



Rangitikei District Council

Finance and Performance Committee Meeting

Minutes – Thursday 24 September 2020 – 10:30 am

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Present: Cr Nigel Belsham
Cr Fi Dalgety
Cr Cath Ash
Cr Brian Carter
Cr Angus Gordon
Cr Tracey Hiroa
Cr Waru Panapa
Cr Dave Wilson
His Worship the Mayor, Andy Watson

In attendance: Mr Peter Beggs, Chief Executive
Mr Michael Hodder, Community & Regulatory Services Group Manager
Mr Dave Tombs, GM – Finance and Business Support
Ms Kathryn McDonald, Accountant
Mr George Forster, Policy Advisor
Ms Bonnie Clayton, Governance Administrator

Tabled Documents: **Item 7** - Chair's Report
Item 9 - Draft 2019/20 Annual Non-financial Statements

1 Welcome

The chair opened the meeting at 10.40am.

2 Public Forum

Nil

3 Apologies/Leave of Absence

Nil

4 Members' Conflict of Interest

There were no conflicts of interest declared.

5 Confirmation of order of business

There were no changes to the order of business.

6 Confirmation of minutes

The Committee agreed the commentary regarding Councils debt collection process to be amended to:

“Ms Devine advised that Council officers take the first step for debt collection, such as phone calls or payment plans and then decides when to pass the debt on to Debt Management Central, the debt management agency created by MW LASS for its members, in accordance with the Delegations Manual.”

Resolved minute number **20/FPE/015** **File Ref**

That the Minutes of the Finance/Performance Committee meeting held on 30 July 2020 as amended be taken as read and verified as an accurate and correct record of the meeting.

Cr Belsham/Cr Ash. Carried

7 Chair's Report

Councillor Belsham spoke to his tabled report, with verbal additions:

- Pleasure to have Dave Tombs, the new General Manager for Finance and Business Support at the table.
- He is aware of the huge workload the Long Term Plan is for staff, along with the financial impact, and requested committee members to please be mindful of this when making requests to staff.

Resolved minute number **20/FPE/016** **File Ref** **3-CT-14-1**

That the tabled 'Chair's Report' to the 24 September 2020 Finance/Performance Committee meeting be received.

Cr Belsham/Cr Carter. Carried

8 Draft 2019/20 Annual Financial Statements

Mr Tombs spoke to the report, noting:

- The document is still in draft form.
- The report format is specified by Audit, it is not an internal template.
- Depreciation is going up, once it goes up – it does not come down.
- Depreciation starts from the day you use the asset and it must meet audit standards.

His Worship the Mayor queried Councils spending on forestry, noting it is a significant expense with no return.

Resolved minute number **20/FPE/017** **File Ref**

That the report 'Draft 2019/20 Annual Financial Statements' to the 24 September 2020 Finance/Performance Committee be received.

Cr Carter/Cr Gordon. Carried

9 Draft 2019/20 Annual Non-financial Statements

Mr Hodder briefed the committee on the following:

- The reporting is based on actions set from Council in the Long Term Plan performance framework.
- It is Councils decision during the current LTP planning, to remove or adopt performance measures.
- Improvements are needed in reflecting the Annual Plan budget for a project for that current financial year, rather than entire project i.e in the current financial year land to be purchased, consultant fees etc.
- Drinking water – if it is not 100%, then compliance will not be met, therefore not achieved.

Mr Beggs noted that through the ISSP that the Request for Service system will be getting an upgrade.

Resolved minute number **20/FPE/018** **File Ref**

That the Draft 2019/20 Annual Non-financial Statements to the 24 September 2020 Finance/Performance meeting be received.

Cr Wilson/Cr Dalgety. Carried

10 Draft Financial Snapshot – August 2020

Mr Tombs spoke to the report, highlighting that it can be expanded to report on all assets, rather than just new.

In response to a question, Mr Tombs advised that the Council Animal Control staff working within the shared service assigned to Manawatu District Council are allocated a vehicle from Manawatu District Council, therefore no costs to Council.

Resolved minute number **20/FPE/019** **File Ref**

That the memorandum 'Draft Financial Snapshot – August 2020' to the 24 September 2020 Finance/Performance Committee meeting be received.

His Worship the Mayor/Cr Carter. Carried

11 Heating and Insulation Programme

Mr Forster provided the Committee members history of the programme:

- The programme was extensively advertised, with only three applicants across the district.
- There were further enquiries, however these people were able to apply via the ECCA as they cover 90% of the costs.
- Legally you cannot add to rates, it is effectively a loan – which Council cannot secure against a property.

Resolved minute number **20/FPE/020** **File Ref** **4-EN-5-3**

That the memorandum 'Heating and Insulation Programme' to the 24 September 2020 Finance/Performance Committee be received.

His Worship the Mayor/Cr Wilson. Carried

Resolved minute number **20/FPE/021** **File Ref**

That the Finance/Performance Committee recommend to Council that the Heating and Insulation Programme be revoked and those who enquire at Council are directed towards ECCA and Banks offering up interest free loans.

His Worship the Mayor/Cr Wilson. Carried

12 Floating Funds for Santoft Domain Management Committee

Mr Forster briefed Committee members that the Santoft Domain Management Committee have requested a floating fund up to \$5,000 to pay for any expenses arising from the Domain upgrade. This option was suggested by the Santoft Domain Management Committee as they believe it would be a quicker process than having to request a quote / invoice and staff create a purchase order to get the work done. The fund would be a "float", which would be topped up as money is spent.

His Worship the Mayor suggested this be an update to the delegations register rather than a float as the Committee have their own budget, which is designated for the Santoft Domain.

Resolved minute number **20/FPE/022** **File Ref** **3-CT-18-4**

That the memorandum 'Floating Funds for Santoft Domain Management Committee' to the 24 September 2020 Finance/Performance Committee be received.

Cr Gordon/Cr Hiroa. Carried

Resolved minute number **20/FPE/023** **File Ref**

That the Floating Funds for Santoft Domain Management Committee item lie on the table, and that staff investigate an alternative fund option for the Santoft Domain Management Committee and bring a report back to a subsequent Finance/Performance meeting.

Cr Gordon/Cr Hiroa. Carried

13 Late Items

Nil.

14 Future Items for the Agenda

Options for depreciation on new / existing assets

Policy or process on internal procedures on when debt collection is triggered

Revaluation impact across the sector

15 Next Meeting

Thursday 22 October 2020, 9.30am

16 Meeting Closed

Cr Belsham thanked Mr Hodder as this is his last committee meeting he will attend in his current role. His extensive knowledge and advice has been appreciated.

The meeting closed at 12.14pm.

Confirmed/Chair:

Date:
