

Agenda

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

Tuesday 24 February 2026

10:15 AM

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 24 February 2026, 10:15 AM.

Elected Members

Craig Rowley	Chairperson
Sandy McAlwee	Deputy Mayor
John Begg	Councillor
Jakki Guilford	Councillor
Stacey Swale	Councillor
Paul Harrison	Councillor
Peter Paterson	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

COUNCILLOR PAUL HARRISON 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 27 JANUARY 2026

Author: Aleisha Macpherson, Corporate Services Assistant

Authoriser: Tina Stevenson, Corporate Services Group Manager

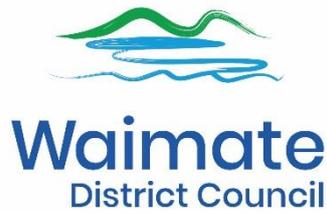
Attachments: 1. Minutes of the Council Meeting held on 27 January 2026

PURPOSE

To present the unconfirmed Minutes of the Council Meeting held on 27 January 2026 for confirmation.

RECOMMENDATION

That the Minutes of the Council Meeting held on 27 January 2026 be adopted as a true and correct record



MINUTES

Ordinary Council Meeting

27 January 2026

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON TUESDAY 27 JANUARY 2026, COMMENCING AT 10:15 AM**

PRESENT: Mayor Craig Rowley(Chair), Deputy Mayor Sandy McAlwee, Cr John Begg, Cr Jakki Guilford, Cr Stacey Hall, Cr Paul Harrison, Cr Peter Paterson, Cr Lisa Small, Cr Rick Stevens

APOLOGIES:

IN ATTENDANCE: Stuart Duncan (Chief Executive), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Dylan Murray (Regulatory and Compliance Group Manager), Tina Stevenson (Corporate Services Group Manager), Nicole Timney (Community and Strategy Group Manager), Aleisha Macpherson (Corporate Services Assistant).

PARTIAL ATTENDANCE: Grace Aikman (Acting Human Resources Manager).

OPENING

1 MEETING OPENING

Cr Stacey Hall the Council meeting with an inspirational reading.

The Mayor acknowledged all those effected in the recent weather event in the North Island, and the tragic loss of life at Mt Maunganui.

2 PUBLIC FORUM

There were no speakers at the Public Forum.

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), MINOR OR PUBLIC FORUM 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 16 DECEMBER 2025****RESOLUTION 2026/1**

Moved: Cr Jakki Guilford

Seconded: Cr Lisa Small

That the Minutes of the Council Meeting held on 16 December 2025 be adopted as a true and correct record.

CARRIED**8 RECEIPT OF MINUTES**

Nil

REPORTS**9 MAYOR'S REPORT****9.1 MAYOR'S REPORT****RESOLUTION 2026/2**

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

That the Mayor's Report is accepted.

CARRIED**10 DEPUTY MAYOR'S REPORT**

Nil

11 COUNCILLORS' REPORT**11.1 COUNCILLORS' REPORT****RESOLUTION 2026/3**

Moved: Cr John Begg

Seconded: Deputy Mayor Sandy McAlwee

That the Councillors' Report is accepted.

CARRIED**Note:**

Cr Paul Harrison attended the Waihao Wainono AGM on 16 December 2025.

12 CHIEF EXECUTIVE'S REPORT

12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT

RESOLUTION 2026/4

Moved: Mayor Craig Rowley

Seconded: Cr Peter Paterson

That the Chief Executive's Activity Report is accepted.

CARRIED

13 COUNCIL ACTIONS REPORT

13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC

RESOLUTION 2026/5

Moved: Cr Lisa Small

Seconded: Cr Rick Stevens

That the Outstanding Council Actions Report – Public is accepted.

Note: The CE has written to FENZ regarding the transfer of ownership of the appliances and the related debt and will follow this up again.

CARRIED

14 HUMAN RESOURCES REPORT

14.1 HUMAN RESOURCES REPORT

RESOLUTION 2026/6

Moved: Cr John Begg

Seconded: Cr Jakki Guilford

That the Human Resources Managers report is accepted.

Note: Cr Guilford asked for the addition of a section within the report for the roles that are currently being recruited for.

CARRIED

15 AUDIT AND RISK COMMITTEE REPORT

Nil

16 GENERAL REPORTS**16.1 ESTABLISHMENT OF WAIMATE DISTRICT COUNCIL WATER SERVICES COMMITTEE**

Council considered the establishment of the Waimate District Council Water Services Committee, agreed the composition and membership of the Committee, the terms of reference and remuneration for external appointees of the Committee.

RESOLUTION 2026/7

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

1. That the Establishment of Waimate District Council Water Services Committee report is accepted; and
2. That Council approves:
 - (a) The establishment of the Waimate District Council Water Services Committee, here in to be referred to as the WDC Water Services Committee; and
 - (b) The attached terms of reference for the WDC Water Services Committee, and
 - (c) The composition and appointment of the Committee members (as outlined in point 23):
 - (i) Independent Chair (on recommendation of the Chief Executive and agreed by the Mayor and Deputy Mayor)
 - (ii) Deputy Chair (to be selected from the five members below)
 - (iii) Independent Appointee (on recommendation of the Chief Executive and agreed by the Mayor and Deputy Mayor)
 - (iv) Independent Runanga appointee (nominated by Runanga, agreed by Ngai Tahu and appointed by Council).
 - (v) Councillor (by appointment of Council)
 - (vi) Councillor (by appointment of Council)
 - (vii) Councillor (by appointment of Council), and
3. Approves the remuneration of external Committee members as noted in the attached remuneration schedule:
 - (a) Independent Chair - \$1,391.30 plus GST if any per ordinary meeting plus reasonable expenses.
 - (b) Independent Appointees - \$1,391.30 plus GST if any per ordinary meeting plus reasonable expenses.

CARRIED

16.2 WDC WATER SERVICES COMMITTEE - POLICY REVIEW

Council considered the policy changes required to support the immediate establishment of the new WDC Water Services Committee and water services internal business unit (IBU), including the delegation of appropriate authority and the policy framework necessary to enable the committee and IBU to operate in accordance with relevant legislation.

RESOLUTION 2026/8

Moved: Cr Jakki Guilford
Seconded: Cr Rick Stevens

1. That the WDC Water Services Committee - Policy Review report is accepted; and
2. That Council approves the changes to the Delegations Policy and Asset Management Policy with the proposed amendments; and
3. That Council acknowledge the ongoing development of Council policy to meet the requirements of water service delivery legislative and regulatory requirements.

CARRIED

16.3 LOCAL GOVERNMENT NEW ZEALAND FOUR MONTHLY REPORT: JULY TO DECEMBER 2025

RESOLUTION 2026/9

Moved: Cr Lisa Small
Seconded: Cr John Begg

That the Local Government New Zealand Four Monthly Report: July to December 2025 is received.

CARRIED

16.4 RISKPOOL: UPDATE TO MEMBERS

Council received an update regarding Riskpool's current work, recent developments in domestic litigation and progress in their reinsurance negotiations.

RESOLUTION 2026/10

Moved: Cr Peter Paterson
Seconded: Cr Lisa Small

That the Riskpool: Update to Members report is received.

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 2026/11

Moved: Cr Rick Stevens
Seconded: Cr Paul Harrison

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 16 December 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 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 - Consideration of Land Purchase - Park Road, Waimate	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority 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
18.4 - Statutory Land Management Application - Res 814 Blk VI Waitaki SD- Gravel	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

CARRIED

19 RE-ADMITTANCE OF THE PUBLIC REPORT**RESOLUTION 2026/12**

Moved: Cr Jakki Guilford

Seconded: Deputy Mayor Sandy McAlwee

That Council moves out of Closed Council into Open Council.

