

Agenda

**Notice is hereby given of
an Ordinary Council Meeting**

Tuesday 20 May 2025

9:30am

**Council Chamber
Waimate District Council
125 Queen Street
Waimate**

www.waimatedc.govt.nz

Notice is hereby given that a meeting of the Council will be held in the Council Chamber, Waimate District Council, 125 Queen Street, Waimate, on Tuesday 20 May 2025, commencing at 9:30am.

Elected Members

Craig Rowley	Chairperson
Sharyn Cain	Deputy Mayor
John Begg	Councillor
Peter Collins	Councillor
Sandy McAlwee	Councillor
Tom O'Connor	Councillor
Colin Pankhurst	Councillor
Lisa Small	Councillor
Rick Stevens	Councillor

Quorum – no less than five members

Significance Consideration

Evaluation: Council officers, in preparing these reports have had regard to Council's Significance and Engagement Policy. Council and Committee members will make the final assessment on whether the subject under consideration is to be regarded as being significant or not. Unless Council or Committee explicitly determines that the subject under consideration is to be deemed significant then the subject will be deemed as not being significant.

Decision Making

The Council, in considering each matter, must be:

- i. Satisfied that it has sufficient information about the practicable options and their benefits, costs and impacts, bearing in mind the significance of the decision;
- ii. Satisfied that it knows enough about and will give adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decisions to be made.

Stuart Duncan
Chief Executive

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OPENING**1 MEETING OPENING**

MAYOR CRAIG ROWLEY WILL OPEN THE MEETING.

2 PUBLIC FORUM**3 APOLOGIES**

The Chair will call for any apologies.

4 VISITORS**5 CONFLICTS OF INTEREST**

As per the Local Authorities (Members' Interests) Act 1968 (as below), the Chair will enquire if there are any Conflicts of Interest to be declared on any item on the agenda, and if so, for any member to declare this interest.

Local Authorities (Members' Interests) Act 1968

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

6 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

1. The Chair will call for any major (urgent business) or minor items not on the agenda to be raised according to Standing Orders, as below:

a. Standing Orders 3.7.5 – Major Items

An item not on the agenda for a meeting may be dealt with at the meeting if the local authority by resolution so decides, and the presiding member explains at the meeting at a time when it is open to the public –

- i. The reason why the item was not listed on the agenda; and
- ii. The reason why discussion of the item cannot be delayed until a subsequent meeting.

b. Standing Orders 3.7.6 – Minor Items

An item not on the agenda for a meeting may be dealt with at the meeting if –

- i. That item is a minor matter relating to the general business of the local authority; and
- ii. The presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- iii. No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

MINUTES**7 CONFIRMATION OF MINUTES****7.1 MINUTES OF THE COUNCIL MEETING HELD ON 15 APRIL 2025**

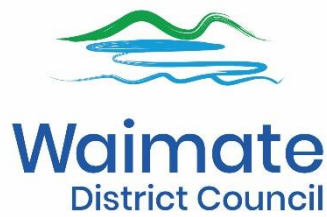
Author: Karalyn Reid, Committee Secretary and PA to the Mayor
Authoriser: Tina Stevenson, Corporate Services Group Manager
Attachments: 1. Minutes of the Council Meeting held on 15 April 2025

PURPOSE

For the unconfirmed Minutes of the Council Meeting held on 15 April 2025 to be presented for confirmation.

RECOMMENDATION

That the Minutes of the Council Meeting held on 15 April 2025 be adopted as a true and correct record.



MINUTES

Ordinary Council Meeting

15 April 2025

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE FUNCTION ROOM, WAIMATE EVENT CENTRE, 15 PAUL STREET, WAIMATE
ON TUESDAY 15 APRIL 2025, COMMENCING AT 9:30 AM**

PRESENT: Mayor Craig Rowley (Chair), Deputy Mayor Sharyn Cain, Cr John Begg, Cr Peter Collins, Cr Sandy McAlwee, Cr Tom O'Connor, Cr Colin Pankhurst, Cr Lisa Small, Cr Rick Stevens

IN ATTENDANCE: Rachel Holley-Dellow (Human Resources Manager), Carolyn Johns (Community and Strategy Group Manager), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Dylan Murray (Regulatory and Compliance Group Manager), Tina Stevenson (Corporate Services Group Manager), Karalyn Reid (Committee Secretary)

OPENING

1 MEETING OPENING

Cr Sandy McAlwee opened the Council Meeting with three statements from well-known American economist, Thomas Sowell.

2 PUBLIC FORUM

There were no speakers at the Public Forum.

3 APOLOGIES

There were no apologies. The Chief Executive was absent from the meeting due to illness.

4 VISITORS

Item 16.5 Downlands Water Scheme Committee Joint Council Appointment: It was noted that Mr Jamie Eggleton was invited to join Council for morning tea, however may not be able to attend due to other commitments.

5 CONFLICTS OF INTEREST

The Chair called for Conflicts of Interests.

Item 16.6 Heritage Grant Application – Waimate Historical Society: Cr Rick Stevens declared a possible conflict of interest, as Council's representative on Waimate Historical Society, and that he would not be participating in the discussion or voting for this item.

6 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

There were no major/minor items identified.

MINUTES

7 CONFIRMATION OF MINUTES

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 18 MARCH 2025

RESOLUTION 2025/46

Moved: Cr Rick Stevens

Seconded: Cr John Begg

That the Minutes of the Council Meeting held on 18 March 2025 be adopted as a true and correct record.

CARRIED

7.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 1 APRIL 2025

RESOLUTION 2025/47

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Lisa Small

That the Minutes of the Extraordinary Council Meeting held on 1 April 2025 be adopted as a true and correct record.

CARRIED

8 RECEIPT OF MINUTES

8.1 MINUTES OF THE WAIMATE COMMUNITY ANZAC GROUP MEETING HELD ON 20 MARCH 2025

RESOLUTION 2025/48

Moved: Mayor Craig Rowley

Seconded: Cr Lisa Small

That the unconfirmed Minutes of the Waimate Community ANZAC Group Meeting held on 20 March 2025 be received.

CARRIED

8.2 MINUTES OF THE DOWNLANDS JOINT STANDING COMMITTEE MEETING HELD ON 17 MARCH 2025

RESOLUTION 2025/49

Moved: Cr Sandy McAlwee

Seconded: Mayor Craig Rowley

That the unconfirmed Minutes of the Downlands Joint Standing Committee Meeting held on 17 March 2025 be received.

CARRIED

REPORTS

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT

RESOLUTION 2025/50

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

That the Mayor's Report is accepted.

CARRIED

10 DEPUTY MAYOR'S REPORT

10.1 DEPUTY MAYOR'S REPORT

RESOLUTION 2025/51

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

That the Deputy Mayor's Report is accepted.

CARRIED

11 COUNCILLORS' REPORT

11.1 COUNCILLORS' REPORT

RESOLUTION 2025/52

Moved: Cr Lisa Small

Seconded: Cr Rick Stevens

That the Councillors' Report is accepted.

CARRIED

12 CHIEF EXECUTIVE'S REPORT

12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT

RESOLUTION 2025/53

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

That the Chief Executive's Activity Report is accepted.

CARRIED

13 COUNCIL ACTIONS REPORT**13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC****RESOLUTION 2025/54**

Moved: Cr Peter Collins

Seconded: Cr Sandy McAlwee

That the Outstanding Council Actions Report – Public is accepted.

CARRIED**14 HUMAN RESOURCES REPORT**

Nil

15 AUDIT AND RISK COMMITTEE REPORT

Nil

16 GENERAL REPORTS**16.1 FINANCE REPORT FOR THE 8 MONTHS ENDED 28 FEBRUARY 2025****RESOLUTION 2025/55**

Moved: Cr Lisa Small

Seconded: Cr Rick Stevens

That the Finance Report for the 8 months ended 28 February 2025 is accepted.

CARRIED**Note:**

Council were asked by the Corporate Services Group Manager if this report could be presented quarterly, to avoid the repetitive nature of some items. Council agreed to consider the request and respond accordingly.

16.2 LOCAL AUTHORITY PROTECTION PROGRAMME ANNUAL REPORT 31 OCTOBER 2024**RESOLUTION 2025/56**

Moved: Cr Colin Pankhurst

Seconded: Deputy Mayor Sharyn Cain

That the Local Authority Protection Programme (LAPP) Annual Report – 31 October 2024 is received and noted.

CARRIED

16.3 REQUEST FOR COUNCIL REPRESENTATION - WAIMATE2GETHER

Council considered Waimate2gether's request for a Council Representative.

Cr Peter Collins was promoted by the Chair and declared a Conflict of Interest as Chair of Waimate2gether and did not participate in the discussion.

RESOLUTION 2025/57

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

1. That the Request for Council Representation – Waimate2gether report is accepted, and
2. That Council appoints Cr Rick Stevens as Council's representative on Waimate2gether until the new Council reviews Council representatives at the upcoming Local Body Elections in October, and advises the group accordingly.

CARRIED**16.4 RECONSIDERATION OF HERITAGE GRANT APPLICATION - WAIMATE HISTORICAL SOCIETY**

Council reconsidered the heritage grant funding application from the Waimate Historical Society to purchase storage materials for the safe and secure storage of records and objects within the collection, as well as borer bombs to help prevent and control insects within the complex.

This item was deferred from the 15 April Council Meeting in order for the applicant to provide a second quote on the borer bomb purchase, and that it be clarified that under the Heritage Grant Criteria, only 50% of the total cost of a project will be granted up to a maximum of \$1,000.

Cr Rick Stevens, as Council's representative on Waimate Historical Society, did not participate in the discussion, or voting for this item.

RESOLUTION 2025/58

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

1. That the Reconsideration of Heritage Grant Application – Waimate Historical Society report is accepted; and
2. That Council approves the Heritage Grant application from the Waimate Historical Society of \$337.64, exclusive of GST.

CARRIED

16.5 DOWNLANDS WATER SCHEME COMMITTEE JOINT COUNCIL APPOINTMENT - MR JAMIE EGGLETON

Council considered appointing a new Waimate and Mackenzie District Joint Council Representative on the Downlands Water Scheme Joint Committee.

RESOLUTION 2025/59

Moved: Cr Sandy McAlwee

Seconded: Deputy Mayor Sharyn Cain

1. That the Downlands Water Scheme Committee Joint Council appointment – Mr Jamie Eggleton report is received; and
2. That Council ratifies Mr Jamie Eggleton as Waimate and Mackenzie District Council's Joint Representative on the Downlands Water Scheme Joint Committee, and that Timaru District Council is advised accordingly.

CARRIED

Note:

Council discussed travel reimbursement (potentially funded from governance activity) for non-remunerated Council representatives, and agreed that the Mayor request feedback from the Acting Mayor of the Mackenzie District Council.

16.6 RECONSIDERATION OF SUBMISSION OF REMITS - LOCAL GOVERNMENT NEW ZEALAND ANNUAL GENERAL MEETING

Council considered forwarding any remits for the Local Government New Zealand (LGNZ) Annual General Meeting (AGM).

Cr John Begg attended the LGNZ Zone 5 & 6 Meeting but did not get the opportunity to discuss remits with other councils.

RESOLUTION 2025/60

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

1. That the Reconsideration of Submission of Remits - Local Government New Zealand Annual General Meeting report is accepted; and
2. That Council agree that the Mayor and Deputy Mayor via email and other means, lobby other councils to gain support on Council submitting the below two remit/remits:
 - a. Supporting Canterbury District RSA's request to Local Government New Zealand to consider a way to have a more consistent approach across the country around the cost of road closures for Anzac civic services; and
 - b. To object to Audit New Zealand's 'over-reach' when undertaking council audits.
3. That Council then, subject to support, forwards one or both remits for consideration at the LGNZ AGM by Tuesday 13 May 2025.

CARRIED

17 CONSIDERATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

Nil

PUBLIC EXCLUDED

18 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2025/61

Moved: Cr Tom O'Connor

Seconded: Cr Colin Pankhurst

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
18.1 - Public Excluded Minutes of the Council Meeting held on 18 March 2025	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
18.2 - Outstanding Council Actions Report - Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
18.3 - Common Seal Report - Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
18.4 - Procurement Recommendation for Remedial Works at the Waimate Event Centre	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	
18.5 - Recommendations from Chief Executive's Performance Review Committee Meeting	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
CARRIED		

19 RE-ADMITTANCE OF THE PUBLIC REPORT

<p>RESOLUTION 2025/62</p> <p>Moved: Cr Tom O'Connor</p> <p>Seconded: Cr Colin Pankhurst</p> <p>That Council moves out of Closed Council into Open Council.</p> <p style="text-align: right;">CARRIED</p>
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<p>18.3 COMMON SEAL REPORT - PUBLIC EXCLUDED</p> <p>RESOLUTION 2025/63</p> <p>Moved: Mayor Craig Rowley</p> <p>Seconded: Deputy Mayor Sharyn Cain</p> <ol style="list-style-type: none"> 1. That the following document is executed under the Common Seal of the Council: <ol style="list-style-type: none"> a. Deed of Licence: Walton Park Dairies Ltd / Waimate District Council 31 March 2025; and 2. That the resolution from the Common Seal Report is released into the public section of this meeting. <p style="text-align: right;">CARRIED</p>

Note:

Council asked staff to continually review Council's overheads to ensure that staff costs and resources are adequately covered for the administration of reserves for the Morven and any other Council administrated reserves.

18.4 PROCUREMENT RECOMMENDATION FOR REMEDIAL WORKS AT THE WAIMATE EVENT CENTRE

Council considered the procurement process for the Waimate Event Centre remedial works to repair fire damage and to bring the resolution into the open meeting.

RESOLUTION 2025/64

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

1. That the Procurement Recommendation for Remedial Works at the Waimate Event Centre report is accepted; and
2. That Resolution 2025/44 comes out into Open Meeting.

CARRIED**MEETING CLOSURE**

There being no further business, the Chair declared the meeting closed at 11.27am.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 20 May 2025.

.....
CHAIRPERSON

7.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 29 APRIL 2025

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

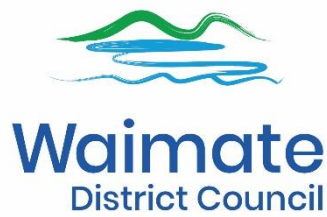
Attachments: 1. Minutes of the Extraordinary Council Meeting held on 29 April 2025

PURPOSE

For the unconfirmed Minutes of the Extraordinary Council Meeting held on 29 April 2025 to be presented for confirmation.

RECOMMENDATION

That the Minutes of the Extraordinary Council Meeting held on 29 April 2025 be adopted as a true and correct record.



MINUTES

Extraordinary Council Meeting

29 April 2025

**MINUTES OF WAIMATE DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE FUNCTION ROOM, WAIMATE EVENT CENTRE, 15 PAUL STREET, WAIMATE
ON TUESDAY, 29 APRIL 2025, COMMENCING AT 9:30AM**

PRESENT: Mayor Craig Rowley (Chair), Deputy Mayor Sharyn Cain (via Microsoft teams), Cr John Begg, Cr Peter Collins, Cr Sandy McAlwee, Cr Tom O'Connor, Cr Colin Pankhurst, Cr Lisa Small, Cr Rick Stevens

IN ATTENDANCE: Stuart Duncan (Chief Executive), Rachel Holley-Dellow (Human Resources Manager), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Dylan Murray (Regulatory and Compliance Group Manager), Tina Stevenson (Corporate Services Group Manager), Shey Taylor (Strategic Planning/Policy Advisor), Melissa Thomson (Accountant), Karalyn Reid (Committee Secretary)

OPENING

1 WELCOME

The Chair welcomed members to the meeting, and advised that the meeting was being recorded.

2 PUBLIC FORUM

There was no Public Forum offered for this Extraordinary Meeting of Council.

3 APOLOGIES

Nil

4 VISITORS

MartinJenkins: Cathryn Lancaster (in person)

MartinJenkins: Mike Chatterley, Cat Moody (via Microsoft teams)

5 CONFLICTS OF INTEREST

The Chair called for Conflicts of Interest. There were no Conflicts of Interest identified.

6 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

Nil

REPORTS

7 GENERAL REPORTS

7.1 LOCAL WATER DONE WELL

Council considered the options for the future management of water services to be included in the community consultation in relation to the development of a Water Services Delivery Plan.

Staff from MartinJenkins attended the meeting: Cathryn Lancaster (in person), and Mike Chatterley and Cat Moody (via Microsoft teams).

The Chief Executive outlined the background for the report, and invited Cathryn Lancaster of MartinJenkins to present the Local Water Done Well Options Assessment Report leading to an extensive discussion on the advantages and disadvantages of the two presented options. The presentation was also emailed to Elected Members at the beginning of the meeting and tabled at the meeting to Elected Members and members of the public present.

The meeting was adjourned at 10.46am for morning tea.

The meeting was reconvened at 11:00am.

RESOLUTION 2025/51

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

1. That the Local Water Done Well report is accepted; and
2. That Council agrees to consult on two options, being:
 - (a) Option 1: An in-house delivery of water services, with changes to meet new legislative requirements; and
 - (b) Option 2: A joint multi-council Water Services Council Controlled Organisation with Mackenzie and Timaru District Council.
3. That Council adopts, in principle, and as its preferred option for consultation, the modified current model of an in-house water service delivery unit.

Against: Cr Rick Stevens

CARRIED

Note:

Council noted it will be important for elected members to hold in-depth discussions with potential submitters at every opportunity and in public meetings around the district to give background information and answer questions.

Council thanked MartinJenkins for this and prior work for Council in the water delivery services area, and also the Chief Executive and relevant Managers and staff who have been involved over a substantial period of time.

Timelines for the Water Services Delivery Plan consultation, hearings and meetings were noted, and will be circulated to elected members.

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 11.40am.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled for 20 May 2025.

.....
CHAIRPERSON

7.3 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 13 MAY 2025

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

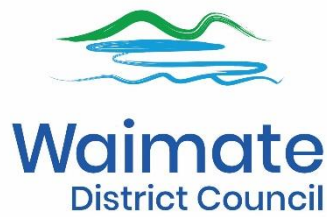
Attachments: 1. Minutes of the Extraordinary Council Meeting held on 13 May 2025

PURPOSE

To present the unconfirmed Minutes of the Extraordinary Council Meeting held on 13 May 2025 for confirmation.

RECOMMENDATION

That the Minutes of the Extraordinary Council Meeting held on 13 May 2025 be adopted as a true and correct record.



MINUTES

Extraordinary Council Meeting

13 May 2025

**MINUTES OF WAIMATE DISTRICT COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON TUESDAY 13 MAY 2025, COMMENCING AT AT 9:30AM**

PRESENT: Mayor Craig Rowley, Cr Sharyn Cain (via Microsoft teams), Cr John Begg, Cr Peter Collins, Cr Sandy McAlwee, Cr Tom O'Connor, Cr Colin Pankhurst, Cr Lisa Small, Cr Rick Stevens

IN ATTENDANCE: Stuart Duncan (Chief Executive), Rachel Holley-Dellow (Human Resources Manager), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Riddhish Parekh (Communications Officer), Gareth Oudemans (Acting Regulatory and Compliance Group Manager/Compliance Officer), Tina Stevenson (Corporate Services Group Manager), Melissa Thomson (Accountant),
Karalyn Reid (Committee Secretary)

OPENING

1 MEETING OPENING

The Chair will open the meeting and welcome members, and advised the meeting was being recorded.

2 PUBLIC FORUM

There was no Public Forum offered at this Extraordinary Meeting of Council.

3 APOLOGIES

Nil

4 VISITORS

Nil

5 CONFLICTS OF INTEREST

The Chair called for Conflicts of Interests. There were no Conflicts of Interest identified.

6 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

There was no Identification of Major (Urgent) or Minor Items not on the Agenda offered at this Extraordinary Meeting of Council.

REPORTS

7 GENERAL REPORTS

7.1 LOCAL WATER DONE WELL CONSULTATION DOCUMENT

The draft Local Water Done Well Consultation Document was presented to Council for adoption and public consultation. The Local Water Done Well Consultation Document was circulated to members as a Late (Urgent) Agenda and posted on Council's website at 2:00pm on 9 May 2025, and an addendum providing an updated rural price path was circulated to members on 12 May 2025.

The Asset Group Manager led Council through the supporting data behind the Consultation Document and answered questions.

Council discussed the importance of rural water users retaining a voice over water use and also for local operational control.

Council noted that if a stand-alone model is adopted as Council's preferred option, there could still be efficiencies around shared services, or even joining a Combined Council Operation (CCO) at a later date, noting any savings of the three council model could be many years away.

Council noted following feedback from community and Council's final decision on Water Services Plan, the Department of Internal Affairs (DIA) still have the final say.

Council agreed on the below two changes to the Consultation Document:

- Page 9 – to add wording explaining 'for a multi CCO the debt level available is 500% borrowed debt'
- Page 37, Point 3 - which factors are most important – to remove 'cultural input' and change wording to reflect 'rural water expertise'.

Council noted the assumptions provided are complex and the best that could be done in the time allowed with the information currently available, and also that data from the three councils that has been shared around water assets may not be accurate, and that it needs to be made clear to the community as part of conversations at the community meetings.

Council thanked staff for producing the consultation document in such short space of time for such a complex topic.

RESOLUTION 2025/52

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

1. That the Local Water Done Well Consultation Document report is accepted; and
2. That Council adopts the Local Water Done Well Consultation Document for public consultation with the below two amendments;
 - Page 9: To add wording around 'for a multi CCO the debt level available is 500% borrowed debt'; and
 - Page 37, Point 3: Factors most important – to remove 'cultural input' and replace with wording similar to 'rural water expertise', and
3. That, if necessary, the Chief Executive be authorised to make any minor and non-material corrections to the Local Water Done Well Consultation Document before the Local Water Done Well Consultation Document is publicly notified.

CARRIED

ABSTAINED: Cr Rick Stevens

Attachments

- 1 Local Water Done Well Addendum

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 10.25am.
The Minutes of this meeting are to be confirmed at the Council Meeting scheduled for 20 May 2025.

.....
CHAIRPERSON

8 RECEIPT OF MINUTES**8.1 MINUTES OF THE ORARI-TEMUKA-OPIHI-PAREORA ZONE COMMITTEE MEETING HELD ON 7 APRIL 2025**

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 7 April 2025

PURPOSE

For the unconfirmed Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 7 April 2025 to be presented for the information of the Council, with the permission of the Chair.

RECOMMENDATION

That the unconfirmed Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 7 April 2025 be received.

UNCONFIRMED MINUTES

Orari-Temuka-Opihi-Pareora Zone Committee Meeting

7 April 2025

Minutes of Timaru District Council
Orari-Temuka-Opihi-Pareora Water Zone Committee Meeting
Held in the Council Chamber, Council Building, King George Place, Timaru
on Monday, 7 April 2025 at 1:00 pm

Present: Glen Smith (Chairperson), Chris Konings (Deputy Chairperson), John Henry, Michelle Pye, Deon Swiggs, Bailey Lissington (online), Sharyn Cain (online)

In Attendance: Dave Moore (Zone Facilitator, Environment Canterbury), Paul Cooper (Group Manager Environmental Services), Mayor Nigel Bowen, John Benn (Department of Conservation (DOC), Courtenay Bremner (Senior Science Analyst, Environmental Canterbury), Suz Gabites (Team Leader Surface Water Resources, Environmental Canterbury), Zella Smith (Principle Planning Advisor, Environmental Canterbury), Shirley Haywood (Team Leader Water Ecology, Environmental Canterbury) Jessica Kavanaugh (Team Leader Governance)

1 Opening Karakia

John Henry conducted the opening Karakia

2 Apologies

2.1 Apologies Received

Resolution 2025/6

Moved: Glen Smith

Seconded: Cllr Michelle Pye

That the apology of Phillipa Guerin is received and accepted.

Carried

3 Public Forum

There were no public forum items.

4 Identification of Items of Urgent Business

No items of urgent business were received.

5 Identification of Matters of a Minor Nature

The following matters of a Minor Nature were raised:

- Additional feedback to the Mayoral Forum on the future form of Zone Committees from the Orari Temuka Opihi Pareora Water Zone Committee

6 Declaration of Conflicts of Interest

No conflicts of interest were declared.

Orari-Temuka-Opihi-Pareora Water Zone Committee Meeting Minutes

7 April 2025

7 Chairperson's Report

7.1 Presentation of Chairperson's Report

Resolution 2025/7

Moved: Glen Smith

Seconded: Chris Konings

The Chairperson attended a field trip with the Orari Temuka Opihi Pareora Water Zone Committee in March.

Carried

8 Confirmation of Minutes

8.1 Minutes of the Orari-Temuka-Opihi-Pareora Water Zone Committee Meeting held on 4 November 2024

The following amendments were noted:

- Item 9.1 (*Clr Michelle Pye noted that the Agenda stated that the Recommendation references the "Ashburton Zone Committee" and that they should reference the Orari-Temuka-Opihi-Pareora Water Zone Committee*)
This should state Clr Michelle Pye noted that the Agenda stated that the Recommendation references the "Ashburton Zone Committee" and that they should reference the Orari-Temuka-Opihi-Pareora Water Zone Committee.
- John Henry is noted in attendance and an apology, and needs to be removed from the in-attendance section.

Resolution 2025/8

Moved: Chris Konings

Seconded: Clr Michelle Pye

That the Minutes of the Orari-Temuka-Opihi-Pareora Water Zone Committee Meeting held on 4 November 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

8.2 Minutes of the Orari-Temuka-Opihi-Pareora Water Zone Committee Meeting held on 3 February 2025

Resolution 2025/9

Moved: Clr Deon Swiggs

Seconded: Glen Smith

That the Minutes of the Orari-Temuka-Opihi-Pareora Water Zone Committee Meeting held on 3 February 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

9 Reports

9.1 OTOP Water Abstraction Data

The Senior Science Analyst, Environmental Canterbury, and Team Leader Surface Water Resources spoke to the report and gave a presentation to update the Committee on Water Abstraction from the Opihi Catchment.

The presentation of water abstraction points, data management and use, data issues, catchment complexities, catchment abstraction, and allocation.

Discussion included mechanisms for unused allocation that are not surrendered. The process of allocation from the Opuha dam company, the struggling water levels in the rivers, and the process of changing the allocation amount.

It was highlighted the importance of this data and its use for future decision-making. The effect of water restrictions on water allocation and abstraction. The data limitations and calculations for monthly allocations were clarified.

Further discussion included the charging from Opuha Dam company to farmers, water storage, unused allocation, use of other irrigation schemes and other water sources by farmers, and the impact of Resource Management Reforms.

Resolution 2025/10

Moved: Chris Konings

Seconded: John Henry

That the Orari Temuka Opihi Pareora Zone Committee receives this report.

