



Rangitikei District Council

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Rangitikei
UNSPOILT...

Finance/Performance Committee Meeting

Order Paper

**Thursday, 26 March 2015,
9.30 am**

**Council Chamber, Rangitikei District Council
46 High Street, Marton**

Website: www.rangitikei.govt.nz

Email: info@rangitikei.govt.nz

Chair

His Worship the Mayor, Andy Watson

Deputy Chair

Cr Nigel Belsham

Membership

Councillors Cath Ash, Tim Harris, Dean McManaway, Rebecca McNeil, Soraya Peke-Mason, Ruth Rainey and Lynne Sheridan

Please Note: Items in this agenda may be subject to amendments or withdrawal at the meeting. It is recommended therefore that items not be reported upon until after adoption by the Council. Reporters who do not attend the meeting are requested to seek confirmation of the agenda material or proceedings of the meeting from the Chief Executive prior to any media reports being filed.

Rangitikei District Council

Finance/Performance Committee Meeting

Order Paper – Thursday 26 March 2015 – 9:30 a.m.



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The quorum for the Finance/Performance Committee is 5

At its meeting of 28 October 2010 Council resolved that 'The quorum at any meeting of a standing committee or sub-committee of the Council (including Te Roopu Ahi Kaa, the Community Committees, the Reserve Management Committees and the Rural Water Supply Management Sub-committees) is that required for a meeting of the local authority in SO 2.4.3 and 3.4.3.'

1 Welcome

2 Council prayer

3 Apologies/leave of absence

4 Confirmation of order of business

That, taking into account the explanation provided why the item is not on the meeting agenda and why the discussion of the item cannot be delayed until a subsequent meeting, be dealt with as a late item at this meeting.

5 Confirmation of minutes

Recommendation

That the Minutes of the Finance/Performance Committee meeting held on 26 February 2015 be taken as read and verified as an accurate and correct record of the meeting.

6 Chair's report

A report will be tabled at the meeting.

File ref: 3-CT-14-1

Recommendation

That the Chair's report to the Finance/Performance Committee meeting on 26 March 2015 be received.

7 Financial Highlights and Commentary to 28 February 2015

The Financial results for February are attached together with commentary. Detailed analysis on variances will be provided electronically to Elected Members and tabled at the meeting together with responses to the queries made at the Committee's previous meeting.

File ref: 5-FR-4-1

Recommendation

That the report 'Financial Highlights and Commentary to 28 February 2015' be received.

8 Community Initiatives Fund – review of assessment criteria, marking sheets and application forms

A report is attached.

File ref: 3-GF-8

Recommendation

- 1 That the report “Review of Criteria for the Community Initiatives Fund” be received.
- 2 That the Finance/Performance Committee confirms the criteria for the Community service and support, Leisure promotion and Heritage and environment categories of the Community Initiatives Fund outlined in Appendix 6 [without amendment/as amended] to the report “Review of Criteria for the Community Initiatives Fund”.
- 3 That a further report is brought to the Finance/Performance Committee’s meeting in April 2015 with proposals for criteria to fund events (new and recurring) in line with the comments in the report “Review of Criteria for the Community Initiatives Fund” [without amendment/as amended].
- 4 That the Finance/Performance Committee determines the amount of funding to be made available through the Community Initiative Fund for the various categories of activities in the light of the Council’s deliberations on submissions to “What’s the Plan Rangitikei”.

9 Late items

10 Future items for the agenda

11 Next meeting

Thursday 30 April 2015, 9.30 am

12 Meeting closed

Attachment 1

Rangitikei District Council

Finance/Performance Committee Meeting

Minutes – Thursday 26 February 2015 – 9:30 a.m.

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Present:

His Worship the Mayor, Andy Watson
 Cr Nigel Belsham
 Cr Cath Ash
 Cr Tim Harris
 Cr Rebecca McNeil
 Cr Soraya Peke-Mason
 Cr Ruth Rainey
 Cr Lynne Sheridan

In attendance:

Mr Ross McNeil, Chief Executive
 Mr Michael Hodder, Community & Regulatory Services Group Manager
 Mr George McIrvine, Finance & Business Support Group Manager
 Ms Denise Servante, Strategy and Community Planning Manager
 Ms Samantha Whitcombe, Governance Administrator

Tabled document: Item 8: PowerPoint presentation
(subsequently emailed to Committee members)

Unconfirmed

1 Welcome

His Worship the Mayor welcomed everyone to the meeting.

2 Council prayer

His Worship the Mayor read the Council prayer.

3 Apologies/leave of absence

That the apology for absence from Cr McManaway and the apology for lateness from Cr McNeil be received.

His Worship the Mayor / Cr Belsham. Carried

4 Confirmation of order of business

The Chair informed the Committee that there would be no change to the order of business from that shown in the agenda.

5 Confirmation of minutes

Resolved minute number	15/FPE/001	File Ref
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That the Minutes of the Finance/Performance Committee meeting held on 27 November 2014 be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham / Cr Harris. Carried

6 Chair's report

His Worship the Mayor spoke briefly to his report giving further detail on the Local Government New Zealand training day he attended concerning Audit and Risk Committees. He noted the practical limits of what an external audit could discover (and the value of internal procedures and checking) but also the potential to use the engagement letter between a council and its auditors to focus on particular areas. He observed that there had been a glitch in Council's financial software but it had been feasible to return to the system which had worked for the previous long-term plan.

Cr McNeil arrived 9.45 am

Resolved minute number	15/FPE/002	File Ref	3-CT-14-1
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That the Chair's report to the Finance/Performance Committee meeting on 26 February 2015 be received.

His Worship the Mayor / Cr CA. Carried

7 Financial Highlights and Commentary to 31 January 2015

Mr McIrvine spoke to the report providing a brief overview of the commentary provided.

The following issues were identified by the Committee for inclusion in the next Assets/Infrastructure Committee meeting:

- The lower than year-to-date projected expenditure on libraries
- The greater than year-to-date projected non-rates revenue in parks/domains
- The lower than year-to-date projected expenditure on public toilets
- The lower than year-to-date expenditure within the stormwater activity
- The low year-to-date renewals capital expenditure in parks/domains
- The low year-to-date renewals capital expenditure on at the swimming pools
- The over-spend within the Marton water renewals budget
- The under-spend within the Marton wastewater renewals budget
- Non-rates revenue receipts and processes at Council's swim centres
- Non-rates revenue receipts and processes at Council's waste transfer stations

The Committee also requested that the following issues be investigated and brought back to a future meeting:

- Additional non-rates revenue and additional expenditure in District Promotions
- The basis of the budget for PC replacements
- Funding for Christmas parades (and associated road closures)

Resolved minute number **15/FPE/003** **File Ref** **5-FR-4-1**

That the report 'Financial Highlights and Commentary to 31 January 2015' be received.

Cr Belsham / Cr Rainey. Carried

8 Funding sources for local government – LGNZ discussion paper – consideration of issues to be included in Council's submission

Mr Hodder narrated a PowerPoint presentation on the LGNZ discussion paper, outlining the issues presented there and suggesting topics for possible inclusion in Council's submission. The presentation would be circulated to Elected Members with a request for feedback within the next fortnight. The draft submission would be on Council's Order Paper for 26 March 2015.

9 Progress with identified actions to reduce risk

Mr Hodder spoke briefly to the report. It was suggested that future progress reports indicate when a particular action was identified, so it was clear how long some of the tasks had taken to be complete – and, if not complete when it was expected to be. The review of the Council's approach to risk was a function for the Audit/Risk Committee.

Resolved minute number

15/FPE/004

File Ref

5-PY-1

That the report 'Progress with identified actions to reduce risk – July-December 2014' be received.

Cr Sheridan / Cr Peke-Mason. Carried

10 Review of the criteria and evaluation process for Council's Community Initiatives Fund

Ms Servante facilitated a workshop session on Council's Community Initiatives Fund. Discussion extended to the purpose of the proposed fund for high profile events in the draft Long Term Plan, in particular to:

- developing a more inclusive scope for high-profile events than 'iconic' events;
- questioning why all events funding should not be contestable; and
- aiming to get 'iconic' events sustainable so that there was more scope to help new events.

The results of the workshop discussion will be reported to the Committee's 26 March 2015 meeting.

11 Late items

There were no late items.

12 Future items for the agenda

No items were identified.

13 Next meeting

Thursday 26 March 2015, 9.30 am

14 Meeting closed – 12.03 pm

Confirmed/Chair: _____

Date: _____

Attachment 2

MEMORANDUM



TO: Ross McNeil

COPIES: Council

FROM: George McIrvine

DATE: 20 March 2015

SUBJECT: **Financial Highlights and Commentary to 28 February 2015**

FILE:

Attachments: Statement of Financial Position and Financial Performance, Strategic Perspective Operating Results, Group Activities accounts.

Operating Results

Operating results for month of February are in line with budget in most activities. In some cases, we have used estimated amounts to produce February's result earlier. There is a risk that the estimates we have used are incorrect. These estimates will be updated at the Finance & Performance Committee meeting as appropriate.

Expenditure

Overall Expenditure is tracking behind budget.

Statement of Financial Position as at End of February 2015.

Overall, the Council retains a strong balance sheet. Of note is the working capital (current asset less current liabilities) which is similar to this time last year and also the Other Financial Assets which is some \$2M ahead of last year, these are made up of bonds \$3.663M, similar to last year and also the short term investments \$5.0M which are up \$2M on last year. This is due to money being placed on short term with banks currently BNZ, Westpac and ASB.

Activity variances

- These will be circulated prior to the Finance & Performance Committee meeting.

Rangitikei District Council
Statement of Financial Performance
For the 8 Months ended 28th February 2015 DRAFT

	YTD Actual 2014/15	Ytd Budget 2014/15	FYR Budget 2014/15	FY Actual 2013/14
Income				
Community Leadership	440	0	0	48,494
Community Wellbeing	166,331	142,648	169,605	175,573
Environmental and Regulatory	683,400	616,515	819,052	934,028
Community & Leisure Assets	393,325	325,051	480,718	418,656
Investment	157,426	83,536	194,669	14,996,186
Public Refuse Collection - Litter Control	255,222	275,506	406,509	407,810
Water and Wastewater	170,560	114,160	1,071,241	913,151
Subsidised Roding	4,833,977	4,833,376	7,250,051	7,993,692
Business Units	27,398	12,920	19,381	40,289
Total Revenue	6,688,079	6,403,712	10,411,226	25,927,879
Rates				
Community Leadership	40,559	39,687	52,915	52,115
Community & Leisure Assets	535,968	536,469	715,293	765,245
Investment	4,687,781	4,613,714	6,064,951	5,810,974
Public Refuse Collection - Litter Control	326,496	326,471	435,294	338,597
Water and Wastewater	4,994,425	4,777,602	6,623,685	7,093,833
Subsidised Roding	4,753,997	4,705,759	6,274,816	6,171,247
Total Rates	15,339,225	14,999,702	20,166,954	20,232,010
Total Apportioned Rates	0	-3,337	-101,573	-230,190
Total Internal Charges	4,587,304	4,909,984	7,364,926	6,761,336
Total Internal Recoveries	4,587,304	4,909,984	7,364,926	6,761,336
Expenditure				
Community Leadership	421,088	473,420	664,488	640,437
Community Wellbeing	714,182	616,150	905,695	738,724
Environmental and Regulatory	169,718	170,540	251,344	283,065
Community & Leisure Assets	1,879,996	2,063,506	2,907,726	2,841,375
Investment	438,679	694,827	1,187,044	684,493
Public Refuse Collection - Litter Control	645,279	641,384	956,493	869,305
Water and Wastewater	2,848,550	3,624,194	5,335,258.00	5,453,545
Subsidised Roding	7,953,134	7,784,864	11,677,256	33,876,032
Business Units	3,537,627	3,625,019	5,373,611	4,920,824
Total Expenditure	18,608,253	19,693,904	29,258,915	50,307,800
Net Surplus	3,419,051	1,706,173	1,217,692	-4,378,100

