



AGENDA

Ordinary Council Meeting Tuesday, 9 September 2025

Date Tuesday, 9 September 2025

Time 2:00 pm

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1789328

Timaru District Council

Notice is hereby given that a meeting of the Ordinary Council will be held in the Council Chamber, District Council Building, King George Place, Timaru, on Tuesday 9 September 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 5 August 2025

Author: Jessica Kavanaugh, Democracy Services Lead

Recommendation

That the Minutes of the Council Meeting held on 5 August 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 5 August 2025**



MINUTES

Ordinary Council Meeting Tuesday, 5 August 2025

Ref: 1789328

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 5 August 2025 at 2:00 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: **Community Board Members:** Shane Minnear (Geraldine Community Board)
Officers: Nigel Trainor (Chief Executive), Stephen Doran (Group Manager Corporate and Communications), Paul Cooper (Group Manager Environmental Services and Acting Group Manager Community Services), Justin Bagust (Chief Information Officer), Andrea Rankin (Chief Financial Officer), Ashlea Whyte (Finance Manager), Rosie Oliver (Development Manager), Meghan Taylor (Executive Operations Coordinator), Steph Forde (Corporate and Strategic Planner), Jessica Kavanaugh (Team Leader Governance), Jo Williams (Executive Assistant Infrastructure)
Public: Peter Scott (Councillor, Environment Canterbury), Nick Ward (Councillor, Environment Canterbury)

1 Opening Prayer

*Wendy Geerling (Gleniti Baptist Church) conducted the opening prayer
Cllr Sally Parker led the waiata.*

2 Apologies

No apologies were received.

3 Public Forum

Mayor Nigel Bowen provided a verbal update regarding Elected Member conduct during the electoral period.

Peter Scott and Nick Ward acknowledged the award for the Waitarakao Washdyke Lagoon Catchment Strategy won at the Local Government New Zealand conference.

It was advised that Councillor Peter Scott put a notice of motion before the Environment Canterbury Council in June 2025 regarding the delivery of Public Transport operations and infrastructure in Christchurch, with the aim of putting this into a Council Controlled Organisation (CCO). The background of the public transport operating model and the next steps motion were advised, along with the possible options for the Timaru District.

Discussion included the involvement of Environment Canterbury moving forward, subsidies per fair and the future of regional and unitary Councils. The ability for greater efficiencies and opportunities.

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:

- Coastal Shipping Resilience Fund, if this has been applied for
- Update on Regional Deals, extending the airport runway

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 24 June 2025****Resolution 2025/87**

Moved: Clr Scott Shannon

Seconded: Clr Michelle Pye

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.

Carried

7.2 Minutes of the Council Meeting held on 30 June 2025**Resolution 2025/88**

Moved: Clr Stacey Scott

Seconded: Clr Peter Burt

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.

Carried

7.3 Minutes of the Council Meeting held on 15 July 2025**Resolution 2025/89**

Moved: Clr Owen Jackson

Seconded: Clr Sally Parker

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.

Carried

7.4 Minutes of the Council Meeting held on 22 July 2025**Resolution 2025/90**

Moved: Clr Allan Booth

Seconded: Clr Gavin Oliver

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.

Carried

8 Schedules of Functions Attended**8.1 Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors****Resolution 2025/91**

Moved: Mayor Nigel Bowen

Seconded: Clr Stacey Scott

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

Carried

8.2 Schedule of Functions Attended by the Chief Executive**Resolution 2025/92**

Moved: Clr Owen Jackson

Seconded: Clr Peter Burt

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

Carried

9 Reports**9.1 Affixing of the Common Seal**

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

Resolution 2025/93

Moved: Clr Peter Burt

Seconded: Deputy Mayor Scott Shannon

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

Carried

9.2 Release of Public Excluded Items

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

Resolution 2025/94

Moved: Deputy Mayor Scott Shannon

Seconded: Cllr Michelle Pye

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

Carried

9.3 Actions Register Update

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

Vertical Infrastructure Maintenance Report

It was confirmed that the scope of the report will include an asset management plan and detail out the asset inventory, condition, performance standards and associated costs of both operating and capital.

Investigate Financial System

The timeframe before the next Council Meeting was confirmed.

Councillors requested that the addition of the rates and revenue review be added to the actions register.

Resolution 2025/95

Moved: Cllr Stacey Scott

Seconded: Clr Michelle Pye

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

Carried

9.4 Council Investments and Borrowing

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

An explanation was given on the interest rate risk graph, interest rate projections, assessment of associated risks with short-term and long-term borrowing and the debt to revenue ratio.

It was suggested to get Bancorp to present to the Councillors in the new triennium.

Resolution 2025/96

Moved: Mayor Nigel Bowen

Seconded: Clr Scott Shannon

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

Carried

9.5 Community Board Strategic Plans Carry Forward Funding

The Group Manager Infrastructure and Development Manager spoke to the report 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.

Discussion included the signage project for the Temuka Community Board. It is confirmed that the carry-forward amount is not included in the 2026 Financial Year budget. An explanation was given on the Yesteryear project and the contract in place.

There was confirmation that the Community Board Strategic Plan budget is \$71,000 as adopted in the 2025/26 Annual Plan.

Resolution 2025/97

Moved: Clr Gavin Oliver

Seconded: Clr Stacey Scott

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.

Carried**9.6 Annual Plan 2024/25 12 Month Non-Financial Performance Report to 30 June 2025**

The Corporate and Strategic Planner spoke to the report 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).

Discussions included;

- AirNZ flight cancellations, it was requested if this is something that can be tracked.
- Leaks in the Timaru Library
- Trends in the Social Housing occupancy and waiting lists
- Resource consents (District Planning) are not meeting targets, and the possible impact on the community, businesses and development
- Level of contamination of recycling, and the future plans to isolate data which will highlight the areas of high contamination as this measure includes Mackenzie and Waimate
- Mitigations are in place for the delivery of the wet well replacement at Aorangi Road

Further discussion was had on measuring performance that is outside of the Timaru District Council's control, agreed measures in the Long Term Plan and mandated performance measures.

At 3:06 pm, Cllr Gavin Oliver left the meeting.

At 3:08 pm, Cllr Gavin Oliver returned to the meeting.

- Rural road grading and the ability to be more proactive in the future to keep up with required maintenance. The installation of traffic safety islands in Temuka was clarified
- Hairdressers and barbers no longer require a registration to operate, and how the Timaru District Council is preparing for the impacts
- The number of food safety audits and inspections undertaken this financial year, and the number of officers who undertake the audits. Also, the number of Licensing Inspectors was questioned, and further clarification was given on the reasons for this target not being met
- It was confirmed that the Bin Inspectors are part of the contract currently in place with EnviroNZ. The slow improvement in contamination rates is shown through spot testing
- There was confirmation that the Licensing Inspectors cover Waimate and Mackenzie
- The claim made for the Community Lounge for the water main burst, it was also advised that the Caroline Bay toilets are still being supplied with water

An update was given on the potential sculpture at Strathallan Corner.

Resolution 2025/98

Moved: Cllr Michelle Pye

Seconded: Cllr Sally Parker

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

Carried

10 Consideration of Urgent Business Items

No items of urgent business were received.

11 Consideration of Minor Nature Matters

Coastal Shipping Resilience Fund

The Chief Executive advised the Council that an application has been made for the railway crossing to get access to the wharf. It was confirmed that approximately \$5,000,000 was requested.

Update on Regional Deals, extending the airport runway

The Group Manager Infrastructure advised that there has been a meeting with the Ministry of Business Innovation and Employment, and the application is still in the process of being considered. There is further information being sought for the application, including greater demand and potential freight opportunities.

12 Public Forum Items Requiring Consideration

Mayor Nigel Bowen advised it was interesting to hear from Environment Canterbury and to keep alert to any changes in that area.

13 Public Excluded Reports

Nil

The meeting closed at 3.28pm.

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Mayor Nigel Bowen
Chairperson

7.2 Minutes of the Emergency Council Meeting held on 12 August 2025

Author: Jessica Kavanaugh, Democracy Services Lead

Recommendation

That the Minutes of the Emergency Council Meeting held on 12 August 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 Emergency Council Meeting held on 12 August 2025**



MINUTES

Emergency Council Meeting Tuesday, 12 August 2025

Ref: 1789328

**Minutes of Timaru District Council
Emergency Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 12 August 2025 at 11:02 am**

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

In Attendance: Nigel Trainor (Chief Executive), Stephen Doran (Group Manager Corporate and Communications), Paul Cooper (Group Manager Environmental Services and Acting Group Manager Community Services), Elliot Higby (Legal Services Manager), Andrew Lester (Drainage and Water Manager), Rosie Oliver (Development Manager), Grant Hall (Principal Three Waters Specialist), Laura Rich (Water Services Strategy Officer), Steph Forde (Corporate and Strategic Planner), Maddison Gourlay (Marketing and Communications Advisor), Jessica Kavanaugh (Team Leader Governance)

Public: Andrew Strahan (GeoCo Consulting), Stuart Cross (Morrison Low)

1 Apologies

1.1 Apologies Received

Resolution 2025/98

Moved: Mayor Nigel Bowen

Seconded: Cllr Scott Shannon

That the apology of Cllr Owen Jackson are received and accepted.

Carried

2 Declaration of Conflicts of Interest

No conflicts of interest were declared.

3 Reports

4.1 Local Water Done Well - Timaru District Council and Otago Southland Joint Group of Councils

The Chief Executive, Group Manager Corporate and Communication and Legal Services Manager spoke to the report for Council to consider authorising the signing of a Joint Council Controlled Organisation Commitment Agreement with Central Otago District Council, Clutha District Council and Gore District Council (Southern Water) and to consider if Council agree to authorising a pre-approval for Waitaki District Council to join the group of four (Central Otago, Clutha, Gore and Timaru) at a later date.

The Group Manager Corporate and Communications provided more explanation on the assessment of significance and the criteria for consultation. It was advised that the Timaru District Council received approximately 150 submissions on the consultation.

It was highlighted that the Water Service Delivery Plan (WSDP) will be delivered to the Department of Internal Affairs (DIA) before 03 September 2025, and adopted by Council on 26 August 2025. The Chief Executive spoke to the Councillors on the resolution made by Council on 22 July 2025 and advised that since this Council Meeting, officers have spoken with Southern Water and Selwyn. Through the discussions had it was advised that Selwyn Council Controlled Organisation (CCO) is already established and will not be making any future decisions until after the Local Body Elections, and Southern Water will not be undertaking price harmonisation. The Chief Executive provided Councillors with financials that were taken from the Water Services paper completed by Morrison Low.

It was highlighted that price harmonisation is not required in the legislation, and due to the differences in the schemes, it would be hard to achieve. It is also confirmed that the debt Councils carry in terms of their schemes will not be cross-subsidised to other schemes. The covenants for borrowing will carry through the different schemes. The benefits of joining Southern are highlighted.

Andrew Strahan (GeoCo Consulting) spoke to the Councillors and highlighted the benefits of joining Southern Water at this time.

Stuart Cross (Morrison Low) spoke to the Councillors and also advised that price harmonisation will not be undertaken, and highlighted the benefits to the Council for joining Southern Water and the complications that need to be worked through regarding ringfencing debt and allocation of the 500% debt to revenue ratio.

Discussions included the reason for the change in urgency for a decision on joining Southern Water. It was clarified how different regional authorities and strategies can be managed, and examples of current Councils that span two regional authorities were provided. Clarified in Schedule 5 was the single director per shareholder and the possibility of having a shareholder council to make joint appointments. It was clarified that the shareholding will be based on the net assets contributed to the entity, but the importance of one council, one vote was highlighted. The steps to exit the commitment agreement were confirmed.

Further discussion included geographically logical partners, losing the opportunity to shape the constitution and shareholder agreement for Southern Water, and the ability to see what other opportunities arise.

The Chief Executive advised that time is not on the Council's side due to the timeframe to get the Water Service Delivery Plan submitted to the Department of Internal Affairs and the time it will take to establish a standalone CCO.

The current position of the Timaru District Council was discussed, along with the importance of not being rushed into a decision and the due diligence needed with other possible partners, including the benefits of geographical partners. The possible opportunity for shared services for a standalone CCO.

Clarification was sought on the difference between leaving this report to lie on the table and not going forward with this recommendation at the moment. Further discussion was had on the governance and decision-making of the Selwyn Water CCO.

It was advised by the Group Manager Corporate and Communications that if there is no decision today, the resolution from 22 July 2025 stands, and the WSDP will be a single CCO as the option,

with the view to joining with a partner in the future. It was clarified that shared services is able to be achieved once the CCO is stood up.

A detailed discussion was had on the 22 July 2025 resolution regarding the intent and the wording of the establishment of a joint or a standalone Timaru District Council Water Services Council Controlled Organisation. The Legal Services Manager provided the Council with a legal opinion on the resolution and that a single standalone CCO will be the model presented in the WSDP as there are no other partners at this time, but the ability to indicate the model in the future is likely to be joint.

It is confirmed that the completion of the WSDP is the priority at this stage, and the statutory deadlines to stand up the CCO's was noted.

The report Local Water Done Well - Timaru District Council and Otago Southland Joint Group of Councils is left to lie on the table.

Recommendation

That the Council:

1. Receives the report and accepts the level of significance.
2. Agrees to enter into the Otago Southland Joint Group of Councils Commitment Agreement.
3. Authorises the Chief Executive to sign the Otago Southland Joint Group of Councils Commitment Agreement, a draft of which is set out in Attachment 1 on behalf of Council, including any minor amendments that are required when finalising the document for signing.
4. Authorises a pre-approval for Waitaki District Council to join the group of four (Central Otago, Clutha, Gore and Timaru) at a later date.

Attachments

- 1 Local Water Done Well Option Financials

	2024/25	2027/28	2033/34
Central Otago DC			
In House business Unit	\$ 1,445	\$ 2,780	\$ 4,047
Wholly Owned WSCCO		\$ 3,094	\$ 4,266
Southern Water WSCCO		\$ 2,421	\$ 3,542
Clutha DC			
In House business Unit	\$ 1,962	\$ 3,412	\$ 3,234
Wholly Owned WSCCO		\$ 3,797	\$ 3,227
Southern Water WSCCO		\$ 2,972	\$ 2,851
Gore DC			
In House business Unit	\$ 1,667	\$ 2,694	\$ 5,829
Wholly Owned WSCCO		\$ 2,986	\$ 4,735
Southern Water WSCCO		\$ 2,320	\$ 4,234
Timaru DC			
In House business Unit	\$ 1,565	\$ 2,038	\$ 2,121
Wholly Owned WSCCO		\$ 1,751	\$ 1,888
Southern Water WSCCO		\$ 1,765	\$ 1,848

The meeting closed at 12.51pm.

.....
Mayor Nigel Bowen
Chairperson

7.3 Minutes of the Council Meeting held on 26 August 2025

Author: Jessica Kavanaugh, Democracy Services Lead

Recommendation

That the Minutes of the Council Meeting held on 26 August 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 26 August 2025**



MINUTES

Ordinary Council Meeting Tuesday, 26 August 2025

Ref: 1789328

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 26 August 2025 at 8.31 am**

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

In Attendance: **Officers:** Nigel Trainor (Chief Executive), Stephen Doran (General Manager Corporate), Andrew Dixon (General Manager Assets and Infrastructure), Andrea Rankin (Chief Financial Officer), Paul Cooper (General Manager Regulatory), Andrew Lester (General Manager Drainage and Water), Elliot Higbee (Legal Services Manager), Laura Rich (Water Planner), Steph Forde (Corporate and Strategic Planner), Maddison Gourlay (Marketing and Communications Advisor), Jessica Kavanaugh (Democracy Services Lead), Alana Hobbs (Executive Support Coordinator)

Public: Philip Simpson (Martin Jenkins) Item 7.2

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:

- Storage at the Argentine Art Gallery and the plan moving forward
- Environment Canterbury closing the Timaru call center for MyWay
- Showgrounds culvert and timeframe for the work to be completed

6 Declaration of Conflicts of Interest

No conflicts of interest were declared.

