitive context between districts for development. The importance of positioning Timaru District effectively within the regional spatial plan, while supporting regional outcomes, was emphasised.

#### Key Points Noted:

- Spatial planning will be a foundational element of the future planning system and will significantly influence land use, infrastructure, and growth decisions.
- The process will be resource-intensive and is likely to require a combination of internal input and external expertise.
- Consistency of data, methodology, and approach across councils will be critical to the success of the regional spatial plan.
- Asset management planning will be integral to informing spatial planning decisions and understanding cost implications.
- Further clarity is required from central government on the scope and expectations of the spatial planning framework.

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

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

That the Development and Growth Committee receives and notes the Spatial Planning Status Update report.

**Carried**

#### **6 Consideration of Urgent Business Items**

There were no considerations of urgent business

**7 Consideration of Minor Nature Matters**

There were not considerations of a minor nature

**The meeting closed at 10.38am**

.....  
**Clr Scott Shannon**  
**Chairperson**

## 6 Reports

### 6.1 Actions Register Update

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

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

#### Recommendation

That the Development and Growth Committee receives and notes the updates to the Actions Register.

#### Purpose of Report

- 1 The purpose of this report is to provide the Development and Growth Committee with an update on the status of the action requests raised by Councillors at previous Committee 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 Development and Growth Committee on the progress of each item.
- 4 There are currently two items on the actions register.
- 5 No items are marked as ongoing.
- 6 One item is marked as completed and is 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. **Development and Growth Committee Actions Required** [↓](#) 

**Information Requested from Councillors (Development and Growth Committee)**

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

<b>Information Requested</b>	Climate change report correlation of numbers		
<b>Date Raised:</b>	19 August 2025	<b>Status:</b>	Complete
<b>Issue Owner</b>	Climate Change Adaptation Lead	<b>Completed Date:</b>	November 2025
<p><b>Background:</b> Further clarification is sought on the correlation between the numbers provided in the report which is based on the waste that goes across the weigh bridge, and the amount of carbon credits we pay.</p> <p><b>Update:</b> The difference between the figures in the Toitū Carbon Inventory report, the Ministry for the Environment’s emissions factors, and the Council’s carbon credit obligations arises from the way each dataset is expressed. Waste crossing the Redruth Landfill weighbridge is measured in tonnes of material disposed, which is then converted into expected tonnes of CO<sub>2</sub> equivalent (tCO<sub>2</sub>e) using Ministry for the Environment emissions factors.</p> <p>However, under the New Zealand Emissions Trading Scheme (ETS), carbon credits from landfills are not paid on the total tCO<sub>2</sub>e. Instead, they are based specifically on the tonnes of methane expected to be produced as waste decomposes in landfill, because methane’s warming impact is recognised differently in the Emissions Trading Scheme (ETS) framework (it is higher than similar weight of CO<sub>2</sub>). As a result, the number of carbon credits that council is required to surrender to the Environmental Protection Authority is calculated using a methane-specific factor applied to the input tonnes of waste, not the broader tonnes of CO<sub>2</sub>e conversion used in Toitū reporting. While the reporting shows waste emissions in a common unit (tCO<sub>2</sub>e), our TDC Landfill financial liability is linked directly to the methane component. Furthermore, the landfill’s gas flare system reduces this liability by burning most of the methane as it is released, converting it into the less global-warming power of carbon dioxide.</p> <p>This is why the numbers in the Toitū carbon emissions report and the number of carbon credits we are required to purchase do not align one-for-one, even though they stem from the same underlying weighed waste stream.</p> <p><b>24 November 2025: This action was moved from the previous Environmental Services Committee Action Register to the Development and Growth Committee Action Register</b></p>			

<b>Information Requested</b>	Climate Change Priorities		
<b>Date Raised:</b>	19 August 2025	<b>Status:</b>	Complete
<b>Issue Owner</b>	Climate Change Adaptation Lead	<b>Completed Date:</b>	10.03.2026

#1808476

**Background:** Review the draft climate change report, reflect on those priorities and report on the progress that has been made.

**24 November 2025:** This action was moved from the previous Environmental Services Committee Action Register to the Development and Growth Committee Action Register

**February 2026 Update:** Due to unforeseen circumstances this report has been suspended until the next meeting.

**March 2026 Update:** This report is included in the 10 March 2026 Committee agenda. This item is complete and can be closed.

#1808476

## 6.2 Climate Change Mitigation and Adaptation Priorities - 2026/2027

**Author:** Troy Titheridge, Climate Change Advisor  
**Authoriser:** Paul Cooper, General Manager Regulatory

### Recommendation

That the Development and Growth Committee receive and endorse the Climate Change Mitigation and Adaptation Priorities 2026/2027.

### Purpose of Report

- 1 The purpose of this report is to provide a clear mandate for climate considerations to be integrated into business-as-usual decision-making across Council's varied functions in order for Council to adapt to climate warming and reduce greenhouse gas emissions.

### Assessment of Significance

- 2 This matter is considered to of low significance in terms of the Timaru District Council Significance and Engagement Policy, as the Climate Change Mitigation and Adaptation Priorities (CCMAP) are consistent with the 2024-34 Long Term Plan.

### Background

- 3 On 8 October 2024, the previous Environmental Services Committee adopted the first Climate Change Mitigation and Adaptation Plan as a working draft. This document leveraged off the Timaru District Climate Strategy (2023).
- 4 The priorities detailed in the 2024 document primarily related to reducing emissions from Council's core business operations, and to embedding climate awareness as "business as usual" within existing budgets.
- 5 Since the adoption of the Climate Change Mitigation and Adaptation Plan in October 2024, a number of initiatives have been implemented and/or are currently underway. These are outlined in **Attachment 1: Overview - Climate Change Mitigation and Adaptation Priorities - 2026**

### Discussion

- 6 At a regional and national level, climate change response continues to evolve in response to emerging risks and recent events. The Canterbury Climate Partnership Plan has progressed a range of collaborative projects that align closely with CCMAP 2026/27 particularly in relation to emissions reduction, resilience, and coordinated planning.
- 7 At the same time, severe weather events in other parts of New Zealand, including recent flooding and storm impacts in areas such as Pāpāmoa and Mount Maunganui, have highlighted the increasing human, social, and economic consequences of climate-related hazards, including loss of life. These events reinforce the importance of maintaining a proactive, coordinated, and adaptive approach to managing climate risks.
- 8 The CCMAP (2026) now leverages the 2024 working document, highlights the progress achieved to date, and identifies areas where further action or refinement is required to

support local adaptation and mitigation. Funding for individual initiatives will be sought through the upcoming Long-Term Plan and Annual Plan budget setting activities and may be adopted in response to funding availability, emerging risks, and community needs.