CARRIED

ITEMS RELEASED FROM THE PUBLIC EXCLUDED SECTION OF THE MEETING**18.4 STATUTORY LAND MANAGEMENT APPLICATION - RES 814 BLK VI WAITAKI SD-GRAVEL**

Council considered approving a Statutory Land Management Application to the Department of Conservation (DOC) in respect of Reserve 814 BLK VI Waitaki SD-Gravel (referred to hereafter as Gravel Reserve).

RESOLUTION 2026/13

Moved: Mayor Craig Rowley

Seconded: Cr Jakki Guilford

1. That the Statutory Land Management Application - Res 814 Blk VI Waitaki SD-Gravel report is accepted; and
2. That Council approves a Statutory Land Management Application to the Department of Conservation (DOC) in respect of Reserve 814 BLK VI Waitaki SD-Gravel.
3. That Council brings its decision into the public section of the meeting.

CARRIED

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 11.22pm.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 24 February 2026.

.....
CHAIRPERSON

8 RECEIPT OF MINUTES

Nil

REPORTS**9 MAYOR'S REPORT****9.1 MAYOR'S REPORT**

Author: Michelle Jones, Executive Support Manager
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 Mayor Rowley outside of Waimate District Council meetings and general business from 17 January 2026 to 13 February 2026.

EXTERNAL MEETINGS & FUNCTIONS ATTENDED BY THE MAYOR

Date	Meetings and Functions
23 January 2026	Canterbury Mayoral Forum Workshop on Government's Simplifying Local Government Proposal – Christchurch
29 January 2026	Waimate District Civic Awards Committee Meeting – Council
29 January 2026	Canterbury Mayoral Forum Meeting with Te Runanga o Ngai Tahu – Christchurch
26 January 2026	Canterbury Mayoral Forum Dinner – Christchurch
30 January 2026	Canterbury Mayoral Forum Emergency Management Bill Submission Workshop – Christchurch
30 January 2026	Canterbury Regional Transport Committee Briefing – Christchurch
30 January 2026	Canterbury Mayoral Forum's Plan for Canterbury Workshop – Christchurch
31 January 2026	Opening of 150 th Waimate Caledonian Games – Waimate
3 February 2026	Meeting with Timaru District Holdings Chairperson and General Manager – Waimate
4 February 2026	Meeting with Morven Glenavy Ikawai Irrigation Company – Waimate
5 February 2026	Informal Discussion with Waitaki MP Miles Anderson – Council
12 February 2026	Waimate District Biodiversity Action Group Meeting – Council
12 February 2026	Long Term Plan 2027 Project Team Meeting – Council

RECOMMENDATION

That the Mayor's Report is accepted.

10 DEPUTY MAYOR'S REPORT

Nil

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

Author: Aleisha Macpherson, Corporate Services Assistant
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 17 January 2026 to 13 February 2026.

Deputy Mayor Sandy McAlwee	
Date	Meetings and Functions
5 February 2026	Informal discussion with Miles Anderson MP – Council Chambers
12 February 2026	Long Term Plan project meeting – remote attendance

Cr Jakki Guilford	
Date	Meetings and Functions
29 January 2026	LGNZ webinar training - Annual Plan – remote attendance
30 January 2026	LGNZ webinar training - Navigating Meeting – remote attendance
5 February 2026	LGNZ Webinar Training – Decision Making – remote attendance
5 February 2026	Informal discussion with Miles Anderson MP – Council Chambers
12 February 2026	LGNZ Webinar Training - Risk Management – remote attendance

Cr Paul Harrison	
Date	Meetings and Functions
19 January 2026	Waihao/Wainono catchment group meeting – Morven Marae
21 January 2026	Waimate2gether Meeting – Waimate
26 January 2026	Haka Valley constituents meeting – Haka Valley
05 February 2026	Informal discussion with Miles Anderson MP – Council Chambers
12 February 2026	Waimate Trackways meeting – Waimate

Cr Lisa Small	
Date	Meetings and Functions
5 February 2026	Informal discussion with Miles Anderson MP – Council Chambers

Cr Rick Stevens	
Date	Meetings and Functions
10 February 2026	Waimate Historical Society Board meeting – Waimate

Cr John Begg	
Date	Meetings and Functions
5 February 2026	Informal discussion with Miles Anderson MP – Council Chambers
11 February 2026	Environmental Weed Coalition – Zoom
12 February 2026	Waimate Biodiversity Group meeting – Council Chambers

Cr Peter Paterson	
Date	Meetings and Functions
29 January 2026	Civic Awards Committee meeting – Council Chambers
8 February 2026	Meeting with John Foley – Waimate Museum

RECOMMENDATION

That the Councillors' Report is accepted.

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

Author: Michelle Jones, Executive Support Manager

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 17 January to 13 February 2026:

Date	Meetings and Functions
3 February 2026	Meeting with Timaru District Holdings Chairperson and General Manager – Waimate
4 February 2026	Meeting with Morven Glenavy Ikawai Irrigation Company – Waimate
5 February 2026	Informal Discussion with Waitaki MP Miles Anderson – Council

RECOMMENDATION

That the Chief Executive's Activity Report is accepted

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

Author: Aleisha Macpherson, Corporate Services Assistant

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 23/04/2024	Duncan, Stuart	General Reports	Licence to use Response Assets (Fire and Emergency New Zealand)
RESOLUTION 2024/52			
Moved: Deputy Mayor Sharyn Cain Seconded: Mayor Craig Rowley			
<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:			
16 Feb 2026: Follow-up email sent to FENZ on 13/02/26 seeking response to letter sent on 16/12/25, with the aim of providing a verbal update at the Council meeting on 24/02/26.			

Meeting	Officer/Director	Section	Subject
Council 28/01/2025	White, Stacey	General Reports	St Andrews Closed Landfill Assessment of Remedial Options
RESOLUTION 2025/20			
Moved: Mayor Craig Rowley Seconded: Cr John Begg			
<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:			
10 Dec 2025: The Waimate District Council has engaged Tonkin + Taylor to prepare a summary letter and outline high level short-listed options involved in undertaking remediation at the St Andrews historic landfill, comprising full removal of waste from the closed landfill site and in-situ (reactive) management.			
19 Jan 2026: No further updates at this time.			

Meeting	Officer/Director	Section	Subject
Council 16/09/2025	Jones, Michelle	General Reports	Local Government Funding Agency Annual Report to 30 June 2025
RESOLUTION 2025/99			
Moved: Cr Rick Stevens Seconded: Deputy Mayor Sharyn Cain			
That the Local Government Funding Agency Annual Report to 30 June 2025 report is accepted.			
			CARRIED
Note:			
16 Feb 2026: Paper is being drafted by the Chief Executive and will be circulated to elected members via email. Comms to follow once feedback received.			

14 HUMAN RESOURCES REPORT**14.1 HUMAN RESOURCES REPORT****Author:** Grace Aikman, Human Resources Manager**Authoriser:** Stuart Duncan, Chief Executive**Attachments:** Nil**PURPOSE**

1. For the Human Resources Manager to update Council.

RECRUITMENT

2. The newly appointed Cleaning Team Supervisor commenced employment on 11 February 2026.
3. The Governance Support and PA to the Mayor position is currently advertised, with applications closing on 8 March 2026.
4. Recruitment for the Road Asset Information Technician is progressing, with the intention of confirming an appointment from the current recruitment round.
5. Recruitment for the Finance Manager role is ongoing. Advertising has closed and applications are under review. If an appropriate candidate is not identified, alternative recruitment approaches may be required.
6. Recruitment for the After Hours position has recommenced, supported by new targeted advertising undertaken by the Communications team.
7. Recruitment has begun for a newly established Graduate Planner role, endorsed by Council to support increased workload within the Planning Team.
8. Advertising for the Assistant Engineer role, previously titled Project Manager (Three Waters) will have occurred by the time of this report. The position is intended to support the Three Waters Manager due to increased workload demands.
9. As requested at the previous meeting, the vacancies section has been included and identifies nine current vacancies across the organisation. These roles are either being advertised, on hold, or scheduled for advertising.
10. The staff headcount reflected in the table is based on employees in active employment as of 11 February 2026 and does not include individuals who have accepted offers but have not yet commenced, nor does it include current or upcoming vacancies.

