

# MINUTES

## FINANCE/PERFORMANCE COMMITTEE MEETING

**Date:** Thursday, 27 January 2022

**Time:** 1.00 pm

**Venue:** Council Chamber  
Rangitikei District Council  
46 High Street  
Marton

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Present

- Cr Nigel Belsham
- Cr Fi Dalgety [*via Zoom*]
- Cr Cath Ash [*via Zoom*]
- Cr Brian Carter
- Cr Angus Gordon
- Cr Tracey Hiroa [*via Zoom*]
- 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
- Mr Dave Tombs, Group Manager – Corporate Services
- Mrs Carol Gordon, Group Manager – Democracy and Planning
- Ms Gaylene Prince, Group Manager – Community Services
- Mrs Sharon Grant, Group Manager – People and Culture
- Ms Hilary Walker, Management and System Accountant
- Mr Ash Garstang, Governance Advisor

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## **1 Welcome**

Cr Belsham opened the meeting at 1.01 pm.

## **2 Apologies**

No apologies.

## **3 Public Forum**

No public forum.

## **4 Conflict of Interest Declarations**

No conflicts of interest were declared.

## **5 Confirmation of Order of Business**

No changes to the order of business.

## **6 Confirmation of Minutes**

**Resolved minute number 22/FPE/001**

That the minutes of the Finance/Performance Committee meeting held on 16 December 2021, as amended, be taken as read and verified as an accurate and correct record of the meeting, and that the Chair's electronic signature be added to the official minutes document as a formal record.

Amendment: Cr Gill Duncan attended the meeting in person, and Cr Cath Ash attended the meeting via Zoom.

Cr G Duncan/Cr B Carter. Carried

## 7 Follow-up Action Items from Previous Meetings

### 7.1 Follow-up Action Items from Finance/Performance Meetings

In response to a query about the carry-over for the Hereford Heights Intersection, Mr Benadie advised that this carry-over was due to the invoicing being completed in this financial year. The final invoicing does not exceed the original allocated budget.

The Committee requested that staff provide an update on the item regarding what forestry holdings Council has. Mr Tombs will advise Committee members before the next meeting.

**Resolved minute number 22/FPE/002**

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

Cr A Gordon/Cr B Carter. Carried

## 8 Chair's Report

### 8.1 Chair's Report - January 2022

Cr Belsham noted that rainfall in late December 2021 had caused some damage in the district. Mr Benadie advised that he had met with Waka Kotahi regarding this, and that they will come back to staff with an approved work programme.

**Resolved minute number 22/FPE/003**

That the tabled Chair's Report – January 2022 be received.

Cr N Belsham/HWTM A Watson. Carried

## 9 Reports for Decision

### 9.1 Guidelines on Postponed or Cancelled Events/Initiatives

In response to a query, Cr Belsham advised that the grant assessors fund against an applicant's budget in its entirety, and that it would impractical to approve funding for specific expenditure items.

**Resolved minute number 22/FPE/004**

That the report 'Guidelines on Postponed or Cancelled Events/Initiatives' be received.

Cr D Wilson/Cr B Carter. Carried

**Resolved minute number 22/FPE/005**

That the guideline documents for both the Events Sponsorship Scheme (ESS) and Community Initiatives Fund (CIF) be updated to reflect the below:

- a. An event/initiative will be deemed to be 'postponed' if the recipient of Council funds intends to hold a re-scheduled occurrence within six months of the original start date, and if there are not going to be any significant changes to the declared budget.
- b. Any event/initiative not meeting the above criteria will be deemed to be 'cancelled'.

Cr D Wilson/Cr W Panapa. Carried

**Resolved minute number 22/FPE/006**

That the guideline documents for both the Events Sponsorship Scheme (ESS) and Community Initiatives Fund (CIF) be updated to reflect the below:

- a. Any recipient of Council funds under the ESS and CIF grants that 'cancel' their event/initiative will be required to refund this money back to Council.
- b. Council funds that have already been spent prior to the cancellation will not need to be refunded, noting that evidence of expenditure will be required from the recipient.

Cr D Wilson/Cr B Carter. Carried

## 10 Reports for Information

### 10.1 Financial Snapshot - December 2021

Mr Tombs advised that staff will bring a more detailed mid-year report to the Committee's February meeting.

In response to a query about variances and anomalies in the report, Mr Tombs advised that these are due to timing delays and can be partly resolved by having a "full-year" column instead of a "year-to-date" column. However, some of the timing differences are due to contractors not invoicing Council immediately after completing work.

The Mayor noted that long-term projects, particularly those that extend beyond this financial year, could face high cost rises due to a large increase in the consumer price index.

Cr Hiroa left the meeting at 1.40 pm.

The Mayor noted that the loss of water assets to the Three Waters Reform may affect Council's ability to fund projects in the future. Staff acknowledged that there was a lot of uncertainty surrounding this and that it would continue to be a challenging issue.

In response to a query about the high variance for personnel costs, Mr Tombs advised that a particular area of work had originally been earmarked for contractors to complete and it was later decided that staff would undertake the work instead. Mr Tombs undertook to provide a more detailed explanation and he will update the Committee at a later date.

The Committee noted that the three budget items relating to the Taihape capital projects on page 25 was confusing. Mr Tombs advised that one of the items is a carry-over from the last financial year and he will re-name the items to make this clearer.

Cr Hiroa returned to the meeting at 1.49 pm.

**Resolved minute number 22/FPE/007**

That the report 'Financial Snapshot – December 2021' be received.

Cr D Wilson/Cr T Hiroa. Carried

**Resolved minute number 22/FPE/008**

That the Finance/Performance Committee recommend to Council the removal of the \$1.97m 'New Marton Admin and Library – Construction' 2021/22 capital budget, noting that a separate capital budget (Marton Building and Construction), based on more current figures, also exists and is for the same Project.

Cr N Belsham/Cr D Wilson. Carried

## **10.2 QV Monthly Report - November 2021**

In response to a query, Cr Dalgety confirmed that objections on QV valuations need to be raised during the objection period, following the release of the new QV valuations – they cannot normally be raised on an ad hoc basis.

**Resolved minute number 22/FPE/009**

That the QV Monthly Report - November 2021 be received.

HWTM A Watson/Cr B Carter. Carried

## **10.3 Treasury and Debt - December 2021**

Taken as read.

**Resolved minute number 22/FPE/010**

That the report 'Treasury and Debt - December 2021' be received.

Cr A Gordon/Cr B Carter. Carried

## **10.4 HappyOrNot Report - December 2021**

In response to a query, Mrs Gordon undertook to investigate the high percentage of negative responses on 28 Dec 21 and to provide an explanation on this at a later date.

In response to a query about how staff are ascertaining the nature/content of specific complaints, staff advised that this information can be sourced from the Request for Service (RFS) system and

from Statement of Service Performance (SSP) reporting. Additionally, staff would raise any significant issues with elected members, as has been done previously.

In response to a query about the 'fix-it' process changes, Mrs Gordon advised that this work is pending as staff are waiting for a technical update to the programme to be applied by Magiq. There is also a slight delay to installing QR codes at sports grounds, due to an unexpected staff absence.

**Resolved minute number 22/FPE/011**

That the HappyOrNot Report – December 2021 be received.

Cr G Duncan/Cr T Hiroa. Carried

**The meeting closed at 2.12 pm.**

**The minutes of this meeting were confirmed at the Finance/Performance Committee held on 24 February 2022.**

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**Chairperson**