

**FINANCE/PERFORMANCE  
COMMITTEE MEETING**

# ORDER PAPER

**THURSDAY, 17 DECEMBER 2020, 9.30AM**

**COUNCIL CHAMBER, RANGITĪKEI DISTRICT COUNCIL  
46 HIGH STREET, MARTON**

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**Chair** - Councillor Nigel Belsham

**Deputy Chair** – Councillor Fi Dalgety

**Membership**

Councillors Cath Ash, Brian Carter, Angus Gordon, Tracey Hiroa, Waru Panapa and Dave Wilson.

His Worship the Mayor, Andy Watson

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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.

*Making this place home.*



# Rangitikei District Council

## Finance and Performance Committee Meeting

Agenda – Thursday 17 December 2020 – 9.30am

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The quorum for the Finance and Performance Committee is 5.

Council's Standing Orders (adopted 31 October 2019) 11.2 provide: The quorum for Council committees and sub-committees is as for Council, i.e. 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 Public Forum**

## **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 Confirmation of minutes**

The minutes from the Finance/Performance Committee meeting held 26 November 2020 are attached.

### **Recommendation:**

That the Minutes of the Finance/Performance Committee meeting held on 26 November 2020 [as amended/without amendment] be taken as read and verified as an accurate and correct record of the meeting.

## **7 Chair's Report**

A report is attached.

### **Recommendation:**

That the Chair's Report to the Finance / Performance Committee be received.

## **8 Follow-up Items from Previous Meetings**

A report and table of follow-up actions is attached.

### **Recommendation:**

That the report 'Follow-up Items from Previous Meetings' be received.

## **9 Financial Snapshot – November 2020**

A report is attached.

**Recommendation:**

That the memorandum 'Financial Snapshot - November 2020' to the 17 December 2020 Finance/Performance Committee meeting be received.

**10 Outcome of Grant Applicants - Event Sponsorship and Community Initiatives 2020/21 Round One**

A report is attached.

**Recommendation:**

That the memorandum 'Outcome of Grant Applicants - Event Sponsorship and Community Initiatives 2020/21 Round 1' to the Finance and Performance Committee meeting 17 December 2020 meeting be received.

**11 Late Items**

As agreed at item 6.

**12 Next Meeting**

To be confirmed.

**13 Meeting Closed**

# Attachment 1



# Rangitikei District Council

## Finance and Performance Committee Meeting

Minutes – Thursday 22 October 2020 – 9:30 a.m.

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

**In attendance:** Mr Peter Beggs, Chief Executive  
Mr Dave Tombs, Group Manager – Corporate Services  
Ms Kathryn McDonald, Accountant  
Mr Arno Benadie, Group Manager – Assets and Infrastructure  
Mrs Carol Gordon, Group Manager –Democracy and Planning  
Ms Sharon Grant, Group Manager – People and Culture  
Mr George Forster, Policy Advisor  
Ms Bonnie Clayton, Governance Administrator  
Ms Karen Cowper, Office Assistant

**Tabled Documents:** Chair's Report

## 1 Welcome

The Chair opened the meeting at 9.31am.

## 2 Council Prayer

Cr Hiroa provided the karakia.

## 3 Public Forum

Nil.

## 4 Apologies/Leave of Absence

There were no apologies.

## 5 Members' Conflict of Interest

There were no Conflicts of Interest declared.

## 6 Confirmation of order of business

There were no changes to the order of business.

## 7 Confirmation of minutes

Resolved minute number	20/FPE/024	File Ref
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That the Minutes of the Finance/Performance Committee meeting held on 24 September 2020, without amendment, be taken as read and verified as an accurate and correct record of the meeting.

Cr Wilson/Cr Carter. Carried

## 8 Chair's Report

Councillor Belsham took his tabled Chair's report as read, advising that in future his report will be included in the order paper.

Resolved minute number	20/FPE/025	File Ref	3-CT-14-1
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That the tabled 'Chair's Report' to the 22 October 2020 Finance/Performance Committee meeting be received.

Cr Belsham/Cr Ash. Carried

## 9 Follow-up Items from Previous Meetings

Mrs Gordon took the report as read.

Resolved minute number	20/FPE/026	File Ref
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That the report 'Follow-up Items from Previous Meetings' to the 22 October 2020 Finance/Performance Committee meeting be received.

Cr Carter/Cr Gordon. Carried



## 10 Santoft Domain Management Committee floating fund options

Mr Forster took the memorandum as read.

Cr Gordon questioned what the process is with other groups and committees that are provided funds.

His Worship the Mayor advised that funds are not held by Community Committees and Partnering Organisations have a Memorandum of Understanding regarding how funds are to be spent, McIntyre Reserve have an automatic payment system and then invoice Council. He said that the Santoft Domain Management Committee are unique, they hold a substantial fund which is to be spent specifically on upgrading the domain.

The Committee discussed the options, agreeing that a Credit Card would be the best option for the Santoft Domain Management Committee, as blocks can be put in place to stop any spending outside of the Domain requirements, online payments would also be useful. If the terms and conditions were not followed then the card would be cancelled.

This suggested approach will now go to the next Santoft Domain Management Committee meeting to agree/disagree.

**Resolved minute number**                      **20/FPE/027**                      **File Ref**                      **3-CT-18-4**

That the memorandum 'Santoft Domain Management Committee floating fund options' to the 22 October 2020 Finance/Performance Committee be received.

Cr Wilson/Cr Hiroa. Carried

**Resolved minute number**                      **20/FPE/028**                      **File Ref**

That the Finance/Performance Committee approve option one - credit card and suggest this to the Santoft Domain Management Committee, to enable them to purchase goods and services.

Cr Dalgety/Cr Hiroa. Carried

## 11 Financial Snapshot – September 2020

Mr Tombs spoke to the memorandum, noting:

- The report refers to the 2020/21 year and reflects a 12<sup>th</sup> of the budget.
- As you get through the year, timing differences will even out.
- The Marton Civic Centre is at the concept stage; no plans are set in stone. If the funds are not spent, they can be rolled over to the 2021/22 year.

Mr Beggs highlighted the importance to spend the capital expenditure, noting that three Project Managers have just started their employment with Council, to assist with upcoming projects.

**Resolved minute number**                      **20/FPE/029**                      **File Ref**

That the memorandum 'Financial Snapshot - September 2020' to the 22 October 2020 Finance/Performance Committee meeting be received.

Cr Wilson/Cr Gordon. Carried

## 12 Procedure – Rates and Water Debtors

Mr Tombs took the report as read.

Committee members passed their thanks onto the staff who follow up on overdue debts, noting the majority was usually within one day.

In response to a question, Mrs Gordon advised that even with the closure of local banks and disestablishment of cheques, the uptake to pay via direct debit increased due to closure of all services during the Covid-19 lockdown.

