



RANGITIKEI
DISTRICT COUNCIL
Making this place home.

ORDER PAPER

FINANCE/PERFORMANCE COMMITTEE MEETING

Date: Thursday, 28 April 2022
Time: 9.00 am
Venue: Council Chamber
Rangitikei District Council
46 High Street
Marton

Chair: Cr Nigel Belsham
Deputy Chair: Cr Fi Dalgety
Membership: Cr Cath Ash
Cr Brian Carter
Cr Angus Gordon
Cr Tracey Hiroa
Cr Dave Wilson
Cr Gill Duncan
HWTM Andy Watson

For any enquiries regarding this agenda, please contact:

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Locations:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> <u>Marton</u> Head Office 46 High Street, Marton </td> <td style="width: 50%; border: none; vertical-align: top;"> <u>Bulls</u> Bulls Information Centre- Te Matapihi 4 Criterion Street, Bulls </td> </tr> <tr> <td style="border: none; vertical-align: top;"> <u>Taihape</u> Taihape Information Centre - Taihape Town hall 90 Hautapu Street (SH1), Taihape </td> <td style="border: none;"></td> </tr> </table>	<u>Marton</u> Head Office 46 High Street, Marton	<u>Bulls</u> Bulls Information Centre- Te Matapihi 4 Criterion Street, Bulls	<u>Taihape</u> Taihape Information Centre - Taihape Town hall 90 Hautapu Street (SH1), Taihape	
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Notice is hereby given that a Finance/Performance Committee Meeting of the Rangitīkei District Council will be held in the Council Chamber, Rangitīkei District Council, 46 High Street, Marton on Thursday, 28 April 2022 at 9.00 am.

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AGENDA

1 Welcome / Prayer

2 Apologies

3 Public Forum

No public forum.

4 Conflict of Interest Declarations

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, [enter item number](#) be dealt with as a late item at this meeting.

6 Confirmation of Minutes

6.1 Confirmation of Minutes

Author: Ash Garstang, Governance Advisor

1. Reason for Report

- 1.1 The minutes from the Finance/Performance Committee meeting held on 31 March 2022 are attached.

Attachments

1. Finance/Performance Committee Meeting - 31 March 2022

Recommendation

That the minutes of the Finance/Performance Committee meeting held on 31 March 2022, **[as amended/without amendment]**, 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.

MINUTES

UNCONFIRMED: FINANCE/PERFORMANCE COMMITTEE MEETING

Date: Thursday, 31 March 2022
Time: 9.00 am
Venue: Council Chamber
 Rangitikei District Council
 46 High Street
 Marton

Present

- Cr Nigel Belsham
- Cr Fi Dalgety [*via Zoom*]
- Cr Cath Ash [*via Zoom*]
- Cr Brian Carter [*via Zoom*]
- Cr Angus Gordon [*via Zoom*]
- Cr Dave Wilson [*via Zoom*]
- HWTM Andy Watson

In attendance

- Mr Peter Beggs, Chief Executive [*via Zoom*]
- 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 [*via Zoom*]
- Mr Danny Le Mar, Manager Financial Services [*via Zoom*]
- Ms Laurel Mauchline Campbell, Grants Assessor [*via Zoom*]
- Mr Ash Garstang, Governance Advisor

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1 Welcome / Prayer

The meeting opened at 9.00 am. Cr Belsham read the Council prayer.

2 Apologies

Resolved minute number 22/FPE/025

That the apologies for Cr Hiroa and Cr Duncan be received.

HWTM A Watson/Cr D Wilson. Carried

3 Public Forum

No public forum.

4 Conflict of Interest Declarations

No conflicts of interest were declared.

5 Confirmation of Order of Business

There were no changes to the order of business.

6 Confirmation of Minutes

Resolved minute number 22/FPE/026

That the minutes of the Finance/Performance Committee meeting held on 24 February 2022, without amendment, 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.

Cr B Carter/Cr C Ash. Carried

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Finance/Performance Meetings

Undertaking:

Staff to investigate who owns the forestry trees surrounding the reservoir on the Putorino water scheme.

Resolved minute number 22/FPE/027

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

Cr C Ash/Cr B Carter. Carried

8 Chair's Report

8.1 Chair's Report - March 2022

Taken as read.

Resolved minute number 22/FPE/028

That the Chair's Report – March 2022 be received.

Cr N Belsham/Cr F Dalgety. Carried

9 Reports for Decision

9.1 Events Sponsorship Scheme - Consideration of Applications for Round Two of 2021/22

Hunterway Hunterville Festival

The Committee supported this application and Cr Dalgety advised that the organisation had lost money from the previous year's event when it was cancelled. It was noted that while the budget shows a profit, a large portion of the projected income (e.g., sponsorship) would be tentative and not guaranteed to materialise.

Cr Gordon joined the meeting at 9.19 am.

145th Bulls Rose and Flower Show

The Committee supported this application and agreed to fund over the "50% of eligible costs" threshold, although it was noted that deposits for facilities should not be listed as expense items, due to this money being refunded after the event has concluded.

