

# Ashburton District Council

## AGENDA

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### Notice of Meeting:

A meeting of the Ashburton District Council will be held on:

**Date:** Wednesday 6 August 2025

**Time:** 1pm

**Venue:** Hine Paaka Council Chamber  
Te Whare Whakatere, 2 Baring Square East, Ashburton

### Membership

Mayor	Neil Brown
Deputy Mayor	Liz McMillan
Members	Leen Braam
	Carolyn Cameron
	Russell Ellis
	Phill Hooper
	Lynette Lovett
	Rob Mackle
	Tony Todd
	Richard Wilson

## Meeting Timetable

Time	Item
<b>1.00pm</b>	Council meeting commences
<b>2.30pm</b>	Transwaste Chair – Cr Grant Miller
<b>2.50pm</b>	Welcome to new and long-serving staff

### 1 Apologies

### 2 Extraordinary Business

### 3 Declarations of Interest

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

### Minutes

<b>4</b>	Council – 18/06/25	<b>4</b>
<b>5</b>	Extraordinary Council – 26/06/25	<b>7</b>
<b>6</b>	Three Waters Committee – 25/06/25	<b>8</b>
<b>7</b>	Audit & Risk Committee – 25/06/25	<b>10</b>
<b>8</b>	Stockwater Transition Working Group – 25/06/25	<b>12</b>
<b>9</b>	Methven Community Board – 30/06/25	<b>14</b>

### Reports

<b>10</b>	Dog Control Policy & Practices Report 2024-25	<b>16</b>
<b>11</b>	Reserve 2097 – Easement for MHV Water Limited	<b>23</b>
<b>12</b>	Ashburton Community Garden Charitable Trust – Discretionary Grant	<b>37</b>
<b>13</b>	Elected Members’ Remuneration 2025-26	<b>44</b>
<b>14</b>	Financial Variance Report – 31 May 2025	<b>58</b>
<b>15</b>	Mayor’s Report	<b>102</b>

### Business Transacted with the Public Excluded

<b>16</b>	Council – 18/06/25		<b>PE 1</b>
	<ul style="list-style-type: none"> <li>Methven Birdsong Trust</li> <li>Art Gallery &amp; Museum plant</li> <li>Eastfield Shareholding</li> </ul>	<ul style="list-style-type: none"> <li>Section 7(2)(h) Commercial activities</li> <li>Section 7(2)(h) Commercial activities</li> <li>Section 7(2)(h) Commercial activities</li> </ul>	
	[Now in open meeting]		
	<ul style="list-style-type: none"> <li>Award of Contract WAT0391 – wastewater pipeline renewals 2025/26</li> <li>Award of Contract WATE0417 – watermain renewals 2025/26 (package 1)</li> <li>Award of Contract ROAD0420 – road resurfacing Ashburton District</li> </ul>		
<b>17</b>	Extraordinary Council – 26/06/25		<b>PE 3</b>
	<ul style="list-style-type: none"> <li>Art Gallery &amp; Museum plant</li> </ul>	Section 7(2)(h) Commercial activities	
<b>18</b>	Audit & Risk Committee – 25/06/25		<b>PE 4</b>
	<ul style="list-style-type: none"> <li>Health &amp; Safety</li> </ul>	Section 7(2)(a) Protection of privacy of natural persons	

<b>19</b>	Methven Community Board – 30/06/25 Methven & Foothills Birdsong Initiative Trust	Section 7(2)(h) Commercial activities	<b>PE 5</b>
<b>20</b>	Reserve Land Exchange	Section 7(2)(i) Conduct of negotiation	<b>PE 6</b>
<b>21</b>	RDR Land	Section 7(2)(h) Commercial activities	<b>PE 26</b>
<b>22</b>	Financial Systems and reporting resource	Section 7(2)(h) Commercial activities	<b>PE 38</b>

## **4. Council Minutes –18 June 2025**

Minutes of the Council meeting held on Wednesday 18 June 2025, commencing at 1.00pm in the Hine Paaka Council Chamber, Te Whare Whakare, 2 Baring Square East, Ashburton.

### **Present**

His Worship the Mayor, Neil Brown; Deputy Mayor Liz McMillan and Councillors Leen Braam, Carolyn Cameron, Russell Ellis, Phill Hooper, Lynette Lovett, Rob Mackle, Tony Todd and Richard Wilson.

### **In attendance**

Hamish Riach (Chief Executive), Helen Barnes (GM Business Support), Toni Durham (GM Democracy & Engagement), Ian Hyde (GM Compliance & Development), Neil McCann (GM Infrastructure & Open Spaces), and Phillipa Clark (Governance Team Leader).

Staff present for the duration of their reports: Mark Low (Strategy & Policy Manager), Richard Mabon (Senior Policy Advisor), Tayyaba Latif (Policy Advisor), Lou Dunstan (Policy Advisor), Mark Chamberlain (Roading Manager) and Tania Paddock (Legal Counsel).

Deputation: Methven Community Board members Kelvin Holmes, Megan Fitzgerald, Allan Lock and Robin Jenkinson.

### **1 Apologies**

Nil.

### **2 Extraordinary Business**

Nil.

### **3 Declarations of Interest**

*Item 18* – The Mayor declared an interest and gave notice that he will leave the meeting for this item.

### **4 Confirmation of Minutes – 4/06/25**

**That** the minutes of the Council meeting held on 4 June 2025, be taken as read and confirmed.

Hooper/McMillan

Carried

### **5 Methven Community Board – 26/05/25**

**That** Council receives the minutes of the Methven Community Board meeting held on 26 May 2025.

Cameron/Lovett

Carried

## **6 Road Safety Co-ordinating Committee – 3/06/25**

**That** Council receives the minutes of the Ashburton District Road Safety Co-ordinating Committee meeting held on 3 June 2025.

McMillan/Todd

Carried

## **7 Methven Community Strategic Plan**

Methven Community Board Chair and Members were welcomed and invited to present the Methven community's strategic plan.

1. **That** Council receives the report.
2. **That** Council endorses the Methven Community Strategic Plan 2025.

Cameron/Hooper

Carried

## **8 Use of Pole Mounted Banners Policy**

**That** Council revokes the Policy on the Use of Pole Mounted Banners.

Hooper/Braam

Lost

**That** Council adopts the amended Policy attached as Appendix 1.

Cameron/McMillan

Carried

Cr Hooper recorded his vote against the motion.

## **9 Options for event related closure of East Street South**

**That** Council deems events requiring the closure of East Street, south of Havelock Street and involving trade and associated equipment such as caravans, stalls, tents or other structures, are not permitted on East Street, Ashburton, south of the intersection of East Street and Havelock Street between the hours of 8am and 5.30pm, Monday to Saturday.

Cameron/Lovett

Carried

## **10 Mayor's Report**

### **• LGNZ AGM**

**That** the Mayor be authorised to vote on behalf of Council at the Local Government New Zealand Annual General Meeting on 16 July 2025, and (in the Mayor's absence) the Deputy Mayor be the alternate presiding delegate.

Todd/Mackle

Carried

### **• Contract evaluation**

**That** Council appoints the Mayor, Cr Braam and Cr Wilson to observe the tender evaluation process for the Road Network Maintenance and Operations contract.

Todd/McMillan

Carried

**That** Council receives the Mayor's report.

Mayor/Cameron

Carried

## **Business transacted with the public excluded 2.08pm.**

**That** the public be excluded from the following parts of the proceedings of this meeting, namely – 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:

<b>Item No</b>	<b>General subject of each matter to be considered:</b>	<b>In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:</b>	
<b>11</b>	Council 4/06/25 <ul style="list-style-type: none"> <li>• Airport lease reviews</li> </ul> [Now in open meeting] <ul style="list-style-type: none"> <li>• Community Grants &amp; Funding</li> <li>• Contract WWAT0429</li> <li>• Civic Financial Services AGM</li> <li>• Notice of Appeal HHWET/RDML</li> </ul>	Section 7(2)(h)	Commercial activities
<b>12</b>	Methven Community Board - Birdsong Trust – leases	Section 7(2)(h)	Commercial activities
<b>13</b>	Art Gallery & Museum plant	Section 7(2)(h)	Commercial activities
<b>14</b>	Award of Contract WWAT0391 - wastewater pipeline renewals	Section 7(2)(h)	Commercial activities
<b>15</b>	Award of Contract WATE0391 - Watermain renewals	Section 7(2)(h)	Commercial activities
<b>16</b>	Award of Contract ROAD0420 - Road resurfacing 2025/27	Section 7(2)(h)	Commercial activities
<b>18</b>	Eastfield Shareholding	Section 7(2)(h)	Commercial activities

McMillan/Ellis

Carried

### **Business transacted with the public excluded now in open meeting**

- **Award of Contract WWAT0391 – wastewater pipeline renewals 2025/26**

**That** Council awards Contract WWAT0391 - Wastewater Pipeline Renewals 2025/26 to Tru-Line Civil Limited in the amount of Two million, five hundred and seventy two thousand and four hundred and sixty three dollars and sixty seven cents (\$2,572,463.67) excluding GST.

Hooper/Wilson

Carried

- **Award of Contract WATE0417 – watermain renewals 2025/26 (package 1)**

**That** Council awards the contract WATE0417 – Watermain Renewals 2025-2026 (Package 1) to Rooney Earthmoving Limited for the amount of Four million, two hundred and thirty-eight thousand four hundred and fifteen dollars and fifteen cents. (\$4,238,415.15) excluding GST.

Hooper/Braam

Carried

- **Award of Contract ROAD0420 – road resurfacing Ashburton District 2025/27**

**That** Council awards the tender from Ashburton Contracting Limited for contract ROAD0420 Road Resurfacing Ashburton District 2025-27 for the value \$7,071,954.56.

McMillan/Cameron

Carried

Council concluded at 4.55pm.

Confirmed 6 August 2025

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MAYOR

## 5. *Extraordinary Council – 26 June 2025*

Minutes of the Extraordinary Council meeting held on Thursday 26 June 2025, commencing at 1.00pm in the Hine Paaka Council Chamber, Te Whare Whakatere, 2 Baring Square East, Ashburton.

### **Present**

His Worship the Mayor, Neil Brown; Councillors Leen Braam, Carolyn Cameron, Russell Ellis, Phill Hooper (via MS Teams), Lynette Lovett, Rob Mackle, Liz McMillan, Tony Todd and Richard Wilson.

### **In attendance**

Hamish Riach (Chief Executive), Toni Durham (GM Democracy & Engagement), Ian Hyde (GM Compliance & Development), Neil McCann (GM Infrastructure & Open Spaces), Sarah Mosley (GM People & Facilities), Tania Paddock (General Counsel), Renee Julius (Property Manager), Shirin Khosraviani (Art Gallery & Museum Director), Dave Hampton (Facilities Management Officer) and Carol McAtamney (Governance Support).

### **1 Apologies**

Cr Richard Wilson

Sustained

### **2 Extraordinary Business**

Nil.

### **3 Declarations of Interest**

Nil.

### **Business transacted with the public excluded – 1.01pm**

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

<b>Item No</b>	<b>General subject of each matter to be considered:</b>	<b>In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:</b>	
<b>4</b>	Ashburton Art Gallery & Heritage Centre – Mechanical Plant Relocation	Section 7(2)(g)	Maintain legal professional privilege

Mayor/Braam

Carried

The meeting concluded at 1.38pm

Confirmed 6 August 2025

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MAYOR

## **6. *Three Waters Committee – 25 June 2025***

Minutes of the Three Waters Committee meeting held on Wednesday 25 June 2025, commencing at 9.30am, in the Hine Paaka Council Chamber, Te Whare Whakatare, 2 Baring Square East, Ashburton.

### **Present**

Mayor Neil Brown, Councillors Russell Ellis (Chair), Phill Hooper (*via Teams*), Lynette Lovett, Liz McMillan (*via Teams*) and Tony Todd.

Also present: Cr Rob Mackle

### **In attendance**

Hamish Riach (Chief Executive), Neil McCann (GM Infrastructure & Open Spaces), Toni Durham (GM Democracy & Engagement), Andrew Guthrie (Assets Manager), Hernando Marilla (Operations Manager), Ulrich Glasner (Water Services Manager) and Phillipa Clark (Governance Support).

#### **1 Apologies**

Nil.

#### **2 Extraordinary Business**

Nil.

#### **3 Declarations of Interest**

Nil.

#### **4 Confirmation of Minutes – 14/05/25**

**That** the minutes of the Three Waters Committee meeting held on 14 May 2025, be taken as read and confirmed.

Todd/Lovett

Carried

#### **5.1 Three Waters operations & maintenance**

- **NE Ashburton water supply extension**

Appears to have majority support. Officers will report back to the next Committee meeting. A report will come to Council in due course with options for provision to NE Ashburton.

- **Montalto**

Feedback received will be circulated to elected members.

- **Advanced water metering trial**

Telehub metering trial information will be provided to elected members.

- **2025/26 pipeline renewal**

The Committee asked for details on the length of pipework being replaced and what percentage of the network this is. Officers will report back with this statistical information.



- **Drinking water compliance**

Hakatere water supply is not meeting requirements for pH levels and some work is being done internally to determine what will be required to address this issue.

Taumata Arowai's Drinking Water Regulation report is due to be released and will be the subject of a report to the Committee on 30 July.

Cr Wilson joined the meeting at 10.15am.

Officers reported that Taumata Arowai are reviewing Level 3 of the drinking water quality assurance rules and targeting the range that Council is currently required to meet for protozoa. While some testing exemptions will likely come in the new rules, officers would expect Council to continue with UV treatment as the primary approach. Class 1 bore testing will provide an additional level of protection.

The Committee adjourned from 10.35am to 10.53am.

## **8 RMA Consent Compliance**

- **Ocean Farm**

ECan require a revised action plan and a first draft has been provided which includes investigation around wetlands (to determine whether it can be bypassed, partially or fully).

### **Stormwater Detention**

Officers provided an update on the issues that arose with stormwater detention ponds in Tinwald during last week's heavy rain event. Of particular concern is the pond adjacent to the Proctor Park playground and the Tarbottons Rd pond, both of which are impacted by the high water table.

To mitigate safety issues at the playground it is proposed that a pool fence will be constructed between the playground and the pond. A downstream pumping regime and a syphon option to remove water from the pond, as well as different discharge points, are also being considered.

### **Wastewater – Catherine/Grove Streets**

Officers reported on the overflowing wastewater issue. Council's contractor is investigating and officers are looking at monitoring for an early warning/alarm system when wastewater levels rise. The Committee will be updated with the outcome of the contractor's investigations.

The meeting concluded at 12.02pm.

## **7. *Audit & Risk Committee – 25 June 2025***

Minutes of the Audit & Risk Committee meeting held on Wednesday 25 June 2025, commencing at 12.45pm, in the Hine Paaka Council Chamber, Te Whare Whakatere, 2 Baring Square East, Ashburton.

### **Present**

Mayor Neil Brown, Councillors Russell Ellis (Chair), Leen Braam, Carolyn Cameron, Murray Harrington (via MS Teams), Liz McMillan (via MS Teams) and Richard Wilson.

### **Also present:**

Councillors Phill Hooper (via MS Teams), Lynette Lovett, Rob Mackle and Tony Todd

### **In attendance**

Hamish Riach (CE), Sarah Mosley (GM People & Facilities), Ian Hyde (GM Compliance & Development) and Carol McAtamney (Governance Support).

Staff present for the duration of their reports: Laretta Artz (Accountant), Richard Wood (Sport & Recreational Manager), Katie Perry (People & Capability Manager), Rebecca Lees (Safety & Wellness Lead).

### **1 Apologies**

Nil.

### **2 Extraordinary Business**

Nil.

### **3 Declarations of Interest**

Nil.

### **4 Confirmation of Minutes**

**That** the minutes of the Audit & Risk Committee meeting held on 14 May 2025 be taken as read and confirmed.

Cameron/Braam

Carried

### **5 ACL Final Statement of Intent 2025-26**

#### **Recommendation to Council**

**That** the Committee agree to the final 2025-26 Statement of Intent for Ashburton Contracting Limited.

Braam/Cameron

Carried

### **6 EA Networks Centre Heat Pump Insurance Claims**

**That** the Audit and Risk Committee receives the report.

Wilson/Braam

Carried

## **7 Bancorp Treasury Report – March 2025**

**That** in light of the changing financial markets a review of the Treasury Management policy be undertaken as soon as possible.

Mayor/Cameron

Carried

**That** the Audit and Risk Committee receives the Bancorp Treasury report for the March 2025 quarter.

Cameron/Braam

Carried

## **8 Riskpool Update**

### **Recommendation to Council**

**That** the Audit and Risk Committee recommends to Council to receive the update from Riskpool on:

1. Riskpool's progress on winding up; and
2. Council's ongoing liability, including the anticipated further call on members in August 2025.

Wilson/Braam

Carried

## **9 Transwaste Dividend**

**That** Council receives the Transwaste Canterbury Limited dividends report.

Braam/Ellis

Carried

## **Business transacted with the public excluded – 1.27pm**

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

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10	Audit & Risk Committee minutes	Section 7(2)(a)	Protection of privacy of natural persons
11	Health and Safety Report	Section 7(2)(a)	Protection of privacy of natural persons

Wilson/Mayor

Carried

The meeting concluded at 2.05pm.

## **8. Stockwater Transition Working Group – 25 June 2025**

Minutes of a meeting of the Stockwater Transition Working Group held on Tuesday 24 June 2025, in the Hine Paaka Council Chamber, 2 Baring Square East, Ashburton, commencing at 1.30pm.

### **Present**

Mayor Neil Brown; Councillors Richard Wilson (Chair) and Carolyn Cameron, John Wright (Consultant) and Dave Moore (ECan).

*Via MS Teams* Sally Reihana and Treena Davidson (Aoraki Environmental Consultancy), David Acland (Federated Farmers), Darrell Hydes (Federated Farmers) and Michelle Ingham (ECan).

### **Also present:**

3 members of the public

### **In attendance**

Neil McCann (GM Infrastructure & Open Spaces), Andrew Guthrie (Assets Manager), Crissie Drummond (Infrastructure Services Support Lead), Linda Clarke (Communications Advisor) and Carol McAtamney (Governance Support).

### **1 Apologies**

Marcelo Wibmer (ECan)

Sustained

### **2 Confirmation of Minutes**

**That** the minutes of the Stockwater Transition Working Group meeting held on 6 March 2025 be taken as read and confirmed.

Wright/Mayor

Carried

### **4 Pudding Hill stockwater intake investigation**

**That** the Stockwater Transition Working Group receives the following reports pertaining to the Pudding Hill stockwater network:

1. BECA – “Summary of Findings – Pudding Hill Stockwater Race Network (Ecological Snapshot)” – dated 11 March 2025; and
2. AECL – “Manawhenua Assessment of the Pudding Hill Intake Stockwater Race” – dated 9 June 2025; and
3. Aqualink – “Memorandum – Mt Harding Creek Water Balance Investigation” – dated 14 April 2025.

Cameron/Mayor

Carried

### **5 Pudding Hill Intake closure – initial investigations update**

- BCI discussions still ongoing – expect to have an outcome for the August 2025 meeting
- Ecological assessment complete

- Cultural assessment complete
- Mt Harding Creek Investigations ongoing
  - Phase 1 water balance work complete
  - Phase 2 groundwater model development in progress
- Stormwater investigations continuing
- Archaeological investigations – yet to be progressed

## **6 Methven Auxiliary Intake – initial investigations update**

- Stockwater needs analysis completed by Melius
  - Key conclusion that only 27 properties likely require an alternate supply
- Discussions with BCI ongoing
- Ecological assessment is underway with Beca
  - Anticipating lab processing days
- Cultural assessment programmed to follow receipt of ecological assessment
- Stormwater investigations continuing (in conjunction with Pudding Hill)

## **7 Bushside Intake Closure – initial investigations update**

- Consultation has been completed
  - User survey completed mid March to late April
  - Wider stakeholder consultation 12 May to 4 June
  - Drop-in session 28 May
- User survey responses passed to Melius to determine needs
- No work on other assessments as this stage.

## **8 Stoney Creek Intake Closure – initial investigations update**

- Consultation has been completed
  - User survey completed early May to 30 May (3 properties have not responded)
  - Wider stakeholder consultation 10 June to 30 June
  - Drop-in session held 17 June
- No work on other assessments as this stage.

### **Next areas**

- Limestone Creek (above Mayfield) – users survey went out last week
- Currently working on Brothers
- Alford Forest

## **9 Next meetings**

The next meeting of the Stockwater Transition Working Group is scheduled for Thursday 21 August 2025, commencing at 1.30pm.

The meeting concluded at 2.20pm.

## **9. *Methven Community Board – 30/06/25***

Minutes of the Methven Community Board meeting held on Monday 30 June 2025, commencing at 9.00 am, in the Mt Hutt Memorial Hall Board Room, 160 Main Street, Methven.

### **Present**

Kelvin Holmes (Chair), Richie Owen (via MS Teams), Robin Jenkinson and Crs Liz McMillan and Rob Mackle

### **In attendance**

Hamish Riach (CE), Ulrich Glasner (Water Services Manager) and Carol McAtamney (Governance Support).

