



Rangitikei District Council

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**Rangitikei**  
UNSPOILT...

# Finance/Performance Committee Meeting

# Order Paper

**Thursday, 30 November 2017,  
9.30 am**

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

**Website:** [www.rangitikei.govt.nz](http://www.rangitikei.govt.nz)

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**Chair**  
Cr Nigel Belsham

**Deputy Chair**  
Cr Lynne Sheridan

## **Membership**

Councillors Cath Ash, Dean McManaway, Soraya Peke-Mason, Graeme Platt, Ruth Rainey  
and Dave Wilson

His Worship the Mayor, Andy Watson (ex-officio)

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**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 and Performance Committee Meeting

Agenda – Thursday 30 November 2017 – 9:30 AM



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### Committee The quorum for the Finance and Performance Committee is 5

Council's Standing Orders (adopted 3 November 2016) 10.2 provide: The quorum for Council committees and sub-committees is as for Council, ie half the number of members if the number of members (including vacancies) is even or a majority if the number of members is odd.

## **1 Welcome**

## **2 Council Prayer**

## **3 Apologies/Leave of Absence**

## **4 Members' Conflict of Interest**

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

## **5 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.

## **6 Chair's Report**

A report is to be tabled at the meeting.

File ref: 3-CT-14-1

### **Recommendation:**

That the Chair's Report to the Finance/Performance Committee meeting on 30 November 2017 be received.

## **7 Minutes of Previous Meeting**

The minutes are attached.

### **Recommendation:**

That the Minutes of the Finance/Performance Committee meeting held on 26 October 2017 be taken as read and verified as an accurate and correct record of the meeting.

## **8 Progress with strategic issues**

The Hunterville/Tutaenui rural water pre-feasibility study is progressing (with an extension of completion time to December 2017).

Consideration was given by the Policy/Planning Committee's meeting on 13 July 2017 to services provided by information centres (with a further report to Council's meeting on 27 July 2017).

Two workshop discussions have been held on economic development and District promotion and a potential budget envelope identified. A draft policy on using the legislative provisions for development agreements to incentivise housing and other developments was considered at the Finance/Performance Committee's October meeting and further work identified for this (to be considered at Council's meeting in January 2018)

The review of the revenue and financing policy is in progress – analysis of all expenditure activities has now been undertaken in Council workshops.

Impact of forestry on roading has been considered in the roading asset management plan and in developing the Traffic and parking Bylaw.

The Independent Assessment Board has released its report on the Council's operations under the Local Government Excellence Programme. The Mayor has indicated a workshop will be held to consider how to action the suggested improvements.

MW LASS collaboration has been used to provide insurance cover for below-ground infrastructure assets from 1 July 2017

Staff are continuing to manage the rangitikei.com website.

## **9 Financial Highlights and Commentary – October 2017**

A memorandum is attached.

File ref: 5-FR-4-1

### **Recommendation:**

That the memorandum 'Financial Highlights and Commentary – October 2017 to the Finance/Performance Committee meeting on 30 November 2017 be received.

## **10 Treasury Management Policy**

The 'Treasury Management Policy including Liability Management and Investment Policies' is attached for information.

### **Recommendation:**

That the 'Treasury Management Policy including Liability Management and Investment Policies' to the Finance/Performance Committee meeting on 30 November 2017 is received

## **11 Consideration of applications to the Community Initiatives Fund**

A report is attached.

File ref: 3-GF-8-3



**Recommendations:**

- 1 That the report 'Consideration of applications for the Community Initiative Fund 2017/2018 – Round Two be received.
- 2 That the following Project Report Forms be received:
  - Marton Samoan Rugby Team – Rugby Jerseys
  - Wanganui Area Neighbourhood Support Groups Inc – Neighbourhood Support Rangitikei
- 3 That the Finance / Performance Committee approve the applications, listed below, and disperse the Community Initiatives Fund as outlined to successful applicants.
  - Taihape Playcentre \$
  - Project LiteFoot \$
  - Marton Friendship Club \$
  - Bulls Toy Library \$
  - Marton School \$

**12 Consideration of applications to the Event promotion Scheme**

A report is attached.

File ref: 3-GF-11-3

**Recommendations:**

- 1 That the report 'Consideration of applications for the Events Sponsorship Scheme 2017-2018 – Round Two be received.
  - Marton Jaycees – Marton Christmas Parade 2016
  - Shane Bird - Hunterville Bullride
  - Mangaweka Community Committee – Mangaweka French Twilight Dinner
- 2 That the Finance / Performance Committee approve the sponsorship of events listed below, and disperse the Events Sponsorship Scheme as outlined to successful applicants:
  - Taihape Dressage Christmas Championships \$
  - Annual Bulls Christmas Parade \$
  - Taihape A&P Show –Taihape A&P Show \$
  - Te Kahui Maunga Regional Kapahaka Competition \$

### **13 Update from Subdivision Group**

A verbal update will be provided.

### **14 Statement of Service Performance 1 July 2017 – 30 September 2017**

A report is attached.

#### **Recommendation:**

That the 'Statement of Service Performance 1 July 2017 – 30 September 2017' be received.

### **15 Late Items**

### **16 Future Items for the Agenda**

### **17 Next Meeting**

Thursday, 22 February 2018, 9.30 am

### **18 Meeting Closed**

# Attachment 1



# Rangitikei District Council

## Finance and Performance Committee Meeting

Minutes – Thursday 26 October 2017 – 9:30 AM

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**Present:**

- Cr Nigel Belsham
- Cr Cath Ash
- Cr Dean McManaway
- Cr Soraya Peke-Mason
- Cr Graeme Platt
- Cr Ruth Rainey
- Cr Lynne Sheridan
- His Worship the Mayor, Andy Watson

**In attendance:**

- Mr Ross McNeil, Chief Executive
- Mr Michael Hodder, Community & Regulatory Services Group Manager
- Mr George McIrvine, Finance & Business Support Group Manager
- Ms Gaylene Prince, Community and Leisure Services Team Leader
- Ms Nardia Gower, Governance Administrator

**Tabled Documents**

|                 |  |
|-----------------|--|
| <b>Item 6:</b>  | Chairs report  |
| <b>Item 9:</b>  | Community housing  |
| <b>Item 10:</b> | In-house investigations on saleability of Bulls properties |

## 1 Welcome

The Chair welcomed everyone to the meeting.

## 2 Council Prayer

Cr Belsham read the Council Prayer.

## 3 Apologies/Leave of Absence

That the apology for the leave of absence from Cr Rainey and Cr Wilson was received.

His Worship the Mayor / Cr McManaway

## 4 Members' Conflict of Interest

Members were reminded of their obligation to declare any conflicts of interest they might have in respect of items on this agenda.

There was no declared conflict of interest.

## 5 Confirmation of order of business

There was no change to the order of business.

## 6 Chair's Report

Cr Belsham outlined his tabled report.

It was noted that Craig's informed Council of the return of investment from Rabobank and will continue to inform Council of further returned investments. At this stage there are no comparable high interest investments available.

**Resolved minute number**

**17/FPE/149**

**File Ref**

**3-CT-14-1**

That the Chair's Report to the Finance/Performance Committee meeting on 26 October 2017 be received.

Cr Belsham / Cr McManaway. Carried

Cr Peke-Mason arrived 9:37 am.

## 7 Minutes of Previous Meeting

**Resolved minute number**

**17/FPE/150**

**File Ref**

That the Minutes of the Finance/Performance Committee meeting held on 28 September 2017 be taken as read and verified as an accurate and correct record of the meeting.

Cr Ash / Cr Sheridan. Carried

## 8 Progress with strategic issues

The Committee noted the commentary in the agenda.

## 9 Community housing

Ms Prince took the Committee through the tabled presentation on the analysis of Council's Community Housing with particular regard to the ten Cuba St apartments in Marton and the nine Matua St apartments in Taihape. The merits of Council's future options with these housing blocks were discussed. Highlights from the ensuing discussion by the Committee were as follows:

- A rent increase would align apartments with current market rent. Ms Prince highlighted subsidies available through Work & Income.
- Consideration was being given to a refurbishment programme.
- The return on potential sales would be reinvested in other housing options. The Committee is aware of the shortfall in affordable housing throughout the District and wider region.
- The Committee requested staff to provide further information on future options including potential disposal of assets and rebuilding, where a rebuild could be located and the level of service provided, with consideration on insulation, warmth, home health and parking. A request was made to have the options laid out over spreadsheet for clearer understanding.
- There is currently a remaining \$140k of budgeted funds for the financial year ending June 2018 for Community Housing. The Committee noted their desire to have that spent and not be in a position to carrying it forward into the 2018/19 budget.

## 10 In-house investigations on saleability of Bulls properties

Mr McNeil spoke to his tabled presentation. Identified are two Council owned sites in Bulls, as having strong potential for subdivision development.

### Walton Street Site:

Mr McNeil highlighted the minor complication with the Walton street site. There are two parcels of land that are subject to the Public Works Act.

The Committee discussions are highlighted:

- The Bulls Community fundraising group for the new community centre has secured a relocatable home for renovation and resale. Available land for this project has been identified on the Walton Street site.

- Council is yet to indicate their level of participation and risk in subdivision development.

#### Johnson Street Site:

The Committee expressed reluctance to develop the two sites simultaneously with a preference for moving forward with exploring the potential of the Walton St site and signalling intent through the Long Term Plan on development of the Johnson Street site.

#### **Resolved minute number**

**17/FPE/151**

#### **File Ref**

- 1 That the committee supports the development of the Walton Street and Johnson Street blocks for residential purposes and request the Chief Executive reports back to Council with options for development.
- 2 That the Committee recommends to Council that Council acknowledges that the Johnson street development recognises the need to continue to provide some space for recreation.

His Worship the Mayor / Cr McManaway. Carried

## **11 Update from subdivision working group**

No further development to date.

## **12 Financial Highlights and Commentary – September 2017**

Mr McIrvine spoke to the memorandum noting the following highlights:

- Last month's Financial Highlights had identified \$1 million allocated to Libraries which was questioned by the Committee. Mr McIrvine clarified that this was a consolidation of several lines including buildings and halls.
- The Committee questioned the number of mortgagors in the District and the percentage of those reflected in rates debtors. Mr McIrvine will report back to the Committee on those figures.
- Under the Treasury Policy there are some restrictions on where Council is allowed to invest. A future report will highlight potential investment opportunities.
- Council is improving in the waste minimisation space, notwithstanding the increase in tonnage going to waste transfer stations which appears to parallel the number of house sales in the District.
- Mr McIrvine will report the overdue trends on 'Warning to Mortgage' from past years which providing one tool in assessing the financial health of the district
- Trade waste has had a decrease in Midwest revenue.



**Resolved minute number**                      **17/FPE/152**                      **File Ref**                      **5-FR-4-1**

That the memorandum 'Financial Highlights and Commentary – September 2017 to the Finance/Performance Committee meeting on 26 October 2017 be received.

Cr McManaway / Cr Sheridan. Carried

Cr McManaway left at 10:51 – 10:54

Cr Rainey arrived at 10:55

### **13 Draft Council policy on development**

Mr Hodder spoke to the memorandum, suggesting that this policy could be used as a bespoke tool to negotiate development opportunities and allow a level of adaptability. The incentives would be on a voluntary basis to which any developer would need to sign up to benefit.

The Committee discussed the merits of the length of rates remission on subdivided property, including whether the incentives would be subject to the level of development.

Further consideration needs to be made to potential pitfalls including the manipulation of the policy for individual advantage, profiteering and requests for retrospective concession on unsold sites of current developments.

Suggested was the final policy includes the relevant sections of the Local Government Act as an appendices, giving readers clear interpretation.

**Resolved minute number**                      **17/FPE/153**                      **File Ref**                      **3-PY-1**

That the memorandum 'Policy on responding to or promoting residential, commercial, industrial or agricultural development within the Rangitikei District' be received.

Cr Sheridan / Cr Ash. Carried

### **14 Late Items**

There were no late items

### **15 Future Items for the Agenda**

A report on the Policy on responding to or promoting residential, commercial, industrial or agricultural development within the Rangitikei District.

### **16 Next Meeting**

Thursday 30 November 2017, 9.30 am

## 17 Meeting Closed

11.28 am.

Confirmed/Chair: \_\_\_\_\_

Date:

Unconfirmed

# Attachment 2



## MEMORANDUM

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TO: Ross McNeil

COPIES: Council

FROM: George McIrvine

DATE: 23/11/2017

SUBJECT: **Financial Highlights and Commentary – October 2017**

FILE: 5-FR-4-1

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

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### Overall picture

- Total Revenues are below budget by \$268k YTD (Year to Date) and reflects Community & Leisure Assets revenue being \$593k below budget, Environmental & Regulatory revenue being up on budget by \$224k and \$111k up on the same period last year
- Total Rates Revenue overall is very close to budget with the net position being \$44K +ve. There are some timing effects with Investments being \$587K with penalties and interest, Public Refuse is \$75k higher than budget which is reflected in costs in the activities report details and other activities being \$684k down on budget. Note that this is the first month we allocated the actual rates revenue on a monthly basis rather than recognising on an invoiced basis.

### Internals

- Both Recoveries and Charges are within budget

### Expenditures

- Overall expenditure is below budget by \$164k
  - Community & Leisure Assets is below budget by \$276k
  - Investments is higher than budget by \$299 (this includes an amalgam of items).
  - Water & Wastewater is below budget by \$386k
  - Roading & Footpath is ahead of budget by \$270k
  - Other areas of expenditure are within budget

## **Operating surplus**

- Operating surplus is marginally below budget at \$60k.

## **Balance Sheet:**

- Council continues to maintain a strong cash position (other financial assets) and is \$1.5M higher than the same period last year

## **Non-Current Assets**

### **Fixed Assets**

- Show a reduction in the balance of fixed assets by \$3.8M which reflects the 4 month depreciation provision on council assets

## **Capital and Renewal**

- Shows a \$2.7M spend which will be capitalised at the end of the 2018-18 financial year into fixed assets.  
Currently the spend is tracking at 10% of Full Year Budget after 33% completion of the financial year

## **Rates Debtors**

- Rates debtors are shown per the 6 months overdue trend chart

## **Treasury**

- Funds held in October 2017 for immediate needs totalled \$9.6M  
\$5.0M was placed on Term Deposit with Westpac (investment # 36 for \$2.0M and; Investment # 37 for \$3.0M) for 35 days commencing from the 10<sup>th</sup> October 2017 both for 35 days at 2.53% per annum return, both deposits mature on 14<sup>th</sup> November 2017

- Other treasury investments were \$340k including forestry at \$244k

For further details please refer to the treasury report

## **Future items**

On the 21<sup>st</sup> of November we meet with Craig's investment partners who have handled the Council's previous investments. Given Council's forecast cash needs we are likely to be looking at the shorter term options for investments and also Craig's current advice is to stay out of the equity market to their clients and only have quality rated investments, such as NZ Government and Local Government bonds with AA or better ratings or NZ Corporates with a AA or better rating. Further work on a suitable regime will be presented to the committee for consideration for both shorter and longer term options if Council has funds to invest.

I have attached the current Treasury policy which includes the liability and investment policies for the information of Councillors.

George McIrvine  
Group Manager Finance & Business Support

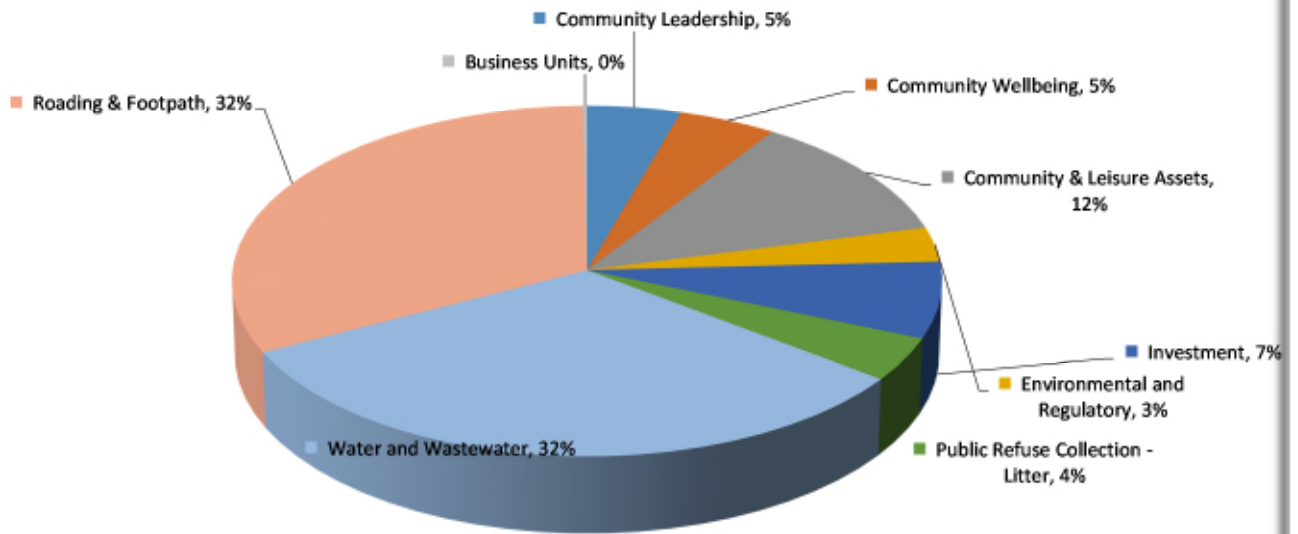
**Rangitikei District Council**  
**Statement of Financial Performance**  
**For the 4 Months ended 31st October 2017**

|                                   | 2018<br>Actual YTD | 2018<br>Budget YTD | 2018<br>Variance<br>YTD | 2018<br>Budget FY | 2018<br>FY Bgt<br>Remaining | Actual YTD<br>+Remaining<br>2018 FY Bgt | Difference to<br>Original<br>Budget | 2017<br>Actual YTD | 2017<br>Actual FY |
|-----------------------------------|--------------------|--------------------|-------------------------|-------------------|-----------------------------|---|-------------------------------------|--------------------|-------------------|
|                                   | \$000              | \$000              | \$000                   | \$000             | \$000                       | \$000                                   | \$000                               | \$000              | \$000             |
| Community Leadership              | 0                  | 0                  | 0                       | 0                 | 0                           | 0                                       | 0                                   | 6                  | 38                |
| Community Wellbeing               | 32                 | 61                 | -29                     | 183               | 122                         | 153                                     | -29                                 | 48                 | 139               |
| Community & Leisure Assets        | 303                | 895                | -593                    | 2,685             | 1,790                       | 2,093                                   | -593                                | 142                | 804               |
| Environmental and Regulatory      | 542                | 319                | 224                     | 956               | 637                         | 1,180                                   | 224                                 | 431                | 1,069             |
| Investment                        | 102                | 80                 | 22                      | 240               | 160                         | 262                                     | 22                                  | 69                 | 8,743             |
| Public Refuse Collection - Litter | 173                | 147                | 26                      | 440               | 293                         | 466                                     | 26                                  | 161                | 497               |
| Water and Wastewater              | 139                | 71                 | 68                      | 214               | 143                         | 282                                     | 68                                  | 104                | 319               |
| Roading & Footpath                | 2,770              | 2,769              | 1                       | 8,306             | 5,537                       | 8,307                                   | 1                                   | 3,623              | 11,323            |
| Business Units                    | 22                 | 9                  | 13                      | 28                | 19                          | 41                                      | 13                                  | 9                  | 69                |
| <b>Total Revenue</b>              | <b>4,083</b>       | <b>4,351</b>       | <b>-268</b>             | <b>13,052</b>     | <b>8,701</b>                | <b>12,784</b>                           | <b>-268</b>                         | <b>4,592</b>       | <b>23,001</b>     |
|                                   |                    |                    |                         |                   |                             |   | -0                                  |                    |                   |
| Community Leadership              | 323                | 343                | -20                     | 1,028             | 685                         | 1,008                                   | -20                                 | 615                | 1,230             |
| Community Wellbeing               | 339                | 399                | -61                     | 1,198             | 798                         | 1,137                                   | -61                                 | 677                | 1,354             |
| Community & Leisure Assets        | 840                | 1,173              | -333                    | 3,518             | 2,346                       | 3,186                                   | -333                                | 1,680              | 3,360             |
| Environmental and Regulatory      | 228                | 263                | -35                     | 790               | 527                         | 755                                     | -35                                 | 456                | 912               |
| Investment                        | 505                | -83                | 587                     | -249              | -166                        | 339                                     | 587                                 | -42                | -7                |
| Public Refuse Collection - Litter | 287                | 212                | 75                      | 635               | 423                         | 710                                     | 75                                  | 289                | 578               |
| Water and Wastewater              | 2,293              | 2,523              | -231                    | 7,570             | 5,047                       | 7,339                                   | -231                                | 3,372              | 7,583             |
| Roading & Footpath                | 2,314              | 2,249              | 64                      | 6,748             | 4,499                       | 6,813                                   | 64                                  | 3,102              | 6,204             |
| Business Units                    | 15                 | 19                 | -4                      | 57                | 38                          | 53                                      | -4                                  | 30                 | 61                |
| <b>Total Rates Revenue</b>        | <b>7,142</b>       | <b>7,099</b>       | <b>44</b>               | <b>21,296</b>     | <b>14,197</b>               | <b>21,339</b>                           | <b>44</b>                           | <b>10,179</b>      | <b>21,274</b>     |
|                                   |                    |                    |                         |                   |                             |   | 0                                   |                    |                   |
| <b>Total Internal Recoveries</b>  | <b>2,783</b>       | <b>2,758</b>       | <b>26</b>               | <b>8,273</b>      | <b>5,515</b>                | <b>8,299</b>                            | <b>26</b>                           | <b>2,680</b>       | <b>8,373</b>      |
| <b>Total Internal Charges</b>     | <b>2,783</b>       | <b>2,758</b>       | <b>26</b>               | <b>8,273</b>      | <b>5,515</b>                | <b>8,299</b>                            | <b>26</b>                           | <b>2,680</b>       | <b>8,373</b>      |
|                                   |                    |                    |                         |                   |                             |   |                                     |                    |                   |
| Community Leadership              | 211                | 249                | -38                     | 748               | 499                         | 710                                     | -38                                 | 266                | 731               |
| Community Wellbeing               | 276                | 272                | 4                       | 816               | 544                         | 820                                     | 4                                   | 272                | 795               |
| Community & Leisure Assets        | 879                | 1,155              | -276                    | 3,464             | 2,309                       | 3,188                                   | -276                                | 863                | 3,357             |
| Environmental and Regulatory      | 56                 | 74                 | -18                     | 221               | 148                         | 204                                     | -18                                 | 71                 | 230               |
| Investment                        | 295                | -3                 | 299                     | -9                | -6                          | 290                                     | 299                                 | 262                | -119              |
| Public Refuse Collection - Litter | 355                | 330                | 25                      | 989               | 659                         | 1,014                                   | 25                                  | 284                | 982               |
| Water and Wastewater              | 1,788              | 2,174              | -386                    | 6,523             | 4,349                       | 6,137                                   | -386                                | 1,744              | 6,113             |
| Roading & Footpath                | 4,515              | 4,245              | 270                     | 12,735            | 8,490                       | 13,006                                  | 270                                 | 5,156              | 45,274            |
| Business Units                    | 1,859              | 1,903              | -44                     | 5,710             | 3,807                       | 5,666                                   | -44                                 | 1,818              | 5,756             |
| <b>Total Expenses</b>             | <b>10,235</b>      | <b>10,399</b>      | <b>-164</b>             | <b>31,198</b>     | <b>20,799</b>               | <b>31,034</b>                           | <b>-164</b>                         | <b>10,736</b>      | <b>63,118</b>     |
|                                   |                    |                    |                         |                   |                             |   | -0                                  |                    |                   |
| <b>NET SURPLUS</b>                | <b>990</b>         | <b>1,050</b>       | <b>-60</b>              | <b>3,150</b>      | <b>2,100</b>                | <b>3,090</b>                            | <b>-60</b>                          | <b>4,035</b>       | <b>-18,843</b>    |

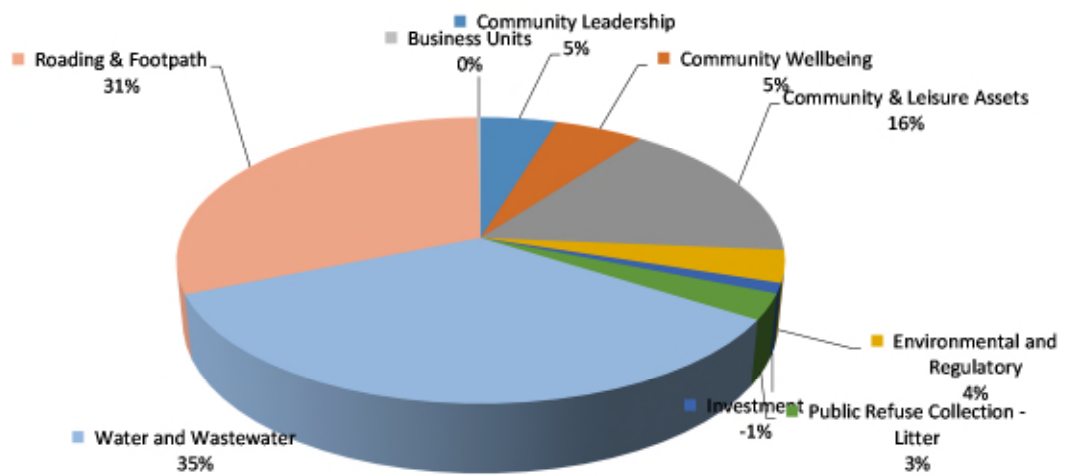
**Rangitikei District Council**  
**Statement of Financial Position**  
**For the 4 Months ended 31st October 2017**

|                                      | 2018<br>Actuals YTD<br>\$000 | 2017<br>Actuals LYFR<br>\$000 | 2018<br>Movements<br>\$000 |
|--------------------------------------|------------------------------|-------------------------------|----------------------------|
| <b>Equity</b>                        |                              |                               |                            |
| Equity                               | 495,273                      | 492,235                       | 3,038                      |
| <b>TOTAL Equity</b>                  | <b>495,273</b>               | <b>492,235</b>                | <b>3,038</b>               |
| <b>Current Assets</b>                |                              |                               |                            |
| Cash and Cash Equivalents            | 9,636                        | 8,080                         | 1,556                      |
| Accounts Receivable and Accruals     | 5,898                        | 3,133                         | 2,765                      |
| Doubtfull Debts Provision            | 417                          | 417                           | -0                         |
| Other                                | 0                            | 0                             | 0                          |
| <b>TOTAL Current Assets</b>          | <b>15,950</b>                | <b>11,630</b>                 | <b>4,320</b>               |
| <b>Current Liabilities</b>           |                              |                               |                            |
| Accounts Payable and Accruals        | 3,405                        | 4,460                         | -1,055                     |
| Employee Related Accruals            | 345                          | 429                           | -84                        |
| GST Payable                          | 125                          | -379                          | 504                        |
| Other                                | 1,032                        | 551                           | 481                        |
| <b>TOTAL Current Liabilities</b>     | <b>4,907</b>                 | <b>5,061</b>                  | <b>-154</b>                |
| <b>Working Capital</b>               | <b>11,043</b>                | <b>6,569</b>                  | <b>4,474</b>               |
| <b>Non-Current Assets</b>            |                              |                               |                            |
| Fixed Assets                         | 481,267                      | 485,048                       | -3,781                     |
| Capital - New                        | 72                           | 0                             | 72                         |
| Capital - Renewals                   | 2,711                        | 0                             | 2,711                      |
| Other Financial Assets               | 340                          | 1,076                         | -736                       |
| Other                                | 0                            | 0                             | 0                          |
| <b>TOTAL Non-Current Assets</b>      | <b>484,390</b>               | <b>486,124</b>                | <b>-1,734</b>              |
| <b>Non-Current Liabilities</b>       |                              |                               |                            |
| External Loans                       | 160                          | 144                           | 16                         |
| Other                                | 0                            | 314                           | -314                       |
| <b>TOTAL Non-Current Liabilities</b> | <b>160</b>                   | <b>458</b>                    | <b>-298</b>                |
| <b>Net Assets</b>                    | <b>495,273</b>               | <b>492,235</b>                | <b>3,038</b>               |

