

# Agenda

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

**Tuesday 21 April 2026**

10:15AM

Council Chamber  
Waimate District Council  
125 Queen Street  
Waimate

[www.waimatedc.govt.nz](http://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 21 April 2026, 10:15AM.**

### **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****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 24 MARCH 2026**

**Author:** Aleisha Macpherson, Corporate Services Assistant

**Authoriser:** Tina Stevenson, Corporate Services Group Manager

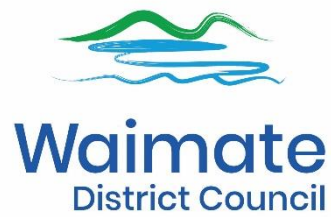
**Attachments:** 1. Minutes of the Council Meeting held on 24 March 2026

**PURPOSE**

To present the unconfirmed Minutes from the Council Meeting held on 24 March 2026 for confirmation.

**RECOMMENDATION**

That the Minutes of the Council Meeting held on 24 March 2026 be adopted as a true and correct record



# **MINUTES**

## **Ordinary Council Meeting**

**24 March 2026**

**MINUTES OF WAIMATE DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,  
WAIMATE  
ON TUESDAY 24 MARCH 2026 10:15 AM**

**PRESENT:** Mayor Craig Rowley, Deputy Mayor Sandy McAlwee, Cr John Begg, Cr Jakki Guilford, Cr Stacey Swale, Cr Paul Harrison, Cr Peter Paterson, Cr Lisa Small, Cr Rick Stevens

**IN ATTENDANCE:** Stuart Duncan (Chief Executive), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Nicole Timney (Community and Strategy Group Manager), Aleisha Macpherson (Corporate Services Assistant)

**PARTIAL ATTENDANCE:** Shey Taylor (Strategic Planner/Policy Advisor), Grace Aikman (Human Resources Manager), Dylan Murray (Regulatory and Compliance Group Manager)

## **OPENING**

### **1 MEETING OPENING**

Cr Jakki Guilford opened the meeting with a Whakataukī – Māori proverb.

### **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) 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 24 FEBRUARY 2026

##### RESOLUTION 2026/27

Moved: Cr Lisa Small

Seconded: Cr Peter Paterson

That the Minutes of the Council Meeting held on 24 February 2026 be adopted as a true and correct record.

**CARRIED**

### 8 RECEIPT OF MINUTES

#### 8.1 MINUTES OF THE WAIMATE DISTRICT CIVIC AWARDS COMMITTEE MEETING HELD ON 29 JANUARY 2026

##### RESOLUTION 2026/28

Moved: Mayor Craig Rowley

Seconded: Cr Jakki Guilford

That the unconfirmed minutes of the Waimate District Civic Awards Committee Meeting held on 29 January 2026 be received.

**CARRIED**

## REPORTS

### 9 MAYOR'S REPORT

#### 9.1 MAYOR'S REPORT

##### RESOLUTION 2026/29

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

That the Mayor's Report is accepted.

**CARRIED**

### 10 DEPUTY MAYOR'S REPORT

Nil

## 11 COUNCILLORS' REPORT

### 11.1 COUNCILLORS' REPORT

#### RESOLUTION 2026/30

Moved: Cr John Begg

Seconded: Cr Rick Stevens

That the Councillors' Report is accepted.

**CARRIED**

Note: Cr Guilford also attended the Aoraki Foundation launch of the Waimate Fund.

## 12 CHIEF EXECUTIVE'S REPORT

### 12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT

#### RESOLUTION 2026/31

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

That the Chief Executive's Activity Report is accepted.

**CARRIED**

## 13 COUNCIL ACTIONS REPORT

### 13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC

#### RESOLUTION 2026/32

Moved: Cr Lisa Small

Seconded: Cr Jakki Guilford

That the Outstanding Council Actions Report – Public is accepted.

**CARRIED**

Note: There has still been no response from FENZ. A follow up email will be sent.

**14 HUMAN RESOURCES REPORT****14.1 HUMAN RESOURCES REPORT****RESOLUTION 2026/33**

Moved: Cr John Begg

Seconded: Cr Peter Paterson

That the Human Resources Manager's report is accepted.

**CARRIED****15 AUDIT AND RISK COMMITTEE REPORT****15.1 AUDIT AND RISK COMMITTEE CHAIR'S REPORT****RESOLUTION 2026/34**

Moved: Cr Paul Harrison

Seconded: Deputy Mayor Sandy McAlwee

That the Audit and Risk Committee Chair's Report is accepted.

**CARRIED****16 GENERAL REPORTS****16.1 DELEGATIONS POLICY REVIEW****RESOLUTION 2026/35**

Moved: Cr Rick Stevens

Seconded: Cr Jakki Guilford

1. That the Delegations Policy Review report is accepted; and
2. That Council adopts the Delegations Policy as presented.

**CARRIED****16.2 FEES AND CHARGES 2026/27****RESOLUTION 2026/36**

Moved: Cr Rick Stevens

Seconded: Cr Stacey Swale

1. That the Fees and Charges 2026/27 report is accepted; and
2. That Council adopts the Waimate District Council Fees and Charges for 2026/27, effective 1 July 2026, as presented.

**CARRIED**

**16.3 HERITAGE GRANT APPLICATIONS - FEBRUARY 2026****RESOLUTION 2026/37**

Moved: Cr Lisa Small

Seconded: Deputy Mayor Sandy McAlwee

1. That the Heritage Grant Applications – February 2026 report is accepted; and
2. That Council approves the funding application of \$1000.00 inclusive of GST from Waimate Edwardian Heritage Group; and
3. That Council approves the funding application of \$1000.00 excluding GST from Rebecca Murray (Bec's Murray Photography Ltd).

**CARRIED**

Note: The Regulatory & Compliance Group Manager left the room due to a conflict of interest.

**16.4 RECREATIONAL TRACK GRANT APPLICATION - WHITEHORSE MTB RIDERS INC.****RESOLUTION 2026/38**

Moved: Cr John Begg

Seconded: Cr Rick Stevens

1. That the Recreational Track Grant Application - Whitehorse MTB Riders Inc. report is accepted; and
2. That Council approves the funding application of \$8695.64 excluding GST from Whitehorse MTB Riders Inc.

**CARRIED**

**16.5 PROPOSAL FOR WINTER CAMPING AT THE LAKES CAMPGROUND****RESOLUTION 2026/39**

Moved: Cr John Begg

Seconded: Cr Lisa Small

1. That the Proposal for Winter Camping at the Lakes Campground report is accepted; and
2. That the Council accept the proposal for winter camping on a trial basis at Waitangi East Lakes campground and amend the Fees and Charges accordingly.

**CARRIED**

Note: Minor modification to point 9 (VI) \$10 for single or couple pass per night, with additional dependent child \$5 per night. Fees and Charges to be updated accordingly. Council requested a full breakdown of the income and costs at the end of the trial period.

**16.6 CONSIDERATION FOR ACCEPTANCE OF GIFTED LAND, KEANE PARK, GLENAVY****RESOLUTION 2026/40**

Moved: Cr Lisa Small

Seconded: Cr Peter Paterson

1. That the Consideration for Acceptance of Gifted Land, Keane Park, Glenavy report is accepted; and
2. That Council accept the gift of Keane Park from the Bridging Waitaki Charitable Trust with a formal letter of acknowledgement to be sent to the Trust recognising their dedication.

**CARRIED**

Note: The Mayor acknowledged the work the group has undertaken for a number of years.

**16.7 WATER SERVICES COMMITTEE - MEMBERSHIP****RESOLUTION 2026/41**

Moved: Cr Rick Stevens

Seconded: Cr John Begg

1. That the Water Services Committee – Membership report is accepted; and
2. That Council approves the following appointments to the Water Services Committee:
  - (i) Mayor Craig Rowley
  - (ii) Councillor Peter Paterson
  - (iii) Councillor Jakki Guilford

**CARRIED**

**16.8 RISKPOOL: TRUST DEED AMENDMENTS - CONSULTATION OUTCOME****RESOLUTION 2026/42**

Moved: Mayor Craig Rowley

Seconded: Cr Jakki Guilford

That the Riskpool: Trust Deed Amendments – Consultation Outcome 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 2026/43**

Moved: Cr Jakki Guilford

Seconded: Deputy Mayor Sandy McAlwee

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
<b>18.1 - Public Excluded Minutes of the Council Meeting held on 24 February 2026</b>	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
<b>18.2 - Outstanding Council Actions Report - Public Excluded</b>	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
<b>18.3 - Approval to proceed with the construction of the Otaio-Makikihi / Hook-Waituna Water Treatment Plant</b>	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)(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
<b>18.4 - Alpine Energy Limited - Shareholder Dashboard - Quarter 3 of the 2026 Financial</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would

<p><b>Year &amp; Asset Investment Portfolio Review Summary</b></p>	<p>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>be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>18.5 - Alpine Energy Limited Draft Statement of Corporate Intent 2027-2029</b></p>	<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>
<p><b>CARRIED</b></p>		

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

<p><b>RESOLUTION 2026/44</b></p>
<p>Moved: Mayor Craig Rowley Seconded: Deputy Mayor Sandy McAlwee</p>
<p>That Council moves out of Closed Council into Open Council.</p>
<p><b>CARRIED</b></p>

**MEETING CLOSURE**

There being no further business, the Chair declared the meeting closed at 11.38am

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 21 April 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**

1. 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 14 March 2026 to 10 April 2026.

**EXTERNAL MEETINGS & FUNCTIONS ATTENDED BY THE MAYOR**

<b>Date</b>	<b>Meetings and Functions</b>
17 March 2026	Local Government New Zealand meeting with the Minister of Local Government – online
18 March 2026	EyesUpNZ Afternoon Tea – Timaru
23 March 2026	New Zealand Disc Golf Championships Prize Giving – Knottingley Park and Arboretum
24 March 2026	Road Controlling Authorities Forum (New Zealand) Incorporated Special General Meeting – online
24 March 2026	Community Development Funding discussion – Waimate Community Link
26 March 2026	Meeting with Regional Public Service Director and Commissioner – Council office

**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 14 March 2026 to 10 April 2026.

<b>Deputy Mayor Sandy McAlwee</b>	
<b>Date</b>	<b>Meetings and Functions</b>
27 March 2026	Alpine Energy shareholders induction - Timaru
1 April 2026	Tour of Downlands Water – Waimate Surrounds
1 April 2026	Rural Water Chair's meeting – Council Chambers

<b>Cr Jakki Guilford</b>	
<b>Date</b>	<b>Meetings and Functions</b>
17 March 2026	LGNZ meeting – Remote attendance
27 March 2026	LGNZ Women's Social Media Moderation – Remote attendance
31 March 2026	Economic Ramifications of the Middle East conflict - Webinar

<b>Cr John Begg</b>	
<b>Date</b>	<b>Meetings and Functions</b>
17 March 2026	LGNZ meeting – Remote attendance
19 March 2026	Health Promotions meeting – Janet Quigley - Waimate
19 March 2026	Abbeyfield Planning meeting - Waimate
23 March 2026	Canterbury Mayoral Climate Champions Reference Group meeting – Remote attendance
23 March 2026	ECAN Southern Biosecurity Advisory Group meeting - Timaru
27 March 2026	Alpine Energy shareholders induction - Timaru
30 March 2026	Canterbury Biodiversity Champions meeting – Remote attendance

<b>Cr Lisa Small</b>	
<b>Date</b>	<b>Meetings and Functions</b>
27 March 2026	Alpine Energy shareholders induction - Timaru
1 April 2026	Radio Segment with the Breeze – Waimate

<b>Cr Paul Harrison</b>	
<b>Date</b>	<b>Meetings and Functions</b>
18 March 2026	Waimate2gether meeting – Waimate
1 April 2026	Rural Water Chair's meeting – Council Chambers
7 April 2026	Waimate Trackways meeting - Waimate

<b>Cr Peter Paterson</b>	
Information not provided.	

<b>Cr Rick Stevens</b>	
<b>Date</b>	<b>Meetings and Functions</b>
17 March 2026	Waimate Historical Society Extraordinary meeting – Waimate
18 March 2026	Waimate District Resource Trust Board meeting - Waimate
9 April 2026	Waimate Historical Society Workshop - Waimate

<b>Cr Stacey Swale</b>	
<b>Date</b>	<b>Meetings and Functions</b>
27 March 2026	Alpine Energy shareholders induction - Timaru
1 April 2026	Tour of Downlands Water – Waimate Surrounds

**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**

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

**MEETINGS AND FUNCTIONS ATTENDED**


- External meetings and functions attended by the Chief Executive from 14 March 2026 to 10 April 2026:

<b>Date</b>	<b>Meetings and Functions</b>
19 March 2026	Canterbury Chief Executives Regional Spatial Planning Committee discussion – online
24 March 2026	Community Development Funding discussion – Waimate Community Link
26 March 2026	Local Government Sector Meeting on National Fuel Plan with Minister Nicola Willis – online
26 March 2026	Meeting with Regional Public Service Director and Commissioner – Council office
27 March 2026	Meeting with Fonterra Manager Local Government & Stakeholder Affairs – Waimate

**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 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)
<b>RESOLUTION 2024/52</b>			
Moved: Deputy Mayor Sharyn Cain			
Seconded: Mayor Craig Rowley			
<ol style="list-style-type: none"> <li>1. That the License to Use Response Assets (Fire and Emergency New Zealand) report is accepted; and</li> <li>2. That Council recommends that the Chief Executive negotiate the transfer of debt and that the appliance remains in community if possible; and</li> <li>3. That Council delegates the Chief Executive to negotiate directly with Fire and Emergency New Zealand.</li> </ol>			
<b>CARRIED</b>			
14 Apr 2026: Awaiting confirmation of meeting date.			

Meeting	Officer/Director	Section	Subject
Council 28/01/2025	White, Stacey	General Reports	St Andrews Closed Landfill Assessment of Remedial Options
<b>RESOLUTION 2025/20</b>			
Moved: Mayor Craig Rowley			
Seconded: Cr John Begg			
<ol style="list-style-type: none"> <li>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</li> <li>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.</li> </ol>			
<b>CARRIED</b>			
17 Mar 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
<b>RESOLUTION 2025/99</b>			
Moved: Cr Rick Stevens			
Seconded: Deputy Mayor Sharyn Cain			
That the Local Government Funding Agency Annual Report to 30 June 2025 report is accepted.			
<b>CARRIED</b>			
14 Apr 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, Acting Human Resources Manager

**Authoriser:** Stuart Duncan, Chief Executive

**Attachments:** Nil

**PURPOSE**

1. For the Human Resources Manager to update Council.

**RECRUITMENT**

2. The Governance Support and PA to the Mayor commenced on 13 April 2026.
3. Recruitment for the Finance Manager position remains in progress and is being managed through an external recruitment agency.
4. A Graduate Planner is scheduled to commence on 28 April 2026.
5. A Senior Roading Officer is scheduled to commence on 11 May 2026. As part of this recruitment process, applicants have also been encouraged to apply for the Roading Officer position. If no suitable candidate is identified for the Roading Officer role through this process, the position will be advertised externally.
6. Recruitment for the Assistant Engineer role is in the final stages, with the position expected to be filled from the current pool of applicants.
7. The staff headcount reflected in the table is based on employees in active employment as of 9 April 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
16/03/2026	88	0	54	22	9	3	8
09/04/2026	81	0	53	22	5	1	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 APPROVAL TO EXTEND CONTRACT PERIOD FOR ROAD NETWORK OPERATIONS AND MAINTENANCE CONTRACT 20-11

**Author:** Rob Moffat, Roading Manager  
**Authoriser:** Dave Inwood, Three Waters Manager  
**Attachments:** Nil

#### PURPOSE

1. The purpose of this report is to seek Waimate District Council approval to negotiate with the incumbent contractor and award a two-year extension to Contract 20-1 – Road Network Operations and Maintenance.

#### BACKGROUND

2. Contract 20-1 has an initial term of five years, commencing 1 July 2021 and expiring 30 June 2026. The contract includes provision for a 24-month extension, to a maximum term of seven years, subject to contractor performance and other relevant factors.
3. Rooney Earthmoving Ltd has formally requested an extension as provided for within the contract. The contractor has advised that extending the contract will continue to deliver strong value for money to Council. This is supported by:
  - An experienced and locally based team with substantial backup resources
  - The ability to deliver a full range of services in-house, including survey, design, pavement construction, drainage, and senior management support
  - Proven delivery under the existing schedule of rates, which has historically provided competitive and reliable service outcomes
4. All works will continue to be undertaken under the agreed schedule of rates. The contractor maintains a fully resourced and established operation in Waimate.

#### 5. Performance

Overall, Rooney Earthmoving Ltd has performed well to date. The contractor has demonstrated strong capability in reactive maintenance, responding promptly and effectively to urgent repairs and emergency events such as flooding, slips, and fallen trees.

They have also delivered solid outcomes across planned renewal programmes, including:

- Pavement granular overlays
- Kerb and channel renewals
- Footpath renewals
- Culvert replacements

There is an opportunity to further strengthen performance in planning and forward programming. Increased focus on identifying and implementing the most cost-effective maintenance and renewal treatments would reduce reliance on reactive work.

The contractor is cooperative and responsive to feedback, providing a strong platform for continuous improvement. With greater emphasis on forward planning and programme delivery, further gains in efficiency and cost-effectiveness are achievable.

#### 6. Competitive Pricing.

Waimate District Council is currently achieving highly competitive rates under the existing contract, particularly for roading aggregates and routine maintenance activities.

Benchmarking data from REG Transport Insights (2024–25) indicates that Waimate performs very strongly compared to similar rural councils:

- Lowest overall cost per kilometre for maintenance operations and renewals at \$4,247 per km
- Lowest cost for unsealed pavement maintenance within the rural peer group
- Fourth lowest cost for sealed pavement maintenance within the rural peer group

These results demonstrate that the current contract is delivering strong value for money. Extending the contract will allow Council to retain these favourable rates and maintain cost-efficient network management.

#### 7. **Supplier Market Impact**

A review of the supplier market indicates that extending the current contract is unlikely to have a significant negative impact on competition.

When originally tendered, only two conforming tenders were received, reflecting the limited number of contractors with the capability and capacity to deliver rural road maintenance services in this area.

Across the Mid–South Canterbury region, several councils utilise the same contractor, further indicating a constrained supplier market. There are currently no other contractors based in South Canterbury with the scale, experience, and resources required to deliver a contract of this nature.

Given these factors, extending the contract will ensure continuity of service without materially affecting market competition, while retaining the option to re-tender in the future should market conditions change.

#### 8. **Uncertainty in oil prices**

Tendering a new five-year road maintenance contract at the present time presents a level of financial uncertainty and risk.

Tendering a new five-year contract at this time presents financial uncertainty due to volatility in global oil prices.

A significant proportion of road maintenance activities rely on petroleum-based products, including bitumen for chip sealing and asphalt, as well as fuel for transport and plant. Fluctuations in oil prices directly impact these costs.

In this environment, contractors are likely to include risk allowances in their pricing to cover potential increases, resulting in higher tendered rates and reduced value for money.

Extending the current contract avoids this pricing risk and enables Council to continue operating under established rates and working relationships, while monitoring market conditions until greater stability is achieved.

Exercising the extension option is therefore a prudent approach.

9. Advantages Disadvantages

Extension of Contract	New Contract
Advantages	Disadvantages
Continued price surety	Risk of net price increase.
Continued surety of quality.	Requirement to rebuild public /contractor relationship
Continued communication relationship	Wind down/wind up changeover difficulties
Avoid administration effort (time and cost)	Requirement to re-build communication relationships and partnering.
Continued community-contractor relationship.	Risk of deficient performance with unknown Contractor
Contractors Staff knowledge of road network	Requirement of contractor’s staff to gain knowledge of road network
Disadvantages	Advantages
Potential continuance of problem aspects.	Possibility of improved performance.

**Options**

**10. Approves the contract extension**

The contractor is well known to Council, performance is satisfactory, and costs are established.

The 2026/27 Annual Plan budgets have been prepared on the basis that rates will remain consistent with the current contract, allowing for escalation. Re-tendering may introduce cost increases not currently budgeted.

**11. Do not approve the contract extension**

Council proceeds to re-tender the contract. This introduces pricing uncertainty, potential cost increases, and transition risks, but may provide an opportunity for improved performance

**ASSESSMENT OF SIGNIFICANCE**

12. This matter is considered not significant.

**CONSIDERATIONS**

13. The New Zealand Agency has approved the extension of the contract to the full seven-year term.

**RECOMMENDATION**




1. That the Approval to extend contract period for road network operations and maintenance contract 20-1 report is received; and
2. That Contract 20-1 Road Network Operations and Maintenance with Rooney Earthmoving Ltd be extended for two years from 1 July 2026 to 30 June 2028.

**16.2 DANGEROUS, AFFECTED, AND INSANITARY BUILDINGS POLICY REVIEW**

**Author:** Shey Taylor, Strategic Planner/Policy Advisor

**Authoriser:** Dylan Murray, Regulatory and Compliance Group Manager

**Attachments:**

1. **DRAFT Dangerous, Affected, and Insanitary Buildings Policy** [↓](#) 
2. **DRAFT Dangerous, Affected, and Insanitary Buildings Procedures** [↓](#) 
3. **Dangerous, Affected, and Insanitary Buildings Consultation Document** [↓](#) 

**PURPOSE**

1. For Council to consider the Dangerous, Affected, and Insanitary Buildings Policy and Consultation Document for public consultation.

**BACKGROUND**

2. This policy meets the requirements of Sections 131, 132, and 132A of the Building Act 2004 (the Act) for territorial authorities to adopt a policy on dangerous, affected, and insanitary buildings. This is a review of existing policy under Section 132 of the Act.

**PROPOSAL**

3. In review of Council's buildings policies, the Department of Internal Affairs (DIA) has requested that current policies be updated to include reference to "Affected" buildings in Council's framework for managing buildings under the Building Act 2004 and Building (Earthquake-prone Buildings) Amendment Act 2016.
4. Council previously had two policies that addressed dangerous and insanitary buildings separately. The proposed policy would replace both as a streamlined single policy.
5. The changes proposed in this policy have no impact on the process by which Council already manages dangerous, affected, and insanitary building.
6. The consultation will open on Wednesday 22 April 2026 at 12 noon and close on Monday 25 May 2026 at 12 noon.
7. Submitters are given the option to provide general feedback on the proposed changes to the policy.
8. Hearings for submitters who wish to present to Council will be held on Tuesday 23 June 2026.

**LEGISLATION**

9. Building Act 2004.
10. Building (Earthquake-prone Buildings) Amendment Act 2016.
11. Local Government Act 2002

**ASSESSMENT OF SIGNIFICANCE**


12. Under Section 132 of the Buildings Act 2004 all amendments or replacements to this policy must be in accordance with the special consultative procedure.

**BUDGET**

13. No budget has been allocated.

**Recommendation**

1. That the Dangerous, Affected, and Insanitary Buildings Policy report is accepted; and
2. That Council approves the draft Dangerous, Affected, and Insanitary Buildings Policy and Consultation Document for public consultation.

<b>Dangerous, Affected, and Insanitary Buildings Policy</b>			
<b>Approved by:</b>	Council		
<b>Sponsor:</b>	Regulatory and Compliance Group Manager		
<b>Date approved:</b>	[Publish Date]		
<b>Next review:</b>	Month Year	<b>Resolution:</b>	

## POLICY OVERVIEW

### 1. Purpose

To reduce the potential risk posed to residents in the district by dangerous, affected and insanitary buildings.

To provide a clear framework of how Council will manage dangerous, affected and insanitary buildings.

### 2. Scope

This policy applies to all buildings within the Waimate District Council Territorial Authority District.

### 3. Associated Documents

- [Building Act 2004](#)
- [Building \(Earthquake-prone Buildings\) Amendment Act 2016](#)
- [Heritage New Zealand Pouhere Taonga Act 2014](#)
- WDC Dangerous, Affected, and Insanitary Buildings Procedures

### 4. Definitions

#### The Act

means the Building Act 2004.

#### Affected Buildings

has the same meaning as section 121A of the Act, as follows: a building is an affected building for the purposes of this Act if it is adjacent to, adjoining, or nearby -

- (a) a dangerous building as defined in section 121; or
- (b) a dangerous dam within the meaning of section 153.

**Authorised Officer**

has the same meaning as section 222 of the Act, as follows: means an officer of a territorial authority to whom either or both of the following applies:

- (a) he or she is authorised to carry out inspections; or
- (b) he or she is authorised to enter the land –
  - (i) by this Act; or
  - (ii) by an order of the District Court made under section 227.

**Building**

has the same meaning as section 8 of the Act, as follows: In this Act, unless the context otherwise requires, building -

- (a) means a temporary or permanent movable or immovable structure (including a structure intended for occupation by people, animals, machinery, or chattels); and
- (b) includes –
  - (i) a mechanical, electrical, or other system; and
  - (ii) a fence as defined in section 2 of the Fencing of Swimming Pools Act 1987; and
  - (iii) a vehicle or motor vehicle (including a vehicle or motor vehicle as defined in section 2(1) of the Land Transport Act 1998) that is immovable and is occupied by people on a permanent or long term basis; and
- (c) includes any 2 or more buildings that, on completion of building work, are intended to be managed as one building with a common use and a common set of ownership arrangements; and
- (d) includes the non-moving parts of a cable car attached to or servicing a building; and
- (e) includes the moving parts of a cable car attached to or servicing a building.

**Council**

means the Waimate District Council.

**Dangerous Building**

has the same meaning as section 121 of the Act, as follows:

- (1) A building is dangerous for the purposes of this Act, if –
  - (a) In the ordinary course of events (excluding the occurrence of an earthquake), the building is likely to cause –
    - (i) injury or death (whether by collapse or otherwise) to any persons in it or to persons on other property; or

- (ii) damage to other property; or
  - (b) In the event of fire, injury or death to any persons in the building or to persons on other property is likely.
- (2) For the purpose of determining whether a building is dangerous in terms of subsection (1)(b), a territorial authority –
- (a) may seek advice from members of the Fire and Emergency New Zealand who have been notified to the territorial authority by the board of Fire and Emergency New Zealand as being competent to give advice; and
  - (b) if the advice is sought, must have due regard to the advice.

### **Heritage Building**

has the same meaning as section 7(a)(i) and 7(a)(ii) of the Act, as follows:

means a building that is included on –

- (a) the New Zealand Heritage List/Rarangi Korero maintained under section 65 of the Heritage New Zealand Pouhere Taonga Act 2014; or
- (b) the National Historic Landmarks/Nga Manawhenua o Aotearoa me ona Korero Tuturu list maintained under s 81 of the Heritage New Zealand Pouhere Taonga Act 2014; or

is specified as a Heritage building in the Operative District Plan or Proposed District Plan.

### **Household Unit**

has the same meaning as section 7 of the Act, as follows:

- (a) means a building or group of buildings, or part of a building or group of buildings, that is –
  - (i) used, or intended to be used, only or mainly for residential purposes; and
  - (ii) occupied, or intended to be occupied, exclusively as the home or residence of not more than one household: but
- (b) does not include a hostel, boardinghouse, or other specialised accommodation.

### **Insanitary Building**

has the same meaning as section 123 of the Act, as follows: a building is insanitary for the purposes of this Act if the building -

- (a) is offensive or likely to be injurious to health because –
  - (i) of how it is situated or constructed; or
  - (ii) it is in a state of disrepair; or
- (b) has insufficient or defective provisions against moisture penetration so as to

- cause dampness in the building or in any adjoining building; or
- (c) does not have a supply of potable water that is adequate for its intended use; or
- (d) does not have sanitary facilities that are adequate for its intended use.

### Inspection

has the same meaning as section 222 of the Act, as follows: means the taking of all reasonable steps –

- (a) to determine whether –
  - (i) building work is being carried out without a building consent; or
  - (ii) building work is being carried out in accordance with a building consent; or
  - (iii) a notice to fix has been complied with:
- (b) to ensure that –
  - (i) in relation to buildings for which a compliance schedule is issued, the inspection, maintenance, and reporting procedures states in the compliance schedule are being complied with; or
  - (ii) in relation to buildings that have specified systems, the requirement for a compliance schedule is being complied with:
- (c) to enable an authority to –
  - (i) identify dangerous, earthquake-prone or insanitary buildings within its district; and
  - (ii) carry out its functions or duties in relation to those buildings:
  - (iii) to satisfy a territorial authority as to whether a certificate of acceptance for building work should be issued under section 96.

### Owner

has the same meaning as section 7 of the Act, as follows: in relation to land and any buildings on the land –

- (a) means the person who –
  - (i) is entitled to the rack rent from the land; or
  - (ii) would be so entitled if the land were let to a tenant at a rack rent; and
- (b) includes –
  - (i) the owner of the fee simple of the land; and
  - (ii) for the purposes of sections 32, 44, 92, 96, 97 and 176(c), any person who has agreed in writing, whether conditionally or unconditionally, to purchase the land or any leasehold estate or interest in the land, or to take a lease of the land, and who is bound by the agreement because the agreement is

still in force.

### **Territorial Authority**

has the same meaning as section 7 of the Act, as follows:

- (a) means a city council or district council named in Part 2 of schedule 2 of the Local Government Act 2002; and
  - (i) in relation to land within the district of a territorial authority, or a building on or proposed to be built on any such land, means territorial authority; and
  - (ii) in relation to any part of a coastal marine area (within the meaning of the Resource Management Act 1991) that is not within the district of a territorial authority, or a building on or proposed to be built on any such part, means the territorial authority whose district is adjacent to that part; and
- (b) includes the Minister of Conservation or the Minister of Local Government, as the case may be, in any case in which the Minister of Conservation or the Minister of Local Government is the territorial authority under section 22 of the Local Government Act 2002.

## **POLICY**

### **5. Approach to detecting dangerous, affected or insanitary buildings**

- 5.1 Council will not proactively inspect all buildings within the district.
- 5.2 Council will leverage its professional relationships with partner agencies (such as emergency services and social/ health agencies) and its existing workforce undertaking business as usual activities to identify potentially dangerous, affected or insanitary buildings.
- 5.3 Council will quickly and efficiently respond to any information received regarding potentially dangerous, affected or insanitary buildings.
- 5.4 Council will give priority to buildings that have been determined to be immediately dangerous. Immediate action will be required in these situations to remove the danger, such as prohibiting any person from occupying or using the building. If necessary, the building will be secured to prevent entry.

### **6. Priorities and considerations of Council in acting on detected dangerous, affected or insanitary buildings**

- 6.1 Once an identified building is assessed and confirmed as dangerous, affected or insanitary, Council will determine how to act on a case-by-case basis based on the circumstances of the matter.
- 6.2 Council will require the property owner to provide it with a plan outlining how they intend to address and remove the confirmed risk/s. Under the Act, Council's role is to

assess whether a plan will result in the removal of the confirmed risk/s within a reasonable and proportionate timeframe.

- 6.3 Council officers will consider the following factors when accessing a property owner's plan to remove a confirmed risk/s:
- (i) Facilitating the safety and wellbeing of affected persons.
  - (ii) The ability for risks to be mitigated.
  - (iii) The protection of heritage and cultural amenities.
- 6.4 The potential unintended consequences of any decisions or actions. If Council is the decisionmaker due to a District Court order, it will apply the same criteria and considerations in preparing its plan to remove the confirmed risk.
- 6.5 If a building presents an immediate danger or health hazard to people within and/or around it, or to surrounding buildings, Council may choose to invoke its powers under section 129 of the Act.

## **7. Application of the Policy to heritage buildings**

- 7.1 This policy applies to heritage buildings in the same way that it applies to all other buildings.
- 7.2 Council will encourage the protection of heritage buildings and cultural amenities wherever possible. For example, Council will encourage lower-impact or invasive methods where a risk can be remediated without compromising heritage values. However, such initiatives will not be permitted where they would undermine safety considerations.
- 7.3 Where Council receives information regarding heritage buildings, it will seek advice from and involve Heritage New Zealand Pouhere Taonga and Council's District Planning Unit, unless any immediate risk/s precludes this.
- 7.4 Council will adhere to any relevant, heritage-related statutory requirements and processes, such as the Heritage New Zealand Pouhere Taonga Act 2014 and the Operative District Plan. For example, the demolition of buildings constructed prior to 1900 may trigger the archaeological provisions of the Heritage New Zealand Pouhere Taonga Act 2014.

## **8. State of emergency**

- 8.1 Where a state of emergency has been declared (or following a state of emergency, when a transition period has been declared) the council may choose to exercise powers under the Civil Defence Emergency Management Act 2002 instead of or in addition to powers under the Building Act 2004.

## **9. Costs**

- 9.1 Council may issue a notice under section 124(2)(c) of the Act requiring work to be carried out on dangerous or insanitary buildings to reduce or remove the danger, or to prevent the building from remaining insanitary.
- 9.2 If work required under such a notice issued by Council is not completed or


proceeding with reasonable speed, Council may invoke its powers under section 126 of the Act and apply to the District Court to gain authorisation to carry out building work required in the notice.

- 9.3 If Council carries out building work, it is entitled to recover costs associated with that work from the building owner, as set out in section 126(3) of the Act.

## 10. Monitoring

- 10.1 The success of this policy in achieving its purposes will be indicated by:
- (i) MBIE Performance Monitoring Assessment Reports; and
  - (ii) Feedback from Council employees and partner agencies.

DRAFT

<b>Dangerous, Affected, and Insanitary Buildings Procedures</b>			
<b>Approved by:</b>	Chief Executive		
<b>Sponsor:</b>	Regulatory and Compliance Group Manager		
<b>Date approved:</b>	[Publish Date]		
<b>Next review:</b>	Month Year	<b>Resolution:</b>	

## PROCEDURES

### DETECT

Once Council has received information regarding a potentially dangerous, affected or insanitary building, it will:

- Check the details of the property against Council records;
- Have an authorised officer undertake an inspection of the building in question. In doing this, Council may seek advice from Fire and Emergency New Zealand, or any other professional or organisation deemed appropriate by Council, such as a structural engineer, fire engineer, health agencies, or legal counsel; and
- Prepare an inspection record.

Note: an insanitary building may also require Council to invoke its powers the Health Act 1956, if there are risk/s present which are additional to those related to the building's physical characteristics. Depending on the unique circumstances, Council may utilise its Environmental Health Officers, and/or health agencies, and/or participate in a multi-agency response.

### ASSESS

All inspections of potentially dangerous, affected or insanitary buildings will involve an assessment of the building's condition in terms of the definitions in sections 121, 121A and 123 of the Act, and the current building code requirements. Inspection records will be prepared in all cases.

### ACT

Once Council is satisfied that a building is dangerous, affected or insanitary, it will determine how to act, the actions necessary and timeframe permitted to resolve the risk, and any mitigations to be taken in the meantime.

In making these decisions it will consider the principles and factors outlined earlier in this

policy, and may also:

- Consult with the owner of the affected building to further determine the circumstances and decide on an appropriate course of action.
- Inspect any building, except a household unit, to identify whether it is dangerous, affected or insanitary. Authorised officers are entitled at all times, during normal working hours, to inspect any building to identify any dangerous or insanitary buildings and are not required to inform or obtain approval for inspections to determine whether or not a building is dangerous or insanitary, unless the building is a household unit. In the case of a household unit Council must either obtain consent of the occupier of the household unit or an order from a District Court.
- Invoke its powers under section 124, 126 or 129 of the Act where a mutually acceptable outcome cannot be reached, or where the situation requires.
- Inform complainants of the inspection results and Council's intended course of action to deal with the situation.

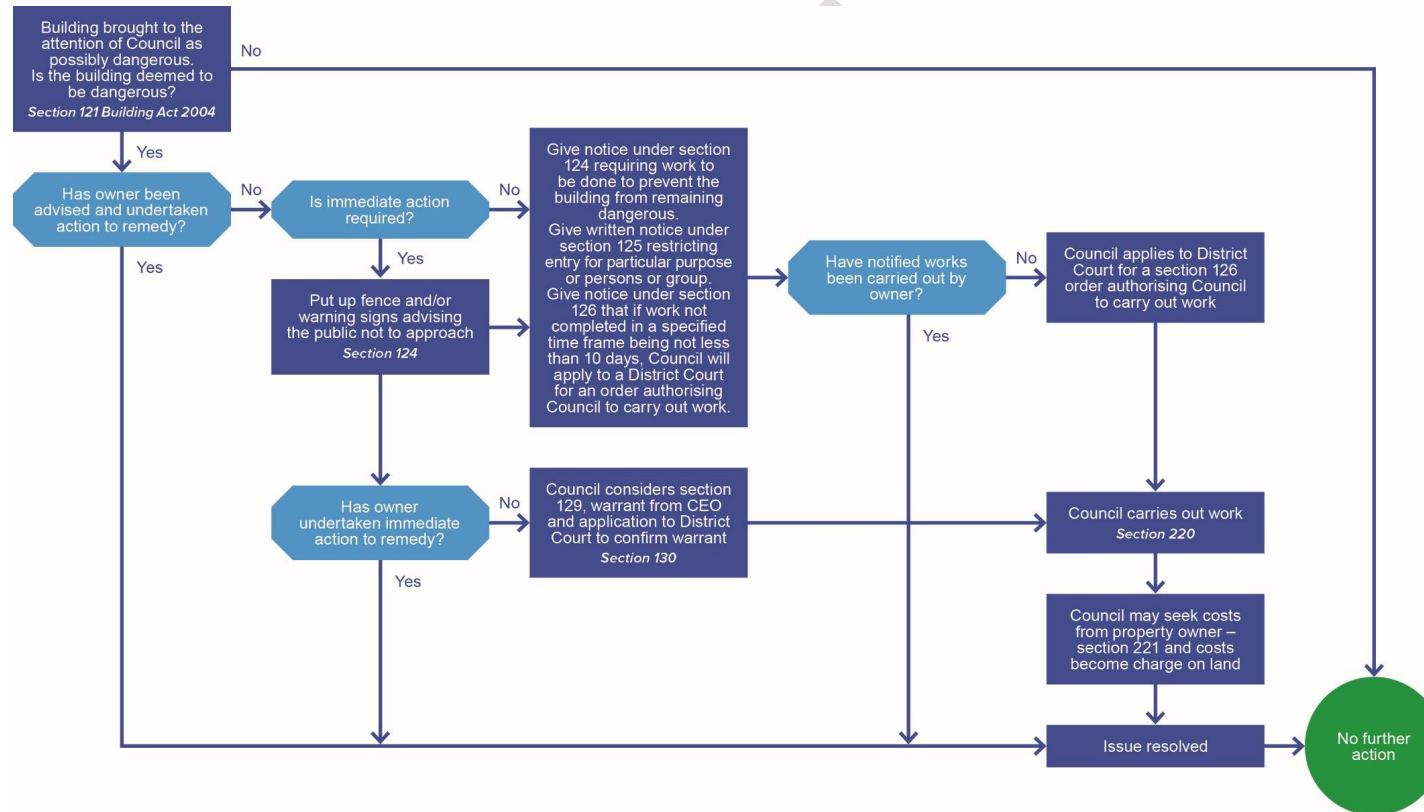
#### **RECORD KEEPING**

Any buildings identified as being dangerous or insanitary will have a requisition placed on Council's property database for the property on which the building is situated until the dangerous or insanitary condition is remediated.

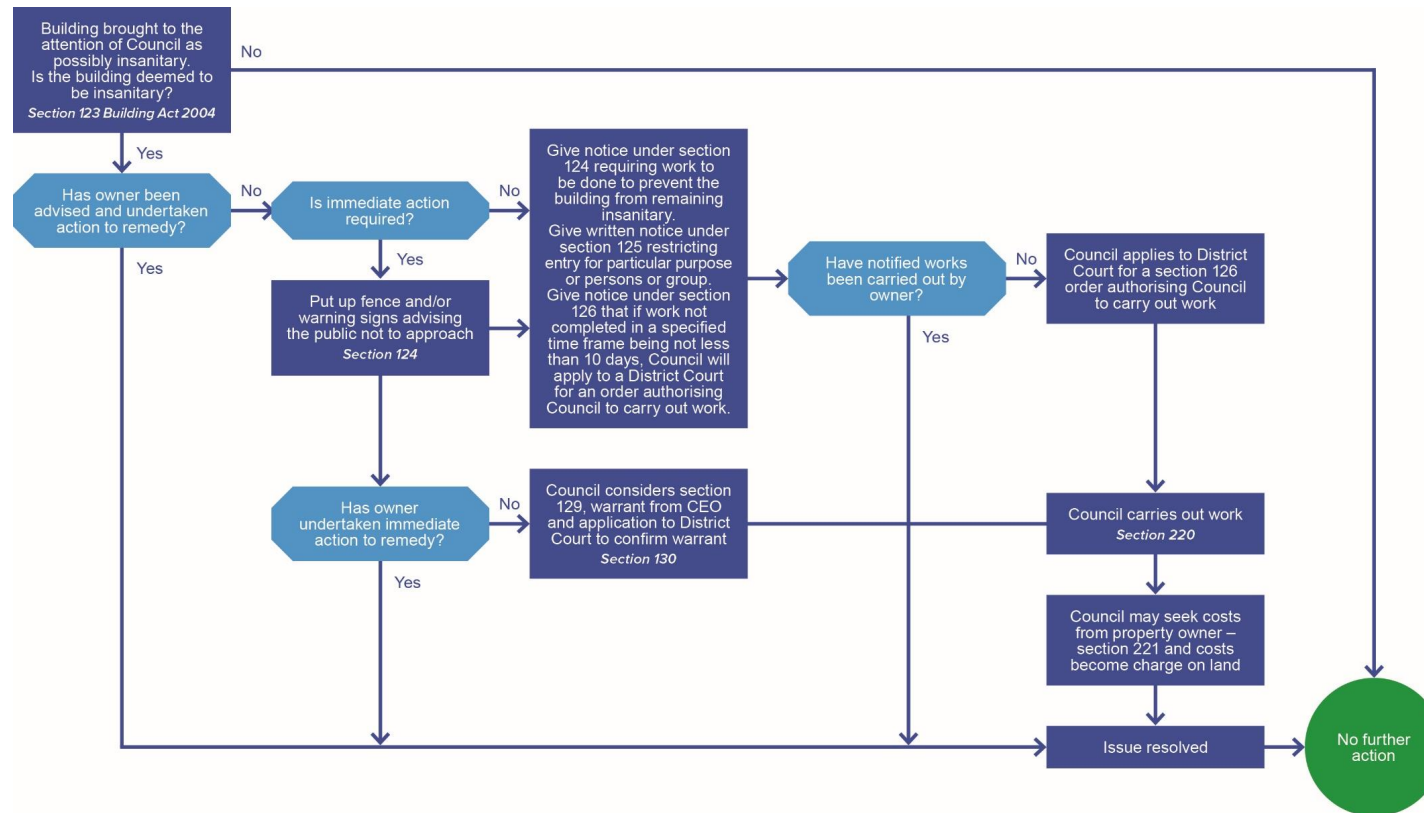
In addition, the following information may be placed on any Land Information Memorandum (LIM):

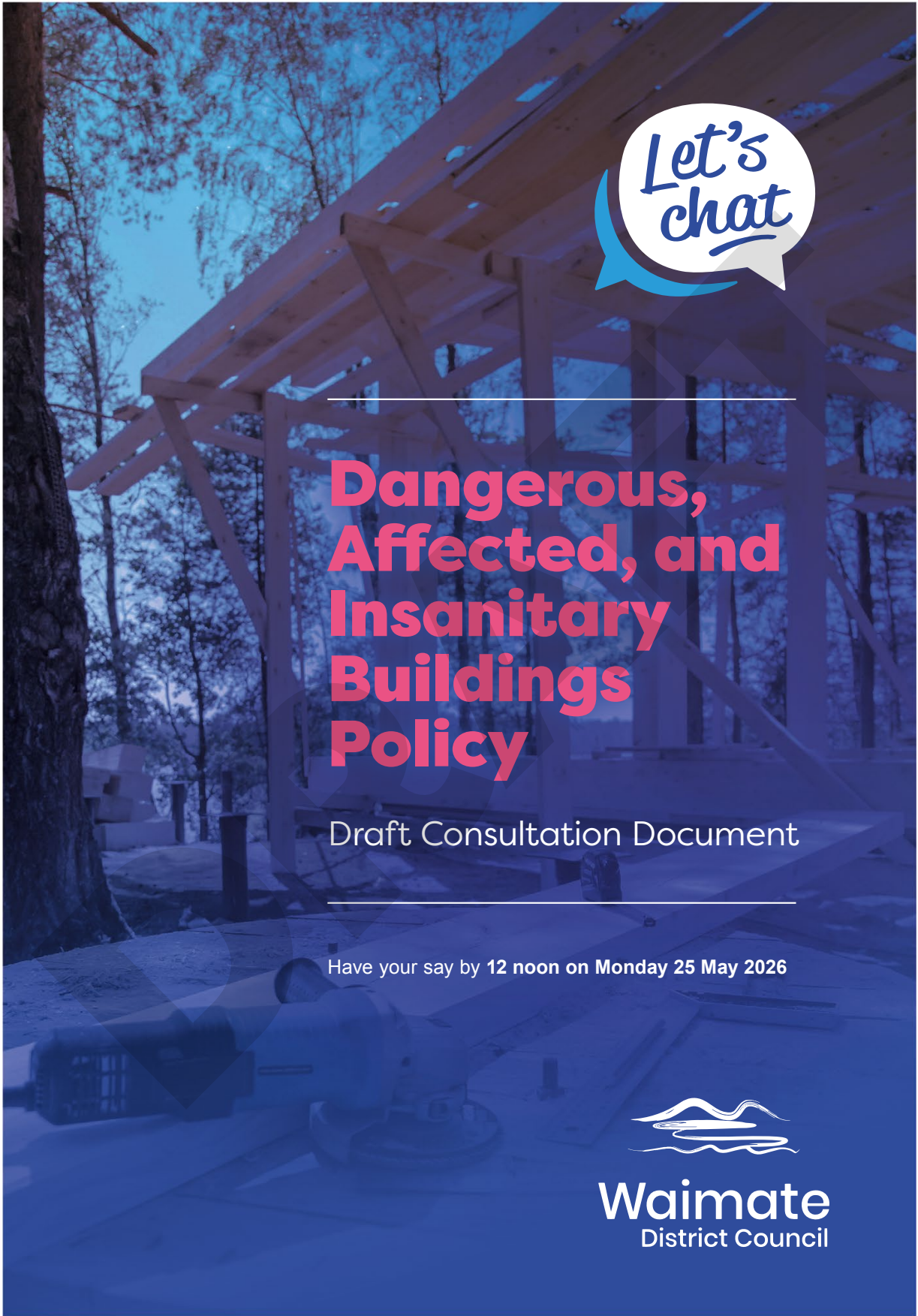
- copies of any notices issued where a building is dangerous, affected or insanitary and requires evacuation of the building;
- copies of any letters sent to the owner, occupier and any other person where a building is dangerous or insanitary; and
- copies of any notices given under section 124(2) which identifies the work to be carried out on a building and the timeframe given to reduce or remove the danger or insanitary condition.

