



A G E N D A

Finance, Audit and Risk Committee

**Council Chambers
36 Weld Street
Hokitika**

**Thursday 24 May 2018
commencing at 9.30 am**

Deputy Mayor L.J. Martin – Chairperson
His Worship the Mayor R.B. Smith
Deputy Mayor Cr H.M. Lash
Crs D.L. Carruthers, R.W. Eatwell, D.M.J. Havill ONZM,
J.A. Neale, G.L. Olson, D.C. Routhan.



FINANCE, AUDIT AND RISK COMMITTEE

AGENDA FOR A MEETING OF THE FINANCE, AUDIT AND RISK COMMITTEE OF WESTLAND DISTRICT COUNCIL, TO BE HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA ON THURSDAY 24 MAY 2018 COMMENCING AT 9.30 AM

Council Vision

We work with the people of Westland to grow and protect our Communities, our Economy and our unique natural environment.

Purpose:

The Council is required to give effect to the purpose of local government as prescribed by section 10 of the Local Government Act 2002. That purpose is:

- (a) To enable democratic local decision-making and action, by and on behalf of, communities; and
- (b) To meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

1. MEMBERS PRESENT, APOLOGIES AND INTEREST REGISTER:

1.1 Apologies & Leave of Absence

1.2 Interest Register

2. CONFIRMATION OF MINUTES:

2.1 Finance, Audit and Risk Committee Meeting Minutes – 26 April 2018

3. REPORTS FOR INFORMATION:

3.1 Financial Report April 2018

4. ITEMS FOR DISCUSSION:

4.1 Finance, Audit and Risk Committee Rolling Workplan

5. MATTERS TO BE CONSIDERED IN THE 'PUBLIC EXCLUDED SECTION'

Resolutions to exclude the public: Section 48, Local Government Official Information and Meetings Act 1987.

Council is required to move that the public be excluded from the following parts of the proceedings of this meeting, namely:

5.1 Confidential Minutes – Finance, Audit and Risk Committee

5.2 Risk Register

The general subject of the matters to be considered while the public are excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

Item No.	Minutes/ Report of	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
5.1	Minutes	Confidential Minutes – Finance, Audit and Risk Committee 26 April 2018	Good reasons to withhold exist under Section 7	Section 48(1)(a) & (d)
5.2	Westroads Limited Quarterly Financial Report	Westroads Quarterly Financial Report for Information	Good reasons to withhold exist under section 7	Section 48(1)(a) & (d)



Finance, Audit and Risk Committee Minutes

MINUTES OF A MEETING OF THE FINANCE, AUDIT AND RISK COMMITTEE OF WESTLAND DISTRICT COUNCIL, HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA ON THURSDAY 26 APRIL 2018 COMMENCING AT 9.30AM

1. MEMBERS PRESENT, APOLOGIES AND INTEREST REGISTER:

1.1 Members Present

Deputy Mayor Cr L.J. Martin (Chair)
His Worship the Mayor R.B. Smith, Deputy Mayor Cr H.M Lash,
Crs R.W. Eatwell, D.M.J. Havill (ONZM), J.A. Neale, G.L. Olson, D.C Routhan,

Apologies & Leave of Absence

CR D.L Carruthers

Moved Cr Eatwell, seconded Deputy Mayor Lash and **Resolved** that the apology from Cr Carruthers for the 26 April 2018 and a leave of absence request from Cr Routhan for the May Finance Audit and Risk Committee Meeting be received and accepted.

Staff in Attendance:

S.R. Bastion, Chief Executive; L.A. Crichton, Group Manager: Corporate Services; D. Inwood, Group Manager: District Assets; Group Manager: Planning, Community and Environment; J. Ebenhoh, V.M Watson Business Support/Committee Secretary.

1.2 Interest Register

The Chair Deputy Mayor Martin circulated the Interest Register and no amendments were noted.

2. CONFIRMATION OF MINUTES:

2.1 Confirmation of Minutes – Finance, Audit and Risk Committee Meeting - 22 March 2018

Moved Cr Havill, seconded Cr Routhan and **Resolved** that the Minutes of the Finance, Audit and Risk Committee Meeting held on the 22 March 2018 be confirmed as a true and correct record of the meeting.

3. REPORTS TO COUNCIL

3.1 Quarterly Performance Report to 31 March 2018

This report was spoken to by Finance Manager Lavinia Hamilton. The purpose of this report is to inform Council of its financial and service delivery performance for the three months ended 31 March 2018

Moved Deputy Mayor Martin, seconded Cr Olson and **Resolved** that the Quarterly Performance Report 2018 attached as appendix 1 to the Agenda be received.

4. FINANCE AUDIT AND RISK COMMITTEE ROLLING WORKPLAN

The April Workplan was reviewed and the Group Manager: Corporate Services provided an update on the process for the Consultation Document and the Long Term Plan:

Moved Cr Olson, seconded Cr Neale and **Resolved** that the Rolling Workplan be received.