#### **1 Apologies**

Mayor Neil Brown, Councillor Rob Mackle, Megan Fitzgerald and Allan Lock

#### **2 Extraordinary Business**

Nil.

#### **3 Declarations of Interest**

Nil.

### **Public Forum**

Kirstie Gilchrist & Karyn Heald-Robinson presented their proposal to establish a professional, user-friendly website for showcasing Methven to visitors and supporting the local economy.

- Have approached 90 Methven businesses with responses from 60 to date
- Asking businesses for a \$100 start-up fee plus a \$50 annual maintenance fee
- Showing all of what Methven offers with a dedicated page for accommodation (rather than having to use bookings.com), food establishments, events etc.
- Also to include surrounding areas (Foothills, Hakatere etc)
- Requesting funding from the Community Board for set up costs

It was agreed that the current Community Board is supportive of this initiative and requested that a funding application be submitted.

#### **4 Confirmation of Minutes**

**That** the minutes of the Methven Community Board meeting held on 26 May 2025, be taken as read and confirmed.

Owen/McMillan

Carried

#### **5 Discretionary Grant – Methven Security Enhancement Trust**

**That** the Methven Community Board allocates \$5,000 from its discretionary grant to the Methven Security Enhancement Trust for the installation of another surveillance camera subject to confirmation that the location of the camera is within the Board's boundary.

Owen/McMillan

Carried

## 6 Activity Reports

**That** the reports be received.

Jenkinson/McMillan

Carried

### 6.1 Infrastructure & Open Spaces

- **Three Waters**

Council's Water Supply Renewals contract has been awarded to Rooney's Contracting and the Wastewater Renewals contract to Truline Civil. A schedule of the areas identified for work to be undertaken in the Methven is to be emailed to members.

### 6.2 Democracy & Engagement

- **Methven Community Strategic Plan – Mt Hutt Memorial Hall**

**That** the Methven Community Board support a review of the future governance arrangements and strategic direction of the Mt Hutt Memorial Hall.

Holmes/Jenkinson

Carried

- **Methven Community Strategic Plan – Birdsong Initiative**

**That** the Methven Community Board nominates Richie Owen as their representative on the Birdsong Initiative Trust until the end of the triennium.

Holmes/McMillan

Carried

### 6.4 Business Support

- **Methven Community Strategic Plan**

A request was made for a report showing the breakdown of expenditure incurred on the production of the Methven Community Strategic Plan.

### Business transacted with the public excluded – 10.16am

**That** the public be excluded from the following parts of the proceedings of this meeting, namely – 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:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
7	MCB Minutes – 26/05/25 Methven & Foothills Birdsong Initiative	Section 7(2)(h)	Commercial activities

Owen/McMillan

Carried

The Board resumed in open meeting and concluded at 10.20am.

Confirmed 11 August 2025

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Chairman

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## ***10. Dog control policy and practices report 2024/25***

Author *Rick Catchpowle, Environmental Monitoring Manager*  
Executive Team Member *Ian Hyde, Compliance and Development*

### **Summary**

- The purpose of this report is related to the activities undertaken regarding dog control within Ashburton District for the period **1 July 2024 to 30 June 2025**
- The Dog Control Act 1996 (the Act) requires that such a report be produced annually, publicly notified and made publicly available.

### **Recommendation**

- 1. That** the Dog Control Policy and Practices report 2024/25 be received.



## Background

1. The Act requires territorial authorities to publicly report each financial year on:
  - The administration of their dog control policy and their dog control practices (Section 10A (1)) ; and
  - A variety of dog control related statistics listed at Section 10A (2) (Tables 1 and 2).

Additionally:

- In accordance with Section 10A (3) the Territorial Authority must give public notice of the report in one (1) or more daily newspapers circulating in the Territorial Authority District.
- In accordance with Section 10A (4) the Council must send a copy of the report to the Secretary for Local Government within one month of adoption.
- This report contains information and statistics on the Council's dog control activity for the year **1 July 2024 to 30 June 2025**.

### **Dog Control and Practices in Ashburton**

2. Dog control in Ashburton is carried out using Council staff and an approved contractor.
3. The contract for animal control services is with Talbot Security Group Limited (TSG), who took over the animal control services contract on 1 February 2022. The initial term of the contract was three years with Council having up to one right to renew the Term for a further three years. This right of renewal was granted in February with a new expiry date for the contract now set for 31 January 2028.
4. TSG currently employs four staff specifically trained for animal control, with three suitably trained security officers acting in support where necessary plus additional patrol staff to cover afterhours duties. The service provided covers all dog control callouts 24 hours per day, seven days per week.
5. Within Council we employ a warranted Animal Control and Enforcement Officer who is responsible for all administration relating to dog and stock control as well as leading on enforcement issues.
6. The Ashburton District Council (ADC) Dog Control Policy and Bylaw (2021), continues to provide greater clarity for dog owners of their obligations under the Act. Where those obligations are not met, Council officers apply the "exacerbator pays" principle e.g. dog owners who fail to control their animals effectively are fined under the Act and the funds channelled back into the animal control activity.
7. The ADC Dog Control Policy and Bylaw 2021 are both due for review in 2026.

## **Dog Pound Activity**

8. The dog pound facility on Council owned land in Range Street continues to be operated by the appointed animal control contractor.
9. The reporting period saw 105 dogs impounded, 2 euthanised and 17 re-homed. There were four separate incidents of repeat impounding of the same dog caught wandering, resulting in increased impounding fees for those owners.

## **Fenced Dog Parks**

### *Ashburton Dog Park*

10. Extensive re-development work has previously been carried out at this facility with the provision of separate areas for small and large dogs plus activity facilities and walking tracks. A piped water supply plus dog bag dispensers and waste receptacles are available.

### *Methven Dog Park*

11. The Methven Dog Park has a piped water supply with outlet for dogs to use and a dog bag dispenser with waste receptacle.

### *Range St - Landfill area*

12. The fenced landfill area at the end of Range St was previously available for dog owners to access and exercise their dogs off the leash but is now considered unsuitable for use due to the ongoing maintenance needed for a landfill site.

### *Rakaia Community Dog Park*

13. A community funded fenced dog park is also available for use at Rakaia. The park has separate areas for large and small dogs and Council has provided a dog bag dispenser and waste receptacle.

## **Dog Exercise Areas**

14. In addition to the above fenced Dog Parks there are 8 unfenced areas in the district designated as Dog Exercise Areas, where dogs can be exercised off leash (but must still be under effective control). Designated Dog Exercise Areas are listed in our Animal Control Policy and Bylaw.

## **Dog Registration**

15. The total number of active dogs on our data system for the reporting period was 6750. During that time 6646 dogs were registered equating to 98.45%, with enforcement action taken against owners of the remaining 104 dogs.

## **Dog Education and Obedience Courses**

16. Ashburton District Council has not required any owners to undergo dog education or obedience courses.

## Disqualified and Probationary Dog Owners

17. No persons were disqualified or classified as probationary dog owners during the reporting period.

## Menacing and Dangerous Dogs

18. Ashburton District Council has 29 dogs classified as menacing and 4 dogs classified as dangerous.

## Dog Control Act 1996 Hearings held in 2024/25

19. One Hearing was held during the reporting period and the following decisions made:
- Objection to Classification of Menacing. A Tinwald dog owner unsuccessfully appealed a menacing dog classification at a Hearing held on 11 July 2024. The dog remains classified as Menacing with the additional condition of a 2 year review date.

## Dog Control Act 1996 Section 10A Statistical Information (Tables 1 and 2)

20. The Dog Control Act 1996 requires Territorial Authorities to include the following statistical information in their annual report:

**Table 1: Breakdown of registered dogs and complaints received**

Category	2022/23	2023/24	2024/25
<b>1) Total # Registered Dogs</b>	6355	6935	6646
<b>2) Total # Probationary Owners</b>	0	0	0
<b>3) Total # Disqualified Owners</b>	0	0	0
<b>4) Total # Dangerous Dogs</b>	5	3	4
➤ Dangerous by Owner Conviction Under s31(1)(a)	1	0	0
➤ Dangerous by Sworn Evidence s31(1)(b)	3	3	4
➤ Dangerous by Owner Admittance in Writing s31(1)(c)	1	0	0
<b>5) Total # Menacing Dogs</b>	38	32	29
➤ Menacing s33A(1)(b)(i) - i.e. by Behavior	26	25	21
➤ Menacing s33A(1)(b)(ii)- by Breed character	3	3	1
➤ Menacing under s33C(1) by Schedule 4 Breed.	9	4	7
<b>6) Total # Infringement Notices.</b>	144	146	269
<b>7) Total # Complaints Received</b>	706	839	977
<b>Wandering</b>	281	200	318
<b>Barking</b>	215	219	300
<b>Lost</b>	111	73	142
<b>Welfare</b>	7	1	4
<b>Attack</b>	27	44	37
<b>Rushing</b>	18	48	21
<b>Other (e.g. found lost/found dogs, signage issues/dog waste issues)</b>	47	254	155

<b>8) Prosecutions</b>	0	0	0
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**Table 2: Breakdown of infringement notices issued during the reporting period:**

Serial	Offence	Fine Level	2022/23	2023/24	2024/25
<b>1</b>	Failure to Register a Dog (Dog Control Act Sect 42)	\$300	120	106	238
<b>2</b>	Failure to Advise Change of Address (s.49(4))	\$100	0	0	0
<b>3</b>	Failure to Keep a Dog Controlled or Confined (s.52A/53(1))	\$200	24	33	29
<b>4</b>	Failure to Implant a Microchip transponder in a dog (s.36(A)(6))	\$300	0	0	0
<b>5</b>	Failure to Advise Change of Dog Ownership (s.48(3))	\$100	0	0	0
<b>6</b>	Failure or Refusal to Supply Information or Willfully Providing False Particulars (s.19 (2)).	\$750	0	0	0
<b>7</b>	Failure to Comply with menacing classification (s.33EC(1))	\$300	0	0	0
<b>8</b>	False statement relating to registration (s.41)	\$750	0	0	0
<b>9</b>	Failure to provide proper care and attention (s.54 (2))	\$300	0	0	0
<b>10</b>	Falsely notifying the death of dog (s.41 (A))	\$750	0	0	0
<b>11</b>	Willful Obstruction of a Dog Control Officer (s. 18)	\$750	0	2	0
<b>12</b>	Failure to Comply with any authorised bylaw (s. 22 (5))	\$300	0	4	1
<b>13</b>	Failure to comply with barking dog abatement notice (s.55 (7))	\$200	0	1	0
<b>14</b>	Releasing dog from custody (s. 72 (2))	\$750	0	0	0
<b>15</b>	Allowed a dog known to be dangerous to be at large unmuzzled S62(4)	\$300	0	0	1

## Legal/policy implications

21. It is a statutory requirement of the Dog Control Act 1996 for the Council to publicly report on the dog control activities referred to in this report.

### Climate Change

22. The Annual Report for the Dog Control Act does not have a direct impact on climate change.

## Strategic alignment

23. The recommendation relates to Council's community outcome of Social because it helps to create a safe community and that our current facilities meet the future needs.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	X	NA
Environmental	X	NA
Cultural	X	NA
Social	✓	Public spaces and facilities are available to meet the communities need and enjoy the outdoors

## Financial implications

Requirement	Explanation
What is the cost?	The cost of monitoring the activity is included in the Animal Control budget
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	Fees and charges 95% General rates 5%
Are there any future budget implications?	No
Reviewed by Finance	

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low; not significant
Rationale for selecting level of significance	1. The recommendation is of low significance because it is only to receive information and no decision is being made
Level of engagement selected	1. Inform
Rationale for selecting level of engagement	The purpose of the report is to inform Council and the community of the activity's work over 2024/25. The report will be made publicly available.
Reviewed by Strategy & Policy	Toni Durham: GM Democracy & Engagement

## ***11. Reserve 2097 - Easement for the benefit of MHV Water Limited***

Author	<i>Jacqui Watson; Senior Legal Counsel</i>
Activity Manager	<i>Tania Paddock; General Counsel</i>
Executive Team Member	<i>Hamish Riach; Chief Executive</i>

### **Summary**

- Infrastructure owned by MHV Water Limited has been sited on part of Reserve 2097 for a number of years.
- MHV Water Limited now seek to formalise their occupation of Reserve 2097 with a registered easement.
- The purpose of this report is to seek Council approval to the granting of the easement.

### **Recommendations**

- 1. That** Council approve the granting of a right to convey water easement in favour of MHV Water Limited over that part of Reserve 2097 (Record of Title 1230426) shown as area "A" on DP 488676, subject to section 48 of the Reserves Act 1977.
- 2. That** Council agrees that the notification of the intention to grant the easement is not required, as the statutory test in section 48(3) of the Reserves Act 1977 is met, for the reasons set out in the report.
- 3. That** Council exercises the authority delegated to administering bodies by the Minister of Conservation for the granting of an easement over reserve land.
- 4. That** Council authorises the Chief Executive to sign all documentation in connection with the registration of the easement.

### **Attachments**

<b>Appendix 1</b>	Location Plans
<b>Appendix 2</b>	Proposed Easement Instrument
<b>Appendix 3</b>	LT Plan 488676

## Background

### Reserve 2097

1. Reserve 2097 (Record of Title 1230426) is a 2.0234 hectare Crown-derived reserve located off Wrights Road, Carew (**Reserve**), just south of the water storage ponds owned by MHV Water Limited (**MHV**) (see Images 1 and 2, **Appendix 1**) The Reserve was created for the purpose of being a gravel pit, and control and management is vested in Council.

### MHV Water Limited Infrastructure

2. A canal forming part of the Rangitata Diversion Race was constructed by the Ministry of Works in the 1940s in the north-eastern corner of the Reserve. The canal was upgraded in around 2012 to support MHV's storage ponds on the adjacent land. Current infrastructure is visible on Image 3, **Appendix 1**. The balance of the Reserve (approximately 1.9 hectares) is farmed by the adjoining land owner pursuant to a Licence to Occupy.
3. MHV now wishes to protect its rights to its infrastructure with a registered easement.

### Proposed easement terms

4. The proposed right to convey water easement instrument (see **Appendix 2**) grants MHV the right to convey water over the area shown as "A" on Deposited Plan 488676 (**Easement Area**) as shown on Image 4, **Appendix 1** and **Appendix 3**.
5. The right to convey water includes the right to enter, use, occupy, carry out work on, or store water on or convey water over, the land. Council's ability to use the Easement Area is restricted, however the Easement Area is currently fenced off from the balance of the Reserve and is not included in the Licence to Occupy held by the neighbouring landowner.
6. Under the terms of the easement instrument, MHV is responsible for the cleaning, maintenance and repair of its infrastructure on the Easement Area, including fencing. It also provides that if the easement is no longer necessary, MHV must remove all above ground infrastructure at its cost.
7. The easement terms do not require MHV to pay a rental or annual fee for having the benefit of an easement, as it is not standard practice for the party receiving the benefit of the easement to pay for the benefit.



## Options analysis

### Option one – Grant MHV a right to convey water easement (**Recommended Option**)

<b>Advantages:</b> <ul style="list-style-type: none"><li>- Legalises the occupation of the existing infrastructure on Council's land.</li><li>- Enables Council to mitigate risk, by clearly documenting that MHV occupies the Easement Area at its own risks and indemnifies Council against any claims or losses which may arise.</li></ul>	<b>Disadvantages:</b> <ul style="list-style-type: none"><li>- The easement is proposed to be granted in perpetuity, which limits Council's ability to otherwise use the part of the Reserve subject to the easement.</li></ul>
<b>Risks:</b>	

### Option two – Do not grant MHV a right to convey water easement

<b>Advantages:</b> <ul style="list-style-type: none"><li>- The Reserve is not burdened by the granting of an easement in favour of MHV.</li></ul>	<b>Disadvantages:</b> <ul style="list-style-type: none"><li>- Council officers will either need to negotiate a different form of legal occupation rights for MHV, have no formal occupation agreement in place, or require MHV to remove its infrastructure from the Reserve.</li></ul>
<b>Risks:</b> <p>Obligations in respect of the maintenance of MHV's infrastructure are not clearly defined.</p>	

## Legal/policy implications

### Delegations

8. Granting of easements over reserves is governed by [section 48](#) of the Reserves Act 1977 (**Act**). All powers under section 48 of the Act are reserved for Council.

<b>Section:</b>	s48 Grants of rights of way and other easements				
<b>Summary:</b>	Granting of rights of way and other easements over any part of a reserve for certain purposes				
<b>Description:</b>	<p>(1) Subject to subsection (2) and to the Resource Management Act 1991, in the case of reserves vested in an administering body, the administering body, with the consent of the Minister and on such conditions as the Minister thinks fit, may grant rights of way and other easements over any part of the reserve for—</p> <ul style="list-style-type: none"> <li>(a) any public purpose; or</li> <li>(b) providing access to any area included in an agreement, lease, or licence granted under the powers conferred by this Act; or</li> <li>(c) the distribution or transmission by pipeline of natural or manufactured gas, petroleum, biofuel, or geothermal energy; or</li> <li>(d) an electrical installation or work, as defined in section 2 of the Electricity Act 1992; or</li> <li>(e) the provision of water systems; or</li> <li>(f) providing or facilitating access or the supply of water to or the drainage of any other land not forming part of the reserve or for any other purpose connected with any such land.</li> </ul> <p>(2) Before granting a right of way or an easement under subsection (1) over any part of a reserve vested in it, the administering body shall give public notice in accordance with section 119 specifying the right of way or other easement intended to be granted, and shall give full consideration, in accordance with section 120, to all objections and submissions received in respect of the proposal under that section.</p> <p>(3) Subsection (2) shall not apply in any case where—</p> <ul style="list-style-type: none"> <li>(a) the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and</li> <li>(b) the rights of the public in respect of the reserve are not likely to be permanently affected—</li> </ul> <p>by the establishment and lawful exercise of the right of way or other easement.</p> <p>(4) The Registrar-General of Land must, on the application of the administering body, register the instrument granting the right or easement against any record of title that may have been issued for the reserve, and, if the reserve is held on registered lease or licence, any such instrument may be registered in the same way as any dealing with the lease or licence.</p> <p>(5) Where no record of title has been issued for any reserve over which a right or easement has been granted under this section, the instrument granting the right or easement may be registered with the Registrar-General of Land in the same manner and with any necessary modifications as any lease or licence of Crown land may be registered under the Land Act 1948.</p> <p>(6) Rights of way and other easements may be granted under this section to any person, including, notwithstanding any rule of law to the contrary, the administering body in which the reserve is vested, and, where the right of way or other easement is granted to the administering body, covenants and agreements in respect of any such transaction may be entered into by the administering body in the one capacity so as to bind or benefit the administering body in the other capacity as fully and effectually as if the administering body were a separate person in each capacity.</p>				
<b>Appointed To:</b>	<table border="1"> <thead> <tr> <th>Role Title</th><th>Acting</th></tr> </thead> <tbody> <tr> <td>1) Council</td><td></td></tr> </tbody> </table>	Role Title	Acting	1) Council	
Role Title	Acting				
1) Council					

## Reserves Act 1977

9. Where a reserve is vested in an administering body, the administering body may, pursuant to [Section 48](#) of the Act, grant an easement over any part of the reserve for a number of purposes, including (e) *the provision of water systems*, and (f) *providing or facilitating access or the supply of water to or the drainage of any other land not forming part of the reserve or for any other purpose connected with any such land*.
10. Council, along with all territorial authorities, has delegated authority from the Minister of Conservation to grant easements over reserve land for which Council is the administering body.<sup>1</sup>

<sup>1</sup> [Instrument of Delegation](#) dated 12 June 2013

11. Section 48(2) provides that before granting an easement, the administering body must give public notice specifying the easement intended to be granted, and give full consideration to all objections and submissions received in respect of the proposal. Section 48(3) provides an exemption to the notice requirement, where:

(a) *the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and*

(b) *the rights of the public in respect of the reserve are not likely to be permanently affected-*

*by the establishment and lawful exercise of the easement.*

12. It is considered that it is appropriate to rely on the exemption in this case as:

a) no further changes to the easement area will be made as a result of the easement being registered on the Record of Title for the Reserve;

b) the Easement Area is approximately only 6% of the Reserve; and

c) the Reserve is of low value, having been vested to Council for gravel pit purposes.

13. As such, if Council approval is given to grant this easement, officers do not propose to give public notice of Council's intention to grant this easement.

## Climate change

14. It is not considered that this decision will have any impact on climate change.

### Review of legal / policy implications

Reviewed by In-house Counsel

Tania Paddock; General Counsel

## Strategic alignment

15. The recommendation relates to Council's community outcomes of "*a district of great spaces and places*" and "*a prosperous economy built on innovation, opportunity and high quality infrastructure*" because the easement instrument supports infrastructure that is of high economic importance to the rural community, which in turn supports social wellbeing.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	Supporting MHV benefits the economic value of farms serviced by MHV irrigation water.
Environmental	N/A	
Cultural	N/A	
Social	✓	Supporting MHV benefits our wider community as MHV is a key supplier of irrigation water to our rural community.