Carried

Attachments

- 1 Orari Temuka Opihi Pareora Water Zone Committee Presentation Item 9.1 07.04.25

Orari-Temuka-Opihi-Pareora Water Zone Committee Meeting Minutes

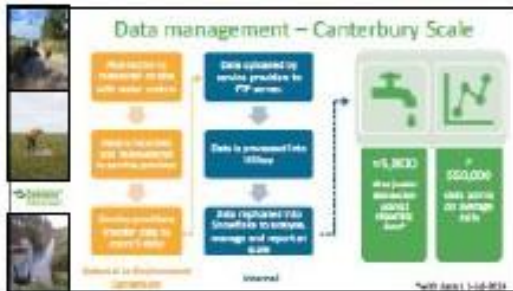
7 April 2025



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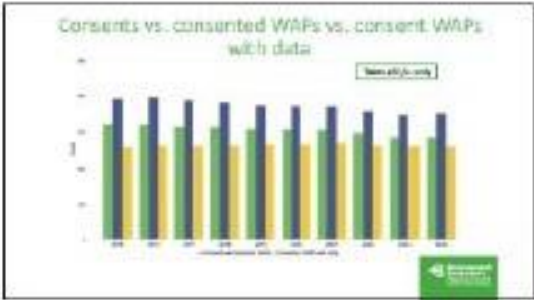
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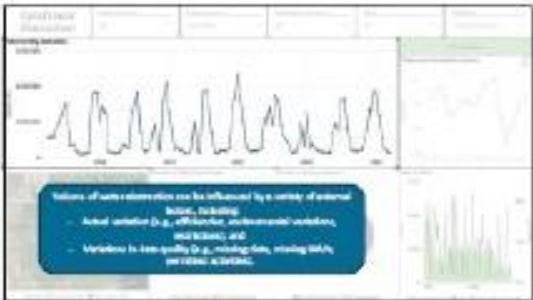
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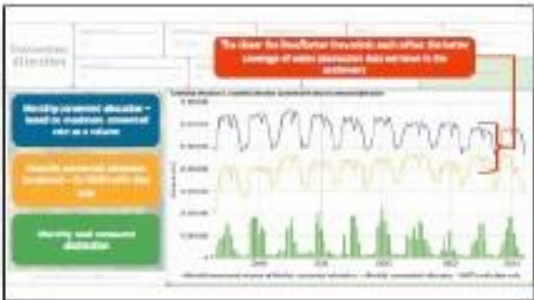
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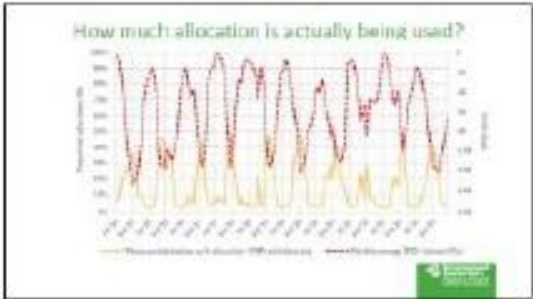
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9.2 Committee Update

The Zone Facilitator, Environment Canterbury spoke to the report to update the Committee on actions from the previous meeting, relevant information, and upcoming engagement opportunities.

Resolution 2025/11

Moved: Glen Smith

Seconded: Cllr Michelle Pye

That the Orari Temuka Opihi Pareora Zone Committee receives this report and provides feedback

Carried

10 Consideration of Urgent Business Items

No items of urgent business were received.

11 Consideration of Minor Nature Matters

Additional feedback to the Mayoral Forum on the future form of Zone Committees from the Orari Temuka Opihi Pareora Water Zone Committee.

Glen Smith was questioned by a member of the community on whether the Zone Committee would be making further submissions to the Mayoral Forum to include community engagement within the proposed new structure.

Discussion included the impact of the Resource Management Reforms, Central Government, and how to keep the community voice and communities engaged. The potential make-up of the Zone Committees, where the process is at the Mayoral Forum, and if this is the last chance to provide feedback.

It was advised there is a Timaru District Council workshop on the 15 April 2025 with the Councillors and Environment Canterbury and suggested that members watch this online.

Concerns were raised regarding the refreshment process with new members and councillors sitting on the Zone Committee which makes it hard to get a continuation of what the Zone Committee is working towards.

The committee requested a review of the feedback that has been provided in the past and ensure the community is emphasised. The meeting for the 05 May 2025 is currently scheduled and will remain until after the workshop next week where more clarity might be given

12 Closure Karakia

John Henry conducted the closing Karakia

The Meeting closed at 2.31pm.

.....
Glen Smith
Chairperson

**8.2 MINUTES OF THE WAITAKI LAKES SHORELINES AUTHORITIES COMMITTEE
MEETING HELD ON 8 MAY 2025**

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Dan Mitchell, Asset Group Manager

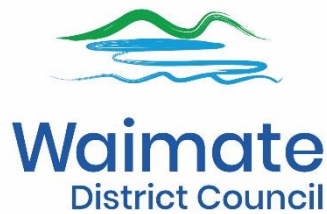
Attachments: 1. Minutes of the Waitaki Lakes Shorelines Authorities Committee Meeting held on 8 May 2025

PURPOSE

For the unconfirmed Minutes of the Waitaki Lakes Shorelines Authorities Committee Meeting held on 8 May 2025 be presented for the information of the Council, with the permission of the Chair.

RECOMMENDATION

That the unconfirmed Minutes of the Waitaki Lakes Shorelines Authorities Committee Meeting held on 8 May 2025 be received.



MINUTES

Waitaki Shorelines Authorities Committee Meeting

8 May 2025

MINUTES OF THE WAITAKI SHORELINES AUTHORITIES COMMITTEE MEETING
HELD VIA MICROSOFT TEAMS
ON THURSDAY 8 MAY 2025, COMMENCING AT 11:00AM

PRESENT:

Waimate District Council: Mayor Craig Rowley, Cr Colin Pankhurst
Waitaki District Council: Mayor Gary Kircher, Cr Brent Cowles, Lindsay Hyde
Environment Canterbury: Gordon McKay (Deputy Harbourmaster)
Department of Conservation: Ursula Paul
LINZ: Shaun Thomason, Chris Rhodes, Tracey Burton
Mackenzie District Council: Neil Jorgensen, Acting Mayor Karen Morgan
Meridian Energy: Catherine Williams

APOLOGIES: Steve Johnston (Parks & Reserves Manager)

IN ATTENDANCE: Karalyn Reid (Committee Secretary)

OPENING

1 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION 2025/1

Moved: Mayor Craig Rowley

Seconded: Mayor Gary Kircher

That the apology received from Waimate District Council Parks & Reserves Manager Steve Johnson be accepted.

CARRIED

Note:

The Chair noted Steve Johnston has indicated he will circulate a report to members after the meeting and that it will be attached to the minutes.

2 VISITORS

Waimate District Council Emergency Management Officer Ann Hume and North Otago Civil Defence Officer Danny Fountaine joined the meeting.

3 CONFLICTS OF INTEREST

Nil

MINUTES

4 CONFIRMATION OF MINUTES

**4.1 MINUTES OF THE WAITAKI LAKES SHORELINES AUTHORITIES COMMITTEE
MEETING HELD ON 10 OCTOBER 2024**

RECOMMENDATION

Moved: Mayor Gary Kircher

Seconded: Mayor Craig Rowley

That the Minutes of the Waitaki Lakes Shorelines Authorities Committee Meeting held on 10 October 2024 be adopted as a true and correct record.

Note:

General Business – Houseboats: Waitaki District Council Lindsay Hyde updated Council around moorings, noting this is a discretionary activity under the Waitaki District Plan, with the Council having responsibility for compliance (monitoring and enforcement), and that further investigations will be carried out.

REPORTS

5 GENERAL BUSINESS

5.1 CIVIL DEFENCE IN THE WAITAKI SYSTEM

Waimate District Emergency Management Officer Ann Hume and North Otago Civil Defence Officer Danny Fountaine introduced themselves and discussed Civil Defence on both sides of the Waitaki river system, asking for members to assist where they can in providing information before and during a flooding or emergency event, along with passing on any appropriate connections and links.

Chair Mayor Craig Rowley thanked them, noting that it would be useful to have regular Civil Defence attendance and input into the meeting as there is major risks to residents, tourists and campers along the Waitaki system from flooding events, spillage from dams and in any other emergency such as an earthquake.

5.2 MEMBER REPORTS

COMMITTEE RESOLUTION 2025/2

Moved: Mayor Craig Rowley

Seconded: Cr Colin Pankhurst

That the Member Reports are accepted.

CARRIED

Note:

Member reports as provided in the agenda were taken as read.

Deputy Harbourmasters Report:

- Mayor Gary Kircher noted a request from campers at the Wildlife Camp on the Waitaki side for part of the shoreline to be roped off for swimming. They are seeing children swimming amongst the moored boats. Gordon McKay responded the council needs to apply online for a reservation for a space of water and if there's enough consultation (support) then a permanent reservation can be applied and enforced.
- Cr Brent Cowles updated members on progress with removal of the raupo growing at the entrance of the Otematata boat harbour. Waitaki DC are working on securing funding, however the work will be carried out regardless in association with Meridian and Deputy Harbourmasters Officer (ECan). They envisage using a digger with long boom at a time when the lake level is lowered. Interest has been received from the rūnanga to utilise the raupo for cultural purposes.

Waitaki District Council Report:

- Lindsay Hyde will follow up on funding application for raupo removal work.
- Tree work is planned, i.e., thinning out some trees, and removing overhanging branches at the boat harbour and campsite for safety reasons.

Mackenzie District Council (Neil Jorgensen):

- Overall a good season. Main issue is we do have a MoU with LINZ around 'responsible camping' which is being reinforced on LINZ and traditional camping areas on Hammond Road on the fringe of Lake Pukaki.
- A lot of work has been undertaken on public toilets thanks to massive tourists numbers. Council is intending to make toilets at Pukaki user pays in the coming financial year.

Waimate District Council (Steve Johnson) to be circulated as a late report.

5.3 LAGAROSIPHON PROGRAMME UPDATE

Tracey Burton gave members an update and shared a presentation, which is attached.

Mayor Gary Kircher left the meeting at 11.38am.

Note:

Tracey noted they had a good spray season. A committee meeting will be held in the next few weeks which will finalise the upcoming season's new weed programme, and provided on the LINZ website.

Chair Mayor Rowley added it would be helpful for education and communications to be vamped up to ensure lake users don't become complacent about checking and removing lagarosiphon weed, with the worst example being the state of the weed in Lake Dunstan. Assistance in this area would be welcomed by LINZ.

Attachments

- 1 Lagarosiphon Presentation - LINZ

MEETING CLOSURE

There being no further business, the Chair closed the meeting at 11.48am.

The minutes of this meeting are to be confirmed at the Waitaki Shorelines Authorities Committee Meeting to be facilitated by Waitaki District Council.

.....
CHAIRPERSON

REPORTS

9 MAYOR'S REPORT

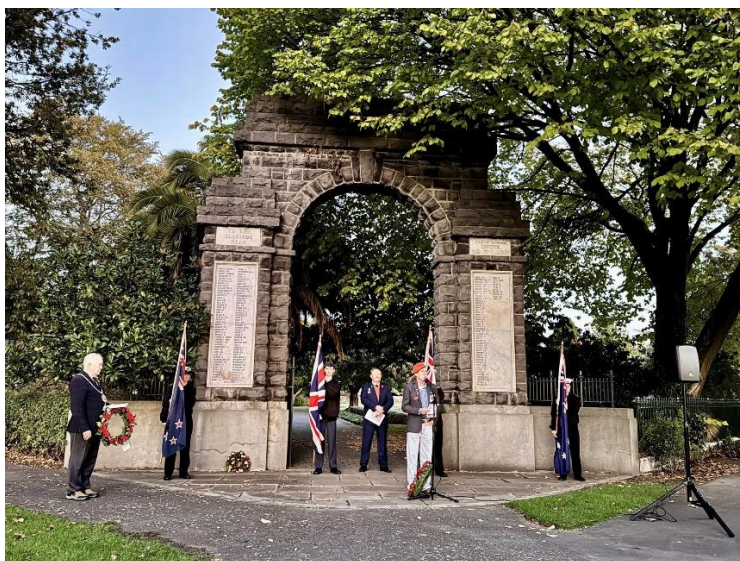
9.1 MAYOR'S REPORT

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil

MAYORAL ACTIVITY



EXTERNAL MEETINGS & FUNCTIONS ATTENDED BY THE MAYOR

To present for the information of Council a register of external meetings and functions attended by the Mayor outside of Waimate District Council meetings and general business from 5 April 2025 to 9 May 2025.

Date	Meetings and Functions
5 April 2025	New Zealand Defence Force: Eric Batchelor Cup to judge Tug-of-War and attend Awards Presentation & Dinner – A & P Showgrounds
7 April 2025	Mayor's Taskforce for Jobs (MTFJ) catchup with Coordinator – Council
8 April 2025	Grampian Station Carbon Forest catch up with planning team – Council
9 April 2025	Tuia Rangatahi Meeting with Deputy Mayor – Council
9 April 2025	Resource Management Act Briefing with Environment Canterbury Chair – Microsoft teams
9 April 2025	Long Term Plan (LTP) Community Chat Session – Glenavy
10 April 2025	Lincoln University Solar Generation Proposal – Council
14 April 2025	Mayor's Taskforce for Jobs (MTFJ) catchup with Coordinator – Council
14 April 2025	Monday Morning Meeting (MMM) with Deputy Mayor and Chief Executive – Council
14 April 2025	Videoring Mayoral Message on LTP for communications – Council

14 April 2025	Discussion with ratepayers on High Street Section – Council
14 April 2025	LTP Community Chat Session – St Andrews
25 April 2025	Waimate District Anzac Dawn Service, St Andrews, Waimate Civic Ceremony and Ted's Bottle Service – Waimate
28 April 2025	MTFJ catchup with Coordinator – Council
28 April 2025	MMM with Deputy Mayor and Chief Executive – Council
29 April 2025	Meeting with Department Internal Affairs staff Local Water Done Well – Council
29 April 2025	Waimate District Council Rural Water Scheme Combined Meeting – Council
1 May 2025	Alpine Energy Ltd Shareholders Workshop – Microsoft teams
5 May 2025	MMM with Chief Executive – Council
5 May 2025	Attending Funeral – Waimate
7 May 2025	Aoraki Foundation Catch Up with Chief Executive – Waimate
8 May 2025	Waitaki Lakes Shorelines Authority Committee Meeting – Microsoft teams
9 May 2025	Mayoral Musings with OJ: Media Works – via Cellphone

RECOMMENDATION

That the Mayor's Report is accepted.

10 DEPUTY MAYOR'S REPORT**10.1 DEPUTY MAYOR'S REPORT**

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil



Waitaki MP Miles Anderson and Waitaki Youth MP visit to Waimate Library



Lister Home Anzac Service

EXTERNAL MEETINGS & FUNCTIONS ATTENDED BY THE DEPUTY MAYOR

To present for the information of Council a register of external meetings and functions attended by the Deputy Mayor outside of Waimate District Council meetings and general business from 5 April 2025 to 9 May 2025.

Date	Meetings and Functions
7 April 2025	Orari Temuka Opihi Pareora Zone Committee Meeting – Microsoft teams
9 April 2025	Tuia Rangatahi Meeting with Mayor – Council
9 April 2025	Resource Management Act (RMA) Briefing with Environment Canterbury Chair – Microsoft teams
10 April 2025	Lincoln University Solar Generation Proposal – Council
14 April 2025	Monday Morning Meeting with Mayor and Chief Executive – Council
23 April 2025	Long Term Plan Community Chat Session – Waimate
24 April 2025	Meeting with Waitaki MP Miles Anderson (on behalf of Mayor) and viewing of library renovations with year 12 Waimate High School student and Waitaki Youth MP Enya O'Donnell – Council
24 April 2025	Lister Home Anzac Service (on behalf of Mayor) – Waimate
25 April 2025	Waimate District Anzac Dawn Service – Waimate
29 April 2025	Meeting with Department Internal Affairs staff Local Water Done Well – Council

RECOMMENDATION

That the Deputy Mayor's Report is accepted.

11 COUNCILLORS' REPORT**11.1 COUNCILLORS' REPORT**

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil

PURPOSE

To present for the information of Council a register of external meetings and functions attended by Councillors outside of Waimate District Council meetings and general business from 5 April 2025 to 9 May 2025.

Cr John Begg	
Date	Meetings and Functions
7 April 2025	Canterbury Waste Joint Committee Meeting – via Microsoft teams
10 April 2025- 11 April 2025	Local Government New Zealand Zone 5 & 6 Conference – Christchurch
14 April 2025	Canterbury Mayoral Forum Climate Reference Group Meeting – via Microsoft teams
23 April 2025	Long Term Plan Community Chat Session (noon and evening) – Waimate
25 April 2025	Waimate District Anzac Dawn Service and (part) Civic Ceremony – Waimate
28 April 2025	Visit to Hakataramea to view proposed carbon forestry planting and liaise with ratepayer – Waimate
29 April 2025	Waimate District Council Rural Water Scheme Combined Meeting – Council
6 May 2025	Predator Free Waimate Meeting – Waimate

Cr Peter Collins	
Date	Meetings and Functions
10 April 2025	Lincoln University Solar Generation Proposal – Council
15 April 2025	Waimate Trackways Meeting – Waimate
23 April 2025	Long Term Plan Community Chat Session (noon and evening) – Waimate
25 April 2025	Waimate District Anzac Dawn Service and Civic Ceremony – Waimate
29 April 2025	Waimate District Council Rural Water Scheme Combined Meeting – Council

Cr Sandy McAlwee	
Date	Meetings and Functions
22 April 2025	Long Term Plan Community Chat Session – Maungati
25 April 2025	Southburn Anzac Service - Maungati
28 May 2025	Visit to Hakataramea to view proposed carbon forestry planting and liaise with ratepayer – Waimate
29 May 2025	Waimate District Council Rural Water Scheme Combined Meeting – Council

Cr Tom O'Connor

Date	Meetings and Functions
9 April 2025	Long Term Plan Community Chat Session – Glenavy
14 April 2025	Long Term Plan Community Chat Session – St Andrews
25 April 2025	St Andrews Anzac Service – St Andrews
2 May 2025	Meeting with residents re public toilets – St Andrews

Cr Colin Pankhurst

Date	Meetings and Functions
25 April 2025	Waimate District Anzac Dawn and Ted's Bottle Service – Waimate
28 April 2025	Visit to Hakataramea to view proposed carbon forestry planting and liaise with ratepayer – Waimate
8 May 2025	Waitaki Lakes Shorelines Authority Committee Meeting – Microsoft teams

Cr Lisa Small

Date	Meetings and Functions
8 April 2025	Grampian Station Carbon Forest catch up with planning team - Council
9 April 2025	Long Term Plan Community Chat Session – Glenavy
14 April 2025	Long Term Plan Community Chat Session – St Andrews
16 April 2025	Long Term Plan Community Chat Session – Cattle Creek
25 April 2025	Waimate District Anzac Dawn Service – Waimate
29 April 2025	Waimate District Council Rural Water Scheme Combined Meeting – Council

Cr Rick Stevens

Date	Meetings and Functions
10 April 2025	Lincoln University Solar Generation Proposal – Council
15 April 2025	Waimate Historical Society Board Meeting – Waimate
16 April 2025	Waimate District Trust Board Meeting – Waimate
17 April 2025	Creative Communities Scheme Grant Committee Meeting – Council
23 April 2025	Long Term Plan Community Chat Session (noon and evening) – Waimate
25 April 2025	Waimate District Anzac Dawn Service and Civic Ceremony – Waimate
29 April 2025	Waimate District Council Rural Water Scheme Combined Meeting – Council

RECOMMENDATION

That the Councillors' Report is accepted.

12 CHIEF EXECUTIVE'S REPORT**12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT**

Author: Stuart Duncan, Chief Executive

Authoriser: Stuart Duncan, Chief Executive

Attachments: Nil

PURPOSE

1. To inform the Council of the Chief Executive's activities.

MEETINGS AND FUNCTIONS ATTENDED

2. Meetings and functions attended by the Chief Executive from 5 April to 9 May 2025:

Date	Meetings and Functions
7 April 2025	South Canterbury Chief Executive Local Water Done Well meeting – Microsoft Teams
14 April 2025	South Canterbury Chief Executive Local Water Done Well meeting – Microsoft Teams
14 April 2025	Alpine Energy Shareholder Officers meeting – Zoom
28 April 2025	South Canterbury Chief Executive Local Water Done Well meeting – Microsoft Teams
29 April 2025	Meeting with Department of Internal Affairs regarding Local Water Done Well – Council
29 April 2025	Rural Water Scheme combined meeting – Waimate Event Centre
30 April 2025	South Canterbury Chief Executive Local Water Done Well meeting – Microsoft Teams
1 May 2025	Alpine Energy Shareholder Workshop – Microsoft Teams
5 May 2025	South Canterbury Chief Executive Local Water Done Well meeting – Microsoft Teams

RECOMMENDATION

That the Chief Executive's Activity Report is accepted.

13 COUNCIL ACTIONS REPORT**13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC**

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Outstanding Council Actions Report - Public [↓](#) 

PURPOSE

For the Outstanding Council Actions Report – Public to be presented for the information of Council.

RECOMMENDATION

That the Outstanding Council Actions Report – Public is accepted.

Meeting	Officer/Director	Section	Subject
Council 23-Apr-24	Mitchell, Dan	General Reports	Licence to use Response Assets (Fire and Emergency New Zealand)
RESOLUTION 2024/52			
<ol style="list-style-type: none"> 1. That the License to Use Response Assets (Fire and Emergency New Zealand) report is accepted; and 2. That Council recommends that the Chief Executive negotiate the transfer of debt and that the appliance remains in community if possible; and 3. That Council delegates the Chief Executive to negotiate directly with Fire and Emergency New Zealand. 			
CARRIED			
Note:			
13 May 2025: Currently under negotiation by the Chief Executive			

Meeting	Officer/Director	Section	Subject
Council 28-Jan-25	White, Stacey	General Reports	St Andrews Closed Landfill Assessment of Remedial Options
RESOLUTION 2025/20			
<ol style="list-style-type: none"> 1. That the St Andrews Closed Landfill Assessment of Remedial Options report, together with the St Andrews Assessment of Remedial Options Report (under separate cover) is accepted for finalisation by Environment Canterbury, as presented; and 2. That Council seeks advice and information on the implications of the report and agrees that staff seek joint conversations with all stakeholders on possible remediation options. 			
CARRIED			
Note:			
14 May 2025: Dan Mitchell met with Environment Canterbury (ECan) and Department of Conservation (DoC) representatives on 30 April 2025 regarding the remediation of the St Andrews Closed Landfill at St Andrews Beach. The proposed project has been pushed out on the basis that the potential investment would trigger significance for the Waimate District Council (WDC), that WDC could potentially have limited borrowing headroom as a result of Local Water Done Well, and that WDC want to consider the risks associated with all closed landfills in the district when considering investment (and indeed methodology for removal (or not)). It was agreed that ECan to write to WDC advising of the associated risks.			

Meeting	Officer/Director	Section	Subject
Council 15-Apr-25	Reid, Karalyn	General Reports	Reconsideration of Submission of Remits - Local Government New Zealand Annual General Meeting
RESOLUTION 2025/60			
<ol style="list-style-type: none"> 1. That the Reconsideration of Submission of Remits - Local Government New Zealand Annual General Meeting report is accepted; and 2. That Council agree that the Mayor and Deputy Mayor via email and other means, lobby other councils to gain support on Council submitting the below two remit/remits: <ol style="list-style-type: none"> a. Supporting Canterbury District RSA's request to Local Government New Zealand to consider a way to have a more consistent approach across the country around the cost of road closures for Anzac civic services; and b. To object to Audit New Zealand's 'over-reach' when undertaking council audits. 3. That Council then, subject to support, forwards one or both remits for consideration at the LGNZ AGM by Tuesday 13 May 2025. 			
CARRIED			

Note:

12 May 2025: Deputy Mayor's comment: The overreach of Audit is already part of the LGNZ workstream on all things audit, they would really like some actual examples from Councils though to use in their discussions. The RSA one has grown some legs with articles about it in Auckland and other main centres. The Minister for Veteran Affairs has said they are working on this so possibly our best option is to write to them (in conjunction with the local RSA) and/or a letter from the Canterbury Mayoral Forum? Note: This action will be signed off following Council agreement to providing a letter of support for Waimate RSA on nationwide Anzac Parade funding.

Meeting	Officer/Director	Section	Subject
Council 13-May-25	Taylor, Shey	General Reports	Local Water Done Well Consultation Document
RESOLUTION 2025/52			
<ol style="list-style-type: none"> 1. That the Local Water Done Well Consultation Document report is accepted; and 2. That Council adopts the Local Water Done Well Consultation Document for public consultation with the below two amendments; <ul style="list-style-type: none"> Page 9: To add wording around 'for a multi CCO the debt level available is 500% borrowed debt'; and Page 37, Point 3: Factors most important – to remove 'cultural input' and replace with wording similar to 'rural water expertise', and 3. That, if necessary, the Chief Executive be authorised to make any minor and non-material corrections to the Local Water Done Well Consultation Document before the Local Water Done Well Consultation Document is publicly notified. 			
ABSTAINED: Cr Rick Stevens			CARRIED

14 HUMAN RESOURCES REPORT

Nil

15 AUDIT AND RISK COMMITTEE REPORT

Nil

16 GENERAL REPORTS

16.1 FINANCE REPORT FOR THE 9 MONTHS ENDED 31 MARCH 2025

Author: Jacqueline Michael, Accounting Assistant

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil

PURPOSE

1. To present the Finance Report to Council.

Waimate District Council
Statement of Financial Performance
For the 9 months ended 31 March 2025

	Variance Note	Actual \$000	Year to date Budget \$000	Variance \$000	% Var.	Full Year Budget Including carry forwards
Operating Revenue						
Rates (net of remissions)		\$ 11,681	\$ 11,680	\$ 1	0%	\$ 16,004
Development and Financial Contributions		79	50	29	58%	66
NZ Transport Agency Subsidy	3	2,805	3,548	(743)	(21%)	4,963
Fees and Charges	4	1,146	1,154	(8)	(1%)	1,480
Interest Revenue	5	71	60	11	18%	83
Transitional & Better Off Funding - 3Waters	6	400	-	400	100%	-
Other Revenue	7	2,003	1,639	363	22%	4,223
Total Operating Revenue		18,185	18,131	53	0%	26,819
Operating Expenditure						
Employment Benefit Expenses	8	4,760	5,098	339	7%	6,755
Depreciation and Amortisation	9	5,195	5,658	462	8%	7,543
Roading Expenses	10	2,264	2,686	423	16%	3,662
Finance Costs	5	106	212	106	50%	428
Other Expenses	11	5,767	5,417	(350)	(6%)	9,821
Total Operating Expenditure		18,092	19,071	980	5%	28,209
Total Surplus/(Deficit)		\$ 93	\$ (940)	\$ 1,033	(110%)	\$ (1,390)

2. For the 9 months ended 31 March 2025, Council recorded a surplus of \$0.093M, compared to a budgeted deficit of \$0.940M; therefore, Council is tracking \$1.033M favourable to budget.

MAJOR VARIANCES TO BUDGET

3. Subsidies from NZ Transport Agency are slightly below budget due to the reduced spending in operational and capital spends compared to budget.
4. Fee and charges variance budget mainly in the area of Three Waters application and connection fees below budget by \$23,000. Cemetery Income below budget by \$17,000 and Regulatory fees and licenses below budget due to Building Consent fees with a \$64,000 below budget variance.
5. Returns on cash in the bank and the timing of capital and operational spends being later than anticipated, has resulted in higher interest revenue compared to budget. Finance costs are less than budgeted due to timing and the phasing of the budget, with the full year finance costs expected to be similar to the total budgeted.
6. Transitional and Better off funding was not budgeted in the enhanced Annual Plan, thus reflecting a higher variation to budget.

7. Other Revenue above budget mainly in the area of
 - Rates Penalties above budget by \$74,000.
 - Vested assets for the resurfacing of the Tennis Court \$44,000 and Bond Street contribution \$28,000.
 - Community Housing Rental above budget by \$15,000.
8. Employment benefit expenses are below budget primarily due to some continued staff vacancies. While the labour market is now loosening, there are likely to be extra considerations impacting the vacancies and current roles, for example, potential reconfiguration of some roles within teams. Such changes could result in increased (and possibly over-budget) employment benefit expenses in the future.
9. Depreciation and amortisation expenses are below budget primarily in Three Waters due to the timing and deferral of capital projects.
10. Roding Expenses below budget mainly in the area of Sealed Roding Resurfacing below budget by \$798,000. Pavement Rehabilitation below budget by \$132,000 and Drainage below budget by \$145,000.
11. Other expenses are above budget mainly due to.
 - Grounds Maintenance at the Waitaki Lakes \$78,000 above budget. Rural Parks and Reserves ground maintenance \$11,000 above budget.
 - Legal Fees above budget mainly in the area of Building Control above budget by \$8,000 and Strategy ((Long Term Plan Audit Revenue and Financing Policy advice) above budget by \$3,000.
 - Roding Professional Services Recoveries yet to be processed. (Actual: Nil Budget: \$409,000).
 - Roding Computer Support Software purchases for Thinkproject Asset and work manager above budget by \$37,000.