Third Round of Funding

The Committee agreed to hold a third round of funding for the Events Sponsorship Scheme in 2021/22, noting that this may align well with an easing of COVID-19 restrictions and an increase in events throughout the district.

Update to Guidelines for ESS and CIF

The Committee agreed to update the guidelines for the Events Sponsorship Scheme and Community Initiatives Fund, to request organisations to provide their balance sheet as part of their funding applications. It was noted by the Committee that this would provide more transparency around the financial situation of applicants and the usage of ratepayer funding.

Resolved minute number 22/FPE/029

That the report 'Events Sponsorship Scheme – Consideration of Applications for Round Two of 2021/22' be received.

HWTM A Watson/Cr C Ash. Carried

Resolved minute number 22/FPE/030

That the Finance/Performance Committee approve the sponsorship of events listed below, and disperse the Events Sponsorship Scheme as outlined to successful applicants:

- Hunterway Hunterville Festival – Shemozzle, Hunterville Huntaway Festival - \$7,125
- Bulls and District Community Trust, 145th Bulls Rose and Flower Show - \$1,120

Cr C Ash/HWTM A Watson. Carried

Resolved minute number 22/FPE/031

That a third round of funding be held for the Events Sponsorship Scheme in 2021/22, with an application close date of 30 May 2022, and with the consideration of funding applications being held 30 June 2022 (as part of the Finance/Performance Committee meeting).

HWTM A Watson/Cr D Wilson. Carried

Resolved minute number 22/FPE/032

That applicants to the Events Sponsorship Scheme and Community Initiatives Fund provide their organisational balance sheet (for the relevant activity) as part of their funding application, and that this be added as a requirement to the respective funding guidelines.

HWTM A Watson/Cr F Dalgety. Carried

10 Reports for Information

10.1 Financial Snapshot - February 2022

In response to a query, Mr Tombs clarified that the grand total under 2021/22 YTD Actuals on p. 23 of the Order Paper should read as '14' (not 14,406).

Resolved minute number 22/FPE/033

That the report 'Financial Snapshot – February 2022' be received.

Cr C Ash/Cr F Dalgety. Carried

10.2 Treasury and Debt - February 2022

In response to a query, Mr Le Mar confirmed that the signalled debt position in the report was Council's loan/borrowing position, not the net position.

Undertaking:

Staff to add commentary around Council's liquidity position to future reports.

Resolved minute number 22/FPE/034

That the report 'Treasury and Debt - February 2022' be received.

HWTM A Watson/Cr A Gordon. Carried

10.3 Summary of Bad Debts

In response to a query, Mr Tombs confirmed that Council's debt recovery is still being managed by an external debt collector. Mr Le Mar advised that staff have been refining the processes around debt collection and this has resulted in more files being opened for debt collection.

In response to a query, Mr Tombs advised that the accounts shown in this report are only the ones that have been forwarded to the debt collector. Mr Le Mar advised that staff do not currently have firm timeframes for when late accounts are forwarded to the debt collector and it has historically been managed on an ad hoc basis. However, staff are currently developing processes to establish more consistent timeframes for this.

Resolved minute number 22/FPE/035

That the report 'Summary of Bad Debts' be received.

Cr D Wilson/Cr B Carter. Carried

10.4 QV Monthly Report - January 2022

The Mayor noted that many subdivisions have slowed down due to a lack of materials and significant supply issues.

Resolved minute number 22/FPE/036

That the QV Monthly Report - January 2022 be received

Cr A Gordon/Cr D Wilson. Carried

10.5 Quarterly Property Sales

Mr Tombs advised that some of these reports contain statistical anomalies due to timing issues. Staff are actively monitoring these anomalies and resolving them as they arise.

ITEM 6.1 ATTACHMENT 1

Resolved minute number 22/FPE/037

That the report 'Quarterly Property Sales' be received.

Cr D Wilson/Cr B Carter. Carried

10.6 HappyOrNot Report - February 2022

Mrs Gordon advised that there have been a smaller number of responses than would usually be expected, due to the closure of public facilities (e.g., libraries) due to covid restrictions.

Resolved minute number 22/FPE/038

That the HappyOrNot Report – February 2022 be received.

Cr C Ash/Cr B Carter. Carried

10.7 Events Sponsorship Scheme - Project Report Forms

Taken as read.

Resolved minute number 22/FPE/039

That that following Project Report Form for the Events Sponsorship Scheme be received:

- 2020/21 (Round 2) – Bulls and District Community Trust (Art 4 Arts Sake)

Cr C Ash/Cr B Carter. Carried

The meeting closed at 10.10 am.

The minutes of this meeting were confirmed at the Finance/Performance Committee held on 28 April 2022.

.....
Chairperson

7 Follow-up Action Items from Previous Meetings

7.1 Follow-up Action Items from Finance/Performance Meetings

Author: Ash Garstang, Governance Advisor

1. Reason for Report

- 1.1 On the list attached items raised at previous Finance/Performance meetings. Items indicate who is responsible for follow up, and a brief status comment

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.