5. MATTERS TO BE CONSIDERED IN THE 'PUBLIC EXCLUDED SECTION'

Moved Cr Neale, seconded Cr Eatwell and **Resolved** that Council confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 9:38am.

Council is required to move that the public be excluded from the following parts of the proceedings of this meeting, namely:

5.1 Confidential Minutes – 22 March 2018

5.2 Potential Risks - Update

The general subject of the matters to be considered while the public are excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

Item No.	Minutes/ Report of	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
5.1	Confidential Minutes – 22 March 2018	Confidential Minutes – Finance, Audit and Risk Committee	Good reasons to withhold exist under Section 7	Section 48(1)(a) & (d)
5.2	Verbal Update – Potential Risks	Potential Risks	Good reasons to withhold exist under Section 7	Section 48(1)(a) & (d)

This resolution is made in reliance on Section 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

No.	Item	Section
5.1	Protect the privacy of natural persons, including that of deceased natural persons.	Section 7(2)(a)
	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)
5.2	Protect the privacy of natural persons, including that of deceased natural persons.	Section 7(2)(a)

Moved Cr Neale, seconded Cr Routhan and **Resolved** that the business conducted in the “Public Excluded Section” be confirmed and accordingly the meeting went back to the open part of the meeting at 10.32am

MEETING CLOSED AT 10.32 AM

Confirmed by:

Deputy Mayor Latham Martin
Chair – Finance, Audit and Risk Committee

Date

Report



DATE: 24 May 2018
TO: Mayor and Councillors
FROM: Finance Manager

FINANCIAL PERFORMANCE: APRIL 2018

1 SUMMARY

- 1.1 The purpose of this report is to provide an indication of Council's financial performance for one month to 30 April 2018.
- 1.2 This issue arises from a requirement for sound financial governance and stewardship with regards to the financial performance and sustainability of a local authority.
- 1.3 Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by Council as part of the Long Term Plan 2015-25. These are stated on Page 2 of this agenda.
- 1.4 This report concludes by recommending that Council receive the financial performance report to 28 April 2018, attached as **Appendix 1**.

2 BACKGROUND

- 2.1 Council receives monthly financial reporting so that it has current knowledge of its financial performance and position against targets and objectives adopted in the Long Term Plan 2015-25.

3 CURRENT SITUATION

- 3.1 Council now receives a monthly financial summary report in a consistent format.

3.2 The Financial Performance Report to 30 April 2018, is attached as **Appendix 1** and contains the following elements:

- 3.2.1 Segmental graphs for net cost of services, operating revenue and expenditure with the addition of the actual amounts.
- 3.2.2 Update on Rates Debtors.
- 3.2.3 Whole of Council Cost of Service Statement.
- 3.2.4 Variance analysis
- 3.2.5 Council approved unbudgeted expenditure
- 3.2.6 Debt report including budgeted debt, forecast debt and actual debt.
- 3.2.7 Capital Expenditure 2017-18
- 3.2.8 Carryover Schedule 2017-18
- 3.2.9 Balance Sheet

4 OPTIONS

4.1 Council can decide to receive or not receive the report.

5 SIGNIFICANCE AND CONSULTATION

5.1 This report is for information only and, while feedback is invited from Council in order for staff to continuously improve the quality of information provided, no assessment of significance or consultation and no options analysis is required.

6 RECOMMENDATION

A) **THAT** Council receives the Financial Performance Report to 30 April 2018

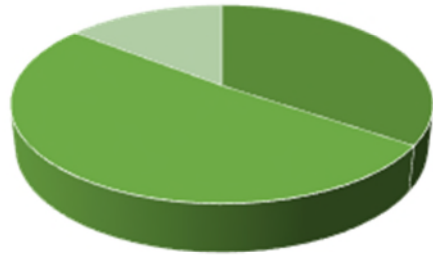
Lavinia Hamilton
Finance Manager

Appendix 1: Financial Performance April 2018



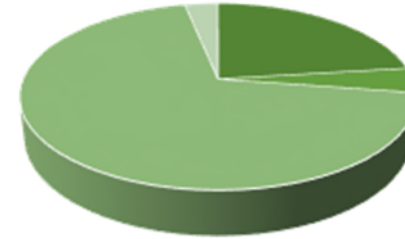
Financial Performance April 2018

**Operating revenue
Actual year to April**



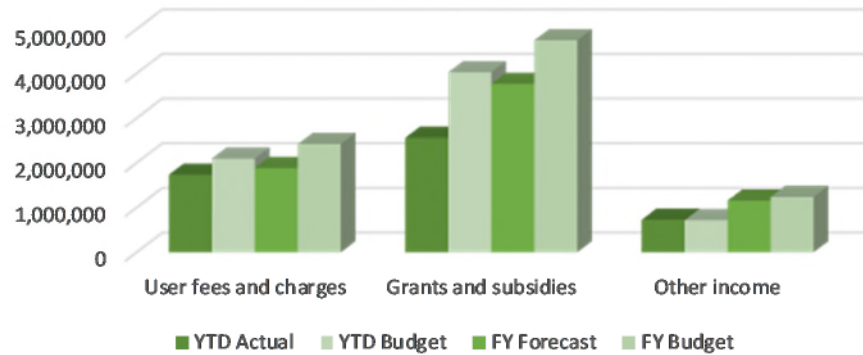
■ User fees and charges ■ Grants and subsidies ■ Other income