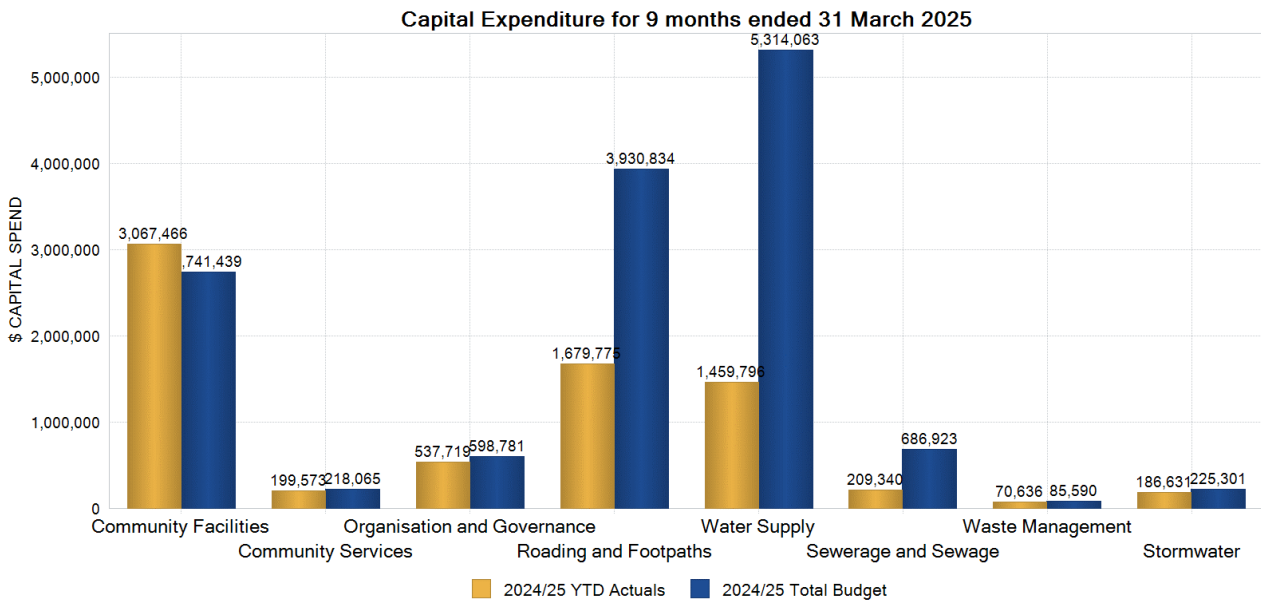
Waimate District Council
Statement of Financial Performance by Activity Group
For the 9 months ended 31 March 2025

Cost Centre	2024/25 Actuals \$000	2024/25 Budget \$000	Variance \$000	Full Year Budget \$000	Comments
Community Facilities					
Camping	(182)	(119)	63	(216)	Waitaki lakes Grounds Maintenance above budget \$78,000. Victoria Camp Fees below budget \$32,000. St. Andrews Camp Fees below budget \$29,000.
Cemeteries	(17)	(3)	14	-	Cemetery Income below budget \$17,000.
Event Centre	390	(123)	(513)	(129)	Insurance Proceed received for Event Centre Fire \$480,00 Morven Reserve Irrigation Costs (Actual :\$112,093 Budget: Nil).
Parks and Public Spaces	(268)	(54)	214	(58)	Knottingley Park Repairs & Maintenance above budget \$20,000. Parks & Reserves Ground Maintenance above budget \$11,000. Public Toilets DIA Better off funding (Actual: Nil Budget \$448,800).
Property	(2)	197	198	138	Council Property - Land Lease/Rental below budget \$8,000 Community Housing Rental above budget \$15,000
Swimming Pool	(45)	(33)	11	0	
	(123)	(136)	(13)	(266)	
Community Services					
Community Support	(127)	(32)	96	(85)	Recreational Tracks-Waimate Trail above budget \$110,000 Creative NZ Grants below budget \$6,000 Grants - Sports NZ Rural below budget \$5,000
Economic Development and Promotions	98	22	(76)	(267)	
Emergency Management	27	(7)	(34)	(5)	
Library	(6)	(3)	4	(0)	
	(9)	(20)	(10)	(358)	
District Planning & Reg. Serv.					
Animal Management	34	30	(4)	-	Consent Fees below budget \$64,000. Accreditation Fees above budget \$14,000.
Building Control	3	(27)	(29)	(17)	Conferences, Seminars & Training below budget \$17,000. Consultancy below budget \$10,000. Computer Software below budget \$11,000.
Environmental Services	(22)	3	24	-	
Resource Management	52	(20)	(72)	(249)	
	67	(14)	(81)	(266)	
Organisation and Governance					
Central Administration	464	(361)	(825)	(397)	Asset Manager Unit - Grants - (Actual \$295,000 Budget: Nil). DIA Better Off funding (Actual :\$105,000 Budget Nil). Chief Executive BU Consultancy above budget \$48,000. Corporate Services BU Consultancy below budget \$33,000. Rooding Computer Support Software above budget \$37,000. Rooding Professional Service Recoveries to be processed Actual: Nil Budget: \$409,000
Community Representation	31	13	(18)	(9)	
Investments and Finance	117	95	(22)	154	
Strategy	45	55	9	(58)	
	658	(199)	(856)	(310)	
Rooding and Footpaths	(642)	(246)	396	(137)	Seal Extension (non subsidised) above budget \$189,000. Ramm Data Implementation above budget \$45,000. NZTA Subsidies below budget \$743,000. Drainage Maintenance below budget \$145,000. Sealed Road Resurfacing below budget \$798,000. Pavement Rehabilitation below budget \$132,000.
Water Supply					
Rural Water Supply	(43)	(303)	(260)	(123)	Lower Waihao Nitrate Response above budget \$84,000. Otaio/Makikihi Capital Water Contribution above budget \$15,000. Waikakahi Electricity below budget \$8,000 Vested Income Bond Street Actual: \$20,000 Budget: Nil.
Urban Water Supply	49	(58)	(106)	(55)	Meter Supplied Charges above budget \$7,000. General Expense below budget \$6,000. LAPP Insurance below budget \$6,000. Insurance below budget \$4,000.
	6	(361)	(366)	(178)	
Sewerage and Sewage	33	(24)	(57)	9	Capital Contributions above budget by \$32,000.
Waste Management	65	52	(14)	102	
Stormwater	38	7	(30)	14	
Total Surplus/(Deficit)	93	(940)	(1,033)	(1,390)	

Waimate District Council
Statement of Financial Position
As at 31 March 2025

	Movement Note	Actual 31 March 2025 \$000	Actual 30 June 2024 \$000	Movement \$000
Assets				
Current Assets				
Cash and cash equivalents	12	3,880	1,468	2,412
Trade and other receivables	13	2,379	3,721	(1,342)
Inventories		276	235	41
Other financial assets		-	-	-
Total Current Assets		6,536	5,424	1,111
Non Current Assets				
Property, plant and equipment		509,117	509,213	(96)
Forestry assets		2,186	2,186	-
Intangible assets		1,350	1,378	(28)
Other financial assets		22,533	22,460	74
Total Non Current Assets		535,186	535,237	(50)
Total Assets		541,722	540,661	1,061
Liabilities				
Current Liabilities				
Trade and other payables		2,796	3,179	(384)
Borrowings		3,019	3,019	-
Provisions		10	10	-
Employment Benefit Expenses		593	689	(95)
Derivative financial instruments		-	-	-
Total Current Liabilities		6,419	6,898	(479)
Non Current Liabilities				
Provisions		82	82	-
Borrowings	14	4,470	2,970	1,500
Total Non Current Liabilities		4,552	3,052	1,500
Equity				
Public Equity		97,098	96,929	168
Reserves		433,653	433,782	(129)
Total Equity		530,751	530,711	40
Total Liabilities and Equity		541,722	540,661	1,061

12. Cash and Cash equivalents have increased mainly due to the timing of capital expenditure.
13. Trade and other receivables have reduced from 30 June 2024 to 31 March 2025, largely due to movements in payments owed to Council, GST and movements in balance day adjustments.
14. Borrowings increased due to increase in term loans from Local Government Funding Agency.

TOTAL CAPITAL EXPENDITURE BY GROUP

Note: Year to date Actuals (yellow) includes capital work in progress on 30 June 2024. The Total Budget (blue) includes Downlands Rural Water Scheme 14% share of capital projects \$168,000.

Totals:	Spend to date (including WIP at 30 June 2024)	\$	7,410,937
	WIP carried forward from 30 June 2024 (Water Supply)	\$	-551,773
	WIP carried forward from 30 June 2024 (Sewerage)	\$	-
	WIP carried forward from 30 June 2024 (Stormwater)	\$	-68,251
	WIP carried forward from 30 June 2024 (Roding)	\$	-11,020
	WIP carried forward from 30 June 2024 (Operational)	\$	<u>-1,647,322</u>
	Total spends to 31 March 2025	\$	5,132,571
	 Total 2024/2025 Budget (excluding carry forwards)	\$	9,484,094
	% of total budget available spent		54%
	 Total 2024/25 Budget (Including Carry forward)	\$	13,800,996
	% of total budget available spent		37%

15. Further detail on capital spends are as follows:

The Council has approved Capital Carry forward budget of \$4,316,902 which is incorporated into the total budget for the 2024-25 financial year.

Project	Total Spends to 1Jul 2024 to 31 March	2024/25 Budget(Includes Carry Forward)	Remaining Budget
Community Facilities			
Local Govt Centre - Library / LGC Extension	800,619	807,066	6,447
Public Toilets - Glenavy & St Andrews facilities BOF*	-	448,800	448,800
Public toilets - Waimate Town (New Toilets)	295,942	445,150	149,208
Morven Reserve - Irrigation upgrade (non rate funded)	165,239	284,790	119,551
Community Housing - General capital	-	90,405	90,405
Morven Reserve - Hall painting (non rate funded)	-	80,000	80,000
Property - Court House Upgrade / Roof etc	5,375	67,469	62,094
Cemetery - Repurpose Queen Street toilets (and pump stat	-	61,294	61,294
Cemetery - Reseal Driveway	-	50,000	50,000
Swimming Pool - PVC membrane lining	42,573	42,708	135
Community Housing - Painting	-	32,753	32,753
Victoria Park Gardens - Garage door replacement	13,283	32,500	19,217
Swimming Pool - Replace Pool Covers	30,620	31,000	380
Waimate Lakes Camping - Pipe renewals	1,183	28,537	27,354
Property - Theatre building capital projects	-	24,000	24,000
Property - Tennant St building capital	-	22,227	22,227
Waimate Lakes Camping - Landscaping, fencing and planti	-	20,000	20,000
Victoria Park - Upgrade glasshouse heating system	2,800	20,000	17,200
Waimate Lakes Camping - Boat ramp upgrade	11,332	15,852	4,520
Victoria Park - Pergola replacement	30,435	15,587	(14,848)
Victoria Park Camping - Upgrade Tennant St cabins	-	14,184	14,184
Knottingley Park - BBQ and cover	-	13,950	13,950
Property - Paint Tennant Street dwelling	-	10,568	10,568
Local Govt Centre - Security Cameras	-	10,000	10,000
Waimate Lakes Camping - Chlorine dosing Te Aka & Waita	-	10,000	10,000
Urban Reserves - Tennis court resealing	88,856	-	(88,856)
Local Govt Centre - Library / LGC Extension Scoping and P	-	-	-
Local Govt Centre - Emergency generator	10,033	-	(10,033)
Community Housing - Hot Water Cylinders & other Furn&Fi	13,283	6,000	(7,283)
Other projects	52,488	56,599	4,111
	1,564,059	2,741,439	1,177,380
Community Services			
Promotions - District signage	31,045	74,148	43,103
Library - Books	51,021	64,717	13,696
Emergency Management - Equipment renewals	-	48,200	48,200
Promotions - Community Xmas Tree	-	31,000	31,000
Capital - Library - furniture/shelving	-	-	-
Promotions - Storage bins for Xmas tree	16,961	-	(16,961)
Library - Furniture and fittings (extension)	86,511	-	(86,511)
Total	185,538	218,065	32,527
Organisation and Governance			
Governance - AV Conferencing system for Council Chambe	84,094	75,000	(9,094)
Corporate Services - Magiq Upgrades	-	70,000	70,000
Utilities - Vehicle Replacement	58,470	60,000	1,530
Utilities - Vehicle replacement	53,927	60,000	6,073
Asset Management - SCADA	-	58,000	58,000
Forestry - Land access	-	49,500	49,500
Corporate Services - Cleaners Vehicle	-	40,000	40,000
Corporate Services - Furniture & Fittings	8,548	33,000	24,452
Utilities - Lutra software SF	-	21,000	21,000
Utilities - Fuel storage tank and mobile fuel tanker	-	18,000	18,000
Corporate Services - Elected Member Devices	-	16,200	16,200
Investment Property - Furniture & Fittings	13,272	15,000	1,728
Corporate Services - Computers / Hardware	14,878	15,000	122
Corporate Services - Telephone/PABX Upgrade	-	15,000	15,000
Forestry - Planting Reserves	-	14,056	14,056
Corporate Services - ESRI Server upgrade	5,000	10,000	5,000
Parks - Plant and Machinery	13,303	10,000	(3,303)
Investment - Gorge Road Premises	36,512	-	(36,512)
Digitisation Scanning Equipment	54,813	-	(54,813)
Asset Management - Vehicle replacement	42,153	-	(42,153)
other Projects	22,868	19,025	(3,843)
	407,839	598,781	190,942

Note* Glenavy Toilets were completed in last financial year

Project	Total Spends to 1Jul 2024 to 31 March 2025	2024/25 Budget(Includes Carry Forward)	Remaining Budget
Roading and Footpaths			
Roading - resealing	327,528	1,296,922	969,394
Roading - pavement rehabilitation	667,291	817,900	150,609
Roading - minor improvements	1,105	390,000	388,895
Roading - kerb and channel renewal	125,884	292,850	166,966
Roading - footpath renewal	77,474	290,054	212,580
Roading - structures component rep.	38,370	202,850	164,480
Roading - culvert replacement	70,731	193,132	122,401
Roading - drainage construction	119,303	172,395	53,092
Roading - sign renewal	41,481	69,731	28,250
Roading - Seal Extensions	186,931	60,000	(126,931)
Roading - minor improv. (non-sub)	1,570	50,000	48,430
Roading - development	-	50,000	50,000
Roading - concrete ford renewal	11,089	45,000	33,911
Roading - Dust suppression	-	-	-
	1,668,756	3,930,834	2,262,078
Water Supply			
Urban Water - Te Kiteroa Main, Booster and Reservoir	27,922	1,499,913	1,471,991
Lower Waihao - Denitrification	78,730	678,243	599,513
Urban Water - Extension Bakers/Court/Hunts/Fitzmaurice F	1,231	540,000	538,769
Urban Water - Rising Main Renewals	275,951	469,233	193,282
Urban Water - Booster Bakers/Court/Hunts/Fitzmaurice Ro	-	310,736	310,736
Urban Water - AC Water Main Renewals	83,595	190,828	107,233
Water Supply Schemes - Capital	-	168,000	168,000
Lower Waihao - Glenavy line renewal	1,231	145,100	143,869
Urban Water - Lateral Renewals	3,118	117,085	113,967
Hook / Waituna - Drinking Water Intake/Plant Compliance U	73,710	109,100	35,390
Urban Water - Manchester's treatment plant generator	82,385	108,000	25,615
Urban Water - Waimate Reservoir Cover Replacement	-	100,000	100,000
Urban Water - Main line valve renewals	-	86,460	86,460
Urban Water - Pressure Management	-	77,100	77,100
Urban Water - Timaru Road pump renewals	26,155	68,850	42,695
Hook / Waituna - Source / WTP generator	-	51,000	51,000
Otaio / Makikihi - Source / WTP generator	-	51,000	51,000
Lower Waihao - Telemetry - Lower Waihao Boost Renewal	-	38,000	38,000
Lower Waihao - Distribution FAC pH Online Analysers	31,544	38,000	6,456
Otaio / Makikihi - Distribution FAC pH Online Analysers	31,170	38,000	6,830
Waikakahi - Distribution FAC pH Online analysers	-	38,000	38,000
Hook / Waituna - Line renewal Manchesters and Molloy's Rd	20,496	36,000	15,504
Waikakahi - Renewals	35,452	35,000	(452)
Otaio / Makikihi - Makikihi Chlorine Monitoring Station	15,585	29,487	13,902
Waihaorunga - Pump replacements	4,053	29,000	24,947
Hook / Waituna - Renewals	70	28,092	28,022
Lower Waihao - Renewals	3,646	28,000	24,354
Lower Waihao - Glenavy Chlorine Monitoring Station	15,901	21,584	5,683
Waikakahi - Chlorine monitoring station	-	20,463	20,463
Hook / Waituna - pH Online analysers	-	19,000	19,000
Otaio / Makikihi - Renewals	8,372	19,000	10,628
Cannington - Pratts pumphouse power supply	-	18,600	18,600
Cannington - Renewals	8,700	16,279	7,579
Cannington - Renewal Maintenance of weir	170	14,252	14,082
Urban Water - Booster Manchesters Standby Pump 2	-	13,991	13,991
Waihaorunga - Renewals	12,637	13,000	363
Urban Water - Fencing	-	12,000	12,000
Waikakahi - McKay/ Francis 1.3km 40 OD	-	11,613	11,613
Urban Water - Replacement pump and motor Manchester's	-	6,713	6,713
Otaio / Makikihi - New Bore Redundancy	8,987	-	(8,987)
Lower Waihao - Drinking Water Intake/Plant Compliance Up	29,402	-	(29,402)
Waikakahi - Drinking Water Intake/Plant Compliance Upgrade	473	-	(473)
Hook / Waituna - Dual check augmentation	-	-	-
Urban Water - CI Water Main Renewals	166	-	(166)
Urban Water - Fire Hydrant Upstand with Meter	15,585	-	(15,585)
Urban Water - Meter reader software	-	-	-
Other Projects	11,588	19,341	7,753
	908,023	5,314,063	4,406,040

Project	Total Spends to 1Jul 2024 to 31 March 2025	2024/25 Budget(Includes Carry Forward)	Remaining Budget
Sewerage and Sewage			
Sewer - Waimate Urban Renewals	76,723	444,880	368,157
Sewer - Garlands Road low pressure sewer extension	124,733	198,255	73,522
Sewer - WWTP various equipment	7,884	14,568	6,684
Sewer - Pond Bypass Valves Renewal	-	12,600	12,600
Other Projects	-	16,620	16,620
	209,340	686,923	477,583
Waste Management			
Waste Management - Extend seal at RRP	65,250	76,090	10,840
Waste Management - Wheelie Bin Replacements	5,386	8,500	3,114
Waste Management - Miscellaneous Capital	-	1,000	1,000
	70,636	85,590	(14,954)
Stormwater			
Stormwater - Park Road catchment investigation	115,673	154,100	38,427
Stormwater - Rapid soakage devices	-	50,000	50,000
Stormwater - Belt Street main renewal	-	12,200	12,200
Stormwater - Manhole replacements	2,707	9,000	6,293
	118,380	225,301	106,921
Grand Total	5,132,571	13,800,996	8,638,517

16. There are a number of projects carried over from previous financial years which are within the procurement plan. The majority of the Online Analysers have now been purchased and will be installed over the coming months. One of the online analysers is being utilised at the potential new source for Lower Waihao Rural Water Supply. The Te Kiteroa water main project and Gorge Road waste water renewal have commenced with costs likely to be identified in the next reporting period.
17. Optioneering for the upgrade of the Cannington, Waihaorunga and Waikakahi Rural Water supplies is complete with the projects being re-budgeted in the 2025-34 Long Term Plan. Recent signals surrounding the Acceptable Solution for Mixed-Use Water Supplies will almost certainly influence these projects in mid-2025. Estimates indicate investment could reduce as much as 50%. Staff continue working on developing and consenting the new Lower Waihao Source at Bells Pond.

RECOMMENDATION

That the Finance Report for the 9 months ended 31 March 2025 is accepted.

16.2	EXPENDITURE VARIATION REPORT FOR THE 9 MONTHS ENDED 31ST MARCH 2025
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Author: Aleisha Macpherson, Corporate Services Assistant

Authoriser: Stuart Duncan, Chief Executive

Attachments: Nil

PURPOSE

1. The following analysis of expenditure variation is provided for Council's information.
2. The Expenditure Variation Report for the quarter ended 31 December 2024 was received by Council in February 2025. As some additional items of expenditure relating to Quarter 1 and 2 have now been identified, we have tagged those new items with an asterisk (*) in order that the new items now being reported can clearly be distinguished.
3. These expenditure variation items are funded from each activity reserve, unless otherwise stated.

EXPENDITURE VARIATIONS

Description	Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
Items approved by the Chief Executive				
4. Knottingley Park – Repairs and Maintenance Settlers Hut Renovation. Repurposed budget (Knottingley Park – BBQ & Cover Annual Plan 2023 \$15,000 less \$1,000 spent on water drinking fountain, left budget of \$14,000).	\$ 20,800	\$ 400	\$ -	\$ 21,200
5. Asset Management Plan Support Quarter 1: Consultancy - Three Waters and Parks asset management plans and related software licences. Quarter 2 & 3: Consultancy support in lieu of appropriate resource availability and / or workload (staff vacancies, unpredicted workload surrounding reform).	\$ 32,800	\$ 11,300	\$ 6,200	\$ 50,300

Description		Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
6.	Health & Safety – General Expenses Test and tag electrical items.	\$ 5,400	\$ -	\$ -	\$ 5,400
7.	Local Government Centre – Heat Pumps Replace heat pump/air conditioning unit in back office.	\$ 8,500	\$ -	\$ -	\$ 8,500
8.	Gorge Road Property Quarter 1 & 2: Additional costs associated with the requirement for a building consent, specified systems to be installed and increased requirements because of the fire report. Quarter 3: Sliding door meeting room Gorge Road Total spends to date \$157,000 compared to the 2024 Annual Plan Budget of \$84,500.	\$ 14,200	\$ 19,800	\$ 2,500	\$ 36,500
9.	Lower Waihao Water – Drinking Water Intake/Plant Compliance Upgrade Quarter 1: Legal fees for land purchase. Quarter 2: Two pump drives replaced due to lightning strike, original pump drives repaired and to be utilised in future pump station upgrades.	\$ 3,700	\$ 17,600	\$ -	\$ 21,300
10.	Asset Management – Motor Vehicles Additional vehicle for Water Compliance – Toyota RAV4 Hybrid.	\$ 41,500	\$ -	\$ -	\$ 41,500
11.	Victoria Park Gardens – Equipment Purchases Purchase of replacement water blaster.	\$ -	\$ 1,100	\$ -	\$ 1,100

Description	Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
12. St Andrews Camping – Plant & Machinery Purchase of new mower for St Andrews camp.	\$ 4,600	\$ -	\$ -	\$ 4,600
13. Local Government Centre – Repairs & Maintenance Insurance valuation for upgraded Local Government Centre including library extension.	\$ -	\$ 2,200	\$ -	\$ 2,200
14. Audit Fees – Annual Report Additional audit fees for the 2024 Annual Report, as discussed by the Audit & Risk Committee.	\$ -	\$ 25,000	\$ -	\$ 25,000
15. Victoria Park Gardens – Pergola Replacement Engaging a contractor for new pergola in Victoria park made with salvaged materials from tree removals. Note these costs are in addition to \$5,000 cost of timber processing incurred during 2022. Total project costs \$35,500 compared to budget of \$20,600.	\$ 7,000	\$ 23,500	\$ -	\$ 30,500
16. Public Toilets - Cleaning Engaging a contractor for cleaning of public toilets during weekends. Staff time was budgeted and will be underspent as a result.	\$ -	\$ 13,300	\$ 11,400	\$ 24,700
17. Morven Recreational Reserve – Grounds Maintenance Burning of stumps & removing dam's culverts on farm block. This is a non-rateable activity and does not affect rates.	\$ 12,300	\$ -	\$ -	\$ 12,300

Description	Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
18. Utilities – Fringe Benefit Tax Fringe benefit tax for private use of Council motor vehicle.	\$ 2,100	\$ -	\$ -	\$ 2,100
19. Waimate Lakes Camping – Kiwi Cash Facilities Kiwi cash facilities at Fisherman's Bend system.	\$ 11,900	\$ -	\$ -	\$ 11,900
20. Waimate Lakes Camping – Grounds Maintenance Major tree clearing along lakes edges. Funded from Te Aka Recreational Reserve fund.	\$ 86,200	\$ -	\$ -	\$ 86,200
21. Lower Waihao Water – Nitrate Response Quarter1: Drinking water sampling, bulk water deliveries and denitrification report, review & hui. Quarter 2: Costs associated with responding to elevated nitrates within the Lower Waihao Water Scheme. Quarter 3: Drinking water sampling, water deliveries, engaging consultant for Lower Waihao Water Treatment Plant.	\$ 3,600	\$ 57,000	\$ 23,000	\$ 83,600
22. Community Housing – Repairs & Maintenance Various repairs and improvements to Kennedy Crescent units, including painting, replacement toilets & ceiling fans.	\$ 14,500*	\$ -	\$ 4,500	\$ 19,000

Description	Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
<p>23. Waimate Event Centre – Fire Response</p> <p>Quarter 2:</p> <p>Immediate fire support & exploratory works, engage a technician to attend post fire.</p> <p>Quarter 3: Engage Architect to produce detailed designs for repairs post fire, engage contractors to repair damage to roof and electrical systems to make building safe post fire.</p> <p>Fire related costs are covered by insurance, excluding the policy deductible.</p>	\$ -	\$ 4,900*	\$ 19,700	\$ 24,600
<p>24. Building Control – Legal Fees</p> <p>Legal claim against Council remains live and ongoing. Relates to historic Code of Compliance Certificate and alleged faulty building work since uncovered.</p>	\$ -	\$ -	\$ 8,400	\$ 8,400
<p>25. Roding – RAMM Software</p> <p>Implement new Data Standard. This project has been budgeted in 2025/26 for \$65,000 and is eligible for NZTA partial funding.</p>	\$ -	\$ 22,400	\$ 22,400	\$ 44,800

Description	Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
26. Strategy – Audit Fees Long Term Plan Quarter 1: Deferred LTP 2024 Audit Costs approved by Mayor and advised to Audit & Risk Committee at their September 2024 meeting. Quarter 3: Audit Fees for LTP – Note the LTP audit costs budgeted for 2024 were effectively offset by Annual Report audit costs where the budget was not sufficient, with only \$13,511 able to be carried forward to 2025.	\$ 10,100*	\$ -	\$ 75,000	\$ 85,100
27. Strategy – Legal Fees Legal Advice re LTP Audit for Revenue & Financing Policy	\$ -	\$ -	\$ 3,100	\$ 3,100

