

Agenda

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

Tuesday 19 May 2026

10:15 AM

Council Chamber
Waimate District Council
125 Queen Street
Waimate

www.waimatedc.govt.nz

Notice is hereby given that a meeting of the Council will be held in the Council Chamber, Waimate District Council, 125 Queen Street, Waimate, on Tuesday 19 May 2026, 10:15 AM.

Elected Members

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

Quorum – no less than five members

Significance Consideration

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

Decision Making

The Council, in considering each matter, must be:

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

Stuart Duncan
Chief Executive

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OPENING

1 MEETING OPENING

CR RICK STEVENS WILL OPEN THE MEETING

2 PUBLIC FORUM

3 APOLOGIES

The Chair will call for any apologies.

4 VISITORS

5 CONFLICTS OF INTEREST

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

Local Authorities (Members' Interests) Act 1968

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

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

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

- a. **Standing Orders 3.7.5 – Major Items**

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

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

- b. **Standing Orders 3.7.6 – Minor Items**

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

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

MINUTES

7 CONFIRMATION OF MINUTES

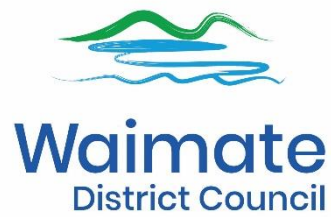
7.1 MINUTES OF THE COUNCIL MEETING HELD ON 21 APRIL 2026

Author: Sitari Jayasundara, Governance Support and PA to The Mayor
Authoriser: Tina Stevenson, Corporate Services Group Manager
Attachments: 1. Minutes of the Council Meeting held on 21 April 2026

PURPOSE

To present the unconfirmed Minutes from the Council Meeting held on 21 April 2026 for confirmation.

RECOMMENDATION
That the Minutes of the Council Meeting held on 21 April 2026 be adopted as a true and correct record



MINUTES

Ordinary Council Meeting

21 April 2026

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE
ON TUESDAY 21 APRIL 2026 10:15AM**

- 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), Dylan Murray (Regulatory and Compliance Group Manager), Tina Stevenson (Corporate Services Group Manager), Nicole Timney (Community and Strategy Group Manager), Aleisha Macpherson (Corporate Services Assistant), Sitari Jayasundara (Governance Support and PA to the Mayor)
- PARTIAL ATTENDANCE:** Grace Aikman (Human Resources Manager), Shey Taylor (Strategic Planner/Policy Advisor)

OPENING

1 MEETING OPENING

Cr John Begg opened the meeting with a prayer for the town to move forward with wisdom and thanked the staff, town, Councillors and Community for working together.

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: Cr Peter Paterson and Cr John Begg declared they had a conflict of interest in Item: 16:9 Waimate2gether Te Ara Waimatemate Sculpture Trail Starting Point Proposal, as Cr Peter Paterson being a member of the Committee and Cr John Begg having a perceived interest. Cr Rick Stevens declared he had a conflict of interest in Item: 16.1 Approval to extend Contract period for Road Network Operations and Maintenance Contract 20-11 as he had a perceived interest with the roading contractor, and they would not partake in the discussion or decision making.

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 MARCH 2026

RESOLUTION 2026/32

Moved: Cr Peter Paterson

Seconded: Cr Lisa Small

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

CARRIED

Note: A decision was made to bring item 18.3 from the public excluded minutes into the public minutes.

8 RECEIPT OF MINUTES

Nil

REPORTS

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT

RESOLUTION 2026/33

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

That the Mayor's Report is accepted.

CARRIED

10 DEPUTY MAYOR'S REPORT

Nil

11 COUNCILLORS' REPORT

11.1 COUNCILLORS' REPORT

RESOLUTION 2026/34

Moved: Cr Lisa Small

Seconded: Deputy Mayor Sandy McAlwee

That the Councillors' Report is accepted.

CARRIED

12 CHIEF EXECUTIVE'S REPORT**12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT****RESOLUTION 2026/35**

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 2026/36**

Moved: Cr John Begg

Seconded: Cr Peter Paterson

That the Outstanding Council Actions Report – Public is accepted.

CARRIED

Note: FENZ meeting has been confirmed for Friday the 8th of May.

14 HUMAN RESOURCES REPORT**14.1 HUMAN RESOURCES REPORT****RESOLUTION 2026/37**

Moved: Cr Lisa Small

Seconded: Cr Jakki Guilford

That the Human Resources Manager's Report is accepted.

CARRIED**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****RESOLUTION 2026/38**

Moved: Mayor Craig Rowley

Seconded: Cr Jakki Guilford

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.

CARRIED**16.2 DANGEROUS, AFFECTED, AND INSANITARY BUILDINGS POLICY REVIEW****RESOLUTION 2026/39**

Moved: Cr Rick Stevens

Seconded: Cr Jakki Guilford

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.

CARRIED**16.3 GAMBLING AND TAB VENUES POLICY****RESOLUTION 2026/40**

Moved: Cr Stacey Swale

Seconded: Cr Lisa Small

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.

CARRIED

16.4 ELECTED MEMBER REMUNERATION, ALLOWANCES, AND EXPENSES POLICY**RESOLUTION 2026/41**

Moved: Cr Lisa Small

Seconded: Deputy Mayor Sandy McAlwee

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.

CARRIED**16.5 SOLID WASTE ANALYSIS PROTOCOL (SWAP) AUDIT 2025****RESOLUTION 2026/42**

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

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

Note: Communications are to be released on what can go in which bins. There is currently signage at the rural collection sites.

CARRIED**16.6 WASTE MANAGEMENT REPORT****RESOLUTION 2026/43**

Moved: Cr Jakki Guilford

Seconded: Cr Rick Stevens

That the Waste Management Report is accepted.

CARRIED**16.7 KNOTTINGLEY PARK MEMORIAL TREE AREA PROPOSAL****RESOLUTION 2026/44**

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

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.

CARRIED

16.8 KNOTTINGLEY PARK PONY CLUB JUMPS COLOUR SCHEME PROPOSAL**RESOLUTION 2026/45**

Moved: Cr Rick Stevens

Seconded: Cr Lisa Small

1. That the Knottingley Park and Arboretum Pony Club Jumps Colour Scheme Proposal Report is accepted; and
2. That Council agrees to work with the Waimate Pony Club to identify a suitable colour scheme for the 18 Pony Club jumps situated at Knottingley Park and Arboretum and delegates use of discretion to the Parks and Reserves Manager.

CARRIED

Note: Parks and Reserves manager to go back to the Pony Club for examples of proposed colours.

16.9 WAIMATE2GETHER TE ARA WAIMATEMATE SCULPTURE TRAIL STARTING POINT PROPOSAL**RESOLUTION 2026/46**

Moved: Cr Jakki Guilford

Seconded: Cr Paul Harrison

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.

CARRIED

Note: Cr John Begg & Peter Paterson left the table due to a conflict of interest. A report is to come back to Council with full costings, what is Council expected to cover and life of the existing fence in due course. Council would like to see the plans of the mural when Waimate2gether are at that stage.

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 2026/47

Moved: Cr Jakki Guilford

Seconded: Cr Paul Harrison

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

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<p>18.1 - Public Excluded Minutes of the Council Meeting held on 24 March 2026</p>	<p>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</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>18.2 - Outstanding Council Actions Report - Public Excluded</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

CARRIED

19 RE-ADMITTANCE OF THE PUBLIC REPORT

RESOLUTION 2026/48

Moved: Cr Jakki Guilford

Seconded: Cr Paul Harrison

That Council moves out of Closed Council into Open Council.

CARRIED

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 11.33am.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 19 May 2026.

.....
CHAIRPERSON

8 RECEIPT OF MINUTES

Nil

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

Author: Sitari Jayasundara, Governance Support and PA to The Mayor
Authoriser: Tina Stevenson, Corporate Services Group Manager
Attachments: Nil

PURPOSE

- To present for the information of Council a register of external meetings and functions attended by Mayor Rowley outside of Waimate District Council meetings and general business from 11 April 2026 to 8 May 2026.

EXTERNAL MEETINGS & FUNCTIONS ATTENDED BY THE MAYOR

Date	Meetings and Functions
15 April 2026	Local Government New Zealand National Council – online
17 April 2026	Canterbury Water Management Strategy Waitaki Waihao Local Leadership Group meeting – online
20 April 2026	Meeting with Timaru District Holdings – Council office
22 April 2026	Local Government New Zealand fuel crisis discussion with Brad Olsen from Infometrics – online
23 April 2026	Chat with Breeze – Waimate
24 April 2026	Lister Home ANZAC Function – Waimate
25 April 2026	Waimate ANZAC Dawn Service – Waimate
25 April 2026	St. Andrews ANZAC Service – St. Andrews
25 April 2026	Waimate ANZAC Civic Service – Waimate
25 April 2026	Ted's Bottle ANZAC Service – Waihao Forks
30 April 2026	Zone 5 & 6 Conference – Christchurch
1 May 2026	Zone 5 & 6 Conference – Christchurch
8 May 2026	South Canterbury Sports and Recreation Awards – Timaru

RECOMMENDATION

That the Mayor's Report is accepted.

10 DEPUTY MAYOR'S REPORT

Nil

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

Author: Sitari Jayasundara, Governance Support and PA to The Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil

PURPOSE

- To present for the information of Council a register of external meetings and functions attended by Councillors outside of Waimate District Council meetings and general business from 11 April 2026 to 8 May 2026.

1.

Deputy Mayor Sandy McAlwee	
Date	Meetings and Functions
19 April 2026	Meeting with a Maungati ratepayer in relation to roading issues – Waimate
1 May 2026	Interview for Rununga representative for Water Services Delivery Committee – Waimate

Cr Jakki Guilford	
Date	Meetings and Functions
15 April 2026	Local Government New Zealand National Council – online
17 May 2026	Canterbury Water Management Strategy Waitaki Waihao Local Leadership Group meeting – Environment Canterbury, Timaru
22 April 2026	Local Government New Zealand fuel crisis discussion with Brad Olsen from Infometrics – online

Cr John Begg	
Date	Meetings and Functions
No external meetings	

Cr Lisa Small	
Date	Meetings and Functions
15 April 2026	Local Government New Zealand National Council – online
25 April 2026	Waimate ANZAC Civic Service – Waimate
7 May 2026	Let's Chat Thursday at the Bakery – Waimate

Cr Paul Harrison	
Date	Meetings and Functions
22 April 2026	Waimate2gether meeting – Waimate
25 April 2026	ANZAC services – Hakataramea and Waihao Forks
28 April 2026	Waimate Trackways meeting – Waimate
11 May 2026	Let's Chat Thursday at the Bakery – Waimate

Cr Peter Paterson	
Date	Meetings and Functions
7 May 2026	Let's Chat Thursday at the Bakery – Waimate

Cr Rick Stevens	
Date	Meetings and Functions
14 April 2026	Waimate Historical Society Meeting – Waimate
30 April 2026	Let's Chat Thursday at the Bakery – Waimate

Cr Stacey Swale	
Date	Meetings and Functions
No information provided	

RECOMMENDATION

That the Councillors' Report is accepted.

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

Author: Michelle Jones, Executive Support Manager

Authoriser: Stuart Duncan, Chief Executive

Attachments: Nil

PURPOSE

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

MEETINGS AND FUNCTIONS ATTENDED

2. External meetings and functions attended by the Chief Executive from 11 April 2026 to 8 May 2026:

Date	Meetings and Functions
15 April 2026	Local Government New Zealand National Council – online
20 April 2026	Meeting with Timaru District Holdings – Council office
22 April 2026	Local Government New Zealand fuel crisis discussion with Brad Olsen from Infometrics – online
29 April 2026	Alpine Energy Shareholder Officers meeting – Timaru
4 May 2026	Canterbury Chief Executives Forum – online

RECOMMENDATION

That the Chief Executive's Activity Report is accepted

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

Author: Sitari Jayasundara, Governance Support and PA to The Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Outstanding Council Actions- 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)
<p>RESOLUTION 2024/52</p> <p>Moved: Deputy Mayor Sharyn Cain Seconded: Mayor Craig Rowley</p> <ol style="list-style-type: none"> That the License to Use Response Assets (Fire and Emergency New Zealand) report is accepted; and That Council recommends that the Chief Executive negotiate the transfer of debt and that the appliance remains in community if possible; and That Council delegates the Chief Executive to negotiate directly with Fire and Emergency New Zealand. <p style="text-align: right;">CARRIED</p> <p>12 May 2026: Online meeting held with FENZ on 8 May 2026. The Chief Executive will provide a verbal update at the Council meeting on 19 May.</p>			

Meeting	Officer/Director	Section	Subject
Council 28/01/2025	White, Stacey	General Reports	St Andrews Closed Landfill Assessment of Remedial Options
<p>RESOLUTION 2025/20</p> <p>Moved: Mayor Craig Rowley Seconded: Cr John Begg</p> <ol style="list-style-type: none"> 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 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. <p style="text-align: right;">CARRIED</p> <p>10 Dec 2025: The Waimate District Council has engaged Tonkin + Taylor to prepare a summary letter and outline high level short-listed options involved in undertaking remediation at the St Andrews historic landfill, comprising full removal of waste from the closed landfill site and in-situ (reactive) management.</p> <p>12 May 2026: No further updates at this time.</p>			

Meeting	Officer/Director	Section	Subject
Council 21/04/2026	Moffat, Rob	General Reports	Approval to extend Contract period for Road Network Operations and Maintenance Contract 20-11
RESOLUTION 2026/38			
Moved: Mayor Craig Rowley Seconded: Cr Jakki Guilford			
<ol style="list-style-type: none"> 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. 			
CARRIED			
12 May 2026: Actioned, verbally approved letter to follow in coming week.			

Meeting	Officer/Director	Section	Subject
Council 21/04/2026	Johnston, Steven	General Reports	Knottingley Park Memorial Tree Area Proposal
RESOLUTION 2026/44			
Moved: Mayor Craig Rowley Seconded: Cr Rick Stevens			
<ol style="list-style-type: none"> 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. 			
CARRIED			
13 May 2026: Result of submission passed to Red Cross at their monthly meeting. Red Cross members very happy with the result. Parks and Reserves manager will work with Red Cross members to establish an MOU and to decide on immediate actions i.e. Red Cross members would like to use existing smaller established maple trees that fall within the new area for plaques relating to deceased members - eliminating the need for new trees and gaining greater longevity for the site. All parties agreed on a social media event when the first new tree has a plaque to celebrate the area, the actions of the member and the local Red Cross in general. This would be completed through the Council social media processes.			

Meeting	Officer/Director	Section	Subject
Council 21/04/2026	Johnston, Steven	General Reports	Knottingley Park Pony Club Jumps Colour Scheme Proposal
RESOLUTION 2026/45			
Moved: Cr Rick Stevens Seconded: Cr Lisa Small			
<ol style="list-style-type: none"> 1. That the Knottingley Park and Arboretum Pony Club Jumps Colour Scheme Proposal Report is accepted; and 2. That Council agrees to work with the Waimate Pony Club to identify a suitable colour scheme for the 18 Pony Club jumps situated at Knottingley Park and Arboretum and delegates use of discretion to the Parks and Reserves Manager. 			
CARRIED			
13 May 2026: Result of Council submission passed to Pony Club. Pony Club to provide Manager of Parks and Reserves with accurate representations of proposed colour schemes. A decision will be made after the actual colour schemes are reviewed. Updates to follow.			

Meeting	Officer/Director	Section	Subject
Council 21/04/2026	Johnston, Steven	General Reports	Waimate2gether Te Ara Waimatemate Sculpture Trail Starting Point Proposal
RESOLUTION 2026/46			
Moved: Cr Jakki Guilford Seconded: Cr Paul Harrison			
<ol style="list-style-type: none"> 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. 			
CARRIED			
13 May 2026: Result passed to Waimate2gether and on-site discussions with that group and the artist conducted. Waimate2gether very happy with Council actions to date. Further work ref costing of pool fence to be conducted by Waimate2gether. This will be an on-going project for a minimum of two months but updates will follow regularly.			

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

1. For the Human Resources Manager to update Council.

RECRUITMENT

2. A Finance Manager has been successfully appointed and is scheduled to commence on 8 June 2026.
3. Recruitment is currently underway for a Roothing Officer position, which has been vacant since June 2025; applications close on 24 May 2026.
4. Recruitment for the Communications Advisor role is in progress (was previously Communications Officer). The position may be filled by the time of this meeting, or the advertisement may be extended if required.
5. The Three Waters Assistant Engineer is scheduled to commence on 19 May 2026.
6. As noted in the previous report, the Senior Roothing Officer is scheduled to have commenced by the time of this meeting, on 11 May 2026.
7. By the time this report is read, two fixed-term staff at the Waimate Lakes Campground will have concluded their fixed-term contracts as at the 10 May 2026, with one staff member transitioning to their part-time off-season hours.
8. The staff headcount reflected in the table is based on employees in active employment as of 10 May 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

9.

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
10/05/2026	81	0	54	23	3	1	7

* 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 QUARTERLY TREASURY DASHBOARD REPORT 31 MARCH 2026

Author: Tina Stevenson, Corporate Services Group Manager

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Quarterly Treasury Dashboard Report 31 March 2026 [↓](#) 

PURPOSE

1. For Council to receive the Quarterly Treasury Dashboard for the period ended 31 March 2026.

BACKGROUND

2. In conjunction with Council joining the Local Government Funding Agency (LGFA) in 2022 to provide for future borrowings, Bancorp Treasury Services Limited were engaged to provide ongoing treasury advisory services to Council.
3. Council Liability Management Policy states that Council does the following (section 3.4 e):
Monitors and reviews the ongoing treasury risk management performance of the Council to ensure that the treasury function is operating in such a way as to ensure that the Council's strategic objectives are being met.
4. Furthermore, the policy refers to a Quarterly Funding and Debt Profile Report in section 8.1, as follows:
This report forms the basis for the reporting of the Council's funding and associated interest rate risk management activity and provides the elected members and management with details about the Council's borrowing activities. The report shall contain the following:
 - a. Total debt facility utilisation, including any debt sourced from a bank, the capital markets and the LGFA.
 - b. Interest rate maturity profile against percentage hedging limits.
 - c. New hedging transactions completed - interest rate risk management.
 - d. Weighted average cost of funds.
 - e. Funding profile against the policy limits.
 - f. Liquidity profile against the policy limits.
 - g. Exception reporting as required.
 - h. Summary of any unresolved exception reports.
 - i. Statement of policy compliance.
 - j. Commentary on economic conditions and the debt markets.
5. As part of its service Bancorp prepares a quarterly report to Council that contains a global and New Zealand economic commentary, and details the current funding, debt and hedging position of Council. A statement of policy compliance is also included. The Quarterly Treasury Dashboard to 31 March 2026 is attached.
6. Council's total current debt is \$5m which is held by the LGFA.
7. The LGFA borrowings are split as follows:
 - a. \$1.5m fixed interest rate 4.70%, maturity April 2027.
 - b. \$1.0m floating interest rate, maturity May 2028.
 - c. \$1.5m fixed interest rate 4.90%, maturity May 2029.

- d. \$1.0m fixed interest rate 4.69%, maturity May 2030.
8. Bank facility headroom and cash in bank was \$5.03m as at the date of the report.
 9. Council's compliance with its Liability Management Policy is summarised on page 3 and 4 of the report.
 10. Council is currently non-compliant with the fixed interest rate cover not being within policy control limits. The breach is in the 2-4 year time band and is caused by time erosion, due to the maturity dates.
 11. The risk exposure of the breach is viewed as low and is not considered to be material and will be rectified with the draw down of further debt as forecast.
 12. Council is compliant with all other aspects of the policy.
 13. Since the preparation of this Dashboard Report, Council has drawn down debt of \$2.5m, effective 30 April 2026. This borrowing has an associated fixed interest rate of 4.91% and a maturity date of May 2021. With this borrowing, Council is again compliant with the terms of its Liability Management Policy.

PROPOSAL

14. That Council receive the Quarterly Treasury Dashboard for the period ended 31 March 2026.

ASSESSMENT OF SIGNIFICANCE

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

CONSIDERATIONS

Legislation and Policy

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

RECOMMENDATION

That the Quarterly Treasury Dashboard Report for the period ended 31 March 2026 is received.



Quarterly Treasury Dashboard

31 March 2026

STRICTLY PRIVATE AND CONFIDENTIAL



Economic Commentary

Global

2

Financial markets ended the March quarter in a more cautious mood than they began it. The conflict in the Middle East pushed oil prices sharply higher, lifting inflation concerns and driving global interest rates higher, while equities became more volatile and the US dollar strengthened. The outlook now depends heavily on how soon the conflict is resolved, with a prolonged period of disruption likely to exacerbate pressure on energy prices, inflation, global growth, and interest rates.

The US economy still looks resilient, but it has clearly cooled. Growth slowed into late 2025, inflation is lower than a year ago but not yet fully settled, and payroll growth has eased enough to suggest the labour market is softening, leaving the US Federal Reserve to balance slower growth against higher inflation. Recently, higher inflation has been the market’s primary concern, with the 10-year US Treasury yield ending the March quarter at 4.32%, up from 4.17% at the start of the quarter.

Australia has held up better than most major economies recently. Strong government spending and migration has supported growth; however, inflation remains sticky. After delivering three interest rate cuts over 2025, the RBA reversed course and lifted its cash rate in both February and March, with the cash rate finishing the quarter at 4.10%. Households are still feeling cost pressures, as higher interest rates and fuel prices threaten to compound the pain. This has already affected consumer confidence, which is now at its lowest level since the series began in 1973. The 10-year Australian government bond yield rose from 4.75% in January to just below 5.00% by quarter-end.

Elsewhere, the picture remained uneven. China showed some improvement in manufacturing, but weak domestic demand still makes the recovery look fragile. Japan is facing imported inflation, driven by higher oil prices and a weak yen, which should help the Bank of Japan increase interest rates. Europe has seen moderate growth, while the latest energy price shock has made the inflation outlook less comfortable.

New Zealand

	OCR	90 day	1 year swap	2 year swap	3 year swap	5 year swap	10 year swap
31-Dec-25	2.25%	2.52%	2.61%	2.93%	3.20%	3.56%	4.09%
31-Mar-26	2.25%	2.54%	2.92%	3.43%	3.69%	3.96%	4.32%
Change	0.00%	+0.02%	+0.31%	+0.50%	+0.49%	+0.40%	+0.23%

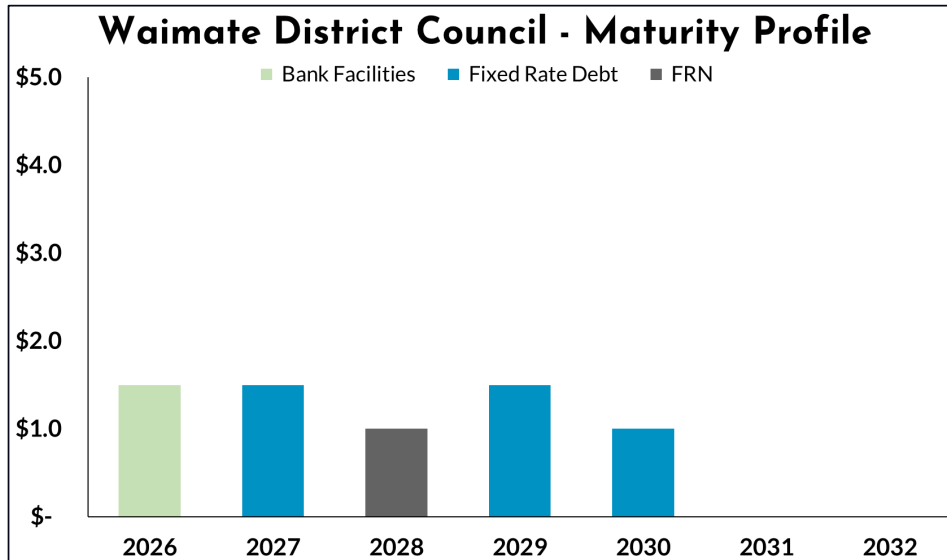
New Zealand entered 2026 with signs that the economy was starting to improve. Growth had returned in the second half of 2025, economic sentiment was picking up, helped by stimulatory interest rates. The RBNZ left the OCR unchanged at 2.25% in February, noting the economy was at an early stage of recovery, and forecast GDP growth of 2.8% over 2026.

Nevertheless, the domestic outlook has changed drastically as the war in the Middle East is set to test the improving narrative. Higher oil and fertiliser prices have lifted inflation risks, pushing interest rates higher while also threatening growth by raising costs and weighing on confidence. In March, business confidence fell from 59.2 to 32.5, while consumer confidence fell from 100.1 to 91.3. Ultimately, this has made the interest rate outlook less clear than it was previously as the RBNZ tries to manage inflation amid a soft growth backdrop. Since the conflict began, the three-year swap rate has risen around 50bp to 3.69%, while the New Zealand 10-year government bond yield is around 40bp higher at 4.72%, tightening financial conditions just as domestic momentum was tentatively beginning to improve. As noted above, the domestic outlook now depends heavily on how soon the conflict is resolved.



Liquidity and Funding

3



Debt
\$5.0m
 External Council Drawn Debt

LGFA
\$5.0m
 Funds Drawn from LGFA

Bank facility headroom + term deposits + cash in bank
\$5.03m

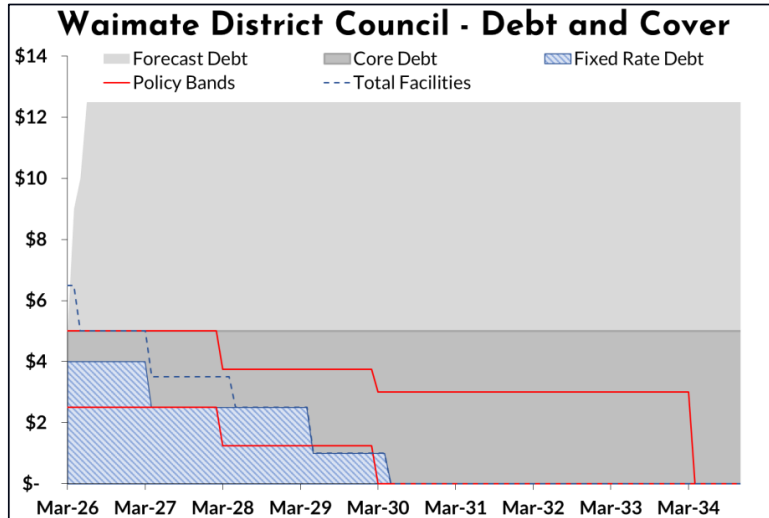
Liquidity Ratio (LGFA minimum requirement 110%)
200.60%
 Definition: (Cash Reserves + Lines of Credit + Drawn Debt)/Drawn Debt

Policy Compliance	Compliant
Have all transactions been transacted in compliance with policy?	Yes
Is fixed interest rate cover within policy control limits?	No
Is the funding maturity profile within policy control limits?	Yes
Is liquidity within policy control limits?	Yes
Are term deposit counterparty exposures within policy control limits?	Yes

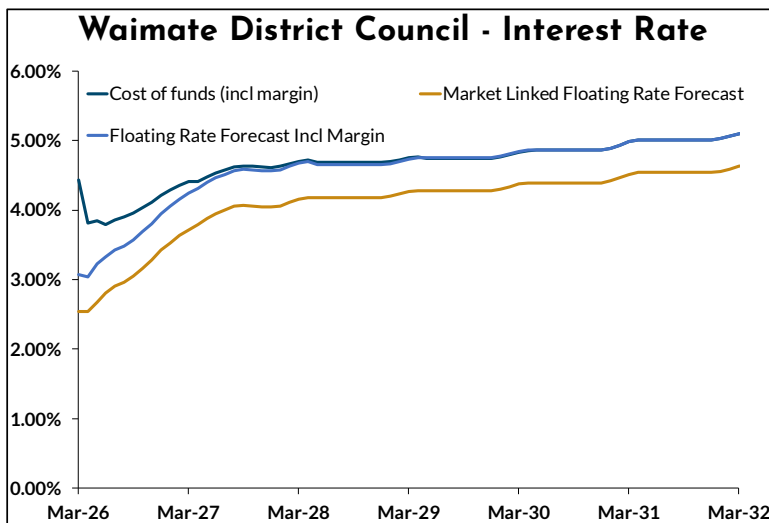


Interest Rate Risk Management

4



Current % of Debt Fixed	80.0%
Current % of Debt Floating	20.0%
Value of Fixed Rate (m)	\$4.0
Weighted Average Cost of Fixed Rate Instruments	4.77%
Weighted Average Cost of Fixed Rate Instruments (incl margin)	4.77%
Value of Floating Rate (m)	\$1.0
Current Floating Rate	2.54%
Current Floating Rate (incl margin)	3.07%
All Up Weighted Average Cost of Funds Including Margin	4.43%
Total Facilities In Place	\$6.5



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

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



LGFA Borrowing Rates

5

Listed below are the credit spreads and applicable interest rates as of 31 March 2026 for Commercial Paper (“CP”), Floating Rate Notes (“FRN”) and Fixed Rate Bonds (“FRB”), at which WDC could source debt from the Local Government Funding Agency (“LGFA”).

Maturity	Margin	FRN (or CP Rate)	FRB
3 month CP	0.20%	2.74%	N/A
6 month CP	0.20%	2.95%	N/A
April 2027	0.68%	3.22%	3.75%
May 2028	0.78%	3.32%	4.46%
April 2029	0.82%	3.36%	4.73%
May 2030	0.84%	3.38%	4.96%
May 2031	0.98%	3.52%	5.16%
May 2032	1.05%	3.59%	5.34%
April 2033	1.10%	3.64%	5.49%
May 2035	1.21%	3.75%	5.73%
April 2037	1.25%	3.79%	5.85%



LGFA borrowings

6

As of 31 March 2026, WDC had \$5.0 million of core debt, all of which is sourced from the LGFA using Floating Rate Notes (“FRNs”), and Fixed Rate Bonds (“FRBs”). WDC also has a \$1.5 million bank facility with ANZ that matures in May 2026.