**Operating expenditure
Actual year to April**

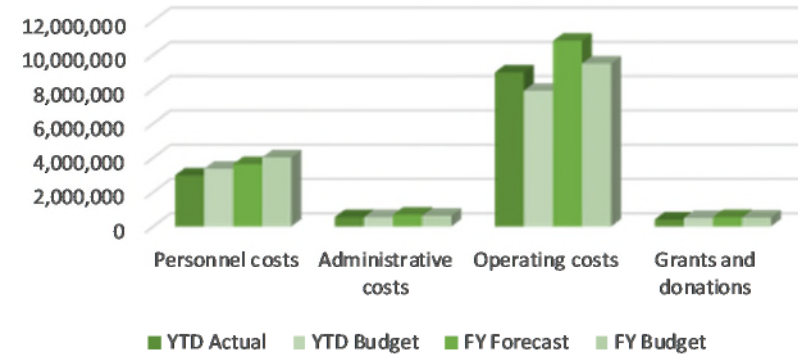


■ Personnel costs ■ Administrative costs ■ Operating costs ■ Grants and donations

Operating revenue



Operating expenditure



Column1	User fees & Charges	Grants & Subsidies	Other Income
Actual YTD	1,731,973	2,563,236	726,231
Budget YTD	2,094,539	4,023,800	717,225
Variance	(362,566)	(1,460,564)	9,006
FY Forecast	1,883,508	3,763,750	1,156,050
FY Budget	2,418,583	4,746,309	1,238,334

Column1	Personnel	Administration	Operating	Grants & donations
Actual YTD	2,978,545	555,683	8,972,340	417,161
Budget YTD	3,363,906	546,972	7,901,281	491,708
Variance	(385,361)	8,711	1,071,059	(74,547)
FY Forecast	3,633,926	692,175	10,834,591	554,536
FY Budget	4,023,177	638,727	9,484,130	521,300

Rates Debtors

Rates Debtors at 31 March 2018		787,988
Rates instalment	3,438,902	
Less payments received	- 304,719	
Paid in advance	- 603,001	
Write off's	- 18,010	
Penalties	- 155	
Court costs awarded	1,411	
		2,514,428
Total Rates Debtors at 30 April 2018		3,302,415
Arrears included above at 30 April 2018	3,302,423	
Arrears at 30 April 2017	3,527,467	
Increase/(decrease) in arrears		-225,044

Debt Management April 2018

- New direct debit arrangements 14

Rates Debt - Aged at 30 April 2018

Financial Year	Apr-18	Apr-17	Mar-18
Pre 2013	58,500	109,052	58,500
2013-14	38,910	60,817	38,910
2014-15	52,081	82,481	52,953
2015-16	54,788	181,846	55,148
2016-2017	120,317	3,093,271	123,063
Current	2,977,827	-	459,414
Total	3,302,423	3,527,467	787,989

WESTLAND DISTRICT COUNCIL	Year to April			Full Year 2017-2018	
	Actual	Budget	Variance	FY Forecast	Budget
Operating revenue					
Rates (includes targeted rates and metered water)	14,447,306	14,482,620	(35,314)	15,307,534	15,204,697
User fees and charges	1,731,973	2,094,539	(362,566)	1,883,508	2,418,583
Grants and Subsidies	2,563,236	4,023,800	(1,460,564)	3,763,750	4,746,309
Other income	726,231	717,225	9,006	1,156,050	1,238,334
Overhead recoveries	5,515,721	5,980,275	(464,554)	6,711,779	7,176,333
Total revenue (A)	24,984,468	27,298,460	(2,313,992)	28,822,620	30,784,256
Operating expenditure					
Personnel costs	2,978,545	3,363,906	(385,361)	3,633,926	4,023,177
Administrative costs	555,683	546,972	8,711	692,175	638,727
Operating costs	8,972,340	7,901,281	1,071,059	10,834,591	9,484,130
Grants and donations	417,161	491,708	(74,547)	554,536	521,300
Overheads	5,480,805	5,976,940	(496,136)	6,673,296	7,172,293
Total operating expenditure (B)	18,404,533	18,280,807	123,726	22,388,525	21,839,627
Net operating cost of services - surplus/(deficit) (A - B)	6,579,934	9,017,653	(2,437,718)	6,434,095	8,944,629
Other expenditure					
Interest and finance costs	605,287	647,998	(42,711)	734,882	777,593
Depreciation	5,085,453	4,839,896	245,557	6,259,601	5,807,919
(Gain)/loss on investments	0	0	0	0	0
(Gain)Loss on swaps	(66,181)	(146,264)	80,084	(95,433)	(175,517)
(Gain)Loss on disposals	(47,301)	0	(47,301)	(47,301)	0
Total other expenditure (C)	5,577,258	5,341,630	235,629	6,851,749	6,409,995
Total expenditure (D = B + C)	23,981,792	23,622,437	359,355	29,240,274	28,249,622
Net cost of services - surplus/(deficit) (A - D)	1,002,676	3,676,023	(2,673,347)	(417,654)	2,534,634