7 Reports

7.1 Crown Acquisition of Council Reserve Land under Public Works Act

The Legal Services Manager spoke to the report for Council to authorise the Chief Executive to take all necessary steps to enable the Council disposing of 36.6m² of Esplanade Reserve to enable the Crown, NZ Transport Agency (NZTA), to undertake a culvert development where the State Highway crosses the Taitarakihi Stream.

Clarification was sought on what the green area of the map is and how the price is calculated.

Resolution 2025/99

Moved: Clr Scott Shannon

Seconded: Clr Michelle Pye

That Council approve Crown acquisition of 36.6m² of Esplanade Reserve adjacent Taitarakihi Culvert, Evans Street, Timaru, and delegate authority to the Chief Executive to authorise the execution of any agreement in this regard.

Carried

7.2 Local Water Done Well - Adoption of Water Services Delivery Plan

The Chief Executive, General Manager Drainage and Water and Chief Financial Officer spoke to the report to enable Council to review and adopt the Water Services Delivery Plan (WSDP) based on the desired WSCCO delivery model (membership and commercial terms yet to be finalised) in order to meet the Department of Internal Affairs' submission deadline of 03 September 2025; and to obtain authorisation of the loan funding required to implement the Water Services Delivery Plan (WSDP) based on the desired WSCCO delivery model.

The Chief Executive highlighted the charge per connection charges and advised that the WSDP is based on the current Long Term Plan 2024/34, adjusted for any changes within the last year. The funding and financing arrangements, projected operating surpluses were explained. It was also identified that in the Profit and Loss Statement, the overheads and fees, and charges are hard to predict. It was also advised that any decision for another Council to join or Timaru District Council to join another entity would need to be made by 31 March 2026.

Discussion included that the debt figure is from the Long Term Plan with assumptions for this financial year, and the amount will be verified when the transfer to the WSCCO occurs. Concern was raised about the establishment costs and how this will be managed. The current overhead charges and efficiencies of being a part of Council versus the overhead charges for stand alone WSCCO.

It is confirmed that the WSDP has the flexibility for the Timaru District Council to join another WSCCO.

Clr Stacey Scott had a technical error, and the audiovisual link failed at 9.05am, it is noted that Clr Stacey Scott supported the recommendations.

Resolution 2025/100

Moved: Clr Peter Burt

Seconded: Clr Scott Shannon

That Council

1. Adopts the proposed Water Services Delivery Plan subject to minor amendments by the Chief Executive as may be required when signing; and
2. Commits to implementing the proposed model within the Water Services Delivery Plan if the plan is accepted; and
3. Directs officers to continue negotiations with current and prospective member councils to refine the proposed membership and commercial arrangements for the proposed joint WSCCO; and
4. Approves loan funding of establishment costs up to the value \$2,364,000 to be incurred \$432,000 in 2025/26 and \$1,932,000 in 2026/27; and
5. That the Water Services Delivery Steering Group continues post-election and reports to council.

Carried

8 Consideration of Urgent Business Items

No items of urgent business were received.

9 Consideration of Minor Nature Matters

Storage at the Argentine Art Gallery and the plan moving forward

The Chief Executive advised that storage at the Art Gallery and Museum is not in the Long Term Plan 2024/34. The Art Gallery storage is stored in a climate-controlled room; the current storage for the Museum is scattered. Council officers are currently looking at a plan for the storage.

Concern was raised about the ability of the Timaru District Council to accept generous donations from the community.

Environment Canterbury closing the Timaru call center for MyWay

Clr Stu Piddington advised the council of the proposed changes to close the local call center for MyWay and asked if there had been any update on this matter.

Showgrounds culvert and timeframe for the work to be completed

Clr Stu Piddington raised concern about the eight-month timeframe that has been advised to replace the culvert at the showgrounds intersection, and the impacts to other roads and road users.

Council officers will follow up with the New Zealand Transport Agency Waka Kotahi to understand the timeline.

10 Public Forum Items Requiring Consideration

There were no public forum items.

11 Public Excluded Reports

Nil

The meeting closed at 9.18am.

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Mayor Nigel Bowen
Chairperson

8 Schedules of Functions Attended

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

Author: Alesia Cahill, Executive Support Manager

Authoriser: Nigel Bowen, Mayor

Recommendation

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

Functions Attended by the Mayor for the Period 26 July 2025 to 29 August 2025.

<i>30 July 2025</i>	Attended Local Water Done Well Steering Group meeting
	Attended monthly meeting with South Canterbury Chamber of Commerce
<i>1 August 2025</i>	Attended Arowhenua Bush 50 years celebration
<i>4 August 2025</i>	Attended Sister Cities Subcommittee meeting
<i>5 August 2025</i>	Led Citizenship Ceremony
	Chaired Council meeting
	Attended Council workshops
<i>6 August 2025</i>	Attended monthly Mayors Taskforce for Jobs meeting
	Completed mentoring session with Young Enterprise group
<i>7 August 2025</i>	Attended and spoke at the Opening of 11 Kāinga Ora homes
<i>8 August 2025</i>	Hosted TBHS Prefects for a leadership morning
	Attended Fraser Park Rugby launch event
<i>11 August 2025</i>	Attended and spoke at Refugee Youth Leadership Graduation
<i>12 August 2025</i>	Chaired Emergency Council meeting
<i>13 August 2025</i>	Spoke to Master Builders South Canterbury
<i>14 August 2025</i>	Attended Women's Rugby Exhibit at museum
<i>15 August 2025</i>	Spoke on The Breeze radio for Mayoral Musings
	Attended and spoke at India Independence Caroline Bay
	Opened Big Sing Cadenza
	Attended and presented awards at the South Canterbury Chamber of Commerce Business and Community Excellence Awards 2025
<i>16 August 2025</i>	Attended Choral Federation Big Sing Cadenza Gala Concert

<i>18 August 2025</i>	Attended Waitarakao Washdyke Lagoon Catchment Strategy / LGNZ Award - celebration morning tea Attended Temuka Community Board meeting
<i>19 August 2025</i>	Attended Council Standing Committee meetings Attended Council workshops
<i>20 August 2025</i>	Completed mentoring session with Young Enterprise group Attended Theatre Royal/Museum - Project Steering Group Meeting Attended Aorangi Stadium - Project Steering Group Meeting
<i>21 August 2025</i>	Attended Canterbury Regional Transport Committee Attended Canterbury Mayoral Forum Dinner in Christchurch
<i>22 August 2025</i>	Chaired Canterbury Mayoral Forum meeting Attended Civil Defence Emergency Management Joint Committee
<i>25 August 2025</i>	Met with Otago Medical School for Community Contact Week Attended meeting regarding Mayors Taskforce for Jobs Programme Update
<i>26 August 2025</i>	Chaired Council meeting Led two Citizenship Ceremonies Led Community Awards presentations to two community members
<i>27 August 2025</i>	Met with Rangitata MP Attended monthly meeting with South Canterbury Chamber of Commerce
<i>28 August 2025</i>	Attended Prime Ministers Lunch in Christchurch Attended SADD Students Police Operation

In addition to these duties I met with 57 members of the public on issues of concern to them.

Functions Attended by the Deputy Mayor for the Period 26 July 2025 to 29 August 2025.

<i>29 July 2025</i>	Attended Air New Zealand Mayoral Forum
<i>4 August 2025</i>	Attended Sister Cities Subcommittee meeting
<i>8 August 2025</i>	Attended TBHS Prefects leadership morning

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 26 July 2025 and 29 August 2025.

<i>28 July 2025</i>	Attended Chief Executives Forum
	Attended Civil Defence Emergency Management Coordinating Executive Group meeting
<i>30 July 2025</i>	Attended Local Water Done Well Steering Group meeting
	Met with South Canterbury Chamber of Commerce representatives for monthly update
<i>5 August 2025</i>	Attended Council meeting
	Attended Council workshop
<i>12 August 2025</i>	Attended Emergency Council meeting
	Met with Chief Executive Venture Timaru Limited
<i>13 August 2025</i>	Met with General Manager Timaru District Holdings Limited
<i>18 August 2025</i>	Attended Temuka Community Board
<i>19 August 2025</i>	Attended Standing Committee meetings
	Attended Council workshop
<i>20 August 2025</i>	Attended Theatre Royal/Museum Project Steering Group meeting
	Attended Aorangi Stadium Project Steering Group meeting
	Attended Geraldine Community Board
<i>21 August 2025</i>	Attended Canterbury Mayoral Forum Dinner
<i>22 August 2025</i>	Attended Canterbury Mayoral Forum
	Attended Canterbury Civil Defence Emergency Management Group Memorandum of Understanding signing
	Attended Civil Defence Emergency Management Joint Committee
<i>26 August 2025</i>	Attended Council meeting
	Attended Claremont Water Treatment Plant Steering Group meeting
<i>27 August 2025</i>	Attended regular meeting with Rangitata MP James Meager
	Met with South Canterbury Chamber of Commerce representatives for monthly update

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

Attachments

Nil

9 Reports

9.1 Sister Cities - Eniwa Student Exchange presentations

Author: Alesia Cahill, Executive Support Manager

Authoriser: Nigel Bowen, Mayor

Recommendation

That the Sister Cities, Eniwa Student Exchange verbal presentations be received and noted.

Purpose of Report

- 1 Three students, two from Craighead and one from Roncalli to share their experience of their Eniwa, Japan 2025 student exchange.

Discussion

- 2 This is a verbal presentation.

Attachments

Nil

9.2 Venture Timaru Quarterly Report to 30 June 2025**Author:** Jessica Kavanaugh, Democracy Services Lead**Authoriser:** Stephen Doran, General Manager Corporate**Recommendation**

That Council receives and notes the Venture Timaru Quarterly Report for the period 01 July 2024 to 30 June 2025.

Purpose of Report

- 1 To present to Council, for information and as a requirement of the Statement of Intent (Sol) the quarterly performance report of Venture Timaru (VT) for the period 01 July 2024 to 30 June 2025.

Assessment of Significance

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

Discussion

- 3 Venture Timaru's Quarterly Report for the period ending 30 June 2025 is attached. This is provided by Venture Timaru to Council as a shareholder as required by the Statement of Intent (Sol).
- 4 The financial statements presented show a draft end of year surplus for the 2024/25 year.
- 5 This quarterly report is for the last quarter of the 2024/25 year and includes summarised commentary and information on the annual performance which will be expanded on by Venture Timaru providing deeper detail in their "Year in Review" workshop with Elected Members to be held on 18 November 2025.
- 6 The Chairman and Chief Executive of Venture Timaru will be in attendance to speak to the report.

Attachments

1. **Venture Timaru Quarterly Report to 30 June 2025** [!\[\]\(f0543fe51acd79be3858008749d93a88_img.jpg\) !\[\]\(b452a1210835992e25e075124622531b_img.jpg\)](#)
2. **The contribution of primary sector exports from South Canterbury** [!\[\]\(7bc2b99ff222bd0a25e1cf77d692b0e7_img.jpg\) !\[\]\(2a8e852b9c8306ea71a116afe600d421_img.jpg\)](#)



Quarterly Report to Timaru District Council
to 30 June 2025

OUR VISION:

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

WHAT WE DO:



YTD PERFORMANCE DASHBOARD:

COMPLETED	ONGOING/W.I.P	NOT PROGRESSED	IMPROVEMENT NEEDED
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SOI 3 Yr Operational Objectives	SOI Prioritised 2024/25 Activities	COMMENTARY (high level)	NEXT STEPS
Support EXISTING BUSINESS to innovate and grow.	Engage business and assist with future plans, challenges, barriers, productivity improvements, decarbonisation, access to enablers (power/water/workforce etc.. Key stakeholder participation in the development of a South Canterbury Energy Strategy.	<ul style="list-style-type: none"> Engaging with 20+ existing businesses monthly assisting where needed with introductions, identification & assistance with barrier removal and support with expansion plans. VT on Canterbury Mayoral Forum steering group which released the Canterbury Energy Stocktake identifying and recommending areas of priority related to resources, demand, assets, and networks. From here the Energy Strategy will be developed. 	<ul style="list-style-type: none"> Ongoing reporting on value added by VT in engagements including elevation of strategic risks to existing business identified and action taken/elevated. VT to ensure local challenges and opportunities are suitably prioritised in the Canterbury Energy Strategy e.g. network resilience, increased power capacity, alternative generation – solar/wind and data centre opportunities.
Attract & assist NEW BUSINESS to the District. PRIORITY	Establish a Business & Investment attraction "hunter/gatherer" role Develop enhanced Business Attraction resources for the district. Assist TDHL to secure 100% tenancy for 13ha Washdyke Industrial Park.	<ul style="list-style-type: none"> "Make Timaru your Business" Campaign (MTYB) well underway and being well received. Recurring social and print media articles and adverts undertaken. Referral sources – EDNZ, CRI's, Industry Associations, NZTE, InvestNZ, R/Estate Agents etc... all being actively fostered. Local business engaged as advocates – MTYB resources shared with >130 & growing. No medium to large new business secured in 2024/25 year – assisted the establishment of 5 small/medium businesses Working closely with TDHL to promote industrial park now near completion + port adjacent land – 2 x well progressed opp's. 	<p>Refer following report for more detail</p> <ul style="list-style-type: none"> Engaging with and reporting on a minimum of 10 new to district business opportunities or referral sources per month. In active discussions with 28 new to district business opportunities with 15 of these at advanced stages. Advocating strongly for the need to develop connectivity solutions for waste water and energy options to secure well advanced opportunities currently in negotiation.
Assist business to attract, develop & maintain a skilled WORKFORCE	Renew workforce attraction resources for industry and recruitment agencies. Amplify activity to "Expose Educate & Excite" our future workforce on local career pathways. (MyNextMove student transition initiative) Workforce Training – facilitate improved alignment of local training delivery that meets the needs of local industry	<ul style="list-style-type: none"> MyNextMove contract (held for 8 yrs) discontinued by funder MSD from 30 June. Post cancellation of vocational education restructure (Polytechs) – Dept Mayor Shannon & VT reengaged with Ara to progress fit for future structure of Timaru Campus -possibility of an "Educational Hub" involving many providers. 	<ul style="list-style-type: none"> Actively investigating all possible funding sources to continue MnM service. Include local industry, secondary schools, and various skills providers in "Educational Hub" discussions with Ara. Develop and implement a pathway to retaining and enhancing Ara's Timaru Campus to support existing business
PROMOTE the district as a "destination of choice"	Own and implement a Caroline Bay Plan for the future that maximises visitor experience and community engagement. Further develop existing event offering and attract new in/out of season events. Develop a Cruise Strategy in partnership with Primeport, tourist operators and community to grow Cruise Sector by providing the best possible experience for all cruise visitors.	<ul style="list-style-type: none"> VT advised the responsibility for Caroline Bay Plan to remain with Council. Business Events resources updated and Business Event attraction plan in progress. Cruise Strategy in partnership with Primeport and Tourist Operators completed for implementation for 2025/26 season. 	<ul style="list-style-type: none"> TDC reigniting and engaging with VT on the role we will play going forward with Caroline Bay Masterplan. Cruise Strategy to be completed by June 2025 implemented Q1 2025/26. Intl visitor attraction campaign aligned to Govt Intl campaign launched May.
Facilitate new to district INVESTMENT in Infrastructure & Community assets	Assist with identifying and processing key infrastructural opportunities of benefit to the district – (airport/port/ transport & logistics) Facilitate new residential development investment that provides typography diversity - property owner, developer, investor introductions. Coordinate and foster Central Government relationships to attract new investment to support local initiatives and prioritised projects.	<ul style="list-style-type: none"> Assisted Kanoa engagement, application support and endorsement of successful Opuha Water Regional Infrastructure Fund (RIF) Application – obtained \$20.8m. Supported and endorsed TDC's applications - RIF (runway extension) and Coastal Shipping Resilience Fund (Sthn Port Access – awaiting outcomes. Representing Timaru District on Canty Regional Deals steering group 	<ul style="list-style-type: none"> Actively progressing engagement with: <ul style="list-style-type: none"> local residential developers (including new to district) to progress diversity in housing (primarily inner/near city living) across our district. Existing landowners for much needed hotel development Opportunity to enhance port and wider transport offerings with right hand rail turn at Rolleston

ATTRACTING NEW BUSINESS

Via the “Make Timaru your Business Campaign” (MYTB), VT continues to amplify all efforts to promote the district to attract new business. This ongoing campaign is multi-faceted across social and print media awareness advertising, utilising an ever expanding group of local businesses as district ambassadors and advocates, fostering existing referral networks and direct targeting of specific industries.

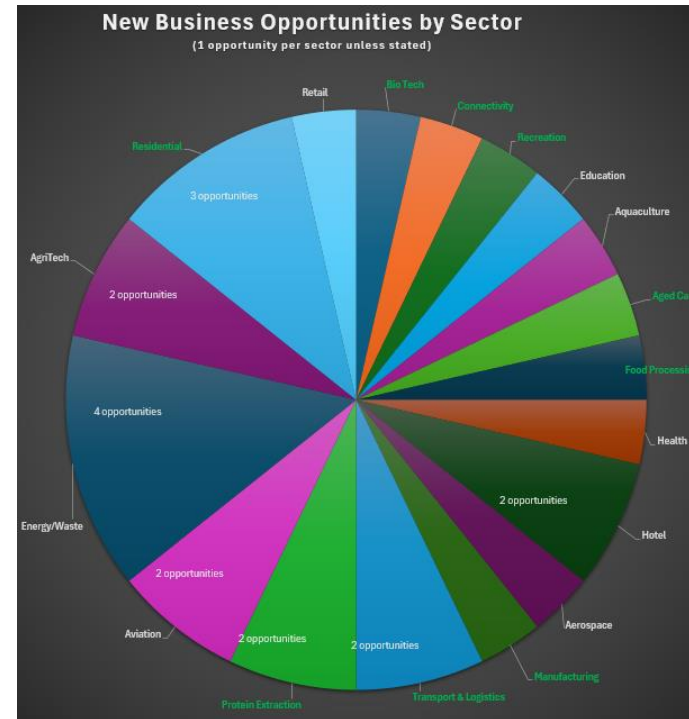
The development of TDHL's Washdyke Industrial Park coupled with other adjacent land sees us now have in excess of 50ha of at, or very near, suitably zoned “project ready” land for which we are targeting a variety of businesses. Given its close proximity to our waste water treatment plant this area lends itself to “wet” industry such as future foods, protein extraction and food processing. The closeness to Pioneer Energy's Steam Centre is also an attracting factor. This said we need to collectively ensure we pro-actively and promptly address connection solutions that are cost competitive and attractive to these targeted opportunities in order to secure their business ahead of other areas such as Selwyn and Ashburton Districts. This matter highlighted in recent industry group discussions with TDC over proposed hike in wastewater charges following Smithfield closure. Important as much to attract new like business but also in relation to retaining existing wet industry as a key factor in them progressing any expansion plans.

We have yet to secure a medium or large business as a result of the MTYB campaign but as detailed currently have a number of exciting new leads (some well advance) and the most in terms of numbers for more than 2 years.

Current New Business Opportunities in various stage of negotiation – sector breakdown:

We intend to provide more detail in our PX 2024/25 Year in Review Workshop with Mayor and Councillors which has recently been rescheduled to 18 November.

- The variety of current new business opportunities aligns to the inherent strength of our district which is the existing diversity of our industry sectors and the capability of supporting services across trades and professionals.
- We have obvious strengths and capability in our “sweet spot” sectors such as food processing (wet and dry), manufacturing, transport, and logistics, however that hasn't precluded us exploring opportunities in other aligned or new sectors – aerospace, aquaculture and biotech.
- As such there is a prominence of a “future focus” within existing opportunities being progressed notably biotech, protein extraction, connectivity, aquaculture, waste & energy, and the technology associated with one of the aviation opportunities.
- There is an identified opportunity for our district to lead the way with how we are processing our waste/by-products especially from our Food processing sector. The close proximity and well established trusted level of collaboration is the ideal foundation off which a variety of opportunities have been identified: anaerobic digestion, biofuels, biogas, vermicast, black soldier fly etc..
- We are also collaborating nationally on opportunities associated with diversification in energy generation and associated economic benefits for our central South Island location as regards electrification, sub sea cabling US to Aus/NZ, data centres etc...



Current more advanced new business opportunities

- **Protein Extraction** – NZTE/InvestNZ introduced entity via **MTYB** looking to expand their operation visited early July. Very much scoping possible locations but early stages in terms of supply/demand identification and capital raise. Impressed with South Canterbury both from a feedstock and potential client perspective. Direct B2B connections made and samples being provided both ways. – Slow burn. Another NZ based entity looking to establish a scaled up commercial operation. Previously engaged with and whilst delayed for 12-18 months discussion now reignited. Well advanced and working closely with TDHL to develop a Washdyke based solution including services connections and potential investment partners. Estimated FTE for both total approx. 120+
- **Energy** – a further intro ex NZTE/InvestNZ via **MTYB**, Government aligned entity who have completed an assessment of future state energy opportunities for Central South Island aligned to solar, subsea cables, data and energy centres. Meeting late August in Wellington.
- **Aerospace** – **MTYB** ignited a targeted relationship on this sector with our CHCHNZ colleagues resulting in VT CE being appointed to the Canterbury Aerospace Leadership Group who will oversee the implementation of the [Canterbury Aerospace Strategy](#). Initial mapping of Central South Island assets and businesses who are already, or could potentially be, suppliers to the Aerospace sectors well underway. Sth Canty Aerospace workshop proposed for Q1 2025/26 to progress.
- **Hotel** – in desperate need of an 80-120 room hotel for many years for our District and having engaged with a number of local landowners, we are working with an industry connector to elevate identification of sites and operators to progress this as an absolute priority. In the current environment “Greenfield” developments are very difficult but not impossible and whilst exploring these opportunities our focus is on all potential brownfield/retrofit opportunities. VT now working closely with willing parties ignited via **MTYB**.
- **Residential & Aged Care** – transformational new opportunity within the District. Introduction made of local potential enabling investors. Assisting with assessment of demographic and needs analysis to help inform scope and staging.
- **Aquaculture** – connection made, via facilitated introductions to fellow EDA colleagues, with an existing very prominent North Island aquaculture operation looking to replicate that operation in 1-2 locations in NZ having secured international growth investment.
- **Transport & Logistics** – assisting the positioning with Kiwirail of a right hand turn at Rolleston to progress a two port strategy for Canterbury to alleviate and efficienise central south island freight now and into the future – transport being a key economic enabling foundation.

Business Attraction Metrics across March-June 2025

- Estimated 38,000 reach across scheduled print media insertions – Food Tech, Engineering NZ, FTD Supply, Business South, Courier...
- 9,609 views and impressions across scheduled social media posts – topics covered include Productivity, Powered by Pioneers, Launchpad for Bold Growth, Strength of Diverse Industry Sectors, Platform for Success, Green Future Strategies.
- 61 engagements across 33 new business opportunities
- 17 referral engagements across regional and national networks
- 128 (and growing) local businesses engaged as Make Timaru your Business advocates and referrers

Supported by our Timaru by the Numbers infographic and a dedicated MTYB website – www.maketimaruyourbusiness.nz, these resources are designed to gain attention/interest which are then followed up on by the VT team. Opportunities will be progressed with a “team Timaru” approach involving as appropriate TDHL, TDC, Alpine Energy, Arowhenua, Primeport, local supporting services and various entities – all coordinated by VT.

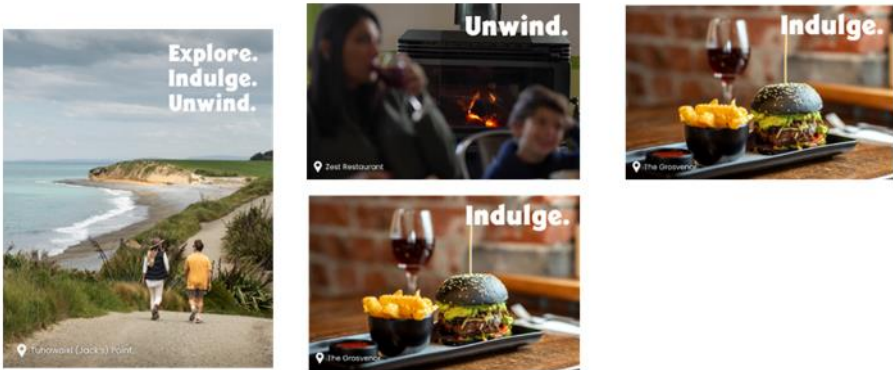
June 2025 quarter – additional notes

<p>Support EXISTING BUSINESS to innovate and grow.</p>	<ul style="list-style-type: none"> • Local agri sector leaders met with Barkers to explore raw product supply opportunities. Further info being shared under NDA to enable more informed investigations into infrastructural and investment requirements. • Assisted 5 x new SME's businesses with advice and support to enable their establishment – taxi, electrical, hospitality, transport and trades • Facilitated the involvement of 25+ local businesses in the development of a first ever Cruise Strategy for the Timaru District where and how all and others can be involved in collectively growing this burgeoning industry sector. • Over 30 local businesses attended the 2025 Pathways Expo that VT partnered local Careers Advisors in delivering to the region. 850+ local secondary school students attended to hear of career opportunities and pathways. • Supported 10 local processing sector businesses in their engagement with Council on proposed waste water charges which through their efforts resulted in an agreement being reached that was palatable to both parties. • Along with TDHL met with a return to the district businessman looking to invest and “give back”. Identification of potential inner/near city and residential opportunities progressing.
<p>PROMOTE the district as a “destination of choice”</p>	<ul style="list-style-type: none"> • In addition to the earlier in the year completed Active Transport Strategy project to update and improve Timaru Walking and Biking Trail resources, VT completed a CityTown Events Project following our appointment to the project by TDC. This project like the aforementioned Walking and Bike Trails Strategy, was completed on time and within budget and project scope and expectations of outcomes exceeded across the board. The reason we point this out is to reiterate that VT's independence provides us with flexibility and a nimbleness to quickly act on, connect and deliver on projects for and on behalf of Council. • VT's tourism data dashboard shows Americans are now the biggest international spenders here, followed by Australians, then UK. View the dashboard here https://www.vtdevelopment.co.nz/business/tourism-data • 2025 Official Visitor Guide updated and distributed widely to tourism and hospitality operators. <ul style="list-style-type: none"> • CityTown Events Project – VT is administering a \$50k budget for TDC for CityTown Events. Range of activities has taken place including: <ul style="list-style-type: none"> • Creative Cove arts initiative • Street Beats for rangatahi buskers • Coming up are: <ul style="list-style-type: none"> • Street Theatre • Pop up interactive arts events for school holidays • CBD History walking tours • Cultural performances • Get Active encouraging physical activities • Literacy focussed interactive activities • Events: June 2025 saw the last of the Major Event Fund supported events occur – notably ColourFest, Rally SC and Matariki Night Market. Of note also was the international squash event that occurred in Temuka late June. This had widespread national coverage across TV and print media and established provincial Temuka as a location where events of this magnitude can occur successfully – all in no small part of a dedicated and committed organising committee effectively supported by the whole of the Temuka Community – it will be back in June 2026. • Applied for and received \$36K from the Regional Events Promotion Fund to support Brews on the Bay, Caroline Bay Rock & Hop, 4 & Rotary, Superbikes Grand Prix. • Social Channel Engagement – WeLoveTimaru Facebook followers 9,500 and Instagram 2,500 • Lunch ‘n’ Learns – partnering with Central South Island RTOs to continue capability training of operators through Lunch ‘n’ Learn training sessions.

Towards 2050	<ul style="list-style-type: none">• Draft Plan completed as scheduled by 30 June• Positioned with Mayor and TDC CE mid-July and SLT workshop to be completed asap prior to workshop with Councillors many of whom engaged individually throughout draft plan development.• Further socialising of the draft plan across Q1&2 2025/26 with plan implementation to get underway.• Interactive Data Dashboard currently under development where key T2050 indicators will be monitored and reported on.
Various	<ul style="list-style-type: none">• VT entered into an agreement to lease ground floor premises and co-locate with TDHL from late October 2025. This will further enhance an already close working relationship and potential operational efficiencies between Councils two CCO's. This is also a tangible way in which VT can actively contribute and be part of South Stafford St revitalisation which will be centred on the Theatre Royal redevelopment now underway. Post one off relocation costs annual savings of approx. \$20-28K are anticipated to be realised going forward.• Alongside TDHL, TDC and Primeport VT attended the May visit by Economic Development Minister Jones (accompanied by local MP James Meager) – a number of key economic enabling topics discussed including runway extension (opportunities to align this to defence budget allocation), transport and logistics (right hand turn at Rolleston and 2 x port strategy for Canterbury), Primeport diversification and future including the likelihood of reigniting the oil and gas prospect off the east coast of the South Island. To support these discussions we commissioned and provided an updated “Sth Cnty Grunt” report from Benje Patterson (copy attached) which further emphasised the contribution of our local Primary Sector to NZ Inc. As an example -as at 2024 we produced 7.3% of NZ’s Food and Fibre exports from just 1.2% of NZ’s population.

Appendices

- 1. Financial Reports (actuals to budget) to 30 June 2025
 - a. Financial Commentary
 - b. Profit & Loss
 - c. Balance Sheet
 - d. Cash Flow statements
- 2. KPI's summary
- 3. Feedback



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

Venture Timaru Profit & Loss Statement 1 July 2024 - 30 June 2025				
	YTD ACTUAL 30/06/2025	TDC SOI BUDGET 30/06/2025	Variance 2024/25	Commentary
INCOME				
Economic Development Grant - TDC	\$ 745,000	\$ 745,000	\$ -	
Tourism Grant - TDC	\$ 434,420	\$ 468,000	\$ 33,580	Represents underspend in Cruise funding of \$60K - will be deducted off 2025/26 \$60K funding.
			\$ -	
MyNextMove Contract - ex MSD	\$ 145,278	\$ 152,700	\$ 7,422	less spent due to contract discontinuing from June 2025. C/Fwd to fund role to 31 Oct to explore options.
Reg Apprenticeship Initiative - ex Kanoa (Provincial Development Unit)	\$ 352,776	\$ 300,000	\$ 52,776	funds held, more drawn/allocated than anticipated. Funding ends Dec 25
Major Events Funding - Tourism ex TDC	\$ 245,000	\$ 245,000	\$ -	
Private Sector Partnership - TDC	\$ 1,687	\$ 13,000	\$ 11,313	amount c/fwd as prepayment in Balance Sheet as at June 25 o/a delay in finalising Making it Happen document
Regional Events Funding - Tourism ex Central Government	\$ 71,995	\$ 71,995	\$ -	
Active Transport Strategy Trails - TDC	\$ 23,639	\$ 50,000	\$ 26,361	TDC contract executed under budget and o time
Citytown Events - TDC	\$ 50,000	\$ 50,000	\$ -	
Other Income - ED	\$ 20,500	\$ 20,500	\$ -	
Other Income - Tourism	\$ 51,083	\$ 24,200	\$ 26,883	additional income Primeport Contribution to Cruise Strategy and cruise income
Interest Income	\$ 51,346	\$ 40,000	\$ 11,346	
TOTAL INCOME	\$ 2,192,724	\$ 2,180,395	\$ 12,329	
EXPENDITURE				
Development HR	\$ 437,348	\$ 461,010	\$ 23,662	2 month delay in getting new Bus Dev Mgr role on board & receipt of now non-recurring wage allocations for MyNextMove whilst
Development expenses	\$ 321,673	\$ 339,490	\$ 17,817	elevated prudent financial management processes have driven further operational cost savings and efficiencies with gains across office admin,
Tourism HR & Expenses	\$ 465,124	\$ 517,200	\$ 52,076	IT & others. Variances also relates to some timings across end of year for campaigns and others.
			\$ -	
MyNextMove Contract - ex MSD	\$ 137,764	\$ 156,700	\$ 18,936	less spent due to contract discontinuing from June 2025. C/Fwd to fund role to 31 Oct to explore options.
Reg Apprenticeship Initiative - ex Kanoa (Provincial Development Unit)	\$ 352,776	\$ 300,000	\$ 52,776	funds held, more drawn/allocated than anticipated. Funding ends Dec 25
Major Events Funding - Tourism ex TDC	\$ 245,000	\$ 245,000	\$ -	
Private Sector Partnership - TDC	\$ 1,687	\$ 13,000	\$ 11,313	monitoring tool delayed pending initial document being approved with TDC
Regional Events Funding - Tourism ex Central Government	\$ 71,995	\$ 71,995	\$ -	
Active Transport Strategy Trails - TDC	\$ 23,639	\$ 50,000	\$ 26,361	TDC contract executed under budget and on time
CityTown Events - TDC	\$ 50,000	\$ 50,000	\$ -	
Special Projects - ex VT Reserves	\$ 23,123	\$ 35,000	\$ 11,877	C/Fwd for T2050 monitoring platform payment July/Aug 2025
TOTAL EXPENSES	\$ 2,130,129	\$ 2,239,395	\$ 109,266	
Provision for taxation				
OPERATING SURPLUS/(DEFICIT)	\$ 62,595	(59,000)	121,595	


As our year end financials are being collated ready for our annual audit, at date our draft year end result is a surplus of approx. \$62K v our reforecast deficit of \$59K. The above commentary provides some breakdown of this positive variance which is a mix of identified cost saving and timings, however important to recognise the enhanced financial management practices which have been prudently enhanced given the current environment – all under our in-house Financial Controllers vigilant guidance. We regularly review and critique all aspects of our expenditure on a 2-4 weekly cycle looking at where we can minimise expenditure without impacting the quality and extent of operational service delivery all while focused on maximising efficiencies.