Staff Headcount

Date	Total Headcount	Parental Leave	Permanent Full Time*	Permanent Part Time**	Fixed Term	Casual	Vacant
As at 18/6/2024	80	0	50	21	5	4	-
18/3/2025	89	1	54	23	7	4	-
22/7/2025	82	0	51	22	4	5	-
14/9/2025	83	0	53	22	6	2	-
7/10/2025	82	0	53	23	5	1	-
17/11/2025	88	0	52	22	12	2	-

27/11/2025	88	0	52	22	12	2	-
19/01/2026	89	0	53	21	12	3	-
11/02/2026	90	0	53	22	12	3	9

** 37.5 hours per week or more ** Less than 37.5 hours per week*

RECOMMENDATION

That the Human Resources Manager's report is accepted.

15 AUDIT AND RISK COMMITTEE REPORT

Nil

16 GENERAL REPORTS

16.1 FINANCE REPORT FOR THE 6 MONTHS ENDED 31 DECEMBER 2025

Author: Jacqueline Michael, Accounting Assistant
Authoriser: Tina Stevenson, Corporate Services Group Manager
Attachments: Nil

PURPOSE

- To present the finance report to 31 December 2025 to Council.

Waimate District Council
Statement of Financial Performance
For the 6 months ended 31 December 2025

		Year to date				
	Variance Note	Actual \$000	Budget \$000	Variance Favourable (unfavourable) \$000	Variance %	Full Year Budget \$000
Operating revenue						
Rates (net of remissions)		\$ 8,494	\$ 8,468	\$ 26	0%	\$ 17,479
Development and financial contributions	3	300	105	195	186%	210
NZ Transport Agency subsidy	4	1,648	1,425	223	16%	4,298
Fees and charges	5	913	768	145	19%	1,407
Interest revenue	6	18	38	(21)	-54%	85
Other revenue		1,050	1,026	24	2%	4,515
Total operating revenue		12,423	11,830	593	5%	27,994
Operating expenditure						
Employment benefit expenses		3,399	3,494	94	3%	6,990
Depreciation and amortisation	7	3,417	3,813	396	10%	7,920
Roading expenses (including consultancy)		1,900	1,958	58	3%	4,201
Finance costs	8	82	241	159	66%	601
Other expenses	9	4,036	4,290	254	6%	10,931
Total operating expenditure		12,834	13,795	961	7%	30,642
Total surplus/(deficit)		\$ (412)	\$ (1,965)	\$ 1,553	79%	\$ (2,648)

- For the 6 months ended 31 December 2025, Council recorded a deficit of \$0.412M, compared to a budgeted deficit of \$1.965M; therefore, Council is tracking \$1.553M favourable to budget.

MAJOR VARIANCES TO BUDGET

- Development and financial contributions are above budget due to capital contributions for stormwater drainage are \$56,200 above budget (Actual: \$123,200; Budget: \$67,000). Sewer maintenance capital contributions are above budget by \$93,500 (Actual: \$102,200; Budget: \$8,700). Capital contributions for water supply above budget by \$39,200 (Actual: \$57,900; Budget: \$18,700).
- Subsidies from NZ Transport Agency are above budget (Actual: \$1,648,000; Budget: \$1,425,000), primarily due to timing of roading works.
- Fees and charges are above budget due to;
 - Building control consent fees are \$68,000 above budget (Actual: \$187,300; Budget: \$119,300), LIM fees are \$15,000 above budget (Actual: \$28,300; Budget: \$13,300) and building accreditation fees are above budget by \$6,000 (Actual: \$16,000 ; Budget: \$10,000). These charges are influenced by economic conditions and activity in the building industry and real estate market.

- Camp fees are above budget due to higher cabin and campsite occupancy at Waimate lakes \$8,800 (Actual: \$221,500; Budget: \$212,700), Victoria Park \$4,200 (Actual: \$67,600; Budget: \$63,400), and Morven camp \$7,300 (Actual: \$8,300; Budget: \$1,000), Waimate lakes caravan storage (Actual: \$8,300; Budget: \$nil).
6. Interest revenue is below budget due to the timing of recognition of interest on LGFA borrower notes and will correct by year end.
 7. Depreciation expenses remain below budget mainly due to the timing of Three Waters expenditure and deferral of capital projects.
 8. Finance costs are less than budgeted due to less borrowings than anticipated and timing of accruals (Actual: \$82,100; Budget: \$240,800).
 9. Other expenses are below budget mainly due to:
 - Insurance below budget \$445,000 (Actual: \$19,000; Budget: \$464,000) yet to be analysed and processed.
 - Audit fees for Annual Report below budget due to budget phasing and timing of 2026 Audit Expenses (Actual: \$76,500; Budget: \$107,700).
 - Staff training below budget by \$36,700 mainly in the Chief Executive, Roding and Health and Safety business units.
 - Consultancy expenditure above budget due to Local Water Done Well (Actual: \$100,100; Budget: \$nil). Sewer maintenance consultants above budget for wastewater inspection (Actual: \$27,000; budget: \$nil). The variance is due to budget carry forward applied to January 2026 and is expected to realign in the next reporting period. Corporate Services consultancy above budget due to the need to engage temporary support during Rates staff absence (Actual: \$39,900; Budget: \$6,000).
 - Resource Management regulatory expenses above budget due to a subdivision contribution reserve payment for project Waimate Trail stage one (Actual: \$150,000 ; Budget: \$nil).
 - Community Representation elections expenses are above budget by \$45,900 (Actual: \$57,400; Budget: \$11,500), due to budget phasing. An Invoice is to be raised to Environment Canterbury for their portion of the elections cost. This variance is expected to realign within this financial year.

Waimate District Council Statement of Financial Performance by Activity Group For the 6 months ended 31 December 2025

Activities	2025/26 Actuals \$000	2025/26 Budget \$000	Variance \$000	Comments
Community Facilities				
Camping	(42)	(61)	19	Waimate Lakes Insurance below budget \$18,000. Victoria Camp Insurance below budget \$13,800. Waimate Lakes Camp fees above budget \$8,800. Waimate Lakes Storage above budget \$8,300.
Event Centre	80	(67)	147	Insurance proceeds for fire (Actual:\$120,000; Budget:\$nil). Insurance expense below budget(Actual:\$nil; Budget:\$69,900). Court /Meeting room /Function room /Climbing Wall hire below budget \$7,300.
Cemeteries	(12)	(9)	(3)	
Property	8	(110)	117	Council Property, Local Government Centre, Community Housing Insurance expense below budget (Actual:\$nil; Budget:\$115,076). Council Property legal fees above budget \$8,500. Council Property expenses above budget \$6,300.
Parks and Public Spaces	(36)	(61)	24	Morven camp fees above budget \$7,300. Insurance expenses below budget \$28,600. Waimate lakes camp fee above budget \$8,800. Waimate lakes caravan storage above budget \$8,300.
Swimming Pool	22	(18)	40	Insurance expenses below budget \$18,000. Depreciation plant and equipment below budget \$21,800. Electricity expenses above budget \$7,000.
	19	(324)	344	
Community Services				
Economic Development and Promotions	46	8	38	Economic Development grants and subsidies below budget \$35,000. Mayors taskforce for jobs expenditure below budget \$8,000. Development Strategy expenses below budget \$7,000.
Community Support	7	(19)	26	Grants resource centre expenses below budget (Actual:\$nil Budget:\$19,500). Grants Sports South Canterbury above budget (Actual: \$7,000 budget:\$nil).
Library	8	(1)	8	
Emergency Management	16	0	15	Civil Defence general expenses below budget \$6,000.
	77	(11)	(88)	
District Planning & Reg. Serv.				
Building Control	89	5	84	Consent fees above budget \$68,000. LIM fees above budget \$15,000. Consultancy expenses below budget \$10,000. Accreditation expenses below budget \$13,000.
Resource Management	(125)	11	(136)	Regulatory expenses above budget Waimate Trail stage one (Actual:\$150,000 Budget:\$nil). Resource Consent income above budget \$4,400.
Environmental Services	19	22	(3)	
Animal Management	30	57	(26)	Dog Registration below budget \$13,000. Insurance expenses below budget \$4,000.
	14	95	(81)	