## Financial implications

Requirement	Explanation
What is the cost?	MHV will meet all costs associated with the registration of the easement.
Is there budget available in LTP / AP?	Not applicable.
Where is the funding coming from?	Not applicable (all costs met by MHV).
Are there any future budget implications?	No
Reviewed by Finance	Erin Register; Finance Manager.

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	N/A
Level of engagement selected	1. Inform – one-way communication
Rationale for selecting level of engagement	The Reserves Act 1977 sets out a process for public notice and public participation, should it be considered necessary. For the reasons set out earlier in this report, it is not considered that public notice is required.
Reviewed by Strategy & Policy	Richard Mabon; Senior Policy Advisor

## Appendix one – location plans



*Image 1: Reserve 2097 shaded orange and circled in red*



*Image 2: Reserve 2097 shaded orange.*





## Appendix two – proposed easement instrument

### Easement instrument to grant easement or *profit à prendre*

(Section 109 Land Transfer Act 2017)

#### Grantor

Ashburton District Council

#### Grantee

MHV Water Limited

#### Grant of Easement or *Profit à prendre*

**The Grantor** being the registered owner of the Burdened Land set out in Schedule A **grants to the Grantee** (and, if so stated, in gross) the easement(s) or *profit(s) à prendre* set out in Schedule A, with the rights and powers or provisions set out in the Annexure Schedule(s)

#### Schedule A

Purpose of Easement, or <i>profit</i>	Shown (plan reference)	Burdened Land (Record of Title)	Benefited Land (Record of Title) or in gross
Right to convey water	"A" on Deposited Plan 488676	Reserve 2097 (Record of Title 1230426)	In Gross

#### Easements or *profits à prendre* rights and powers (including terms, covenants and conditions)

Unless otherwise provided below, the rights and powers implied in specified classes of easement are those prescribed by the Land Transfer Regulations 2018.

The implied rights and powers are hereby added to and varied by the provisions set out in the Annexure Schedule.

## **ANNEXURE SCHEDULE**

The Grantor grants the right forever for the Grantee to convey water under through and over the surface of those parts of the Burdened Land and marked "A" on Deposited Plan 488676 (the **Easement Area**) by means of easement facilities (the **Easement Facilities**) as defined in Schedule 5 of the Land Transfer Regulations 2018 and in this Instrument (together the **Easement**).

### **Terms Conditions, Covenants or Restrictions in Respect of the Easement**

#### **1. The Grantee shall have the following rights:**

- a. All those referred to in Section 4(1) of the Irrigation Schemes Act 1990 applicable to the Easement Area.
- b. To construct and maintain the Easement Facilities on the Easement Area for the purpose of conveying water without liability to pay compensation to the Grantor.
- c. To enter and remain on such parts of the Easement Area as may be necessary for the purpose of laying, placing, inspecting, repairing, maintaining, renewing, upgrading and replacing the Easement Facilities.
- d. The full power and authority for the Grantee from time to time and at all times necessary to operate the Easement and exercise and enjoy all or any of the rights and privileges granted in this Instrument.
- e. To place and take all reasonable steps to maintain visibly distinctive permanent markers at reasonable intervals on the Easement Area in order to mark and give warning of the position of those parts of the Easement Facilities that are buried beneath the surface of the Easement Area.
- f. To excavate the Easement Area in order to locate any parts of the Easement Facilities that are buried beneath the surface of the Easement Area (provided always that the reinstatement obligations in clause 3 of this Instrument will apply).
- g. To fence off and keep secure those parts of the Easement Facilities that are above the surface of the Easement Area.
- h. To remove at the Grantee's expense (but without liability to pay compensation to the Grantor) all trees presently growing on the Easement Area which may be identified by the Grantee (acting reasonably) as endangering or having the potential to endanger the efficient maintenance and/or operation of the Easement Facilities.
- i. In due season to trim and promptly remove all trimmings from all trees growing on (and otherwise control vegetation on) the Easement Area.

#### **2. The Grantor covenants with the Grantee**

- a. Not to permit any livestock to be grazed on those parts of the Easement Area that are fenced off by the Grantee without the prior written consent of the Grantee.
- b. Subject to clause 3f, to control noxious weeds growing on the Easement Area which may be identified by the Grantee (acting reasonably) as endangering or having the potential to endanger the efficient maintenance and/or operation of the Easement.
- c. Not to permit any trees to grow, be planted or to otherwise encroach on the Easement Area without the prior written consent of the Grantee (acting reasonably)



- d. Not to interfere with or attempt to alter the Easement (including any fencing constructed under clause 1g of this Instrument) without the prior written consent of the Grantee and then only upon and subject to the terms and conditions stipulated by the Grantee.
- e. Not to permit any structure to be erected or altered on the Easement Area without the prior written consent of the Grantee and then only upon and subject to the terms and conditions stipulated by the Grantee.
- f. To repair at the Grantor's expense any damage to the Easement caused by excavation, cultivation, development, livestock and/or any act directly attributable to the Grantor for the time being of the Burdened Land. Any repair work required shall be carried out by a contractor selected by the Grantee.
- g. Without limitation or prejudice to clause 2f. of this Instrument the Grantor will:
  - i. take all reasonable proactive steps to ensure that the Grantor avoids doing any act or thing whereby the Easement or any part of the Easement shall be damaged or destroyed;
  - ii. not cultivate or disturb the surface soil of the Easement Area to a depth in excess of 500 millimetres; and
  - iii. not use or permit any use on the Easement Area of any equipment likely to damage the Easement such as bulldozers, rippers, diggers, excavators or like equipment without first ensuring that the operator of such equipment (and without prejudice to the Grantor's obligations under clause 2f):
    - a. Is made aware of the location of the Easement Facilities; and
    - b. Prior to commencing work agrees in writing to promptly make good at the operator's expense in all things any damage caused to the Easement as a result of the operator's activities on the Easement Area.
- h. Not at any time permit or suffer any act or thing whereby the rights, powers, liberties, licences and/or easement granted to the Grantee may be interfered with or affected.
- i. At all times to remain responsible for the Grantor's Invitees who access the Easement Area.
- j. To be responsible for controlling vegetation on the Easement Area.
- k. In relation to health and safety, the Grantor will at all times comply with:
  - i. all obligations imposed on the Grantor at law relating to the health and safety of the Grantor on the Easement Area; and
  - ii. its obligations under health and safety legislation, including (without limitation) the Health and Safety at Work Act 2015 (and/or such replacement legislation) and any reasonable obligations imposed by the Grantee regarding the identification and mitigation of hazards and the health and safety of persons on (and accessing) the Easement Area.

**3. The Grantee covenants with the Grantor that upon the exercising of any of its rights the Grantee shall**

- b. Cause as little damage as reasonably possible to the Easement Area.
- c. Restore the Easement Area as near as reasonably possible to its previous condition, provided that the Grantee shall not be liable for any delay or delays due to a Force Majeure Event.

- d. Make good at the Grantee's expense any damage done by the actions of the Grantee to the buildings, structures and/or fences of the Grantor, provided that the Grantee shall not be liable for any damage or delays due to a Force Majeure Event.
  - e. Not, except while work is being carried out on the Easement Area, leave on that part of the Burdened Land any rubbish, debris or obstruction (other than the Easement Facilities).
  - f. Be responsible for the cleaning, maintenance and repair of the Easement unless any damage is directly attributable to the Grantor.
  - g. Be responsible for any fence erected on or around the Easement Facilities in accordance with clause 1g of this Instrument including maintenance and repair.
  - h. In relation to health and safety, the Grantee will at all times comply with:
    - i. all obligations imposed on the Grantee at law relating to the health and safety of the Grantee on the Burdened Land; and
    - ii. its obligations under health and safety legislation, including (without limitation) the Health and Safety at Work Act 2015 (and/or such replacement legislation) and any reasonable obligations imposed by the Grantor regarding the identification and mitigation of hazards and the health and safety of persons on (and accessing) the Burdened Land.
  - i. At all times to remain responsible for the Grantee's Invitees who at all times access the Easement Area.
4. Each party (the **Indemnifier**) shall indemnify and keep indemnified the other party from all losses, claims, damages and expenses resulting from the breach of the Indemnifier's obligations under this Instrument.

## 5. The Grantor and the Grantee agree

- a. No power is implied for the Grantor to terminate the Easement for breach of any provision in this Instrument by the Grantee or for any other cause.
- b. That if the Easement becomes redundant the Easement shall be surrendered by the Grantee and each party shall take whatever steps are necessary in order to remove the Easement from the title to the Burdened Land.
- c. Nothing in this Instrument shall require the Grantee to surrender this Easement in the event that the Grantee's use of the Easement changes over time with the advancement and/or convergence of technology.
- d. That if the Easement shall become redundant the Grantee will remove those parts of the Easement Facilities that are above the surface of the Easement Area at the cost of the Grantee.
- e. All differences and disputes which shall arise between the Grantor and the Grantee or their successors in title concerning the Easement shall be referred to mediation and if mediation fails, to arbitration by a single arbitrator in accordance with the Arbitration Act 1996 or re-enactment for the time being in force.

## 6. Definitions & Interpretation

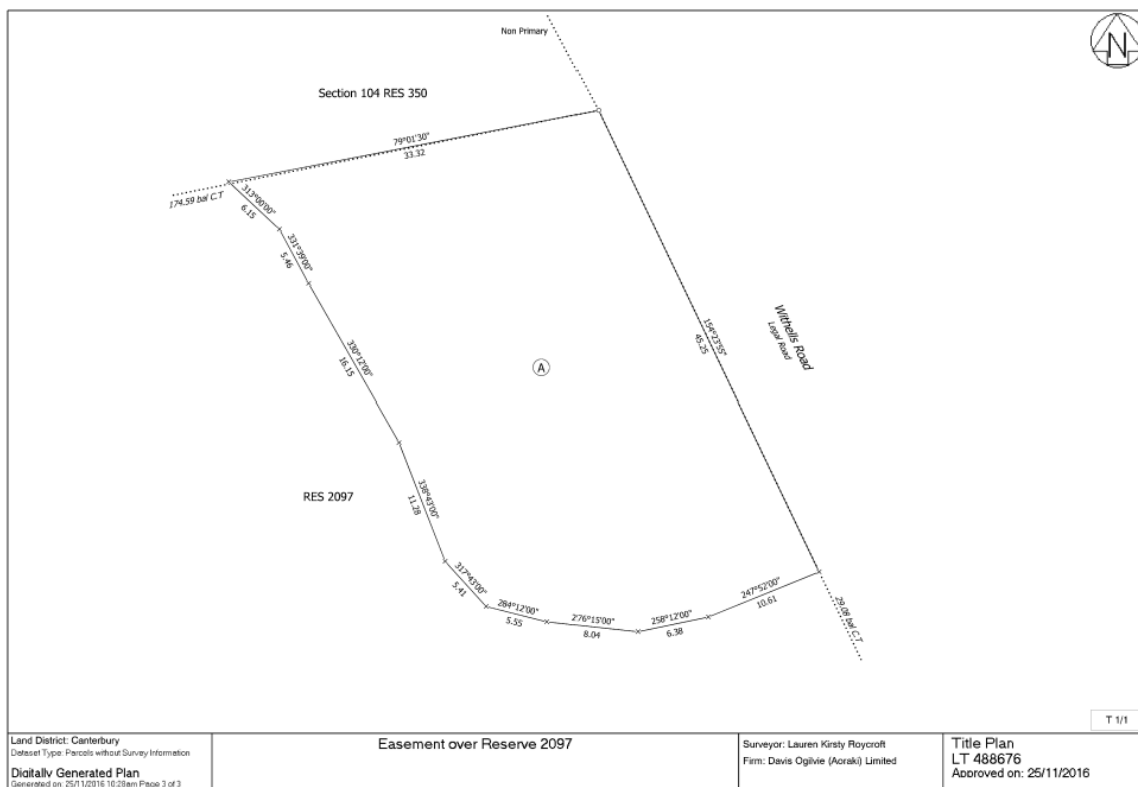
For the purposes of this Instrument:

- a. **Easement Facilities** includes in addition to the easement facilities specified in Section 1 of Schedule 5 of the Land Transfer Regulations 2018, all water pipelines, control valves, flow meters,

fire hydrants, pressure reducing valves, isolation valves, air valves, off take valves, turbines, fencing, races and such other related infrastructure and equipment together with all other necessary or desirable facilities required to operate, enhance and/or upgrade the Easement.

- b. **Force Majeure Event** means any significant weather conditions, strikes, lock-outs, accidents, acts of god, war, unavailability of materials, fire, earthquake, or other circumstances beyond the reasonable control of the Grantee.
- c. **Grantee's Invitees** include all or any of the Grantee's directors, employees, agents, licensees, surveyors, engineers, contractors, invitees and all other people (together with all vehicles, machinery and equipment) reasonably authorised by the Grantee to access the Easement Area.
- d. **Grantor's Invitees** include all or any of the Grantor's directors, employees, agents, licensees, contractors, tenants, invitees and all other people (together with all vehicles, machinery and equipment) reasonably authorised by the Grantor to access the Easement Area.
- e. Any failure by the Grantor's Invitees or the Grantee's Invitees to observe the obligations of the Grantor or Grantee respectively under this Instrument shall be deemed to be a breach of this Instrument by the Grantor or the Grantee respectively.
- f. The rights granted by this Instrument on a party shall not impose an obligation on that party unless expressly stated otherwise.
- g. **Conflicting Provisions:** The rights and powers in respect of the Easement as contained in Schedule 5 of the Land Transfer Regulations 2018 are included in this Instrument. Where there is a conflict between the provisions of Schedule 5 of the Land Transfer Regulations 2018 and the provisions in this Instrument, the provisions in this Instrument shall prevail.

## Appendix three – LT Plan 488676



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## ***12. Ashburton Community Garden Charitable Trust – Discretionary Grant Request***

Author *Ann Smith; Community Liaison Officer*  
Executive Team Member *Toni Durham; GM Democracy & Engagement*

### **Summary**

- The purpose of this report is for Council to consider an application for funding from the Ashburton Community Garden Charitable Trust for operating costs including wages and the development of an accessible space in the community garden project.

#### **Recommendation**

- 1. That** Council allocates \$5,000 from its discretionary grant to the Ashburton Community Garden Charitable Trust to support operational costs and with the development of an accessible space for their community garden project.

### **Attachment**

**Appendix 1** Grant application information

## Background

### **The current situation – Ashburton Community Garden Charitable Trust**

1. The Ashburton Community Garden was founded in May 2024, after a group of individuals from the community identified the need for a community led approach to food access and connection. They became a Charitable Trust in September 2024, and have a Board of 5 members, with a growing group of around 30 volunteers who regularly attend the garden.
2. The organisation reached out to Council on 16 June 2025, as a follow up on their application for \$5,000.
3. It was established that they believe they had submitted an online application but had not received a confirmation email, and their application had not been received in the Grants inbox to be considered for funding for the 2025/26 funding round.
4. The Ashburton Community Garden Charitable Trust is requesting funds of \$5,000 to be used for operational costs and to develop an accessible space for people to connect, contribute and empower themselves through growing kai (further information is provided in Appendix One).

### **Funding available**

5. Council has \$16,913 budgeted in 2025/26 for the Discretionary Grant, as well as \$1,980 of leftover funds from the Community Development, Biodiversity and Event funds. The leftover funds are to be used with the remaining Discretionary Grant funds, as directed by Council.
6. This funding is available from 1 July each year for any purpose by resolution of Council. There is no criteria for the allocation of the Discretionary Grant and therefore in previous years, the Grant has been allocated by Council as applications are received throughout the year.
7. So far, Council hasn't allocated any of the Discretionary Grant funding for the 2025/2026 financial year, leaving a remaining balance of \$18,893 available.

## Options analysis

### **Option one – Agree to fund the Ashburton Community Garden Charitable Trust's Garden project**

8. This is the recommended option.

<p><b>Advantages:</b></p> <p>Supports the creation of an inclusive, accessible space that fosters community connection, encourages volunteer involvement, and enhances local wellbeing.</p>	<p><b>Disadvantages:</b></p> <p>No disadvantages identified for this option</p>
<p><b>Risks:</b></p> <p>Insufficient funding could impact the project's momentum and prevent the hiring of a volunteer coordinator.</p>	

## Option two – Do not fund the Ashburton Community Garden Charitable Trust's Garden project

9. This is not the recommended option

<p><b>Advantages:</b></p> <p>Retention of grant funds for future applicants</p>	<p><b>Disadvantages:</b></p> <p>Missed opportunity to support a community group</p>
<p><b>Risks:</b></p> <p>Reputational risk to Council</p>	

## Legal/policy implications

### Revenue & Financing Policy

10. The Revenue and Financing Policy provides that the discretionary grant (along with the other community grants) is funded by the Uniform Annual General Charge (UAGC) each year. This funding therefore should be spent in the year in which it is rated for the best outcome for the community.

Review of legal / policy implications	
Reviewed by In-house Counsel	<i>Tania Paddock; General Counsel</i>

## Strategic alignment

11. The recommendation relates to Council's community outcome of Grants and Funding for 2025/26 because of the below wellbeing outcomes.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	Giving funding to our community greatly reduces the downstream social and economic costs to communities and Council.
Environmental		
Cultural	✓	Grant funding for this applicant will enhance the social and cultural wellbeing of the local community.
Social	✓	

## Financial implications

Requirement	Explanation
What is the cost?	\$5,000
Is there budget available in LTP / AP?	Yes - \$18,893 available in the 2025/26 Annual Plan
Where is the funding coming from?	Cost centre 207 Community Development, which is 100% UAGC funded.
Are there any future budget implications?	No
Reviewed by Finance	Erin Register; Finance Manager.

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	Not applicable
Level of engagement selected	1. Inform
Rationale for selecting level of engagement	No wider engagement is required. The community will be informed of the Council decision through the usual media channels.
Reviewed by Strategy & Policy	<i>Mark Low; Strategy and Policy Manager</i>



## Appendix 1

Organisation name: Ashburton Community Garden Charitable Trust.

What is the application for?: Other

If other, please specify here: Operating costs including wages, see budget.

### Organisation Details

The Ashburton Community Garden was founded in May 2024 after a group of individuals from the community identified the need for a community led approach to food access and connection. We set ourselves up as a Charitable Trust in September of 2024, and have a Board of 5 members, with a growing group of around 30 volunteers who regularly attend the garden to give their time and contribute through the 5 ways to wellbeing.

Our Charitable purpose is as follows, The purpose of the Trust will be to provide an accessible community garden, to enhance community wellbeing in Ashburton. In particular the Trust will: Establish and maintain a community garden that people from all walks of life can participate in. This includes maintaining an accessible space so our disabled community can contribute. Advance education and resilience by offering

### Organisation Overview:

workshops and learning opportunities around growing, preparing and preserving food as well as caring for the land, planting, composting, sustainability and waste reduction. Provide a safe, green space for people of all ages to connect with nature and each other and to experience a sense of belonging to the community, improving their overall wellbeing. Help address hardship and food insecurity by growing fresh, nutritious food, providing surplus produce to the local food bank, and empowering people with the skills they need to grow their own food. Bring people from diverse backgrounds together, to collaborate, build stronger social connections and learn from each other. Establish meaningful connections within the Mid Canterbury community to ensure equitable participation in the garden.

## About your project

The Ashburton Community Garden seeks to be an accessible space for people from all walks of life to connect, contribute and empower themselves through growing kai.

Project/Program Overview: We acknowledge the geographical location of our district being between two rivers at risk of flood and of an earthquake from the Alpine Fault – and while we know a community garden won't solve hunger or food scarcity in an emergency situation, we believe it does empower people by giving them access and teaching them valuable skills. Volunteers at the garden are under no obligation to physically garden, but we have a range of volunteers who contribute by offering other skills, such as social media management, photography, admin etc. We're very proud to have had input from members of the disabled community from the ground up and donations from the wider community to ensure this project is accessible to anyone who would like to take part.

Benefits/Outcomes: The benefits of being part of a community garden, aside from organically grown, nutritious kai, are the connection our volunteers have with each other. And the new skills learnt through skill sharing and 'trial and error' gardening!

None of us are experts in all fields of gardening or a project like this, but we all bring our own experiences and valuable insight to contribute and benefit the project.

## **What is the main outcome(s) your project / programme will achieve? How will you assess this? You will be asked to report back on this if you are successful in receiving funding.**

Outcome goal: Overall, Mid Canterbury residents will be better connected – with each other and with te taiao, have greater access to nutritious kai, and be able to contribute to their community.

How will you measure success?: We meet regularly as a group to plan and gain feedback from our wider group around what's worked and what hasn't – whether that's plant/growth or group/project related. We measure success through regularly checking in and keeping record of the feedback we receive to be able to continually improve.