Rangitikei District Council
Statement of Financial Position
For the 8 Months ended 28th February 2015 DRAFT

	YTD Actual 2014/15	FY Actual 2013/14
Equity		
Reserves	31,744,204	31,744,204
Equity	447,485,909	451,857,165
Net Surplus	3,419,051	-4,378,100
Total Equity	482,649,165	479,223,269
Current Assets		
Total Current Assets	3,831,323	4,106,036
Current Liabilities		
Provisions	469,952	469,952
Current Liabilities	2,882,265	3,391,702
Agency Liabilities	517,439	379,143
Total Current Liabilities	3,869,656	4,240,797
Working Capital	-38,333	-134,762
Non Current Assets		
Other Financial Assets	8,663,600	6,653,674
Forestry	204,814	204,814
Fixed Assets	15,110,240	21,466,672
Infrastructural Assets	451,371,350	451,241,146
Net Projects	7,545,769	
Total Non Current Assets	482,895,774	479,566,306
Non Current Liabilities		
Loans External	208,276	208,276
Provisions		
Total Non Current Liabilities	208,276	208,276
Net Assets	482,649,165	479,223,269

Strategic Perspective

For the 8 Months ended 28th February 2015 DRAFT

Strategic Activities - Operating Results

	Actual YTD	Budget YTD	Variance YTD	Full Year Budget
Community Leadership				
Council	117,363	54,462	62,901	-
Council Committees	8,868	(1,629)	10,497	(10,074)
Taihape Community Board	7,270	1,900	5,370	(4)
Ratana Community Board	1,889	439	1,450	(1,345)
Elections	(940)	2,811	(3,751)	3,504
Net Surplus (Deficit) of activities	134,450	57,983	76,467	(7,919)
Community Wellbeing				
Community Awards	18,801	13,281	5,520	(2,982)
Information Centres	47,308	43,188	4,120	21,855
District Promotions & Dev	(113,132)	(46,503)	(66,629)	(86,167)
Civil Defence	22,833	15,407	7,426	(7,454)
Rural Fire	16,761	28,299	(11,538)	(7,088)
Net Surplus (Deficit) of activities	(7,429)	53,672	(61,101)	(81,836)
Environment & Regulatory				
Building	48,277	75,619	(27,342)	56,294
District Planning	132,615	101,286	31,329	99,506
Dog Control	54,170	28,606	25,564	(63,128)
Health	34,255	10,289	23,966	-
Resource Consents	(48,754)	287	(49,041)	-
Stock Control	16,666	3,287	13,379	(1,057)
Net Surplus (Deficit) of activities	237,228	219,374	17,854	91,615
Community & Leisure Assets				
Libraries	113,761	68,283	45,478	(2)
Domains	132,568	(14,661)	147,229	59,739
Cemeteries	64,453	36,226	28,227	30,912
Real Estate	50,653	50,949	(296)	29,866
Swim Centres	98,915	84,888	14,027	(19,609)
Community Housing	(224,006)	(232,397)	8,391	(279,137)
Public Toilets	61,851	19,674	42,177	(23,575)
Halls	(12,468)	(41,331)	28,863	(82,732)
Forestry Investments	(11,958)	5,493	(17,451)	(2,170)
Net Surplus (Deficit) of activities	273,769	(22,876)	296,645	(286,708)
Investment	(326,006)	(730,111)	404,105	(100,001)
Rubbish & Recycling				
Public Refuse and Bin Collection	2,530	3,667	(1,137)	-
Landfills and Waste Transfer Stns	(101,889)	(73,520)	(28,369)	(102,688)
Waste Minimisation	26,607	8,609	17,998	-
Net Surplus (Deficit) of activities	(72,752)	(61,244)	(11,508)	(102,688)
Waters				
Stormwater	228,928	51,555	177,373	(1)
Water	1,343,449	632,140	711,309	832,738
Wastewater	576,427	333,706	242,721	2
Rural Water	(107,381)	(71,916)	(35,465)	18,685
Net Surplus (Deficit) of activities	2,041,422	945,485	1,095,937	851,424
Roading				
Roading	946,030	1,087,303	(141,273)	783,937
Non Subsidised Roothing	192,358	144,520	47,838	1
Net Surplus (Deficit) of activities	1,138,388	1,231,823	(93,436)	783,938
Business Units	(18)	1,402	(1,420)	72,868
TOTAL OPERATING SURPLUS (DEFICIT) ACTIVITIES	3,419,051	1,695,508	1,723,543	1,220,693

Tsf to Flood Reserves				
Variance		(0)		
Per Balance Sheet		3,419,051		
Strategic Activities - Capital Expenditure	Actual YTD	Full Yr Budget	Variance	
Community Wellbeing	-	20,000	20,000	Same as Jan 2015 unable to update yet due to lack of information in PO System
Community & Leisure Assets	140,998	752,727	611,729	
Environment & Reg Services	-	-	-	
Rubbish & Recycling	81,268	612,272	531,004	
Waters	2,835,436	12,294,222	9,458,786	
Roading	4,153,210	7,606,757	3,455,547	
TOTAL CAPITAL EXPENDITURE & RENEWALS	7,210,911	21,287,978	14,077,067	

Community Leadership

For the 8 Months ended 28th February 2015 DRAFT

	Actual YTD	Budget YTD	Var +/-	FY Budget
Consolidated				
Revenue	440		440	
Rates Revenue	844,332	843,459	873	1,124,612
Internal Charges	289,234	312,056	22,822	468,043
Expenditure	421,088	473,420	52,332	664,488
Net Surplus	134,450	57,983	76,467	-7,919
Council				
Revenue	313		313	
Rates Revenue	753,703	753,702	1	1,004,936
Internal Charges	268,311	288,368	20,057	432,535
Expenditure	368,343	410,872	42,529	572,401
Net Surplus	117,363	54,462	62,900	
Council Committees				
Rates Revenue	45,770	45,771	-1	61,028
Internal Charges	10,582	11,896	1,314	17,848
Expenditure	26,320	35,504	9,184	53,254
Net Surplus	8,868	-1,629	10,497	-10,074
Taihapa Community Board				
Revenue	326		326	
Rates Revenue	28,439	27,624	815	36,832
Internal Charges	5,763	6,456	693	9,669
Expenditure	15,732	19,268	3,536	27,167
Net Surplus	7,270	1,900	5,370	-4
Ratana Community Board				
Rates Revenue	12,121	12,063	58	16,083
Internal Charges	3,309	3,848	539	5,762
Expenditure	6,923	7,776	853	11,666
Net Surplus	1,889	439	1,450	-1,345
Elections				
Revenue	-200		-200	
Rates Revenue	4,300	4,299	1	5,733
Internal Charges	1,269	1,488	219	2,229
Expenditure	3,771		-3,771	
Net Surplus	-940	2,811	-3,751	3,504

Community Wellbeing

For the 8 Months ended 28th February 2015 DRAFT

	Actual YTD	Budget YTD	Var +/-	FY Budget
Consolidated				
Revenue	166,331	142,648	23,683	169,605
Rates Revenue	786,040	785,942	98	1,042,403
Internal Charges	245,618	258,768	13,150	388,149
Expenditure	714,182	616,150	-98,032	905,695
Net Surplus	-7,429	53,672	-61,101	-81,836
Community Awards				
Revenue	25,861	23,561	2,300	23,561
Rates Revenue	880	784	96	1,173
Internal Charges	1,569	2,064	495	3,098
Expenditure	6,371	9,000	2,629	24,618
Net Surplus	18,801	13,281	5,520	-2,982
Information Centres				
Revenue	15,642	16,328	-686	24,495
Rates Revenue	257,725	257,724	1	343,633
Internal Charges	166,240	167,496	1,256	251,233
Expenditure	59,819	63,368	3,549	95,040
Net Surplus	47,308	43,188	4,120	21,855
District Promotions & Dev				
Revenue	118,104	98,495	19,609	115,159
Rates Revenue	322,363	322,362	1	429,817
Internal Charges	36,549	42,224	5,675	63,346
Expenditure	517,049	425,136	-91,913	567,797
Net Surplus	-113,132	-46,503	-66,628	-86,167
Civil Defence				
Rates Revenue	76,221	76,221		100,313
Internal Charges	9,219	10,648	1,429	15,972
Expenditure	44,169	50,166	5,997	91,795
Net Surplus	22,833	15,407	7,426	-7,454
Rural Fire				
Revenue	6,724	4,264	2,460	6,390
Rates Revenue	128,852	128,851	1	167,467
Internal Charges	32,041	36,336	4,295	54,500
Expenditure	86,773	68,480	-18,293	126,445
Net Surplus	16,761	28,299	-11,537	-7,088

Environment & Regulatory Services

For the 8 Months ended 28th February 2015 DRAFT

	Actual YTD	Budget YTD	Var +/-	FY Budget
Consolidated				
Revenue	683,400	616,515	66,885	819,052
Rates Revenue	647,273	648,023	-751	835,825
Internal Charges	923,726	874,624	-49,102	1,311,918
Expenditure	169,718	170,540	822	251,344
Net Surplus	237,228	219,374	17,854	91,615
Building				
Revenue	164,616	164,024	592	246,032
Rates Revenue	278,927	278,927		357,266
Internal Charges	324,024	302,624	-21,400	453,930
Expenditure	71,242	64,708	-6,534	93,074
Net Surplus	48,277	75,619	-27,342	56,294
District Planning				
Revenue				
Rates Revenue	159,726	159,726		187,165
Internal Charges	21,460	22,688	1,228	34,025
Expenditure	5,651	35,752	30,101	53,634
Net Surplus	132,615	101,286	31,329	99,506
Dog Control				
Revenue	413,252	369,699	43,553	461,354
Rates Revenue	110,547	110,547		152,997
Internal Charges	458,495	428,144	-30,351	642,213
Expenditure	11,135	23,496	12,361	35,266
Net Surplus	54,170	28,606	25,563	-63,128
Health				
Revenue	64,864	46,304	18,560	56,951
Rates Revenue	17,505	17,889	-384	23,907
Internal Charges	45,323	46,336	1,013	69,503
Expenditure	2,791	7,568	4,777	11,355
Net Surplus	34,255	10,289	23,966	
Resource Consents				
Revenue	23,878	35,776	-11,898	53,650
Rates Revenue	44,608	44,607	1	65,988
Internal Charges	38,341	41,080	2,739	61,623
Expenditure	78,899	39,016	-39,883	58,015
Net Surplus	-48,754	287	-49,041	
Stock Control				
Revenue	16,790	712	16,078	1,065
Rates Revenue	35,960	36,327	-368	48,502
Internal Charges	36,083	33,752	-2,331	50,624
Expenditure				
Net Surplus	16,666	3,287	13,379	-1,057