**Resolved minute number**                      **20/FPE/030**                      **File Ref**

That the report 'Procedure - Rates and Water Debtors' to the 22 October 2020 Finance/Performance Committee be received.

Cr Ash/Cr Dalgety. Carried

## 13 Property Sales – Quarterly Report, September

Mr Tombs took the report as read, noting phenomenal increases in sales.

The Committee discussed that with the closure of bonus bonds and the inability to travel, rather than keeping money in accounts, people are using it to purchase properties.

Mr Tombs noted that he is meeting with QV in the next week and will ask them how they come up with their numbers and organise a time to present to a future Finance/Performance meeting.

**Resolved minute number**                      **20/FPE/031**                      **File Ref**

That the report 'Property Sales – quarterly report, September 2020' to the 22 October 2020 Finance/Performance Committee meeting be received.

Cr Carter/Cr Hiroa. Carried

## 14 Late Items

There were no late items.

## 15 Future Items for the Agenda

QV to come speak to a future Finance/Performance meeting.

## 16 Next Meeting

Thursday 26 November 2020, 10.30am.

## 17 Meeting Closed

The meeting closed at 10.27am.

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

**Date:** \_\_\_\_\_

# Attachment 2

# Report

Subject: **Chair's Report**

To: Finance / Performance Committee

From: Cr Nigel Belsham, Chair

Date: 11 December 2020

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Welcome to the Finance and Performance Committee meeting for December 2020.

2020 has been a challenging year for the world, New Zealand and the region we live in. The impact of Covid has been felt throughout our district and it certainly is a changed landscape that we are living through. Financially, this has certainly had an impact on progressing some of our capital spend, but on the whole, Council has managed to perform well and the first 6 months of this financial year are predominantly on target throughout the operational side of Council. Congratulations to the team for getting us through this difficult period.

A lot of work is going on behind the scenes to deal with the impact of capital re-valuations across the district. Dave Tombs and the finance team are putting in a huge amount of effort to find ways of having fairness and equity when it comes to striking the balance of rates across the differing sectors. There will be some winners and losers when the dust settles, but valuations are out of our control and unfortunately they can create un-intended consequences.

With the decision made around the new Taihape amenities facility, this means one of our major capital projects will soon be under way in the northern part of our district. I believe that the community will be extremely proud of these new facilities and they are certainly long overdue. Our district has a lot of work ahead of it to upgrade much of the needed assets and infrastructure. We have to be mindful of prioritising the works and ensuring all of our district is receiving attention, remembering that the majority of this work is funded district wide.

Thank you all for your attendance today and I look forward to everyone's valuable input into this meeting.

## Recommendation

1. That the Chair's Report to the Finance / Performance Committee be received.

# Attachment 3

# Report

Subject: **Follow-up Items from Previous Meetings**

To: Finance / Performance Committee

From: Carol Gordon

Date: 11 December 2020

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## **1 Reason for Report**

- 1.1 On the list attached are items raised at previous meetings that staff have followed up on. All items indicate who is responsible for follow up, and a brief status comment. Once the items have been reported back to the Committee, and closed, they will be removed from the list.

## **2 Decision Making Process**

- 2.1 Staff have assessed the requirements of the Local Government Act 2002 in relation to this item and have concluded that, as this report is for information only, the decision making provisions do not apply.

## **3 Recommendation**

That the report 'Follow-up Items from Previous Meetings' be received.

Carol Gordon  
Group Manager Democracy and Planning

## Follow-up Actions from Finance / Performance Meeting 26 November 2020

Follow-up Action:	Person Assigned:	Status Comment:
Staff to review Councils Forestry Holdings	Dave Tombs	Report will be included on Agenda for February 2021 meeting
Options for depreciation on new / existing assets	Dave Tombs	Report will be included on Agenda for February 2021 meeting
Revaluation impact across the sector	Dave Tombs	Report will be included on Agenda for February 2021 meeting
QV to meet with the committee in 2021	Dave Tombs	Noted for Jan/Feb 2021 (once audit of current valuations has been completed)

# Attachment 4



## MEMORANDUM

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TO: Finance & Performance Committee

COPIES: Council

FROM: Dave Tombs

DATE: 10 December 2020

SUBJECT: **Financial Snapshot – November 2020**

Attachments: Activity Performance Reports for the 5 Months Ended 30 November 2020  
Capital Expenditure Report for the 5 Months Ended 30 November 2020

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Attached to this Report are the standard financial report that is provided to the Finance & Performance Committee and a new version that is currently being developed. Officers welcome feedback from the Committee regarding the format and content of the proposed version.

### Activity Performance Report

1. Rates revenue is \$10.028 million year to date, which is 2% above the budget of \$9.818 million. The difference of \$0.210 million predominantly relates to rates penalty income which was \$303k at 30 November (against a budget of \$87k). Rates penalty rates income for 2019/20 was recorded at \$556k. Large amounts of these penalties are subsequently reversed via the Rates Remissions account and recorded as an (unbudgeted) expense.
2. The Subsidies and Grants revenue budget variance of \$0.976 million (favourable) is mainly caused by:
  - receiving unbudgeted amounts for the Three Waters Reform (\$2.41m), Community Recovery Grant (\$250k), PGF Capital Funding (\$250k), Hunterville Bore Subsidy (\$350k), a Public Toilet grant (\$33k), and
  - timing differences: road subsidy income being \$2.288 million below budget (reflected in the Roading Capital Expenditure being below budget) (note another grant – Mayors Taskforce for Jobs \$250k - has been received but incorrectly credited to an expense code. See below.)
3. Other revenue is above budget by \$372k. This is due to:
  - the timing of revenue from dog registration fees;

- increase in demand for resource consents (year to date is over budget by \$245k including one transaction of \$185k); and
  - small increase in building consents which is currently \$45k over budget
4. Personnel costs year to date are \$2.244 million against a budget of \$2.001 million, a variance of \$0.243 million. Three pay periods were recorded in November but the budget only allowed for two.
  5. Other expenses came to \$6.992 million at year to date, which is 8% below the budget of \$7.608 million. Causes for this include:
    - \$250k of grant income being incorrectly credited to an expense code; this will be addressed in December (\$110k of this grant income has been spent : both the receipt and expenditure of this grant is unbudgeted);
    - Contractor expenditure being significantly under budget due to the phasing of budgets;
    - Unbudgeted rate remissions (refer above) partially offsetting these budget 'savings'
  6. Depreciation and amortisation are below budget with a 1% variance of \$0.066 million.