Details of WDC’s drawn debt as of 31 March 2026 are as follows:

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



Disclaimer

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16.2 AUDIT AND RISK COMMITTEE TERMS OF REFERENCE

Author: Tina Stevenson, Corporate Services Group Manager

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. **Audit & Risk Committee Terms of Reference**  

PURPOSE

1. For the Audit and Risk Committee Terms of Reference to be presented to Council for adoption.

BACKGROUND

2. The Audit and Risk Committee's Annual Work Plan requires the Committee to review the Terms of Reference at the commencement of the new triennium (in collaboration with Council).
3. The Terms of Reference were considered by the Audit and Risk Committee at the March 2026 meeting as part of the Audit and Risk Chair's Report. The following commentary was provided by the Chair:
 - a. *During our meeting of 9 December 2025, we undertook a review of the content of our carried over Terms of Reference to gain an understanding of the expectations placed on this Committee, and an acknowledgement of the responsibilities we are charged with delivering.*
 - b. *We acknowledged that generally we were satisfied with the content of the Terms of Reference, albeit we agreed to take time between then and today's meeting to consider any changes of content or emphasis. Attached to this report is a Terms of Reference with some tracked changes that I would like the Committee to consider. Those changes are predominantly in respect to Internal Audit functions for which we are neither resourced or funded. To retain those references in the document would place expectations of the Committee that we would not be able to achieve.*
 - c. *I would like to hear the views of Committee members on those proposed changes, and also whether we are happy with the content of agenda reports to provide us with the necessary information to inform our decision making.*
4. The following was resolved and noted:

<p>6.1 AUDIT AND RISK CHAIR'S REPORT - MARCH 2026</p> <hr/> <p>COMMITTEE RESOLUTION 2026/2</p> <p>Moved: Chair David Ward Seconded: Cr Rick Stevens</p> <ol style="list-style-type: none"> 1. That the Audit and Risk Chair's Report – March 2026 be received; and 2. That the Audit and Risk Committee ask Council to accept the proposed amendments to the Terms of Reference for this triennium. <p style="text-align: right;">CARRIED</p> <hr/> <p>Note: Clause 28 to be amended to a mid-term review of the Committees performance.</p> <p>Training may be arranged with Audit New Zealand/The Office of the Auditor General, if members require it.</p>
--

5. The Terms of Reference are attached, with changes tracked for ease of reference.
6. Following adoption, the Terms of Reference will be finalised, formatted and published.

PROPOSAL

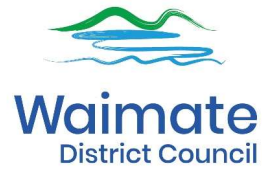
7. That the Audit and Risk Committee Terms of Reference are adopted, as presented.

ASSESSMENT OF SIGNIFICANCE

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

RECOMMENDATION

1. That the Audit and Risk Committee Terms of Reference Review report is accepted, and
2. That the Audit and Risk Committee Terms of Reference are adopted, as presented



Terms of Reference

Audit and Risk Committee

1921 May reh 2026~~2023~~

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Preamble

A local authority should ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district...

Local Government Act 2002, s14 (g)

The Local Government Act 2002 requires a local authority to manage its revenue, expenses, assets, liabilities, investments, and general financial dealings prudently and in a manner that promotes the current and future interests of the community.

The aim of the Audit and Risk Committee (the Committee) is to independently assist and advise the Waimate District Council in its responsibility for risk management, Council's control and compliance framework and its external accountability responsibilities, thereby giving assurance to Elected Members, management and the public that Council processes operate in an efficient and effective manner.

Purpose

- 1 The purpose of the Committee is to assist the Council to discharge its responsibilities and provide independent observations on:
 - 1.1 the robustness of risk management systems, processes and practices;
 - 1.2 the robustness of the internal control framework;
 - 1.3 the independence and adequacy of ~~internal and~~ external audit functions;
 - 1.4 the integrity and appropriateness of internal and external reporting and accountability arrangements, including performance reporting;
 - 1.5 compliance with applicable laws, regulations, standards and best practice guidelines;
 - 1.6 the establishment and maintenance of controls to safeguard Council's financial and non-financial assets; and
 - 1.7 the governance framework and processes.
- 2 The Committee reports and recommends directly to Council.

Membership

- 3 Within 40 days of the Local Government Triennial Election, Council will establish and appoint the Committee and its members, including the appointment of a non-elected (external appointee) as Chairperson or the reconfirmation of a Chairperson appointed for a term beyond the Triennial Election.
- 4 The Committee membership will be the external appointee (as Chairperson), the Mayor and up to three appointed members.

- 5 The Committee members should bring to the Committee:
 - 5.1 the ability to act independently and objectively;
 - 5.2 the ability to ask relevant and pertinent questions and evaluate the answers;
 - 5.3 the ability to work constructively with management to achieve improvements;
 - 5.4 an appreciation of Council's culture and values, and a determination to uphold these;
 - 5.5 a proactive approach to providing feedback on matters that require further attention;
 - 5.6 business acumen; and
 - 5.7 appropriate diligence, time, effort and commitment.
- 6 The external appointee should have the following experience:
 - 6.1 financial reporting;
 - 6.2 broad governance experience;
 - 6.3 familiarity with risk management disciplines (identification, evaluation and management);
 - 6.4 understanding of internal control and assurance frameworks;
 - 6.5 a good understanding of the roles of internal and external audit;
 - 6.6 industry or sector expertise; and
 - 6.7 the ability to explain technical matters in their field of expertise to other members.
- 7 The Chief Executive and senior staff may attend Committee meetings, however, the Chief Executive and senior staff are not members of the Committee.

Responsibilities

Risk Management and Internal Controls

- 8 The Committee will:
 - 8.1 understand the key operational business activities of Council and the significant risks associated with each of the activities;
 - 8.2 recommend to Council the Risk Management Policy and any amendments;
 - 8.3 recommend to Council an appropriate level of risk tolerance after an assessment of risks;
 - 8.4 review whether management has in place a current and comprehensive risk management framework (including likelihood and consequences) and associated procedures for effective identification and management of Council's significant risks;
 - 8.5 consider whether appropriate action is being taken by management to mitigate Council's significant risks;

- 8.6 Review Council's insurance arrangements and monitor insurance claims;
- 8.7 enquire as to steps management has taken to ensure the organisation's culture is one of commitment to workplace safety, probity and ethical behaviour;
- 8.8 monitor major project reports to ensure transparency of financial management and achievement of project objectives and provide assurance that there are robust processes in place to manage project risks appropriately; and
- 8.9 Review requests for budgets to be carried forward to the following financial year.

External Audit

- 9 The Committee, in conjunction with the Chief Executive, will:
 - 9.1 engage and confirm with the external auditor the terms of the auditor's appointment and engagement, including the nature and scope of the audit, timetable and fees;
 - 9.2 develop a relationship with, and liaise with, the external auditor;
 - 9.3 discuss issues arising from the interim and final audit reports, and any matters the external auditor may wish to discuss;
 - 9.4 receive the external audit report(s) and monitor the implementation by management of any significant issues and recommendations made by the external auditor;
 - 9.5 conduct a session with the external auditor to discuss any matters that the auditor wishes to bring to the Committee's attention and/or any issues of independence; and
 - 9.6 review reports from any other external audits (including IANZ and NZTA) and/or reports relating to Council's performance, of a financial, risk mitigation or compliance nature, that are undertaken.

Internal Audit

- 10 The Committee will:
 - 10.1 monitor management's approach to maintaining an effective internal control framework that is sound and effective;
 - 10.2 monitor existing ~~corporate~~ policies and recommend, where necessary, the formulation of new policies as to further enhance the elements of transparency and accountability in organisational practices;
 - ~~10.3 approve the internal audit programme and determine the appointment of any assistance required to implement the programme having regard to risk, independence and expertise;~~
 - ~~10.4 monitor the delivery and implementation of the internal audit work programme and audit process; and~~
 - ~~10.5 receive the internal audit report and monitor the implementation by management of any significant issues and recommendations made by the internal auditor.~~

Compliance with Legislation, Standards and Best Practice Guidelines

- 11 The Committee will review the effectiveness of the system for monitoring Council's compliance with laws (including governance legislation, regulations and associated government policies), with Council's own standards and sector best practice guidelines.

General

- 12 Oversee special investigations which fall within the Committee's scope of purpose.
- 13 The Committee is to be informed by the Chief Executive as to any investigation of any alleged fraudulent activity.
- 14 The Committee may review and make recommendations on any relevant reports prepared by management for public distribution.
- 15 The committee may review policy relating to Treasury, published Financial Statements and accounting standards of Council.
- 16 The Committee is also responsible for maintaining and considering its own effectiveness, and must ensure that there are robust processes in place to ensure effective communication with both Council and management.
- 17 The Committee has limited delegation from Council and it will largely operate as an advisory committee to Council. The Committee will not assume any management functions or make decisions that are the statutory responsibility of the Chief Executive.

Meetings

Quorum

- 18 A quorum of members of the Committee shall be three, however one of the three members must be the Chairperson, or in the absence of the Chairperson, another member of the Committee delegated to act as Chair by the Chairperson.

Frequency

- 19 The Committee will meet at least four times each year having regard to Council's reporting and audit cycle. Additional meetings may be held as determined by the Chairperson in order for the Committee to fulfil its duties and responsibilities.

Meetings with External Auditor

- 20 The Committee will work at "arms-length" to the office of the Chief Executive and is able to meet with the external auditor without management present.

Standing Orders

- 21 The Committee will abide by the Waimate District Council Standing Orders.

Delegations from Council

- 22 The Committee has delegated authority to:
- 22.1 engage and confirm with the external auditor the terms of the auditor's appointment and engagement, including the nature and scope of the audit and timetable;
 - ~~22.2 approve the appointment of any internal auditor, internal audit programmes, audit engagement letters and letters of undertaking for audit functions;~~
 - ~~22.3~~22.2 approve additional services provided by the external auditor;
 - ~~22.4~~22.3 approve, coordinate and monitor special investigations;
 - ~~22.5~~22.4 seek independent advice within budget; and
 - ~~22.6~~22.5 seek any information it requires from the Chief Executive who will co-operate with any reasonable request made by the Committee.
- 23 The Audit and Risk Committee does not have any financial delegations.
- 24 The Committee may not delegate any of its responsibilities, duties or powers.

Reporting Procedures

- 25 The Committee shall maintain direct lines of communication with the external auditors, the Chief Executive and the Corporate Services Group Manager. The Chief Executive and Corporate Services Group Manager are responsible for drawing to the Committee's immediate attention any matter of significance that relates to Council's financial condition, any breakdown in internal controls, any area of immediate and significant risk or any event of fraud.
- 26 The Committee shall be provided with copies of reports from the external auditor to management and staff regarding the audit process.
- 27 After each Committee meeting the Chairperson shall prepare a report to Council for the next available Ordinary Meeting of Council.

Review of the Committee

- ~~28 Council, in collaboration with the Committee, will undertake a mid-term review of the Committee's performance every three years, including a review of the Terms of Reference.~~
- ~~28 Council, in collaboration with the Committee, will every three years review the performance of the Committee, including a review of the Terms of Reference at the commencement of the new triennium.~~
- 29 The Terms of Reference will be approved by Council.

Publication Details

All inquiries or suggestions regarding this document should be referred to:	Chief Executive
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Revision Dates:	22 August 2017, 14 September 2018, 14 April 2020, 21 March 2023, 19 May 2026
Effective Date:	19 May 2026 21 March 2023
Minimum Review by:	April 2027 (mid term) October 2025 (triennially)
Chief Executive – Release Signature:	Stuart Duncan
Document can only be amended by:	Resolution of Council
Document filed at:	L:\SUPPORT SERVICES\Meetings – Audit
Document Writer:	Stuart Duncan Chief Executive

16.3 RISK TOLERANCE REVIEW

Author: Tina Stevenson, Corporate Services Group Manager

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Risk Appetite Summary - March 2026  

PURPOSE

1. For Council to review the level of risk tolerance, following a recommendation from the Audit and Risk Committee at their meeting on 17 March 2026.

BACKGROUND

2. The Audit and Risk Committee's Annual Work Plan states the Committee is to 'recommend to Council an appropriate level of risk tolerance' annually.
3. The ISO 31000 risk management standard defines risk appetite as the "Amount and type of risk that an organization is prepared to pursue, retain or take to achieve its objectives". It reflects the organisation's risk management philosophy and, in turn, influences the organisation's culture and operating style.
4. For any business the taking on of risk to achieve objectives is at times necessary. Every business will also recognise that in taking on any risk (with positive or negative outcomes) the exposure to risk is expected to be managed.
5. With most operational and Council decisions, there are a mix of risks that touch on different risk categories, requiring balancing and prioritisation.
6. The risk appetite statement can help to balance these risks and ensure they are viewed subjectively.
7. The attached 'Risk Appetite Summary' was first adopted by Council in September 2022, following the development of the Risk Management Policy.
8. It has subsequently been reviewed annually, with no change.
9. The broad categories of risk that have been identified are as follows:
 - Economic & District Growth
 - Financial
 - Compliance
 - Health & Safety
 - Reputation
10. Risk appetite has been graded into three categories – 'low', 'moderate' and 'high'.
11. Low means being unwilling to take on anything other than small risks. Moderate means having an appetite between low and high (a flexible approach). High means being willing to take on significant risks to exploit opportunities despite potentially major consequences if the risk is realised.
12. When applied to the various categories of risk in the nature of Council's business, a profile for acceptable risk appetite and tolerance is built across the Council. This shapes Council's risk management culture, planning, operations, decision making process and guidance.
13. It would be expected that the identified risks across the various categories are assessed, treated and managed within these appetite levels.
14. The proposed risk profile is generally 'risk adverse', which is common for public sector organisations given the obligations around transparency and accountability.

15. The most risk tolerant category is Economic & District Growth, with it proposed that Council is prepared to take more risk to achieve desired outcomes, with Health & Safety at the other end of the spectrum, with the proposal that Council is risk adverse in this area.
16. At the 17 March 2026 Audit and Risk Committee meeting, the level of risk tolerance was considered, along with the attached "Risk Appetite Summary", and the below resolution was carried, recommending to retain the Summary without modification:

6.10 RISK TOLERANCE RECOMMENDATION

COMMITTEE RESOLUTION 2026/11

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

1. That the Risk Tolerance Recommendation report is accepted; and
2. That the Audit and Risk Committee recommends the Risk Appetite Statement be approved by Council as presented.

CARRIED

PROPOSAL

17. Council to consider the Risk Appetite Summary and approve, thereby agreeing to the level of risk tolerance that is acceptable for each category of risk.

Options

18. Council may approve the Risk Appetite Summary as recommended by the Audit & Risk Committee, as presented, or
19. Council may approve the Risk Appetite Summary as recommended by the Audit & Risk Committee, with modifications.