Waimate District Council
Statement of Financial Performance by Activity Group
For the 6 months ended 31 December 2025

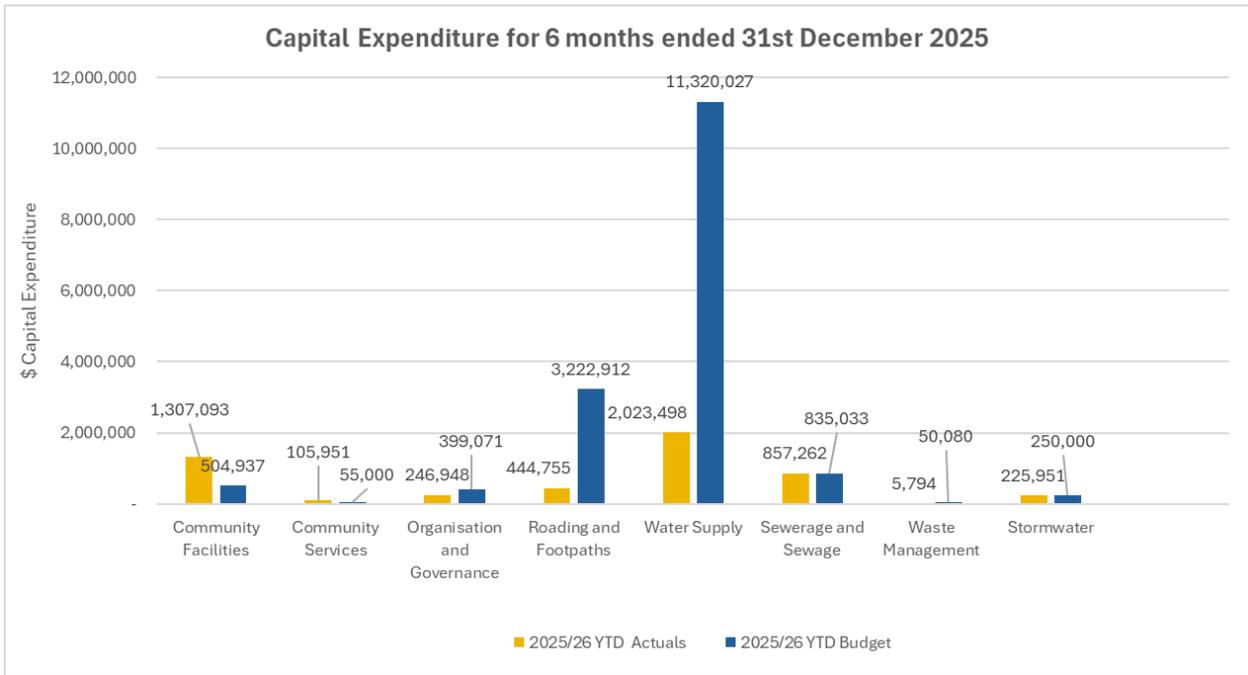
Activities	2025/26 Actuals \$000	2025/26 Budget \$000	Variance \$000	Comments
Organisation and Governance				
Community Representation	(46)	(12)	(34)	Elections expenses above budget \$45,900. Governance subscriptions above budget \$13,000.
Central Administration	(216)	(410)	195	CE Business unit staff training below budget \$9,700. Local Water Done Well Consultancy above budget \$100,100. I.T Software expenses below budget \$16,000. Insurance expenses below budget \$64,000.
Investments and Finance	53	(44)	97	Insurance expenses below budget \$11,000. Rates penalty above budget \$42,600.
Strategy	46	51	(5)	
	(163)	(416)	253	
Roading and Footpaths	(931)	(1,275)	344	NZTA Subsidies above budget by \$223,000. Emergency reinstatement expenses above budget \$88,500. Roading Professional services expenses below budget \$58,402.
Water Supply				
Rural Water Supply	202	(87)	290	Capital Contribution Hook Waituna above budget \$31,800. Depreciation below budget \$135,300. Insurance expenses below budget \$36,300.
Urban Water Supply	76	(61)	137	Capital Contribution above budget \$11,500. Insurance expenses below budget \$10,300. Depreciation below budget \$23,500.
	278	(148)	426	
Sewerage and Sewage	99	24	75	Capital Contribution above budget \$93,600. Insurance expenses below budget \$23,600.
Waste Management	51	60	(9)	Urban refuse contractors below budget \$39,000. RRP/Disposal fees and charges above budget \$15,000.
Stormwater	143	31	112	Capital contribution above budget \$56,000. Consultants expenses below budget \$50,000.
Total Surplus/(Deficit)	(412)	(1,965)	1,553	

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

	Movement Note	Actual 31 December 2025 \$000	Actual 30 June 2025 \$000	Movement \$000	Full Year Budget \$000
Assets					
Current Assets					
Cash and cash equivalents	10	2,492	4,344	(1,852)	196
Receivables	11	2,256	3,094	(838)	2,852
Inventories		324	252	71	234
Other financial assets		4	2	(1)	3
Total Current Assets		5,076	7,692	(2,620)	3,286
Non Current Assets					
Property, plant and equipment		538,834	539,186	(352)	558,902
Forestry assets		2,325	2,325	-	169
Intangible assets		1,336	1,378	(42)	1,471
Other financial assets		21,678	21,681	-	23,701
Total Non Current Assets		564,173	564,570	(394)	584,244
Total Assets		569,249	572,262	(3,014)	587,530
Liabilities					
Current Liabilities					
Payables and revenue in advance		1,724	4,188	(2,462)	2,381
Borrowings		-	-	-	-
Provisions		9	9	-	10
Employee entitlements		672	812	(140)	689
Total Current Liabilities		2,405	5,009	(2,602)	3,080
Non Current Liabilities					
Provisions		82	82	-	82
Borrowings		7,489	7,489	-	20,169
Total Non Current Liabilities		7,571	7,571	-	20,252
Equity					
Public Equity		98,635	99,069	(436)	110,835
Reserves		(2,386)	(2,409)	24	(17,212)
Revaluation reserves		463,023	463,021	-	470,575
Total Equity		559,273	559,681	(412)	564,198
Total Liabilities and Equity		569,249	572,262	(3,014)	587,530

10. Cash and cash equivalents have reduced following payment of invoices.
11. Trade and other receivables have reduced from 30 June 2025 to 31 December 2025, due to movements in payments owed to Council, GST and movements in balance day adjustments.

