



AGENDA

Ordinary Council Meeting Tuesday, 4 February 2025

Date Tuesday, 4 February 2025

Time 2:00 pm

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1737872

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 4 February 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 Extraordinary Council Meeting held on 15 November 2024

Author: Jessica Kavanaugh, Team Leader Governance

Recommendation

That the Minutes of the Extraordinary Council Meeting held on 15 November 2024 be confirmed as a true and correct record of that meeting and that the Chairperson’s electronic signature be attached.

Attachments

- 1. Minutes of the Extraordinary Council Meeting held on 15 November 2024**



MINUTES

Extraordinary Council Meeting Friday, 15 November 2024

Ref: 1737872

**Minutes of Timaru District Council
Extraordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Friday, 15 November 2024 at 11:00 am**

Present: **In person:** Mayor Nigel Bowen (Chairperson), Clrs Peter Burt, Owen Jackson, Stu Piddington, Scott Shannon

Online: Clrs Allan Booth, , Gavin Oliver, Sally Parker, Stu Piddington, Stacey Scott, , Michelle Pye,

In Attendance: Andrew Dixon (Acting Chief Executive/ Group Manager Infrastructure), Nicole Timney (Group Manager Property), Andrea Rankin (Chief Financial Officer), Beth Stewart (Group Manager Community Services), Stephen Doran (Group Manager Corporate and Communications), Paul Cooper (Group Manager Environmental Services), Nigel Howarth (Procurement Lead), Mike Wrigley (Recreation Facilities Manager), Samantha Molyneux (Operations Coordinator Community Services), Matt Sisson (Property Projects Officer), Maddison Gourlay (Marketing and Communications Advisor), Samantha Esterhuyse (Continuous Improvement Business Partner), Steph Forde (Corporate and Strategic Planner) – Minutes.

1 Apologies

Nil

2 Declaration of Conflicts of Interest

Clr Stacey Scott declared a perceived conflict of interest in relation to public excluded item 5.1 Aorangi Stadium Redevelopment Stage 1, she noted that she would be taking part in discussions but would not be voting on them.

3 Resolution to Exclude the Public

Mayor Bowen put forward a motion that the meeting now move into Public Excluded to consider item 5.1 and following this the meeting would move back into Public to advise on any resolutions passed or decisions that can be released.

Clr Piddington requested an explanation on the reasons behind bringing the meeting forward as a number of Councillors are attending online, and the Chief Executive could not be in attendance, in addition to his view that there is not enough information to make an informed decision today on this project.

Mayor Bowen advised that, in his view, officers are in a position to provide necessary information and it is in the best interest of the community and local market to progress this project.

Resolution 2024/74

Moved: Mayor Nigel Bowen

Seconded: Deputy Mayor Scott Shannon

That the public be excluded from—

- the following parts of the proceedings of this meeting at 11.06am, namely

5.1 Aorangi Stadium Redevelopment Stage 1

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
<p>5.1 - Aorangi Stadium Redevelopment Stage 1</p>	<p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>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>

Carried

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.”

4 Public Excluded Reports**5.1 Aorangi Stadium Redevelopment Stage 1****5 Readmittance of the Public****Resolution 2024/75**

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

That the meeting moves out of Closed Meeting into Open Meeting at 12.43pm.

Carried

5.2 Notification to Public

The meeting moved out of closed meeting at 12.43pm and Mayor Bowen advised of a 5 minute recess prior to advising the Public of decisions that were made.

The meeting resumed at 12.48pm and Mayor Bowen put forward a motion to the Council to publicly notify the decisions made in Public Excluded.

Resolution 2024/76

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

That the awarding of a contract to Thompson Engineering and Construction and retaining of the existing stadium be notified publicly, noting that officers are working within the agreed budget as per the Long Term Plan 2024-34.

Carried

Clr Piddington questioned whether the vote, which was held in Public Excluded, could be made public. Mayor Bowen asked Councillors if they were comfortable with their votes being made public as part of the press release, which they all agreed.

The meeting closed at 12.51pm.

.....
Chairperson

7.2 Minutes of the Council Meeting held on 10 December 2024

Author: Jessica Kavanaugh, Team Leader Governance

Recommendation

That the Minutes of the Council Meeting held on 10 December 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Council Meeting held on 10 December 2024**



MINUTES

Ordinary Council Meeting Tuesday, 10 December 2024

Ref: 1737872

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 10 December 2024 at 2pm**

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

In Attendance: Nigel Trainor (Chief Executive); Andrew Dixon (Group Manager Infrastructure); Tony O'Brien (Chairperson Venture Timaru); Mark Rogers (Chairperson Timaru District Holdings Ltd); Frazer Munro (General Manager , Timaru District Holdings Limited); Paul Cooper (Group Manager Environmental Services); Stephen Doran (Group Manager Corporate & Communications); Nicole Timney (Group Manager Property); Jayson Ellis (Building Control Manager); Elliot Higbee (Legal Services Manager); Darryn Grigsby (Manager, Emergency Management); Stephanie Forde (Corporate and Strategic Planner); Maddison Gourlay (Marketing & Communications Advisor); Brendan Madley (Senior Policy Advisor); Stephen Compton (Minutes)

1 Opening Prayer

Said by Mayor Nigel Bowen

2 Apologies

Nil

3 Public Forum

There were no public forum items.

4 Identification of Urgent Business

A matter of urgent business was raised by Mayor Nigel Bowen to be discussed in Public Excluded as item 13.7.

5 Identification of Matters of a Minor Nature

Clr Stu Piddington requested that a regular timeline for the delivery of the Theatre Royal and Stadium be published monthly on the Timaru District Council (TDC) website. The Chair Requested GM Corporate and Communications pick this up.

6 Declaration of Conflicts of Interest

Clr Sally Parker declared a conflict of interest in relation to item 9.2, due to a being a director of Timaru District Holdings Limited.

Clr Stacey Scott declared a conflict of interest in relation to item 9.1, due being a director of Venture Timaru Limited.

7 Confirmation of Minutes

7.1 Minutes of the Council Meeting held on 22 October 2024

Resolution 2024/91

Moved: Clr Michelle Pye

Seconded: Clr Peter Burt

That the Minutes of the Council Meeting held on 22 October 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

7.2 Minutes of the Council Meeting held on 31 October 2024

Resolution 2024/92

Moved: Clr Owen Jackson

Seconded: Clr Allan Booth

That the Minutes of the Council Meeting held on 31 October 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

8 Schedules of Functions Attended

8.1 Schedule of Functions Attended by the Chief Executive

Resolution 2024/93

Moved: Clr Sally Parker

Seconded: Clr Allan Booth

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

Carried

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

It was noted that Clr Burt also spoke at the Timaru Armistice Day Meeting

Resolution 2024/94

Moved: Deputy Mayor Scott Shannon

Seconded: Clr Gavin Oliver

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

Carried

9 Reports

9.1 Venture Timaru Quarterly Report - 01 July to 30 September 2024

- 1 To present the Venture Timaru quarterly report for their Economic Development and Visitor Promotion operations for the period 01 July – 30 September 2024.

The Chair welcomed Tony O' Brien (Chairperson Venture Timaru (TOB)) and acknowledged the apology from Venture Timaru (VT) Chief Executive, Nigel Davenport

TOB spoke to the report, highlighting that:

- the Major Events Fund had been distributed
- there would be fewer Cruise Ships visiting this season
- Food Festivals had been very successful

In summary, the year had been tough, and noted that demographic trends were of concern, and there was a need to bring in new and a diverse range of businesses to benefit the local economy and community.

Chair thanked for the report, and opened the floor to questions

General discussion around need for VT to be proactive in "hunting" businesses to move to the area and difficulties of the current economic circumstances.

Resolution 2024/95

Moved: Clr Peter Burt

Seconded: Clr Allan Booth

That Venture Timaru's quarterly report for the period 01 July to 30 September 2024 be received and noted.

Carried

9.2 Presentation of Timaru District Holdings Limited Audited Annual Report 2023/24

- 1 The purpose of this report is to receive and note the Timaru District Holdings Limited (TDHL) audited Annual Report for the financial year 01 July 2023 to 30 June 2024.

The Chair welcomed Mark Rogers (Chairperson) and Frazer Munroe (General Manager) to the meeting and requested a summary

Rogers spoke to the report, noting that the audited report was largely in line with the management report previously submitted. Chair thanked for the report and opened the floor to questions

Clr Booth Queried if there was an increase in oversight of Alpine Energy?

Rogers said that it was not increased, but maintained proactive oversight and while no guarantee that there won't be any surprises going forwards, was not expecting any

Clr Booth asked has TDHL started receiving money from the Local Government Funding Agency (LGFA) yet?

Munro said that the potential savings are being worked through, and this is work in progress, but ultimately will give access to materially lower interest rates and costs which will support the diversification drive

Clr Piddington requested an update on the outcome of the Alpine Commerce Commission?

Munro said it was still a work in progress and ideally will have something out in the next couple of months

Clarification was sought of Employee benefits costs, relating to staffing costs (salaries and associated staff costs)

Resolution 2024/96

Moved: Clr Allan Booth

Seconded: Clr Michelle Pye

That Council receives and notes the audited Timaru District Holdings Limited Annual Report for the financial year 01 July 2023 to 30 June 2024

Carried

9.3 Timaru District Holdings Limited Quarterly Report - 01 July to 30 September 2024

- 1 The purpose of this report is to present the Timaru District Holdings Limited quarterly report for the period 1 July to 30 September 2024.

At 2:24 pm, Clr Stu Piddington left the meeting.

The TDHL Chairperson spoke to the report noting that results were largely in line with budget and tracking in line with the financial year

At 2:26 pm, Clr Stu Piddington returned to the meeting

Resolution 2024/97

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

That the Timaru District Holdings Limited quarterly report for the period 1 July to 30 September 2024 be received and noted

Carried

9.4 Affixing of the Common Seal

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.

Resolution 2024/98

Moved: Clr Gavin Oliver

Seconded: Clr Sally Parker

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

09 October 2024 – Approval of Warrants

12 November 2024 – Approval of Warrants

Carried

9.5 Release of Public Excluded Items

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

Resolution 2024/99

Moved: Clr Owen Jackson

Seconded: Clr Peter Burt

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

1. Item 13.2 Parks Section 17a Review (redacted) 13 February 2024

Carried

9.6 Actions Register Update

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

The mayor spoke to items on the Action Register.

Investigation into Sub Contracting – this was noted as being tied in with Small Trades and noted that in discussions with the Chief Executive Nigel Trainor and there is hoping to be a paper presented at the meeting on the 4 February 2025

Asset Management Program – noted this is across disciplines of Council, and it was noted that this is aimed at the Parks Department, and an Asset Management resource has been recruited, and Chair requested an update report from Andrew Dixon (Group Manager Infrastructure) and this is to be taken off the list

Other updates:

- Monthly financials – noted that they were being circulated at the end of each month, and to be left on in the meantime
- Information around the Theatre etc to be removed
- Timaru Library and Museum Actions to be removed from the register
- ECan rates – discussion around redesign of invoices and promotion of receiving rates via email (as per Commercial Strategy Standing Committee Meeting/Minutes)
- Smithfield Action point to be removed from Register

Resolution 2024/100

Moved: Clr Peter Burt

Seconded: Clr Owen Jackson

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

Carried

9.7 Updated Delegations Manual

- 1 The purpose of this report is to present Council with an update on the changes that have been made to the Delegations Manual during the period 18 July 2023 to 30 June 2024. .

The report was spoken to by Group Manager Corporate and Communications and the Group Manager Infrastructure (AD)) to the meeting.

It was noted this is statutory notification of changes to the Delegations Manual. Much is tightening up of the financials as per the CEO's request, and no decisions to be made on that part, but there is a request to Council to raise the Emergency Fund Limit from \$500,000 to \$2m to reflect increased costs of replacing infrastructure during emergencies

GM Infrastructure noted that \$2m is more realistic if funding is needed urgently, and the request is that the Chief Executive (CE) has a higher delegation for that purpose in a Civil Defence Emergency

General discussion around the need to increase the limit, and example given of \$4m cost to repair the 2019 Rangitata event, and local share (approx. \$2m) was spent quickly

Further discussion around outside agencies (ECan and NZTA) being responsible, and clarification that their funds are retrospective.