- 9 The CCMAP also demonstrates the alignment between Council's response to climate change and complementary regional initiatives such as the Canterbury Climate Partnership Plan, with the opportunity to pursue external funding and partnership opportunities where appropriate.
- 10 There are several practical "low-hanging fruit" opportunities that can be progressed in the short to medium term to deliver both emissions reductions and operational savings. These include initiatives such as:
  - The procurement of electric vehicles within the Council fleet in order to reduce fuel and maintenance costs over time.
  - And the installation of solar photovoltaic systems at suitable Council to lower electricity costs, reduce exposure to future energy price increases, and strengthen energy resilience.
- 11 Progressing these types of initiatives will support early momentum, build organisational confidence, and demonstrate the financial and environmental benefits of sustained climate action.
- 12 The attached document provides an overview of proposed actions and progress to date. Officers recommended that Council renew the mandate to embed climate responsiveness more systematically across Council operations over the coming year and into the 2027 Long-Term Plan.

### Options and Preferred Option

- 13 **Option 1 (Preferred).** The Development and Growth Committee endorse the CCMAP 2026/2027. This would enable Council to continue initiatives already underway and to further prioritise identified actions within available resources. It would also demonstrate a practical commitment to align with regional climate frameworks, such as the Canterbury Climate Partnership Plan. Endorsement will inform future Annual Plan and Long-Term Plan funding proposals.
- 14 **Option 2.** The Development and Growth Committee does not endorse the CCMAP 2026/2027. This option is not preferred as this could slow momentum on initiatives already underway and risk climate awareness being deprioritised in business-as-usual operations and the LTP. Without endorsement, Climate Change officers would lack a clear direction on immediate priorities to influence cross-Council emissions reduction activity and may miss opportunities to align with regional and national climate objectives, potentially affecting credibility in collaborative efforts. Deferring action may also result in higher long-term costs as adaptation and mitigation measures are delayed, leaving the Council to respond reactively as climate-related risks develop into live issues e.g. climate and weather events disrupting our local food production and manufacturing economy, and/or causing damage to people or property, or disruption to our transport network.

### Consultation

- 15 The CCMAP 2026/2027 was circulated to Aoraki Environmental Consultancy (AECL) for information, and no concerns were expressed.

### Relevant Legislation, Council Policy and Plans

- 16 *Timaru District Council Climate Change Response Policy* - Sets out a framework for the Council to adapt to and mitigate climate change within its operations. It commits the Council to reducing greenhouse gas emissions wherever feasible, leading and supporting mitigation and adaptation projects with partners, including Te Tiriti partners, and responding to communities most vulnerable to climate change.
- 17 *Canterbury Climate Partnership Plan* - Provides TDC with a regional framework and collaborative platform to guide its emission reduction and climate planning, ensuring local actions align with broader Canterbury goals.
- 18 *Climate Change Response Act 2002 and Climate Change Response (Zero Carbon) Amendment Act 2019* - Provide the legal framework for reducing greenhouse gas emissions, setting national carbon budgets and long-term net-zero targets, and establishing mechanisms like the Emissions Trading Scheme and the Climate Change Commission.
- 19 *New Zealand's Second Emissions Reduction Plan (ERP2) (2026-2030)* - Provides national direction for emissions reduction, including expectations for local government, to inform Council planning and alignment.

### Financial and Funding Implications

**Amount Requested:** \$0 (within existing staff budget)

**Capital Expenditure:** \$0 (projects would be directed to LTP)

**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

- 20 No funding implications are anticipated or associated with this report as the actions and initiatives proposed are limited to initial scoping and feasibility ahead of LTP funding requests. Each request would be supported by a business case to demonstrate justification (benefits, costs, risks and deliverability).
- 21 Long-Term Plan funding allocations will influence what emissions reduction projects will be enacted. For example, solar panel installations on Council facilities which require a capital investment.

### Other Considerations

- 22 Nil

### Attachments

1. **Overview - Climate Change Mitigation and Adaptation Priorities - 2026** [↓](#) 

## Timaru District Council's Climate Change Mitigation and Adaptation Priorities - Overview (as at March 2026)



Timaru District Council's Climate Change Mitigation and Adaptation Priorities (CCMAP) 2026 - 2027 is a working document which sets out the practical actions Council should take to reduce greenhouse gas emissions and prepare for the impacts of a changing climate. It reflects both national direction and local priorities, guiding the integration of climate response into Council's day-to-day operations and planning.

This document aims to align with New Zealand's commitments under the Climate Change Response Act 2002 (and its 2019 Amendment), including national targets for a 2030 gross emissions reduction and achieving net zero emissions by 2050. It also reflects the intent of the Government's National Emissions Reduction Plan (2022) and the emerging National Adaptation Framework (2025). Council's approach follows guidance from the Office of the Auditor-General, which encourages local authorities to embed climate response into governance, decision-making, and long-term asset management planning.

This document highlights the operational focus for the Climate Change Unit and informs development of the 2027 Long-Term Plan. If endorsed, the priorities outlined provides guidance as to how emissions reduction and climate resilience considerations should be integrated into business-as-usual operations, planning, and Long-Term Plan development. The actions are grouped under two themes:

- Mitigation - reducing emissions from Council operations and supporting wider community reduction efforts.
- Adaptation - preparing for and responding to local climate impacts to improve community resilience.