## Capital Expenditure Report

7. Capital expenditure is \$4.730 million compared to a year to date budget of \$15.483 million. The capital budget has been evenly profiled over the year.
8. The major areas below budget are:
  - Roading and Footpaths has a variance of \$3.440 million and this predominantly relates to:
    - i. awaiting expenditure on the Mangaweka Bridge project which has only just begun (YTD Variance \$1.9m). This has a 2020/21 budget of \$4.9m. Current estimates are that \$2.75m will be spent by June 2021 and the balance will need to be carried forward to 2021/22
    - ii. Sealed road surfacing (YTD variance \$602k) due to program of work not due to start until after the New Year
    - iii. Turakina Valley Road (YTD variance \$445k) has a full year budget of \$1.1m with work expecting to start around January 2021. This work may be classified as 'repairs' in which case the expenditure will be (unbudgeted) operating expenditure
  - The Waste Water variance of \$2.730 million and the Water Supply variance of \$1.486 million are both expected to be addressed by the recently established Project Management Office.
  - Domains has a budget variance due to delays on work at Taihape
  - Libraries has a variance of \$0.823 million which is largely due to timing of expenditure on the construction of the new Marton Admin and Library building. This has a full year budget of \$2m but a large proportion of this may be carried forward to 2021/22.
  - Swim Centres variance of \$0.260 million as the work related to this (new roof) will not commence until April 2021

9. The only area above budget is Property with a variance of \$0.102 million relating to the King Street Depot, which was not allocated a budget for 2020/21.

10. Other items:

- We have been advised that we are to receive an unbudgeted amount of around \$515k relating to a correction of grant amounts received in prior years
- The Parks Upgrade Partnership has a budget of \$125k. \$75 has been allocated to underground services upgrades and carpark sealing. The other \$50k will be given as a grant towards the Marton Memorial Hall Playground play equipment and, accordingly, may be recorded as an operating expense (and have zero 'spent' against the capital budget)
- Officers note that the \$150k budget for Memorial Park Toilet may not cover all costs, when project management costs, drainage and consent costs are considered. Officers estimate that the final cost could be as much as \$270k. All such budget overruns are reviewed in detail. The overrun, should it occur, is expected to be able to covered by contingency budgets that exist within the Roding budgets.
- Putorino Landfill has an operating expense budget of \$500k : early estimates are that this amount will not be sufficient and unbudgeted expenditure may arise
- Turakina Valley Road may result in unbudgeted operating expense (budget is a capital budget)
- Council has approved unbudgeted investigative work relating to the Taihape Grandstand. This is expected to incur costs of around \$25k to \$40k
- An unbudgeted \$10k grant was approved for the Hunterville Sport and Recreation Trust
- The acquisition of land for the Marton Rail Hub (around \$300k to \$350k?) is unbudgeted. It is expected that contingency amounts in other capital budgets will not be needed so can accommodate this.

## **Treasury and Debt**

11. At 30 November 2020 the Council had \$11.15 million available for immediate needs.

12. Rangitikei District Council has not drawn down any debt in the 2020/21 financial year. The debt balance at 30 November is \$3 million.

13. In response to a query from a previous meeting: Council has no credit rating but is able to borrow from various institutions as a credit rating is not a pre-requisite to borrow money. A credit rating is one of the several factors considered by a lending institution when assessing a request to borrow.

## **Significance and Engagement Policy**

14. This paper is for noting and as such is considered Low in terms of Council's Significance and Engagement Policy.

## **Recommendation**

That the report 'Financial Snapshot – November 2020' to the Finance and Performance Committee meeting be received.

Dave Tombs  
Group Manager, Finance and Business Support

# Activity Performance Report for the 5 Months Ended 30 November 2020

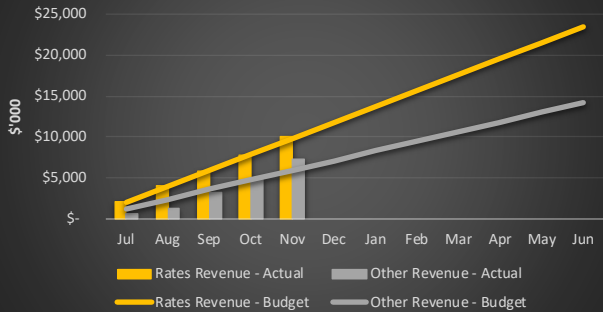
## Rangitikei District Council

### Activity Performance Report

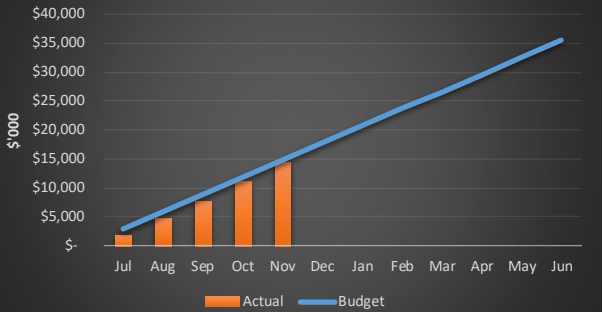
For the 5 months ended 30 November 2020

	2021	2021	Variance	
	Budget YTD	Actual YTD	\$	%
	\$000	\$000	\$000	
<b>Revenue</b>				
Rates Revenue	\$ 9,818,125	\$ 10,027,885	\$ 209,760	2%
Subsidies & Grants	\$ 4,635,418	\$ 5,611,020	\$ 975,602	21%
Other Revenue	\$ 1,278,405	\$ 1,650,115	\$ 371,710	29%
<b>Expenses</b>				
Personnel Costs	\$ 2,000,590	\$ 2,243,690	-\$ 243,100	-12%
Other Expenses	\$ 7,655,332	\$ 7,015,375	\$ 639,957	8%
Depreciation & Amortisation	\$ 5,179,061	\$ 5,113,024	\$ 66,037	1%
Net Surplus	\$ 896,965	\$ 2,916,931	\$ 2,019,966	225%

### Whole of Council - Revenue



### Whole of Council - Expenses



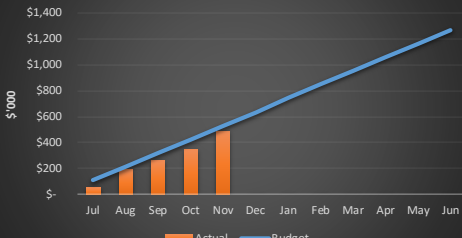
### Community and Leisure Assets - Revenue