### 2018 Actual YTD Rates by Activity 2017/18

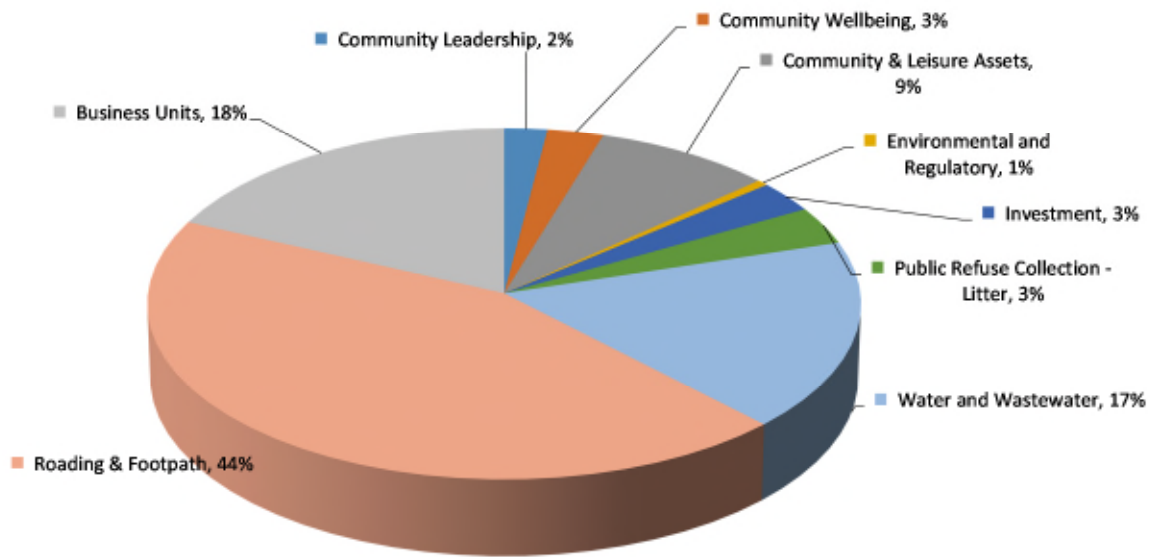


### 2018 Budget FY Rates by Activity 2017/18

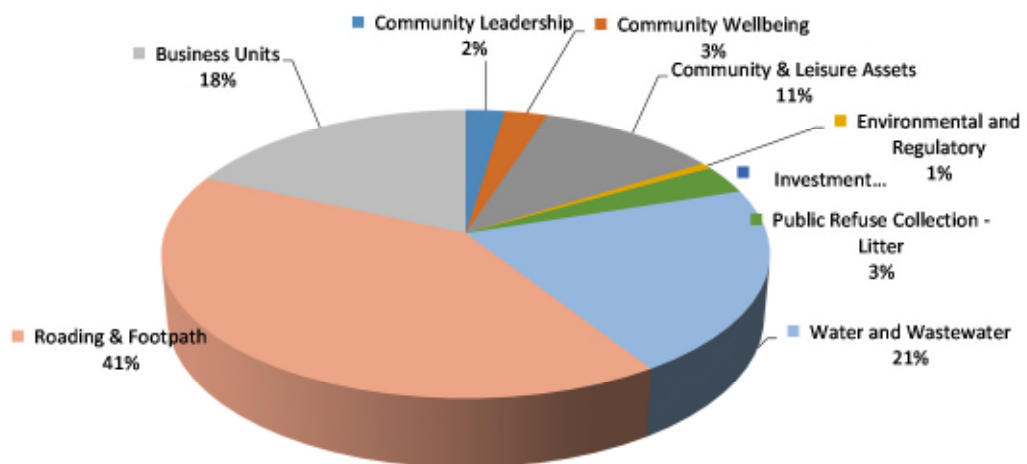




## 2018 Actual YTD Operating Expenditure by Activity 2017/18



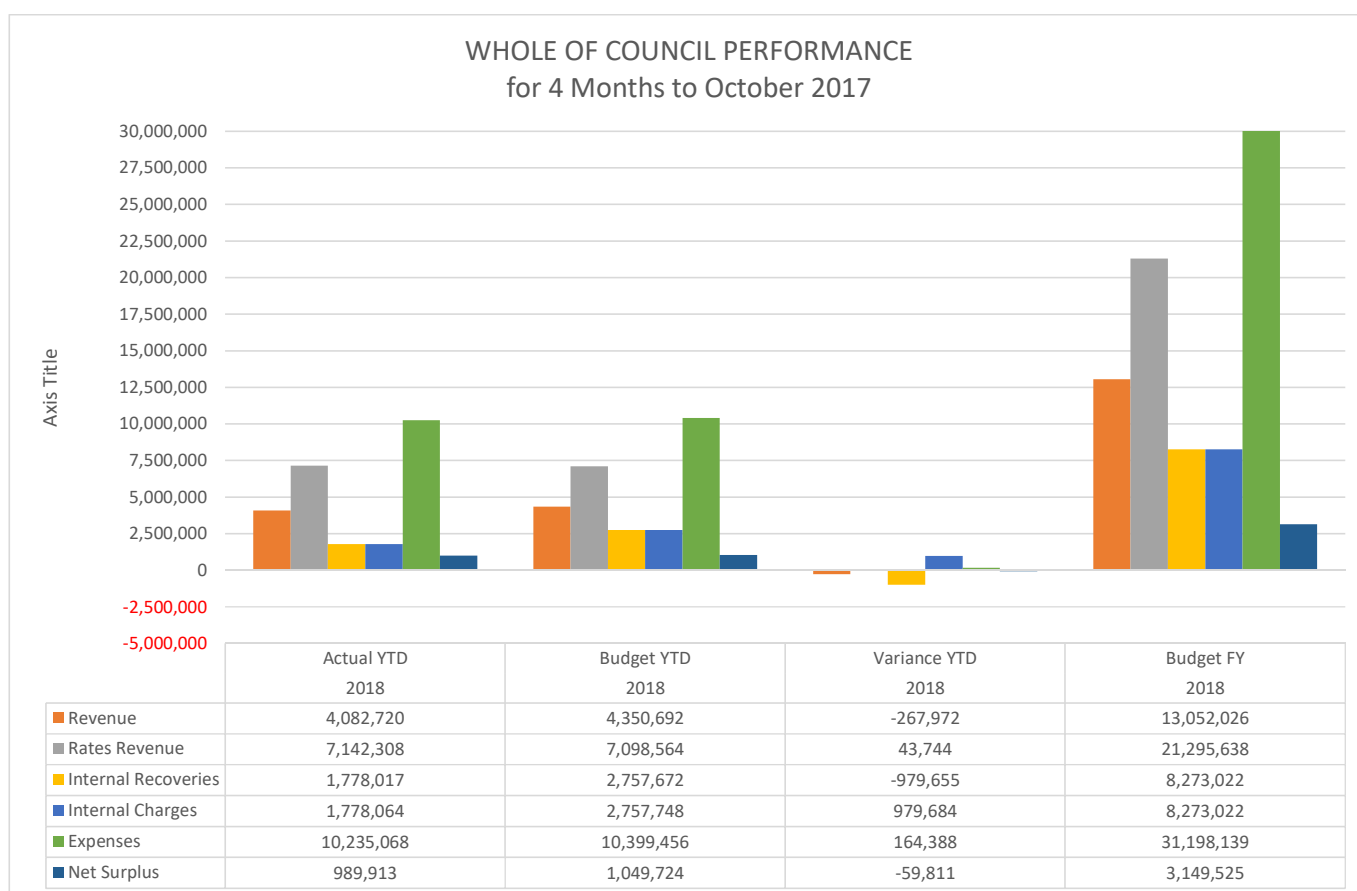
## 2018 Budget FY Operating Expenditure by Activity 2017/18



**Rangitikei District Council**  
**Strategic Perspective by Activity by Operating Results**  
**For the 4 Months ended 31st October 2017**

|  | 2018<br>Actual YTD | 2018<br>Budget YTD | 2018<br>Budget FY |
|--|--------------------|--------------------|-------------------|
| <b>Business Units</b>                          |                    |                    |                   |
| Assets Business Unit                           | -99                | 19                 | 57                |
| CEO Business Unit                              | -114               | -0                 | -0                |
| Customer Services Business Unit                | -54                | -0                 | 0                 |
| Finance Business Unit                          | -210               | 0                  | -0                |
| Regulatory Business Unit                       | -83                | -0                 | -0                |
| <b>Business Units Total</b>                    | <b>-559</b>        | <b>19</b>          | <b>57</b>         |
| <b>Community &amp; Leisure Assets</b>          |                    |                    |                   |
| Cemetaries                                     | 32                 | 30                 | 89                |
| Community Housing                              | 6                  | -90                | -269              |
| Domains  | -50                | 36                 | 108               |
| Forestry Investments                           | -2                 | -6                 | -18               |
| Halls  | -31                | 541                | 1,624             |
| Libraries                                      | -10                | -0                 | -0                |
| Public Toilets                                 | -8                 | 21                 | 63                |
| Real Estate                                    | 60                 | 11                 | 33                |
| Swim Centres                                   | 51                 | 22                 | 65                |
| <b>Community &amp; Leisure Assets Total</b>    | <b>49</b>          | <b>565</b>         | <b>1,694</b>      |
| <b>Community Leadership</b>                    |                    |                    |                   |
| Council  | -22                | -60                | -181              |
| Council Committees                             | -2                 | -4                 | -12               |
| Elections                                      | 10                 | -0                 | -0                |
| Ratana Community Board                         | 3                  | -1                 | -2                |
| Taihape Community Board                        | 12                 | -1                 | -4                |
| <b>Community &amp; Leisure Assets Total</b>    | <b>1</b>           | <b>-66</b>         | <b>-199</b>       |
| <b>Community Wellbeing</b>                     |                    |                    |                   |
| Civil Defence                                  | -24                | -2                 | -6                |
| Community Awards                               | 16                 | -0                 | 0                 |
| District Promotions                            | -62                | 2                  | 5                 |
| Information Centres                            | 22                 | 2                  | 6                 |
| Rural Fire                                     | 20                 | 0                  | -0                |
| <b>Community Wellbeing Total</b>               | <b>-28</b>         | <b>2</b>           | <b>6</b>          |
| <b>Environmental and Regulatory</b>            |                    |                    |                   |
| Building                                       | 54                 | -0                 | 0                 |
| District Planning                              | 17                 | 30                 | 91                |
| Dog Control                                    | 234                | -11                | -33               |
| Health   | 19                 | -6                 | -18               |
| Resource Consents                              | 23                 | 0                  | -0                |
| Stock Control                                  | 1                  | 0                  | 0                 |
| <b>Environmental and Regulatory Total</b>      | <b>348</b>         | <b>14</b>          | <b>41</b>         |
| <b>Investment</b>                              |                    |                    |                   |
| Investment                                     | 311                | 0                  | 0                 |
| <b>Investment Total</b>                        | <b>311</b>         | <b>0</b>           | <b>0</b>          |
| <b>Public Refuse Collection - Litter</b>       |                    |                    |                   |
| Landfills and Waste Transfer S                 | 103                | -5                 | -15               |
| Public Refuse Collection                       | -18                | -4                 | -13               |
| Waste Minimisation                             | -1                 | 2                  | 6                 |
| <b>Public Refuse Collection - Litter Total</b> | <b>84</b>          | <b>-7</b>          | <b>-22</b>        |
| <b>Roading &amp; Footpath</b>                  |                    |                    |                   |
| Non Subsidised Roding                          | 74                 | 34                 | 101               |
| Subsidised Roding                              | 346                | 507                | 1,520             |
| <b>Roading &amp; Footpath Total</b>            | <b>419</b>         | <b>540</b>         | <b>1,621</b>      |
| <b>Water and Wastewater</b>                    |                    |                    |                   |
| Rural Water                                    | -208               | 10                 | 30                |
| Stormwater                                     | 146                | 7                  | 20                |
| Wastewater                                     | 637                | 0                  | 1                 |
| Water  | -210               | -33                | -100              |
| <b>Water and Wastewater Total</b>              | <b>365</b>         | <b>-16</b>         | <b>-49</b>        |
| <b>Grand Total</b>                             | <b>990</b>         | <b>1,050</b>       | <b>3,150</b>      |

| Rangitikei District Council              |                     |                |                  |                |                  |
|--|---------------------|----------------|------------------|----------------|------------------|
| Activity Performance Report              |                     | 2018           | 2018             | 2018           | 2018             |
| For the 4 Months ended 31st October 2017 |                     | Actual YTD     | Budget YTD       | Variance YTD   | Budget FY        |
|  |                     |                |                  |                |                  |
| <b>Whole of Council</b>                  | Revenue             | 4,082,720      | 4,350,692        | -267,972       | 13,052,026       |
|  | Rates Revenue       | 7,142,308      | 7,098,564        | 43,744         | 21,295,638       |
|  | Internal Recoveries | 1,778,017      | 2,757,672        | -979,655       | 8,273,022        |
|  | Internal Charges    | 1,778,064      | 2,757,748        | 979,684        | 8,273,022        |
|  | Expenses            | 10,235,068     | 10,399,456       | 164,388        | 31,198,139       |
|  | <b>Net Surplus</b>  | <b>989,913</b> | <b>1,049,724</b> | <b>-59,811</b> | <b>3,149,525</b> |



**Rangitikei District Council**  
**Activity Performance Report**  
**For the 4 Months ended 31st October 2017**

|                                       |                     | 2018<br>Actual YTD | 2018<br>Budget YTD | 2018<br>Variance YTD | 2018<br>Budget FY |
|---------------------------------------|---------------------|--------------------|--------------------|----------------------|-------------------|
| <b>Community &amp; Leisure Assets</b> | Revenue             | 302,569            | 895,088            | -592,519             | 2,685,259         |
|                                       | Rates Revenue       | 839,973            | 1,172,836          | -332,864             | 3,518,480         |
|                                       | Internal Recoveries | 95,153             | 176,156            | -81,003              | 528,467           |
|                                       | Internal Charges    | 309,861            | 524,624            | 214,763              | 1,573,844         |
|                                       | Expenses            | 878,540            | 1,154,672          | 276,132              | 3,463,993         |
|                                       | <b>Net Surplus</b>  | <b>49,293</b>      | <b>564,784</b>     | <b>-515,491</b>      | <b>1,694,369</b>  |
| <b>Cemetaries</b>                     | Revenue             | 23,787             | 19,420             | 4,367                | 58,256            |
|                                       | Rates Revenue       | 32,903             | 66,240             | -33,337              | 198,715           |
|                                       | Internal Charges    | 19,122             | 33,888             | -14,766              | 101,657           |
|                                       | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                       | Expenses            | 5,438              | 22,052             | 16,614               | 66,159            |
|                                       | <b>Net Surplus</b>  | <b>32,130</b>      | <b>29,720</b>      | <b>2,410</b>         | <b>89,155</b>     |
| <b>Domains</b>                        | Revenue             | 17,367             | 94,140             | -76,773              | 282,425           |
|                                       | Rates Revenue       | 241,830            | 338,836            | -97,006              | 1,016,503         |
|                                       | Internal Charges    | 124,016            | 220,588            | -96,572              | 661,763           |
|                                       | Internal Recoveries | 95,153             | 176,156            | 81,003               | 528,467           |
|                                       | Expenses            | 280,287            | 352,700            | 72,413               | 1,058,116         |
|                                       | <b>Net Surplus</b>  | <b>-49,954</b>     | <b>35,844</b>      | <b>-85,798</b>       | <b>107,516</b>    |
| <b>Forestry Investments</b>           | Revenue             | 0                  | 0                  | 0                    | 0                 |
|                                       | Rates Revenue       | 0                  | 0                  | 0                    | 0                 |
|                                       | Internal Charges    | 803                | 1,248              | -445                 | 3,736             |
|                                       | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                       | Expenses            | 833                | 4,740              | 3,907                | 14,215            |
|                                       | <b>Net Surplus</b>  | <b>-1,636</b>      | <b>-5,988</b>      | <b>4,352</b>         | <b>-17,951</b>    |
| <b>Halls</b>                          | Revenue             | 2,408              | 572,656            | -570,248             | 1,717,967         |
|                                       | Rates Revenue       | 107,723            | 123,604            | -15,881              | 370,806           |
|                                       | Internal Charges    | 9,975              | 18,000             | -8,025               | 54,005            |
|                                       | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                       | Expenses            | 130,696            | 137,016            | 6,320                | 411,028           |
|                                       | <b>Net Surplus</b>  | <b>-30,540</b>     | <b>541,244</b>     | <b>-571,784</b>      | <b>1,623,740</b>  |
| <b>Libraries</b>                      | Revenue             | 4,361              | 13,448             | -9,087               | 40,344            |
|                                       | Rates Revenue       | 191,339            | 257,840            | -66,502              | 773,518           |
|                                       | Internal Charges    | 114,593            | 181,808            | -67,215              | 545,419           |
|                                       | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                       | Expenses            | 91,492             | 89,488             | -2,004               | 268,446           |
|                                       | <b>Net Surplus</b>  | <b>-10,385</b>     | <b>-8</b>          | <b>-10,377</b>       | <b>-3</b>         |
| <b>Public Toilets</b>                 | Revenue             | 0                  | 33,332             | -33,332              | 100,000           |
|                                       | Rates Revenue       | 52,181             | 73,780             | -21,599              | 221,334           |
|                                       | Internal Charges    | 7,532              | 12,520             | -4,988               | 37,549            |
|                                       | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                       | Expenses            | 52,607             | 73,668             | 21,061               | 221,004           |
|                                       | <b>Net Surplus</b>  | <b>-7,958</b>      | <b>20,924</b>      | <b>-28,882</b>       | <b>62,781</b>     |
| <b>Real Estate</b>                    | Revenue             | 44,723             | 11,612             | 33,111               | 34,834            |
|                                       | Rates Revenue       | 26,757             | 33,852             | -7,096               | 101,558           |
|                                       | Internal Charges    | 4,073              | 6,736              | -2,663               | 20,213            |
|                                       | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                       | Expenses            | 7,492              | 27,564             | 20,072               | 82,690            |
|                                       | <b>Net Surplus</b>  | <b>59,914</b>      | <b>11,164</b>      | <b>48,750</b>        | <b>33,489</b>     |
| <b>Swim Centres</b>                   | Revenue             | 86,957             | 55,480             | 31,477               | 166,433           |
|                                       | Rates Revenue       | 187,240            | 278,684            | -91,444              | 836,046           |
|                                       | Internal Charges    | 14,948             | 25,232             | -10,285              | 75,689            |
|                                       | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                       | Expenses            | 207,933            | 287,232            | 79,299               | 861,695           |
|                                       | <b>Net Surplus</b>  | <b>51,316</b>      | <b>21,700</b>      | <b>29,616</b>        | <b>65,095</b>     |

## Activity Performance Report continued

|                                |                     | 2018<br>Actual YTD | 2018<br>Budget YTD | 2018<br>Variance YTD | 2018<br>Budget FY |
|--------------------------------|---------------------|--------------------|--------------------|----------------------|-------------------|
| <b>Community Leadership</b>    | Revenue             | 217                | 0                  | 217                  | 0                 |
|                                | Rates Revenue       | 322,839            | 342,512            | -19,673              | 1,027,532         |
|                                | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                | Internal Charges    | 110,877            | 159,464            | 48,587               | 478,350           |
|                                | Expenses            | 211,498            | 249,472            | 37,974               | 748,407           |
|                                | <b>Net Surplus</b>  | <b>681</b>         | <b>-66,424</b>     | <b>67,105</b>        | <b>-199,225</b>   |
| <b>Council</b>                 | Revenue             | 43                 | 0                  | 43                   | 0                 |
|                                | Rates Revenue       | 245,699            | 269,172            | -23,473              | 807,512           |
|                                | Internal Charges    | 79,882             | 115,300            | -35,418              | 345,889           |
|                                | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                | Expenses            | 188,323            | 214,176            | 25,853               | 642,518           |
|                                | <b>Net Surplus</b>  | <b>-22,463</b>     | <b>-60,304</b>     | <b>37,841</b>        | <b>-180,895</b>   |
| <b>Council Committees</b>      | Revenue             | 0                  | 0                  | 0                    | 0                 |
|                                | Rates Revenue       | 35,714             | 47,964             | -12,251              | 143,891           |
|                                | Internal Charges    | 24,697             | 34,664             | -9,967               | 103,986           |
|                                | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                | Expenses            | 13,098             | 17,444             | 4,346                | 52,326            |
|                                | <b>Net Surplus</b>  | <b>-2,082</b>      | <b>-4,144</b>      | <b>2,062</b>         | <b>-12,421</b>    |
| <b>Elections</b>               | Revenue             | 0                  | 0                  | 0                    | 0                 |
|                                | Rates Revenue       | 11,035             | 5,076              | 5,959                | 15,233            |
|                                | Internal Charges    | 814                | 1,164              | -350                 | 3,484             |
|                                | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                | Expenses            | 0                  | 3,916              | 3,916                | 11,750            |
|                                | <b>Net Surplus</b>  | <b>10,220</b>      | <b>-4</b>          | <b>10,224</b>        | <b>-1</b>         |
| <b>Ratana Community Board</b>  | Revenue             | 0                  | 0                  | 0                    | 0                 |
|                                | Rates Revenue       | 7,409              | 4,940              | 2,469                | 14,821            |
|                                | Internal Charges    | 1,316              | 1,992              | -676                 | 5,963             |
|                                | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                | Expenses            | 3,223              | 3,608              | 385                  | 10,825            |
|                                | <b>Net Surplus</b>  | <b>2,870</b>       | <b>-660</b>        | <b>3,530</b>         | <b>-1,967</b>     |
| <b>Taihape Community Board</b> | Revenue             | 174                | 0                  | 174                  | 0                 |
|                                | Rates Revenue       | 22,983             | 15,360             | 7,623                | 46,075            |
|                                | Internal Charges    | 4,168              | 6,344              | -2,176               | 19,028            |
|                                | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                | Expenses            | 6,855              | 10,328             | 3,473                | 30,988            |
|                                | <b>Net Surplus</b>  | <b>12,134</b>      | <b>-1,312</b>      | <b>13,446</b>        | <b>-3,941</b>     |

## Activity Performance Report continued

|                            |                     | 2018           | 2018          | 2018           | 2018          |
|----------------------------|---------------------|----------------|---------------|----------------|---------------|
|                            |                     | Actual YTD     | Budget YTD    | Variance YTD   | Budget FY     |
| <b>Community Wellbeing</b> | Revenue             | 31,514         | 60,984        | -29,470        | 182,942       |
|                            | Rates Revenue       | 338,556        | 399,224       | -60,668        | 1,197,684     |
|                            | Internal Recoveries | 0              | 0             | 0              | 0             |
|                            | Internal Charges    | 122,342        | 185,972       | 63,630         | 557,905       |
|                            | Expenses            | 276,082        | 272,176       | -3,906         | 816,497       |
|                            | <b>Net Surplus</b>  | <b>-28,354</b> | <b>2,060</b>  | <b>-30,414</b> | <b>6,224</b>  |
| <b>Civil Defence</b>       | Revenue             | 0              | 0             | 0              | 0             |
|                            | Rates Revenue       | 26,106         | 60,656        | -34,550        | 181,972       |
|                            | Internal Charges    | 3,968          | 6,224         | -2,256         | 18,679        |
|                            | Internal Recoveries | 0              | 0             | 0              | 0             |
|                            | Expenses            | 45,921         | 56,312        | 10,391         | 168,925       |
|                            | <b>Net Surplus</b>  | <b>-23,783</b> | <b>-1,880</b> | <b>-21,903</b> | <b>-5,632</b> |
| <b>Community Awards</b>    | Revenue             | 17,407         | 10,400        | 7,007          | 31,199        |
|                            | Rates Revenue       | 688            | 984           | -297           | 2,952         |
|                            | Internal Charges    | 1,309          | 2,060         | -751           | 6,179         |
|                            | Internal Recoveries | 0              | 0             | 0              | 0             |
|                            | Expenses            | 1,128          | 9,328         | 8,200          | 27,972        |
|                            | <b>Net Surplus</b>  | <b>15,657</b>  | <b>-4</b>     | <b>15,661</b>  | <b>0</b>      |
| <b>District Promotions</b> | Revenue             | 8,039          | 42,300        | -34,261        | 126,896       |
|                            | Rates Revenue       | 171,036        | 195,420       | -24,385        | 586,264       |
|                            | Internal Charges    | 40,502         | 58,740        | -18,238        | 176,213       |
|                            | Internal Recoveries | 0              | 0             | 0              | 0             |
|                            | Expenses            | 200,857        | 177,164       | -23,693        | 531,495       |
|                            | <b>Net Surplus</b>  | <b>-62,284</b> | <b>1,816</b>  | <b>-64,100</b> | <b>5,452</b>  |
| <b>Information Centres</b> | Revenue             | 6,067          | 8,284         | -2,217         | 24,847        |
|                            | Rates Revenue       | 96,913         | 126,064       | -29,152        | 378,202       |
|                            | Internal Charges    | 64,620         | 102,848       | -38,228        | 308,539       |
|                            | Internal Recoveries | 0              | 0             | 0              | 0             |
|                            | Expenses            | 16,368         | 29,372        | 13,004         | 88,105        |
|                            | <b>Net Surplus</b>  | <b>21,991</b>  | <b>2,128</b>  | <b>19,863</b>  | <b>6,405</b>  |
| <b>Rural Fire</b>          | Revenue             | 1              | 0             | 1              | 0             |
|                            | Rates Revenue       | 43,815         | 16,100        | 27,715         | 48,294        |
|                            | Internal Charges    | 11,942         | 16,100        | -4,158         | 48,295        |
|                            | Internal Recoveries | 0              | 0             | 0              | 0             |
|                            | Expenses            | 11,808         | 0             | -11,808        | 0             |
|                            | <b>Net Surplus</b>  | <b>20,066</b>  | <b>0</b>      | <b>20,066</b>  | <b>-1</b>     |

## Activity Performance Report continued

|                                     |                     | 2018           | 2018           | 2018           | 2018           |
|-------------------------------------|---------------------|----------------|----------------|----------------|----------------|
|                                     |                     | Actual YTD     | Budget YTD     | Variance YTD   | Budget FY      |
| <b>Environmental and Regulatory</b> | Revenue             | 542,483        | 318,640        | 223,843        | 955,899        |
|                                     | Rates Revenue       | 228,097        | 263,456        | -35,360        | 790,359        |
|                                     | Internal Recoveries | 0              | 0              | 0              | 0              |
|                                     | Internal Charges    | 366,265        | 494,792        | 128,527        | 1,484,380      |
|                                     | Expenses            | 55,995         | 73,768         | 17,773         | 221,278        |
|                                     | <b>Net Surplus</b>  | <b>348,320</b> | <b>13,536</b>  | <b>334,784</b> | <b>40,600</b>  |
| <b>Building</b>                     | Revenue             | 103,588        | 95,748         | 7,840          | 287,249        |
|                                     | Rates Revenue       | 87,347         | 87,428         | -81            | 262,287        |
|                                     | Internal Charges    | 112,638        | 151,888        | -39,250        | 455,664        |
|                                     | Internal Recoveries | 0              | 0              | 0              | 0              |
|                                     | Expenses            | 24,439         | 31,296         | 6,857          | 93,871         |
|                                     | <b>Net Surplus</b>  | <b>53,858</b>  | <b>-8</b>      | <b>53,866</b>  | <b>1</b>       |
| <b>District Planning</b>            | Revenue             | 10             | 0              | 10             | 0              |
|                                     | Rates Revenue       | 53,073         | 71,396         | -18,324        | 214,182        |
|                                     | Internal Charges    | 23,083         | 32,732         | -9,649         | 98,196         |
|                                     | Internal Recoveries | 0              | 0              | 0              | 0              |
|                                     | Expenses            | 12,747         | 8,260          | -4,487         | 24,782         |
|                                     | <b>Net Surplus</b>  | <b>17,253</b>  | <b>30,404</b>  | <b>-13,151</b> | <b>91,204</b>  |
| <b>Dog Control</b>                  | Revenue             | 367,088        | 180,052        | 187,036        | 540,159        |
|                                     | Rates Revenue       | 52,968         | 50,688         | 2,280          | 152,060        |
|                                     | Internal Charges    | 176,666        | 236,312        | -59,646        | 708,938        |
|                                     | Internal Recoveries | 0              | 0              | 0              | 0              |
|                                     | Expenses            | 9,277          | 5,280          | -3,997         | 15,839         |
|                                     | <b>Net Surplus</b>  | <b>234,113</b> | <b>-10,852</b> | <b>244,965</b> | <b>-32,558</b> |
| <b>Health</b>                       | Revenue             | 38,331         | 26,540         | 11,791         | 79,612         |
|                                     | Rates Revenue       | 12,568         | 21,008         | -8,440         | 63,025         |
|                                     | Internal Charges    | 29,080         | 39,060         | -9,980         | 117,182        |
|                                     | Internal Recoveries | 0              | 0              | 0              | 0              |
|                                     | Expenses            | 2,342          | 14,504         | 12,162         | 43,500         |
|                                     | <b>Net Surplus</b>  | <b>19,477</b>  | <b>-6,016</b>  | <b>25,493</b>  | <b>-18,045</b> |
| <b>Resource Consents</b>            | Revenue             | 33,376         | 15,592         | 17,784         | 46,761         |
|                                     | Rates Revenue       | 11,404         | 18,316         | -6,912         | 54,951         |
|                                     | Internal Charges    | 14,567         | 20,876         | -6,309         | 62,638         |
|                                     | Internal Recoveries | 0              | 0              | 0              | 0              |
|                                     | Expenses            | 7,190          | 13,024         | 5,834          | 39,076         |
|                                     | <b>Net Surplus</b>  | <b>23,023</b>  | <b>8</b>       | <b>23,015</b>  | <b>-2</b>      |
| <b>Stock Control</b>                | Revenue             | 90             | 708            | -618           | 2,118          |
|                                     | Rates Revenue       | 10,738         | 14,620         | -3,883         | 43,854         |
|                                     | Internal Charges    | 10,232         | 13,924         | -3,692         | 41,762         |
|                                     | Internal Recoveries | 0              | 0              | 0              | 0              |
|                                     | Expenses            | 0              | 1,404          | 1,404          | 4,210          |
|                                     | <b>Net Surplus</b>  | <b>596</b>     | <b>0</b>       | <b>596</b>     | <b>0</b>       |

## Activity Performance Report continued

|  |                     | 2018           | 2018          | 2018           | 2018           |
|--|---------------------|----------------|---------------|----------------|----------------|
|  |                     | Actual YTD     | Budget YTD    | Variance YTD   | Budget FY      |
| <b>Investment</b>                        | Revenue             | 101,979        | 80,000        | 21,979         | 240,000        |
|  | Rates Revenue       | 504,502        | -82,988       | 587,490        | -248,973       |
|  | Internal Recoveries | 0              | 0             | 0              | 0              |
|  | Internal Charges    | 0              | 0             | 0              | 0              |
|  | Expenses            | 295,498        | -3,004        | -298,502       | -8,992         |
|  | <b>Net Surplus</b>  | <b>310,983</b> | <b>16</b>     | <b>310,967</b> | <b>19</b>      |
|  |                     |                |               |                |                |
|  |                     | 2018           | 2018          | 2018           | 2018           |
|  |                     | Actual YTD     | Budget YTD    | Variance YTD   | Budget FY      |
| <b>Public Refuse Collection - Little</b> | Revenue             | 172,748        | 146,672       | 26,076         | 440,017        |
|  | Rates Revenue       | 286,567        | 211,576       | 74,991         | 634,722        |
|  | Internal Recoveries | 0              | 0             | 0              | 0              |
|  | Internal Charges    | 20,718         | 36,120        | 15,402         | 108,325        |
|  | Expenses            | 354,874        | 329,520       | -25,354        | 988,518        |
|  | <b>Net Surplus</b>  | <b>83,722</b>  | <b>-7,392</b> | <b>91,114</b>  | <b>-22,104</b> |
|  |                     |                |               |                |                |
| <b>Landfills and Waste Transfer S</b>    | Revenue             | 143,661        | 127,060       | 16,601         | 381,183        |
|  | Rates Revenue       | 263,911        | 174,908       | 89,003         | 524,722        |
|  | Internal Charges    | 15,423         | 26,884        | -11,461        | 80,634         |
|  | Internal Recoveries | 0              | 0             | 0              | 0              |
|  | Expenses            | 289,249        | 279,952       | -9,297         | 839,828        |
|  | <b>Net Surplus</b>  | <b>102,900</b> | <b>-4,868</b> | <b>107,768</b> | <b>-14,557</b> |
|  |                     |                |               |                |                |
| <b>Public Refuse Collection</b>          | Revenue             | 0              | 0             | 0              | 0              |
|  | Rates Revenue       | 22,595         | 36,668        | -14,073        | 110,000        |
|  | Internal Charges    | 2,958          | 5,320         | -2,362         | 15,946         |
|  | Internal Recoveries | 0              | 0             | 0              | 0              |
|  | Expenses            | 37,500         | 35,716        | -1,784         | 107,135        |
|  | <b>Net Surplus</b>  | <b>-17,862</b> | <b>-4,368</b> | <b>-13,494</b> | <b>-13,081</b> |
|  |                     |                |               |                |                |
| <b>Waste Minimisation</b>                | Revenue             | 29,087         | 19,612        | 9,475          | 58,834         |
|  | Rates Revenue       | 61             | 0             | 61             | 0              |
|  | Internal Charges    | 2,338          | 3,916         | -1,578         | 11,745         |
|  | Internal Recoveries | 0              | 0             | 0              | 0              |
|  | Expenses            | 28,126         | 13,852        | -14,274        | 41,555         |
|  | <b>Net Surplus</b>  | <b>-1,316</b>  | <b>1,844</b>  | <b>-3,160</b>  | <b>5,534</b>   |



## Activity Performance Report continued

|                                |                     | 2018<br>Actual YTD | 2018<br>Budget YTD | 2018<br>Variance YTD | 2018<br>Budget FY |
|--------------------------------|---------------------|--------------------|--------------------|----------------------|-------------------|
| <b>Roading &amp; Footpath</b>  | Revenue             | 2,769,858          | 2,768,536          | 1,322                | 8,305,610         |
|                                | Rates Revenue       | 3,403,315          | 2,249,476          | 1,153,839            | 6,748,434         |
|                                | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                | Internal Charges    | 149,128            | 232,424            | 83,296               | 697,249           |
|                                | Expenses            | 4,515,301          | 4,245,152          | -270,149             | 12,735,435        |
|                                | <b>Net Surplus</b>  | <b>1,508,744</b>   | <b>540,436</b>     | <b>968,308</b>       | <b>1,621,360</b>  |
| <b>Non Subsidised Roothing</b> | Revenue             | 4,162              | 9,952              | -5,790               | 29,859            |
|                                | Rates Revenue       | 250,874            | 351,708            | -100,834             | 1,055,129         |
|                                | Internal Charges    | 18,537             | 30,340             | -11,803              | 91,003            |
|                                | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                | Expenses            | 162,687            | 297,588            | 134,901              | 892,755           |
|                                | <b>Net Surplus</b>  | <b>73,812</b>      | <b>33,732</b>      | <b>40,080</b>        | <b>101,230</b>    |
| <b>Subsidised Roothing</b>     | Revenue             | 2,765,696          | 2,758,584          | 7,112                | 8,275,751         |
|                                | Rates Revenue       | 2,063,073          | 1,897,768          | 165,305              | 5,693,305         |
|                                | Internal Charges    | 130,591            | 202,084            | -71,493              | 606,246           |
|                                | Internal Recoveries | 0                  | 0                  | 0                    | 0                 |
|                                | Expenses            | 4,352,614          | 3,947,564          | -405,050             | 11,842,680        |
|                                | <b>Net Surplus</b>  | <b>345,564</b>     | <b>506,704</b>     | <b>-161,140</b>      | <b>1,520,130</b>  |