Cost estimates indicate order-of-magnitude only and do not represent approved budgets or funding commitments. To suggest scale, they are coded as follows:

\$ indicates under \$20,000

\$\$ indicates under \$100,000

\$\$\$ indicates under \$1M

\$\$\$\$ indicates multi-million-dollar scale.

## Mitigation

Climate change mitigation is an area where Timaru District Council has a clear organisational mandate to act. The Council has direct control over emissions generated from its own assets, services, and operations, and is responsible for measuring, managing, and reducing those emissions through decisions on fleet, energy use, waste practices, procurement, and internal planning.

In addition, the Council is expected to influence emissions outcomes beyond its direct control by embedding climate considerations into business-as-usual decision-making, setting expectations through policies and plans, and enabling informed choices by officers and the wider community. Accordingly, the Council's mitigation role is to lead by example, apply its mandate consistently across the organisation, and drive practical emissions reductions over time within existing statutory and resource constraints.

Project / Topic	TDC Role	Purpose / Description	Community or Council output	Group / Officer Responsible	Achieved 2024 / 2025	Next Steps 2026 / 2027	Scale / Estimated Cost
Measuring our emissions in an effort towards reducing them.	Lead	Prepare the annual inventory of carbon emissions from TDC operations, plus Venture Timaru and TDHL.	Provides evidence for decision-making and where emissions reductions can be targeted	Climate Unit	Presented the FY23/24 Carbon Inventory to Environmental Services Committee	To present the audited FY24/25 Carbon Inventory to the Development and Growth Committee	\$ Opex
Identify and establish emissions reduction targets and actions	Lead	Establish gross emissions reduction targets informed by carbon inventory data (e.g. reductions in fossil fuel use)	Demonstrates emissions reduction practices and operational savings	Climate Unit in collaboration with other units.	Identified areas of the organisation where emissions reductions can be made	Develop and set emissions reduction targets for organisational emissions	\$ Opex
Organic waste diversion from landfill.	Influence /Partner	Continue to promote diversion of organic material from landfill to reduce methane emissions	Reduces landfill methane, extends landfill lifespan, and supports circular economy practices.	Waste Unit in liaison with Climate Change Unit	The new Redruth organics facility was opened in 2024	Continue to support Waste Unit esp. with regards to a Climate lens.	\$ Opex

Explore power generation from solar PV at Council sites.	Lead /Influence	Conduct feasibility studies of Council facilities that have potential for solar installation.	Lowers energy costs and emissions; demonstrates local leadership.	Climate Unit in collaboration with other units.	Initial scoping and analysis for solar installation on CBay explored and costed.	Assist Recreation Facilities to secure the funding of solar installation in LTP 2027.	\$\$-\$\$\$ Capex
Reduce Council vehicle fleet emissions.	Lead /Influence	Support transition to lower-emission vehicles (EVs and hybrids) where operationally suitable, including charging infrastructure and fleet policy updates.	Reduces fuel use, emissions, and operating costs.	Climate Unit in collaboration with Land Transport Unit.	Test drives and analysis of electric vehicles have been undertaken and electric vehicles shortlisted.	Progress the business case for the procurement of electric vehicles and EV charging installations for Annual Plan 2026/LTP 2027.	\$\$ Opex
Public information and education.	Lead /Prepare	Build on existing web and print resources through media, events, and displays to support community awareness and action.	Encourages community action and awareness.	Climate Unit.	Publication of the booklet <i>Personal Responses to a Warming Planet</i> in collab with Waimate District Council.	Continue to participate in community events to raise climate awareness and booklet distribution.	\$ Opex
Integrating climate considerations into Council policies, plans, and procurement.	Lead /Influence	Embed emissions reduction considerations into Council policies, plans, procurement, and reporting, including regional collaboration through the Mayoral Forum.	Integrates climate response into governance and planning.	Climate Unit in collaboration with Corporate and Finance Units	Endorsement of the Climate Change Response Policy by the Environmental Services Committee	Aim to embed <i>Climate Change Considerations</i> and Screening Criteria into Council Reports.	\$ Opex

<i>The topics below were not prioritised in 2024 but may be revisited through the 2027 Long-Term Plan process pending elected member desire</i>							
Low-Carbon Construction	Influence /Advocate	Promote reduction of embodied carbon in infrastructure and buildings	Promotes sustainable infrastructure and material efficiency.	Climate Unit in collab with Project Managers	<b>TBD</b>	<b>TBD</b>	\$ Opex
Reduce Emissions from Wastewater	Influence /Partner	Improve emissions measurement and explore technology to reduce methane.	Reduces long-term greenhouse gas emissions.	Climate Unit in collab with Drainage and Water Unit	<b>TBD</b>	<b>TBD</b>	\$\$\$\$ Capex
Low-Carbon Procurement	Influence	Encourage lower-emission procurement where practicable.	Promotes sustainable supply chains and innovation.	Climate Unit in collab with Finance / Procurement	<b>Ongoing</b>	<b>Ongoing</b>	\$ Opex
Active and Public Transport	Influence	Support walking, cycling, and public transport as low-emission alternatives.	Reduces vehicle emissions and supports wellbeing.	Climate Unit in liaison with Land Transport Unit	Active Transport Strategy (2024) was adopted by Council. Walk and Bike Trail Guide developed	\$100k per annum allocated for cycleway infrastructure development	\$\$\$ Capex
Staff Behaviour Change	Lead /Influence	Encourage shared travel, efficient driving, and virtual meetings to cut travel emissions.	Improves efficiency and reduces costs.	Climate Unit	<b>Ongoing</b>	<b>Ongoing</b>	\$ Opex
Improve Energy Efficiency in Facilities	Influence /Partner	Identify and promote energy-efficiency upgrades in Council buildings, and maintenance programmes.	Reduces operating costs and reliance on gas.	Climate Unit in collab with Property Unit, Recreation Facilities Group	<b>TBD</b>	<b>TBD</b>	\$\$ Opex and Capex
Carbon Forestry and Catchment Protection	Influence /Partner	Support native planting in water catchments for carbon sequestration and biodiversity.	Improves water quality, captures carbon, and supports ecosystems.	Climate Unit in collaboration with Parks Unit	<b>TBD</b>	<b>TBD</b>	\$\$\$ Capex