VENTURE TIMARU LIMITED		
Statement of Cash Flows for the 9 months to 31 March 2025		
	Actual 9 mths to 31/03/2024	Annual Budget 30/6/25
Cash Flows from Operating Activities		
Interest and dividends	27,610	40,000.00
Cash receipts from operating activities	1,712,536	2,040,000.00
GST	(98,600)	(41,000)
Payments to suppliers and employees	(1,790,001)	(2,464,000)
Income Tax (incl RWT)	(19,914)	-
Total Cash Flows from Operating Activities	(168,369)	(425,000)
Cash Flows from Investing Activities		
Receipts from sale of property, plant and equipment	250	-
Receipts from maturity of investments	425,276	410,000
Investments made	(200,000)	-
Total Cash Flows from Investing Activities	225,526	410,000
Net Increase/(Decrease) in Cash	57,157	(15,000)
Bank Accounts and Cash		
Opening cash	201,536	312,000
Net change in cash for period	57,157	(15,000)
Closing cash	\$ 258,693	\$ 297,000

VENTURE TIMARU LIMITED		
Statement of Financial Position as at 31 March 2025		
	Actual 31/03/25	Annual Budget 30/6/25
Assets		
<i>Current Assets</i>		
Bank accounts and cash	265,600	297,000
Debtors and prepayments	26,700	39,500
Short term investments	716,300	369,000
Other current assets	24,740	10,100
Total Current Assets	1,033,340	715,600
<i>Non-Current Assets</i>		
Property, Plant and Equipment	31,660	35,000
Total Non-Current Assets	31,660	35,000
Total Assets	1,065,000	750,600
Liabilities		
<i>Current Liabilities</i>		
Creditors and accrued expenses	82,000	98,000
Employee costs payable	54,400	56,000
Funding Prepaid	327,000	185,000
Total Current Liabilities	463,400	339,000
Total Assets less Total Liabilities (Net Assets)	\$ 601,600	411,600
Accumulated Funds		
Issued Capital	1,000	1,000
Equity	600,600	410,600
Total Accumulated Funds	\$ 601,600	\$ 411,600

2. 2024/25 KPI Overview – [noting deeper detail to be provided at “Year in Review PX Workshop” with elected members now being held 18th November 2025](#)

Operational Objectives	Achieved	Success/Measurement	Commentary
Support EXISTING BUSINESS to grow and prosper	Y	Report on intro's made, barriers addressed, opportunities advanced and expansion plan assistance given.	Details provided in monthly board reports and quarterly council reports
	WIP	Sub Regional Energy Strategy Completed & Implemented.	Local Energy Strategy deferred o/a Canterbury Mayoral Forum undertaking Regional Energy Stocktake from which a Regional Energy Strategy will be developed in 2025/26. VT a member of the Steering Group undertaking this work.
Attract & assist NEW BUSINESS to the District	N	Min 4 New Medium/Large Businesses committed to establish in Timaru District.	Support provided to 4 x small/mid sized new business established in Service, Trades, Retail and Wholesale Sectors.,
	N	Commitments in place for min 50% tenancy of TDHL Washdyke Industrial Park.	Currently in advanced discussions with two entities equating to approx. 50% of available TDHL Industrial Park land.
Assist business to attract, develop & maintain a skilled WORKFORCE	Y	Detail successes of students into local employment	Details provided in monthly board reports and quarterly council reports
	WIP	20 pathway events, min 3500 students and 150 local businesses	Activity curtailed o/a MSD discontinuing funding for this service. Exploring alternative funding to retain and enhance this offering.
	WIP	# of new industry aligned locally provided training opportunities	Cancellation of Vocational Education reforms for Polytechs has deferred engagement with Ara pending confirmation of their future - received July 2025 - VT/Dept Mayor re-engaging to solidify Timaru Campus future offerings.
PROMOTE the district as a “destination of choice”	N	Plan for Caroline Bay completed and implementation underway.	Not finalised by Council but reignited June 2025 - some future VT involvement likely.
	Y	Event ROI Economic Benefit for every \$ invested via Major Events Fund	ED Benefit assessments completed in ticketed events e.g. Rock'N'Hop, Brews on Bay, SI Masters - evidencing average ROI of \$29 return for every \$1 of MESF support.
	Y	Cruise survey Economic Benefit reported on - target year on year growth	The assessed Economic Benefit from the 2024/25 was \$3.60m down on prior year o/a reduced ship visits 9 v 13. At date confirmed ship visits for 2025/26 season are 14.
Facilitate enabling and new to district INVESTMENT in infrastructure and community assets.	Y	Report on infrastructure investment and role played by VT in attracting.	Supported/endorsed Regional Infrastructure Fund applications for Opuha Water – acceleration of dam remediation and R&M, Timaru District Council – runway extension and also Southern Port Entry. Mayoral Forum Steering Group member –local voice/context/priorities: Energy Stock-take – next step Regional Energy Strategy, Housing Strategy and Regional Deals
	WIP	Assist the progression of a minimum 6 new residential developments bringing diversity to local housing stock	5 x opportunities progressed across inner/near city living. All aligned to the completion of "Making it Happen" promoting inner/near city living - with TDC to confirm.
	Y	\$\$ of new to district investment.	Successful Opuha Water RIF \$20.80m and Regional Events Promotion \$36K



Venture Timaru
June 3 · 🌐

Make Timaru District Your Strategic Advantage

In Timaru District, we don't just keep pace with change, we lead it.

Positioned in the heart of New Zealand's South Island, Timaru District offers a powerful proposition for ambitious businesses; cost-effective operations, seamless logistics, with direct access to national and international markets. Our district is already home to global exporters, advanced manufacturers, agri and bio tech innovators, and logistics powerhouses, and we're just getting started.

We're seeking businesses that:

- Want to scale smart, not just fast
- Value a strategic base with room to grow
- Prioritise operational efficiency, talent access, and long-term sustainability

Here, you'll find the commercial infrastructure, skilled workforce, and a supportive ecosystem to turn vision into results. With lower overheads and fewer barriers to growth, Timaru District is where opportunity meets performance.

Are you looking to expand, relocate or invest? Get in touch we'd love to hear from you and together let's "Make Timaru Your Business".


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MAKE TIMARU YOUR BUSINESS

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

WE'RE HERE WHERE ARE YOU?





Venture Timaru
May 21 · 🌐

Make Timaru District Your Launchpad for Bold Growth

Timaru District – where bold ideas take flight and lead the way.

From aviation pioneers to biotech disruptors, global exporters to agricultural innovators this is a region built by visionary trailblazers and we're ready for you and your business to be part of our success.

We're not waiting for the future. We're shaping it with the infrastructure, workforce, and strategic location that give forward-thinking businesses a real edge.

We're looking for enterprises that:

- Are ready to lead, not follow
- Innovate with intent and scale with purpose
- Value strategic partnerships and long-term impact

With competitive operating costs, streamlined connections to the world and project ready land, Timaru District is your launchpad for bold growth.

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LEADING WITH VISION... POWERED BY PIONEERS

A legacy of trailblazers shaping a dynamic and prosperous future.



TIMARU'S THE PLACE

'WHERE FOOD TECH THRIVES'

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

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

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

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

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



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

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

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

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

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

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

WE'RE HERE WHERE ARE YOU?



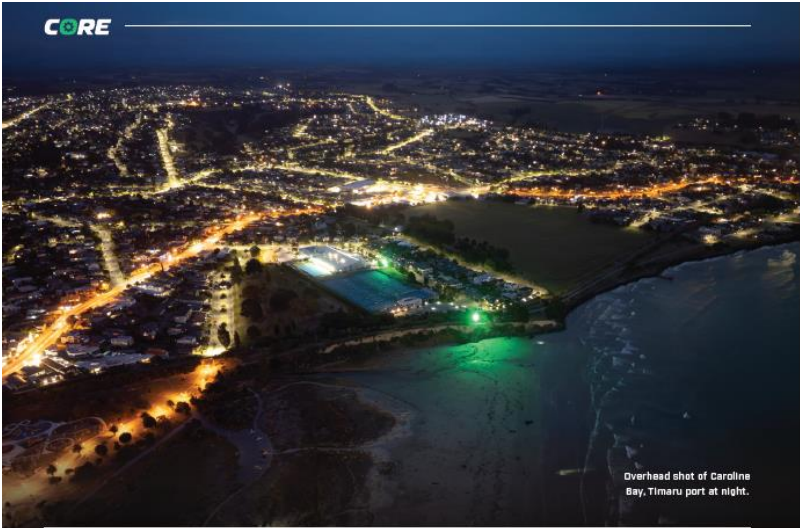
"We are here because Timaru has the people, location, and partnerships that allow innovation to thrive, it's where paddock to pantry is our way of doing business."

Phil Jackson, Grainstor Group

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CORE

Overhead shot of Caroline Bay, Timaru port at night.

TIMARU DISTRICT SET TO BE 'HUB FOR SMART MANUFACTURING'


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

A key part of Timaru's success to date says Davenport is the strength of its existing engineering sector. Local firms have played an essential role in developing and supporting high-performing systems for food production, industrial machinery and water management. Their deep knowledge of regional industries, long-standing client relationships and commitment to innovation continue to drive South Canterbury's position as a national leader in goods-producing manufacturing. Goods production accounts for 26.9% of the local economy, well above the national average. This includes a concentration of food and fibre processors and advanced manufacturing operations that rely on continuous improvement, automation, and precision engineering to remain globally competitive. "Timaru's location provides firms with practical advantages - 80% of the national population is within a 2.5-hour drive, and PrimePort Timaru

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

16 August 2025

REGIONAL DEVELOPMENT



Containers being moved at Timaru industrial port.

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

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May 2025

The contribution of primary sector exports from Timaru and South Canterbury to New Zealand



Prepared for: Venture Timaru

Prepared by: Benje Patterson
Benje Patterson | People & Places
www.benjepatterson.co.nz
May 2025

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The contribution of primary sector exports from Timaru and South Canterbury to New Zealand

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The contribution of primary sector exports from Timaru and South Canterbury to New Zealand

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2. Report overview

This report highlights the contribution of primary sector exports from South Canterbury to the New Zealand economy. The report also shows Primeport Timaru's role in supporting this trade, as well as how improvement to the Port's capacity could help enable projected growth in freight demand in Canterbury. Primary sector exports are consistent with the Ministry for Primary Industries' (MPI) definition of food and fibre exports¹. The food and fibre sector captures not just value derived from primary production in agriculture, forestry, and fishing, but it also includes the value chain created by processing of these outputs into food or fibre products suitable for wholesaling or distribution to the final consumer².

Figure 1 – Map of South Canterbury



2.1. Key findings

- Food and fibre exports from South Canterbury totalled \$3.9 billion in 2024. These exports represented 7.3% of New Zealand's food and fibre exports. The region punches above its weight given it accounts for just 1.2% of New Zealand's population.
- Most of South Canterbury's food and fibre exports are dairy (\$2.6 billion), followed by meat and wool (\$762 million), and seafood and aquaculture (\$199 million). Horticulture and processed food item exports contribute \$96 million and \$87 million respectively. Exports of arable crops of grains, grass seeds, and vegetable seeds add a further \$71 million to the South Canterbury total.
- Statistics New Zealand data shows \$984 million of trade passed through Primeport Timaru in the June 2024 year (\$533 million of exports and \$451 million of imports). Primeport Timaru data shows trade through the port was responsible for 82,862 shipping container movements in 2024. There can be some volatility in the export data, with Statistics New Zealand data showing exports through Primeport Timaru reached almost \$1.1 billion in 2023.
- The South Island Freight Study estimates that there will be a 49% lift to annual freight traffic through Canterbury within the 25 years. The capacity provided by Primeport Timaru, in addition to Port Lyttleton, ensures there is some resilience to the Canterbury freight system.
- About 91% of freight movements in Canterbury are intraregional (i.e. within Canterbury), but Canterbury also plays an enabling role in connecting other regions. For example, 54% of the West Coast's freight passes through Canterbury. Primeport Timaru could be directly accessed by rail with the West Coast's Midland Line given a right turn at Rolleston onto the Main South line.
- If shipping container movements through Primeport Timaru rise proportionate to the 49% projected growth in freight traffic across Canterbury over the next 25 years, then this would mean almost 40,000 additional containers passing through the port each year.

¹ A modelling approach has been taken to estimate South Canterbury's exports. The model has taken New Zealand food and fibre exports by sector from MPI's Situation and Outlook for Primary Industries dataset and apportioned these to South Canterbury using industry employment data for each territorial authority from Statistics NZ, as well as evidence from the agricultural census. The implicit assumption is that South Canterbury's food and fibre sector has a similar propensity to export their outputs as the national economy.

² See: Dalziel, Paul, Caroline Saunders and John Saunders (2018). The New Zealand Food and Fibre Sector: A Situational Analysis. Client report prepared for the Primary Sector Council. Lincoln University.

The contribution of primary sector exports from Timaru and South Canterbury to New Zealand

3

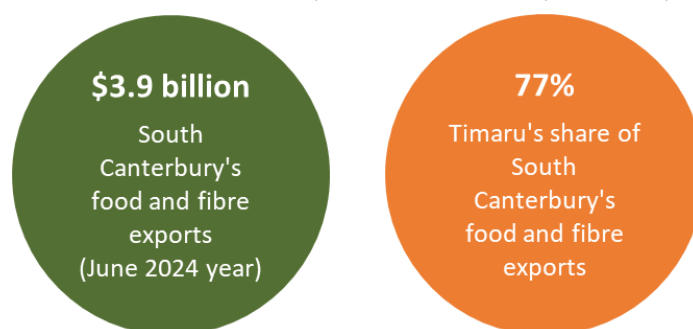
3. Valuing Timaru and South Canterbury's exports

This section values exports of food and fibre products and other exports from South Canterbury.

3.2. Current value of food and fibre exports

The total value of food and fibre exports from South Canterbury was estimated to be \$3.9 billion in 2024, with 77% (\$3.0 billion) of these exports being from Timaru District where most of the sub-region's food and fibre processing capacity is located.