Description	Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
<p>28. Chief Executive Business Unit – Consultancy Local Water Done Well</p> <p>Quarter 1: Water Services viability assessment Local Water Done Well (LWDW)</p> <p>Quarter 2: Cost Driver Analysis & water services viability assessment LWDW</p> <p>Quarter 3: Water Services Planning LWDW & associated community consultation. The work will inform the legislated Water Services Delivery Plan required to be submitted to DIA by 3 September 2025, Governance workshop options.</p> <p>Note \$20,000 of the CE Consultancy budget will be allocated to LWDW spends with the remainder to be funded by Better Off Funding.</p>	\$ 8,000*	\$ 26,800*	\$ 46,600	\$ 81,400
<p>29. Library – Furniture & Fit out</p> <p>Shelving and other fit out costs for the library extension. Expenditure to be funded by library bequest reserves.</p>	\$ -	\$83,800*	\$ 2,800	\$ 86,600
<p>30. Community Housing – Improvements</p> <p>Required refurbishments (water cylinders and carpet) over and above those anticipated. Water cylinders are requiring replacement due to their age.</p>	\$ -	\$ 9,200*	\$ -	\$ 9,200
<p>31. Otaio/Makikihi Water Scheme – Sullivan Water Intake</p> <p>Digger and dozer work including transporting.</p>	\$ -	\$ 6,400*	\$ -	\$ 6,400

Description		Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
32.	Swimming Pool – Heat Pumps Replacement Heat Pump Fan	\$ -	\$ -	\$ 4,400	\$ 4,400
33.	IT – Security Cameras Install Security Cameras Public Toilets Queen Street (not budgeted as part of new toilets project).	\$ -	\$ -	\$ 10,000	\$ 10,000
34.	IT – Digitisation Equipment Digitisation Scanners and Software. Operational expenditure budgets were provided in lieu of leases etc (and will now be underspent), however the purchase of the equipment was deemed most beneficial and economically viable.	\$ -	\$ -	\$ 54,900	\$ 54,900
35.	Insurance – Riskpool Call Riskpool Fund Call as advised at the 28 January 2025 Council meeting.	\$ -	\$ -	\$ 10,900	\$ 10,900
36.	Council Property – Menzshed Building Roofing and spouting repairs.	\$ -	\$ -	\$ 2,000	\$ 2,000

Items approved by Council:

37.	Urban Reserves – Courts Resealing Resurfacing of John Street Tennis Courts. Council resolution to fund up to \$52,000 from the Subdivision Contribution Reserve Fund.	\$ -	\$ 44,000	\$ -	\$ 44,000
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Description		Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
38.	Grants – Dog Park Dog Exercise & Agility Park Annual Payment as per Council Resolution 15 th October 2024. Funded by Subdivision Reserve Contributions Fund.	\$ -	\$ -	\$ 2,000	\$ 2,000
39.	Grants – Recreational Tracks Pro-ject Waimate payment for Waimate Trail stage 1A & 1B as per Council Resolution 19 November 2024. Funded by Subdivision Reserve Contributions Fund.	\$ -	\$ -	\$ 100,000	\$ 100,000

Description	Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
<p>40. Council Property – Menzshed Expenditure</p> <p>As per Council Resolution 12 December 2023:</p> <p>Council approves up to \$15,000 from the Alpine Energy Economic Development Fund to invest in the amenities of the shed.</p> <p>In the year ending 30 June 2024, \$9,500 of expenditure was incurred including repairs of:</p> <p>Repairs to building \$2,600</p> <p>Fill sump \$2,200 **</p> <p>Concrete \$500 **</p> <p>Clean out sump \$2,700 **</p> <p>Power modifications \$1,500</p> <p>** This expenditure was for a dangerous structure that had to be removed and is funded from the property activity.</p> <p>The following costs are additional.</p> <p>Quarter 1:</p> <p>Replace hot water cylinder Menzshed.</p> <p>Quarter 3:</p> <p>Roofing and spouting repairs Menzshed.</p> <p>Please note this spend of \$3,500 was funded from the Alpine Energy Initiatives special reserve, separate to the Council Property activity.</p>	\$ 5,000*	\$ -	\$ 3,500	\$8,500

Description	Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
Three Waters Transition Funding				
41. Transitional Funding Expenditure	\$ 24,900	\$ 10,800	\$ 5,500	\$ 41,200
<p>Quarters 1 & 2: Revaluation of Three Waters assets, strategic and operational backfill, Local Water Done Well assistance. To be funded from transitional funding income.</p> <p>Quarter 3: Local Water Done Well and Three Waters Asset Management Plan support.</p>				

Better Off Funding	Quarter 1 to Sept 2024	Quarter 2 to Dec 2024	Quarter 3 to March 2025	Total Spend
42. Urban Parks & Reserves - General Expenses	\$ 4,300	\$ -	\$ -	\$ 4,300
Learn to Ride – Preparation of detailed design and concept plans.				
43. Local Government Centre – Emergency Generator	\$ -	\$ 10,000	\$ -	\$ 10,000
Cabling & ducting for emergency generator at Local Government Centre, additional spend to \$49,000 Better Off Funding budget spent last year.				
44. Seal Extension	\$ -	\$ -	\$ 186,900	\$ 186,900
Centrewood Park Road seal extension project.				

Note: This report excludes revenue variations to budget, any expenditure identified as within budget (including carry forward budgets), budget over runs, depreciation and employment benefit expense variations and all internal revenue and expenditure.

RECOMMENDATION

That the Expenditure Variation Report for the 9 months ended 31 March 2025 is accepted

16.3 QUARTERLY TREASURY DASHBOARD REPORT 31 MARCH 2025

Author: Tina Stevenson, Corporate Services Group Manager

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Quarterly Treasury Dashboard Report to 31 March 2025  

PURPOSE

1. For Council to receive the Quarterly Treasury Dashboard for the period ended 31 March 2025.

BACKGROUND

2. Council's Long Term Plan 2021-31 forecast anticipating peak borrowings of \$15m in the year ended 30 June 2023 (year 2). In conjunction with Council joining the Local Government Funding Agency (LGFA) to provide for these borrowings, Bancorp Treasury Services Limited were engaged to provide ongoing treasury advisory services to Council.
3. Council Liability Management Policy states that Council does the following (section 3.4 e):
Monitors and reviews the ongoing treasury risk management performance of the Council to ensure that the treasury function is operating in such a way as to ensure that the Council's strategic objectives are being met.
4. Furthermore, the policy refers to a Quarterly Funding and Debt Profile Report in section 8.1, as follows:
This report forms the basis for the reporting of the Council's funding and associated interest rate risk management activity and provides the elected members and management with details about the Council's borrowing activities. The report shall contain the following:
 - a. Total debt facility utilisation, including any debt sourced from a bank, the capital markets and the LGFA.
 - b. Interest rate maturity profile against percentage hedging limits.
 - c. New hedging transactions completed - interest rate risk management.
 - d. Weighted average cost of funds.
 - e. Funding profile against the policy limits.
 - f. Liquidity profile against the policy limits.
 - g. Exception reporting as required.
 - h. Summary of any unresolved exception reports.
 - i. Statement of policy compliance.
 - j. Commentary on economic conditions and the debt markets.
5. As part of its service Bancorp prepares a quarterly report to Council that contains an outline of the financial markets and details the current funding, debt and hedging position of Council. A statement of policy compliance is also included. The Quarterly Treasury Dashboard to 31 March 2025 is attached.
6. Council's total current debt is \$5m which is held by the LGFA.
7. The LGFA borrowings are split as follows:
 - a. \$1.5m fixed interest rate 4.70%, maturity April 2027.
 - b. \$2.0m floating interest rate, maturity April 2025.
 - c. \$1.5m fixed interest rate 4.90%, maturity May 2029.

8. The borrowings which matured in April 2025 will be reported on in the next quarterly report. For the information of Council, they were renewed as follows:
 - a. \$1.0m floating interest rate, maturity May 2028.
 - b. \$1.0m fixed interest rate 4.69%, maturity May 2030.
9. Bank facility headroom and cash in bank was \$5.83m as at the date of the report.
10. Council's compliance with its Liability Management Policy is summarised on page 4 of the report. Council is currently compliant with all aspects.

PROPOSAL

11. That Council receive the Quarterly Treasury Dashboard for the period ended 31 March 2025.

ASSESSMENT OF SIGNIFICANCE

12. This matter is deemed to be of low significance under Council's Significance and Engagement Policy.

CONSIDERATIONS**Legislation and Policy**

13. Local Government Act 2002.
14. Liability Management Policy.

RECOMMENDATION

That the Quarterly Treasury Dashboard Report for the period ended 31 March 2025 is received.



Quarterly Treasury Dashboard

31 March 2025

STRICTLY PRIVATE AND CONFIDENTIAL



Economic Commentary (as at 4 April)

Global

2

	10 Year Government Bond Rates					
	US	NZ	Australia	UK	Germany	China
31-Dec-24	4.60%	4.51%	4.36%	4.57%	2.36%	1.67%
31-Mar-25	4.06%	4.43%	4.28%	4.64%	2.72%	1.79%
Change	-0.54%	-0.08%	-0.08%	+0.07%	+0.36%	+0.12%

The key themes for the first quarter of 2025 have been Trump/US-centric. The beginning of 2025 saw US economic data cool; notably, key indicators such as retail sales and non-farm payrolls printed below market expectations. As a result, the markets appear to be reassessing the US market's growth outlook, with markets now pricing an increased possibility of a recession (Goldman Sachs now sees a 35.0% chance versus 20.0% previously). Accordingly, the market is now pricing in 3 US Federal Reserve rate cuts throughout the remainder of 2025. Markets continue to expect that further rate cuts in Europe and Australia will occur throughout the year.

Tariffs have been the paramount economic disruptor, with a general 'risk off' sentiment across financial markets. As a result, equities posted significant losses (S&P down 11.0% and the Nasdaq down 16.0%), the USD-index fell from a high of 109.9 to currently be at 102.1. Furthermore, the US 10-year Treasury yield has fallen from 4.80% to currently be at 4.05%. Trump's 2nd April "Liberation Day" implemented reciprocal tariffs on countries around the world, starting with a baseline 10.0% tariff, of which New Zealand and Australian exports will be subject to, but there was a clear discrimination amongst some countries, such as China, who saw their tariffs increase by 34.0% to 54.0%. One sobering estimate by Bloomberg Economics implied that the 54.0% tariff rate on goods from China could lead to a 90.0% decrease in US exports by 2030.

While we have some clarity around tariff levels, this is likely only the first move in what is likely to be a long-winded trade war. It appears inevitable that other nations will respond with tariffs and countermeasures of their own. While we can't be certain of much, and there is still a lot to eventuate, the resulting economic landscape is unlikely to be favourable for global growth.

New Zealand

	OCR	90 day	2 year swap	3 year swap	5 year swap	7 year swap	10 year swap
31-Dec-24	4.25%	4.17%	3.38%	3.38%	3.52%	3.72%	3.93%
31-Mar-25	3.75%	3.59%	3.32%	3.39%	3.58%	3.76%	3.99%
Change	-0.50%	-0.58%	-0.06%	+0.01%	+0.06%	+0.04%	+0.06%

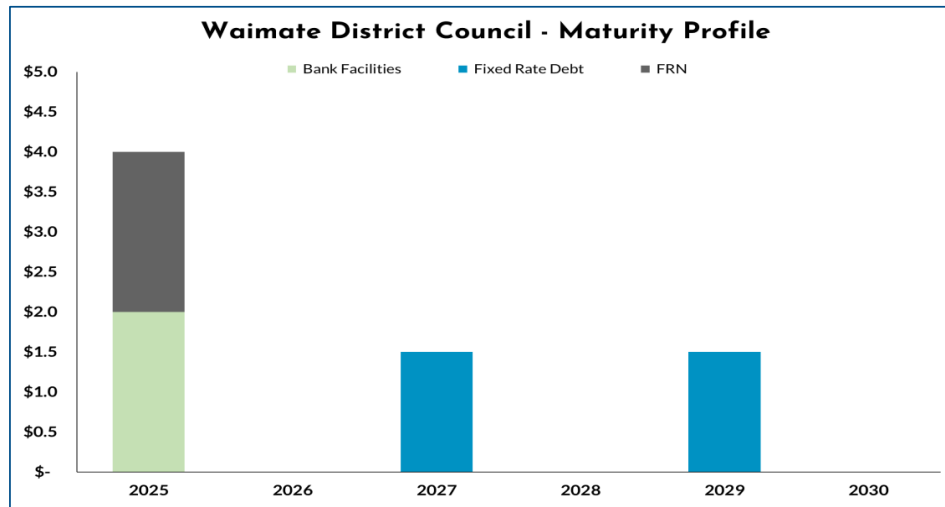
New Zealand GDP rose from a low base, increasing by 0.7% in the December 2024 quarter, greater than market expectations of a 0.4% increase, although over the December year GDP fell by 1.1%. The positive quarterly figure meant New Zealand emerged from its technical recession. Inflation appears to be under control as headline CPI remained at 2.2% in Q4 2024, well within the Reserve Bank's 1.0-3.0% target range. Markets continue to price further OCR cuts at each of the next two meetings and then cut one more time in the second half of 2025, with the likelihood that the RBNZ will pause the cutting cycle at either 3.00% or 3.25% and then become data-dependent.

As a trading nation New Zealand is particularly exposed to a concerning global trade backdrop. While Trump's 10% tariff on NZ goods appears to be manageable, what will be important are the indirect impacts from key trading partners in South East Asia, such as China and Vietnam, whom now have ~50.0% tariffs on exports into the US. The expanded impacts of a trade war could potentially hinder the domestic recovery.

Swap rates in New Zealand have fallen sharply following the tariffs announcement in early April, with the 2, 5 and 10 year rates down to 3.20%, 3.47% and 3.91%, respectively. These rates represent new lows for 2025.

Liquidity and Funding

3



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

Debt

\$5.0m

External Council Drawn Debt

LGFA

\$5.0m

Funds Drawn from LGFA

Bank facility headroom + term deposits + cash in bank

\$5.83m

Liquidity Ratio (LGFA minimum requirement 110%)

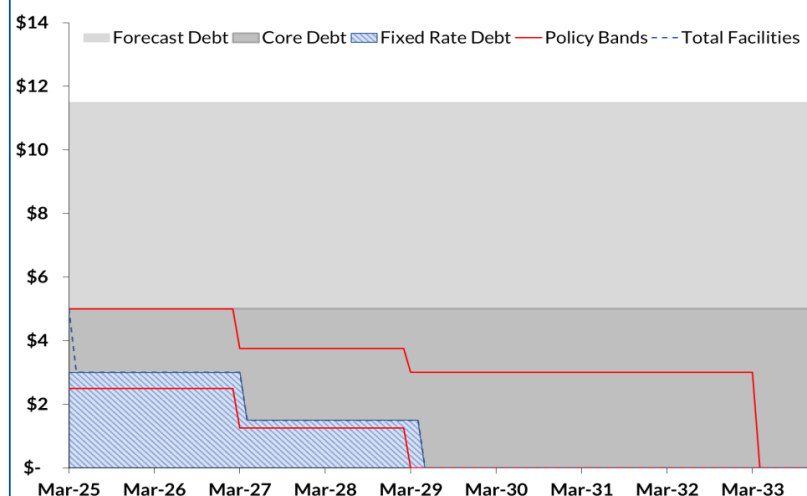
216.54%

Definition: (Cash Reserves + Lines of Credit + Drawn Debt)/Drawn Debt

Interest Rate Risk Management

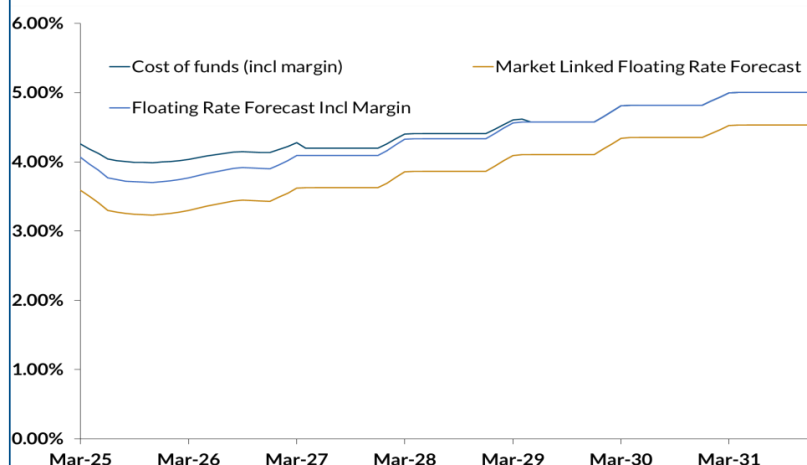
4

Waimate District Council - Debt and Cover



Current % of Debt Fixed	60.0%
Current % of Debt Floating	40.0%
Value of Fixed Rate (m)	\$3.0
Weighted Average Cost of Fixed Rate Instruments	4.80%
Value of Floating Rate (m)	\$2.0
Current Floating Rate	3.75%
Current Floating Rate (incl margin)	4.23%
All Up Weighted Average Cost of Funds Including Margin	4.38%
Total Facilities In Place	\$5.0

Waimate District Council - Interest Rate Projection



Policy Bands

	Minimum	Maximum	Policy
0 - 2 years	50%	100%	Compliant
2 - 4 years	25%	75%	Compliant
4 - 8 years	0%	60%	Compliant

LGFA Borrowing Rates

5

Listed below are the credit spreads and applicable interest rates as of 31 March 2025 for Commercial Paper ("CP"), Floating Rate Notes ("FRN") and Fixed Rate Bonds ("FRB"), at which WDC could source debt from the Local Government Funding Agency ("LGFA").

Maturity	Margin	FRN (or CP Rate)	FRB
3 month CP	0.20%	3.81%	N/A
6 month CP	0.20%	3.69%	N/A
April 2025	0.48%	4.09%	4.25%
April 2026	0.61%	4.22%	4.01%
April 2027	0.72%	4.33%	4.14%
May 2028	0.88%	4.49%	4.40%
April 2029	0.94%	4.55%	4.58%
May 2030	1.04%	4.65%	4.75%
May 2031	1.10%	4.71%	4.96%
May-2032	1.16%	4.77%	5.09%
April 2033	1.23%	4.84%	5.25%
May 2035	1.29%	4.90%	5.45%
April 2037	1.37%	4.98%	5.65%

LGFA borrowings

6

As of 31 March 2025, WDC had \$5.0 million of core debt, all of which is sourced from the LGFA using Floating Rate Notes (“FRNs”), and Fixed Rate Bonds (“FRBs”). WDC also has a bank facility with ANZ for \$2.0 million that matures in April 2025.

Details of WDC’s drawn debt as of 31 March is as follows:

Instrument	Maturity	Yield	Margin	Amount
LGFA FRN	15-Apr-25	4.62%	0.00%	\$2,000,000
LGFA FRB	15-Apr-27	0.56%	N/A	\$1,500,000
LGFA FRB	20-May-29	4.43%	N/A	\$1,500,000

Disclaimer**IMPORTANT NOTICE**

Statements and opinions contained in this report are given in good faith, but in its presentation, Bancorp has relied on primary sources for the information's accuracy and completeness. Bancorp does not imply, and it should not be construed, that it warrants the validity of the information. Moreover, our investigations have not been designed to verify the accuracy or reliability of any information supplied to us.

It should be clearly understood that any financial projections given are illustrative only. The projections should not be taken as a promise or guarantee on the part of Bancorp.

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CONFIDENTIALITY

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09 912 7600

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16.4 CIVIC FINANCIAL SERVICES - NOTICE OF ANNUAL GENERAL MEETING AND ANNUAL REPORT 2024 & RISKPOOL NOTICE OF MEMBERS' ANNUAL MEETING

Author: Tina Stevenson, Corporate Services Group Manager

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments:

1. **CFS Notice of AGM, 2024 AGM Minutes and 2024 Annual Report** [!\[\]\(ec74e4ff84a50c589ff2dba4622afd54_img.jpg\)](#)
2. **Riskpool Notice of Members' Annual Meeting 13 June 2025** [!\[\]\(9c46249676ada49e06cc74d1cc63af3e_img.jpg\)](#) [!\[\]\(55348a838d73417f5ef595fc71326521_img.jpg\)](#)

PURPOSE

1. For Council to receive the Civic Financial Services Notice of Annual General Meeting (AGM) and Annual Report 2024.
2. For Council to consider if it wishes to attend the AGM and additionally consider if it wishes to vote, and if so, appoint a proxy to be assigned by Civic Financial Services and confirm the voting instructions for Council's representative.
3. For Council to receive the Riskpool Notice of Members' Annual Meeting.

BACKGROUND

4. Council holds 30,458 shares in Civic Financial Services Limited. This represents 0.27% of the issued share capital.
5. Council as a shareholder, should be assured that the company is taking appropriate steps to protect its investment in Civic Assurance and monitor its performance.
6. The Notice of AGM, 2024 AGM minutes and 2024 Annual Report were received from Civic Financial Services Limited on 7 May 2025, and are attached for consideration.
7. Council considered making a nomination for a Director at the 1 April 2025 open workshop. No nominations were proposed.
8. Existing Independent Director Craig Stevenson is required to retire by rotation and is seeking re-election. Due to there being no other Independent Director nominated Craig Stevenson will be re-elected.
9. Existing Director Marty Grenfell is required to retire by rotation and is seeking re-election. Marty Grenfell's resume is included in the Notice of AGM.
10. Two candidates have been nominated with their respective resumes attached for consideration for the Director role, alongside Marty Grenfell:
 - a. Gavin Ion, nominated by Chris McLay, Chief Executive, Waikato District Council
 - b. Joy Buckingham, nominated by Sven Hanne, Chief Executive Stratford District Council.
11. The AGM is able to be attended via Microsoft Teams this year, in addition to in person attendance. As a shareholder, Council has the opportunity to attend the AGM via appointment of a representative.
12. Voting on resolutions will take place by way of proxy appointment, should Council wish to participate. The AGM business to be voted is as follows:
 - a. Receive Apologies
 - b. Approve the Minutes of 21 June 2024 Civic Financial Services Annual General Meeting
 - c. To Receive the Annual Report
 - d. To Approve Appointment and Remuneration of Auditor
 - e. To Approve Appointment of one Director in accordance with the Constitution, from the three options.

13. Proxy holders are to be spread out amongst the eligible parties being the Civic Directors (excluding Marty Grenfell), Charlie Howe, Civic Chief Executive and Glenn Watkin, Civic Chief Financial Officer. If Council requires a proxy, we will contact Civic so they can assign an attendee for Council.
14. Proxy and voting decisions are to be received from shareholders by 11.30am on 12 June 2025.
15. Riskpool is a mutual liability fund that offered public liability and professional indemnity cover to its members from 1 July 1997 to 30 June 2017, a total of twenty years. Waimate District Council was a member of Riskpool to receive cover previously and subsequently provided by commercial liability insurers. Riskpool provided Public Liability and Professional Indemnity cover for its members. Riskpool ceased to offer cover from 1 July 2017, as support from the sector had dropped, particularly from larger councils, and without good support Riskpool could not offer competitively priced cover and risk management services. Riskpool has now been in run-off mode for over 5 years. It is expected that Riskpool will remain in run off for a further 3-5 years.
16. Advice of the Riskpool Members' Annual Meeting to be held on 13 June 2025 was received from Civic Financial Services Limited on 2 May 2025, and is attached accordingly.
17. No agenda items are proposed but there is still an opportunity to attend or ask questions about the meeting in advance, if Council desires.

PROPOSAL

18. That Council receive the Civic Financial Services Notice of AGM and Annual Report 2024.
19. That Council considers if it wishes to vote at the AGM, in which case a proxy is to be requested from Civic Financial Services and voting instructions for Council's representative confirmed.
20. That Council receive the Riskpool Notice of the Members' Annual Meeting and considers any desire to attend or ask related questions in advance of the meeting.

ASSESSMENT OF SIGNIFICANCE

21. This matter is deemed to be of low significance under Council's Significance and Engagement Policy.

CONSIDERATIONS

22. There are no known considerations.

FINANCIAL

23. There are no known budget considerations in relation to remote meeting attendance or voting, and this matter does not require an allocation of funding.

RECOMMENDATION

1. That the Civic Financial Services - Notice of Annual General Meeting and Annual Report 2024 & Riskpool Notice of Members' Annual Meeting report be received; and
2. Should Council decide to vote at the Civic Financial Services Annual General Meeting:
 - a. That Council appoints a proxy for the 2024 Annual General Meeting, to be assigned by Civic Financial Services; and
 - b. That Council votes in favour of the ordinary business that is on the agenda – receive apologies, approve minutes, receive the Annual Report 2024 and Appointment and Remuneration of Auditor; and
 - c. That Council votes for one of the three candidates standing for Director:
 - i. Marty Grenfell, or
 - ii. Gavin Ion, or
 - iii. Joy Buckingham.

**NOTICE OF MEETING**

Annual General Meeting of Civic Financial Services Limited
will be held in the
Meredith Connell boardroom, 1 Willis Street, Aon Centre, L23, Wellington
and via *Microsoft Teams*
Friday 13 June 2025 commencing at 11.30am

ORDINARY BUSINESS**1. Apologies**

To receive apologies.

2. Minutes of 2024 Annual General Meeting

To approve Minutes of the Civic Financial Services Annual General Meeting held 21 June 2024.

3. Annual Report and Financial Statements

To receive and consider the Annual Report which includes financial statements for the year ended 31 December 2024 and the report of the auditor therein.

4. Directorate

To approve the appointment of one Director in accordance with the Constitution.

The existing Independent Director, Craig Stevenson, will retire from office by rotation in accordance with the Constitution of the Company. Craig Stevenson will be seeking re-election. No motion has been proposed to not fill the office. Due to there being no other Independent Director nominated Craig Stevenson will be re-elected.

The existing Director, Marty Grenfell will retire from office by rotation in accordance with the Constitution of the Company. Marty Grenfell will be seeking re-election. No motion has been proposed to not fill the office. Marty Grenfell's resumé is attached.

There have been two candidates nominated as noted below and their resumé's have been received from each candidate and is attached.

- Gavin Ion, nominated by Chris McLay, Chief Executive, Waikato District Council
- Joy Buckingham, nominated by Sven Hanne, Chief Executive Stratford District Council.

5. Attendance via Microsoft Teams or in person/Appointed Representatives and Voting

A shareholder entitled to attend and vote at the AGM may appoint a proxy for this meeting to cast its vote. A shareholder may also appoint a representative to attend the meeting, pursuant to Clause 14.3 of the Constitution of the Company.

Additionally, as the meeting is to take place via *Microsoft Teams* or in Person:
Voting on resolutions will take place by way of proxy appointment and accordingly:

- a) Each shareholder must submit its proxy appointment form specifying the votes it intends to make at the AGM, no later than one business day before the AGM.
- b) At the AGM, when the time comes to vote on resolutions each validly appointed proxy will be asked by the Returning Officer to confirm their vote in accordance with their proxy appointment form submitted in advance of the meeting.
- c) Votes confirmed at the AGM will be valid for the purpose of determining the outcome of the vote.
- d) Votes on resolutions will only be valid if a proxy appointment form is submitted to the Returning Officer in advance of the AGM. No votes on resolutions by representatives during the AGM will be valid.

Details regarding participation in the meeting, including the link to join, will only be provided to properly appointed representatives and proxies.

A completed proxy form/notice in writing of appointment of a representative signed by the shareholder must be provided to the Returning Officer (by email) connor.seddon@dentons.com by 11.30am one business day before the start of the meeting i.e. Thursday 12 June 2025 at 11.30am.

6. Appointment and Remuneration of Auditor

To record the appointment of the Auditor-General as auditor (pursuant to Section 207 of the Companies Act 1993 and Section 15 of the Public Audit Act 2001) to hold office until the conclusion of the next Annual General Meeting and to authorise the Directors to determine the remuneration for the auditor for the year.

Note: The Auditor-General has appointed Mr Hamish Anton of Deloitte to undertake the audit.

7. Director Remuneration

At the 2017 Company AGM a shareholder resolution was passed for Director remuneration to be adjusted by the annual increase in the Consumer Price Index (CPI) from 1 July 2017.