Variance Analysis

Operating Revenue	
Rates revenue	There are some variances in the rates this is still expected to reach budget.
User fees and charges	Building Control consents and fees \$164k lower than budget year to date. Event Fees are down by \$87K, this is partially off-set by un-budgeted sponsorship of \$54K.
	Hokitika trade waste fees are 78K lower than budget year to date but tracking exactly the same as previous financial year.
Grants and Subsidies	NZTA subsidy \$1.1M lower than budgeted year to date. the income for this project will most likely be received in May and June, the forecast has been reduced to reflect the fact that it is likely that we will not receive all of this funding
	WCWT cycle trail budgeted grant contribution of \$479k from MBIE could not be claimed as at April 2018. Entire WCWT cycle trail grant contribution of \$479k budgeted in September 2017.
Operating Expenditure	
Personnel costs	Positive variance due to budgeted unfilled staff vacancies, in District Assets, Museum, and Building Control.
Operating costs	Nearly all areas are over in operating costs, most significant is water services which has an overall budget variance of \$368K, cost fluctuations in solid waste and parks & reserves several other areas has caused a collective budget overrun of \$100k YTD, Consultancy costs in in-house professional services has a cost overrun of \$140K YTD but this is offset by savings in wages, transportation is over budget by \$145K
Grants and Donations	Community Assistance and Public Toilet grants are still down compared to budget, however these are expected to be claimed in the current financial year
Other Expenditure	
Depreciation	This has increased as assets are capitalised, including unbudgeted capital expenditure
(Gain)/Loss on Swaps	Swap values are based on market factors and are difficult to predict. Any gain or loss on swaps would not materialise unless swaps were cashed in before maturity.

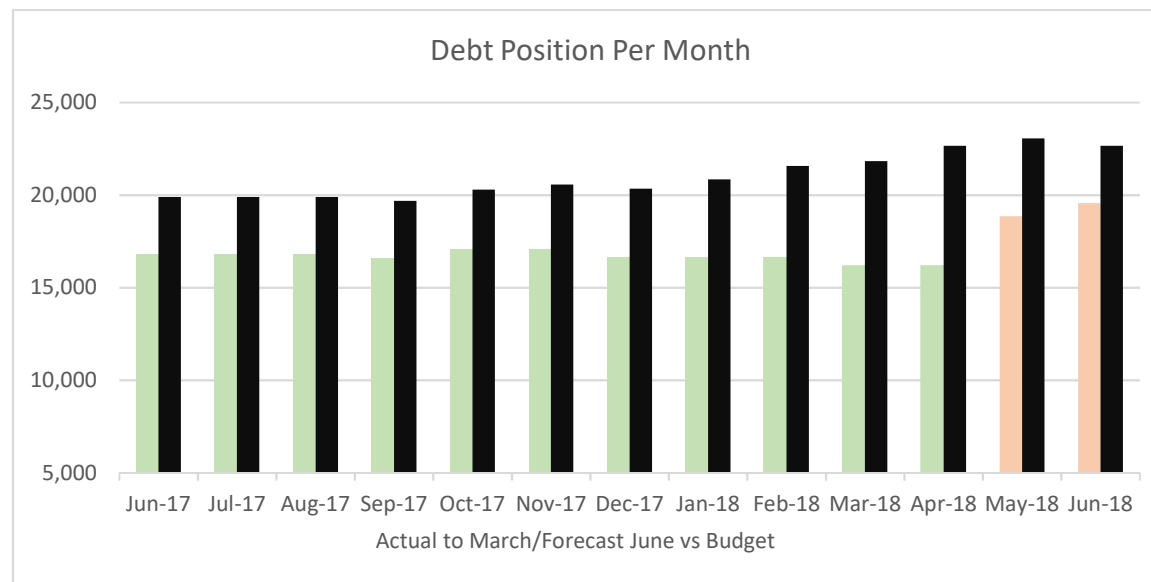
Council Approved Unbudgeted Expenditure

2017-2018

Dated Approved	Description	Amount Approved \$	Amount Spent \$	Status
Sep-17	5.9 Sunset Point Erosion	2,880	2,880	Complete.
Oct-17	10.1 Hokitika Regent Theatre	30,000	30,000	To allow time for formulation of long-term emergency recovery
Apr-17	7.2 Hokitika SPCA	20,000	20,000	Contribution towards fit-out of dog pound.
Aug-17	5.3 Management of the Carnegie Building	40,000	33,333	Monthly management Fee
Total		92,880	86,213	