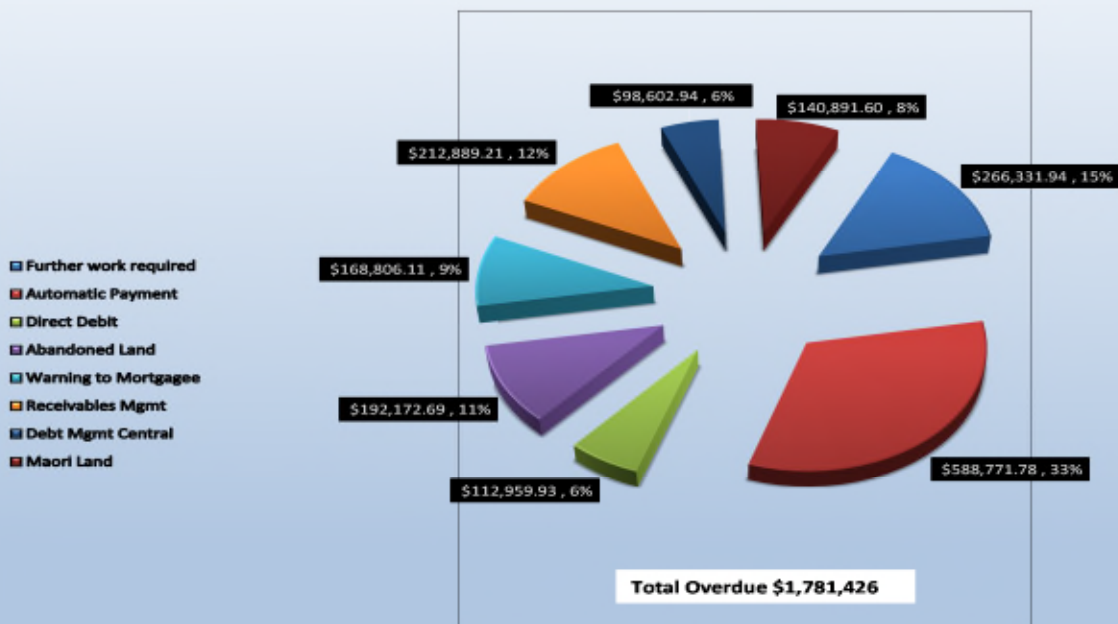
## Activity Performance Report continued

|                             |                     | 2018             | 2018           | 2018             | 2018            |
|-----------------------------|---------------------|------------------|----------------|------------------|-----------------|
|                             |                     | Actual YTD       | Budget YTD     | Variance YTD     | Budget FY       |
| <b>Water and Wastewater</b> | Revenue             | 139,255          | 71,280         | 67,975           | 213,829         |
|                             | Rates Revenue       | 3,424,492        | 2,523,356      | 901,136          | 7,570,055       |
|                             | Internal Recoveries | 0                | 0              | 0                | 0               |
|                             | Internal Charges    | 279,080          | 436,604        | 157,524          | 1,309,757       |
|                             | Expenses            | 1,788,000        | 2,174,408      | 386,408          | 6,523,185       |
|                             | <b>Net Surplus</b>  | <b>1,496,668</b> | <b>-16,376</b> | <b>1,513,044</b> | <b>-49,058</b>  |
| <b>Rural Water</b>          | Revenue             | 0                | 3,824          | -3,824           | 11,467          |
|                             | Rates Revenue       | 28,110           | 250,752        | -222,642         | 752,256         |
|                             | Internal Charges    | 22,289           | 34,472         | -12,183          | 103,391         |
|                             | Internal Recoveries | 0                | 0              | 0                | 0               |
|                             | Expenses            | 214,129          | 210,232        | -3,897           | 630,687         |
|                             | <b>Net Surplus</b>  | <b>-208,308</b>  | <b>9,872</b>   | <b>-218,180</b>  | <b>29,645</b>   |
| <b>Stormwater</b>           | Revenue             | 3,682            | 788            | 2,894            | 2,362           |
|                             | Rates Revenue       | 276,768          | 184,060        | 92,708           | 552,176         |
|                             | Internal Charges    | 20,657           | 34,052         | -13,395          | 102,158         |
|                             | Internal Recoveries | 0                | 0              | 0                | 0               |
|                             | Expenses            | 113,682          | 144,136        | 30,454           | 432,381         |
|                             | <b>Net Surplus</b>  | <b>146,112</b>   | <b>6,660</b>   | <b>139,452</b>   | <b>19,999</b>   |
| <b>Wastewater</b>           | Revenue             | 103,388          | 66,668         | 36,720           | 200,000         |
|                             | Rates Revenue       | 1,175,576        | 713,448        | 462,128          | 2,140,351       |
|                             | Internal Charges    | 69,865           | 110,172        | -40,307          | 330,506         |
|                             | Internal Recoveries | 0                | 0              | 0                | 0               |
|                             | Expenses            | 572,165          | 669,496        | 97,331           | 2,008,506       |
|                             | <b>Net Surplus</b>  | <b>636,934</b>   | <b>448</b>     | <b>636,486</b>   | <b>1,339</b>    |
| <b>Water</b>                | Revenue             | 32,185           | 0              | 32,185           | 0               |
|                             | Rates Revenue       | 812,224          | 1,375,096      | -562,872         | 4,125,272       |
|                             | Internal Charges    | 166,270          | 257,908        | -91,638          | 773,702         |
|                             | Internal Recoveries | 0                | 0              | 0                | 0               |
|                             | Expenses            | 888,023          | 1,150,544      | 262,521          | 3,451,611       |
|                             | <b>Net Surplus</b>  | <b>-209,884</b>  | <b>-33,356</b> | <b>-176,528</b>  | <b>-100,041</b> |

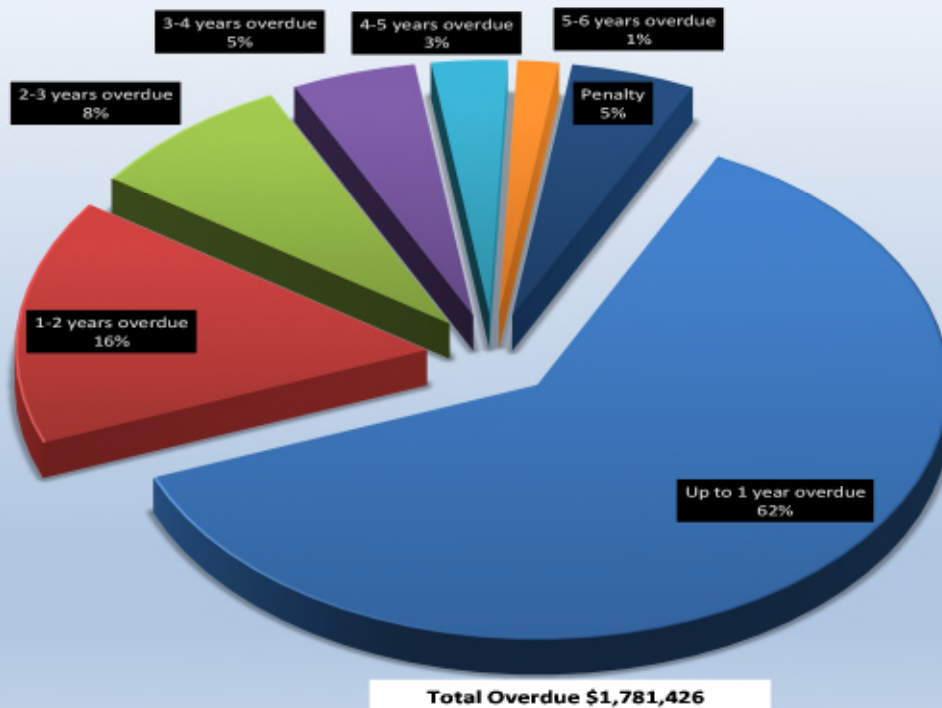
## Activity Performance Report continued

|  |                     | 2018            | 2018          | 2018            | 2018          |
|--|---------------------|-----------------|---------------|-----------------|---------------|
|  |                     | Actual YTD      | Budget YTD    | Variance YTD    | Budget FY     |
| <b>Business Units</b>                  | Revenue             | 22,098          | 9,492         | 12,606          | 28,470        |
|  | Rates Revenue       | 15,150          | 19,116        | -3,967          | 57,345        |
|  | Internal Recoveries | 1,682,864       | 2,581,516     | -898,652        | 7,744,555     |
|  | Internal Charges    | 419,791         | 687,748       | 267,957         | 2,063,212     |
|  | Expenses            | 1,859,281       | 1,903,292     | 44,011          | 5,709,818     |
|  | <b>Net Surplus</b>  | <b>-558,961</b> | <b>19,084</b> | <b>-578,045</b> | <b>57,340</b> |
| <b>Assets Business Unit</b>            | Revenue             | 7,321           | 4,432         | 2,889           | 13,294        |
|  | Rates Revenue       | 15,150          | 19,116        | -3,967          | 57,345        |
|  | Internal Charges    | 134,695         | 222,720       | -88,025         | 668,162       |
|  | Internal Recoveries | 377,478         | 585,376       | 207,898         | 1,756,122     |
|  | Expenses            | 364,558         | 367,088       | 2,530           | 1,101,255     |
|  | <b>Net Surplus</b>  | <b>-99,305</b>  | <b>19,116</b> | <b>-118,421</b> | <b>57,344</b> |
| <b>CEO Business Unit</b>               | Revenue             | 30,304          | 0             | 30,304          | 0             |
|  | Rates Revenue       | 0               | 0             | 0               | 0             |
|  | Internal Charges    | 46,793          | 78,624        | -31,831         | 235,853       |
|  | Internal Recoveries | 276,839         | 415,152       | 138,313         | 1,245,463     |
|  | Expenses            | 374,102         | 336,548       | -37,554         | 1,009,612     |
|  | <b>Net Surplus</b>  | <b>-113,752</b> | <b>-20 </b>   | <b>-113,732</b> | <b>-2</b>     |
| <b>Customer Services Business Unit</b> | Revenue             | 264             | 360           | -96             | 1,076         |
|  | Rates Revenue       | 0               | 0             | 0               | 0             |
|  | Internal Charges    | 46,369          | 85,268        | -38,899         | 255,807       |
|  | Internal Recoveries | 181,575         | 287,376       | 105,801         | 862,133       |
|  | Expenses            | 189,291         | 202,472       | 13,181          | 607,402       |
|  | <b>Net Surplus</b>  | <b>-53,822</b>  | <b>-4 </b>    | <b>-53,818</b>  | <b>0</b>      |
| <b>Finance Business Unit</b>           | Revenue             | -15,790         | 4,700         | -20,490         | 14,100        |
|  | Rates Revenue       | 0               | 0             | 0               | 0             |
|  | Internal Charges    | 128,711         | 191,336       | -62,625         | 574,007       |
|  | Internal Recoveries | 573,883         | 931,916       | 358,033         | 2,795,753     |
|  | Expenses            | 638,915         | 745,276       | 106,361         | 2,235,847     |
|  | <b>Net Surplus</b>  | <b>-209,534</b> | <b>4 </b>     | <b>-209,538</b> | <b>-1</b>     |
| <b>Regulatory Business Unit</b>        | Revenue             | 0               | 0             | 0               | 0             |
|  | Rates Revenue       | 0               | 0             | 0               | 0             |
|  | Internal Charges    | 63,223          | 109,800       | -46,577         | 329,383       |
|  | Internal Recoveries | 273,090         | 361,696       | 88,606          | 1,085,084     |
|  | Expenses            | 292,416         | 251,908       | -40,508         | 755,702       |
|  | <b>Net Surplus</b>  | <b>-82,548</b>  | <b>-12 </b>   | <b>-82,536</b>  | <b>-1</b>     |

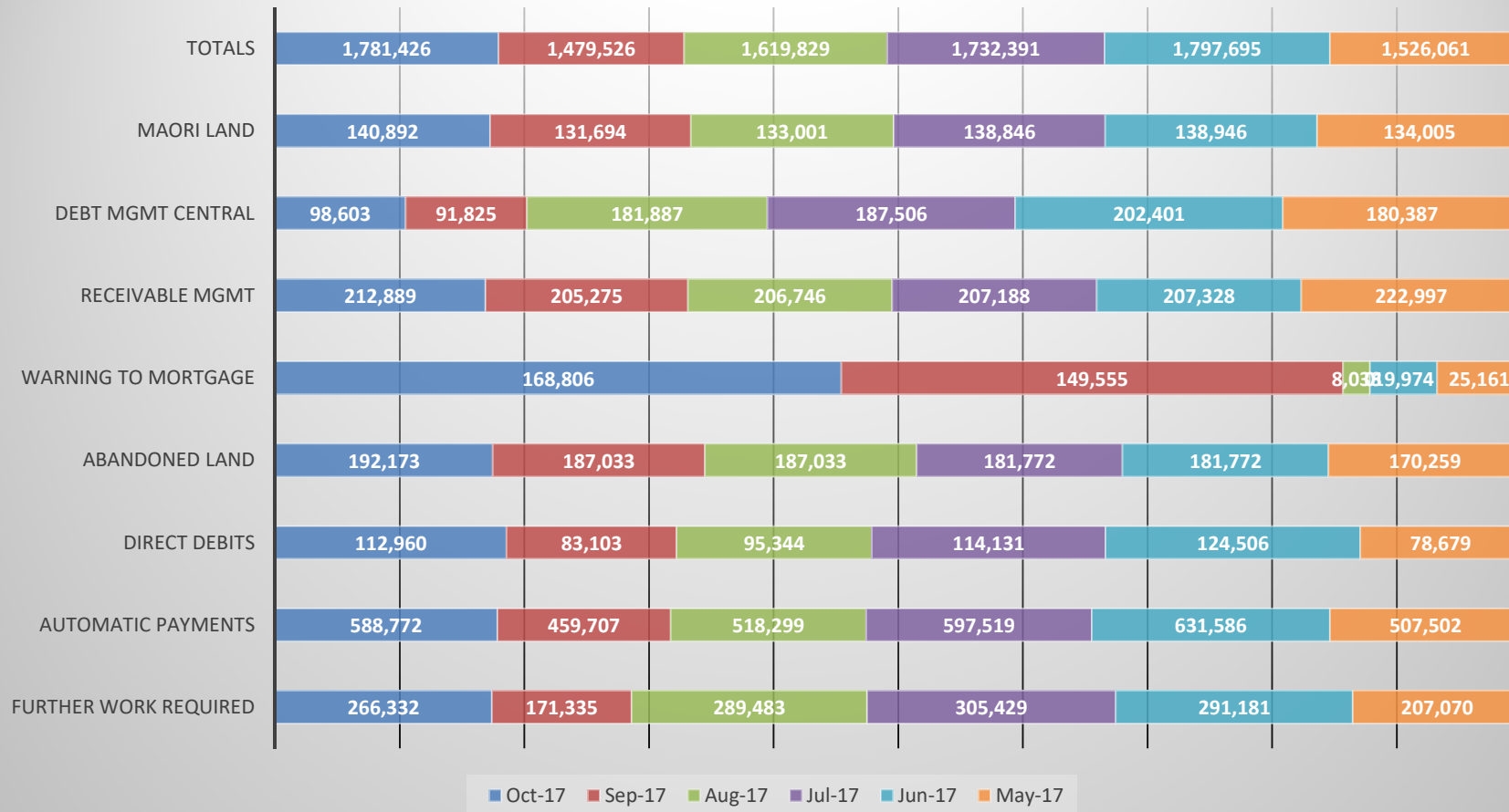
### Rangitikei District Council Actions to Collect Overdue Rates @ 31/10/2017



### Rangitikei District Council Analysis of Overdue Rates @ 31/10/2017



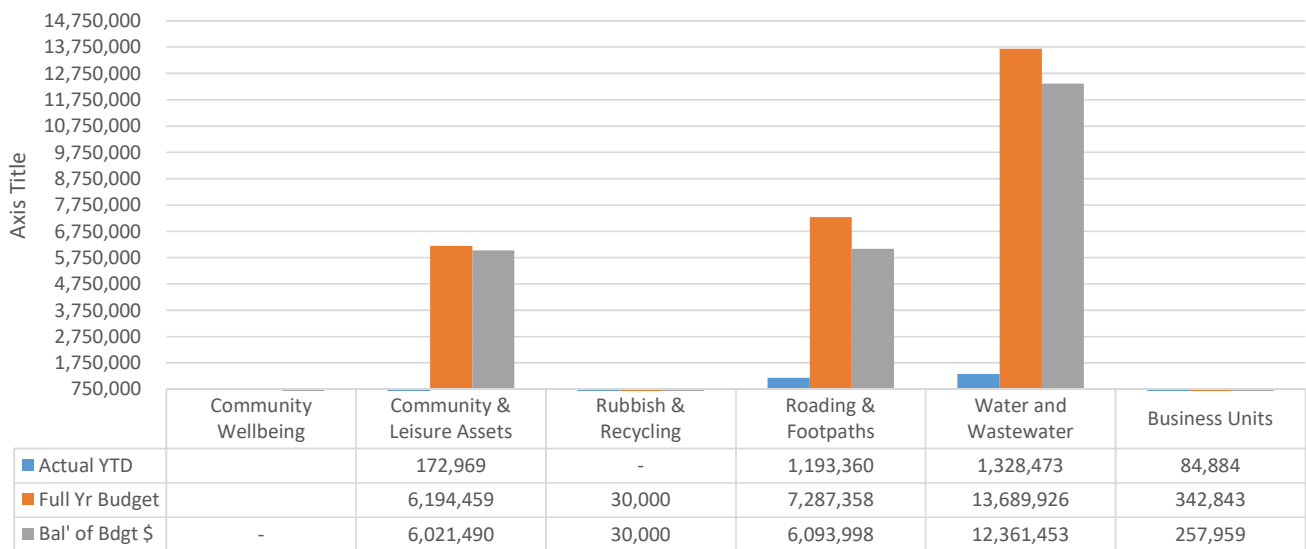
## October 2017 - Overdue Trend for Last 6 months



**Rangitikei District Council**  
**Strategic Activities - Capital Expenditure and Renewals Summary**  
**for the 4 months to October 2017**

|   | Actual YTD       | Full Yr Budget    | Bal' of Bdgt \$   | % of Bdgt Completed |
|---|------------------|-------------------|-------------------|---------------------|
| Community Wellbeing                             |                  |                   | -                 |                     |
| Community & Leisure Assets                      | 172,969          | 6,194,459         | 6,021,490         | 3%                  |
| Rubbish & Recycling                             | -                | 30,000            | 30,000            |                     |
| Roading & Footpaths                             | 1,193,360        | 7,287,358         | 6,093,998         | 16%                 |
| Water and Wastewater                            | 1,328,473        | 13,689,926        | 12,361,453        | 10%                 |
| Business Units                                  | 84,884           | 342,843           | 257,959           | 25%                 |
| <b>TOTAL CAPITAL EXPENDITURE &amp; RENEWALS</b> | <b>2,779,686</b> | <b>27,544,586</b> | <b>24,764,900</b> | <b>10%</b>          |

Capital & Renewals Summary  
for the 4 months to October 2017



**Rangitikei District Council**  
**Statement of Capital Works 2017/2018**  
**for the 4 Months ended 31st October 2017**

| for the 4 months ended 31st October 2017 |                                |                      |  |                   |                     |                            |                     |         |
|--|--------------------------------|----------------------|--|-------------------|---------------------|----------------------------|---------------------|---------|
| Unit                                     | Activity                       | Capital Renewals/New | Details                                      | G.L. A/c #        | 2018<br>Actuals YTD | 2018<br>A.P. Bdgt Full Yr. | 2018<br>Bal of Bdgt |         |
| Business Units                           | Assets Business Unit           | Capital - Renewals   | Motor Vehicle Purchases (dr)                 | 95500701          | 77,619              | 262,000                    | 184,381             |         |
|  |                                |                      | Office Furniture Purchases                   | 95301705          | 0                   | 10,588                     |                     |         |
|  |                                |                      | Loans Repaid                                 | 95301702          | 0                   | 255                        |                     |         |
|  | Finance Business Unit          | Capital - Renewals   | Hardware                                     | 9260070303        | 0                   | 15,000                     | 15,000              |         |
|  |                                |                      | Hardware Servers & Core Network              | 9260070301        | 0                   | 10,000                     |                     |         |
|  |                                |                      | PC Replacements                              | 9260070302        | 7,265               | 30,000                     | 22,735              |         |
|  |                                |                      | Software Purchases                           | 92600704          | 0                   | 15,000                     |                     |         |
| Business Units Total                     |                                |                      |  | 84,884            | 342,843             | 257,959                    |                     |         |
| Community & Leisure Assets               | Cemetaries                     | Capital - Renewals   | New Capital-Berms                            | 40701709          | 0                   | 48,635                     | 48,635              |         |
|  |                                |                      | Renewals - Contractor                        | 40701708          | 4,678               | 59,000                     | 54,322              |         |
|  | Community Housing Domains      | Capital - Renewals   | Renewals                                     | 4040170604        | 19,161              | 100,000                    | 80,839              |         |
|  |                                |                      | Campground Toilet & WW T/ment                | 4410170609        | 39,960              | 90,000                     | 50,040              |         |
|  |                                |                      | Centennial Park Skateboard area              | 4410170610        | 0                   | 150,000                    | 150,000             |         |
|  |                                |                      | Park Upgrades                                | 4410170612        | 0                   | 105,063                    | 105,063             |         |
|  |                                |                      | Memorial Park Toilet and Changing Rm         | 4410170611        | 0                   | 600,000                    | 600,000             |         |
|  |                                |                      | Renewals Buildings                           | 4410170601        | 1,537               | 91,787                     | 90,250              |         |
|  | Halls                          | Capital - Renewals   | Disposal of Land and Buildings               | 4090170606        | 0                   | -1,065,000                 | -1,065,000          |         |
|  |                                |                      | Additions Buildings - Bulls Town Hall        | 40901706          | 0                   | 4,053,280                  | 4,053,280           |         |
|  |                                |                      | Renewals                                     | 4090170601        | 19,619              | 36,263                     | 16,644              |         |
|  | Libraries                      | Capital - Renewals   | Upgrade of Offices                           | 40801703          | 0                   | 21,022                     | 21,022              |         |
|  |                                |                      | Buildings Marton                             | 40801706          | 0                   | 967,000                    | 967,000             |         |
|  |                                |                      | Furniture and Fittings                       | 40801705          | 3,862               | 6,307                      | 2,445               |         |
|  |                                |                      | Library Book Purchases                       | 40801708          | 34,995              | 105,110                    | 70,115              |         |
|  | Public Toilets                 | Capital - Renewals   | New toilets (4)                              | 40601709          | 0                   | 125,000                    | 125,000             |         |
|  |                                |                      | Mangaweka Toilet                             | 4060170901        | 0                   | 85,000                     | 85,000              |         |
|  | Real Estate                    | Capital - Renewals   | Renewals                                     | 2090170601        | 0                   | 7,883                      | 7,883               |         |
|  |                                |                      | Purchase of 7 King Street                    | 2090170602        | 0                   | 150,000                    | 150,000             |         |
|  | Swim Centres                   | Capital - Renewals   | Capital Additions - Plant                    | 40001702          | 0                   | 430,000                    | 430,000             |         |
|  |                                |                      | Marton Renewals                              | 4000170601        | 0                   | 12,088                     | 12,088              |         |
|  |                                |                      | Loan from MALT Repaid                        | 40001720          | 0                   | 16,021                     | 16,021              |         |
|  |                                |                      | New Capital Filtration Pumping and Pool Leak | 4000170203        | 49,157              | 0                          | -49,157             |         |
| Community & Leisure Assets Total         |                                |                      |  | 172,969           | 6,194,459           | 6,021,490                  |                     |         |
| Public Refuse Collection - Litter        | Landfills and Waste Transfer S | Capital - New        | Direct Pit Access Marton                     | 5060177303        | 0                   | 30,000                     | 30,000              |         |
| Public Refuse Collection - Litter Total  |                                |                      |  |                   | 0                   | 30,000                     | 30,000              |         |
| Roading & Footpath                       | Non Subsidised Roading         | Capital - New        | Footpath Construction                        | 70300791          | 9,386               | 68,291                     | 58,905              |         |
|  |                                |                      | Capital - Renewals                           | Footpath Renewals | 70300788            | 12,152                     | 126,075             | 113,923 |
|  |                                |                      | Renewals -Prof services                      | 70300784          | 448                 | 0                          | -448                |         |
|  |                                |                      | Vehicle Crossings                            | 70300792          | 0                   | 26,266                     | 26,266              |         |
|  | Subsidised Roading             | Capital - Renewals   | Asset Management Planning P/S                | 7010078410        | 17,389              | 0                          | -17,389             |         |
|  |                                |                      | Asset Mgmt P/S - Staff Time                  | 7010078409        | 64,744              | 0                          | -64,744             |         |
|  |                                |                      | Drainage Renewals                            | 70100782          | 29,010              | 352,425                    | 323,415             |         |
|  |                                |                      | Major Bridge Refurbishment                   | 70100796          | 0                   | 370,000                    | 370,000             |         |
|  |                                |                      | Minor Safety Projects - Principal Contractor | 70100795          | 131,357             | 525,677                    | 394,320             |         |
|  |                                |                      | Sealed Road Pavement Rehabilitation          | 70100781          | 232,361             | 1,688,679                  | 1,456,318           |         |
|  |                                |                      | Sealed Road Surfacing                        | 70100787          | 255                 | 1,789,375                  | 1,789,120           |         |
|  |                                |                      | Flood Damage Reinstatement                   | 70100791          | 0                   | 822,000                    | 822,000             |         |
|  |                                |                      | Structures Components Replacements           | 70100783          | 0                   | 189,163                    | 189,163             |         |
|  |                                |                      | Sub.Rdg.Drainage Prof.Serv.                  | 7010078402        | 1,120               | 0                          | -1,120              |         |
|  |                                |                      | Sub.Rdg.Pavement Rehab. Prf.Sr               | 7010078401        | 43,750              | 0                          | -43,750             |         |
|  |                                |                      | Sub.Rdg.Sealed Rd Surfaccg.P/S               | 7010078407        | 756                 | 0                          | -756                |         |
|  |                                |                      | Sub.Rdg.Struct.Comp.P/S                      | 7010078403        | 1,015               | 0                          | -1,015              |         |
|  |                                |                      | Sub.Rdg.Traffic Ser Rnwl P/S                 | 7010078405        | 532                 | 0                          | -532                |         |
|  |                                |                      | Subsidised Roading Purchase Order Susp       | 70100789          | 0                   | 0                          | 0                   |         |
|  |                                |                      | Traffic Services Renewals                    | 70100785          | 182,880             | 224,950                    | 42,070              |         |
|  |                                |                      | Accelerated LED Renewals                     | 70100784          | 254,019             | 644,332                    | 390,313             |         |
|  |                                |                      | Unsealed Road Metalling & Rehabilitation     | 70100780          | 210,592             | 460,125                    | 249,533             |         |
|  |                                |                      | Unsealed Road Metalling P/S                  | 7010078408        | 1,596               | 0                          | -1,596              |         |
| Roading & Footpath Total                 |                                |                      |  |                   | 1,193,360           | 7,287,358                  | 6,093,998           |         |

**Rangitikei District Council**  
**Statement of Capital Works 2017/2018 (continued)**  
**for the 4 Months ended 31st October 2017**

| Unit                       | Activity    | Capital Renewals/New | Details                               | G.L. A/c # | 2018<br>Actuals YTD | 2018<br>Budget FY | 2018<br>Bal of Bdt |
|----------------------------|-------------|----------------------|---------------------------------------|------------|---------------------|-------------------|--------------------|
| Water and Wastewater       | Rural Water | Capital - Renewals   | Erewhon Reticulation - contractor     | 6061676201 | 0                   | 133,477           | 133,477            |
|                            |             |                      | HRWS Treatment - Contractor           | 6061776301 | 14,687              | 60,000            | 45,314             |
|                            | Stormwater  | Capital - New        | Marton Reticulation - Contractor      | 6050177301 | 0                   | 470,000           | 470,000            |
|                            |             | Capital - Renewals   | Marton Reticulation - Contractor      | 6050176101 | 106,063             | 80,000            | -26,063            |
|                            |             |                      | Marton Reticulation - Staff Time      | 6050176103 | 19,166              | 0                 | -19,166            |
|                            |             |                      | Taihape Reticulation - Contractor     | 6050176111 | 1,222               | 99,003            | 97,781             |
|                            |             |                      | Taihape Reticulation - Staff Time     | 6050176113 | 1,470               | 0                 | -1,470             |
|                            | Wastewater  | Capital - New        | Bulls Treatment - Contractor          | 6070177311 | 0                   | 1,100,000         | 1,100,000          |
|                            |             |                      | Hunterville Treatment - Contractor    | 6070177386 | 2,269               | 0                 | -2,269             |
|                            |             |                      | Koitiata Reticulation - Contractor    | 6070177151 | 0                   | 110,000           | 110,000            |
|                            |             |                      | Marton Reticulation - Contractor      | 6070177301 | 14,762              | 1,338,000         | 1,323,238          |
|                            |             |                      | Marton Treatment - Contractor         | 6070177306 | 8,507               | 778,500           | 769,993            |
|                            |             |                      | Ratana Treatment - Contractor         | 6070177325 | 0                   | 1,419,000         | 1,419,000          |
|                            |             | Capital - Renewals   | Bulls Reticulation - Contractor       | 6070176161 | 0                   | 20,000            | 20,000             |
|                            |             |                      | Hunterville Reticulation - Contractor | 6070176181 | 5,250               | 270,318           | 265,068            |
|                            |             |                      | Koitiata Treatment - Contractor       | 6070176151 | 2,584               | 0                 | -2,584             |
|                            |             |                      | Marton Reticulation - Contractor      | 6070176101 | 219,591             | 411,373           | 191,782            |
|                            |             |                      | Marton Reticulation - Staff Time      | 6070176102 | 4,831               | 0                 | -4,831             |
|                            |             |                      | Marton Treatment - Contractor         | 6070176131 | 988                 | 267,250           | 266,262            |
|                            |             |                      | Ratana Reticulation Contractor        | 6070176191 | 0                   | 4,309             | 4,309              |
|                            |             |                      | Ratana Treatment - Contractor         | 6070176194 | 0                   | 528,890           | 528,890            |
|                            |             |                      | Taihape Reticulation - Contractor     | 6070176111 | 51,735              | 1,075,793         | 1,024,058          |
|                            |             |                      | Taihape Reticulation - Staff Time     | 6070176112 | 2,839               | 0                 | -2,839             |
|                            | Water       | Capital - New        | Hunterville Treatment - Contractor    | 6060777301 | 0                   | 75,000            | 75,000             |
|                            |             |                      | Hunterville Treatment - Staff Time    | 6060777302 | 567                 | 0                 | -567               |
|                            |             |                      | Mangaweka Treatment - Contractor      | 6060177371 | 9,982               | 0                 | -9,982             |
|                            |             |                      | Marton Reticulation - Contractor      | 6060177301 | 400                 | 0                 | -400               |
|                            |             |                      | Marton Treatment - Contractor         | 6060177311 | 3,094               | 0                 | -3,094             |
|                            |             |                      | Ratana Treatment - Contractor         | 6060177391 | 17,139              | 0                 | -17,139            |
|                            |             |                      | Ratana Treatment - Staff Time         | 6060177392 | 4,131               | 0                 | -4,131             |
|                            |             | Capital - Renewals   | Bulls Reticulation - Contractor       | 6060176141 | 0                   | 538,114           | 538,114            |
|                            |             |                      | Bulls Reticulation - Staff Time       | 6060176143 | 2,516               | 0                 | -2,516             |
|                            |             |                      | Bulls Treatment - Contractor          | 6060176151 | 4,033               | 900,000           | 895,967            |
|                            |             |                      | Hunterville Reticulation - Contractor | 6060776201 | 4,703               | 115,411           | 110,708            |
|                            |             |                      | Hunterville Reticulation - Staff Time | 6060776203 | 879                 | 0                 | -879               |
|                            |             |                      | Mangaweka Reticulation - Contractor   | 6060176161 | 8,490               | 0                 | -8,490             |
|                            |             |                      | Mangaweka Reticulation - Staff Time   | 6060176163 | 6,561               | 0                 | -6,561             |
|                            |             |                      | Mangaweka Treatment - Contractor      | 6060176171 | 7,793               | 558,037           | 550,244            |
|                            |             |                      | Marton Reticulation - Contractor      | 6060176101 | 7,561               | 12,451            | 4,890              |
|                            |             |                      | Marton Reticulation - Staff Time      | 6060176103 | 18,394              | 0                 | -18,394            |
|                            |             |                      | Marton Treatment - Contractor         | 6060176111 | 5,891               | 270,000           | 264,109            |
|                            |             |                      | Ratana Treatment - Staff Time         | 6060176193 | 6,160               | 0                 | -6,160             |
|                            |             |                      | Taihape Reticulation - Contractor     | 6060176121 | 709,454             | 2,480,000         | 1,770,546          |
|                            |             |                      | Taihape Reticulation - Staff Time     | 6060176123 | 41,992              | 0                 | -41,992            |
|                            |             |                      | Taihape Treatment - Contractor        | 6060176131 | 7,712               | 575,000           | 567,288            |
|                            |             |                      | Taihape Treatment - Staff Time        | 6060176133 | 5,062               | 0                 | -5,062             |
| Water and Wastewater Total |             |                      |                                       |            | 1,328,473           | 13,689,926        | 12,361,453         |
| Total                      |             |                      |                                       |            | 2,779,686           | 27,544,586        | 24,734,900         |