8. To transact any other business that may be properly brought before the meeting.

By Order of the Board
Glenn Watkin
Chief Financial Officer
7 May 2025

Returning Officer:

Connor Seddon
Associate, Dentons Kensington Swan
connor.seddon@dentons.com



Civic Financial Services Limited Proxy Form

_____ of
(Shareholder Name)

_____ being a shareholder of Civic Financial Services Limited, hereby appoints
(Location)

_____ of _____ contact email
(Name) (Employer)

or, failing him/her

_____ of _____ contact email
(Name) (Employer)

as its proxy to vote for and on its behalf at the Annual General Meeting of Shareholders of Civic Financial Services Limited, will be held in the Meredith Connell boardroom, 1 Willis Street, Aon Centre, L23, Wellington and via *Microsoft Teams* Friday 13 June 2025 commencing at 11.30am

The proxy will vote as directed below:-

Agenda Item

In Favour (✓)	Against (✓)
------------------	----------------

Receive Apologies

Approve the Minutes of 21 June 2024 Civic Financial Services Annual General Meeting

☐ ☐

To Receive the Annual Report

☐ ☐

To Approve Appointment and Remuneration of Auditor

☐ ☐

To Approve Appointment of one Director in accordance with the Constitution.

Please vote for no more than one Director

(Tick)

To elect: **Martin Grenfell** who retires by rotation and being eligible, offers himself for re-election.

☐

To elect: **Gavin Ion** who has been nominated and offers himself for election.

☐

To elect: **Joy Buckingham** who has been nominated and offers herself for election

☐

EXECUTED this _____ day of _____ 2025.

Signature(s) of Shareholder

Position(s) Held

Please return: A completed proxy form/notice in writing of appointment of a representative signed by the shareholder must be provided to the **Returning Officer Connor Seddon** (by email) connor.seddon@dentons.com by 11.30am one business day before the start of the meeting i.e. Thursday 12 June 2025 at 11.30am.

Civic Financial Services Directorship

Marty Grenfell

Marty Grenfell is an experienced, Local Government leader who is seeking to ensure that the membership of Civic Financial Services is well-represented by a current serving Chief Executive to achieve the best possible financial and broader sector outcomes.



Marty is the current Chair of the Local Government Mutual Funds Trust Ltd (Riskpool), which as a subsidiary to Civic Financial Services, is involved in lengthy and complex insurance matters, involving legal processes aimed at serving the best financial interests of its members. He is well-versed in representing the interests of New Zealand local authorities at national level within the sector and as Chair of Riskpool.

A public servant for more than 40 years, Marty held a number of senior positions with the New Zealand Police before joining local government some 20 years ago. He served on the Executive of a number of councils, culminating in appointments as Chief Executive of the Whakatane District Council in 2011, followed by Tauranga City Council, in 2018, the role he currently holds.

He is a board member and Trustee on numerous community entities focused on economic development, transport, civic planning and charitable activities.

As a current and serving Director of Civic Financial Services, Marty brings his considerable organisational, financial and people management skills and experience to bear, with the aim of ensuring that all members receive the excellent service and financial outcomes they expect.

Gavin Ion

On 27 June I officially retire from Waikato District Council and I am looking for the next step in my career. In the past few years I have been able to develop my governance skills through volunteer community roles and from a work perspective, through involvement in infrastructure and shared service board roles.

I am a chartered member of the Institute of Directors and have been for some years.

I have a current and up to date understanding of the pressures on the local government community and see this helps me to work as part of a Board working towards the wellbeing of the community.

I have in the past worked as Financial Controller for a multinational insurance broker , financial planner and superannuation administrator. This gave me a good understanding of the industry in which Civic Financial Services Ltd works.

I contribute to all boards that I am involved in and take the time to prepare and think prior to the actual meetings. I take seriously any appointments I hold and give fully of my time and skills to advance the needs of the organisation.

I am passionate about the local government sector and I would welcome the opportunity to do my bit to advance the future of Civic Financial Services Ltd.

CURRENT GOVERNANCE

Strada Corporation, Board Member
Swimming Waikato Chairperson
Swimming Waikato Technical Panel Member
Business Leaders Health & Safety Steering Group Member
Waters Governance Board Member (Waikato District Council)
Waikato Water Safety Project Steering Group Member

PREVIOUS GOVERNANCE

Waikato Local Authority Shared Services Board Member (trading as Co-Lab), Chair Audit and Risk Committee
Waikato Regional Leadership Group (Covid Response and Caring for Communities Committee)
Jubilee Early Childhood Limited, Director
Waikato Christian Social Services Village Trust, Trustee
Hamilton City Netball Centre Board, Chairperson
Catholic Diocese of Hamilton Proprietor's Board, Member

QUALIFICATIONS

Bachelor of Commerce (Auckland), Accounting major
Chartered Accountant
Resource Management Act Commissioner
Chartered Member Institute of Directors

MEMBERSHIPS

Institute of Directors
Chartered Accountants of Australia and New Zealand
Taituarā
International City/County Management Association

GOVERNANCE OBJECTIVE

To be an active contributor to all boards I am associated with, by applying good governance practices, maintaining a clear focus on shareholder/stakeholder value, being prepared to ask the hard questions and taking a strategic view of the organisation and its opportunities.



Joy Buckingham FCA MInstD

Joy Buckingham is a seasoned finance professional with extensive experience in executive leadership, finance, and strategic planning. With a strong background in local government, infrastructure, and utilities Joy brings a wealth of knowledge and expertise to the Civic Financial Services board.

She has held significant roles in various councils across New Zealand, including New Plymouth District Council and Auckland Council. Her leadership has been instrumental in developing and implementing strategic plans, financial strategies, and risk management frameworks. At New Plymouth District Council, Joy led a team of 90, achieving an AA+ rating from S&P Global and significantly grew the \$350m Perpetual Investment Fund.

Joy's governance experience includes serving on the Shareholders Council of the New Zealand Local Government Funding Agency and as a Board Observer for the New Plymouth PIF Guardian. She provides critical financial oversight and guidance as the Chair of the Finance and Property Committee at New Plymouth Girls High School and developed a long-term investment strategy as Treasurer of the Tongariro Ski Club.

Joy aims to leverage her extensive experience and provide strategic direction to support Civic Financial Services in delivering exceptional value to its shareholders and members ensuring robust management and growth of the two Super Easy schemes and a smooth transition of Riskpool and the Local Government Protection Programme.

Joy is a Fellow of the Chartered Accountants Australia and New Zealand, a member of the Institute of Directors and has been a Certified Treasury Professional with Institute of Finance Professionals New Zealand Incorporated since 2010. She lives in New Plymouth and enjoys skiing, running, and the outdoors in her spare time.



**Civic Financial Services Ltd
Minutes of Annual General Meeting
Taituara West Wing Room, 85 The Terrace, Level 9, Wellington
Friday 21 June 2024 at 11.20am**

Directors:	Craig Stevenson (Chair), Basil Morrison, Ken Morris and Nicola Mills
Apologies:	Marty Grenfell (Director), Jeff Millward Waimakariki District Council and Ben Smit Waitomo District Council.
In Attendance:	Charlie Howe, (Chief Executive), Glenn Watkin (Chief Financial Officer) Lisa Lummis (Minute Taker), Sue Bidrose and Daniel Minty Horowhenua District Council (<i>via Teams</i>)

1.0 MEETING OPENING AND WELCOME

The Chair welcomed all attendees to the Civic Financial Services Limited (Civic) Annual General Meeting (AGM).

The Chair noted that the key matters to be addressed included adopting the Annual Report, the financial statements for the year ending 31 December 2023 and the appointment of two Directors in accordance with the Company's Constitution.

1.1 Apologies

The meeting received apologies from Marty Grenfell (Director), Jeff Millward (Waimakariki District Council) and Ben Smit (Waitomo District Council).

1.2 Quorum

The Chair confirmed that 13 Councils had provided voting proxies for the meeting and that the Constitution required 7 Voting Councils for a quorum. Accordingly, there were sufficient Shareholders present to hold the AGM.

1.3 Confirmation of Voting Councils

It was noted that the 13 shareholder proxies present at the meeting collectively hold 3,300,397 shares, which is 29.34% of the total shareholding.



The appointed 13 proxy holders confirmed the Shareholders they represented, as below:

Shareholders represented	Proxy holder:
Auckland Council	Nicola Mills
Central Otago District Council	Nicola Mills/Ken Morris
Waipa District Council	Ken Morris/Nicola Mills
Clutha District Council	Glenn Watkin/Charlie Howe
Hauraki District Council	Glenn Watkin/Charlie Howe
Waimate District Council	Glenn Watkin
Hawkes Bay Regional Council	Charlie Howe/ Glenn Watkin
Napier City Council	Charlie Howe/Glenn Watkin
Waimakariri District Council	Charlie Howe/Glenn Watkin
Waitomo District Council	Charlie Howe/Glenn Watkin
Kapiti Coast District Council	Charlie Howe/Craig Stevenson
Horowhenua District Council	Daniel Minty/Jacinda Straker
Hamilton City Council	Lance Vervoort/Glenn Watkin

2.0 GOVERNANCE

2.1 Confirmation of the Civic Financial Services Limited 2023 Annual General Meeting Minutes

The minutes from Civic Financial Services Limited Annual General Meeting held on 16 June 2023 were **ACCEPTED** and **APPROVED** as a true and accurate record.

3.0 CIVIC FINANCIAL SERVICES LIMITED 2023 ANNUAL REPORT AND FINANCIAL STATEMENTS

It was noted in the Interests Register that Nicola Mills's job title should read *General Manager Financial & Business Performance at Auckland Council*.

It was **RESOLVED** to **RECEIVE** the Company's 2023 Annual Report, which includes the Financial Statements for the year ended 31 December 2023 and the report of the auditor therein.



4.0 ELECTION OF DIRECTORS

The Chair spoke of the election of Directors in accordance with the Company's Constitution noting that again this year, there were two candidates for the two vacancies so in accordance with the Constitution there was no requirement for an election.

It was **RESOLVED** (Nicola Mills abstained) Nicola Mills be re-elected as Director and Sue Bidrose be duly elected as an Independent Director from the close of the Annual General Meeting.

It was **NOTED** Sue Bidrose has been through the necessary Fit and Proper process.

Therefore, **Craig Stevenson, Nicola Mills, Sue Bidrose, Ken Morris and Marty Grenfell** are duly elected as Directors. The Chair offered his congratulations to the incoming Board.

5.0 DIRECTOR REMUNERATION

The Chair spoke to the remuneration payable to the Directors, noting the resolution passed at the 2017 AGM that required Director Remuneration to be adjusted by the annual increase in the Consumer Price Index (*CPI rate at 31 March 2024 is 4% p.a.*) Over the last two years, the Board had opted to take the lower Labour Cost Index (LCI) adjustment as the CPI was higher, but this year, the CPI is at the lower rate.

It was **RESOLVED** and **AGREED** that for 2024/25 Director remuneration will be adjusted by the CPI rate of 4%p.a.

6.0 APPOINTMENT OF AUDITOR

It was **RESOLVED** that:

- a. The Auditor-General be **APPOINTED** as the Company's auditor, pursuant to Section 207 of the Companies Act 1993 and Section 15 of the Public Audit Act 2001, to hold office until the next Annual General Meeting; and that
- b. The remuneration for the auditor for the year will be as **DETERMINED** by Company Directors.

7.0 GENERAL BUSINESS

The Chair thanked and praised outgoing Board member Basil Morrison for his significant contribution and service to the Board since 22 June 2010. He noted that Basil Morrison was however, continuing as a member of the LGST Board where his many years of Local Government sector knowledge and long term relationships, were of huge benefit.

**8.0 MEETING CLOSURE**

As there was no other business to discuss, the Chair thanked Directors, Officers and all those in attendance today and closed the meeting at 11.31am.

Minutes approved as a true and correct record by the Chair.

Craig Stevenson
Chair, Civic Financial Services Limited

Date:

A large abstract graphic design on the right side of the page. It consists of a large, solid olive-green shape on the right, and two overlapping semi-circular shapes on the left. The inner semi-circle is filled with vertical grey lines, and the outer semi-circle is filled with vertical olive-green lines. Below these shapes is a dark blue rectangular area containing the text "ANNUAL REPORT 2024".

ANNUAL REPORT 2024

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Civic Financial Services Limited

DIRECTORS' REPORT**ANNUAL REPORT AND STATEMENT OF ACCOUNTS FOR THE YEAR TO 31 DECEMBER 2024**

Your Directors have pleasure in submitting the 64th Annual Report of the affairs of the Company, Civic Financial Services Limited ('Civic'), for the year ended 31 December 2024, which is to be presented at the Annual General Meeting of Members in June 2025.

Directors operate under a Charter which outlines the specific role and responsibilities of the Board. Each Director must be assessed as being fit and proper in accordance with Civic's Fit and Proper Policy and at least two Directors must be independent, being neither a member or an employee of a local authority. The Directors are all subject to Civic's Code of Conduct. The Board has a Risk and Audit Committee which is governed by its own Charter and is responsible for maintaining the Board's risk management processes and policies, including ensuring compliance with regulatory and legal standards.

1. PERFORMANCE

Civic's before-tax profit in 2024 was \$262,626.

This compares favourably to the budgeted before-tax surplus of \$123,949 as set out in the 2024 Statement of Intent.

This increased profit is primarily due to receiving higher than anticipated investment income over the year and a slight underspend in administration expenses also contributing.

2. OPERATIONS**Administration Services**

Fees in 2024 from providing services to LAPP, Riskpool, the Local Government Superannuation Scheme and the SuperEasy KiwiSaver Superannuation Scheme were \$3,039,014 (2023: \$2,919,375).

Investment Revenue

Income from investments was \$552,013 (2023: \$613,757).

Sponsorship and Support for the Sector

Civic continues as a sponsor of Taituarā – Local Government Professionals Aotearoa events both at a regional and national level.

3. ASSOCIATED ENTITIES**Local Government Superannuation Trustee Limited**

Local Government Superannuation Trustee Limited (LGST) is a 100% subsidiary of Civic and is the trustee to the Local Government Superannuation Scheme (SuperEasy Employer Scheme) and SuperEasy KiwiSaver Superannuation Scheme. Both Schemes are administered by Civic and are registered with the Financial Markets Authority. Director appointments to LGST are made by Local Government New Zealand (two), Civic (one), Council of Trade Unions (one), Taituarā (one) and one, who must be a Licensed Independent Trustee, by the LGST Board.

The Schemes feature low member charges and simple administration for councils. The Schemes offer an 'Automatic Fund', in which each member's risk exposure is gradually and automatically switched from growth assets to income assets as the member gets older. The SuperEasy website is www.supereasy.co.nz.

The Schemes have a combined membership of 11,376, with funds under management as at December 2024 of \$629 million (December 2023 \$550 million). Out of the 78 councils in the country, 71 of them have chosen SuperEasy KiwiSaver as their Preferred KiwiSaver Provider.

The investments of the Schemes funds are managed by the investment fund managers according to their agreements with the Company. During the year with ANZ NZ Investments Limited, who had managed the majority of the Schemes funds, exiting the wholesale investment services market, extensive work was carried out to find the replacements and transfer the investments from ANZ NZ Investments Limited to the other existing fund manager Harbour Assets Management Limited and the new fund manager Mercer (NZ) Limited. The transition was successfully completed in July 2024 with minimum disruptions to the Company's day-to-day operations and the investment of the members funds held in the Schemes.

Civic Annual Report 2024

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Civic Financial Services Limited

DIRECTORS' REPORT**LAPP Disaster Fund**

LAPP is a charitable trust that was set up by LGNZ and Civic in 1993 to assist with the reinstatement of lost or damaged local government underground infrastructure. There are currently 22 council members in LAPP. LAPP's website is: www.lappfund.co.nz. Civic is the administration and fund manager for LAPP.

Riskpool / Civic Liability Pool (CLP)

Riskpool provides public liability and professional indemnity cover for councils and has done so since 1997. Riskpool is a mutual liability fund governed by a trust deed and can call on its member councils for financial support. CLP is similar to Riskpool but has no facility for calls. With reducing council support for Riskpool, it became increasingly difficult to offer competitively priced cover and risk management services. Consequently Riskpool/CLP decided to cease providing cover from 1 July 2017 and is now in run-off mode. Riskpool is currently working through some claims that involve both weathertight and non-weathertight issues (mixed defect claims) before Riskpool is able to be wound up.

Local Government Mutual Funds Trustee Limited (LGMFT) is the trustee of Riskpool and CLP. Civic is the Fund Manager and Scheme Manager for Riskpool and Administration Manager for CLP.

During the year, the loan facilities that previously existed between Civic and LGMFT on behalf of Riskpool and were fully repaid in 2023 were finally terminated.

Civic Property Pool (CPP)

Civic Property Pool ('CPP') is a charitable trust registered on 10 August 2012.

The main objective of CPP is providing financial assistance for the reinstatement of lost or damaged local authority infrastructure and assets, being a matter beneficial to the community.

In March 2024, the Trustees of CPP unanimously resolved to wind up the Pool following a long period of inactivity since 2017. The wind up was completed in early 2025. Civic is the administration manager for CPP.

4. DIRECTORS

As at 31 December 2024 there were five Civic directors: Marty Grenfell, Nicola Mills, Ken Morris, Sue Bidrose, and Craig Stevenson. Basil Morrison retired as a director with effect from 21 June 2024. Sue Bidrose was appointed director on the same day.

Director attendances at Board meetings held in 2024:

Marty Grenfell	4 / 6
Nicola Mills	6 / 6
Ken Morris	6 / 6
Basil Morrison	3 / 3
Craig Stevenson	5 / 6
Sue Bidrose	3 / 3

Section 139 of the Companies Act 1993

All Civic directors are directors of LGMFT except for Sue Bidrose who is independent of LGMFT.

There are no other notices required under section 139 of the Companies Act 1993 except for Directors' remuneration. Changes to the Directors' fee pool are approved by shareholders at an AGM. The Board determines the allocation per Director based on the duties of the individual Director. The Director fees for subsidiary companies are set by the Civic Board.

For the year ended 31 December 2024, Directors' remuneration was:

Marty Grenfell	\$17,445
Nicola Mills	\$26,168
Ken Morris	\$17,445
Basil Morrison	\$8,129
Sue Bidrose	\$9,363
Craig Stevenson	\$34,891
	\$113,441

In addition, the following Directors received fees in relation to their directorships of LGMFT or LGST:

Marty Grenfell	(LGMFT)	\$24,480
Nicola Mills	(LGMFT)	\$12,240
Ken Morris	(LGMFT)	\$12,240
Basil Morrison	(LGST)	\$14,805
Craig Stevenson	(LGMFT)	\$12,240
		\$68,537

Civic Financial Services Limited

DIRECTORS' REPORT**Interests Register**

Directors' interests are tabled at the beginning of each Board meeting. Directorship and other disclosures as at 31 December 2024 were:

Marty Grenfell	Trustee of Civic Property Pool; Director of Local Government Mutual Funds Trustee Ltd; Member of SuperEasy KiwiSaver Superannuation Scheme; Chief Executive of Tauranga City Council; Director of Bay of Plenty Local Authority Shared Services (BoPLASS); Trustee of Te Manawataki o Te Papa Settlement Charitable Trust.
Nicola Mills	Trustee of Civic Property Pool; Director of Local Government Mutual Funds Trustee Ltd; Chief Financial Officer of City Rail Link Ltd.
Ken Morris	Trustee of Civic Property Pool; Director of Local Government Mutual Funds Trustee Ltd; Member of Local Government Superannuation Scheme and SuperEasy KiwiSaver Superannuation Scheme; Deputy Chief Executive/Group Manager Business Support Waipa District Council; Chair of Co-Lab (Waikato Local Authority Shared Services) Insurance Advisory Group; Participant in Aon Local Government Strategy Reference Group; Treasurer, Waipa Community Trust; Shareholder / Director Morris Manapouri Investments Limited and Groovy Food Catering Co. Ltd; Trustee of Harry and Pauline Morris Family Trust; Chair of Village Lake Apartments Body Corporate (Hanmer Springs).
Craig Stevenson	Trustee of Civic Property Pool; Director of Local Government Mutual Funds Trustee Ltd; Member of Local Government Superannuation Scheme and SuperEasy KiwiSaver Superannuation Scheme; Trustee of Ratanui Trust; Wife Fiona Aitken being the Chief Executive of South Taranaki District Council (one of Civic's members/owners).
Sue Bidrose	Trustee of Civic Property Pool; Chief Executive of AgResearch Ltd; Chair of Science New Zealand Ltd; Director of FoodHQ; Director of AgResearch (PPGRC Consortia) Ltd; Director of AgResearch (Pastoral Genomics Consortia) Ltd; Director of Covina Ltd; Director of Celentis Ltd; Director of Phytagro New Zealand Ltd; Director of Encoate Holdings Ltd; Trustee of Wise Trust; Commissioner of Local Government Commission.

The Company provides Directors and officers with, and pays the premiums for, Directors' and Officers' liability insurance to the full extent allowed for in accordance with the requirements of the Companies Act 1993. The renewal of the Company's Directors' and Officers' liability insurance was entered in the Interests Register pursuant to sections 162 and 163 of the Companies Act 1993. The insurance does not cover liabilities arising from criminal actions or deliberate and reckless acts or omissions by the Directors. The cover includes indemnity of costs and expenses incurred in defending an action that falls within the scope of the indemnity.

Use of Information

Directors, individually or collectively, may obtain independent professional advice relating to any matters concerning the Company's business or in relation to the discharge of the Director's responsibilities. Subject to approval of the Chair the Company will reimburse the Director(s) some or all of the reasonable costs of the advice. During the reporting period, no Director has sought leave to obtain such advice.

Loans to Directors

No loans or advances have been made to Directors, their spouses or dependants, or to related parties during the year.

5. EMPLOYEE REMUNERATION

Detailed below is the number of employees who received remuneration of \$100,000 or more in their capacity as employees during the year ended 31 December 2024.

Remuneration	Number of Employees
\$100,000 – \$110,000	3
\$110,000 – \$120,000	1
\$120,000 – \$130,000	1
\$200,000 – \$210,000	1
\$290,000 – \$300,000	1

The above remuneration includes Company contributions to employees' superannuation (KiwiSaver and other), medical insurances and discretionary bonus payments.

Civic Annual Report 2024

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Civic Financial Services Limited

DIRECTORS' REPORT

6. AUDIT AND RISK MANAGEMENT

Pursuant to Section 15 of the Public Audit Act 2001 the Company's auditor is the Auditor General who has appointed Hamish Anton using the staff and resources of Deloitte Limited to carry out the audit on his behalf.

The Risk and Audit Committee comprises the full Board. Nicola Mills was appointed Chair of this committee on 17 June 2022. The Committee met five times in 2024: the Auditor attended two of those meetings and at one of those meetings proceedings took place without management present.

7. DONATIONS

No donations have been made during the year by any Company in the Group (2023: \$0).

8. STAFF

The Directors sincerely thank the staff - Charlie Howe, Glenn Watkin, Ian Brown, Racheal Harold, Ivy Liang, Lisa Lummis, Jen McGahan, Henda Chandrasena and Wendy Riley - for their work and support during the year.



Craig Stevenson, Chair
March 2025

Civic Financial Services Limited**DIRECTORY*****DIRECTORS***

Craig Stevenson (Chair)

Marty Grenfell

Nicola Mills

Ken Morris

Sue Bidrose

EXECUTIVE OFFICERS

Chief Executive : Charlie Howe

Chief Financial Officer : Glenn Watkin

COMPANY REGISTRATION NO: 13271

AUDITORS

The Auditor General, who has appointed Hamish Anton, Deloitte Limited to carry out the audit on his behalf

BANKERS

ANZ Banking Group (New Zealand) Limited

LEGAL ADVISERS

Dentons Kensington Swan

REGISTERED OFFICE

Level 7, Civic Chambers, 116 Lambton Quay, Wellington 6011

POSTAL ADDRESS

Civic Financial Services Ltd, PO Box 5521, Wellington 6140

OTHER CONTACT DETAILS

Telephone: (04) 978 1250

Email: admin@civicfs.co.nz

Website: www.civicfs.co.nz

The Company is a participant in the Insurance & Financial Services Ombudsman Scheme (Inc)
Participant Number 2000427



INDEPENDENT AUDITOR'S REPORT

TO THE READERS OF CIVIC FINANCIAL SERVICES LIMITED'S CONSOLIDATED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

The Auditor-General is the auditor of Civic Financial Services Limited and its subsidiaries (the 'Group'). The Auditor-General has appointed me, Hamish Anton, using the staff and resources of Deloitte Limited, to carry out the audit of the consolidated financial statements of the Group on his behalf.

OPINION

We have audited the consolidated financial statements of the Group on pages 10 to 32, that comprise the consolidated statement of financial position as at 31 December 2024, the consolidated statement of comprehensive income, consolidated statement of changes in equity and consolidated statement of cash flows for the year ended on that date and the notes to the consolidated financial statements that include accounting policies and other explanatory information.

In our opinion, the consolidated financial statements of the Group:

- present fairly, in all material respects:
 - its financial position as at 31 December 2024; and
 - its financial performance and cash flows for the year then ended.
- comply with generally accepted accounting practice in New Zealand in accordance with Public Sector Public Benefit Entity Standards Reduced Disclosure Regime ('PBE Standards RDR').

Our audit was completed on 21 March 2025. This is the date at which our opinion is expressed.

The basis for our opinion is explained below. In addition, we outline the responsibilities of the Board of Directors and our responsibilities relating to the consolidated financial statements, we comment on other information and we explain our independence.

BASIS FOR OUR OPINION

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and the International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

RESPONSIBILITIES OF THE BOARD OF DIRECTORS FOR THE CONSOLIDATED FINANCIAL STATEMENTS

The Board of Directors is responsible on behalf of the Group for preparing consolidated financial statements that are fairly presented and that comply with generally accepted accounting practice in New Zealand. The Board of Directors is responsible for such internal control as it determines is necessary to enable it to prepare consolidated financial statements that are free from material misstatement, whether due to fraud or error.



INDEPENDENT AUDITOR'S REPORT

In preparing the consolidated financial statements, the Board of Directors is responsible, on behalf of the Group, for assessing the Group's ability to continue as a going concern. The Board of Directors is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the Board of Directors intends to liquidate the Group or to cease operations, or has no realistic alternative but to do so.

The Board of Directors' responsibilities arise from the Companies Act 1993.

RESPONSIBILITIES OF THE AUDITOR FOR THE AUDIT OF THE CONSOLIDATED FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements, as a whole, are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures, and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these consolidated financial statements.

We did not evaluate the security and controls over the electronic publication of the consolidated financial statements.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risk of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Group's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board of Directors.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board of Directors and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Group's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements, or if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Group to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board of Directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.



INDEPENDENT AUDITOR'S REPORT

INDEPENDENCE

We are independent of the Group in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1: *International Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

Other than in our capacity as the auditor and the provision of other assurance services, we have no relationship with, or interests in, the Group.

A handwritten signature in blue ink, appearing to read "Hamish Anton".

Hamish Anton
Deloitte Limited
On behalf of the Auditor-General
Wellington, New Zealand

Statement of Accounts

Civic Financial Services Limited

CONSOLIDATED STATEMENT OF COMPREHENSIVE INCOME

FOR THE YEAR ENDED 31 DECEMBER 2024

	NOTE	2024 \$	2023 \$
REVENUE			
Administration Fees	17	3,039,014	2,919,375
Interest Income	4	552,013	613,757
Other Income		-	135
Total Revenue		3,591,027	3,533,267
EXPENDITURE			
Audit Fee	14		
Statutory Audit of the Financial Statements		52,327	58,519
Other Fees Paid to Auditors for Assurance Services		37,298	36,269
Other Fees Paid to Auditors for Entities Administered by Civic		73,786	69,857
Depreciation	7	10,923	18,996
Amortisation	7	41,644	68,664
Directors' Remuneration	3	113,441	108,879
Other Expenses	6	1,830,582	1,674,727
Employee Remuneration		1,118,843	1,022,057
Superannuation Subsidies		49,557	36,058
Total Expenditure		3,328,401	3,094,025
Surplus Before Taxation		262,626	439,242
Taxation Expense	10	76,261	123,554
TOTAL COMPREHENSIVE SURPLUS AFTER TAX ATTRIBUTABLE TO OWNERS OF THE COMPANY	15	186,365	315,688

This statement is to be read in conjunction with the notes on pages 14 to 32.