Community & Leisure Assets

For the 8 Months ended 28th February 2015 DRAFT

	Actual YTD	Budget YTD	Var +/-	FY Budget
Consolidated				
Revenue	393,325	325,051	68,274	480,718
Rates Revenue	2,388,239	2,388,739	-500	3,150,034
Internal Charges	627,800	673,160	45,360	1,009,734
Expenditure	1,879,996	2,063,506	183,510	2,907,726
Net Surplus	273,769	-22,876	296,644	-286,708
Libraries				
Revenue	38,414	34,952	3,462	37,433
Rates Revenue	535,968	536,469	-501	715,137
Internal Charges	318,686	318,976	290	478,459
Expenditure	141,934	184,162	42,228	274,113
Net Surplus	113,761	68,283	45,479	-2
Domains				
Revenue	119,967	18,512	101,455	27,770
Rates Revenue	475,798	475,797	1	763,334
Internal Charges	91,569	107,224	15,655	160,835
Expenditure	371,628	401,746	30,118	570,530
Net Surplus	132,568	-14,661	147,229	59,739
Cemeteries				
Revenue	48,392	35,774	12,618	52,661
Rates Revenue	126,836	126,836		167,834
Internal Charges	36,631	40,664	4,033	61,008
Expenditure	74,144	85,720	11,576	128,575
Net Surplus	64,453	36,226	28,227	30,912
Real Estate				
Revenue	22,025	17,504	4,521	26,253
Rates Revenue	98,186	98,187	-1	88,706
Internal Charges	23,338	24,984	1,646	37,466
Expenditure	46,220	39,758	-6,462	47,627
Net Surplus	50,653	50,949	-296	29,866

Treasury

For the 8 Months ended 28th February 2015 DRAFT

	Actual YTD	Budget YTD	Var +/-	FY Budget
Consolidated				
Revenue	157,426	83,536	73,890	194,669
Rates Revenue	4,687,781	4,613,714	74,067	6,064,951
Apportioned Rates	-4,732,534	-4,732,534		-5,172,577
Expenditure	438,679	694,827	256,148	1,187,044
Net Surplus	-326,006	-730,111	404,105	-100,001

Community & Leisure Assets Cont ...

For the 8 Months ended 28th February 2015 DRAFT

	Actual YTD	Budget YTD	Var +/-	FY Budget
Swim Centres				
Revenue	854	30,112	-29,258	61,181
Rates Revenue	703,564	703,563	1	835,603
Internal Charges	50,706	57,760	7,054	86,622
Expenditure	554,796	591,027	36,231	829,771
Net Surplus	98,915	84,888	14,028	-19,609
Community Housing				
Revenue	154,658	162,008	-7,350	243,017
Internal Charges	39,252	43,696	4,444	65,533
Expenditure	339,413	350,709	11,296	456,621
Net Surplus	-224,006	-232,397	8,390	-279,137
Public Toilets				
Rates Revenue	211,946	211,946		264,832
Internal Charges	27,558	31,712	4,154	47,577
Expenditure	122,538	160,560	38,022	240,830
Net Surplus	61,851	19,674	42,176	-23,575
Halls				
Revenue	9,016	12,424	-3,408	18,638
Rates Revenue	235,941	235,941		314,588
Internal Charges	38,337	46,064	7,727	69,113
Expenditure	219,088	243,632	24,544	346,845
Net Surplus	-12,468	-41,331	28,863	-82,732
Forestry Investments				
Revenue		13,765	-13,765	13,765
Internal Charges	1,722	2,080	358	3,121
Expenditure	10,236	6,192	-4,044	12,814
Net Surplus	-11,958	5,493	-17,451	-2,170

Rubbish & Recycling

For the 8 Months ended 28th February 2015 DRAFT

	Actual	Budget	Var +/-	FY Budget
Consolidated	YTD	YTD		
Revenue	255,222	275,506	-20,284	406,509
Rates Revenue	407,811	407,786	25	602,059
Internal Charges	90,505	103,152	12,647	154,763
Expenditure	645,279	641,384	-3,895	956,493
Net Surplus	-72,752	-61,244	-11,507	-102,688
Public Refuse and Bin Collection				
Rates Revenue	81,315	81,315		116,480
Internal Charges	13,329	15,688	2,359	23,542
Expenditure	65,456	61,960	-3,496	92,938
Net Surplus	2,530	3,667	-1,137	
Landfills and Waste Transfer Stns				
Revenue	214,506	238,344	-23,838	357,518
Rates Revenue	289,522	289,496	26	436,280
Internal Charges	59,161	68,304	9,143	102,482
Expenditure	546,755	533,056	-13,699	794,004
Net Surplus	-101,889	-73,520	-28,368	-102,688
Waste Minimisation				
Revenue	40,716	37,162	3,554	48,991
Rates Revenue	36,974	36,975	-1	49,299
Internal Charges	18,015	19,160	1,145	28,739
Expenditure	33,068	46,368	13,300	69,551
Net Surplus	26,607	8,609	17,998	

Waters				
For the 8 Months ended 28th February 2015 DRAFT				
Consolidated	Actual YTD	Budget YTD	Var +/-	FY Budget
Revenue	170,560	114,160	56,400	1,071,241
Rates Revenue	5,501,635	5,284,815	216,820	6,356,385
Internal Charges	782,223	829,296	47,073	1,243,944
Expenditure	2,848,550	3,624,194	775,644	5,332,258
Net Surplus	2,041,422	945,485	1,095,937	851,424
Stormwater				
Revenue	9,628	1,432	8,196	2,151
Rates	551,174	551,204	-30	728,333
Internal Charges	97,841	105,336	7,495	158,015
Expenditure	234,033	395,745	161,712	572,470
Net Surplus	228,928	51,555	177,373	-1
Water				
Revenue	29,922		29,922	900,000
Rates	2,874,956	2,789,043	85,913	3,146,114
Internal Charges	386,506	404,704	18,198	607,044
Expenditure	1,174,923	1,752,199	577,276	2,606,332
Net Surplus	1,343,449	632,140	711,309	832,738
Wastewater				
Revenue	131,010	112,728	18,282	169,090
Rates	1,709,979	1,561,055	148,924	1,791,461
Internal Charges	224,796	240,920	16,124	361,372
Expenditure	1,039,766	1,099,157	59,391	1,599,177
Net Surplus	576,427	333,706	242,721	2
Rural Water				
Revenue				
Rates	365,526	383,513	-17,987	690,477
Internal Charges	73,080	78,336	5,256	117,513
Expenditure	399,828	377,093	-22,735	554,279
Net Surplus	-107,381	-71,916	-35,466	18,685

Roading & Footpaths

For the 8 Months ended 28th February 2015 DRAFT

	Actual YTD	Budget YTD	Var +/-	FY Budget
Consolidated				
Revenue	4,833,977	4,833,376	601	7,250,051
Rates Revenue	4,753,997	4,705,759	48,238	5,994,810
Internal Charges	496,453	522,448	25,995	783,667
Expenditure	7,953,134	7,784,864	-168,270	11,677,256
Tsf to Flood Reserves				
Net Surplus	1,138,388	1,231,823	-93,436	783,938
Roading				
Revenue	4,820,089	4,833,376	-13,287	7,250,051
Rates Revenue	3,979,637	3,928,551	51,086	5,045,800
Internal Charges	429,278	447,648	18,370	671,472
Expenditure	7,424,418	7,226,976	-197,442	10,840,442
Net Surplus	946,030	1,087,303	-141,273	783,937
Non Subsidised Roading				
Revenue	13,888		13,888	
Rates Revenue	774,359	777,208	-2,849	949,010
Internal Charges	67,174	74,800	7,626	112,195
Expenditure	528,715	557,888	29,173	836,814
Net Surplus	192,358	144,520	47,838	1

Business Units

For the 8 Months ended 28th February 2015 DRAFT

	Actual YTD	Budget YTD	Var +/-	FY Budget
Consolidated				
Revenue	27,398	12,920	14,478	19,381
Rates Revenue	54,653	50,662	3,991	66,879
Internal Charges	1,131,746	1,336,480	204,734	2,004,708
Internal Recoveries	4,587,304	4,909,952	-322,648	7,364,927
Expenditure	3,537,627	3,625,019	87,392	5,373,611
Net Surplus	-18	12,035	-12,053	72,868
CEO Business Unit				
Revenue	11,832		11,832	
Internal Charges	57,872	68,232	10,360	102,347
Internal Recoveries	311,594	324,088	-12,494	486,136
Expenditure	265,550	262,928	-2,622	383,789
Net Surplus	3	-7,072	7,076	
Human Resources Business Unit				
Revenue	2,400		2,400	
Internal Recoveries	64,894	101,872	-36,978	152,811
Expenditure	67,293	102,020	34,727	152,811
Net Surplus	1	-148	149	
Policy & Governance Business Unit				
Internal Charges	60,591	74,680	14,089	112,031
Internal Recoveries	329,514	347,000	-17,486	520,501
Expenditure	268,924	273,250	4,326	408,470
Net Surplus	0	-930	929	
Finance Business Unit				
Revenue	321	9,496	-9,175	14,245
Internal Charges	124,509	154,328	29,819	231,493
Internal Recoveries	690,972	713,368	-22,396	1,070,051
Expenditure	566,798	572,624	5,826	852,803
Net Surplus	-14	-4,088	4,074	
Statutory Planning & Reporting Business Unit				
Internal Charges	185,712	193,024	7,312	289,534
Internal Recoveries	289,607	441,264	-151,657	661,898
Expenditure	103,901	253,920	150,019	372,364
Net Surplus	-6	-5,680	5,674	
Information Services Business Unit				
Revenue	1,184		1,184	
Rates Revenue	27,326	27,327	-1	36,435
Internal Charges	27,872	32,976	5,104	49,459
Internal Recoveries	571,228	693,912	-122,684	1,040,865
Expenditure	571,866	661,317	89,451	991,406
Net Surplus	0	26,946	-26,946	36,435
Customer & Community Services Business Unit				
Revenue	925		925	
Internal Charges	120,205	151,304	31,099	226,956
Internal Recoveries	500,010	491,168	8,842	736,749
Expenditure	380,725	340,734	-39,991	509,793
Net Surplus	5	-870	875	

	Actual YTD	Budget YTD	Var +/-	FY Budget
Assets Business Unit				
Revenue	5,890		5,890	
Internal Charges	385,081	455,992	70,911	683,986
Internal Recoveries	779,514	767,400	12,114	1,151,095
Expenditure	400,323	319,116	-81,207	467,110
Net Surplus		-7,708	7,708	-1
Property Management Business Unit				
Revenue	4,535	3,424	1,111	5,136
Rates Revenue		-120	120	-182
Internal Recoveries	118,299	131,488	-13,189	197,236
Expenditure	122,833	140,090	17,257	202,191
Net Surplus	0	-5,298	5,299	-1
Fleet Management Business Unit				
Revenue				
Rates Revenue	27,326	23,455	3,871	30,626
Internal Recoveries	193,355	224,408	-31,053	336,614
Expenditure	220,682	224,394	3,712	330,805
Net Surplus	0	23,469	-23,470	36,435
Regulatory Business Unit				
Revenue	312		312	
Internal Charges	169,904	205,944	36,040	308,902
Internal Recoveries	738,318	673,984	64,334	1,010,971
Expenditure	568,734	474,626	-94,108	702,069
Net Surplus	-7	-6,586	6,578	