## Adaptation

Climate change adaptation operates within regional and central government policy, funding, and regulatory frameworks, particularly in relation to coastal management, river schemes, land-use controls, and major infrastructure investment. Within this context, Timaru District Council has an active responsibility to understand climate risks, protect Council-owned assets, support community wellbeing, and integrate adaptation considerations into planning, asset management, and service delivery. While some adaptation decisions and funding mechanisms sit with agencies such as Environment Canterbury and central government, the Council is expected to take a proactive role in preparing, coordinating, and advocating for locally appropriate responses. The Climate Change Unit supports this work by providing analysis, coordination, and guidance, while delivery of adaptation measures is led through relevant Business Units as part of normal operational and capital programmes.

Project / Topic	TDC Role	Purpose / Description	Community or Council benefit	Group / Officer Responsible	Achieved 2024 / 2025	Next Steps 2026 / 2027	Scale / Estimated Cost
Understand coastline land-use change and implications for sea protection	Partner /Influence	Consider opportunities for land-use change on inundated coast, providing nature-based solutions, as alternatives to unreliable sea-edge bunds or walls	Improves long-term understanding of coastal risk and informs future planning decisions.	Climate Change Unit in liaison with other Units.	Contributions via the CCPP toward the development of a blue-green network to build resilience and reduce emissions.	Continue supporting regional research and contribute to local application of findings where relevant.	\$\$\$\$ Capex
Staged approaches and responses to coastline and river defences	Partner /Influence	Apply Dynamic Adaptive Pathway Planning to identify timeframes, trigger points, and response options for vulnerable assets.	Supports risk-based decision-making and avoids reactive investment.	Climate Change Unit in liaison with other Units and external partners.	Update: The Government via the Regional Infrastructure Fund announced \$6.6 million for Mid-South Canterbury toward flood protection work.	Support where possible the development of trigger points and staged response pathways in coordination with ECan.	\$\$\$\$ Capex
Focus on most vulnerable communities on the coast and river valleys.	Lead /Partner	Contribute to community engagement (also involving ECan, our CD-EM team, Mana	Builds community resilience and wellbeing in at-risk areas.	Climate Change Unit in collaboration with Civil Defence Unit	Engagement with coastal communities was deferred due to staffing loss.	Resume engagement with priority coastal communities.	\$ Opex

		whenua, Community Health)					
Strengthening resilience of Council infrastructure and assets.	Influence /Lead	Support infrastructure units to incorporate climate risk into asset management planning and renewal decisions.	Safeguards infrastructure and improves asset longevity.	Climate Change Unit in liaison with Land Transport, D&W Unit, Waste Units	Development of a Draft Climate Screening Criteria, which determines the depth of climate analysis required for projects	Present Draft Climate Screening Criteria to SLT for consideration/ endorsement	\$\$\$\$ Capex
Public education on resilience and adaptation.	Lead /Enable	Deliver and support public education initiatives on climate resilience and household adaptation, alongside regional campaigns and external partners.	Improves preparedness and resilience of households and communities	Climate Change Unit	Publication of the booklet <i>Personal Responses to a Warming Planet</i> in collab with Waimate District Council.	Continue to participate in community events to raise climate awareness and booklet distribution.	\$ Opex
Reduce water demand over time	Influence/ Prepare	Water meter installations support water-efficiency and aid in demand management and resilience. Subject to Water Services CCO priorities.	Supports sustainable water management.	Drainage and Water Unit in liaison with Climate Change Unit	Progress on this was deferred until clarity on Three Waters / Local Water Done Well / Water Services CCO's was decided.	Progress on water metering topic TBD upon implementation of WS CCO.	TBD once Water Services CCO is implemented and priorities are set.

<i>The topics below were not prioritised in 2024 but may be revisited through the 2027 Long-Term Plan process pending elected member desire</i>							
Local Climate Impact Information	Lead /Partner	Summarise and map predicted local climate impacts using NIWA, MfE, and ECan data to support planning and public understanding.	Improves clarity for decision-making and community awareness.	Climate Change Unit in collaboration with external agencies	<b>TBD</b>	<b>TBD</b>	\$ Opex
Infrastructure Vulnerability Mapping	Partner /Influence	Contribute to regional mapping of vulnerable coastal and riverside assets (e.g. roads, port, power), including use of shared tools where available.	Informs long-term protection and investment planning.	Climate Change Unit in liaison with other external agencies	Via the CCPP, exploring region wide software such as Resilience Explorer to identify potential hazards, risks and infrastructure replacement costs.	Decision to procure risk-based software options to be made in 2026/2027 via CCPP.	\$\$\$ Opex
Health and Wellbeing Adaptation	Partner /Influence	Prepare for increased heat, pests, and extreme weather in public buildings and housing.	Protects community and staff health and safety.	Climate Change Unit in liaison with external agencies	<b>TBD</b>	<b>TBD</b>	-\$\$\$ Opex
Resilient Homes and Bylaws	Influence	Support upgrades to homes for insulation, shading, and energy efficiency; review related bylaws.	Improves living comfort, reduces energy use, and increases resilience.	Climate Change Unit in liaison with building sector	<b>TBD</b>	<b>TBD</b>	\$\$\$ Opex
Local Resilience and Emergency Preparedness	Partner	Strengthen community networks, food security, and emergency response capacity.	Enhances self-sufficiency and recovery after disasters.	Climate Change Unit in collaboration with Emergency Management	<b>Ongoing</b>	<b>Ongoing</b>	-\$\$\$ Opex