NT noted the need for the funds is to allow the CE to approve the purchase of emergency support if required. Also noted the requirements for prompt payments to local suppliers.

AD further noted that TDC are responsible for roads and infrastructure and we are covered by Insurance, NEMA is for Social response

Councillors were generally supportive if in liaison with the Mayor and Chief Executive.

Further Queries discussed

Chair noted a typing error on page132-133 (amending of grade)

Query (Clr Shannon) – Queried how often changes would be made to the Delegation Manual

The GM Corporate and Communications noted this is a living document, and that they are working through a backlog of changes so going forwards should be fewer changes required.

Committee Recommendation

Moved: Mayor Nigel Bowen

Seconded: Clr Gavin Oliver

That Council:

1. Receives and notes the amendments to the Delegations Manual; and
2. Authorise the proposed increase to permitted expenditure in the event of a Civil Defence Emergency from \$500,000 to \$2,000,000 by the Chief Executive in consultation with the Mayor (or representative) at para 4.1.9.

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

Against: Clr Allan Booth

Carried 9/1

9.8 Annual Plan 2024/25 Three Month Service Performance Report for the period 01 July to 30 September 2024

- 1 The purpose of this report is to outline progress on the performance measures included in the Annual Plan 2024/25, Year One of the 2024-34 Long Term Plan (LTP).

The paper was presented by the Group Manager Corporate and Communications and the Corporate and Strategic Planner who spoke to the report and noted this is the first report from the Long-Term Plan (LTP).

It was noted that:

- Green highlighted those actions achieved or on track
- Yellow highlighted those actions are within 5% of achieved
- Red highlighted those actions that are off track by more than 5% of being achieved

- Grey areas are based on residents survey which are done every 2 years

There was a query with expected end year result, why are we not going for “Achieved” in everything. It was noted that at this stage this is a tracking report, to make Council aware of any potential upcoming issues

There was a further query over the lack of percentage against Local Government Official Information & Meetings Act (LGOIMA) request and requested details.

It was noted that There was just one response, and IT retrieved it from a Junk Folder (which will not happen again) and it was resolved and as we have as missed one, the target of 100% is not achievable

A query about the number of LGOIMA requests coming through, was responded to saying it can be included in 6 monthly report.

Queries also included around the building Building Consent numbers, sewerage overflows.

Noted that Sewage overflows were based on medians, not averages, and that the numbers were indicative at this stage.

It was noted the protozoal rules, seemed to indicate a failing scheme. The response was that it was a bit of a grey area in the way that Taumata Arowai report things, it is a data collection issue and software systems interacting issue.

The popularity of the dog education visits to schools scheme and there was discussion around maintenance of walking tracks

There was further discussion around water consumption at around 300 l per day, and whether stock could be taken out. But it was noted that the total figure is a mandatory reporting number required by Department of Internal Affairs.

There Further discussion around the need for water meters as the only successful measure to reduce water consumption. The Chair noted that money had been set aside for water meters, and there would be a future update on that

A Query was raised about the recycling contamination percentage sitting at 25.92%. It was noted that this was measured by sample, and noted that the figure includes Mackenzie and Waimate. Timaru alone stands at 12% contamination and Temuka 3%.

There was a query around maintenance and quality of footpath, it was noted in response that funding allocation from NZTA is significantly reduced.

At 3:06 pm, Clr Stu Piddington left the meeting.

There was discussion over the building control measures with the Building Control Manager and around waste management unexpected expenses.

This was following discussions around any need for Asset Management plans elsewhere in the Council, and the only department without one is Parks and the resource has been recruited to deal with this.

At 3:10 pm, Clr Stu Piddington returned to the meeting.

It was noted that the timing of the Disabled Toilet installation at the Art Gallery would be early 2025, and this was a typing error.

A query if there was purchasing freeze in place for storage issue was responded to saying the immediate problem will be relieved by the House Gallery opening, but there is a long-term need for further storage

There was a question about the C10 course, with the Manager Emergency Management noting that the C10 course was attended by 2 staff, but there is a need for 5 staff, and need staff to volunteer. It is paid for, and they are not taking the time as holiday.

Resolution 2024/101

Moved: Clr Michelle Pye

Seconded: Clr Stu Piddington

That Council receives and notes the three-month service performance report for the period 01 July to 30 September 2024

Carried

9.9 South Rangitata Reserve Management Plan Review

The Group Manager Infrastructure spoke to this report, noting that it was a referral for decision from the Infrastructure Committee.

Resolution 2024/102

Moved: Clr Sally Parker

Seconded: Clr Owen Jackson

That Council publicly notify the intention to undertake a comprehensive review of the South Rangitata Reserve (Reserve 5266) Management Plan.

Carried

9.10 Dangerous, Affected and Insanitary Buildings Policy - deliberations and adoption

- 1 The purpose of this report is to 1) present Council with officer commenting on the written submissions received during consultation, 2) facilitate deliberations on the content of the final policy (including changes from the draft policy where deemed appropriate), and 3) seek adoption of a final version of the policy.

This report was spoken to by the Senior Policy Advisor, who with the Building Control Manager presented the proposed policy.

It was noted that the policy was required by law, and that the Public consultation had received two submissions, which officers had reviewed and some of the suggestions were incorporated (but not all). Officers had been in dialogue with Ministry for Business Innovation and Employment (MBIE), and presented the proposal for feedback and potential adoption

The Building Control Manager noted that there were no fundamental changes to proposal previously presented.

Resolution 2024/103

Moved: Clr Peter Burt

Seconded: Clr Allan Booth

That Council:

1. Deliberates on the submissions received and officer commenting; and
2. Adopts the “Dangerous, Affected and Insanitary Buildings Policy”.

Carried

9.11 Draft Property Acquisition, Management and Disposal Policy

The purpose of this report is to present Council with the draft “Property Acquisition, Management and Disposal Policy”, to seek elected member input regarding the policy content, and to approve the policy for a targeted consultation.

The paper was spoken to by the Senior Policy Adviser and Group Manager Property.

The Senior Policy Adviser noted that this was a proposal to go to targeted consultation in the New year and superseded the current property management policy (attached for reference). The policy was to provide a framework for the how Council dealt with the lifecycle of a property from acquisition to disposal. This is a draft proposal and noted that they have used two industry leading policies from two councils (Waimakariri and Waikato) and have spoken to them in the process of developing this, and Officers are now looking to Councillors for feedback.

Noted one slight tweak that Officers would like Councillors to adopt: Point 31 (page 198):

“The proceeds of sales will be prioritised to meet the cost of transaction to the property group, the property owner and any other applicable Council Units. The balance will revert to Council General Funds”

This would be amended to:

“The proceeds of sales will be prioritised to meet the cost of transaction to the property group, the property owner and any other applicable Council Units. Council will resolve how to utilise any balance.”

This allows the Council Members to decide where the fund go, noting finance and funding policy

It was separately noted that in the course of next year’s annual plan, there would be a couple of relatively minor amendments to the policy to be more prudent and best practice.

The GM Property noted that this is enabling us to tidy up a lot of the work being done around the divestment of property every quarter. It was noted that TDHL were spoken to (although their expertise is in mainly commercial buildings)

Clarification was requested of Point 33. It was noted that this point considers proceeds from Asset sales in relation to Property, there may need to be some clarification of what are listed as assets

caution was advised on this and clarification was requested in final policy.

There was further discussion about how we ensure the policy is adopted and used and what the review period should be, suggesting that six years was too long.

It was noted in relation to the 6 years, officers are looking to move to a default position of policies being reviewed every 6 years with a desktop review every three years and through

reporting to Council and other bodies, being able to flag how they are performing and to give oversight.

There was discussion over principle 6, and whether it should be there, with the agreement that it needed to be considered further.

There was discussion of who had been consulted in writing this policy, and there was concern noted over the level of flexibility and is the policy going in to too much detail.

It was Confirmed that this was considered, and noted that the draft policy included an outline of processes as well, and Officers felt that there was enough flexibility in the policy itself, and that the matrix was an Officer tool, and so could be amended as they saw fit. It was noted that there are legal requirements to be considered, and this policy meets more of the requirements of the Local Government Act (LGA)

Legal Counsel noted the Council has the authority to acquire and dispose of properties, and this policy is to provide the right evidence of that. It is a governance tool for that purpose and designed to give Officers guidance to get the right information to the Council

An apparent contradiction regards scope and whether or not infrastructure and improvements are included, was agreed to be tidied up in the final.

A query over leases and licenses was answered saying that is something a little different to be developed around this. Also noted that Leases are not considered a Council service and acknowledged that this needs further consideration

There was further discussion on areas needing tidied up, amended or clarified in the final version, an example being land and parcels that have been purchased (e.g. for Theatre hub proposals) that are not surplus to requirements - this gives the officers a step to consider if this is an opportunity or not

The chair Noted that this was a draft policy and open to targeted consultation, so there will be an opportunity to review again.

Resolution 2024/104

Moved: Mayor Nigel Bowen

Seconded: Cllr Owen Jackson

That Council:

1. Receive and note the draft "Property Acquisition, Management and Disposal Policy"; and
2. Approve the draft "Property Acquisition, Management and Disposal Policy" for a targeted consultation.

Carried

10 Consideration of Urgent Business Items

No items of urgent business were received.

11 Consideration of Minor Nature Matters

Matters of a minor nature were resolved at the time of raising.

12 Public Forum Items Requiring Consideration

There were no public forum items.

At 4.01 pm the meeting adjourned for a 10 minute recess.

At 4.11 pm the meeting resumed.

13 Resolution to Exclude the Public

Resolution 2024/105

Moved: Mayor Nigel Bowen

Seconded: Cllr Allan Booth

That the public be excluded from—
the following parts of the proceedings of this meeting, namely,—

- 13.1 Building Consent Authority Reform**
- 13.2 Divestment of Property Update**
- 13.3 Appointment of Directors to Timaru District Holdings Limited**
- 13.4 Appointment of Directors to Venture Timaru Limited**
- 13.5 Timaru District Holdings Limited and Venture Timaru Limited Director Fees**
- 13.6 Section 17A Review - Council Social Housing**
- 13.7 Washdyke Industrial Land**

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 - Building Consent Authority Reform	s7(2)(f)(i) - The withholding of the information is necessary to maintain the effective conduct of public affairs through free and frank expressions of opinion by or between or to members or officers or employees of any local	To maintain the effective conduct of public affairs

	authority in the course of their duty	
13.2 - Divestment of Property Update	<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>
13.3 - Appointment of Directors to Timaru District Holdings Limited	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person’s privacy, including the privacy of deceased persons
13.4 - Appointment of Directors to Venture Timaru Limited	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person’s privacy, including the privacy of deceased persons
13.5 - Timaru District Holdings Limited and Venture Timaru Limited Director Fees	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person’s privacy, including the privacy of deceased persons
13.6 - Section 17A Review - Council Social Housing	s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	To enable Council to carry out commercial activities
13.7 Washdyke Industrial Land	s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	To enable Council to carry out commercial activities.

Carried

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.”

14 Public Excluded Reports

13.1 Building Consent Authority Reform

13.2 Divestment of Property Update

13.3 Appointment of Directors to Timaru District Holdings Limited

13.4 Appointment of Directors to Venture Timaru Limited

13.5 Timaru District Holdings Limited and Venture Timaru Limited Director Fees

13.6 Section 17A Review - Council Social Housing

13.7 Washdyke Industrial Land

15 Readmittance of the Public

Resolution 2024/106

Moved: Mayor Nigel Bowen

Seconded: Deputy Mayor Scott Shannon

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

Carried

The meeting closed at 6.06pm.

.....

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 25 November 2024 to 17 January 2025.