**Rangitikei District Council
Treasury Report
For the 8 Months ended 28th February 2015 DRAFT**

Investments

Bank Deposits	Maturity Date	Int Rate	Term	% of Portfolio	Amount	Comment			
Westpac Current Account	Call	.30%	Call	1.51%	153,011.00	Immediate Needs			
Westpac Call Account	Call	3.25%	Call	12.08%	1,226,050.00	Immediate Needs			
BNZ-3023	23/04/15	3.88%	60	9.97%	1,011,095.89	Immediate Needs	reinvested 60 days		
BNZ-3024	02/03/15	4.50%	90	9.86%	1,000,000.00	Immediate Needs			
Westpac 0013	27/04/15	4.34%	60	9.86%	1,000,000.00	Immediate Needs			
ASB	17/05/15	4.29%	80	9.86%	1,000,000.00	Immediate Needs	1000000	80	days from 26/
ASB	28/03/15	3.92%	30	9.86%	1,000,000.00	Immediate Needs	1000000	30	days from 26/

6,390,156.89

62.98% Of total pool Investment
policy allows up to 100%

The Investment Policy requires that maximum any one bank of \$5m

And maturity mix as follows

	Actual	Policy
0-3 months	68.70%	15%-40%
3-6 months	31.30%	10%-60%
6 month to 2 years	0.00%	10%-60%

Equity Investments		Number		Cost	Value 2013	@	
Local Government Insurance Corporation		23,338		23,338	36,939	\$1	
				<u>23,338</u>	<u>36,939</u>		0.36% Of total pool investment policy allows up to 10%
Corporate Bonds							S & P Rating
Date of Purchase							
Purchased 16/02/06		Effective	Coupon	Face value		Fair Value 2014	
Fonterra Perpetual Cap Note	none	5.73%	8.74%	191,963.00	201,735.76		
Purchased 21/02/06							
Fonterra Perpetual Cap Note	none	5.73%	8.74%	280,000.00	294,072.88		
Notes Redeemed 10/07/06				-443,645.00	-465,086.38		
loss on Redemption					-981.01		
Balance as at 30 June 2014		5.44%		28,318.00	<u>29,741.25</u>	28,035	A
Purchased 24/03/06							
Telecom 10 Year Bonds	24/03/2016	7.04%	7.04%		500,000.00	528,900	A-
Purchased 20/09/07							
RABOBANK Bonds Perpetual		3.708%	3.708%	1,000,000.00	1,000,000.00	935,000	A+
Purchased 11/03/09							
Fonterra Bonds 2015	10/03/2015	7.60%	7.75%	500,000.00	503,573.61	515,050	AA
Purchased 22/09/10							
Manukau City Council Bonds	29/09/2017	6.52%	6.52%	1,500,000.00	1,500,000.00	1,608,750.00	AA
Total					<u>3,533,314.86</u>	<u>3,615,734.82</u>	34.82% Of total pool investment policy allows up to 50%
Forestry					185,799.00		1.83% Of total pool investment policy allows up to 20%
Total Investments and Cash					<u>10,146,209.75</u>		

Attachment 3

REPORT

SUBJECT: **Review of Criteria for the Community Initiatives Fund**

TO: Finance/Performance Committee

FROM: Denise Servante, Strategy and Community Planning Manager

DATE: 17 March 2015

FILE: 3-GF-8

1 Background

- 1.1 Council allocates funding to its contestable Community Initiatives Fund. During 2014/15 this was \$30,000 and this amount has remained in the Community Partnerships activity of the draft 2015-25 LTP. The Committee requested that prior to the next funding round, the criteria, application form and marking sheets be reviewed. Of particular concern, was recurring applications from significant events in the District which could/should be capable of developing to the point where Council support is no longer necessary.
- 1.2 Council has adopted an Events Policy “to develop a sense of place in the Rangitikei through iconic events that reflect the diversity of the Rangitikei communities and add to the attractiveness and vibrancy of the District towns to attract businesses, residents and visitors”. The Enjoying Life in the Rangitikei Theme Group has begun to look at an Events Strategy to support the achievement of this policy.
- 1.3 During discussion on the development of a draft economic development strategy for the District, Councillors suggested a role for high profile events in attracting visitors to the District and providing the opportunity to promote/showcase the District as a great place to live. An allocation of \$25,000 to implement an Events Strategy as part of the Economic development and District promotion activity has been included in the draft 2015-25 LTP.
- 1.4 In addition, Council is looking to ensure that some key events in the main towns of Bulls, Taihape and Marton are ensured through the MOU arrangement with its stakeholder organisations. These are likely to include
 - Gumboot Day
 - Marton Market Day
 - Marton Harvest Party
 - Rhythm in Bulls
 - Wear-a-bull Arts

2 Previous discussion at Finance/Performance Committee: 26 February 2015

- 2.1 During a discussion item on the criteria for the Community Initiatives Fund at the Finance/Performance Committee meeting on 26 February, the focus for discussion was on developing a more inclusive scope for high-profile events than 'iconic' events, considering whether and what the split for Council funding should be between new and high-profile events and the extent to which Council would fund high profile events year-on-year.
- 2.2 It was noted that the budgets for the draft LTP included \$25,000 for implementing an events strategy and \$30,000 for the Community Initiatives Fund. However, there were varying views amongst Councillors about whether there should be a separate funding pot for events and about whether Council should fund high-profile events. Similarly, there were differing views whether new events should bid into the same contestable pot as high profile/iconic events.
- 2.3 It was noted that currently about 50% of the \$30,000 available was allocated to high profile/iconic events and there was some consensus that this was about right and could be "top-sliced". The Community Initiatives Fund has been operating as a single contestable fund for six years – and the amount allocated for events has remained roughly the same - at about \$15,000 - even when the Community Initiatives Fund was set at \$60,000. A summary of the high profile/iconic events funded through the Community Initiatives Fund since 2009 is attached as Appendix 1.
- 2.4 Prior to 2009, Council operated separate funding pots for Events Facilities (in effect waiving the hireage fee for Council-owned facilities), Events Promotion, Tourism Promotion and Leisure Promotion. A summary of how these funds were allocated in 2007 and 2008 is contained in Appendix 2.
- 2.5 The change between 2008 and 2009 included dis-establishing a dedicated Economic Development staff position and creating the MOU arrangement with the four key stakeholder agencies.
- 2.6 At the Committee discussion on 26 February 2015 there was consensus that the criteria for the Community Initiatives Fund worked well for the other categories of project: Community service and support, Leisure promotion and Heritage and environment.
- 2.7 This report therefore focuses on criteria for funding events.

3 Practice in neighbouring territorial authorities

- 3.1 A review of the various approaches to events from territorial authorities within the Horizons region has revealed a number of practices.

- 3.2 Palmerston North City Council has a publically available events strategy¹ (an extract is attached as Appendix 3). It contracts to event companies to organise a number of annual free events which are reviewed regularly. Currently these free events, are:
- Summer Concerts
 - Waitangi Day
 - Esplanade Day
 - Student City Concert
 - Children's Day
 - Festival of Cultures
 - Christmas Parade
 - New Year's Eve Party
- 3.3 In addition, PNCC has a contestable fund, the Celebrating Communities Fund, which is to support the development of events in Palmerston North that contribute significantly to the following outcomes:
- Geographic Communities are able to celebrate their strengths and share them with the city
 - Communities of interest are able to celebrate their strengths and share them with the city"
- 3.4 Tararua District Council has an allocation for events within its economic development activity. The operational budget is agreed through the Annual Planning process and Council will approve a broad plan indicating the number of events and the kind of events. Implementation is an operational issue. The budget is applied either as sponsorship or as support from within the economic development team to support and grow new events.
- 3.5 Sponsorship of events tends to be annually, for significant high profile events such as Motor Cross – where the Council traditionally takes naming rights for the river race. The application form and associated documents is attached as Appendix 4.
- 3.6 For other events which Tararua's economic development team support, that support may be in-kind, including help with marketing, printing or preparation for events - such as for a premiere of The Hobbit. The economic development team may decide to work in partnership with other stakeholders to lead the development of a new event, with for example, their project management experience.
- 3.7 Wanganui District Council funds events to support development of the Whanganui brand, give people a reason to come to Whanganui and see what Whanganui has to offer and because the return on investment in terms of economic impact is significant for the community.
- 3.8 In all these examples, events are seen as:

¹ http://www.pncc.govt.nz/media/2365123/events_and_festivals_strategy.pdf

- locally significant and/or showcase the District;
- of special interest to local people and enhancing community well-being;
- providing a regional/national profile and attracting significant number of visitors to the District;
- giving a positive economic impact to the District

3.9 It is suggested that the Committee considers developing a separate set of criteria to assess applications for funding events.

4 Recurring funding for high profile events

4.1 There are several reasons why councils may support high profile events over several years.

4.2 Palmerston North City Council supports a number of events that are free for local people and visitors alike. Examples locally would be the high-profile events which Council supports through the MOU arrangement. These events may also be capable of attracting sponsorship but Council considers that they should take place and has contracts in place to ensure that they do.

4.3 It would be appropriate for Council to review these events regularly using some independent yardstick.

4.4 Other high profile events where entry fees are charged or there are clear sponsorship opportunities are less often regularly supported by councils, although there are exceptions – for example the sponsorship programme which Tararua District Council operates. It can be argued that these events are capable of growing to be self-funding and so funding should be limited to support in the first few years with the aim to test its sustainability. Again, an independent yardstick to support Council decision-making would be useful.

4.5 There are examples of community events, such as the Christmas Parades, that are important to community life and well-being but where there would not be a large influx of visitors from outside the District. Council may want to ensure provision for such events. There may also be an economic impact in that local people stay in their home towns and spend money locally.

4.6 Many councils undertake an assessment of the potential economic impact of events. Many of these are based on an assessment of how many people attend the event, how many stay overnight and how much they are likely to spend in the District. Council has recently subscribed to MarketView for retail spending data and this company offers an event reporting tool. An example, relating to Marton Market Day 2014, is attached as Appendix 5.

5 The Marton Market Day Event Report

5.1 The Marton Market Day Event Report for November 2014 (appendix 5) is based on MarketView's access to data on eftpos sales through Paymark which is used by 75%

of New Zealand retailers. MarketView also has the data on spending from BNZ cardholders, including residential address and demographics. This dataset represents a good proxy for New Zealand spenders. The report indicates that the Market Day in 2014 was markedly less successful in terms of these two datasets than the Market Day in 2013.

- 5.2 The Marton Market Day in November 2014 took place during a weekend of extreme bad weather – weather reports warned people against travelling for non-essential trips. Project Marton reports that up to one third of stallholders who had booked in advance failed to turn up on the day. This may provide context for the drop in spending in the town compared to the previous Market Day in 2013.
- 5.3 Nonetheless, the Market Day 2014 showed a 2.5% increase in local retail sales, compared to an average Saturday. The increase was particularly noted for hospitality and electrical/homeware/furniture goods. In addition, there was a healthy proportion of spending from people from outside the District (Whanganui and rest of New Zealand).
- 5.4 The limitations of this tool are that it does not capture cash withdrawals, or cash sales, or eftpos sales at retailers/stallholders who are not normally active in the District. However, it does give information about how local businesses are doing and this is a key driver for Council support.