## Financial Information

Attach Budget outline : (Attached)

Are you GST registered?: No

If yes - provide GST number:

What is the amount of funding  
you are asking from Council: \$5,000

### What other funding are you applying for, for this project?

#### Ashburton Community Garden - Operating Costs Budget

For the year ended 30 June 2026

Confirmed received/spent

##### Funding request

##### Budgeted amount

Lottery Community Grant	10,000.00	Carried from FY25 - for salary exp
Community Organisations Grants Scheme (COGS)	5,000.00	
Braided Rivers Community Trust	5,000.00	
Advance Ashburton Community Foundation	5,000.00	
Community Trust Mid and South Canterbury	5,000.00	
Lion Foundation	3,000.00	

##### Other income received

##### Budgeted amount

Donations	
<b>TOTAL INCOME</b>	<b>\$33,000.00</b>

### Voluntary Contributions

Briefly describe any voluntary effort, including an estimate of total volunteer hours, and/or donated material contributed towards this project.:

Many different people volunteer their time in a variety of capacities to the Garden project, we've also received some financial and material donations. I'd estimate this to be around \$5,000 in material and financial donations and approximately 250 volunteer hours since we officially broke ground in June 2024 split around multiple volunteers, including establishing the Charitable Trust.

What will happen if you do not receive the full amount of the grant you have requested, including how you propose to meet any funding shortfall, if applicable?:

Right now the project is at a crucial point where we need to hire a volunteer coordinator to be able to keep the project going, without this funding we won't be able to hire that position. We also need the funding to go towards our meeting space where we plan to host workshops and teaching and learning events, and also as a shelter so our disabled community can continue attending the garden year-round. This funding is crucial to this.

## 13. *Elected Members' Remuneration 2025/2026*

Author *Phillipa Clark; Governance Team Leader*  
GM responsible *Toni Durham; GM Democracy & Engagement*

### Summary

- The Remuneration Authority has released the [Local Government Members \(2025/26\) Determination](#) which came into force on 1 July 2025 and will expire on 30 June 2026. An amended Determination has since been received which includes updated vehicle-kilometre rates.
- As it's an election year, the remuneration pool has been apportioned in two parts; the first covering the period 1 July 2025 until the date of the Council's election results in October, and the second from the day after the election results are declared until 30 June 2026.
- After a recent and full review of the framework for determining local government remuneration, including consultation with councils, the Remuneration Authority found that the current approach is working well, and no changes have been made to the framework.
- This report is for elected members' information and there is no decision required. Following the triennial elections in October, the new Council will be required to make a proposal to the Remuneration Authority on how the pool will be allocated for the remainder of the year.

### Recommendation

1. **That** Council receives the Remuneration Authority (elected member remuneration 2025/26) report.

### Attachments

- Appendix 1** Local Government size indices: factors and weightings  
**Appendix 2** Local Government size indexes rankings 2025  
**Appendix 3** Local Government Elected Members (2025/26) Amendment Determination

## Background

### The current situation

1. The Remuneration Authority ('the Authority') is the independent body responsible for setting elected members' remuneration, and expenses and allowances entitlements. Each year Council is notified of the new governance remuneration arrangements.
2. The governance remuneration pool provides the total amount that must be paid in remuneration to councillors. It is based on size indices which take account of the workload of the entire Council. The pool doesn't apply to mayors or community board members.
3. The Authority reviews the remuneration settings for local government every three years. The 2024 review sought members' feedback on the size indices, proposed governance remuneration pools, community board remuneration, elected member allowances and hearing fees, and the time elected members committed to local authority business.
4. Because of the different types of councils and their diverse responsibilities, the Authority has created three size indices representing territorial, unitary or regional councils. The indices help the Authority achieve and maintain fair relativities between councils and to be fair to the persons who are being remunerated and to the ratepayers.
5. The size indices have been updated to reflect the most recent publicly available demographic, statistical and economic data, and will apply for the triennium following the local elections in October 2025.
6. Community Boards' remuneration is informed, in part, by the population of each community board and by their individual current remuneration settings, and this practice will continue through the next triennium.
7. The Authority has identified that determining community boards' remuneration remains problematic because of the large variations in their number of members, the populations they represent and their respective roles and powers. The Authority will continue to address concerns about the variances and inconsistencies that are impacting on its ability to formulate a sound and consistent methodology for determining remuneration that can be applied across all community boards.
8. The Local Government Members (2025/26) Determination was released on 24 June 2025. As this year is a local elections year, the Principal Determination contains two remuneration schedules.
  - **Schedule 2** applies for the period beginning on 1 July 2025 and ending on the close of the day on which the official result of the 2025 election for Council is declared.

- **Schedule 3** applies on and from the day on which the official result of the 2025 election for Council is declared.
9. A total of \$484,593 will be distributed to Ashburton District Councillors from 1 July until the date of the Council's election result in October. The pool will then increase by \$5,832 for the remainder of the year until 30 June 2026.

## Schedule 2

### Remuneration before 2025 election of members

#### Part 2

#### Remuneration of members of territorial authorities and their community or local boards

##### *Ashburton District Council*

Office	Annual remuneration (\$)
Mayor	142,829
Deputy Mayor	86,116
Councillor with no additional responsibilities	49,809
Councillor (minimum allowable remuneration)	32,122

##### *Methven Community Board*

Office	Annual remuneration (\$)
Chairperson	6,218
Member	3,109

## Schedule 3

### Remuneration from 2025 election of members

#### Part 2

#### Remuneration of members of territorial authorities and their community or local boards

##### *Ashburton District Council*

Office	Annual remuneration (\$)
Mayor	148,924
Councillor (minimum allowable remuneration)	40,869

##### *Methven Community Board*

Office	Annual remuneration (\$)
Chairperson	6,466
Member	3,233

10. For the period 1 July 2025 until the day of the official declaration of election results, the first part of Council's remuneration pool is allocated between the nine councillors as follows:
- |                  |          |
|------------------|----------|
| Deputy Mayor     | \$86,116 |
| Councillors (x8) | \$49,809 |
11. After the date of the election results, all nine councillors will be paid the minimum allowable remuneration (\$40,869) until the new governance arrangements, including appointment of the Deputy Mayor, are in place and the new rates have been gazetted. Approved remuneration rates will then be back-dated.
12. The Authority determines the minimum allowable remuneration that a councillor must be paid. A councillor cannot be paid below the minimum allowable remuneration.
13. The difference between the minimum allowable remuneration and the total of the allocated pool is then available for the remuneration of councillors who take on extra responsibilities and/or to increase the base payment for all councillors with no additional responsibilities.
14. The Authority has four requirements for allocating the governance pool:
- the entire pool must be allocated
  - 'minimum allowable remuneration' is decided for councillors who have no additional responsibilities
  - for any role that attracts additional remuneration (above the minimum allowable), Council is required to have a formal vote to describe the role and the annual dollar value attached to the role
  - Council must then forward its proposal to the Authority for approval and inclusion in the determination.
15. The governance remuneration pool doesn't apply to the Mayor or the Methven Community Board members. Their remuneration levels for 2025/26 are:

	<i>1/07/25 until October (post election)</i>	<i>Post election until 30/06/26</i>
Mayor	\$142,829	\$148,924
MCB Chair	\$6,218	\$6,466
MCB Members (x 4)	\$3,109	\$3,233

### **Elected Members' Allowances**

16. The 2025/26 Determination includes a new clause enabling a reimbursement allowance to be paid as a contribution towards a member's home security system. A review of Council's Elected Members' Allowances and Reimbursement Policy will be undertaken in the new term to consider this and other entitlements available to elected members including increases to the travel-time and childcare allowances.

## Options analysis

17. Council must accept the Remuneration Authority's final decision on the total pool and fully allocate that money. Council's governance arrangements will remain unchanged until the end of this term. The new Council will have the opportunity to review the structure and submit a proposal to the Authority to approve allocation of the remaining funding pool.
18. The allowances and reimbursement policy will continue to be applied until such time that the new Council reviews it.

## Legal/policy implications

### Legislation

19. The [Local Government Act 2002, Schedule 7](#), Part 1, clause 6 sets out the role of the Remuneration Authority in determining the remuneration, allowances and expenses payable to elected members.
20. The [Remuneration Authority Act 1977](#) sets out criteria to which the Authority must have regard in determining the pay for elected members.
21. The [Local Electoral Act 2001](#) sets out the timing of when remuneration will be adjusted following the October 2025 elections.
22. The Ashburton District Council [Elected Members' Allowances and Reimbursement Policy](#), which provides for allowances and reimbursement of costs incurred by elected members while on the job, will be reviewed to align with the Remuneration Authority Determination.

## Strategic alignment

23. The recommendation relates to Council's community outcome of '*Residents are included and have a voice*' because the community participates in local elections and representation reviews.

Wellbeing		Reasons why the recommended outcome has an effect on this wellbeing
Economic	✓	Increased population and development are reflected in the size indices and weightings used to determine elected member remuneration, as well as Council's operating expenditure and socio-economic deprivation levels.
Social	✓	The community participates in local elections and residents have the opportunity to have their say on Council business and influence Council decision-making.



## Financial implications

Requirement	Explanation
What is the cost?	Total remuneration pool 2025/26 - \$490,425
Is there budget available in LTP / AP?	Yes. Budget provision in year 2 of the LTP.
Where is the funding coming from?	Democracy budget.
Are there any future budget implications?	No.
Reviewed by Finance	NA

## Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low
Rationale for selecting level of significance	While this may create community interest, remuneration is set by the Remuneration Authority under law. Financial impacts of the increase are minimal.
Level of engagement selected	1. Inform
Rationale for selecting level of engagement	Remuneration is set by the Remuneration Authority and is required by law to be applied for elected member remuneration. Potential community concern about the increase in the new term is outside the control of the Elected Members.
Reviewed by Strategy & Policy	Richard Mabon, Senior Policy Advisor

## Next steps

Date	Action / milestone	Comments
Oct-Nov 2025	Schedule 3 of the Determination is applied after the new Council is in place	<i>Minimum allowable remuneration paid to councillors initially</i>
By 14 Nov 2025 or By 30 Jan 2026	Remuneration proposal submitted for approval <i>(to meet deadline for the first amending determination; or to meet the deadline for the second amending determination)</i>	<i>Remuneration attached to different roles / positions of responsibility within allocated pool submitted to the Remuneration Authority</i>
18 Dec 2025	First Amending Determination gazetted	<i>New remuneration rates paid if this deadline has been met</i>
Nov-Dec 2025	Elected Members' Allowances & Expenses Policy will be reviewed	

## Appendix 1 Local Government Size Indices: Factors and Weightings

[Source: Remuneration Authority 5/12/24]

**Local Government Size Indices: Factors and Weightings**

Size Index / Authority Type	Factors and Weightings					
	Population	Total Assets	Total Operating Expenditure	Socioeconomic Deprivation	Geographic Area	Passenger Boardings
Territorial	50%	15%	20%	15%	n/a	n/a
Regional	25%	25%	20%	n/a	20%	10%
Unitary	25%	10%	20%	15%	20%	10%

Based on the above factors and weightings the Authority has updated its size indices (see attached) that will apply for the full triennium commencing on the day after the date of the next local elections (11 October 2025).

The data supporting the factors are drawn from the following sources:

- **Population:** Stats NZ - Estimated Resident Population as at 30 June 2023
- **Total Assets:** Stats NZ - Local Authority Financial Statistics as at 30 June 2023
- **Total Operating Expenditure:** Stats NZ - Local Authority Financial Statistics as at 30 June 2023
- **Socioeconomic Deprivation:** University of Otago – NZDep2023 Index of Socioeconomic Deprivation, 31 October 2024
- **Geographic Area:** Stats NZ - Geographic Boundary Files as at 30 June 2023.
- **Passenger Boardings:** NZ Transport Agency - Public Transport Boardings by Region 2023/24

The new size indices show changes in the rankings for some councils when compared to the 2022 indices. These changes are largely driven by increases in councils' population and smaller changes in other factors.

# Local Government Size Indexes Rankings 2025

Rankings apply for the full triennium commencing on 12 October 2025, which is the day after the date of the next local elections.

Ranking	Territorial Authority
1	Christchurch
2	Wellington
3	Hamilton
4	Tauranga
5	Dunedin
6	Whangarei
7	Hutt
8	Far North
9	Hastings
10	New Plymouth
11	Rotorua
12	Palmerston North
13	Waikato
14	Napier
15	Porirua
16	Selwyn
17	Whanganui
18	Invercargill
19	Queenstown Lakes
20	Waimakariri
21	Western Bay of Plenty
22	Waipa
23	Timaru
24	Kapiti Coast
25	Whakatane
26	Taupo
27	Thames-Coromandel
28	Horowhenua
29	South Taranaki
30	Upper Hutt
31	Southland
32	Matamata-Piako
33	South Waikato
34	Kaipara
35	Ashburton
36	Masterton
37	Hauraki
38	Manawatu
39	Waitaki
40	Tararua
41	Central Otago
42	Clutha

Ranking	Territorial Authority
43	Wairoa
44	Rangitikei
45	Ruapehu
46	Central Hawke's Bay
47	Grey
48	Waitomo
49	Buller
50	Ōpōtiki
51	Hurunui
52	Gore
53	Ōtorohanga
54	Stratford
55	Kawerau
56	South Wairarapa
57	Westland
58	Waimate
59	Carterton
60	Mackenzie
61	Kaikoura

Ranking	Unitary Authority
1	Auckland
2	Tasman
3	Gisborne
4	Marlborough
5	Nelson
6	Chatham Islands

Ranking	Regional Council
1	Canterbury
2	Wellington
3	Waikato
4	Otago
5	Bay of Plenty
6	Manawatū–Whanganui
7	Hawke's Bay
8	Northland
9	Southland
10	Taranaki
11	West Coast

### **Local Government Elected Members (2025/26) Amendment Determination 2025**

This determination is made by the Remuneration Authority under the Remuneration Authority Act 1977 and clauses 6 and 7A of Schedule 7 of the Local Government Act 2002, after having regard to the matters specified in clause 7 of that schedule.

#### **Contents**

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1 Title	1
2 Commencement	1
3 Principal determination	1
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5 Clause 11 amended (Vehicle-kilometre allowance)	2
6 Clause 15 amended (Home security system allowance)	2
7 Clause 16 amended (Fees related to hearings)	2
8 Schedule 2 amended	3

#### **Determination**

- 1 Title**  
This determination is the Local Government Elected Members (2025/26) Amendment Determination 2025.
- 2 Commencement**
  - (1) This determination comes into force on 1 September 2025.
  - (2) However, clauses 4, 7, and 8 are deemed to have come into force on 1 July 2025.
- 3 Principal determination**  
This determination amends the Local Government Elected Members (2025/26) Determination 2025.

**4 Clause 8 amended (Remuneration, allowances, and hearing fees payable)**

After clause 8(3), insert:

- (3A) No member of a local authority or a board may receive remuneration for more than 1 office at any one time under any of the provisions of Schedules 2 and 3 and, if a member holds 2 or more offices, the remuneration payable to that member is that payable for the office for which the highest annual remuneration is payable.

**5 Clause 11 amended (Vehicle-kilometre allowance)**

Replace clause 11(3) with:

- (3) The allowance payable to a member for eligible travel is,—
- (a) for a petrol vehicle,—
    - (i) \$1.17 per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
    - (ii) 37 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:
  - (b) for a diesel vehicle,—
    - (i) \$1.26 per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
    - (ii) 35 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:
  - (c) for a petrol hybrid vehicle,—
    - (i) 86 cents per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
    - (ii) 21 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term:
  - (d) for an electric vehicle,—
    - (i) \$1.08 per kilometre for the first 14,000 kilometres of eligible travel in the determination term; and
    - (ii) 19 cents per kilometre after the first 14,000 kilometres of eligible travel in the determination term.

**6 Clause 15 amended (Home security system allowance)**

Replace clause 15(1)(a) with:

- (a) \$4,500 for purchasing and installing the system; and

**7 Clause 16 amended (Fees related to hearings)**

After clause 16(4), insert:

- (5) Despite subclause (4), this clause applies to the Mayor of the Chatham Islands Council.

**8 Schedule 2 amended**

*Amendments relating to Otago Regional Council*

- (1) In Schedule 2, Part 1, item relating to Otago Regional Council, item relating to Co-Chair Regional Leadership Committee (2), replace “Regional Leadership” with “Community and Partnerships”.
- (2) In Schedule 2, Part 1, item relating to Otago Regional Council, item relating to Co-Chair Safety and Resilience Committee (2), replace “Safety” with “Science”.
- (3) In Schedule 2, Part 1, item relating to Otago Regional Council, item relating to Co-Chair Environmental Implementation Committee, replace “Implementation” with “Delivery”.

*Amendments relating to Carterton District Council*

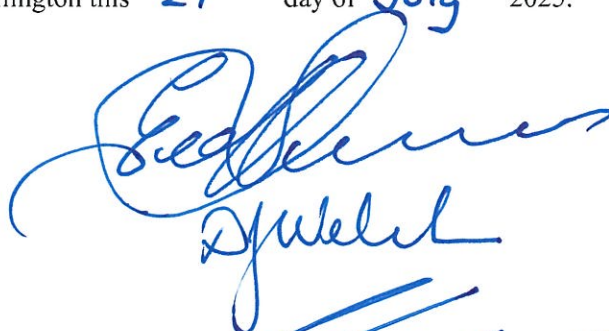
- (4) In Schedule 2, Part 2, item relating to Carterton District Council, item relating to Deputy Mayor, replace “53,815” with “57,696”.
- (5) In Schedule 2, Part 2, item relating to Carterton District Council, item relating to Councillor with no additional responsibilities, replace “27,182” with “31,066”.

*Amendment relating to Hurunui District Council*

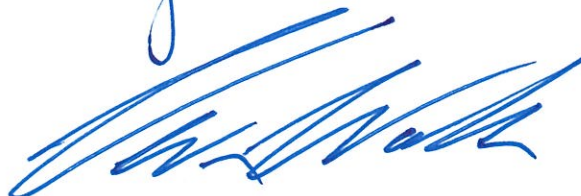
- (6) In Schedule 2, Part 2, item relating to Hurunui District Council, replace the items relating to Deputy Mayor, Committee Chairs (3), and Councillor with no additional responsibilities with:

Deputy Mayor	44,785
Standing Committee Chair (3)	39,035
Councillor with no additional responsibilities	33,286

Dated at Wellington this 29<sup>th</sup> day of July 2025.



Chairperson.



Member.

Member.

## Explanatory memorandum

*This memorandum is not part of the determination but is intended to indicate its general effect.*

This determination amends the Local Government Elected Members (2025/26) Determination 2025 (the **principal determination**).

*Clause 4* amends clause 8 of the principal determination and is deemed to have come into force on 1 July 2025. This amendment provides that if a member holds 2 or more offices, the remuneration payable to that member is that for the office for which the highest annual remuneration is payable.

*Clause 5* amends clause 11 of the principal determination, which sets out the vehicle-kilometre allowance payable by a local authority to a member to reimburse them for their vehicle-running costs incurred in respect of eligible travel on local authority business. The updated vehicle-kilometre allowance rates are payable for eligible travel from 1 September 2025.

The new kilometre allowance rates reflect the table of rates for business motor vehicle expenditure claims for the 2024/25 income year published by the Inland Revenue Department on 6 June 2025. A copy of this table of rates can be found at <https://www.ird.govt.nz/income-tax/income-tax-for-businesses-and-organisations/types-of-business-expenses/claiming-vehicle-expenses/kilometre-rates-2024-2025>

Due to the significant difference in vehicle-running costs between the different vehicle types, the allowance rates payable for diesel vehicles have been separated from petrol vehicles to ensure that the rates accurately reflect reasonable expenditure related to the business use of that particular vehicle type.

*Clause 6* amends clause 15 of the principal determination to clarify that the cost of the installation of a home security system also includes the cost of purchasing the system. This amendment comes into force on 1 September 2025.

*Clause 7* amends clause 16 of the principal determination and is deemed to have come into force on 1 July 2025. The amendment enables the Mayor of the Chatham Islands Council to claim hearing fees because the Remuneration Authority (the **Authority**) has deemed the Mayor of the Chatham Islands Council to be a part-time role. This change makes clause 16 consistent with clause 12 of the principal determination, which provides that the Mayor of the Chatham Islands Council may claim an allowance for eligible travel time.

*Clause 8* amends Schedule 2 of the principal determination.

The amendments relating to Otago Regional Council are deemed to have come into force on 1 July 2025. These amendments reflect the changes that the Council made to the titles of its office role holders. No changes were made to the office holders' annual remuneration rates.

The amendments relating to Carterton District Council and Hurunui District Council are deemed to have come into force on 1 July 2025. The amendments reflect the changes that these Councils made to their councillors' remuneration, as approved by



the Authority, due to the resignation of a councillor. Both Councils resolved not to fill the extraordinary vacancy created by the resignation. The amendment relating to Hurunui District Council also reflects that the office holder title of Committee Chairs (3) has been changed to Standing Committee Chair (3).