Figure 2 – Author estimates of food and fibre exports in South Canterbury, June 2024 year



These food and fibre exports are distributed between the following sub-parts of the sector:

- Most of South Canterbury's food and fibre exports are dairy (\$2.6 billion), followed by meat and wool (\$762 million), and seafood and aquaculture exports (\$199 million).
- Horticulture and processed food item exports contribute \$96 million and \$87 million respectively to the total. These categories include products that span the exports of major food brands such as Barkers, McCains, DB Heineken, and Juice Products.
- Exports of arable crops of grains, grass seeds, and vegetable seeds add a further \$71 million to the South Canterbury total.

Table 1

Food and fibre sector export revenue for Timaru and South Canterbury June 2024 year, \$ million, author estimates from Statistics NZ and MPI data		
	Timaru	South Canterbury
Dairy	\$1,870m	\$2,635m
Meat & wool	\$738m	\$762m
Seafood and aquaculture	\$147m	\$199m
Horticulture	\$96m	\$96m
Processed food and other	\$76m	\$87m
Arable	\$48m	\$71m
Forestry	\$25m	\$29m
Total food and fibre export value	\$2,999m	\$3,878m

The contribution of primary sector exports from Timaru and South Canterbury to New Zealand

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3.3. Comparisons against New Zealand

The following table highlights how food and fibre exports from Timaru and South Canterbury sit against total food and fibre exports from New Zealand³.

Table 2

Food and fibre sector export revenue for Timaru and South Canterbury against New Zealand <i>June 2024 year, \$ million, author estimates from Statistics NZ and MPI data</i>			
	Timaru	South Canterbury	New Zealand
Dairy	\$1,870m	\$2,635m	\$23,231m
Meat & wool	\$738m	\$762m	\$11,336m
Seafood and aquaculture	\$147m	\$199m	\$2,141m
Horticulture	\$96m	\$96m	\$7,082m
Processed food and other	\$76m	\$87m	\$3,416m
Arable	\$48m	\$71m	\$345m
Forestry	\$25m	\$29m	\$5,748m
Total food and fibre export value	\$2,999m	\$3,878m	\$53,299m

As a proportion of New Zealand's total food and fibre exports, South Canterbury accounts for 7.3% of all food and fibre exports.

South Canterbury's exports have the heaviest representation in the following sub-parts of the sector:

- Arable exports (21% of NZ total)
- Dairy (11%)
- Seafood and aquaculture (9.3%)
- Meat and wool (6.7%).

Table 3

Timaru and South Canterbury's share of New Zealand food and fibre exports <i>June 2024 year, exports as % of NZ total, author estimates from Statistics NZ and MPI data</i>		
	Timaru	South Canterbury
Dairy	8.0%	11.3%
Meat & wool	6.5%	6.7%
Seafood and aquaculture	6.9%	9.3%
Horticulture	1.4%	1.4%
Processed food and other	2.2%	2.5%
Arable	14.0%	20.5%
Forestry	0.4%	0.5%
Total food and fibre export value	5.6%	7.3%

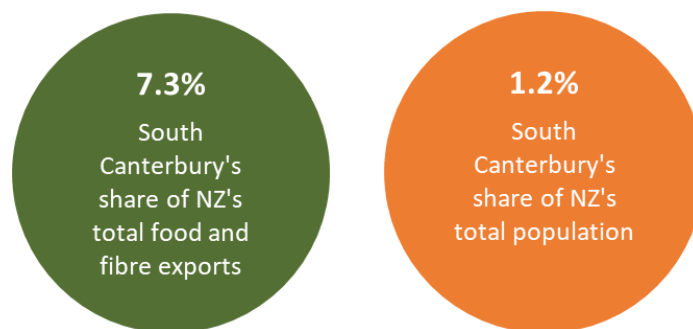
South Canterbury's food and fibre sector punches well above its weight in terms of its contribution to New Zealand's total food and fibre exports, particularly when one considers the region's relatively small population. Of New Zealand's total population of 5.3 million (2024 estimate), just 0.9% (49,500 people) were estimated to live in Timaru, with 1.2% (63,500 people) of New Zealand's population residing across all of South Canterbury.

³ New Zealand food and fibre export values contained in the table match those published by MPI in its Situation and Outlook for Primary Industries (2024) report.

The contribution of primary sector exports from Timaru and South Canterbury to New Zealand

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Figure 3 – Author estimates of South Canterbury's food and fibre exports & population as % of NZ (2024)



3.4. Comparing food and fibre exports against other exports

Food and fibre exports comprise the majority of all goods exports from South Canterbury. It is estimated that other goods exports, including machinery, equipment and other manufactured exports, totalled about \$126 million in 2024, which was equivalent to just 3.1% of all exports from South Canterbury

Table 4

Food and fibre sector export revenue against other exports for Timaru and South Canterbury <i>June 2024 year, \$ million, author estimates from Statistics NZ and MPI data</i>		
	Timaru	South Canterbury
Food and figure sector exports	\$2,999m	\$3,878m
Other goods exports	\$116m	\$126m
Total goods exports	\$3,115m	\$4,004m
<i>Food and fibre exports as % of total</i>	96.3%	96.9%

3.5. Food and fibre growth trends

Food and fibre exports have grown rapidly since the Covid-19 pandemic first struck. Over the five years to 2024, the value of food and fibre exports from South Canterbury climbed 24% from an estimated \$3.2 billion in 2019 to \$3.9 billion in 2024.

By comparison, other exports from South Canterbury (which include machinery, equipment and other manufactured goods) grew by 7.3% from \$117 million to \$126m over the same period.

Table 5

Growth in food and fibre sector export revenue for Timaru and South Canterbury <i>June 2024 compared to June 2019 year, \$ million, author estimates from Statistics NZ and MPI data</i>						
	Timaru			South Canterbury		
	2019	2024	% change	2019	2024	% change
Total food and fibre exports	\$2,548m	\$2,999m	17.7%	\$3,124m	\$3,878m	24.2%
Other goods	\$112m	\$116m	2.9%	\$117m	\$126m	7.3%
Total goods exports	\$2,660m	\$3,115m	17.1%	\$3,241m	\$4,004m	23.5%

The contribution of primary sector exports from Timaru and South Canterbury to New Zealand

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4. Role of Primeport Timaru in supporting trade

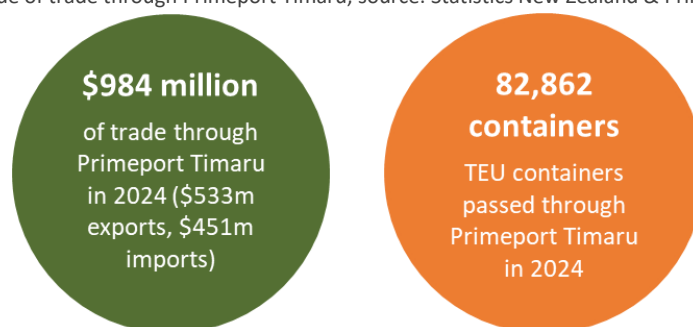
Primeport Timaru plays an important role in supporting trade from South Canterbury, as well as other parts of the South Island. Given large projected growth in freight demand across the South Island, further increases to the Port's capacity can help support the resilience and efficiency of the freight system.

4.6. Current role of Primeport Timaru in supporting trade

Statistics New Zealand data shows that \$984 million of traded goods passed through Primeport Timaru in the June 2024 year. Primeport Timaru data highlights that trade through the port was responsible for 82,862 shipping container movements in 2024.

Of goods traded through the port in 2024, \$533 million were exports listing Primeport Timaru as their final New Zealand port before shipment overseas, with a further \$451 million of imports passing through the Port. On top of this estimate, there are also some goods which are moved from Timaru to other New Zealand ports using road, rail, and coastal shipping, and so are ultimately listed as using another port for export. There can also be some volatility in the export data, with Statistics New Zealand data showing exports through Primeport Timaru reached almost \$1.1 billion in 2023.

Figure 4 – Value of trade through Primeport Timaru, source: Statistics New Zealand & Primeport Timaru



The capacity provided by Primeport Timaru ensures there is resilience to the Canterbury freight system. There is only one other export port in Canterbury, Lyttleton, which handled approximately \$7.6 billion of exports (and \$6.3 billion of imports) in the June 2024 year.

Natural disasters, such as the Christchurch earthquakes that affected Lyttleton's operations, have previously highlighted the important role which the provision of Primeport Timaru's latent capacity into the freight system can play when unforeseen circumstances occur.

4.7. Projected growth in freight demand

Large growth in freight demand is anticipated across South Island over the next 25 years, and a high share of this growth will occur in Canterbury. To effectively meet this demand, it is important that Canterbury's freight system is both resilient and efficient. Future investment in Primeport Timaru will need to occur, to complement other investments occurring in port infrastructure in Lyttleton. Data on projected freight demand in Canterbury and its neighbouring areas, presented in this section of the report, has been drawn from the South Island Freight Study (2019)⁴.

⁴ Richard Paling, Murray King, and Andrew Maughan (2019), South Island Freight Study.

The contribution of primary sector exports from Timaru and South Canterbury to New Zealand

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The South Island Freight Study estimates that there will be a 33.6 million tonne lift to annual freight traffic through the South Island within the 25 years to 2042, with most of this increase (19.7 million tonnes) occurring in Canterbury. In percentage terms, freight volumes moving through Canterbury is forecast to rise by 49% within 25 years (1.6%pa average growth).

Table 6

Projected growth in annual freight traffic by region over the 25 years to 2042				
Source: calculations from the South Island Freight Study (2019)				
	Projected growth in freight		Projected annual freight traffic (million tonnes)	
	Total projected change	Average annual growth (%pa)	2017	2042
Northland	6.0	1.2%	17.0	23.0
Auckland	32.5	1.8%	57.3	89.8
Waikato	16.1	1.6%	32.0	48.1
Bay of Plenty	11.3	1.4%	26.6	37.9
Gisborne	0.0	0.0%	4.9	4.9
Hawke's Bay	4.8	1.5%	10.5	15.3
Taranaki	2.2	1.0%	8.1	10.3
Manawatu	2.9	0.9%	11.1	13.9
Wellington	3.0	1.1%	9.8	12.8
Nelson-Tasman-Marlborough	3.2	1.1%	10.2	13.3
West Coast	0.6	0.7%	3.1	3.8
Canterbury	19.7	1.6%	40.3	60.0
Otago	5.0	1.6%	10.5	15.5
Southland	5.1	1.3%	13.3	18.3
Total New Zealand	112.4	1.5%	254.6	367.0
Total North Island	78.8	1.5%	177.3	256.1
Total South Island	33.6	1.5%	77.4	110.9

The 19.7 million tonne projected increase in annual freight volumes for Canterbury within 25 years is the second largest projected increase in the country behind Auckland (32.5 million increase). In fact, Canterbury's projected rise in freight traffic is so great that it exceeds the combined increase anticipated across all the North Island outside of the Golden Triangle of Auckland-Waikato-Bay of Plenty. Total annual freight volumes in Northland, Gisborne, Hawke's Bay, Taranaki, Manawatu, and Wellington are projected to increase by 18.8 million tonnes, which is below Canterbury's 19.7 million tonne lift.

About 91% of freight movements within Canterbury are intraregional (i.e. within Canterbury), but Canterbury also plays an important enabling role in connecting freight movements for other regions in the South Island. For example, 54% of the West Coast's freight passes through Canterbury. Primeport Timaru could be directly accessed by rail with the West Coast's Midland Line given a right turn at Rolleston onto the Main South line.

The contribution of primary sector exports from Timaru and South Canterbury to New Zealand

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The spread-out nature of neighbouring Otago, and geographical divide between its inland and coastal areas, means that almost 11% of Otago's freight ends up passing through Canterbury, despite Otago having a thriving city (Dunedin) and port (Port Otago).

If growth in the real value of traded goods matches projected growth in annual freight traffic across Canterbury, then the total value of traded goods passing through Canterbury's seaports could rise by \$7.2 billion to reach \$22.1 billion per annum within 25 years.

If Primeport Timaru were to maintain its market share with Lyttleton then the value of traded goods passing through Primeport each year would exceed \$1.5 billion per annum in 25 years, up from \$1.0 billion at present.

Table 7

Implied potential future value of trade through Canterbury's ports under projected freight growth		
<i>Trade through Canterbury ports (\$bn, pa), calculated from Stats NZ & South Island Freight Study data</i>		
Primeport Timaru (maintain market share)	2024	In 25 years
Exports	\$0.5bn	\$0.8bn
Imports	\$0.5bn	\$0.7bn
Potential total trade through Primeport Timaru	\$1.0bn	\$1.5bn
Lyttleton Port Company (maintain market share)		
Exports	\$7.6bn	\$11.3bn
Imports	\$6.3bn	\$9.4bn
Potential total trade through Lyttleton Port	\$13.9bn	\$20.6bn
CANTERBURY TOTAL potential		
Exports	\$8.1bn	\$12.0bn
Imports	\$6.8bn	\$10.1bn
Potential total trade through Canterbury ports	\$14.9bn	\$22.1bn

Data from the Lyttleton Port Company and Primeport Timaru show that in the June 2024 year there were 531,226 shipping containers (TEU) that passed through the two ports.

If shipping container movements rise proportionate to the 49% projected growth in freight traffic across Canterbury over the next 25 years, then there could be over 250,000 additional container (TEU) movements in Canterbury each year. If Primeport Timaru maintained its market share this would mean almost 40,000 additional containers passing through the port each year.

Table 8

Projected shipping container (TEU) movements through Canterbury's ports			
<i>Annual containers (TEU) at Lyttleton/Timaru, calculated with SI Freight Study & ports' annual reports</i>			
	2024	In 25 years	Change
Lyttleton Port Company	448,364	667,322	218,958
Primeport Timaru	82,862	122,162	39,300
Total containers (TEU) through ports	531,226	789,484	258,258

9.3 Timaru District Holdings Limited Quarterly Report to 30 June 2025**Author:** Jessica Kavanaugh, Democracy Services Lead**Authoriser:** Stephen Doran, General Manager Corporate**Recommendation**

That Council receives and notes the Timaru District Holding's Limited Quarterly Report for the period 01 July 2024 to 30 June 2025.

Purpose of Report

- 1 To present to Council, for information and as a requirements of the Statement of Intent (Sol) the quarterly performance report of Timaru District Holdings Limited (TDHL) for the period 01 July 2024 to 30 June 2025.


Assessment of Significance

- 2 This matter is considered to be of low significance in terms of Council's Significance and Engagement Policy. This is a regular report to the Council on progress of TDHL against its Statement of Intent (Sol) which is approved by Council annually.

Discussion

- 3 TDHL's quarterly performance report for the period 01 July 2024 to 30 June 2025 is attached. This update is provided to Council as a requirement of TDHL's Statement of Intent (Sol) and provides Council with an interim overview of the performance for the financial year.
- 4 The activity updates for the period and commentary on the financial statements are outlined in the attached report.
- 5 The financial statements presented include incorporation of associates surplus and the property revaluation, noting that the financial statements are in draft and unaudited. The underlying results show a strong positive operational performance.
- 6 TDHL has been able to fund the \$1.2m dividend to Council from free cashflow.
- 7 TDHL has met all the Statement of Intent activity targets for the year. However, as a result of having to include associate loss into Timaru District Holdings Limited's retained income, many of the Financial Performance Targets have not been achieved.
- 8 The Chair and General Manager of TDHL will be in attendance to speak to the report.

Attachments

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



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

21 August 2025

Dear Nigel

Report for year ending 30 June 2025

Please find attached the TDHL report for the year ending 30 June 2025, associated unaudited financial statements, and activity updates. The report is prepared in accordance with the 2024/2025 Statement of Intent which can be found [here](#). The financial statements, although draft and unaudited, include the incorporation of associates surplus and the property revaluation.

The underlying result shows a strong positive operational performance with Earnings Before Tax of \$471k, above budget of \$331k. This, supported by the sale of the Stafford Street properties, has ensured that TDHL has been able to fund the \$1.2m dividend to Council from free cashflow. This is illustrated in the waterfall diagram at the bottom of page 4 of the report.

Overall, the net result highlights the significant influence of incorporating the non-cash performance of the associate investments. Despite an above budget performance from PrimePort and a strong property revaluation, the share of Alpine loss at -\$6.24m has reduced TDHL's Net Profit to \$2.33m.