**Procedure for Remediation of Dangerous and Affected Buildings**



**Procedure for Remediation of Insanitary Buildings**





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# Dangerous, Affected, and Insanitary Buildings Policy

Draft Consultation Document

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Have your say by 12 noon on Monday 25 May 2026



**Waimate**  
District Council

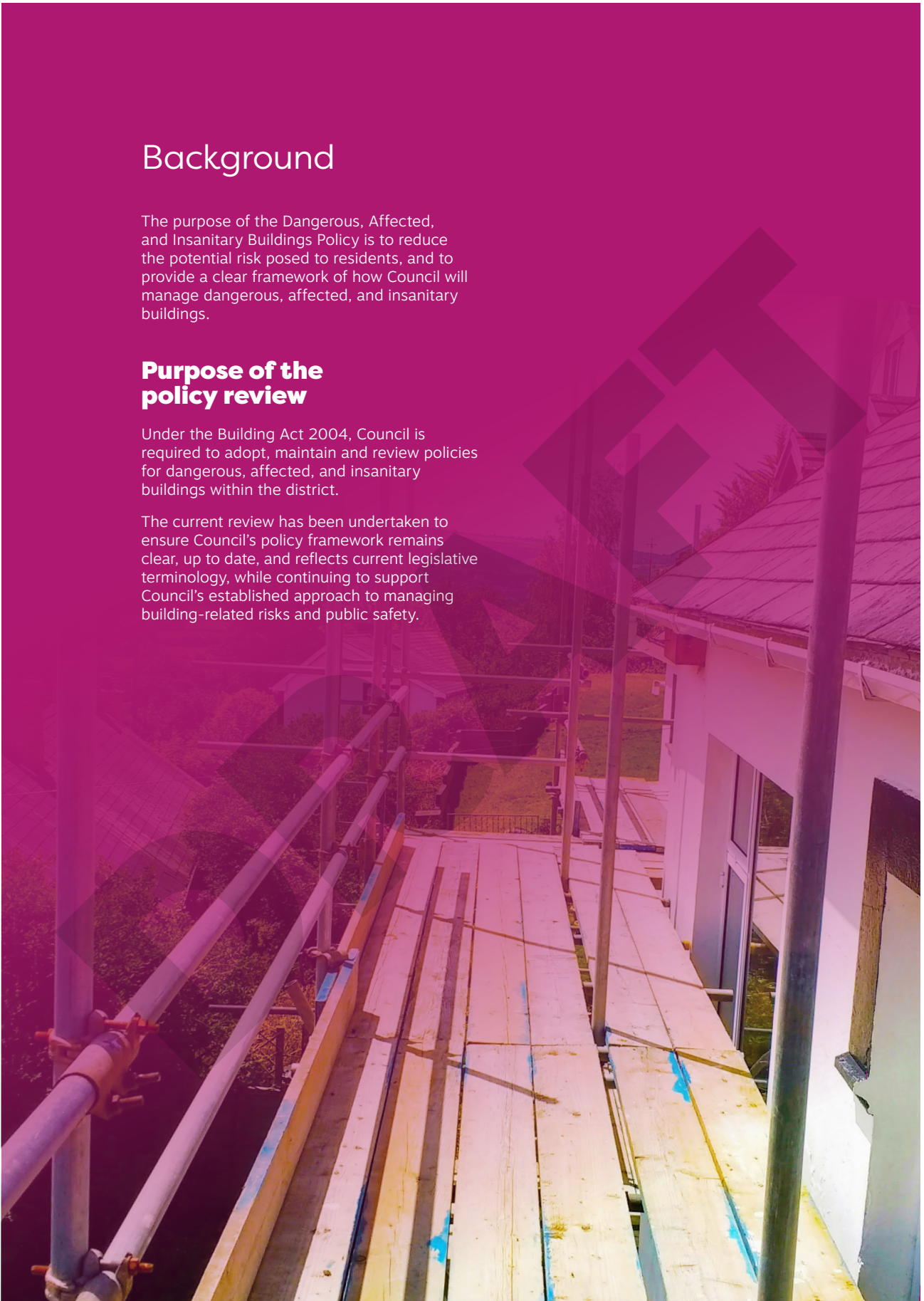
## Background

The purpose of the Dangerous, Affected, and Insanitary Buildings Policy is to reduce the potential risk posed to residents, and to provide a clear framework of how Council will manage dangerous, affected, and insanitary buildings.

### **Purpose of the policy review**

Under the Building Act 2004, Council is required to adopt, maintain and review policies for dangerous, affected, and insanitary buildings within the district.

The current review has been undertaken to ensure Council's policy framework remains clear, up to date, and reflects current legislative terminology, while continuing to support Council's established approach to managing building-related risks and public safety.



## Council's proposal

### Streamline existing policies

Council currently maintains two policies addressing dangerous and insanitary buildings separately.

To improve clarity and consistency, Council is proposing to combine the two policies into a single, consolidated Dangerous, Affected, and Insanitary Buildings Policy.

This proposed change is intended to:

- simplify Council's policy framework,
- ensure our policy is maintained in accordance with the Ministry of Business, Innovation & Employment's best practice guidelines, and
- make it easier for property owners and the public to understand Council's approach.

### Include "affected buildings" in policy terminology

Council proposes to include "affected buildings" in the policy title and terminology, alongside dangerous and insanitary buildings.

This ensures the policy:

- aligns with current legislative definitions, and
- clearly reflects the types of buildings Council may need to manage following events such as natural hazards or emergencies.

### No change to how Council manages buildings

These proposed updates:

- do not change how Council identifies or manages dangerous, affected, or insanitary buildings,
- do not introduce new regulatory powers, and
- do not impose new obligations on building owners.

## Supporting information

The following documents are available on the Current Consultations page on Council's website:

- Draft Dangerous, Affected, and Insanitary Buildings Policy
- Draft Dangerous, Affected, and Insanitary Buildings Procedures



## Timeline

Wednesday 22 April 2026	→ Community consultation begins
Thursday 21 May 2026	→ Support available for submissions in other languages
Monday 25 May 2026	→ <b>Consultation closes at 12 noon</b>
Tuesday 23 June 2026	→ Hearings held for submitters who wish to speak to their feedback, and Council to consider feedback and make decisions
Wednesday 24 June 2026	→ Decisions notified

## Make a submission

All submissions must be received by **12 noon on Monday 25 May 2026**. You can make a submission in the following ways:

### 1. Online

Complete your submission on [waimatedc.govt.nz/consultation](http://waimatedc.govt.nz/consultation)

### 2. Fill out the attached submission form

#### Email:

Scan and email your submission form to [submission@waimatedc.govt.nz](mailto:submission@waimatedc.govt.nz) (*Dangerous, Affected, and Insanitary Buildings Policy Submission* in subject field)

#### Post:

Dangerous, Affected, and Insanitary Buildings Policy Submission  
Waimate District Council  
PO Box 122  
Waimate 7960

#### Deliver to:

Council reception  
125 Queen Street, Waimate

Additional forms are available from the Waimate District Library, Waimate Event Centre, Council reception, Glenavy Store, and St Andrews Dairy.

### 3. In person

If you would like to complete your submission form in another language, including te reo Māori or New Zealand sign language, please contact Council on 03 689 0000 so we can arrange appropriate translation or interpretation support.

# Submission Form **Dangerous, Affected, and Insanitary Buildings Policy**

## Personal details

First name \_\_\_\_\_ Last name \_\_\_\_\_

Organisation \_\_\_\_\_

Postal address \_\_\_\_\_

Home phone \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

## Speak to your submission

Do you wish to speak in support of your submission at a Council hearing on Tuesday 23 June 2026?  Yes  No

If yes, please ensure your email address and daytime phone number is included above so we can contact you to arrange a suitable time.

## Your feedback

Council is seeking feedback on the proposed administrative updates to the Dangerous, Affected, and Insanitary Buildings Policy.

**Do you have any feedback on the proposed changes?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Privacy statement

All submissions, including your name and organisation (if applicable) but excluding your contact details, will be provided in full to elected members and made available publicly. Your contact details will be used for administration of the consultation process, including informing you of the outcome of the consultation. All information collected will be held by Waimate District Council. You have the right to access and correct your personal information.







DRAFT

125 Queen Street, Waimate 7924  
PO Box 122, Waimate 7960  
Phone: 03 689 0000  
E-mail: [council@waimatedc.govt.nz](mailto:council@waimatedc.govt.nz)  
Web: [waimatedc.govt.nz](http://waimatedc.govt.nz)



**16.3 GAMBLING AND TAB VENUES POLICY**

- Author:** Shey Taylor, Strategic Planner/Policy Advisor
- Authoriser:** Dylan Murray, Regulatory and Compliance Group Manager
- Attachments:**
1. **DRAFT Gambling and TAB Venues Policy**  
  2. **Gambling Venue and TAB Consultation Document**  

**PURPOSE**

1. The purpose of this report is to enable Council to approve the draft Gambling and TAB Venues Policy and Consultation Document for public consultation in April/May 2026.

**BACKGROUND**

2. Under the Gambling Act 2003 and Racing Industry Act 2020, Council is required to review its Gambling and TAB Venues Policy every three years. The current review has been undertaken to ensure the policy remains accurate, up to date, and aligned with Council's ongoing commitment to minimise gambling-related harm in the district.
3. During this review, a discrepancy was identified between the number of licensed Class 4 gaming machines in District when compared to records from the Department of Internal Affairs.
4. As a result, the policy will be updated to reflect the correct maximum number of approved gaming machines at any single venue currently operating in the district.
5. The maximum number of gaming machines permissible at a Class 4 venue will be changed to 9.
6. Although the total number of approved machines will be corrected, Council's sinking lid policy remains fully in effect.
7. Any material changes to this policy require the use of the Special Consultative Procedure.

**PROPOSAL**

8. That the maximum number of gaming machines permissible at a Class 4 venue will be changed to 9 to reflect an accurate count of existing gaming machines in the district.
9. The consultation will open on Wednesday 22 April 2026 at 12 noon and close on Monday 25 May 2026 at 12 noon.
10. Submitters are given the option to provide general feedback on the proposed changes to the policy.
11. Hearings for submitters who wish to present to Council will be held on Tuesday 23 June 2026.
12. As per section 102 of the Gambling Act 2003, Council will give notice of the proposed policy to:
  - a. Each society that holds a class 4 venue licence in the Waimate District; and
  - b. organizations representing Māori in the Waimate District.

**ASSESSMENT OF SIGNIFICANCE**

13. The proposed changes to the policy are not deemed significant under the Council's Significance and Engagement Policy.
14. Changes to the Gambling and TAB Venues Policy require the use of the Special Consultative Process as per the Gambling act 2003 Section 102(1) and Racing Industry Act 2020 Section 97(1).

**CONSIDERATIONS**

**Legislation**


15. This policy has been prepared under the Gambling Act 2003, Local Government Act 2002 and the Racing Industry Act 2020.

**Cost-effectiveness**

16. Cost-effectiveness consideration has been applied.

**RECOMMENDATION**

1. That the Gambling and TAB Venues Policy report be accepted, and
2. Council approves the Gambling and TAB Venues Policy and Consultation Document for public consultation.

<b>Gambling and TAB Venues Policy</b>			
<b>Approved by:</b>	Council		
<b>Sponsor:</b>	Regulatory and Compliance Group Manager		
<b>Date approved:</b>	[Publish Date]		
<b>Next review:</b>		<b>Resolution:</b>	

## POLICY OVERVIEW

### 1.0 Purpose

- 1.1 To regulate establishment and operation of gambling venues, specifically Class 4 gambling venues and Totalisator Agency Board (TAB) venues, in the Waimate District, and
- 1.2 To minimise gambling behaviour, in order to safeguard and enhance the socio-economic wellbeing of the community, in the Waimate District.

### 2.0 Applicability

- 2.1 District-based Class 4 gambling venues licensed since 17 October 2001, and
- 2.2 District-based TAB venues.

### 3.0 Policy Statement

- 3.1 The Waimate District Council (WDC) will not grant consent to permit any increase in number of either Class 4 venues, or TAB venues, or Class 4 gaming machines, thus enforcing a 'sinking lid' approach to the management of the specified types of gambling in the district (See Section 5).

### 4.0 Definitions

- 4.1 For the purpose of this policy, key terms are defined as below:
  - a. **Class 4 gambling:** as defined by the Gambling Act 2003, Section 30
  - b. **Class 4 venue:** a place used for conducting Class 4 gambling
  - c. **Gaming machines:** electronic gambling machines
  - d. **Sinking lid policy:** a policy that prevents issuing of any new consents for any Class 4 or TAB venue being established and reduces the maximum permissible number of gaming machines in a district once a licensed Class 4 venue ceases to operate.

- e. **TAB venue:** premise owned, or leased by, TAB New Zealand, where the main business carried on at the premise is providing racing betting, sport betting, or other racing or sport betting services.

## POLICY

### 5.0 Limitations

- 5.1 With the exception outlined in Section 8 of this policy, the WDC will not grant consent to allow any increase in numbers of either Class 4 venues, TAB venues, or Class 4 gaming machines, as hereby detailed:
  - a. Once a district-based Class 4 gambling venue ceases to operate, the WDC will not issue any other society a license to replace that venue; and
  - b. Once the number of Class 4 gaming machines licenced to operate in the district decreases, the WDC will not issue any other society a license to replace those machines; and
  - c. Once a district-based TAB venue ceases to operate, the WDC will not issue any other society a license to replace that venue.
- 5.2 The maximum number of gaming machines permissible at a Class 4 venue is 98.

### 6.0 Relocation of Class 4/TAB Venue

- 6.1 The WDC will consider granting consent for relocation of existing Class 4 or TAB venues, if:
  - a. The existing site is rendered inoperable and/or unsafe due to any circumstance- including, but not limited to, natural disaster, fire, or other forces causing physical damage to the site- or
  - b. The proposed relocation is to a comparatively more appropriate location, as determined by the criteria outlined in Sections 6.2 and 6.3 of the present policy.
- 6.2 In determining a relocation application, the WDC shall consider:
  - a. Proposed location's proximity to any schools, early childhood centres, kindergartens, places of worship or any other community facility (at least no closer than 100 meters, by public access way); and
  - b. Proposed location's proximity to other Class 4 or TAB venues (at least no closer than 100 meters, by public access way).
- 6.3 The proposed venue must be in a lower deprivation area, in comparison to the location of the existing venue, if applicable.

### 7.0 Application for Relocation Consent

- 7.1 Applications for relocation consent must be submitted via the completion of the WDC's approved form, and are to include:

- a. Name and address of gambling license holder,
  - b. Contact details for the consent,
  - c. Street address of the new venue,
  - d. Details and evidence of the operation of the venue, and in case of a club, details of the membership and activities,
  - e. A scale site plan detailing both gambling and other activities proposed for the new venue, including details of each floor of the new venue, where gaming machines are to be located and the size of the area the gaming machines will occupy,
  - f. A location map of the new venue, detailing distances to nearby schools, early childhood centres, kindergartens, places of worship or any other community facility,
  - g. The number of gaming machines proposed at the new venue,
  - h. Evidence that the new location is in a lower deprivation area than the existing venue, if applicable, and
  - i. Copies of evidence of all other applicable approvals (e.g. liquor, health, planning, building, etc.).
- 7.2 Applications fees are set in compliance with relevant legislation and will be reviewed annually through the Annual Plan process.

## **8.0 Merger of Corporate Societies**

- 8.1 Section 5 of the present policy notwithstanding, the WDC will grant a consent where 2 corporate societies are merging, pending Ministerial approval to operate up to the statutory limit.
- 8.2 The total number of gaming machines that may operate at such a combined venue must not exceed 16.

## **9.0 Associated Documents**

### **PRIMARY LEGISLATION**

- a. Gambling Act 2003
- b. Local Government Act 2002
- c. Racing Industry Act 2020

*Let's chat*

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# Gambling and TAB Venues Policy

Draft Consultation Document

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Have your say by **12 noon on Monday 25 May 2026**

**Waimate**  
District Council



## Background

The purpose of the Gambling and TAB Venues Policy is to regulate establishment and operation of gambling venues, and to minimise gambling behaviour, in order to safeguard and enhance the socio-economic wellbeing of the community, in the Waimate District.

### **Purpose of the policy review**

Under the Gambling Act 2003 and Racing Industry Act 2020, Council is required to review its Gambling and TAB Venues Policy every three years. The current review has been undertaken to ensure the policy remains accurate, up to date, and aligned with Council's ongoing commitment to minimise gambling-related harm in the district.

## Council's proposal

### **Update to the maximum number of licensed gaming machines**

During this review, Council identified a discrepancy in the number of licensed class 4 gaming machines when compared to records from the Department of Internal Affairs. As a result, the policy will be updated to reflect the correct maximum number of approved gaming machines at any single venue currently operating in the district.

The maximum number of gaming machines permissible at a Class 4 venue will be 9.

This proposed change is administrative only. It corrects the

recorded maximum number but does not:

- increase the number of gaming machines,
- permit any new gaming machines, or
- allow for any growth in gambling opportunities within the district.

### **Council's sinking lid approach remains unchanged**

The only change being proposed at this time is the correction of the recorded machine count to ensure the policy accurately reflects current licensing data.

## Supporting information

The draft Gambling and TAB Venues Policy is available on the Current Consultations page on Council's website.



## Timeline

Wednesday 22 April 2026	→ Community consultation begins
Thursday 21 May 2026	→ Support available for submissions in other languages
Monday 25 May 2026	→ <b>Consultation closes at 12 noon</b>
Tuesday 23 June 2026	→ Hearings held for submitters who wish to speak to their feedback, and Council to consider feedback and make decisions
Wednesday 24 June 2026	→ Decisions notified

## Make a submission

All submissions must be received by **12 noon on Monday 25 May 2026**. You can make a submission in the following ways:

### 1. Online

Complete your submission on [waimatedc.govt.nz/consultation](http://waimatedc.govt.nz/consultation)

### 2. Fill out the attached submission form

#### Email:

Scan and email your submission form to [submission@waimatedc.govt.nz](mailto:submission@waimatedc.govt.nz) (*Gambling and TAB Venues Policy Submission* in subject field)

#### Post:

Gambling and TAB Venues Policy Submission  
Waimate District Council  
PO Box 122  
Waimate 7960

#### Deliver to:

Council reception  
125 Queen Street, Waimate

Additional forms are available from the Waimate District Library, Waimate Event Centre, Council reception, Glenavy Store, and St Andrews Dairy.

### 3. In person

If you would like to complete your submission form in another language, including te reo Māori or New Zealand sign language, please contact Council on 03 689 0000 so we can arrange appropriate translation or interpretation support.

# Submission Form **Gambling and TAB Venues Policy**

## Personal details

First name \_\_\_\_\_ Last name \_\_\_\_\_

Organisation \_\_\_\_\_

Postal address \_\_\_\_\_

Home phone \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_

## Speak to your submission

Do you wish to speak in support of your submission at a Council hearing on Tuesday 23 June 2026?  Yes  No

If yes, please ensure your email address and daytime phone number is included above so we can contact you to arrange a suitable time.

## Your feedback

Council is seeking feedback on the proposed administrative updates to the Gambling and TAB Venues Policy.

**Do you have any feedback on the proposed change?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Privacy statement

All submissions, including your name and organisation (if applicable) but excluding your contact details, will be provided in full to elected members and made available publicly. Your contact details will be used for administration of the consultation process, including informing you of the outcome of the consultation. All information collected will be held by Waimate District Council. You have the right to access and correct your personal information.



**DRAFT**

125 Queen Street, Waimate 7924  
PO Box 122, Waimate 7960  
Phone: 03 689 0000  
E-mail: [council@waimatedc.govt.nz](mailto:council@waimatedc.govt.nz)  
Web: [waimatedc.govt.nz](http://waimatedc.govt.nz)



**Waimate**  
District Council

**16.4 ELECTED MEMBER REMUNERATION, ALLOWANCES, AND EXPENSES POLICY**

**Author:** Shey Taylor, Strategic Planner/Policy Advisor

**Authoriser:** Tina Stevenson, Corporate Services Group Manager

**Attachments:** 1. **DRAFT Elected Member Remuneration, Allowances, and Expenses Policy**  

**PURPOSE**

1. For Council to consider the reviewed Elected Member Remuneration, Allowances, and Expenses Policy amendment for adoption.

**BACKGROUND**

2. The policy establishes a financial and behavioural framework for remuneration, allowances, expenditures, and resources available to the Waimate District Council (WDC) Elected Members during their term of office.
3. This policy is informed by the Remuneration Authority Act 1977 and clauses 6 and 7A of Schedule 7 of the Local Government Act 2002.

**PROPOSAL**

4. To update the title of the policy to “Elected Member Remuneration, Allowances, and Expenses Policy”.
5. Update the additional remuneration of the Deputy Mayor to be +25% of Councillor base salary.
6. To update the policy to align with the Local Government Members (2025/26) Determination 2025 with regards to remuneration for the Waimate District Council Elected Members. This includes:
  - a. Remuneration
  - b. Allowance for vehicle mileage
    - i. Inclusion of diesel vehicles
  - c. Allowance for child care
  - d. New allowance for home security
  - e. Allowance for fees relating to hearings
  - f. Allowance for travel time
  - g. Allowance for ICT

**Options**

7. That Council accepts the proposed changes to the Elected Member Remuneration, Allowances, and Expenses Policy without amendment; or
8. That Council accepts the proposed changes to the Elected Member Remuneration, Allowances, and Expenses Policy with amendments.

**ASSESSMENT OF SIGNIFICANCE**

9. This item is deemed to be of low significance under the Significance and Engagement Policy.

**Legislation**

10. Local Government Members (2025/26) Determination 2025.
11. Remuneration Authority Act 1977.
12. Local Government Act 2002.

**FINANCIAL**


13. Payments to Elected Members, and associated costs to attend conferences, seminars and training are rate funded, through the Governance activity.
14. While this policy provides the provision, Councillors have not historically submitted claims for allowances, except in exceptional circumstances. The approval of claims is discretionary.

**Budget**

15. A budget is provided annually for Elected Member Remuneration in line with the gazetted total allowable remuneration.
16. A nominal budget had historically been allowed for Elected Member vehicle mileage, however this has been removed from the budget due to it being unutilised in recent years.

**RECOMMENDATION**

1. That the Elected Member Remuneration, Allowances, and Expenses Policy report is received; and
2. That Council accepts the proposed changes to the Elected Member Remuneration, Allowances, and Expenses Policy as presented, or with amendments.

<p><del>Elected Member Reimbursement &amp; Expenses Policy</del> Elected Member Remuneration, Allowances, and Expenses Policy</p>			
Approved by:	Council		
Sponsor:	Corporate Services Group Manager		
Date approved:	24/02/2026		
Next review:	January 2027	Resolution:	

**POLICY OVERVIEW**

**1.0 PURPOSE**

To provide a financial and behavioural framework for remuneration, allowances, expenditures, and resources available to the Waimate District Council (WDC) Elected Members during their term of office.

**2.0 APPLICABILITY**

WDC Elected Members, when:

- a. In official capacity only
  - i. Excluding electoral campaign expenses

**3.0 POLICY PRINCIPLES**

The commanding general principles of the policy are outlined and elaborated in length in the Office of the Controller & Auditor-General’s *Controlling Sensitive Expenditure: Guidelines for Public Entities*.<sup>1</sup> In summary, Elected Members are to simultaneously uphold all the following principles vis-à-vis all expenditure decisions:

- a. Maximising financial cost-effectiveness
- b. Justifiability of business purpose
- c. Maximising direct relation to the WDC business
- d. Preservation of impartiality
- e. Integrity
- f. Moderation and fiscal conservatism
- g. Transparency
- h. Strict avoidance of any present, perceived, or potential private gain/benefit
- i. Obtaining approval via appropriate authority
- a. Accountability

<sup>1</sup> Controller and Auditor-General, [Controlling sensitive expenditure: Guide for public organisations \(oag.parliament.nz\)](https://oag.parliament.nz) [accessed March 2024]

- b. ~~Integrity~~
- e. ~~Justifiability~~
- d. ~~Impartiality~~
- e. ~~Moderation and Conservatism~~
- f. ~~Transparency~~

The present policy is to be read in conjunction with Council's Sensitive Expenditure Policy.

#### 4.0 RELEVANT LEGISLATIONS & DOCUMENTS

Local Government Act 2002  
Local Government Members (2025/2026) Determination 2025  
Local Government Official Information & Meetings Act 1987  
Remuneration Authority Act 1977  
Waimate District Council Sensitive Expenditure Policy 411

#### 5.0 DEFINITIONS

For the purpose of the present policy, relevant terms are defined as below:

- a. Actual: any expenditure supported by relevant original receipt(s) attached to the Expense Reimbursement Claim Form.
- b. WDC Business: includes, but is not limited to- formal WDC meetings, Committee meetings, workshops, ~~Zone Water Management Committee meetings~~, seminars, statutory hearings, training courses, site visits, meetings with staff, meetings with community groups, and meetings with members of the public during which an Elected Member is formally representing the WDC.
- c. Elected Members: the Mayor and all Councillors elected to the WDC.
- d. Expenses: actual, authorised, and/or justifiable expenses including rental car, air travel, taxis/ridesharing (e.g. Ubers)/public transport, meals and non-alcoholic refreshments, parking, sundry vehicle costs, alternative travel options, and other such costs, including incidental costs, directly relating to WDC business.
- e. Reasonable: an expenditure that, by the force of circumstance or necessity, exceeds defined expenditure limits or practices hereby outlined in the present policy and is deemed justifiable by the authorisers. ~~Mayor and/or Chief Executive~~.
- f. Travel: journeys made by various means on WDC business, including travel by taxi, ridesharing (e.g. Ubers), public transport, hired vehicles, or private vehicles.

## POLICY

#### 6.0 FRAMEWORK

- 6.1 Remuneration for mayors and councillors, in conjunction with levels of, and rules relating to, allowances and expenses for elected members, are determined triennially by the Remuneration Authority in accordance with the Local Government Act 2002.
- 6.2 In such a framework, the WDC is required to make recommendation to the Remuneration Authority regarding ~~levels of remuneration and positions of responsibility, allowances, and expenses~~ for its Elected Members, towards the formalisation of a schedule of remuneration ~~and reimbursement amounts~~ (See Appendix A).
- 6.3 The schedule shall be updated correspondingly to reflect latest determination by the Remuneration Authority.

