

Finance Performance Meeting

Tabled Documents

26 September 2019

Item 7	Chair's Report
Item 11	Infrastructure Shared Services – quarterly report, April – June 2019
Item 12	Economic Development Project and Activity Report – September 2019

Chairs report, September 2019 Finance & Performance Committee

Welcome to the Finance Committee meeting for September 2019.

As this is the last Finance and Performance Committee meeting for this term of Council, I would like to take this opportunity to thank all of the committee members for your invaluable input into the discussions and debate that this group has had over the past three years. I would particularly like to acknowledge the members who have elected not to stand again in the upcoming elections for their dedication and commitment to this committee, Deputy Chair of Finance Lynne Sheridan, Dean McManaway, Graeme Platt and Ruth Rainey, the high degrees of knowledge that you all have brought to the table has been valued by all. A huge vote of thanks must also go to Jo Devine, Michael Hodder and all of the Council staff who have provided this committee with the information it has required and the expertise they bring to their respective roles at Council. The ratepayers are very well served by your knowledge and skills.

Finally, Council is in a very strong position heading into the future and I believe the new Council, when established, will have an excellent platform as they move into an ambitious future of capital spend that will help our district grow, thrive and be a place of choice for many people going forward.

Nigel Belsham

Finance & Performance Committee Chair

TABLED DOCUMENT

Tabled at Finance Performance
on 26 September 2019

Delivery of Infrastructure Services (Infrastructure Shared Services)



Quarterly Performance Report – 1 April 2019 to 30 June 2019

Introduction

In December 2017 Manawatu District Council (MDC) and Rangitikei District Council (RDC) signed an updated agreement for the on-going delivery of Infrastructure Services to RDC by MDC. That agreement established the scope of services, the relative responsibilities and respective performance measures for the on-going delivery of infrastructure shared services (ISS).

MDC's performance against the ISS agreement is reported on a quarterly basis. This report covers the period 1 April 2019 to 30 June 2019.

23 September 2019

TABLED DOCUMENT

Tabled at Finance Performance
on 26 September 2019

Key Performance Indicators (KPIs)

The following performance framework applies to the ISS agreement. Performance against the measures is reported below.

Key Performance Area	Measure	Performance Target	Performance Outcome	Comment
Health and Safety				
Health and Safety	Infrastructure Services delivered and activities undertaken in accordance with RDC's workplace Health and Safety programme	Achieved/ Not Achieved	Achieved	
Health and Safety	Infrastructure Services team will participate actively in RDC's Health and Safety Committee	Achieved/ Not Achieved	Achieved	
Health and Safety	No breaches of Health and Safety obligations	100%	100%	No reported breaches
Operations				
Water/Wastewater Treatment	Treatment plants operated and maintained in accordance with good industry practice, public health standards and resource consent requirements	Achieved/ Not Achieved	Partly Achieved	There have been no incidents of bacterial non-compliance with the water supply, no non-compliance with resource consents for water takes, and no abatement or infringement notices on wastewater discharges. However, full compliance with the protozoa

				<p>compliance for drinking water has not yet been achieved</p> <p>This is primarily attributable to dirty power in the Council's supply. Excessive wastewater discharge is primarily a consent issue which is not yet fully resolved with Horizons.</p>
Water, Wastewater and Stormwater Reticulation	Reticulation managed and maintained in accordance with good industry practice, public health standards/resource consent requirements and customer service standards	Achieved/ Not Achieved	Partly Achieved	<p>Details of the mandatory performance measures are recorded in the Statement of Service Performance for the period 1 July 2018 to 30 June 2019 and shows that 8 measures were fully achieved, 5 were partly achieved, two were not achieved, and 3 were not applicable.</p> <p>'Partly achieved' came from road maintenance (as a result of NZTA funding reductions), dry-weather wastewater overflows and timeliness of responses to complaints</p> <p>'Not achieved' came from fatal or serious injury road crashes (although road condition was not a contributing factor) and the number of complaints about odour and taste of water (in Marton).</p>
Roading	Road maintenance contract is managed in accordance with good industry practice and the provisions of the contract, and contractor performs	Achieved/ Not Achieved	Achieved	The average performance score for the maintenance contract is above the minimum required

	in accordance with contract provisions (and non-performance is recognised, dealt with and reported)			score of 600 for the period 1 April 2019 to 30 June 2019.
Roading	NZTA subsidy claims are prepared and submitted each month, in an accurate and timely manner	100%	Achieved	All NZTA claims were checked, prepared and submitted on time.
Solid Waste	Refuse Transfer Stations managed in accordance with good industry practice and the provisions of the contract, and contractor performs in accordance with contract provisions (and non-performance is recognised, dealt with and reported)	Achieved/ Not Achieved	Achieved	