Agricultural and Business Adaptation	Influence /Enable	Liaise with economic development partners to identify climate risks and opportunities (e.g. efficiency, diversification, biogas), within Council's advisory role.	Supports local economy and emissions reduction.	Climate Change Unit in liaison with Venture Timaru – Sustainable is Attainable	<i>Ongoing</i>	<i>Ongoing</i>	\$ Opex
Drought and Fire Resilience	Influence /Partner	Promote practices that reduce fire risk and adapt parks and open spaces to drier conditions, in collaboration with Fire and Emergency NZ and parks teams.	Protects rural areas and public safety.	Climate Change Unit in liaison with Fire and Emergency NZ	<i>TBD</i>	<i>TBD</i>	\$ Opex
Regional Climate Leadership Forum	Partner	Liaise with neighbouring councils and agencies to align climate actions.	Encourages collaboration and shared investment.	Climate Change Unit in liaison with Mayoral Forum / Chief Executives Forum	<i>TBD</i>	<i>TBD</i>	\$ Opex

### 6.3 Building Control Update

**Author:** Jayson Ellis, Building Control Manager

**Authoriser:** Paul Cooper, General Manager Regulatory

#### **Recommendation**

That the Development and Growth Committee receive and note the Timaru District Council Building Consents Authority update report.

#### **Purpose of Report**

- 1 The purpose of this report is to update the Development and Growth Committee (the Committee) as to the current operational status of the Timaru District Council Building Consents Authority (BCA) as it moves toward being more like a Council Controlled Organisation (CCO).

#### **Assessment of Significance**

- 2 The assessment of the significance of this report, when considered against the criteria of the Significance and Engagement Policy, is low. This report does not require a decision from the Committee and is for information purposes only.

#### **Background**

- 3 In April 2025 we presented a report to council reviewing the Building Control activity in accordance with section 17A of the Local Government Act 2002. The review highlighted the operational activities of the Building Consent Authority (BCA), the Territorial Authority (TA) and considerations of the governments proposed consenting system reforms that included (in part) what voluntary consolidation of BCA's could be achieved.
- 4 Due to these proposed consenting reforms, the report included the options of setting up a BCA as a Council Controlled Organisation (CCO) with options of a single Timaru option or a CCO with multiple shareholders.
- 5 As a result of the review, council was of the view that a CCO model could be a solution to achieve the proposed consolidation and encouraged the BCA to focus on becoming more efficient in its operations, including financial preparedness to become a CCO, should that be agreed to in the future.
- 6 In March 2025 to August 2025 the organisation went through a restructure process, which resulted in the reduction of three technical officers and 1 Administration officer. A team leader role was disestablished in November, following a retirement, with tasks distributed elsewhere in the unit.
- 7 The lean aspect, in terms of staff numbers being on point for service delivery, has now been achieved.

### **New Consenting System**

- 8 In July 2025, we implemented our new consenting software, Objective Build. This transition was necessary as our previous system, GoGet, is no longer being supported and is scheduled for decommissioning in June 2026. In preparation for our accreditation assessment in February 2026, it was important that the new system was fully operational well in advance.
- 9 As with any major digital implementation, particularly one integrated across several supporting systems, some initial challenges were expected, and Objective Build has been no exception. Although the system offers several clear advantages over its predecessor, there remain outstanding issues to resolve, and additional tools are still under development. Progressing these enhancements has at times been challenging.
- 10 However, with approximately 30 other councils now using Objective Build, we have the opportunity to collaborate as a collective. This shared approach will strengthen our ability to influence system improvements and advocate for new functionality by acting as a group.
- 11 The system also provides significant strategic advantages, including streamlined resource sharing between councils, the potential removal of territorial boundaries for consent lodgement, and improved consistency of data to support Ministry of Business, Innovation and Employment (MBIE) reporting requirements.
- 12 While the full benefits of Objective Build are still emerging, we are building strong relationships with both the system provider and partner Building Consent Authorities (BCAs), including the private BCA. We are confident that this collaborative approach will deliver long-term value and support greater consistency across the regulatory system.

### **Risk Base Consenting**

- 13 In July 2025, we introduced a new approach that aligns our technical assessments and decisions with the level of risk associated with each project. Using the six building categories, Residential 1, 2, and 3, and Commercial 1, 2, and 3, we established three defined risk levels: High, Medium, and Low. For each category and risk level, we identified and documented the relevant Building Code clauses to guide the assessment process.
- 14 This framework enables officers to prioritise their compliance checks, placing greater focus on higher-risk elements while applying proportionately less emphasis to lower-risk components. This ensures that time and technical consideration are directed where they add the most value, rather than on areas of minimal regulatory risk. It also means that less requests for further information (RFIs) are generated.
- 15 While this represents a shift from our traditional approach, the change has been well-received by the design and build sector. Industry stakeholders have noted the difference and expressed appreciation for the change in settings, with a better risk-aligned focus.

### **Time Recording**

- 16 In August 2025, we implemented a new time-recording tool that captures all daily activities undertaken by the Building Control team. Developed in collaboration with the IT team, the tool has been specifically tailored to the Building Control environment, enabling us to track the full range of functions, from administrative tasks and technical processing to inspections and compliance related work.

- 17 Introducing this level of detailed recording has required a significant shift in mindset, as this degree of transparency had not previously been part of our operating model. However, the team has embraced the change positively. After approximately six months of consistent use, the data collected is now providing meaningful insights. More accurate recording of technical time has allowed us to identify and recover costs that were previously unaccounted for, and where churn that doesn't generate revenue is occurring (beyond our statutory obligations).
- 18 These improvements are directly reflected in building consent invoicing, where charges have increased in some cases, particularly where applications require more extensive technical input. While we have received a number of queries regarding consent costs, these increases are not solely attributed to processing time. They also reflect the user-pays structure of the new consenting software.
- 19 As time-recording data continues to accumulate, clear patterns are emerging in how long different functions take, information we did not previously have visibility of. This represents an important step forward in understanding our performance, improving service delivery, and identifying opportunities for further refinement and development.