## 7.0 ONE-UP AUTHORISATION PROCEDURE

- 7.1 Authorisation of any expenditure must be approved according to the one-up authorisation procedure outlined in the 411 Sensitive Expenditure Policy. This includes:
  - All general sensitive expenditure reimbursement
  - Travel & accommodation expenses
  - Vehicle mileage allowance
  - Conferences, seminars, or training
- 7.2 In terms of authorisation of all reimbursements and attendances at conferences, seminars or training for Elected Members, the following hierarchy is defined:

For the Mayor:

  - Two Council Members and the Corporate Services Group Manager; or
  - One Council Member, the Chair of the Audit & Risk Committee, and the Corporate Services Group Manager

For Elected Members:

  - The Mayor and the Corporate Services Group Manager
- 7.3 In terms of authorisation for attending international seminars/conferences, the following method of authorisation is defined:

For any Elected Member, including the Mayor:

  - Resolution of Council.

## 8.0 REMUNERATION

- 8.1 The WDC Mayor, Deputy Mayor, and Councillors shall receive remuneration as determined by the Remuneration Authority (See Appendix A).
- 8.2 In addition to the base salary set by the Remuneration Authority, Councillors may receive additional remuneration for assuming additional responsibilities.
- 8.3 Additional remuneration will be made at the rate outlined below, as recommended by the WDC and subsequently approved by the Remuneration Authority:
  - a. Role: Deputy Mayor  
Additional Remuneration: **+25%** of Councillor base salary

## 9.0 VEHICLE- KILOMETRE ALLOWANCE

- 9.1 Where possible, every effort should be made to share transport as to reduce costs and emission level.
- 9.2 Where possible, Elected Members will use a WDC fleet vehicle when travelling on WDC business.
- 9.3 In the event of a fleet vehicle being unavailable, the WDC may pay an Elected Member a vehicle-kilometre allowance, pending the fulfilment of all the following criteria:
- a. That the Elected Member is travelling in a private vehicle, and
  - b. That the travel is directly related to WDC business, and
  - c. That the travel route is the most direct route, as permitted by circumstances.
- 9.4 The vehicle-kilometre allowance will be paid up to the maximum rate per kilometre as set out in the latest Remuneration Authority Determination (See Appendix A).
- 9.5 A record will be kept each time a Councillor travels on WDC business with the intent of claiming travel expenses. The record will include a description of the vehicle used, fuel type, locations travelled to/from, distance travelled, the date and times, the purpose of the travel to illustrate how that relates to Council business. The record must be approved in accordance with the one-up authorisation procedure (Section 7) when claiming travel expenses.

## 10.0 TRAVEL-TIME ALLOWANCE

- 10.1 A travel-time allowance may be paid to all Elected Members, with the exception of the Mayor, at the full allowable rate in accordance with the conditions outlined in the Remuneration Authority Determination, pending the fulfilment of all the following criteria:
- a. That the travel is directly related to WDC business, and
  - b. That the journey is between one and nine hours long within 24 hour period, and
  - c. That the travel route is the most direct route, as permitted by circumstances, and
- 10.2 The first hour of the journey is not covered by the allowance, as outlined by the Remuneration Authority.

## 11.0 COMMUNICATIONS ALLOWANCE

- 11.1 Elected Members are provided with portable computer devices to be used for WDC business only.
- 11.2 The Mayor and Deputy Mayor are provided with mobile phones to be used for WDC business only.
- 11.3 Elected Members may be paid an allowance for the use of personal mobile telephones and internet service for WDC business. The ICT allowance is paid in accordance with the latest Remuneration Authority Determination (See Appendix A).

## 12.0 CHILDCARE ALLOWANCE

- 12.1 Elected members may claim for annual childcare allowance, pending the fulfilment of all the following criteria:

- a. That an elected member is engaged on WDC business at the time of the childcare, and
  - b. That they are the parent or the guardian of the child, and
  - c. That the child is under 14 years of age.
- 12.2 The childcare must be provided by a party who:
- a. Is not a family member of the Elected Member, and
  - b. Does not ordinarily reside with the Elected Member.
- 12.3 Elected members must provide evidence of the amount paid for childcare.

### **13.0 HOME SECURITY ALLOWANCE**

- 13.1 Where a security threat and risk assessment authorised by Council identifies a need for security measures, Council may reimburse Elected Members for the cost of installing and monitoring a home security system up to the limits specified in the latest Remuneration Authority Determination (see Appendix A).
- 13.2 Where the threat and risk assessment recommends additional or supplementary security measures, further reimbursement may be applied for by Council and approved by the Remuneration Authority.

### **14.0 FEES RELATING TO HEARINGS**

- 14.1 Where an Elected Member is appointed to sit on, or chair, a hearing, they may be paid a hearing fee for the time spent undertaking that role subject to the limits, exclusions, and conditions specified in the latest Remuneration Authority Determination (see Appendix A).
- 14.2 The payment of these fees does not apply to the Mayor, or an Elected Member acting as Mayor, who is paid mayoral remuneration and allowances under Clause 9(2) of the current Local Government Elected Members Determination.

### **15.0 REIMBURSEMENTS**

- 15.1 Where possible, reimbursements will be based on actual incurred costs. Where an allowance is made, this will be based on a fair and reasonable estimate consistent with the guidelines outlined by the Remuneration Authority and the present policy.
- 15.2 All actual reimbursements will be submitted via the Expenses Reimbursement Claim Form, and must be supported by relevant invoices and/or documentation.
- 15.3 Expense reimbursements from Elected Members must be approved in accordance with the one-up authorisation procedure (Section 7)
- 15.4 No cost will be reimbursed when/where costs are to be charged to other parties due to direct liability of such parties, such as private companies.
- 15.5 Electoral campaign expenses will not be reimbursed.

### **16.0 TRAVEL & ACCOMMODATION EXPENSES**

- 16.1 Elected Members, in their capacity as WDC representatives, are entitled to claim travelling and incidental expenses for attending the following:
- a. Meetings of Council committees and sub-committees which they are members of;

- b. Meetings of organisations, committees, and groups to which they have been appointed;
  - c. Conferences, seminars, and Council workshops, the attendance at which is authorised in accordance with the one-up authorisation procedure (Section 7)
- 16.2 Incidental travels on WDC business within the Waimate district may be reimbursed.
- 16.3 All expenditures related to travel and accommodation must comply with all relevant provisions and protocols outlined in the Sensitive Expenditure Policy 411, especially Sections 9, 13, and 14.
- 16.4 In respect of the Mayor, prior approval in accordance with the one-up authorisation procedure is required for travelling within New Zealand on WDC business.
- 16.5 Where possible, all travel and accommodation arrangements for all Elected Members will be made through the Committee Secretary.
- 16.6 Where possible, costs will be charged to the WDC; otherwise, all justifiable costs will be reimbursed.
- 16.7 Meals and incidental expenses that are not part of the travel and accommodation costs will be reimbursed by the WDC.
- 16.8 Elected Members are to fill out the Elected Member Application for Expenditure Form in all instances where they are travelling to attend meetings, conferences, seminars, or trainings.
- 16.9 Reasonable entertainment and hospitality expenses will be reimbursed by the WDC. For further information on norms governing entertainment and hospitality, refer to Sensitive Expenditure Policy 411, Section 8.
- 16.10 Membership of Air New Zealand Club (i.e. Koru programme membership) is permissible for the Mayor, subject to budget allocations, as the benefits of the programme may facilitate WDC business.

## **17.0 CONFERENCES, SEMINARS, OR TRAINING**

- 17.1 All Elected Members are entitled to payment of fees/costs of registration, travel, accommodation, meal, and related incidental expenses (including travel insurance, if deemed appropriate by the authorising party) incurred during the course of attending conferences, courses, seminars, or training events, pending the fulfilment of all the following criteria:
  - a. That the related expenditure can be accommodated within existing budgets, and
  - b. That the appropriate approvals, as outlined in the present policy, are obtained.
- 17.2 All expenditures related to conferences, seminars, or trainings must comply with relevant provisions and protocols outlined in the Sensitive Expenditure Policy 411, especially Section 9.
- 17.3 In respect of the Mayor, prior approval in accordance with the one-up authorisation procedure (Section 7) is required for travelling within New Zealand for attendance at conferences, courses, training events, seminars, or for other purposes associated with the position of the Mayor.
- 17.4 In respect of Councillors, attendance at these events when held in New Zealand must be approved in accordance with the one-up authorization procedure (Section 7).
- 17.5 Attendance of any Elected Member at conferences, courses, seminars, or training events held overseas is by the Resolution of Council.

**18.0 APPENDIX A (Updated for 2025/26)**

**Remuneration for the Waimate District Council Elected Members  
2025-2026**

Office	Annual Remuneration (\$)
Mayor	117,280.00
Deputy Mayor	39,044.00
Councillor	31,235.00

**Elected Members Allowance for Vehicle Mileage  
2025-2026**

Type of Vehicle	Annual Eligible Mileage	Allowance Rate (\$) per km
Petrol <del>and diesel</del> vehicles	0 to 14,000km	1.174.04
	> 14,000km	0.379.35
Diesel vehicles	0 to 14,000km	1.26
	> 14,000km	0.35
For petrol hybrid vehicles	0 to 14,000km	0.864.04
	> 14,000km	0.21
For electric vehicles	0 to 14,000km	1.084.04
	> 14,000km	0.19-0.12

**Elected Members Allowance for Child Care  
2025-2026**

Office	Annual Allowance Rate Per Child (\$)
Elected Members	7,500.00 (maximum)

**Elected Members Allowance for Home Security  
2025-2026**

Office	Item	Rate (\$)
Elected Members	Purchase and install of system	4,500.00 (maximum one-off)
Elected Members	Monitoring, callouts, repairs	1,000.00 (maximum per annum)

**Elected Members Allowance for Hearings  
2025-2026**

Office	Allowance Rate (\$) per hour
Elected Members acting as Chair	Up to 130.00
Elected Member not acting as Chair	Up to 104.00
<u>Note: Where the hearing time is less than one hour, the fee will be pro-rated accordingly.</u>	

**Elected Members Allowance for Travel Time  
2025-2026**

Office	Allowance Rate (\$) per hour
Elected Members (excluding the Mayor)	41.30
<p>Criteria:                      The allowance is payable only when:                      a. travel time is between one and nine hours long within a 24 hour period, AND                      b. travel time is for travel relating to the WDC business, AND/OR                      c. travel is between an Elected Member's residence and an office of the WDC or board, AND                      d. the travel route is the quickest form of transport reasonable in the circumstances.</p> <p>Conditions:                      1. The first hour of the journey is not covered by the allowance.                      2. The allowance is not available for overseas travel.                      3. The Mayor is not eligible for travel time allowance.                      4. An Elected Member residing outside the Waimate district's boundaries, when travelling from place of residence to the district on WDC business, is eligible for a travel time allowance in respect of eligible travel time only after the member crosses the district boundary after the first hour of eligible travel within the district.</p>	

**Elected Members Allowance for ICT  
2025-2026**

Office	Item	Annual Allowance Rate (\$)
Elected Members	Mobile Phone	200.00
Elected Members	Personal Computer, Tablet, Laptop (including any Docking Station)	400.00
Elected Members	Multi-functional or other Printer	50.00
Elected Members	Personal Mobile Telephone Service, or Actual Costs of Telephone Calls	500.00
<u>Elected Members</u>	<u>ICT Consumables</u>	<u>200.00</u>
Elected Members	Personal Internet Service	800.00
<u>ICT Allowances Total Cap</u>		
Elected Members	Personal Equipment/Service	<u>2,150.00-1,950.00</u>

**16.5 SOLID WASTE ANALYSIS PROTOCOL (SWAP) AUDIT 2025**

**Author:** Stacey White, Waste Management Officer

**Authoriser:** Dan Mitchell, Asset Group Manager

**Attachments:** 1. Waimate District Kerbside Rubbish Audit 2025  

**PURPOSE**

1. The Solid Waste Analysis Protocol (SWAP) Audit 2025 report is submitted for the information of Council.

**SOLID WASTE ANALYSIS PROTOCOL (SWAP) AUDIT 2025**

2. Territorial authorities have statutory responsibilities under the Waste Minimisation Act 2008 to promote effective and efficient waste management and waste reduction within their districts. In accordance with these responsibilities, Waimate District Council (Council) has provided a rates funded kerbside collection service to ratepayers since July 2021, comprising a four-bin system for rubbish, recycling, glass, and food organics and garden organics (FOGO).
3. In 2022, Council contracted Sunshine Yates Consulting Limited (SYCL) to provide an assessment of the rubbish collection component of the four-bin service. In November 2025, EnviroNZ Limited (EnviroNZ) engaged Whirika Consulting Limited (Whirika) to undertake the next audit in this programme, which included all three South Canterbury councils. Attached is the Waimate District Kerbside Rubbish Audit 2025 report which details the composition of kerbside rubbish in the Waimate District in 2025.
4. The sort-and-weigh audit described in the attached Waimate District Kerbside Rubbish Audit 2025 report was undertaken in accordance with the Ministry for the Environment's Solid Waste Analysis Protocol 2002 (SWAP). Rubbish samples were collected from kerbside collections over a three-day period from three areas of the district serviced by Council's collection system and sorted into 24 material categories at the Waimate Resource Recovery Park.
5. Conducted over a three-day period, the contents of 159 mobile garbage bins (MGBs) (152 x 140-litre and 7 x 240-litre MGBs), containing 1,629 kg of rubbish from residential properties, were sorted. The audit sample included:
  - (a) 50 x MGBs from St Andrews and Makikihi (day one of collection).
  - (b) 55 x MGBs from Waimate township (day two of collection).
  - (c) 54 x MGBs from Waimate township (day three of collection).
6. The distribution of MGB weights in 2025 followed a similar pattern to 2022. The majority of bins fell in the 0 –10 kg range in both years, though this proportion increased slightly from 53% in 2022 to 58% in 2025. Correspondingly, the proportion of heavier bins declined, with bins weighing over 15 kg dropping from 27% in 2022 to 23% in 2025. This is consistent with the small reduction in average weekly tonnage observed between the two audit periods:
  - (a) In 2022, the average MGB weight was 10.84 kg. The lightest MGB was 0.21 kg and the heaviest 36.07 kg.
  - (b) In 2025, the average MGB weight was 10.25 kg. The lightest MGB was 1.12 kg and the heaviest 39.69 kg.
7. The primary composition of Waimate District kerbside rubbish is presented in Table 3.2 and Figure 3.2 in the attached Waimate District Kerbside Rubbish Audit 2025 report, in terms of percentages and average weight per MGB:

Table 3.2: Primary composition of Waimate District kerbside rubbish by area – November 2025

Primary composition - Kerbside rubbish - Nov 2025	% of total	Weight per MGB	Tonnes/week
Paper	7.6%	0.78 kg	1.0 T/week
Plastics	16.5%	1.69 kg	2.1 T/week
Organics	33.5%	3.43 kg	4.3 T/week
Ferrous metals	3.7%	0.38 kg	0.5 T/week
Non-ferrous metals	1.1%	0.11 kg	0.1 T/week
Glass	3.4%	0.35 kg	0.4 T/week
Textiles	9.2%	0.94 kg	1.2 T/week
Sanitary	12.4%	1.27 kg	1.6 T/week
Rubble	6.1%	0.62 kg	0.8 T/week
Timber	3.0%	0.31 kg	0.4 T/week
Rubber	0.7%	0.08 kg	0.1 T/week
Potentially hazardous	2.8%	0.28 kg	0.4 T/week
<b>TOTAL</b>	<b>100%</b>	<b>10.25 kg</b>	<b>12.9 T/week</b>

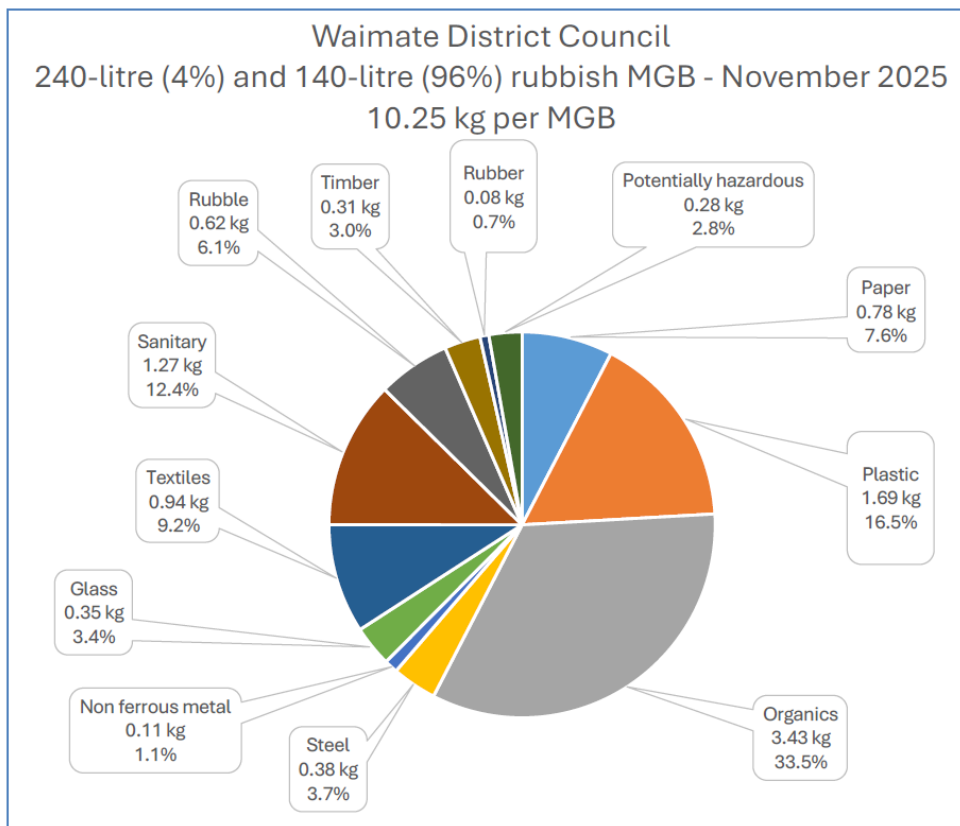


Figure 3.2: Primary composition of Waimate District kerbside rubbish

8. Organic material was the largest single component of the kerbside rubbish at 33.5% of the total weight. Plastics was second largest (16.5%), sanitary the third (12.4%) and paper represented the fourth largest category (7.6%).
9. Secondary composition of all kerbside rubbish is presented in Table 3.3 in the attached Waimate District Kerbside Rubbish Audit 2025 report, showing percentages, kg per MGB and tonnes per week. The tonnes per week figure indicatively represents the annual average, calculated from the total annual tonnage of 671 tonnes provided by EnviroNZ for the period 1 January – 31 December 2025:

Table 3.3: Secondary composition of all kerbside rubbish combined

Waimate District kerbside rubbish - All areas combined – November 2025		% of total weight	Kg per MGB	Tonnes/week
Paper	Recyclable	3.5%	0.36 kg	0.5 T/week
	Non-recyclable	4.1%	0.42 kg	0.5 T/week
	<b>Subtotal</b>	<b>7.6%</b>	<b>0.78 kg</b>	<b>1.0 T/week</b>
Plastics	# 1,2,5 bottles & containers	2.3%	0.24 kg	0.3 T/week
	#3,4,6,7 bottles & containers	0.6%	0.06 kg	0.1 T/week
	Plastic bags/film	8.3%	0.85 kg	1.1 T/week
	Other non-recyclable	5.3%	0.54 kg	0.7 T/week
	<b>Subtotal</b>	<b>16.5%</b>	<b>1.69 kg</b>	<b>2.1 T/week</b>
Organics	Food waste	24.2%	2.48 kg	3.1 T/week
	Greenwaste	1.9%	0.19 kg	0.2 T/week
	Other organic	7.4%	0.76 kg	1.0 T/week
	<b>Subtotal</b>	<b>33.5%</b>	<b>3.43 kg</b>	<b>4.3 T/week</b>
Ferrous metals	Steel cans	0.9%	0.10 kg	0.1 T/week
	Other ferrous	2.8%	0.29 kg	0.4 T/week
	<b>Subtotal</b>	<b>3.7%</b>	<b>0.38 kg</b>	<b>0.5 T/week</b>
Non ferrous metals	Aluminium cans	0.4%	0.04 kg	0.1 T/week
	Other non-ferrous	0.7%	0.07 kg	0.1 T/week
	<b>Subtotal</b>	<b>1.1%</b>	<b>0.11 kg</b>	<b>0.1 T/week</b>
Glass	Glass bottles/jars	2.2%	0.22 kg	0.3 T/week
	Other glass	1.2%	0.13 kg	0.2 T/week
	<b>Subtotal</b>	<b>3.4%</b>	<b>0.35 kg</b>	<b>0.4 T/week</b>
Textiles	Clothing & textile	4.2%	0.43 kg	0.5 T/week
	Multimaterial/other	4.9%	0.51 kg	0.6 T/week
	<b>Subtotal</b>	<b>9.2%</b>	<b>0.94 kg</b>	<b>1.2 T/week</b>
<b>Sanitary</b>		<b>12.4%</b>	<b>1.27 kg</b>	<b>1.6 T/week</b>
<b>Rubble</b>		<b>6.1%</b>	<b>0.62 kg</b>	<b>0.8 T/week</b>
<b>Timber</b>		<b>3.0%</b>	<b>0.31 kg</b>	<b>0.4 T/week</b>
<b>Rubber</b>		<b>0.7%</b>	<b>0.08 kg</b>	<b>0.1 T/week</b>
Potentially hazardous	Household	1.4%	0.15 kg	0.2 T/week
	Batteries	0.4%	0.04 kg	0.0 T/week
	Other	1.0%	0.10 kg	0.1 T/week
	<b>Subtotal</b>	<b>2.8%</b>	<b>0.28 kg</b>	<b>0.4 T/week</b>
<b>TOTAL</b>		<b>100.0%</b>	<b>10.25 kg</b>	<b>12.9 T/week</b>

10. Sunshine Yates Consulting Limited (SYCL) produced the 2022 SWAP report for the Waimate District. Table 4.1 in the attached Waimate Kerbside Rubbish Audit 2025 report compares the primary composition from the 2022 audit with the composition from the 2025 audit:

Table 4.1: Comparison of primary composition of Waimate District kerbside rubbish between 2022 and 2025

Primary composition - All kerbside rubbish Comparison 2022-2025	Proportion of total		Weight per MGB		Tonnes/week	
	2022	2025	2022	2025	2022	2025
Paper	7.6%	7.6%	0.82 kg	0.78 kg	1.0 T/week	1.0 T/week
Plastics	15.0%	16.5%	1.62 kg	1.69 kg	2.0 T/week	2.1 T/week
Organics	40.1%	33.5%	4.34 kg	3.43 kg	5.3 T/week	4.3 T/week
Ferrous metals	2.9%	3.7%	0.32 kg	0.38 kg	0.4 T/week	0.5 T/week
Non-ferrous metals	2.3%	1.1%	0.25 kg	0.11 kg	0.3 T/week	0.1 T/week
Glass	3.5%	3.4%	0.38 kg	0.35 kg	0.5 T/week	0.4 T/week
Textiles	8.9%	9.2%	0.97 kg	0.94 kg	1.2 T/week	1.2 T/week
Sanitary	10.2%	12.4%	1.10 kg	1.27 kg	1.3 T/week	1.6 T/week
Rubble	3.3%	6.1%	0.35 kg	0.62 kg	0.4 T/week	0.8 T/week
Timber	3.6%	3.0%	0.39 kg	0.31 kg	0.5 T/week	0.4 T/week
Rubber	0.8%	0.7%	0.09 kg	0.08 kg	0.1 T/week	0.1 T/week
Potentially hazardous	1.8%	2.8%	0.20 kg	0.28 kg	0.2 T/week	0.4 T/week
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>	<b>10.84 kg</b>	<b>10.25 kg</b>	<b>13.1 T/wk</b>	<b>12.9 T/wk</b>

11. The primary composition of the Waimate District kerbside rubbish showed several notable shifts between 2022 and 2025, though the average MGB weight remained broadly similar, decreasing slightly from 10.84 kg to 10.25 kg (a reduction of 5%), consistent with the small reduction in weekly collection tonnage from 13.1 to 12.0 tonnes per week (a reduction of 2%).
12. Organics remained the largest single component in both years, though its proportion declined substantially from 40.1% to 33.5% (a reduction of 6.6 percentage points) and the weight per MGB fell from 4.34 kg to 3.43 kg (a reduction of 21%).
13. Other notable changes include an increase in sanitary from 10.2% to 12.4% (an increase of 2.2 percentage points), an increase in rubble from 3.3% to 6.1% (an increase of 2.8 percentage points), and an increase in potentially hazardous materials from 1.8% to 2.8% (an increase of 1.0 percentage point). Plastics also increased slightly from 15.0% to 16.5% (an increase of 1.5 percentage points), while non nonferrous metals declined from 2.3% to 1.1% (a reduction of 1.2 percentage points).
14. A common means of diverting residential rubbish from landfill is through the kerbside collection of recyclable and compostable materials. In addition to the kerbside recycling service, Council provides recycling drop-off facilities at nine rural locations across the district, including at Maungati, St Andrews, Makikihi, Waimate, Willowbridge, Hakataramea, Morven, and Glenavy.
15. Table 4.3 in the attached Waimate Kerbside Rubbish Audit 2025 report shows the proportions of Council kerbside rubbish in 2025 that could have been diverted using the methods above, in terms of percentages, weight per MGB, and tonnes per week. Table 4.4 in the attached Waimate Kerbside Rubbish Audit 2025 report shows the equivalent 2022 audit data from SYCL for comparison:

Table 4.3: Diversion potential of Waimate District kerbside rubbish - % of total 2025

Diversion potential of kerbside rubbish November 2025	% of total weight	Kg per MGB	Tonnes per week
<b>Recyclable materials</b>			
Paper - Recyclable	3.5%	0.36 kg	0.46 T/week
Plastic - # 1,2,5 bottles & containers	2.3%	0.24 kg	0.30 T/week
Steel cans	0.9%	0.10 kg	0.12 T/week
Aluminium cans	0.4%	0.04 kg	0.05 T/week
Glass bottles/jars	2.2%	0.22 kg	0.28 T/week
<b>Subtotal</b>	<b>9.4%</b>	<b>0.96 kg</b>	<b>1.21 T/week</b>
<b>FOGO materials</b>			
Food waste	24.2%	2.48 kg	3.13 T/week
Greenwaste	1.9%	0.19 kg	0.24 T/week
<b>Subtotal</b>	<b>26.1%</b>	<b>2.68 kg</b>	<b>3.37 T/week</b>
<b>TOTAL - POTENTIALLY DIVERTABLE</b>	<b>35.5%</b>	<b>3.63 kg</b>	<b>4.58 T/week</b>

Table 4.4: Diversion potential of Waimate District kerbside rubbish - % of total 2022 (data from SYCL)

Diversion potential of kerbside rubbish September 2022	% of total weight	Kg per MGB	Tonnes per week
<b>Recyclable materials</b>			
Paper - Recyclable	5.3%	0.58 kg	0.70 T/week
Plastic - # 1,2,5 bottles & containers	2.0%	0.22 kg	0.27 T/week
Steel cans	0.6%	0.06 kg	0.08 T/week
Aluminium cans	0.4%	0.04 kg	0.05 T/week
Glass bottles/jars	1.8%	0.19 kg	0.24 T/week
<b>Subtotal</b>	<b>10.0%</b>	<b>1.09 kg</b>	<b>1.32 T/week</b>
<b>FOGO materials</b>			
Food waste	21.6%	2.34 kg	2.85 T/week
Greenwaste	4.9%	0.53 kg	0.65 T/week
<b>Subtotal</b>	<b>26.5%</b>	<b>2.88 kg</b>	<b>3.50 T/week</b>
<b>TOTAL - POTENTIALLY DIVERTABLE</b>	<b>36.6%</b>	<b>3.96 kg</b>	<b>4.82 T/week</b>

16. The overall reduction in potentially divertible material between 2022 and 2025 is a broadly positive finding. A decline in the proportion of recyclable and compostable materials in the rubbish bin suggests that more of these materials are being diverted through the kerbside recycling and FOGO services rather than being disposed of as residual waste. In 2025, approximately 35.5% of kerbside rubbish could potentially have been diverted through existing services, compared to 36.6% in 2022. Combined with the small reduction in overall weekly collection tonnage from 13.1 to 12.9 tonnes per week, this suggests a modest but encouraging trend toward improved diversion behaviour among Waimate District residents.

