

MINUTES

FINANCE/PERFORMANCE COMMITTEE MEETING

Date: Wednesday, 24 November 2021

Time: 9.00 am

Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Present

- Cr Nigel Belsham
- Cr Fi Dalgety
- Cr Cath Ash (*via Zoom*)
- Cr Brian Carter
- Cr Angus Gordon
- Cr Tracey Hiroa
- Cr Waru Panapa
- Cr Dave Wilson
- Cr Gill Duncan (*via Zoom*)
- HWTM Andy Watson

In attendance

- Mr Peter Beggs, Chief Executive
- Mr Arno Benadie, Chief Operating Officer
- Mrs Carol Gordon, Group Manager – Democracy and Planning
- Mr Dave Tombs, Group Manager – Corporate Services
- Ms Gaylene Prince, Group Manager – Community Services
- Mrs Sharon Grant, Group Manager – People and Culture (*via Zoom*)
- Mr Danny Le Mar, Manager Financial Services
- Ms Hilary Walker, Management and System Accountant
- Ms Rebecca Bramley, Financial Accountant
- Mr George Forster, Policy Advisor
- Mr Ash Garstang, Governance Advisor
- Ms Kezia Spence, Executive Assistant
- Ms Laurel Mauchline Campbell, Grants Assessor
- Ms Michelle Fannin, Grants Assessor (*via Zoom*)

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1 Welcome / Prayer

The meeting opened at 9.02 am. Cr Dalgety read the Council prayer.

2 Apologies

No apologies.

3 Public Forum

No Public Forum.

4 Conflict of Interest Declarations

His Worship the Mayor and Cr Belsham both declared a conflict of interest with relation to the funding application from Predator Free Marton (item 9.1).

5 Confirmation of Order of Business

No changes to the Order of Business.

6 Confirmation of Minutes

Resolved minute number 21/FPE/064

That the minutes of the Finance/Performance Committee meeting held on 28 October 2021, without amendment, be taken as read and verified as an accurate and correct record of the meeting, and that the electronic signature of the Chair of this committee be added to the official minutes document as a formal record.

HWTM A Watson/Cr W Panapa. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Finance/Performance Meetings

Taken as read.

Resolved minute number 21/FPE/065

That the report 'Follow-up Action Items from Finance/Performance Meetings' be received.

Cr B Carter/Cr F Dalgety. Carried

8 Chair's Report

8.1 Chair's Report - November 2021

Cr Belsham noted that there would be a significant amount of money left in the Community Initiatives Fund for Round 2 of the 2021/22 year. He encouraged Committee members to spread the word about the fund.

Resolved minute number 21/FPE/066

That the Chair's Report – November 2021 be received.

Cr N Belsham/Cr B Carter. Carried

9 Reports for Decision

9.1 Community Initiatives Fund - Consideration of Applications for Round One of 2021/22

The total amount requested was incorrectly written as \$23,323.36 in the Order Paper (page 15). The correct amount is actually \$21,323.36.

Cr Gordon arrived at 9.12 am.

Predator Free Marton

The Mayor declared a conflict of interest with relation to this application. The Mayor also asked the Chair how the Committee should deal with conflicts of interest for these funding applications. Cr Belsham advised that as long as there was no pecuniary interest he was happy for members to continue to partake in the discussion. The Committee agreed with Cr Belsham's suggestion.

Cr Belsham also declared a conflict of interest with relation to this application.

The Committee supported this application.

MartonNZ

Mr John Whittaker attended the meeting and spoke to this application. He explained that he had made movies about Marton in the past and wanted to promote the town. He would have submitted this request through Project Marton, but as they have recently disbanded he has submitted this to Council, via the Community Initiatives Fund, instead.

The Committee felt that this initiative had some overlap with existing work that was being completed by Council staff, and that this proposal would be better suited going through a community organisation in Marton. The Committee decided not to fund the initiative.

Cr Wilson arrived at 9.29 am.

Bulls Toy Library

The Committee supported this application, although it was noted that it would have been good to see the cost of being a member within the budget.

Bulls and District Friendship Club

The Committee supported this application, although it was noted that the budget could have been clearer about whether an income of 'grants' was in anticipation of funding from the Community Initiatives Fund, or a reference to different grants funding. The Committee requested that staff update the application form to provide greater guidance to applicants in this respect.

Rangitikei Golf Club Inc

The Committee supported this application, noting that it could perhaps have been better suited to the Events Sponsorship Scheme.

Taihape Neighbourhood Support Inc

The Committee was happy to support this application. Cr Belsham advised that the group have expanded their operations and the cost of wages has risen accordingly.

Diabetes NZ and Diabetes Rangitikei

Ms Carolyn Bates attended the meeting and spoke to this application. She advised that Diabetes NZ have indicated that they will terminate the lease for the Whanganui office, and in response she would like to establish a Diabetes Rangitikei group. She indicated that there are four other individuals who are keen to join her in a new group.

The Mayor asked Ms Bates to confirm which application (Diabetes NZ or Diabetes Rangitikei) she would like funding to go to, as the Committee would not agree to fund both. Ms Bates advised that she would like funding to go to Diabetes Rangitikei.

The Committee agreed to support the application for Diabetes Rangitikei, and to withdraw the application from Diabetes NZ. It was noted that funding to Diabetes Rangitikei would not be disbursed until a group bank account had been established.

Resolved minute number 21/FPE/067

That the report 'Community Initiatives Fund – Consideration of Applications for Round One of 2021/22' be received.