Forecast Debt Position per Annual Plan 2017-18

Forecast as at	Jul-17	Apr-18
Opening Balance	19,887	16,790
Loan funded capex forecast	4,552	4,557
Forecast repayments 2017-18	(1,792)	(1,792)
Forecast balance June 2018	22,647	19,555



	Debt Position per month												
	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
Budget	19,887	19,887	19,887	19,689	20,289	20,564	20,341	20,841	21,566	21,825	22,650	23,050	22,647
Forecast at 1 July 2017	16,790	16,790	16,790	16,592	17,192	17,467	17,674	18,614	19,769	20,028	20,853	21,253	20,850
Actual + Forecast	16,790	16,790	16,790	16,572	17,062	17,062	16,614	16,614	16,614	16,166	16,166	18,859	19,555
Waste Management loan	2,401	2,401	2,401	2,338	2,338	2,338	2,251	2,251	2,251	2,227	2,227	2,277	2,306
Water Supply loan	2,205	2,205	2,205	2,150	2,150	2,150	2,075	2,075	2,075	2,051	2,051	2,470	2,496
Wastewater loan	0	0	0	230	720	720	720	720	720	720	720	1,335	1,725
Structured Infrastructure loan for Council assets	7,845	7,845	7,845	7,845	7,845	7,845	7,845	7,845	7,845	7,845	7,845	7,845	7,845
Stormwater loan	760	760	760	744	744	744	720	720	720	711	711	711	702
Transportation	100	100	100	80	80	80	50	50	50	40	40	540	530
Vehicle loan	52	52	52	50	50	50	44	44	44	44	44	44	44
Cass Square rehabilitation loan	120	120	120	118	118	118	112	112	112	110	110	110	109
Other loans	0	0	0	0	0	0	0	0	0	0	0	1,110	1,260
Hokitika Water supply upgrade	3,307	3,307	3,307	3,017	3,017	3,017	2,798	2,798	2,798	2,418	2,418	2,418	2,538

Forecast on Budget			Project Delayed - Will not be completed by 30th June 2018
Forecast over Budget			Project on-Track - Will be completed by 30th June 2018
			Project Complete - 100% Progress

Project / Activity	YTD Exp	2017-18	Forecast	Budget Track	Progress / Track	Progress Comments
	\$0	\$0	\$0			
LEADERSHIP						
Council HQ Refurbishment	31,058	150,000	150,000			
Westland District Signage	14,000	0	14,000			
IT Equipment Renewals	38,992	130,000	130,000			
Civil Defence Laptops	3,053	-	4,000			
Dog control Laptop	1,735	-	1,735			
Information Management - Shelving	-	10,000	0			On hold, shelving was to be constructed in Drummond Hall for storage, but with Museum closure this doesn't make sense at this stage unless Council files need to be shifted urgently.
	88,838	290,000	299,735			

LIBRARY						
Library - Chromebooks For Children's Code Club	4,162	5,000	4,162			Completed - \$838 under budget
Library - iPad Pro For Digital Literacy Classes	1,352	1,200	1,352			Completed - \$152 over budget
Library - Whiteboard For Digital Literacy Classes	511	600	511			Completed - \$89 under budget
Library - Book Trolleys	627	850	627			Completed - \$223 under budget
Library - Book Display Holders	344	800	344			Completed - \$456 under budget
Library - Website Upgrade	9,500	8,000	9,500			On track - forecast is over budget.
Library - Audio/Visual Resource	3,193	4,000	4,000			On track.
Library - Free Adult Books	12,618	15,000	15,000			On track.
Library - Adult Non Fiction	14,218	15,500	15,500			On track.
Library - Junior Publications	9,827	11,500	11,500			On track.
Library - Large Print Books	3,797	6,000	6,000			On track.
	60,148	68,450	68,496			

WATER SUPPLY						
Arahura - Replacement Pump	5,813	-	5,813			
Hokitika - River Water Intake Upgrade	417,139	-	500,000			Loan funded by WMP
Hokitika - Water Treatment Plant Improvements	-	420,000	0			Project rescoped within LTP - Not to be progressed 2017-2018 FY
Hokitika - Mains Upgrades	-	100,000	100,000			
Ross - Water Treatment Plant - Seismic Valves	-	30,000	30,000			
Whareroa - Pump Upgrades	-	35,000	35,000			
Fox Glacier - Water Treatment Plant Upgrade	-	450,000	50,000			Project rescoped within LTP - First phase only in 2017-2018 FY
Fox Glacier - Seismic Valves	-	30,000	30,000			
	417,139	1,065,000	745,000			