<i>25 November 2024</i>	Attended Economic Priorities Business Canterbury Workshop
<i>26 November 2024</i>	Attended Regional Public Transport Plan Hearings
<i>27 November 2024</i>	Attended LGNZ Seismic Strengthening Group meeting via Teams Interviewed potential Eniwa Exchange students Attended meeting with NZ First MP Andy Foster
<i>28 November 2024</i>	Attended CDEM Joint Committee meetings in Christchurch Attended Canterbury Regional Transport Committee meeting in Christchurch Attended Canterbury Mayoral Forum dinner
<i>29 November 2024</i>	Attended and Chaired Canterbury Mayoral Forum meeting Attended Temuka Christmas Parade
<i>1 December 2024</i>	Attended and judged the Timaru Christmas Parade Attended Seadown Road YES practice pitch (TBHS)
<i>2 December 2024</i>	Met with MTJF Chair via Teams Attended SADD end of year function
<i>3 December 2024</i>	Visited the new Organics Facility at Redruth Attended three Council workshops
<i>4 December 2024</i>	Attended Venture Timaru AGM Attended Roncalli College Prizegiving
<i>5 December 2024</i>	Attended Menacing Dog Hearing
<i>6 December 2024</i>	Spoke with OJ on the Breeze for Mayoral Musing
<i>8 December 2024</i>	Attended St Joseph's Church, Temuka re-opening

<i>9 December 2024</i>	Attended Canterbury Biodiversity Champions meeting in Christchurch Attended Timaru Host Lions Christmas party
<i>10 December 2024</i>	Chaired the Tender & Procurement Committee meeting Chaired People & Performance Committee meeting Led December Citizenship Ceremony Chaired December Council meeting
<i>11 December 2024</i>	Attended Alliance Closure catch up meeting via Teams
<i>12 December 2024</i>	Attended Craighead Diocesan School prizegiving Attended Safer Communities Subcommittee meeting Attended and spoke at Aigantighe Art Gallery Grand opening
<i>13 December 2024</i>	Attended Launch of Canterbury Climate Partnership Plan in Christchurch
<i>14 December 2024</i>	Attended Timaru Hospital protest
<i>16 December 2024</i>	Hosted Timaru District Community Stakeholder Christmas morning tea
<i>17 December 2024</i>	Attended Audit and Risk Committee meeting Attended Local Water Done Well Streeting Group meeting
<i>18 December 2024</i>	Attended Local Government (Water Services) Bill webinar Led 12-month ceremony for Syrian Community members
<i>19 December 2024</i>	Attended Seismic Review Steering Group meeting via Teams Attended Navy Cadet 15 Squadron ATC Final parade
<i>21 December 2024</i>	Attended AMI Fatigue Stop in Fairlie
<i>26 December 2024</i>	Attended Caroline Bay Association Boxing Day lunch Opened Caroline Bay Carnival

In addition to this the Mayor met or spoke with with 43 members of the public.

Functions Attended by the Deputy Mayor for the Period 25 November 2024 to 17 January 2025.

<i>7 December 2024</i>	Officially Opened 2024 NZSS Track and Field/Road Races Championships
------------------------	--

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 25 November 2024 and 17 January 2025.

<i>25 November 2024</i>	Attended Economic Priorities Business Canterbury workshop
<i>26 November 2024</i>	Attended Rakitata Revival meeting
<i>27 November 2024</i>	Met with New Zealand First Member of Parliament Andy Foster
<i>28 November 2024</i>	Attended Civil Defence Emergency Management Joint Committee meeting Attended Chief Executive Hui
<i>29 November 2024</i>	Attended Canterbury Mayoral Forum
<i>3 December 2024</i>	Attended Council workshops
<i>4 December 2024</i>	Attended Venture Timaru AGM
<i>10 December 2024</i>	Attended Tenders and Procurement meeting Attended People and Performance Committee meeting Attended Citizenship Ceremony Attended Council meeting
<i>12 December 2024</i>	Met with General Manager Timaru District Holdings Limited Attended Aigantighe Art Gallery Grand Opening
<i>16 December 2024</i>	Attended Community Stakeholder Christmas morning tea
<i>17 December 2024</i>	Attended Audit and Risk Committee meeting Attended Local Water Done Well Steering Group meeting
<i>18 December 2024</i>	Attended Local Government (Water Services) Bill webinar
<i>8 January 2025</i>	Met with Chief Executive Venture Timaru
<i>9 January 2025</i>	Met with General Manager Timaru District Holdings Limited
<i>14 January 2025</i>	Met with Chief Executive PrimePort Timaru

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

Attachments**Nil**

9 Reports

9.1 Affixing of the Common Seal

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

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

12 December 2024 – Approval of Warrants

16 December 2024 – Approval of Warrants

20 December 2024 – Approval of Warrants

Purpose of Report

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

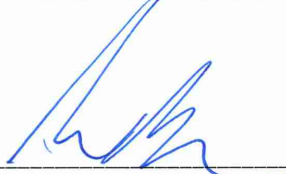
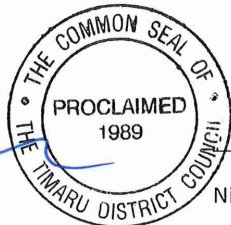

Attachments

1. **Approval of Warrants - 12.12.24** [↓](#) 
2. **Approval of Warrants - 12.12.24** [↓](#) 
3. **Approval of Warrants - 12.12.24** [↓](#) 
4. **Approval of Warrants - 12.12.24** [↓](#) 
5. **Approval of Warrants - 12.12.24** [↓](#) 
6. **Approval of Warrants - 16.12.24** [↓](#) 
7. **Approval of Warrants - 20.12.24** [↓](#) 



Approval of warrants

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

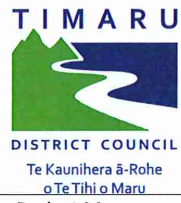




Nigel Bowen Nigel Trainor

12/12/2024
Date

Name	Title	Unit
	Drainage and Water Manager	Drainage and Water
	Water Services Reticulation Engineer	Drainage and Water
	Drainage Technician	Drainage and Water
	Water Services Technician	Drainage and Water
	Water Services Technician	Drainage and Water
	Water Services Operations Engineer	Drainage and Water
	Wastewater Treatment Team Leader	Drainage and Water
	Wastewater Treatment Operator	Drainage and Water
	Wastewater Treatment Operator	Drainage and Water
	Wastewater Treatment Operator	Drainage and Water
	Wastewater Treatment Operator	Drainage and Water
	Wastewater Compliance Officer	Drainage and Water
	Trade Waste Officer	Drainage and Water
	Water Treatment Operator	Drainage and Water
	Water Treatment Operator	Drainage and Water
	Water Treatment Operator	Drainage and Water
	Water Treatment Operator	Drainage and Water
	Water Treatment Operator	Drainage and Water
	Water Treatment Operator	Drainage and Water
	Water Treatment Operator	Drainage and Water
	Three Waters Compliance Officer	Drainage and Water
	Principal Three Waters Specialist	Drainage and Water
	Water Services Project Team Leader	Drainage and Water
	Water Services Project Manager	Drainage and Water

#1726443






	Water Services Project Manager	Drainage and Water
	Water Services Strategy Officer	Drainage and Water
	Water Services Project Advisor	Drainage and Water
	Stormwater Team Leader	Drainage and Water
	Stormwater Engineer	Drainage and Water
	Water Services Technician	Drainage and Water
	Water Treatment Operator	Drainage and Water
	Water Treatment Team Leader	Drainage and Water





Approval of warrants

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Nigel Bowen Nigel Trainor

12/12/2024

Date

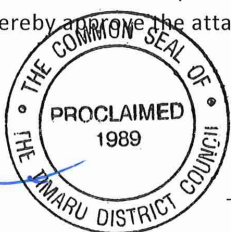
Name	Title	Unit
	Building Control Manager	Building
	Team Leader Building Compliance	Building
	Team Leader Building Inspections	Building
	Team Leader Building Approvals	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Control Officer	Building
	Building Compliance Officer	Building
	Building Compliance Officer	Building
	Building Compliance Monitoring Officer	Building
	Compliance & Enforcement Advisor	Building
	Building Compliance Officer	Building

#1719067



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.

[Handwritten signature of Nigel Bowen]  *[Handwritten signature of Nigel Trainor]*

Nigel Bowen

Nigel Trainor

12/12/2024

Date

Name	Title	Unit
[REDACTED]	Operational Supervisor	Drainage and Water
[REDACTED]	Operational Support	Drainage and Water
[REDACTED]	Operational Support	Drainage and Water
[REDACTED]	Drainage and Water Serviceman	Drainage and Water
[REDACTED]	Drainage and Water Serviceman	Drainage and Water
[REDACTED]	CCTV Operator	Drainage and Water
[REDACTED]	Drainage and Water Serviceman	Drainage and Water
[REDACTED]	Operational Support	Drainage and Water
[REDACTED]	Drainage and Water Serviceman	Drainage and Water
[REDACTED]	Drainage and Water Serviceman	Drainage and Water
[REDACTED]	Drainage and Water Serviceman	Drainage and Water
[REDACTED]	Branch Manager	Drainage and Water
[REDACTED]	Drainage and Water Serviceman	Drainage and Water
[REDACTED]	Drainage and Water Serviceman	Drainage and Water
[REDACTED]	Operational Support	Drainage and Water
[REDACTED]	Drainage and Water Trainee	Drainage and Water
[REDACTED]	CCTV Operator	Drainage and Water
[REDACTED]	Operational Support	Drainage and Water
[REDACTED]	Operational Support	Drainage and Water
[REDACTED]	Operational Support	Drainage and Water
[REDACTED]	Operational Support	Drainage and Water
[REDACTED]	Operational Support	Drainage and Water
[REDACTED]	Operational Support	Drainage and Water

#1727329



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

12/12/2024


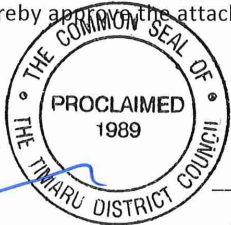
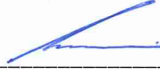
Date

Name	Title	Unit
[REDACTED]	Survey Technician	Land Transport
	Projects and Contracts Officer	Infrastructure
	Infrastructure Planner	Infrastructure
	Road Network Operations Technician	Land Transport
	Special Projects Engineer	Infrastructure



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

12/12/2024
Date



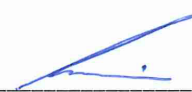
Name	Title	Unit
	Driver	Waste Minimisation
	Driver	Waste Minimisation
	Driver	Waste Minimisation
	Driver	Waste Minimisation
	Bin Inspector	Waste Minimisation
	Operations Manager	Waste Minimisation
	Driver	Waste Minimisation
	Driver	Waste Minimisation
	Waste Minimisation and Education Advisor	Waste Minimisation
	Driver	Waste Minimisation
	Driver	Waste Minimisation
	Driver	Waste Minimisation
	Driver	Waste Minimisation
	Driver	Waste Minimisation
	Driver	Waste Minimisation
	Driver	Waste Minimisation
	Waste Minimisation and Education Advisor	Waste Minimisation

#1727414



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

16/12/2024

Date


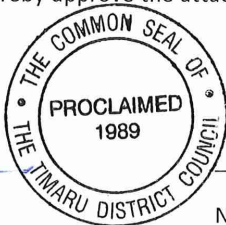

Name	Title	Unit
	Group Manager Environmental Services	Environmental Services
	Environmental Compliance Manager	Environmental Services
	Team Leader Animal Control and Parking	Environmental Services
	Licensing Inspector & Enforcement Officer	Environmental Services
	Licensing Inspector and Enforcement Officer	Environmental Services
	Animal Control Officer	Environmental Services
	Animal Control Officer	Environmental Services
	Animal Control Officer	Environmental Services
	Animal Control Officer	Environmental Services
	Animal Control Officer	Environmental Services
	Animal Control Officer	Environmental Services
	Parking Warden	Environmental Services
	Parking Warden	Environmental Services
	Parking Warden	Environmental Services
	Parking Warden	Environmental Services
	Parking Warden	Environmental Services
	Parking Warden	Environmental Services

#1724409



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

20/12/2024

Date

Name	Title	Unit
	Planning Manager - District Plan Review	Planning
	Planning Manager - Consents, Compliance & Strategy	Planning
	Team Leader Consents and Compliance	Planning
	Team leader Policy	Planning
	Resource Consents Planners	Planning
	Resource Consents Planners	Planning
	Senior Policy Planner	Planning
	Senior Policy Planner	Planning
	Subdivision and Monitoring Officer	Planning
	Intermediate Resource Consents Planner	Planning
	Compliance Officer - Resource Management & Bylaws	Planning

#1724420

9.2 Actions Register Update

Author: Stephen Doran, Group Manager Corporate and Communications

Authoriser: Nigel Trainor, Chief Executive

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 12 items on the actions register.
5. Five items are marked as ongoing.
6. Five items are marked as completed, and are proposed to be marked as removed at the next meeting.
7. Two items are marked as removed and will be taken off the list at the next meeting.