The report also covers the Statement of Intent performance indicators. For the 2024/25 year, TDHL has met all activity targets for the year. However, as a consequence of having to include associate loss into TDHL's retained income, many of the Financial Performance Targets have not been achieved.

The bar graph at the bottom of page 4 of the report shows the returns from TDHL's core investment portfolios (PrimePort, Alpine and Property). These have been broken down into percentage returns (both cash and equity) over the past

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admin@tdhl.co.nz 

PO Box 178 Timaru 7910 

4 years. These graphs clearly show the significant influence that incorporation of associates equity has on TDHL's results.

Looking ahead to November we will be welcoming Councillors to the TDHL Annual General Meeting and an opportunity to meet with the full TDHL Board.

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

Regards



Frazer Munro
General Manager

tdhl.co.nz 

admin@tdhl.co.nz 

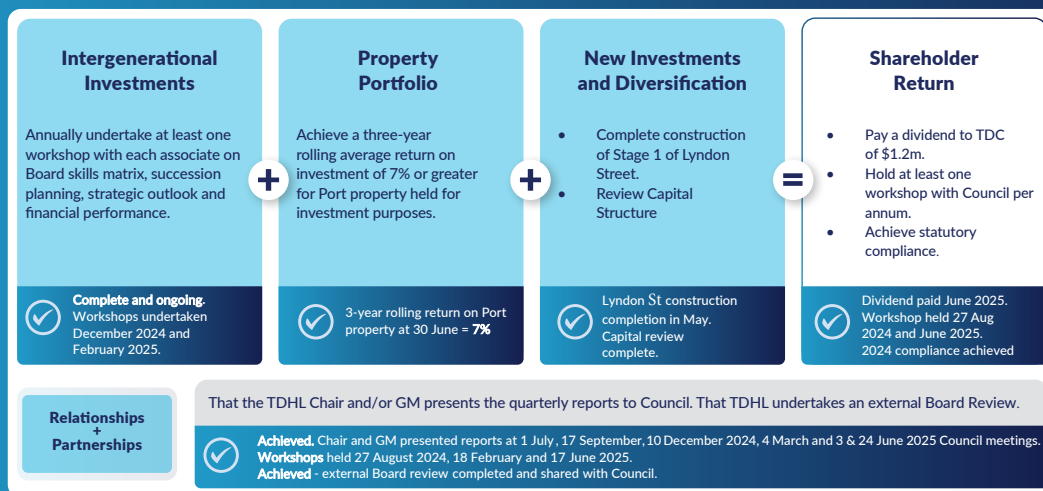
PO Box 178 Timaru 7910 

Fourth Quarter Report

Report for the period 1 July 2024 to 30 June 2025

Activity and Performance Targets

The specific 2024/25 Activity and Performance Targets for TDHL are set annually in the **Statement of Intent** and are designed to support the higher-level Strategic Priorities and Outcomes. An assessment of TDHL's achievement against the activity targets is set out below:



Timaru District Council



- TDHL would like to thank Councillors and officers for support and engagement over the last 3 years.
- The full TDHL Board attended the Council workshop on 17 June.
- TDHL management continues to work with Council officers and Venture Timaru executive on matters of joint interest.

Alpine Energy



- Alpine's financial year ended 31 March. Slower network growth resulted in EBITA of \$4.7m but the impact of the Price Path Correction resulted in a Net Loss of \$13.1m
- This disappointing loss will flow through to materially impact TDHL's financial KPI's.
- The Shareholders relationship continues to strengthen through collaboration on four new appointments to the Alpine Board and a joint response to the Statement of Corporate Intent, the final of which was received in June.

PrimePort Timaru



- PrimePort's financial year ended 30 June and has had a strong year with revenue and profit ahead of budget and previous years result.
- Full audited results will be released by Primeport in September.
- The PrimePort Chair presented to the June TDHL meeting with a performance update.
- Work continues on the joint District Plan Review submission and attendance at hearings. It is hoped this process is nearing finalisation.

Property Portfolio



- It has been another busy year on the property front with the Lyndon Street extension and industrial estate completed, first stage of the Union Bank restoration completed.
- Works commenced in June on the sealing upgrade on the 10,000m² yard at 59 Hayes Street, a major project adding financial and tenant resilience.
- In late June, works commenced restoring the facade of the Union Bank building and preparing the ground floor for the Venture Timaru tenancy.

Financial Performance Targets An assessment of TDHL's achievement against the performance targets is set out to the right.	Measure	2024/25 SOI Target	Actual
	EBITA	\$2,341,051	✗ \$2,084,313
	Net Profit to S/H funds	6.8%	✗ 1.3%
	Net tangible assets per share	\$6.40	✗ \$6.02
	Earnings per share	\$0.45	✗ \$0.08
	Dividends per share	\$0.04	✓ \$0.04
	Shareholder funds to total assets	86%	✓ 85.5%

Profit and Loss – For the year ended 30 June 2025

- The full year operating profit of \$1.33m is materially positive to budget of \$443k. This is a combination of not recognising the non-cash costs of sale on Showgrounds and broader cost control measures.
- As per the mid-year report, as a result of moving the Showgrounds settlement to next financial year, forecast full year other income is reduced.
- Despite this, significant savings in interests costs as a result of refinancing to LGFA has resulted in an Earnings before tax of \$471k positive to budget of \$331k. This represents a strong operational result and positive performance over areas that TDHL has direct control.
- As a result of the deferred tax treatment introduced on buildings last year, there is a requirement for TDHL to recognise a non-cash tax expense of \$216k.
- TDHL's Retained Income / Net Profit includes the non-cash incorporations. An above budget performance from Primeport and strong property portfolio revaluation have supported a Net Profit of \$2.33m, despite incorporating the share of Alpine's loss at \$-6.244m.

PROFIT & LOSS	2023/2024	2024/2025	Budget 2024/2025
Revenue	\$3,312,943	\$3,601,395	\$3,555,086
Cost of Sales	\$672,553	\$1,043,116	\$987,315
Gross Profit	\$2,640,390	\$2,558,279	\$2,567,771
Expenses	\$1,069,557	\$1,226,537	\$2,124,716
Operating Profit	\$1,570,833	\$1,331,742	\$443,055
Other Income	\$1,228,639	\$752,571	\$1,900,000
Earnings Before Interest & Tax	\$2,799,472	\$2,084,313	\$2,343,055
Interest Income	\$113,617	\$30,848	\$39,768
Interest Expenses	\$2,000,231	\$1,643,935	\$2,051,372
Earnings Before Tax	\$912,858	\$471,225	\$331,451
Tax Expenses	-\$583,056	\$29,460	-\$117,195
Earnings After Tax	\$1,495,914	\$441,765	\$448,646
Incorporation of Associate Surplus / Revaluation	\$5,180,509	\$1,888,884	\$13,376,850
Net Income	\$6,676,423	\$2,330,649	\$13,825,496
Retained Income	\$6,676,423	\$2,330,649	\$13,825,496

Movements in Equity – For the year ended 30 June 2025

Movements in Equity	2024/2025
Equity - Opening Balance	\$185,525,003
Current Year Earnings	\$2,330,649
Equity Dividends Paid	-\$1,200,000
Total Equity	\$186,655,652

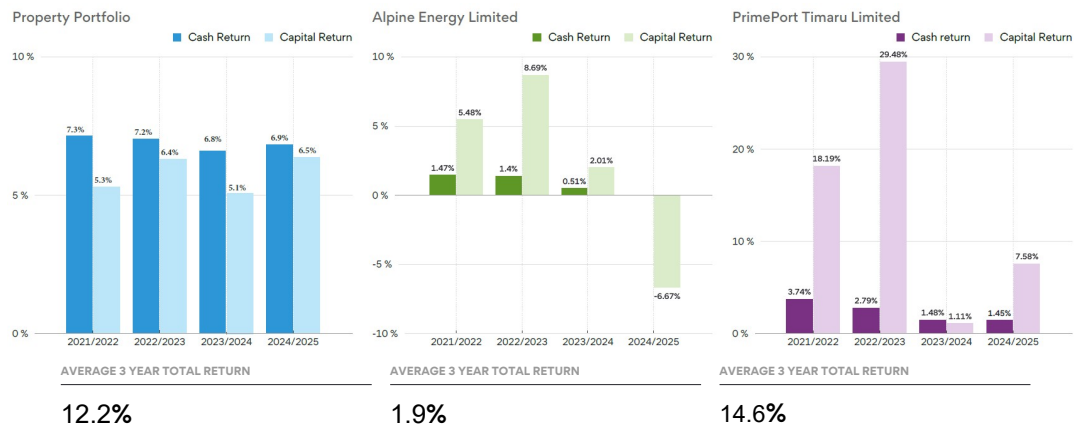
Balance Sheet – As at 30 June 2025

BALANCE SHEET	2023/2024	2024/2025
ASSETS		
Cash & Equivalents	\$986,233	\$149,088
Accounts Receivable	\$98,403	\$176,558
Other Current Assets	\$565,509	\$972,627
Total Current Assets	\$1,650,144	\$1,298,273
Fixed Assets	\$0	\$1,183,653
Investments or Other Non-Current Assets	\$213,840,509	\$215,876,509
Total Non-Current Assets	\$213,840,509	\$217,060,162
Total Assets	\$215,490,653	\$218,358,435
LIABILITIES		
Accounts Payable	\$330,571	\$164,431
Tax Liability	\$624,142	\$326,711
Other Current Liabilities	\$130,324	\$165,903
Total Current Liabilities	\$1,085,037	\$657,045
Long Term Debt	\$28,880,613	\$31,045,738
Total Non-Current Liabilities	\$28,880,613	\$31,045,738
Total Liabilities	\$29,965,650	\$31,702,783
EQUITY		
Retained Earnings	\$130,182,394	\$136,858,817
Current Earnings	\$6,676,423	\$2,330,649
Other Equity	\$48,666,186	\$47,466,186
Total Equity	\$185,525,003	\$186,655,652
Total Liabilities & Equity	\$215,490,653	\$218,358,435

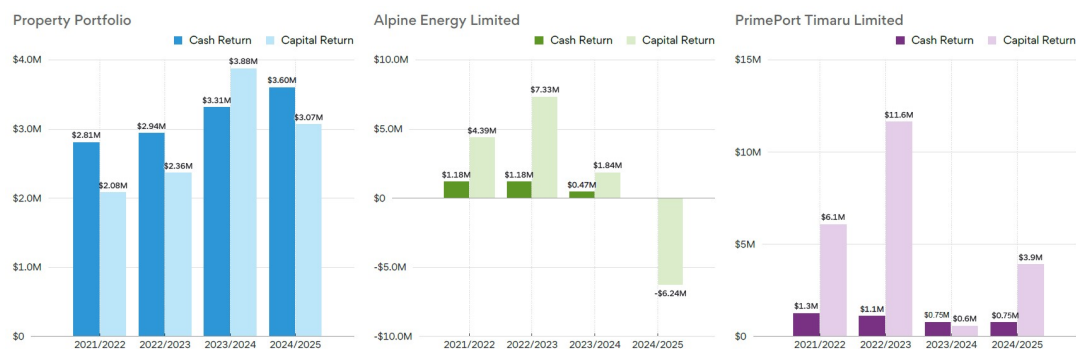
Statement of Cash Flows - For year ended 30 June 2025

CASH FLOW STATEMENT	2023/2024	2024/2025
OPERATING ACTIVITIES		
Rentals	\$3,782,395	\$4,106,062
Interest received	\$113,607	\$33,419
Dividends Received from Alpine Energy	\$942,279	\$0
Dividends Received from Primeport	\$757,500	\$750,000
	\$5,595,781	\$4,889,481
Payments to suppliers and employees	(\$2,331,273)	(\$3,055,261)
Interest Payments & Line of Credit	(\$1,923,315)	(\$1,496,905)
	(\$4,254,588)	(\$4,552,166)
Cash Flow from Operating Activities	\$1,341,193	\$337,315
INVESTING ACTIVITIES		
Sale of Stafford Street	\$0	\$704,823
Showgrounds Sale	\$0	\$100,000
Capital Works	(\$3,317,414)	(\$2,079,282)
Cash Flow from Investing Activities	(\$3,317,414)	(\$1,274,460)
FINANCING ACTIVITIES		
Dividends Paid	(\$1,000,000)	(\$1,200,000)
Change in Long Term Debt	\$800,000	\$2,100,000
Term Deposit	\$0	(\$800,000)
Cash Flow from Financing Activities	(\$200,000)	\$100,000
Change in Cash & Equivalents	(\$2,176,221)	(\$837,145)
Cash & Equivalents, Opening Balance	\$3,162,454	\$986,233
Cash & Equivalents, Closing Balance	\$986,233	\$149,088

Segmented Portfolio Return 2021/22 to 2024/25



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



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

2024/25 Profit Waterfall



9.4 Affixing of the Common Seal

Author: Jessica Kavanaugh, Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

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

14 August 2025 – Approval of Warrants

01 September 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 - 14.08.25 [↓](#) 
2. Execution of warrants - 02.09.25 [↓](#) 



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

14/08/2025

Date

Name	Title	Unit
	Animal Control Officer	Environmental Services

#1780092



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

01/09/2025

Date

Name	Title	Unit
	Planning Manager	Regulatory
	General Manager Drainage and Water	Drainage and Water
	Planner	Regulatory
	Building Approvals Team Leader	Regulatory
	Trade Waste Officer	Drainage and Water
	Building Compliance Team Leader	Regulatory
	Capital Delivery Project Team Leader	Drainage and Water
	Intermediate Planner	Regulatory
	General Manager Regulatory	Regulatory
	Building Inspections Team Leader	Regulatory
	Senior Planner	Regulatory
	Planner	Regulatory
	Water Services Principal	Drainage and Water

#1437377

9.5 Release of Public Excluded Items

Author: Jessica Kavanaugh, Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

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

1. Council – Item 13.2 Land Acquisition Temuka Water Supply 07 May 2024
2. Council – Item 13.3 Council Under Utilised Assets for Divestment 07 May 2024
3. Community Services Committee – Item 13.2 Aigantighe House Gallery Seismic Strengthening and Refurbishment Project 30 July 2024
4. Council – Item 13.3 Land Purchase - 44 Trafalgar Street 04 February 2025
5. Infrastructure Committee – Item 13.2 Delivery of Parks Services 18 February 2025
6. Council Workshop – Annual Plan Workshop 25 February 2025

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;
 - Council – Item 13.2 Land Acquisition Temuka Water Supply 07 May 2024
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/council/2024/council-07.05.24/>
 - Council – Item 13.3 Council Under Utilised Assets for Divestment 07 May 2024
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/council/2024/council-07.05.24>
 - Community Services Committee – Item 13.2 Aigantighe House Gallery Seismic Strengthening and Refurbishment Project 30 July 2024

<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/community-services-committee/2024/communities-services-committee-30.07.24>

- Council – Item 13.3 Land Purchase - 44 Trafalgar Street 04 February 2025
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/council/2025/council-04.02.25>
- Infrastructure Committee – Item 13.2 Delivery of Parks Services 18 February 2025
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/district-services-committee/2025/infrastructure-committee-18.02.25-following-environmental-services>
- Council Workshop – Annual Plan Workshop 25 February 2025
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/public-workshops/2025/workshop-25.02.25>

Attachments

Nil

9.6 Actions Register Update

Author: Jessica Kavanaugh, Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

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

Purpose of Report

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

Assessment of Significance

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

Discussion

- 3 The actions register is a record of actions requested by Councillors. It includes a status and comments section to update the Council on the progress of each item.
- 4 There are currently 11 items on the actions register.
- 5 Nine items are marked as ongoing.
- 6 Two items are marked as completed, and are proposed to be marked as removed at the next meeting.
- 7 No items are marked as removed and to 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>					

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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.

02 September 2025: The Senior Finance Business Partner is working on a full new Magiq monthly report that will incorporate this as part of the monthly reporting. Still in progress due to Annual Report requirement pressures.