RECOMMENDATION

1. That the Risk Tolerance Review report is accepted; and
2. That Council approves the Risk Appetite Statement, as presented, or with modifications.

Risk Appetite Summary | Waimate District Council | March 2026

About our Risk Appetite Statement

The Council’s risk appetite is the shared view of the Councillors and the Leadership Team and refers to the type and amount of risk that the Council is prepared to accept or avoid to achieve its strategic objectives. The risk appetite statement influences and guides decision making.

In pursuing its vision and strategic objectives the Council will accept a level of risk proportionate to the expected benefits to be gained, and the impact or likelihood of damage.

Risk Appetite Summary									
	Low Appetite			Moderate Appetite			High Appetite		
	Accept little or zero risk, taking a cautious approach towards taking risk			A balanced and considered approach is adopted to taking risk			A more assertive or aggressive approach to taking risk is accepted to realise strategic objectives		
Economic & District Growth									
Financial									
Compliance									
Health & Safety									
Reputation									

Area	Risk Appetite Statement
Economic and District Growth	We want to be nimble, try new things and staff need to feel safe to fail in the environment we set for them.
Financial	As a publicly funded entity there is a need to ensure sound financial decision making that takes between a cautious to balanced approach towards taking risk.
Compliance & Regulatory	There is a low risk appetite for compliance areas which will result in a breach of regulation or have flow on implications to public health and safety. A moderate risk appetite where there is flexibility in the decision and we don’t want to slow down business or community activity.
Health & Safety	A strong need to ensure a safe environment for staff, contractors and the community.
Reputation	A realisation that Councils have to make tough decisions in the short term for the benefit of long-term objectives, however it is important to ensure a strong and positive community engagement.

Risk Appetite Summary | Waimate District Council | March 2026

The Council has a high appetite for risk in the context of:

- Supporting areas of economic and district growth.

The Council has a low appetite for risk where there is a likelihood of:

- Significant financial damage.
- Harm to the public and our staff.
- Breach of regulatory obligations.

The risk classification and rating tables within the Risk Management Policy provide guidance regarding the Council's appetite for risk.

16.4 LOCAL GOVERNMENT NEW ZEALAND MEMBERSHIP RENEWAL

Author: Tina Stevenson, Corporate Services Group Manager

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments:

1. LGNZ Invoice [↓](#) 
2. The Value of LGNZ Membership 2026 [↓](#) 

PURPOSE

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

BACKGROUND

2. LGNZ is a membership body for councils across New Zealand.
3. All elected members are covered by their council's membership.
4. In return, elected members gain benefit from LGNZ's expertise, support and programmes providing benefit to the sector as a whole.
5. The purpose of LGNZ is '...to champion, connect and support local government.'
6. Council has received the annual LGNZ Membership invoice for 2026/27 for \$33,209.31 plus GST. This is an increase of \$998.54 on the fee in 2025/26. Payment of the invoice is due by 20 May 2026.
7. A 'The Value of LGNZ Membership' report, is attached for the information and consideration of Council. The report includes a section on how LGNZ saves councils (and ratepayers) money.

PROPOSAL

8. That Council considers its continued membership of LGNZ.

Options

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

ASSESSMENT OF SIGNIFICANCE

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

CONSIDERATIONS**Risk**

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

Other

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

FINANCIAL

14. There is a financial cost of membership of LGNZ, being \$33,209.31 plus GST for the 2026/27 year.

Budget

15. A budget of \$33,000 excluding GST has been provided for 2026/27.
16. An additional \$1,300 has been budgeted for the LGNZ Mayors Taskforce for Jobs subscription.

Cost-effectiveness

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

RECOMMENDATION

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



TAX INVOICE

Waimate District Council
 PO Box 122
 Waimate
 Waimate 7960
 NEW ZEALAND

Invoice Date
 1 Apr 2026

Invoice Number
 INV-3889

GST Number
 49455479

New Zealand Local
 Government Association Inc
 (trading as Local Government
 New Zealand)
 P O Box 11769,
 Manners Street
 Wellington 6142

Description	Quantity	Unit Price	Amount NZD
Annual LGNZ Membership Subscription	1.00	33,209.31	33,209.31
For the year 01 April 2026 to 31 March 2027			
		Subtotal	33,209.31
		TOTAL GST 15%	4,981.40
		TOTAL NZD	38,190.71

Due Date: 20 May 2026

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

PLEASE NOTE THE NEW PO BOX NUMBER

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



PAYMENT ADVICE

To: New Zealand Local Government Association Inc
 (trading as Local Government New Zealand)
 P O Box 11769,
 Manners Street
 Wellington 6142

Customer Waimate District Council
Invoice Number INV-3889
Amount Due **38,190.71**
Due Date 20 May 2026

Amount Enclosed

Enter the amount you are paying above



The value of LGNZ membership 2026





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From the President >

You will know by now that since December 2025, LGNZ has been on a path of reset and renewal. We know that we have our work cut out for us!

With a new President, Vice President and National Council, we are focused on ensuring LGNZ is responsive to members and effective in representing local government during a period of significant change.

A key priority has been rebuilding a constructive relationship with central government. Vice President Dan and I have met several times with the Prime Minister, Minister Watts and other senior Ministers. These conversations have been positive and focused on practical solutions. We have also met with the Leader of the Opposition and other political parties. Our role is to work constructively with whoever is in government, while ensuring local government's voice is heard and respected.

Equally important is ensuring LGNZ reflects the priorities of its members. We are here to listen and work with you. The feedback we have received from councils has helped shape the new LGNZ strategy outlined later in this document. That strategy places a strong emphasis on advocacy and influence to secure better long-term outcomes for local government.

Ultimately, our members – and the communities we serve – must see clear value in what LGNZ delivers. Later in the document we highlight how and where we save you and your community money via our advocacy.

We recognise councils are facing some of the toughest conditions in living memory. Cost-of-living pressures are real for communities, and councils are also managing a tsunami of reform across multiple policy areas. Every dollar matters. National Council has rejected the 9.5% fee increase planned by the previous National Council for this year. Instead we agreed 3.1%, recognising the pressure councils are under. LGNZ has put all costs under the microscope (including conference) and increased efficiency while protecting core member services.

This is also a time when local government needs a strong, united voice more than ever. LGNZ's work goes well beyond the direct services we provide to councils. Our advocacy helps protect councils from costs and risks that could otherwise fall directly on ratepayers.

Looking ahead, further reforms – from resource management to potential changes in local government structures and rating frameworks – will bring significant transition challenges for councils. Ensuring those costs and impacts are fairly managed will be a major focus of LGNZ's work.

In times of change, collective strength matters. LGNZ's influence comes from the breadth and unity of its membership. When councils stand together, our voice carries far greater weight.

Dan and I are always happy to talk with members about the direction of LGNZ and the work ahead. Please feel free to reach out if you would like a conversation or a visit. We're holding regular Zooms after National Council meetings and appreciating all your feedback.

We firmly believe LGNZ plays a vital role as the peak body for local government – and that role is strongest when we stand together.

Rehette Stoltz
President, LGNZ

LGNZ serves the long-term interests of local government >

We recognise this is a challenging time for regional council Chairs, councillors, Chief Executives and staff.

LGNZ's position on Simplifying Local Government is clear and we have discussed this directly with Minister Watts and the Prime Minister:

- > Combined Territories Boards will be most effective if they have a single, clear purpose: to develop reorganisation plans.
- > Regional councillors have valuable experience of the current functions regional councils undertake. This experience will be essential in developing future models and in implementing current reforms, such as resource management.
- > LGNZ supports retaining current regional councillors' governance over regional functions until either the end of this triennium or when regional reorganisation plans are finalised.
- > LGNZ also supports CTBs having direct access to regional councils' valuable institutional knowledge, including having a Chair or councillor as members.
- > There should also be flexibility on who leads a CTB: a Mayor, a current regional council Chair (to retain valuable institutional knowledge), or an independent chair.

LGNZ's President and Vice President have raised these points with both the Prime Minister and Local Government Minister. The Minister has told us there is flexibility and that one-size-doesn't-fit-all for every region. Minister Watts has been clear that he wants to work with LGNZ to improve reforms.

LGNZ delivers for regional councils >

- > LGNZ delivers value for the regional sector through its political engagement, advocacy, and media presence.
- > Our role complements Te Uru Kahika's technical and operational expertise when the two organisations work together. Te Uru Kahika strengthens regional council's ability to deliver operational excellence, while LGNZ ensures regional expertise is connected to national decision making, especially when it comes to influencing political decisions.
- > *Before the Deluge* shows how this partnership works. Strong, evidence-based technical advice, effectively advocated for at the national level, delivered results for councils, communities and the Government.
 - + LGNZ supported the development of a government relations and comms approach
 - + LGNZ identified key officials to engage with, including when and on what
 - + LGNZ supported pitching stories to key infrastructure and political journalists
 - + LGNZ supported drafting letters and talking points for officials and ministers
 - + LGNZ met with ministers and officials as needed, including raising this topic in our regular ministerial meetings
- > LGNZ has recently collaborated with TUK to:
 - + Ensure our submission on the proposed rates capping formula reflected regional councils' specific operating environment, and that TUK's submission aligned with ours
 - + Advocate for regional councils to be able to utilise development levies as part of the new development levies regime
- > LGNZ delivered a targeted induction day for Chairs, which included engagement with Minister Watts.



Top 10
advocacy
wins from
the past
year >

01/ The Government eases seismic strengthening requirements

- > LGNZ advocated for the new regime that was announced last year. As Chair of LGNZ's seismic strengthening group, Manawatū Mayor Michael Ford drove this advocacy, which was also the subject of a 2024 remit from his council.
- > **Strengthening requirements are now focused on high-risk buildings in risky seismic zones rather than applying everywhere in New Zealand.**
- > Strengthening deadlines have been extended by four years – and councils can extend these further.
- > The Government has estimated the change will save more than \$8 billion. Councils that are building owners will save directly – and they will also benefit indirectly from the removal of this handbrake on towns' and cities' vibrancy. Many commercial property owners will also benefit as they will not have to undertake expensive strengthening work or demolition and can tenant buildings.

02/ The building system will shift to proportionate liability, radically reducing councils' potential liability.

- > For councils, this is one of the most significant reforms to the building regime in decades and something LGNZ has long advocated for. It's been the subject of repeated remits and advocacy. This parliamentary term, we have raised it with Building and Construction Minister Chris Penk as well as generating visibility in the media.
- > Previously if builders went bankrupt, councils could end up liable, because any party could be held liable for the whole cost. For example, the leaky home crisis according to some estimates has generated as much as \$2 billion in liability for councils despite their role being limited to consenting or inspection.
- > Minister Chris Penk has said councils have paid out \$330 million over the last 10 years for building defects that they were not primarily responsible for.
- > **During 2026, the Government will replace joint-and-several liability with proportionate liability, where councils are only liable for their part of the process.** Proportionate liability means councils don't have to pay for other parties' failures, saving ratepayers billions in the event of another widespread failure.
- > Carrying less risk also means councils can make less risk-averse decisions.

03/ We stopped proposed transport emergency works changes that would have cost councils

- > The Government proposed narrowing what qualifies as emergency works, reducing the level of government subsidy and shifting more responsibility for recovery on to councils.
- > LGNZ's Transport Forum led our fight against these changes, which would have seen councils facing higher recovery costs after storms and floods.
- > **The Government decided not to proceed and left existing settings largely unchanged. That means councils can still access co-funding for urgent repairs after natural disasters.**

04/ Our submission influenced the select committee's recommendations on the System Improvements Bill

- > The select committee considering the System Improvements Bill adopted many changes LGNZ submitted on, including:
 - + **Changes to the initially proposed purpose of local government that will reduce councils' risk of legal challenge over decision-making**
 - + **Adding community facilities and waste minimisation to the listed core services – and making that list non exhaustive**
- > Before the select committee process, we suggested these changes to the Minister, which were actioned:
 - + Removing the LGA requirements to publish ads in physical newspapers
 - + Removing the requirement for six-yearly service reviews

05/ Our Electoral Reform Working group gained wide buy-in to their recommendations – and substantial media coverage

- > **Ditching postal voting and moving to booth voting received support across the political spectrum** – one of the [working group's key recommendations](#).
- > Three days after the local government elections, Mayor Hon Dr Nick Smith and the rest of the working group met with Minister Watts to discuss next steps.
- > The decline of the postal service means urgent change is needed before the 2028 elections – we are continuing conversations with all political parties.
- > Policy.nz was stood up for the 2025 elections thanks to LGNZ raising funds from councils to ensure it was viable. All candidates were invited to contribute to the site, which sets out who is standing and what they stand for.

06/ We influenced the development of emergency management legislation

- > **Over the past year, LGNZ has been part of the steering group guiding development of the legislation, which retains a locally led model of emergency management.**
- > We have welcomed the new bill and its objectives – while being clear that funding cannot only arrive after disaster strikes.
- > We have been clear on the challenges that setting minimum levels of service would create for some areas, and will work with NEMA and the Minister to ensure this does not lead to unmanageable cost pressures on councils

07/ Mayors, Chairs and councillors can access funding for a security system

- > After LGNZ provided information to the Remuneration Authority about security threats to Mayors, Chairs and councillors, they agreed to introduce a security system allowance for elected members.
- > **This mirrors the allowance already available to Members of Parliament.**
- > If a council adopts the allowance, eligible members can receive up to \$4,500 to install a security system at their home and up to \$1,000 per year for monitoring, repairs, and call-outs.
- > In 2024, an LGNZ poll of Mayors, Chairs and Chief Executives at one of our events showed that nearly two thirds had faced aggressive and abusive behaviour online; 74% had experienced this behaviour during public, in-person meetings. A third of respondents said abuse and aggression happened during everyday activities like shopping or collecting children from school. We will be gathering new data in our triennial elected member census.

08/ Our intervention led to changes in DIA's council "report cards"

- > In mid-2025, DIA released its first annual "report card" for each council, intended to show ratepayers how their council compares to other "like" councils. DIA initially proposed to release these figures without any local context.
- > **LGNZ successfully advocated for the report cards to flag high-growth councils, those recovering from natural disasters, and those particularly impacted by tourism, for example.**
- > DIA also eventually agreed to share, ahead of time, data from other councils in your "group", to help councils plan for release.
- > They also agreed report cards could link to your council website, so you could add key local details.

09/ We are in the room on national direction for resource management.

- > **We have been engaging with officials behind the scenes on the development of the replacement resource management system, including the approach to its implementation.**
- > We worked with Buddle Findlay to develop our submission on the Planning and Natural Environment Bills

10/ The Ratepayers Assistance Scheme has gained strong political support

- > RAS aims to deliver cost-of-living relief through low-interest loans to ratepayers.
- > Like the Local Government Funding Authority, which LGNZ also spearheaded, the RAS is a potential gamechanger for local government. For councils, it's an off-balance sheet financing vehicle that leverages the security of rates.
- > **The RAS would enable ratepayers to access finance at about 2% less than a standard floating mortgage rate for specific property improvements that have a public benefit** (like solar panels that would deliver substantial long-term savings even when repayments are factored in); it would allow households on fixed incomes to postpone their rates; and it would remove a barrier to housing development by supporting deferred development contributions.
- > The RAS is a collaboration between LGNZ, LGFA, Rewire Aotearoa and funding councils (Auckland, Tauranga, Hamilton, New Plymouth, Palmerston North, Wellington, Hutt City and Queenstown Lakes).