### **Building Consents out of District**

- 20 In October 2025, we engaged with the Ministry of Business, Innovation and Employment (MBIE) and International Accreditation New Zealand (IANZ) to advise them of our intention to undertake building consent processing outside the Timaru district. While the proposal was initially met with some scepticism, both agencies were supportive after reviewing the legal advice we obtained from Nathan Speir (Meredith Connell). They agreed there was no legal impediment preventing us from proceeding with the initiative, provided we continued to operate within our accredited scope. We are the first council BCA in New Zealand to pursue this activity.
- 21 The idea was developed of an environmental scan of our design and build sector who expressed a view that consistency across BCAs was important to them and currently not available. We then together (with a particular designer who had strong views in this area) we decided to create the new service and trial it.
- 22 We sought confirmation from Council's insurer, who advised that, provided we remain within our accredited competencies and continue to comply with the Building Act and associated regulations, the level of risk is no greater than that which currently exists. They noted, however, that should the scale of this activity increase substantially, the policy may be subject to future review.
- 23 In planning the rollout of this initiative, we carefully considered strategies to mitigate unnecessary risk. As a first step, once we were approached by a local designer to explore the option of submitting all their applications through the Timaru BCA, we launched the trial. Since then, we have had many local design or construction companies (including a large multi-district construction firm) all of whom were willing to participate in this initiative, due to the efficiencies and benefits this approach provides to their businesses and their customers.
- 24 It simply makes good business sense for our Timaru based companies to maximise the known knowable's and increases the certainty in a regulatory process. The streamlining effect saves time and money for the applicants and their customers.
- 25 To date, we have received eight applications from outside the district, all of which are at various stages of processing and inspection. We have elected to undertake the initial inspections on site to familiarise ourselves with the respective areas and establish effective

working relationships. Our consenting system also enables us to carry out remote inspections, and this functionality is scheduled for use from early March 2026.

- 26 We continue to receive increasing interest from companies both within and outside the Timaru district seeking our BCA to be their regulator of choice. While our primary focus remains on supporting our local customers, (Timaru-inc), we are also considering other out-of-district opportunities on a case-by-case basis, taking into account operational capacity and the potential benefits. Resourcing remains a key consideration, and although existing vacancies limit our current capacity, recruitment is actively underway to ensure we can sustainably meet this growing demand.
- 27 We have also contacted several BCAs across both the North and South Islands to gauge their views on Timaru undertaking consents within their regions, and to explore whether they would be willing to complete site inspections on our behalf when required. Feedback to date has been consistently positive, with all councils approached indicating their willingness to assist with inspections as needed.

### **Remote Inspections**

- 28 In November 2025, Objective Build released a prototype remote inspection tool, and Timaru was selected as one of four BCAs to trial its functionality. We undertook several test inspections involving a range of work types and varying levels of connectivity across the district. The trials were successful, and we found the tool intuitive and straightforward for both officers working from the office and contractors on site.
- 29 Over December and January, Objective Build completed the final development stages, and the tool is now fully operational in the live environment. Remote inspections provide an additional capability within our regulatory toolkit, enabling us to undertake certain types of inspections more efficiently and supporting achievement of the regulatory target of completing 80% of inspections within three working days, as required from July 2025.
- 30 To support this new capability, we have established two dedicated remote inspection pods within the building area. These spaces provide separation from the main team, ensuring officers can carry out remote inspections with minimal disruption. We intend to expand the use of remote inspections over time, particularly for re-inspections and for out-of-district consents, where this approach is both practical and appropriate.

### **Building Compliance Team**

- 31 Due to the retirement of the Building Compliance Team Leader in October 2025, the compliance team now reports directly to the Building Control Manager. This transition has required several operational adjustments, including changes to how compliance functions are delivered and an increased level of oversight from the Building Control Manager.
- 32 We have identified a number of improvement opportunities, along with the training and mentoring required to support the team. Recently, the team spent two days with the Christchurch City Council compliance team, focusing on Building Warrant of Fitness (BWof) audits. This was a highly valuable experience and provided meaningful insights into process improvements and best practice approaches.
- 33 In addition, we invested in a dedicated training session on Compliance Schedules, covering the development of robust documentation and improving understanding of various specified systems. Along with the compliance team, selected members of the technical team also

attended, reflecting our focus on broadening organisational capability rather than relying on a small number of officers with specialist knowledge.

- 34 These changes have resulted in increased productivity for example Certificate of Acceptance (COA) applications. Enhanced mentoring and support have enabled officers to progress applications more efficiently, improve autonomy, and address a number of long-standing historical cases.
- 35 Another key area of focus is identifying opportunities to increase revenue from compliance functions. While fees and charges apply to several activities such as compliance schedules, amendments, BWoFs and audits, swimming pools, COAs and consent exemptions, there remains a substantial amount of work for which no cost recovery is permitted. This includes complaints, dangerous or insanitary buildings, Notices to Fix, and amusement device matters. Further discussion and analysis will be required to determine an appropriate balance between fee recovery and reliance on rates to fund these statutory responsibilities.

### **Community Support**

- 36 During the later part of 2025 the Building and Planning teams discussed how our Advisory Services could be developed to increase the support within our communities outside the Timaru urban area. It was agreed that we would trial a programme that involved creating a presence within our service centres in both Temuka and Geraldine.
- 37 Accordingly, our team members, Becks Tilsey and David Williams, will be set up in the service centres on one day per month to provide the local support for those that want to have their questions and queries discussed. This initiative will also assist those that may find it challenging to get into the main office in Timaru. The service provided will be to the same extent and level of support that our customers have come to expect when in the Timaru office.
- 38 This trial started in February 2026 and whilst being promoted via our website and in the Courier newspaper, there were a few customers that took advantage of this service. We will expect the patronage to increase over the following months as further promotions and word of mouth inform the communities of value that comes from this localised service.