Attachments

1. **Council Actions Required** [↓](#) 

Information Requested from Councillors (Council)

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

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

Information Requested	Investigate Subcontracting Across Council				
Date Raised:	12 December 2023			Status:	On Going
Issue Owner	Group Manager Infrastructure	Due Date:		Completed Date:	
<p>Background: The Councillors requested a report on sub-contracting across council where sub-contracting is occurring with the consideration to if these services can be delivered in – house.</p> <p>Examples include – Street sweeping, rubbish collection.</p>					

#1595414

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.

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.

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.

August 2024 Update: Request for a road map to come back to Council.

September 2024 Update: The first business case (street sweeping) is being finalised for the group to review. This template will then be used for the other services that have been identified as there being potential opportunity for review. The list so far includes General Cleaning, Building Maintenance, Graffiti, Gardening, Commercial Waste, Public Place Waste and Security. The purpose of having a 5 year plan is around looking at contracts that may not be due to expire for some time but to have a plan for when they do expire.

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 4th February.

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

Information Requested	Investigate Small Trades			
Date Raised:	12 December 2023		Status:	On Going
Issue Owner	Chief Financial Officer	Due Date:	4 th February 2025	Completed Date:
Background:				

#1595414

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.

- 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.

Update: Investigation is in progress and will return to council once complete.

September 2024 Update: This is underway, working on electricians, plumbers, cleaners as a starting point.

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.

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.

Information Requested	Underutilised Assets				
Date Raised:	12 December 2023			Status:	Completed
Issue Owner	Group Manager Property	Due Date:	10 December 2024	Completed Date:	January 2025
<p>Background: The Councillors requested an investigation on assets that are not being utilised that could be sold. For example small pieces of land.</p> <p>Update: A property list has been sent to the Programme Delivery Manager for Infrastructure to check off and add or delete any properties, as well as note if they are available for possible sale/divestment. Manager of Property Services and Client Representative is working on the vertical property list. This should be tabled at the next meeting.</p> <p>March 2024 Update: Work is continuing on this to present to Council for consideration.</p> <p>26 March 2024: The Councillors agreed to merge this action with the following: Background: Clr Michelle Pye requested a review of all “non core” assets to determine if we are getting a commercial return on them or if they would be better sold.</p> <p>Update: Working through this action as part of the Underutilised assets action. This portion is under investigation and will return to council once completed.</p> <p>May 2024 Update: The report on underutilised assets is being presented to the May Council meeting.</p>					

#1595414

July 2024 Update: Next report going to the 13 August Council meeting for an update and next group of properties for review.

July 2024 Update: Requested is for a clearer process moving forward, including, information of advertising the assets, and assets put back on the table for discussion. This Action will be subject further discussion between CE and Officers.

August 2024 Update: Request for an update to be presented at the 17 September Council meeting

October 2024 Update: Development of a draft property divestment policy which will be presented to Council in December alongside an update on progress of sale of assets as agreed in prior Council resolutions.

December 2024 Update: Draft Divestment of Property Policy being presented to Council for consideration at December 10th Council Meeting. Suggest removal from Register with agreed quarterly reports on underutilised assets to be presented to Council starting March 2025.

January 2025 Update: Recommend that this action can be removed, a report will come to Council each quarter with updates on divestment of properties and assets in general.

Information Requested	Template for Financial Impact				
Date Raised:	12 December 2023			Status:	On Going
Issue Owner	Chief Financial Officer	Due Date:	When presented	Completed Date:	
<p>Background: The Councillors requested a template for financial impact when there is a recommendation to do something, rate or loan funded, ongoing costs, expiry of Capital projects.</p> <p>Update: This is a work in progress and will be developed over time when needed. This action can now be closed out as this will be an on-going activity.</p> <p>September 2024 Update: This will remain on here until such time it is used for a report. At this time we will review layout for approval for on going use.</p> <p>January 2025: No further update. Financial considerations section is a mandatory sections in the new agenda management tool.</p>					

Information Requested	Social Housing
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#1595414

Date Raised:	7 March 2024			Status:	Completed
Issue Owner:	Group Manager Property	Due Date:	10 December 2024	Completed Date:	January 2025
<p>Background: Cllr Michelle Pye requested a report on Social Housing and whether Council should be delivering this or a community trust that would be better placed to apply for funding and have a sole focus of solving housing issues for more vulnerable members of our community.</p> <p>Update: A report on this will be on the agenda for the 26 March meeting.</p> <p>May 2024 Update: For a social housing 17a review to be brought to the June meeting. This action was discussed in the report 9.1 Actions Register Update.</p> <p>May 2024 Update: Councillors requested List of social houses Council owns all 260 of them , and for the discussion to be taken offline for further information gathering. This action was discussed in the report 9.1 Actions Register Update</p> <p>July 2024 Update: Report will be going up to the September Council meeting.</p> <p>August 2024 Update: request to stay on the actions register until papers have been presented to Council September meeting</p> <p>October 2024 Update: A Workshop has been scheduled for 19th November, which will be followed by a report to Council in December.</p> <p>December 2024 Update: Workshop presented on 3rd December and reports included in December 10th Council meeting.</p> <p>January 2025 Update: Following the 17A Paper, it was agreed that a working group explore what housing options are required in the district. A report will come back to Council on 1 April 2025. Recommend that this action can now be removed.</p>					

Information Requested	List of Council Owned Properties				
Date Raised:	26 March 2024			Status:	Completed
Issue Owner:	GM Property/ GM Infrastructure	Due Date:	TBA	Completed Date:	December 2024
<p>Background: Councillors requested a list of Council owned properties and an explanation of why Council owns them.</p>					

#1595414

Update: A list of council owned properties will go up with the Under Utilised Assets report as an appendices at the 13 August Meeting. This action can be closed out then.

July 2024 Update: A timeline for this action will be discussed offline between the CE and Mayor.

August 2024 Update: request for a full list of all council assets, including underutilised to come back to Council.

October 2024 Update: List has been compiled of all Council Property and work is ongoing in the Infrastructure Group to investigate purpose/ use of land parcels with limited information other than rating unit number.

December 2024 Update: GM Property - This list is attached to the Policy report in December 10th Council Meeting. Suggest removal from register or update to reflect ongoing investigation of Infrastructure into purpose/ use of land parcels.

A full list of Council owned properties was tabled in December 2024. This will now form part of the divestment property quarterly report and can be removed.

Information Requested	Monthly Financials				
Date Raised:	13 August 2024			Status:	Completed
Issue Owner:	Chief Financial Officer	Due Date:	January 2025	Completed Date:	January 2025
<p>Background: Councillors requested for monthly financials with reforecasting and a list of issues that Council is aware of including those with uncertain costs associated. This action was discussed in item 9.3 (Interim 2023/24 KPI and Draft Financial Performance Report to 30 June 2024)</p> <p>September 2024 Update – When monthly financials are completed for the month, these will be circulated. The first reforecast will be done for the six monthly accounts (January 2025).</p> <p>January 2025 Update: Financials are currently being worked on and will be emailed to elected members when complete and presented to Commercial and Strategy Committee on 18 February.</p>					

Information Requested	Timaru Library Report				
Date Raised:	13 August 2024			Status:	Completed
Issue Owner:	GM Community Services/ GM Property	Due Date:	31 October 2024	Completed Date:	31.10.2024

#1595414

~~Background: Councillors requested a full report on the Timaru Library, along with a support paper for each of the options to include financials and what is included in each option. This item was discussed 9.8 (Public consultation on future provision for performing arts in Timaru District)~~

~~October 2024 Update: Information to be provided during the Workshop on 22 October 2024 and report to Council on 31 October.~~

~~December 2024 Update: Information supplied and Council decision made on Theatre Project. Further information will be supplied through the Vertical Infrastructure Quarterly Reporting Action. Request removal from register.~~

Information Requested	Refurbished theatre back of house				
Date Raised:	13 August 2024			Status:	Completed
Issue Owner:	GM Community Services/ GM Property	Due Date:	31 October 2024	Completed Date:	31.10.2024
Background: Councillors requested further information for the refurbished theatre back of house. This item was discussed 9.8 (Public consultation on future provision for performing arts in Timaru District)					
October 2024 Update: Information to be provided during the Workshop on 22 October 2024 and report to Council on 31 October.					
December 2024 Update: Information supplied and Council decision made on Theatre Project. Request removal from register.					

Information Requested	Vertical Infrastructure Maintenance Report (Quarterly)				
Date Raised:	22 October 2024			Status:	Ongoing
Issue Owner:	Chief Executive/ GM Property	Due Date:	4 February 2025	Completed Date:	
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.					
December 2024 Update: Report on progress will be presented to Council on 4 th February 2025.					
January 2025 Update: The report is in draft pending discussion internally and will be reported on at the 4 th March 2025 meeting.					

#1595414

Information Requested	Update on resolution of ECan Rates Error including future options				
Date Raised:	22 October 2024			Status:	Completed
Issue Owner:	CFO/ GM Corporate and Communications	Due Date:	September 2025	Completed Date:	4 February 2025
<p>Background: Mayor Nigel Bowen requested that a report be brought back to Council with information on the progress of resolving the rating issue, benefits of providing this service on behalf of Environment Canterbury and that officers look into options to invoice the rates separately.</p> <p>November 2024 Update: Finance Manager presented verbal update to Commercial and Strategy Committee on 19th November with progress to date. GM Corporate and Communications agreed to bring invoice formatting and colour coding options to separate TDC and ECan portions back to Council to consider for implementation in the 2025/26 financial year.</p> <p>February 2025: A new bill model will be designed for Instalment 1 in FY 2025/26 to ensure that people have a clearer understanding of their rates charges, and what goes to each body. Request removal from register.</p>					

#1595414

9.3 Appointment of Clr Stacey Scott to Audit and Risk Committee

Author: Stephen Doran, Group Manager Corporate and Communications

Authoriser: Nigel Trainor, Chief Executive

Recommendation

That council appoints Councillor Stacey Scott as a member of the Audit and Risk Committee for the remainder of the triennium.

Purpose of Report

- 1 This report is request for Council to formally appoint Councillor Stacey Scott to be a member of the Audit and Risk Committee.

Assessment of Significance

- 2 As this is affecting the membership of an oversight committee, the assessment of significance as assessed to be low.

Background

- 3 The ARC reports directly to Council. The membership of the Committee is comprised of the Mayor, Deputy Mayor, Chairperson of the Commercial and Strategy Committee, another Councillor and at least one and up to two external and independent members. The Committee has an important role supporting Council's governance by testing and examining how Council is identifying and managing risk across its operations. It also provides assurance by reviewing Council's financial processes, systems and information.
- 4 As with all assurance functions having independence strengthens the trust and confidence that users have in the advice that comes from the Committee. For this reason, having members outside of the governing body as members is considered important to supporting its assurance function to Council. Having independent members is recommended by the Auditor General in his guidance on how to constitute a high performing audit committee. The Committee provides advice and recommendations to Council and does not have decision making delegations.
- 5 The current membership of the Audit and Risk Committee is
 - a. Bruce Robertson – Independent Chair
 - b. Deputy Mayor Scott Shannon – Deputy Chair
 - c. Janice Frederic – Independent Member
 - d. Mayor Nigel Bowen – Member
 - e. Clr Michelle Pye – Member
 - f. Clr Peter Burt – Member

Discussion

- 6 While all council members can attend Audit and Risk Committee meetings and be part of the discussion, only the committee members can move, second and vote on matters appearing the committee.
- 7 It has been requested by the Chair that as a frequent attendee and contributor to the meetings that Councillor Stacey Scott be appointed as a member of this committee to help further improve oversight of council matters.