6 Comment

- 6.1 Councillors' concerns about how and what funding to provide for events can be addressed through having clear and transparent guidelines for assessing applications in a competitive, contestable process.
- 6.2 Events could apply for funding in one of several categories, for example:
 - High profile events which must demonstrate one or more of the following:
 - be locally significant;
 - showcase the District;
 - provide a regional/national profile and/or
 - attract a significant number of visitors to the District.
 - Of special interest to local people/enhance community well-being;
- 6.3 High profile events which seek funding in recurrent years would need to demonstrate either growth in economic impact or significant economic impact and reasons why this cannot translate into self-sustaining funding (for example, are participants charged a sufficient entry fee, have opportunities for sponsorship been pursued, are profits carried forward to fund the following year?). A maximum number of years could be put on this, for example 3 or 5 years.
- 6.4 Recurring local community events, such as those supported through the MOU arrangement, or through regular grant funding (such as the Christmas Parades) should be regularly reviewed, including demonstrating economic impact (in terms of keeping locals in town to do their spending).

- 6.5 In essence, it is suggested that Council could undertake quantitative monitoring of events that seek recurring funding, possibly through the MarketView Event Reporting with a review every three years to align with the LTP process.
- 6.6 Councillors appeared generally satisfied with the criteria for Community service and support, Leisure promotion and Heritage and environment categories in the Community Initiatives Fund. The only commentary was to ensure that as much of the funding as possible goes to local groups and projects. The amended criteria are attached as Appendix 6 with Events temporarily excluded.
- 6.7 The Committee is asked to provide further guidance on including separate criteria for events funding and proposals will be brought to the Committee's meeting in April 2015.
- 6.8 Decisions about the quantum of funding and whether there is a separate pot for events will form part of Council's deliberations on the submissions to the consultation document for the 2015/25 Long Term Plan (i.e. "What's the Plan Rangitikei") draft LTP. Currently, \$30,000 is allocated for Community service and support, Leisure promotion and Heritage and environment categories and \$25,000 for Events.

7 Recommendations

- 7.1 That the report "Review of Criteria for the Community Initiatives Fund" be received.
- 7.2 That the Finance/Performance Committee confirms the criteria for the Community service and support, Leisure promotion and Heritage and environment categories of the Community Initiatives Fund outlined in Appendix 6 [without amendment/as amended] to the report "Review of Criteria for the Community Initiatives Fund".
- 7.3 That a further report is brought to the Finance/Performance Committee's meeting in April 2015 with proposals for criteria to fund events (new and recurring) in line with the comments in the report "Review of Criteria for the Community Initiatives Fund" [without amendment/as amended].
- 7.4 That the Finance/Performance Committee determines the amount of funding to be made available through the Community Initiative Fund for the various categories of activities in the light of the Council's deliberations on submissions to "What's the Plan Rangitikei".

Denise Servante
Strategy and Community Planning Manager

Appendix 1

Appendix 1: High Profile/Iconic Events funding through the single, contestable Community Initiatives Fund.

GRANTS MADE UNDER HIGH PROFILE/ICONIC EVENTS		% TOTAL
2014: amount funding available:		\$29,000
Marton Jaycees	\$2,300	
Marton Country Music Festival Inc.	\$1,400	
Turakina Caledonian Society	\$2,375	
Bulls & District Community Trust: Rangitikei's Got Talent	\$1,600	
Bulls & District Community Trust: Wear-a-bull Arts	\$1,600	
Mangaweka Heritage Inc.	\$2,300	
Taihape Dressage Group	\$1,200	
Taihape and Districts A&P Association	\$2,200	
TOTAL	\$14,975	52%
2013: amount funding available:		\$31,000
Marton Country Music Festival	\$4,000	
Rangitikei Shearing Sports	\$2,500	
Turakina Caledonian Society	\$5,000	
Taihape and Districts A&P Association	\$2,500	
Taihape Area Dressage Group	\$1,000	
Taihape Area Show Jumping Group	\$1,000	
Taihape Shearing Sports	\$1,572	
TOTAL	\$17,572	57%
2012: amount funding available:		\$20,000
Marton Country Music Festival	\$2,000	
Ohingaiti & Hunterville District Sports Day	\$800	
Turakina Caledonian Society	\$1,000	
Taihape and Districts A&P Association	\$2,300	
Taihape Area Dressage Group	\$800	
Marton Jaycees	\$1,600	
Taihape Area Show Jumping Group	\$1,500	
TOTAL	\$10,000	50%
2011: amount funding available:		\$60,000
Marton Country Music Festival	\$1,976	
NZ Equestrian Federation – Taihape Area	\$3,125	
Turakina Caledonian Society	\$2,843	
Marton Jaycees	\$1,285	
Project Marton – Harvest Festival	\$2,600	
Project Marton – Market Day	\$940	
Taihape Community Development Trust – Gumboot Day	\$4,425	
TOTAL	\$14,069	23%

GRANTS MADE UNDER HIGH PROFILE/ICONIC EVENTS		% TOTAL
2010: amount funding available:		\$60,000
Taihape Area Dressage	\$1,450	
Marton Country Music Festival	\$2,300	
Taihape & Districts A&P Association	\$4,220	
Taihape Community Development Trust - Gumboot Day 2011	\$4,000	
Marton Jaycees, Christmas Parade	\$1,487	
NZ Equestrian Federation – Taihape Area	\$2,500	
Marton Arts & Crafts Centre	\$400	
Whanau Sports Day Komiti	\$800	
Turakina Caledonian Society	\$3,500	
TOTAL	\$15,507	26%
2009: amount funding available:		\$60,000
Taihape Community Development Trust - Gumboot Day 2010	\$4,100	
Marton Country Music Festival	\$4,000	
Huntermville Huntaway Festival	\$5,000	
NZ Equestrian Federation – Taihape Area	\$1,000	
Taihape and Districts A&P Association	\$2,600	
Marton Arts & Crafts	\$1,000	

Appendix 2

Appendix 2: Council's contestable funding programmes prior to 2009.

GRANTS MADE CONTESTABLE FUNDING SCHEMES IN 2008		% TOTAL
2008: Community Events Promotions funding	\$10,610	\$71,917
Christmas in the Park 2008	\$1,000	
"Friends of the School" South Makirikiri School	\$500	
Bulls & District Community Trust	\$1,900	
Marton Country Music Festival	\$1,400	
Rangitikei Shearing Sports Inc.	\$1,200	
Multisport Marton – relay Mt Curl	\$1,100	
Multisport Marton – fun runs	\$800	
Marton & District Historical Society	\$520	
Taihape and Districts A&P Association	\$1,000	
Marton Jaycee Inc.	\$617	
TOTAL	\$10,037	15%
2008: Community Events Facilities funding	\$7,957	
Marton Christmas in the Park 2008	\$400	
Rangitikei Active	\$400	
Bulls Kindergarten	\$200	
Bulls & District Community Trust	\$150	
Taihape Community Development Trust	\$270	
Taihape Youth Centre	\$150	
Taihape Area Dressage Group	\$810	
Rangitikei Shearing Sports Inc.	\$400	
Whanau Sports Day Komiti	\$390	
Taihape and Districts A&P Association	\$780	
Taihape Area Horse Trials Group	\$780	
Taihape Area School	\$390	
Marton Country Music Festival Inc.	\$1,200	
TOTAL	\$6,320	11%
2008: Leisure Promotion funding	\$37,132	
Marton Aquatic & Leisure Trust	\$13,550	
Rangitikei College	\$3,900	
Leisure Plan Group	\$1,500	
ICAMT Conference	\$1,500	
TOTAL	\$68,652	
2008: Tourism Promotion funding	\$16,218	
Rangitikei Tourism	\$10,650	
TOTAL	\$10,650	

GRANTS MADE CONTESTABLE FUNDING SCHEMES IN 2007		% TOTAL
2007: Community Events Promotions funding	\$15,277	\$68,002
Winiata Marae Mana Tangata, Taihape	\$950	
Central Districts Poultry & Pigeon Club	\$234	
Huntermville Huntaway Festival	\$1,000	
Huntermville Home & School Association	\$300	
Huntermville Volunteer Fire Brigade	\$800	
Marton Jaycee	\$1,000	
Turakina Caledonian Society	\$1,000	
Rangitikei Rose Society	\$400	
Rangitikei Shearing Sports Inc.	\$556	
Taihape Youth Centre Trust	\$1,436	
Business Development Group, Project Marton	\$1,113	
Rotary Club of Taihape	\$1,016	
Marton Bears Rugby League	\$983	
Bulls (St Andrew) Rose Show	\$400	
Marton Country Music Festival	\$1,000	
Tutaenui Sports Club	\$925	
TOTAL	\$13,113	22%
2007: Community Events Facilities funding	\$7,725	
Central Districts Poultry & Pigeon Club	\$510	
Bulls & District Community Trust	\$227	
Huntermville Volunteer Fire Brigade	\$180	
TCDT Taihape Gumboot Day & Exhibition	\$1,420	
TCDT Strengthening the Communities	\$233	
Taihape Youth Centre	\$269	
Rangitikei Shearing Sports	\$589	
Marton Country Music Festival	\$349	
Marton Bears Rugby League	\$858	
Bulls & District Community Trust	\$202	
Bulls (St Andrews) Rose Show	\$138	
TOTAL	\$4,975	11%
2007: Leisure Promotion funding	\$35,000	
Marton Aquatic and Leisure Trust	\$21,475	
Taihape Heritage Trust – Restore the Majestic Theatre	\$13,525	
TOTAL	\$35,000	
2007: Tourism Promotion funding	\$10,000	
Rangitikei Tourism	\$8,000	
Feilding & District Steam Rail Society Inc.	\$1,000	
Tux North Island Championship Trials 2008	\$1,000	
TOTAL	\$10,000	

Appendix 3

Introduction

Palmerston North City Council's support for events links directly to the City Vision: "Palmerston North is recognised as a vibrant, caring, creative and sustainable city". Specifically events contribute to the following goals:

- Palmerston North is a city where people want to live because of its easy lifestyle and its many social, economic and leisure opportunities.
- Palmerston North City Council is financially responsible and residents are satisfied that they get value for money from their rates.

Implementing this Events and Festivals Strategy will add value to the City Council's Sustainable City Strategy and complement the Economic Well-Being Strategy, Arts Strategy, Outdoor Recreation Strategy and Urban Design Strategy.

There is research that events can have a long-term impact on the growth of 'sense of place' (see text box). This sense of place makes a locality more attractive to visitors; increases local feeling of pride; makes people feel safer, and improves the desirability of a place to live, work and play.

There is growing evidence that events increase the social capital of local communities because:

- Community celebrations are opportunities to develop social networks, meet new people and build relationships with other people from the community.
- Well run, successful events add to people's sense of pride in their community.
- Events can lead to an increase in participation in the event activity, leading to increased regular activity.
- Events can attract significant levels of volunteering.

There is ample evidence of the potential economic benefit of events. Bringing visitors to the City can result in increased business for hotels, motels, restaurants, shops and other retail businesses. These businesses in turn will spend more on products, marketing and delivery services. Events and festivals add to the attractiveness of a city, making it easier to attract and retain new residents, new businesses and new students in the longer term. There is recognition that for many organisations and facilities, events are 'business as usual', whilst for some organisations their events require significant planning, resourcing and organising. Similarly, individuals' definition of an event will vary from person to person. To try to achieve some common understanding for the purpose of the Strategy 'events' are defined as:

Gatherings of a celebratory, educational, competitive, commemorative or exhibitively nature that:

- share a common purpose
- are clearly defined with a beginning and an end
- occur for a limited time
- may be repeated on a cyclical basis (e.g. annually) but are not regularly scheduled (e.g. regular organised Saturday sport).