### **Financial**

- 39 Over recent months, the combination of lower consent numbers, ongoing government reforms, and the organisational restructure has prompted a comprehensive review of how we operate and how we charge for the services and functions we are required to deliver. This has provided valuable insights from both a Building Control and wider organisational perspective, with the learning process being both challenging and constructive.
- 40 In the 2024/25 financial year, the BCA granted 999 building consents (including amendments), with 975 approved within the 20-day statutory timeframe representing a 97.17% compliance rate and an average charge per consent of \$1,836.00. During this period, the BCA was resourced with 13 technical officers and three technical team leaders, all of whom undertook both processing and inspection functions.
- 41 For the 2025/26 financial year to the end of January, we have granted 490 consents, with 480 approved within the 20-day timeframe, equating to a 97.81% compliance rate. The average charge per consent has increased to \$2,540.00. This increase reflects not only the updated fee structure but also more accurate recording of chargeable time. During this period, we have seen a reduction of four staff, three technical officers and one administration officer due to

the restructure, along with two retirements. As a result, we are forecasting salary savings of approximately \$410,000 for the end of this financial year.

- 42 Alongside these efficiencies, we have continued to explore opportunities to increase consent throughput. This includes developing processes and procedures that support undertaking consents outside the Timaru district. We see this as a positive initiative that will generate additional revenue while also supporting our local design and construction sectors. Several local companies have already chosen to use the Timaru BCA as their preferred consenting authority, citing clear advantages for their business operations and clients. Having received confirmation from both MBIE and IANZ that this approach is permissible, we are now preparing to increase this work by approximately 150–200 consents annually, within current resourcing levels. The net outcome will be improved efficiency, whilst maintaining scale.
- 43 The introduction of a more robust system for recording time, particularly chargeable time, is also beginning to deliver the intended benefits. Although the system has been in place for just six months, the emerging data is helping officers allocate their time more accurately, providing clearer insights into where effort is being spent. This, in turn, supports more precise cost recovery and helps identify opportunities to maximise revenue and further reduce reliance on rates funding.
- 44 Further context to the BCAs performance has seen an increase in revenue of 23%, on the back of a decrease of 40 consents (year to date) in comparison to the same period last year. This can be attributed to the increase of fees and charges of 9% and greater effectiveness in chargeable time of 14%.
- 45 The Building Control financials are attached to this report and as a summary of these findings shows the revenue and expenditure are tracking evenly year to date. Notwithstanding the allocated overheads that are out of our control, the BCA and TA revenue has increased compared to the same period last financial year (FY). Also, the salaries have reduced as a result of the restructure therefore, we believe we have turned a corner in terms of better management of our financial status though we acknowledge there is still more that we can achieve to reduce the reliance on rates funding.

### **Soldiers to Change**

- 46 Over the past 12 months, the Building Control team has navigated significant change arising from both the organisational restructure and the substantial volume of new regulatory requirements introduced by central government. While we are now resourced at levels appropriate for current consent volumes, local designers have indicated that their workloads are increasing. Combined with the development of out-of-district consenting and support for other BCAs, we continue to regularly review our resourcing needs to ensure we remain responsive and sustainable.
- 47 The strategy is to build the number of consents going through the BCA to create a healthy tension with the level of resourcing. At any point that tension becomes unhealthy, more resourcing will be required, whether provided by a partner in the private sector or by increasing the numbers within the team. In either case, a business case and justification will be needed.
- 48 Our recent accreditation assessment further highlighted the team's effectiveness in managing change within the regulatory environment. The assessment identified only 12 general non-compliances (GNCs), three of which were addressed during the audit itself, with the remaining nine scheduled for closure within three months. Feedback from both the lead

assessor and the technical expert was highly positive, particularly regarding our innovative approach to out-of-district consenting and the strong performance demonstrated across routine operational functions.

- 49 As outlined throughout this report, the extent of change has required continuous adjustment, flexibility, and a shift in mindset across the entire team. While such changes can be challenging, the team has shown resilience and professionalism, adapting processes, embracing new ways of working, and remaining focused on delivering effective regulatory services. We are proud of the way the team has collectively responded to these challenges and continued to demonstrate a strong commitment to high-quality outcomes all with a good culture.

### Attachments

1. **BCA Financial Update - Feb 2026**  

Building Control Current Financial Status

<b>Building Control Collated</b>		Assumption: 10% decrease from prior year total overheads							
<b>Current Results</b>		TA function - Assume all General rates funding relates to this activity							
<b>Revenue</b>	<b>PY YTD Jan 24/25</b>	<b>Jan YTD 25/26</b>	<b>Jan YTD Budget</b>	<b>Variance</b>	<b>25/26 Full year forecast</b>	<b>25/26 Full year budget</b>	<b>24/25 Full year actuals</b>	<b>2026/27 Annual Plan</b>	
0011. General rates	(639)	(1,039)	(1,039)	0	(1,782)	(1,782)	(1,198)	(1,782)	
0068. Building consent fees	(1,007)	(1,245)	(1,339)	(94)	(2,035)	(2,295)	(1,835)	(2,142)	
0156. Certificates of Acceptance Reve	(38)	(16)	(35)	(19)	(41)	(60)	(53)	(62)	
0155. Advisory Services Revenue	(49)	(32)	(56)	(24)	(62)	(96)	(84)	(77)	
0151. SIIQP	(79)	(73)	(76)	(3)	(127)	(130)	(125)	(131)	
0150. LIM revenue	(48)	(64)	(64)	(0)	(110)	(110)	(99)	(114)	
0093. Warrant of Fitness Revenue	(82)	(75)	(93)	(18)	(142)	(160)	(117)	(144)	
0161. Certification Costs	(10)	(17)	0	17	(17)	0	(21)	0	
Other fees and charges	(50)	(53)	(74)	(21)	(101)	(126)	(82)	(115)	
<b>Total revenue</b>	<b>(2,062)</b>	<b>(2,613)</b>	<b>(2,776)</b>	<b>(163)</b>	<b>(4,416)</b>	<b>(4,759)</b>	<b>(3,615)</b>	<b>(4,568)</b>	
<b>Expenditure</b>									
0300. Employee Costs	1,836	1,624	1,837	213	2,817	3,149	2,963	2,899	
0310. Staff Training	20	4	5	1	24	8	42	-	
0315. Fringe Benefit Taxes	11	-	0	0	0	0	19	-	
0703. Interest Payments - Internal Loan	11	32	32	-	56	56	44	56	
<b>0980. Overheads Allocated</b>	<b>724</b>	<b>753</b>	<b>753</b>	<b>-</b>	<b>987</b>	<b>987</b>	<b>1,097</b>	<b>987</b>	
0970. Plant Hire (Internal)	28	28	29	1	49	50	48	51	
0403. Solicitors Fees	20	22	24	2	32	41	70	41	
0639. Subscriptions Memberships	11	104	8	-	96	14	15	160	
0662. Certification costs	16	18	32	14	52	55	16	5	
Other expenses	19	23	56	33	61	95	86	65	
Total Expenditure	2,696	2,609	2,776	167	4,253	4,456	4,420	4,264	
Net (surplus)/deficit	634	(4)	0	4	(163)	(303)	805	(304)	