## TREASURY REPORT 31/10/2017

### Investments

| Bank Deposits  | Maturity Date | Int Rate | Term | % of Portfolio | Amount              | Comment                      |
|--|---------------|----------|------|----------------|---------------------|------------------------------|
| Westpac Current Account  | Call          | 0.0150   | Call | 46%            | 4,578,999.05        | Immediate Needs              |
| Westpac Call Account   | Call          | 0.0150   | Call | 1%             | 54,340.91           | Immediate Needs              |
| ASB Term Deposit 12-3211-00010480-   |               |          |      | 0%             | 0.00                |                              |
| Westpac Term Deposit -03.0683.0195600.081  |               |          |      | 0%             | 0.00                | Immediate Needs              |
| Westpac Term Deposit -03.0683.0195600.081  |               |          |      | 0%             | 0.00                | Immediate Needs              |
| Westpac Term Deposit -03.0683.0195600.081 - 36/37 <a href="#">see note below</a> |               |          |      | 50%            | 5,000,000.00        | Immediate Needs              |
| Cash Floats  |               |          |      |                | 2,542.99            |                              |
| MW Lass Ltd  |               |          |      |                | 16,000.00           |                              |
|  |               |          |      |                | <b>9,651,882.95</b> |                              |
|  |               |          |      |                |                     | 97% Of total pool Investment |
|  |               |          |      |                |                     | policy allow s up to 100%    |
| The Investment Policy requires that maximum any one bank of \$5m                 |               |          |      |                |                     |                              |
| And maturity mix as follow s   | Actual        | Policy   |      |                |                     |                              |
| 0-3 months   | 100%          | 15%-40%  |      |                |                     |                              |
| 3-6 months   |               | 10%-60%  |      |                |                     |                              |
| 6 month to 2 years   |               | 10%-60%  |      |                |                     |                              |

### Note:

Westpac Term Deposit 36 Start 10/10/17 35 Days Mature 14/11/17 \$2M Rate 2.530%  
 Westpac Term Deposit 37 Start 10/10/17 35 Days Mature 14/11/17 \$3M Rate 2.530%

### Equity Investments

|  | Number | Cost  | Value 2017 | @  |
|--|--------|-------|------------|--|
| Local Government Insurance Corporation | 23,338 | 23338 | 54,261.00  | 0.54% Of total pool Investment<br>policy allow s up to 10% |

## CORPORATE BONDS 31/10/2017

S & P  
Rating

### Date of Purchase

|                                   |      | Effective | Coupon Rate | Face value  | Fair Value 2017            |   |
|-----------------------------------|------|-----------|-------------|-------------|----------------------------|---|
| Purchased 16/02/06                |      |           |             |             |                            |   |
| Fonterra Perpetual Cap Note       | none | 0.0573    | 0.0874      | 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 2016        |      | 4.38%     |             | 28,318.00   | 29,741.25                  | 25,769.38 A   |
| Total                             |      |           |             |             | <u>25,769.38</u>           | 0% Of total pool Investment<br>policy allow s up to 50% |
| Forestry                          |      |           |             |             | 244,232.00                 | 2% Of total pool Investment<br>policy allow s up to 20% |
| <b>Total Investments and Cash</b> |      |           |             |             | <u><u>9,976,145.33</u></u> |   |

# Attachment 3



## **TREASURY MANAGEMENT POLICY**

### **Including Liability Management and Investment Policies**

|  |                                    |
|--|------------------------------------|
| Date of adoption by Council            | 29 February 2016                   |
| Resolution Number                      | 16/RDC/039                         |
| Date by which review must be completed | 2018 – In conjunction with the LTP |
| Relevant Legislation                   | Local Government Act 2002          |
| Statutory or Operational Policy        | Statutory                          |
| Included in the LTP                    | No                                 |

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# 1 Introduction

## 1.1 Policy purpose

The purpose of the Treasury Management Policy (“Policy”) is to outline approved policies and procedures in respect of all treasury activity to be undertaken by Rangitikei District Council (“RDC”). The formalisation of such policies and procedures will enable treasury risks within RDC to be prudently managed.

As circumstances change, the policies and procedures outlined in this Policy will be modified to ensure that treasury risks within RDC continue to be well managed. In addition, regular reviews will be conducted to test the existing Policy against the following criteria:

- Industry “best practices” for a Council the size and type of RDC.
- The risk bearing ability and tolerance levels of the underlying revenue and cost drivers.
- The effectiveness and efficiency of the Policy and treasury management function to recognise, measure, control, manage and report on RDC’s financial exposure to market interest rate risks, funding risk, liquidity, investment risks, counterparty credit risks and other associated risks.
- The operations of a pro-active treasury function in an environment of control and compliance.
- The robustness of the Policy’s risk control limits and risk spreading mechanisms against normal and abnormal interest rate market movements and conditions.
- Assistance to RDC in achieving strategic objectives.

It is intended that the Policy be distributed to all personnel involved in any aspect of the RDC’s financial management. In this respect, all staff must be completely familiar with their responsibilities under the Policy at all times.

## 2 Scope and objectives

### 2.1 Scope

- This document identifies the Policy of RDC in respect of treasury management activities.
- The Policy has not been prepared to cover other aspects of RDC’s operations, particularly transactional banking management, systems of internal control and financial management. Other policies and procedures of RDC cover these matters.

### 2.2 Treasury management objectives

The objective of this Policy is to control and manage costs, investment returns and risks associated with treasury management activities.

#### Statutory objectives

- All external borrowing, investments and incidental financial arrangements (e.g. use of interest rate hedging financial instruments) will meet requirements of the Local

Government Act 2002 and incorporate the Liability Management Policy and Investment Policy.

- RDC is governed by the following relevant legislation:
  - Local Government Act 2002, in particular Part 6 including sections 101,102, 104, 105 and 113.
  - Local Government (Financial Reporting and Prudence) Regulations 2014, in particular Schedule 4.
  - Trustee Act 1956. When acting as a trustee or investing money on behalf of others, the Trustee Act highlights that trustees have a duty to invest prudently and that they shall exercise care, diligence and skill that a prudent person of business would exercise in managing the affairs of others. All projected external borrowings are to be approved by Council as part of the Annual Plan or the Long Term Planning (LTP) process, or resolution of Council before the borrowing is affected.
- All legal master documentation in respect to external borrowing and financial instruments will be approved by Council's solicitors prior to the transaction being executed.
- Council will not transact with any Council Controlled Trading Organisation (CCTO) on terms more favourable than those achievable by Council itself, without charging any rate or rates revenue as security.
- A resolution of Council is not required for hire purchase, credit or deferred purchase of goods if:
  - The period of indebtedness is less than 91 days (including rollovers); or
  - The goods or services are obtained in the ordinary course of operations on normal terms for amounts not exceeding in aggregate \$250,000.

### **General objectives**

- Ensure that all statutory requirements of a financial nature are adhered to.
- Minimise Council's costs and risks in the management of its external borrowings.
- Minimise Council's exposure to adverse interest rate movements.
- Arrange and structure external long term funding for Council at a favourable margin and cost from debt lenders. Optimise flexibility and spread of debt maturity terms within the funding risk limits established by this Policy statement.
- Maintain appropriate liquidity levels and manage cash flows within Council to meet known and reasonable unforeseen funding requirements.
- Manage investments to optimise returns in the long term whilst balancing risk and return considerations.
- Develop and maintain relationships with financial institutions, LGFA and investors.
- Monitor and report on financing/borrowing covenants and ratios under the obligations of Council's lending/security arrangements.
- Comply with financial ratios and limits stated within this Policy.
- To minimise exposure to credit risk by dealing with and investing in credit worthy counterparties.



- Borrow funds, invest and transact risk management instruments within an environment of control and compliance under the Council approved Policy so as to protect Council's financial position and manage costs.
- Monitor, evaluate and report on treasury performance.
- Ensure the Council, management and relevant staff are kept abreast of the latest treasury products, methodologies, and accounting treatments through training and in-house presentations.
- To ensure adequate internal controls exist to protect Council's financial assets and to prevent unauthorised transactions.

In meeting the above objectives Council is, above all, a risk averse entity and does not seek risk in its treasury activities. Interest rate risk, liquidity risk, funding risk, default or credit risk, and operational risks are all risks which the Council seeks to manage, not capitalise on. Accordingly activity which may be construed as speculative in nature is expressly forbidden.

## 2.3 Policy setting and Management

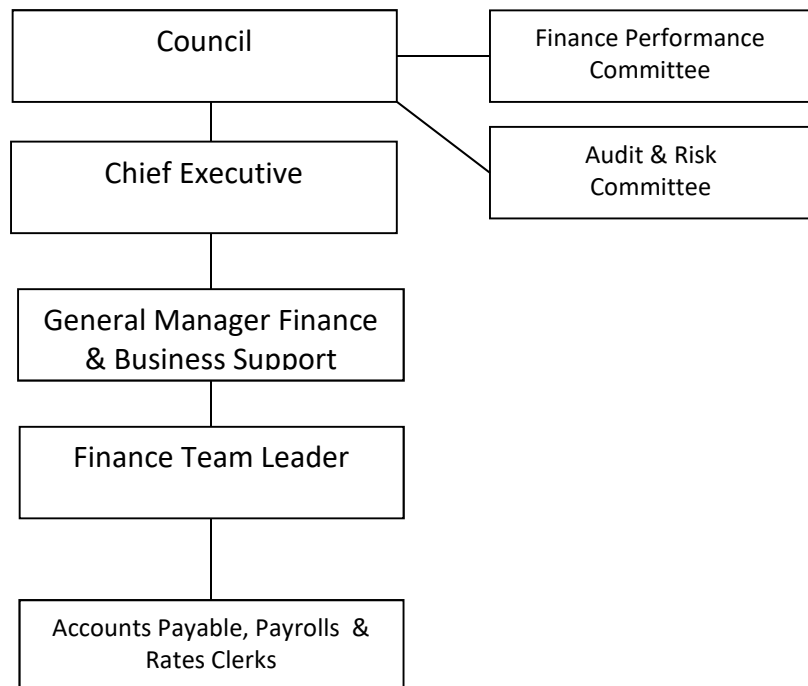
Council approves Policy parameters in relation to its treasury activities. The CE has overall financial management responsibility for the Council's borrowing and investments, and related activities.

The Council exercises ongoing governance over its subsidiary companies (CCO/CCTO), through the process of approving the Constitutions, Statements of Intent, and the appointment of Directors/Trustees of these organisations.

### 3 Governance and management responsibilities

#### 3.1 Overview of management structure

The following diagram illustrates those individuals and bodies who have treasury responsibilities. Authority levels, reporting lines and treasury duties and responsibilities are outlined in the following section:



#### 3.2 Council

The Council has ultimate responsibility for ensuring that there is an effective Policy for the management of its risks. In this respect the Council decides the level and nature of risks that are acceptable, given the underlying objectives of RDC.

The Council is responsible for approving the Policy. While the Policy can be reviewed and changes recommended by other persons, the authority to make or change Policy cannot be delegated. In this respect, the Council has responsibility for:

- Approving the long-term financial position of RDC through the Long Term Plan (LTP) and Financial Strategy along with the adopted Annual Plan.
- Approve and adopt the Liability Management and Investment Policies (the Treasury Management Policy).
- Approval for one-off transactions falling outside Policy.
- Report to the public via the Council's Annual Plan and Annual Report.

### 3.3 Finance Performance Committee

Under delegation from Council:

- Monitor and review treasury activity through monthly reporting, supplemented by exception reporting.

### 3.4 Audit & Risk Committee

Under delegation from Council:

- Review formally, on a three yearly basis, the Treasury Management Policy document.
- Evaluate and recommend amendments to the Treasury Management Policy to Council.

### 3.5 Chief Executive Officer (CE)

While the Council has final responsibility for the Policy governing the management of Council's risks, it delegates overall responsibility for the day-to-day management of such risks to the Chief Executive (CE).

In respect of treasury management activities, the Chief Executive's responsibilities include:

- Ensuring the policies comply with existing and new legislation.
- Managing the long-term financial position of Council as outlined in the LTP.
- Approving the list of authorised signatories.
- Approving treasury transactions in accordance with delegated authority.
- Approving new counterparties and counterparty limits.
- Approving new external borrowing undertaken within Council resolution and approved borrowing strategy.
- Approves the opening and closing of bank accounts.
- Approving all amendments to Council records arising from checks to counterparty deal confirmations.
- Receiving advice of non-compliance of Policy and significant treasury events from the General Manager Finance & Business Support.

### 3.6 General Manager Finance & Business Support (GMFBS)

The General Manager Finance & Business Support's responsibilities are as follows:

- Management responsibility for all external borrowing, investment and related activities as delegated by the CE.
- Approving treasury transactions in accordance with delegated authority.
- Manage Council's relationship with financial institutions, LGFA, and brokers.
- Liaise and negotiate with bankers/brokers/the LGFA for issue of debt.

- Execution of external borrowing, investment, and interest rate management transactions in accordance with set limits, including the completion of deal tickets to record transactions.
- Update treasury spreadsheets for all new, re-negotiated and maturing transactions.
- Check all settlement of external borrowing, investment, cash management, and interest rate management transactions.
- Review and monitor Council's cash flow forecasts.
- Review and approve monthly, bank reconciliations, and general ledger reconciliations.
- Ensure compliance to Policy risk control limits.
- Monitoring and reviewing the performance of the treasury function in terms of achieving the objectives.
- Monitor and report on treasury activity.
- Conducting a review, at least triennially, of the Policy.
- Reviewing and making recommendations on all aspects of the Policy to the CE and Audit & Risk Committee, including dealing limits, approved instruments, counterparties, and general guidelines for the use of financial instruments.
- Responsible for keeping the CE informed of significant treasury activity and market trends.

### 3.7 Finance Team Leader (FTL)

The Finance Team Leader's responsibilities are as follows:

- Complete Council's cash flow and debt forecasts, and day-to-day cash management responsibilities.
- Settlement of external borrowing, investment, cash management, and interest rate management transactions.
- Check all treasury deal confirmations against the treasury spreadsheet and report any irregularities immediately to the CE.
- Handle all administrative aspects of bank counterparty agreements and documentation such as loan agreements and ISDA documents.
- Complete monthly treasury journals.

### 3.8 Accounts Payable & Payrolls Clerk (APPC)

- Complete monthly bank reconciliations.
- Complete monthly reconciliation of treasury spreadsheet to general ledger.
- Prepare treasury reports.

### 3.9 Delegation of authority and authority limits

Treasury transactions entered into without the proper authority are difficult to cancel given the legal doctrine of "apparent authority". Also, insufficient authorities for a given bank account or facility may prevent the execution of certain transactions (or at least cause unnecessary delays). To prevent these types of situations, the following procedures must be complied with:

- All delegated authorities and signatories must be reviewed at least annually to ensure that they are still appropriate and current.
- A comprehensive letter must be sent to all bank counterparties at least annually to confirm details of all relevant current delegated authorities empowered to bind Council.

Whenever a person with delegated authority on any account or facility leaves Council, all relevant banks and other counterparties must be advised in writing in a timely manner to ensure that no unauthorised instructions are to be accepted from such persons.

Council has the following responsibilities, either directly itself, or via the following stated delegated authorities:

| Activity  | Delegated Authority    | Limit   |
|---|------------------------|---|
| Approving and changing Policy   | Council                | Unlimited   |
| Approve external borrowing for year as set out in the AP/LTP.   | Council                | Unlimited (subject to legislative and other regulatory limitations) |
| Acquisition and disposition of investments other than financial investments   | Council                | Unlimited   |
| Approval for charging assets as security over borrowing   | Council                | Unlimited   |
| Approving transactions outside Policy   | Council                | Unlimited   |
| Approve new external borrowing in accordance with Council resolution.   | CE                     | Per Council approved AP/LTP   |
| Arranging/negotiation of new and re-financing bank facilities/debt issuance.  | GMFBS                  | Per Council resolution<br>Subject to Policy                         |
| Overall day-to-day treasury management  | CE                     | Subject to Policy   |
| Authorising list of signatories   | CE                     | Unlimited   |
| Opening/closing bank accounts   | CE                     | Unlimited   |
| Approve financial investments and activity  | GMFBS                  | Subject to Policy<br>Per risk control limits                        |
| Manage borrowing, investment and interest rate activity   | GMFBS                  | N/A   |
| Maximum daily transaction amount (borrowing, investing, interest rate risk management and cash management) excludes roll-overs on debt and interest rate swaps. | Council<br>CE<br>GMFBS | Unlimited<br>\$20M<br>\$5M  |
| Manage cash/liquidity requirements  | GMFBS                  | Per risk control limits   |
| Triennial review of Policy  | GMFBS                  | N/A   |

|                                 |       |     |
|---------------------------------|-------|-----|
| Ensuring compliance with Policy | GMFBS | N/A |
|---------------------------------|-------|-----|

All management delegated limits are authorised by the CE.

## 4 Liability Management Policy

### 4.1 Introduction

Council's liabilities comprise of borrowings (external/internal) and various other liabilities. Council maintains external borrowings in order to:

- Raise specific debt associated with projects and capital expenditures.
- Fund the balance sheet as a whole, including working capital requirements.
- Fund assets whose useful lives extend over several generations of ratepayers.
- Borrowing provides a basis to achieve inter-generational equity by aligning long-term assets with long-term funding sources, and ensure that the cost are met by those ratepayers benefiting from the investment.

### 4.2 Borrowing limits

Debt will be managed within the following limits:

| Item  | Limit  |
|---|--|
| Net External Debt / Total Revenue   | <150%  |
| Net External Debt per Capita  | <\$2,500   |
| Net Interest on External Debt / Total Revenue   | <10%   |
| Net Interest on External Debt / Annual Rates Income   | <15%   |
| External, term debt + committed bank facilities + unencumbered cash/cash equivalents to existing external debt. | >110%<br><br>Cash / Cash equivalents, at least \$2.5m, but no more than \$5.0m |

- Total Revenue is defined as cash earnings from rates, government capital grants and subsidies, user charges, interest, dividends, financial and other revenue and excludes non-government capital contributions (e.g. developer contributions and vested assets).
- Net external debt is defined as total external debt less unencumbered cash/cash equivalents.
- The liquidity ratio is defined as external term debt plus committed bank facilities, plus unencumbered cash/cash equivalents divided by current external debt.
- Net interest on external debt is defined as the amount equal to all interest and financing costs (on external debt) less interest income for the relevant period.

- Annual Rates Income is defined as the amount equal to the total revenue from any funding mechanism authorised by the Local Government (Rating) Act 2002 (including volumetric water charges levied) together with any revenue received from other local authorities for services provided (and for which the other local authorities rate).
- Financial covenants are measured on Council only not consolidated group.
- Disaster recovery requirements, urgent financing of emergency-related works and services are to be met through the liquidity policy and special funds.

### 4.3 Asset management plans

In approving new debt Council considers the impact on its external borrowing limits as well as the economic life of the asset that is being funded and its overall consistency with Council's LTP and Financial Strategy.

### 4.4 Borrowing mechanisms

Council is able to externally borrow through a variety of market mechanisms including issuing stock/bonds, commercial paper (CP) and debentures, direct bank borrowing, the LGFA, accessing the short and long-term wholesale/retail debt capital markets directly or indirectly, or internal borrowing of reserve and special funds. In evaluating strategies for new borrowing (in relation to source, term, size and pricing) the following is taken into account:

- Available terms from banks, the LGFA and debt capital markets.
- Council's overall debt maturity profile, to ensure concentration of debt is avoided at reissue/rollover time.
- Prevailing interest rates and margins relative to term for debt issuance, the LGFA, debt capital markets and bank borrowing.
- The market's outlook on future interest rate movements as well as its own.
- Legal documentation and financial covenants considerations.
- For internally funded projects, to ensure that finance terms for those projects are at least as equitable with those terms from external borrowing.
- Alternative funding mechanisms such as leasing should be evaluated with financial analysis in conjunction with traditional on-balance sheet funding. The evaluation should take into consideration, ownership, redemption value and effective cost of funds.

Council's ability to readily attract cost effective borrowing is largely driven by its ability to rate, maintain a strong financial standing and manage its relationships with its investors, the LGFA, and financial institutions/brokers.

### 4.5 Security

Council's external borrowings and interest rate management instruments will generally be secured by way of a charge over rates and rates revenue offered through a Debenture Trust Deed. Under a Debenture Trust Deed, Council's borrowing is secured by a floating charge over all Council rates levied under the Local Government Rating Act. The security offered by Council ranks equally or pari passu with other lenders.

From time to time, and with Council approval, security may be offered by providing a charge over one or more of Councils assets.

Any internal borrowing will be on an unsecured basis.

Physical assets will be charged only where:

- There is a direct relationship between the debt and the purchase or construction of the asset, which it funds (e.g. project finance).
- Council considers a charge over physical assets to be appropriate.
- Any pledging of physical assets must comply with the terms and conditions contained within the Debenture Trust Deed.

#### 4.6 Debt repayment

The funds from all asset sales, operating surpluses, grants and subsidies will be applied to specific projects or the reduction of debt and/or a reduction in borrowing requirements, unless the Council specifically directs that the funds will be put to another use.

- Debt will be repaid as it falls due in accordance with the applicable borrowing arrangement. Subject to the appropriate approval and debt limits, a loan may be rolled over or re-negotiated as and when appropriate.

Council will manage debt on a net portfolio basis and will only externally borrow when it is commercially prudent to do so.

#### 4.7 Guarantees/contingent liabilities and other financial arrangements

Council may act as guarantor to financial institutions on loans or enter into incidental arrangements for organisations, clubs, Trusts, or Business Units, when the purposes of the loan are in line with Council's strategic objectives.

Council is not allowed to guarantee loans to Council-controlled trading organisations under Section 62 of the Local Government Act.

Council will ensure that sufficient funds or lines of credit exist to meet amounts guaranteed. Guarantees given will not exceed any amount agreed by Council or an appropriate Council Committee in aggregate. The GMFBS monitors guarantees and reports quarterly to Council.

#### 4.8 Internal borrowing

Council uses its reserves to internally fund new capital projects. The GMFBS is responsible for administering the Council's internal loan portfolio. Loans are set up within the portfolio based on planned loan funded capital projects or operational expenditure as approved by Council resolution as part of the Annual Plan and LTP.

The primary objective in funding internally is to use reserves and external borrowing effectively, by establishing a portfolio that provides funding to internal activity centres. This creates operational efficiencies through not paying fees/margins and other costs associated with raising external borrowing.



In addition to external borrowing the following specific reserves are used for internal borrowing purposes:

- Special Fund Reserves
- General Accumulated Reserves
- The following operational parameters apply to the management of Council's internal loan portfolio:

All internal borrowing activities are consistent with the principles and parameters outlined throughout the Liability Management and Investment Policies:

- Council firstly seeks to utilise internal reserve funds and if insufficient reserves are available utilises external borrowing.
- A notional internal loan is set up for all new capital or operational expenditure purposes and allocated in the internal loan portfolio to the activity centre incurring the obligation.
- Interest received is allocated into the general account and offset against general rate requirements.

For operational lending the following specific parameters apply:

- The term of the loan is limited to a maximum of one year with the loan to be fully repaid by the second anniversary of the loan.
- Interest is set based on a margin above the 90-day floating BKBM mid interest rate at the beginning of the calendar quarter. If external debt is used the weighted average cost of external borrowing plus a margin. The margin can include a credit margin and other treasury related costs.
- Interest is paid quarterly in arrears.

For capital lending the following specific parameters apply:

- The Council approves lending for capital purposes through the Annual Plan/LTP. These are ratified by the Council subsequent to the Annual Plan being approved.
- Interest on internally-funded loans is charged annually in arrears, on year-end loan balances at the agreed three-year fixed interest rate. Except where a specific rate has been approved for particular circumstances, the three-year rate is set annually at the start of the financial year, based on the three-year swap rate plus the credit margin on three-year loan stock and other related treasury costs. The margin is determined by that of the LGFA three-year credit curve for a non-credit rated non-guaranteeing Council borrower.
- If external debt is used the weighted average cost of external borrowing (including credit margin and other related costs).

#### 4.9 New Zealand Local Government Funding Agency (LGFA) Limited

Despite anything earlier in this Policy, the Council may borrow from the New Zealand Local Government Funding Agency Limited (LGFA) and, in connection with that borrowing, may enter into the following related transactions to the extent it considers necessary or desirable:

- Contribute a portion of its borrowing back to the LGFA as an equity contribution to the LGFA. For example borrower notes.

- Provide guarantees of the indebtedness of other local authorities to the LGFA and of the indebtedness of the LGFA itself.
- Commit to contributing additional equity (or subordinated debt) to the LGFA if required.
- Secure its borrowing from the LGFA and the performance of other obligations to the LGFA or its creditors with a charge over the Council's rates and rates revenue.
- Subscribe for shares and uncalled capital in the LGFA.

## 5 Investment Policy

### 5.1 Introduction

Council generally holds investments for strategic reasons where there is some community, social, physical or economic benefit accruing from the investment activity. Generating a commercial return on strategic investments is considered a secondary objective. Investments and associated risks are monitored and managed, and reported monthly to Council. Specific purposes for maintaining investments include:

- For strategic purposes consistent with Council's LTP.
- To reduce the current ratepayer burden.
- The retention of vested land.
- Holding short term investments for working capital requirements.
- Holding investments that are necessary to carry out Council operations consistent with Annual Plans, to implement strategic initiatives, or to support inter-generational allocations.
- Holding assets (such as property and land parcels) for commercial returns.
- Provide ready cash in the event of a natural disaster. The use of which is intended to bridge the gap between the disaster and the reinstatement of normal income streams and assets.
- Invest amounts allocated to accumulated surplus, Council created restricted reserves and general reserves.
- Invest proceeds from the sale of assets.

Council recognises that as a responsible public authority all investments held, should be low risk. Council also recognises that low risk investments generally mean lower returns.

Council can internally borrow from reserve and investment funds in the first instance to meet operational and capital expenditure requirements, unless there is a compelling reason for establishing external debt.

### 5.2 Policy

The Council's general Policy on investments is that:

- The Council may hold financial, property, forestry, and equity investments if there are strategic, commercial, economic or other valid reasons (e.g. where it is the most appropriate way to administer a Council function).
- The Council will keep under review its approach to all major investments and the credit rating of approved financial institutions.

- The Council will review its policies on holding investments at least once every three years.

### 5.3 Mix of investments

The Council maintains investments in the following assets:

- Equity investments and other shareholdings.
- Property investments incorporating land, buildings and a portfolio of ground leases.
- Forestry investments.
- Community loans and advances.
- Financial investments incorporating longer term and liquidity investments.

### 5.4 Acquisition of new investments

With the exception of financial investments, acquisition and management of medium to long-term investments are managed in accordance with goals, objectives and provisions of the LTP and Annual Plans. However, the Council may from time to time deem it appropriate, in terms of prudent financial management, to modify its investment mix such a change would be entered into only through specific Council resolution and in compliance with the provisions of the Local Government Act 2002.

The authority to acquire financial investments is delegated to the GMFBS and reported to Council on a monthly basis.

### 5.5 Equity investments

It may be appropriate to have limited investment(s) in equity (shares) when Council wishes to invest for strategic, economic development or social reasons, such as Local Government Insurance Corp.

Council will approve equity investments on a case-by-case basis, if and when they arise. Generally such investments will be in (but not limited to) infrastructural companies and/or local government joint ventures (including Council Controlled Trading Organisations (CCTO)) to further District or regional economic development. Council does not invest in overseas companies. Council reviews performance of these investments as part of the annual planning process to ensure that their stated objectives are being achieved.

Any disposition of these investments if the market value exceeds \$100,000 requires approval by Council. For investments equal to or less than \$100,000, the decision is made by the Chief Executive. Acquisition of new equity investments requires Council approval. The Council decides on the allocation of proceeds from the disposition of equity investments on a case-by-case basis. All income, including dividends, from the Council's equity investments is included in general revenues in the Statement of Revenue and Expense.

Equity investments excludes those investments that are not held for strategic or economic development or social reasons.

Equity investments are reported to Council on a Annual basis.

### 5.5.1 New Zealand Local Government Funding Agency Limited

Despite anything earlier in this Policy, Council may invest in shares and other financial instruments of the New Zealand Local Government Funding Agency Limited (LGFA), and may borrow to fund that investment.

The Council's objective in making any such investment will be to:

- Obtain a return on the investment.
- Ensure that the LGFA has sufficient capital to remain viable, meaning that it continues as a source of debt funding for the Council.

As a borrower Council's LGFA investment includes borrower notes.

## 5.6 Property investments

Investments in property fall into three classes:

### (i) Leased property

The types of assets that the Council invests in on a commercial basis could include residential housing, commercial /industrial property and/or farmland. Council will seek professional advice before purchasing any land for investment purposes.

### (ii) Land subdivision

Council may facilitate or partake in property development or subdivision where a clear economic benefit is perceived to benefit the District Ratepayers.

### (iii) Non-commercial properties

Currently Council holds buildings such as halls, libraries and administration buildings for non-commercial purposes and as such does not get a market return or make fully adequate provision for their eventual replacement.

It also holds a number of flats let out to predominantly elderly persons in the Rangitikei District on a non-profit basis sufficient to cover operational and longer-term maintenance. While Council supports the provision of social housing it continues to review its ownership and management options for these.

Through the LTP process Council reviews property ownership by assessing the benefits of continued ownership in comparison to other arrangements that could deliver the same results. This assessment is based on the most financially viable method of achieving the delivery of Council services. Surplus property in relation to this criterion is disposed of.

All Council property, which is surplus to requirements, is available for sale.

For all property disposals that have been approved by Council, the Chief Executive may accept any offer for purchase that is over the rateable value of the property if that rateable value is less than \$100,000. For property sales over \$100,000 (or for property in class (i) and (ii)) an independent valuation should be sought as a benchmark for offers and rewards. Council approval is required for property sales where the offer price is less than rateable value or (for class (i) and (ii) and class (iii) properties over \$100,000) the independent valuation.