WASTEWATER						
Hokitika - WWTP Upgrade	90	300,000	300,000			
Franz Josef - New WWTP - Floodwall	1,228,151	-	1,235,000			Floodwall Emergency works to protect settling ponds required to
Franz Josef - New WWTP	-	1,500,000	0			Tourism Infrastructure Funding \$1,985,800, WDC loan funded contribution \$265,000, Rescoped within the LTP - Not to be
Fox Glacier - WWTP upgrade	-	100,000	100,000			First phase of the WWTP
	1,228,241	1,900,000	1,635,000			

CEMETERIES						
Cemetery - Hokitika Upgrade & Expansion	-	10,000	10,000			
	0	10,000	10,000			

SWIMMING POOLS						
Hokitika Swimming Pool - Earthquake Strengthening	30,000	30,000	30,000			Project complete.
Hokitika Swimming Pool - Ventilation Compliance	15,696	16,000	15,696			Project complete.
	45,696	46,000	45,696			

COMMUNITY SERVICES DEVELOPMENT						
Community Halls - Custom House Roof Replacement	-	18,000	18,000			
Township Maintenance - Kumara Rubbish Bins	-	3,000	3,000			
Township Maintenance - Hokitika Rubbish Bins	-	7,000	7,000			
Township Maintenance - Fox Rubbish Bins	-	3,000	3,000			
Township Maintenance - Haast Rubbish Bins	-	2,000	2,000			
	0	33,000	33,000			

ELDERLY HOUSING						
Elderly Housing - Roof Repairs	45,253	50,000	50,000			Roof repairs completed previous financial year. Funds to be spent on double glazing under capital requirements.
	45,253	50,000	50,000			

OFFICE EQUIPMENT						
i-SITE/CSC - Replacement Television Screens	5,438	4,125	5,438			Project complete.
Laminator	861	-	861			Replacement of broken Corporate Services laminator
Ibis Pro Rates Modelling	13,757	-	13,757			Ibis Pro Rates Modelling software upgrade to assist with the LTP
Customer Service Centre	1,030	-	1,030			Purchase of bar code scanners, wireless headset, keyboards and mouses, printer and switch due to change of Customer Service Centre location.
	21,086	4,125	21,086			

MOTOR VEHICLES						
Pool Vehicle	36,444	31,000	36,444			Arrived
Ford Ranger XL Double Cab	38,895	-	38,895			Replacement vehicle for Ford Ranger Ute. Cost \$38,039 insurance payment \$23,913
Ford Escape Ambiente	29,778	-	29,778			Replacement vehicle for Hyundai Santa Fe. \$29,778 trade in \$12,174
	105,118	31,000	105,118			

NEW TOILET & ASSOCIATED FACILITIES						
Kapitea Reservoir	91,272	-	14,769			Tourism Infrastructure Funding \$74,670, WDC loan funded contribution \$14,769. Project came in under budget so contributions have been reduced
Okarito	995	-	32,715			Tourism Infrastructure Funding \$204,435, WDC loan funded contribution \$32,715
Fox Glacier	130,398	-	25,125			Tourism Infrastructure Funding \$136,125, WDC loan funded contribution \$25,125
Franz Josef	416,799	-	88,452			Tourism Infrastructure Funding \$463,068, WDC loan funded contribution \$88,452
Bruce Bay	-	-	23,024			Tourism Infrastructure Funding \$117,216, WDC loan funded contribution \$23,024
Haast Township- New Toilet Facilities, Dump Station, Shelter, Bus Depot & Carpark	-	-	262,880			Tourism Infrastructure Funding \$394,320, WDC loan funded contribution \$262,880
Sunset Point - New Toilets, Shelter & Carparks	-	-	500,000			Tourism Infrastructure Funding \$485,325, WDC loan funded contribution \$500,000
	639,464	0	946,965			

SOLID WASTE						
Haast - Toilet Office building	-	32,000	0			Project rescoped within LTP - Not to be progressed 2017-2018 FY
	0	32,000	0			

LAND & BUILDINGS						
Land & Buildings - Car Parking	-	15,000	15,000			
Hokitika Gorge Carpark	45,000	-	15,000			
	45,000	15,000	15,000			

MUSEUM						
Hokitika Museum Upgrade & Future Development Options	-	-	75,000			Preparation of construction drawings and assistance with the tender process for the strengthening of the Carnegie Building.
	0	0	75,000			

PARKS & RESERVES						
Reserves - Cass Square - Repairs To Statues	-	5,000	5,000			
Reserves - Cass Square - Playground Equipment Upgrade	-	20,000	20,000			
Reserves - Cass Square - Playground Rubber Matting	-	20,000	20,000			Contractors to confirm costing scope.
Reserves - Lazar Park Upgrade	-	45,000	45,000			This is currently being held awaiting community input (Lions and Rotary).
	0	90,000	90,000			