TOTAL CAPITAL EXPENDITURE BY GROUP



*Note: Year to date Actuals (yellow) includes capital work in progress on 30 June 2025.
The Total Budget (blue) includes Downlands Rural Water Scheme 14% share of capital projects.*

Totals:	Spend to date (including WIP at 30 June 2025)	\$	5,217,252
	WIP carried forward from 30 June 2025 (Water Supply)	\$	-705,540
	WIP carried forward from 30 June 2025 (Sewerage)	\$	-486,750
	WIP carried forward from 30 June 2025 (Stormwater)	\$	-194,478
	WIP carried forward from 30 June 2025 (Rooding)	\$	-44,182
	WIP carried forward from 30 June 2025 (Operational)	\$	<u>-759,741</u>
	Total spends to 31 December 2025	\$	3,026,562
	Total 2025/2026 Budget (excluding carry forwards)	\$	16,637,060
	% of total budget available spent		18%
	Total 2025/26 Budget (Including carry forwards)	\$	21,323,658
	% of total budget available spent		14%

12. Further detail on capital spends are as follows:

Project	Total Spends to 31-Dec-2025	2025/26 Budget	Remaining Budget
Community Facilities			
Property - Theatre building capital projects	-	34,000	34,000
Property - Utilities yard office extension	-	78,000	78,000
Property - Tennant St building capital	931	26,227	25,296
Property - Paint Tennant Street dwelling	3,447	15,852	12,405
Community Housing - Painting	-	65,506	65,506
Public Toilets - St Andrew s facilities BOF	-	268,581	268,581
Waimate Event Centre - Refurbishment post fire	591,322	-	(591,322)
Waimate Lakes Camping - Landscaping, fencing and plantings	10,839	40,000	29,161
Waimate Lakes Camping - Carpark development	12,250	-	(12,250)
Waimate Lakes Camping - Pipe renew als	1,976	36,004	34,028
Waimate Lakes Camping - Chlorine dosing Te Aka & Waitangi	-	10,000	10,000
Victoria Park Camping - Terraflake show er floor	-	20,000	20,000
Victoria Park Camping - Upgrade Tennant St cabins	-	19,184	19,184
Cemetery - Reseal Driveway	1,000	37,476	36,476
Cemeteries - Ash and burial berms	-	10,000	10,000
Morven Reserve - Hall painting (non-rate funded)	-	80,000	80,000
Victoria Park - Upgrade glasshouse heating system	-	12,211	12,211
Knottingley Park - Playground equipment	-	10,000	10,000
Urban Reserves - Playground Safety Matting	-	250,000	250,000
Buildings - Capital	8,184	10,000	1,816
Swimming Pool - Toddler pool upgrade	-	10,000	10,000
Other Projects	5,213	48,257	43,044
Total Community Facilities	635,163	1,081,298	446,135
Community Services			
Promotions - Storage for Community Xmas Tree	-	14,000	14,000
Promotions - District signage	5,624	31,350	25,726
Library - Books	19,413	55,000	35,587
Emergency Management - Equipment renew als	38,116	48,200	10,084
Total Community Services	63,153	148,550	85,397
Organisation and Governance			
Forestry - Land access	741	45,810	45,069
Corporate Services - Cleaners Vehicle	-	40,000	40,000
Corporate Services - Furniture & Fittings	4,698	28,500	23,802
Corporate Services - Computers / Hardware	1,992	15,000	13,008
Corporate Services - Elected Member Devices	5,352	16,200	10,848
Corporate Services - Servers	9,973	30,000	20,027
Corporate Services - Magiq Upgrades	47,993	36,126	(11,867)
Utilities - Digger / excavator replacement	45,718	43,000	(2,718)
Utilities - Fuel storage tank and mobile fuel tanker	-	40,000	40,000
Roading - Vehicle Replacement	-	49,000	49,000
Asset Management - SCADA	-	68,000	68,000
Parks - John Deere mower replacement	64,906	70,000	5,094
Parks - Vehicle Replacement	-	40,000	40,000
Parks - Isuzu tipper truck replacement	-	60,000	60,000
Other Projects	20,563	39,623	19,060
Total Organisation and Governance	201,936	621,259	419,323

Project	Total Spends to 31-Dec-2025	2025/26 Budget	Remaining Budget
Water Supply			
Cannington - Renew als	8,396	55,579	47,183
Cannington - Drinking Water Compliance Upgrade	26,924	1,200,000	1,173,076
Cannington - Renew al Mainteneace of w eir	112	28,252	28,140
Cannington - Pratts pumphouse pow er supply	-	18,600	18,600
Cannington - Pratts Turbidity meter	10,562	15,000	4,438
Hook / Waituna - Renew als	5,709	90,700	84,991
Hook / Waituna - Drinking Water Intake/Plant Compliance Upgr	148,470	1,320,000	1,171,530
Hook / Waituna - Flow Meter Replacement	-	12,100	12,100
Hook / Waituna - Line renew al upper Nortons Reserve Rd	-	38,000	38,000
Hook / Waituna - Source / WTP generator	18,000	57,000	39,000
Hook / Waituna - PVC Tavistock Hook supply link	71,212	2,390,900	2,319,688
Low er Waihao - Renew als	-	37,354	37,354
Low er Waihao - Glenavy Tow nship Mains Renew al	106,600	70,000	- 36,600
Low er Waihao - Glenavy Tow nship Restrictor Renew al	-	10,000	10,000
Low er Waihao - Flow Meter Renew al	-	12,534	12,534
Low er Waihao - Glenavy line renew al	9,888	143,869	133,981
Low er Waihao - Denitrification	124,392	494,442	370,050
Low er Waihao - Source / WTP generator	48,917	70,000	21,083
Low er Waihao - Booster generator	20,903	34,000	13,097
Otaio / Makikihi - Renew als	1,155	13,000	11,845
Otaio / Makikihi - Makikihi Tow nship Mains Renew al	10,475	135,250	124,775
Otaio / Makikihi - Makikihi Tow nship Restrictor Renew al	-	10,000	10,000
Otaio / Makikihi - Source / WTP generator	21,917	85,000	63,083
Waihaorunga - Renew als	-	25,000	25,000
Waihaorunga - Pump replacements	-	24,947	24,947
Waihaorunga - Drink Water Intake/Plant Compliance Upgrade	29,288	1,200,000	1,170,712
Waihaorunga - Source / WTP generator	-	47,000	47,000
Waihaorunga - Melford reservoir telemetry	-	17,000	17,000
Waikakahi - Renew als	1,861	22,000	20,139
Waikakahi - Drinking Water Intake/Plant Compliance Upgrade	35,972	2,900,000	2,864,028
Waikakahi - Pump renew als	-	13,000	13,000
Waikakahi - Source / WTP generator	22,403	79,000	56,597
Water Supply Schemes - Capital	-	209,377	209,377
Urban Water - Rising Main Renew als	230,243	700,065	469,822
Urban Water - Lateral Renew als	617	113,967	113,351
Urban Water - Pressure Management	-	77,100	77,100
Urban Water - Timaru Road pump renew als	11,861	42,695	30,834
Urban Water - Waimate Reservoir Cover Replacement	-	100,000	100,000
Urban Water - Main line valve renew als	-	86,460	86,460
Urban Water - Booster Bakers/Court/Hunts/Fitzmaurice Roads	8,002	305,876	297,874
Urban Water - Extension Bakers/Court/Hunts/Fitzmaurice Roads	52,955	538,769	485,814
Urban Water - Te Kiteroa Main, Booster and Reservoir	269,876	2,029,528	1,759,652
Urban Water - Softw are and code upgrades	-	70,000	70,000
Other Projects	21,251	15,500	- 5,751
Total Water Supply	1,317,959	14,958,864	13,640,905