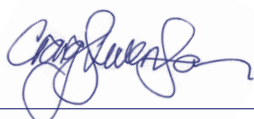
Civic Financial Services Limited

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2024

	NOTE	2024 \$	2023 \$
SHAREHOLDERS' EQUITY			
Issued and Paid-Up Ordinary Shares			
Ordinary Shares fully paid up	15	10,763,506	10,763,506
Retained Earnings	15	(102,434)	(288,799)
TOTAL EQUITY		10,661,072	10,474,707
Represented By:			
CURRENT ASSETS			
Cash and Cash Equivalents		1,445,290	2,789,339
Term Deposits		7,870,665	6,366,929
Accrued Interest		184,596	65,256
Sundry Debtors and Prepayments	12	469,703	589,339
Total Current Assets		9,970,254	9,810,863
NON CURRENT ASSETS			
Property, Plant and Equipment	7	31,232	28,722
Intangible Assets (Software)	7	50,826	23,162
Deferred Tax Asset	10	843,378	919,639
Total Non Current Assets		925,436	971,523
TOTAL ASSETS		10,895,690	10,782,387
CURRENT LIABILITIES			
Sundry Creditors and Accrued Charges	12	145,922	193,955
Accrued Holiday Pay		88,697	93,314
CLP / Riskpool Admin Fee Reserve		-	20,410
Total Current Liabilities		234,619	307,679
TOTAL LIABILITIES		234,619	307,679
EXCESS OF ASSETS OVER LIABILITIES		10,661,072	10,474,707

For and on behalf of the Directors



CRAIG STEVENSON Director 21 March 2025



NICOLA MILLS Director 21 March 2025

This statement is to be read in conjunction with the notes on pages 14 to 32.

Civic Annual Report 2024

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Civic Financial Services Limited

CONSOLIDATED STATEMENT OF CHANGES IN EQUITY

FOR THE YEAR ENDED 31 DECEMBER 2024

	NOTE	2024 \$	2023 \$
OPENING EQUITY		10,474,707	10,159,019
Total Comprehensive Surplus Net of Tax		186,365	315,688
Dividend Payment		-	-
Ordinary Shares issued during the year	15	-	-
CLOSING EQUITY		10,661,072	10,474,707

This statement is to be read in conjunction with the notes on pages 14 to 32.

Civic Financial Services Limited

CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2024

	NOTE	2024 \$	2023 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash was provided from:			
Administration Fees Received		3,105,985	2,807,633
Other Income		-	135
		3,105,985	2,807,768
Cash was applied to:			
Payments to Suppliers and Employees		3,296,230	3,134,691
		3,296,230	3,134,691
Net Cash Flow (used in) / from Operating Activities	11	(190,245)	(326,923)
CASH FLOWS FROM INVESTING ACTIVITIES			
Cash was provided from:			
Investment Income		432,673	198,764
Loan Interest Received		-	752,394
Term Deposits		6,651,929	4,860,561
Loans Repaid from Related Parties		-	6,582,230
		7,084,602	12,393,949
Cash was applied to:			
Term Deposits		8,155,664	6,670,497
Purchase of Property, Plant and Equipment		13,433	5,678
Purchase of Intangible Assets		69,308	-
Loans Issued to Related Parties		-	3,123,568
		8,238,406	9,799,743
Net Cash Flow (used in) / from Investing Activities		(1,153,804)	2,594,206
Net (Decrease) / Increase in Cash Held		(1,344,049)	2,267,283
Opening Cash Balance as at 1 January		2,789,339	522,056
Closing Cash Balance as at 31 December		1,445,290	2,789,339
Being:			
Cash and Cash Equivalents		1,445,290	2,789,339

This statement is to be read in conjunction with the notes on pages 14 to 32.

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 1 REPORTING ENTITY

The reporting entity is Civic Financial Services Limited (the "Company"). The Group comprises the Company and its subsidiaries listed in note 2 (b). The Group provides financial services principally for New Zealand local government.

Statement of Compliance

The financial statements have been prepared in accordance with the requirements of the Companies Act 1993 and the Financial Reporting Act 2013, which include the requirement to comply with New Zealand general accepted accounting practice (NZ GAAP). The Group is a Tier 2 Public Sector Public Benefit Entity and the financial statements have been prepared in accordance with and comply with PBE Standards RDR. The Group is eligible and has elected to apply the PBE Standards RDR because its expenses are less than \$30 million and it does not have a public accountability, as defined by XRB A1.

Basis of Preparation

The financial statements have been prepared on the going concern basis, and the accounting policies have been applied consistently throughout the year.

NOTE 2 STATEMENT OF ACCOUNTING POLICIES**General Accounting Policies**

The measurement and reporting of profits on a historical cost basis have been followed by the Group, except for specific policies as described below. The reporting currency is New Zealand dollars, and all values are rounded to the nearest dollar.

Critical Judgements and Estimates in Applying the Accounting Policies

In the application of the PBE Standards RDR the Directors are required to make judgements, estimates and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. These are based on historical experience and other various factors and are reviewed on an ongoing basis.

The Directors believe that, as at the date of these financial statements, there are no significant sources of estimation uncertainty that have not been disclosed in these notes. The most significant judgements, estimates and assumptions made in the preparation of these financial statements are in respect of the recognition of the deferred tax asset (Note 10).

Particular Accounting Policies

The following particular accounting policies which materially affect the measurement of surplus and financial position have been applied. Further particular accounting policies are contained in the relevant notes to the financial statements.

(a) Consolidation of Subsidiaries

The Group financial statements incorporate the financial statements of the Company and its subsidiaries. All inter-company transactions, balances and unrealised profits are eliminated on consolidation.

(b) Investment in Subsidiaries

At 31 December 2024 the Company had three wholly owned subsidiaries which are all incorporated in New Zealand. Two of these, Local Government Superannuation Trustee Limited ("LGST") and SuperEasy Limited with balance dates of 31 December and Local Government Mutual Funds Trustee Limited ("LGMFTL") with its balance date of 30 June did not have any significant assets, liabilities, revenue or expenses during the years ended 31 December 2023 and 31 December 2024.

LGST is the trustee for Trustee for the Local Government Superannuation Scheme ("LGSS") and SuperEasy KiwiSaver Superannuation Scheme ("SKSS"). The Company provides administrative services to LGSS and SKSS.

SuperEasy Limited acts as a name protection company protecting the trading name of the LGST schemes.

LGMFTL is the trustee of New Zealand Mutual Liability Riskpool ("Riskpool") and Civic Liability Pool ("CLP"). The Company provides administrative services to Riskpool and CLP.

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 2 STATEMENT OF ACCOUNTING POLICIES CONTINUED

(c) Administration Fees

Administration fees are recognised at the agreed amounts based on time and expenses incurred. Administration fees collected during the year that will be utilised in future periods are held within the administration fee reserve on the Statement of Financial Position, until the point in time where administration services have been provided.

(d) Employee Benefits and Directors' Remuneration

Employee remuneration is recognised as an expense as employee provide services. Provision is made for benefits accruing to employees in respect of wages and salaries and annual leave when it is probable that settlement will be required and they are capable of being measured reliably.

Provisions made in respect of employee benefits are measured at their nominal values using the remuneration rate expected to apply at the time of settlement.

(e) Basis of Measuring Other Income and Expenses

Income and expenses are accounted for on an accruals basis. All revenue is exchange revenue.

(f) Interest Income

Interest income is recognised using the effective interest method.

(g) Changes in Accounting Policies

There have been no material changes in the accounting policies during the year. All policies have been applied on a basis consistent with those used in the prior year.

NOTE 3 KEY MANAGEMENT PERSONNEL

The compensation of the Directors and executives, being the key management personnel of the Group, is set out below.

	2024	2023	2024	2023
	Number		\$	\$
Short term employee benefits				
Executive Management Personnel	3	3	609,633	527,933
Directors	6*	7*	113,441	108,879
			723,074	636,812

*This is the total number of directors paid during the year. There are only 5 directors at any given time.

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 4 FINANCIAL INSTRUMENTS

Accounting Policies:

i) Classification and Measurement

Financial instruments are transacted on a commercial basis to derive an interest yield / cost with the terms and conditions having due regard to the nature of the transaction and the risks involved. Financial instruments are recognised and accounted for on a settlement date basis.

Loans and Receivables

Sundry Debtors are measured at initial recognition at fair value, and are subsequently measured at amortised cost using the effective interest rate.

Cash and Cash Equivalents

Cash and cash equivalents are measured at amortised cost using the effective interest rate.

Financial Liabilities

Financial liabilities include Sundry Creditors and Accrued Charges. Financial liabilities are recorded initially at fair value, net of transaction costs. Subsequent to initial recognition, liabilities are measured at amortised cost.

ii) Offsetting Financial Instruments

Financial assets and liabilities are not offset as there is no legally enforceable right to set-off.

iii) Asset Quality

Impairment of Financial Assets

Financial assets measured at amortised cost are reviewed at each balance date to determine whether there is any objective evidence of impairment. If any such condition exists, the asset's recoverable amount is estimated and provision is made for the difference between the carrying amount and the recoverable amount.

As at the date of these Financial Statements, no such evidence of impairment exists.

iv) Fair Value of Financial Instruments

Fair value measurements recognised in the Statement of Financial Position

Financial instruments are categorised into 3 levels:

- **Level 1** fair value measurements are those derived from quoted prices (unadjusted) in active markets for identical assets or liabilities;
- **Level 2** fair value measurements are those derived from inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly (i.e. as prices) or indirectly (i.e. derived from prices); and
- **Level 3** fair value measurements are those derived from valuation techniques that include inputs for the asset or liability that are not based on observable market data (unobservable inputs).

v) Derivatives

The Group do not use any derivative financial instruments.

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 4 FINANCIAL INSTRUMENTS CONTINUED**(1) Income Relating to Financial Assets**

	2024 \$	2023 \$
Loans		
Interest Income – Loans	-	411,093
Term Deposits and Savings Account		
Interest Income – Term Deposits and Savings Account	552,013	202,664
Total Interest Income	552,013	613,757

(2) Financial Assets and Liabilities

The carrying amounts of all financial assets and liabilities are considered to be equivalent to their market value, which for these assets and liabilities is also considered to be fair value.

All fixed interest investments carry a minimum Standard and Poors credit rating of "A" or equivalent.

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 4 FINANCIAL INSTRUMENTS CONTINUED**(2) Financial Assets and Liabilities continued***Carrying value of Financial Assets and Financial Liabilities*

	2024 \$	2023 \$
Financial Asset: Amortised Cost		
Sundry Debtors	421,575	520,111
Accrued Interest	184,596	65,256
Cash and Cash Equivalents	1,445,290	2,724,083
Term Deposits	7,870,665	6,366,929
Total Financial Assets: Amortised Cost	9,922,126	9,676,379
Financial Liability: Amortised Cost		
Sundry Creditors and Accrued Charges	145,537	193,955
Total Financial Liabilities: Amortised Cost	145,537	193,955

(3) Financial Risk – Structure and Management

The Group manages its capital to ensure that the entities in the Group will be able to continue as a going concern. The Group's overall strategy is reviewed annually and remains unchanged.

Financial instruments which potentially subject the Group to a concentration of credit risk consist principally of cash, debtors and interest bearing deposits. The Group has no debt liability instruments.

The Group does not require collateral or other security to support financial instruments with credit risk. As such, no collateral exists for any of the investments held by the Group. The maximum credit risk exposure is the carrying amount of the individual debtor and investment balances.

The Group has placed interest bearing deposits and funds to be managed with financial institutions and limits its amount of credit exposure to any one such institution.

(a) Market Risk

All financial assets and liabilities are New Zealand Dollar based and are recorded at amortised cost, therefore changes in interest rates and foreign currency values do not impact on their carrying value.

(b) Carrying Amount and Fair Value

The carrying amounts of all financial assets and liabilities are considered to be equivalent to their fair value.

(c) Liquidity Risk

Liquidity Risk is the risk that the Group will encounter difficulties in raising funds at short notice to meet commitments associated with financial instruments. Management of liquidity risk is designed to ensure that the Group has the ability to meet financial obligations as they fall due.

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 4 FINANCIAL INSTRUMENTS CONTINUED

(3) Financial Risk – Structure and Management continued

The following tables include an analysis of the contractual undiscounted cash flows relating to the Group's financial assets and liabilities categorised by the maturity dates.

Maturity Analysis as at 31 December 2024						
	Interest Rate Spread %	Within 6 months \$	6 to 12 months \$	1 to 2 years \$	2 to 5 years \$	Total \$
Assets						
Cash and Cash Equivalents	0% to 4.37%	1,445,290	-	-	-	1,445,290
Term Deposits and Accrued Interest	5.15% to 6.20%	4,452,367	3,602,894	-	-	8,055,261
Other Receivables	n/a	421,575	-	-	-	421,575
Total Financial Assets		6,319,232	3,602,894	-	-	9,922,126
Liabilities						
Sundry Creditors and Accrued Expenses	n/a	145,537	-	-	-	145,537
Total Financial Liabilities		145,537	-	-	-	145,537
Maturity Analysis as at 31 December 2023						
	Interest Rate Spread %	Within 6 months \$	6 to 12 months \$	1 to 2 years \$	2 to 5 years \$	Total \$
Assets						
Cash and Cash Equivalents	0% to 5.50%	2,789,339	-	-	-	2,789,339
Term Deposits and Accrued Interest	5.35% to 6.15%	6,432,185	-	-	-	6,432,185
Other Receivables	n/a	520,111	-	-	-	520,111
Total Financial Assets		9,741,635	-	-	-	9,741,635
Liabilities						
Sundry Creditors and Accrued Expenses	n/a	193,955	-	-	-	193,955
Total Financial Liabilities		193,955	-	-	-	193,955

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 4 FINANCIAL INSTRUMENTS CONTINUED**(3) Financial Risk – Structure and Management** continued**(d) Credit Risk**

All investments are in the form of cash held at registered banks and loans. The registered banks have a credit rating of "A" or better. Loans are with Riskpool (refer to Note 13).

(i) Exposure to Credit Risk

	2024 \$	2023 \$
Cash and Cash Equivalents	1,445,290	2,789,339
Term Deposits and Accrued Interest	8,055,261	6,432,185
Other Receivables	421,575	520,111
Total	9,922,126	9,741,635

(ii) Concentration of Credit Exposure

96% of the Company's credit exposure is in the form of cash and term deposits held with registered banks (2023: 95%).

NOTE 5 OPERATING LEASE COMMITMENTS

	2024 \$	2023 \$
Operating Lease Expense Commitments:		
Not later than one year	73,716	72,717
Later than one year but not later than five years	180,288	44,406
Later than five years	-	-
	254,004	117,123

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 6 OTHER EXPENSES

	2024 \$	2023 \$
Compliance Costs	180,090	179,298
Consultants	87,554	50,991
Legal Fees	80,260	88,773
Other Expenses	1,482,678	1,355,664
Total	1,830,582	1,674,727

Other Expenses include investment management fees paid to the fund managers.

NOTE 7 PROPERTY, PLANT & EQUIPMENT AND INTANGIBLE ASSETS**Accounting Policy:**

Assets are depreciated on a straight line basis at rates calculated to allocate the assets' cost, in equal instalments over their estimated useful lives which are assessed and regularly reviewed.

Depreciation Rates	
Office Furniture and Equipment	up to 17 years
Intangibles – Software	2.5 years

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 7 PROPERTY, PLANT & EQUIPMENT AND INTANGIBLE ASSETS CONTINUED

	2024 \$	2023 \$
(a) Property, Plant and Equipment		
Office Furniture and Equipment – cost	187,856	184,520
Plus Additions	13,433	5,783
Less Disposals	-	(2,447)
Closing Value – cost	201,289	187,856
Office Furniture and Equipment – Accumulated Depreciation	(159,134)	(141,790)
Plus Depreciation Charge	(10,923)	(18,996)
Less Disposals	-	1,652
Closing Accumulated Depreciation	(170,057)	(159,134)
Net Book Value	31,232	28,722

The Total Comprehensive Surplus After Tax in the Statement of Comprehensive Income includes losses on disposal of fixed assets of \$nil. (2023: \$690).

	2024 \$	2023 \$
(b) Intangible Assets		
Software – cost	436,911	436,911
Plus Additions	69,308	-
Less Disposals	-	-
Closing Value – cost	506,219	436,911
Software – Accumulated Amortisation	(413,749)	(345,085)
Less Amortisation Charge	(41,644)	(68,664)
Less Disposals	-	-
Closing Accumulated Amortisation	(455,393)	(413,749)
Net Book Value	50,826	23,162

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 8 ANALYSIS OF FINANCIAL ASSETS NOT IMPAIRED

There are no financial assets that are impaired or past due at balance date (2023: \$nil).

NOTE 9 CONTINGENT LIABILITIES

There are no contingent liabilities (2023: \$nil).

NOTE 10 TAXATION**Accounting Policies:****i) Current Tax**

The current income tax expense charged against the profit for the year is the estimated liability in respect of the taxable profit. It is calculated using tax rates and tax laws that have been enacted or substantively enacted by reporting date. Current tax for the current and prior periods is recognised as a liability (or asset) to the extent that it is unpaid (or refundable). Tax assets are offset only when there is a legally enforceable right to set off the recognised amounts, and an intention to settle on a net basis.

ii) Deferred Tax

The liability method of accounting for deferred taxation is applied on a comprehensive balance sheet basis in respect of temporary differences between the carrying amounts of assets and liabilities in the financial statements and the corresponding tax base of those items.

Deferred tax liabilities are recognised for all temporary differences. Deferred tax assets are reviewed at each balance date and reduced to the extent that it is no longer probable that sufficient taxable profits will be available to allow all or part of the asset to be recovered.

Deferred tax is calculated at the tax rates that are expected to apply in the period when the liability is settled or the asset is realised. Deferred tax is charged or credited in the Statement of Comprehensive Income.

Significant judgements, estimates and assumptions are made in respect of the recognition of the deferred tax asset. It is recognised that the deferred tax asset will be utilised over 12 years. The Group expects to remain profitable and have a steady income stream over the medium to long term.

iii) Goods and Services Tax (GST)

Revenue, expenses, assets and liabilities are recognised net of the amount of GST except:

- When the GST incurred on a purchase of goods and services is not recoverable from the taxation authority the GST is recognised as part of the cost of the acquisition of the assets or as part of the expense item as applicable.
- Receivables and payables, which are stated with the amount of GST included.

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

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 10 TAXATION CONTINUED**(a) Income tax recognised in the Statement of Comprehensive Income**

	2024 \$	2023 \$
Tax expense comprises:		
Current tax expense	72,568	124,631
Adjustments recognised in the current year in relation to the current tax of prior years	1,883	(86)
Deferred tax relating to temporary differences	1,810	(991)
Total tax expense	76,261	123,554
Attributable to:		
Continuing operations	76,261	123,554
	76,261	123,554

The prima facie income tax expense on pre-tax accounting profit from operations reconciles to the income tax expense in the financial statements as follows:

	2024 \$	2023 \$
Surplus before tax	262,626	439,242
Income tax calculated at 28%	73,536	122,988
Tax effect of permanent differences	842	652
Prior Period Adjustment	1,883	(86)
Income Tax Expense	76,261	123,554

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 10 TAXATION CONTINUED

(b) Current tax assets and liabilities

	2024 \$	2023 \$
Tax refund receivable	-	-
	-	-

(c) Deferred tax balances

	2024 \$	2023 \$
Deferred tax assets comprise:		
Temporary differences and tax losses	843,378	919,513
	843,378	919,513
Deferred tax liabilities comprise:		
Temporary differences	-	126
	-	126
Net Deferred Tax balance	843,378	919,639

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 10 TAXATION CONTINUED**(c) Deferred tax balances continued**

Gross taxable and deductible temporary differences for the Group arise from the following:

		Opening Balance \$	Charged to Income \$	Charged to Equity \$	Prior Period Adjustment \$	Closing Balance \$
2024	Property and equipment	451	(451)	-	-	-
		451	(451)	-	-	-
	Employee entitlements	84,543	(6,016)	-	(6,726)	71,801
	Losses carried forward	3,199,436	(259,169)	-	-	2,940,267
		3,283,979	(265, 185)	-	(6,726)	3,012,068
	Attributable to:					
	Continuing operations	3,284,433	(265,636)	-	(6,726)	3,012,071
	Total	3,284,433	(265,636)	-	(6,726)	3,012,071
	Tax effect at 28%	919,639	(74,378)	-	(1,883)	843,378
2023	Property and equipment	914	(767)	-	304	451
		914	(767)	-	304	451
	Employee entitlements	80,236	4,307	-	-	84,543
	Losses carried forward	3,644,544	(445,108)	-	-	3,199,436
		3,724,780	(440,799)	-	-	3,283,979
	Attributable to:					
	Continuing operations	3,725,695	(441,566)	-	304	3,284,433
	Total	3,725,695	(441,566)	-	304	3,284,433
	Tax effect at 28%	1,043,193	(123,639)	-	85	919,639

The deferred tax asset relating to tax losses carried forward has been recognised to the extent that the financial forecasts anticipate the Group maintaining sufficient profitability in future financial years to utilise these losses. The deferred tax asset is reviewed regularly and at balance date against forecast profits. The Directors believe that it is probable that sufficient taxable profits will be available in the future against which the unused tax losses can be utilised. The deferred tax asset does not include unrecognised tax losses of \$4,163,472 (2023: \$4,161,783) and unrecognised deferred tax asset effect at 28% of \$1,165,772 (2023: \$1,165,299).

(d) Imputation Credit Account

	2024 \$	2023 \$
Closing Balance	1,593,490	1,593,490

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

**NOTE 11 RECONCILIATION OF COMPREHENSIVE INCOME AFTER TAX WITH CASH FLOW
FROM OPERATING ACTIVITIES****Accounting Policy:**

The Statement of Cash Flows is prepared exclusive of GST, which is consistent with the method used in the Statement of Comprehensive Income. The GST component of cash flows arising from investing and financing activities, which is recoverable from or payable to, the taxation authority is classified as operating cash flow.

The following are definitions of the terms used in the Statement of Cash Flows:

- *Bank comprises cash on hand and demand deposits.*
- *Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of Cash and which are subject to insignificant risk of changes in value.*
- *Cash flows are inflows and outflows of cash and cash equivalents.*
- *Operating activities are the principal revenue producing activities of the entity and other activities that are not investing or financing activities.*
- *Investing activities are the acquisition and disposal of long-term assets.*
- *Financing activities are activities that result in changes in the size and composition of the contributed equity and borrowings of the entity.*

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

**NOTE 11 RECONCILIATION OF COMPREHENSIVE INCOME AFTER TAX WITH CASH FLOW
FROM OPERATING ACTIVITIES** CONTINUED

	2024 \$	2023 \$
Total Comprehensive Surplus / (Deficit)	186,365	315,688
Add/(less) non cash items		
Loan Interest	-	341,298
Depreciation	10,923	18,996
Amortisation	41,644	68,664
	52,567	428,958
Add/(less) movements in consolidated position of financial statement items		
Sundry Debtors, Prepayments and Accrued Interest	295	(99,236)
Sundry Creditors and Accrued Charges	(52,650)	(126,163)
Movement in CLP/ Riskpool Admin Fee Reserve	(20,410)	(19,256)
Movement in Deferred Tax Asset	76,261	123,554
	3,496	(121,101)
Add/(less) Items Classified as Investing Activity		
Investment Income	(432,673)	(198,764)
Loan Interest Received	-	(752,394)
Disposal of Assets	-	690
	(432,673)	(950,468)
Add/(Less) Items Classified as Financing Activity	-	-
Net Cash Flow (used in) / from Operating Activities	(190,245)	(326,923)

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 12 SUNDRY DEBTORS AND CREDITORS

(a) Sundry Debtors and Prepayments

	2024 \$	2023 \$
Sundry Debtors	421,575	520,111
Prepayments	48,128	69,228
GST Receivable	-	-
Sundry Debtors and Prepayments	469,703	589,339

(b) Sundry Creditors and Accrued Charges

	2024 \$	2023 \$
Sundry Creditors and Accrued Charges	145,537	193,627
GST Payable	385	328
Sundry Creditors and Accrued Charges	145,922	193,955

NOTE 13 LOANS

Loan Receivable

Local Government Mutual Funds Trustee Limited is the trustee of Riskpool and Civic Liability Pool (CLP). The Company provides administrative services to Riskpool and CLP.

The Company and Local Government Mutual Funds Trustee Limited on behalf of CLP have an agreement whereby the Company funds any claims payable for CLP under the Trust Deed, without charge to the Trust, which will be reimbursed by CLP in respect of any such claim payments when CLP receives the applicable reinsurance payments on the claims. The loan outstanding at 31 December 2024 is \$nil (2023: \$nil).

The loan facilities that previously existed between Civic and LGMFT on behalf of Riskpool were fully repaid in 2023. The three loan facilities that were in place were all terminated during the year. The loan outstanding at 31 December 2024 is \$nil (2023: \$nil).

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 14 AUDIT FEES

A breakdown of the fees paid to the auditors is below:

	2024 \$	2023 \$
Audit or Review Related Services		
Civic Financial Services	52,327	58,519
Civic Liability Pool	-	-
Local Government Superannuation Trustee	73,786	69,857
Total Audit or Review Related Services	126,113	128,376
Other Assurance Services	37,298	36,269
Total Fees Paid to the Auditors	163,411	164,645

The Other Assurance Services relate to the ISAE (NZ) 3402 Controls Assurance Engagement and the other assurance provided in respect of the LGST schemes' member registries.

NOTE 15 SHAREHOLDERS' EQUITY

The Share Capital of the Group comprises solely authorised and issued ordinary shares with each share ranking equally in votes, dividends and surpluses. In 2023 there were no shares issued. There were no shares issued during 2024.

	2024 \$	2023 \$
Retained Earnings		
Opening Balance (Deficit)	(288,799)	(604,487)
Net Surplus After Taxation	186,365	315,688
Dividend Payment	-	-
Closing balance	(102,434)	(288,799)
Shareholders Capital		
Opening Balance	10,763,506	10,763,506
Ordinary Shares issued during the year	-	-
Closing balance	10,763,506	10,763,506
Number of Ordinary Shares Fully Paid	11,249,364	11,249,364

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 16 EQUITY RETAINED FOR FINANCIAL SOUNDNESS

All shareholder equity is retained to ensure the financial soundness of the Group with cash being retained for cash flow purposes.

NOTE 17 RELATED PARTIES

The Company provided administration services to related parties during the year to NZ Local Authority Protection Programme (LAPP), NZ Mutual Liability Riskpool (Riskpool), Local Government Superannuation Trustee (Trustee of the Local Government Superannuation Scheme (LGSS) and SuperEasy KiwiSaver Superannuation Scheme (SKSS) and Civic Property Pool (CPP). There were no related party transactions with CPP in either of the last two years.

The income derived from the administration services as well as year end accounts receivable are detailed in the table below. Refer to Note 13 for the terms and information relating to loans with related parties.