TRANSPORTATION						
Sealed Paving Maintenance	35,525	-	35,525			
Unsealed Pavement Maintenance	3,978	-	3,978			
Environmental Maintenance	31,837	-	31,837			
Network & Asste Management	302	-	302			
Unsealed Road Metalling	108,912	270,000	270,000			Contract item
Sealed Road Resurfacing	414,853	782,000	782,000			Currently out to joint tender GDC/WDC
Maintenance - Drainage Renewals	50,035	150,000	150,000			Replacement for old/failed culverts. Drainage
Structures Component Replacement	86,483	200,000	200,000			Structural report - repairs and ongoing reports HPMV 50 max.
Traffic Services Renewals	-	120,000	120,000			Streetslights. Road marking.
Maintenance - Drainage Renewals	1,612	-	1,612			
Sealed Road Pavement Rehabilitation	-	100,000	100,000			Preseal works. Special Purpose Roading (SPR)
Associated Improvements	-	1,500,000	-			Project rescoped within LTP - Not to be progressed 2017-2018 FY
Sealed Road Resurfacing	58,900	159,000	159,000			SPR Road
Drainage Renewal	-	27,000	27,000			SPR Culverts
Structures Component Replacement	28,594	53,000	53,000			SPR Structures
Traffic Services Renewals	-	11,000	11,000			SPR Signs Road marking
Minor Improvements	147,100	190,000	190,000			Local Roads. Minor safety improvements
Minor Improvements	29,500	29,000	29,500			SPR Minor safety improvements
Footpath Upgrades	-	45,000	45,000			Business area Hokitika. Tile extension
	997,631	3,636,000	2,209,754			
Total	3,693,613	7,270,575	6,349,850			

Carryover Schedule to 2017-18

Activity	Detail	Approved \$	Actual \$	Forecast \$	Balance \$	Approved Variance in 2017	Status
Township Development	Upgrade footpaths and driveways over next three years	5,000	0	5,000	5,000	Capital	Community project.
Township Development	Repairs and Maintenance to Hokitika Statues	5,000	0	5,000	5,000	Capital	Discussion with contractor and Heritage Hokitika has occurred. Currently low priority.
Water Supply	Replace Water meters (on-going) - Hokitika	190,000	915	190,000	189,085	Capital	Now in detailed scoping. The budget is for Hokitika and Franz Josef. Currently Fox Glacier is in progress on meters replacement.
Corporate Services	Council HQ - Roof over skylights	20,000	0	20,000	20,000	Capital	Completion expected in Feb 2018
Corporate Services	Council website	13,250	8,267	13,250	4,983	Capital	
Water Supply	Kumara - Water treatment plant - seismic valves	30,000	0	30,000	30,000	Capital	
Water Supply	Hokitika - Pumps Replacement	50,000	0	50,000	50,000	Capital	
Water Supply	Whataroa - Water treatment plant	216,895	23,192	216,895	193,703	Capital	Contract now awarded, project completion approximately 26 weeks.
Water Supply	Whataroa - Seismic valves	20,000	0	20,000	20,000	Capital	
Wastewater	Hokitika - Mains upgrade	138,854	0	138,854	138,854	Capital	
Wastewater	Haast - Mains upgrade	20,000	0	20,000	20,000	Capital	
Wastewater	Haast - De-sludge oxidation ponds	150,000	0	150,000	150,000	Capital	
Township Development	New footpaths - Franz	25,000	0	25,000	25,000	Capital	
Township Development	Footpath upgrades - Hokitika	27,000	0	27,000	27,000	Capital	
Township Development	Footpath upgrades - Kumara	5,000	0	5,000	5,000	Capital	
Township Development	Footpath upgrades - Franz	15,000	0	15,000	15,000	Capital	
Wildfoods Festival	Replacement of promotional assets	19,434	6,640	19,434	12,794	Capital	Flags Purchased, Replacement Fencing
Parks & Reserves	Reserves - Cass Square - Repairs to Statues	5,000	0	5,000	5,000	Capital	
Parks & Reserves	Reserves - Cass Square - Playground equipment upgrade	25,000	0	25,000	25,000	Capital	
Stormwater	Hokitika - Tancred, Bealey and Rolleston street upgrades	307,689	352,176	352,176	(44,487)	Capital	Completed Stage one
Depreciation Funded		1,288,122	391,190	1,332,609	896,932		
WCWT	Completion of Trail	339,241	474,655	339,241	(135,415)	Capital	Existing spend work in progress.
Subsidy Funded		339,241	474,655	339,241	(135,415)		