Proceeds from the disposition of property investments form part of the Council's general funds. Any gains or losses on sale are included as general, revenues or expenditure in the Statement of Financial Performance.

All income, including rentals and ground rent from property investments, is included in property activity in the Statement of Financial Performance.

Property investments are reported to Council on a quarterly basis.

## 5.7 Forestry Investments

The Council has a number of small forestry holdings throughout the District. These holdings are situated on land that:

- Is used as part of other activities such as water catchment areas, landfills, and road stabilisation;
- Was used for other activities and is no longer required for the original purpose and cannot be disposed of; or
- Is purely for investment purposes (historically).

## 5.8 Council does not see itself as a long term investor in forestry and will be seeking to dispose of these assets. Loans, Advances and Investments in Community Projects

From time to time, the Council makes loans to other parties. All loans are secured and all loan advances are reviewed as part of the annual planning process to ensure that interest and principal repayments are made in accordance with the loan agreement.

Council does not lend to CCTO's on more favourable terms than what it can achieve itself, without charging any rate or rate revenue as security.

At various times groups within the community request loans, advances or guarantees for projects that will be of benefit to a significant proportion of the community. As these investments are with groups that the Council would not normally invest with Council needs to debate the suitability of any loan application. During this process Councillors pay particular regard to the ability of the applicant to service the debt and repay principal. Council will be responsible for authorising any such loans, advances or guarantees.

Advances to charitable trusts, and community organisations do not have to be on a fully commercial basis. Where advances are made to charitable trusts and community organisations at below Councils cost of borrowing the additional cost is treated as an annual grant to the organisation.

Council reviews performance of its loan advances on a regular basis to ensure strategic and economic objectives are being achieved. The GMFBS monitors loan advances and reports to Audit & Risk Committee quarterly.

## 5.9 Financial investments

### Objectives

- Council's primary objectives when investing is the protection of its investment capital. Accordingly, Council may only invest in approved creditworthy counterparties. Creditworthy counterparties and investment restrictions are covered in section 6.5. Credit ratings are monitored and reported monthly.

Council may invest in approved financial instruments as set out in section 6.3. These investments are aligned with Council's objective of investing in high credit quality and liquid assets.

Council's investment portfolio will be arranged to provide sufficient funds for planned expenditures and allow for the payment of obligations as they fall due. Council prudently manages liquid financial investments as follows:

- Any liquid investments must be restricted to a term that meets future cash flow and capital expenditure projections.
- Council may choose to hold specific reserves in cash and direct what happens to that investment income. In effect the income from financial investments will be an interest income stream into treasury activity. The treasury activity pays interest on special funds and reserves.
- Internal borrowing will be used wherever possible to minimise external borrowing.
- Financial investments do not include shares.

### Special funds and reserve funds

Liquid assets are not required to be held against special funds and reserve funds. Instead Council will internally borrow or utilise these funds wherever possible.

### Trust funds

Where Council hold funds as a trustee, or manages funds for a Trust then such funds must be invested on the terms provided within the Trust. If the Trust's Investment Policy is not specified then this Policy should apply.

## 5.10 Departures from normal Policy

The Council may, in its discretion, depart from the Investment Policies where it considers that the departure would advance its broader social or other Policy objectives. Any resolution authorising an investment under this provision shall note that it departs from the Council's ordinary Policy and the reasons justifying that departure.

## 5.11 Investment management and reporting procedures

Council's policy for the management and reporting of investments includes:

- The legislative necessity to maintain efficient financial systems for the recording and reporting (inter alia) of:
  - All revenues and expenditures;
  - All assets and liabilities; and

- The treatment and application of special funds.
- Adherence to Council's financial processes and delegations to Council's staff to invest surplus short-term funds and negotiate reinvestments, subject to the provision of adequate cash resources to meet normal expected cash demands;
- Monthly reporting of current investments to Council, including details of investment types, maturity dates and interest rates applicable, including the current weighted average rate; and
- Monthly reporting to Council through a summary of investments, including investment amounts by type, year of maturity, total amounts, and appropriate weighted average interest rate.

## 6 Risk recognition / identification management

The definition and recognition of liquidity, funding, interest rate, counterparty credit, operational and legal risk of Council is detailed below and applies to both the Liability Management Policy and Investment Policy.

### 6.1 Interest rate risk on external borrowing

#### 6.1.1 Risk recognition

Interest rate risk is the risk that funding costs (due to adverse movements in market wholesale interest rates) will materially exceed or fall short of projections included in the LTP or Annual Plan so as to adversely impact revenue projections, cost control and capital investment decisions/returns/feasibilities.

The primary objective of interest rate risk management is to reduce uncertainty relating to interest rate movements through fixing/hedging of interest costs. Certainty around interest costs is to be achieved through the active management of underlying interest rate exposures.

#### 6.1.2 Interest rate risk control limits

Exposure to interest rate risk is managed and mitigated through the risk control limits below. Council's forecast core external debt should be within the following fixed/floating interest rate risk control limit, and will apply when forecast 12 month core debt exceeds \$10 million.

Core external debt is defined as gross external debt. When approved forecasts are changed, the amount of fixed rate cover in place may have to be adjusted to ensure compliance with the Policy minimums and maximums.

| Master Fixed / Floating Risk Control Limits |                    |
|---|--------------------|
| Minimum Fixed Rate                          | Maximum Fixed Rate |
| 50%   | 90%                |

"Fixed Rate" is defined as an interest rate repricing date beyond 12 months forward on a continuous rolling basis.

"Floating Rate" is defined as an interest rate repricing within 12 months.

The percentages are calculated on the rolling 12 month projected core debt level calculated by management (signed off by the CE).

The fixed rate amount at any point in time should be within the following maturity bands:

| Fixed Rate Maturity Profile Limit |                 |                 |
|-----------------------------------|-----------------|-----------------|
| Period                            | Minimum Hedge % | Maximum Hedge % |
| 1 to 3 years                      | 15%             | 60%             |
| 3 to 5 years                      | 15%             | 60%             |
| 5 years plus                      | 10%             | 60%             |

A fixed rate maturity profile that is outside the above limits, however self corrects within 90-days is not in breach of this Policy. Maintaining a maturity profile beyond 90-days requires specific approval by Council.

- Floating rate debt may be spread over any maturity out to 12 months. Bank advances may be for a maximum term of 12 months.
- Any interest rate swaps with a maturity beyond 12 years must be approved by Council.
- Hedging outside the above risk parameters must be approved by Council.
- Interest rate options must not be sold outright. However, one for one collar option structures are allowable, whereby the sold option is matched precisely by amount and maturity to the simultaneously purchased option. During the term of the option, only the sold side of the collar can be closed out (i.e. repurchased) otherwise, both sides must be closed simultaneously. The sold option leg of the collar structure must not have a strike rate “in-the-money”.
- Purchased borrower swaptions mature within 12 months.
- Interest rate options with a maturity date beyond 12 months that have a strike rate (exercise rate) higher than 2.00% above the appropriate swap rate, cannot be counted as part of the fixed rate hedge percentage calculation.
- The forward start period on swap/collar strategies to be no more than 24 months, unless the forward start swap/collar starts on the expiry date of an existing swap/collar and has a notional amount which is no more than that of the existing swap/collar.

## 6.2 Approved financial instruments

Approved financial instruments (which do not include shares or equities) are as follows:

| Category                      | Instrument  |
|-------------------------------|---|
| Cash management and borrowing | Bank overdraft  |
|                               | Committed cash advance and bank accepted bill facilities  |
|                               | Loan stock /bond issuance   |
|                               | <ul style="list-style-type: none"> <li>▪ Floating Rate Note (FRN)</li> <li>▪ Fixed Rate Note (Medium Term Note/Bond)</li> </ul> |
|                               | Commercial paper (CP)/Promissory notes  |



|  |   |
|--|---|
| Financial investments – no more than 12-month term (except for LGFA borrower notes and investments linked to debt pre-funding) | Bank call/term deposits<br>Bank registered certificates of deposit (RCDs)<br>Treasury bills<br>LGFA borrower notes  |
| Interest rate risk management  | Forward rate agreements (“FRAs”) on: <ul style="list-style-type: none"> <li>▪ Bank bills</li> </ul> Interest rate swaps including: <ul style="list-style-type: none"> <li>▪ Forward start swaps. Start date &lt;24 months, unless linked to existing maturing swaps</li> <li>▪ Swap extensions and shortenings</li> </ul> Interest rate options on: <ul style="list-style-type: none"> <li>▪ Bank bills (purchased caps and one for one collars)</li> <li>▪ Interest rate swaptions (purchased swaptions and one for one collars only)</li> </ul> |
| Foreign exchange management  | <ul style="list-style-type: none"> <li>▪ Spot foreign exchange</li> <li>▪ Forward exchange contracts (including par forwards)</li> </ul>  |

Any other financial instrument must be specifically approved by the Council on a case-by-case basis and only be applied to the one singular transaction being approved.

All unsecured investment securities must be senior in ranking.

## 6.3 Liquidity risk/funding risk

### 6.3.1 Risk recognition

Cash flow deficits in various future periods based on long term financial forecasts are reliant on the maturity structure of cash, short-term financial investments, loans and bank facilities. Liquidity risk management focuses on the ability to access committed funding at that future time to fund the gaps. Funding risk management centres on the ability to re-finance or raise new debt at a future time at acceptable pricing (fees and borrowing margins) and maturity terms of existing loans and facilities.

The management of Council’s funding risks is important as several risk factors can arise to cause an adverse movement in borrowing margins, term availability and general flexibility including:

- Local Government risk is priced to a higher fee and margin level.
- Council’s own credit standing or financial strength as a borrower deteriorates due to financial, regulatory or other reasons.
- A large individual lender to Council experiences its own financial/exposure difficulties resulting in Council not being able to manage their debt portfolio as optimally as desired.
- New Zealand investment community experiences a substantial “over supply” of Council investment assets.

- Financial market shocks from domestic or global events.

A key factor of funding risk management is to spread and control the risk to reduce the concentration of risk at one point in time so that if any of the above events occur, the overall borrowing cost is not unnecessarily increased and desired maturity profile compromised due to market conditions.

### 6.3.2 Liquidity/funding risk control limits

- To ensure funds are available when needed Council ensures that:
- There is sufficient available operating cash flow, liquid investments (cash/cash equivalents) and committed bank facilities to meet cash flow requirements between rates instalments as determined by the GMFBS. Cash flow management will be used to identify and manage maturity mismatches between external borrowings, internal loans and financial investments.
- For liquidity purposes Council maintains the greater of;
- Unencumbered liquid financial investments (cash/cash equivalents) not less than \$2.5m and no greater than \$5m. or,
- External term debt plus committed bank facilities, plus unencumbered cash/cash equivalents to existing external debt of at least 110%.
- Of the unencumbered cash/cash equivalent financial investments, at least \$1m must have a maturity term of no more than 30-days.
- Council has the ability to pre-fund up to 12 months forecast debt requirements including re-financings.
- The GMFBS has the discretionary authority to re-finance existing external debt.
- The maturity profile of the total committed funding in respect to all external term debt and committed bank facilities is to be controlled by the following system. The limits will apply when core debt exceeds \$10 million:

| Period       | Minimum % | Maximum % |
|--------------|-----------|-----------|
| 0 to 3 years | 15%       | 60%       |
| 3 to 5 years | 15%       | 60%       |
| 5 years plus | 10%       | 40%       |

A funding maturity profile that is outside the above limits, however self corrects within 90-days is not in breach of this Policy. Maintaining a maturity profile beyond 90-days requires specific approval by Council.

## 6.4 Counterparty credit risk

Counterparty credit risk is the risk of losses (realised or unrealised) arising from a counterparty defaulting on a financial instrument where the Council is a party. The credit risk to the Council in a default event will be weighted differently depending on the type of instrument entered into. Council will only borrow from strongly rated banks with a minimum long-term credit rating of at least "A+" (S&P, or equivalent Fitch or Moody's rating).

Credit risk will be regularly reviewed by Council. Treasury related transactions would only be entered into with approved counterparties.

Counterparties and limits are only approved on the basis of the following Standard & Poor's (S&P, or equivalent Fitch or Moody's rating) long and short-term credit ratings matrix. Limits should be spread amongst a number of counterparties to avoid concentrations of credit exposure.

| Counterparty /Issuer                   | Minimum S&P long term / short term credit rating | Investments maximum per counterparty (\$m)  | Risk management instruments maximum per counterparty (\$m) | Total maximum per counterparty (\$m) |
|--|--|---|--|--------------------------------------|
| NZ Government                          | N/A  | Unlimited   | None   | Unlimited                            |
| Local Government Funding Agency (LGFA) | AA-/A-1  | 10.0  | None   | 10.0                                 |
| NZ Registered Bank (minimum rating)    | A+ /A-1  | 5.0<br>(with the exception of Council's transactional banker* which may exceed this for up to 5 working days) | 10.0   | 15.0                                 |

- Note: \*Limit for Council's principal banker excludes balances in current and call accounts designated as funds required for operational cash management purposes.

In determining the usage of the above gross limits, the following product weightings will be used:

- Investments (e.g. Bank Deposits) – Transaction Principal × Weighting 100% (unless a legal right of set-off exists).
- Interest Rate Risk Management (e.g. swaps, FRAs) – Transaction Notional × Maturity (years) × 3%.
- Foreign Exchange - Transactional face value amount x (the square root of the Maturity (years) x 15%).

Each transaction should be entered into a treasury spreadsheet and a monthly report prepared to show assessed counterparty actual exposure versus limits.

Individual counterparty limits are kept in a spreadsheet and updated on a day to day basis. Credit ratings should be reviewed by the GMFBS on an ongoing basis and in the event of material credit downgrades should be immediately reported to the CE and assessed against exposure limits. Counterparties exceeding limits should be reported to the Council.

### **Risk management**

To avoid undue concentration of exposures, financial instruments should be used with as wide a range of approved counterparties as possible. Maturities should be well spread. The approval process must take into account the liquidity of the market and prevailing market conditions the instrument is traded in and repriced from.

## 6.5 Foreign currency

Council has minor foreign exchange exposure through the occasional purchase of foreign exchange denominated services, plant and equipment.

Generally, all individual commitments over NZ\$100,000 equivalent are hedged using approved foreign exchange instruments, once expenditure is approved, legal commitment occurs and the purchase order is placed, exact timing, currency type and amount are known.

Independent external advice would be sought before the use of such instruments.

Selling foreign exchange options for the purpose of generating premium income is not permitted. Council shall not borrow or enter into incidental arrangements, within or outside New Zealand, in currency other than New Zealand currency. Council does not hold investments denominated in foreign currency.

## 6.6 Operational risk

Operational risk is the risk of loss as a result of human error (or fraud), system failures and inadequate procedures and controls.

Operational risk is very relevant when dealing with financial instruments given that:

- Financial instruments may not be fully understood.
- Too much reliance is often placed on the specialised skills of one or two people.
- Most treasury instruments are executed over the phone.
- Operational risk is minimised through the adoption of all requirements of this Policy.

### **Dealing authorities and limits**

Transactions will only be executed by those persons and within limits approved by the Council.

### **Segregation of duties**

As there are a small number of people involved in the treasury activities, adequate segregation of duties among the core functions of deal execution, confirmation, settling and accounting/reporting is not strictly achievable. The risk will be minimised by the following process:

- A 'two authorisations' process is strictly enforced for all treasury settlements.
- The Finance Team Leader reports any irregularities upon independently checking the bank deal confirmation, to the CE.
- There is a documented approval and reporting process for borrowing, interest rate and investment management activity.

### **Procedures**

All financial instruments should be recorded and diarised within a treasury spreadsheet, with appropriate controls and checks over journal entries into the general ledger. Deal capture and reporting must be done immediately following execution/confirmation. Details of procedures

including templates of deal tickets should be compiled in an appropriate operations and procedures manual separate to this Policy. Procedures should include:

- Regular management reporting.
- Regular risk assessment, including review of procedures and controls as directed by Council or appropriate sub-committee of Council.
- Organisational, systems, procedural and reconciliation controls to ensure:
- All borrowing, investing, interest rate and cash management activity is bona fide and properly authorised.
- Checks are in place to ensure Council accounts and records are updated promptly, accurately and completely.
- All outstanding transactions are revalued regularly and independently of the execution function to ensure accurate reporting and accounting of outstanding exposures and hedging activity.

#### **Organisational controls**

- The GMFBS has responsibility for establishing appropriate structures, procedures and controls to support borrowing, investing, interest rate and cash management activity.
- All borrowing, investing, cash management and interest rate risk management activity is undertaken in accordance with approved delegations authorised by the Council.

#### **Cheque/electronic banking signatories**

- Positions approved by the CE as per register.
- Dual signatures are required for all cheques and electronic transfers.
- Authorisation of all electronic funds transfers requires two designated authorisers, one of whom must include the CE or GMFBS.
- Cheques must be in the name of the counterparty crossed "Not Negotiable, Account Payee Only" or "Not Transferable, Account Payee Only", via the Council bank account.

#### **Authorised personnel**

- All counterparties are provided with a list of personnel approved to undertake transactions, standard settlement instructions and details of personnel able to receive deal confirmations.

#### **Recording of deals**

- All deals are recorded on properly formatted deal tickets by the GMFBS and approved where required as per the schedule of delegations.
- Market quotes for deals (other than cash management transactions) are documented and considered by the GMFBS before the transaction is executed.
- Deal summary records for borrowing, investments, interest rate risk management and cash management transactions (on spreadsheets) are maintained and updated promptly following completion of transaction.

## Confirmations

- All inward deal confirmations including LGFA/bank funding and registry confirmations are received and checked by the Finance Team Leader against completed deal tickets and the treasury spreadsheet records to ensure accuracy.
- All deliverable securities are held in the Council's safe.
- Deals, once confirmed, are filed (deal ticket and attached confirmation) in deal date/number order.
- The GMFBS checks all dealing activity, deal tickets and confirmations monthly, to ensure documentation is in order.
- Any discrepancies arising during deal confirmation checks which require amendment to the Council records are signed off by the CE.

## Settlement

- The majority of borrowing, investing, interest rate and cash management transactions are settled by direct debit authority.
- For electronic payments, batches are set up electronically. These batches are checked by the Finance Team Leader to ensure settlement details are correct. Payment details are authorised by two approved signatories as per Council registers or by direct debit as per setup authority by Council.

## Reconciliations

- Bank reconciliations are performed monthly by the Accounts Payable & Payrolls Clerk and checked and approved by the Finance Team Leader. Any unresolved un-reconciled items arising during bank statement reconciliation which require amendment to the Council's records are signed off by the CE.
- A monthly reconciliation of the treasury spreadsheet to the general ledger is carried out by the Accounts Payable & Payrolls Clerk and approved by the Finance Team Leader.

## 6.7 Legal risk

Legal risks relate to the unenforceability of a transaction due to an organisation not having the legal capacity or power to enter into the transaction usually because of prohibitions contained in legislation. While legal risks are more relevant for banks, RDC may be exposed to such risks.

RDC will seek to minimise this risk by adopting Policy regarding:

- The use of standing dealing and settlement instructions (including bank accounts, authorised persons, standard deal confirmations, contacts for disputed transactions) to be sent to counterparties.
- The matching of third party confirmations and the immediate follow-up of anomalies.
- The use of expert advice.

### 6.7.1 Agreements

Financial instruments can only be entered into with banks that have in place an executed ISDA Master Agreement with Council. All ISDA Master Agreements for financial instruments must be signed under seal by the Council.

Council's internal/appointed legal counsel must sign off on all documentation for new loan borrowings, re-financings and investment structures.

#### **6.7.2 Financial covenants and other obligations**

Council must not enter into any transactions where it would cause a breach of financial covenants under existing contractual arrangements.

Council must comply with all obligations and reporting requirements under existing bank funding facilities, LGFA, Trustee and legislative requirements.

## **7 Measuring treasury performance**

Measuring the effectiveness of Council's treasury activities is achieved through a mixture of subjective and objective measures. The predominant subjective measure is the overall quality of treasury management information. The CE has primary responsibility for determining this overall quality.

In order to determine the success of Council's treasury management function, the following benchmarks and performance measures have been prescribed.

Those performance measures that provide a direct measure of the performance of treasury staff (operational performance and management of debt and interest rate risk) are to be reported to Council or an appropriate sub-committee of Council on a monthly basis.

| <b>Management</b>   | <b>Performance</b>   |
|---|--|
| Operational performance                                     | <ul style="list-style-type: none"><li>• All Policy limits must be complied with, including (but not limited to) counterparty credit limits, control limits and exposure limits.</li><li>• All treasury deadlines are to be met, including reporting deadlines.</li><li>• Number and cost of processing errors (generally measured by unplanned overdraft costs).</li><li>• Comparison of Council's financial ratios to financial and non-financial performance measures included within the Annual Plan.</li></ul> |
| Management of debt and interest rate risk (borrowing costs) | The actual borrowing cost (taking into consideration any costs/benefits of entering into interest rate management transactions) should be below the budgeted YTD/annual interest cost amount.  |

## 8 Cash management

The Finance Team Leader has the responsibility to carry out the day-to-day cash and short-term cash management activities. All cash inflows and outflows pass through bank accounts controlled by the finance function.

- The Finance Team Leader will calculate and maintain comprehensive rolling cash flow projections on a weekly (four weeks forward) and monthly (12 months forward) basis. These cash flow forecasts determine Council's borrowing requirements and surpluses for investment.
- On a daily basis, electronically download all Council bank account information.
- Co-ordinate Council's operating units to determine daily cash inflows and outflows with the objective of managing the cash position within approved parameters.
- In the management of financial investments, Council will maintain at least \$1 million in term bank deposits not exceeding 30-days.
- Undertake short term borrowing functions as required, minimising costs.
- Ensure efficient cash management through improvement to forecasting.
- Minimise fees and bank charges by optimising bank account/facility structures.
- Monitor Council's usage of committed bank facilities.
- Match future cash flows to smooth overall timeline.
- Provide reports detailing actual cash flows during the month compared with those budgeted.
- Maximise the return from available funds by ensuring significant payments are made within the suppliers payment terms, but no earlier than required, unless there is a financial benefit from doing so.
- Interest rate management on cash management balances is not permitted.
- Cash is invested in approved instruments and counterparties only.



## 9 Reporting

When budgeting interest costs and investment returns, the actual physical position of existing loans, investments, and interest rate instruments must be taken into account.

### 1.1. Treasury reporting

The following reports are produced:

| Report Name   | Frequency                  | Prepared by  | Recipient                     |
|---|----------------------------|--------------|-------------------------------|
| Daily Cash Position   | Daily                      | FTL          | GMFBS                         |
| Exceptions Report   | Daily                      | APPC         | GMFBS                         |
| Treasury Report <ul style="list-style-type: none"> <li>▪ Policy limit vs actual position</li> <li>▪ Cash flow forecast report</li> <li>▪ Borrowing limits</li> <li>▪ Funding Maturity and Interest Position/Profiles</li> <li>▪ Liquidity position</li> <li>▪ Financial investment risk position / Summary of investments held</li> <li>▪ Counterparty credit</li> <li>▪ New treasury transactions</li> <li>▪ Treasury performance</li> </ul> | Monthly                    | APPC / GMFBS | Finance Performance Committee |
| Trustee Report  | As required by the Trustee | GMFBS        | Trustee company               |
| Revaluation of financial instruments<br>Guarantees, loan advances   | Quarterly                  | GMFBS        | CE                            |

### 1.2. Accounting treatment of financial instruments

Council uses financial arrangements (“derivatives”) for the primary purpose of reducing its financial risk to fluctuations in interest rates. The purpose of this section is to articulate Council’s accounting treatment of derivatives in a broad sense. Further detail of accounting treatment is contained within the appropriate operations and procedures manual.

Under New Zealand Public Benefit Entity (PBE) International Public Sector Accounting Standards (IPSAS) changes in the fair value of derivatives go through the Statement of Comprehensive Revenue and Expense unless derivatives are designated in an effective hedge relationship.

Council’s principal objective is to actively manage the Council’s interest rate risks within approved limits and chooses not to hedge account. Council accepts that the marked-to-market gains and losses on the revaluation of derivatives can create potential volatility in Council’s annual accounts.

The GMFBS is responsible for advising the CE of any changes to relevant New Zealand Public Sector PBE Standards which may result in a change to the accounting treatment of any financial derivative instrument.

All derivative instruments must be revalued (marked-to-market) at least quarterly for reporting purposes.

## **10 Policy review**

The Policy is to be formally reviewed on a triennial basis in conjunction with the LTP, and annually for internal purposes.

The GMFBS has the responsibility to prepare the annual review report (following the preparation of annual financial statements) that is presented to the CE. The report will include:

- Recommendation as to changes, deletions and additions to the Policy.
- Overview of the treasury function in achieving the stated treasury objectives and performance benchmarks.
- Summary of breaches of Policy and one-off approvals outside Policy.

Council receives the report, approves Policy changes and/or rejects recommendations for Policy changes. The Policy review should be completed and presented to the Council, through the Audit & Risk Committee within five months of the financial year-end.

## **11 Appendix – Council Equity Investments**

### **1.3. Equity Investments**

Council owns the following equity investments.

Unlisted shares in the New Zealand Local Government Insurance Corporation. These are held to allow council to participate in the Corporations collective insurance programme.

Unlisted share in the Manawatu Wanganui LASS Limited. These are held to allow council to participate in the shared services arrangements available in a Local Government collective around insurance cover and other cost saving and efficiency initiatives.

# Attachment 4



# REPORT

SUBJECT: **Consideration of Applications for the Community Initiatives Fund 2017-2018 – Round Two**

TO: Finance / Performance Committee

FROM: Christin Ritchie, Governance Administrator

DATE: 30 November 2017

FILE: 3-GF-8-3

---

## 1 Background

- 1.1 The 2017/18 budget for the Community Initiatives Fund (CIF) is \$30,000. There are two funding rounds; applications for the first round were awarded in July 2017. It was suggested that the Committee allocate a **maximum of 75% of the total amount (\$22,500.00)** to ensure there was money left for round two.
- 1.2 A total of \$32,067 was requested in the first round, which was 40% more than the sum suggested to be available for allocation. The criteria for the CIF states that grants are usually up to a maximum of \$2,500 towards eligible costs. It was suggested that the Committee give consideration to the project's likelihood of success if funded for less than the amount requested. Partially funding a project which then fails through an inability to attract other funding impacts negatively on the project in question. This approach mirrored that which Creative New Zealand strongly advocates in considering applications for its grant schemes.
- 1.3 A total of \$20,400 was awarded, with \$18,900 paid.
- 1.4 The remaining balance is \$11,100.
- 1.5 This report summarises the applications that have been received and provides information on the eligible costs for each application.

## 2 Overview

- 2.1 Five applications have been received to the CIF and have been circulated separately to elected members. A summary report is attached as Appendix 1.
  - Taihape Playcentre – New playground development
  - Project LiteFoot – LiteClub Rangitikei
  - Marton Friendship Club – Morris St Hall stage refurbishment
  - Bulls Toy Library – Toy replacement
  - Marton School – Marton School hangi
- 2.2 None of these applicant have received funding directly from the CIF in previous years.

- 2.3 Two applicants have requested to speak to the Committee: Taihape Playcentre, LiteFoot and Marton School.

|  | New Initiative | Ongoing Activity | Meets Criteria | Quotes Provided | Quantifiable Targets | Eligible costs | Amount requested | Proportion of eligible costs requested |
|--|----------------|------------------|----------------|-----------------|----------------------|----------------|------------------|--|
| 1. Taihape Playcentre – New playground development             |                |                  |                |                 |                      | \$2,500        | \$2,500          | 100%                                   |
| 2. Project LiteFoot – LiteClub Rangitikei                      |                |                  |                |                 |                      | \$2,108        | \$2,108          | 100%                                   |
| 3. Marton Friendship Club – Morris St Hall stage refurbishment |                |                  |                |                 |                      | \$925          | \$925            | 100%                                   |
| 4. Bulls Toy Library – Toy replacement                         |                |                  |                |                 |                      | \$1,254        | \$1,254          | 100%                                   |
| 5. Marton School – Marton School hangi                         |                |                  |                |                 |                      | \$1,057        | \$2,000          | 189%                                   |
|  |                |                  |                |                 |                      |                | <b>\$8,787</b>   |  |

- 2.4 It is a condition of CIF that Project Report Forms are returned before further funding can be sought. Two project report forms have been received since April 2017. Project report forms (attached as Appendix 2) have been completed by the following groups:

- Marton Samoan Rugby Team – Rugby Jerseys
- Wanganui Area Neighbourhood Support Groups Inc – Neighbourhood Support Rangitikei

- 2.5 Committee members are requested to score each application on how well each project meets the CIF criteria<sup>1</sup> and to fill in the marking sheets and bring them to the meeting.

### 3 Recommendations

- 3.1 That the report 'Consideration of applications for the Community Initiative Fund 2017/2018 – Round Two' be received.

- 3.2 That the following Project Report Forms be received:

- Marton Samoan Rugby Team – Rugby Jerseys

<sup>1</sup> Demonstrate consideration of how they see their proposal would benefit the community  
Provide 3 targets that will be used to monitor the outcome of the project  
Provide a realistic and balanced budget  
Be able to contribute a significant proportion to the cost of the project

- Wanganui Area Neighbourhood Support Groups Inc – Neighbourhood Support Rangitikei

3.3 That the Finance / Performance Committee approve the applications, listed below, and disperse the Community Initiatives Fund as outlined to successful applicants.

- |                          |    |
|--------------------------|----|
| • Taihape Playcentre     | \$ |
| • Project LiteFoot       | \$ |
| • Marton Friendship Club | \$ |
| • Bulls Toy Library      | \$ |
| • Marton School          | \$ |

Christin Ritchie  
Governance Administrator

# *Appendix 1*



Appendix 1

Community Initiatives Fund, November 2017 – Summary report

|  | Description of Project           | Total project cost | Applicant Contribution / income | Amount Eligible | Amount Requested | Any previous grants for the organisation from RDC or external funds in the last 3 years, and report status | Community benefits  | Notes |
|--|----------------------------------|--------------------|---------------------------------|-----------------|------------------|--|---|-------|
| Heritage and environment applications    |                                  |                    |                                 |                 |                  |  |   |       |
| 1. Marton School<br>Page 3               | Hangi                            | \$2,057.89         | \$1,000                         | \$1,057         | \$2,000          | No previous funding  | Children and staff of Marton School, families associated with our school and the wider Marton Community   |       |
| Community service / support applications |                                  |                    |                                 |                 |                  |  |   |       |
| 2. Taihape Playcentre<br>Page 20         | New Playground development       | \$126,199.85       | \$100,640                       | \$25,559        | \$2,500          | No previous funding  | Families with children attending the centre (aged 0-6 parents and children attend) now and many years into the future. The project has the potential to benefit hundreds of families                    |       |
| 4. Project LiteFoot<br>Page 85           | LiteClub Rangitikei              | \$9,254            | \$7,146                         | \$2,108         | \$2,108          | No Previous funding  | 3 community sports clubs in Rangitikei with approx. 1300 members. With a potential to influence the families and communities of those members.  |       |
| 6. Marton Friendship Club<br>Page 168    | Morris Street Hall stage upgrade | \$1,025            | \$100                           | \$925           | \$925            | No Previous funding  | Members of the Friendship Club. Visiting entertainers and other groups who hire the hall.   |       |
| 7. Bulls Toy Library<br>Page 197         | Toy replacement                  | \$1,354            | \$100                           | \$1,254         | \$1,254          | No previous funding  | The children of bulls and surrounding areas who have signed up to be members/prospective members. Families will benefit as toy libraries are environmentally friendly and make rotation of toys easier. |       |

## *Appendix 2*

# *Appendix 2*

Project report forms returned

- Marton Samoan Rugby Team – Rugby Jerseys
- Wanganui Area Neighbourhood Support Groups inc – Neighbourhood Support Rangitikei



Wanganui Area Neighbourhood Support Groups Inc.  
P O Box 443  
Wanganui 4501  
Telephone 06 344 6746 email [nsg.wang@xtra.co.nz](mailto:nsg.wang@xtra.co.nz)

6 October 2017

Linda Holman  
Governance Administrator  
Rangitikei District Council  
Private Bag 1102  
Marton 4741

RECEIVED

11 OCT 2017

To: NG  
File: 3-CF-8-2  
Doc: 17-0876

Dear Linda,

**Project Report - Community Initiatives Fund 2016/2017**

We are pleased to enclose our project funding accountability report for the grant of \$700 you made to us in September 2016 for the Community Initiatives Fund.