### RECOMMENDATION

That the Solid Waste Analysis Protocol (SWAP) Audit 2025 report is accepted.



## Composition of Kerbside Rubbish in Waimate District 2025

Prepared for EnviroNZ, on behalf of Waimate District Council

Date: 23<sup>rd</sup> March 2026



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#### Document Version History

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Draft 0.1	25 <sup>th</sup> Feb 2026	Niki Bould	Bruce Middleton	Checking data & editorial changes
Final	17 <sup>th</sup> March 2026	Niki Bould	Stacey White, Waste Management Officer, Waimate District Council	Minor errors corrected, % of residents serviced corrected.
Final v2	23 <sup>rd</sup> March 2026	Niki Bould		Removed word "only" from p. 14

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## WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

## 1 Introduction

Territorial authorities have statutory responsibilities under the Waste Minimisation Act 2008 to promote effective and efficient waste management and waste reduction within their districts. In accordance with these responsibilities, Waimate District Council (Council) has provided rates-funded kerbside collection services to domestic ratepayers since July 2021, comprising a four-bin system for rubbish, recycling, glass, and food organics and garden organics (FOGO).

Following a joint procurement process with Mackenzie District Council and Timaru District Council (together making up the South Canterbury councils), a new contract for kerbside collection services across the three districts was awarded to EnviroNZ Services Ltd (formerly EnviroWaste Services Ltd) in October 2020, commencing in October 2021.

In 2022, Council contracted Sunshine Yates Consulting Ltd (SYCL) to provide an assessment of the rubbish collection component of the four-bin service. In November 2025, EnviroNZ Services Ltd (EnviroNZ) engaged Whirika Consulting Ltd (Whirika) to undertake the next audit in this programme, which included all three South Canterbury councils.

The sort-and-weigh audit described in this report was undertaken in accordance with the Ministry for the Environment's *Solid Waste Analysis Protocol 2002* (SWAP). Rubbish samples were collected from kerbside collections over a three-day period from three areas of the district serviced by Council's collection system and sorted into 24 material categories at the Waimate Resource Recovery Park.

### 1.1 Waste management services in Waimate District

Council provides a rates-funded kerbside collection service to urban and rural areas across the district. The kerbside system is delivered through a set of mobile garbage bins (MGBs) and a crate, as follows:

- A 140-litre (94%) or 240-litre (6%) red-lidded MGB for household rubbish, collected fortnightly.
- A 240-litre yellow-lidded MGB for mixed recycling, collected fortnightly.
- A 240-litre green-lidded MGB for FOGO, collected weekly.
- A 45-litre blue crate for glass recycling, collected weekly.

Council estimates that 70% of Waimate's population is serviced by these rates funded kerbside collections, which are operated under contract by EnviroNZ. Through a joint contract, EnviroNZ also provides similar services to the districts of Mackenzie and Timaru.

Commercial waste and recycling collections are offered throughout the District by EnviroNZ and Waste Management NZ Ltd. These services are believed to be used primarily by commercial premises, though some residential properties may also use private collectors where additional capacity is required beyond the rates-funded bin. The primary waste-handling facility in the district is the Council-owned Waimate Resource Recovery Park (RRP), operated under contract by EnviroNZ. There are no Class 1 landfills accepting municipal waste in the district; all landfilled waste is ultimately disposed of at Redruth Landfill in Timaru District. Waste received at the RRP is bulk hauled to the landfill, while large loads such as kerbside rubbish collections are transported directly.



## WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

## 2 Methodology

The Waimate District kerbside rubbish sort-and-weigh audit was undertaken to determine the composition and average weight per MGB of residential kerbside rubbish in Waimate township, St Andrews and Makikihi.

The audit methodology was based on Procedure One of the Ministry for the Environment's *Solid Waste Analysis Protocol 2002* (SWAP). Conducted over a three-day period, the audit included the contents of 159 rubbish MGBs from residential properties.

Photographs taken during the audit are presented in Section 5.

### 2.1 Classification of kerbside rubbish

Classification of kerbside rubbish followed the 12 primary material categories recommended in the Solid Waste Analysis Protocol (SWAP) and 24 secondary classifications. The classifications used for this audit are aligned with the Ministry for the Environment's 2024 *Standard Materials for Kerbside Collections guidance*. A full list of categories is provided in Appendix 1 and a list of Council accepted materials are included in Appendix 2.

As a result of the introduction of the 2024 standardisation guidance, some materials sorted in the 2025 audit differ from those used in the 2022 audit. The key differences are outlined below.

Batteries were separated as a distinct category in the 2025 audit only, including loose batteries (e.g. AA, AAA, and button cells), rechargeable batteries (e.g. lithium-ion and NiMH), and batteries embedded within electrical or electronic items such as solar lights.

The Garden waste category was refined in the 2025 audit to align with materials accepted in the kerbside FOGO service, encompassing soft garden materials such as small branches, flowers, leaves, weeds, untreated wood, and grass clippings. Flax and cabbage tree leaves were classified under Timber due to their fibrous, woody characteristics and limited suitability for processing through standard FOGO systems.

### 2.2 Sample size

Conducted over a three-day period, the contents of 159 MGBs (152 x 140-litre and 7 x 240-litre MGBs), containing 1,629 kg of rubbish from residential properties, were sorted. The audit sample included:

- 50 x MGBs from St Andrews and Makikihi.
- 55 x MGBs from Waimate township (Day 2 of collection).
- 54 x MGBs from Waimate township (Day 3 of collection).

### 2.3 Sampling strategy

The audit was conducted in November 2025. In terms of seasonal waste flows, this period falls within the spring shoulder season, between the lower waste generation typically observed in winter and the peak waste flows experienced during summer. The audit was scheduled to avoid potential influences on waste generation associated with school holidays or long weekends.



WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

The composition and quantity of kerbside rubbish are influenced by a range of factors, including household socio-economic characteristics, housing type, and the availability of disposal and recycling services. To ensure the sample was representative of kerbside rubbish generated across the district, random samples were collected from the north and south of Waimate District and included a mix of housing and property types.

The streets from which the sample was collected are listed in section 3.1.

**2.4 Audit execution**

Sample collection was carried out over three mornings by Whirika’s waste specialist, supported by two casual contractors, using a truck hired specifically for the audit. The contents of each MGB included in the sample were emptied into a large plastic bag and transported each day to the Waimate Resource Recovery Park for sorting.

Collected material was sorted in sampling units of five bags. Each bag within a sampling unit was weighed on receipt, with weights recorded. The bags were then opened, and their contents spread onto a sorting table and separated into the relevant material categories. Once all material within a sampling unit had been sorted, each classification was weighed and recorded before the material was disposed of. These sorting techniques are consistent with Section 4.5 of the 2002 SWAP.

**2.5 Staff training**

Sorting was undertaken by a team comprising Whirika’s waste specialist in a supervisory role and three casual contractors. All team members received training on the audit methodology and health and safety requirements prior to sorting, and appropriate personal protective equipment was provided. As sensitive documents are occasionally present in residential rubbish, the importance of confidentiality was emphasised to all team members.

**2.6 Note on presentation of data in tables and figures**

In the tables and figures presented in this report, subtotals may not always sum exactly to the reported totals due to rounding. This effect is illustrated in the equations below. When values are expressed to three decimal places, the subtotals sum to the total as shown. However, when those values are rounded to two, one, or zero decimal places, the rounded subtotals may no longer sum exactly to the rounded total.

<u>1.264</u>	<u>1.26</u>	<u>1.3</u>	<u>1</u>
+ 1.264	+ 1.26	+ 1.3	+ 1
= 2.528	= 2.53	= 2.5	= 3



WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

### 3 Composition of kerbside rubbish

The following sections provide the results of the audit of kerbside rubbish.

#### 3.1 Sampling schedule

The sample was collected between Tuesday 4 November and Thursday 6 November 2025. The streets from which the sample was collected are listed in Table 3.1.

Table 3.1: Streets sampled for Waimate District kerbside rubbish audit

Date	Street	Area	Date	Street	Area
4 Nov.	Blue Cliff Road	St Andrews	5 Nov.	Cameron Street	Waimate
4 Nov.	Thackeray Street	St Andrews	5 Nov.	Parsonage Street	Waimate
4 Nov.	Braddon Street	St Andrews	5 Nov.	Michael Street	Waimate
4 Nov.	Kane Lane	St Andrews	5 Nov.	Wilkin Street	Waimate
4 Nov.	Makahihi Beach Road	Makahihi	5 Nov.	Studhome Street	Waimate
4 Nov.	Makahihi Station Road	Makahihi	5 Nov.	Moorehouse Avenue	Waimate
4 Nov.	Meehan Place	Makahihi	5 Nov.	Holmes Street	Waimate
4 Nov.	Frederick Street	Makahihi	<b>Date</b>	<b>Street</b>	<b>Area</b>
4 Nov.	Maytown Road	Makahihi	6 Nov.	Betten Street	Waimate
4 Nov.	Painstown Road	Makahihi	6 Nov.	Point Bush Road	Waimate
			6 Nov.	Smith Street	Waimate
			6 Nov.	Rhodes Street	Waimate
			6 Nov.	George Street	Waimate
			6 Nov.	High Street	Waimate
			6 Nov.	Elizabeth Street	Waimate
			6 Nov.	Harris Street	Waimate

#### 3.2 Distribution of MGB weights

The average MGB weight recorded during the 2025 audit was 10.25 kg and is used throughout this report, which is comparable to the Mackenzie audit, but differs from the Timaru audit, where the weights recorded during the audit were considered anomalous and EnviroNZ-supplied data were used instead. In the 2022 Waimate audit, the directly recorded average weight of 10.84 kg was used without adjustment. The graph in Figure 3.1 shows the distribution of weights of the 159 MGB collected in 2025.



WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

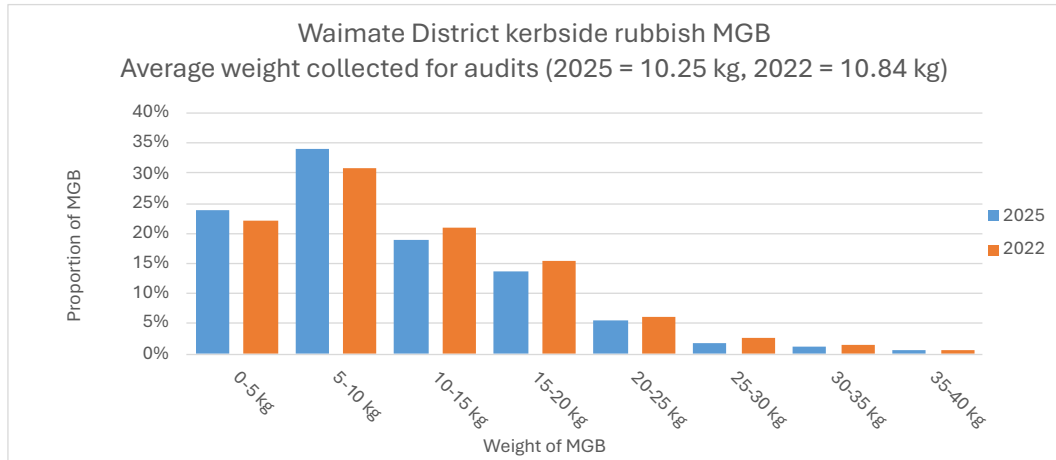


Figure 3.1: Distribution of weights of Waimate District kerbside rubbish MGBs in 2022 and 2025

The distribution of MGB weights in 2025 followed a similar pattern to 2022. The majority of bins fell in the 0–10 kg range in both years, though this proportion increased slightly from 53% in 2022 to 58% in 2025. Correspondingly, the proportion of heavier bins declined, with bins weighing over 15 kg dropping from 27% in 2022 to 23% in 2025. This is consistent with the small reduction in average weekly tonnage observed between the two audit periods.

In 2022, the average MGB weight was 10.84 kg. The lightest MGB was 0.21 kg and the heaviest 36.07 kg. In 2025, the average MGB weight was 10.25 kg. The lightest MGB was 1.12 kg and the heaviest 39.69 kg.

**3.3 Primary composition of Waimate District kerbside rubbish by area**

The primary composition of Waimate District kerbside rubbish is presented in Table 3.2 and Figure 3.2, in terms of percentages and average weight per MGB. EnviroNZ provided collection data for the period 1 January – 31 December 2025, showing an annual tonnage of 671 tonnes, averaging 12.9 tonnes per week. The figure of 12.9 tonnes per week is applied to composition data throughout this report.

The average MGB weight derived from the sort-and-weigh audit data was 10.25 kg<sup>1</sup>. EnviroNZ fleet collection data indicates an average MGB weight of 11.17 kg for the period 1 January – 31 December 2025. The higher EnviroNZ figure may partly reflect the mix of 140-litre and 240-litre bins within the fleet. For consistency with the 2022 report, the sort-and-weigh audit figure of 10.25 kg is used throughout this report. Statistical analysis of the audit data indicates that the difference between the bin weight calculated from the audit and the bin weight provided by EnviroNZ is not statistically significant at the 95% confidence interval.

Secondary composition is presented in Table 3.3 in terms of percentages, weight per MGB, and tonnes per week.

<sup>1</sup> The average MGB weight derived from the sort-and-weigh audit data in 2022 was 10.84 kg and was used throughout the 2022 report.



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Table 3.2: Primary composition of Waimate District kerbside rubbish by area – November 2025

Primary composition - Kerbside rubbish - Nov 2025	% of total	Weight per MGB	Tonnes/week
Paper	7.6%	0.78 kg	1.0 T/week
Plastics	16.5%	1.69 kg	2.1 T/week
Organics	33.5%	3.43 kg	4.3 T/week
Ferrous metals	3.7%	0.38 kg	0.5 T/week
Non-ferrous metals	1.1%	0.11 kg	0.1 T/week
Glass	3.4%	0.35 kg	0.4 T/week
Textiles	9.2%	0.94 kg	1.2 T/week
Sanitary	12.4%	1.27 kg	1.6 T/week
Rubble	6.1%	0.62 kg	0.8 T/week
Timber	3.0%	0.31 kg	0.4 T/week
Rubber	0.7%	0.08 kg	0.1 T/week
Potentially hazardous	2.8%	0.28 kg	0.4 T/week
<b>TOTAL</b>	<b>100%</b>	<b>10.25 kg</b>	<b>12.9 T/week</b>

Organic material was the largest single component of the kerbside rubbish at 33.5% of the total weight. Plastics was second largest (16.5%) and sanitary the third (12.4%). Paper represented the fourth largest category.

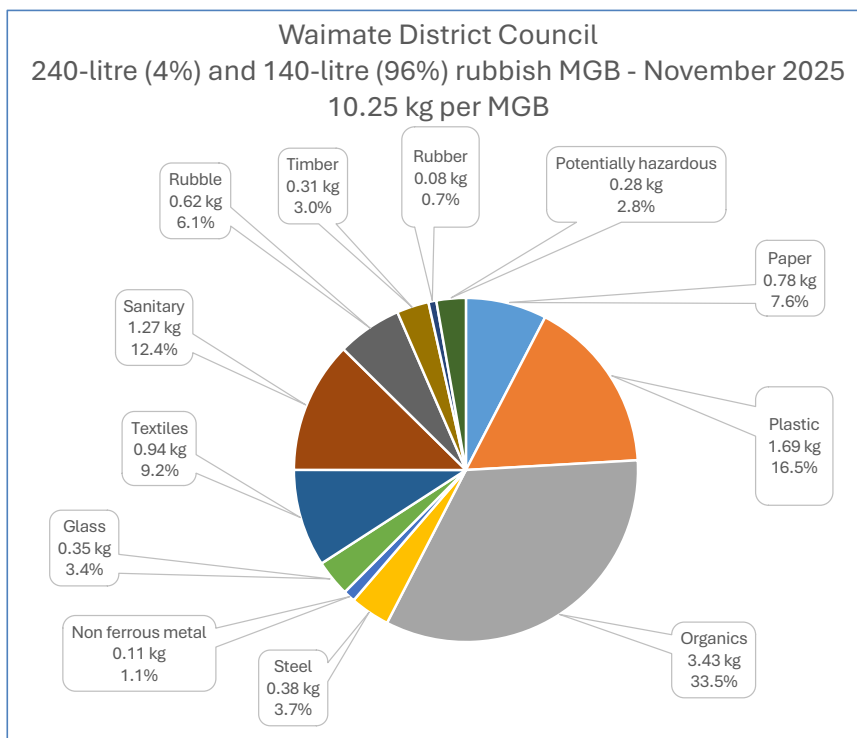


Figure 3.2: Primary composition of Waimate District kerbside rubbish



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**3.4 Secondary composition of Waimate District kerbside rubbish**

Secondary composition of all kerbside rubbish is presented in Table 3.3, showing percentages, kg per MGB, and tonnes per week. The tonnes per week figure indicatively represents the annual average, calculated from the total annual tonnage of 671 tonnes provided by EnviroNZ for the period 1 January – 31 December 2025.

Table 3.3: Secondary composition of all kerbside rubbish combined

Waimate District kerbside rubbish - All areas combined – November 2025		% of total weight	Kg per MGB	Tonnes/week
<b>Paper</b>	Recyclable	3.5%	0.36 kg	0.5 T/week
	Non-recyclable	4.1%	0.42 kg	0.5 T/week
	<b>Subtotal</b>	<b>7.6%</b>	<b>0.78 kg</b>	<b>1.0 T/week</b>
<b>Plastics</b>	# 1,2,5 bottles & containers	2.3%	0.24 kg	0.3 T/week
	#3,4,6,7 bottles & containers	0.6%	0.06 kg	0.1 T/week
	Plastic bags/film	8.3%	0.85 kg	1.1 T/week
	Other non-recyclable	5.3%	0.54 kg	0.7 T/week
	<b>Subtotal</b>	<b>16.5%</b>	<b>1.69 kg</b>	<b>2.1 T/week</b>
<b>Organics</b>	Food waste	24.2%	2.48 kg	3.1 T/week
	Greenwaste	1.9%	0.19 kg	0.2 T/week
	Other organic	7.4%	0.76 kg	1.0 T/week
	<b>Subtotal</b>	<b>33.5%</b>	<b>3.43 kg</b>	<b>4.3 T/week</b>
<b>Ferrous metals</b>	Steel cans	0.9%	0.10 kg	0.1 T/week
	Other ferrous	2.8%	0.29 kg	0.4 T/week
	<b>Subtotal</b>	<b>3.7%</b>	<b>0.38 kg</b>	<b>0.5 T/week</b>
<b>Non ferrous metals</b>	Aluminium cans	0.4%	0.04 kg	0.1 T/week
	Other non-ferrous	0.7%	0.07 kg	0.1 T/week
	<b>Subtotal</b>	<b>1.1%</b>	<b>0.11 kg</b>	<b>0.1 T/week</b>
<b>Glass</b>	Glass bottles/jars	2.2%	0.22 kg	0.3 T/week
	Other glass	1.2%	0.13 kg	0.2 T/week
	<b>Subtotal</b>	<b>3.4%</b>	<b>0.35 kg</b>	<b>0.4 T/week</b>
<b>Textiles</b>	Clothing & textile	4.2%	0.43 kg	0.5 T/week
	Multimaterial/other	4.9%	0.51 kg	0.6 T/week
	<b>Subtotal</b>	<b>9.2%</b>	<b>0.94 kg</b>	<b>1.2 T/week</b>
<b>Sanitary</b>		<b>12.4%</b>	<b>1.27 kg</b>	<b>1.6 T/week</b>
<b>Rubble</b>		<b>6.1%</b>	<b>0.62 kg</b>	<b>0.8 T/week</b>
<b>Timber</b>		<b>3.0%</b>	<b>0.31 kg</b>	<b>0.4 T/week</b>
<b>Rubber</b>		<b>0.7%</b>	<b>0.08 kg</b>	<b>0.1 T/week</b>
<b>Potentially hazardous</b>	Household	1.4%	0.15 kg	0.2 T/week
	Batteries	0.4%	0.04 kg	0.0 T/week
	Other	1.0%	0.10 kg	0.1 T/week
	<b>Subtotal</b>	<b>2.8%</b>	<b>0.28 kg</b>	<b>0.4 T/week</b>
<b>TOTAL</b>		<b>100.0%</b>	<b>10.25 kg</b>	<b>12.9 T/week</b>

## WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

## 4 Discussion and analysis

This section discusses the results of the 2025 kerbside rubbish audit, focusing on changes in the quantity and composition of kerbside rubbish compared to the 2022 audit results. Comparisons between the two audits are used to evaluate changes in disposal behaviour, including shifts between material categories over time.

Examining both overall rubbish quantities and individual material streams provides insight into whether materials are being diverted from the residual rubbish stream and identifies materials that continue to be disposed of as rubbish despite having alternative recovery pathways through the existing kerbside recycling and FOGO collection services.

### 4.1 Comparison of primary composition of kerbside rubbish (2022/2025)

SYCL produced the 2022 report for Waimate District; Table 4.1 compares the primary composition from the 2022 audit with the composition from the 2025 audit. The full secondary compositions for 2022 are shown in Appendix 3, for 2025 in section 3.4.