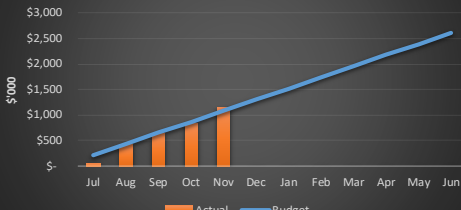
### Roading and Footpaths - Revenue



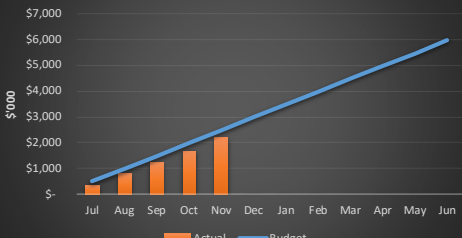
### Community Leadership - Expenses



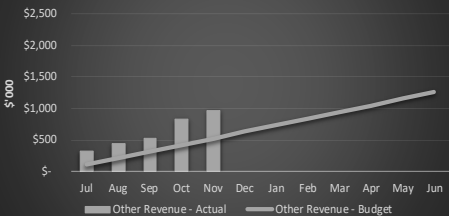
### Environmental and Regulatory Services - Expenses



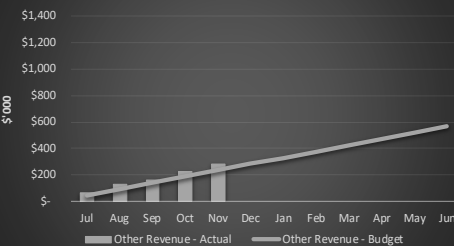
### Water Supply - Expenses



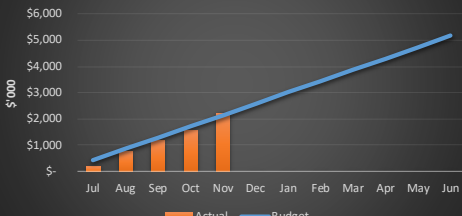
### Environmental and Regulatory Services- Revenue



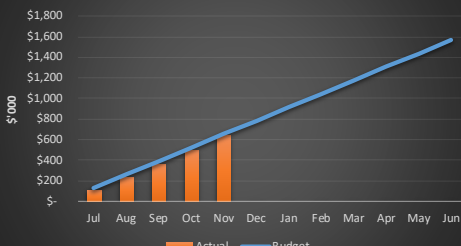
### Rubbish and Recycling - Revenue



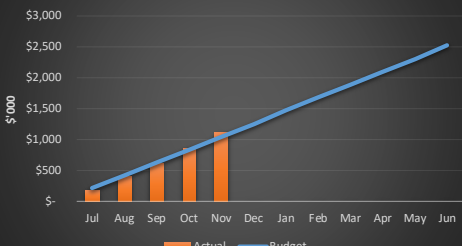
### Community and Leisure Assets - Expenses