We really appreciate the funding support from the Rangitikei District Council, this has enabled us to continue the delivery of our services in the Rangitikei area.

Many thanks!

Kind regards

Trudi Deane  
Area Coordinator  
Wanganui Area Neighbourhood Support Inc

# PROJECT REPORT FORM – COMMUNITY INITIATIVES FUND 2017/18

**Please return to:** Grants Administrator

By mail: Rangitikei District Council, Private Bag 1102, Marton 4741

Or hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or  
Taihape Service Centre, Hautapu Street, Taihape

Or by email to: [nardia.gower@rangitikei.govt.nz](mailto:nardia.gower@rangitikei.govt.nz)

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

If you do not complete and return this form this will affect your eligibility for future funding.

- 1 Name of applicant: Wanganui Area Neighbourhood Support Groups Inc.
- 2 Name of project: Service delivery of Neighbourhood Support in Rangitikei
- 3 Date and location of project: Ongoing, report for September 2016 to September 2017.
- 4 Amount received from the Community Initiatives Fund: \$ 700.00

**Please answer the following questions and use additional sheets if necessary**

How many people benefited from your project/programme? Marton, Ratana and rural residents,

Was this number:

- ☐ More than you expected?  
☒ What you expected?  
☐ Less than you expected?

James Cook School, Marton Junction School, Te Kura O Ratana. I have enclosed a printout of our members.

Describe the main findings in your evaluation of the project and how it benefited the community:

We send our members weekly & quarterly newsletters. We share information at meetings. We have attended 3 'Safe & Caring Meetings' in Marton and one Emergency

Management meeting. We have presented awards at James Cook School, Marton Junction & Te Kura O Ratana in school Terms 1 & 3 for Junior Neighbourhood Support.

What worked really well? Our Junior Neighbourhood Support programme is working

well in schools/kura. We present awards to 'Good Citizens' and in November we take the 'best citizens' on a 'Big Day Out' trip out of town. We alongside Civil

Defence Wanganui Manager talked to a Marton Rotary group about being prepared for an emergency. We attended a FMG meeting in Hunterville where we  
 What didn't work so well/could be improved? had the opportunity to speak.

We are planning to talk with Marton residents about Neighbourhood Support in the next few months and have a stall at the Marton Market Day.



Please report on your success at achieving the three targets you identified in your application (attach another sheet if necessary)

Target 1: We attended 3 'Safe & Caring' Committee meetings in the last year, and one 'Emergency Management meeting'. These were great opportunities to share safety information and network with other partner agencies, to help make the Rangitikei area a safer and more caring place to live.

Target 2: We attended a <sup>Marton</sup> Rotary group meeting with a Wanganui Emergency Management Officer to talk about Civil Defence and Neighbourhood Support. In Hunterville we attended a FMG Rural meeting, where we had the opportunity to promote

Target 3: Neighbourhood Support.

Our ongoing Junior Neighbourhood Support programme is working well, encouraging and rewarding children for their good behaviour, reporting bullying, helping at home and in the community and for being good citizens.

Please describe how you promoted the support of the Rangitikei District Council for your project/programme (attach examples of leaflets or publicity if appropriate)

In our quarterly newsletter we thank all of our kind sponsors - including the Rangitikei District Council.

At our Junior Neighbourhood Support Awards in the Schools / Kura, we thank the Rangitikei District Council. We invite the Mayor / Deputy Mayor to attend and help us present the awards.

Please describe how you implemented the Healthy Families principles, and describe any further support or information that would have been helpful for you.

N/A

Please complete the attached income and expenditure statement for your project (following page), showing all income and expenditure associated with the project.

Surplus/(deficit) \$ - 77.64

# Income and expenditure statement

(Please list all income and expenditure associated with the project)

| Income  | Amount |          |
|---|--------|----------|
| Donated material  | \$     |          |
| Cash in hand towards project  | \$     |          |
| Actual fundraising amount received  | \$     |          |
| Ticket sales  | \$     |          |
| Other sponsorship/grants (please specify source/s below)                      |        |          |
| Lions Club of Marton - DNS  | \$     | 480.00   |
| Lotteries - wages   | \$     | 1,500.00 |
| Rangitikei District Council   | \$     | 700.00   |
|   | \$     |          |
|   | \$     |          |
| We are not GST registered   | \$     |          |
| Total income (GST inclusive / <del>exclusive</del> . Please delete one)       | \$     | 2,680.00 |
| Expenditure   | Amount |          |
| Storage Box - lunch boxes   | \$     | 287.64   |
| Mileage   | \$     | 490.00   |
| Lotteries   | \$     | 1,500.00 |
| Lions Club of Marton - DNS  | \$     | 480.00   |
|   | \$     |          |
|   | \$     |          |
|   | \$     |          |
|   | \$     |          |
|   | \$     |          |
|   | \$     |          |
|   | \$     |          |
|   | \$     |          |
|   | \$     |          |
|   | \$     |          |
|   | \$     |          |
| Total expenditure (GST inclusive / exclusive. Please delete one)              | \$     | 2,757.64 |
| <del>Surplus</del> / (deficit) (GST inclusive / exclusive. Please delete one) | \$     | - 77.64  |

Signature

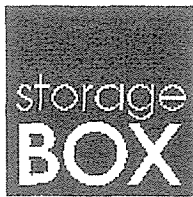


Date

6/10/17

PRINT NAME

Trudi Deane



P 06-356-4794  
F 06-356-4794  
E palmerstonnorth@storagebox.co.nz

## TAX INVOICE

**Storage Box**  
Palmerston North  
**GST Number** 85-764-691  
Unit 4 168-208 Rangitikei Street  
Palmerston North  
356-4749

Charge To :

WANGANUI NEIGHBOURHOOD  
69A Moana Street  
  
WANGANUI

Deliver To :

WANGANUI NEIGHBOURHOOD SUPPORT  
69A Moana Street  
  
WANGANUI

| Date       | Customer Code | Order Number | Internal Reference | Salesperson | Invoice Number |
|------------|---------------|--------------|--------------------|-------------|----------------|
| 27/03/2017 | 003201000043  | Trudi        |                    | Wendy G     | 2-177811       |

| Code    | Description             | Quantity | Unit Price | Discount | Amount   |
|---------|-------------------------|----------|------------|----------|----------|
| 0091849 | LUNCH BOX 2.2L W/BOTTLE | 36       | \$9.99     | \$72.00  | \$287.64 |

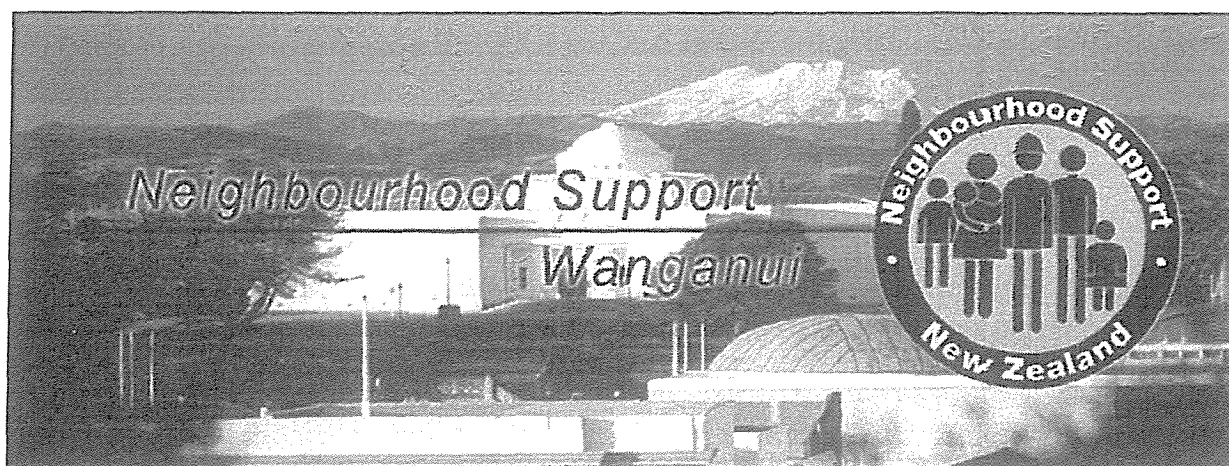
Your account may be paid by direct debit into our bank  
account 030791 0683177 00

|                      |                 |
|----------------------|-----------------|
| Subtotal             | \$287.64        |
| GST ( Included )     | \$37.52         |
| <b>Invoice Total</b> | <b>\$287.64</b> |



## Wanganui Neighbourhood Support Suburb Totals as at 6 Oct 2017

| Town          | Suburb | Name                 | Members     | E-mails     | Groups     | Contacts   |
|---------------|--------|----------------------|-------------|-------------|------------|------------|
| Fordell       | Ford   | Fordell              | 22          | 21          | 2          | 2          |
| Hunterville   | Hunt   | Hunterville          | 37          | 1           | 4          | 3          |
| Marton        | Martn  | Marton               | 113         | 30          | 12         | 10         |
| Maxwell       | Maxw   | Maxwell              | 66          | 64          | 7          | 8          |
| Wanganui      | bdh    | Bastia & Durie Hills | 147         | 54          | 14         | 18         |
| Wanganui      | ccl    | Castlecliff          | 269         | 114         | 30         | 33         |
| Wanganui      | cbd    | CBD                  | 236         | 48          | 22         | 22         |
| Wanganui      | cge    | College Estate       | 96          | 15          | 9          | 9          |
| Wanganui      | gnv    | Gonville             | 362         | 73          | 27         | 33         |
| Wanganui      | Kai    | Kai Iwi              | 111         | 107         | 7          | 5          |
| Wanganui      | Koi    | Koitiata Village     | 113         | 21          | 11         | 12         |
| Wanganui      | lam    | Lower Aramoho        | 177         | 17          | 13         | 14         |
| Wanganui      | spv    | Springvale           | 346         | 83          | 23         | 29         |
| Wanganui      | sjh    | St Johns Hill        | 398         | 103         | 29         | 31         |
| Wanganui      | twh    | Tawhero              | 286         | 57          | 21         | 25         |
| Wanganui      | Tokom  | Tokomaru West        | 16          | 12          | 1          | 1          |
| Wanganui      | uam    | Upper Aramoho        | 223         | 75          | 20         | 24         |
| Wanganui      | wga    | Wanganui Area        | 192         | 185         | 3          | 1          |
| Wanganui      | wge    | Wanganui East        | 535         | 111         | 39         | 44         |
| Wanganui      | WGRur  | Wanganui Rural       | 332         | 86          | 23         | 22         |
| Wanganui      | WGehu  | Whangaehu            | 31          | 16          | 3          | 3          |
| <b>TOTAL:</b> |        |                      | <b>4108</b> | <b>1293</b> | <b>320</b> | <b>349</b> |



## QUARTERLY NEWSLETTER - September 2017

*'Behold, my friends,  
the spring is come;  
the earth has gladly  
received the embraces  
of the sun, and we  
shall soon see the  
results of their love!'*

### Sitting Bull

([https://www.brainyquote.com/quotes/quotes/s/sittingbull260496.html?src=t\\_spring](https://www.brainyquote.com/quotes/quotes/s/sittingbull260496.html?src=t_spring)  
Accessed: 30/08/2017)

### Contact Us:

Trudi Deane - Area Coordinator

Sumita Dale - Assist. Area Coordinator

69a Moana Street, Wanganui

Phone: (06) 3446746

Email: [nsr.wang@xtra.co.nz](mailto:nsr.wang@xtra.co.nz)

Check out our Facebook page:

<https://www.facebook.com/NeighbourhoodSupportWanganui/>

## Annual General Meeting 2017

This year we decided to hold our AGM in the morning instead of the evening. We had a great turnout of 41 (including two dogs from Kotuku Foundation Assistance Animals Aotearoa who arrived at the very end!) and enjoyed a delicious morning tea!

Our guest speakers were from Wanganui Community Patrol. Neville Procter, Chairman and Graeme Veale, Secretary were very informative and entertained us with their 'real life' stories of how Community Patrol members have helped Police.

Senior Sergeant Shayne Wainhouse spoke about crime prevention and how reliant Police are on receiving good information from the community - the likes of which comes from our group members.

One of our long-time Street Contacts told us a heartfelt story of how Police and a Neighbourhood Support group had worked together during a recent family incident. She thanked them both for what they had done.

Our Chairperson, Shirley Forward thanked everyone for coming and for all the good work our members do in the community!

Six \$10 Mitre 10 Gift Cards were given out as spot prizes.

Thank you Mitre 10 for kindly donating them to us for our AGM!





## Do you have a security camera on your road?

We are helping our Rural Officer Keith compile a list of community run security cameras. If you have one operating on your road/street please let us know. We would like to be able to map the coverage of our area and identify any gaps..

## Public & Group Meetings

Over the past few months we have been busy holding public and group meetings in our area.

We had a fantastic turnout for our public meeting held in Durie Hill in early August with over 50 people present. As a result a number of new Neighbourhood Support Groups have been formed. *It was great meeting everyone and we look forward to working together!*

Other public meetings were held at Westmere School and Masonic Court as well as group meetings for Ashton Terrace, Dorset Road, Harper Street and Talbot Street.

Welcome to all our new group members, and to our Street Contacts and Assistant Street Contacts who are our points of contact in the community. *It is great to have you on board!*

### REMINDER...

To make your Street Contact's job easier please let them know if you are moving. They can then let us know and we will update our database. Likewise, for any Street Contacts who are moving let us know and remember to tell your Assistant and group members so that a new Street Contact can be appointed.

### THANKS...

Special thanks to the guest speakers who have been part of these meetings. To Emergency Manager Tim Crowe (Wanganui Civil Defence), Senior Constable Tanya Ross and Constable Keith Butters you guys are stars!

### WITH MANY THANKS TO OUR FUNDERS

*Without you we couldn't do what we do!*

Wanganui District Council

Rangitikei District Council

NZ Neighbourhood Support

NZ Lottery Grants Board

Infinity Foundation

Community Organisation Grants

Whanganui Community Foundation

Lions Club of Marton

Castlecliff Club

Wanganui East Club

St Johns Club

Margaret Watt Childrens Trust

Powerco Wanganui Trust

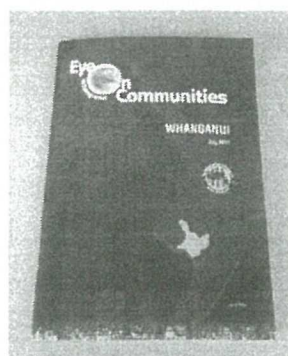
Pub Charity

John Beresford Dudding Trust

...& the many businesses/companies who contributed towards our Eye on Communities magazine!

## Eye on Communities Magazine July 2017 Issue

We are posting out copies of our latest magazine. Contact us to have one sent. Alternatively, pick one up from our office. (We are in most mornings, but phone first if you like to confirm we will be here.)



# Annual Report

Wanganui Area Neighbourhood Support Groups Inc  
For the year ended 30 June 2017

Prepared by SBA Wanganui / Sharp Accountancy Services Limited

# Contents

|    |                                    |
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| 8  | Depreciation Schedule              |
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| 10 | Statement of Accounting Policies   |
| 11 | Notes to the Performance Report    |

# Compilation Report

## Wanganui Area Neighbourhood Support Groups Inc For the year ended 30 June 2017

Compilation Report to the Officers/Trustees of Wanganui Area Neighbourhood Support Groups Inc.

### Scope

On the basis of information provided, we have compiled the financial statements of Wanganui Area Neighbourhood Support Groups Inc for the year ended 30 June 2017.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

### Responsibilities

The Officers/Trustees are solely responsible for the information contained in the financial statements and have determined that the Special Purpose Reporting Framework used is appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

### No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

### Independence

We have no involvement with Wanganui Area Neighbourhood Support Groups Inc other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

### Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on these financial statements.

---

**Small Business Accounting - Wanganui**

**Suite 4, Wicksteed Terrace, 212 Victoria Avenue  
P O Box 7136, Whanganui 4541**

Dated: 10 August 2017

## Entity Information

### **Wanganui Area Neighbourhood Support Groups Inc For the year ended 30 June 2017**

'Who are we?', 'Why do we exist?'

#### **Legal Name of Entity**

Wanganui Area Neighbourhood Support Groups Inc

#### **Entity Type and Legal Basis**

Incorporated Society

#### **IRD Number**

092-240-959

#### **Committee**

Shirley Forward - Chairperson

Anne Taylor - Vice Chairperson

S/Sgt Andrew McDonald

Andrew Cotter

Doreen Hardy

Graeme Nixon

Anne Flutey

Shona Connolly

Jan Penn

#### **Physical Address**

69A Moana Street, Wanganui East, Wanganui, New Zealand, 4500

#### **Postal Address**

69A Moana Street, Wanganui East, Wanganui, New Zealand, 4500

#### **Accountant**

**Small Business Accounting - Wanganui**

**Suite 4, Wicksteed Terrace, 212 Victoria Avenue  
P O Box 7136, Whanganui 4541**

# Approval of Financial Report

## Wanganui Area Neighbourhood Support Groups Inc For the year ended 30 June 2017

1. The Committee are pleased to present the approved financial report including the historical financial statements of Wanganui Area Neighbourhood Support Groups Inc for year ended 30 June 2017.

APPROVED

\_\_\_\_\_

Name .....

Position.....

Date .....

\_\_\_\_\_

Name .....

Position.....

Date .....



# Statement of Financial Performance

## Wanganui Area Neighbourhood Support Groups Inc For the year ended 30 June 2017

'How was it funded?' and 'What did it cost?'

|  | NOTES | 2017          | 2016           |
|--|-------|---------------|----------------|
| <b>Revenue</b>                                   |       |               |                |
| Donations, fundraising and other similar revenue | 1     | 42,014        | 39,859         |
| Revenue from providing goods or services         | 1     | -             | 1,500          |
| Interest, dividends and other investment revenue | 1     | 611           | 847            |
| Other revenue                                    | 1     | 2,960         | 2,102          |
| <b>Total Revenue</b>                             |       | <b>45,585</b> | <b>44,308</b>  |
| <b>Expenses</b>                                  |       |               |                |
| Volunteer and employee related costs             | 2     | 34,760        | 35,398         |
| Costs related to providing goods or service      | 2     | 4,011         | 6,654          |
| Other expenses                                   | 2     | 6,167         | 5,537          |
| <b>Total Expenses</b>                            |       | <b>44,938</b> | <b>47,589</b>  |
| <b>Surplus/(Deficit) for the Year</b>            |       | <b>647</b>    | <b>(3,281)</b> |

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

# Statement of Financial Position

Wanganui Area Neighbourhood Support Groups Inc

As at 30 June 2017

'What the entity owns?' and 'What the entity owes?'

|   | NOTES | 30 JUN 2017   | 30 JUN 2016   |
|---|-------|---------------|---------------|
| <b>Assets</b>   |       |               |               |
| <b>Current Assets</b>                                   |       |               |               |
| Bank accounts and cash                                  | 3     | 35,202        | 34,266        |
| <b>Total Current Assets</b>                             |       | <b>35,202</b> | <b>34,266</b> |
| <b>Non-Current Assets</b>                               |       |               |               |
| Property, Plant and Equipment                           | 5     | 510           | 799           |
| <b>Total Non-Current Assets</b>                         |       | <b>510</b>    | <b>799</b>    |
| <b>Total Assets</b>                                     |       | <b>35,711</b> | <b>35,065</b> |
| <b>Total Assets less Total Liabilities (Net Assets)</b> |       | <b>35,711</b> | <b>35,065</b> |
| <b>Accumulated Funds</b>                                |       |               |               |
| Accumulated surpluses or (deficits)                     | 6     | 35,711        | 35,065        |
| <b>Total Accumulated Funds</b>                          |       | <b>35,711</b> | <b>35,065</b> |

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

# Depreciation Schedule

## Wanganui Area Neighbourhood Support Groups Inc For the year ended 30 June 2017

| NAME                                  | RATE | METHOD | COST         | OPENING VALUE | PURCHASES | DISPOSALS | DEPRECIATION | CLOSING VALUE | LOSS     |
|---------------------------------------|------|--------|--------------|---------------|-----------|-----------|--------------|---------------|----------|
| <b>Furniture &amp; Fittings</b>       |      |        |              |               |           |           |              |               |          |
| Desk, Mobile, Office Chair            | 16%  | DV     | 676          | 324           | -         | -         | 52           | 272           | -        |
| <b>Total Furniture &amp; Fittings</b> |      |        | <b>676</b>   | <b>324</b>    | <b>-</b>  | <b>-</b>  | <b>52</b>    | <b>272</b>    | <b>-</b> |
| <b>Office Equipment</b>               |      |        |              |               |           |           |              |               |          |
| HP Probook 450 Computer               | 50%  | DV     | 1,149        | 382           | -         | -         | 191          | 191           | -        |
| HP Touchsmart Desktop & Printer       | 50%  | DV     | 1,637        | 93            | -         | -         | 47           | 47            | -        |
| <b>Total Office Equipment</b>         |      |        | <b>2,786</b> | <b>475</b>    | <b>-</b>  | <b>-</b>  | <b>238</b>   | <b>238</b>    | <b>-</b> |
| <b>Total</b>                          |      |        | <b>3,462</b> | <b>799</b>    | <b>-</b>  | <b>-</b>  | <b>289</b>   | <b>510</b>    | <b>-</b> |

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report and Notes to the Financial Statements.

# Statement of Cash Flows

## Wanganui Area Neighbourhood Support Groups Inc For the year ended 30 June 2017

'How the entity has received and used cash'

|   | 2017         | 2016            |
|---|--------------|-----------------|
| <b>Cash Flows from Operating Activities</b>                     |              |                 |
| Donations, fundraising and other similar receipts               | (42,014)     | (39,859)        |
| Receipts from providing goods or services                       | -            | (1,500)         |
| Interest, dividends and other investment receipts               | (611)        | (847)           |
| Cash receipts from other operating activities                   | (2,960)      | (2,102)         |
| Payments to suppliers and employees                             | 39,075       | 42,252          |
| Cash flows from other operating activities                      | 5,574        | 5,337           |
| <b>Total Cash Flows from Operating Activities</b>               | <b>(936)</b> | <b>3,281</b>    |
| <b>Cash Flows from Investing and Financing Activities</b>       |              |                 |
| Receipts from sale of property, plant and equipment             | -            | (2,663)         |
| Payments to acquire property, plant and equipment               | -            | 3,462           |
| Capital repaid to owners or members                             | -            | (38,346)        |
| <b>Total Cash Flows from Investing and Financing Activities</b> | <b>-</b>     | <b>(37,547)</b> |
| <b>Net Increase/ (Decrease) in Cash</b>                         | <b>(936)</b> | <b>(34,266)</b> |
| <b>Cash Balances</b>  |              |                 |
| Cash and cash equivalents at beginning of period                | 34,266       | -               |
| Cash and cash equivalents at end of period                      | 35,202       | 34,266          |
| Net change in cash for period                                   | 936          | 34,266          |

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

# Statement of Accounting Policies

## Wanganui Area Neighbourhood Support Groups Inc For the year ended 30 June 2017

'How did we do our accounting?'

### Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

### Goods and Services Tax (GST)

The entity is not registered for GST. Therefore all amounts are stated inclusive of GST (if any).

### Income Tax

Wanganui Area Neighbourhood Support Groups Inc is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

### Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

### Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

# Notes to the Performance Report

## Wanganui Area Neighbourhood Support Groups Inc For the year ended 30 June 2017

|                                       | 2017          | 2016          |
|---------------------------------------|---------------|---------------|
| <b>1. Analysis of Revenue</b>         |               |               |
| <b>Revenue</b>                        |               |               |
| Neighbourhod Support NZ               | 10,900        | 18,490        |
| Wanganui District Council             | 10,300        | 10,300        |
| <b>Total Revenue</b>                  | <b>21,200</b> | <b>28,790</b> |
| <b>Grants, &amp; Donations</b>        |               |               |
| Community Organisations Grants (COGS) | 4,000         | 4,000         |
| Infinity Foundation                   | 4,888         | -             |
| JBS Dudding Trust                     | 700           | 500           |
| Lotteriers Grant Board                | 5,000         | -             |
| Margaret Watt Children's Trust        | 400           | 587           |
| Miscellaneous Donations               | 1,126         | 1,082         |
| Rangitikeit District Council          | 700           | 900           |
| Whanganui Community Foundation        | 4,000         | 4,000         |
| <b>Total Grants, &amp; Donations</b>  | <b>20,814</b> | <b>11,069</b> |
| <b>Sales</b>                          |               |               |
| Market Promotions                     | -             | 1,500         |
| <b>Total Sales</b>                    | <b>-</b>      | <b>1,500</b>  |
| <b>Interest</b>                       |               |               |
| Interest Received Chq Account         | 17            | 85            |
| Interest Received Savings Account     | 594           | 762           |
| <b>Total Interest</b>                 | <b>611</b>    | <b>847</b>    |
| <b>Other revenue</b>                  |               |               |
| Castlecliff Club                      | 660           | -             |
| Grumpy Old Men                        | 500           | -             |
| Lions Club of Marton                  | 480           | 480           |
| Sponsorship                           | 250           | 220           |
| St Johns Club                         | -             | 936           |
| Wanganui East Club                    | 470           | 466           |
| Wanganui South Rotary Trust           | 600           | -             |
| <b>Total Other revenue</b>            | <b>2,960</b>  | <b>2,102</b>  |
|                                       | <b>2017</b>   | <b>2016</b>   |

## 2. Analysis of Expenses

|   |     |       |
|---|-----|-------|
| <b>Volunteer and employee related costs</b> |     |       |
| ACC Levies                                  | -   | 123   |
| Mileage Reimbursement                       | 915 | 1,097 |
| Volunteer Exps                              | 20  | 100   |



|   |               |               |
|---|---------------|---------------|
| Wages   | 33,825        | 34,078        |
| <b>Total Volunteer and employee related costs</b> | <b>34,760</b> | <b>35,398</b> |

**Administration**

|                                       |              |              |
|---------------------------------------|--------------|--------------|
| Administration Expenses               | -            | 277          |
| Advertising                           | 131          | 776          |
| AGM Expenses                          | 146          | -            |
| Data Base Expenses                    | 811          | 983          |
| Equipment Purchases (less than \$500) | -            | 129          |
| First Aid Training                    | 300          | 2,100        |
| General Expenses                      | 356          | -            |
| Meeting Expenses                      | 275          | 650          |
| Postage                               | -            | 482          |
| Printing & Stationery                 | 271          | -            |
| Resource Pamphlets etc                | 421          | -            |
| Subscriptions & Levies                | 137          | 51           |
| Telephone & Tolls                     | 1,162        | 1,206        |
| <b>Total Administration</b>           | <b>4,011</b> | <b>6,654</b> |

**Operations**

|                            |              |              |
|----------------------------|--------------|--------------|
| Connecting Community       | 184          | -            |
| Junior Neighbourhood Award | 5,390        | 4,798        |
| <b>Total Operations</b>    | <b>5,574</b> | <b>4,798</b> |

**Other expenses**

|                             |            |            |
|-----------------------------|------------|------------|
| Accountancy Fees            | 104        | 200        |
| Audit Fee                   | 200        | -          |
| Depreciation                | 289        | 539        |
| <b>Total Other expenses</b> | <b>593</b> | <b>739</b> |

|      |      |
|------|------|
| 2017 | 2016 |
|------|------|

**3. Analysis of Assets****Bank accounts and cash**

|                                     |               |               |
|-------------------------------------|---------------|---------------|
| ANZ Bank Cheque Account 00          | 10,807        | 10,705        |
| ANZ Bank Savings Account            | 24,394        | 23,561        |
| <b>Total Bank accounts and cash</b> | <b>35,202</b> | <b>34,266</b> |



|   | 2017          | 2016          |
|---|---------------|---------------|
| <b>4. Analysis of Liabilities</b>                       |               |               |
|   | 2017          | 2016          |
| <b>5. Property, Plant and Equipment</b>                 |               |               |
| <b>Furniture and Fittings</b>                           |               |               |
| Furniture and fittings owned                            | 676           | 676           |
| Accumulated depreciation - furniture and fittings owned | (404)         | (352)         |
| <b>Total Furniture and Fittings</b>                     | <b>272</b>    | <b>324</b>    |
| <b>Computer Equipment</b>                               |               |               |
| Computer Equipment                                      | 2,786         | 2,786         |
| Accumulated depreciation - Computer Equipment           | (2,549)       | (2,311)       |
| <b>Total Computer Equipment</b>                         | <b>238</b>    | <b>475</b>    |
| <b>Total Property, Plant and Equipment</b>              | <b>510</b>    | <b>799</b>    |
|   | 2017          | 2016          |
| <b>6. Accumulated Funds</b>                             |               |               |
| <b>Accumulated Funds</b>                                |               |               |
| Opening Balance   | 35,065        | -             |
| Accumulated surpluses or (deficits)                     | 647           | 35,065        |
| <b>Total Accumulated Funds</b>                          | <b>35,711</b> | <b>35,065</b> |
| <b>Total Accumulated Funds</b>                          | <b>35,711</b> | <b>35,065</b> |

#### 7. Commitments

There are no commitments as at 30 June 2017 (Last year - nil).

#### 8. Significant Grants and Donations with Conditions not Recorded as a Liability

Description of the grant or donation, the original amount, the unfulfilled amount and the purpose and nature of the condition(s).

#### 9. Related Parties

There were no transactions involving related parties during the financial year.

#### 10. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

#### 11. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.



# PROJECT REPORT FORM – COMMUNITY INITIATIVES FUND 2016/17

Please return to: Grants Administrator

By mail: Rangitikei District Council, Private Bag 1102, Marton 4741

Or hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or  
Taihape Service Centre, Hautapu Street, Taihape

Or by email to: [samantha.kett@rangitikei.govt.nz](mailto:samantha.kett@rangitikei.govt.nz)

RECEIVED

11 NOV 2016

LH

To: .....

File: 3-GF-8-2

Doc: 16-0768

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

If you do not complete and return this form this will affect your eligibility for future funding.

- 1 Name of applicant: FARANI VAA
- 2 Name of project: MARTON SAMOAN RUGBY TEAM.
- 3 Date and location of project: 5 WEEKS -
- 4 Amount received from the Community Initiatives Fund: \$ 1487.88

Please answer the following questions and use additional sheets if necessary

How many people benefited from your project/programme? 80 - 120+

Was this number:

- ☒ More than you expected?
- ☐ What you expected?
- ☐ Less than you expected?

Describe the main findings in your evaluation of the project and how it benefited the community:

WITH THE FUNDING, TO HELP PURCHASE RUGBY JERSEYS, IT  
BROUGHT THE SAMOAN COMMUNITY TOGETHER, SO MANY YOUNG MEN  
WANTED TO BE PART OF THE TEAM.

What worked really well? WE GOT BEHIND THE TEAM, IN TRAININGS  
AS WELL AS WE WENT AROUND TO OTHER AGENCIES FOR  
SUPPORT & SPONSORSHIPS, AND WORD OF MOUTH THROUGH  
THE COMMUNITY.

What didn't work so well/could be improved?.....