Programme Planning and Delivery				
Roading	The 3 yearly Roading programme is prepared having regard to asset management plans, RDC priorities and funding availability, and submitted in accordance with NZTA's quality and timing requirements.	Achieved/ Not Achieved	Achieved	
Capital Works and Renewals	Capital Works/Renewal programmes for 3 Waters, Roading and Solid Waste activities are prepared and delivered in accordance with good industry	90%	Partly Achieved (pro-rata)	The Year-to-date capital works programme has fallen behind schedule.

	practice, and within the agreed quality, timeliness and budget parameters set by RDC.			<p>The Roothing programme accelerated during summer and is was completed by year end.</p> <p>Major projects in the three waters are expected to be carried forward due to finalising water strategies for Bulls and Marton, and land acquisition delays for Bulls/Marton and Ratana wastewater upgrades. This situation lies outside the assessment.</p> <p>The balance of the 3 waters programme is behind schedule. This is partly caused by the lack of detail in the Long Term Plan and a decision (by Council) to reprioritise projects. In the case of Erewhon Rural Water), there was insufficient budget provision this financial year.</p>
Reporting	Reports on programme delivery are prepared on a monthly basis as required by RDC	100%	95%	All reports prepared and submitted as required. However, the mandatory reporting on footpath condition has yet to start, owing to the difficulty in finding a suitable contractor.

Project Management				
Project Management	All projects are scoped and managed in accordance with good industry practice, and the required outputs/outcomes are achieved, particularly in relation to quality and timeliness	Achieved/ Not Achieved	Achieved	Project scoping and project management is in accordance with good industry practice, but Council has required more (and earlier) consideration of iwi consultation and resource consent requirements. These two factors affected projects such as the Harris Street stormwater, Wellington Road stormwater and the Hunterville bore. Infrastructure Shared Services has been receptive to giving effect to these factors.
Financial Management	All projects are delivered to the required standard within the budget available, unless a budget variation process is undertaken and an adjusted budget approved by RDC's Chief Executive or Council as appropriate.	Achieved/ Not Achieved	Achieved	

Asset Management				

Activity/Asset Management Plans	Plans are prepared and updated in accordance with good industry practice within agreed timeframes	Achieved / Not Achieved	Achieved	AMPs audited and adopted as part of LTP process
Policy/Strategy	Information to assist with RDC policy/strategy development and implementation is fit for purpose and timely	Achieved/ Not Achieved	Achieved	

Customer Service				
Engagement with Customers	Engagement with internal/external customers is courteous, professional and in accordance with RDC's Customer Service Standards	Achieved/ Not Achieved	Achieved	
Response Times	Requests for Service are to be actioned within agreed response and resolution times with the required supporting documentation	90%	In Progress	While some network response times were slower than the previous year, all responses were within the response times set.

Information Management and Reporting				
Database Management	RAMM and AssetFinder are updated in an accurate and timely manner	Achieved/ Not Achieved	Achieved	

Records Management	Information relating to the activities and services provided within the scope of this agreement is saved into RDCs information management system(s) in an accurate and timely manner, so that effective access/retrieval can be achieved as required	Achieved/ Not Achieved	In Progress	Still some inconsistencies regarding the early capture of key project information in RDC systems.
Reporting	Routine monthly and project approval reports are prepared and submitted in accordance with meeting timings/requirements, and exception/issue reporting promptly to the RDC Chief Executive	100%	100%	Reports completed/submitted as required for period

Budget Planning and Management				
Budget Planning	Draft budgets for Annual and Long Term Plans are prepared as agreed (quality and timeliness)	Achieved/ Not Achieved	Achieved	Budgets for the Annual Plan process has been supplied.
Financial Management	Approved budgets are well managed and progress reported monthly, with expected variances appropriately signalled ahead of time	Achieved/ Not Achieved	In progress	A more consistent approach to budget coding will ensure more effective budget management.
Value Management	Management of budgets and programme delivery demonstrate a 'best value' approach	Achieved/ Not Achieved	In progress	There are no clear examples of a "best value" approach; this will become a stronger focus going forwards.