Issued under the authority of the Legislation Act 2019.  
Date of notification in *Gazette*:

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## 14. *Financial Report*

Author *Erin Register, Finance Manager*  
GM responsible *Helen Barnes; GM Business Support*

### Attachments

Financial variance report – 31 May 2025

### Recommendation

<b>That</b> Council receives the May 2025 financial variance report.
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***Ashburton District Council  
Financial Variance Report  
For the period ending  
31 May 2025***

Variances greater than \$100,000 are highlighted in **red bold**. If the variance is permanent an explanation is provided.

**F** (favourable variance) means that either actual revenue is greater than budget or actual expenditure is less than budget.

**U** (unfavourable variance) is **when** actual revenue is less than budget or actual expenditure is greater than budget.

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## Income and Expenditure – Overview

For period ending 31 May 2025

<b>\$87.07 M</b> Actual YTD Operating Income	<b>\$97.17 M</b> Revised Budget Full Year Operating Income	<b>(\$10.10) M</b> Variance Operating Income	<b>90%</b> % of Revised Budget Operating Income
<b>\$78.50 M</b> Actual YTD Operating Expenditure	<b>\$89.43 M</b> Revised Budget Full Year Operating Expenditure	<b>(\$10.93) M</b> Variance Operating Expenditure	<b>88%</b> % of Revised Budget Operating Expenditure
<b>\$4.10 M</b> Actual YTD Capital Income	<b>\$37.04 M</b> Revised Budget Full Year Capital Income	<b>(\$32.94) M</b> Variance Capital Income	<b>11%</b> % of Revised Budget Capital Income
<b>\$36.02 M</b> Actual YTD Capital Expenditure	<b>\$59.96 M</b> Revised Budget Full Year Capital Expenditure	<b>(\$23.94) M</b> Variance Capital Expenditure	<b>60%</b> % of Revised Budget Capital Expenditure
<b>\$7.00 M</b> Actual YTD Loans Repaid	<b>\$10.42 M</b> Revised Budget Full Year Loans Repaid	<b>(\$3.42) M</b> Variance Loans Repaid	<b>67%</b> % of Revised Budget Loans Repaid

This report is for the first 11 months or 92% of the year.

*Loan Repayments are for the prior year due to timing of loans maturing at year end.  
 Budgeted Loan Repayments for the current year are actioned at year end.*

## Income and Expenditure – Summary

For period ending 31 May 2025

	Actual YTD	Full Year Revised Budget	Variance	Percentage of Revised Budget
<b>Revenue</b>				
Rates	49,055,838	52,448,857	(3,393,019)	94%
Fees and Charges	11,901,446	12,033,675	(132,229)	99%
Subsidies and Grants	9,422,222	12,841,317	(3,419,095)	73%
Finance Income	819,161	450,000	369,161	182%
Other Revenue	5,893,699	6,805,006	(911,308)	87%
Other Sales	969,722	1,502,276	(532,554)	65%
Development / Financial Contributions	1,712,623	900,000	812,623	190%
Gain on Sale of Assets	2,074,610	3,884,000	(1,809,390)	53%
Vested Assets	5,224,832	6,305,000	(1,080,168)	83%
<b>Total Revenue</b>	<b>87,074,151</b>	<b>97,170,131</b>	<b>(10,095,980)</b>	<b>90%</b>
<b>Operating Expenditure</b>				
Payments to Staff and Suppliers	54,369,029	63,389,747	(9,020,718)	86%
Finance Costs	5,448,075	6,610,187	(1,162,112)	82%
Other Expenses	651,815	145,700	506,115	447%
Depreciation	18,027,913	19,285,939	(1,258,026)	93%
<b>Total Expenditure</b>	<b>78,496,831</b>	<b>89,431,572</b>	<b>(10,934,741)</b>	<b>88%</b>
<b>Net operating surplus (deficit)</b>	<b>8,577,320</b>	<b>7,738,558</b>	<b>838,761</b>	<b>111%</b>
<b>Capital Income</b>				
Loans Raised	0	34,944,703	(34,944,703)	0%
Land Sales	1,435,070	0	1,435,070	0%
Other Asset Sales & Disposals	2,665,213	2,100,000	565,213	127%
<b>Total Capital Income</b>	<b>4,100,283</b>	<b>37,044,703</b>	<b>(32,944,420)</b>	<b>11%</b>
<b>Capital Expenditure</b>				
Infrastructural Assets	6,768,281	19,247,400	(12,479,119)	35%
Cyclic Renewals	16,494,979	20,844,825	(4,349,847)	79%
Plant	326,355	611,957	(285,602)	53%
Additions/Alterations	5,497,891	10,448,069	(4,950,178)	53%
Other Assets	6,887,159	8,805,335	(1,918,175)	78%
<b>Total capital expenditure</b>	<b>36,019,365</b>	<b>59,957,586</b>	<b>(23,938,220)</b>	<b>60%</b>
Loan Repayments	7,000,000	10,421,283	(3,421,283)	67%
<b>Total capital to be funded</b>	<b>38,919,082</b>	<b>33,334,166</b>	<b>5,584,917</b>	<b>117%</b>

*Loan Repayments are for the prior year due to timing of loans maturing at year end.*

*Budgeted Loan Repayments for the current year are actioned at year end.*

## Transportation – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Footpaths	1,024,792	1,570,605	(545,813)	65%	Yes
Roading	17,481,567	21,591,662	(4,110,095)	81%	Yes
	18,506,359	23,162,267	(4,655,908)	80%	
<b>Operating Expenditure</b>					
Footpaths	1,269,773	1,465,525	(195,751)	87%	No
Roading	14,885,090	18,971,267	(4,086,177)	78%	Yes
	16,154,863	20,436,792	(4,281,929)	79%	
<b>Capital Income</b>					
Roading	0	2,600,000	(2,600,000)	0%	No
	0	2,600,000	(2,600,000)	0%	
<b>Capital Expenditure</b>					
Footpaths	172,037	683,000	(510,963)	25%	Yes
Roading	11,740,197	11,955,739	(215,542)	98%	No
	11,912,234	12,638,739	(726,505)	94%	
<b>Loan Repayments</b>					
Footpaths	60,709	26,281	34,428	231%	
Roading	254,097	544,971	(290,874)	47%	No
	314,805	571,252	(256,447)	55%	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	2,290,716	2,150,000	140,716	107%	

*The above financials do not include appropriations - to and from activities.  
Loan Repayments are for the prior year due to timing of loans maturing at year end.  
Budgeted Loan Repayments for the current year are actioned at year end.*

## Transportation – Operating Income

### Footpaths

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$545,813 Unfavourable</b>	<b>\$491,765 Unfavourable</b>

Reason for forecast **permanent unfavourable** variance

Only 34% of the requested footpath capital expenditure budget was approved by NZTA resulting in less subsidy able to be claimed. This unfavourable variance has been offset by a reduction in the subsidised capital expenditure programme of work delivered.

### Roading

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$4,110,095 Unfavourable</b>	<b>\$ 3,010,000 Unfavourable</b>

Reason for forecast **permanent unfavourable** variance

The subsidy income will be less than budget because of the LCLR projects not approved for subsidy by NZTA.

## Transportation – Operating Expenditure

### Roading

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$4,086,177 Favourable</b>	<b>\$3,200,000 Favourable</b>

Reason for forecast **permanent favourable** variance

The full NZTA approved subsidised budget will be spent but there will be a variance because of the higher Council budget in place before the approval by NZTA.

## Transportation – Capital Expenditure

### Footpaths

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$510,963 Favourable</b>	<b>\$510,963 Favourable</b>

Reason for forecast **permanent favourable** variance

As noted above, NZTA only approved 34% of the requested capital expenditure budget for footpaths. Actual spend at year end is forecast to match what has been approved by NZTA resulting in an underspend against the approved Council budget and a favourable permanent variance.



## Drinking Water – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Group Water Supplies	7,848,588	8,157,292	(308,704)	96%	Yes
Montalto Water Supply	368,673	399,800	(31,127)	92%	
Lyndhurst Water Supply	19,718	18,457	1,261	107%	
Barhill Water Supply	9,485	3,945	5,540	240%	
	8,246,464	8,579,494	(333,030)	96%	
<b>Operating Expenditure</b>					
Group Water Supplies	7,611,723	7,683,147	(71,424)	99%	Yes
Montalto Water Supply	346,184	403,728	(57,544)	86%	
Lyndhurst Water Supply	4,782	5,409	(627)	88%	
Barhill Water Supply	1,401	1,566	(164)	90%	
	7,964,090	8,093,850	(129,760)	98%	
<b>Capital Income</b>					
Group Water Supplies	0	14,062,349	(14,062,349)	0%	Yes
	0	14,446,879	(14,446,879)	0%	
<b>Capital Expenditure</b>					
Group Water Supplies	5,855,908	15,409,174	(9,553,266)	38%	Yes
Montalto Water Supply	3,086	399,530	(396,445)	1%	Yes
	5,858,994	15,808,704	(9,949,710)	37%	
<b>Loan Repayments</b>					
Group Water Supplies	780,583	1,876,785	(1,096,202)	42%	No
Montalto Water Supply	0	18,192	(18,192)	0%	
Lyndhurst Water Supply	13,044	13,048	(4)	100%	
Barhill Water Supply	3,424	2,379	1,045	144%	
	797,050	1,910,404	(1,113,354)	42%	
<i>The above financials include the following:</i>					
Development Contributions	394,721	177,015	217,706	223%	
<i>The above financials do not include the following:</i>					
Vested Assets	353,583	660,000	(306,417)	54%	

*The above financials do not include appropriations - to and from activities.*

*Loan Repayments are for the prior year due to timing of loans maturing at year end.*

*Budgeted Loan Repayments for the current year are actioned at year end.*

## Drinking Water – Operating Income

### Group Water Supplies

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$308,704 Unfavourable</b>	<b>\$513,000 Favourable</b>

Reason for forecast **permanent favourable** variance

Capital Services Contributions (Development Contributions) are currently ~\$218,000 above the full year budget, resulting in a forecast favourable variance at year end of approximately \$253,000. The budgets for these items did not reflect the increased development contribution fee structure finally adopted in the Long Term Plan. This has been addressed for the Year 2 budgets.

Additionally, a favourable variance for rates income of \$260,000 is forecast at 30 June 2025, contributing to the overall favourable position forecast at year end.

## Drinking Water – Operating Expenditure

### Group Water Supplies

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$71,424 Favourable</b>	<b>\$569,000 Unfavourable</b>

Reason for forecast **permanent unfavourable** variance

Expenditure on maintenance contracts is forecast to be \$649,000 (34%) above the annual budget. This is driven partly the volume of reactive works being significantly higher than that anticipated at the time of budget preparation and the cost (and subsequent maintenance impact) of undertaking the annual leak detection programme. Operation of the new WTPs at Methven & Mt Somers is also higher than anticipated.

Overall expenditure is being closely monitored but forecasts indicate an unfavourable variance in Group Water operating expenditure of \$569,000 (7.4%) at 30 June 2025.

## Drinking Water – Capital Income

### Group Water Supplies

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$14,062,349 Unfavourable</b>	<b>\$8,800,000 Unfavourable</b>

*Reason for forecast **permanent unfavourable** variance*

Loans are allocated at the end of the financial year as part of year end funding of capital expenditure. As noted below, capital expenditure is forecast to be below budget at year end, therefore loans are also forecast to be lower than budget. It is anticipated that a portion of this is related to timing and a request will be made to Council to carry forward both the capital expenditure and funding into the 2025/26 financial year.

## Drinking Water – Capital Expenditure

### Group Water Supplies

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$9,553,266 Favourable</b>	<b>\$8,300,000 Favourable</b>

*Reason for forecast **permanent favourable** variance*

There were a number of delays in the delivery of the UV Upgrade Programme and wider capital programme. It is anticipated that the UV/filtration project will now be fully complete by December 2025.

An estimated favourable variance of \$8.3M is anticipated as at 30 June 25, from which approximately \$5.0M will be subject to a carry forward request for Council approval to complete the UV programme along with other outstanding projects.

### Montalto Water Supply

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$396,445 Favourable</b>	<b>\$340,000 Favourable</b>

*Reason for forecast **permanent favourable** variance*

The Montalto Water Supply budget is to support ongoing investigations and ultimately design of an upgrade solution for the supply.

Officers envisage that the limited expenditure associated with the pilot trial against this budget will result in a forecast favourable variance of approximately \$340k at 30 June 2025. The balance will be requested as carry forward expenditure to support the ongoing upgrade investigations.

## Wastewater – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Ashburton Wastewater	5,596,502	6,001,392	(404,890)	93%	No
Methven Wastewater	683,088	540,205	142,882	126%	Yes
Rakaia Wastewater	330,970	561,416	(230,445)	59%	No
	6,610,560	7,103,013	(492,453)	93%	
<b>Operating Expenditure</b>					
Ashburton Wastewater	5,532,612	5,502,186	30,426	101%	Yes
Methven Wastewater	429,627	538,517	(108,890)	80%	No
Rakaia Wastewater	419,075	564,074	(144,999)	74%	No
	6,381,313	6,604,776	(223,463)	97%	
<b>Capital Income</b>					
Ashburton Wastewater	0	5,618,171	(5,618,171)	0%	Yes
	0	5,618,171	(5,618,171)	0%	
<b>Capital Expenditure</b>					
Ashburton Wastewater	3,019,291	7,363,725	(4,344,434)	41%	Yes
Methven Wastewater	47,756	134,037	(86,281)	36%	
Rakaia Wastewater	1,467,067	0	1,467,067	0%	Yes
	4,534,113	7,497,762	(2,963,649)	60%	
<b>Loan Repayments</b>					
Ashburton Wastewater	1,504,900	1,087,337	417,563	138%	
Methven Wastewater	16,272	16,277	(5)	100%	
Rakaia Wastewater	5,569	13,711	(8,142)	41%	
	1,526,741	1,117,325	409,416	137%	

The above financials include the following:

Capital Services Contribution	345,397	462,856	(117,459)	75%
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The above financials do not include the following:

Vested Assets	1,436,499	2,630,000	(1,193,501)	55%
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The above financials do not include appropriations - to and from activities.

Loan Repayments are for the prior year due to timing of loans maturing at year end.

Budgeted Loan Repayments for the current year are actioned at year end.

## Wastewater – Operating Income

### Methven Wastewater

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$142,882 Favourable</b>	<b>\$188,000 Favourable</b>

*Reason for forecast **permanent favourable** variance*

The Methven Targeted Rates and Capital Services Contributions are above the year to date budget and will close with a favourable variance at year end. This is due to a higher quantity of properties becoming rateable than when the budget was set.

A favourable year end variance of \$188,000 is forecast in for Methven.

## Wastewater – Operating Expenditure

### Ashburton Wastewater

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$30,426 Unfavourable</b>	<b>\$150,000 Unfavourable</b>

*Reason for forecast **permanent unfavourable** variance*

Expenditure on the Maintenance Contracts is ~\$223,000 (29%) above the full year budget. This is driven partly by the volume of reactive works being significantly higher than that anticipated at time of budget preparation and the cost (and associated maintenance impact) of undertaking the annual CCTV condition assessment.

Some of this will be offset by savings in other areas and so now forecasting an unfavourable variance overall of ~\$150,000 at 30 June.

## Wastewater – Capital Income

### Ashburton Wastewater

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$5,618,171 Unfavourable</b>	<b>\$3,000,000 Unfavourable</b>

Reason for forecast **permanent unfavourable** variance

Loans are allocated at the end of the financial year as part of year end funding of capital expenditure. As noted below, capital expenditure is forecast to be below budget at year end, therefore loans are also forecast to be lower than budget.

## Wastewater – Capital Expenditure

### Ashburton Wastewater

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$4,344,434 Favourable</b>	<b>\$2,000,000 Favourable</b>

Reason for forecast **permanent favourable** variance

The majority of the Ashburton capital expenditure budget comprises \$4.0M allocated for the Grit Chamber Pipeline Renewal and \$3.0M for the Rakaia Sludge Beds project. Due to very favourable tender prices, the forecast total expenditure for both projects will fall in the range \$4.5-5.0M, resulting in a forecast favourable year end variance of approximately \$2.0M.

### Rakaia Wastewater

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$1,467,067 Unfavourable</b>	<b>\$1,467,067 Unfavourable</b>

Reason for forecast **permanent unfavourable** variance

The expenditure relates to the Rakaia Sludge Beds project. The budget for this project is allocated in the Ashburton wastewater capital expenditure so any expenditure in the Rakaia cost centre will be fully offset by the available budget in the Ashburton cost centre.

There is an additional project involving the upgrade of the WWTP control system (estimated at \$260,000) which is consequential to the sludge beds project. This work is will be awarded by June. A carry forward budget request will be presented to Council for approval to deliver the work in the 2025/26 financial year.

## Stormwater – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Ashburton Stormwater	1,233,806	1,314,555	(80,750)	94%	
Methven Stormwater	96,633	102,934	(6,301)	94%	
Rakaia Stormwater	24,832	26,451	(1,619)	94%	
Hinds Stormwater	6,833	6,926	(93)	99%	
Rural Stormwater	48,202	51,345	(3,143)	94%	
	1,410,306	1,502,211	(91,905)	94%	
<b>Operating Expenditure</b>					
Ashburton Stormwater	1,318,960	1,541,173	(222,213)	86%	Yes
Methven Stormwater	93,688	104,268	(10,580)	90%	
Rakaia Stormwater	22,855	40,219	(17,364)	57%	
Hinds Stormwater	6,240	6,929	(690)	90%	
Rural Stormwater	6,496	51,345	(44,849)	13%	
	1,448,238	1,743,934	(295,696)	83%	
<b>Capital Income</b>					
Ashburton Stormwater	0	135,698	(135,698)	0%	Yes
	0	135,698	(135,698)	0%	
<b>Capital Expenditure</b>					
Ashburton Stormwater	0	135,698	(135,698)	0%	Yes
	0	135,698	(135,698)	0%	
<b>Loan Repayments</b>					
Ashburton Stormwater	273,853	173,989	99,864	157%	
Methven Stormwater	7,537	7,539	(2)	100%	
	281,389	181,528	99,861	155%	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	554,922	865,000	(310,078)	64%	

*The above financials do not include appropriations - to and from activities.*

*Loan Repayments are for the prior year due to timing of loans maturing at year end.*

*Budgeted Loan Repayments for the current year are actioned at year end.*

## Stormwater – Operating Expenditure

### Ashburton Stormwater

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$222,213 Favourable</b>	<b>\$110,000 Favourable</b>

*Reason for forecast **permanent favourable** variance*

Expenditure for stormwater investigations in Ashburton is currently ~\$156,000 below the year-to-date budget, with an anticipated \$40,000 additional expenditure by year end. This budget is to cover consent implementation activities including an industrial sites assessment which is a key part of the Ashburton stormwater discharge consent. The variance is driven by the delay in commencing work on the assessment work. The industrial sites risk assessment framework is being progressed at present and was discussed at the May meeting of the Three Waters Committee. Other operating expenditure is forecast to be on budget at year end.

The remaining year end favourable variance for investigations will be presented to Council as a carry forward budget request to allow the work to continue, currently anticipated to be \$110,000.

## Stormwater – Capital Income

### Ashburton Stormwater

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$135,698 Unfavourable</b>	<b>\$135,698 Unfavourable</b>

*Reason for forecast **permanent unfavourable** variance*

Loans are allocated at the end of the financial year as part of year end funding of capital expenditure. As noted below, capital expenditure is forecast to be below budget at year end, therefore loans are also forecast to be lower than budget.



## Stormwater – Capital Expenditure

### Ashburton Stormwater

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$135,698 Favourable</b>	<b>\$135,698 Favourable</b>

*Reason for forecast **permanent favourable** variance*

This budget covered the detailed design for the West Street attenuation and treatment facility at the end of the existing West Street pipeline. The construction phase of this project was deferred from next year's budget to the 2026/27 year. Officers are endeavouring to commit the design work prior to the end of the year, however, it is unlikely that any expenditure will be incurred on design in the current year.

Any favourable variance at 30 June 2025 will be requested for carry forward expenditure to allow the work to be continued in the next financial year.

## Stockwater – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Stockwater	1,434,043	1,462,895	(28,851)	98%	
	1,434,043	1,462,895	(28,851)	98%	
<b>Operating Expenditure</b>					
Stockwater	1,101,226	1,429,295	(328,069)	77%	Yes
	1,101,226	1,429,295	(328,069)	77%	
<b>Capital Income</b>					
Stockwater	0	90,595	(90,595)	0%	
	0	90,595	(90,595)	0%	
<b>Capital Expenditure</b>					
Stockwater	0	90,595	(90,595)	0%	
	0	90,595	(90,595)	0%	
<b>Loan Repayments</b>					
Stockwater	17,668	23,360	(5,692)	76%	
	17,668	23,360	(5,692)	76%	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	0	0	0%	

*The above financials do not include appropriations - to and from activities.*

*Loan Repayments are for the prior year due to timing of loans maturing at year end.*

*Budgeted Loan Repayments for the current year are actioned at year end.*

## Stockwater – Operating Expenditure

### Stockwater

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$328,069 Favourable</b>	<b>\$225,000 Favourable</b>

*Reason for forecast **permanent favourable** variance*

Expenditure on maintenance contracts is currently ~\$226,000 (36%) below the year-to-date budget. This is driven primarily by the relatively stable period in the source rivers and limited interventions required to reinstate intakes.