Building Control Functions

Territorial Authority & Building Consent Authority

TA/BCA Split - YTD - Actuals - Forecasted								
<b>Current Results</b>								
TA function.	Assume all General rates funding relates to this activity							
Revenue	PY YTD Jan 24/25	Jan YTD 25/26	Jan YTD Budget	Variance	25/26 Full year forecast	25/26 Full year budget	24/25 Full year actuals	2026/27 Annual Plan
0011. General rates	(699)	(1,039)	(1,039)	0	(1,782)	(1,782)	(1,198)	(1,782)
0156. Certificates of Acceptance Revenue	(38)	(16)	(35)	(19)	(41)	(60)	(53)	(62)
0155. Advisory Services Revenue	(49)	(32)	(56)	(24)	(62)	(96)	(84)	(77)
0151. SI IQP	(79)	(73)	(76)	(3)	(127)	(130)	(125)	(131)
0150. LIM revenue	(48)	(64)	(64)	(0)	(110)	(110)	(99)	(114)
0093. Warrant of Fitness Revenue	(82)	(75)	(93)	(18)	(142)	(160)	(117)	(144)
Other fees and charges	(50)	(53)	(74)	(21)	(101)	(126)	(82)	(115)
<b>Total revenue</b>	<b>(1,045)</b>	<b>(1,352)</b>	<b>(1,437)</b>	<b>(86)</b>	<b>(2,364)</b>	<b>(2,464)</b>	<b>(1,759)</b>	<b>(2,425)</b>
<b>Expenditure Shared expenses</b>	<b>30% Update for a different split</b>							
Shared expenses	801	746	821	75	1,299	1,407	1,317	1,321
<b>Net (surplus)/Deficit</b>	<b>(244)</b>	<b>(606)</b>	<b>(617)</b>	<b>(11)</b>	<b>(1,065)</b>	<b>(1,057)</b>	<b>(442)</b>	<b>(1,104)</b>
<b>BCA function</b>								
Revenue	PY YTD Jan 24/25	Jan YTD 25/26	Jan YTD Budget	Var	25/26 Full year forecast	25/26 Full year budget	24/25 Full year actuals	2026/27 Annual Plan
0068. Building consent fees	(1,007)	(1,245)	(1,339)	(94)	(2,035)	(2,295)	(1,835)	(2,142)
0161. Certification Costs	(10)	(17)	0	17	(17)	0	(21)	0
<b>Total revenue</b>	<b>(1,017)</b>	<b>(1,262)</b>	<b>(1,339)</b>	<b>(77)</b>	<b>(2,052)</b>	<b>(2,295)</b>	<b>(1,856)</b>	<b>(2,142)</b>
<b>Expenditure. Shared expenses portion:</b>	<b>70%</b>							
0639. Subscriptions Memberships	11	104	8	- 96	174	14	15	160
0662. Certification costs	16	18	32	14	52	55	16	5
Shared expenses	1,868	1,740	1,915	175	3,031	3,283	3,073	3,082
<b>Total Expenditure</b>	<b>1,895</b>	<b>1,863</b>	<b>1,955</b>	<b>93</b>	<b>3,257</b>	<b>3,352</b>	<b>3,103</b>	<b>3,246</b>
<b>Net (surplus)/deficit</b>	<b>878</b>	<b>601</b>	<b>617</b>	<b>15</b>	<b>1,205</b>	<b>1,057</b>	<b>1,247</b>	<b>1,104</b>
<b>Total Net - TA and BCA</b>	<b>634</b>	<b>(4)</b>	<b>0</b>	<b>4</b>	<b>140</b>	<b>0</b>	<b>805</b>	<b>(0)</b>
<b>Shared expenses</b>	<b>PY YTD Jan 24/25</b>	<b>Jan YTD 25/26</b>	<b>Jan YTD Budget</b>	<b>Var</b>	<b>25/26 Full year forecast</b>	<b>25/26 Full year budget</b>	<b>24/25 Full year actuals</b>	<b>2026/27 Annual Plan</b>
0300. Employee Costs	1,836	1,624	1,837	213	2,817	3,149	2,983	2,899
0310. Staff Training	20	4	5	1	24	8	42	-
0315. Fringe Benefit Taxes	11	-	0	0	0	0	19	-
0703. Interest Payments - Internal Loans	11	32	32	-	56	56	44	56
0980. Overheads Allocated	724	753	753	-	1,290	1,290	1,097	1,290
0970. Plant Hire (Internal)	28	28	29	1	49	50	48	51
0403. Solicitors Fees	20	22	24	2	32	41	70	41
Other expenses	19	23	56	33	61	95	86	65
	2,669	2,486	2,736	250	4,329	4,690	4,389	4,402

**7 Consideration of Urgent Business Items**

**8 Consideration of Minor Nature Matters**