These events may:

- be locally significant, of special interest to the people of Palmerston North and enhance community well-being; and/or
- provide a national profile and/ or attract significant number of visitors to the City.

Festivals are defined as:

- a programme or series of similar or related events, usually held at regular intervals, often in one place.

This Strategy principally, but not exclusively, refers to arts, sport and recreation events along with community celebrations. The Strategy does not intend to impact on private events such as weddings, or organisations (commercial or otherwise) that host conventions, meetings and gatherings. It does recognise that these types of events are important to the people who take part in them and can add value to the local economy.

Many events in the City happen at a local community level. What starts as a programme of activities for the community often ends in, or is capped off with, an event. These events take many forms but could include gala days, community celebrations, cultural and religious festivals, fund-raising events, public poetry readings, art exhibitions, project launches and anniversaries. These events all contribute to the rich tapestry of community events held in the City, but build on the overall fabric of everyday activities that constitute a large part of the City's social capital. Ownership is the key for community events. The more local people and groups are involved, the more the community owns the event. These events and celebrations will mostly be attended by people from within the local community, but they can attract visitors from outside the City. Many of these events will go unnoticed by most of the people in the City, but for those taking part they can be significant occasions that have a long-lasting impact on their lives.

The City is also fortunate that it hosts a number of national and international events that bring many people to the City to participate in, or to spectate at, the event. These events can involve tens of thousands of people, receive significant national media coverage and impact on the lives of many City businesses and residents.

Appendix 4



GRANTS/SPONSORSHIP SCHEME

Guidelines for 2014/15

PLEASE READ CAREFULLY BEFORE COMPLETING THE APPLICATION FORM

Please post completed applications to:

Economic Development Manager
Tararua District Council
P.O Box 115
DANNEVIRKE 4942

For further information please contact:

Lianne Simpkin
Tararua District Council
Phone 06 374 4080
Email: lianne.simpkin@tararua.govt.nz

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SECTION ONE

The Grants/Sponsorship Funding Scheme

- 1. POLICY**

The Grants/Sponsorship Funding Scheme aims to support the Achievement of the following outcomes:

Community Spirit

 - Supporting and sustaining a sense of community spirit and civic pride
 - Celebrating a unique sense of place – Tararua District
 - Creating opportunities for participation in excellent local events

Economic Growth

 - Maximising the contribution events make to the economic well being of the district
- 2. PURPOSE**

The purpose of the Grants / Sponsorship Funding Scheme is to support the development of events in Tararua that reinforce economic growth and community spirit.

The Scheme provides seeding grants to enable new events to develop to a stage where they can become self funding. The Scheme also aims to support events that would not otherwise come to Tararua and have wide public appeal

The Grants/Sponsorship Funding Scheme targets the following types of funding

 - Grants (see sections 5.6 – 5.8)
Must be tagged to a specific aspect of an event
 - Event Bidding
- 3. DEFINITION OF EVENTS**

For the purposes of this funding scheme, events are defined as:

‘Events of a celebratory, educational, competitive, commemorative or exhibitive nature that are distinctly defined, occur for a limited time and may be repeated on a cyclical basis (e.g annually) but are not regularly scheduled (e.g regular organised Saturday sport)’

These events should:

 - Attract significant numbers of visitors to the district.
 - Be locally significant, of special interest to the people of Tararua and enhance community well-being
 - Have a wide public appeal

SECTION TWO

Administration of the Fund

4 GRANTS/SPONSORSHIP FUNDING PANEL INFORMATION

4.1 Functions and priorities

The Grants/Sponsorship Funding Scheme Panel will:

Assess applications against agreed priorities and make allocations in accordance with these guidelines and the assessment criteria:

- ◆ Communicate, in writing, the results of the assessment:
- ◆ Monitor the use of the funds within three months of the event date

The Grants/Sponsorship Funding Panel will set annual priorities based on the event outcomes of the Annual Plan

4.2 Committee composition and membership

A Grants/Sponsorship Funding Scheme Panel will allocate the Grants/Sponsorship Funding Scheme funds in a consistent and transparent manner

The Grants/Sponsorship Funding Scheme Panel comprises the District Marketer, a nominated councillor and the Mayor (or nominee).

4.3 Purpose of the Grants/Sponsorship Funding Scheme Committee

The purpose of the Grants/Sponsorship Funding Scheme Panel is to assist the Council in the administration of the Grants/Sponsorship Funding Scheme in a consistent and transparent manner.

4.4 Ethical Guidelines – Conflict of Interest of Panel Members

Grants/Sponsorship Funding Scheme Panel members must declare their interest in any application they, or members of their family, are associated with or have an interest in. They should remove themselves from discussion and the final vote on that application.

5. ASSESSMENT PROCESS

5.1 Eligibility criteria Applicants must meet all the eligibility criteria.

All events eligible for funding must:

- ◆ Take place within Tararua
- ◆ Not have started before an application for funding is decided by the Grants/Sponsorship Scheme Committee
- ◆ Not apply for funding from the Grants/Sponsorship Funding Scheme more than once in any financial year.
- ◆ Be able to contribute a significant proportion to the cost of the project (see Section 5.3 for explanation)
- ◆ Not have been financially supported by the Tararua District Council through some other means for the same purpose in the same financial year, i.e through the Creative Communities New Zealand Scheme, Annual Plan, Community Boards, Community Committees etc.
- ◆ Be an event that is viable, vibrant, innovative and preferably 'sustainable', i.e generally not one-off's unless they have a particular economic and dynamic effect on Tararua.
- ◆ Provide a detailed and realistic marketing/ promotional plan.
- ◆ Provide a realistic and balanced budget.

Additional preference criteria (**not essential to meet**)

- ◆ Preference may be given to ongoing events whether they be annual, bi-annual or tri-annual.
- ◆ Preference may be given to events whose timing in terms of availability of accommodation are complementary to other events.
- ◆ Preference may be given to events that can demonstrate successful financial support from other sources.

5.2 Disclaimer

- ◆ The Grants/Sponsorship Funding Scheme Panel reserves the right to use their discretion to decline applications where it is considered events cause offence to the wider community.
- ◆ The final funding decisions are made at the discretion of the Grants/Sponsorship Funding Scheme Panel.

5.3 Applicant contribution levels

All applicant groups shall meet a significant part of the cost of the event applied for. This is a reflection of the group's commitment to the event. The contribution level should be at least one half of the eligible projects cost.

'Eligible project costs' means any expenses that the fund will support, according to the eligibility criteria, ignoring those costs which are ineligible (see Sections 5.7 and 5.8)

Example – Expenditure Budget – Festival 'X'

Equipment hire*	3,000.00
Venue hire*	2,500.00
Catering (VIP's)	500.00
Professional services	4,000.00
Training*	500.00
Advertising*	2,000.00
Prize money*	1,000.00
T-Shirts *	250.00

13,750.00

*** Eligible projects/activities (see Section 5.8)**

Festival 'X' costs \$13,750 of which \$9,250 is for eligible project costs. Therefore the applicant must provide at least \$4,625 or more

5.4 Pitfalls to avoid Applications may be unsuccessful due to:

- ◆ Applicant and/or projects/activities or event being ineligible (see Sections 5.7 and 5.8);
- ◆ Application being late;
- ◆ Application being incomplete;
- ◆ All required support material not supplied;
- ◆ Aims and details of event did not balance;
- ◆ Poorly planned event and timeframe unrealistic
- ◆ Relevance to the local community being minimal;
- ◆ The event not meeting all the eligibility criteria.

5.5 Applicant eligibility

- ◆ Applicant must be able to meet all the criteria stipulated in the guidelines;
- ◆ Applicant/organisation must be an Incorporated Society (certificate or documentation of proof must be supplied);
- ◆ Trust or Association (please supply documentation);
- ◆ Community Group under an Umbrella Group;

- ◆ Council is unable to issue funds directly to individual recipients. Council will however issue funds to an umbrella organisation.
- ◆ An umbrella organisation is an established organisation that is willing to oversee and monitor the use of grants made to individuals.

These organisations receive funds on behalf of the individual, monitor their use and endorse progress and completion of accountability forms on the event. The grant applicant must seek consent from the chosen 'umbrella organisation' first. It is expected that the 'umbrella organisation' will have an interest in the event for which funding is being sought.

Please see Appendix III for the role and responsibilities of an 'umbrella organisation' and the individual applicant under an 'umbrella organisation'

5.6	Eligible projects/activities	Projects/activities that will be considered for funding include:
		<ul style="list-style-type: none"> ◆ Event production costs such as signage, advertising, and promotional material; ◆ Venue hire; ◆ Seeding of events – seed funding is a grant to enable the event to develop to a stage where it can become self funding
5.7	Ineligible projects/activities	The types of projects/activities ineligible for funding include:
		<ul style="list-style-type: none"> ◆ Facility development or funding for capital works (i.e the cost of buildings or items necessary to operate the facility); ◆ Elimination of an accumulated debt or debt servicing; ◆ Bridging loans; ◆ Ongoing administration costs that are not related to a specific event; ◆ Salaries for ongoing administration and services; ◆ Food and beverage costs; ◆ Travel costs; ◆ Feasibility studies; ◆ Retrospective project costs i.e for events that have already occurred before the Committee meets; ◆ Late applications (See Disclaimer Section 5.2)
5.8	Ineligible events	The types of events ineligible for funding include:
		<ul style="list-style-type: none"> ◆ Annual General Meetings; ◆ Events that have no economic or community benefit to Tararua; ◆ Events solely run for commercial purposes; ◆ Events promoting religion or political purposes

SECTION THREE

Accountability to Fund

6. TERMS OF AGREEMENT

The Tararua District Council needs to satisfy itself that the public money distributed through the Grants/Sponsorship Funding Scheme is being used for the purpose for which it was provided.

If your organisation is successful in receiving funding, you will be sent a Terms of Agreement, letter of confirmation of funding and a form to complete as part of a final written report.

The Terms of Agreement must be signed and returned with an invoice for the funding amount awarded as per the letter of confirmation of funding before a cheque can be raised by the Tararua District Council.

The final written report and an actual expenditure and revenue account must be completed and returned to the Economic Development Manager no later than three months after the completion date of the event.

In signing the Terms of Agreement, you are agreeing to meet stipulated conditions; please ensure that your organisation is able to agree to these before submitting your application (see Appendix I).

7. PROMOTING TARARUA DISTRICT COUNCIL'S SUPPORT

The support of the Tararua District Council must be acknowledged on all publicity material. Logos may be obtained from the Economic Development Manager. Signs and banners promoting the Council's support are also available from the Economic Development Manager. It is expected that this signage will be displayed at your event. It is the applicant's responsibility to take charge of these items and return them intact and undamaged within 3 days on conclusion of the event.

GRANTS/SPONSORSHIP FUNDING SCHEME 2010/2011
TERMS OF AGREEMENT

In accepting the offer of funding of \$_____, I/we (name of applicant)_____ on behalf of (name of organisation)_____ agree to the following conditions:

1. I/we will carry out the event within the indicated time frame in the application.
2. I/we agree that the grant money will be used for (state project funding was given for)

And I/we agree that it will not be used for any other purpose. I/we understand that failure to do so may result in steps being taken to recover the grant in part or full.