Project	Total Spends to 31-Dec-2025	2025/26 Budget	Remaining Budget
Roading and Footpaths			
Roading - Resealing	-	1,322,860	1,322,860
Roading - Drainage Construction	22,119	175,843	153,724
Roading - Culvert Replacement	16,516	160,987	144,471
Roading - Kerb and Channel renewal	114,741	298,707	183,966
Roading - Concrete ford renewal	-	45,900	45,900
Roading - Pavement Rehabilitation	-	834,258	834,258
Roading - Structures component rep	157,946	206,907	48,961
Roading - Sign renewal	10,070	71,126	61,056
Roading - Footpath renewal	60,472	66,324	5,852
Roading - Minor improv. (non-sub)	-	40,000	40,000
Roading - Development	18,708	-	(18,708)
Total Roothing and Footpaths	400,573	3,222,912	2,822,339
	-		-
Sewerage and Sewage			
Sewer - Waimate Urban Renewals	363,851	726,533	362,682
Sewer - Pond Bypass Valves Renewal	-	12,600	12,600
Sewer - Disposal Field Border Dyke Maintenance	-	8,700	8,700
Sewer - WWTP Electrical/control Renewal	5,685	100,000	94,315
Sewer - WWTP various equipment	-	8,500	8,500
Sewer - Garlands Road low pressure sewer extension	976	73,522	72,546
Total Sewerage and Sewage	370,512	929,855	559,343
	-		-
Waste Management			
Waste Management - Wheelie Bin Replacements	3,233	8,500	5,267
Waste Management - Public place refuse and recycling facilit	-	7,000	7,000
Waste Management - Miscellaneous Capital	2,561	1,000	1,561
Waste Management - Extend seal at RRP	-	44,420	44,420
Total Waste Management	5,794	60,920	55,126
	-		-
Stormwater			
Stormwater - Belt Street main renewal	-	-	-
Stormwater - Rapid soakage devices	-	50,000	50,000
Stormwater - Park Road catchment investigation	31,473	150,000	118,528
Stormwater - LGC overland flow renewal	-	100,000	100,000
Total Stormwater	31,473	300,000	268,528
Grand Total	3,026,562	21,323,658	18,297,096

13. Council has awarded the contract to construct 4km of pipeline to connect the new source to the Lower Waihao treatment plant. Additionally, the intake structure has been commissioned. Additional treatment processes will be required at the treatment plant due to raw water quality.
14. Procurement is underway for the upgrade of the Cannington, Waihaorunga and Waikakahi mixed-use rural water supplies. Waikakahi is provisional whilst modelling is undertaken to confirm (or not) whether this scheme can be connected to the new Lower Waihao source.

RECOMMENDATION

That the Finance Report for the 6 months ended 31 December 2025 is accepted.

16.2 EXPENDITURE VARIATION REPORT FOR THE 6 MONTHS ENDED 31 DECEMBER 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 the information of Council.
2. The Expenditure Variation Report for the quarter ended 30 September 2025 was received by Council in November 2025. As some additional items of expenditure relating to Quarter 1 has now been identified, we have labelled those items with an asterisk (*) in order that the new items now being reported can clearly be distinguished.
3. Expenditure variation items are funded from each activity reserve, unless otherwise stated.

EXPENDITURE VARIATIONS

Description	Quarter 1 to September 2025	Quarter 2 to December 2025	Total spend
Items approved by the Chief Executive			
4. Library - Subscriptions	\$ 9,400	\$ 500	\$ 9,900
Quarter 1: Wireless tech book return system. Omitted from budget. Quarter 2: The Association of Public Library Manager Membership fee omitted from budget.			
5. Building Control - Legal Fees	\$ 33,700	\$ -	\$ 33,700
Relates to a building statement of claim laid in the Timaru District Court on 29 August 2025.			
6. Lower Waihao Water – Nitrate Response	\$ 3,900	\$ 1,700	\$ 5,600
Quarter 1: Drinking water sampling, upgrade solar panel to meet the demand of monitoring equipment at new source. Quarter 2: Reprogramming treatment plant to enable blending of Waitaki River Water during elevated nitrates.			
7. Resource Recovery Park – Computer Support	\$ 5,300	\$ -	\$ 5,300
Weightrax annual licence fee, three years included in original weighbridge contract. Omitted from budget.			
8. Chief Executive – Consultancy	\$ 60,300	\$ 40,300	\$ 100,600
Quarter 1 & 2: Consultancy services for Local Water Done Well (LWDW).			
9. Asset Management Plan Support – Consultancy	\$ 7,600	\$ -	\$ 7,600
Three Waters and Parks asset management plans and related software licences.			
10. Urban Water – Plant Treatment	\$ 7,500	\$ -	\$ 7,500
Replacement UV Probes (Validated) for Timaru Road and Manchesters Road Water Treatment Plant			

Description	Quarter 1 to September 2025	Quarter 2 to December 2025	Total spend
11. Governance – Council Chambers AV Conferencing System	\$ 3,100	\$ -	\$ 3,100
Programming and adjustments to Council Chambers AV Conferencing System.			
12. Corporate Services – Rating Assistance	\$ 3,900	\$ -	\$ 3,900
Additional software support during Rates staff absences.			
13. Corporate Services – Rating Assistance	\$ 39,900	\$ -	\$ 39,900
Consultancy services during Rates staff absences. (Note: A full year budget of \$6,000 is intended to be utilised for other consultancy. Resultantly, the entire rates assistance cost has been disclosed as unbudgeted).			
14. Insurance – Riskpool Call	\$ 19,100	\$ -	\$ 19,100
Riskpool Fund Call as advised at the 19 August 2025 Council meeting.			
15. Council Property – Surveying	\$ -	\$ 9,000	\$ 9,000
Surveying to enable the relocation of the Otaio War Memorial. Survey and Land Information New Zealand (LINZ) charges associated with the Otaio War Memorial relocation.			
16. Waimate Event Centre – Building Improvements	\$ -	\$ 11,400	\$ 11,400
Building improvements outside scope of insurance claim.			
17. Public Toilets – Cleaning	\$ 7,000*	\$ 7,900	\$ 14,900
Engaging a contractor for cleaning of public toilets during weekends/staff absences.			
18. Hook Waituna Water Scheme – Line Renewal	\$ -	\$ 6,600	\$ 6,600
Berm reinstatement delayed due to seasonal conditions.			
19. Waimate Lakes Camping – Car Park Development	\$ 12,300*	\$ -	\$ 12,300
Formalise the boat trailer parking area, including reshaping.			
20. Governance – Fittings	\$ -	\$ 1,200	\$ 1,200
New Zealand flag and stand for Council Chamber.			
21. IT – CCTV System	\$ -	\$ 5,100	\$ 5,100
Replacement of failed public CCTV camera.			
Items Approved by Council			
22. District Planning – Subdivision Contribution Reserve	\$ -	\$ 150,000	\$ 150,000
Contribution to the Waimate2gether trail released early as agreed by Council at the 7 October 2025 Council meeting.			

Description	Quarter 1 to September 2025	Quarter 2 to December 2025	Total spend
Three Waters Transition Funding			
23. Asset Manager - Consultancy	\$ 11,600	\$ -	\$ 11,600
Asset Management Maturity Assessment.			
Better Off Funding			
24. Asset Manager - Consultancy	\$ 10,000	\$ -	\$ 10,000
Capital programme review required for the Water Services Delivery Plan.			

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 6 months ended 31 December 2025 is accepted

16.3 QUARTERLY TREASURY DASHBOARD REPORT 31 DECEMBER 2025

Author: Tina Stevenson, Corporate Services Group Manager

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Treasury Dashboard Report 31 December 2025  

PURPOSE

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

BACKGROUND

2. In conjunction with Council joining the Local Government Funding Agency (LGFA) in 2022 to provide for future 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 a global and New Zealand economic commentary, 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 December 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. \$1.0m floating interest rate, maturity May 2028.
 - c. \$1.5m fixed interest rate 4.90%, maturity May 2029.
 - d. \$1.0m fixed interest rate 4.69%, maturity May 2030.

8. Bank facility headroom and cash in bank was \$3.75m as at the date of the report.
9. Council's compliance with its Liability Management Policy is summarised on page 3 and 4 of the report.
10. Council is currently non-compliant with the fixed interest rate cover not being within policy control limits. The breach is in the 2-4 year time band and is caused by time erosion, due to the maturity dates.
11. The risk exposure of the breach is viewed as low and is not considered to be material and will be rectified with the draw down of further debt as forecast.
12. Council is compliant with all other aspects of the policy.