Options and Preferred Option

- 8 That council agrees to appoint Councillor Stacey Scott as a member of the Audit and Risk Committee for the remainder of the triennium. **[Preferred Option]**
- 9 That council does not agree to appoint Councillor Stacey Scott to the Audit and Risk Committee.

Relevant Legislation, Council Policy and Plans

- 10 Timaru District Council Standing Orders 2022

Financial and Funding Implications

- 11 No financial or funding implications as this is an advisory and oversight committee.

Attachments

Nil

9.4 Presentation of Aorangi Stadium Trust Annual Report 2023/24**Author:** John Liddiard, Senior Accountant**Authoriser:** Andrea Rankin, Chief Financial Officer**Recommendation**

That Council receives and notes the audited Aorangi Stadium Trust Annual Report for 2023/24.

Purpose of Report

- 1 To receive and note the Aorangi Stadium Trust's audited Annual Report for the financial year 1 July 2023 – 30 June 2024.

Assessment of Significance

- 2 This matter is of low significance in terms of Council's Significance and Engagement policy. The report relates to presenting the annual report of a council-controlled organisation (CCO) including the statement of service performance. The financial and non-financial performance of the Trust are materially in line with the agreed Statement of Intent for 2023/24. It does not affect strategic assets, levels of service or rates.

Discussion

- 3 The Aorangi Stadium Trust (the "Trust") is a CCO and is required to present an audited annual report to Council.
- 4 Compliance with section 67 of the Local Government Act was not met in that the Board did not report by 30 September 2024, three months after the financial year end, by which CCOs are required to have completed their annual report and delivered it as stipulated by the Act.
- 5 The main variances which impacted on the Trust for the year primarily relate to the transfer of the stadium to Council, the consequential closure of the Trust and accounting for these events. This included the loss on the disposal of the stadium following its transfer to Council ownership; the conditional donation of remaining funds to Council which are to be used for the maintenance and development of the stadium; and the reversal of the deferred maintenance provision, previously made for a prescribed 10-year maintenance plan.
- 6 The transfer of the stadium was effected by the abandonment of the land lease from Council by the Trust, resulting in assets sitting on that land being transferred to Council ownership.
- 7 Subsequently the Trust has been closed, including of its GST account and bank accounts. The final Annual Report has been lodged with the Charities Register.

Attachments

1. **Aorangi Stadium Trust Annual Report 2023/24** [↓](#) 

[Aorangi Stadium Trust Annual Report for the year ended 30 June 2024](#)

AORANGI STADIUM TRUST

Annual Report for the year ended 30 June 2024

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

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Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Entity information: Who we are

Aorangi Stadium Trust (“the Trust”) was incorporated on 14 August 2001 under the Charitable Trusts Act 1957. The Trust is controlled by Timaru District Council as a council-controlled organisation (CCO) as defined in section 6 of the Local Government Act 2002.

The registration number for the Trust on the Charities Register is CC22027.

Contact details

Physical address:	70 Morgans Road, Timaru 7910
Postal address:	P.O. Box 522, Timaru 7940
Phone:	(03) 687 7200
Email:	John.liddiard@timdc.govt.nz

The Trust has a Board of four Trustees who oversee governance of the Trust and Timaru District Council manage the facility and administer the Trust.

The Trustees during the year to 30 June 2024 were:

Peter Burt (Chairman)
Allan Booth
Sally Parker
Stu Piddington

There were no changes in Trustees from the last balance date at 30 June 2023.

The main source of resources for the Trust is grants and support from the Timaru District Council. The Trust has engaged in external fundraising in previous financial years; and does not use volunteers.

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Trustees’ Report and what we do, with statement of service performance

The purpose of the Trust is to continue the development, maintenance and operation of the Aorangi Stadium in Aorangi Park in Timaru.

The Stadium was leased to Timaru District Council which was responsible for day-to-day maintenance with the Trust being responsible for the landlord elements of the property.

The Trust works with Timaru District Council to manage the Stadium in the interests of the people of Timaru and South Canterbury and the Council provides expertise to assist in this process.

Statement of service performance:

There are specifically agreed objectives for the Trust as a Council Controlled Organisation to ensure that it is being managed effectively:

Description and outcomes of agreed targets for the Trust:	Actual 2024	Actual 2023
Regular liaison occurs with the tenant (Timaru District Council) on at least a six-monthly basis.	Met	Met
Audited annual report completed within 3 months of financial year end.	Not met	Not met
Promote ongoing development and maintenance of Aorangi Stadium on Morgans Road Recreation Reserve.	Met	Met
Undertake, with Timaru District Council, a review of the future costs and funding of maintenance and depreciation; and the options for the ownership structure of the stadium.	Met	Partially met

Following consideration by the Trustees of various options regarding the future of the stadium it was decided that the future development funding requirements would best be met by it being directly in the ownership of Timaru District Council.

There were no immediately feasible funding options other than from Council directly and it was becoming increasingly difficulty to adequately maintain the stadium to an acceptable standard without significant investment. This was exacerbated by the lowered earthquake rating which if the building was to be strengthened would require substantial additional funding.

While these considerations were being undertaken Council was assessing the development of Aorangi Park generally and having the stadium in the park but owned by another entity, even if it is a Council Controlled Organisation, complicated planning for the future.

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

No significant maintenance work was performed on the stadium during 2024 as its future was being considered, including deferred maintenance work provided for in the deferred maintenance provision or earthquake strengthening work included in contingent liabilities, however essential maintenance work was undertaken. It was assessed that in the 2023 financial year the provision for deferred maintenance should have been escalated by an inflationary increase in the absence of a full reassessment of the projected costs of deferred maintenance. This has been done in this year as a prior period adjustment to the 2023 comparative values.

The land on which the stadium is built is owned by Timaru District Council and was leased from Council by the Trust for the emplacement of the stadium. The Trustees agreed that they would advise Council of their intention to allow the lease for the land on which the stadium is built to lapse and consequently the ownership of the building on that land, the stadium, moved ownership to Timaru District Council.

Following this decision the Trustees agreed that the Trust would cease operation in the 2024/25 financial year and that this would be the final annual report prepared and presented for the Trust. Any cash remaining will be remitted to Timaru District Council on the condition that it is utilised solely for the purposes of the Trust and Council has agreed to this stipulation.

Council continues to work on development options for the park including the stadium and have undertaken to ensure that the deferred maintenance work required for the stadium is addressed and is committed to ensuring that the stadium earthquake rating is substantially improved as part of its development.

The Board of Trustees did not comply with section 67 of the Local Government Act in that the Board did not report by 30 September 2024, three months after the financial year end, by when CCO's are required to have completed their annual report and delivered it as stipulated by the Act.

The Trustees wish to thank Timaru District Council for its substantial financial support towards building the stadium and subsequently to utilise and maintain it; to thank all those who have served as trustees; and to particularly thank those who worked to establish the stadium originally and who raised the initial funds to enable it to be built.

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Statement of Financial Performance

for the year ended 30 June 2024

	Notes	Actual 2024 \$	Budget 2024 \$	Actual (Restated) 2023 \$
<u>Revenue</u>				
Subsidies and grants	2	145,547	105,000	102,901
Gain on sale of assets	2	-	-	30,219
Finance revenue	2	25,039	3,500	22,592
Total Revenue		170,586	108,500	155,712
<u>Expenses</u>				
Maintenance expenses	3	1,574,127	(50,000)	(281,079)
Net loss on disposal of assets		(173,290)	-	-
Donation paid	15	(567,283)	-	-
Other expenses	4	(94,835)	(84,468)	(184,506)
Depreciation	9	(32,067)	(45,611)	(45,611)
Total expenses		706,652	(180,079)	(511,196)
Net surplus/(deficit) for the year		877,238	(71,579)	(355,484)

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Statement of Financial Position

as at 30 June 2024

	Notes	Actual 2024 \$	Budget 2024 \$	Actual (Restated) 2023 \$
<u>Assets</u>				
<u>Current Assets</u>				
Cash and cash equivalents	6	84,942	308,742	546,368
Receivables	8	-	400,000	240,233
Prepayments	8	-	10,000	4,242
Total Current Assets		84,942	718,742	790,843
<u>Non-Current Assets</u>				
Property, plant and equipment	9	-	133,468	179,079
Total Non-Current Assets		-	133,468	179,079
Total Assets		84,942	852,210	969,922
<u>Liabilities</u>				
<u>Current Liabilities</u>				
Payables and deferred revenue	10	(84,942)	(5,000)	(233,033)
Provisions	11	-	(425,393)	(388,623)
Total Current Liabilities		(84,942)	(430,393)	(621,656)
<u>Non-Current Liabilities</u>				
Provisions	11	-	(1,145,600)	(1,225,503)
Total non-current liabilities		-	(1,145,600)	(1,225,503)
Total Liabilities		-	(1,575,993)	(1,847,159)
Net Assets (Total Assets less Total Liabilities)		-	(723,783)	(877,237)

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

	Notes	Actual 2024 \$	Budget 2024 \$	Actual (Restated) 2023 \$
<u>Accumulated Funds</u>				
Capital contributed by members	14	3,050,631	3,050,631	3,050,631
Accumulated surpluses/(deficits)	14	(3,050,631)	(3,774,414)	(3,927,868)
Total Accumulated Funds		-	(723,783)	(877,237)

Trustee

Trustee

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Statement of Cash Flows

for the year ended 30 June 2024

	Actual 2024 \$	Budget 2024 \$	Actual 2023 \$
<u>Cash Flows (to)/from Operating Activities</u>			
<u>Cash was received from:</u>			
Donations, fundraising and other similar receipts	248,448	105,000	-
Interest, dividend and other investment receipts	25,039	1,750	22,592
Net GST	-	-	12,208
<u>Cash was applied to:</u>			
Payments to suppliers	(734,914)	(169,143)	(200,015)
Net Cash Flows from Operating Activities	(461,427)	(62,393)	(165,215)
Net increase/(decrease) in cash	(461,427)	(62,393)	(165,215)
Opening Cash	546,369	308,742	711,584
Closing Cash	84,942	371,135	546,369
<u>This is represented by:</u>			
Bank current account and short-term deposits	6 84,942	371,135	546,369

Notes to the Financial Statements

for the year ended 30 June 2024

1 Statement of Accounting Policies

REPORTING ENTITY

Aorangi Stadium Trust (the Trust) is a charitable trust incorporated on 14 August 2001 under the Charitable Trusts Act 1957 (CTA).

The Trust is controlled by Timaru District Council (the Council) as a Council Controlled Organisation (CCO) as defined in section 6 of the Local Government Act 2002 (LGA), with all Trustees being appointed by the Council.

It is fully domiciled and operated in New Zealand.

The purpose of the Trust is to continue the development, maintenance and operation of the Aorangi/Timaru Stadium and adjoining areas on Aorangi Park in Timaru. As a charity the Trust does not operate to make a financial return.

The annual reporting date of the Trust is 30 June.

The Trust has been designated as a Public Benefit Entity (PBE) for the purpose of complying with Generally Accepted Accounting Practice (GAAP).

These financial statements of the Trust are for the year ended 30 June 2024.

The financial statements were authorised for issue by the Trustees on XXX.

BASIS OF PREPARATION

The financial statements are prepared in accordance with the Public Benefit Entity Simple Format Reporting – Accrual (Public Sector) or PBE SFR-A (PS), as the Trust is deemed to be a public entity subject to public sector standards and has total annual expenses of equal to or less than \$2,000,000. All transactions are reported using the accrual basis of accounting. This Annual Report is prepared on the basis that the Trust will cease to operate in the succeeding year and that these are the final financial statements to be prepared for the Trust.