Cr F Dalgety/Cr D Wilson. Carried

Resolved minute number 21/FPE/068

That the application from Diabetes New Zealand be withdrawn from consideration for Round 1 (2021/22) of the Community Initiatives Fund.

HWTM A Watson/Cr B Carter. Carried

Resolved minute number 21/FPE/069

That the Finance/Performance Committee approve the sponsorship of events listed below, and disperse the Community Initiatives Fund as outlined to successful applicants:

- Predator Free Marton: \$2,500
- Bulls Toy Library: \$1,300
- Bulls and District Friendship Club: \$1,400
- Rangitikei Golf Club Inc: \$460
- Taihape Neighbourhood Support Inc: \$3,800
- Diabetes Rangitikei: \$2,450 (subject to a group bank account being established)

Cr D Wilson/HWTM A Watson. Carried

The meeting was adjourned at 10.09 am and re-convened at 10.12 am.

9.2 Financial Snapshot - October 2021

In response to a query, Mr Tombs advised that most budget variances are due to timing. Unbudgeted income (such as the \$250,000 grant from the Ministry of Social Development) will be offset by unbudgeted expenditure, as it comes in.

There was some discussion around community housing alterations and whether cost for this should come out of the operating budget or capital budget. Ms Prince advised that the alterations were for a roof replacement. The Mayor noted that this should be funded out of the depreciation schedule, and queried whether it should therefore be operating expenditure. He will discuss this offline with staff.

In response to a query, Ms Prince advised that the Taihape Domain Power Upgrade is to replace some of the power boxes around no. 3 field, but it would also be looked at as part of the new amenities building.

In response to a query, Mr Tombs clarified that the Receivables of \$5.9 million is mostly comprised of rates, although he noted that this does not mean that the rates are overdue.

Ms Prince provided advice about the Bulls Civic Centre furniture carry over. Staff are looking at the Zoom capacities for the hall at Te Matapihi, as a need for this has been identified during the COVID-19 restrictions.

Resolved minute number 21/FPE/070

That the Finance and Performance Committee receive the report 'Financial Snapshot – October 2021', including the amended formatting on page 21 of this Order Paper (Business Units, Activity Performance Report).

Cr A Gordon/Cr T Hiroa. Carried

Resolved minute number 21/FPE/071

That the Finance and Performance Committee recommend to Council the carrying over from 2020/21 the list of projects included in this report, and the 2021/22 budgets are amended accordingly.

Cr D Wilson/Cr F Dalgety. Carried

10 Reports for Information

10.1 Draft 2020/21 Annual Report & Summary Annual Report

The Mayor queried whether Council should look at drawing down loans now, in anticipation of possible rising interest rates. Mr Tombs advised that this would require staff to speculate on interest rates and expenditure, but it is something that staff will be looking at closely over the next six months.

Mr Le Mar advised that they are expecting to receive an audit opinion prior to the Council meeting on 16 December 2021. Staff are expecting a matter of emphasis to be raised by Audit NZ for note 24 of the draft 2020/21 Annual Report, due to the recent legislative decision to mandate inclusion in regard to the Three Waters Reform.

Mr Le Mar advised that no formal feedback has been yet received from Audit NZ on the processes behind Councils audit. Mr Tombs expanded on this and advised that the informal feedback he has had has been more positive than it was for last year's audit.

In response to a query, Mr Beggs advised staff have spent considerable time on revising the Statement of Service Reporting. There were previous measures in this that were unobtainable, or items that Council did not report on. The revision of these measures will allow for more accurate and meaningful reporting.

Resolved minute number 21/FPE/072

That the Draft 2020/21 Annual Report & Summary Annual Report be received.

Cr F Dalgety/Cr T Hiroa. Carried

10.2 QV Monthly Report- September 2021

It was noted by staff that the building team continue to be busy with a high consenting work load. The Mayor is expecting there to be a significant increase in housing which will further increase the work load.

Resolved minute number 21/FPE/073

That the QV Monthly Report- September be received.

HWTM A Watson/Cr B Carter. Carried

10.3 2020/21 Annual Residents Survey Improvement Plan

In response to a query, Mrs Gordon advised that there have been eleven complaints of varying degrees since the new complaints process was introduced. If a significant complaint is submitted through the HappyOrNot system, this can be re-directed to Council's complaints process so that it is dealt with adequately.

There was some discussion from the Committee about how the complaints process might work in relation to elected members. Staff noted that the contact details of elected members are available to the public online.

In response to a query about staff training, Mrs Gordon advised that new training modules have been initiated to assist front line staff with better managing complaints and any difficult situations with public.

Resolved minute number 21/FPE/074

That the report '2020/21 Annual Residents Survey Improvement Plan' be received.

Cr T Hiroa/Cr W Panapa. Carried

10.4 Statement of Service Performance Focus Areas

Taken as read.

Resolved minute number 21/FPE/075

That the report 'Statement of Service Performance Focus Areas' be received.

Cr G Duncan/Cr C Ash. Carried

10.5 HappyOrNot Report - October 2021

Cr Carter queried what the blue dots on pages 75 – 77 of the Order Paper represent. Staff will clarify this and provide confirmation.

Resolved minute number 21/FPE/076

That the HappyOrNot Report – October 2021 be received.

HWTM A Watson/Cr T Hiroa. Carried

10.6 Community Initiatives Fund - Project Report Forms

Taken as read.

Resolved minute number 21/FPE/077

That the report ‘Community Initiatives Fund – Project Report Forms’ be received.

Cr N Belsham/Cr F Dalgety. Carried

The meeting closed at 11.01 am.

The minutes of this meeting were confirmed at the Finance/Performance Committee held on 16 December 2021.

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Chairperson