PROPOSAL

13. That Council receive the Quarterly Treasury Dashboard for the period ended 31 December 2025.

ASSESSMENT OF SIGNIFICANCE

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

CONSIDERATIONS**Legislation and Policy**

15. Local Government Act 2002.
16. Liability Management Policy.

RECOMMENDATION

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



Quarterly Treasury Dashboard

31 December 2025

STRICTLY PRIVATE AND CONFIDENTIAL



Economic Commentary as at 31 December

Global

2

In the December 2025 quarter, major central banks continued their monetary easing, with a clear focus on supporting growth amid cooling inflation, softening labour markets in some regions, and persistent uncertainty stemming from geopolitical tensions and trade policies.

The global environment featured a gradual easing across advanced economies, though at varying paces and with increasing signs of divergence entering 2026. Inflation continued to moderate toward targets in most regions, but remained sticky in services and above target in the US, prompting a more cautious approach.

The Fed pursued a measured easing path in the December quarter, delivering additional 25bp cut (including in December), bringing the Federal Funds target range to 3.50%–3.75% by year-end. This followed earlier reductions, totalling around 75–100bp for the year.

Key drivers included a cooling labour market, sticky but declining inflation, and risk management priorities. The December decision was split, reflecting divisions on the balance between employment risks and inflation persistence. Longer-term yields remained elevated, with the 10-year Treasury closing the year at 4.12%.

Overall, the December quarter marked the maturing phase of the global easing cycle: supportive financial conditions supported asset prices, but central banks grew more selective, preparing for potential policy divergence in 2026 amid uncertainties such as trade fragmentation and geopolitical risks.

Global growth remained resilient but modest (IMF projections around 3.2% for 2025), with inflation declining further – setting the stage for more range-bound or status quo policy settings in early 2026.

New Zealand

	OCR	90 day	1 year swap	2 year swap	3 year swap	5 year swap	10 year swap
30-Sept-25	3.00%	2.80%	2.56%	2.62%	2.78%	3.10%	3.68%
31-Dec-25	2.25%	2.49%	2.61%	2.93%	3.19%	3.56%	4.09%
Change	-0.75%	-0.31%	+0.05%	+0.31%	+0.41%	+0.46%	+0.41%

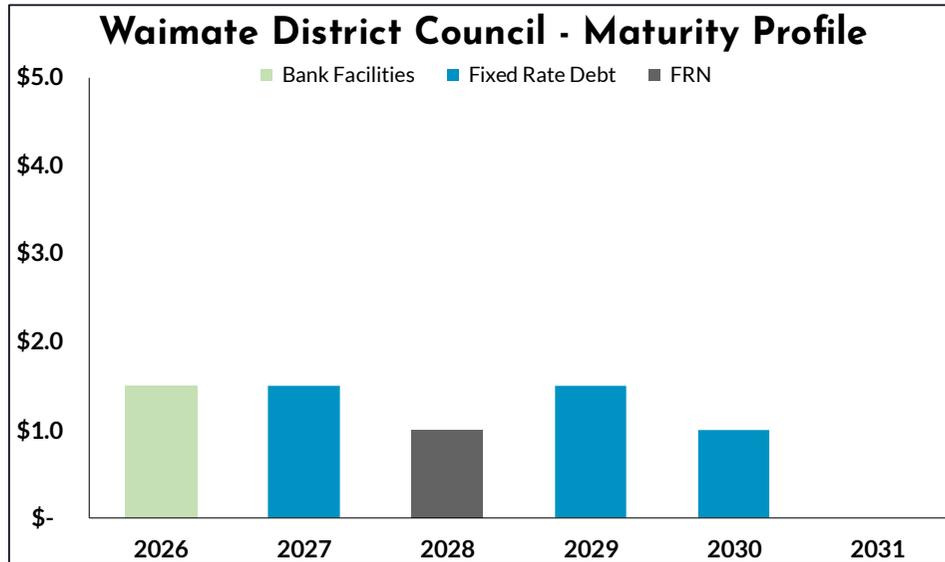
During the December 2025 quarter the Reserve Bank of New Zealand (“RBNZ”) appeared to signal that it had completed its aggressive easing cycle that began in mid-2024, with the Official Cash Rate (“OCR”) reaching a multi-year low. The final move came on 26 November 2025, when the Monetary Policy Committee (“MPC”) voted 5–1 to reduce the OCR by 25bp to 2.25% – its lowest level since mid-2022. This followed a larger-than-expected 50bp cut to 2.50% in October 2025, bringing cumulative reductions since the peak (5.50% in August 2024) to 325bp. The statement marked the last *Monetary Policy Statement* ahead of the new Governor Anna Breman taking office in December.

The market reaction to the unexpectedly hawkish cut was extreme, the 5-year swap rate increased from 3.14% on the day of the OCR announcement to 3.77% on 15 December. The extent of the movement prompted the new Reserve Bank Governor to issue a statement that essentially said the markets had gone too far, stating that “*Financial market conditions have tightened since the November decision, beyond what is implied by our central projection for the OCR.*” As a consequence of the statement, 5-year swap rates retreated to 3.52%. Overall during the quarter the yield curve steepened considerably with the spread between the 90 day rate and the 5 year swap rate increasing from 0.30% on 1 October to 1.04% on 31 December.

The consensus view is that the new Governor will be cautious around inflation and would need to see a material surge in growth to contemplate any change in the OCR until 2027, which is when we see the first hike.

Liquidity and Funding

3



Debt
\$5.0m
 External Council Drawn Debt

LGFA
\$5.0m
 Funds Drawn from LGFA

Bank facility headroom + term deposits + cash in bank
\$3.75m

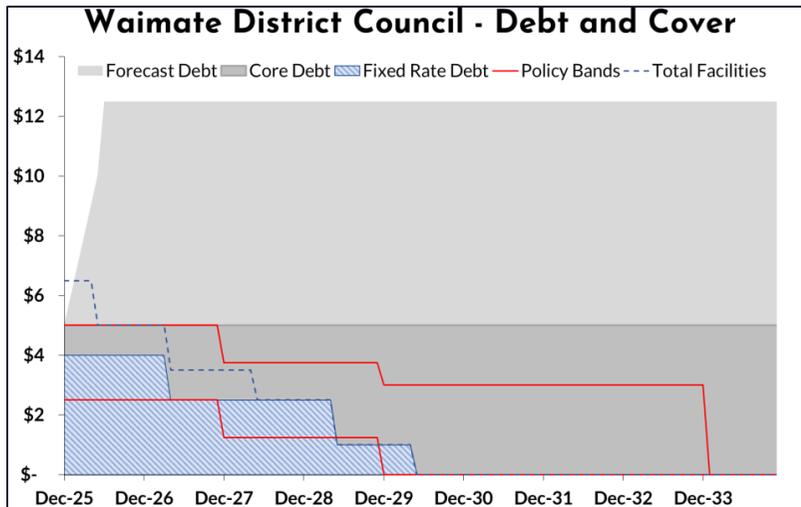
Liquidity Ratio (LGFA minimum requirement 110%)
174.92%
 Definition: (Cash Reserves + Lines of Credit + Drawn Debt)/Drawn Debt

Policy Compliance	Compliant
Have all transactions been transacted in compliance with policy?	Yes
Is fixed interest rate cover within policy control limits?	No
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