Table 4.1: Comparison of primary composition of Waimate District kerbside rubbish between 2022 and 2025

Primary composition - All kerbside rubbish Comparison 2022-2025	Proportion of total		Weight per MGB		Tonnes/week	
	2022	2025	2022	2025	2022	2025
Paper	7.6%	7.6%	0.82 kg	0.78 kg	1.0 T/week	1.0 T/week
Plastics	15.0%	16.5%	1.62 kg	1.69 kg	2.0 T/week	2.1 T/week
Organics	40.1%	33.5%	4.34 kg	3.43 kg	5.3 T/week	4.3 T/week
Ferrous metals	2.9%	3.7%	0.32 kg	0.38 kg	0.4 T/week	0.5 T/week
Non-ferrous metals	2.3%	1.1%	0.25 kg	0.11 kg	0.3 T/week	0.1 T/week
Glass	3.5%	3.4%	0.38 kg	0.35 kg	0.5 T/week	0.4 T/week
Textiles	8.9%	9.2%	0.97 kg	0.94 kg	1.2 T/week	1.2 T/week
Sanitary	10.2%	12.4%	1.10 kg	1.27 kg	1.3 T/week	1.6 T/week
Rubble	3.3%	6.1%	0.35 kg	0.62 kg	0.4 T/week	0.8 T/week
Timber	3.6%	3.0%	0.39 kg	0.31 kg	0.5 T/week	0.4 T/week
Rubber	0.8%	0.7%	0.09 kg	0.08 kg	0.1 T/week	0.1 T/week
Potentially hazardous	1.8%	2.8%	0.20 kg	0.28 kg	0.2 T/week	0.4 T/week
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>	<b>10.84 kg</b>	<b>10.25 kg</b>	<b>13.1 T/wk</b>	<b>12.9 T/wk</b>

The primary composition of Waimate District kerbside rubbish showed several notable shifts between 2022 and 2025, though the average MGB weight remained broadly similar, decreasing slightly from 10.84 kg to 10.25 kg (a reduction of 5%), consistent with the small reduction in weekly collection tonnage from 13.1 to 12.9 tonnes per week (a reduction of 2%).

Organics remained the largest single component in both years, though its proportion declined substantially from 40.1% to 33.5% (a reduction of 6.6 percentage points) and the weight per MGB fell from 4.34 kg to 3.43 kg (a reduction of 21%). The composition of the organics category and its implications for FOGO diversion are discussed further in section 4.3.



## WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

Other notable changes include an increase in sanitary from 10.2% to 12.4% (an increase of 2.2 percentage points), an increase in rubble from 3.3% to 6.1% (an increase of 2.8 percentage points), and an increase in potentially hazardous materials from 1.8% to 2.8% (an increase of 1.0 percentage point). Plastics also increased slightly from 15.0% to 16.5% (an increase of 1.5 percentage points), while non-ferrous metals declined from 2.3% to 1.1% (a reduction of 1.2 percentage points).

#### 4.2 Count of batteries found in kerbside rubbish

During the audit, batteries were sorted and weighed separately from 'potentially hazardous – household hazardous' category and then counted. A total of 117 batteries were identified in the 159 MGBs sorted. The size of batteries varied from button cell lithium to rechargeable lithium batteries, from AAA to size C (LR14) alkaline batteries, from 9-volt batteries (PP3) to vapes and small solar lights and kids' toy radios with batteries embedded. Analysis of the data on batteries is shown in Table 4.2.

Table 4.2: Count and average weight of batteries

<b>Batteries in Waimate District kerbside rubbish – November 2025</b>	
<b>Average # per MGB</b>	0.74
<b>Average wt. per battery</b>	49.2 g
<b>% of kerbside rubbish</b>	0.35%
<b>Average T/week</b>	0.05 T/week
<b>Average # per week</b>	927

On average, each MGB contained 0.74 batteries, with an individual battery weighing an average of 49.2 grams. Batteries represented 0.35% of total kerbside rubbish by weight. Each week, an estimated 927 batteries are disposed of in kerbside rubbish in Waimate District, equating to approximately 50 kg per week. This is notable given that Waimate Transfer Station has one of the most accessible and well-designed battery drop-off facilities observed in the region, being a simple yet highly effective system that makes battery recycling straightforward for residents. Despite this, a substantial number of batteries continue to enter the kerbside rubbish stream, suggesting that awareness of the drop-off facility may be limited among some residents.

#### 4.3 Diversion potential of Waimate District kerbside rubbish

A common means of diverting residential rubbish from landfill is through the kerbside collection of recyclable and compostable materials. Council provides a fortnightly kerbside commingled collection of recyclable paper and cardboard, recyclable plastic containers (#1, 2 and 5), and aluminium and steel cans, along with a separate weekly collection of glass bottles and jars. Food waste and garden waste are collected through Council's weekly FOGO collection.

In addition to the kerbside recycling service, Council provides recycling drop-off facilities at nine rural locations across the district, including at Maungati, St Andrews, Makikihi, Waimate, Willowbridge, Hakataramea, Morven, and Glenavy. These rural recycling stations provide access to recycling services for residents outside the kerbside collection area, which is particularly relevant given that Council estimates 70% of the district's population has access to rates-funded kerbside collections.



## WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

Table 4.3 shows the proportions of Council kerbside rubbish in 2025 that could have been diverted using these methods, in terms of percentages, weight per MGB, and tonnes per week. Table 4.4 shows the equivalent 2022 audit data from SYCL for comparison. Note that the original 2022 report expressed tonnage as mean weight per fortnight; for consistency with the present report, this has been recalculated to tonnes per week.

The overall reduction in potentially divertable material between 2022 and 2025 is a broadly positive finding. A decline in the proportion of recyclable and compostable materials in the rubbish bin suggests that more of these materials are being diverted through the kerbside recycling and FOGO services rather than being disposed of as residual waste. In 2025, approximately 35.5% of kerbside rubbish could potentially have been diverted through existing services, compared to 36.6% in 2022. Combined with the small reduction in overall weekly collection tonnage from 13.1 to 12.9 tonnes per week, this suggests a modest but encouraging trend toward improved diversion behaviour among Waimate District residents.

Table 4.3: Diversion potential of Waimate District kerbside rubbish - % of total 2025

Diversion potential of kerbside rubbish November 2025	% of total weight	Kg per MGB	Tonnes per week
<b>Recyclable materials</b>			
Paper - Recyclable	3.5%	0.36 kg	0.46 T/week
Plastic - # 1,2,5 bottles & containers	2.3%	0.24 kg	0.30 T/week
Steel cans	0.9%	0.10 kg	0.12 T/week
Aluminium cans	0.4%	0.04 kg	0.05 T/week
Glass bottles/jars	2.2%	0.22 kg	0.28 T/week
<b>Subtotal</b>	<b>9.4%</b>	<b>0.96 kg</b>	<b>1.21 T/week</b>
<b>FOGO materials</b>			
Food waste	24.2%	2.48 kg	3.13 T/week
Greenwaste	1.9%	0.19 kg	0.24 T/week
<b>Subtotal</b>	<b>26.1%</b>	<b>2.68 kg</b>	<b>3.37 T/week</b>
<b>TOTAL - POTENTIALLY DIVERTABLE</b>	<b>35.5%</b>	<b>3.63 kg</b>	<b>4.58 T/week</b>

Table 4.4: Diversion potential of Waimate District kerbside rubbish - % of total 2022 (data from SYCL)

Diversion potential of kerbside rubbish September 2022	% of total weight	Kg per MGB	Tonnes per week
<b>Recyclable materials</b>			
Paper - Recyclable	5.3%	0.58 kg	0.70 T/week
Plastic - # 1,2,5 bottles & containers	2.0%	0.22 kg	0.27 T/week
Steel cans	0.6%	0.06 kg	0.08 T/week
Aluminium cans	0.4%	0.04 kg	0.05 T/week
Glass bottles/jars	1.8%	0.19 kg	0.24 T/week
<b>Subtotal</b>	<b>10.0%</b>	<b>1.09 kg</b>	<b>1.32 T/week</b>
<b>FOGO materials</b>			
Food waste	21.6%	2.34 kg	2.85 T/week
Greenwaste	4.9%	0.53 kg	0.65 T/week
<b>Subtotal</b>	<b>26.5%</b>	<b>2.88 kg</b>	<b>3.50 T/week</b>
<b>TOTAL - POTENTIALLY DIVERTABLE</b>	<b>36.6%</b>	<b>3.96 kg</b>	<b>4.82 T/week</b>



WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

In 2025, approximately 9.4% of materials in kerbside rubbish could have been recycled through the existing kerbside recycling service, equating to 0.96 kg per MGB or 1.21 tonnes per week. This compares to 10.0% (1.09 kg per MGB, 1.32 tonnes per week) in 2022. Both the proportion and weight per MGB were broadly similar between the two years, with the small reduction in tonnage reflecting the overall decrease in weekly collection volumes.

Compostable materials, those accepted by the FOGO collection, comprised 26.1% of kerbside rubbish in 2025, compared to 26.5% in 2022, suggesting diversion rates have remained relatively stable. The quantity of greenwaste disposed of in the rubbish bin declined notably from 0.53 kg per MGB in 2022 to 0.19 kg in 2025 (a reduction of 64%). This reduction may partly reflect seasonal differences between the two audit periods, as the 2022 audit was conducted in September during peak spring gardening activity when greenwaste generation is typically higher. However, it may also indicate improved diversion of greenwaste through the FOGO collection, and the two explanations are not mutually exclusive. Food waste increased from 2.34 kg to 2.48 kg per MGB, suggesting there remains scope to improve food waste participation in the FOGO bins among residents.

Overall, 35.5% of kerbside rubbish in 2025 could potentially have been diverted from landfill through existing recycling and FOGO services, equating to 3.63 kg per MGB or 4.58 tonnes per week. This compares to 36.6% (3.96 kg per MGB, 4.82 tonnes per week) in 2022. The figures are broadly comparable between the two periods, with the small reduction in divertable tonnage largely attributable to the overall decrease in weekly collection volumes rather than a significant change in resident behaviour.

Other materials, such as clothing and other metals, are also recyclable but have not been included in these calculations.

**4.4 Comparison of diversion potential in South Canterbury**

Table 4.5 compares kerbside rubbish diversion potential of Waimate District kerbside rubbish MGBs with those of Timaru and Mackenzie Districts.

Table 4.5: Comparison of diversion potential to other South Canterbury areas

Comparison to other areas - Weight per MGB	Waimate District	Timaru District	Mackenzie District
Date of audit	November 2025	November 2025	Nov-Dec 2025
Kerbside services audited	Rates-funded - Fortnightly 240 or 140-litre MGB		
% of 240-l MGBs audited	4%	1%	0%
Kerbside recycling services available	Rates-funded Fortnightly - 240-litre mixed recycling bin + weekly glass 45-litre crate	Rates-funded Fortnightly - 240-litre mixed recycling bin + weekly glass 80-litre MGB	Rates-funded Fortnightly - 240-litre mixed recycling bin + weekly glass 45-litre crate
Kerbside organic collection available	Rates-funded Weekly 240-litre	Rates-funded Weekly 240-litre	Rates-funded Weekly 240-litre
Average MGB weight	10.25 kg	11.83 kg	10.41 kg



## WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

Comparison to other areas - Weight per MGB	Waimate District	Timaru District	Mackenzie District
<b>Recyclable materials</b>			
Recyclable paper	0.36 kg	0.46 kg	0.40 kg
Recyclable plastic	0.24 kg	0.23 kg	0.21 kg
Steel cans	0.10 kg	0.07 kg	0.07 kg
Aluminium cans	0.04 kg	0.02 kg	0.03 kg
Bottles/jars	0.22 kg	0.13 kg	0.21 kg
<b>Subtotal</b>	<b>0.96 kg</b>	<b>0.91 kg</b>	<b>0.92 kg</b>
<b>FOGO materials</b>			
Food waste	2.48 kg	2.53 kg	3.09 kg
Greenwaste	0.19 kg	0.36 kg	0.23 kg
<b>Subtotal</b>	<b>2.68 kg</b>	<b>2.89 kg</b>	<b>3.33 kg</b>
<b>Total kg divertable</b>	<b>3.63 kg</b>	<b>3.80 kg</b>	<b>4.25 kg</b>
% recyclable	9.4%	7.7%	8.8%
% compostable	26.1%	24.4%	32.0%
<b>Total % divertable-</b>	<b>35.5%</b>	<b>32.1%</b>	<b>40.8%</b>

The three South Canterbury districts showed broadly similar quantities of recyclable materials per MGB, ranging from 0.91 kg in Timaru to 0.96 kg in Waimate and 0.92 kg in Mackenzie, suggesting comparable levels of missed recycling across the region. The more notable variation between districts was in compostable materials, where Mackenzie District had substantially more food waste per MGB (3.09 kg) than either Timaru (2.53 kg) or Waimate (2.48 kg), resulting in a higher overall diversion potential of 40.8% compared to 35.5% for Waimate and 32.1% for Timaru.

Timaru District had the highest average MGB weight at 11.83 kg, compared to 10.41 kg for Mackenzie and 10.25 kg for Waimate. The higher food waste content in Mackenzie District may partly reflect the district's significant short-term rental accommodation sector, as holiday and visitor accommodation typically generates higher quantities of food waste per dwelling than permanent residential households. Combined with differences in household composition and the more rural character of the district, this may help explain the higher overall diversion potential in Mackenzie despite all three districts offering the same rates-funded fortnightly collection system and weekly FOGO service. Across all three districts, food waste represents the largest single divertable material, reinforcing that improved FOGO participation remains the greatest opportunity for kerbside rubbish diversion across the South Canterbury region.

#### 4.5 Per capita disposal of kerbside rubbish

The per capita disposal of kerbside rubbish for residents of Waimate District for 2025 is calculated in Table 4.6 as well as being compared to the 2022 figures. The annual tonnage for 1 January to 31 December 2025 was provided by EnviroNZ. Council estimates that 70% of Waimate's population has access to these rates-funded kerbside collections so the per capita disposal rate is also calculated on the basis that 70% of the population have access to the service. In 2022, it was 55.3% (SYCL, 2022).



## WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

Table 4.6: Per capita disposal of domestic kerbside rubbish

Estimated resident population, Waimate District (Stats NZ)	2022	2025
		8,290
Proportion of population receiving kerbside collection	55.3%	70%
Estimated population receiving kerbside collection	4,585	5,915
Average weekly tonnage of kerbside rubbish	13.1 tonnes/week	12.9 tonnes/week
Annual tonnage of kerbside rubbish	683 T/annum	671 T/annum
Per capita disposal (entire population)	82 kg/capita/annum	79 kg/capita/annum
<b>Per capita disposal (kerbside serviced residents only)</b>	<b>149 kg/capita/annum</b>	<b>113 kg/capita/annum</b>

The estimated resident population of Waimate District grew modestly from 8,290 in 2022 to 8,450 in 2025 (an increase of 1.9%), while the annual tonnage of kerbside rubbish collected decreased slightly from 683 to 671 tonnes over the same period (a reduction of 1.8%). The proportion of the population receiving the kerbside collection service increased notably from 55.3% to 70% over the same period, reflecting an expansion of the collection area. This has an important effect on the per capita figures: when calculated on the basis of the entire district population, per capita disposal decreased from 82 kg to 79 kg per capita per annum. However, when calculated on the basis of serviced residents only, the per capita figure decreased more substantially, from 149 kg to 113 kg per capita per annum, a reduction of 24.2%. This latter figure is the more meaningful measure of disposal behaviour among households actually using the service, and the reduction suggests a genuine improvement in waste minimisation performance among Waimate District residents over the period.

The 113 kg/capita/annum is compared to the disposal rates from other areas previously surveyed by Whirika and Waste Not Consulting in Table 4.7. Note that the comparison includes districts from across New Zealand audited at different points in time, and where the total resident population was used (as opposed to adjusting for the percentage serviced) and should be treated as indicative rather than a precise like-for-like comparison.

Table 4.7: Comparison of per capita disposal of kerbside rubbish across selected New Zealand districts

Kerbside rubbish - Per capita disposal rate compared to other areas	Kg per capita per annum	Kerbside rubbish collection services
Waimate District 2025 (entire population)	79	Rates-funded fortnightly 240/140-litre MGBs (with weekly FOGO collection)
Waimate District 2025 (kerbside serviced residents only)	113	Rates-funded fortnightly 240/140-litre MGBs (with weekly FOGO collection)
Mackenzie District 2025	126	Rates-funded fortnightly 140-litre MGBs (with weekly FOGO collection)
Timaru District 2025	132	Rates-funded fortnightly 240/140-litre MGBs (with weekly FOGO collection)
Bay of Plenty Region 2020	160	Various
Matamata-Piako District 2020	183	User-pays rubbish bags + private MGBs
Hastings District/Napier City 2022	197	Rates-funded 120-litre MGBs + private MGBs
Clutha District 2022	209	Fortnightly rates-funded 240-litre MGBs
Palmerston North 2022	215	User-pays rubbish bags + private MGBs



## WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

The per capita disposal rate for Waimate District in 2025 was 79 kg per capita per annum when calculated on the basis of the entire district population, the lowest of the three South Canterbury districts audited in 2025. However, this figure reflects the fact that 70% of Waimate's population receives the kerbside collection service, and when calculated on the basis of serviced residents only, the figure rises to 113 kg per capita per annum, which is a more meaningful measure of disposal behaviour among households actually using the service. Timaru District recorded 132 kg and Mackenzie District 126 kg, both calculated on a whole-population basis where the vast majority of residents are serviced. Mackenzie's figure may be somewhat overstated given the district's significant short-term visitor accommodation sector, where waste is generated by visitors but attributed to the permanent resident population used as the denominator.

It should be noted that the per capita figures for most other areas in Table 4.7 have been calculated using the entire resident population and, where available, include tonnages from private waste collections as well as council-funded services. The Waimate District figure based on serviced residents only (113 kg) is therefore not directly comparable to the other areas shown, and the whole-of-population figure (79 kg) provides a more consistent basis for comparison with those areas. With this in mind, all three South Canterbury districts performed well against comparable areas nationally, which is consistent with their shared rates-funded fortnightly collection system and weekly FOGO service, factors that are generally associated with lower per capita disposal rates. These comparisons should nonetheless be treated with some caution given the methodological differences between surveys.

WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

5 Photos from audit



Figure 5.1: Audit set up at Waimate Resource Recovery Park

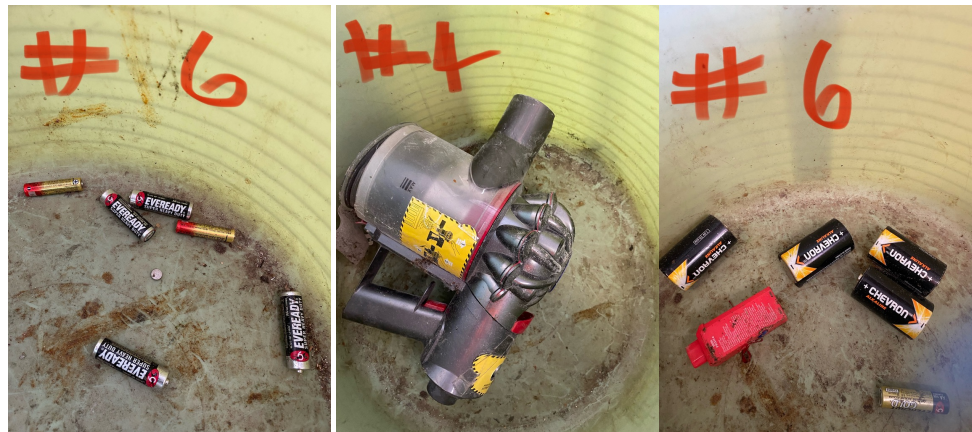


Figure 5.2: Examples of batteries collected and separately weighed and counted (sample # are from different days)

## WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

## Appendix 1 - Sorting classifications for South Canterbury SWAP

Primary category	Secondary category	Description
Paper	Paper recyclable	Brochures, office paper, books, printer paper, other paper packaging, paperboard, cardboard incl. pizza boxes (with food scraps removed). Items must be larger than 100 x 140mm
	Paper non-recyclable	Coffee cups, photographic paper, laminated paper, plastic coated paper and card, liquid paperboard packaging incl. Tetra Pak, smaller than 100 x 140mm, shredded paper, food contaminated paper
Plastic	#1, 2, & 5 containers	Household plastic bottles, trays, and containers numbered 1, 2 & 5, less than 4 litres and more than 50mm at widest point
	#3, 4, 6, & 7 containers	Bottles & containers with #3, 4, 6 & 7
	Plastic bags & film	Plastic shopping bags, bread bags, non-rigid plastic packaging and film
	Plastic other	All other non-recyclable items made primarily of plastic, including loose lids and caps, 1, 2, & 5 containers more than 4 litres or less than 50mm at widest point, all plant pots, paint cans, and hazardous substance containers
Organics	Kitchen waste	All kitchen waste
	Garden waste	All garden waste (lawn clippings, plants, tree branches, etc.)
	Organic other	Includes cat tray litter, hair, vacuum cleaner bags
Steel	Steel cans	All steel cans less than 4 litres and more than 50mm at widest point, excluding aerosols and hazardous substance containers
	Steel other	All non-packaging items made primarily of ferrous metal, as well as cans over 4-litre or under 50mm, aerosol cans, paint cans, and loose lids and caps
Nonferrous metal	Aluminium cans	All aluminium cans less than 4 litres and more than 50mm at widest point, excluding aerosols
	Non-ferrous other	Other items made primarily of non-ferrous metal, incl. aerosol cans, aluminium frying pans, pots, electrical wire
Glass	Glass bottles/jars	All bottles and jars, with the contents removed, less than 4 litres and more than 50mm at widest point
	Glass other	All other items made primarily of glass, includes light bulbs, drinking glasses, window glass, cosmetic glass, broken glass, and glass with other materials attached
Textiles	Clothing & rags	All items primarily made of a fabric, such as clothes, curtains
	Textile other	Includes shoes, backpacks, handbags, rugs
Sanitary	-	Includes disposable nappies, paper towels, tissues
Rubble	-	All concrete, ceramics, fibreglass, rubble, fireplace ash, soil
Timber	-	All items made primarily of timber
Rubber	-	All items made primarily of rubber (e.g. kitchen gloves)
Potentially hazardous	Household hazardous	Containers of medicines and cosmetics, cleaning agents, and smoke detectors
	Batteries	Batteries
	Hazardous other	Potentially hazardous items not associated with domestic activity, such as used oil and garden chemicals

WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

Appendix 2 - Council graphic showing what goes in each bin



## What goes in your bin

<span style="color: #0070C0;">●</span> Glass Crate	<span style="color: #FFD700;">●</span> Recycling Bin	<span style="color: #008000;">●</span> Organics Bin	<span style="color: #FF0000;">●</span> Rubbish Bin	<span style="color: #000000;">●</span> Resource Recovery Park
-------------------------------------------------------	---------------------------------------------------------	--------------------------------------------------------	-------------------------------------------------------	---------------------------------------------------------------------

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<ul style="list-style-type: none"> <li><span style="color: #FF0000;">●</span> Aerosol cans</li> <li><span style="color: #FF0000;">●</span> Aluminium trays and foil</li> <li><span style="color: #FF0000;">●</span> Animal - poo and fur</li> <li><span style="color: #FF0000;">●</span> Ashes (cooled for 7 days)</li> <li><span style="color: #000000;">●</span> Batteries – all</li> <li><span style="color: #FFD700;">●</span> Books</li> <li><span style="color: #008000;">●</span> Bread, pastries and flour</li> <li><span style="color: #FF0000;">●</span> Bubble wrap</li> <li><span style="color: #FFD700;">●</span> Cans (clean)</li> <li><span style="color: #000000;">●</span> Car parts and scrap metal</li> <li><span style="color: #000000;">●</span> Car seats</li> <li><span style="color: #FFD700;">●</span> Cardboard boxes (clean and flattened)</li> <li><span style="color: #FF0000;">●</span> Cartons – milk and juice</li> <li><span style="color: #FF0000;">●</span> Cat litter</li> <li><span style="color: #FF0000;">●</span> CDs or DVDs</li> <li><span style="color: #000000;">●</span> Cellphones and smartphones</li> <li><span style="color: #FFD700;">●</span> Cereal boxes (clean and flattened)</li> <li><span style="color: #FF0000;">●</span> Cereal liners</li> <li><span style="color: #008000;">●</span> Cheese and butter</li> </ul>	<ul style="list-style-type: none"> <li><span style="color: #000000;">●</span> Clothing, shoes and textiles. Drop off to a clothing bin or charity if it's reusable</li> <li><span style="color: #008000;">●</span> Coffee grinds</li> <li><span style="color: #FF0000;">●</span> Coffee pods and sachets</li> <li><span style="color: #000000;">●</span> Computers and electronic devices</li> <li><span style="color: #FF0000;">●</span> Crockery, ceramics, porcelain (broken)</li> <li><span style="color: #FF0000;">●</span> Disposable nappies</li> <li><span style="color: #FF0000;">●</span> Drinking glasses (broken)</li> <li><span style="color: #FFD700;">●</span> Egg cartons and trays (clean, dry)</li> <li><span style="color: #000000;">●</span> Electrical appliances</li> <li><span style="color: #FF0000;">●</span> Fast food packaging/containers</li> <li><span style="color: #FF0000;">●</span> Fish and chip paper, paper towels and serviettes</li> <li><span style="color: #008000;">●</span> Food scraps, fruit and vegetables (including pips)</li> <li><span style="color: #FFD700;">●</span> Food tins (rinsed)</li> <li><span style="color: #000000;">●</span> Furniture</li> <li><span style="color: #FF0000;">●</span> Garden – bamboo, cabbage tree leaves, rhubarb leaves, flax and palm leaves</li> </ul>
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26
KERBSIDE RUBBISH & RECYCLING SERVICE GUIDE



WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025



- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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| <ul style="list-style-type: none"> <li><span style="color: green;">●</span> Garden waste, most cut flowers, pruned branches, leaves and grass clippings (unsprayed)</li> <li><span style="color: red;">●</span> Garden pots</li> <li><span style="color: blue;">●</span> Glass bottles (rinsed, no lids)</li> <li><span style="color: red;">●</span> Glass cookware/ovenware (broken)</li> <li><span style="color: blue;">●</span> Glass jars (rinsed, no lids)</li> <li><span style="color: red;">●</span> Hair</li> <li><span style="color: red;">●</span> Hoses and plastic tubing</li> <li><span style="color: yellow;">●</span> Junk mail</li> <li><span style="color: green;">●</span> Leftover meat, fish and bones</li> <li><span style="color: red;">●</span> Lids – plastic and metal bottle/ container lids</li> <li><span style="color: black;">●</span> Light bulbs – fluorescent</li> <li><span style="color: red;">●</span> Light bulbs – tungsten and LED</li> <li><span style="color: red;">●</span> Magazines – glossy</li> <li><span style="color: red;">●</span> Meat trays – polystyrene</li> <li><span style="color: yellow;">●</span> Meat trays with a number 1 plastic triangle (rinsed)</li> <li><span style="color: yellow;">●</span> Milk bottles with a number 2 plastic triangle (no lids)</li> <li><span style="color: red;">●</span> Mirrors (if broken)</li> <li><span style="color: yellow;">●</span> Newspaper and office paper</li> <li><span style="color: red;">●</span> Oil containers (empty)</li> <li><span style="color: black;">●</span> Oils, e.g. mineral, used engine, gearbox and transmission oil</li> <li><span style="color: black;">●</span> Paint and chemicals</li> <li><span style="color: red;">●</span> Paper - shredded and glossy</li> </ul> | <ul style="list-style-type: none"> <li><span style="color: red;">●</span> Plastic bags, e.g. vegetable bags, bread bags, food bags</li> <li><span style="color: red;">●</span> Plastic - biodegradable</li> <li><span style="color: red;">●</span> Plastic bottles/containers – grades 3, 4, 6, 7 or no grade</li> <li><span style="color: yellow;">●</span> Plastic bottles numbered 1, 2 or 5 (clean, no lids)</li> <li><span style="color: yellow;">●</span> Plastic containers numbered 1, 2 or 5 (clean, no lids)</li> <li><span style="color: red;">●</span> Plastic film or wrap – soft plastic</li> <li><span style="color: red;">●</span> Plastic ties and strapping</li> <li><span style="color: black;">●</span> Polystyrene, including packaging polystyrene</li> <li><span style="color: red;">●</span> Sanitary items</li> <li><span style="color: red;">●</span> Shells and shellfish</li> <li><span style="color: red;">●</span> Smoke alarms (with batteries removed)</li> <li><span style="color: red;">●</span> String, twine, rope</li> <li><span style="color: red;">●</span> Takeaway cups</li> <li><span style="color: red;">●</span> Tea bags</li> <li><span style="color: red;">●</span> Tissues</li> <li><span style="color: red;">●</span> Toys</li> <li><span style="color: red;">●</span> Window glass (broken)</li> <li><span style="color: red;">●</span> Wood – treated, stained, oiled or painted</li> </ul> |
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## WAIMATE DISTRICT KERBSIDE RUBBISH AUDIT 2025

### Appendix 3 - 2022 Secondary composition of Waimate District kerbside rubbish

Waimate District kerbside rubbish - December 2022		% of total weight	Kg per MGB	Tonnes/week
Paper	Recyclable	5.30%	0.58 kg	0.7 T/week
	Non-recyclable	2.20%	0.24 kg	0.3 T/week
	<b>Subtotal</b>	<b>7.60%</b>	<b>0.82 kg</b>	<b>1.0 T/week</b>
Plastics	# 1,2,5 bottles & containers	2.00%	0.22 kg	0.3 T/week
	Plastic bags/film	7.60%	0.82 kg	1.0 T/week
	Other non-recyclable	5.40%	0.58 kg	0.7 T/week
	<b>Subtotal</b>	<b>15.00%</b>	<b>1.62 kg</b>	<b>2.0 T/week</b>
Organics	Food waste	21.60%	2.34 kg	2.9 T/week
	Greenwaste	4.90%	0.53 kg	0.7 T/week
	Other organic	13.50%	1.46 kg	1.8 T/week
	<b>Subtotal</b>	<b>40.10%</b>	<b>4.34 kg</b>	<b>5.3 T/week</b>
Ferrous metals	Steel cans	0.60%	0.06 kg	0.1 T/week
	Other ferrous	2.40%	0.26 kg	0.3 T/week
	<b>Subtotal</b>	<b>2.90%</b>	<b>0.32 kg</b>	<b>0.4 T/week</b>
Non ferrous metals	Aluminium cans	0.40%	0.04 kg	0.1 T/week
	Other non-ferrous	2.00%	0.21 kg	0.3 T/week
	<b>Subtotal</b>	<b>2.30%</b>	<b>0.25 kg</b>	<b>0.3 T/week</b>
Glass	Glass bottles/jars	1.80%	0.19 kg	0.2 T/week
	Other glass	1.80%	0.19 kg	0.2 T/week
	<b>Subtotal</b>	<b>3.50%</b>	<b>0.38 kg</b>	<b>0.5 T/week</b>
Textiles	Clothing & textile	3.50%	0.38 kg	0.5 T/week
	Multimaterial/other	5.40%	0.59 kg	0.7 T/week
	<b>Subtotal</b>	<b>8.90%</b>	<b>0.97 kg</b>	<b>1.2 T/week</b>
<b>Sanitary</b>		<b>10.20%</b>	<b>1.10 kg</b>	<b>1.4 T/week</b>
<b>Rubble</b>		<b>3.30%</b>	<b>0.35 kg</b>	<b>0.4 T/week</b>
<b>Timber</b>		<b>3.60%</b>	<b>0.39 kg</b>	<b>0.5 T/week</b>
<b>Rubber</b>		<b>0.80%</b>	<b>0.09 kg</b>	<b>0.1 T/week</b>
Potentially	Household	1.40%	0.15 kg	0.2 T/week
	Other	0.50%	0.05 kg	0.1 T/week
	<b>Subtotal</b>	<b>1.80%</b>	<b>0.20 kg</b>	<b>0.3 T/week</b>
<b>TOTAL</b>		<b>100.0%</b>	<b>10.84 kg</b>	<b>13.1 T/week</b>

**16.6 WASTE MANAGEMENT REPORT**

**Author:** Stacey White, Waste Management Officer

**Authoriser:** Dan Mitchell, Asset Group Manager

**Attachments:** 1. EnviroNZ Limited Monthly Report February 2026  

**PURPOSE**

- The Waste Management Report is submitted for the information of Council.

**WASTE MINIMISATION AND MANAGEMENT SERVICES CONTRACT OVERVIEW**

- The Waimate District Council's Waste Management Contractor, EnviroNZ Limited, provides the Waimate District Council a monthly report with an overview of how the Waste Minimisation and Management Services Contract has been running. The EnviroNZ Limited Monthly Report February 2026 is attached to this report, with the following highlighted for Council's information:
  - In February 2026, the kerbside collections and Waimate Resource Recovery Park ran smoothly without any issues.
  - Organics collection volumes have continued to increase in line with seasonal trends. The steady increase has resulted in EnviroNZ having to utilise two collection vehicles to complete the routes.
  - The bins at our Rural Recycling Stations have become a dumping ground for members of the public with consistently high levels of contamination.
- The following tonnages and statistics from the attached EnviroNZ Limited Monthly Report represent the total material collected and kerbside collection statistics in February 2026:

<b>Waimate District Council Waste Disposal Tonnages February 2026</b>				
	<b>Kerbside Collection</b>	<b>Waimate Resource Recovery Park</b>	<b>Rural Recycling Stations</b>	<b>Total</b>
<b>Rubbish</b>	57.46	21.12	0.48	<b>79.06</b>
<b>Recycling</b>	17.56	1.32	3.89	<b>22.77</b>
<b>Organics</b>	149.21	19.00	-	<b>168.21</b>
<b>Glass</b>	10.64	-	7.19	<b>17.83</b>
<b>Total</b>	<b>234.87</b>	<b>41.44</b>	<b>11.56</b>	<b>287.87</b>

<b>Waimate District Council Kerbside Collection Statistics February 2026</b>				
	<b>Rubbish</b>	<b>Recycling</b>	<b>Glass</b>	<b>Organics</b>
<b>Bins Collected</b>	4,992	3,490	2,063	6,002
<b>Collection Days</b>	10	9	14	16
<b>Households</b>	2,930	2,906	2,902	2,870
<b>Tonnes</b>	57.50	17.60	10.60	149.20
<b>Average Weight</b>	0.012	0.005	0.005	0.025
<b>Presentation Ratio</b>	68%	53%	20%	52%

**HIGHLIGHTS**

4. The Waimate District Council's Waimate Resource Recovery Park is now a registered Tyrewise Public Collection Site. Tyrewise is New Zealand's first regulated product stewardship scheme, which tracks tyres via a network of registered participants, throughout their life cycle, to ensure tyres are recycled and repurposed into other useful products. This product stewardship scheme is covered by the Waste Minimisation (Tyres) Regulations 2023. Under the Tyrewise scheme, up to five clean and rimless pneumatic (air-filled) and solid tyres for use on motorised vehicles can be disposed of at a time at the Waimate Resource Recovery Park for free. At the time of writing this report, communications are being prepared to inform the public of this.

**EMERGING ISSUES**

5. Fly tipping/illegal dumping at our Rural Recycling Stations is a significant issue as well as consistently high levels of contamination in the bins.

**AREAS OF FOCUS**

6. A major communications project called 'Wheelie Good Tips' is being developed. The project is intended to be a living breathing arsenal of educational tips that can be added to as/when needed for targeted campaigns. Once the series has been developed, the tips will be posted on Council's social media at regular intervals.
7. CCTV options are being investigated for our remote Rural Recycling Stations in an effort to reduce fly tipping/illegal dumping/misuse of these sites. The Glenavy and Holme Station Rural Recycling Stations are our two most problematic sites, so CCTV is being investigated for these sites as a trial in the first instance and, providing the CCTV trial goes ahead and is successful, other contaminated sites will be assessed on a case-by-case basis as/when issues arise.

**RECOMMENDATION**

That the Waste Management Report is accepted.


01 February 2026

# WDC and ESL

Monthly Report

—

**ENVIRO NZ**

 **Waimate**  
District Council

**WDC AND ESL MONTHLY REPORT**

## CONTRACT OVERVIEW

## WDC Contract overview February 2026

- February ran smoothly without issue.
- Organic volumes have increased inline with seasonal trends. The steady increase has resulted in EnviroNZ continuing to utilise two collection vehicles to complete the routes.
- Bins at rural collection sites still have ongoing contamination issues. General waste is being disposed of in and outside the bins.



# Health and Safety



**WDC AND ESL MONTHLY REPORT**

HEALTH AND SAFETY

# Health & Safety

## Injuries February 2026

Department	LTI	MTI	FAI	Total
Waimate Greenwaste	0	0	0	0
Waimate RTS	0	0	0	0
Waimate Collections	0	0	0	0
Waimate Other	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Incidents February 2026

Department	H & S	Near Miss	Plant	Vehicle	Enviro	Grand Total
Waimate Greenwaste	0	0	0	0	0	0
Waimate RTS	0	0	0	0	0	0
Waimate Collections	0	0	0	0	0	0
Waimate Other	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Number	Department	Event	Date
#N/A			

## Injuries July 2025 – June 2026

Department	LTI	MTI	FAI	Total
Waimate Greenwaste	0	0	0	0
Waimate RTS	0	0	0	0
Waimate Collections	0	0	2	2
Waimate Other	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>

## Incidents July 2025 – June 2026

Department	H & S	Near Miss	Plant	Vehicle	Enviro	Grand Total
Waimate Greenwaste	0	0	0	1	0	1
Waimate RTS	0	0	1	0	0	1
Waimate Collections	0	0	1	2	0	3
Waimate Other	0	0	0	1	0	1
<b>Total</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>6</b>

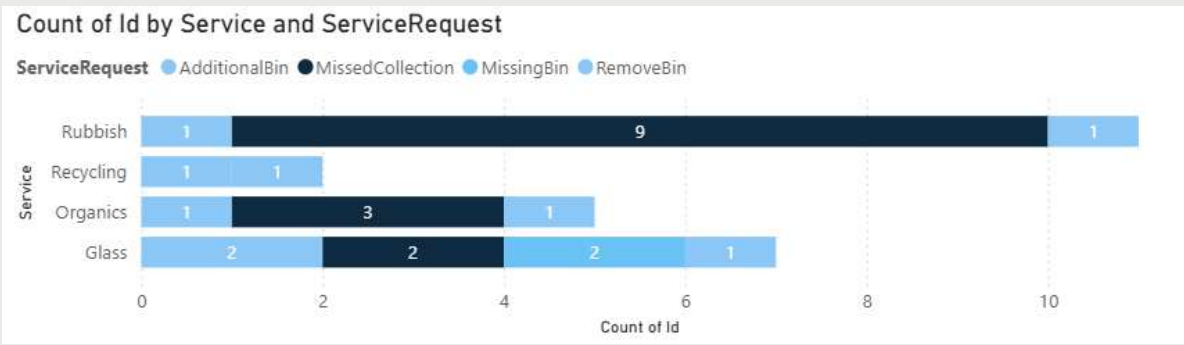
# Monthly reports



**WDC AND ESL MONTHLY REPORT**

WDC SERVICE REQUESTS

# WDC service requests



**WDC AND ESL MONTHLY REPORT**

WDC KERBSIDE COLLECTION

# WDC kerbside collection

<b>KERBSIDE TO REDRUTH</b>														
<b>MATERIAL (Tonnes)</b>	<b>Mar-25</b>	<b>Apr-25</b>	<b>May-25</b>	<b>Jun-25</b>	<b>Jul-25</b>	<b>Aug-25</b>	<b>Sep-25</b>	<b>Oct-25</b>	<b>Nov-25</b>	<b>Dec-25</b>	<b>Jan-26</b>	<b>Feb-26</b>	<b>Grand Total</b>	<b>Percentage</b>
Rubbish	50.71	44.87	46.97	50.72	70.14	56.16	55.39	61.34	54.03	72.62	68.82	57.46	689.23	31.32%
Recycling	17.65	19.63	18.38	15.12	15.56	14.90	18.56	21.80	16.66	18.67	16.96	17.56	211.45	9.61%
Glass	11.32	11.16	9.72	8.01	11.54	8.35	10.24	11.44	10.90	15.82	12.97	10.40	131.87	5.99%
Organics	122.81	92.38	73.06	56.58	67.95	67.54	72.64	116.16	142.35	124.80	111.93	119.69	1,167.89	53.08%
<b>Grand Total</b>	<b>202.49</b>	<b>168.04</b>	<b>148.13</b>	<b>130.43</b>	<b>165.19</b>	<b>146.95</b>	<b>156.83</b>	<b>210.74</b>	<b>223.94</b>	<b>231.91</b>	<b>210.68</b>	<b>205.11</b>	<b>2,200.44</b>	<b>100.00%</b>

<b>KERBSIDE TO WAIMATE RESOURCE RECOVERY PARK</b>														
<b>MATERIAL (Tonnes)</b>	<b>Mar-25</b>	<b>Apr-25</b>	<b>May-25</b>	<b>Jun-25</b>	<b>Jul-25</b>	<b>Aug-25</b>	<b>Sep-25</b>	<b>Oct-25</b>	<b>Nov-25</b>	<b>Dec-25</b>	<b>Jan-26</b>	<b>Feb-26</b>	<b>Grand Total</b>	
Rubbish	0.00	3.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.20	
Recycling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Glass	0.82	1.88	1.50	1.72	0.32	0.92	1.02	1.80	0.00	0.00	0.26	0.24	10.48	
Organics	12.56	44.84	38.32	15.08	12.04	14.74	19.32	34.34	7.26	24.34	35.82	29.52	288.18	
<b>Grand Total</b>	<b>13.38</b>	<b>49.92</b>	<b>39.82</b>	<b>16.80</b>	<b>12.36</b>	<b>15.66</b>	<b>20.34</b>	<b>36.14</b>	<b>7.26</b>	<b>24.34</b>	<b>36.08</b>	<b>29.76</b>	<b>301.86</b>	

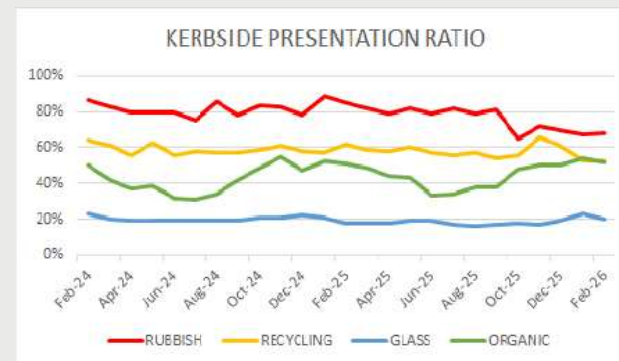
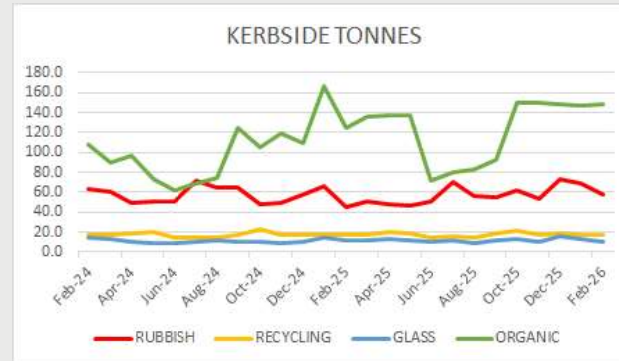
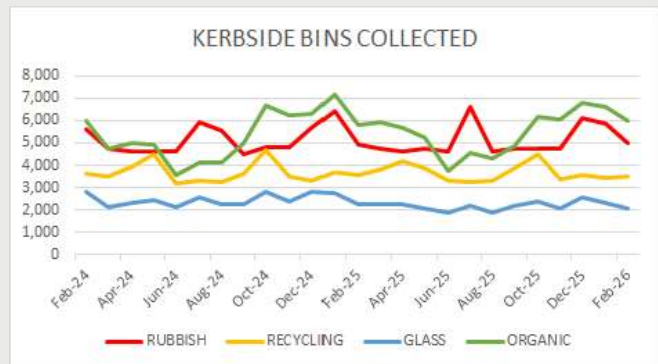


**WDC AND ESL MONTHLY REPORT**

WDC KERBSIDE COLLECTION

# WDC kerbside collection

KERBSIDE COLLECTIONS	RUBBISH	RECYCLING	GLASS	ORGANICS
Bins Collected	4,992	3,490	2,063	6,002
Collection Days	10	9	14	16
Households	2,930	2,906	2,902	2,870
Tonnes	57.5	17.6	10.6	149.2
Average Weight	0.012	0.005	0.005	0.025
Presentation Ratio	68%	53%	20%	52%



**WDC AND ESL MONTHLY REPORT**

WDC RURAL DROP OFF STATIONS

# WDC rural drop off stations

## Rural Recycling Drop-off station reporting check

- No replacements required
- No additional bins
- No transfers

### Comingle

Customer Name	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
Glenavy	640	510	630	835	1030	600	545	440	470	660	570	480
Holme Station Corner	625	510	655	660	920	740	680	575	630	1025	570	895
Hunter Domain	235	250	270	195	260	140	200	210	255	320	350	495
Makikihi Pub	360	340	330	245	415	345	275	510	330	440	235	400
Morven Domain	200	370	265	170	220	145	120	210	190	340	225	380
St Andrews Village Green	330	420	245	210	405	115	370	420	330	470	335	315
Waihoa Forks Hotel	580	380	455	450	580	450	570	430	620	895	530	480
Willowbridge Hall	120	310	180	85	200	85	120	135	95	270	235	445
<b>Total</b>	<b>3090</b>	<b>3090</b>	<b>3030</b>	<b>2850</b>	<b>4030</b>	<b>2620</b>	<b>2880</b>	<b>2930</b>	<b>2920</b>	<b>4420</b>	<b>3050</b>	<b>3890</b>
Waimate Transfer Station	620	1080	600	520	660	900	560	360	880	990	560	380
<b>Total</b>	<b>3710</b>	<b>4170</b>	<b>3630</b>	<b>3370</b>	<b>4690</b>	<b>3520</b>	<b>3440</b>	<b>3290</b>	<b>3800</b>	<b>5410</b>	<b>3610</b>	<b>4270</b>

### Glass

Material	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
GLASS	7210	9880	7730	5020	8090	7160	9800	5390	6270	6470	3420	7190

### Rubbish

Material	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
RUBBISH	650	600	610	470	350	420	660	690	360	2740	290	480

### Recycling collected in MGB bins from Wrights Crossing

Material	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
RECYCLING		0	420	300	560	390	150	0	0	0	0	280



**WDC AND ESL MONTHLY REPORT**

WDC PRODCUT INTO REDRUTH

# WDC product into Redruth

GLASS	2025										2026	
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb
WDC Kerbside Collection	11320	11160	9720	8010	11540	8350	10240	11440	10900	15820	12970	10400
WDC Lakes Collection	2610	2890	0	0	0	0	1240	1290	3420	4260	6320	1470
WDC Satellite Sites	7210	9880	7730	5020	8090	7160	9800	5390	6270	6470	3420	7190
WDC Transfer Station	2660	0	3080	0	3060	0	1740	0	0	0	0	0
<b>GLASS Total</b>	<b>23,800</b>	<b>23,930</b>	<b>20,530</b>	<b>13,030</b>	<b>22,690</b>	<b>15,510</b>	<b>23,020</b>	<b>18,120</b>	<b>20,590</b>	<b>26,550</b>	<b>22,710</b>	<b>19,060</b>
<b>ORGANIC</b>												
WDC Kerbside Collection	122810	92380	73060	56580	67950	67540	72640	116160	142350	124800	111930	119690
WDC Transfer Station	35160	53760	70820	31960	15560	24630	17900	0	29720	41620	49870	48520
<b>ORGANIC Total</b>	<b>157,970</b>	<b>146,140</b>	<b>143,880</b>	<b>88,540</b>	<b>83,510</b>	<b>92,170</b>	<b>90,540</b>	<b>116,160</b>	<b>172,070</b>	<b>166,420</b>	<b>161,800</b>	<b>168,210</b>
<b>RECYCLING</b>												
WDC Kerbside Collection	17,650	19,630	18,380	15,120	15,560	14,900	18,560	21,800	16,660	18,670	16,960	17,560
WDC Lakes Collection	700	620	0	0	0	0	180	280	740	1,330	1,630	610
WDC Satellite Sites	3,090	3,090	3,030	2,850	4,030	2,620	2,880	2,930	2,920	4,420	3,050	3,890
WDC Transfer Station	2,260	1,820	2,060	1,760	2,160	2,840	1,940	2,160	2,260	3,160	2,940	1,320
<b>RECYCLING Total</b>	<b>23,700</b>	<b>25,160</b>	<b>23,470</b>	<b>19,730</b>	<b>21,750</b>	<b>20,360</b>	<b>23,560</b>	<b>27,170</b>	<b>22,580</b>	<b>27,580</b>	<b>24,580</b>	<b>23,380</b>
<b>RUBBISH</b>												
WDC Kerbside Collection	50,710	44,870	46,970	50,720	70,140	56,160	55,390	61,340	54,030	72,620	68,820	57,460
WDC Lakes Collection	3,250	3,430	340	0	0	0	1,410	2,070	1,800	6,360	14,840	10,760
WDC Satellite Sites	650	600	610	470	350	420	660	690	360	2,740	290	480
WDC Transfer Station	39,850	43,030	38,490	22,540	29,230	38,220	19,590	26,810	24,980	34,070	28,700	21,120
<b>RUBBISH Total</b>	<b>94,460</b>	<b>91,930</b>	<b>86,410</b>	<b>73,730</b>	<b>99,720</b>	<b>94,800</b>	<b>77,050</b>	<b>90,910</b>	<b>81,170</b>	<b>115,790</b>	<b>112,650</b>	<b>89,820</b>
<b>CONTAMINATED RECYCLING</b>												
<b>CONTAMINATED RECYCLING Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>	<b>299,930</b>	<b>287,160</b>	<b>274,290</b>	<b>195,030</b>	<b>227,670</b>	<b>222,840</b>	<b>214,170</b>	<b>252,360</b>	<b>296,410</b>	<b>336,340</b>	<b>321,740</b>	<b>300,470</b>