Presentation currency and rounding

The financial statements are presented in New Zealand dollars and all values are rounded to the nearest dollar.

Changes in accounting policies and disclosures

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

There have been no changes in accounting policies during the year.

Prior period adjustment

Following an assessment of the provision for deferred maintenance, prior to its full reversal in 2024, it has been determined that in 2023 the provision should have been escalated by an inflationary factor. This has been done for 2023 as a prior period adjustment and is reflected in the 2023 comparative values.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies which do not relate to a specific note are outlined below.

Goods and Services Tax

Items in the financial statements are stated exclusive of goods and services tax (GST) except for receivables and payables, which are presented on a GST inclusive basis. Where GST is not recoverable as input tax it is recognised as part of the related asset or expense.

The net amount of GST recoverable from or payable to the IRD is included as part of receivables or payables in the Statement of Financial Position.

Commitments and contingencies are disclosed exclusive of GST.

Income Tax

The Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions as it is deemed a charitable trust for taxation purposes.

Budget figures

The budget figures presented in this report are those approved by the Trustees for 2023/24 unless stated otherwise. The budget figures have been prepared in accordance with GAAP, using accounting policies that are consistent with those adopted by the Trust in preparing these financial statements.

Critical accounting estimates and assumptions

In preparing these financial statements, estimates and assumptions have been made concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying value of assets and liabilities within the next financial year are:

- Estimating the provisions for deferred maintenance (Note 11)

Critical judgments in applying accounting policies

Management has exercised the following critical judgments in applying accounting policies:

- Valuation methodology for property, plant and equipment (Note 9)

Note 2: Revenue

Revenue is measured at fair value.

The specific accounting policies for significant revenue items are explained below:

Grants received

Grants are recognised as revenue when they become receivable unless there is an obligation in substance to return the funds if conditions of the grant are not met. If there is such an obligation, the grants are initially recorded as grants received in advance and recognised as revenue when conditions of the grant are satisfied.

Interest

Interest revenue is recognised using the effective interest method.

Note 3: Maintenance Expenses

Maintenance expenses are expensed as they are incurred except that where related to a provision an offsetting release from that provision is made.

Note 6: Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities in the statement of financial position.

Note 7: Reconciliation of net surplus/(deficit) after tax to net cashflow from operating activities

Cashflow statement

Operating activities include cash received from all revenue sources of the Trust, and expenditure payments made for the supply of goods and services.

Investing activities are those activities relating to the acquisition and disposal of current and non-current securities, and any non-current assets.

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Financing activities are those activities relating to the changes in equity, and debt structure of the Trust.

Note 9: Property, plant and equipment

Property, plant and equipment consists of operational assets including buildings and buildings improvements and furniture and equipment, which are utilised by the Trust to deliver services.

Buildings and building improvements and furniture and equipment are measured at cost less accumulated depreciation and impairment losses.

Unless specifically stated, acquisitions are initially valued at cost.

Additions

The cost of an item of property, plant, and equipment is recognised as an asset only when it is probable that future economic benefits or service potential associated with the item will flow to the Council and group and the cost of the item can be measured reliably and is greater than \$1,500, subject to individual asset assessment.

Work in progress is recognised at cost less impairment and is not depreciated.

In most instances, an item of property, plant, and equipment is initially recognised at its cost. Where an asset is acquired through a non-exchange transaction, it is recognised at its fair value as at the date of acquisition.

Costs incurred subsequent to initial acquisition are capitalised only when it is probable that future economic benefits or service potential associated with the item will flow to the Council and group and the cost of the item can be measured reliably.

The costs of day-to-day servicing of property, plant, and equipment are recognised in surplus or deficit as they are incurred.

Disposals

Gains and losses on disposals are determined by comparing the disposal proceeds with the carrying amount of the asset. Gains and losses on disposals are reported net in surplus or deficit. When revalued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to accumulated funds.

Depreciation

Depreciation is provided on a straight-line basis on all property, plant, and equipment at rates that will write off the cost of the assets to their estimated residual values over their useful lives. The useful lives and associated depreciation rates of major classes of assets have been estimated as follows:

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Contributed capital: this represents the funds initially contributed by the members of the Trust particularly from public fundraising;

Accumulated surpluses/(deficits): this represents the accumulation of all financial results since the inception of the Trust.

2 Revenue

i. Subsidies and grants

	Actual 2024 \$	Actual 2023 \$
Grants from Timaru District Council: General funding	52,000	52,000
Grants from Timaru District Council: Insurance reimbursement	93,547	50,901
Total	145,547	102,901

There are no unfulfilled conditions and other contingencies attached to recognised grants.

ii. Finance revenue

	Actual 2024 \$	Actual 2023 \$
Interest revenue:		
- term deposits	25,039	22,592
Total	25,039	22,592

iii. Other gains

	Actual 2024 \$	Actual 2023 \$
Gain on sale of assets	-	30,219
Total	-	30,219

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

3 Maintenance expense

	Actual 2024 \$	Actual (Restated) 2023 \$
Maintenance costs incurred	(39,999)	(77,757)
Maintenance provision release	40,287	21,711
Change in provision for maintenance costs	1,573,839	(225,033)
Total maintenance costs	1,574,127	(281,079)

4 Other expenses

	Actual 2024 \$	Actual 2023 \$
Audit fees for financial statement audit: current year	(7,782)	(6,690)
Audit fees: other	-	(689)
Insurance	(65,989)	(50,206)
Property valuation report	(6,930)	-
Stadium development review	-	(126,152)
Legal fees	(9,860)	-
Other expenses	(4,274)	(769)
Total	(94,835)	(184,506)

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

5 Tax

Aorangi Stadium Trust is a charitable organisation and not subject to income tax.

	Actual 2024 \$	Actual (Restated) 2023 \$
Surplus/(deficit) before tax	652,204	(355,484)
Tax credit/(expense) at 28% (2023: 28%)	(182,617)	99,536
Non-taxable income @ 28%	47,764	43,599
Non-deductible expenditure @28%	134,853	(143,135)
Tax expense/(benefit)	-	-

6 Cash and cash equivalents

	Actual 2024 \$	Actual 2023 \$
Cash at bank	84,942	546,369

Following the decision to allow ownership of the stadium to transfer to Timaru District Council it was agreed that all remaining funds held by the Trust would be granted to Timaru District Council on the condition that they be used solely for the maintenance and development of the stadium, furthering the objects of the Trust.

Council have undertaken to comply with that condition and have advised Trustees that the funds will be treated as a restricted reserve, which means that the funds can only be used for the purpose specified.

Any funds remaining after 30 June, following settlement of final invoices, will also be remitted to Council on the same basis.

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

7 Reconciliation of net surplus/(deficit) to net cash flow from operating activities

	Actual 2024 \$	Actual (Restated) 2023 \$
Surplus/(deficit)	877,238	(355,484)
Add/(less) non-cash items:		
Depreciation charges	32,067	45,611
Movement in impairment provision	-	(537)
Movement in provisions	(40,287)	(21,711)
Changes to provisions for maintenance costs	(1,573,839)	225,033
Add/(less) items classified as investing activities:		
(Gains)/losses on disposal of property, plant and equipment	173,290	(30,219)
Add/(less) movements in working capital items:		
Accounts receivable	233,328	229,424
Accounts payable	(163,224)	(257,332)
Net cash inflow/(outflow) from operating activities	(461,427)	(165,215)

8 Receivables

	Actual 2024 \$	Actual 2023 \$
Other receivables	-	5,402
Related party receivables	-	234,831
	-	240,233
Prepayments	-	4,242

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Total	-	244,475
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No receivables are past due as at 30 June 2024 and no impairment provisions have been made relating to them.

9 Property, plant and equipment

Asset Class	Opening Carrying Value \$	Purchases \$	Disposals \$	Depreciation/ Impairment \$	Closing Carrying Value \$
2024					
Buildings	179,079	26,278	(173,290)	(32,067)	-
Total	179,079	26,278	(173,290)	(32,067)	-
2023					
Buildings	317,432	4,436	(97,178)	(45,611)	179,079
Total	317,432	4,436	(97,178)	(45,611)	179,079

During 2024 the ownership of the stadium was transferred to Timaru District Council and this is reflected in the movement in Property, Plant & Equipment. No non-current assets have been retained by the Trust. The stadium was disposed of at its net written down value.

Insurance on assets

	Actual 2024 \$	Actual 2023 \$
The maximum amount to which insured assets are insured	-	25,310,000
The total value of all Trust assets covered by insurance contracts*	-	25,310,000
The total value of all Trust assets covered by financial risk-sharing arrangements	-	-
Maximum amount available to the Trust under financial risk-sharing arrangements	-	-
Total value of assets that are self-insured	-	-
Value of funds maintained for self-insurance	-	-

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

*The carrying value of assets is calculated on deemed cost, separate insurance valuations are obtained for significant assets.

Following the transfer of the stadium to the ownership of Timaru District Councils the insurance raised by the Trust has concluded and is now the responsibility of the Council.

10 Payables and deferred revenue

	Actual 2024 \$	Actual 2023 \$
Trade payables and accrued expenses	7,659	190,865
Amounts due to related parties	77,283	42,169
Total	84,942	233,034

Trade payables and accrued expenses are exchange transactions. Amounts due to related parties are non exchange transactions.

11 Provisions

i. Provision for deferred maintenance

	Actual 2024 \$	Actual (Restated) 2023 \$
Current provision		
Opening balance	388,623	265,204
Changes in provision made during the year	(348,336)	54,180
Transfer from non-current provision	-	90,950
Amounts used during the year	(40,287)	(21,711)
Closing balance	-	388,623

	Actual 2024 \$	Actual (Restated) 2023 \$
Non-current provision		
Opening balance	1,225,503	1,145,600

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Changes in provision made during the year	(1,225,503)	170,853
Transfer from non-current provision	-	(90,950)
Closing balance	-	1,225,503

	Actual 2024 \$	Actual (Restated) 2023 \$
Total provision		
Opening balance	1,614,126	1,410,804
Changes in provision made during the year	(1,573,839)	225,033
Amounts used during the year	(40,287)	(21,711)
Closing balance	-	1,614,126

During 2021 a report was received regarding maintenance requirements for the stadium and partially provided for. In 2022 projected costs until 2024 were fully provided for. Following the transfer of ownership of the stadium to Timaru District Council this provision has been reversed following its utilisations for the final applicable maintenance costs in 2024. Timaru District Council will now be responsible for the maintenance of the stadium.

Restatement of the maintenance expense and the provision for deferred maintenance

The deferred maintenance provision was established in 2022 based on the 2021 report regarding projected maintenance requirements for the stadium. In 2023, in lieu of a full reassessment of the maintenance required, it has been determined that the existing provision should have been escalated by inflation to reflect the increased costs in future work.

To rectify this an adjustment has been made to the maintenance expense and deferred maintenance provision in 2023 and the financial statements for 2023 have been restated accordingly.

Affected financial statements are summarised in the following tables:

	Year ended 30 June 2023 (Audited) \$000	Adjustment for assessed inflationary increase \$000	Year ended 30 June 2023 (Restated) \$000
Statement of Financial Performance (extract)			

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Maintenance expenses	(56,046)	(225,033)	(281,079)
Total expenses	(286,163)	(225,033)	(511,196)
Net surplus/(deficit) for the year	(130,451)	(225,033)	(355,484)
<u>Statement of Financial Position (extract)</u>			
Total liabilities	1,622,126	225,033	1,847,159
Provisions (current)	334,443	54,180	388,623
Provisions (non-current)	1,054,650	170,853	1,225,503
Accumulated surpluses/(deficits)	(3,702,835)	(225,033)	(3,927,868)
Total equity	652,204	225,033	877,237

12 Contingencies

Last year an updated report was received regarding earthquake strengthening requirements for the stadium. The estimate cost relating to this being \$12m which continues in 2024. Following the transfer of ownership of the stadium to Timaru District Council this contingency will be the responsibility of Council.