Procurement			
--------------------	--	--	--

Procurement	All procurement to be undertaken in accordance with RDC's Procurement Policy and financial management system	100%	100%	
Authorisation	All procurement and payments within the scope of this agreement are to be authorised in accordance with RDC's Delegations Policy/Register.	100%	100%	

Performance Excellence				
Continuous Improvement	The Infrastructure Services team will develop, maintain and deliver on a continuous improvement plan (as agreed with RDC's Chief Executive), and regularly report on progress on making lasting improvements in the delivery of Infrastructure Services	Achieved/ Not Achieved	In Progress	Consistent participation in RDC's continuous improvement programme. However, a more formal approach to documenting plans is sought.
Collaboration	The Infrastructure Services team will collaborate within RDC and with external stakeholders/agencies in order to maximise the effectiveness of Infrastructure Services	Achieved/ Not Achieved	Achieved	

Governance support		
---------------------------	--	--

Engagement	The Infrastructure Services team provides support for the Assets/Infrastructure Committee and attends and assists other Council/Committee meetings as required by RDC's Chief Executive	Achieved/ Not Achieved	Achieved	A modified and simplified presentation has been well received by Elected Members.
Official Information Requests (LGOIMA)	Prepare responses, within agreed timeframes, to referred questions for finalisation with RDC's Chief Executive	Achieved/ Not Achieved	Achieved	

Report

TO: Finance/Performance Committee

FROM: Gioia Damosso, Strategic Advisor – Economic Development | Kaihautū Ōhanga

DATE: 26 September 2019

SUBJECT: Economic Development Project and Activity Report – September 2019

FILE: 4-ED-1-NGHS

TABLED DOCUMENT

Tabled at Finance Performance
 on 26 September 2019

1 Background

- 1.1 This report summarises the programmes, activities and focus areas of staff in the Economic Development within the Policy & Community Planning Team. Added commentary is provided where necessary.
- 1.2 This report covers the month of August 2019.

2 Programme and Activity Overview

- 2.1 The following highlights the key programmes, activities and progress of staff in this area.

Programme/Activity	Progress For This Period
Business	Attended Destination Hunterville Business Networking event. There was a great turn out of local businesses and guest speakers including Councillors, The Mayor and a representative from CEDA. Destination Hunterville shared their vision for Hunterville and the map of the town they have commissioned.
Promotion	The editing has been completed for the Country Music Festival and Harvest Festival, with narration from the event organisers. The Mudder was held on Saturday 21 st of September 2019 and filming was taken at this event also.
Website	After a business survey, one external focus group and three internal workshops, it has been decided that Rangitikei.com website will have an overhaul. A branding session will take place after which a brief will be written and shared with potential site developers for quotes.

Programme/Activity	Progress For This Period
Business centre	Meeting with Katarina Hina to discuss the inclusion of the Business/digital Centre in the business case for Te Poho o Tuariki
Business Workshops	Two business workshops are in the planning stage– one in Taihape and one in Marton. These workshops will be full day and free for local businesses to attend. They will be delivered by a mix of local and outside experts in branding, marketing and social media. Ideally will be held end of October.
Land Optimisation	 <p style="text-align: center;">FARMING FOR CHANGE EXPO</p> <p style="text-align: center;">Save the date: 10am - 3pm Wednesday, 16 October 2019 Whanganui War Memorial Centre</p> <p style="text-align: center;">This is your chance to hear from a range of speakers who have diversified their land use and made changes to their farm business. We will frame what our customers want in the next 20 years and how our businesses might adapt to meet these needs. Come and listen to these stories of success in agriculture, horticulture and floriculture and hear how the changing market and political landscape has moved their thinking, their motivations and their focus.</p> <p style="text-align: center;">An agenda of speakers and topics will be sent out closer to the expo.</p> <p style="text-align: center;">\$10 cover charge. Free parking. Lunch provided.</p> <div style="display: flex; justify-content: space-between; align-items: center;">  <div style="font-size: small;"> <p>RSVP required by Thursday, 10 October, with your name, position and business type, to: Rhonda.Morris@whanganuiandpartners.nz or 027 587 0072</p> </div> </div>
Census.	The first set of Census data was released 23 rd September 2019. Rangitikei resident population came in at 15,027, up by 1008 from 2013.

3 Recommendations

- 3.1 That the report 'Economic Development Project and Activity Report' to the 26 September 2019 Finance/Performance Committee be received.

Gioia Damosso
Strategic Advisor – Economic Development | Kaihautū Ōhanga