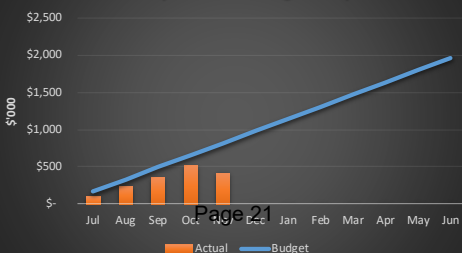
### Rubbish and Recycling - Expenses



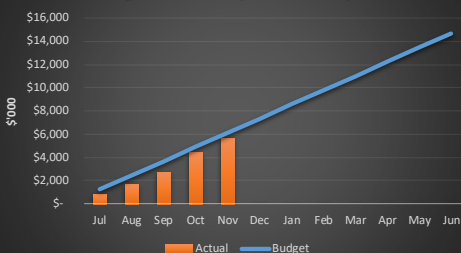
### Sewerage - Expenses



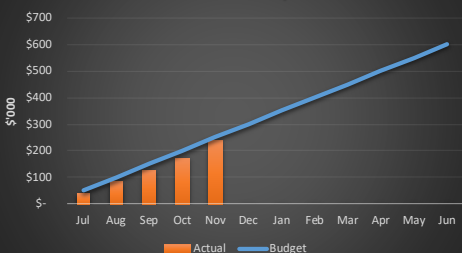
### Community Well-being - Expenses



### Roading and Footpaths - Expenses

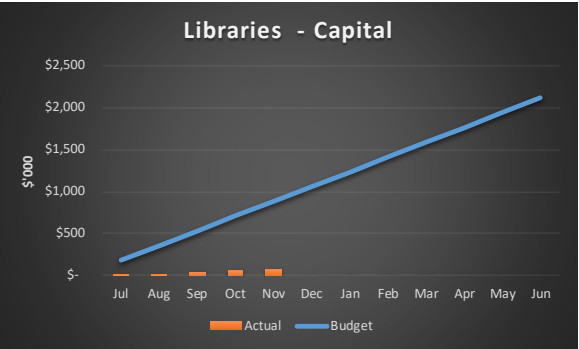
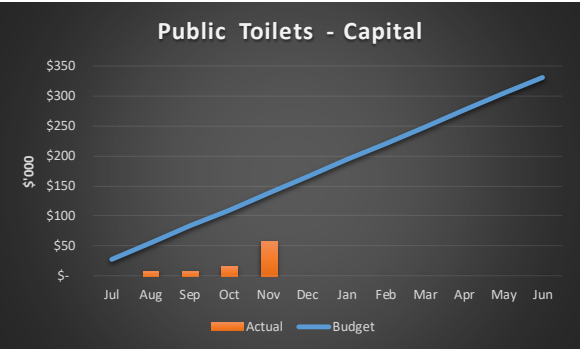
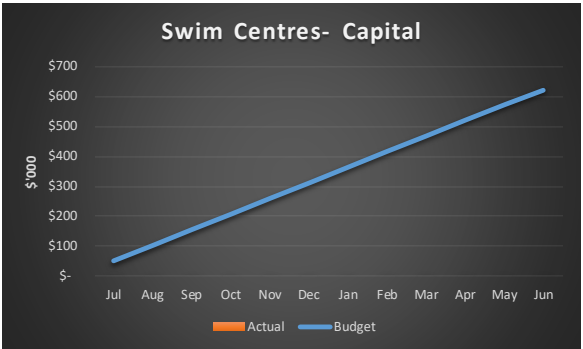
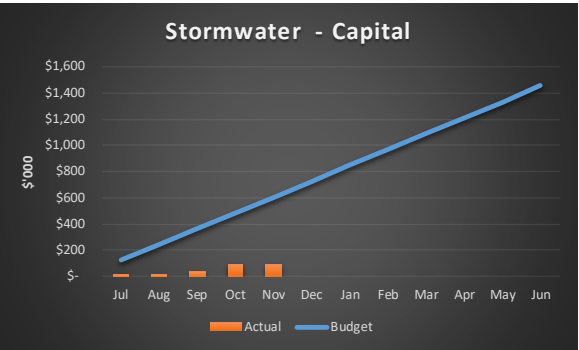
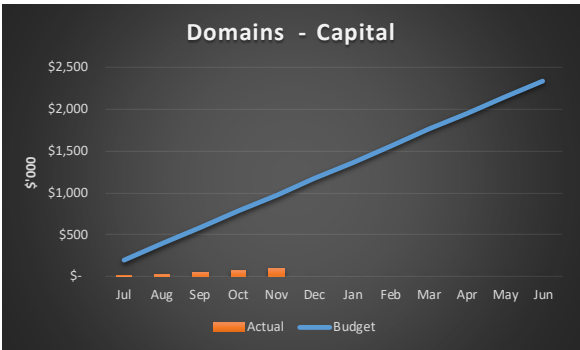
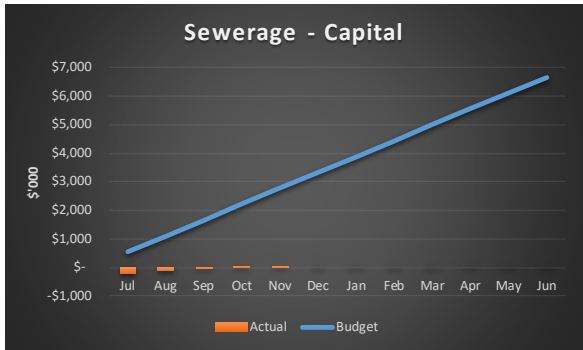
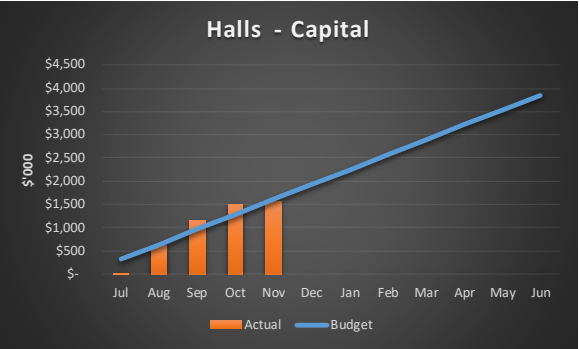
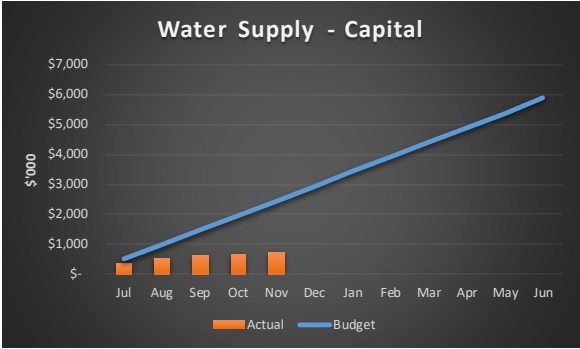
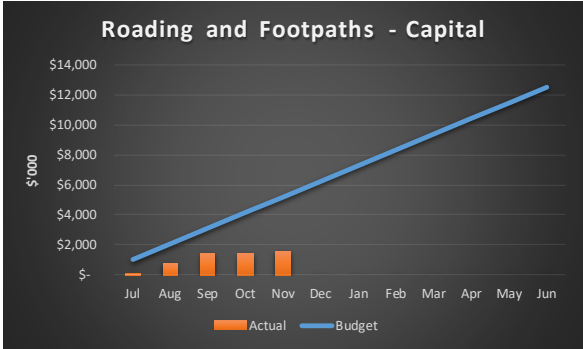


### Stormwater - Expenses



# Capital Expenditure Report for the 5 Months Ended 30 November 2020

Rangitikei District Council				
Capital Expenditure				
For the 4 months ended 30 November 2020				
	2020	2020	Variance	
	Budget YTD	Actual YTD	\$	%
	\$000	\$000	\$000	
Roading and Footpaths	\$ 5,229,535	\$ 1,672,004	-\$ 3,557,531	-68%
Water Supply	\$ 2,450,995	\$ 702,311	-\$ 1,748,684	-71%
Halls	\$ 1,607,605	\$ 1,559,377	-\$ 48,228	-3%
Sewerage	\$ 2,773,060	\$ 42,846	-\$ 2,730,214	-98%
Domains	\$ 975,880	\$ 96,119	-\$ 879,761	-90%
Stormwater	\$ 606,365	\$ 87,462	-\$ 518,903	-86%
Swim Centres	\$ 260,115	\$ -	-\$ 260,115	-100%
Waste Transfer	\$ -	\$ -	\$ -	0%
Public Toilets	\$ 138,335	\$ 58,062	-\$ 80,273	-58%
Libraries	\$ 883,385	\$ 60,635	-\$ 822,750	-93%
Fleet Managment	\$ 56,250	\$ 21,850	-\$ 34,400	-61%
Cemeteries	\$ 85,710	\$ 37,760	-\$ 47,950	-56%
Business Groups	\$ 345,615	\$ 272,176	-\$ 73,439	-21%
Community Housing	\$ 70,080	\$ 1,764	-\$ 68,316	-97%
<b>Total</b>	<b>\$ 15,482,930</b>	<b>\$ 4,612,366</b>	<b>-\$ 10,870,564</b>	<b>-70%</b>



**Rangitikei District Council**  
**Whole of Council**  
**Activity Performance Report**  
**For the 5 months ended 30 November 2020**

	2020/21 YTD Actuals November	2020/21 YTD Budgets November	2020/21 YTD Variance November	2020/21 YTD Percentage Variance November	2020/21 Full Year Budget
<b>Revenue</b>	\$000	\$000	\$000		\$000
Rates	(10,028)	(9,818)	210	2.14%	(23,563)
Subsidies and Grants	(5,611)	(4,635)	976	21.05%	(11,125)
Other Revenue	(1,646)	(1,228)	418	34.06%	(2,947)
Finance Revenue	(4)	(50)	(47)	-92.28%	(121)
<b>Total</b>	<b>(17,289)</b>	<b>(15,732)</b>	<b>1,557</b>	<b>9.90%</b>	<b>(37,757)</b>
<b>Expense</b>					
Personnel Costs	2,244	2,001	(243)	-12.15%	4,801
Other Expenses	6,992	7,608	616	8.10%	18,258
Finance Costs	36	57	21	37.40%	138
Depreciation and Amortisation	5,113	5,179	66	1.28%	12,430
<b>Total</b>	<b>14,384</b>	<b>14,845</b>	<b>460</b>	<b>34.62%</b>	<b>35,627</b>
<b>Grand Total</b>	<b>(2,905)</b>	<b>(887)</b>	<b>2,017</b>	<b>227.39%</b>	<b>(2,130)</b>

Commentary regarding these variances is included on the accompanying summaries.  
Internal charges are not yet incorporated into these summaries.  
These summaries are still under development.

**Rangitikei District Council**  
**Community & Leisure Assets**  
**Activity Performance Report**  
**For the 5 months ended 30 November 2020**

	2020/21 YTD Actuals November	2020/21 YTD Budgets November	2020/21 YTD Variance November	2020/21 YTD Percentage Variance November	2020/21 Full Year Budget
	\$000	\$000	\$000		\$000
<b>Revenue</b>					
Rates	(1,741)	(1,746)	(5)	-0.26%	(4,191)
Subsidies and Grants	(356)	(95)	261	275.81%	(227)
Other Revenue	(286)	(278)	7	2.62%	(668)
<b>Total</b>	<b>(2,383)</b>	<b>(2,119)</b>	<b>264</b>	<b>12.45%</b>	<b>(5,086)</b>
<b>Expense</b>					
Personnel Costs	0	0	0	0.00%	0
Other Expenses	718	886	168	18.95%	2,126
Finance Costs	0	80	80	100.00%	193
Depreciation and Amortisation	425	439	14	3.15%	1,054
<b>Total</b>	<b>1,143</b>	<b>1,405</b>	<b>262</b>	<b>18.64%</b>	<b>3,373</b>
<b>Grand Total</b>	<b>(1,239)</b>	<b>(714)</b>	<b>526</b>	<b>73.69%</b>	<b>(1,713)</b>

**Variances > \$100k : Comments**

Subsidies and Grants Revenue

PGF Capital receipts of \$250k for Memorial Halls and the \$33k for Public Toilets were not budgeted for

Other Expenses

Swim Centres Grant payments are \$90k below budget - timing difference (these will be paid before 30 June)

**Activities Included**

Cemeteries  
Forestry  
Libraries  
Swim Centres

Community Housing  
Halls  
Public Toilets

Domains  
Information Centres (3500)  
Real Estate



**Rangitikei District Council**  
**Community Leadership**  
**Activity Performance Report**  
**For the 5 months ended 30 November 2020**

	2020/21 YTD Actuals November	2020/21 YTD Budgets November	2020/21 YTD Variance November	2020/21 YTD Percentage Variance November	2020/21 Full Year Budget
	\$000	\$000	\$000		\$000
<b>Revenue</b>					
Rates	(539)	(530)	9	1.70%	(1,271)
Other Revenue	0	0	0	0.00%	0
<b>Total</b>	<b>(539)</b>	<b>(530)</b>	<b>9</b>	<b>1.70%</b>	<b>(1,271)</b>
<b>Expense</b>					
Other Expenses	251	283	32	11.20%	678
Finance Costs	0	1	1	100.00%	3
Depreciation and Amortisation	1	1	0	0.17%	2
<b>Total</b>	<b>252</b>	<b>284</b>	<b>33</b>	<b>11.50%</b>	<b>682</b>
<b>Grand Total</b>	<b>(287)</b>	<b>(245)</b>	<b>42</b>	<b>17.00%</b>	<b>(589)</b>

**Variances > \$100k : Comments**

No variances > \$100k

**Activities Included**

Council

Ratana Community Board

Council Committees

Taihapa Community Board

Election Costs

**Rangitikei District Council**  
**Community Wellbeing**  
**Activity Performance Report**  
**For the 5 months ended 30 November 2020**

	2020/21 YTD Actuals November	2020/21 YTD Budgets November	2020/21 YTD Variance November	2020/21 YTD Percentage Variance November	2020/21 Full Year Budget
	\$000	\$000	\$000		\$000
<b>Revenue</b>					
Rates	(627)	(594)	33	5.53%	(1,427)
Subsidies and Grants	(266)	(26)	241	931.53%	(62)
Other Revenue	(11)	(9)	2	16.73%	(22)
<b>Total</b>	<b>(905)</b>	<b>(630)</b>	<b>275</b>	<b>43.68%</b>	<b>(1,511)</b>
<b>Expense</b>					
Personnel Costs	58	48	(10)	-21.63%	115
Other Expenses	125	530	405	76.41%	1,271
Finance Costs	0	1	1	100.00%	2
Depreciation and Amortisation	2	2	0	10.12%	5
<b>Total</b>	<b>185</b>	<b>580</b>	<b>395</b>	<b>68.11%</b>	<b>1,393</b>
<b>Grand Total</b>	<b>(719)</b>	<b>(49)</b>	<b>670</b>	<b>1366.60%</b>	<b>(118)</b>

**Variances > \$100k : Comments**

Subsidies and Grants Revenue

PGF Community Recovery grant of \$250k was unbudgeted .  
 Another unbudgeted grant of \$250k (Mayors Taskforce for Jobs) has  
 incorrectly been credited to Expenses and will be reversed in December.

Other Expenses

Other Expenses are artificially lower due to the \$250k grant income  
 wrongly coded to expenses (refer above).  
 Putorino Landfill has a YTD Budget of \$208k and nil YTD expenditure.  
 Community Recovery Grants of \$110k have been paid out and are  
 unbudgeted (refer Grant Revenue variance above).

**Activities Included**

Civil Defence

Community Awards

District Promotions

Information Centres (3400)

**Rangitikei District Council**  
**Environmental & Regulatory**  
**Activity Performance Report**  
**For the 5 months ended 30 November 2020**

	2020/21 YTD Actuals November	2020/21 YTD Budgets November	2020/21 YTD Variance November	2020/21 YTD Percentage Variance November	2020/21 Full Year Budget
	\$000	\$000	\$000		\$000
<b>Revenue</b>					
Rates	(514)	(506)	7	1.47%	(1,216)
Subsidies and Grants	1	0	(1)	-100.00%	0
Other Revenue	(960)	(525)	435	82.94%	(1,259)
<b>Total</b>	<b>(1,473)</b>	<b>(1,031)</b>	<b>442</b>	<b>42.85%</b>	<b>(2,475)</b>
<b>Expense</b>					
Personnel Costs	244	261	17	6.55%	626
Other Expenses	274	266	(8)	-3.12%	637
Finance Costs	0	1	1	100.00%	3
<b>Total</b>	<b>518</b>	<b>528</b>	<b>10</b>	<b>1.88%</b>	<b>1,266</b>
<b>Grand Total</b>	<b>(955)</b>	<b>(504)</b>	<b>452</b>	<b>89.73%</b>	<b>(1,208)</b>

**Variances > \$100k : Comments**

Other Revenue

Dog registrations are over budget by \$151k - they collected at the beginning but budgeted throughout the year. Additional demand for Resource Consents and Building Consents has resulted in a budget surplus of \$245k and \$45k respectively.

**Activities Included**

Building  
Health

District Planning  
Resource Consent

Dog Control  
Stock Control

**Rangitikei District Council**  
**Roading & Footpaths**  
**Activity Performance Report**  
**For the 5 months ended 30 November 2020**

	2020/21 YTD Actuals November	2020/21 YTD Budgets November	2020/21 YTD Variance November	2020/21 YTD Percentage Variance November	2020/21 Full Year Budget
	\$000	\$000	\$000		\$000
<b>Revenue</b>					
Rates	(2,883)	(2,904)	(22)	-0.74%	(6,970)
Subsidies and Grants	(2,227)	(4,515)	(2,288)	-50.67%	(10,836)
Other Revenue	(46)	(63)	(18)	-28.01%	(152)
<b>Total</b>	<b>(5,155)</b>	<b>(7,482)</b>	<b>(2,327)</b>	<b>-31.10%</b>	<b>(17,958)</b>
<b>Expense</b>					
Other Expenses	2,030	2,462	433	17.58%	5,910
Finance Costs	0	15	15	100.00%	36
Depreciation and Amortisation	3,240	3,240	(0)	0.00%	7,777
<b>Total</b>	<b>5,270</b>	<b>5,718</b>	<b>448</b>	<b>7.83%</b>	<b>13,723</b>
<b>Grand Total</b>	<b>115</b>	<b>(1,764)</b>	<b>(1,879)</b>	<b>-106.50%</b>	<b>(4,234)</b>

**Variances > \$100k : Comments**

Subsidies and Grants Revenue

The budgets for NZTA Income has been spread evenly through the year but the actual receipts occur mainly from January onwards.

Other Expenses

Lower contractor expenses due to timing difference for getting work completed (corresponding to above)

**Activities Included**

Non Subsidised Roothing

Subsidised Roothing

**Rangitikei District Council**  
**Rubbish & Recycling**  
**Activity Performance Report**  
**For the 5 months ended 30 November 2020**

	2020/21 YTD Actuals November	2020/21 YTD Budgets November	2020/21 YTD Variance November	2020/21 YTD Percentage Variance November	2020/21 Full Year Budget
	\$000	\$000	\$000		\$000
<b>Revenue</b>					
Rates	(422)	(418)	4	0.91%	(1,003)
Other Revenue	(285)	(236)	49	20.84%	(566)
<b>Total</b>	<b>(707)</b>	<b>(654)</b>	<b>53</b>	<b>8.10%</b>	<b>(1,569)</b>
<b>Expense</b>					
Other Expenses	536	540	5	0.88%	1,297
Finance Costs	0	2	2	100.00%	5
Depreciation and Amortisation	40	51	11	22.10%	123
<b>Total</b>	<b>576</b>	<b>594</b>	<b>18</b>	<b>3.07%</b>	<b>1,425</b>
<b>Grand Total</b>	<b>(131)</b>	<b>(60)</b>	<b>71</b>	<b>119.22%</b>	<b>(143)</b>

**Variances > \$100k : Comments**

No variances > \$100k

**Activities Included**

Closed Landfills

Waste Transfer Stations

Public Refuse Collection

Waste Minimisation

**Rangitikei District Council**  
**Water, Sewerage & Stormwater**  
**Activity Performance Report**  
**For the 5 months ended 30 November 2020**

	2020/21 YTD Actuals November	2020/21 YTD Budgets November	2020/21 YTD Variance November	2020/21 YTD Percentage Variance November	2020/21 Full Year Budget
	\$000	\$000	\$000		\$000
<b>Revenue</b>					
Subsidies and Grants	(2,760)	0	2,760	100.00%	0
Other Revenue	(68)	(107)	(38)	-36.05%	(256)
Rates	(3,516)	(3,530)	(14)	-0.39%	(8,471)
<b>Total</b>	<b>(6,344)</b>	<b>(3,636)</b>	<b>2,708</b>	<b>74.47%</b>	<b>(8,727)</b>
<b>Expense</b>					
Other Expenses	1,488	1,433	(54)	-3.80%	3,439
Finance Costs	0	341	341	100.00%	819
Depreciation and Amortisation	1,243	1,255	12	0.94%	3,011
<b>Total</b>	<b>2,730</b>	<b>3,029</b>	<b>299</b>	<b>9.86%</b>	<b>7,270</b>
<b>Grand Total</b>	<b>(3,614)</b>	<b>(607)</b>	<b>3,007</b>	<b>495.35%</b>	<b>(1,457)</b>

**Variances > \$100k : Comments**

Subsidies and Grants Revenue

Unbudgeted funds received for the Three Waters Reform of \$2.41m and Hunterville bore of \$350k

Finance Costs

Internal finance costs are not calculated until year end

**Activities Included**

Stormwater

Water - Hunterville Urban

Water Supply Omatene

Waste Water - Sewerage

Water Supply Hunterville Rural

Water Supply Putorino

Water - District

Water Supply Erewhon

**Rangitikei District Council**  
**Business Units**  
**Activity Performance Report**  
**For the 5 months ended 30 November 2020**

	2020/21 YTD Actuals November	2020/21 YTD Budgets November	2020/21 YTD Variance November	2020/21 YTD Percentage Variance November	2020/21 Full Year Budget
	\$000	\$000	\$000		\$000
<b>Revenue</b>					
Rates	213	410	197	47.97%	984
Subsidies and Grants	(2)	0	2	100.00%	0
Other Revenue	9	(10)	(19)	-184.72%	(24)
Finance Revenue	(4)	(50)	(47)	-92.28%	(121)
<b>Total</b>	<b>216</b>	<b>349</b>	<b>134</b>	<b>38.21%</b>	<b>839</b>
<b>Expense</b>					
Personnel Costs	1,942	1,692	(250)	-14.77%	4,061
Other Expenses	1,571	1,208	(363)	-30.07%	2,899
Finance Costs	36	(384)	(420)	-109.34%	(923)
Depreciation and Amortisation	161	190	29	15.14%	457
<b>Total</b>	<b>3,710</b>	<b>2,706</b>	<b>(1,005)</b>	<b>-37.13%</b>	<b>6,494</b>
<b>Grand Total</b>	<b>3,926</b>	<b>3,055</b>	<b>(871)</b>	<b>-28.51%</b>	<b>7,332</b>

**Variances > \$100k : Comments**

Rates Revenue	The Business Units have a debit budget for Rates Revenue. This is largely offset by the credit budget for Finance Costs. These budgets represent the internal allocation of rates and interest. The Rates Revenue YTD Actual includes unbudgeted rates penalties received.
Personnel Costs	The budget is for 11 pays but the actual costs are for 12 pays.
Other Expenses	YTD rates remissions are \$400k and unbudgeted.
Finance Costs	Internal finance costs and recoveries are not calculated until year end

**Activities Included**

Asset Services  
Financial Services  
Policy and Democracy  
Treasury

CEO Business Unit  
Fleet Management  
Property  
People/Culture

Customer Services  
Information Services  
Statutory Planning/Reporting  
Corporate Control Account