Administration Fees

	2024 \$	2023 \$
LGSS & SKSS	2,545,137	2,423,319
LAPP	316,667	310,000
Riskpool	156,800	166,800
Civic Liability Pool	20,411	19,256
Administration Fees from Related Parties	3,039,014	2,919,375

Accounts Receivable

	2024 \$	2023 \$
LGSS & SKSS	421,460	431,340
LAPP	-	89,125
Accounts Receivable from Related Parties	421,460	520,465

Civic Financial Services Limited

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

NOTE 18 SUBSEQUENT EVENTS

There have been no material events subsequent to 31 December 2024 that require adjustment to or disclosure in the financial statements (2023: nil).

NOTE 19 CAPITAL COMMITMENTS

The Company has no capital commitments at balance date (2023: \$nil).

SHAREHOLDER MEMBER		NO. OF SHARES		SHAREHOLDER MEMBER		NO. OF SHARES	
CITY COUNCILS				DISTRICT COUNCILS (Cont'd)			
Auckland	2,195,042	19.51%	Rangitikei	35,338	0.31%		
Christchurch	1,417,704	12.60%	Rotorua	175,906	1.56%		
Dunedin	470,966	4.19%	Ruapehu	56,666	0.50%		
Hamilton	202,729	1.80%	South Taranaki	135,496	1.20%		
Hutt	479,822	4.27%	South Waikato	42,374	0.38%		
Invercargill	407,927	3.63%	South Wairarapa	53,930	0.48%		
Napier	283,842	2.52%	Southland	13,715	0.12%		
Nelson	95,543	0.85%	Stratford	65,608	0.58%		
Palmerston North	411,737	3.66%	Taranua	99,972	0.89%		
Porirua	140,146	1.25%	Tasman	65,584	0.58%		
Tauranga	124,242	1.10%	Taupo	83,971	0.75%		
Upper Hutt	51,209	0.46%	Thames-Coromandel	27,120	0.24%		
Wellington	526,821	4.68%	Timaru	230,118	2.05%		
				Waikato	41,070	0.37%	
				Waimakariri	88,172	0.78%	
Ashburton	56,016	0.50%	Waimate	30,458	0.27%		
Buller	27,698	0.25%	Waipa	149,082	1.33%		
Carterton	23,642	0.21%	Wairoa	22,992	0.20%		
Central Hawke's Bay	28,580	0.25%	Waitaki	120,000	1.07%		
Central Otago	91,238	0.81%	Waitomo	16,940	0.15%		
Clutha	33,711	0.30%	Western Bay of Plenty	28,142	0.25%		
Far North	85,440	0.76%	Westland	28,356	0.25%		
Gisborne	99,404	0.88%	Whakatane	38,788	0.34%		
Gore	54,589	0.49%	Whanganui	289,660	2.57%		
Grey	33,742	0.30%	Whangarei	63,524	0.56%		
Hastings	129,170	1.15%					
Hauraki	63,434	0.56%	REGIONAL COUNCILS				
Horowhenua	110,689	0.98%	Bay of Plenty	55,000	0.49%		
Hurunui	14,000	0.12%	Canterbury	152,696	1.36%		
Kaikoura	10,000	0.09%	Hawke's Bay	20,000	0.18%		
Kaipara	13,629	0.12%	Horizons	2,000	0.02%		
Kapiti Coast	15,060	0.13%	Southland	10,000	0.09%		
Kawerau	31,161	0.28%	Taranaki	1,000	0.01%		
Manawatu	203,964	1.81%	Waikato	22,000	0.20%		
Marlborough	86,022	0.76%	Wellington	80,127	0.71%		
Masterton	127,230	1.13%					
Matamata-Piako	122,554	1.09%	OTHER				
New Plymouth	441,456	3.92%	TrustPower	137,251	1.22%		
Opotiki	20,000	0.18%					
Otorohanga	5,000	0.04%					
Queenstown-Lakes	31,149	0.28%	Total Shares				11,249,364



2 May 2025

Riskpool Members' Annual Meeting Friday 13 June 2025

Although Riskpool has ceased offering new covers, it is still 'business as usual' regarding the payment of members' claims and it is still a requirement of the Riskpool trust deed that Riskpool holds an annual members' meeting.

The 2025 Riskpool members' meeting will be held following Civic's AGM, which is being held at Meredith Connell's office, State Insurance Building, Level 23/1 Willis Street, Wellington at **12.00pm** on Friday 13 June 2025.

At this stage there are no agenda items.

If you would like to attend in person or via Teams, or have any questions arising from this notice please contact me.

Yours sincerely

Charlie Howe
Chief Executive
Civic Financial Services Ltd, Riskpool Administration Manager
Email: charlie.howe@civicfs.co.nz
DDI: (04) 978 1257

16.5 LOCAL GOVERNMENT NEW ZEALAND MEMBERSHIP RENEWAL

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. LGNZ Invoice WDC 
2. The Value of LGNZ Membership 

PURPOSE

1. For Council to consider continued membership of Local Government New Zealand (LGNZ).

BACKGROUND

2. LGNZ is a membership body for councils across New Zealand.
3. All elected members are covered by their council's membership.
4. In return, elected members gain benefit from LGNZ's expertise, support and programmes providing benefit to the sector as a whole.
5. The purpose of LGNZ is '...to champion, connect and support local government.'
6. Council has received the annual LGNZ Membership invoice for 2025/26 for \$32,210.77 plus GST. This is an increase of \$2,794.54 on the fee in 2024/25. Payment of the invoice is due by 20 May 2025.
7. A 'The Value of LGNZ Membership' report, is attached for the information and consideration of Council.

PROPOSAL

8. That Council considers its continued membership of LGNZ.

Options

9. Council may continue with their membership of LGNZ; or
10. Council may cease their membership of LGNZ.

ASSESSMENT OF SIGNIFICANCE

11. This matter is deemed to be of low significance under Council's Significance and Engagement Policy.

CONSIDERATIONS**Risk**

12. Potential risks associated with ceasing membership could include:
 - a. Reduced advocacy and influence at a national level.
 - b. Lack of access to LGNZ guides, guidance and crisis support.
 - c. The inability to leverage off and lend our support to LGNZ policy and submissions.
 - d. Lack of access to Council data.
 - e. Exclusion from LGNZ events and networking opportunities.
 - f. Lack of access to Elections resources and post-Election guidance for the newly elected Council.
 - g. Inability to access induction and professional development materials for Elected Members through the Akona platform.

Other

13. There may be other perceived risks based on interpretation of value of membership.

FINANCIAL

14. There is a financial cost of membership of LGNZ, being \$32,210.77 plus GST for the 2025/26 year.

Budget

15. A budget of \$26,000 excluding GST has been provided for 2025/26 which was based on the 2023/24 actual cost of \$25,579.33.
16. An additional \$600 has been budgeted for the LGNZ Mayors Taskforce for Jobs subscription.

Cost-effectiveness

17. Cost-effectiveness is to be considered by Council.

RECOMMENDATION

1. That the Local Government New Zealand Membership Renewal report is accepted; and
2. That Council, after due consideration, decide to:
 - a. Continue with membership of Local Government New Zealand and make payment of the invoice; or
 - b. Cease membership of Local Government New Zealand and advise accordingly.



TAX INVOICE

Waimate District Council
PO Box 122
Waimate
Waimate 7960
NEW ZEALAND

Invoice Date
1 Apr 2025

Invoice Number
INV-3169

GST Number
49455479

New Zealand Local
Government Association Inc
(trading as Local Government
New Zealand)
P O Box 1214
Wellington 6140

Description	Quantity	Unit Price	Amount NZD
Annual LGNZ Membership Subscription	1.00	32,210.77	32,210.77
For the year 01 April 2025 to 31 March 2026			
Subtotal			32,210.77
TOTAL GST 15%			4,831.62
TOTAL NZD			37,042.39

Due Date: 20 May 2025

Payment can be made directly to the following account:
New Zealand Local Government Association Inc
01-0527-0008244-00
ANZ North End, Wellington
SWIFT Code: ANZBNZ22

Any enquiries to:
office@lgnz.co.nz or 04 9241200



PAYMENT ADVICE

To: New Zealand Local Government Association Inc
(trading as Local Government New Zealand)
P O Box 1214
Wellington 6140

Customer Waimate District Council

Invoice Number INV-3169

Amount Due 37,042.39

Due Date 20 May 2025

Amount Enclosed

Enter the amount you are paying above

THE VALUE OF LGNZ MEMBERSHIP

April 2025



FROM THE PRESIDENT

THE VALUE OF LGNZ MEMBERSHIP _____ 2

From the President

It's a real privilege to be the President of LGNZ and to work alongside elected members from all around the country. I see councils and community boards facilitating the improvement of infrastructure, delivering projects and impact for your communities. I also hear that many elected members and executives feel deeply stressed by always having to do more with less while juggling unfunded mandates and constantly shifting reforms and government expectation. As local government, we are present and accountable to our local community – as we should be. It means we receive sought-after and warranted feedback. Unfortunately I continue to hear that we also receive more and more unwarranted abuse, which only amps up in our election year.

Whether you feel like your council is running at 100kph or treading water, LGNZ has your back. We've listened to what you need from your membership body. We are here to champion, connect and support elected members and councils. We are focused on what unites local government – including what we can advocate on together, for the good of all councils and communities. Your National Council leaders, including me, are very deliberate about speaking out only on issues that have broad consensus, to avoid a repeat of Three Waters. Our advocacy work is robust and backed by evidence-based data – like the reports LGNZ commissioned last year on the drivers behind council costs and rates rises.

LGNZ's relationship with the Government has entered a new phase as the Government is more settled in its second year. Our new Minister Simon Watts said at our February All-of-local-government event that we have a positive relationship and he wants to work with us as equals at the table rather than continuing a parent-to-child relationship. Minister Watts acknowledged local government was fatigued by waves of reform – and that a lot of the cost and burden that falls on local government is often because of central government legislation. LGNZ commissioned research from NZIER last year that clearly demonstrated this burden.

This report you are about to read has been requested by members and prepared so all councils and elected members can understand the breadth and depth of LGNZ's work on your behalf.

It goes into a lot of detail about advocacy wins, the value you get for your dollar, and exactly what LGNZ delivers for you. It also sets out the significant programme of work LGNZ is doing right now aimed at making sure councils elected in October hit the ground running. In terms of pure return for investment, we provide examples of how belonging to LGNZ saves ratepayers money (check out page 7) but it's very hard to put a price on all the intangible benefits. Things like the power councils gain by speaking with one voice, or providing easy access to politicians, or generating media campaigns that highlight the issues you face and support greater understanding in the public domain. Every day, the small LGNZ team works on your behalf, in line with our LGNZ constitution that reminds us to look after the national interests of local government as a whole. That means the system as a whole, as well as the different parts within that system.

The figures show that a council choosing to leave LGNZ on the basis of cost savings doesn't make sense – councils often end up spending far more on these individual services. Councils leave for political reasons. Often reasons that don't reflect LGNZ's current direction or our actual relationship with the Government.

This report shows how LGNZ delivers many services that councils use every day that no one else could provide as efficiently and cost effectively, or sometimes even at all. So please absorb this report, ask us questions and get involved. The more engaged members are with LGNZ, the more value you get out of us, and the more our work responds to your feedback because we are a reflection of you.

In both mountaintop and challenging times, your LGNZ networks of fellow elected members and executives will help you learn and grow, stay the course and celebrate your successes. I know I have needed, and continue to appreciate, my networks within our local government family. They have helped me get through some difficult times and supported me to look for the opportunities to learn inside each challenge – and refresh my perspective. Local Government New Zealand is your organisation. I trust this report paves new ways to understand both the individual benefits and connections we offer, as well as a greater appreciation of the collective impact we can make together.

Ngā mihi

Sam Broughton
President

NATIONAL COUNCIL MEMBERS

THE VALUE OF LGNZ MEMBERSHIP _____ 3

National
Council
members

Sam Broughton
LGNZ PRESIDENT



Campbell Barry
VICE PRESIDENT, ZONE 4
REPRESENTATIVE



Moko Tepania
ZONE 1 REPRESENTATIVE



Toby Adams
ZONE 2 REPRESENTATIVE



Craig Little
ZONE 3 REPRESENTATIVE



Dan Gordon
ZONE 5 CHAIR AND
REPRESENTATIVE



Ben Bell
ZONE 6 REPRESENTATIVE



Toni Boynton
TE MARUATA REPRESENTATIVE

NATIONAL COUNCIL MEMBERS

THE VALUE OF LGNZ MEMBERSHIP _____ 4



Iaeen Cranwell
TE MARUATA REPRESENTATIVE



Paula Southgate
METRO SECTOR CHAIR



Vince Cocurullo
METRO SECTOR REPRESENTATIVE



Jules Radich
METRO SECTOR REPRESENTATIVE



Rachel Keedwell
REGIONAL SECTOR REPRESENTATIVE



Rehette Stoltz
REGIONAL SECTOR REPRESENTATIVE



Alex Walker
RURAL SECTOR CHAIR AND
REPRESENTATIVE



Neil Holdom
PROVINCIAL SECTOR CHAIR AND
REPRESENTATIVE



Alex Crackett
YOUNG ELECTED MEMBERS
REPRESENTATIVE

THE VALUE OF LGNZ MEMBERSHIP _____ 5

TOP 10 ADVOCACY WINS FROM THE PAST YEAR >

TOP 10 ADVOCACY WINS FROM THE PAST YEAR

THE VALUE OF LGNZ MEMBERSHIP _____ 6

- 1. Minister Watts told our February All-of-local government meeting that he wants to work in partnership with local government and LGNZ.**

In a q+a with LGNZ, he also said: "As Minister of Local Government, my vision is for a financially sustainable sector that works in true partnership with central government to drive economic growth and productivity in our cities and regions."

- 2. In November we launched a set of funding and financing tools, which gained significant media and political attention, and now two are set to be delivered.**

The Government will replace development contributions with a development levy system, allowing you to charge developers a share of long-term infrastructure costs.

The Minister has expressed strong interest in progressing the Ratepayers Assistance Scheme. The RAS will allow ratepayers to cheaply borrow for specific improvements to their properties or to pay ratepayer charges. By leveraging the high credit quality of local government rates, it accesses efficient capital market financing, passing savings to ratepayers. Like the Local Government Funding Authority, which LGNZ helped set up in the early 2010s, RAS has the potential to be a gamechanger for councils.

- 3. No one likes rates rises but our rates rise toolkits meant everyone knew councils were facing rising costs.**

Research we commissioned by Infometrics revealed that the cost of building bridges had gone up 38% in three years, among other facts. Many of you used this data to help explain rates rises to your communities.

- 4. Unfunded mandates research we commissioned from NZIER gave new prominence to the costs that governments pass to councils.**

For example, new water quality standards under the National Policy Statement for Freshwater Management (NPS-FM) meant regional and district councils had to monitor freshwater quality more rigorously and invest in better infrastructure, generating significant costs for you. Ministers now have greater visibility of these costs and we don't have to explain them from scratch every time. This research has strengthened our submissions against any new reforms that create additional unfunded mandates, and has also meant media and the public are now more aware of the issue.

- 5. We sourced a "red tape" list from you of ways to save councils money and reduce the complexity you need to navigate, so that these can be addressed as part of upcoming changes to the Local Government Act.**

This list was presented to the PM and then-Minister of Local Government and we understand a number of these items will be included in changes to the Act. These include removing the requirements to carry out s17a reviews and removing requirements for newspaper notices.

TOP 10 ADVOCACY WINS FROM THE PAST YEAR

THE VALUE OF LGNZ MEMBERSHIP _____ 7

- 6. We set up the Electoral Reform Working Group, chaired by Mayor Nick Smith, which engaged extensively with members to develop its thinking.**

Its [March 2025 draft position](#) paper – which makes it clear that postal voting has a very limited shelf life and change is urgent – gained significant media, political and third-party interest. It's also allowed you to respond proactively to key issues that matter. Minister Watts and the Prime Minister are positive about the working group's recommendations and keen to make progress for the 2028 local body elections.

- 7. Our city/regional deals framework was picked up and used by the Government, to local government's advantage, including the focus on partnership, new funding tools and a commitment to long-term planning.**

In particular, our framework called for all councils to have an opportunity to be part of the EOI process – which the Government eventually enabled despite initially only inviting five regions to participate.

- 8. We ran an Infrastructure Symposium attended by more than 200 people, with speakers including Infrastructure Minister Chris Bishop, former Prime Minister Bill English, Fulton Hogan's COO and the President of the Australian Local Government Association.**

Strong media coverage included stories on Stuff, BusinessDesk, the NBR and RNZ setting out our view that you need more funding tools to pay for infrastructure.

- 9. We ensured people who get local government were in key conversations.**

For example, we secured a local government representative on the technical expert working group feeding into the Government's work on adaptation to climate change. In another example, LGNZ put forward local government people to be part of the steering group set up by MBIE to inform a comprehensive review of the seismic strengthening system. We also set up our own informal Seismic Strengthening Group, chaired by Manawātū deputy mayor Michael Ford, which met for the first time in late November.

- 10. There was strong media coverage of our balanced position on Māori wards: that they should be treated the same as all other wards, with councils able to decide what's right for their community.**

For some councils, that means not having a Māori ward while for others it means having one.

THE VALUE OF LGNZ MEMBERSHIP _____ 8

HOW LGNZ SAVES COUNCILS (AND RATEPAYERS) MONEY >

Guides, guidance and crises

- > We develop guides and templates that councils use every day.
 - > Our standing orders templates (and guide) would cost you **\$50K-\$60K** to commission yourself.
 - > Our Code of Conduct template (and guide) would cost you **\$50K-\$60K** to commission yourself.
 - > Members can also access these guides, which would cost you **tens of thousands of dollars to create** yourself:
 - + Elected member governance guide
 - + Mayors and Chairs governance guide
 - + Community boards governance guide
 - + Community boards chairs governance guide
 - + Tax guide for elected members
 - + Guide to recruiting and managing your CE
 - + Guide to council declaration
 - + Representation reviews guide
 - > We can also give expert advice on how to use these templates and guides, saving you more time and money.
- > We field a lot of calls from you when you want a sense check – or when things go wrong. Whether it's questions about the Local Government Act, conflict between the Mayor/councillors/CE, or other curly issues, you can ring Susan, Scott, Dr Mike, Simon and the team when you want advice or just a confidential sounding board. We are impartial and we work to deescalate conflict so you can avoid costly legal disputes. Calling us can save your council a huge amount of money.
- > We provide crisis media support for councils, particularly when multiple councils are involved. Tailored guidance like this would cost individual councils thousands of dollars.
- > LGNZ gives every elected member in New Zealand free, anonymous access to counselling.

Policy and submissions

- We develop submissions on policies that impact local government. Councils use our draft content in your own submissions, saving you time and money. Because we do the heavy lifting, your staff can focus on making local implications clear. Each submission is worth between **\$30K-\$80K+** depending on its complexity. Our submissions saves councils spending money on your own research, legal advice, and consultancy/subject matter experts – as well as staff time in terms of preparing your submissions or even needing to submit.
- For example, in response to concerns raised by councils, in the past year our submissions have reflected technical or legal advice on:
 - + The limits on the proposed change in the Resource Management (Consenting and Other System Changes) Amendment Bill which grant the Minister for the Environment the power to direct a local authority to prepare or amend their district plans or regional policy statements
 - + In the water space, what changes would be needed for the Water Services Bill to ensure that councils could continue to collect development contributions after transferring assets to a CCO but before they had adopted a development contributions policy.
- Our submissions reflect our extensive engagement with officials and Ministers and as members of working groups. This means either bills already reflect our input or we are really clear on the best ways to frame our submissions to enact change. Select committees also prioritise LGNZ so that our oral submissions are heard in hearing processes with tight timeframes.

HOW LGNZ SAVES COUNCILS (AND RATEPAYERS) MONEY

THE VALUE OF LGNZ MEMBERSHIP _____ 77

- > Submissions since the start of 2024 represent about **\$1 million** in value. GPS Land Transport 2024 (Round 2)
 - > Fast Track Approvals Bill
 - > Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Bill
 - > Local Government (Water Services Preliminary Arrangements) Bill
 - > Inquiry into Climate Adaptation (further Submission)
 - > NZTA Emergency Works Investment Policies consultation
 - > New Zealand's second emissions reduction plan (2026–30): Discussion document
 - > Building (Earthquake-prone Building Deadlines and Other Matters) Amendment Bill
 - > Consultation on increasing the use of remote inspections in the building consent process
 - > Petition of Christian van der Pump: Remove Building Act 2004 restriction of access to the District or High Court
 - > Consultation on Testing our thinking: Developing an enduring National Infrastructure Plan discussion document
 - > Land Transport Management Act (Time of Use Charging) Amendment Bill
 - > Local Government (Water Services) Bill
 - > Principles of the Treaty of Waitangi Bill
 - > Resource Management (Consenting and Other System Changes) Amendment Bil
 - > Crimes Legislation (Stalking and Harassment) Amendment Bill
- > In November we shared an explainer on water services reform ahead of the introduction of the Local Government Water Services Bill in December, which had a very tight timeframe for submissions that ran over the holiday period. Our work supported your staff to produce quality submissions without having to grapple with complex legislation from scratch.
- > Now the Government is proposing changes to the resource management system and Local Government Act with significant implications for the structure and functions of local government. All councils need to understand the legal impact of these changes before you respond – and it doesn't make sense for every council to individually commission expensive advice. LGNZ will share advice that all members can use.

Data councils can use

- > We now produce national data you can use locally, giving all member councils access to centrally produced research by respected economists. We package our research with slides and key messages that members can use, as well as generating media interest. It would be cost prohibitive for councils to commission this research individually.
- > In March 2024, we shared [research by Infometrics on how costs had risen dramatically for councils](#), driving rates rises. For example, that the cost to build a bridge had risen 38% in just three years.
- > In July 2024, we released work we had commissioned from NZIER on the [impacts of unfunded mandates on local government](#).
- > In April 2025, we launched our first [Infometrics Local government economic insights report](#). These reports will come out quarterly, exclusively to members, and mean elected members and CEs can have quality local government economic data at their fingertips. You could also join a zoom with Infometrics Chief Economist Brad Olsen, and an Infometrics economist will speak at our next All-of-local-government event.

Events and networks

- > At our events you regularly have access to multiple Ministers at once, saving you travel time and money. You get opportunities to pull them aside and discuss local issues.
- > We offer dedicated networks for Māori elected members, Young Elected Members, and Community Board members, and we've started to run events to connect women in local government. These networks meet in-person and online to provide support and development. There's no way of recreating this without spending significant council staff time and effort.

Elections

- > If you're aiming to be back on council, you want colleagues who understand what being an elected member means and can quickly get up to speed. We've developed a "pre-elected" programme that steps potential candidates through what it means to be an elected member – and you can freely share this with candidates.
- > Alongside the pre-elected programme, we've updated the guide for candidates, which will be available on the VoteLocal website.
- > [Our Vote25 toolkit](#) includes design files councils can customise to create posters, graphics and social media content to promote voter registration, standing, and voting. It would cost you **\$50k-70k** to develop this toolkit externally from scratch – and what's the point of all councils paying individually to create the same thing?

Induction and professional development

- > Through our Ākōna platform, elected members can now access **\$1.2 million** worth of professional development for free – that's what it would cost to commercially develop and host the 15 Ako hours and 22 courses available, with more being added all the time in response to your feedback.
- > Ākōna isn't just the online platform – it's induction for elected members (more on page 14):
 - > Mayors school is right after the elections – so both new and returning Mayors can hit the ground running. The Prime Minister and Minister have both confirmed they plan to be there. You'll also get some insights into how you can really drive your councils' performance.
 - > Later in October, there's induction for elected members, with LGNZ delivering sessions all around the country to help people get quickly up to speed and deliver for communities. This will be relevant for both new and returning EMs.
 - > And once chairs are elected, we'll be running a Chairs' School along similar lines to the Mayors' School.
 - > Many councils choose to use our induction template to support your own elected member induction, saving significant amounts staff time.

It's much cheaper for us to do this work for all members than if you do it yourselves. Councils that leave LGNZ end up spending more on these services across a range of cost centres, because they don't benefit from collective buying power.

THE VALUE OF LGNZ MEMBERSHIP _____ 14

**SETTING YOUR
NEXT COUNCIL
UP FOR
SUCCESS >**

In October 2025, your new council needs to hit the ground running. LGNZ is here to support each part of that process.

1. Making sure candidates know what they're getting into

We've developed a "pre-elected" programme that steps potential candidates through what it means to be an elected member. This interactive course covers how councils work, your obligations, and dealing with the demands of the job. Three animated videos look at: 'Structure of Local Government', 'Roles within a council' and 'How councils are funded'. Plus there are two e-modules: 'Stepping into Local Leadership: The role of an elected member' and 'Stepping into Local Leadership: The life of an elected member'.

Unlike the rest of Ākōna, this pre-elected material doesn't need a log-in – so you can share it freely with any potential candidate.

We're also updating the written Candidates Guide that is available on the Votelocal website.

2. Promoting registering, standing and voting

In December 2024 we shared a free toolkit of Vote25 digital assets that you can customise into posters, social media tiles or any other format.

3. Mayors' School

Join New Zealand's mayors, the Local Government Minister and expert speakers in Wellington for two days of intensive networking and learning how to drive council performance. We are also working with the Prime Minister's office to schedule his attendance.

4. Elected member induction

We'll be in 11 cities and towns around New Zealand, delivering in-person induction for elected members that complements your own council's induction, and lets you meet many of your new regional colleagues. Thanks to your feedback, induction has been revamped for 2026 to better deliver what you need, with relevance for both new and returning EMs. You can also use our template to deliver induction to your own council.

5. Chairs' School

Once Regional Councils have elected their Chairs, we'll be holding a Chairs' School in mid-November. The Minister of Local Government will attend this event.

6. Team builder toolkit for Mayors and Chairs

Our team builder toolkit will set out a range of activities and strategies that Mayors and Chairs can use to create an event that brings your council together for the first time, so you can lay the best possible foundation for you to work productively together.

7. Post-induction Ako hour academy

A three-month academy of Ako hours will offer two live Ako hours every week between February and May 2026. Each Ako hour will focus on a different governance topic, offering elected members the chance to engage with both experts and their peers from around the country.

8. Ongoing professional development via Ākōna

Our Learning and Development Manager is meeting with every member council in turn to discuss what materials they could upload into the new Ākōna platform so it's a one-stop shop for all your elected member learning.

LGNZ already has over 20 custom-designed and built catalogues of learning that offer micro-learning opportunities alongside our popular live Ako hours, workshops, templates and downloadable resources designed to support new and returning elected members throughout the triennium.

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LGNZ'S 2025 STRATEGY >

OUR VISION/

To create the most active and inclusive local democracy in the world.



Our

purpose:

We serve members by championing, connecting and supporting local government

CHAMPION/

- > Advocate for local government on critical issues.
- > Build relationships with ministers and officials.
- > Decode policy and make submissions.
- > Speak out for local government in the media.

CONNECT/

- > Bring members together at zone, sector and conference events or via networks like Te Maruata and YEM.
- > Create strong feedback loops between members and LGNZ's work.

SUPPORT/

- > Provide professional development uniquely tailored to local government.
- > Support councils and elected members when they are stuck.
- > Support elected members to deal with pressure and harassment.

Our

long-term goals:

01.

Local government and central government are trusted partners.

02.

Council can access the right funding and financing tools to reduce pressure on ratepayers and entrench localism.

03.

Elected members are connected, engaged and highly capable.

04.

Te Tiriti partnerships between local government and Māori are authentic, strong and respected.

05.

More New Zealanders value and participate in local government.

06.

A sustainable and fit-for-purpose LGNZ.

Our

work in 2025:

CHAMPION/

- + Focus our advocacy effort on shifting the dial on systematic issues that are mutually beneficial to local government, its communities and central government.
- + Leverage off the strengthened working relationship with the Government and new Minister to develop solutions.
- + Advocate for councils to have access to a greater range of funding and financing tools that are fit-for-purpose, through the lens of regional deals.
- + Show the value that councils deliver to communities and the cost pressures that they face in the lead up to the 2025 elections.