3. I/we will return a final written report (as attached) and an income/expenditure report no later than three months after the completion of the project and that I/we consent to copies being made available to the Grants/Sponsorship Funding Scheme Panel.
4. Should the event not go ahead, I/we shall immediately return any money received to the Tararua District Council Grants/Sponsorship Funding Scheme.
5. I/we accept that the names of grant recipients and the amounts of grants will be made public.
6. I/we will notify the Tararua District Council's Economic Development Manager in writing of any change of address, office holders of the organisation or other contact details should this occur before I/we return the final report.
7. The support of the Tararua District Council will be acknowledged in all publicity, publications and signage associated with the event (copies of the logo may be obtained from the Tararua District Council's Economic Development Manager).
8. I/we will collect Tararua District Council's signage for use at our event. I/we will return it intact and undamaged within 3 days of the event.
9. The grant will be paid to the organisation by Tararua District Council in the form of a cheque or direct credit as stipulated on the application form.
10. I/we accept that the Tararua District Council may conduct random audits on our event i.e feedback survey form.
11. I/we understand the information given in the final written report will be used as information if further funding is applied for, for the same event.

Signature _____
(on behalf of (insert name of organisation))

Date _____

Please post Terms of Agreement to:
Economic Development Manager
Tararua District Council
P.O Box 115
DANNEVIRKE 4942

Terms of agreement printed October 2014

**GRANTS/SPONSORSHIP FUNDING SCHEME
TARARUA DISTRICT COUNCIL
FINAL WRITTEN REPORT – MONITORING PROCESS**

Please return to Economic Development Manager
 Tararua District Council
 P.O Box 115
 DANNEVIRKE 4942

**NO LATER THAN THREE MONTHS AFTER THE COMPLETION OF THE EVENT, TO BE ACCOMPANIED BY AN
INCOME AND EXPENDITURE REPORT**

Name of organisation undertaking event: (to be completed by Tararua District Council)

.....

Event description (fund is to be used for):

Funding is granted for:

Name(s) of contact person(s):

Date grant awarded: Amount of grant:

Please answer the following questions and use additional sheets if necessary

Did you receive funding from other organisations for this project/event?
Please give details and state the value(s) of the grant(s).

.....
.....
.....
.....
.....
.....

Who attended the event (estimated numbers and description)? Make up of the audience i.e families, ethnicity, age groups etc.

What happened on the day?

How did the project /event benefit the community?

What were the successes of your event?

Were any problems encountered? If so, what were they and how did you overcome them?

**GRANTS/SPONSORSHIP FUNDING SCHEME
TARARUA DISTRICT COUNCIL
Role & Responsibilities of an Umbrella Organisation**

The role and responsibilities of an umbrella organisation are:

- ◆ To receive a cheque on behalf of a grantee. The Council will issue a covering letter with the cheque, which will set out the amount of funds granted, the name of the organisation and the nature of the project that is being funded.
- ◆ To issue grant funds to the total amount of the grant to the grantee as required, and in line with the purpose of the project for which funding has been approved by the allocation committee.
- ◆ To endorse accountability reports on the project. A report is submitted on the progress of the report within three months of the event date.

The responsibilities of the recipient under an umbrella organisation overview will be:

- ◆ To keep the umbrella organisation apprised of the status of the project;
- ◆ To provide the umbrella organisation with evidence of expenditure;
- ◆ To provide the umbrella organisation with access to the project;
- ◆ To provide the umbrella organisation with appropriate accountability forms i.e progress and completion reports, for endorsement prior to their return to the Tararua District Council.

For any enquiries, please contact
Lianne Simpkin
Economic Development Manager
Tararua District Council
Telephone 06 374 4080

Appendix 5

Rangitikei District Council Marton Market Day

Event Reporting

22 November 2014

Prepared for: Denise Servante

March 2015



EVENT OVERVIEW



MARKETVIEW
Precision Market Intelligence

22 November 2014 Versus 23 November 2013

EVENT ACTIVITY

Changes over same time last year

SPENDING

\$91,891

-17.2%

TRANSACTIONS

2,585

-14.5%

Spending for your event period was -17.2% over the previous year.
Transaction volumes were -14.5%.

CARDHOLDER ORIGIN

LOCAL CARDHOLDERS

34.6%

-4.4%

REST OF NZ
CARDHOLDERS

65.4%

4.4%

INTERNATIONAL
CARDHOLDERS

0.0%

0.0%



DAILY ACTIVITY

HIGHEST SPENDING DAY

22 November

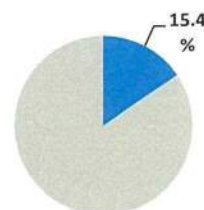
HIGHEST MARKET SHARE
DAY

22 November

During the event period, spending from local cardholders made up 34.6% of total spending. This was actually down -4.4 percentage points on last year.

MARKET SHARE

Your Share vs Benchmark Group



vs. last year

-0.8%

■ You ■ Competitors

Market share is your share of spending in the market (yourself and the benchmark group).

Your competitors are based on areas you have chosen, in this case, retail in Taihape, Bulls and Fielding.

STORETYPE BREAKDOWN IN YOUR AREA

Dep Stores/Appliances/Major

vs. last year



40.8%

Dep Stores/Appliances/Major in your area had the largest growth amongst storetypes, up 40.8%.

AGAINST BENCHMARK GROUP

Bars, Cafes and Restaurants

vs. last year



72.0%

Bars, Cafes and Restaurants had the largest growth in benchmark group locations, up 72.0%.

LOYALTY AND INFLOW

SPENDING BY RESIDENTS

INFLOW



OUTFLOW



Your local cardholders made 81.8% of their purchases in Marton, during the event period

INCOME FROM NON RESIDENTS

\$0.06 mn

Customers living outside your catchment spent \$60,078 with your local merchants.



TOPLINE FIGURES



MARKETVIEW
Precision Market Intelligence

SUMMARY

Marton Market Day 2014 did not appear to be as successful as last year. Spending in the area dropped by 17.2% compared to last year's event, while transaction volumes dropped 14.5%. In addition, spending during year's event was down 14.6% when compared to the same event/comparative day of the event over the last 5 years.

The event looks to have drawn in spending from certain areas outside of Rangitikei District. This year, non-local cardholder's accounted for 65.4% of spending in the district, during the event period (up from 61.0% last year). Wanganui cardholders accounted for the largest growth in spending (up 44.9%).



LAST YEAR

-17.2%



Change in Spending over same time last year

PAST 5 YEARS

-14.6%



Change in spending, average of this event over 5 years

LAST 52 WEEKS

2.7%



Change in spending, average of this event over 52 weeks

IN ADDITION

Marton retailers held a 15.4% share of spending during the event period; this was down 0.8 percentage points from last year's event.

One piece of good news is that the Marton Market Day experienced more spending (2.7%) than the average Saturday over the last 52 weeks.

Hospitality retailers (spending up 30.6%) and the Dept Stores/Appliances/Majors grouping (40.8%) looked to have benefitted from the increased activity from non-locals.



STORETYPE ACTIVITY



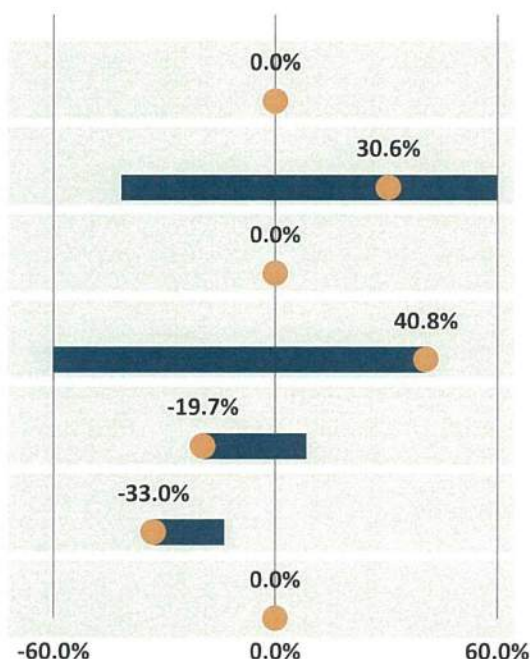
MARKETVIEW
Precision Market Intelligence

CHANGE IN SPENDING BY CATEGORY

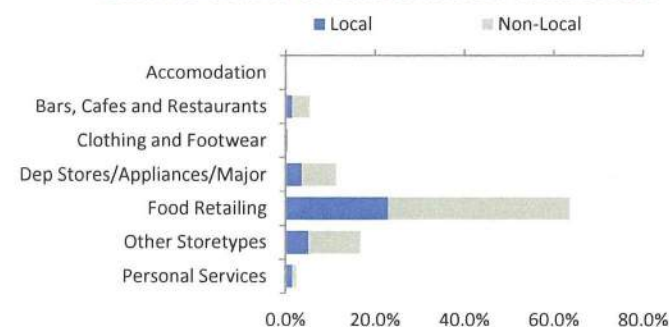
Change in Event Spending vs Same Event Period Last Year

		CHANGE IN SPEND	
	ACCOMODATION	▼	0.0%
	BARS, CAFES AND RESTAURANTS	▲	30.6%
	CLOTHING AND FOOTWEAR	▼	0.0%
	DEP STORES/APPLIANCES/ MAJOR	▲	40.8%
	FOOD RETAILING	▼	-19.7%
	OTHER STORETYPES	▼	-33.0%
	PERSONAL SERVICES	▼	0.0%
	TOTAL	▼	-17.2%

YOUR PERFORMANCE



DISTRIBUTION OF SPENDING BY CATEGORY



TOP PERFORMING SECTORS

Based on Change in Spending

FOR LOCAL CARDHOLDERS



PERSONAL SERVICES

FOR NON-LOCAL CARDHOLDERS



BARS, CAFES AND RESTAURANTS

* Retailers that are classified as either Clothing/Footwear or Personal Services merchants have been moved to the 'Other Storetypes' grouping (less than 3 retailers in each grouping).

The chart in the middle of the page shows change in spending for each storetype grouping in your region, in relation to competitors. The dark blue bars show the range in spending change and the orange bubbles show your position. A good result is represented by the orange dot being closer or on the right end of the blue bar.