**Rangitikei District Council**  
**Capital Expenditure Report**  
**For the 5 months ended 30 November 2020**

	2020/21 YTD Actuals November	2020/21 YTD Budgets November	2020/21 YTD Variance November	2020/21 YTD Percentage Variance November	2020/21 Full Year Budget
	\$000	\$000	\$000		\$000
<b>Business Units</b>	<b>225</b>	<b>358</b>	<b>133</b>	<b>37.20%</b>	<b>859</b>
1100. Asset Services	0	0	0	0.00%	0
3000. Fleet Management	22	56	34	61.16%	135
3600. Information Services	102	302	200	66.36%	724
4100. Property	102	0	(102)	-100.00%	0
<b>Community &amp; Leisure Assets</b>	<b>1,879</b>	<b>4,065</b>	<b>2,186</b>	<b>53.77%</b>	<b>9,756</b>
1300. Cemeteries	38	86	48	55.94%	206
1900. Community Housing	2	70	68	97.48%	168
2600. Domains	96	976	880	90.15%	2,342
3100. Forestry	65	44	(22)	-49.65%	105
3200. Halls	1,559	1,608	48	3.00%	3,858
3700. Libraries	61	883	823	93.14%	2,120
4300. Public Toilets	58	138	80	58.03%	332
4500. Real Estate	0	0	0	0.00%	0
5100. Swim Centres	0	260	260	100.00%	624
<b>Community Wellbeing</b>	<b>4</b>	<b>0</b>	<b>(4)</b>	<b>-100.00%</b>	<b>0</b>
3400. Information Centres	4	0	(4)	-100.00%	0
<b>Roading &amp; Footpaths</b>	<b>1,789</b>	<b>5,230</b>	<b>3,440</b>	<b>65.78%</b>	<b>12,551</b>
3800. Non-Subsidised Roding	38	375	337	89.91%	900
5000. Subsidised Roding	1,752	4,855	3,103	63.92%	11,651
<b>Rubbish &amp; Recycling</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>	<b>0</b>
5500. Waste Transfer Stations	0	0	0	0.00%	0
<b>Water, Sewerage &amp; Stormwater</b>	<b>833</b>	<b>5,830</b>	<b>4,998</b>	<b>85.72%</b>	<b>13,993</b>
4900. Stormwater	87	606	519	85.58%	1,455
5600. Waste Water - Sewerage	43	2,773	2,730	98.45%	6,655
5700. Water - District	679	2,166	1,486	68.63%	5,197
5800. Water - Hunterville Urban	7	144	137	94.99%	345
5900. Water Supply Erewhon	0	119	119	100.00%	286
6000. Water Supply Hunterville Rural	12	20	8	41.51%	47
6100. Water Supply Omatane	4	3	(2)	-57.83%	6
<b>Grand Total</b>	<b>4,730</b>	<b>15,483</b>	<b>10,753</b>	<b>69.45%</b>	<b>37,159</b>



# Attachment 5

# Memorandum

To: Finance and Performance Committee

From: Nardia Gower, Community Programmes Manager

Date: 11 December 2020

Subject: **Outcome of Grant Applicants - Event Sponsorship and Community Initiatives 2020/21 Round One**

File: 3-GF-8-3

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This memorandum is to inform the Finance and Performance Committee of the outcome of the grants applications to the Events Sponsorship Scheme and Community Initiatives Fund from round one of 2020/21.

## The Event Sponsorship Scheme

The Event Sponsorship Scheme (ESS) round one 2020/21 was open from 1 August to 21 August 2020 and received a total of 11 grant applications.

The 2020/21 budget for the ESS is \$25,000. There are two funding rounds held in each financial year. It is suggested that the Committee allocate a maximum of 75% of the total amount (\$18,750) during round one of each year, to ensure adequate money is available for round two. A total of \$50,741 was requested in round one, which was \$31,991 more than the \$18,750 available.

The criteria for the Events Sponsorship Scheme states that grants can only be made to a maximum of 50% of eligible costs. At its 30 July 2020 meeting, Council agreed to amend the Events Sponsorship Scheme Costs Covered to include Equipment Hire.

The outcome of the 29 September Community Grants Sub Committee meetings follows:

• Hunterville Huntaway Festival	\$2,800.00
• Bulls and District Community Trust	\$694.00
• River Valley Lodge	\$1,300.00
• Turakina Caledonian Society Inc.	\$2,500.00
• Taihape and District Agricultural and Pastoral Association	\$1,750.00
• Doors Open Marton	\$824.00
• Marton Country Music Festival	\$2,450.00
• Taihape Community Development Trust	\$457.00
• Rangitikei Shearing Sports Inc. – Marton Show	\$1,500.00
• Project Marton Incorporated	\$1,400.00

The Community Grants Sub Committee 29 September 2020 agenda with full report and confirmed minutes with committee comments can be found on Council's website:

<https://www.rangitikei.govt.nz/council/meetings/committee-meetings/community-grants-sub-committee>

### **The Community Initiatives Fund**

The Community Initiatives Fund (CIF) round one 2020/21 was open from 3 October to 23 October 2020 and received a total of six applicants.

The 2020/21 annual budget for the CIF is \$30,000. There are two funding rounds held in each financial year. It is suggested that the committee allocated a maximum of 75% of the total amount (\$22,500.00) during round one of each year, to ensure adequate money is available for round two. The criteria for the CIF states that grants are usually up to a maximum of \$2,500 towards eligible costs.

The outcome of the 24 November Community Grants Sub Committee meetings follows:

- Taihape Older and Bolder \$2,000.00
- Taihape Dressage Group \$1,000.0
- Bulls Toy Library Incorporated \$2,500.00
- Predator Free Marton \$1,656.00
- Marton & Surrounds ICT Hub Charitable Trust \$2,500.00
- Project Marton \$ 0.00

The Community Grants Sub Committee 24 November 2020 agenda with full report can be found on Councils website:

<https://www.rangitikei.govt.nz/council/meetings/committee-meetings/community-grants-sub-committee>

The unconfirmed minutes from the Community Grants Sub Committee 24 November 2020 with committee comments have been included in Councils 17 December agenda, item 'Minutes and Recommendations from Committees'.

<https://www.rangitikei.govt.nz/council/meetings/council/council-meetings>

### **Round Two 2020/2021 open dates**

Event Sponsorship Scheme: 16 January – 11 February 2021.

Community Initiatives Fund: 15 February – 15 March 2021.

### **Recommendation**

That the memorandum 'Outcome of Grant Applicants - Event Sponsorship and Community Initiatives 2020/21 Round 1' to the Finance and Performance Committee meeting 17 December 2020 meeting be received.

Nardia Gower  
Community Programmes Manager