**How LGNZ
saves
councils
(and ratepayers)
money >**

LGNZ saves councils money by delivering services at scale.

LGNZ is a membership organisation designed to deliver shared services at scale and save your ratepayers money, so that council staff can focus on core local services. Without access to these services, councils either purchase them at commercial rates or put additional pressure on council staff time.



Submissions



LGNZ shares draft submissions, analysis and explainers with members on all key reforms.

- > We incorporate member feedback in our final versions.
- > Councils do not have the capacity to submit on every single consultation: LGNZ ensures local government's key concerns are represented.

Access to draft submissions saves councils tens of thousands of dollars. For example, our [resource management submission](#) was informed by David Allen, a partner at Buddle Findlay and one of New Zealand's leading legal experts on resource management. Councils could use this expert advice in your own submission, rather than commissioning your own specialist input. Elected members and staff could also hear directly from David and ask questions at an Ako hour in December.

LGNZ's submissions on resource management, local government systems reform and rates capping contained specialist legal and economic analysis that would cost your council **\$90,000** to commission. In addition to that cost, to produce these three detailed submissions yourself, a council would need to invest at least **200 hours of staff time**.

So far in 2026, we have shared 10 submissions. Based on past trends, we would expect to submit on at least another eight major bills or consultations before the House rises pre-election. Without LGNZ, councils either face scaling your policy team up and down to meet peaks in demand or outsourcing work to expensive consultants.

Each submission is worth between **\$30K-\$100K+** depending on its complexity. This value is represented by:

- > Influencing officials and Ministers before legislation is drafted. This includes LGNZ participation in working parties and reference groups.
- > Engaging with council expert staff to ensure alignment with members.
- > Developing explainers and position pieces to support your submissions and test early thinking.
- > Commissioning specialist input and advice, including from New Zealand's most reputable economic and legal experts.
- > In-house expertise to develop submissions.

The total value of our work responding to government reforms to date in 2026 is valued at between \$300,000 and \$1 million – with at least another four submissions anticipated before parliament breaks



Professional development



Ākona saves councils significant training costs by giving unlimited access to online governance training, avoiding the need to purchase **equivalent commercial courses that typically cost \$800-\$1,200 per person per module**. The most popular courses since the elections have been:

- > Responsibilities of the chair
- > Council assets
- > Intergenerational costing
- > Asset maintenance

Ako hour sessions alone save at least \$100 per person per session, compared with the equivalent cost of short governance webinars from external providers. Sessions are recorded and available for replay at any time.

You can commission specific in-person **workshops for your council for \$5,000-\$7,000, which is roughly half the price of comparable commercial governance training** (typically \$10,000-\$12,000 per day).

Councils avoid expensive consultancy costs because Ākona provides sector-specific learning design and advice. External governance training consultants typically charge \$140-\$160 per hour plus design costs that can run into thousands of dollars.

On-demand training reduces wasted spend and staff time by allowing members to choose from **27 catalogues of governance topics**, rather than paying for generic courses that include irrelevant material. From asset management and risk to political acumen, writing and delivering speeches, climate adaptation, and personal safety, topics were all requested by members.

Long-term value is built through reusable learning resources (micro-modules, recorded sessions, templates and guides), ensuring skills and knowledge are retained rather than lost after one-off training events – maximising your return.

If you asked a third party to develop everything available to your council on the Ākona platform, it would cost your council **more than \$1 million**.



Guides and data



LGNZ produces and regularly updates guides for elected members and councils, for example:

- > Elected member governance guide
- > Tax guide for elected members
- > Mayors and Chairs governance guide
- > Recruiting and managing your Chief Executive
- > Council declaration guide
- > Representation reviews guide
- > Standing Orders template and guide

If a council commissioned these guides independently, it would cost **\$25,000 to \$50,000 per publication.**



Media advice



Members have free access to our expert advice. We provide crisis media support for councils, particularly when multiple councils are involved, and individual tailored guidance and advice on specific issues.

We have established working relationships with all media outlets.

If you contracted in specialist advice, it would cost a council thousands of dollars per issue – starting at **\$280 an hour.**



General advice



Members can pick up the phone for advice on specific challenges. LGNZ fields many calls from councils when you want a sense check or when things go wrong. This ranges from questions about the Local Government Act, conflict between the Mayor/Chair and a councillor or Chief Executive, or other curly issues. We are impartial and work confidentially to deescalate conflict so councils avoid costly legal disputes. Calling us can save a council significant money and time (and public reputational damage). We've seen it all before – and we know what works.

- > You would spend **\$150.00 to \$280.00 per hour** getting this advice from a commercial provider – and much more if you need to involve lawyers.

LGNZ strategy 2026



Elevator pitch >

Local Government New Zealand is the national peak body for councils and local democracy. We bring local voices into national policy, influence decisions early, and work with government to deliver practical solutions. Our legitimacy comes from a strong membership base.

Long-term goals >

Our long-term goals have been reset in 2026 by National Council. They drive LGNZ’s work and are integrated into everything we do.

- | | | | |
|---|---|--|---|
| <p>O1.</p> <p>LGNZ effectively influences central government.</p> | <p>O2.</p> <p>New Zealanders value councils. Local decisions matter and councils are financially sustainable.</p> | <p>O3.</p> <p>Strong Te Tiriti partnerships deliver positive outcomes for people, place and the economy.</p> | <p>O4.</p> <p>More people participate in local government</p> |
|---|---|--|---|

We deliver long-term goals through influence, connection and support

- | | | |
|--|---|---|
| <p> INFLUENCE/</p> <ul style="list-style-type: none"> > Shape policy early, before it is developed, through relationships with officials, Ministers, all political parties. > Work with all political parties, key stakeholders and local government to advance our advocacy priorities (listed below) in the short and long term. > Improve policy through the legislative process. > Spearhead solutions to local government’s intractable problems. > Use media to set the agenda and raise local government’s voice. > Give members the right tools to boost local government’s influence > Integrate a te ao Māori lens throughout our advocacy. | <p> CONNECTION/</p> <ul style="list-style-type: none"> > Bring members together at our sector, All-of-local-government and conference events to hear from key speakers and Ministers, share ideas and connect. > Use events as an opportunity for members to influence key decision makers and officials. > Make sure members are in the loop on everything LGNZ does, with input into decisions and submissions. > Support Te Maruata, Young Elected Members and the Community Boards Executive Committee to connect and equip elected members and progress their kaupapa. > Connect women in local government online and in-person pre-conference. | <p> SUPPORT/</p> <ul style="list-style-type: none"> > Build elected members’ capability and knowledge through our Ākonga professional development. > Launch a formal qualification for elected members in partnership with Victoria University. > Advocate to protect elected members’ safety and security. > Deliver initiatives like Street Lights Profiles and the Road Efficiency Group that support best practice and generate efficiency and financial savings for councils. > Develop and update key guides and templates for councils. > Provide confidential support to councils in difficulty. > Develop and deliver value-add services, including shared services, that meet councils’ needs. |
|--|---|---|

Our advocacy priorities >

Members generated these priorities and then ranked them at our February All-of-local-government meeting:

- | | | | |
|---|---|--|--|
| <p>O1.</p> <p>Financially sustainable and cost-effective local government</p> | <p>O2.</p> <p>Meeting current and future infrastructure needs</p> | <p>O3.</p> <p>Resilient communities, economies, and environments</p> | <p>O4.</p> <p>A responsive and accountable local government system</p> |
|---|---|--|--|

Each priority will be driven by a reference group. Regional, Metro and Rural & Provincial sectors will each have the opportunity to create sector goals under each priority.



**Everything
LGNZ
does for
members >**

INFLUENCE

Our advocacy

- > We meet regularly with the Prime Minister and key Ministers. The Minister for Local Government has been clear both at sector meetings and behind the scenes that he wants to work with LGNZ.
- > Our non-partisan approach and regular access to the government-of-the-day means we can influence policy before and after it lands.
- > We also meet with the Coalition partners and Opposition parties.
- > We work with officials behind the scenes to change policy as it's developed.
- > Our media strategies put local government issues in the spotlight, including encouraging people to vote.
- > We make useful data available to members, for example our new *Local Government Quarterly Economic Insights* delivered by Infometrics ([see the December issue](#)). Councils would pay in excess of \$20,000 a year for an individual council.
- > We produce analysis that supports advocacy, like work to [quantify unfunded mandates](#) or our set of [Funding and Financing tools](#).
- > We spearhead specific projects, like the Ratepayers Assistance Scheme, which would allow ratepayers to borrow cheaply for specific property improvements (like solar panels), rates postponement and development contributions.
- > We share draft submissions, analysis and explainers with members on all key reforms.
- > We create member working groups to drive change: for example, our Transport Forum, which successfully advocated against proposed emergency works changes; and our Electoral Reform Working Group, which has achieved significant political and media buy in to its final recommendations (which we are continuing to progress).
- > We deliver long-term policy work, like our proposals to reform how local government elections are run – where there's agreement across the political spectrum change is needed due to persistently low voter turnout.

CONNECTION

Our member events and networks

- > Our sector and All-of-local-government meetings allow members to come together and hear from Ministers and expert speakers. We held stand-alone sector meetings in November 2025, followed by AOLG and Metro/Regional/Rural & Provincial sector meetings in February, with very strong attendance.
- > Our SuperLocal25 conference was held from 15-17 July at Te Pae in Christchurch, attracting nearly 800 attendees. Overall satisfaction data lifted significantly compared to 2024, with strong feedback on the value of the programme, breakout sessions and networking. We achieved significant media coverage, with 18 journalists from 11 media outlets onsite. We are well into planning SuperLocal26 in Rotorua in July.
- > We provide strong support and high-quality hui for our Te Maruata, Young Elected Members and CBEC networks.
- > We also hold a very popular breakfast for women elected members ahead of SuperLocal (last year featuring former Minister Tracey Martin).

SUPPORT

Our professional development and guidance

Ākona is our professional development programme, with free access to all elected members and specifically designed to prepare members for every triennium milestone.

- > It includes a growing range of e-modules and live online Ako hours, ranging from asset management to responsibilities of the chair, dealing with media and much more. Using Ākona delivers councils substantial professional development savings.
- > In July, we launched pre-elected learning for anyone considering standing for council. This interactive course stepped any potential candidates through what it means to be an elected member and was very popular, with 2,252 sessions by 1,118 active users.
- > More than 400 elected members attended our induction, from Mayors School to Elected Member inductions in 13 locations and Chairs Induction. We had outstanding feedback, especially compared to previous inductions, with an average satisfaction score of 4.6 out of 5, which is incredibly high. After attending induction, 91% of attendees felt either “very confident” or “confident” about their role. This is the result of months of planning.
- > Later this year, LGNZ and Victoria University will launch a formal qualification that elected members can achieve by presenting a portfolio of their everyday work.








Members are strongly supportive of our work to advance elected member safety, which included:

- > The launch of our very popular [How to stay safe guide](#) last May.
- > Minister for Women Nicola Grigg launching a well-received toolkit targeted at women leaders at our 1 May All-of-local-government meeting.
- > Submissions in support of the Government’s legislation against stalking, and against protesting outside people’s homes. These submissions allow us to speak directly to central government politicians about the risks local elected members face.

We also have a range of programmes that support members:

- > Te Korowai, LGNZ's continuous improvement programme for councils
- > Road Efficiency Group, which is a partnership between LGNZ, NZ Transport Agency Waka Kotahi, and all road controlling authorities that provides data to improve decision making, supports best practice asset management and tests asset management plans.
- > Our Street Lights Profile supports councils in lowering electricity bills from dimmable streetlights and generates revenue for LGNZ.

We prepare and update guides for councils, including:

-  [Standing Orders templates and the Standing Orders Guide](#)
-  [Guidance for Mayors and Chairs;](#)
-  [Elected members guide to governance and local government](#)
-  [Recruiting and managing council CEs](#)
-  [The community boards' guide](#)
-  [The tax guide for elected members](#)
-  [Elected members' guide to the Local Government \(Rating\) Act](#)

We provide confidential support and advice to councils in difficulty.



National Council 2025-28 >



Mayor Rehette Stoltz
LGNZ President and Regional sector representative



Mayor Dan Gordon
LGNZ Vice President and Zone 5 representative



Mayor Ken Couper
Zone 1 representative



Mayor Toby Adams
Zone 2 representative



Mayor Craig Little
Zone 3 representative



Mayor Fran Wilde
Zone 4 representative



Mayor Tamah Alley
Zone 6 representative



Mayor Grant Smith
Metro sector representative



Mayor Mahé Drysdale
Metro sector representative



Mayor Sophie Barker
Metro sector representative



Deputy Chair Bonita Bigham
Regional sector representative



Chair Deon Swiggs
Regional sector representative



Mayor Faylene Tunui
Rural sector representative



Mayor Tania Tapsell
Provincial sector representative



Councillor Dinnie Moeahu
Te Maruata Co-Chair



Deputy Mayor Aubrey Ria
Te Maruata Co-Chair



Councillor Alex Crackett
Young Elected Member Chair



16.5 RISKPOOL: UPDATE TO MEMBERS

Author: Tina Stevenson, Corporate Services Group Manager

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Riskpool: Update to Members 5 May 2026  

PURPOSE

1. For Council to receive an update regarding Riskpool's current position, including the status of domestic litigation, engagement with reinsurers, and matters relevant to Members' financial planning and reporting.

BACKGROUND

2. Riskpool was established in 1997 by local authorities and Civic Assurance (now Civic Financial Services Ltd) to provide collective risk protection for local government entities across New Zealand. It was formed in response to an unreliable and expensive commercial insurance market, particularly following the withdrawal of key insurers from local government liability cover.
3. Structured as a not-for-profit mutual fund with a Board of Trustees (the Board) acting in the best interests of members, Riskpool successfully operated for 20 years, returning \$178.7 million in claims to its members in comparison to \$147.5 million in contributions. Waimate District Council was a member of the Riskpool Scheme in that period.
4. Since 2017, the Scheme has been in a managed wind-down phase. The Board's focus is now primarily on resolving legacy claims, pursuing recoveries from reinsurers, and ensuring sound trust governance.
5. Although the Riskpool Scheme is in a managed wind down phase, the Board is currently managing a number of significant workstreams relating to Riskpool.
6. Attached is an update that has been provided by Riskpool's General Counsel, dated 5 May 2026.