MORE ADVERTISING, WE WERE QUITE SLACK, NOT MANY  
HAD EXPERIENCE IN THIS FIELD

Please report on your success at achieving the three targets you identified in your application (attach another sheet if necessary)

Target 1: WAS TO BRING THE SAMOAN COMMUNITY TOGETHER  
ESPECIALLY WITH THE DIFFERENT DENOMINATIONS. THIS WAS  
ACHIEVED, BY GETTING THEM INVOLVED IN A SPORT THEY ENJOY.

Target 2: BRING OUR WHOLE COMMUNITY TOGETHER  
POSITIVE FEEDBACK ESPECIALLY FROM COMMUNITY,  
PEOPLE FROM LEVIN, HAWKES BAY AND PALMERSTON NORTH  
CAME, GOOD EXPOSURE FOR MARION.

Target 3: HAS BUILT A STRONG PARTICIPATION TO ENCOURAGE,  
TOUCH & VOLLEY BALL, MAINTAIN FITNESS & DIET (NUTRITION)

Please describe how you promoted the support of the Rangitikei District Council for your project/programme (attach examples of leaflets or publicity if appropriate)

WE ADVERTISED IN THE LOCAL NEWSPAPER, THANKS FOR  
SPONSORSHIP, AS WELL AS ACKNOWLEDGEMENT OF THE  
COUNCIL FOR SPONSORSHIP OF JERSEYS, AS WELL AS OTHER  
LOCAL SPONSORS DURING AFTERMATCH FUNCTIONS.

Please complete the attached income and expenditure statement for your event, showing all income and expenditure associated with the event.

Surplus/(deficit) \$.....



# Income and expenditure statement

(Please list all income and expenditure associated with the event)

| Income   | Amount      |
|--|-------------|
| Donated material   | \$          |
| Cash in hand towards project                                       | \$          |
| Intended fundraising (provide an estimate)                         | \$          |
| Ticket sales   | \$          |
| Other sponsorship/grants (please specify source/s below)           |             |
| - MR ARINA - LEALANALOID   | \$ 700.00   |
| - COMMUNITY INITIATIVE FUND  | \$ 1,487.88 |
| - SPEIRS LTD   | \$ 500.00   |
| - wheelie bins LTD   | \$ 750.00   |
| - Registration \$ 30   | \$ 690.00   |
|  | \$          |
| Total income (GST inclusive / exclusive. Please delete one)        | \$ 4,127.88 |
| Expenditure  | Amount      |
| RUGBY JERSEYS  | \$ 1,487.88 |
|  | \$          |
| SHORTS   | \$ 750.00   |
| SOCKS  | \$ 200.00   |
|  | \$          |
| TRAVELING SHIRTS (POLO)  | \$ 350.00   |
| WATER BOTTLES  | \$ 200.00   |
|  | \$          |
| RUGBY BALLS  | \$ 150.00   |
|  | \$          |
|  | \$          |
|  | \$          |
|  | \$          |
|  | \$          |
|  | \$          |
|  | \$          |
| Total expenditure (GST inclusive / exclusive. Please delete one)   | \$ 3,037.88 |
| Surplus / (deficit) (GST inclusive / exclusive. Please delete one) | \$          |

Signature

*[Handwritten Signature]*  
FARANI

Date

7/11/16

PRINT NAME

FARANI



发票  
INVOICE

运单号码:

430074595

收件人:

收件人电话:

Meilani Ah Chong

NAME :

TELEPHONE NO:

078 0327 6698

公司名:

COMPANY NAME

地址:

37 Morris Street MARTON 4710 NEW ZEALAND

ADD:

城市:

国家:

CITY:

COUNTRT: NEW ZEALAND

| NUMBER | FULLD DESCKTIN                  | QTY | UNIT PRICE(USD) | TOTAL      |
|--------|---------------------------------|-----|-----------------|------------|
|        |                                 | PCS |                 | VALUE      |
| 件数     | 品名 (中英文)                        | 数量  | 单价              | 总价         |
| 1      | Rugby Jerseys 橄榄球球衣             | 23  | 15              | US\$345.00 |
|        | 100% Polyester<br>HS:6110300099 |     |                 |            |
|        |                                 |     |                 |            |
|        |                                 |     |                 |            |
|        |                                 | 23  | Total:          | US\$345.00 |

THESE COMMODITIES ARE LICENSED FOR THE ULTIMATE DESTINATION SHOWN.

DIVERSION CONTRARY TO UNITED STATES LAW IS PROHIBITED.

I DECLARE ALL THE INFORMATION CONTAINED IN THIS INVOICE TO BE TRUE AND TO BE TRUE AND CORRECT

我声明发票上内容真实无误。

SIGNATURE OF SHIPPER/EXPORTER (type name and title and sign)

发货人签字:

# Attachment 5



# REPORT

SUBJECT: **Consideration of Applications for the Event Sponsorship Scheme 2017-2018 – Round Two**

TO: Finance / Performance Committee

FROM: Christin Ritchie, Governance Administrator

DATE: 14 November 2017

FILE: 3-GF-11-3

---

## 1 Background

- 1.1 The 2017/18 budget for the Event Sponsorship Scheme (ESS) was \$25,000. There are two funding rounds; with the first taking place in July 2017. It was suggested that the Committee allocate a **maximum of 75% of the total amount (\$18,750.00)** to ensure there was money left for round two.
- 1.2 A total of \$34,210.10 was requested in the first round, which was \$9,210.10 more than the sum suggested for both funding rounds. The criteria for the ESS states that grants can only be made to a maximum of 50% of eligible costs. It was suggested the Committee give consideration to the project's likelihood of success if funded for less than the amount requested. Partially funding a project which then fails through an inability to attract other funding impacts negatively on the project in question. This approach would mirror that which Creative New Zealand strongly advocates in considering applications for its grant schemes.
- 1.3 The amount of \$15,150 was awarded, leaving a total of \$9,850 available for round two.
- 1.4 This report provides a summary of the applications that have been received and provides information on the expected numbers of attendees and the eligible costs for each application.

## 2 Overview of applications for sponsorship

- 2.1 Four applications have been received to the ESS and have been circulated separately to elected members.
  - Taihape Area Dressage Group – Taihape Dressage Christmas Championships
  - Bulls and District Community Trust – Annual Bulls Christmas Parade
  - Taihape A&P Show – Taihape A&P Show
  - Te Reanga Morehu O Ratana Kapahaka Trust – Te Kahui Maunga Regional Kapahaka Competition
- 2.2 Two of these applicants have directly received funding from the ESS in previous years, and they have all returned project report forms for that funding.

2.3 One applicant has requested to speak to the Committee: Bulls District Community Trust

|   | One-off event | New Event that will become an established event | An event that is becoming established | An established, regular event | High Profile event | Community Event | High profile / community event |
|---|---------------|---|---------------------------------------|-------------------------------|--------------------|-----------------|--------------------------------|
| 1. Taihape Area Dressage Group              |               |   |                                       |                               |                    |                 |                                |
| 2. Bulls District Community trust           |               |   |                                       |                               |                    |                 |                                |
| 3. Taihape A&P Show                         |               |   |                                       |                               |                    |                 |                                |
| 4. Te Reanga Morehu o Ratana Kapahaka Trust |               |   |                                       |                               |                    |                 |                                |

2.4 As the table above shows, there are no new events, and three events that are well established. Taihape Area Dressage and the Taihape A&P Show have both received funding in 5 previous years, for the full amount requested.

2.5 Four of the events classified themselves as high profile/community events, and one as a high profile event.

2.6 Both high profile, and high profile community events will be subject to more rigorous outcome measurements than community events. Each high profile or high profile community event will be monitored through a MarketView Event report costing \$350 each.

### 3 Analysis for assessment of other criteria

3.1 The table below collates the information provided by applicants with respect to the number of visitors who will attend the events. These figures imply that the Council has potential to reach up to 4,050 attendees to these events (or \$1.68 per attendee based on \$25,000 being available).



Number of estimated attendees and their place of origin

|   | Residents of Rangitikei | Visitors from neighbouring Councils | Visitors from rest of New Zealand | Overseas visitors | Total projected attendees |
|---|-------------------------|-------------------------------------|-----------------------------------|-------------------|---------------------------|
| 1. Taihape Area Dressage Group              | 150                     | 250                                 |                                   |                   | 400                       |
| 2. Bulls District Community trust           | 400                     | 150                                 |                                   |                   | 550                       |
| 3. Taihape A&P Show                         | 800                     | 400                                 | 200                               |                   | 1400                      |
| 4. Te Reanga Morehu o Ratana Kapahaka Trust | 250                     | 500                                 | 850                               | 100               | 1700                      |
| <b>Total</b>                                |                         |                                     |                                   |                   | <b>4050</b>               |

3.2 The table overleaf provides information on the total costs of each event, the eligible costs for each event and, subsequently the maximum sponsorship that Council may award (50% of eligible costs). The Committee's consideration of its sponsorship arrangement is likely to take into account:

- Whether the event has a high profile (for visitors or for residents) that Council needs to be seen to be associated with it
- Whether the event has the potential to have such a high profile (for visitors or for residents) and sponsorship is required to enable it to establish and/or grow

Costs associated with the events and the value of the sponsorship offering (per person attending)

|   | Total cost of event | Income       | Surplus/deficit | Eligible costs | Maximum sponsorship | Sponsorship requested | Maximum Council sponsorship/no. participants | Sponsorship requested/no. participants |
|---|---------------------|--------------|-----------------|----------------|---------------------|-----------------------|--|--|
| 1. Taihape Area Dressage Group              | \$ 17,487.00        | \$ 17,500.00 | \$ 3.00         | \$ 12,887.00   | \$ 6,443.00         | \$ 3,000.00           | \$16.10                                      | \$7.50                                 |
| 2. Bulls District Community trust           | \$ 2,096.09         | \$ -         | \$2,096.09      | \$ 2,096.09    | \$ 1,048.40         | \$ 2,096.09           | \$1.90                                       | \$3.81                                 |
| 3. Taihape A&P Show                         | \$ 2,102.75         | \$ -         | \$2,102.75      | \$ 2,102.75    | \$ 1,051.00         | \$ 2,500.00           | \$0.75                                       | \$1.79                                 |
| 4. Te Reanga Morehu o Ratana Kapahaka Trust | \$106,258.32        | \$102,000.00 | \$4,258.32      | \$101,258.00   | \$52,731.00         | \$15,000.00           | \$31.09                                      | \$8.82                                 |
| <b>Totals</b>                               | \$119,500.00        | \$8,460.16   | \$127,960.16    | \$61,273.40    | \$22,596.09         | \$119,500.00          |  |  |

- 3.3 All of the events are eligible in so far as they all take place in the Rangitikei. Committee members have been asked to score each application on how well each project meets the remaining ESS criteria<sup>1</sup>. These scores will be tallied at the meeting.

#### **4 Project Report Forms**

- 4.1 It is a condition of ESS that Project Report Forms are returned before further funding can be sought. Three project report forms have been received since July 2017. Project report forms (attached as Appendix 1) have been completed by the following groups:

- Marton Jaycees – Marton Christmas Parade 2016
- Shane Bird - Hunterville Bullride
- Mangaweka Community Committee – Mangaweka French Twilight Dinner

#### **5 Recommendations**

- 5.1 That the report 'Consideration of applications for the Events Sponsorship Scheme 2017-2018 – Round Two be received.

- Marton Jaycees – Marton Christmas Parade 2016
- Shane Bird - Hunterville Bullride
- Mangaweka Community Committee – Mangaweka French Twilight Dinner

- 5.2 That the Finance / Performance Committee approve the sponsorship of events listed below, and disperse the Events Sponsorship Scheme as outlined to successful applicants:

- Taihape Area Dressage Group – Taihape Dressage Christmas Championships \$
- Bulls and District Community Trust – Annual Bulls Christmas Parade \$
- Taihape A&P Show – Taihape A&P Show \$
- Te Reanga Morehu O Ratana Kapahaka Trust – Te Kahui Maunga Regional Kapahaka Competition \$

Christin Ritchie  
Governance Administrator

---

<sup>1</sup> Provide a detailed and realistic marketing / promotional plan with appropriate acknowledgement  
Provide evidence of the benefit to Council of its association with the event (participant numbers etc.)  
Provide a realistic and balanced budget  
Maximised revenue generating opportunities and moving towards self-sustainability

# *Appendix 1*

# ***Appendix 1***

Project report form returned

- Marton Jaycees – Marton Christmas Parade 2016
- Shane Bird - Hunterville Bullride
- Mangaweka Community Committee – Mangaweka French Twilight Dinner

EVENTS SPONSORSHIP SCHEME 2016/17  
RANGITIKEI DISTRICT COUNCIL  
FINAL WRITTEN REPORT

RECEIVED

27 MAR 2017

To: LH

File: 3-9F-11-2

Doc: 17 0570

Please return to: Grants Administrator  
By mail: Rangitikei District Council, Private Bag 1102, Marton 4741  
Or hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or  
Taihape Service Centre, Hautapu Street, Taihape  
Or by Email to: [linda.holman@rangitikei.govt.nz](mailto:linda.holman@rangitikei.govt.nz)

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

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

Marton byees

Name(s) of contact person(s): Richard Simpson

Name of event: Marton Christmas Parade 2016

Date of event: Dec 2016

Type of event:

☐ High profile event

☒ Community event

☐ High profile, community event

☐ One-off event

☐ New recurring event

☒ Established recurring  
event

Date sponsorship was granted: Nov 2016

Amount of sponsorship: \$750 -

Please answer the following questions using additional sheets if necessary

1. Who attended the event (estimated numbers and description)?

|  |      |   |     |
|--|------|---|-----|
| Resident in Rangitikei District?       | 2000 | Visitors from neighbouring Districts <sup>1</sup> ? | 500 |
| Visitors from the rest of New Zealand? | 50   | Overseas visitors?                                  | 20  |
| Total                                  |      |   |     |

- 1.1 Was this attendance

- ☐ More than you expected?  
☒ What you expected?  
☐ Less than you expected?

2. Did the event go as you had planned?

Yes

- a. What worked well/was successful?

Yes great community event.

- b. What didn't work so well/could be improved?

3. Please describe how you promoted the support of the Rangitikei District Council for your event (attach examples of leaflets or publicity if appropriate).

On advertising e over speaker system.

<sup>1</sup> Horowhenua, Manawatu, Ruapehu, Palmerston North, Tararua and Whanganui.

4. Please complete the attached income and expenditure statement for your event, showing all income and expenditure associated with the event.

Surplus/(deficit) \$.....0.....

5. Do you intend to hold this event again next year?

- a. If so, please outline your strategy to increase income generation for this event next year.

Yes.

Get local businesses more involved.



(Please list all income and expenditure associated with the event)

as budgeted.

| Income   | Amount |     |
|--|--------|-----|
| Donated material   | \$     |     |
| Cash in hand towards project                             | \$     |     |
| Intended fundraising (provide an estimate)               | \$     |     |
| Ticket sales   | \$     |     |
| Other sponsorship/grants (please specify source/s below) |        |     |
| Council  | \$     | 750 |
|  | \$     |     |
| No other sponsors used                                   | \$     |     |
| this year JCS paid.                                      | \$     |     |
|  | \$     |     |
|  | \$     |     |
| Total income (GST inclusive / exclusive delete one)      | \$     |     |
| Expenditure  | Amount |     |
|  | \$     |     |
|  | \$     |     |
|  | \$     |     |
|  | \$     |     |
|  | \$     |     |
|  | \$     |     |
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|  | \$     |     |
|  | \$     |     |
|  | \$     |     |
|  | \$     |     |
|  | \$     |     |
|  | \$     |     |
| Total expenditure (GST inclusive / exclusive delete one) | \$     |     |
| Surplus / Deficit (GST inclusive / exclusive delete one) | \$     | 0   |

Signature MB Simpson Date 27/3/17

Print Name Richard Simpson

RECEIVED

EVENTS SPONSORSHIP SCHEME 2016/17  
RANGITIKEI DISTRICT COUNCIL  
FINAL WRITTEN REPORT

20 APR 2017  
To: LH  
File: 3-CF-11-2  
Doc: 17 0526

Please return to: Grants Administrator  
By mail: Rangitikei District Council, Private Bag 1102, Marton 4741  
Or hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or  
Taihape Service Centre, Hautapu Street, Taihape  
Or by Email to: [linda.holman@rangitikei.govt.nz](mailto:linda.holman@rangitikei.govt.nz)

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

|  |   |
|--|---|
| Name of organisation undertaking event: (to be completed by Rangitikei District Council) |   |
| .....  |   |
| Name(s) of contact person(s): <u>Share Bird</u>  |   |
| Name of event: <u>Hunterville Bullade</u>  |   |
| Date of event: <u>24 Feb 2017</u>  |   |
| Type of event:   |   |
| <input type="checkbox"/> High profile event  | <input type="checkbox"/> One-off event                          |
| <input checked="" type="checkbox"/> Community event                                      | <input type="checkbox"/> New recurring event                    |
| <input type="checkbox"/> High profile, community event                                   | <input checked="" type="checkbox"/> Established recurring event |
| Date sponsorship was granted: <u>9 Dec 2016 - Money received 16 Mar 2017</u>             |   |
| Amount of sponsorship: <u>\$550</u>  |   |

Please answer the following questions using additional sheets if necessary

1. Who attended the event (estimated numbers and description)?

|  |     |   |     |
|--|-----|---|-----|
| Resident in Rangitikei District?       | 300 | Visitors from neighbouring Districts <sup>1</sup> ? | 100 |
| Visitors from the rest of New Zealand? | 50  | Overseas visitors?                                  |     |
| Total                                  |     |   |     |

- 1.1 Was this attendance

- ☐ More than you expected?  
☒ What you expected?  
☐ Less than you expected?

2. Did the event go as you had planned?

yes

- a. What worked well/was successful?

Event ran smoothly. Spectator involvement was great esp the children in the children activities.

- b. What didn't work so well/could be improved?

Getting more spectators to attend. Maybe more advertising further afield

3. Please describe how you promoted the support of the Rangitikei District Council for your event (attach examples of leaflets or publicity if appropriate).

As per the cover letter dated 9 Dec 2016, there was 'no Council branding on any promotional material for this event'

<sup>1</sup> Horowhenua, Manawatu, Ruapehu, Palmerston North, Tararua and Whanganui.

4. Please complete the attached income and expenditure statement for your event, showing all income and expenditure associated with the event.

Surplus/(deficit)        \$.....

5. Do you intend to hold this event again next year?
- a. If so, please outline your strategy to increase income generation for this event next year.

.....

.....

.....

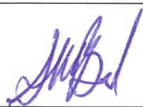
.....

# Income and expenditure statement

(Please list all income and expenditure associated with the event)

| Income   | Amount |                      |
|--|--------|----------------------|
| Donated material   | \$     |                      |
| Cash in hand towards project                             | \$     |                      |
| Intended fundraising (provide an estimate)               | \$     |                      |
| Ticket sales   | \$     | <del>3000</del> 4505 |
| Other sponsorship/grants (please specify source/s below) |        |                      |
| Local Sponsors (Includes \$577.88 Grant from Infinity)   | \$     | 5370                 |
| Parklee Bullride Series sponsors.                        | \$     | 750                  |
|  | \$     |                      |
|  | \$     |                      |
|  | \$     |                      |
|  | \$     |                      |
| Total income (GST inclusive / exclusive delete one)      | \$     | 10625                |
| Expenditure  | Amount |                      |
| Prize Money  | \$     | 1000                 |
| Arena Staff - Judges, Announcer, Bullfighters etc        | \$     | 2000                 |
| Bucking Bull Hire  | \$     | 2887.50 Incl GST     |
| Portable arena Hire                                      | \$     | 1437.50 Incl GST     |
| Transport of Bulls                                       | \$     | 1066.50 Incl GST     |
| Sound System   | \$     | 132.00 Incl GST      |
| Portealass   | \$     | 230.00 Incl GST      |
| St John  | \$     | 577.88 Incl GST      |
| Security / Car Park Staff                                | \$     | 400                  |
| Radio Ads / Newspaper Ads. / Flyers                      | \$     | 644.14 Incl GST      |
| National Assn fee  | \$     | 45 Incl GST          |
| Screen print / Sign date changes.                        | \$     | 61.33 Incl GST.      |
| Trophy Buckle  | \$     | 362.74               |
|  | \$     |                      |
| Total expenditure (GST inclusive / exclusive delete one) | \$     | 10544.59             |
| Surplus / Deficit (GST inclusive / exclusive delete one) | \$     |                      |

Signature



Date 15/04/2017

Print Name

Shane Bird



RECEIVED

21 MAR 2017

EVENTS SPONSORSHIP SCHEME 2016/17  
RANGITIKEI DISTRICT COUNCIL  
FINAL WRITTEN REPORT

To: .....  
File: 3-GF-11-2  
Doc: 17 0246

Please return to: Grants Administrator  
By mail: Rangitikei District Council, Private Bag 1102, Marton 4741  
Or hand deliver to: Rangitikei District Council Office, 46 High Street, Marton; or  
Taihape Service Centre, Hautapu Street, Taihape  
Or by Email to: [linda.holman@rangitikei.govt.nz](mailto:linda.holman@rangitikei.govt.nz)

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

Name of organisation undertaking event: (to be completed by Rangitikei District Council)  
1. MANAWAHEKA COMMUNITY COMMITTEE

Name(s) of contact person(s): Irene Loder / Virginia Travers

Name of event: MANAWAHEKA FRENCH TWILIGHT DINNER

Date of event: 11-2-17

Type of event:  
☒ High profile event  
☒ Community event  
☐ High profile, community event  
☐ One-off event  
☒ New recurring event  
☐ Established recurring event

Date sponsorship was granted: Jan '17

Amount of sponsorship: \$700.

Please answer the following questions using additional sheets if necessary

1. Who attended the event (estimated numbers and description)?

|  |     |   |    |
|--|-----|---|----|
| Resident in Rangitikei District?       | 56  | Visitors from neighbouring Districts <sup>1</sup> ? | 32 |
| Visitors from the rest of New Zealand? | 5   | Overseas visitors?                                  | 7  |
| Total                                  | 100 |   |    |

- 1.1 Was this attendance

- ☐ More than you expected?  
☒ What you expected?  
☐ Less than you expected?

2. Did the event go as you had planned?

EXACTLY  
 TICKETS SOLD OUT 3 WEEK PRIOR  
 TO EVENT.

- a. What worked well/was successful?

PRE DINNER WALK. MUSEUM - ART PARTICIPATION. EVERYTHING - ENTERTAINMENT - FOOD  
 GUESTS DRESSED UP - HIRED COSTUMES  
 LAY-OUT WEATHER.

- b. What didn't work so well/could be improved?

SQUEEZING. MORE \$ FROM COUNCIL  
 WOULD MAKE A DIFFERENCE TO  
 ACTIVITIES.

3. Please describe how you promoted the support of the Rangitikei District Council for your event (attach examples of leaflets or publicity if appropriate).

WE GOT FREE PUBLICITY. COUNCIL HALVED  
 THE \$ ASKED FOR. WORKED JOLLY HARD  
 - GOT ONTO THE 'PHONE - AND FRIENDLY  
 REPORTER. WOULD NOT PAY OUTRAGEOUS HERALD  
 PRICES FOR ADVERTISING

# RESENE'S GENEROUS DONATION OF PAINT JUST  
 WAS MAGIC. DINERS LOVED PAINTING IN  
 WORK

<sup>1</sup> Horowhenua, Manawatu, Ruapehu, Palmerston North, Taranaki and Whanganui.

4. Please complete the attached income and expenditure statement for your event, showing all income and expenditure associated with the event.

Surplus/(deficit) \$ 85.....

5. Do you intend to hold this event again next year?

- a. If so, please outline your strategy to increase income generation for this event next year.

We are looking at @ Indian Event!!  
Have contacted Wellington Indian Soc to  
discuss how best to do this with art  
Music Film Colour & Food.



# Income and expenditure statement

(Please list all income and expenditure associated with the event)

| Income   | Amount                |
|--|-----------------------|
| Donated material <i>Paint</i>                            | \$ <i>?</i>           |
| Cash in hand towards project                             | \$ <i>700 Council</i> |
| Intended fundraising (provide an estimate) <i>Raffle</i> | \$ <i>2. 100</i>      |
| Ticket sales <i>100 @ \$35</i>                           | <i>3500</i>           |
| Other sponsorship/grants (please specify source/s below) |                       |
|  | \$                    |
|  | \$                    |
|  | \$                    |
|  | \$                    |
|  | \$                    |
|  | \$                    |
|  | \$                    |
| Total income (GST inclusive / exclusive delete one)      | \$                    |
| Expenditure  | Amount                |
| <i>FOOD</i>  | \$ <i>2500</i>        |
| <i>HIRE EQUIPMENT</i>                                    | \$ <i>231-05</i>      |
| <i>DECORATION</i>  | \$                    |
| <i>Cloths</i>  | \$ <i>150</i>         |
| <i>NAPPINS</i>   | \$ <i>20.</i>         |
| <i>CLEANING STUFF</i>                                    | \$                    |
| <i>LOO PAPER &amp; TOWELS</i>                            | \$ <i>9</i>           |
| <i>PRINTING.</i>   | \$ <i>90</i>          |
| <i>XTRA FOOD</i>   | \$ <i>142</i>         |
| <i>Paint (BLACKBOARD)</i>                                | \$ <i>18</i>          |
| <i>gifts for WKS</i>                                     | \$ <i>150</i>         |
| <i>Virginia Spotlight.</i>                               | \$ <i>74.</i>         |
| <i>new World</i>   | \$ <i>56.50</i>       |
|  | \$                    |
| Total expenditure (GST inclusive / exclusive delete one) | \$                    |
| Surplus / Deficit (GST inclusive / exclusive delete one) | \$                    |

Signature *Irene Loden* Date *21/3/17*

Print Name *Irene Loden*

to the Mayor and Councillors  
Rangitikei Council.

Greetings!

Re the French Dinner held  
in Mangaweka. 11/2/17.

What fun and what a  
success. Thanks for the \$700  
sponsorship.

In the event, once the  
dinner knew any extra cash  
would be sent to Hauhauras  
Takahanga marae because  
they opened hearts and  
freezers to help people, our  
guests spent ~~variously~~ on  
the raffle.

We were then able to  
donate \$856.67 to the marae  
Board the guests'.

Yvonne ~~Leader~~.



Taihape Branch  
100 Hautapu Street  
PO Box 228  
Taihape 4742  
Phone: 0800 400 600  
Fax: (06) 388 2011

10 March 2017

Mrs I Loder and Ms V A R Travers  
PO Box 44  
Mangaweka 4746



## Simple Saver

Account name: **Loder Irene**  
**Travers Virginia Anne Ridley**

Account number: **03 1525 0066090-00**  
Last summary date:  
This summary date: **10 March 2017**  
Summary number: **1**

### Your transactions

|        |      |                     |                                   | OPENING BALANCE | \$0.00      |            |
|--------|------|---------------------|-----------------------------------|-----------------|-------------|------------|
| DATE   | TYPE | NAME OF OTHER PARTY | TRANSACTION PARTICULARS           | MONEY OUT \$    | MONEY IN \$ | BALANCE \$ |
| 17 Jan |      | I Loder             | Teller Dep                        |                 | 670.00      | 670.00     |
| 18 Jan |      |                     | Teller Dep                        |                 | 245.00      | 915.00     |
| 19 Jan |      |                     | Teller Dep                        |                 | 105.00      | 1,020.00   |
| 20 Jan |      |                     | Teller Dep                        |                 | 280.00      | 1,300.00   |
| 24 Jan |      | Virginia            | Teller Dep                        |                 | 625.00      | 1,925.00   |
| 25 Jan |      | I Loder             | Teller Dep                        |                 | 455.00      | 2,380.00   |
| 30 Jan | DC   | Dew-Hopkins Sb      | mangaweka tickets                 |                 | 70.00       |            |
| 30 Jan |      | Irene               | Teller Dep                        |                 | 595.00      | 3,045.00   |
| 31 Jan | BP   | L E Robertson-Smith | Lorraine robertsonsm french dinne |                 | 35.00       |            |
| 31 Jan |      | Credit Interest     | \$0.08 Less W/Tax \$0.01          |                 | 0.07        |            |
| 31 Jan |      | Clearance Fee       | 8 Cheques At \$0.35               | 2.80            |             | 3,077.27   |
| 01 Feb |      | Irene               | Teller Dep                        |                 | 245.00      | 3,322.27   |
| 02 Feb | DC   | Rangitikei District | Sponsorship                       |                 | 700.00      | 4,022.27   |
| 03 Feb |      | Irene               | TELLER DEP FrenchDinner           |                 | 105.00      |            |
| 03 Feb |      |                     |                                   | 1,250.00        |             | 2,877.27   |
| 07 Feb |      |                     |                                   | 105.82          |             | 2,771.45   |
| 10 Feb |      |                     |                                   | 1,827.30        |             |            |
| 10 Feb |      | Transaction charge  | 13 Transactions 0066090-00        | 6.00            |             | 938.15     |

continued on next page

CR Credit

OD Overdrawn

BP Bill Payment

DC Direct credit



## Your transactions

| DATE            | TYPE | NAME OF OTHER PARTY | TRANSACTION PARTICULARS  | MONEY OUT \$ | MONEY IN \$ | BALANCE \$ |
|-----------------|------|---------------------|--------------------------|--------------|-------------|------------|
| 28 Feb          |      | Credit Interest     | \$0.12 Less W/Tax \$0.02 |              | 0.10        | 938.25     |
| 09 Mar          |      | Credit Interest     | \$0.02 Exempt            |              | 0.02        |            |
| 09 Mar          |      |                     |                          | 938.27       |             | 0.00       |
| CLOSING BALANCE |      |                     |                          |              |             | \$0.00     |

CR Credit

OD Overdrawn

BP Bill Payment

DC Direct credit

As soon as you receive this statement, please check the transactions and let us know if anything is incorrect. Any transactions that have been listed under money in or money out within the last few business days of this summary may be subject to clearance. If any of these items are not paid, your balance will be adjusted, and you will be advised in your next statement.

## Your interest earned this tax year

The following interest has been paid from deposits in Westpac Savings Accounts.

|                                     |        |
|-------------------------------------|--------|
| interest earned from 1 April 2016   | \$0.22 |
| tax paid from 1 April 2016          | \$0.03 |
| interest received from 1 April 2016 | \$0.19 |
| your current tax rate is            | 17.50% |

**Reconciling your account:** The final balance on your Simple Saver summary may differ from your own records because of unrepresented items. To reconcile, take the closing balance on this summary, add money in made after the date of this summary and take away any money out items that are outstanding.

If you have any questions please call us on 0800 400 600, 7am to 11pm, seven days a week.  
To report lost or stolen cards or PINs (Personal Identification Number) phone 0800 888 111, 24 hours a day.

P.O.Box 44  
Mangaweka Village  
Rangitikei. 4676.  
07 March 2017

The Chairman and Executive  
Takahanga Marae  
Takahanga Terrace  
Kaikoura 7300

Dear Everyone,

We, the undersigned committee, recently put on a Twilight French Dinner Party in the historic old main street in Mangaweka.

We had decided that if we made a profit we would donate it to your Marae as recognition of your generosity to your shattered Kaikoura community after the recent earthquakes.

We did! Please accept this koha with our best wishes.

Warmest regards and Kia kaha.

Virginia Travers.  
Trish Peacock.  
Michael Cathel  
Irene Loder.

\$856-27.

# Attachment 6

Rangitikei District Council

## **Statement of Service Performance**

**1 July 2017 – 30 September 2017**

The measures and targets are those presented in the 2015/25 Long Term Plan. Mandatory performance measures – in roading and footpaths, water supply, sewerage and the treatment and disposal of sewage, and stormwater drainage – are denoted by an asterisk.

The full-year Statement of Service Performance will form part of the 2017/18 Annual Report, and is subject to scrutiny by the Council's auditors.

For Finance/Performance Committee, 30 November 2017.