No contingent assets have been identified.

13 Commitments

There are no capital commitments or financial guarantees at balance date (2023: Nil).

14 Accumulated funds

June 2024

Description	Capital contributed by owners or members	Accumulated surpluses/ (deficits)	Total accumulated funds
Opening balance	3,050,631	(3,927,868)	(877,237)
Surplus/(deficit)		877,238	877,238
Other movements		1	1
Closing balance	3,050,631	(3,050,631)	-

June 2023 (Restated)

Description	Capital contributed by owners or members	Accumulated surpluses/ (deficits)	Total accumulated funds
Opening balance	3,050,631	(3,572,382)	(521,751)

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Surplus/(deficit)		(355,484)	(355,484)
Other movements		(2)	(2)
Closing balance	3,050,631	(3,927,868)	(877,237)

15 Related party transactions

During the year the Trust entered into various transactions with its parent, Timaru District Council. Related party disclosures have not been made for transactions with Council that are within normal supplier or client/recipient relationships and on terms and conditions no more or less favourable than those that it is reasonable to expect the Trust would have adopted in dealing with the Council at arm’s length in the same circumstances.

Description of related party relationship	Transaction description (cash or in-kind)	Value of transactions (cash paid/received)		Amount outstanding	
		2024 \$	2023 \$	2024 \$	2023 \$
General grant received from Timaru District Council	Cash	52,000	52,000	-	-
Insurance grant received from Timaru District Council	Cash	93,547	50,901	-	-
Transfer of Assets / Purchase of Assets	Cash	26,278	131,930	-	-
Accounting services expense	Cash	5,000	1,000	-	-
Site lease fee expense	Cash	-	105	-	-
Donation to Timaru District Council	Cash & Accrual	490,000	-	77,283	-

16 Explanation of major variances against budget

Revenue and expenditure	Actual 2024 \$
Planned surplus	(71,579)
Increases/(reductions)	
Grants	40,547
Gains/(losses) on disposal of assets	(173,290)
Finance revenue	21,539
Donations paid	(567,283)

Aorangi Stadium Trust Annual Report for the year ended 30 June 2024

Maintenance	1,624,127
Depreciation	13,544
Other expenses	(10,367)
Surplus/(deficit)	<u>877,238</u>

The major reasons for the variance between the actual and budgeted net surplus/(deficit) are:

- There was a positive variance for grants revenue of \$40k primarily due to insurance costs being higher than anticipated (\$40k).
- The stadium and its components were disposed of which resulted in loss on disposal of \$173k.
- Higher levels of cash were retained due to the delayed maintenance work plus higher interest rates resulted in the positive finance revenue variance of \$21k.
- Donations paid to the Council were not budgeted, resulting in a negative variance of \$490k. The estimated cash balance left after paying the remaining invoices of \$77k have been accrued as a donation also. The funds donated can only be utilised for the same purposes as the Trust.
- Maintenance costs were budgeted at \$50k, however because of the stadium being transferred to the Council the provision for maintenance was reversed resulting in a positive variance of \$1.6m.
- Depreciation expenses decreased from the budgeted amount of \$45k to \$32k due to the disposal taking effect on 30 April 2024.
- Other expenses are above budget by \$10k due to the property valuation report fee and solicitors' fees.

17 Going concern

Following the decision to allow the stadium to transfer to the ownership of Timaru District Council and to close the Trust this is the final annual report for Aorangi Stadium Trust. All remaining assets will be transferred to Timaru District Council and utilised solely for the purposes of the Trust.

18 Statutory disclosure

The Board of Trustees did not comply with section 67 of the Local Government Act in that the Board did not report by 30 September 2023, three months after the financial year end, by which CCOs are required to have completed their annual report and delivered it as stipulated by the act.

9.5 Three Month Provisional Financial Performance Report to 31 December 2024**Author:** Ashlea Whyte, Finance Manager**Authoriser:** Andrea Rankin, Chief Financial Officer**Recommendation**

That Council receives and notes the three-month provisional financial performance report update for the period 1 October to 31 December 2024.

Purpose of Report

- 1 The purpose of this report is to provide Council with a provisional financial performance update for Quarter 2 of the 2024/25 financial year, 1 October to 31 December 2024.

Assessment of Significance

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

Background

- 3 Council's three-month reporting cycle includes progress reporting of key performance indicators, capital work programme, and financial results to Council for the quarterly periods 01 July – 30 September, 01 October – 31 December, 01 January – 31 March, and an Annual Report for the 12 month period ended 30 June each year.
- 4 The comprehensive three-month performance report, including any further financial performance updates for the period, will be presented to Commercial and Strategy Committee Meeting on 18 February 2025.

Financial Performance**Actuals Vs Budget**

- 5 The following is a provisional summary of the financial performance for the quarter ending 31 December 2024.
- 6 Council achieved an operating surplus of \$581k for the period which is favourable variance to budget by \$5.721 million.
- 7 Total operating revenue was \$65.211 million which is \$1.227 million higher than budget.
- 8 Total operating expenditure was \$65,792 million (comprising personnel costs, operating costs, finance costs and depreciation costs), which is \$4.494 million lower than the budgeted operating expenditure to 31 December 2024.
- 9 Total capital expenditure of \$20.073 million was incurred compared to \$46.936 million budgeted.

Consultation

- 10 As this is an additional update to regular scheduled reporting, consultation is not required. The year end results are publicly reported in the audited Annual Report.

Relevant Legislation, Council Policy and Plans

- 11 Local Government Act
12 Timaru District Council Long Term Plan 2024-34

Financial and Funding Implications

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

Other Considerations

- 14 There are no other considerations.

Attachments

1. **Financial Performance Report for the quarter ending 31 December 2024** [↓](#) 

**Council Financial Performance & Variance Analysis
Summary as at 31st December 2024**

Discussion

- 1 The following is a summary of the financial performance for the year ended 31 December 2024.

	Actuals to 31 December 2024 (\$000)	Budget to 31 December 2024 (\$000)	Actuals to 31 December 2023 (\$000)	Full year Budget (\$000)
Total Revenue	65,211	63,984	60,794	147,167
Total Expenses	65,792	70,286	63,434	146,168
Operating Surplus/(Deficit)	(581)	(6,302)	(2,640)	999
Capital Expenditure	20,073	46,936	29,050	93,871

- 2 Total borrowings as at 31 December 2024 were \$235M. The net debt position at the same date is \$182M. Net debt is total borrowings less cash reserves held by Council.
- Debt to revenue ratio as at 31 December 2024 is 124%. Council’s debt to revenue ratio limit is 250% as set out in its Financial Strategy. This is comfortably within Councils ceiling limit.

Net Debt	182,109
Budgeted Revenue	147,167
Debt to Revenue Ratio	124%

	Council	Community Support	Corporate Support	Environmental	Governance	Rec & Leisure	Roading	Sewer	Stormwater	Waste	Water
Rates revenue	42,362	1,972	431	2,458	1,818	8,999	7,869	3,514	2,580	3,839	8,881
Subsidies and grants	7,414	5	-	-	-	529	6,440	-	-	439	-
Fees & charges	10,748	1,279	502	2,423	-	760	698	2,005	3	3,065	13
Other revenue	2,583	98	868	19	-	1,537	17	-	-	42	2
Finance revenue	1,675	19	1,645	-	-	-	-	-	-	-	12
Dividend revenue	-	-	-	-	-	-	-	-	-	-	-
Other gains	2	-	2	-	-	-	-	-	-	-	-
Development and financial contributions	427	-	-	-	-	-	10	160	-	-	258
Total Revenue	65,211	3,373	3,448	4,900	1,818	11,825	15,034	5,679	2,583	7,385	9,166
Personnel costs	14,425	211	7,142	2,359	417	3,304	172	310	-	161	349
Depreciation expense	19,410	390	664	5	-	1,078	7,104	3,336	2,197	305	4,331
Finance costs	5,643	158	3,080	26	1	400	371	683	43	169	712
Other expenses	26,314	1,576	(1,391)	2,043	1,436	5,287	4,339	1,861	466	6,045	4,168
Total Expenses	65,792	2,335	9,495	4,433	1,854	10,069	11,986	6,190	2,706	6,680	9,560
Operating Surplus/(Deficit)	(581)	1,038	(6,047)	467	(36)	1,756	3,048	(511)	(123)	705	(394)

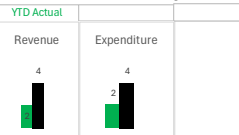
2. CORPORATE ACTIVITIES

YTD \$ Actual vs FY \$ Budget			Corporate Activities			as at 31 Dec 2024		
YTD Actual	Full Year Budget		Year to Date			Full year Budget	YTD Actual % of FY Budget	
Revenue	Expenditure	Capex	Actual \$000's	Budget \$000's	Variance Budget \$000's	December 2024 Variance \$000's	Full year Budget \$000's	
63	63	94						
	37	32						
Operating Revenue								
Rates revenue	431	263	168			Rates penalties \$186K above budget	526	82%
Subsidies and grants	-	150	(150)			Property Management no subsidies received YTD	300	0%
Fees & charges	502	419	83			Property rent received \$59K more than budgeted, LIM Revenue \$105K over due to no budget, Customer Service Revenue (\$33K), Infrastructure (\$18K) and Land Transport (\$23K) all under budget	1,086	46%
Other revenue	868	1,193	(325)			Above Budget: Petrol tax \$96K & LTU \$52K, no budget. D&W (\$502K) Other sundry Income below budget - no actuals YTD	2,363	37%
Finance revenue	1,645	1,620	25				3,902	42%
Dividend revenue	-	-	-				1,115	0%
Other gains	2	16	(14)				20	10%
Total Operating Revenue	3,448	3,661	(213)				9,312	37%
Operating Expenditure								
Personnel costs	7,142	7,133	(9)			Parks employee costs are budgeted in Recreation & Leisure, actual here. Close to full capacity.	17,895	40%
Depreciation expense	664	664	-				1,328	50%
Finance costs	3,080	119	(2,961)			Internal Loans interest (\$909K) above budgeted - \$17M and \$7M rolled over in December but not added to Hedgebook yet/ Interest Costs (\$2052K) above budget	138	2232%
Other expenses	(1,391)	(1,350)	41			Internal Charges in Cr budget + actuals	(4,240)	33%
Total Operating Expenditure	9,495	6,566	(2,929)				15,121	63%
Operating Surplus/(Deficit)	(6,047)	(2,905)	(3,142)				(5,809)	
Capital Expenditure								
Corporate Support	1,886	1,617	(269)			Above budget: IT (\$456K), Property (\$191K) & Land Transport (\$61K) above budget. Below Budget: People & Capability \$125K, Vehicle Management \$273K	5,960	32%
Total Capital Expenditure	1,886	1,617	(269)				5,960	32%

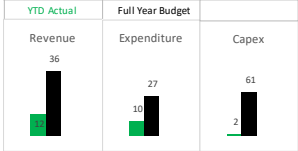
3. ENVIRONMENTAL SERVICES

YTD \$ Actual vs FY \$ Budget			Environmental Services			as at 31 Dec 2024		
YTD Actual	Full Year Budget		Year to Date			Full year	Full year	YTD
Revenue	Expenditure		Actual	Budget	Variance	Budget	Forecast	Actual %
10	12		\$000's	\$000's	\$000's	\$000's	\$000's	of FY Budget
						December 2024		
						Variance		
						\$000's		
Operating Revenue								
Rates revenue			2,458	2,458	-		4,916	- 50%
Fees & charges			2,423	2,534	(111)	Building Control (\$325K) under budget, Animal Control \$168K and Environmental Control \$33K over budget	4,556	- 53%
Other revenue			19	31	(12)		251	- 8%
Total Operating Revenue			4,900	5,023	(123)		9,723	- 50%
Operating Expenditure								
Personnel costs			2,359	2,591	232	Planning Employee costs \$267K under budget	5,438	- 43%
Depreciation expense			5	5	-		10	- 50%
Finance costs			26	169	143	Due to lower interest rates	320	- 8%
Other expenses			2,043	1,850	(193)	District Planning Professional Services (\$335K) over budget. Under budget were; Planning \$37K, Building control \$82K	5,801	- 35%
Total Operating Expenditure			4,433	4,615	182		11,569	- 38%
Operating Surplus/(Deficit)			467	408	59		(1,846)	-
Capital Expenditure								
Total Capital Expenditure			-	-	-		-	0%