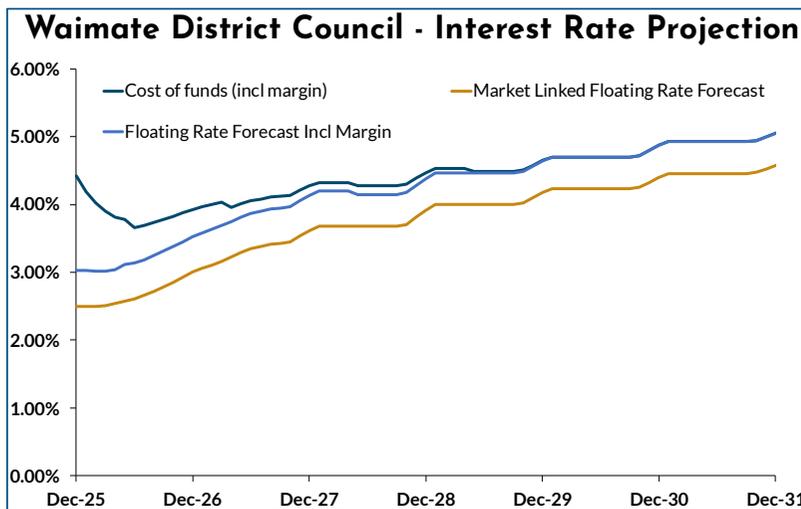


Interest Rate Risk Management

4



Current % of Debt Fixed	80.0%
Current % of Debt Floating	20.0%
Value of Fixed Rate (m)	\$4.0
Weighted Average Cost of Fixed Rate Instruments	4.77%
Value of Floating Rate (m)	\$1.0
Current Floating Rate	2.49%
Current Floating Rate (incl margin)	3.03%
All Up Weighted Average Cost of Funds Including Margin	4.42%
Total Facilities In Place	\$6.5



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

WDC has a \$300,000 breach of policy in the 2-4 year time band, caused by time erosion, as the 20 May 2029 maturity fixed-rate bond falls within the 2-4 year time band rather than the 4-8 year time band. The excess is not considered to be material and will be addressed when new debt is drawn down.



LGFA Borrowing Rates

5

Listed below are the credit spreads and applicable interest rates as of 31 December 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%	2.69%	N/A
6 month CP	0.20%	2.75%	N/A
April 2027	0.58%	3.07%	3.26%
May 2028	0.68%	3.17%	3.66%
April 2029	0.72%	3.21%	3.94%
May 2030	0.74%	3.23%	4.16%
May 2031	0.88%	3.37%	4.45%
May-2032	0.95%	3.44%	4.66%
April 2033	1.00%	3.49%	4.82%
May 2035	1.11%	3.60%	5.12%
April 2037	1.15%	3.64%	5.30%



LGFA borrowings

6

As of 31 December, 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 \$1.5 million that matures in May 2026.

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

Instrument	Maturity	Yield	Margin	Amount
LGFA FRB	15-Apr-27	4.70%	N/A	\$1,500,000
LGFA FRN	15-May-28	3.46%	0.96%	\$1,000,000
LGFA FRB	20-May-29	4.90%	N/A	\$1,500,000
LGFA FRB	15-May-30	4.69%	N/A	\$1,000,000
				\$5,000,000



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16.4 SECTION 44A AMENDMENT TO THE WAIMATE DISTRICT PLAN - NATIONAL ENVIRONMENTAL STANDARDS FOR DETACHED MINOR RESIDENTIAL UNITS
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Authoriser: Dylan Murray, Regulatory and Compliance Group Manager

Attachments:

1. Appendix 1A - Section 2 Policy and Legal (under separate cover) 
2. Appendix 1B - Section 4 Rural (under separate cover) 
3. Appendix 1C - Section 5 Residential (under separate cover) 
4. Appendix 1D - Section 6 Business (under separate cover) 
5. Appendix 1E - Section 9 Transport (under separate cover) 
6. Appendix 1F - Section 10 Subdivision and Financial Contributions (under separate cover) 
7. Appendix 1G - Section 13 Definitions (under separate cover) 
8. Appendix 2 - Memo - Staff assessment of NES-DRMU provisions for s44A amendment (under separate cover) 

PURPOSE

1. The purpose of this report is to seek Council approval for amendments to the Waimate District Plan which are required by section 44A of the Resource Management Act (RMA).

BACKGROUND

2. The government has recently gazetted the National Environmental Standards for Detached Minor Residential Units (NES-DMRU, with individual dwellings called 'detached minor residential units' or DMRUs). The NES-DRMU is part of the government's commitment to enable the building of small houses (colloquially 'granny flats') without either building or resource consent in most cases, and sits alongside the recent changes made to the Building Act.
3. The NES-DMRU introduces a range of standards which are designed to make the construction of DMRUs easier and more straightforward.¹ These standards are generally permissive and overrule some standards in the Waimate District Plan (the District Plan). However, the NES-DMRU also enables some plan rules to continue.
4. The matters in the District Plan which continue to apply are described in regulation 7 of the NES-DRMU. In brief the standards which continue to apply are matters that relate to:
 - a. Subdivision; and
 - b. Matters of national importance (under section 6 of the RMA); and
 - c. The use of the DRMU for anything other than a residential activity; and
 - d. Papakainga; and
 - e. Earthworks.
5. Rules and standards for some additional matters continue to apply to DRMUs, provided they already applied to any existing residential units on a site, and manage effects relating to health and safety. These matters are:
 - a. Any natural hazard risk, not already captured under the exceptions in paragraph 4; and
 - b. Reverse sensitivity effects; and
 - c. Site-specific infrastructure requirements.

¹ Note that the definition of DMRU and 'Small stand alone dwelling' from the Building Act are similar, but not entirely the same. It is possible to be a DMRU under the NES-DMRU, and require a building consent, and conversely some small stand alone dwellings may not be DMRUs.

6. The NES-DMRU also specifically prohibits plan provisions from applying to some matters including amenity values and parking.
7. Finally, if any provisions of the District Plan are more lenient than those in the NES-DRMU, those continue. For example, in the District Plan, the provisions for setbacks from neighbours are more lenient in some cases.

PROPOSAL

8. Section 44A of the RMA requires that Council, as soon as practicable after gazettal and without using the Schedule 1² planning process, amend the District Plan to remove any duplication or conflict with a new national environmental standard.
9. For the purpose of section 44A, 'duplication' refers to a rule or standard which is exactly the same in both the NES-DMRU and the District Plan. Because of the significantly different drafting styles, there are no cases of duplication.
10. 'Conflict' means the District Plan rules do not align with the NES-DMRU. This can affect whether a consent is required, or how an activity is assessed. These conflicts must be resolved unless the NES-DMRU clearly allows the District Plan rule to remain.
11. Staff have prepared the amendments to the District Plan to resolve conflicts with the NES-DMRU.

CONSIDERATIONS

12. Council is required to make the amendments to the District Plan as soon as reasonably practicable after a National Environmental Standard comes into force. Staff have therefore not assessed any other options.
13. The proposed amendments to the District Plan are included in Appendix 1, and shown in track changes for clarity.
14. The analysis that supports the amendments is included in Appendix 2.
15. Assuming Council authorises the amendments, staff will resolve the track changes, and update the District Plan (including online and physical copies), and maintain the record of plan amendments.

FINANCIAL

16. There is a minor financial implication as a result of the amendment. Open space and recreation contributions cannot be collected for DMRUs (as financial contributions are collected as a requirement of rule in the District Plan, and the relevant rule is not enabled by the NES-DMRU).

RECOMMENDATION

1. That the Section 44A Amendment to the Waimate District Plan – National Environmental Standards for Detached Minor Residential Units (NES-DMRU) report is received; and
2. That Council authorises the amendments to the District Plan (detailed under separate cover), required under section 44A of the Resource Management Act to remove any duplication and conflict with the NES-DMRU; and
3. That Council notes staff will complete the amendment process, including updating the District Plan and maintaining the record of amendments.

² The Schedule 1 process is the plan change process which requires full public consultation.

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

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 27 January 2026	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)(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

**19 RE-ADMITTANCE OF THE PUBLIC REPORT
MEETING CLOSURE**