Information Requested	Investigate Subcontracting Across Council			
Date Raised:	12 December 2023			Status:
Issue Owner	General Manager Land Transport	Due Date:		Completed Date:
<p>Background:</p> <p>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,</p>				

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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.

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.

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September 2025 Update: Council's Section 17A review of transport service delivery has now commenced. This process provides the most appropriate and independent mechanism for assessing whether services are best delivered in-house, contracted out, or through a mixed model. The outcomes of that review will give Council the necessary evidence base to inform decisions ahead of future contract renewals.

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

Information Requested	Investigate Small Trades				
Date Raised:	12 December 2023			Status:	Ongoing
Issue Owner	Chief Financial Officer, General Manager Assets and Infrastructure	Due Date:	4 th February 2025	Completed Date:	
<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>					

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

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

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

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

Information Requested	Vertical Infrastructure Maintenance Report (Quarterly)				
Date Raised:	22 October 2024			Status:	Ongoing
Issue Owner:	Chief Executive/ General Manager Assets and Infrastructure	Due Date:	4 February 2025	Completed Date:	20/03/2025
<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</p>					

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contractor list available in the Esker system. All requests for maintenance will go via a JIRA request and triaged so that only the preferred contractor list can be utilised, the correct coding is allocated to the request and department budgets. A procure to pay system will then allow for better auditing of the invoice as it tracks back through the financial system before payment is released. This action could be closed out.

1 April 2025: Council Meeting update: it was confirmed this action remain open.

May 2025: Further reporting on this issue will be via the CFO in quarterly reports as normal that are brought to Council.

6 May 2025 Council Meeting: It is advised the commentary in the action is not what the councillors have requested. It is advised they want an update of vertical assets that do not have maintenance programmes, and what should be in budgets to maintain the buildings.

June 2025 Update: This information has started to be gathered, but an indication of timeframe to provide to Council is not possible yet. This may take some time to work through but Council will be kept informed on progress.

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.

Information Requested	Investigate Financial System				
Date Raised:	4 February 2025			Status:	In Progress
Issue Owner:	Chief Information Officer	Due Date:	04 March 2025	Completed Date:	
<p>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.</p> <p>April 2025: Investigation is underway. An update report on progress to date has been prepared for the 1 April meeting.</p>					

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

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

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

September 2025 Update: The Business case draft has been completed - currently being reviewed by SLT for sign off to bring to council.

Information Requested	Workshop on Waste				
Date Raised:	4 March 2025			Status:	Complete
Issue Owner:	General Manager Assets and Infrastructure	Due Date:		Completed Date:	19 August 2025
<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> <p>July 2025 Update: No change from previous month.</p> <p>02 September 2025 Update: Final questions were closed off in the report to the Infrastructure Committee meeting on 19 August 2025. This action is complete and can now be closed.</p>					

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Information Requested	Freedom Camping Enforcement, additional signage and limiting access				
Date Raised:	24 June 2025			Status:	
Issue Owner:	General Manager Assets and Infrastructure, General Manager Regulatory	Due Date:		Completed Date:	
<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 Regulatory to approve officers, warrants will need to be issued. General Manager Assets and Infrastructure, appropriate signage is required to be approved and installed.</p> <p>September 2025 Update: General Manager Regulatory has begun the process of Timaru District Council parking officers becoming warranted, an update will follow when the process is complete.</p>					

Information Requested	Membership of the Local Authority Protection Programme (LAPP) Disaster Fund				
Date Raised:	24 June 2025			Status:	Complete
Issue Owner:	General Manager Assets and Infrastructure	Due Date:		Completed Date:	19 August 2025
<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> <p>02 September 2025 Update: A report went to the 19 August 2025 Commercial and Strategy Committee, ensuring a decision could be made prior to the renewal deadline in September 2025.</p>					

#1595414

Information Requested	Rates and Revenue Review				
Date Raised:	05 August 2025			Status:	
Issue Owner:	Chief Executive	Due Date:		Completed Date:	
<p>Background: Councillors requested to have the Rates and Revenue Review added to the action register and updated provided on the progress.</p> <p>August 2025 Update: The Chief Executive has interviewed a potential consultant and is interviewing another for this review.</p>					

Information Requested	Timeline for the culvert replacement at the Showgrounds Intersection				
Date Raised:	26 August 2025			Status:	Complete
Issue Owner:	General Manager Land Transport	Due Date:		Completed Date:	02/09/2025
<p>Background: Councillors requested that council officers follow up with New Zealand Transport Agency Waka Kotahi to understand the timeline for the works to be undertaken including the works that will happen after this replacement is done and the plan for State Highway 1 travellers.</p> <p>September 2025 Update: The eight month programme reflects the need to balance community safety, traffic reliability and the technical challenges of replacing a large culvert in a constrained and sensitive environment.</p> <p>The culvert is a significant structure, measuring 28.5 metres in length, 6 metres wide and 2 metres high, made up of 19 individual units with two headwalls, and requiring excavation to a depth of around 3 metres. The site is also recognised as archaeologically sensitive, meaning works must be paused for professional assessment should any discoveries be made.</p> <p>There are no viable local road detour routes for State Highway 1 through Timaru, and while local traffic will naturally divert to surrounding roads, these are not designed to handle the high volumes of heavy vehicles that typically use the state highway. To maintain two lanes of traffic at all times, the culvert must be constructed in stages, which extends the overall programme duration. The estimated eight-month timeframe also includes a three-week shutdown over the Christmas–New Year period, recognising that major roadworks at the peak holiday travel time would not be well received. Additional contingency has been included for wet-weather delays as the work is being undertaken in a stream environment.</p>					

#1595414

Information Requested	New Terms of Reference for the Water Services Delivery Steering Group				
Date Raised:	26 August 2025			Status:	
Issue Owner:	General Manager Corporate/ General Manager Drainage and Water	Due Date:		Completed Date:	
Background: Councillors requested have a new Terms of Reference for the Water Services Delivery Steering Group in the new triennium.					

#1595414

9.7 Annual Report to Alcohol Regulatory and Licensing Authority

Author: Sharon Hoogenraad, Chief Licensing Inspector / Enforcement Officer

Authoriser: Paul Cooper, General Manager Regulatory

Recommendation

That Council receives and notes Annual Report to the Alcohol Regulatory and Licensing Authority.

Purpose of Report

- 1 The purpose of this report is to inform Council about the Annual Report to the Alcohol Regulatory and Licensing Authority (ARLA).

Assessment of Significance

- 2 This matter is deemed to be of low significance in terms of Council's Significance and Engagement Policy. It is a statutory reporting requirement in terms of the Sale and Supply of Alcohol Act 2012 (the Act). Its function is to summarise the alcohol licensing activities undertaken for the 2024-2025 year.

Discussion

- 3 Section 199 of the Act requires that within three months of the end of each financial year, each territorial authority must prepare and send to ARLA a report of the proceedings and operations of its District Licensing Committees (DLC) during the year.
- 4 As per previous annual reports, ARLA has specified the form and content required in the report.
- 5 This report is a public record for the purposes of the Act, and a copy must be made available for inspection on the Council's website for a period of not less than five years. ARLA or the DLC must, on payment of any reasonable fee it has prescribed, provide a copy of each report to any person who requests one.
- 6 Attachment 1 is the statutory requirement for annual reporting by ARLA. Attachment 2 is a submission to a survey that ARLA has requested relating to the annual report with additional questions to determine trend analysis.

Consultation

- 7 Consultation with the relevant officers and the Commissioner was undertaken in respect to drafting this report.

Relevant Legislation, Council Policy and Plans

- 8 Sale and Supply of Alcohol Act 2012
- 9 Joint Local Alcohol Policy

Financial and Funding Implications

10 There are no funding implications associated with this report.

Other Considerations

11 There are not considered to be any other relevant issues.

Attachments

1. **Timaru District Licensing Committee Report to ARLA 2024-2025** [↓](#) 
2. **Timaru District Council Survey 2025** [↓](#) 

Timaru District Licensing Committee

Annual Report to the Alcohol Regulatory and Licensing Authority

For the year 2024 - 2025

Date: August 2025

Prepared by: Debbie Fortuin
Environmental Compliance Manager
Timaru District Council

Introduction

The purpose of this report is to inform the Alcohol Regulatory and Licensing Authority (the Authority) of the general activity and operation of the Timaru District Licensing Committee (DLC) for the year 2024-2025.

There are three DLC's operating in the South Canterbury area under a single Commissioner, this model having been adopted during the implementation of the Sale and Supply of Alcohol Act 2012 (the Act) in December of 2013. The three DLC's are that of the Timaru, Waimate and Mackenzie Districts.

This report relates to the activities of all the DLC's in the body of the text and to the Timaru DLC alone in the Annual Return portion of the report at the rear of this document. This satisfies the requirements of the territorial authority set out in section 199 of the Act.

Overview of DLC Workload

DLC Structure and Personnel

The table below shows the current membership of the three DLC's under the Commissioner. No changes occurred during the reporting period.

	Name	Role
Commissioner (Independent of Council Role)	Sharyn Cain	Deputy Mayor - Waimate District Council
Timaru DLC Members	Peter Burt	Deputy Chair, Councillor - Timaru District Council
	Owen Jackson	Councillor – Timaru District Council
	Gavin Oliver	Councillor - Timaru District Council
Mackenzie DLC Members	Scott Aronsen	Councillor – Mackenzie District Council
	Anne Munro	Councillor – Mackenzie District Council
	Murray Cox	Councillor – Mackenzie District Council
Waimate DLC Members	Craig Rowley	Mayor - Waimate District Council
	Sandy McAlwee	Councillor – Waimate District Council
	Lisa Small	Councillor – Waimate District Council

Total costs for Timaru District Council Liquor licensing activities for the period is calculated at \$240,000.00. This was made up of elected members allowances (DLC), travel costs, staff costs, administration costs, solicitors fees, unit overheads, an additional 0.5FTE liquor licensing relating to the entire liquor licensing activity.

In terms of Council staff delivering licensing services to the community and the DLC, there are 2 FTE licensing inspectors, a 0.5FTE licensing administrator and the secretary to the three DLC's, who also manages the activity, for the 3 councils.

1 hearing was held during this period.

Since the inception of the public consultation amendments bill, we have experienced an influx of objections numbering in the hundreds where premises licences were being advertised, which has placed a significant additional burden on administration for hearings.

Monitoring Visits

Monitoring visits of licenced premises throughout the 2024-2025 year largely indicated good compliance with a total of 48 premises were visited during this period, comprising 37% of total licensed premises. While our monitoring targets had not been reached, staff have made a huge effort to achieve these numbers, given setbacks we have had due to a resignation and higher than usual levels of sick leave.

Local Alcohol Policy

The Timaru, Mackenzie and Waimate District Councils jointly prepared and developed a Local Alcohol Policy, which originally came in to force on 24 March 2016.

The Joint LAP was reviewed and adopted on 13 February 2024.

A copy of the joint LAP can be found at the following link:

https://www.timaru.govt.nz/__data/assets/pdf_file/0004/869143/Local-Alcohol-Policy-adopted-13-February-2024.pdf

Statistical Information

Statistical information about the operation of the DLC for the year 2024 - 2025 is in the prescribed form and follows overleaf.

- Annual return
- Current listing of licenced premises
- Number of District Licensing Committee Meetings

Timaru District Licensing Committee

Annual Return

July 2024 – June 2025

On-licence, Off-licence and Club Licence Applications Received						
Application Type	Number Received in Fee Category – Very Low	Number Received in Fee Category – Low	Number Received in Fee Category – Medium	Number Received in Fee Category – High	Number Received in Fee Category – Very High	Total
On-licence new			5			5
On-licence variation						
On-licence renewal		11	7			18
Off-licence new	2	3	4			9
Off-licence variation						
Off-licence renewal	1		10			11
Endorsed On Renewal						
Club licence new	1					1
Club licence variation						
Club licence renewal	8	4				12
Total number	12	18	26	0	0	56
Total fee paid to ARLA (GST incl.)	\$207.00	\$621.00	\$1345.50	\$-	\$-	\$2173.50

Annual Fees for Existing Licences Received						
Licence Type	Number Received in Fee Category – Very Low	Number Received in Fee Category – Low	Number Received in Fee Category – Medium	Number Received in Fee Category – High	Number Received in Fee Category – Very High	Total
On-licence	1	26	29	8		64
Endorsed On						
Off-licence	5	5	29			39
Club licence	27	6				33
Total number	33	37	58	8	0	136
Total fee paid to ARLA (GST incl.)	\$569.25	\$1276.50	\$3001.50	\$690.00	\$-	\$5537.25

Managers' Certificate Applications Received	
Application Type	Number Received
Managers' certificate new	66
Managers' certificate renewal	146
Total number	212
Total fee paid to ARLA (GST incl.)	\$6095.00

Special Licence Applications Received			
	Number Received in Category – Class 1	Number Received in Category – Class 2	Number Received in Category – Class 3
Special licence	15	40	1045

Temporary Authority Applications Received	
	Number Received
Temporary authority	

Permanent Club Charter Payments Received	
	Number Received
Permanent club charter payments	0
Total fee paid to ARLA (GST incl.)	\$0

Total paid to ARLA	\$13805.75
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Number of District Licensing Committee Meetings Held

Date	Number
July 2024	4
August 2024	5
September 2024	4
October 2024	4
November 2024	4
December 2024	3
January 2025	2
February 2025	3
March 2025	4
April 2025	4
May 2025	4
June 2025	4

Timaru District Licensing Committee

List of Licenced Premises

As at 1 July 2025: 137

Applicant	Licence Type
South Canterbury Club	Charter Club
Timaru South Cosmopolitan Club Incorporated	Club Licence
Vintage Car Club of New Zealand (South Canterbury Branch) Incorporated	Club Licence
Timaru South Cosmopolitan Club Incorporated	Off Licence
Kings Curry House Limited	On Licence
Stafford Hospitality Limited	On Licence
West End (Timaru) Bowling Club Incorporated	Club Licence
Timaru Town & Country Club Incorporated	Club Licence
Kia Toa Bowling Club Incorporated	Club Licence
Geraldine District Golf Club Incorporated	Club Licence
Timaru Bridge Club Incorporated	Club Licence
Temuka Golf Club Incorporated	Club Licence
Grande Vue Golf Club Incorporated	Club Licence
Geraldine Rugby Football Club Incorporated	Club Licence
South Canterbury Aero Club Incorporated	Club Licence
South Canterbury Aero Club Incorporated	Club Licence
Timaru Golf Club Incorporated	Club Licence
Gleniti Golf Club Incorporated	Club Licence
Timaru Squash Rackets Club Incorporated	Club Licence
Northern Hearts Association Football Club Incorporated	Club Licence
Old Boys Sports Club Timaru Incorporated	Club Licence
Pleasant Point Rugby Football Club Incorporated	Club Licence
General Distributors Limited	Off Licence
JMSV Limited	On Licence
Timaru Town & Country Club Incorporated	Off Licence
DB South Island Brewery Limited	Off Licence
The Sail & Anchor Tavern (1999) Limited	On Licence

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Temuka Returned Services Association Incorporated	Club Licence
Benny's Again Limited	On Licence
J Ballantyne and Company Limited	On Licence
J Ballantyne and Company Limited	Off Licence
Timaru Yacht and Power Boat Club Incorporated	Club Licence
Tennis South Canterbury Incorporated	Club Licence
Timaru City Association Football Club Incorporated	Club Licence
Geraldine Bowling Club Incorporated	Club Licence
Pleasant Point Golf Club Incorporated	Club Licence
Pareora Country Club Incorporated	Club Licence
Timaru Harlequins Rugby Football Club Incorporated	Club Licence
Pleasant Point Bowling Club Incorporated	Club Licence
Sykes Liquor Limited	Off Licence
South Canterbury Ale House Limited	On Licence
Bolina Foods Limited	On Licence
Richard Pearse Tavern (2009) Limited	Off Licence
JMSV Limited	Endorsed On/Caterers Licence
Richard Pearse Tavern (2009) Limited	On Licence
Customs Steak House Limited	On Licence
Ishu Isha Limited	On Licence
Thistle Association Football Club (Timaru) Incorporated	Club Licence
The Partnership of Stephen Patrick Inkersell and Christine Mavis Inkersell	On Licence
Celtic Rugby Football Club Timaru Incorporated	Club Licence
South Canterbury Car Club Incorporated	Club Licence
Tornado Rod & Custom Club Incorporated	Club Licence
Polladio Holdings Limited	On Licence
Guo Rong Company Limited	On Licence
Temuka Rugby Football Club Incorporated	Club Licence
Temuka Bowling Club Incorporated	Club Licence
The Station Cafe Limited	On Licence
Timaru Bowling Club Incorporated	Club Licence
Geraldine Orchard Retail Limited	On Licence
I Love Home Cooking Limited TA The Oxford	On Licence