Domestic Litigation

7. Riskpool is currently managing significant domestic litigation arising from the Supreme Court's 2023 decision in Local Government Mutual Funds Trustee Ltd v Napier City Council [2023] NZSC 97, which addressed claims involving both weathertight and non-weathertight issues.
8. Two of these claims went to trial in the Wellington High Court in September last year, concluding in early October. The key issue to be determined by the High Court is the consequence of these claims having been late notified pursuant to the terms of the Scheme documents (which includes the Trust Deed, Scheme Rules and the Protection Wording).
9. The Court is yet to provide their decision. Riskpool will provide a further update to Members once the judgment has been released and its implications are understood.

Reinsurance

10. Reinsurance remains Riskpool's principal source of funding for settled or accepted claims, and recovery from reinsurers is central to limiting any financial impact on Members.
11. The Board is prioritising this work and continues to engage proactively and constructively with reinsurers.
12. Riskpool will keep Members updated as this progresses.

Funding Position and Potential Future Calls

13. At this stage, the Board does not have sufficient information to determine whether a further funding call will be required in the 2026–2027 financial year.

Annual Report Disclosure

14. Suggested wording has been provided for inclusion in Council 2026 Annual Report, to satisfy Contingent Liability disclosure requirements.

Annual Members Meeting – 19 June 2026

15. Riskpool's Annual Members' Meeting will be held on Friday 19 June 2026, with a formal notice to follow.
16. A remote attendance option is available.

PROPOSAL

17. That Council receives Riskpool's Update.

ASSESSMENT OF SIGNIFICANCE

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

CONSIDERATIONS**Risk**

19. There is no risk associated with receiving the update.
20. There is an on-going possibility of further calls being made on members.

FINANCIAL

21. No budgetary provisions have been made for Riskpool calls.
22. If further future calls are likely Riskpool have undertaken to provide members with as much advance notice as possible to support budget planning.

RECOMMENDATION

That the Riskpool: Update to Members report is received.



17 December 2025

Stuart Duncan
Waimate District Council
PO Box 122
WAIMATE 7960

stuart.duncan@waimatedc.govt.nz

Dear Stuart

RISKPOOL: UPDATE TO MEMBERS

We write to update you on Riskpool's current work, recent developments in domestic litigation, and progress in our reinsurance negotiations, as we continue to manage legacy claims and safeguard the collective interests of our membership.

Response to August Call

Thank you to all councils who responded to Riskpool's August 2025 funding call. All amounts called have been received. Your continued engagement and support are valued and essential as we continue progressing several key workstreams, summarised below.

We recognise that many Member Councils operate under tight fiscal constraints, and that advance warning of any call for funding is essential. The Board manages the financial needs of the Scheme carefully and, at this stage, we do not anticipate making a further call to Members in the financial year ending 30 June 2026.

Any future call for funding will depend primarily on two factors:

- i. The outcome of ongoing domestic litigation; and
- ii. The position taken by Riskpool's reinsurers in relation to coverage.

Should developments in either area indicate that a further call is likely in future, we will provide Members with as much advance notice as possible to support budget planning.

Trust Deed Consultation

We would also like to thank those Councils who have responded to the proposed Trust Deed amendments to date. Of Riskpool's 75 Members, the Trust Deed amendments require approval from 90%, approximately 68 Councils. As at the date of this letter:

64 Councils, approximately 85% of the membership, have provided signed consents approving the amendments; and

11 Councils have decisions pending or are currently considering the proposal. We are actively following up with these Members.

We recognise that the timing of local government elections has affected the ability of some Councils to consider the amendments. We are happy to accommodate this where needed and will continue to work with those still progressing approvals.

We will update all Members once the full set of responses is received.

Domestic Litigation

As indicated in our previous correspondence, Riskpool is currently defending significant domestic litigation arising from the Supreme Court's 2023 decision in *Local Government Mutual Funds Trustee Ltd v Napier City Council [2023] NZSC 97*, which addressed claims involving both weathertight and non-weathertight issues.

Two of these claims went to trial in the Wellington High Court in September, which concluded at the beginning of October. The key issue to be determined by the High Court is the consequence of these claims having been late notified pursuant to the terms of the Scheme documents (which includes the Trust Deed, Scheme Rules and the Protection Wording). A judgment is expected around March/April next year. We anticipate that the decision will offer meaningful clarity for both Riskpool and reinsurers, allowing us to move forward with the resolution of the remaining legacy claims.

We will provide a further update to Members once the judgment has been released and its implications are understood.

Reinsurance

Reinsurance remains Riskpool's principal source of funds for settled or accepted claims. The majority of the Scheme's historical liabilities are expected to be met from reinsurance. To the fullest extent possible, the Board is prioritising this recovery as it is central to minimising any further financial impact on Members.

The process of ensuring reinsurers meet their obligations is complex, involving multi-layered "towers" of reinsurance for each fund year. The relevant reinsurance contracts are governed by English law and subject to the jurisdiction of the English commercial courts.

We continue to engage in constructive and proactive dialogue with reinsurers, supported by both our London-based brokers and English and New Zealand counsel. We will continue to provide updates as the recovery process advances.

Riskpool's Ongoing Engagement with Members

Riskpool was established to provide collective risk protection for local government in New Zealand, and the Board remains mindful of, and committed to that founding purpose. We continue to operate in line with the principles on which the Scheme was created: shared responsibility, prudent financial management, and mutual support among Members. Consistent with those principles, the Board is committed to keeping you well informed and engaged as key developments affecting the Scheme progress.

Please do not hesitate to contact me at stephen.ferson@riskpool.org.nz if your Council has any questions or would like further detail on any of the matters outlined above.

Thank you again for your ongoing engagement and support.

Ngā mihi nui,



Stephen Ferson
General Counsel
Local Government Mutual Funds Trustee Ltd (Riskpool)

16.6 APPOINTMENT OF TERRITORIAL AUTHORITY REPRESENTATIVES TO THE SOUTHERN BIOSECURITY ADVISORY GROUP

Author: Tina Stevenson, Corporate Services Group Manager
Authoriser: Tina Stevenson, Corporate Services Group Manager
Attachments: 1. Environment Canterbury Southern Biosecurity Advisory Group Representatives 2026-03-03  

PURPOSE

1. For Council to note the continued appointment of Councillor John Begg on the Southern Biosecurity Advisory Group to 30 June 2026.
2. For Council to consider what representation is required for the 2026-2029 term.

BACKGROUND

3. Biosecurity Advisory Groups work with Canterbury Regional Council to manage plant and animal pests across the region. They actively support Environment Canterbury to deliver the objectives of their regional pest management programme. They have members from the regional council, territorial authorities, Papatipu Rūnanga, and community. More info can be found here: [Biosecurity Advisory Groups | Environment Canterbury](#)
4. Biosecurity Advisory Group Terms of Reference require two Territorial Authority representatives on each Biosecurity Advisory Group, with appointees being either officers or elected members. Following the 2025 local body elections, Councils have the opportunity to update Territorial Authority representatives on the Southern Biosecurity Advisory Group for the current term ending on 30 June 2026.
5. Environment Canterbury appointed Councillor John Begg to the Southern Biosecurity Advisory Group in March 2023.
6. This appointment was retrospectively ratified by Council at the 18 April 2023 Council meeting:

<p>16.11 APPOINTMENT OF TERRITORIAL AUTHORITY REPRESENTATIVES ON THE SOUTHERN BIOSECURITY ADVISORY GROUP</p> <p>Council noted the appointment of two Canterbury Councillors on the Southern Biosecurity Advisory Group.</p> <p>RESOLUTION 2023/70</p> <p>Moved: Deputy Mayor Sharyn Cain Seconded: Mayor Craig Rowley</p> <p>That Council notes the appointment of Waimate District Councillor John Begg and Mackenzie District Councillor Rit Fisher to the Southern Biodiversity Advisory Group.</p> <p style="text-align: right;">CARRIED</p> <p>Note:</p> <p>Council noted that once the joint Council and Environment Canterbury climate change and biodiversity vacancy is filled, the person can support Cr Begg in this role.</p>
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7. As the cycle for appointment of a representative does not align with routine Council appointments, an appointment to the Southern Biosecurity Advisory Group did not occur at the Inaugural Council meeting held on 28 October 2025,.
8. The Mayor supports continued representation through Councillor Begg, and Councillor Begg is happy to continue in this role.
9. The attached letter from Environment Canterbury seeks confirmation of appointments for the current term, ceasing 30 June 2026.

10. Council also needs to begin considering whether they wish to nominate an elected member for the coming term (1 July 2026 – 30 June 2029). Feedback from Councillor Begg on the nature and effectiveness of this group is invited, in order to assess if ongoing representation is required.

PROPOSAL

11. That Council notes the continued appointment of Councillor John Begg on the Southern Biosecurity Advisory Group to 30 June 2026, and considers if representation is required for the 2026-2029 term.

ASSESSMENT OF SIGNIFICANCE

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

CONSIDERATIONS

13. There are no known considerations.

Territorial or Regional Council Regulations, Plans or Bylaws

14. The Biosecurity Advisory Groups works under the Biosecurity Act 1993, the Canterbury Regional Pest Management Plan, Resource Management Act 1991, and any other act.

Risk

15. There are no known risks.

FINANCIAL

16. There are no known financial considerations.

RECOMMENDATION

That Council notes the continued appointment of Councillor John Begg to the Southern Biosecurity Advisory Group to 30 June 2026.



Customer Services
P. 03 353 9007 or 0800 324 636
200 Tuam Street
PO Box 345
Christchurch 8140
www.ecan.govt.nz/contact

3 March 2026

Angela Oosthuizen, Chief Executive, Mackenzie District Council
Email: angela.oosthuizen@mackenzie.govt.nz

Nigel Trainor, Chief Executive, Timaru District Council
Email: Nigel.Trainor@timdc.govt.nz

Stuart Duncan, Chief Executive, Waimate District Council
Email: Stuart.Duncan@waimatedc.govt.nz

Alex Parmley, Chief Executive, Waitaki District Council
Email: AParmley@waitaki.govt.nz

Kia ora koutou,

Appointment of Territorial Authority representatives to the Southern Biosecurity Advisory Group

I am writing to seek your support in confirming Territorial Authority representatives for Environment Canterbury's Southern Biosecurity Advisory Group for the current term.

Biosecurity Advisory Groups work with Canterbury Regional Council to manage plant and animal pests across the region. They actively support us to deliver the objectives of our regional pest management programme. They have members from the regional council, territorial authorities, Papatipu Rūnanga, and community. More info can be found here: [Biosecurity Advisory Groups](#).

Biosecurity Advisory Group Terms of Reference require two Territorial Authority representatives on each Biosecurity Advisory Group, with appointees being either officers or elected members. Following the recent local body elections, your Councils may wish to update Territorial Authority representatives on the Southern Biosecurity Advisory Group for the current term ending on 30 June 2026.

If your Councils would like to change your representatives for the remainder of this term, we invite you to collectively nominate your four Councils' two Territorial Authority representatives by CoB Tuesday 10 March. This timeframe enables the decision to be noted in the March meeting of the Canterbury Regional Council.

Alternatively, if your Councils would like to retain the Territorial Authority current representatives, I would appreciate if you could confirm this in writing.

We also invite you to begin considering your Councils' representatives on the Southern Biosecurity Advisory group for the coming term, which spans 1 July 2026 – 30 June 2029. Staff will contact you with the process for making appointments in the new term in the coming months.

Thank you for your commitment to biosecurity and pest management in Canterbury. Your views are key to the effectiveness of the Southern Biosecurity Advisory Group.

Ngā mihi,

A handwritten signature in blue ink, appearing to read 'Stefanie Rixecker', written in a cursive style.

Dr Stefanie Rixecker
Chief Executive

Biosecurity Advisory Group Catchments

Current Southern Biosecurity Advisory Group members

Councillor Rit Fisher – Mackenzie District Council

Councillor John Begg – Waimate District Council, confirmed following local elections

Barbara Gilchrist

Cameron Bennett

Gary Foster

Gavin Loxton

Ines Stager

John Talbot – Chair

Marcelo Carena

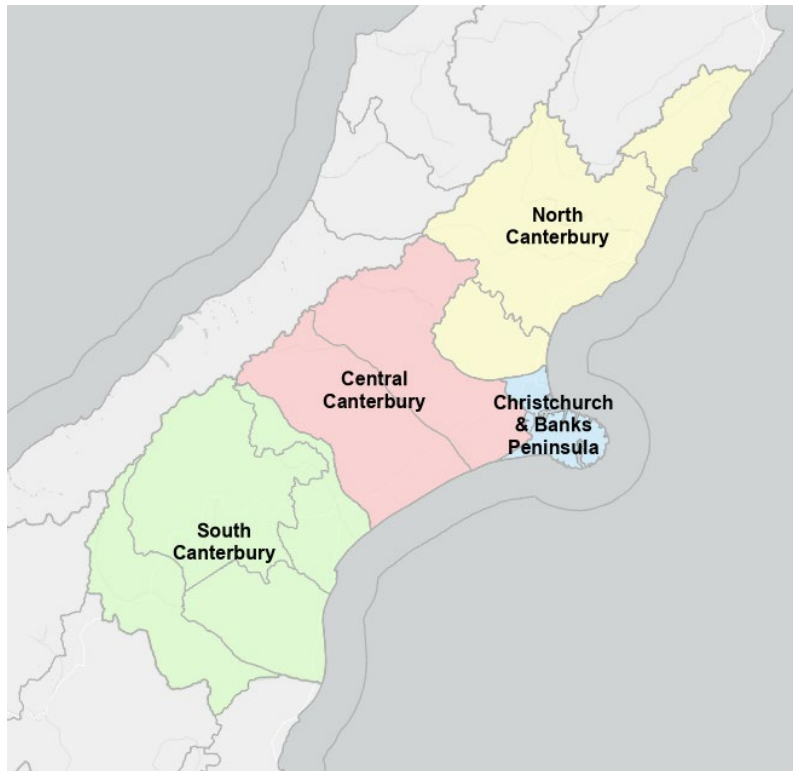
Matt Simpson

Rob Smith

Rob Young

Michael McMillan

Councillor Nick Ward



16.7 THREE YEAR PILOT PROGRAMME - COMMUNITY FUNDING

Author: Stuart Duncan, Chief Executive
Authoriser: Nicole Timney, Community Services and Strategy Group Manager
Attachments: Nil

PURPOSE

1. To draw Council's attention to the opportunity to partner with the Community Trust of Mid and South Canterbury (CTMSC) in a three-year pilot programme to provide funding to communities in a way which maximises local control over funding decisions on a dollar-for-dollar basis up to a \$30,000 annual contribution from CTMSC to establish a Waimate community organisations funding scheme.