Expenditure continues to be monitored but at this stage there is a forecast favourable variance in overall operating expenditure at year end of \$225,000.

## Waste Reduction & Recycling – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Refuse Collection	2,723,828	2,778,247	(54,418)	98%	No
Refuse Management	5,010,579	5,466,138	(455,559)	92%	
	7,734,408	8,244,385	(509,977)	94%	
<b>Operating Expenditure</b>					
Refuse Collection	2,755,954	2,773,785	(17,830)	99%	
Refuse Management	5,383,938	5,442,803	(58,865)	99%	
	8,139,892	8,216,587	(76,695)	99%	
<b>Capital Income</b>					
Refuse Management	0	366,183	(366,183)	0%	No
	0	366,183	(366,183)	0%	
<b>Capital Expenditure</b>					
Refuse Management	582,575	749,000	(166,425)	78%	Yes
	582,575	749,000	(166,425)	78%	
<b>Loan Repayments</b>					
Refuse Collection	4,461	4,462	(1)	100%	
Refuse Management	27,701	44,564	(16,863)	62%	
	32,162	49,026	(16,864)	66%	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	0	0	0%	

*The above financials do not include appropriations - to and from activities.  
Loan Repayments are for the prior year due to timing of loans maturing at year end.  
Budgeted Loan Repayments for the current year are actioned at year end.*

## Waste Reduction & Recycling – Capital Expenditure

### Capital Expenditure – Refuse Management

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$166,425 Favourable</b>	<b>\$166,425 Favourable</b>

*Reason for forecast **permanent favourable** variance*

The Ashburton Closed Landfill, South Western Slope Remediation contract has been just been awarded. The contract is spread over 5-years commencing FY2024/2025. The unspent committed fund for this financial is the favourable variance at 30 June 2025 and will be requested to be carried forward to allow the work to be continued in the next financial year.

## Recreation Facilities – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Ashburton Museum and Art Gallery	2,560,074	2,729,736	(169,662)	94%	No
Library	2,209,089	2,361,687	(152,598)	94%	No
Recreation Facilities and Services	5,930,211	6,536,913	(606,703)	91%	No
	10,699,373	11,628,337	(928,963)	92%	
<b>Operating Expenditure</b>					
Ashburton Museum and Art Gallery	2,408,229	2,770,309	(362,080)	87%	No
Library	2,601,488	2,292,693	308,795	113%	Yes
Recreation Facilities and Services	5,965,304	6,600,091	(634,788)	90%	No
	10,975,021	11,663,093	(688,072)	94%	
<b>Capital Income</b>					
Recreation Facilities and Services	0	457,020	(457,020)	0%	No
	0	457,020	(457,020)	0%	
<b>Capital Expenditure</b>					
Ashburton Museum and Art Gallery	578,442	672,000	(93,558)	86%	Yes
Library	133,376	171,300	(37,924)	78%	
Recreation Facilities and Services	613,949	1,235,500	(621,551)	50%	
	1,325,767	2,078,800	(753,033)	64%	
<b>Loan Repayments</b>					
Library	0	14,969	(14,969)	0%	
Recreation Facilities and Services	17,920	10,822	7,098	166%	
	17,920	25,791	(7,871)	69%	

The above financials include the following:

Development Contributions	0	0	0	0%
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The above financials do not include the following:

Vested Assets	0	0	0	0%
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The above financials do not include appropriations - to and from activities.

Loan Repayments are for the prior year due to timing of loans maturing at year end.

Budgeted Loan Repayments for the current year are actioned at year end.

## Recreation Facilities – Operating Expenditure

### Library

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$308,795 Unfavourable</b>	<b>\$400,000 Unfavourable</b>

*Reason for forecast **permanent unfavourable** variance*

There will be a permanent unfavourable variance due to depreciation and other operational costs for Te Whare Whakare being higher than budgeted. The Library activity is allocated 43% of these costs as overheads due to the footprint of the area.

## Recreation Facilities – Capital Expenditure

### Recreation Facilities and Services

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$621,551 Favourable</b>	<b>\$500,000 Favourable</b>

*Reason for forecast **permanent favourable** variance*

There will be a permanent favourable variance at year end due to the EANC Mini Golf project progressing later than budgeted. A carry forward request will be presented to Council for the unspent budget to allow the project to be completed in the 2025/26 financial year.

## Recreation & Community Services – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Public Conveniences	704,206	736,597	(32,391)	96%	Yes
Elderly Persons Housing	2,704,643	2,394,410	<b>310,233</b>	113%	
Memorial Halls	448,817	359,371	89,446	125%	
Reserves and Camping Grounds	1,081,911	1,027,321	54,589	105%	
Reserve Boards	859,075	794,030	65,046	108%	
Community Safety	71,342	76,599	(5,257)	93%	
	5,869,993	5,388,328	481,665	109%	
<b>Operating Expenditure</b>					
Public Conveniences	392,403	522,287	<b>(129,884)</b>	75%	No
Elderly Persons Housing	645,771	842,572	<b>(196,801)</b>	77%	
Memorial Halls	640,433	666,058	(25,625)	96%	
Reserves and Camping Grounds	932,102	1,026,121	(94,019)	91%	
Reserve Boards	703,560	774,795	(71,235)	91%	
Community Safety	82,768	76,599	6,169	108%	
	3,397,035	3,908,431	(511,395)	87%	
<b>Capital Income</b>					
Elderly Persons Housing	0	857,417	<b>(857,417)</b>	0%	No
Reserves and Camping Grounds	0	91,713	(91,713)	0%	
Reserve Boards	0	14,117	(14,117)	0%	
	0	963,247	(963,247)	0%	
<b>Capital Expenditure</b>					
Public Conveniences	374,232	470,000	(95,768)	80%	Yes
Elderly Persons Housing	3,790,930	2,821,959	<b>968,971</b>	134%	
Memorial Halls	6,295	0	6,295	0%	
Reserves and Camping Grounds	38,623	91,713	(53,090)	42%	Yes
Reserve Boards	175,203	72,117	<b>103,086</b>	243%	
	4,385,283	3,455,789	929,494	127%	
<b>Loan Repayments</b>					
Public Conveniences	251,866	24,796	<b>227,071</b>	1016%	
Elderly Persons Housing	9,926	48,432	(38,506)	20%	
Reserves and Camping Grounds	2,251	1,200	1,051	188%	
Reserve Boards	14,582	37,211	(22,629)	39%	
	278,626	111,639	166,987	250%	
<i>The above financials include the following:</i>					
Development Contributions	300	0	300	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	589,111	0	<b>589,111</b>	0%	

*The above financials do not include appropriations - to and from activities.*

*Loan Repayments are for the prior year due to timing of loans maturing at year end.*

*Budgeted Loan Repayments for the current year are actioned at year end.*



## Recreation & Community Services – Operating Income

### Elderly Persons Housing

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$310,233 Favourable</b>	<b>\$400,000 Favourable</b>

Reason for forecast **permanent favourable** variance

Grants received are \$470,000 above budget. A further \$163,000 has been claimed and will be received within this financial year.

## Recreation & Community Services – Operating Expenditure

### Elderly Persons Housing

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$196,801 Favourable</b>	<b>\$100,000 Favourable</b>

Reason for forecast **permanent favourable** variance

Expenditure is lower than budget as there were less refurbishments undertaken than anticipated, this will be subject to a carry forward request.

## Recreation & Community Services – Capital Expenditure

### Elderly Persons Housing

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$968,971 Unfavourable</b>	<b>\$1,000,000 Unfavourable</b>

Reason for forecast **permanent unfavourable** variance

There will be a permanent variance at year end due to the Friendship Lane redevelopment project being delivered in a single stage over 12 months rather than two stages over two years. Completion in one stage resulted in lower project cost, a faster timeline and less disruption to tenants. This was completed 24 weeks ahead of the agreed timeline for the funding agreement and the final costs represent a saving on the total project budget of \$180,000.

## Reserve Boards

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$103,086 Unfavourable</b>	<b>\$110,000 Unfavourable</b>

*Reason for forecast **permanent unfavourable** variance*

There will be a permanent unfavourable variance due to capital expenditure for the electricity and water upgrades for the Rakaia Domain. The expenditure has been funded by the reserve.

## Economic Development – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Commercial Property	5,748,726	7,656,558	(1,907,832)	75%	Yes
Business & Economic Development	974,396	1,020,304	(45,908)	96%	
District Promotion	340,463	364,241	(23,778)	93%	
Forestry	0	454,220	(454,220)	0%	Yes
	<u>7,063,585</u>	<u>9,495,323</u>	<u>(2,431,739)</u>	<u>74%</u>	
<b>Operating Expenditure</b>					
Commercial Property	6,572,110	8,029,186	(1,457,076)	82%	Yes
Business & Economic Development	925,932	1,149,304	(223,372)	81%	No
District Promotion	226,162	280,183	(54,021)	81%	
Forestry	261,575	415,406	(153,831)	63%	Yes
	<u>7,985,779</u>	<u>9,874,080</u>	<u>(1,888,301)</u>	<u>81%</u>	
<b>Capital Income</b>					
Commercial Property	3,899,631	11,214,807	(7,315,176)	35%	Yes
	<u>3,899,631</u>	<u>11,214,807</u>	<u>(7,315,176)</u>	<u>35%</u>	
<b>Capital Expenditure</b>					
Commercial Property	1,053,145	9,299,807	(8,246,662)	11%	Yes
	<u>1,053,145</u>	<u>9,299,807</u>	<u>(8,246,662)</u>	<u>11%</u>	
<b>Loan Repayments</b>					
Commercial Property	3,253,157	5,967,749	(2,714,592)	55%	No
	<u>3,253,157</u>	<u>5,967,749</u>	<u>(2,714,592)</u>	<u>55%</u>	
<i>The above financials include the following:</i>					
Development Contributions	0	0	0	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	0	0	0%	

*The above financials do not include appropriations - to and from activities.  
Loan Repayments are for the prior year due to timing of loans maturing at year end.  
Budgeted Loan Repayments for the current year are actioned at year end.*

## Economic Development – Operating Income

### Commercial Property

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$1,907,832 Unfavourable</b>	<b>\$1,500,000 Unfavourable</b>

Reason for forecast **permanent unfavourable** variance

It is anticipated that the 3 sections budgeted to sell in the NE Industrial Park will not be realised this financial year resulting in an unfavourable variance at year end.

### Forestry

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$454,220 Unfavourable</b>	<b>\$454,220 Unfavourable</b>

Reason for forecast **permanent unfavourable** variance

The harvest of one forestry block is no longer anticipated to occur in the 2024/25 financial year. The unfavourable income variance is partially offset by way of reduced harvesting costs as a result.

## Economic Development – Operating Expenditure

### Commercial Property

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$1,457,076 Favourable</b>	<b>\$550,000 Favourable</b>

Reason for forecast **permanent favourable** variance

There will likely be a favourable variance at year-end of \$550k due to interest being lower than budget by \$500k, \$300k savings in commissions and lower legal costs than expected. This will be offset by a \$350k loss on the disposal of assets.

## Forestry

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$153,831 Favourable</b>	<b>\$120,000 Favourable</b>

*Reason for forecast **permanent favourable** variance*

As noted above, the forestry harvesting planned is no longer proceeding, resulting in harvesting costs no longer being incurred. Thinning and pruning has also been delayed on some forestry blocks. This will remain a favourable variance at year end.

## Economic Development – Capital Income

### Commercial Property

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$7,315,176 Unfavourable</b>	<b>\$6,500,000 Unfavourable</b>

*Reason for forecast **permanent unfavourable** variance*

The freeholding of two Glasgow Lease properties will result in a \$1.349M favourable variance at year end. Offsetting this favourable result is the unfavourable variance relating to lower than budgeted loan funding of \$7,850,000, with capital projects either being put on hold or deferred as noted below.

## Economic Development – Capital Expenditure

### Commercial Property

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$8,246,662 Favourable</b>	<b>\$7,850,000 Favourable</b>

*Reason for forecast **permanent favourable** variance*

There is a \$5.5M favourable variance forecast at year end due to the next stage of the subdivision on hold at the ABE.

In addition, a favourable variance is forecast for the Ashburton Art Gallery and Museum plant upgrade (\$1.9M budget); the Methven Medical Centre (\$150k budget); and the Ashburton Domain Oval for improvements and booking system (\$300k budget). A request will be made to Council to carry forward these budgets into the 2025/26 financial year.

## ***Parks & Open Spaces – Income & Expenditure Report***

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Cemeteries	621,990	789,611	(167,621)	79%	No
Parks and Recreation	7,470,478	6,985,429	485,049	107%	Yes
	8,092,469	7,775,041	317,428	104%	
<b>Operating Expenditure</b>					
Cemeteries	661,306	665,057	(3,751)	99%	No
Parks and Recreation	5,538,841	5,808,089	(269,248)	95%	
	6,200,147	6,473,147	(273,000)	96%	
<b>Capital Income</b>					
Parks and Recreation	0	264,307	(264,307)	0%	No
	0	264,307	(264,307)	0%	
<b>Capital Expenditure</b>					
Cemeteries	32,336	117,500	(85,164)	28%	No
Parks and Recreation	458,311	788,200	(329,889)	58%	
	490,647	905,700	(415,053)	54%	
<b>Loan Repayments</b>					
Cemeteries	14,582	72,400	(57,818)	20%	
Parks and Recreation	199,185	125,107	74,078	159%	
	213,768	197,507	16,260	108%	
<i>The above financials include the following:</i>					
Development Contributions	300	0	300	0%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	0	0	0%	

*The above financials do not include appropriations - to and from activities.  
Loan Repayments are for the prior year due to timing of loans maturing at year end.  
Budgeted Loan Repayments for the current year are actioned at year end.*

## Parks & Open Spaces – Operating Income

### Parks and Recreation

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$485,049 Favourable</b>	<b>\$850,000 Favourable</b>

Reason for forecast **permanent favourable** variance

Reserve Contributions for the town centre are expected to be \$850,000 above budget as year-end.

## Community Governance & Decision Making – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Council	3,665,193	3,912,116	(246,923)	94%	No
Methven Community Board	117,752	119,737	(1,985)	98%	
Community Grants Funding	2,391,360	2,033,799	357,560	118%	Yes
District Water Management	188,429	186,514	1,915	101%	
	6,362,734	6,252,166	110,568	102%	
<b>Operating Expenditure</b>					
Council	3,632,985	3,944,383	(311,397)	92%	No
Methven Community Board	116,502	128,052	(11,551)	91%	
Community Grants Funding	1,233,491	1,815,012	(581,521)	68%	No
District Water Management	166,634	429,160	(262,526)	39%	Yes
	5,149,611	6,316,607	(1,166,995)	82%	
<b>Capital Income</b>					
Community Grants Funding	0	500,000	(500,000)	0%	Yes
	0	500,000	(500,000)	0%	
<b>Loan Repayments</b>					
Community Grants Funding	98,969	99,000	(31)	100%	
District Water Management	17,994	18,000	(6)	100%	
	116,963	117,000	(37)	100%	
<i>The above financials include the following:</i>					
Development Contributions	1,181,661	754,984	426,677	157%	
<i>The above financials do not include the following:</i>					
Vested Assets	0	0	0	0%	

*The above financials do not include appropriations - to and from activities.*

*Loan Repayments are for the prior year due to timing of loans maturing at year end.*

*Budgeted Loan Repayments for the current year are actioned at year end.*



## Community Governance & Decision Making – Operating Income

### Community Grants Funding

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$357,560 Favourable</b>	<b>\$720,000 Favourable</b>

Reason for forecast **permanent favourable** variance

Capital Service Fee income is expected to be \$720,000 above budget at year end.

## Community Governance & Decision Making – Operating Expenditure

### District Water Management

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$262,526 Favourable</b>	<b>\$200,000 Favourable</b>

Reason for forecast **permanent favourable** variance

The Investigations budget within this cost centre is being used to fund Council's exit from the stockwater activity. Based on the SETP programme, not all of the investigations budget will be utilised by 30 June 2025. A favourable variance of at least \$200,000 is anticipated at year end and a request to carry forward the budget to the 2025/26 financial year will be presented to Council. The carry forward was highlighted to Council when the budgets for the stockwater transition were considered.

## Community Governance & Decision Making – Capital Income

### Community Grants Funding

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$500,000 Unfavourable</b>	<b>\$500,000 Unfavourable</b>

Reason for forecast **permanent unfavourable** variance

The Ashburton A&P Society were offered a \$500,000 loan for their redevelopment through year 1 of the Long-Term Plan. This loan is not being uplifted.

## Compliance and Development – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Environmental Health	203,007	273,322	(70,315)	74%	
Building Regulation	2,487,206	2,843,686	(356,481)	87%	
Emergency Management	231,015	248,633	(17,618)	93%	
Liquor Licensing	206,372	221,308	(14,936)	93%	
Land Information Memorandum	266,958	217,752	49,206	123%	
Parking	394,041	320,384	73,658	123%	Yes
Animal Control**	530,270	591,852	(61,582)	90%	
Resource Consents	712,270	727,117	(14,847)	98%	
Monitoring and Enforcement	259,529	284,712	(25,183)	91%	
Planning	550,064	592,215	(42,151)	93%	
	5,840,732	6,320,982	(480,250)	92%	
<b>Operating Expenditure</b>					
Environmental Health	269,556	273,322	(3,767)	99%	
Building Regulation	2,467,603	2,843,687	(376,084)	87%	Yes
Emergency Management	100,935	98,985	1,951	102%	
Liquor Licensing	234,564	221,308	13,256	106%	
Land Information Memorandum	100,418	105,716	(5,298)	95%	
Parking	217,016	236,596	(19,580)	92%	
Animal Control	516,479	591,852	(75,372)	87%	
Resource Consents	866,106	727,118	138,988	119%	Yes
Monitoring and Enforcement	370,474	401,473	(30,999)	92%	
Planning	341,752	497,913	(156,160)	69%	No
	5,484,903	5,997,969	(513,066)	91%	
<b>Capital Expenditure</b>					
Emergency Management	47,985	39,535	8,450	121%	
	47,985	39,535	8,450	121%	
<b>Loan Repayments</b>					
Animal Control	4,399	4,400	(1)	100%	
Planning	144,257	144,302	(46)	100%	
	148,655	148,702	(47)	100%	

The above financials include the following:  
Development Contributions

0 0 0 0%

The above financials do not include the following:  
Vested Assets

0 0 0 0%

The above financials do not include appropriations - to and from activities.  
Loan Repayments are for the prior year due to timing of loans maturing at year end.  
Budgeted Loan Repayments for the current year are actioned at year end.

\*\*The majority of dog registration income is invoiced in July

## Compliance and Development – Operating Income

### Parking

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$73,658 Favourable</b>	<b>\$130,000 Favourable</b>

Reason for forecast **permanent favourable** variance

Parking Fee income is expected to be \$130,000 above budget as at year end, this is due to greater than expected numbers of tickets being issued.

## Compliance and Development – Operating Expenditure

### Building Regulation

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$376,984 Favourable</b>	<b>\$120,000 Favourable</b>

Reason for forecast **permanent favourable** variance

Contractors and consultancy fees have been less than budgeted for the year. This is due to the internal efficiencies we have picked up allowing staff to process more consents in house. The expected variance to budget at year end is \$120,000.

### Resource Consents

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$138,988 Unfavourable</b>	<b>\$200,000 Unfavourable</b>

Reason for forecast **permanent unfavourable** variance

Salary and wages and consultancy fees have exceeded budget for the year due to a requirement to use consults to cover vacant positions the additional expenditure in the Resource Consents cost centre is partly balanced by an underspend in the Planning cost centre. The expected unfavourable variance to budget at year end is \$200,000.