4. GOVERNANCE AND STRATEGY

YTD \$ Actual vs FY \$ Budget		Governance and Strategy				as at 31 Dec 2024		
YTD Actual		Year to Date			Full year Budget	YTD Actual % of FY Budget		
Revenue	Expenditure	Actual \$000's	Budget \$000's	Variance Budget \$000's	December 2024 Variance	\$000's		
								
Operating Revenue								
Rates revenue		1,818	1,818	-		0%	3,634	50%
Total Operating Revenue		1,818	1,818	-		0%	3,634	42%
Operating Expenditure								
Personnel costs		417	258	(159)	Elected Members Salaries (\$81K) over budget, Community Board Salaries (\$65K) no budget	0%	462	90%
Finance costs		1	30	29		0%	59	2%
Other expenses		1,436	1,644	208	Under budget are; Elected Members expenses \$55K, Election expenses \$73K, Professional Sevices \$34K. Water committee and Community Consultation also both around \$10K under budget.	0%	3,113	46%
Total Operating Expenditure		1,854	1,932	78		0%	3,634	51%
Operating Surplus/(Deficit)		(36)	(114)	(78)				
Capital Expenditure								
Total Capital Expenditure		-	-	-		0%	-	0%

5. RECREATION AND LEISURE

YTD \$ Actual vs FY \$ Budget			Recreation and Leisure				as at 31 Dec 2024	
YTD Actual	Full Year Budget		Year to Date			Full year	YTD Actual %	
Revenue	Expenditure	Capex	Actual	Budget	Variance Budget	December 2024 Variance	Budget	of FY Budget
			\$000's	\$000's	\$000's	\$000's	\$000's	
								
Operating Revenue								
Rates revenue			8,999	8,965	34		17,931	50%
Subsidies and grants			529	271	258	Art Gallery funding received	13,496	4%
Fees & charges			760	739	21		1,686	45%
Other revenue			1,537	1,160	377	Forestry Revenue \$194K above budget - better market conditions then estimated & CBay \$131K above budget	2,619	59%
Total Operating Revenue			11,825	11,135	690		35,746	33%
Operating Expenditure								
Personnel costs			3,304	4,818	1,514	Below Budget: Libraries \$116K, Pools \$152K, Museum \$121K, CBay \$340K & Parks wages \$765K - budget in R&L and actual wages in Corporate Activities, therefore offset, Art Gallery (\$54k) above budget	10,503	31%
Depreciation expense			1,078	1,078	-		2,156	50%
Finance costs			400	1,183	783	Lower than budgeted interest rates	2,265	18%
Other expenses			5,287	5,263	(24)		12,357	43%
Total Operating Expenditure			10,069	12,342	2,273		27,281	37%
Operating Surplus/(Deficit)			1,756	(1,207)	2,963		8,465	
Capital Expenditure								
Recreation and Leisure			2,486	21,806	19,320	Aorangi Stadium & Theatre Royal delay in the projects	60,966	4%
Total Capital Expenditure			2,486	21,806	19,320		60,966	4%

7. SEWER

YTD \$ Actual vs FY \$ Budget			Sewer as at 31 Dec 2024				
YTD Actual	Full Year Budget		Year to Date			December 2024 Variance	Full year YTD Actual %
Revenue	Expenditure	Capex	Actual	Budget	Variance Budget		Budget of FY Budget
\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
Operating Revenue							
Rates revenue	3,514	3,514	-				7,027 50%
Subsidies and grants	-	-	-				- 0%
Fees & charges	2,005	1,942	63		Trade waste charges \$63K above budget		3,885 52%
Other revenue	-	47	(47)				868 0%
Development and financial contributions	160	-	160		Local Contributions not budgeted for		-
Total Operating Revenue	5,679	5,503	176				11,780 48%
Operating Expenditure							
Personnel costs	310	282	(28)				- 0%
Depreciation expense	3,336	3,336	-				6,672 50%
Finance costs	683	1,405	722		lower interest rates than budgeted		2,697 25%
Other expenses	1,861	2,011	150		The following costs are below budget: Sewer Utilities \$135K		4,034 46%
Total Operating Expenditure	6,190	7,034	844				13,403 46%
Operating Surplus/(Deficit)	(511)	(1,531)	1,020				(1,623)
Capital Expenditure							
Sewer	2,671	3,686	1,015		Plant & Equipment \$762K & Reticulations \$252K below budget		11,069 24%
Total Capital Expenditure	2,671	3,686	1,015				11,069 24%

8. STORMWATER

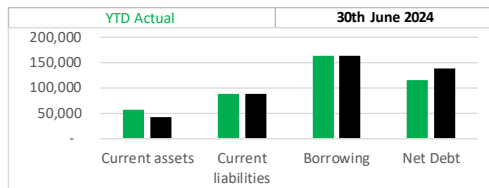
YTD \$ Actual vs FY \$ Budget			Stormwater			as at 31 Dec 2024	
YTD Actual	Full Year Budget		Year to Date			Full year	YTD Actual %
Revenue	Expenditure	Capex	Actual	Budget	Variance	Budget	of FY Budget
			\$000's	\$000's	Budget	\$000's	
					\$000's		
					December 2024 Variance		
					\$000's		
Operating Revenue							
Rates revenue			2,580	2,580	-	5,161	50%
Total Operating Revenue			2,583	2,590	(7)	6,458	40%
Operating Expenditure							
Depreciation expense			2,197	2,197	-	4,394	50%
Finance costs			43	104	61	207	21%
Other expenses			466	959	493	1,929	24%
							Reticulations Costs \$482K below budget
Total Operating Expenditure			2,706	3,260	554	6,530	41%
Operating Surplus/(Deficit)			(123)	(670)	547	(72)	
Capital Expenditure							
Stormwater			632	2,375	1,743	8,149	8%
							Stormwater Capital Expenditure all under; Timaru \$1,458K, Temuka \$52K, Geraldine \$123K and Rural \$110K
Total Capital Expenditure			632	2,375	1,743	8,149	8%

9. WASTE MINIMISATION

Waste Minimisation

as at 31 Dec 2024

YTD \$ Actual vs FY \$ Budget			Year to Date				Full year	YTD Actual %
TD Actual	Full Year	Capex	Actual	Budget	Variance Budget	December 2024 Variance	Budget	of FY Budget
Revenue	Expenditure		\$000's	\$000's	\$000's	\$000's	\$000's	
Operating Revenue								
Rates revenue			3,839	3,839	-		7,677	50%
Subsidies and grants			439	477	(38)	MFETA Levy \$71k above budget	1,000	44%
Fees & charges			3,065	2,863	202	Refuse Fee \$238K over budget, Waste minimisation Other income \$38K under	5,669	54%
Other revenue			42	28	14		56	75%
Total Operating Revenue			7,385	7,207	178		14,402	51%
Operating Expenditure								
Personnel costs			161	168	7		-	0%
Depreciation expense			305	305	-		610	50%
Finance costs			169	916	747	Lower Interest Rates	1,752	10%
Other expenses			6,045	5,550	(495)	Above budget costs: Kerb Side Collection (\$133K), Waste Site Maintenance (\$280K), Recycling (\$275K), offset by below Land Aftercare \$140K, Community programs & Events \$90K	11,924	51%
Total Operating Expenditure			6,680	6,939	259		14,286	47%
Operating Surplus/(Deficit)			705	268	(81)		116	
Capital Expenditure								
Waste Minimisation			568	339	(229)	New Capital Improved Levels of Service (\$155k) & Plant & Equipment (\$175k) over budget, countered by New/improved asset and Landfill sealed areas having no actuals, and Landfill gas systems under budget by \$38K	2,448	23%
Total Capital Expenditure			568	339	(229)		2,448	23%



**Financial Position
as at 31 Dec 2024**

	YTD Actual \$000's	30th June 2024 Actual \$000's
--	-----------------------------------	--

ASSETS

Current assets		
Cash and deposits	37,500	22,159
Debtors and other receivables	3,675	15,714
Inventories	2	30
Other financial assets	15,423	4,786
Total current assets	56,600	42,689
Non_current assets		
Property plant & equipment	1,913,493	1,915,255
Intangible assets	7,057	4,810
Forestry	1,150	1,150
Investment property	1,740	1,740
Investment in cco's & other similar	55,610	56,359
Other financial assets	1,894	8,123
Total non_current assets	1,980,944	1,987,437
Total assets	2,037,544	2,030,126

LIABILITIES

Current liabilities		
Trade and other payable	14,456	29,561
Employee benefit liabilities	2,522	2,635
Borrowings & other Fin Liabilities	71,076	56,577
Total current liabilities	88,054	88,773
Non_current liabilities		
Provisions	13,202	5,183
Employee benefit liabilities	409	409
Non current borrowing	163,956	163,956
Total non_current liabilities	177,567	169,548
Total liabilities	265,621	258,321
Net Assets	1,771,923	1,771,805

EQUITY

Retained earnings	770,879	771,466
Special funds	24,251	28,140
Separate funds	27,687	23,796
Asset revaluation	949,106	948,403
Total equity	-	1,771,923

Statement of Cashflow as at 31 Dec 2024

	YTD Actual \$000's	30th June 2024 Actual \$000's
OPERATING ACTIVITIES		
Rates	48,941	71,897
Other revenue received	25,879	36,515
Interest received	2,058	5,228
Dividends received	-	1,004
Payments to suppliers and employees	(50,509)	(77,445)
Finance costs	(6,026)	(10,503)
Net operating activities	20,343	26,696
INVESTING ACTIVITIES		
Reduction of term investment	63	(5,225)
Proceeds from sale of property, plant and equipment	43	96
Purchase of property, plant and equipment	(20,108)	(53,703)
Net investing activities	(20,002)	(58,832)
FINANCING ACTIVITIES		
Drawdown / (repayment) of borrowings	15,000	15,000
Net financing activities	15,000	15,000
Cash movement	15,341	(17,136)
Opening Balance 1st July	22,159	39,295
Closing Bank Balance	37,500	22,159

10 Consideration of Urgent Business Items

11 Consideration of Minor Nature Matters

12 Public Forum Items Requiring Consideration

13 Exclusion of Public

Recommendation

That the public be excluded from—

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

13.1 Public Excluded Minutes of the Extraordinary Council Meeting held on 15 November 2024

13.2 Public Excluded Minutes of the Council Meeting held on 10 December 2024

13.3 Land Purchase - 44 Trafalgar Street

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
<p>13.1 - Public Excluded Minutes of the Extraordinary Council Meeting held on 15 November 2024</p> <p>Matters dealt with in these minutes:</p> <p>5.1 - Aorangi Stadium Redevelopment Stage 1</p>	<p>Section 48(1) of the Local Government Official Information and Meetings Act 1987.</p>	<p>The public excluded minutes of the meeting held on 15 November 2024 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987.</p> <p>The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 15 November 2024.</p>
<p>13.2 - Public Excluded Minutes of the Council Meeting held on 10 December 2024</p> <p>Matters dealt with in these minutes:</p> <p>13.1 - Building Consent Authority Reform</p> <p>13.2 - Divestment of Property Update</p>	<p>Section 48(1) of the Local Government Official Information and Meetings Act 1987.</p>	<p>The public excluded minutes of the meeting held on 10 December 2024 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987.</p> <p>The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 10 December 2024.</p>

<p>13.3 - Appointment of Directors to Timaru District Holdings Limited</p> <p>13.4 - Appointment of Directors to Venture Timaru Limited</p> <p>13.5 - Timaru District Holdings Limited and Venture Timaru Limited Director Fees</p> <p>13.6 - Section 17A Review - Council Social Housing</p>		
<p>13.3 - Land Purchase - 44 Trafalgar Street</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 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.”