BACKGROUND

2. On Tuesday 24th March, Mayor Rowley and Chief Executive, Stuart Duncan met with Jakki Giulford Manager of Community Link and Tim Barnett, Chief Executive of CTMSC. The meeting was called by Mr. Barnett to present a community funding opportunity delivered through the Waimate District Councils Grants Programme.
3. As part of its new reform agenda, the CTMSC has developed a Community Development funding project. CTMSC is creating a pilot approach in each of the four District Council areas which they cover. The intention is to encourage decision making by local people at the grassroots, working with trusted partners.
4. In the larger two Districts CTMSC are selecting one community which has had less historic engagement with the Trust and in the two smaller Districts CTMSC started by looking at partnership options. They thought it would be more impactful for the whole community if CTSMC were able to partner with the District Council and support the growth of funding to community agencies.
5. CTMSC has developed a new Trust Vision as a guide (for applicants to address): "flourishing and sustainable communities, with opportunities created and barriers overcome"; as a suggestion to shape the final grant criteria.
6. Ultimately the Council grants committee would make decisions relating to how the funds are disseminated; CTMSC has suggested that the CTMSC Waimate-based trustee could be included on that Committee if Council approves this trial project.
7. Council would provide the administration of the grant scheme allowing the full \$60,000 pa to be available for applicants.
8. The committee would propose a plan for agreement by the two partners with respect to the value and frequency of the grant opportunities I.E. one or two rounds per year and, for example, six grants at \$10,000 or 12 at \$5,000, or maybe a split between the two?
9. WDC already supports a community grant of \$10,000 per annum. It is recommended that, if approved, the existing WDC community grant is remodelled into the CTMSC / WDC community grant under the direction of the committee. Should Council agree, the investment by WDC would be an additional \$20,000 per annum for three years then reviewed.
10. Council should consider whether they would like the increased \$20,000 investment to begin 1 July 2026 in the last year of the current LTP 2025-2034 or begin in the new LTP 2027-2037 starting 1 July 2027 for three years.
11. Should Council adopt the formation of a new remodelled grants scheme then the newly appointed CTMSC Waimate-based trustee would be co-opted on to the current Council Committee, following updating of the Grants Committee Terms of Reference. This would be the case should the new scheme begin 1 July 2026 or 1 July 2027.

PROPOSAL

12. That Council remodel the current \$10,000 Community Grant into the proposed combined CTMSC / WDC Community Grant under the direction of the new committee with an increased investment of \$20,000 per annum for three years, for a total of \$30,000 per annum to match the funding contribution from the CTMSC, subject to agreement of the terms of the new scheme for dissemination of the funds, to be detailed in a Memorandum of Understanding.
13. That Council agree to the start of the new scheme on 1 July 2026.

Options

14. Approve the remodelling of the current \$10,000 Community Grant into the proposed combined CTMSC/WDC Community Grant, under the direction of the new committee, with an increased investment of \$20,000 per annum for three years starting in the next financial year 2026-2027, being the last year of the LTP 2025-2034 and the first two years of the upcoming LTP 2027-2037.
15. Approve the remodelling of the current \$10,000 Community Grant into the proposed combined CTMSC / WDC Community Grant, under the direction of the new committee, with an increased investment of \$20,000 per annum for three years starting in the next LTP 2027-2037.

ASSESSMENT OF SIGNIFICANCE

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

CONSIDERATIONS

17. The programme supports Council's role in enabling strong, connected, and resilient communities by leveraging external funding and encouraging locally driven initiatives.
18. Community grants provided to volunteer organisations deliver value well beyond the dollar amount awarded. Each grant leverages significant unpaid volunteer time, fundraising, donated materials, and community support, allowing organisations to deliver services and outcomes that would otherwise cost substantially more to provide. This creates a multiplier effect, where a modest funding contribution unlocks wider social, economic, and community benefits by enabling volunteers to extend services, strengthen local networks, and reinvest value back into the community rather than extracting it from elsewhere.

Legislation

19. Local Government Act 2002

Risk

20. Risk is deemed to be low.

FINANCIAL

21. Participation would require an additional Council contribution of \$20,000 per annum (over and above the existing \$10,000 grant budget), representing a \$60,000 commitment over three years, matched dollar-for-dollar by CTMSC.

Budget

22. As there has been no provision for the additional \$20,000 per annum funding, the \$20,000 will be unbudgeted in 2026-27, but able to be incorporated into budgets and general rate funded thereafter.

Cost-effectiveness

23. It is noted earlier in the paper that it is difficult to quantify the benefits of increasing the funding available to local community organisations other than confirming that volunteer organisations deliver value well beyond the dollar amounts awarded. Increasing access to funds for organisations of this nature allows them to deliver services and outcomes that would otherwise cost substantially more to provide due to the nature of the volunteering aspect of these organisations.

RECOMMENDATION

1. That Council receives the Three Year Pilot Programme – Community Funding report; and
2. That Council endorses the Waimate District Council and Community Trust of Mid and South Canterbury Community Funding Programme requiring an additional contribution of \$20,000 per annum for 3 years; and
3. . That Council supports the addition of the Community Trust of Mid and South Canterbury Waimate-based Trustee on the Community Grants Committee with the Committee Terms of Reference to be updated accordingly; and
4. That Council delegates authority to the Chief Executive to undertake all associated actions including agreement through a Memorandum of Understanding; and
5. That Council confirms the funding/programme start date as:
 - a. 1 July 2026; or
 - b. 1 July 2027

16.8 SMOKEFREE AND VAPEFREE ENVIRONMENTS POLICY

Author: Shey Taylor, Strategic Planner/Policy Advisor

Authoriser: Nicole Timney, Community Services and Strategy Group Manager

Attachments: 1. Smokefree and Vapefree Environments Policy  

PURPOSE

1. To provide a clear understanding of the requirements for managing the Waimate District Council's public spaces as smokefree and vapefree environments.

BACKGROUND

2. Waimate District Council has a smokefree and vapefree environments policy in line with the principles and framework of the Smokefree Aotearoa 2025 goals for a smokefree Aotearoa.
3. There have been no changes to legislation that would affect this policy.
4. Smokefree Aotearoa 2025 remains a relevant and reliable framework to base this policy on.
5. The policy could be adjusted to add more locations at the discretion of Council.

PROPOSAL

6. Council is requested to approve the adoption of the Smokefree and Vapefree Environments Policy with no further recommendations for change.

Options

7. Council may:
 - a. Adopt the Smokefree and Vapefree Environments Policy, or,
 - b. Adopt Smokefree and Vapefree Environments Policy with amendments.

ASSESSMENT OF SIGNIFICANCE

8. The item is not considered significant under Council's Significance and Engagement Policy.

FINANCIAL

9. There are no financial implications to this policy.

Cost-effectiveness

10. Cost-effectiveness is not applicable.

RECOMMENDATION

1. That the Smokefree and Vapefree Environments Policy report is accepted; and
2. Council adopt the Smokefree and Vapefree Environments Policy, as presented.

Smokefree & Vapefree Environments Policy			
Approved by:	Council		
Sponsor:	Community & Strategy Group Manager		
Date approved:	21/04/2026		
Next review:	March 2029	Resolution:	

POLICY OVERVIEW

1.0 Purpose

- 1.1 To define and implement protocols for regulating smoking and vaping behaviour on areas, properties, facilities, and events owned/controlled by the Waimate District Council (WDC).

2.0 Scope

- 2.1 All WDC-owned/controlled areas, properties, and facilities, but excludes:
- a. Outdoor spaces of the WDC camping grounds.
- 2.2 WDC-organised events.

3.0 Principles

- 3.1 The application of the policy directly contributes to the enhancement of, primarily, the social and economic factors of community wellbeing.
- 3.2 The policy endorses, and is aligned with, the overall objective of the Smokefree Aotearoa 2025 Action Plan, namely the realisation of a smokefree New Zealand.
- 3.3 The policy constitutes an educational policy.

4.0 Definitions¹

- 4.1 For the purpose of the present policy, the following terms are defined as below:
- a. **Smoking:** to smoke, hold, or otherwise have control over an ignited tobacco product, weed, or plant [...] or thing whose customary use is, or includes, the inhalation from it of the smoke produced from its combustion or the combustion of any part of it.

¹ As defined by *Smokefree Environments & Regulated Products Act 1990*, [Section 2](#). In all instances, the more comprehensive definitions outlined by the Act apply.

- b. Vaping: to inhale using a vaping device, or a heated tobacco product.
- c. Vaping device: a device that vaporises or aerosolises a substance or a mixture of substances by heating it for the purpose of inhalation through a mouthpiece.
- d. Tobacco product: any product manufactured from tobacco and intended for use by smoking, inhalation, or mastication.

POLICY

5.0 Prohibited Behaviour

- 5.1 Smoking and vaping are prohibited on all WDC-owned/controlled areas, properties, facilities, and events (as outlined in Section 6), excluding:
 - a. Outdoor spaces of the WDC camping grounds.

6.0 Smokefree & Vapefree Areas/Facilities/Properties

- 6.1 All WDC-owned/controlled parks and playgrounds, including but not limited to:
 - a. Victoria Park and Playground
 - b. Town Belt Playground
 - c. Wilkin Street Playground
 - d. Cameron Street Playground
 - e. Boland Park (including Skate-park and Playground)
 - f. Seddon Square
 - g. Knottingley Park and Arboretum (including Playground)
- 6.2 All WDC-owned/controlled buildings and properties, including but not limited to:
 - a. Rural halls
 - b. Community housing units
 - c. Public toilets
 - d. Waimate Event Centre
- 6.3 All WDC-owned/controlled sport grounds, including but not limited to:
 - a. Knottingley Park and Arboretum- Cricket Oval
 - b. Saint Andrews Domain- Oval
 - c. Victoria Park- Netball Courts and Oval
 - d. Manchester Park- Rugby Fields
 - e. Waimate Swimming Pool Complex
 - f. Glenavy Domain
- 6.4 All WDC-owned/controlled walkways and cycleways, and
- 6.5 All WDC-organised events.

7.0 Signage

- 7.1 Appropriate signage advising of smokefree and vapefree designation of an area/facility/property must be installed to inform the public accordingly.

8.0 Associated Documents

- 8.1 Health Act 1956
- 8.2 Smokefree Environments and Regulated Products Act 1990
- 8.3 Smokefree Aotearoa 2025 Action Plan

DRAFT

16.9 WASTE MANAGEMENT REPORT

Author: Stacey White, Waste Management Officer

Authoriser: Dan Mitchell, Asset Group Manager

Attachments: 1. EnviroNZ Limited Monthly Report March 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 March 2026 is attached to this report, with the following highlighted for Council's information:
 - In March 2026, the kerbside collections and Waimate Resource Recovery Park ran smoothly without any major issues.
 - Complaints were received from residents regarding the green organics bins being left in a staggered formation on the footpath after collection. The truck drivers have been spoken to and the problem addressed.
 - The bins at our Rural Recycling Stations have become a dumping ground for members of the public with consistently high levels of contamination. There has been a noticeable increase in the volume of rubbish being disposed of at the Glenavy and Holme Station Rural Recycling Depots since February 2026.
 - A bin audit was completed by EnviroNZ Limited in March 2026. The audit covered St Andrews, Makikihi and country areas, with 8% of bins found to be contaminated. A 'What's in your bin' information flyer was left at the properties to educate the occupants on appropriate use of their bins.
- The following tonnages and statistics from the attached EnviroNZ Limited Monthly Report represent the total material collected and kerbside collection statistics in March 2026:

Waimate District Council Waste Disposal Tonnages March 2026				
	Kerbside Collection	Waimate Resource Recovery Park	Rural Recycling Stations	Total
Rubbish	56.88	21.42	0.67	78.97
Recycling	19.60	2.26	2.94	24.8
Organics	132.68	7.51	-	140.19
Glass	10.70	-	8.68	19.38
Total	219.86	31.19	12.29	263.34

Waimate District Council Kerbside Collection Statistics March 2026				
	Rubbish	Recycling	Glass	Organics
Bins Collected	4,867	4,048	1,987	6,171
Collection Days	10	10	17	18
Households	2,933	2,907	2,903	2,870

Tonnes	56.9	19.6	10.7	132.7
Average Weight	0.012	0.005	0.005	0.022
Presentation Ratio	66%	56%	16%	48%

HIGHLIGHTS

- 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. Communications have been posted on the Waimate District Council's Facebook page to inform the public of this, and an article is scheduled to be included in the next edition of Newslines.

EMERGING ISSUES

- Fly tipping/illegal dumping at our Rural Recycling Stations is a significant issue as well as consistently high levels of contamination in the bins. There has been a noticeable increase in the volume of rubbish being disposed of at the Glenavy and Holme Station Rural Recycling Depots since February 2026.

AREAS OF FOCUS

- 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.
- On 19 March 2026, an audit of the signage at the Waimate Resource Recovery Park was conducted. Upon inspection, a lack of directional and informational signage was identified, and work is underway to assess and rectify this.
- 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 if/when issues arise.
- A project to transfer the Waste Management asset register into Univerus Assets (a cloud-based asset management platform) is underway, with an update of the Solid Waste Asset Management Plan to be completed as part of this workstream.
- Since removing the previous battery recycling unit from Waimate New World due to safety reasons and the risk of fire in August 2025, the Waimate District Council has been investigating safer, fire-proof and tamper resistant battery recycling options. In March 2026, a proposal was provided to Waimate New World offering to support a new battery recycling unit supplied by Phoenix Recycling Group Limited.

The new proposed battery recycling unit consists of one tamper-resistant battery recycling drop off unit, associated dangerous goods (DG) rated cartons and fire-resistant liners. Unit features include:

- Tamper resistant:
 - The Unit is of steel construction, powder coated and key lockable.

- (ii) Batteries are collected through a tamper-resistant hinged tray which then fall into a DG rated carton fitted with a fire-resistant liner. The DG rated cartons and fire-resistant liners are designed to collect and carry mixed battery chemistries, with an average capacity of 12-15kg.
- (b) Fire suppression heat sensor connected to a 24-hour monitoring service:
 - (i) The Unit contains a fire suppression system with an activation temperature of 68°C.
 - (ii) The Unit is also fitted with a wireless heat sensor which is monitored 24/7 by an independent, New Zealand based A1 monitoring company.
- (c) The Unit contains a storage caddy which is fixed to the back of the unit. The storage caddy is designed to store additional DG rated cartons and fire-resistant liners.