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Timaru Indoor Bowls Association Incorporated	Club Licence
Klifden Limited	On Licence
South Canterbury Ale House Limited	Endorsed On/Caterers Licence
Mia Flora Trading Limited	On Licence
Salt and Light Timaru Limited	On Licence
Black Kat Limited	On Licence
The Partnership of Craig William James Austin & Tracey Anne Austin	On Licence
Kyarvi Limited	Off Licence
Chippendale Enterprises Limited	On Licence
Pleasant Point District Squash Rackets Club Incorporated	Club Licence
Stonebridge Function Venue (2017) Limited	On Licence
Stonebridge Function Venue (2017) Limited	On Licence
M A & C V Thomas Limited TA Four Square Pleasant Point	Off Licence
The Green Man Peel Forest Limited	On Licence
CMR Holdings Timaru Limited	Off Licence
Quarry Rock Holdings Limited	Endorsed Off/Remote Sellers Licence
CannaCo Operations Limited	Endorsed Off/Remote Sellers Licence
Bullock Bar Timaru Limited	On Licence
Hynes Maree Therese	On Licence
KSK PVT Limited	On Licence
KSK PVT Limited	Off Licence
Barker Food Stores Limited	On Licence
Sheeds Supermarket 2019 Limited TA Fresh Choice Geraldine	Off Licence
Strathallan Lifecare Village Limited	On Licence
SKTHAI Prime Wealth Limited	On Licence
C-Shell Limited	On Licence
Geraldine Distillery Limited	Endorsed Off/Remote Sellers Licence
BS Chahal Enterprises Limited	Off Licence
Singh Trading (2016) Limited	Off Licence
B.A.R. (2003) Limited	On Licence
B.A.R. (2003) Limited	Off Licence
T & S (2019) Limited TA Royal India Geraldine	On Licence

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Woodbury Store Holdings Limited	On Licence
Geraldine Distillery Limited	Off Licence
C & J Hall Supermarkets Limited TA PAK'nSAVE Timaru	Off Licence
Richard Pearse Tavern (2009) Limited	On Licence
Drift Inn Limited	On Licence
Faiva W Enterprises Limited	On Licence
Yedo Investments Limited	On Licence
Pink Tortoise Limited	On Licence
Chippendale Enterprises Limited	Endorsed Off/Auctioneer
Born to Shine Trading Limited	On Licence
Born to Shine Trading Limited	Off Licence
Joyccs Trading Limited	Off Licence
South Hospo Limited	Off Licence
South Hospo Limited	On Licence
Cafe Verde Limited	On Licence
SKN 66 Limited	On Licence
Kazoku Limited	On Licence
General Distributors Limited	Off Licence
Empire Six Limited	On Licence
Foxes Holdings Limited	On Licence
Empire Six Limited	Off Licence
Jolly Potter 2022 Limited	On Licence
Seaview Trading Limited	Off Licence
GR Trading (2022) Limited	Off Licence
GR Trading (2022) Limited	Off Licence
Sunshine Traders Limited	On Licence
The Fort Timaru Limited	On Licence
G & M Hospitality Limited	On Licence
Singh Trading (2016) Limited	Off Licence
Singh Brothers Trading Limited	Off Licence
Kiwi Taverns Limited	Off Licence
Kiwi Taverns Limited	On Licence
A J Griffiths Limited	Off Licence
Ariana Enterprises Limited	On Licence

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Three Wise Mens Trading Limited	Off Licence
Radiant Ventures Limited	On Licence
Ship Hop Brewing 2024 Limited	Off Licence
Presbyterian Support Services (South Canterbury) Incorporated	On Licence
Liquorland Timaru Limited TA Liquorland Highfield	Off Licence
Born to Shine Trading Limited	On Licence
Born to Shine Trading Limited	Off Licence
Geraldine Distillery Limited	Off Licence
Geraldine Distillery Limited	Endorsed Off/Remote Sellers Licence
The Parasol Limited	On Licence
Elderscroft Holdings Limited	Endorsed Off/Remote Sellers Licence
Timaru United Sports Club Incorporated	Club Licence
RAM Hospitality Limited	On Licence
RAM Hospitality Limited	Off Licence

Response ID ANON-5UAY-QVA4-Z

Submitted to ARLA for DLC Annual Reports 2024-2025
Submitted on 2025-07-28 09:22:39

Questions relating to the make up of your DLC

1 Please select your District Licensing Committee.

Please select your District Licensing Committee.:
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2 Please provide a generic email address to which general correspondence will be certain of a response.

Please provide a generic email address to which general correspondence will be certain of a response:

liquoradmin@timdc.govt.nz

3 Please provide the name, email and contact number of your Committee's Secretary.

Please provide the name, email and contact number of your Committee's Secretary. :

Debbie Fortuin
debbie.fortuin@timdc.govt.nz
03-6877200

4 Please name each of your Licensing Inspectors and provide their email and contact number.

generic email:

Sharon Hoogenraad, sharon.hoogenraad@timdc.govt.nz
Petro Simpson, petro.simpson@timdc.govt.nz
03-6877200

New Licenses 2024-2025

1 In the 2024-2025 year, how many total Applications did your committee grant for New 'on licences'?

report:

5

2 In the 2024-2025 year, how many total Applications did your committee refuse for New 'on licences'?

report:

0

3 In the 2024-2025 year, how many total Applications did your committee grant for New 'off licences'?

report:

9

4 In the 2024-2025 year, how many total Applications did your committee refuse for New 'off licences'?

report:

0

5 In the 2024-2025 year, how many total Applications did your committee grant for New 'club licences'?

report:

1

6 In the 2024-2025 year, how many total Applications did your committee refuse for New 'club licences'?

report:

0

New Managers' Certificates 2024-2025

1 In the 2024-2025 year, how many new managers' certificates did your committee issue?

report:

66

2 In the 2024-2025 year, how many new applications for managers' certificates did your committee refuse?

report:

0

Licence Renewals 2024-2025

1 In the 2024-2025 year, how many licence renewals did your committee issue?

report:

41

2 In the 2024-2025 year, how many licence renewals did your committee refuse?

report:

0

3 As at 30 June 2025, what is the total number of On-Licences (new and existing) in your licensing district?

report:

59

4 As at 30 June 2025, what is the total number of Off-Licences (new and existing) in your licensing district?

report:

35

5 As at 30 June 2025, what is the total number of Club-Licences (new and existing) in your licensing district?

As at 30 June 2025, what is the total number of Club-Licences (new and existing) in your licensing district?:

38

Managers' Certificate Renewals 2024-2025

1 In the 2024-2025 year, how many managers' certificate renewals did your committee issue?

report:

146

2 In the 2024-2025 year, how many managers' certificate renewals did your committee refuse?

report:

0

3 In the 2024-2025 year, how many applications for managers' certificates were withdrawn?

report:

0

Questions

1 Please comment on any changes or trends in the Committee's workload in 2024-2025.

report:

With the implementation of the Sale and Supply of Alcohol (community participation) Amendment Bill, we have received an influx of submissions that total in the 100's for each application that has been objected to. This has created a significant administrative burden.

2 Please comment on any new initiatives the Committee has developed/adopted in 2024-2025.

report:

No New initiatives implemented

LAPs

1 Has your Territorial Authority developed a Local Alcohol Policy?

Yes

2 If the answer is yes, at what stage is your LAP?

In Force

3 If the answer to question 2 is 'in force', what effect do you consider your Local Alcohol Policy is having?

report:

Consistency of decision-making for local conditions, restricts areas for licensed premises' location.

4 If the answer to question 2 is 'in force', when is your Local Alcohol Policy due for review – date?

report:

13 Feb 2030.

Operations

1 Please comment on the ways in which you believe the Sale and Supply of Alcohol Act 2012 is, or is not, achieving its objective. Note: the objective of the Sale and Supply of Alcohol Act 2012 is that: A) The sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and B) The harm caused by the excessive or inappropriate consumption of alcohol should be minimised.

report:

Meets the objective in conjunction with our joint LAP which compliments the legislation for local conditions as it has some stricter restrictions as compared with the act.

2 What changes or trends in licensing have you seen since the Act came into force?

report:

More objections since the implementation of the Sale and Supply of Alcohol (community participation) Amendment Bill

3 What changes to practices and procedures under the Act (if any) would you find beneficial?

report:

Stricter controls for remote sales and off licenses.

Recognition of craft breweries alongside wine cellar doors

Possibly changes to require Class 1 large club premises to have a Duty Manager on-site at all times alcohol available for sale, in line with taverns which require duty managers. Please note that some clubs are larger than some taverns and are not required to have a duty manager on-site at all times.

Review statutory fees for liquor licensing as a matter of priority as current fees are not adequate to cover costs going forward, especially given the additional resourcing required to meet the provisions of administering the Community Participation Amendment Bill.

Last Step

1 Please provide to ARLA@justice.govt.nz a separate detailed list of the names, addresses and types of licenced premises currently operating in your licensing district as prescribed in s 65(1) of the Act.

Last step:

see attachment

File upload:

TDC Premises Liquor 2025.pdf was uploaded

9.8 Dog Control Annual Report for the 2024/2025 Year**Author:** Joanne Hamilton, Team Leader Animal Control/Parking**Authoriser:** Paul Cooper, General Manager Regulatory**Recommendation**

That Council receive and note:

1. Dog Control Annual Report for the 2024/2025 year; and
2. That in accordance with the Dog Control Act 1996 the report be publicly notified; and
3. That the report is forwarded to the Secretary for Local Government.

Purpose of Report

- 1 The purpose of this report is to inform the Council of the dog control activities during the 2024/25 financial year and to comply with statutory reporting requirements.

Assessment of Significance

- 2 This matter is not deemed significant under the Council's Significance and Engagement Policy as it is created to satisfy an annual statutory reporting obligation under the Dog Control Act 1996.

Background

- 3 Section 10A of the Dog Control Act 1996 (the Act) requires that Timaru District Council provides specific information to the Secretary for Local Government by way of an annual report each financial year (within one month of the Council adopting this report).
- 4 Further to providing the Secretary for Local Government with the report, Council must thereafter publicly notify the report, making it available for the community to view on its website.

Discussion

- 5 The dog control activities for Timaru District are shown in the data set provided in Attachment 1. This data has several points worthy of comment.
- 6 The number of barking dog complaints have reduced by 11%. A number of these complaints have been repeat customers, where often a dog owner would take extra measures to ensure the matter is dealt with but then becomes less diligent and the barking becomes a problem again. Typically these cases are difficult to resolve as in a number of the more litigious cases, we find that the issue is hyper-sensitivity to a dog's bark, rather than a nuisance barking issue. Staff have more recently been taking a firmer approach with owners and being more proactive in educating offending dog owners and anticipate that these numbers will continue to fall.
- 7 Dog adoptions are up by 40% to a total of 92 in 2024/25 financial year, which is reflective of more dogs not being claimed by their owners. This could be due to financial reasons as in most cases, these unclaimed dogs are unregistered and would be required to pay registration fees

as well as impoundment fees in order to have the dogs released. These fees can be quite costly when they are incurred together.

- 8 Wandering dog complaints have decreased by 35% which could be a result of the increased use of social media by the community to reunite dogs with their owners, rather than contact council to collect dogs.
- 9 The total number of infringements issued for various breaches of legislation, was 532 which represents around 5.5% of the total dogs registered with Council, which is a reasonable level on non-compliance as compared with the number of registered dogs.
- 10 While we have no prosecutions indicated for the past 2 years, it is worth noting that we have had a prosecution pending for the last 2 years, which has been adjourned a number of times for different reasons. It is hoped the matter will be concluded this November, when the court will hear a final submission from the defendant.
- 11 Overall, the animal control team have done an outstanding job keeping our community safe and holding non-compliance dog owners to account in increasingly challenging times.

Attachments

1. **Annual Dog Statistics Report 2024-2025** [↓](#) 

Annual Dog Control Statistics Report 2024-2025



1. Number of Registered Dogs in the District.

Class	2023/2024	2024/2025
Working	1077	996
Rural Pet	2595	2577
Pet	6032	6013
Disability Assist	2	2
Dangerous	17 (this includes dogs that have departed during the reporting year)	19 (this includes dogs that have departed during the reporting year)
Menacing	84 (this includes dogs that have departed during the reporting year)	85 (this includes dogs that have departed during the reporting year)
Total	9807	9681

2. Total Number of Disqualified Owners in the District.

Period	2023/2024	2024/2025
Total	1	3

3. Number of Dogs Classified as Dangerous during the reporting period.

Period	2023/2024	2024/2025
Total	7	7

4. Number of Dogs Classified as Menacing during the reporting period.

Total residing in District	2023/2024	2024/2025
Section 33C - Breed	12	13

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Section 33A- Behaviour	65	14
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5. Number of Infringement Notices Issued.

Infringement	2023/2024	2024/2025
Failure to Register Dog	302	302
Dog not under control/dog wandering	29	38
Dog in prohibited area	0	0
Failure to Comply with Micro-chipping Requirements	175	167
Failure to Advise change of address	3	3
Failure to Advise change of ownership	5	3
Non-compliance with Fencing Order	3	3
Obstruction	3	2
Providing False Information	1	1
Failure to Comply with Classification	5	6
Fouling	0	0
No Leash	0	1
Failure to Comply with Bylaw (excluding Prohibited Area)	10	6
Failure to Comply with Effects of Disqualification	0	0
Failure to Comply with Barking Abatement	0	0
Failure to Comply with Effects of Probationary Owner	0	0
Failure to provide proper care and attention, to supply food, water and shelter	0	0
Releasing dog from custody unlawfully	0	0
Total	536	532

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6. Number and Nature of Dog Related Service Requests Received.

Service Request	2023/2024	2024/2025
Barking Dog	552	492
Dog Wandering	380	248
Dog Found	155	162
Dog Lost	165	147
Unregistered Dog	29	17
Microchipping by appointment	79	94
Dog Attacking/rushing animal	65	53
Dog Bylaw Breach	18	17
Dog Adoption	56	92
Dog rushing/attacking person	77	63
Dog Fouling	3	7
Total	1579	1392

7. Number of Prosecutions Undertaken.

Prosecutions	2023/2024	2024/2025
Total	0	0

8. Total Number of Probationary Owners in the District.

Period	2023/2024	2024/2025
Total	7	9

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9. Total Number of Hearings/Decision Appeals

Period	2023/2024	2024/2025
Total	3	1

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10 Consideration of Urgent Business Items

11 Consideration of Minor Nature Matters

12 Public Forum Items Requiring Consideration

13 Exclusion of Public

Recommendation

That the public be excluded from—

- *(a)the whole of the proceedings of this meeting; or
- *(b)the following parts of the proceedings of this meeting, namely,—

13.1 Property Divestments - Update and Further Opportunities

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
13.1 - Property Divestments - Update and Further Opportunities	<p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>To enable Council to carry out commercial activities</p> <p>To enable Council to carry out commercial or industrial negotiations</p>

*I also move that [\[name of person or persons\]](#) be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of [\[specify\]](#). This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because [\[specify\]](#)

.

*Delete if inapplicable.

Note

[Section 48\(4\)](#) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4)Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—
 - (a)shall be available to any member of the public who is present;
and
 - (b)shall form part of the minutes of the local authority.”