Solid Waste	Landfills - Butlers Site Shed - Hazardous Washdown Facility	15,000	0	15,000	15,000	Capital	
Solid Waste	Intermediate Capping for Butlers	50,000	0	50,000	50,000	Capital	
Solid Waste	Landfill- Haast - Digout new Cell	3,740	0	3,740	3,740	Capital	
Solid Waste	Haast intermediate cap current cell	10,000	0	10,000	10,000	Capital	
Solid Waste	Franz Josef Landfill	25,000	0	25,000	25,000	Capital	
Corporate Services	Information Management - DMS	200,000	0	0	200,000	Capital	Project rescoped within LTP - Not to be progressed 2017-2018 FY
Water Supply	Kumara - Water treatment plant	418,595	39,925	418,595	378,670	Capital	
Wastewater	Franz Josef - New WWTP	89,943	0	89,943	89,943	Capital	
Wastewater	Fox Glacier - WWTP upgrade	100,000	0	0	100,000	Capital	Project rescoped within LTP - Not to be progressed 2017-2018 FY
Transportation	Hokitika Gorge & Whitcombe Valley Road - Upgrade Of Existing Toilet Facilities, Carparks, Road Widening, Seal & Extension.	500,000	0	500,000	500,000	Capital	Whitcombe Valley Project Budget is \$500,000, unsubsidised by NZTA. 2016- 2017, spent Keogans Road, unsubsidised seal extension, \$81,087, (\$100,000 Budget approved by Council) Approval granted from NZTA for 58% subsidy (\$500,000 + \$690,000 = \$1,190,000) for the Whitcombe Valley Project
Loan Funded		1,412,278	39,925	1,112,278	1,372,353		
Township Development	Franz Josef Urban Revitalisation Plan	100,000	0	100,000	100,000	Capital	Awaiting further study / work with community, regional council and central government on a "master plan" for the township before this streetscape / revitalisation work takes place.
Waterfront carry forward	Hokitika Waterfront Development	10,007	10,000	10,000	7	Capital	No large procurement process will take place- this funding is now being set towards redevelopment work around Sunset Point.
Township Development	Hari Hari Township Development fund	9,000	0	9,000	9,000	Operating adverse	To be held until Hari Hari decides what they want to allocate funds to.
Reserves	Reserves - Marks Road Reserve	10,000	0	10,000	10,000	Capital	
Reserves	Reserves - Hokitika Waterfront Development	100,000	27,955	100,000	72,045	Capital	
Reserves	Reserves - Hokitika Heritage Trail signs	3,500	0	3,500	3,500	Capital	
Reserve Funded		232,507	37,955	232,500	194,552		
		3,272,148	943,725	3,016,628	2,328,422		

Balance Sheet as at 30 April 2018	Council		
	Actual	Budget	Actual
	Apr-18 \$'000	Jun-18 \$'000	Jun-17 \$'000
Assets			
Current assets			
Cash and cash equivalents	1,892	6,763	2,733
Debtors and other receivables	4,119	2,666	2,964
Other financial assets	31	0	813
Inventory	0	0	0
Work in progress	0	0	0
<i>Total current assets</i>	6,042	9,429	6,511
Non-current assets			
Property, plant and equipment	430,290	452,670	430,487
Intangible assets	62	71	81
Derivative financial instruments	0	0	0
Council Controlled Organisations	8,695	8,695	8,695
Other Financial Assets	550	1,398	34
Investment property	0	0	0
Term inventory	0	0	0
Assets under construction	1,028	0	1,309
<i>Total non-current assets</i>	440,624	462,834	440,606
Total assets	446,666	472,263	447,118
Liabilities			
Current liabilities			
Creditors and other payables	1,357	2,423	1,956
Derivative financial instruments	0	0	1
Borrowings	0	6,343	0
Employee entitlements	209	296	182
Provisions	0	0	0
Tax payable	3	3	3
Other current liabilities	240	193	376
<i>Total current liabilities</i>	1,810	9,258	2,518
Non-current liabilities			
Derivative financial instruments	443	384	508
Borrowings	16,166	16,304	16,790
Employee entitlements	22	29	20
Provisions	2,090	1,000	2,090
Deferred Tax	91	30	28
<i>Total non-current liabilities</i>	18,813	17,747	19,434
Total liabilities	20,623	27,005	21,952
Net assets	426,043	445,258	425,167
Equity			
Retained earnings	149,976	151,687	149,951
Restricted reserves	6,513	8,777	5,606
Revaluation reserves	269,490	284,794	269,545
Other comprehensive revenue and expense reserve	64	0	64
Net assets	426,043	445,258	425,167

FINANCE, AUDIT AND RISK COMMITTEE ROLLING WORK PLAN

Item	May-18	June-18	July-18	Aug-18	Sept-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	April-19
External Audit		Interim Audit 2017/18		Interim Audit Management Report 2017/18		Audit Annual Report 2017/18				Audit Management Report 2018/19 Meet Audit Director if necessary		
Financial Reporting		Review final LTP document for recommendation to Council for approval				Review Annual Report 2017/18 Quarterly Report to September 2018			Quarterly Report to December 2018			
CCO's		Codes of Conduct Constitutions	Final WHL Statement of Intent 2018/19		Full Year Reports 2018/19			WHL AGM 2017/18 To check			Half Year Reports 2018/19 WHL Draft Statement of Intent 2019/20	
Insurance		Valuation Information	Renewal									
Risk Management Framework		Update on Health & Safety Legislation	Review Risk Register			Review Risk Register			Review Risk Register			Review Risk Register
Internal Control Framework		Review Current Policies and set Action Plan	Update – Internal Audit			Update			Update		Review Current Policies and set Action Plan	Update