## Performance Reporting

In the Activities that follow, performance reporting against the **Target (or Intended Level of Service)** will be detailed as follows:

|                          |  |
|--------------------------|--|
| <b>Achieved</b>          | <p>Required actions have been completed and the intended level of service has been achieved</p> <p>Or where a long-term level of service is targeted, the results for the year are in keeping with the required trend to achieve the intended level of service</p>   |
| <b>Partly achieved</b>   | <p>Some outputs contributing to the intended level of service have been achieved (e.g. 3 workshops held of the 4 initially proposed)</p> <p>Or the result for the year is between 60% and 75% of the intended level of service</p>   |
| <b>Achieved/ongoing</b>  | <p>A particular level of service has been achieved. But it is multi-faceted and not totally time related in that there are constant actions continuously adding to it</p>  |
| <b>In progress</b>       | <p>No actual output has been achieved but pre-requisite processes have commenced</p>   |
| <b>Not commenced</b>     | <p>No actions to achieve the stated level of service have begun</p>  |
| <b>Not achieved</b>      | <p>None of the required actions have been undertaken</p> <p>Or the result for the year is less than half of the intended level of service</p> <p>Or where a long-term level of service is targeted, the results for the year are contrary to the required trend to achieve the intended level of service</p> |
| <b>Not yet available</b> | <p>Timing of the relevant data set occurs later in the year.</p>   |



## Community Leadership

| Level of Service   |   |  |
|--|---|--|
| Make decisions that are robust, fair, timely, legally compliant and address critical issues, and that are communicated to the community and followed through |   |  |
| Measure  | Target for 2017/18  | Actual July 2017 - September 2017  |
| Completion of annual plan actions on time  | <p>88% of Annual Plan actions substantially undertaken or completed. All groups of activities achieved at least 77% of identified actions.</p> <p><i>In 2016/17, of 165 actions identified in the Annual Plan, 80% were either substantially or fully completed.</i></p>  | <p><i>Not yet available</i></p> <p>First analysis to be done for six month report.</p> |
| Completion of capital programme  | <p>85% of planned capital programme expended; all network utilities groups of activities to achieve at least 65% of planned capital expenditure.</p> <p>Note:<br/>This table <u>excludes</u> expenditure on the emergency repairs to the roading network following the June 2015 rainfall event.</p> <p><i>In 2015/16, 59% of the planned capital programme was expended. Roding achieved 78%; water achieved 52%, sewerage and the treatment and disposal of sewage achieved 27% and stormwater achieved 44%; community and leisure assets achieved 31%.</i></p> | <p><i>Not yet available</i></p> <p>First analysis to be done for six month report.</p> |

## Roading and footpaths

| Level of Service   |  |   |
|--|--|---|
| Provide a sustainable network which is maintained in accordance with each road's significance for local communications and the local economy, taking into account the One Roding Network Classification and funding subsidies.   |  |   |
| Measure  | Target for 2017/18   | Actual July 2017 - September 2017   |
| <p><i>*Road condition</i></p> <p>The average quality of ride on a sealed local road network, measured by smooth travel exposure</p>  | <p>96.5%</p> <p><i>When the measurement was last undertaken, in May-June 2017, the result was 97%.</i></p>   | <p><i>Not yet available</i></p>   |
| <p><i>*Road maintenance</i></p> <p>The percentage of the sealed road network that is resurfaced</p>  | <p>8% (i.e. 55km of resealing and 8.8 km of road rehabilitation). The network has 796 km of sealed road.</p> <p>In 2016/17, 57.16 km of road resealing; this is 7.2% of the sealed network.</p>  | <p><i>Not yet available</i></p> <p>The resealing programme is programmed for the summer months.</p> |
| <p>The percentage if the unsealed road network which is remetalled during the year</p>   | <p>At least 75% of [the unsealed] network remetalled each year – 12,000m<sup>3</sup>.</p> <p>In 2016/17, 8,832m<sup>3</sup> was placed on the network.</p>   | <p><i>Not yet available</i></p> <p>Grading only has been undertaken in the reporting period.</p>    |
| <p><i>*Footpaths</i></p> <p>The percentage of footpaths within the District that fall within the level of service or service standard for the condition of footpaths that is set out in the Council's relevant document (such as its annual plan, activity management plan, asset management plan, annual works programme or long term plan)</p> | <p>At least 80% of footpath lengths in CBD areas in Bulls, Marton, Hunterville and Taihape are at grade 3 or higher</p> <p>At least 70% of sampled footpaths lengths outside CBD areas are at grade 3 or higher</p> <p>At least 90% of sampled footpaths assessed at grade 5 are included in upgrade programme during the following two years.</p> <p>Note:</p> <p>A five point grading system to rate footpath condition based on visual inspections</p> <ol style="list-style-type: none"> <li>1 Excellent</li> <li>2 Good</li> <li>3 Fair</li> <li>4 Poor</li> <li>5 Very Poor</li> </ol> <p>Footpaths will be assessed in approximately 100-metre lengths. The</p> | <p><i>Not yet available</i></p> <p>No sampling survey yet undertaken,</p>                           |

|  |   |   |
|--|---|---|
|  | <p>sample of non-CBD footpaths will include ten lengths in each of Bulls, Marton and Taihape, and four lengths in Mangaweka, Hunterville and Ratana.</p> <p>The assessments will normally be conducted in November and May.</p> |   |
| <p><b>*Road safety</b></p> <p>The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network expressed as a number</p> | <p>No change or a reduction from the previous year.</p> <p><i>During the twelve months ending 31 March 2017, there were no fatal crashes and ten serious injury crashes.<sup>1</sup></i></p>                                    | <p><b>Achieved</b></p> <ul style="list-style-type: none"> <li>no fatal crashes in the reporting period</li> <li>no serious injury accidents in the reporting period.</li> </ul> |

| Level of Service  |   |  |
|---|---|--|
| Be responsive to community expectations over the roading network and requests for service   |   |  |
| Measure   | Target for 2017/18  | Actual July 2017 - September 2017  |
| <p>Adequacy of provision and maintenance of footpaths, street-lighting and local roads (annual survey).</p> <p>Report card" qualitative statements.</p> <p>Groups targeted for consultation:</p> <ul style="list-style-type: none"> <li>Residents where programmed renewal has taken place,</li> <li>Community Boards/ Committees,</li> <li>Community group database,</li> <li>Business sector database.</li> </ul> | <p>A greater proportion (than in the benchmark) or more than 10% of the sample believe that Council's service is getting better</p> <p><i>In 2014/15 (the benchmark), 13% believed it was better than last year, 65% about the same, 21% worse than last year (2% didn't know).</i></p>   | <p><b>Not yet available</b></p> <p>Survey conducted March-April 2018</p>   |
| <p><b>*Responses to service requests</b></p> <p>The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the long term plan</p> <p><i>Note: Council measures resolution as well as initial attendance in response to such requests.</i></p>   | <ul style="list-style-type: none"> <li>95% callouts during working hours responded to within 6 hours and 95% callouts during after-hours within 12 hours.</li> <li>85% of all callouts resolved (i.e. completed) within one month of the request.<sup>2</sup></li> </ul> <p>Specific reference to callouts relating to potholes</p> | <p><b>Partly Achieved</b></p> <ul style="list-style-type: none"> <li>There were 125 footpath and road requests during working hours of which 76% were responded to within time</li> <li>There were 27 footpath and road requests outside working hours, of which 89% were responded to within time.</li> </ul> <p>78% of footpath and road requests were resolved within one month.</p> <p>Note: These requests included 9 concerned with potholes: 64% of these were responded to in time and 67% were resolved within one month.</p> |

<sup>1</sup> 'Serious injury' is not defined in the Rules or associated guidance from the Department of Internal Affairs. At a minimum it is likely to cover all injuries requiring admission to hospital for treatment.

<sup>2</sup> There is a wide range of requests meaning resolution times will range from hours to several weeks or months, depending on urgency and work programming.

## Water supply

| Level of Service  |   |  |
|---|---|--|
| Provide a safe and compliant supply of drinking water   |   |  |
| Measure   | Target for 2017/18  | Actual July 2017 - September 2017  |
| <p><i>*Safety of drinking water</i><br/>The extent to which the Council's drinking water supply complies with</p> <p>(a) part 4 of the drinking water standards (bacteria compliance criteria)<sup>3</sup></p> <p>(b) part 5 of the drinking water standards (protozoa compliance criteria)<sup>4</sup></p> | <p>No incidents of non-compliance</p> <p><i>There were no incidents of E.coli in 2016/17. However, none of the treatment plants was assessed as compliant. This is because the samples taken were insufficient and/or exceeded the prescribed days between samples.</i></p> <p>No incidents of non-compliance</p> <p><i>In 2016/17, the monitoring information through Water Outlook was insufficient to demonstrate protozoa compliance at any of the treatment plants. This was due purely to issues establishing the correct UV treatment monitoring regime. This regime was reviewed to ensure ongoing monitoring during 2017/18.</i></p> | <p><b>Partly achieved</b></p> <p>No E.coli has been detected in any of the supplies.</p> <p>Sampling frequency has been increased from 1 July 2017 at Marton, Bulls and Taihape to meet DWSNZ criteria. However, the snowstorm in Taihape meant a scheduled sampling did not take place.</p> <p><b>Partly achieved</b></p> <p>There is currently no ability to treat protozoa adequately at the Ratana plant. This should be rectified when secure bore status is conferred on the new Ratana bore, due to be commissioned later this year. All other supplies have demonstrated compliance.</p> |
| Compliance with resource consents   | <p>No incidents of non-compliance with resource consents</p> <p><i>In 2016/17 there was one non-compliance: backwash and aluminium sludge discharge to settling ponds exceeded consent limits at the Marton Water Treatment Plant.</i></p>  | <p><b>In progress</b></p> <p>A consent renewal application was lodged on 12 August 2016.</p> <p>The renewal application has sought an optimisation of the activity authorised by the existing consent, rather than a change in activity, as this has been identified as being appropriate to address environmental effects.</p>  |

<sup>3</sup> Currently measured by weekly sampling and testing through Environmental Laboratory Services in Gracefield.

<sup>4</sup> Measured through Water Outlook.

| Level of Service   |  |   |
|--|--|---|
| Provide reliable and efficient urban water supplies  |  |   |
| Measure  | Target for 2017/18   | Actual July 2017 - September 2017   |
| Number of unplanned water supply disruptions affecting multiple properties   | Fewer unplanned water supply disruptions affecting multiple properties than in previous year.<br><br><i>In 2016/17, there were 5 unplanned water supply interruptions.</i> | <b>Achieved</b><br><br>There were no unplanned water interruptions during the reporting period.   |
| <b>*Maintenance of the reticulation network</b><br><br>The percentage of real water loss from the Council's networked reticulation system <sup>5</sup>   | Less than 40%.   | <b>In progress</b><br>Using Minimum Night Flow calculations, estimated water loss across all urban schemes 45%. Note that this includes some legitimate use. Benchloss calculations will be performed for the year.   |
| <b>*Demand management</b><br><br>The average consumption of drinking water per day per resident within the District<br><br>Note: This includes all water released from the urban treatment plants, irrespective of <u>whether it is used for residential, agricultural, commercial or industrial purposes.</u> | 600 litres per person per day<br><br><i>In 2016/17, the average daily consumption of drinking water per day per resident was 542L.</i>                                     | <b>Achieved</b><br>Using the method specified by the Department of Internal Affairs, consumption across urban schemes averaged 485 litres/person/day. Note that this includes industrial and commercial use.<br><br><i>An analysis is being undertaken to separate out these larger uses of water (as was done last year.</i> |

| Level of Service   |  |   |
|--|--|---|
| Be responsive to reported faults and complaints  |  |   |
| Measure  | Target for 2017/18   | Actual July 2017 - September 2017   |
| <b>*Fault response time</b><br>Where the Council attends a call-out in response to a fault or unplanned interruption to its networked reticulation system, the following <i>median times</i> are measured<br>(a) attendance time: from the time that the Council receives notification to the time that service personnel reach the site, and<br>(b) resolution time: from | Less than previous year<br><br>(a) 10 minutes<br>(b) 1 hour 17 minutes<br>(c) 19 minutes<br>(d) 1 hour 7 minutes<br><br>(when recalculated as median times)<br><br>The target attendance times are within 30 minutes for urgent callouts, within 24 hours for non-urgent callouts. | <b>Achieved</b><br>The median times for the reporting period are:<br>(a) 9 minutes<br>(b) 45 minutes<br>(c) 17 minutes<br>(d) 54 minutes<br><br>(a) 100% urgent callouts attended to within 30 minutes<br>(b) 100% of urgent callouts resolved within 24 hours<br>(c) 100% of non-urgent callouts attended to within 24 hours<br>(d) 94% of non-urgent callouts resolved within 96 hours. |

<sup>5</sup> A description of the methodology used to calculate this must be included as part of the annual report document.

|   |  |  |
|---|--|--|
| <p>the time that the Council receives notification to the time that service personnel confirm resolution of the fault of interruption</p> <p>(c) attendance for non-urgent call-outs: from the time that the Council receives notification to the time that service personnel reach the site, and</p> <p>(d) resolution of non-urgent call-outs from the time that the Council receives notification to the time that service personnel confirm resolution of the fault of interruption</p> | <p>The target resolution times are within 24 hours for urgent callouts and within 96 hours for non-urgent callouts.</p> <p><i>Urgent callouts are where supply is interrupted.</i></p> |  |
|---|--|--|

|   |   |  |
|---|---|--|
| <p><i>*Customer satisfaction</i></p> <p>The total number of complaints (expressed per 1000 connections to the reticulated networks) received by the Council about</p> <p>(a) drinking water clarity</p> <p>(b) drinking water taste</p> <p>(c) drinking water pressure or flow</p> <p>(d) continuity of supply, and</p> <p>(e) The Council's response to any of these issues</p> <p>There are 4,268 connections</p> | <p>Total number of complaints is less than 45/1000</p> <p><i>In 2016/17 total complaints were 13 per 1,000 connections.</i></p> <p><i>In addition, there were 102 complaints about water leaks throughout the network, 48 about water leaks at the meter or toby, 85 requests to replace a toby or meter, and 17 requests to locate a meter, toby or other utility.</i></p> | <p><b>Achieved (pro rata)</b></p> <p>(a) 3.74/1000</p> <p>(b) 0.46/1000</p> <p>(c) 0.00/1000</p> <p>(d) 0.46/1000</p> <p>(e) nil<sup>6</sup></p> |
|---|---|--|

| Level of Service  |  |  |
|---|--|--|
| Maintain compliant, reliable and efficient rural water supplies |  |  |
| Measure   | Target for 2017/18   | Actual July 2017 - September 2017  |
| Compliance with resource consents                               | <p>No incidents of non-compliance with resource consents</p> <p><i>In 2016/17, there were no incidents of non-compliance</i></p> | <p><b>Achieved</b></p> <p>Operations at Erewhon, Omatane and Hunterville all complied with conditions of consent</p> |

<sup>6</sup> This is intended to refer to complaints about Council's response or resolution of any of the four issues specified. They are not distinguishable within the Council's request for service system but are included in (a) to (d).

|  |   |  |
|--|---|--|
| <p><i>Maintenance of the reticulation network</i></p> <p>The percentage of real water loss from the Council's networked reticulation system<sup>7</sup></p>  | <p>Less than 40%</p> <p>No formal assessment has yet been undertaken of water loss in the rural (non-potable) schemes: the benchmark adopted is that used for urban (potable) water supplies.</p> | <p><b>Not commenced</b></p> <p>Cannot be completed as there is no industry methodology to assess the rural unmetered water supply</p>                      |
| <p><i>Fault response time</i></p> <p>Where the Council attends a call-out in response to a fault or unplanned interruption to its networked reticulation system, the following median times are measured</p> <p>(a) attendance for urgent call-outs: from the time that the Council receives notification to the time that service personnel reach the site, and</p> <p>(b) resolution of urgent call-outs from the time that the Council receives notification to the time that service personnel confirm resolution of the fault of interruption</p> | <p>Less than previous year</p> <p>(when recalculated as median times)</p> <p>Specified standard:</p> <p>(a) 24 hours</p> <p>(b) 96 hours</p>  | <p><b>Not yet available</b></p> <p>Information from Hunterville scheme only as this is the only scheme where servicing is directly managed by Council.</p> |

| Level of Service                             |   |  |
|--|---|--|
| Ensure fire-fighting capacity in urban areas |   |  |
| Measure                                      | Target for 2017/18  | Actual July 2017 - September 2017  |
| Random flow checks at the different supplies | 99% of checked fire hydrant installations are in compliance | <p><b>In progress</b></p> <p>Programme of hydrant checks is ongoing. No issues recorded in the request for service system.</p> |

<sup>7</sup> A description of the methodology used to calculate this must be included as part of the annual report document.

## Sewerage and the treatment and disposal of sewage

| Level of Service   |   |  |
|--|---|--|
| Provide a reliable reticulated disposal system that does not cause harm or create pollution within existing urban areas.   |   |  |
| Measure  | Target for 2017/18  | Actual July 2017 - September 2017  |
| <p><i>*Discharge compliance</i></p> <p>Compliance with the Council's resource consents for discharge from its sewerage system measured by the number of</p> <p>(a) abatement notices</p> <p>(b) infringement notices</p> <p>(c) enforcement orders, and</p> <p>(d) convictions</p> <p>received by the Council in relation to those resource consents</p> | <p>No abatement or infringement notices, no enforcement orders and no convictions</p>   | <p><b>Achieved</b></p> <p>No abatement or infringement notices, no enforcement orders and no convictions received during the reporting period.</p>   |
| <p>Routine compliance monitoring of discharge consents</p>   | <p>6 out of 7 systems comply</p> <p><i>In 2016/17, Bulls was identified as being significantly non-compliant because of the quantity being discharges to the Rangitikei River.</i></p>  | <p><b>Not achieved</b></p> <p>Formal assessments from Horizons have yet to be received.</p> <p>However, monitoring has recorded the following non-compliances:</p> <p><i>Taihape:</i></p> <p>Non-compliant with respect to flow volume and rate in September 2017. However quality results are improving and within compliance limits for the month of September. A compliance pathway for this treatment plant has been agreed with Horizons Regulatory Manager. Details on new consent, or variation are pending.</p> <p><i>Huntermville</i></p> <p>Regular exceedances of the maximum daily discharge volume have been recorded in September 2017. A draft consent variation was lodged on 1 December 2016 in order that the consent will reflect the accurate maximum daily discharge volume. This application is still being processed.</p> |
| <p>Number of overflows from each network (response/ resolution time)</p>   | <p>No single network to experience more than 3 overflows during a 12 month period.</p> <p>Response/ resolution time monitored and compared with benchmark]</p> <p><i>In 2016/17, there were 1 overflow in Marton, and 1 overflow in Taihape</i></p> | <p><b>Achieved</b></p> <p>There were no recorded dry-weather overflows.</p>  |



|  |   |   |
|--|---|---|
| <p><i>*System and adequacy</i><br/>The number of dry weather sewerage overflows from the Council's sewerage system, expressed per 1000 sewerage connections to that sewerage system.</p> | <p>Not more than one per 1,000 connections</p> <p>There are 4,226 sewerage connections in the District.</p> | <p><b>Achieved</b></p> <p>There were no reported dry weather overflow</p> |
|--|---|---|

| Level of Service   |   |   |
|--|---|---|
| Be responsive to reported faults and complaints.   |   |   |
| Measure  | Target for 2017/18  | Actual July 2017 - September 2017   |
| <p><i>*Fault response time</i><br/>Where the Council attends to sewerage overflows resulting from a blockage or other fault in the Council's sewerage system, the following <i>median times</i> are measured</p> <p>(a) attendance time: from the time that the Council receives notification to the time that service personnel reach the site, and</p> <p>(b) resolution time: from the time that the Council receives notification to the time that service personnel confirm resolution of the fault of interruption</p> | <p>Improved timeliness compared with the previous year</p> <p>a) 22 minutes<br/>b) 2 hours 34 minutes</p> <p>The target attendance times are within 30 minutes for urgent callouts, within 24 hours for non-urgent callouts.</p> <p>The target resolution times are within 24 hours for urgent callouts and within 96 hours for non-urgent callouts.</p> <p><i>Urgent callouts are where sewage is evident</i></p> <p>Note: this mandatory measure does not distinguish between urgent and non-urgent callouts.</p> | <p><b>In progress</b></p> <p>There were no dry weather sewerage overflows reported.</p>   |
| <p><i>*Customer satisfaction</i><br/>The total number of complaints received by the Council about any of the following:</p> <p>(a) sewage odour<br/>(b) sewerage system faults<br/>(c) sewerage system blockages, and<br/>(d) the Council's response to issues with its sewerage systems<sup>8</sup><br/>expressed per 1,000 connections to the Council's</p>  | <p>Total number of complaints is less than 18/1000</p> <p><i>In 2016/17 total complaints were 4.49 per 1,000 connections.</i></p>   | <p><b>Achieved (pro rata)</b></p> <p>The request for service system does not show all complaints for any one incident, so there is potential under-reporting. With that qualification, the year-to-date results are:</p> <p>(a) 0.23/1000<br/>(b) 0.23/1000<br/>(c) 0.00/1000<br/>(d) not yet available</p> <p>i.e. a total of 0.46/1000.</p> |

<sup>8</sup> These are matters relating to the Council's wastewater systems recorded in the request for service system *other than* in (a), (b) or (c) such as complaints about wastewater overflows.

|  |  |  |
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| sewerage system.<br>There are 4,226 sewerage<br>connections in the District. |  |  |
|--|--|--|

## Stormwater drainage

| Level of Service   |   |   |
|--|---|---|
| Provide a reliable collection and disposal system to each property during normal rainfall  |   |   |
| Measure  | Target for 2017/18  | Actual July 2017 - September 2017   |
| <p><i>*System adequacy</i></p> <p>(a) The number of flooding events<sup>9</sup> that occurred in the District</p> <p>(b) For each flooding event, the number of habitable floors affected (expressed per 1,000 properties connected to the Council's stormwater system)</p>  | <p>Less than 1/1000</p> <p>There are 4,122 properties in the District that pay the stormwater rate.</p> | <p><i>Not applicable</i></p> <p>One flooding event in August 2017. No reports of any flooding affecting properties.</p>               |
| <p><i>*Discharge compliance</i></p> <p>Compliance with the Council's resource consents for discharge from its stormwater system measured by the number of</p> <p>(a) abatement notices</p> <p>(b) infringement notices</p> <p>(c) enforcement orders, and</p> <p>(d) convictions</p> <p>received by the Council in relation to those resource consents</p> |   | <p><i>Not applicable</i></p> <p>The Council has not been required to have resource consents for any of its stormwater discharges.</p> |

| Level of Service  |                          |  |
|---|--------------------------|--|
| Be responsive to reported faults and complaints   |                          |  |
| Measure   | Target for 2016/17       | Actual July 2017 - September 2017  |
| <p><i>*Response time</i></p> <p>The median response time to attend a flooding event, measured from the time that the Council receives notification to the time that service personnel reach the site.</p> | <p>1 hour</p>            | <p><i>Not applicable</i></p>   |
| <p><i>*Customer satisfaction</i></p> <p>The number of complaints received by the Council about the performance of its stormwater system, expressed per 1,000</p>  | <p>Less than 15/1000</p> | <p><i>Achieved</i></p> <p>There were 5 call-outs during this time period, of which all were resolved in time.</p> <p>1.21/1000</p> |

<sup>9</sup> The rules for the mandatory measures define a 'flooding event' as an overflow from a territorial authority's stormwater system that enters a habitable floor

|   |  |  |
|---|--|--|
| properties connected to the Council's stormwater system.<br>4,122 connections |  |  |
|---|--|--|

## Community and leisure assets

| Level of Service   |   |   |
|--|---|---|
| Provide a "good enough" range of community and leisure assets at an appropriate proximity to centres of population |   |   |
| Measure  | Target for 2017/18  | Actual July 2017 - September 2017   |
| "Report card" produced during April/May each year from a postal survey of residents. <sup>10</sup>                 | <p>A greater proportion (than in the previous year) or more than 10% of the sample believes that Council's service is getting better.</p> <p>NOTE 1:<br/>Changes in the methodology of sampling has increased the total response rate and provided a more representative sample of residents. This may have affected the comparability of results. Further analysis will be done before the 12 month SSP.</p> <p>NOTE 2:<br/>The question relating to Community Housing was dropped from the survey in 2017. This is because the number of residents with any knowledge or opinion about community housing meant that the sample size was too small to be meaningful. More feedback has been sought from tenants themselves to provide information on satisfaction with the services.</p> | <p><i>Not yet available</i></p> <p>Survey to be undertaken in April 2018.</p> |

<sup>10</sup> It is intended to take the sample from the electoral roll for residents. During the previous three years the sample was taken from Council's ratepayer database.

## Community and leisure assets - continued

| Secure high use of staffed facilities |   |   |
|---------------------------------------|---|---|
| Measure                               | Target for 2017/18  | Actual July 2017 - September 2017   |
| Number of users of libraries          | <p>An increase in use compared with the previous year</p> <p><i>In 2016/17:</i><br/> <i>Bulls: 8,901 (21 days unrecorded)</i><br/> <i>Marton: 18,198 (8 days unrecorded)</i><br/> <i>Taihape: 23,819 (13 days unrecorded)</i></p> | <p><b>Achieved (pro rata)</b></p> <p>For the period July-September 2017:</p> <p>Bulls: 2,317<br/> Marton: 6,823<br/> Taihape: 5,253</p> |
| Number of users of pools              | <p>An increase in use compared with the previous year:</p> <p><i>2016/17 season totals</i><br/> <i>Marton.....28,271</i><br/> <i>Taihape.....11,177</i></p>   | <p><b>Not yet available</b></p> <p>Season just started</p>  |

## Rubbish and recycling

| Level of Service  |  |   |
|---|--|---|
| Make recycling facilities available at waste transfer stations for glass, paper, metal, plastics, textiles and greenwaste. Special occasions for electronics (e-waste). |  |   |
| Measure   | Target for 2017/18   | Actual July 2017 - September 2017   |
| Waste to landfill (tonnage) <sup>11</sup>   | 4,000 tonnes to landfill<br><br><i>In 2016/17,, 5,123 tonnes went to the landfill.</i>   | <b>Not achieved (pro rata)</b><br>1,105 tonnes went to the landfill, equating (on a pro rata basis) to 15% increase of the target volume<br><br>405 tonnes went in October 2017 |
| Waste diverted from landfill (tonnage and (percentage of total waste) <sup>12</sup>   | Percentage of waste diverted from landfill 16%<br><br><i>In 2016/17, a total of 1,070 tonnes (or 17.2%) of waste was diverted.</i> | <b>Achieved (pro rata)</b><br><br>22% diversion   |

<sup>11</sup> Calibrated records maintained at Bonny Glen landfill.

<sup>12</sup> Records maintained at waste transfer stations

## Environmental and regulatory services

| Level of Service  |  |  |
|---|--|--|
| Provide a legally compliant service   |  |  |
| Measure   | Target for 2017/18   | Actual July 2017 - September 2017  |
| Timeliness of processing the paperwork (building control, consent processes, licence applications) <sup>13</sup>  | <p>At least 94% of the processing of documentation for each of Council's regulatory and enforcement services is completed within the prescribed times</p> <p><i>In 2016/17, 99% of building consents and 100% of resource consents were issued within the prescribed time</i></p> <p><i>There were 300 building consents and 38 resource consents.</i></p>   | <p><b>Partly achieved:</b></p> <p>100% of building consents and 92% of resource consents were issued within the prescribed times.</p> <p>There have been 56 building consents and 17 resource consents (7 land use, 10 subdivision)</p>  |
| Possession of relevant authorisations from central government <sup>14</sup>   | <p>Accreditation as a building consent authority maintained</p> <p>Functions of a registration authority and role of a recognised agency under the Food Act not subject to Ministerial Review.<sup>15</sup></p>  | <p><b>Achieved:</b></p> <p>Council's accreditation was confirmed for two years from February 2017. This follows an assessment visit by IANZ, 8-10 February 2017 and completion of the required corrective actions.</p> <p>Functions undertaken by Whanganui District Council on behalf of Rangitikei District Council.</p>   |
| Level of Service  |  |  |
| Provide regulatory compliance officers  |  |  |
| Timeliness of response to requests for service for enforcement call-outs (animal control and environmental health) within prescribed response and resolution times. | <p>Improvement in timeliness reported in 2016/17</p> <p><i>In 2016/17, 84% were responded to in time and 75% were completed in time.</i></p> <p>For animal control, priority 1 (urgent) callouts (dog attack, threatening dog or stock on road) require response within 30 minutes and resolution within 24 hours; priority 2 (i.e. non-urgent) callouts require response within 24 hours and resolution within 96 hours.</p> <p>For environmental health, there are varying times – for noise complaints, a response is required within one hour, for food issues, it is within 24 hours.</p> | <p><b>Partly achieved:</b></p> <p>78% of callouts responded to in time; 61% were resolved in time.</p> <p>There were 72 urgent call-outs for animal control of which 52 were responded to in time</p> <p>There were 168 non-urgent call-outs for animal control of which 130 were responded to in time</p> <p>There were 69 urgent call-outs for environmental health of which 55 were responded to in time</p> <p>There were 35 non-urgent call-outs for environmental health of which 32 were responded to in time</p> <p>Of the 243 call-outs for animal control, 133 were resolved in time</p> <p>Of the 104 call-outs for environmental health, 78 were resolved in time.</p> |

<sup>13</sup> This includes any prescribed monitoring, such as of resource consents

<sup>14</sup> Excluding general authorisation through legislation where no further formal accreditation is specified

<sup>15</sup> Food Act 2014, s. 185. This added since the measure is an annual review of relevant documents.



## Community well-being

| Level of Service   |  |  |
|--|--|--|
| Provide opportunities to be actively involved in partnerships that provide community and ratepayer wins  |  |  |
| Measure  | Target for 2017/18   | Actual July 2016 - June 2017   |
| <p>Partners' view of how useful Council's initiatives and support has been (annual survey)<sup>16</sup></p> <p>The focus for the survey is those community groups within the District with whom the Council has worked. So, this excludes shared services or other contractual arrangements with other councils. It also excludes direct collaboration with central government agencies although, where these are also involved with community organisations and groups within the Rangitikei, they are invited to participate in the annual survey.</p> | <p>A greater proportion (than in the benchmark) or more than 10% of the sample believes that Council's service is getting better.</p> <p><i>In 2016/17, from the 70 responses to the survey, 23% thought Council's service is getting better, 53% thought it about the same, 2% thought it worse and 23% did not know how to rate this..</i></p> | <p><i>Not yet available</i></p> <p>Survey to be undertaken in April 2018</p> |

| Level of Service  |  |                                 |
|---|--|---------------------------------|
| Identify and promote opportunities for economic growth in the District  |  |                                 |
| Measure   | Target for 2017/18   | Actual July 2016-June 2017      |
| <p>The three key indicators of success in the Council's adopted Rangitikei Growth Strategy- i.e.</p> <ul style="list-style-type: none"> <li>*The District's GDP growth</li> <li>*A greater proportion of young people living in the District are attending local schools</li> <li>*More people living in the District (than is currently projected by Statistics New Zealand)<sup>17</sup></li> </ul> | <p>Turning the curve (in comparison with the benchmark) is evident in at least two of the key indicators</p> | <p><i>Not yet available</i></p> |

<sup>16</sup> Groups which are targeted for consultation:

- Participants in Path to Well-being Theme Groups
- Public sector agency database
- Participants in other partnership programmes that involve Council

<sup>17</sup> (a) In 2013, Rangitikei's GDP growth was -0.8% and trending downwards with an increasing divergence from the national trend.

(b) Based on latest available Statistics New Zealand population estimates (June 2013) and school enrolments for 2014 (TKI), 56% of residents of high school age were enrolled in local schools and trending upwards.

(c) Based on population projections from Statistics New Zealand (medium projection based on 2013 Census), the resident population is projected to decline from 14,450 in June 2013 to 13,900 in June 2028.