Quarterly monitoring report - water services delivery plan

In-House Business Unit

Waimakariri District Council

Reporting Period: April - June 2026

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Council plans that are retaining water service delivery (In-house Business Unit)

Part A: Progress updates

Quarterly reporting period: 1 April – 30 June 2026

Activity / milestone / deliverable	Expected completion date	On track to meet timeframe? (Yes/No)	Issues, risks and mitigations (if any)
Change proposal complete & change process underway	10th July 26	Yes	
Statement of Expectations for the Water Services unit complete and approved	16th June 26	Yes	Complete
Water services strategy draft	6th October 26	Yes	Working group setup and timeline developed to manage tight timeframes.
All Service Level Agreements drafted, with all agreements to be finalised and signed by end of September.	30th September 26	Yes	Coordinating review of draft Service level agreements which includes 14 individual agreements requiring input from multiple stakeholders.
Water Services Significance & Engagement policy draft complete.	30th June 26	Yes	Draft complete – ready for approval
Information disclosure – first submission – includes Dividends statement, Policy for Funding Growth and Information about charges – approved and submitted	30th June 26	Yes	Approved and submitted, published on Councils website.
Community drinking water assessment complete, approved and submitted	30th June 26	Yes	Approved and submitted, published on Councils website.
Water Services Business plan	30th June 26	No	Delayed due to workload with completing other essential documents. Revised completion date 30th November 2026.

Communications plan and website changes – First phase of changes complete.	1st July 26	Yes	Complete

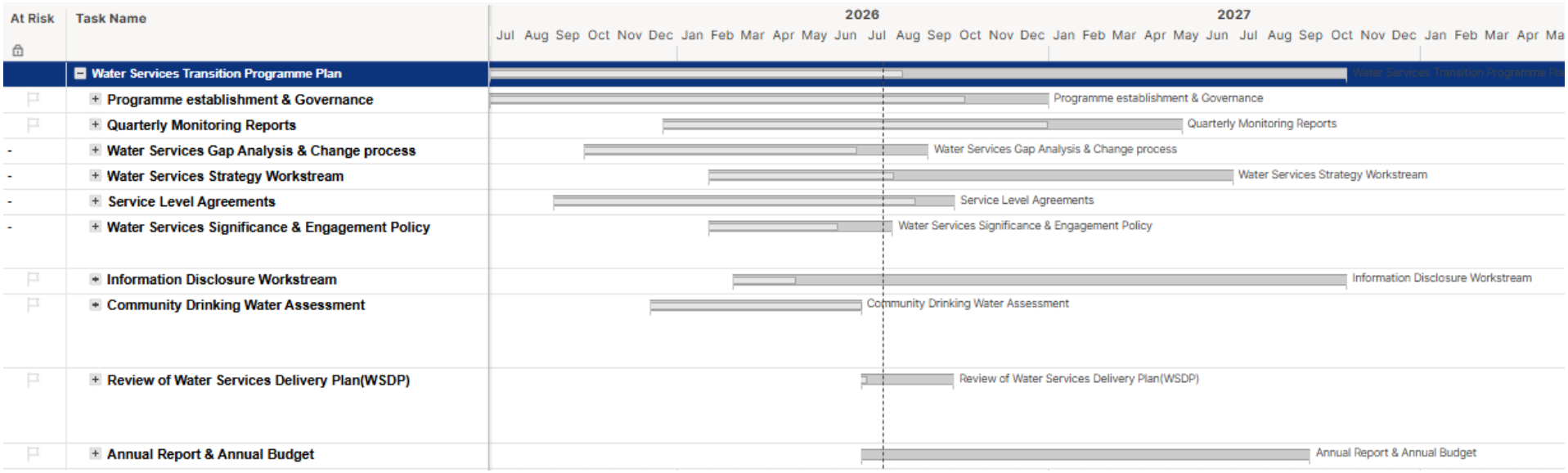
Expected activity in next quarter – July - September 2026

Milestone / deliverable	Expected activity
Review of Water Services Delivery Plan	Determine whether any significant changes are needed that would require resubmission. If so, implement the changes, prepare a report, and seek approval for the revised WSDP.
Water Services Business plan	Draft the internal business plan.
Finalise and signoff Service level agreements	Ensure all Service Level Agreements are finalized and approved.
Complete draft Water Service Strategy	Complete first draft of the Water Services Strategy and provide to the steering group for review.
Water Services Significance and Engagement Policy approval	Policy finalised and approved by Council.
Access to land processes	Develop processes to include powers provided for in the Act.
Annual report, and annual budget information preparation	Develop & test financial reporting to ensure all reporting requirements are met.
Financial year actual information preparation – ID requirement	Develop & test financial reporting to ensure all reporting requirements are met.
Wastewater bylaw review underway	Draft Wastewater bylaw under development.
Develop first draft – Trade waste bylaw	Draft Trade waste bylaw under development.
Develop first draft – Trade waste discharge plan	Draft Trade waste plan under development.

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Part B: Additional monitoring information – items noted in letters of acceptance

Items noted in letters of acceptance	Progress update
The timeline for implementation of your in-house business unit, including the number of milestones in the 2026/27 financial year ahead of the stated establishment date of July 2027.	High-level timeline is provided below.



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