**WDC AND ESL MONTHLY REPORT**

WDC TRANSPORTATION FROM RRP

## WDC transportation from RRP to Redruth less kerbside into Waimate (as per claim)

HAULAGE	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	TOTAL 12 MONTHS
RUBBISH	34,180	29,590	26,300	25,680	28,440	28,850	14,520	0	23,120	31,240	27,140	20,160	289,220
RECYCLING	2,260	1,820	2,060	1,760	2,160	2,840	1,940	2,160	2,260	3,160	2,940	1,320	26,680
GLASS	1,840	-1,880	1,580	-1,720	2,440	-920	720	-1,800	0	0	-260	-240	-240
ORGANIC	22,600	8,920	32,500	16,880	19,380	9,890	-1,420	-34,540	22,460	17,280	14,050	19,000	147,000



**WDC AND ESL MONTHLY REPORT**

WDC LAKES COLLECTION

# WDC Lakes collection

Material	2025											2026		Grand Total
	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb		
GLASS	2610	2890	0	0	0	0	1240	1290	3420	4260	6320	1470	23500	
RUBBISH	3250	3430	340	0	0	0	1410	2070	1800	6360	14840	10760	44260	
GLASS CONTAMINATION	0	0	0	0	0	0	0	0	0	0	0	0	0	
RECYCLING	700	620	0	0	0	0	180	280	740	1330	1630	610	6090	
	6560	6940	340	0	0	0	2830	3640	5960	11950	22790	12840	73850	



**WDC AND ESL MONTHLY REPORT**

WDC BIN AUDIT

## WDC bin audit

- No bin audit in Waimate in February 2026



# Monthly key performance indicators



Element	#	Key Performance Indicator	Calculation	Achieved	Demerit Points (per substantiated breach)	Number of Demerit Points	Feb-25				
		Description	Minimum Standard	Target	Determined By	Data Source	Actual Number of Occurrence	%			
Health and Safety	1	Compliance with Safety Plan	The Contractor and all its representatives are not found to be in material breach of the Safety Plan. All customers entering non-public areas must be permitted.	100% compliance	The Engineer	Contractor records, WorkSafe NZ records, Principal's audit		100	15	0	0
		Proactive Safety Audits	The Contractor proactively manages health and safety risks by meeting an agreed auditing and observator schedule					100			
	2	Contractors Health and Safety record on this contract	No injury or fatal accidents	100% compliance	The Engineer	Contractor records	0	100	0: fatal or serious accident	0	0
0	100	2: lost time injury									
0	100	4: recorded incident no lost time									
0	100	6: serious near miss incident									
0	100	8: minor near miss incident									
0	100	10: no injury									
Customer focus	3	Contractor conduct	Contractor staff are kind, courteous and polite at all times.	100% compliance	The Engineer	Complaint records		100	5	0	0
	4	Customer service requests	Customer service requests responded to and completed within required response times.	99.5% compliance	The Engineer	Principal's records		100	5	0	0
	5	Data management	Data must be completely accurate in accordance with the Principal's requirements. Demerit points applied by each discovered instance of inaccurate data in the database.	100% compliance	The Engineer	Database inaccuracies tested with weekly reports comparing data to customer service requests			5	0	0
Reporting	6	Maintain all records and reports	Contractor records, prepares and submits all reports on time in accordance with response times and reporting requirements.	100% compliance	The Engineer	Contractor records, Principal's audit and records		100	10	0	0
Quality of service delivery	7	Services undertaken in an effective and efficient manner	The Contractor is not in material breach of the Facilities Management Plan or Quality Plan.	100% compliance	The Engineer	Contractor records, Principal's audit		100	15	0	0
Kerbside Collections	8	Collection service completion	All Receptacles are collected (no missed collections).	No more than 20 missed receptacles per week (less than 80 per month)	The Engineer	Contractor records, Principal's records	6	100	10	0	0
Kerbside Collections	9	Contamination Management	Contamination levels must be no greater than the following % by weight in any one calendar month: - Comingled Recycling 10% - Glass 1% - Organics Material 1%	100% compliance	The Engineer	Contractor records, Principal's audit			10	0	0
							10%	100			
							1%	100			
							1%	100			
Kerbside Collections	10	Bin audits	Scheduled number of bin audits has been completed within the month	95% Compliance	The Engineer	Contractor records, Principal's audit			5	0	0
All Facilities	11	Opening times	Compliance with Facility Opening Hours	99.5% Compliance	The Engineer	Contractor records, Principal's audit		100	10	0	0
Landfill	12	Compliance with regulatory requirements	Zero abatement or infringement notices	100% compliance	The Engineer	Contractor records, Principal's audit		100	10	0	0
MRF	13	Ratio by weight of Residual Material (landfilled) compared with the weight of Recyclables received at the MRF	No greater than 10% by weight in any one calendar month	Maximum Allowable	The Engineer	Weightbridge data Contractor records, Principal's audit		100	10	0	0
Organics	14	Compliance	Adherence to composting standard NZ4454 at all times.	100%	The Engineer	Independent compliance testing			10	0	0
Grounds maintenance	15	Quality Standards	All services are completed within the specified service times and in accordance with the service specification, unless agreed otherwise by the Engineer	100% compliance	The Engineer	Contractor records, Principal's audit		100	5	0	0
Litter services completion	16	Missed	No missed collections of Litter or Public Place Recycling Service Receptacles	99.50%	The Engineer	Contractor records, Principal's audit		100	5	0	0
Waste Diversion	17	Percent of waste diverted from landfill	Meets Council LTP/ WMMP targets	Minimum Standard	The Engineer	Contractor records, Weightbridge data, Principal's audit.		100	5	0	0
									<b>Total Score for quarter</b>		<b>0</b>

# Thank you



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**16.7 KNOTTINGLEY PARK MEMORIAL TREE AREA PROPOSAL**

**Author:** Steven Johnston, Parks and Reserves Manager

**Authoriser:** Dave Inwood, Three Waters Manager

**Attachments:** 1. **Knottingley Park Memorial Tree Area Proposal - Map**  

**PURPOSE**

1. For Council to consider the proposal made by the Waimate Red Cross to establish a Memorial Tree area within the Maple Area of Knottingley Park to celebrate past members of the Red Cross who have contributed significantly to the area.

**BACKGROUND**

2. Over the past decade, the Waimate Red Cross have applied for permission to plant three memorial trees in Knottingley Park to celebrate the life and achievements of local Red Cross members. Permission was granted in each case, and the trees are now well established in the Maple Area of the park. One of the trees celebrates the 100<sup>th</sup> anniversary of the Red Cross in the area and the other two trees celebrate the contributions of Joan Tindall and Pat Arbuckle.
3. The trees are planted on a strip of land approx. 20 metres wide that borders a walking path running north-east to south-west and is close to Horgans Road. There is a small picnic table within the strip. Each tree has a small plaque identifying the Red Cross member. This strip of land is not maintained by the Parks and Reserves team, other than to ensure the grass does not become a fire hazard. A map is attached for reference.
4. The Waimate Red Cross would now like to formalise the area as the Waimate Red Cross Memorial Area.
5. The only change to the current situation would be the acceptance by Council that the area would be used in perpetuity for memorial trees celebrating past members of the Red Cross who have contributed significantly.
6. If accepted, the Red Cross and the Council (via the Parks and Reserves Manager) would establish a Memorandum of Understanding that would clearly state the usage parameters for the area. These would include:
  - a) Acknowledgement by the Red Cross that Knottingley Park and Arboretum is a public place where the community generally have unlimited access to the park for recreational purposes;
  - b) A requirement for consultation with the Parks and Reserves Manager regarding the number and species of trees placed within the area. This is to ensure that certain species are planted far enough apart so that issues with overlapping branches do not occur in the future;
  - c) Consultation with other park users as and when required;
  - d) That the Red Cross would keep the land clean and free from gorse, broom, noxious weeds and all hazardous substances and materials which may damage the land or pose risk to the health and safety of persons on or about the land;
  - e) That should the Red Cross wish to place additional seats, picnic tables or signage on the land, that consultation would first occur with the Parks and Reserve Manager;
  - f) All and any other considerations that are in line with other park user-groups such as disc golf.

**PROPOSAL**

7. That the Waimate District Council accept the proposal from the Waimate Red Cross to establish a Memorial Tree Area within the Maple Area of Knottingley Park to celebrate past members who have made significant contributions to the area.

**Options**

8. That Council accept the proposal from the Waimate Red Cross to establish a Memorial Tree Area within the Maple Area of Knottingley Park; or
9. That Council reject the proposal from the Waimate Red Cross to establish a Memorial Tree Area within the Maple Area of Knottingley Park.

**ASSESSMENT OF SIGNIFICANCE**

10. This item is deemed to be of low significance under the Significance and Engagement Policy.

**CONSIDERATIONS**

11. The acceptance of this proposal would allow the Waimate Red Cross to celebrate past members. It would also enhance a small area of land that is currently unused by the public and only occasionally maintained by the Parks and Reserves team.
12. There are no significant financial considerations.

**Legislation**

13. Local Government Act 2002.
14. Resource Management Act 1991.

**Territorial or Regional Council Regulations, Plans or Bylaws**

15. Waimate District Plan.

**Risk**

16. No identifiable risks.

**FINANCIAL**

17. There would be an insignificant reduction of maintenance by the Parks and Reserves team on the strip of land within the Maple Area

**RECOMMENDATION**

1. That the Knottingley Park and Arboretum Memorial Tree Area Proposal Report is accepted; and
2. That Council accepts the Red Cross Knottingley Park and Arboretum Memorial Tree Area Proposal; or
3. That Council rejects the Red Cross Knottingley Park and Arboretum Memorial Tree Area Proposal.



**16.8 KNOTTINGLEY PARK PONY CLUB JUMPS COLOUR SCHEME PROPOSAL**

**Author:** Steven Johnston, Parks and Reserves Manager

**Authoriser:** Dave Inwood, Three Waters Manager

**Attachments:** 1. Proposed Colour Schemes [↓](#) 

**PURPOSE**

1. For Council to consider the colour scheme for 18 Pony Club jumps in Knottingley Park.

**BACKGROUND**

2. In February 2026 the Waimate Pony Club approached Council Parks and Reserves to discuss the recent purchase of and placement of 18 new jumps within Knottingley Park. These jumps were purchased to replace the existing jumps which have deteriorated over time.
3. There are no issues with the number of jumps or their placement in Knottingley Park because they replace existing jumps with no change of location.
4. The Pony Club, however, wish to paint the jumps in bright colours of blue, yellow and red.
5. Of note is that the original jumps were not painted and were left in their natural state.
6. This report is for consideration of the proposed colour scheme of those jumps.

**PROPOSAL**

7. That Council consider the colour scheme of the 18 Pony Club jumps with a view to ensuring that colour scheme fits within the Management Plan for Knottingley Park, the concept of an arboretum and the ambiance of the park itself.

**ASSESSMENT OF SIGNIFICANCE**

8. This item is deemed to be of low significance under the Significance and Engagement Policy.

**CONSIDERATIONS**

9. All users of the park, in particular the public, should be considered in the assessment of this request.
10. Knottingley Park and Arboretum is unique in the Waimate District, providing a 'wilderness' open space experience, and is largely structure free. Arboretum means Tree Park and since 1874 over 3,000 trees large, small, evergreen, deciduous, well-known and lesser known have been planted.
11. Large open spaces are defined by mature and newly planted exotic deciduous and coniferous trees from different parts of the world. The informality of the park theme is reinforced by the random scattering of trees and the main meandering driveway and walking / biking tracks.
12. The Council gained Arboretum status for the Park in 2017, with the subsequent amendment to the park name to "Knottingley Park and Arboretum." An arboretum is a botanical garden containing living collections of woody plants. There are only 10 arboretums in New Zealand highlighting the value of Waimate's arboretum.
13. The Vision statement for the park is: "Knottingley Park and Arboretum is protected, conserved, and appropriately enhanced as a taonga of natural, cultural, spiritual and historic significance whilst providing for managed public access and use."
14. The impact and importance to the public of Waimate of a within-town-boundaries arboretum of a significant size and with a wilderness ambiance cannot be overstated.

15. Photos of the proposed colour scheme of the new Pony Club jumps are attached. If the proposal is accepted, each jump will be fully painted in blues, yellows and red. The jumps will stand out significantly against the greenery of the grass and trees within the park.
16. Conversations with the Pony Club have determined that there is no safety requirement for a colour scheme of this type for the jumps.
17. All jumps have been made of tanalised timber and do not require painting for longevity.

#### **Legislation & Policy**

18. Local Government Act 2002.
19. Resource Management Act 1991.

#### **Territorial or Regional Council Regulations, Plans or Bylaws**

20. Knottingley Park Management Plan.

#### **Risk**

21. The single risk for Council is that the proposed colour scheme of the 18 jumps will detract from the user experience of the park, and will be at odds with the ambiance of an arboretum. If this is the case, then it is likely that the public experience of the park will be diminished.

#### **FINANCIAL**

22. There are no financial implications to consider.

#### **RECOMMENDATION**

1. That the Knottingley and Arboretum Park Pony Club Jumps Colour Scheme Proposal Report is accepted; and
2. That Council accepts the Waimate Pony Club colour scheme proposal for the 18 Pony Club jumps situated at Knottingley Park and Arboretum; or
3. That Council does not accept the Waimate Pony Club colour scheme proposal for the 18 Pony Club jumps situated at Knottingley Park and Arboretum.







**16.9 WAIMATE2GETHER TE ARA WAIMATEMATE SCULPTURE TRAIL STARTING POINT PROPOSAL**

**Author:** Steven Johnston, Parks and Reserves Manager

**Authoriser:** Dave Inwood, Three Waters Manager

**Attachments:** 1. Proposed Sculpture/Mural Locations [↓](#) 

**PURPOSE**

1. For Council to consider a Waimate2Gether proposal regarding the start point of the Te Ara Waimatemate Sculpture Trail.

**BACKGROUND**

2. The Waimate2gether community group have been developing an extensive walking and cycling trail concept for close to five years. Stage One of the trail (Waimate to Waihao Forks – 13km) has a proposed opening date of May this year.
3. Waimate2gether has proposed that the start of the trail be in William Boland Park (commonly known as Boland Park), specifically in the area from the corner of Goldsmith and Queen Street to the corner of Queen Street and Williams Street. This is a frontage of approx. 250 metres and includes the Salvation Army building and grounds, the north-western side of Boland Park and, significant to this report, the north-western edge of the Norman Kirk Memorial Pool, specifically the fence that runs along that boundary.
4. There are four parts to the proposal:
  - a) The placement of a sculpture in the grounds of the Salvation Army.
  - b) The potential placement of an indigenous sculpture along the park frontage.
  - c) The placing of signage about 75 metres from the corner of Goldsmith and Queen Streets.
  - d) The erection of a 36 metre long and 2.4 metre high mural painted by Bill Scott, on the pool fence.
5. Detailed descriptions of each part of the proposal and its impact on the street visage, are below:
  - a) The sculpture in the Salvation Army Grounds: This sculpture (see attached) is called 'The Arrivals' and depicts an early settler family of a father, mother and two children in Corton steel. This sculpture is proposed to be placed in the grounds of the Salvation Army property. The Salvation Army has agreed to the placement of the sculpture.
  - b) Signage: Waimate2gether propose several signs to be placed 45 metres from the corner of Goldsmith Street and in close proximity to the Lions seats and rest area (see attached). These signs will welcome users of the trail and show depictions of the route etc. Each sign will be approx. 2 m<sup>2</sup>. They will likely be styled on a bicycle frame the same as that used by Herries Beattie while cycling in the area in the early 1900's. In addition to this, Waimate2gether, in conjunction with Parks and Reserves, would plant the general area around the Lions seats and the signage with flowers and small trees. This will require on-going maintenance by Parks and Reserves staff and therefore incur ongoing costs for Council.
  - c) Wood carving: The indigenous wood carving (see attached) is only in concept at this stage. Waimate2gether is still in discussions with Te Runanga O Waihao who may support funding of this part of the project. The wood carving would be placed on the Boland Park frontage about 75 metres from the corner of Goldsmith Street.

- d) Bill Scott Mural: The proposed Bill Scott mural would be 34 metres long and 2.4 metres high (see attached). It would be attached to the Norman Kirk Memorial Pool fence facing Queens Street. The mural is of an early steam train carrying goods common to the era and would be painted in true-to-life colours. The mural would be painted on plywood panels 2.4 metres in height.
- The attachment of these panels to the existing pool fence, however, has created structural concerns for Parks and Reserves and a builder's assessment has been obtained. A local builder has given a verbal assessment that attachment of the panels would compromise the integrity of the fence to a point where it would be a danger to the public. This means that to use panels as the backing for the mural, Waimate2gether will have to replace in excess of 40 metres of fencing. Discussions with Waimate2gether have clearly stated that any additions, upgrades or replacement of the fence would be paid for by Waimate2gether. This would likely include an application for a building consent.
- The mural itself would be largely painted by Bill Scott but completed in a series of workshops using local children to assist.
6. The above additions to the frontage of Boland Park fit within the parameters of the Asset Management Plan but will significantly change the vista of that area of Queen Street.
7. The first photo in the attachment is of the Salvation Army property on the corner of Goldsmith and Queens Street; The second photo is of the proposed sculpture for those grounds – the New Arrivals; The third photo is of the Lions seating area in Boland Park that would have the addition of the signage and the garden; The fourth photo is of the proposed Iwi sculpture; The last photo is the sketch completed by Bill Scott of the train mural for the pool fence.

## PROPOSAL

8. Waimate2gether seek permission to use the 250 metre frontage of William Boland Park for the starting area of the Te Ara Waimatamate Sculpture trail. The use of this area would include: The placement of a sculpture in the Salvation Army grounds, signage, a potential sculpture near the Lions seating area, and the placement of a 34 x 2.4 metre mural attached to the Norman Kirk Memorial Pool fence facing Queen Street.

## Options

9. That Council accepts the Waimate2gether proposal.
10. That Council does not accept the Waimate2gether proposal.

## ASSESSMENT OF SIGNIFICANCE

11. This item is deemed to be of low significance under the Significance and Engagement Policy.

## CONSIDERATIONS

### Legislation

12. Local Government Act 2002.
13. Resource Management Act 1991.

### Territorial or Regional Council Regulations, Plans or Bylaws

14. Waimate District Plan.
15. Asset Management Plan.

### Risk

16. The single identifiable risk is to the pool fence. This risk would be mitigated using a competent and licenced builder with a potential requirement for a building consent.

**FINANCIAL**

17. If the proposal is accepted, there would be a small increase in the Parks and Reserves workload relating to any planting around the signage and the Lions seats. This would include occasional spraying and a small amount of weeding of any planting/garden areas placed in the vicinity. This is considered to be largely insignificant to the Parks and Reserves budgets.

**RECOMMENDATION**

1. That the Waimate2gether Te Ara Waimatemate Sculpture Trail Starting Point Proposal report is accepted; and
2. That Council accepts the Waimate2gether Te Ara Waimatemate Sculpture Trail Starting Point Proposal for the inclusion of a sculpture in the Salvation Army grounds, signage and potential sculpture in Boland Park and mural on the Norman Kirk Memorial Pool fencing facing Queen Street; or
3. That Council does not accept the Waimate2gether Te Ara Waimatemate Sculpture Trail Starting Point Proposal for the inclusion of a sculpture in the Salvation Army grounds, signage and potential sculpture in Boland Park and mural on the Norman Kirk Memorial Pool fencing facing Queen Street.



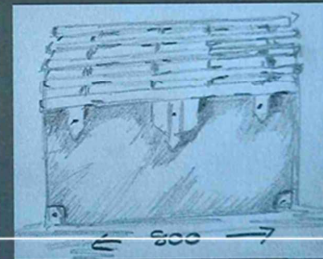
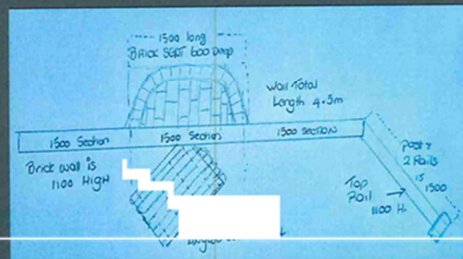
## 1. The Arrivals - Lyn Hewitson



Estimated cost - \$7,100

The artist, a fifth-generation descendant of Waimates early pioneer settlers, created *The Arrivals* to honour the courage and perseverance of those who first made Te Waimatamate home. Drawing inspiration from ancestral photographs, the sculpture merges past and present, depicting a typical early 20th-century migrant family.

Built from recycled brick, the installation features a seated silhouette father, standing mother, and two children made from corten steel. Visitors are invited to "sit with the ancestors," viewing the same hills their forebears once saw, and to continue along the trail following the journey those pioneers once took by foot, horse, cart, train, and car.





## 2. J Te Huruhuru - Wood Carving



We are in talks with Wendy Heath and Te runanga O Waihao on who will be represented on the seat.

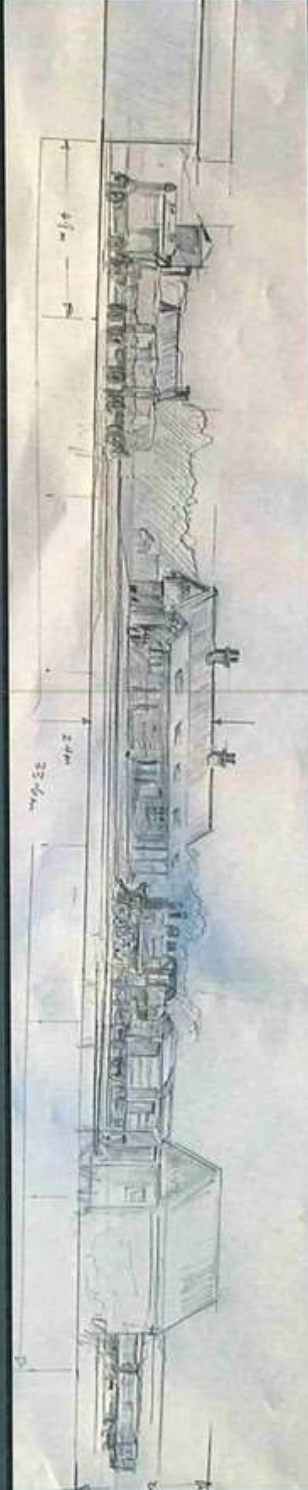
One suggestion is J Te Huruhuru who was the great grandson of Chief Te Huruhuru.

The figure and the bench are sculpted at twice life scale. Approx 3.5m length.

This will be done as a wood carving.

Estimated Cost: \$30,000

### 3. Steam Train - Bill Scott



Local Waimate artist **Bill Scott** has created a striking mural that captures an important chapter in the district's history. The artwork portrays a steam train powering out of Waimate - its carriages heavily laden with grain, wool, coal, and other essential supplies produced by local farmers. This imagery reflects the vital role the railway once played in supporting the region's agricultural economy, transporting goods from the heart of the community to wider markets. The mural is displayed on the Norman Kirk Memorial swimming pool fence — the historic site where the old Waimate Branch Railway Station once stood.

33.6 metre long x 2.4 metre high

Estimated Cost - \$8,000

**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:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>18.1 - Public Excluded Minutes of the Council Meeting held on 24 March 2026</b>	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
<b>18.2 - Outstanding Council Actions Report - Public Excluded</b>	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**