CONNECT/

- + Deliver All-of-local government and SuperLocal25 events focused on the challenges and opportunities in front of councils.
- + Advocate for increased safety for all elected members, while specifically enhancing, connections between women EMs.
- + Make members feel more connected to our advocacy.
- + Activate LGNZ's new Māori strategy, Hutia te Rito.

SUPPORT/

- + Revitalise induction for Mayors, Chairs and elected members, supported by our Ākona learning and development platform.
- + Launch a resolution and support service to help councils deescalate and effectively resolve conflict.
- + Launch the revitalised CouncilMARK/Te Korowai.

THE VALUE OF LGNZ MEMBERSHIP _____ 19

EVERYTHING LGNZ DOES FOR MEMBERS >

LGNZ champions local government

We hold regular meetings with the PM and key Ministers

We meet every quarter, in-person, with the Prime Minister. For example, we had one of our regular quarterly meetings with the PM on 1 April:

- > The PM was very open to our electoral reform work, led by Mayor Nick Smith, and understood the need to progress recommendations in time for the 2028 elections.
- > We made clear our concerns about the potential unintended consequences of rates capping. But – without sugarcoating it – the PM does have serious concerns about the financial literacy of councils.
- > In response we acknowledged that there may be some work to do to build capability – and that we all agree on the need to reduce rates rises.
- > The PM is very keen to reduce red tape for local government and wants us to help. We gave him a list of 10 actions suggested by members in our meeting in December – and now we'll again work with members to see if there are any more quick wins.

We have regular meetings locked in with Local Government Minister Simon Watts; Infrastructure, Transport and Resource Management Reform Minister Chris Bishop, Regional Development Minister Shane Jones; and Under Secretary Simon Court. We meet other Ministers, such as the Minister for Rural Communities and Minister for Social Development and Tourism Louise Upston, when issues arise. For example, we met with Minister Casey Costello about the role councils could play in reform of vaping regulations, which resulted in an agreement that LGNZ would further engage with health officials on what a system in which councils have greater control over where vape retailers are located could look like.

We help Ministers engage with local government – and local government issues

When Minister Watts stepped into the Local Government portfolio in February, we provided both an immediate letter on key issues, and a fuller briefing for the Minister that set out the current state of play, including where there are opportunities to work together in support of New Zealand's economic development.

Ministers want to deal with one body rather than 76 separate councils. Minister Watts is very clear he wants to work constructively with LGNZ and local government – and take full advantage of LGNZ's events and meetings.

Ministers use our events to make announcements, which helps us attract media and gives Mayors and councillors who are there the chance to comment to media directly. For example, the February All-of-local-government meeting featured an announcement on funding and financing for housing growth by Minister Chris Bishop and Under Secretary Simon Court; at SuperLocal last August, the Government made announcements around its Regional Deals framework.

While we work hardest and most closely with the government of the day, we maintain relationships with all political parties, so that local government is ready to build relationships with whoever is in government.

We calibrate our advocacy to the government of the day

You'll remember our Future by Local Government project in the second half of 2023 (a response to the previous government's Future for Local Government report). It came up with five agreed directions, approved at an SGM. But we're not advocating on all of them. We're only pushing those that resonate with the current government. The others can wait for future governments.

It's the same with our funding and financing tools. Our set of 25 tools was divided into three categories reflecting where we are likely to get traction with this government – some to focus on now, some for later, and others for the distant future. We have no plans to advocate for GST on rates or paying rates on Crown land, for example, because they aren't currently palatable.

We champion local government issues in the media

Our media engagement means balancing standing up for councils while being seen as a constructive partner of the Government. We are very thoughtful about keeping that balance steady.

Some examples: Our June 2024 Infrastructure Symposium, including Infrastructure Minister Chris Bishop's speech at our networking function the night before, received very strong media coverage, with stories in The Post, BusinessDesk, NBR and RNZ focused on our support for more funding tools to pay for infrastructure. Our SuperLocal conference in August 2024 generated 394 pieces of media coverage on topics ranging from bed taxes and regional deals to being a young elected member.

We educate media about local government. We hold regular briefings with journalists funded by the Local Democracy Reporter scheme, to help them have a better understanding of the challenges councils face. We invite senior journalists to key events: for example, Stuff's political editor spent an hour with National Council at their February 2025 meeting. Through that he gained insights into the challenges facing councils, which resulted in a [thoughtful opinion editorial](#) later that week.

We advocate on topical issues that affect all councils

Electoral reform: We set up a working group led by Mayor Nick Smith to create a roadmap for future electoral reform, given the reality of declining voter turnout and the declining postal system.

Rates capping: If the Government introduces rates capping, councils' ability to raise rates will be constrained. In Australia, while rates capping constrained rates increases, it has degraded delivery and left councils increasingly financially unstable. Every overseas jurisdiction that has implemented rates capping is telling us to oppose it as strongly as we can, because of its negative impacts on councils' ability to deliver. In March 2025 S&P downgraded 18 councils' credit ratings, identifying the Government's proposal to investigate rates capping as an area of concern.

You've heard from Victoria and New South Wales guests at the November All-of-local government meetings – and then from South Australia, which avoided rates capping by pushing for greater transparency and accountability – at our February meeting. We've shared facts and messages you can use to talk to MPs, Ministers and the public about the potential implications. LGNZ is talking to the Local Government Minister and other Ministers, sharing information with officials and getting media coverage, to advocate for local government's interests.

Funding and financing: In late November we launched a set of 25 tools to help councils better fund infrastructure and services – from sharing GST on new builds, to value capture, to improving councils' ability to recover costs. We take every opportunity to advocate on the tools in category one, to both politicians and the media (while working less intensively on category two and not at all on category three right now, as discussed above).

Some of these tools are already being delivered:

- > The Minister for Infrastructure used our February All-of-local-government meeting to announce changes to New Zealand's infrastructure funding and financing settings. The Government will replace development contributions with a development levy system, allowing councils to charge developers a share of long-term infrastructure costs. Councils will also have more flexibility to set targeted rates that apply to new developments, among other changes.
- > In April 2025 we submitted on the Land Transport Management (Time of Use Charging) Bill, another tool. We want to make sure the model adopted gives councils as much flexibility as possible.

We engage on critical local government reforms

Our relationships with Government officials mean we discuss policy as it's developed, providing opportunities to influence before decisions are made.

Recently we submitted on multiple pieces of legislation related to **resource management**, and we expect significantly more consultations in the RM space over the next 18 months, including new legislation to replace the RMA and changes to national direction.

Our **Transport** Forum, chaired by Mayor Neil Holdom, is engaging with Government Ministers and officials on a range of issues as well as gathering data to support this advocacy. For example, we surveyed Transport Forum members to get an idea of the cost of implementing the Government's new policy of variable speed limits in school areas. Early indications are that this is having a significant fiscal impact on councils already facing significant financial pressure as a result of funding decisions made in the NLTP 2024-27. We have also raised concerns with Ministers and in the media about the proposal to increase the private share of public transport operating expenditure, which is of concern to regional councils because it would significantly increase passenger fares.

In August we shared an explainer on **water services reform** ahead of the introduction of the Local Government (Water Service Preliminary Arrangements) Bill, and the Local Government (Water Services) Bill. As well as submitting on those bills in January, we hosted a well-attended Ako hour to inform councils' engagement on the Commerce Commission's discussion paper on the economic regulation of water. There is still a huge amount of investment required in the water space – which is only getting more expensive over time. We are thoughtful that, even with reform, CCOs will still be constrained by consumers' ability to pay for water services.

The Government made announcements around its **regional deals** framework at SuperLocal, with the framework largely reflecting our position. It included partnership, new funding tools and a commitment to long-term planning, and was modelled on LGNZ's proposal released earlier in 2024. We know funding tools and regulatory relief will be made available in the regions that secure deals. We have been advocating for those benefits to be available for all of local government (where that makes sense). The government so far has committed to completing one regional deal by the end of 2025 and a further two by 2026. We called for more deals to be agreed sooner in our briefing to Minister Watts when he took over as Minister of Local Government, and we understand he is supportive of this view.

We advocate to protect elected members

Every elected member knows harassment and bullying related to your role is on the rise, especially online. We help connect you to expertise (see below) and we also push for broader system change. For example, our advocacy meant the requirement to put your address on electioneering material was dropped. This year we submitted in favour of new anti-stalking legislation and how it could be relevant to elected members. We also run surveys across local government that track these trends and provide data about the scale of the problem that we can use in the media and submissions.

We innovate in the long-term interests of local government

LGNZ was instrumental in creating the Local Government Funding Authority back in 2011. Now we're working on the **Ratepayers Assistance Scheme**, which would leverage the high credit quality of local government rates, to give ratepayers access to cheap borrowing for specific home improvements or ratepayer charges in support of local and central government priorities. By accessing efficient capital market financing, the RAS would pass savings to ratepayers. The RAS lends directly to ratepayers, keeping councils financially whole.

The new Local Government Minister has expressed strong interest in progressing the RAS. We are now taking next steps to secure the necessary financial commitment and legislative changes.

We celebrate the best of local government

Our annual SuperLocal awards recognise outstanding local government projects and people – and generate media coverage for the winners.

We help Iwi connect with local government

Through our MOU with the Iwi Chairs Forum, we are engaging more closely with that group. We are working on building our direct relationships with mana whenua to support our ability to guide councils and enable Iwi to partner with you.

LGNZ connects local government

Events

Our events give you the chance to network with Ministers and other politicians. Recent events have featured Local Government Minister Simon Watts (and before him Simeon Brown), Chris Bishop (several times), Chris Penk, Simon Court, Mark Patterson, Matt Doocey, Shane Jones (several times), James Meager, Penny Simmonds, Louise Upston, Mark Mitchell, Andrew Hoggard, Todd McLay. SuperLocal featured the Prime Minister and all key Ministers (and Opposition), with Finance Minister Nicola Willis speaking at the pre-conference women's lunch. Minister Watts has told us he wants to maximise LGNZ events because he sees them as a great opportunity to engage with a wide range of local government at once – so we work closely with his office to give him opportunities to address the sector together.

All LGNZ events – from our SuperLocal conference to All-of-local government meetings, Sector meetings and Zone meetings – help elected members build relationships, learn from experts and hear about best-practice. They're a chance to build and grow relationships that provide critical support or enable regional or cross-regional projects. SuperLocal is the local government event of the year, with the Prime Minister, Ministers, experts and guest speakers joining local government to speak, network and set the media agenda. More than 800 people attended in 2024.

Networks

Our dedicated networks provide support and advice for specific groups of elected members. Te Maruata connects Māori elected members, helping give new elected members a strong local government foundation as well as somewhere to go with challenges and questions. Te Maruata holds monthly zooms as well as also meeting two or three times a year in person to hear expert speakers, workshops and discussions. Te Maruata also plays a pivotal role in LGNZ's relationship with the Iwi Chairs Forum.

Young Elected Members holds an annual in-person hui as well as meeting ahead of SuperLocal, and providing YEMs with ongoing support.

The Community Boards Executive Committee brings together community board members and runs a biennial conference, as well as working to build better relationships between community boards and councils.

Last year we brought women in local government together both online and in person, including at the hugely popular pre-conference event featuring Finance Minister Nicola Willis that received significant media coverage after she “called out the trolls”. This year we’ll be creating more vehicles for women to come together while continuing to advocate for measures to keep all elected members safer.

Elected member safety

A poll at LGNZ’s All-of-local-government meeting in April 2024 revealed 53% of attendees felt abuse and harassment was worse than a year ago. We’ve highlighted the seriousness of these issues in the media, and via our zooms with the likes of NZ Police and Netsafe. Last year we ran three zooms on your safety and security, with tips and advice from security experts, real-life case studies, and a session on how to deal more efficiently and safely with Sovereign Citizens, who are consuming huge amounts of some councils’ resources. These zooms gave elected members and CEs the chance to share experiences and realise the scale and seriousness of the problem, as well as sharing strategies to manage it.

Keeping you in the loop

Finally, we keep you informed through a broad range of communications, from personal emails to newsletters like *Keeping it Local*, social media and topical zooms.

LGNZ supports local government

Ākona professional development for election members

Elected members can access our professional development platform Ākona at home or whenever it suits you. Or, like increasing numbers of councils, councillors can gather and go through one course together. Ākona has about 500 active users, with 42 users even choosing to engage with the platform over the summer break. Over 200 users have made use of the skills analysis tool and 483 members have enjoyed the top five e-modules.

At the moment, 22 courses are available on the Ākona online platform covering these topics:

- > Asset management
- > Chairing meetings
- > Climate change
- > Conflicts of interest
- > Council membership
- > Designing and delivering great speeches
- > Engaging with Māori
- > Engaging with the media
- > Engaging with your community
- > Financial governance
- > Funding and finance
- > Governance
- > Health & safety and good governance
- > Leading complex communities
- > Local Government Official Information and Meetings Act
- > Long Term Plan
- > Navigating Local Government meetings
- > Remuneration and Tax for elected members
- > Te Reo Māori
- > The chief executive relationship
- > What is local government?

There are also 23 recorded Ako hours available:

- > Economic regulation of water services – information disclosure
- > Introducing water meters
- > Funding and financing infrastructure
- > Standing Orders with Dr Mike Reid
- > Tairāwhiti: resourcing regional resilience
- > Mangatāwhai Wetlands restoration project
- > Innovations for climate adaptation
- > Pecuniary and non-pecuniary interests
- > Te Tiriti o Waitangi
- > No News is good news – working with media
- > Social media safety
- > Empowering localism
- > Deliberative democracy
- > Privacy Act
- > Code of Conduct
- > Applied governance
- > Debate not destruction
- > Electoral reform and the future of local democracy
- > Electoral reform – a historical perspective
- > Applied governance
- > Māori wards legislation
- > Community committees
- > How to transition a new Mayor

Te Korowai

Our Te Korowai programme helps councils to understand how you're performing by identifying your most pressing challenges and opportunities, guiding you toward growth and continuous improvement. Formerly known as CouncilMARK, Te Korowai has been totally revamped and provides insights and analysis that can be turned into real action and change.

Guides and templates

LGNZ publishes a large range of guides as noted on [page 7](#). Most recently, the 2025-2028 edition of the LGNZ standing orders template was [published in late December](#). There are three templates: one for city and district councils, one for regional councils and one for community boards. Then in March we published the [Guide](#) to these templates, which includes:

- > Advice on implementing the Ombudsman's Guidance on public access to workshops;
- > More information on delegations and setting agendas;
- > Guidance on issues that emerged in the last term, such as using co-chairs and vacating the chair;
- > Protocols for online meetings and people joining meetings remotely; and
- > Templates for parental leave and childcare policies.

Last year at SuperLocal, we launched [Localism: A Practical Guide](#), which sets out a wide range of tools and approaches councils can use to apply localism across your day-to-day work.

Data and decision making

We are a founding partner of the Road Efficiency Group Te Ringa Maimoa (REG) sector partnership, which works with Road Controlling Authorities and NZTA Waka Kotahi to enhance business practices in the transport sector. This programme focuses on improving the local government capability, leading to better decision-making based on solid activity planning, service delivery, and quality comparative data.

We also work with councils to implement the Moata Carbon Portal, which helps councils manage and reduce carbon in infrastructure projects.

Want even more detail?

Every four months, LGNZ publishes a report that sets out exactly what we've worked on and achieved for members during that period. Read our most recent four-monthly reports:

- > [November-February 2025](#)
- > [July-October 2024](#)
- > [March-June 2024](#)

WHAT PROGRESS HAVE WE MADE ON 2023 AND 2024 REMITS?

Member councils can propose remits to LGNZ's AGM. The AGM then prioritises the remits that pass, to guide how much resource LGNZ puts into them.

2024 remits

Remit	Progress update
<p>Appropriate funding models for central government initiatives</p> <p>That LGNZ proactively promote and lobby for the development of a more equitable and appropriate funding model for central government initiatives.</p>	<p>This remit is being progressed as part of the wider funding and financing work programme (and is a core objective of this work).</p>
<p>GST revenue sharing with local Government</p> <p>That LGNZ be proactive in lobbying central government on sharing GST revenue with local government, derived from local government rates and service fees related flood protection mitigation, roading, and three waters, for investment in these areas.</p>	<p>This remit is being progressed as part of the wider funding and financing work programme. The Government has signalled the return of GST on new housing and wider incentives for councils as part of pillar three of its Going for Housing Growth policy. We have been engaging with officials and the Minister to advocate for such measures.</p>
<p>Local Government Māori Wards and Constituencies should not be subject to a referendum</p> <p>That LGNZ lobbies central government to ensure that Māori wards and constituencies are treated the same as all other wards in that they should not be subject to a referendum. We oppose the idea that Māori wards should be singled out and forced to suffer a public referendum.</p>	<p>Now that legislation has been passed, we know that 42 councils will be holding a referendum on Māori wards. LGNZ will support Te Maruata and the wider membership around the upcoming referenda and elections broadly.</p>

2024 REMITS

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Proactive lever to mitigate the deterioration of unoccupied buildings

That LGNZ advocate to Government:

- > For legislative change enabling local authorities to compel building owners to remediate unoccupied derelict buildings and sites that have deteriorated to a state where they negatively impact the amenity of the surrounding area.
- > To incentivise repurposing vacant buildings to meet region-specific needs, for example, accommodation conversion.

Late last year we had an initial discussion with Gisborne District Council to determine the work programme for progressing this remit, which was also discussed at the first meeting of the LGNZ Seismic Strengthening Group. We are working with GDC to deliver the work programme for this work, including raising it in engagement with Minister Penk as part of his reforms of the building system.

Representation Reviews

That LGNZ advocate for changes that support the provision of timely and accurate regional and sub-regional population data to councils for use in council representation reviews.

We have written to the Minister to highlight these matters. Statistics NZ is reviewing the methodology for the 2028 census. We are monitoring this process in case it provides an opportunity to progress this remit. A move to a four-year term, which we are actively lobbying for, would require a change in the timings of representation reviews so this remit is also informing the thinking of the Electoral Reform Working Group.

Community Services Card

That LGNZ advocate to Central Government to amend the Health Entitlement Cards Regulations 1993 so that the cardholder can use the Community Services Card as evidence for the purposes of accessing Council services which would otherwise rely on a form of means testing.

We wrote to relevant Ministers asking that councils be allowed to make use of the Community Services Card when offering discounts to council facilities. We have yet to receive a response. We also put out a media release, which got good coverage, and engaged via social media.

Graduated Licensing System

That LGNZ advocate for changes to the fee structure for driver licensing, better preparing young people for driver licence testing, and greater testing capacity in key locations throughout New Zealand, in order to relieve pressure on the driver licensing system and ensure testing can be conducted in a quick and efficient manner.

Mayors Taskforce for Jobs (MTFJ) has agreed to progress this remit because it relates to its work with the Driving Change Network. As part of this work, MTFJ has revitalised its links with the network, including joining its steering group as an *ex officio* member. The remit aligns well with the Network's work to create an equitable and accessible driver education, training and licensing system that enables safe drivers.

Since the remit was adopted, the Government has also announced changes to the drivers licensing system in line with the remit, in particular free unlimited resits of license tests have been stopped, and the community driver testing officers programme has been rolled out.

2023 remits

Remit

Progress update

Allocation of risk and liability in the building sector

We've raised the issues that this remit addresses in engagement with the Minister for Building and Construction, particularly through the Metro Sector's engagement with him, and when the Minister announced a number of changes to streamline building consent requirements earlier this year. We also used the Minister's recent announcements on moves to make remote building inspections the default as an opportunity to raise the issues this remit addresses in the media. We will continue to advocate for the changes this remit proposes in our ongoing engagement with the Minister and MBIE, and in our submission on the shift to remote building inspections.

Rates rebates

The Minister for Local Government announced an increase to the rates rebate scheme, shortly after we met Ministers Brown and Costello in early April 2024, and talked about the need for these changes to support low-income households. However, the increases that were announced are only in line with inflation, not the Local Government Cost Index, which is the core ask of a similar remit put forward by Horowhenua District Council in 2020. We'll continue to advocate for increases to the rates rebate scheme in line with the LGCI.

Roading/transport maintenance funding

Our Transport Forum is leading work on this remit. Our submission to the draft Government Policy Statement advocated for increased investment in road maintenance. The Government subsequently announced through the Budget significant additional investment (over and above that signalled in the draft GPS) of \$939.3 million for roads damaged by last year's severe weather events, and confirmed that \$1.9 billion for pothole prevention on local roads will be made available through the NLTP. Our Transport Forum will continue to advocate on this remit.

Local election accessibility

We have written to the Minister for Local Government and Minister for Disability Issues about this remit. It is also included in the draft position paper of the Electoral Reform Working Group.

2023 REMITS

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Ability for co-chairs at formal meetings

We incorporated guidance (informed by legal advice) on how to introduce co-chairs into our revised Guide to the LGNZ Standing Orders Template, which was published in early February 2024.

Parking infringement penalties

Following discussions around progressing this remit, the Ministry of Transport confirmed that it was working to increase the maximum fees councils could charge for parking infringements and towing costs. This goes some way to addressing the concerns raised by the remit, though would not ultimately give councils the authority to set rates at the levels they deem appropriate as the remit requested. We will continue to advocate for devolving authority to councils in this area as part of our funding and finance work.

Rural and regional public transport

This remit is being progressed through the work that our Transport Forum is leading. Our submission to the draft GPS Land Transport advocated for increased investment in rural and regional public transport. The Government subsequently announced a 41% increase in indicative funding for public transport in June, including beginning rollout of the National Ticketing Solution, and in July announced \$802.9 million for investment in Lower North Island commuter rail. Our Transport Forum will continue to advocate on this remit.

Establishing resolution service

We built work on developing a resolution service into the refreshed LGNZ strategy, but National Council has decided to pause this work as a result of some councils withdrawing from LGNZ (which has had an impact on our resourcing levels). We are doing work to bring together all the work we already do in this space so that councils are aware of what support is available to them.

2023 REMITS

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Earthquake prone buildings

As championed by Manawātū District Council (the mover of this remit), a review of the current earthquake strengthening requirements has been announced. Our Policy Team has been working with Manawātū District Council and officials at MBIE to ensure the review meets the needs of local government, and that there is strong local government input into it – including getting our three suggested members appointed the steering group. There has been good media coverage of this review, and the role Manawātū District Council has played in pushing for it. An issues paper has now been drafted ahead of convening a group of elected members/officers to help guide LGNZ's response to the review.

KiwiSaver contributions for elected members

We have engaged with Ministers and officials on this issue. We have engaged Simpson Grierson to provide detailed advice on options for providing KiwiSaver contributions for elected members – including drafting of relevant legislative clauses. We have proactively raised this issue with Minister Watts as part of our briefing to the incoming minister.

Scope of audits and audit fees

We have raised the cost of audits with the Minister and Prime Minister as part of our wider advocacy around seeking reform of the Long-term Plan to make it more effective and efficient.

Another part of our approach to reduce fees is to ensure that the legislative requirements and scope (and resulting repetition and complexity) of Long-term Plans and Annual Plans and reports are reduced to be better aligned with needs and cost less to audit. We have met with Audit NZ, Taituarā and the Office of the Auditor General to review the current requirements of long-term planning and associated reporting. This has informed further advocacy to DIA and the minister.



16.6 APPOINTMENT OF CIVIL DEFENCE EMERGENCY MANAGEMENT LOCAL CONTROLLERS

Author: Dylan Murray, Regulatory and Compliance Group Manager

Authoriser: Stuart Duncan, Chief Executive

Attachments: Nil

PURPOSE

1. To provide the relevant information to enable Council to consider the appointment of Steven Johnston, Parks and Reserves Manager, and Shey Taylor, Strategic Planning/Policy Advisor as additional Local Controllers.

BACKGROUND

2. The Civil Defence Emergency Management (CDEM) Act (2002) s64 (1) states a local authority must plan and provide for civil defence emergency management within its district, s64 (2) states a local authority must ensure that it is able to fully function, even though this may be at a reduced level, during and after an emergency.
3. A critical part of planning is the legislated role of a Local Controller. The Local Controller provides overall leadership and decision-making during emergencies and has widespread powers during a declared state of emergency.
4. Until recently Waimate District Council currently had four Local Controllers: Carolyn Johns, Mike Downes, Alison Banks and Dylan Murray.
5. Retirements and resignations have left Waimate District Council with one Local Controller: Dylan Murray.

Steven Johnston

6. Steven is employed by Council as Parks and Reserves Manager.
7. He is a former member of New Zealand Police, ending his 30-year career at the rank of Senior Sergeant, including being Officer in Charge of Dannevirke and Fielding Police Stations.
8. During this time, he was commissioned as an Army officer through the Territorial scheme before spending 6 years post New Zealand Police in Regular Force Army much of the time at the rank of Major at Waiohuru Military Hospital.
9. Prior to joining Waimate District Council in 2025, Steven moved through roles such as: Manager for the Department of Conservation in the Chatham Islands; Home & Community Support Services Manager for West Coast DHB; as Project Manager for Te Whatu Ora and then as General Manager of a Timaru Rest Home.
10. CDEM qualifications/background:
 - a. Control and Function Leadership Course (2025)

Shey Taylor

11. Shey is employed by Council as Strategic Planning/Policy Advisor.
12. Prior to joining Waimate District Council in 2023, Shey worked in policy and regulatory positions in Beijing, China and Denver Colorado, USA.
13. CDEM qualifications/background:
 - a. Civil Defence Control Function & Leadership – EMTC (2025)
 - b. EOC III Function Training Intelligence – EMTC (2024)

- c. EOC III Function Training Planning – EMTC (2024)
 - d. CIMS Level IV – SARNZ (2024)
14. Relevant qualification
- a. American Red Cross Emergency First Responder Training

PROPOSAL

15. For Council to confirm the appointment of Steven Johnston and Shey Taylor as additional Local Controllers.
16. Following Council's approval, the appointment of Steven Johnston and Shey Taylor will be confirmed by Canterbury Chief Executive's Group (CEG) and Canterbury's Civil Defence Emergency Management Group Joint Committee.

Options

17. That Council approves the appointment of Steven Johnston and Shey Taylor as Civil Defence Emergency Management Local Controllers or;
18. That Council declines the appointment of Steven Johnston and Shey Taylor as Civil Defence Emergency Management Local Controllers.

ASSESSMENT OF SIGNIFICANCE

19. This matter is not deemed significant under the Council's Significance and Engagement Policy.

CONSIDERATIONS**Legislation**

20. The Civil Defence Emergency Management Act (2002) s64 (1, 2).

FINANCIAL

21. There will be no change to existing financial obligations.

Cost-effectiveness

22. Cost-effectiveness consideration has been applied in relation to the appointments (replacements). The new Local Controllers will undertake training applicable to the role with a mix of training offered nationally and locally.

RECOMMENDATION

- 1. That the Appointment of a Civil Defence Emergency Management Local Controller report be accepted, and
- 2. That Council approves the appointment of Steven Johnston and Shey Taylor as Civil Defence Emergency Management Local Controllers.

**17 CONSIDERATION OF MAJOR (URGENT), MINOR OR PUBLIC FORUM ITEMS
NOT ON THE AGENDA**

PUBLIC EXCLUDED

18 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
18.1 - Public Excluded Minutes of the Council Meeting held on 15 April 2025	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
18.2 - Outstanding Council Actions Report - Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
18.3 - Alpine Energy Limited Shareholder Dashboard - Quarter 4 of the 2025 financial year	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

18.4 - Alpine Energy Limited Draft Statement of Corporate Intent 2026-2028	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
18.5 - Alpine Energy Limited Resignation of Board Chairperson	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

19 RE-ADMITTANCE OF THE PUBLIC REPORT
MEETING CLOSURE