## Miscellaneous, Dividends & Internal Overheads – Income & Expenditure Report

For period ending 31 May 2025

	Actual YTD	Revised Budget Full Year	Variance	Percentage of Revised Budget	Permanent Variance
<b>Operating Income</b>					
Dividends and Interest	1,407,442	2,250,000	(842,558)	63%	No
Te Whare Whakatere	1,691,225	780,361	910,864	217%	Yes
Executive Team	1,829,544	1,924,459	(94,915)	95%	
People & Capability	937,796	1,085,558	(147,763)	86%	No
Information Systems	3,715,906	4,271,422	(555,516)	87%	No
Customer Services	791,198	797,062	(5,864)	99%	
Treasury	1,624,732	2,032,538	(407,806)	80%	No
Rates	859,192	851,788	7,403	101%	
Community Relations	993,658	1,067,913	(74,255)	93%	
Communications	953,168	1,081,044	(127,876)	88%	No
Property Administration	1,409,184	1,503,595	(94,411)	94%	
Service Delivery	4,877,267	4,376,789	500,477	111%	Yes
Parks Administration	3,703,371	4,181,814	(478,444)	89%	No
Plant Operations	1,091,927	988,746	103,181	110%	Yes
	25,885,609	27,193,090	(1,307,481)	95%	
<b>Operating Expenditure</b>					
Dividends and Interest	53,271	51,988	1,283	102%	
Te Whare Whakatere	1,691,225	597,249	1,093,976	283%	Yes
Executive Team	1,829,544	1,924,459	(94,915)	95%	
People & Capability	937,796	1,116,059	(178,263)	84%	No
Information Systems	3,715,906	4,456,422	(740,516)	83%	Yes
Customer Services	791,198	797,061	(5,863)	99%	
Treasury	1,624,732	2,210,587	(585,855)	73%	No
Rates	985,844	851,788	134,056	116%	Yes
Community Relations	993,658	1,079,613	(85,955)	92%	
Communications	953,168	1,081,044	(127,876)	88%	No
Property Administration	1,409,184	1,583,593	(174,409)	89%	No
Service Delivery	4,877,267	4,410,390	466,877	111%	Yes
Parks Administration	3,703,371	4,181,814	(478,443)	89%	No
Plant Operations	950,384	1,076,399	(126,015)	88%	No
	24,516,546	25,418,465	(901,919)	96%	
<b>Capital Income</b>					
Information Systems	0	97,000	(97,000)	0%	
Plant Operations	200,652	290,796	(90,144)	69%	
	200,652	387,796	(187,144)	52%	
<b>Capital Expenditure</b>					
Information Systems	279,213	340,500	(61,287)	82%	
Plant Operations	326,355	611,957	(285,602)	53%	Yes
	603,789	952,457	(348,668)	63%	
<b>Loan Repayments</b>					
Te Whare Whakatere	1,095	0	(1,095)	0%	
	1,095	0	(1,095)	0%	

The above financials include the following:

Development Contributions	0	0	0	0%
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The above financials do not include the following:

Vested Assets	0	0	0	0%
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The above financials do not include appropriations - to and from activities.

Loan Repayments are for the prior year due to timing of loans maturing at year end.

## Miscellaneous, Dividends & Internal Overheads – Operating Income

### Te Whare Whakatare

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$910,864 Favourable</b>	<b>\$ 1,262,000 Favourable</b>

Reason for forecast **permanent favourable** variance

The recovery for the year is higher than budgeted and will remain favourable through to year end due to the recovery of depreciation expense. The LTP recorded the budget for depreciation expense for Te Whare Whakatare as gradually increasing each year. The correct treatment for recording depreciation should have been to record the full amount of depreciation required to be expensed for the financial year (\$1,284,000).

Partially offsetting the favourable variance is an unfavourable variance for rental income (\$190,000) in regard to a tenancy for level one.

### Service Delivery

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$500,477 Favourable</b>	<b>\$220,000 Favourable</b>

Reason for forecast **permanent favourable** variance

The recovery for the year is higher than budgeted due to reasons mentioned under operating expenditure.

### Plant Operations

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$103,181 Favourable</b>	<b>\$ 140,000 Favourable</b>

Reason for forecast **permanent favourable** variance

There will be a permanent favourable variance due to unbudgeted capital gain on sale of vehicles for the year.

## Miscellaneous, Dividends & Internal Overheads – Operating Expenditure

### Te Whare Whakatare

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$1,093,976 Unfavourable</b>	<b>\$1,452,000 Unfavourable</b>

*Reason for forecast **permanent unfavourable** variance*

Depreciation expense is higher than budgeted. As noted above, the LTP recorded the budget for depreciation expense for Te Whare Whakatare as gradually increasing each year. The correct treatment for recording depreciation should have been to record the full amount of depreciation required to be expensed for the financial year (\$1,284,000). There were significant increases in insurance for the year which will exceed budget by \$100,000.

### Information Systems

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$740,516 Favourable</b>	<b>\$300,000 Favourable</b>

*Reason for forecast **permanent favourable** variance*

A favourable variance is forecast at end of year, principally because of vacant positions through the financial year, and approved carryover for fixed term positions through to 30 June 2026. Carryover over of previously approved budget to cover these positions will be transferred to the new financial year. Other contributing factors are lower than forecast consultancy costs, and outstanding licence charges.

### Rates

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$134,056 Unfavourable</b>	<b>\$225,000 Unfavourable</b>

*Reason for forecast **permanent unfavourable** variance*

There will be an unfavourable variance due to higher than budget rates remissions of \$75,000 a portion of this relates to elderly pensioner housing remissions which were new this year. This year is the first year we have used an external debt management company for the collection of outstanding rates. Expenditure for this will likely exceeded budget by \$50,000. Valuations Fees for the year are also expected to exceeded budget by \$100,000 due to significant price increases. These increased costs will be offset by increased penalty income of \$250,000 compared to budget.

## Service Delivery

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$466,877 Unfavourable</b>	<b>\$245,000 Unfavourable</b>

*Reason for forecast **permanent unfavourable** variance*

There will be an unfavourable variance at year end due to higher than budgeted Salary and Wages and higher overhead costs than budgeted.

## Miscellaneous, Dividends & Internal Overheads - Capital Expenditure

### Plant Operations

Actual YTD to Full Year Budget	Full Year Forecast
<b>\$285,602 Favourable</b>	<b>\$285,602 Favourable</b>

*Reason for forecast permanent favourable variance*

We are expecting a favourable variance at years end. There are currently 2 fleet vehicles and a truck on order. A storm has held up the shipment of the 2 fleet vehicles mentioned above meaning they are unable to be released until the shipment has been inspected. The truck is currently having a deck fitted, before being released.

There are further 3 vehicles still to be ordered for this year.

It is likely none of the vehicles above will be received prior to year end. These will be the subject of a carry over request.

## Statement of Financial Position

As at 31 May 2025

	YTD Actual	30-Jun-24
<b>Public Equity</b>		
Ratepayers Equity	546,501,558	540,986,000
Revaluation Reserves	377,771,000	377,771,000
Funds and Reserves	66,887,081	59,688,000
	<b>991,159,639</b>	<b>978,445,000</b>
<b>Non-Current Liabilities</b>		
External Loans	133,600,000	130,600,000
Other Term Liabilities	324,344	650,000
	<b>133,924,344</b>	<b>131,250,000</b>
<b>Current Liabilities</b>		
Trade Creditors	1,607,487	3,886,385
Deposits & Bonds	1,460,259	1,835,395
Other Current Liabilities	2,884,525	210,321
Accrued Liabilities	5,627,418	8,935,898
	<b>11,579,689</b>	<b>14,868,000</b>
<b>Total Equity &amp; Liabilities</b>	<b>1,136,663,672</b>	<b>1,124,563,000</b>
<b>Fixed Assets</b>	202,500,008	208,266,445
<b>Infrastructural Assets</b>	845,949,791	859,724,310
<b>Work in Progress</b>	46,001,454	12,502,519
<b>Advances</b>	379,118	395,158
<b>Shares</b>	11,175,549	10,425,549
<b>Current Assets</b>		
Cash & Bank	11,562,090	11,057,000
Cash Investments	9,000,000	4,000,000
GST	452,115	2,216,441
Receivables	4,288,534	4,906,616
Provision for Doubtful Debts	(64,688)	(64,688)
Stock	71,888	71,888
Accruals	4,774,273	6,529,416
Other Current Assets	573,540	4,532,346
	<b>30,657,752</b>	<b>33,249,019</b>
<b>Total Assets</b>	<b>1,136,663,672</b>	<b>1,124,563,000</b>



## Net Debt and Borrowings

As at 31 May 2025

### Net Debt

<b>133.60 M</b> External Loans	-	<b>20.56 M</b> Liquid Assets	=	<b>113.04 M</b> Net Debt
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### External Borrowing

Local Government Funding	Amount	Rate		Maturity
LGFA 2025	10,000,000	3.46%	Floating	22-Aug-25
LGFA 2024	5,000,000	3.94%	Floating	15-Apr-26
LGFA 2023	5,000,000	4.09%	Floating	15-Apr-26
LGFA 2023	5,000,000	3.87%	Floating	15-Apr-26
LGFA 2020	10,000,000	4.12%	Floating	15-Apr-26
LGFA 2025	5,000,000	4.08%	Floating	15-Apr-27
LGFA 2024	5,000,000	3.92%	Floating	15-Apr-27
LGFA 2024	3,000,000	5.19%	Fixed	15-Apr-27
LGFA 2023	5,000,000	4.23%	Floating	15-Apr-27
LGFA 2023	5,000,000	4.04%	Floating	15-Apr-27
LGFA 2020	5,000,000	0.97%	Fixed	15-Apr-27
LGFA 2020	5,000,000	1.23%	Fixed	15-Apr-27
LGFA 2025	7,000,000	4.12%	Floating	15-May-28
LGFA 2025	5,000,000	4.17%	Floating	15-May-28
LGFA 2024	7,000,000	4.12%	Floating	15-May-28
LGFA 2021	16,600,000	2.01%	Fixed	15-May-28
LGFA 2025	8,000,000	4.32%	Floating	20-Apr-29
LGFA 2024	7,000,000	4.20%	Floating	20-Apr-29
LGFA 2023	5,000,000	5.08%	Fixed	20-Apr-29
LGFA 2022	10,000,000	4.06%	Floating	20-Apr-29
<b>Total External Funding</b>		<b>133,600,000</b>		

## Borrowing by Activity

As at 31 May 2025

	External Borrowing	Internal Borrowing
Roading	6,725,934	
Footpaths	603,240	
Drinking Water	26,651,960	886,402
Wastewater	23,526,128	49,914
Stormwater	2,353,930	
Stockwater	297,952	
Refuse and Recycling	720,444	36,573
Recreation Facilities	164,448	
Public Conveniences	17,989	
Elderly Person Housing	192,309	47,551
Camping	14,170	
Reserve Boards	687,488	9,798
Commercial Property	62,061,595	1,325,142
Cemeteries	1,787,620	
Parks	4,962,141	876,177
Arts & Culture	1,948,035	
Water Resources	307,366	
Compliance & Development	535,649	
Civic Building	41,604	
<b>Total</b>	<b>133,600,000</b>	<b>3,231,557</b>

## Council Investments

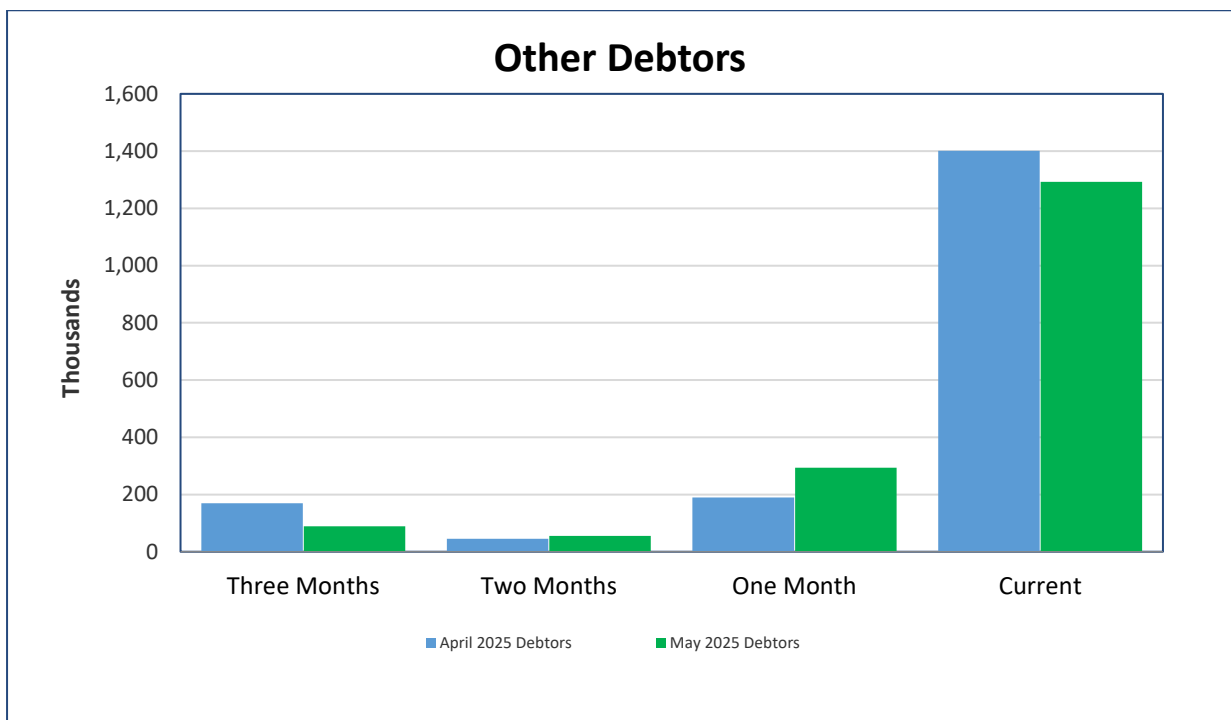
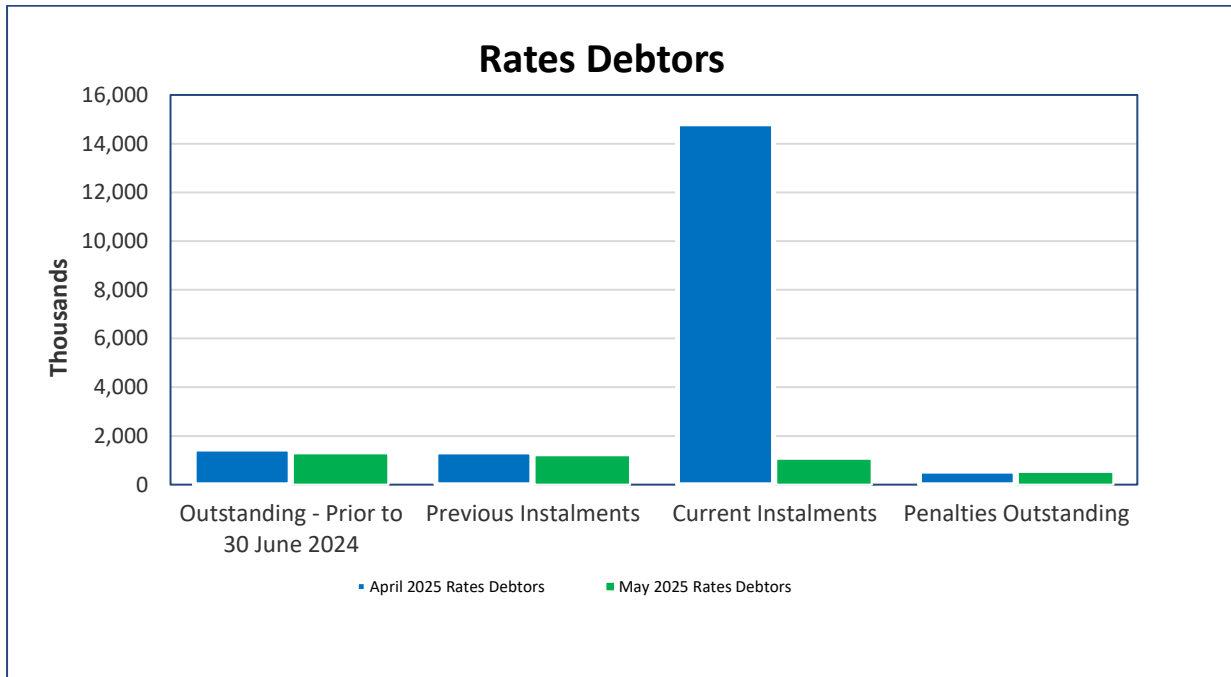
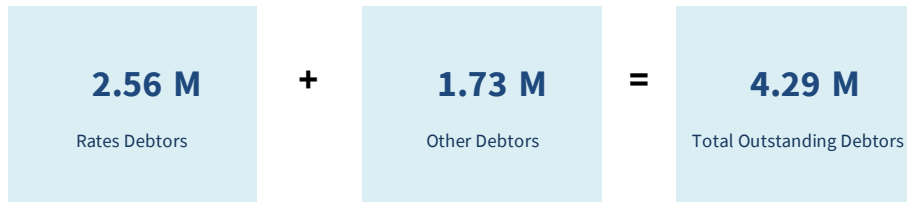
As at 31 May 2025

Listed below are the current significant investments held by Council.

<b>Term Deposit</b>	<b>Principal</b>	<b>Interest</b>	<b>Term</b>	<b>Maturity</b>
Westpac	5,000,000	3.06%	1 Month	23-Jun-25
	<b>5,000,000</b>			
	<b>Principal</b>	<b>Interest</b>		<b>Maturity</b>
<b>Bonds</b>				
ANZ	1,000,000	2.99%		17-Sep-26
Westpac	1,100,000	6.19%		16-Sep-27
Kiwibank	1,000,000	5.73%		19-Oct-27
Westpac	900,000	6.73%		14-Feb-28
	<b>4,000,000</b>			
<b>Advances</b>				
Eastfield Investments	379,118			
	<b>379,118</b>			
<b>Shares</b>				
Ashburton Contracting Ltd	4,500,000			
Civic Financial Services Ltd	52,159			
RDR Management	30,000			
Transwaste Canterbury Ltd	1,111,590			
Ruralco	500			
Electricity Ashburton Rebates	1,300			
LGFA Equity	3,715,000			
Eastfield Investments	1,765,000			
	<b>11,175,549</b>			

## Receivables Summary (Including Prior Month Comparative)

As at 31 May 2025



***Receivables Summary continued***

Outstanding Debtors over 90 days	
>\$100,000	0
\$50,000 - \$100,000	1
\$30,000 - \$50,000	1
\$10,000 - \$30,000	9

The above debtors are being actively managed or under a resolution process.

## 15. Mayor's Report

### 15.1 Former Cr Glass

I would like to acknowledge the passing of former Councillor Derek Glass on 5 July. Derek made a significant contribution to his community and local government in our district, serving four terms as a District Councillor from October 1995 to October 2007.

### 15.2. Local Government New Zealand - AGM

On 16/18 July, along with Deputy Mayor Liz McMillan and CE Hamish Riach, I attended the LGNZ's SuperLocal 2025 Conference which commenced with the 37th Annual General Meeting.

#### **Rates Capping AGM Paper**

LGNZ presented a paper on rates capping. This is appended to this report. **Appendix 1**

The final resolution passed was:

- *That the AGM approves the direction of travel set out in this paper.*
- *That the AGM notes members will agree the next phase at a Special General Meeting after the 2025 elections (in March 2026 or earlier if needed).*
- *That the AGM notes no public campaign opposing rates capping will be embarked upon beyond LGNZ's existing advocacy function prior to the proposed SGM early next year when we will have more detail of the Government's policy proposal.*

The remits from the AGM, in the order that they were prioritised, along with the % support they gained are:

- **Review of Local Government arrangements to achieve better balance**

**Proposed by:** Tauranga City Council

**Supported by:** LGNZ Metro Sector

**Remit:** *That LGNZ works with the Government and Councils to review current local government arrangements, including the functions and structure of local government, to achieve a better balance between the need to efficiently and effectively deliver services and infrastructure, while enabling democratic local decision-making and action by, and on behalf of communities.*

**Result:** 80% in support; 20% against

- **Alcohol Licensing Fees**

**Proposed by:** Far North District Council

**Supported by:** LGNZ Zone 1

**Remit:** *That LGNZ advocates for the government to update the Sale and Supply of Alcohol (Fees) Regulations 18 December 2013 to account for inflation and include a mechanism for automatic annual inflation adjustments*

**Result:** 94% in support; 2% against; 4% abstain

- **Aligning public and school bus services**

**Proposed by:** Nelson City Council

**Supported by:** LGNZ Regional Sector

**Remit:** *That LGNZ advocate for the reform of the Ministry of Education funded school bus services to provide an improved service for families and to better integrate the services with council provided public transport services, including the option of Public Transport Authorities (e.g. regional and unitary councils) managing such services (with appropriate government funding), noting that:*

- a. councils better know their local communities; and*
- b. the potential to reduce congestion from better bus services for schools; and*
- c. the efficiency gains realised from integrating these two publicly funded bus services*
- d. the outdated and inflexible rules of the current centralised school bus system*

**Result:** 85% in support; 9% against; 5% abstain

- **Improving Joint Management Agreements with iwi/hapū**

**Proposed by:** Northland Regional Council

**Supported by:** LGNZ Zone 1

**Remit:** *That LGNZ advocate to Government for: a) legislative change to make the Joint Management Agreement (JMA) mechanism more accessible for councils to use with iwi/hapū, b) for the provision of technical, legal and financial support to facilitate the use of JMAs for joint council and iwi/hapū environmental governance, and c) for a mechanism such as JMAs to be included in the Government's new resource management legislation*

**Result:** (79% in support; 11% against; 10% abstain)

### 15.3 Draft Canterbury Local Government Triennial Agreement 2026-2028

The Canterbury Mayoral Forum Secretariat have forwarded the draft Canterbury Local Government Triennial Agreement 2026-2028 for Council's feedback which will be considered at the CMF's final meeting of this triennium on 22 August. **Appendix 2**

The current Agreement was ratified by all Canterbury local authorities prior to 1 March 2023. The Agreement includes the terms of reference for the CMF and mandates it as the primary mechanism for implementing the Agreement in Canterbury.