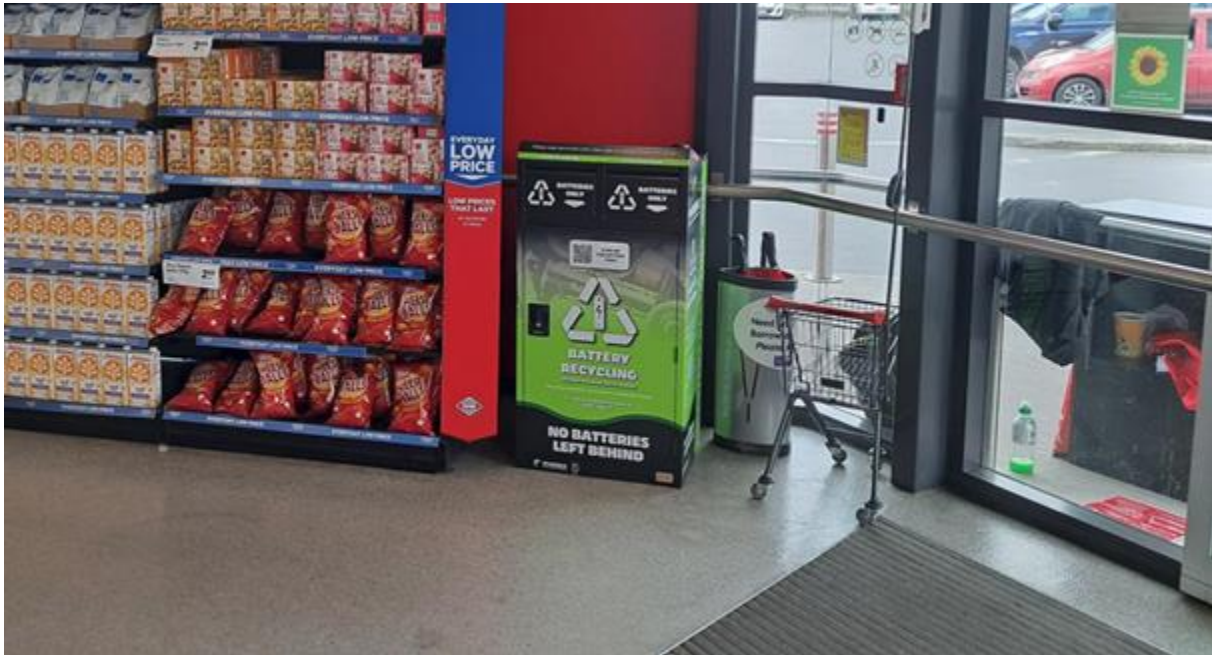


Figure 1: DCU Battery Recycling Drop-off Unit. Dimensions are 1,100H x 550W x 425D.

At the time of writing this report, the Waimate District Council is yet to hear back from Waimate New World.

RECOMMENDATION

That the Waste Management Report is accepted.

01 March 2026

WDC and ESL

Monthly Report

—

ENVIRO NZ

 **Waimate**
District Council

WDC AND ESL MONTHLY REPORT

CONTRACT OVERVIEW

WDC Contract overview March 2026

- March ran smoothly without major issue.
- Complaint from resident received regarding bins being left in a staggered formation on the foot path. Driver has been spoken to and problem addressed.
- Noticeable high increase in volume of rubbish at Glenavy and Holme Station Corner sites. Bins are being used as general waste.
- Trees at the Resource Recovery Park are needing to be trimmed again. The branches are covering the 10km/h speed signs on site.
- Weed spraying is required at the rural drop off points.



Health and Safety



WDC AND ESL MONTHLY REPORT

HEALTH AND SAFETY

Health & Safety

Injuries March 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
Total	0	0	0	0

Incidents March 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
Total	0	0	0	0	0	0

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
Total	0	0	2	2

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
Total	0	0	2	4	0	6

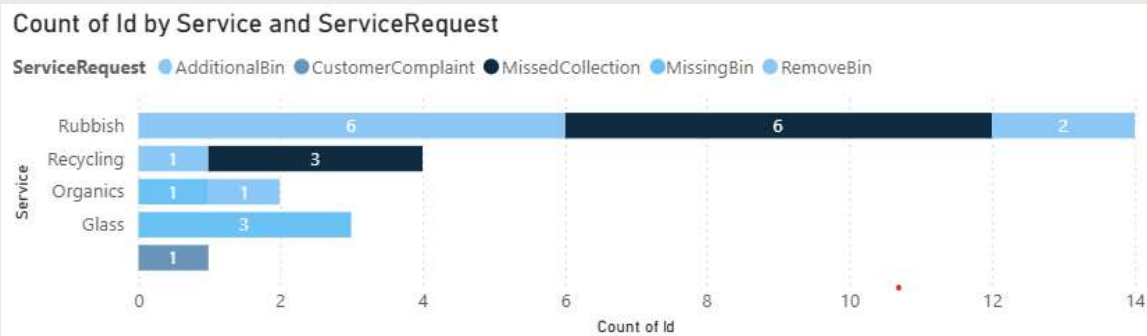
Monthly reports



WDC AND ESL MONTHLY REPORT

WDC SERVICE REQUESTS

WDC service requests



WDC AND ESL MONTHLY REPORT

WDC KERBSIDE COLLECTION

WDC kerbside collection

KERBSIDE TO REDRUTH														
MATERIAL (Tonnes)	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Grand Total	Percentage
Rubbish	44.87	46.97	50.72	70.14	56.16	55.39	61.34	54.03	72.62	68.82	57.46	56.82	695.34	31.63%
Recycling	19.63	18.38	15.12	15.56	14.90	18.56	21.80	16.66	18.67	16.96	17.56	19.60	213.40	9.71%
Glass	11.16	9.72	8.01	11.54	8.35	10.24	11.44	10.90	15.82	12.97	10.40	10.70	131.25	5.97%
Organics	92.38	73.06	56.58	67.95	67.54	72.64	116.16	142.35	124.80	111.93	119.69	113.41	1,158.49	52.70%
Grand Total	168.04	148.13	130.43	165.19	146.95	156.83	210.74	223.94	231.91	210.68	205.11	200.53	2,198.48	100.00%

KERBSIDE TO WAIMATE RESOURCE RECOVERY PARK														
MATERIAL (Tonnes)	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Grand Total	
Rubbish	3.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.06	3.26	
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	1.88	1.50	1.72	0.32	0.92	1.02	1.80	0.00	0.00	0.26	0.24	0.00	9.66	
Organics	44.84	38.32	15.08	12.04	14.74	19.32	34.34	7.26	24.34	35.82	29.52	19.27	294.89	
Grand Total	49.92	39.82	16.80	12.36	15.66	20.34	36.14	7.26	24.34	36.08	29.76	19.33	301.86	

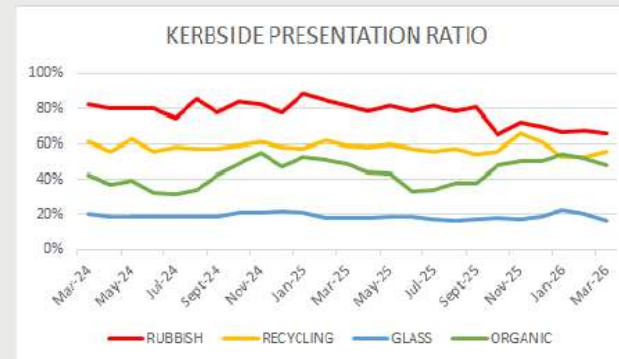
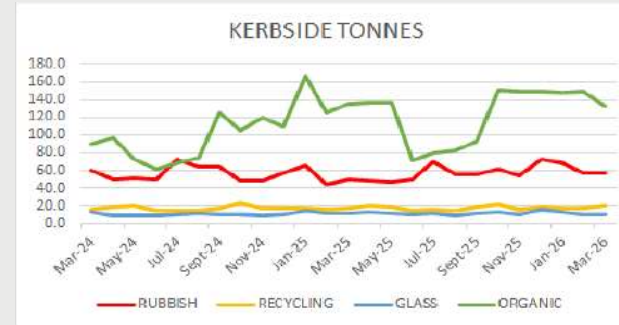
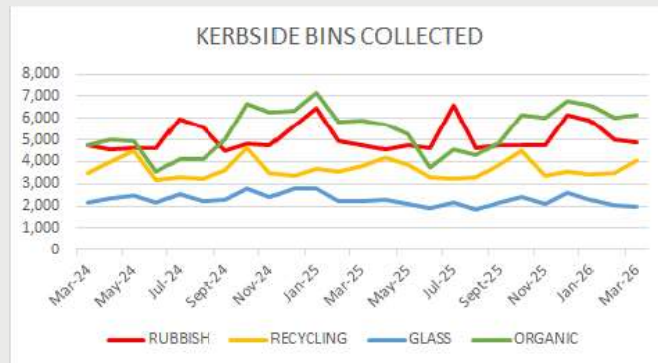


WDC AND ESL MONTHLY REPORT

WDC KERBSIDE COLLECTION

WDC kerbside collection

KERBSIDE COLLECTIONS	RUBBISH	RECYCLING	GLASS	ORGANICS
Bins Collected	4,867	4,048	1,987	6,171
Collection Days	10	10	17	18
Households	2,933	2,907	2,903	2,870
Tonnes	56.9	19.6	10.7	132.7
Average Weight	0.012	0.005	0.005	0.022
Presentation Ratio	66%	56%	16%	48%



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	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Glenavy	510	630	835	1030	600	345	440	470	660	570	480	525
Holme Station Corner	510	655	680	920	740	580	575	630	1025	570	895	750
Hunter Domain	250	270	195	260	140	200	210	255	320	350	495	270
Makikihi Pub	340	330	245	415	345	275	510	330	440	235	400	280
Morven Domain	370	265	170	220	145	120	210	190	340	225	380	225
St Andrews Village Green	420	245	210	405	115	370	420	330	470	335	315	290
Waihoa Forks Hotel	380	455	450	580	450	570	430	620	895	530	480	485
Willowbridge Hall	310	180	85	200	85	120	135	95	270	235	445	115
Total	3090	3030	2850	4030	2620	2380	2930	2920	4420	3050	3890	2940
Waimate Transfer Station	1080	600	520	660	900	360	360	880	990	560	380	600
Total	4170	3630	3370	4690	3520	3440	3290	3800	5410	3610	4270	3540

Glass

Material	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
GLASS	9880	7730	5020	8090	7160	9800	5390	6270	6470	3420	7190	8680

Rubbish

Material	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
RUBBISH	600	610	470	350	420	660	690	360	2740	290	480	670

Recycling collected in MGB bins from Wrights Crossing

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



WDC AND ESL MONTHLY REPORT

WDC PRODCUT INTO REDRUTH

WDC product into Redruth

GLASS	2025							2026				
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
WDC Kerbside Collection	11160	9720	8010	11540	8350	10240	11440	10900	15820	12970	10400	10700
WDC Lakes Collection	2890	0	0	0	0	1240	1290	3420	4260	6320	1470	3590
WDC Satellite Sites	9880	7730	5020	8090	7160	9800	5390	6270	6470	3420	7190	8680
WDC Transfer Station	0	3080	0	3060	0	1740	0	0	0	0	0	0
GLASS Total	23,930	20,530	13,030	22,690	15,510	23,020	18,120	20,590	26,550	22,710	19,060	22,970
ORGANIC												
WDC Kerbside Collection	92380	73060	56580	67950	67540	72640	116160	142350	124800	111930	119690	113410
WDC Transfer Station	53760	70820	31960	15560	24630	17900	0	29720	41620	49870	48520	26780
ORGANIC Total	146,140	143,880	88,540	83,510	92,170	90,540	116,160	172,070	166,420	161,800	168,210	140,190
RECYCLING												
WDC Kerbside Collection	19,630	18,380	15,120	15,560	14,900	18,560	21,800	16,660	18,670	16,960	17,560	19,600
WDC Lakes Collection	620	0	0	0	0	180	280	740	1,330	1,630	610	300
WDC Satellite Sites	3,090	3,030	2,850	4,030	2,620	2,880	2,930	2,920	4,420	3,050	3,890	2,940
WDC Transfer Station	1,820	2,060	1,760	2,160	2,840	1,940	2,160	2,260	3,160	2,940	1,320	2,260
RECYCLING Total	25,160	23,470	19,730	21,750	20,360	23,560	27,170	22,580	27,580	24,580	23,380	25,100
RUBBISH												
WDC Kerbside Collection	44,870	46,970	50,720	70,140	56,160	55,390	61,340	54,030	72,620	68,820	57,460	56,820
WDC Lakes Collection	3,430	340	0	0	0	1,410	2,070	1,800	6,360	14,840	10,760	2,720
WDC Satellite Sites	600	610	470	350	420	660	690	360	2,740	290	480	670
WDC Transfer Station	43,030	38,490	22,540	29,230	38,220	19,590	26,810	24,980	34,070	28,700	21,120	21,420
RUBBISH Total	91,930	86,410	73,730	99,720	94,800	77,050	90,910	81,170	115,790	112,650	89,820	81,630
CONTAMINATED RECYCLING												
CONTAMINATED RECYCLING Total	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	287,160	274,290	195,030	227,670	222,840	214,170	252,360	296,410	336,340	321,740	300,470	269,890



WDC AND ESL MONTHLY REPORT

WDC TRANSPORTATION FROM RRP

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

HAULAGE	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	TOTAL 12 MONTHS
RUBBISH	29,590	26,300	25,680	28,440	28,850	14,520	0	23,120	31,240	27,140	20,160	21,420	276,460
RECYCLING	1,820	2,060	1,760	2,160	2,840	1,940	2,160	2,260	3,160	2,940	1,320	2,260	26,680
GLASS	-1,880	1,580	-1,720	2,440	-920	720	-1,800	0	0	-260	-240	0	-2,080
ORGANIC	8,920	32,500	16,880	19,380	9,890	-1,420	-34,540	22,460	17,280	14,050	19,000	7,510	131,910



WDC AND ESL MONTHLY REPORT

WDC LAKES COLLECTION

WDC Lakes collection

Material	2025									2026			Grand Total
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
GLASS	2890	0	0	0	0	1240	1290	3420	4260	6320	1470	3590	24480
RUBBISH	3430	340	0	0	0	1410	2070	1800	6360	14840	10760	2720	43730
GLASS CONTAMINATION	0	0	0	0	0	0	0	0	0	0	0	0	0
RECYCLING	620	0	0	0	0	180	280	740	1330	1630	610	300	5690
	6940	340	0	0	0	2830	3640	5960	11950	22790	12840	6610	73850



WDC AND ESL MONTHLY REPORT

WDC BIN AUDIT

WDC bin audit

BIN AUDITS		Service Code		
Status	AUDITING(REC)	AUDITING(GLA)	AUDITING(ORG)	Grand Total
COMPLETED	51	49	50	150
FOOD SCRAPS / DIRTY CONTAINERS	1			1
Grand Total	52	49	50	151

- Audit covered St Andrews, Makikihihi and Country areas
- 8% of bins had "What's in your bin" information flyer left due to contamination



Monthly key performance indicators



Element	#	Key Performance Indicator	Calculation	Achieved		Demerit Points (per substantiated breach)	Number of Demerit Points	Mar-26			
				Actual Number of Occurrence	%						
		Description	Minimum Standard	Target	Determined By	Data Source					
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 observation schedule								WorkSafe NZ
	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.	99.9% 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	1	1	
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	5	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: - Commingled 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	99.9% 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	99.90%	The Engineer	Contractor records, Principal's audit	100		5	0	0
Waste Diversion	17	Percent of waste diverted from landfill	Meets Council LTP/WNMP targets	Minimum Standard	The Engineer	Contractor records, Weightbridge data, Principal's audit.	100		5	0	0
									Total Score for quarter		0



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

Nil

PUBLIC EXCLUDED

18 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

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

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
18.1 - Public Excluded Minutes of the Council Meeting held on 21 April 2026	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
18.2 - Outstanding Council Actions Report - Public Excluded	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
18.3 - Alpine Energy Limited - Shareholder Dashboard - Quarter 4 of the 2026 Financial Year	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

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