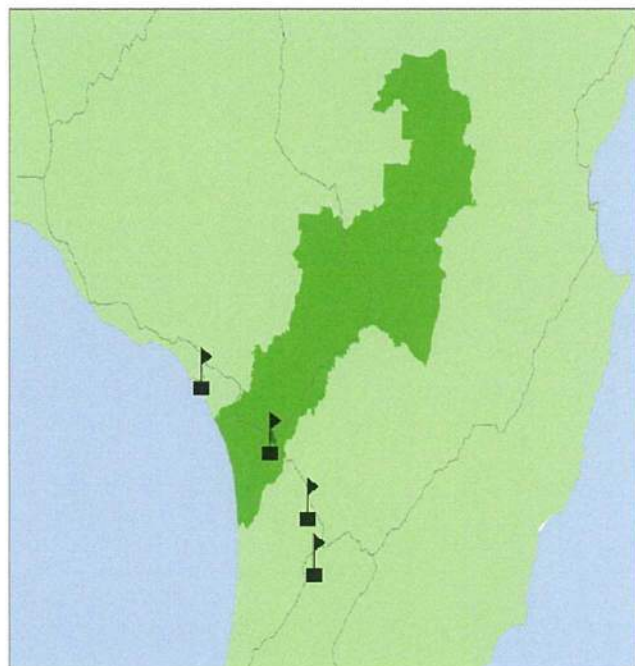
CARDHOLDER ORIGIN



MARKETVIEW
Precision Market Intelligence

ORIGIN OF CARDHOLDERS AND CHANGE IN SPENDING

Change in Event Spending vs Same Event Period Last Year



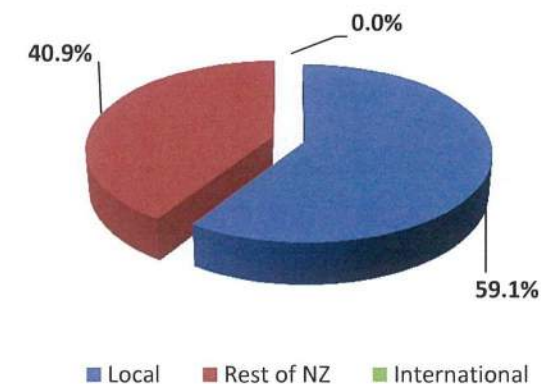
Share represents the proportion of spending in your local area during the event period. For e.g. a 20% share means 20% of the spending in your area, during the event period, came from cardholders of that origin.

Performance represents how spending from cardholders of a particular origin changed, compared to the same period last year. For e.g. a 7% increase means that cardholders of a particular origin spent 7% more in your area, during the event period, than they did last year.

ORIGIN	SHARE	PERFORMANCE	
LOCAL CARDHOLDERS	34.6%	▼	-27.2%
MANAWATU	1.8%	▼	-34.6%
PALMERSTON NORTH	1.4%	▼	-70.2%
WANGANUI	4.4%	▲	44.9%
REST OF DISTRICT	24.5%	▼	-41.2%
REST OF NZ	33.3%	▲	50.2%
INTERNATIONAL	0.0%	▼	-100.0%

ORIGIN OF CARDHOLDERS

Based on Moving Annual Total Quarters Spending



LOCATION WITH MOST GROWTH



REST OF NZ

Appendix 6



FUNDING GUIDE

Please read this guide in conjunction with the application form to ensure that your application is completed appropriately.

COMMUNITY INITIATIVES FUND CRITERIA

Please check the criteria first to ensure that your project meets the Community Initiatives Fund criteria. [Please note if your activity is an event, then please see the funding guide for events.](#)

1. Availability

1.1 The Fund is open to all initiatives and opportunities which have potential to benefit the District's communities— [in one of the following areas:](#)

~~It may contribute funding to (for example) a sporting event, a museum exhibition, maintenance of private cemeteries, a promotional publication, or a music festival.~~

~~1.1 — Preference is given to community organisations based in the Rangitikei, but applications will be considered from other organisations (both within and outside the District). Applicants from outside the Rangitikei District will need to provide quantifiable proof of their benefit to the Community.~~

~~1.2 — Because the characteristics of applications will vary from year to year, there are no fixed allocations for particular categories.~~

- ~~• High profile / iconic events (events which bring participants from outside the district and/or are noted as being part of the character of the Rangitikei);~~
- ~~• New initiatives (new events, projects or programmes which will contribute to the well-being of the community and/or have the potential to grow into high profile/ iconic events reflecting the character of the Rangitikei);~~
- Community service and support (programmes/services to support local communities and groups);
- Leisure promotion (projects or programmes that promote participation in leisure within our communities. These can include activities and programmes to increase participation in leisure activities and increased participation in programmes that improve cultural well-being);
- Heritage and environment (projects or programmes which preserve and/or enhance heritage and/or environmental sites, including displays, open days etc.)

1.2 Because the characteristics of applications will vary from year to year, there are no fixed allocations for [particular categories.](#)

1.3 Preference is given to community organisations based in the Rangitikei, but applications will be considered [from other organisations \(both within and outside the District\). Applicants from outside the Rangitikei District will need to provide quantifiable proof of their benefit to the Community.](#)

~~1.31.4~~ An organisation may receive a grant for a project in one or more successive years, but must apply annually.

~~1.41.5~~ The Fund may be used to secure reduction or waiver of hireage costs of Council or private facilities but not for the costs of bonds or making good any damage done during the time of hire.

~~1.51.6~~ Grants will be up to a maximum value of \$2500.

2. Limitations

- 2.1 Grants will not be made to individuals
- 2.2 Proposals which are eligible for funding from Creative New Zealand or Sport New Zealand Rural Travel Fund must state clearly if they have made an application to or intend to apply to either fund. The Community Initiatives Fund assessment committee may limit funding to these groups.
- 2.3 Grants will not be made for the purchase/long-term lease of equipment or facilities. Equipment is defined as being “the tools, clothing or other items needed for a particular activity or purpose, that under normal conditions of use can be expected to serve their principal purpose for at least one year”.
- 2.4 Grants will not be made for food or catering costs.
- 2.5 Grants will not be made for retrospective projects (i.e. Projects that have been completed before the Council meeting to consider the grant applications).
- 2.7 Grants will not be made to organisations which have not complied with reporting requirements for previous grants.

3. Accountability

- 3.1 Preference is given to applications which
 - demonstrate the successful sourcing of funding and / or in-kind support from other sources and /_or a decision to secure some payment from those who participate, and
 - demonstrate consideration of how they see their proposal would benefit the community
- 3.2 Successful applicants will be required to report back (to the Chief Executive) on a six-monthly basis or at the conclusion of the project, whichever is ~~sooner~~later.

Please note:

1. All profits from the ~~event/project/programme~~activity must be held over towards funding the next ~~event/project/programme~~activity.
2. Council will not fund proposals from an applicant that has given profits away as donations as such ~~events~~activities would be deemed self-funding.
3. Successful applicants must acknowledge the Council's sponsorship in all promotional material for the ~~event~~activity, with discretion given to the Chief Executive to waive this requirement for state highway advertising when such an acknowledgement would either be invisible or a distraction to the key message.
4. All applications that do not have the full and complete documentation (including quotes) by the closing deadline will be automatically disqualified. Quotes must be provided for all goods and services

PLEASE CHECK YOUR ELIGIBILITY

- ☐ Are you applying for funding to purchase or lease long-term any equipment or to purchase food or for catering?
- ☐ Are you seeking funding to build new facilities or to take a long-term lease on a facility?
- ☐ Have you an outstanding completed a Project Report Form for past grants from the Rangitikei District Council?
- ☐ Has the ~~event or~~ activity already taken place or will take place before the Grants Sub- Committee meets?

If you have ticked one of the boxes above your project is not eligible for Community Initiatives funding. Please contact the Grants Administrator at the Council if you have any questions.

OTHER IMPORTANT INFORMATION

- One application form per project
- Type or print in black ink as applications are photocopied
- If supplying extra information, please use A4 paper for photocopying purposes and ensure that the pages are clearly annotated as to which question they refer to and in the correct order.
- Please read the funding guide and ensure that your answers follow the correct format in the guide.
- If you receive confirmation of funding from any other organisation before the Committee meets, you must inform the Grants Administrator at the Council.

GUIDE TO COMPLETING THE APPLICATION FORM

SECTION 1: TELL US ABOUT YOURSELF

- Ensure that you give us as much detail as possible in the contacts section. If we have any questions we need to be able to contact you as easily as possible.
- When providing contact names please ensure that the people listed are able to answer questions about the application and list the person who completed the application form as the first contact.
- If you are registered for GST then all items in your application must be GST exclusive. If you are not registered for GST then all items will be GST inclusive.
- Before listing people as referees, always ask their permission first. It does not reflect well on your organisation if we telephone a referee and they do not know their name has been used.

SECTION 2: THE OBJECTIVES OF YOUR ORGANISATION

- The details in this section allow us to understand the objectives of your organisation and the affiliations you have.
- If your group is an incorporated society, your constitution will have broad aims for the group listed.
- Tell us about your activities, the other groups you work with and how you promote your end objectives.

SECTION 3: THE PROJECT

- In the first section, please tick only one item.
- Describe your project in full:
 - In this section we want to know about the complete project, ~~For example if you are staging a concert or play we need to know about the entire event,~~ not just the portion you are seeking funding for. ~~Tell us how many people take part in producing the play, how many tickets you plan to sell and where, how often you have done plays or concerts before and other relevant information.~~
 - Or you may have a project that supports a small number of people over a longer period of time. In this case you will need to explain the long term benefits of the project to this group.
 - Be sure to fully describe your target group ~~or audience or those who will benefit from your activity.~~
 - Relate your project back to the ~~box category under which you applied that you ticked above.~~ If you ticked a high profile event Heritage and Environment for example, you will need to demonstrate why this is a Heritage and Environment Project ~~high profile event.~~
- Use another sheet of A4 paper to give a good description if you need to and note in this section "See attached, sheet No. XX".
- In the section on how the Council funding will be used if your application is successful, you may again use additional pages if required. This is where you describe the part of the project that you want funding for. It

may be promotional items, advertising, tuition fees or a percentage of the total costs.

- The next question asks you to nominate 3 targets that demonstrate the success of your project and the benefits to the Rangitikei District. For example, if you are putting on an [event-activity](#) that will be getting families out and exercising together your targets may be the number of people participating (total number/ number of first time participants / number of return participants), [the amount of media coverage on the event](#) and any special needs being met.
- It is important to ensure that these are things that you can clearly quantify in your report. The Grants Sub-Committee may amend or add to the reporting requirements when making a grant. You will be notified of any changes when you receive advice of a successful application.

SECTION 4: COST OF THE PROJECT

- This section asks for the **total** cost of your project. Whilst you may condense costs down into a few broad headings in this section, it is a good idea to attach a more detailed budget to the application.
- In the income section list the funding from **all** sources. This includes grants, fundraising, gate takings or ticket sales and sponsorship and also support in kind such as the donation of premises or labour.
- Where you are purchasing goods or services that you want this grant to cover, you **must include quotes** for these items.
- Please detail all the other grant applications that you have made and the result of those applications. If you haven't heard back yet, then put "pending" in the final column.
- If you receive confirmation of pending funding as above from any other organisation before the Committee meets to consider applications, you must inform the Grants Administrator at the Council.
- In each section ensure that you show whether the amount is GST inclusive or exclusive

GENERAL TIPS

- Your application is your opportunity to "sell" your organisation. Whilst we can never promise to fund any group, the more professional and tidy your application, with all sections correctly completed, the greater your chances of success.
- Make a rough copy of the application first using the "Draft" copy supplied to you. This allows you to make those mistakes and scribble bits out without making a mess of the final application.
- Always keep a copy of the application for your records.
- Develop a short (no more than one A4 page) résumé of your organisation that you can send with all funding applications. This may include how long your organisation has been in existence, the number of members, your greatest achievements as an organisation and other items that promote your group.
- Read any accompanying information sheets carefully noting eligibility criteria, maximum funding levels and any other relevant information.

If you have any questions or need help with your application, please contact the Grants Administrator. Many questions can be answered quickly and easily by telephone or email. If you need more assistance then make an appointment to come in and we can go through the application together.

Grants Administrator: Samantha Whitcombe
Phone: 327 0099
Email: samantha.whitcombe@rangitikei.govt.nz
Hours of work: Monday – Friday, 8am-5pm