The Agreement mandates the work of the CMF, the Chief Executives Forum and other regional forums and working groups. There is an opportunity for councils to review the Agreement, and associated terms of reference, and provide any feedback for the CMF's consideration as they finalise the draft for the new triennium.

The purpose of the Agreement is to ensure that appropriate levels of communication, coordination and collaboration are maintained between local authorities within the region.

Triennial agreements may also include commitments to establish joint governance arrangements to give better effect to this.

The Agreement must include:

- Protocols for communication and co-ordination between councils;
- The process by which councils will comply with section 16 of the Local Government Act, which applies to significant new activities proposed by regional councils; and
- Processes and protocol through which all councils can participate in identifying, delivering and funding facilities and services of significance to more than one district.

A triennial agreement may be varied by agreement between all the local authorities within a region and remains in force until local authorities ratify a new agreement.

While a non-statutory body, the CMF is the primary mechanism to give effect to a statutory requirement (the Triennial Agreement). The CMF Terms of Reference forms part of the Agreement and makes it explicit that decisions of the Mayoral Forum are not binding on member councils.

The Mayoral Forum is supported by the Chief Executive's Forum, which is also mandated by the Triennial Agreement. The Canterbury Policy Forum and other regional forums and working groups support the Chief Executive's Forum to provide advice to the CMF and implement its decisions.

The Agreement does not preclude local authorities from entering into other agreements among themselves, or outside their region, to facilitate their responsibilities.

### **Financial implications**

The current regional forums levy is \$63,000 per year, pro-rated across all eleven councils. Our current commitment, covered in our Long Term Plan, is \$6,146.34 (10%). Any increase in the levy will need to be brought back to Council for ratification.

After the CMF has finalised a draft Agreement in August, the draft will be provided to the incoming CMF for adoption at their first meeting in November 2025. Following that, the Agreement will be provided to Canterbury's 11 local authorities for ratification before 1 March 2026.

### **Recommendation**

**That** Council provides feedback on the Canterbury Local Government Triennial Agreement for 2025-2028 to be considered by the current Canterbury Mayoral Forum at its August 2025 meeting.

## **15.4 Local Government New Zealand – four-monthly report**

Local Government NZ have released their latest four-monthly report and updates for the member councils –

[Download the LGNZ four-monthly report for March-June 2025](#)



### **Nominations open: media support**

We have been working with media on a range of stories around nominations opening and raising awareness of the elections. We have produced a guide for media with key information and detailed statistics that can be used in stories – we’re sharing this with you as your media teams might also find it useful.

Download [LGNZ’s 2025 local election media guide](#)

### **Rates capping**

We’re aware of activity around our rates capping work, specifically the AGM paper, which we drafted with the full expectation it would become public. We know some councils put our AGM papers on their agendas in the process of making a decision (and therefore on their website) which means anyone can easily find them.

We want elected members to understand and engage in this issue as it directly relates to local government’s ability to make decisions on behalf of its communities, which is a critical principle of localism.

We are also aware that councils have been deluged by emails generated via a TPU platform. Some of these are LGOIMA requests on your council’s response to the AGM paper. As these are legitimate requests, you will need to process each you have received so far. TPU seems to have offered to some councils that they will send replies on your behalf to those who have made these LGOIMA requests using their online tool. Our understanding is that this is unlikely to satisfy the requirements of LGOIMA and you will need to process each individual request you have received.

## **15.5 Meetings**

### **• Mayoral calendar**

#### **June 2025**

- 19 June: Cycle Trail workshop
- 19 June: Air BnB workshop
- 23 June: Graeme Bentley and Les Emerson, Ashburton Taxis with Deputy Mayor Liz McMillan and CE Hamish Riach
- 24 June: Alister Lilley, ACL
- 24 June: Robert Newlands, EA Networks Shareholders Committee
- 24 June: Stockwater Transition working group
- 25 June: Three Waters Committee
- 25 June: Audit & Risk Committee
- 25 June: RMA (Freshwater) workshop
- 26 June: Climate Change and Sustainability Strategy hearings and deliberations
- 26 June: Extraordinary (PE) Council meeting
- 26 June: Mayoral Panel Discussion ‘Fast Forward Canterbury’
- 27 June: The Breeze radio interview

#### **July 2025**

- 16 July: LGNZ AGM with Deputy Mayor Liz McMillan and CE Hamish Riach
- 16 July: SuperLocal 2025 Conference (day 1) with Deputy Mayor Liz McMillan and CE Hamish Riach

- 16 July: 25 years of MTFJ celebrations with Deputy Mayor Liz McMillan
- 17 July: MTFJ AGM with Deputy Mayor Liz McMillan
- 17 July: SuperLocal 2025 Conference (day 2) with Deputy Mayor Liz McMillan and CE Hamish Riach
- 17 July: LGNZ Awards function with CE Hamish Riach
- 22 July: Alister Lilley, ACL
- 22 July: HHWET Annual update and consent appeal public meeting
- 25 July: Hon. Simeon Brown with CE Hamish Riach
- 28 July: Advance Ashburton District Council
- 29 July: Hokonui Radio interview
- 30 July: Three Waters Committee
- 30 July: Audit & Risk Committee
- 30 July: Activity Briefings
- 31 July: Gambling Venue Policy workshop

### August 2025

- 4 August: James Meager, MP for Rangitata with Deputy Mayor Liz McMillan and CE Hamish Riach
- 4 August: Biodiversity Advisory Group
- 5 August: RDR meeting
- 5 August: Business of the Year Award launch
- 6 August: Council meeting

### Recommendation

<p><b>That</b> Council receives the Mayor's report.</p>
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Neil Brown  
**Mayor**

# Rates capping AGM paper

## Purpose of this paper

- To update members on the Government's approach to rates capping and seek agreement on LGNZ's direction of travel.

## Recommendations

- That the AGM **approves** the direction of travel set out in this paper.
- That the AGM **notes** members will agree the next phase at a Special General Meeting after the 2025 elections (in March 2026 or earlier if needed).

## Background

### What is rates capping and what is being proposed?

Rates capping sets a limit on how much councils can increase rates. Often the cap is indexed to economic measures such as consumer inflation, local government inflation or population.

All rates capping policies effectively transfer local fiscal decisions from local communities to central government politicians or bureaucracies.

In August 2024, the then Local Government Minister set out a Local Government Forward Work Programme. This programme included a proposal to investigate a rates cap on "non-core" expenditure by councils. This policy was to be modelled on similar policies in Australian states New South Wales and Victoria.

The Government plans to distinguish between core and non-core spending, applying the cap only to non-core expenditure. Core services may be identified in the soon-to-be-reinstated Section 11A of the Local Government Act 2002 and new purpose of local government. It's still unclear how the Government will enable the cap to apply only to non-core expenditure as this is not a feature of other rate caps overseas. The distinction is likely to be unworkable at a practical level and generate significant bureaucracy. It is unclear for instance how support activities which are used across all councils services, such as call centres and human resource functions would be defined in such a cap.

### What rates capping looks like in other countries

Rates capping looks slightly different in each jurisdiction. In NSW, rates capping extends to charges like development contributions. An independent authority decides the rates cap level and considers exemptions to it. However, in Victoria, the essential services commission provides advice to the state's Minister of Local Government who then decides the level of the rate cap.

LGNZ has engaged with local government experts from New South Wales and Victoria to understand how rates capping has affected their councils. They told us rates capping has led to negative outcomes for councils and communities, including:

- Degraded infrastructure and service delivery;
- Financial instability among councils;
- Severe infrastructure backlogs;
- Bureaucratic and expensive processes to approval rates above the cap;
- Reduced local economic growth; and
- Diminished local voice in council investment and revenue decisions.

NSW and Victoria's experience also suggests that once rates caps are in place, removing them is very challenging politically. NSW and Victorian councils also say that impacts worsen over time. Initially councils in those states were able to sell assets, and reduce services and staffing, to offset impacts of the rates cap. After several years, this is no longer an option.

### **LGNZ's advocacy so far**

LGNZ's top advocacy priority (as set by members) is better local government funding and financing. Rates capping directly constrains local government funding and financing. Rates capping also runs counter to localism. Locally elected representatives – who are directly accountable to communities – are better placed than Wellington to make local taxation and investment decisions. Rates capping is not primarily about rates increases: it's about who decides what rates increases should be.

So far, LGNZ has communicated our views on rates capping in conversations and meetings with politicians and officials, via submissions, and through media. Some elected members around the country have publicly spoken out against the policy of their own accord.

### **Our advocacy needs to step up a gear**

If we don't strengthen our advocacy, the Government is likely to implement rates capping. The Government is likely to introduce legislation next year. However, it is still politically possible to prevent rates capping. LGNZ successfully opposed a similar proposal in 2009. More recently, South Australia has held off a rates cap through lobbying and a strong public campaign.

### **Others will campaign for rates capping**

Pressure group the Taxpayers Union has launched a campaign in support of rates capping that features anti-council rhetoric ("ballooning staff numbers and vanity project spending see councils delivering fewer core services"). This campaign is targeting particular councils and Mayors ahead of the local government elections.

Without balance, supportive voices will capture the public narrative around rates capping.

### **How we could stop rates capping**

### **We would develop a comprehensive advocacy plan**

This plan would draw on the strategies from LGNZ's 2009 advocacy and South Australia's successful campaign. We anticipate that public intensity would need to build as key policy milestones are passed (for example, when the Bill is introduced).

### **Being louder publicly would be essential**

To argue that councils are better placed than central government to make rates decisions, we must boost public trust and confidence in local government. This would be one prong of our campaign, including highlighting popular council services and infrastructure that would be threatened by rates capping. A campaign centred on what the public would lose to a rate cap – and who has the right to decide – is more likely to succeed than one focussed on technicalities.

LGNZ sets the tone for rate capping advocacy. We know other groups and organisations oppose this policy but given this sits squarely in our space, no one will stick their neck out more than we do. Visible advocacy from LGNZ would be required to activate a “coalition of the willing”.

### **The consequences of being louder**

We also need to consider what political consequences might result from strongly and vocally opposing rates capping. Misinformation about LGNZ's political neutrality already exists. While we do (and will continue to) work closely with the Government on many other policies and portfolios, opposing specific proposals gains more attention.

However, other membership bodies talk loudly and publicly to the Government when certain lines are crossed. For example, Federated Farmers' “SOS: Save Our Sheep” campaign is aggressively calling on the Government to stop carbon forestry and preserve the sheep industry. Playing out across billboards, social media and media. It's important to note that opposing a policy does not prevent us from working constructively with the Government on other policy areas.

### **We need a mandate from members**

The paper and the AGM 2025 vote are about confirming our direction of travel rather than agreeing explicit actions.

If the AGM agrees to the direction of travel, we will continue our current approach while developing a plan for the next phase.

That next phase would go to a Special General Meeting for approval. This SGM would be held after the 2025 elections so that we have an explicit mandate from the next triennium's members. It would potentially be held in March 2026 (or earlier if necessary).

LGNZ is clear that a mandate is needed from members to proceed with a strong public campaign.

# **Canterbury Local Authorities' Triennial Agreement 2025-2028**

## **Background**

1. Section 15 of the Local Government Act 2002 (the Act) requires local authorities within a regional council area to enter into a Triennial Agreement (the Agreement) by 1 March following triennial local body elections.
2. The purpose of the Agreement is to ensure appropriate levels of communication, co-ordination and collaboration between local authorities within the region. The agreement must include:
  - protocols for communication and co-ordination between the councils
  - the process by which councils will comply with section 16 of the Act, which applies to significant new activities proposed by regional councils
  - processes and protocols through which all councils can participate in identifying, delivering and funding facilities and services of significance to more than one district.
3. Agreements may also include commitments to establish joint governance arrangements to give better effect to the matters set out in paragraph 2 above.

## **Parties to the Agreement**

4. The Parties to the Agreement are the Kaikōura, Hurunui, Waimakariri, Selwyn, Ashburton, Timaru, Mackenzie, Waimate and Waitaki District Councils, the Christchurch City Council, and the Canterbury Regional Council (Environment Canterbury).

## **Standing together for Canterbury**

5. The Parties agree to work collaboratively and in good faith for the good governance and sustainable development of their districts, cities and region.

## **Communication**

6. The Parties value and will maintain open communication, collaboration and trust. In the interest of “no surprises”, the Parties will give early notice of potential disagreements between, or actions likely to impact significantly on, other Parties.

## **Significant new activities**

7. When a Party is considering a major policy initiative or proposal that may have implications for other Parties, they will give early notification to the affected Parties and share the information with the Canterbury Mayoral Forum and the Canterbury Chief Executives Forum.
8. The Canterbury Regional Council will provide early advice to the Canterbury Chief Executives Forum and the Canterbury Mayoral Forum of any significant new activity, in addition to other requirements specified in s.16 of the Act.

## Local government structure in Canterbury

9. Notwithstanding the spirit of co-operation and collaboration embodied in the Agreement, the Parties, individually or collectively, reserve the right to promote, consult and/or research change to the structure of local government within the Canterbury region.
10. This right is consistent with the intent to improve the effectiveness and efficiency of local government (Local Government Act 2002 s.24AA), having particular regard to communities of interest and community representation.

## Regional Policy Statement review

11. The Agreement applies to any change, variation or review of the Canterbury Regional Policy Statement.

## Collaboration

12. The Parties commit to working collaboratively to:
  - enable democratic local decision-making and action by, and on behalf of, communities
  - promote the social, economic, environmental, and cultural well-being of communities in the present and for the future (Local Government Act 2002, s.10).
13. Collaboration may be undertaken on a whole-of-region, or sub-regional, basis.
14. The primary mechanism to implement this Agreement is the Canterbury Mayoral Forum. The Forum will meet quarterly and operate in accordance with its agreed terms of reference, which are attached as **Appendix 1**.
15. The Canterbury Mayoral Forum will:
  - continue to provide governance of the Canterbury Water Management Strategy
  - develop and lead implementation of a sustainable development strategy for Canterbury region for the local government triennium 2026-2028
  - advocate for the interests of the region, its councils and communities.
16. The Canterbury Mayoral Forum will be supported by the Canterbury Chief Executives Forum and other regional forums and working groups as agreed from time to time.
17. The Chief Executives Forum will:
  - report quarterly to the Canterbury Mayoral Forum on delivery of its work programme to implement and manage collaborative projects and agreed actions of the Canterbury Mayoral Forum
  - identify and escalate to the Canterbury Mayoral Forum strategic issues and opportunities for collaboration from the Policy, Corporate and Operational Forums and other regional and sub-regional working groups.
18. As requested by the Canterbury Mayoral Forum, Environment Canterbury will host a permanent regional forums secretariat and resource this from the regional general rate.

## Other agreements

19. This Agreement does not prevent the Parties from entering into other agreements among themselves or outside the Canterbury region. Any other such agreement should not, however, be contrary to the purpose and spirit of this Agreement.

## Agreement to review

20. A triennial agreement may be varied by agreement between all the local authorities within the region and remains in force until local authorities ratify a new agreement.
21. Any one or more of the Parties can request an amendment to this Agreement by writing to the Chair of the Canterbury Mayoral Forum at least two weeks before a regular quarterly meeting of the Forum.
22. The Canterbury Mayoral Forum will review the Agreement no later than the final meeting before triennial local body elections and recommend any changes to the incoming councils.

## Authority

23. This Canterbury Local Authorities' Triennial Agreement 2026-2028 is signed by the following on behalf of their respective authorities:

COUNCIL	SIGNATURE	DATE
Ashburton District Council Mayor		
Canterbury Regional Council Chair		
Christchurch City Council Mayor		
Hurunui District Council Mayor		
Kaikōura District Council Mayor		



**Mackenzie District Council**  
**Mayor**

**Selwyn District Council**  
**Mayor**

**Timaru District Council**  
**Mayor**

**Waimakariri District Council**  
**Mayor**

**Waimate District Council**  
**Mayor**

**Waitaki District Council**  
**Mayor**

## **Appendix 1: Canterbury Mayoral Forum terms of reference**

### **1. Name**

The name of the group shall be the Canterbury Mayoral Forum.

### **2. Objectives**

- (a) To provide a forum to enable Canterbury councils to work more collaboratively with each other and with central government and other key sector leaders in Canterbury to identify opportunities and solve problems together.
- (b) To identify and prioritise issues of mutual concern and foster co-operation, co-ordination and collaboration to address these issues (including where appropriate joint work plans).
- (c) To formulate policies and strategies on matters where all member councils may act collaboratively in determining plans for the co-ordination of regional growth.
- (d) To ensure increased effectiveness of local government in meeting the needs of Canterbury communities.
- (e) To act as an advocate to central government or their agencies or other bodies on issues of concern to members.
- (f) To develop and implement programmes, which are responsive to the needs and expectations of the community.

### **3. Principles**

In pursuit of these objectives the Canterbury Mayoral Forum will observe the following principles.

- (a) Establish and maintain close liaison with other local government networks to ensure as far as possible the pursuit of common objectives and the minimisation of duplication.
- (b) Establish and maintain close liaison with Ministers of the Crown and local Members of Parliament.
- (c) Establish and maintain close liaison with a wide number of diverse stakeholders and key sector organisations within the region.
- (d) Exercise its functions with due regard to the tangata whenua and cultural diversity of the Canterbury community.
- (e) Keep the local community informed about its activities by proactively releasing information about key projects in a timely manner, as agreed by the member councils.
- (f) Encourage member councils to promote and apply cross-boundary structures and systems.
- (g) Establish a provision for reporting back to its respective Councils.

#### **4. Powers**

- (a) The Canterbury Mayoral Forum shall have the power to:
  - (i) levy for any or all of its objects in such amount or amounts as may be mutually determined and acceptable to individual local authorities
  - (ii) determine and make payments from its funds for any or all of the purposes of its objects
  - (iii) receive any grant or subsidy and apply monies for the purposes of such grant or subsidy
  - (iv) fund appropriate aspects of the Forum's activities regionally.
- (b) The Canterbury Mayoral Forum does not have the power to legally bind any council to any act or decision unless that act or decision has been agreed to by decision of that council.

#### **5. Membership**

- (a) Membership of the Canterbury Mayoral Forum shall be open to the following councils:
  - Ashburton District Council
  - Canterbury Regional Council (Environment Canterbury)
  - Christchurch City Council
  - Hurunui District Council
  - Kaikōura District Council
  - Mackenzie District Council
  - Selwyn District Council
  - Timaru District Council
  - Waimakariri District Council
  - Waimate District Council
  - Waitaki District Council.
- (b) Each member council shall be represented by its Mayor (or Chair in the case of Environment Canterbury) and supported by its Chief Executive. On occasions where the Mayor or Chair cannot attend, a council may be represented by its Deputy Mayor or Deputy Chair.
- (c) The Canterbury Mayoral Forum shall have the power to invite people to attend and participate in its meetings on a permanent and/or issues basis. The Forum has issued a standing invitation to the Kaiwhakahaere or other representative/s of Te Rūnanga o Ngāi Tahu to attend and participate in meetings of the Forum. The Canterbury Mayoral Forum has extended an invitation to the chairs of the Papatipu Rūnanga to meet biannually with the Mayoral Forum.

#### **6. Chairperson**

- (a) The Canterbury Mayoral Forum shall select a Chair at the first meeting immediately following the Triennial Elections. This appointment may be reviewed after a period of 18 months.
- (b) The Chair selected will preside at all meetings of the Canterbury Mayoral Forum.
- (c) The Canterbury Mayoral Forum shall select a Deputy Chair at the first meeting immediately following the Triennial Elections.
- (d) The Canterbury Mayoral Forum may appoint spokespersons from its membership for issues being considered, in which case each member council agrees to refer all

requests for information and documents to the duly appointed spokespersons.

## **7. Meetings**

- (a) Meetings will be held as required with an annual schedule, covering a calendar year, to be determined by the members. Meetings will be held quarterly at venues to be determined.
- (b) Special meetings may be called at the request of four members.
- (c) The secretariat will prepare an agenda for Mayoral Forum meetings in consultation with the Chair and the Chief Executives Forum.
- (d) Agendas for meetings will be issued and minutes will be taken and circulated.
- (e) A summary of each meeting will be drafted and shared on the Canterbury Mayoral Forum website for members to distribute within their councils as a high-level record of the meeting.
- (f) Approved minutes and approved final reports and papers will be made available via the Canterbury Mayoral Forum website as agreed by the Canterbury Mayoral Forum.

## **8. Decision making**

- (a) The practice of the Forum will be to determine issues before it by consensus.
- (b) If the consensus is to determine issues by voting, the determination shall be determined by a majority of votes of the authorities represented at the meeting through the Mayor or Chair or their nominated representative.

## **9. Secretariat**

The Canterbury Mayoral Forum will appoint Environment Canterbury to carry out the secretariat function on such terms and conditions as it shall decide for the discharge of duties. This includes taking minutes, keeping any books and accounts and attending to any other business of the forum.