Attachments

1. **Follow-up Actions Register** [↓](#)

Recommendation

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

Current Follow-up Actions

Item	From Meeting Date	Details	Person Assigned	Status Comments	Status
1	31-Mar-22	Regarding the 'Summary of Bad Debts' report: Staff to advise if the figures provided in this report include penalties.	Dave Tombs	Mr Tombs emailed the Committee 31 Mar 22 and confirmed that the figures provided include penalties.	Closed
2	31-Mar-22	Regarding the 'Treasury and Debt' report: Staff to add commentary around Council's liquidity position to future reports.	Dave Tombs	Commentary added.	Closed
3	31-Mar-22	Staff to investigate who owns the forestry trees surrounding the reservoir on the Putorino water scheme.	Dave Tombs	Contractor who oversees our Forestry assets is looking into this.	In progress
4	27-Jan-22	Mr Benadie to bring a report to the Assets/Infrastructure Committee around funding to repair damage that was caused by the heavy rainfall in late December 2021.	Arno Benadie	This will be presented to the next Assets / Infrastructure Committee meeting in April 2022.	Closed
5	28-Oct-21	31 of Order Paper): Cr Gordon asked if it was possible to see more detailed information on this, such as the price per hectare. Staff will check if they have more detailed information on this.	Dave Tombs / Karin Cruywagen	Providing this extra information will require considerable configuration and testing to the current report. Staff continue to look into this - refer commentary in March cover report.	In progress
6	26-Aug-21	Regarding 10.1 Rubbish & Recycling Activity Performance Report, page 34 - User fees & charges over budget by \$135k. Question - do we know what the split is of commercial users vs private users? Is this increase from commercial activities / commercial dumping?	Jess Mcilroy	This information needs to be provided by the operator, once the response has been received it will be emailed out to Committee Members. Update 22 Apr 22: This information has been requested from the operator and will be advised to Elected Members, when available.	In progress
7	25-Feb-21	Revaluation impact across the sector.	Dave Tombs	Staff resources and other priorities are not currently allowing this to be fully progressed. Initial reviews indicate that the RDC experience with revaluations is mirrored throughout the sector (indeed PNCC are currently amending their rating structure in a way that closely to RDC's changes in 2021/22 as a result of the impact of recent revaluations.).	Officers would like to discuss whether this has been (indirectly) 'closed' by information that has been provided since this was raised.

8 Chair's Report

8.1 Chair's Report - April 2022

Author: Nigel Belsham, Chair

1. Reason for Report

- 1.1 The Chair's Report will be tabled during the meeting.

Recommendation

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

9 Reports for Decision

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

Author: Ash Garstang, Governance Advisor

Authoriser: Carol Gordon, Group Manager - Democracy & Planning

1. Reason for Report

- 1.1 The 2021/22 budget for the Community Initiatives Fund (CIF) is **\$30,000**. There are two funding rounds, held in November 2021 and April 2022.
- 1.2 A total of **\$4,953.32** has been requested in Round Two.
- 1.3 It is suggested that the Committee give consideration to a project's likelihood of success, if funded for less than the amount requested.

2. Process for Determining Funding Amounts (CIF and ESS)

- 2.1 Presently, the Committee determines the funding amount for each applicant based on the **average amount** that each assessor recommends. An exception to this is if a majority of assessors do not recommend approving any funding, in which case applications have historically been declined.
- 2.2 Staff are suggesting that the Committee may wish to consider determining the funding amounts based on a **majority consensus** (based on the *amount being recommended* by each assessor). If there was not a majority consensus, the Committee would default to an average amount process. Examples:
 - If an applicant requests \$1,000 and **six** assessors recommend \$1,000, with the remaining assessors recommending smaller sums, the Committee as a whole would then recommend funding the full \$1,000.OR
 - If can application requests \$1,000 and **three** assessors recommend \$1,000, with the remaining assessors recommending smaller sums, the Committee as a whole would then take the average amount of each assessor's recommendation and recommend this.
- 2.3 A **majority consensus** process would be consistent with the formal decision-making process for Council and Committees. Additionally, it may allow for increased amounts of funding to be distributed, and reduce the likelihood of applicants receiving less than their requested amount when a majority of assessors wish to provide full funding.
- 2.4 As this process is an informal one, there is no corresponding recommendation. Staff request that the Committee indicates whether it will retain the current **average amount** process, or adopt a **majority consensus** process.

3. Round 1 - 2021/22

- 3.1 Five applications were approved by the Committee for Round One of 2021/22, for a total amount of **\$10,510**.

4. Applications for Round 2 - 2021/22

- 4.1 There is **\$19,490** available for distribution in Round 2.
- 4.2 Four applications have been received for Round Two, and have been individually assessed by the Finance/Performance Committee assessors in SmartyGrants:

Applicant	Amount Requested
Wanganhui Area Neighbourhood Support Groups	\$1,247
Arohanui Hospice Service Trust	\$978.32
Royal Forest and Bird Protection Society, Rangitikei Branch	\$228
Whangaehu Hall Trust	\$2,500
	\$4,953.32

- 4.3 It is a condition of the Community Initiatives Fund that Project Report Forms are returned before further funding can be sought. All applicants for Round Two, 2021/22 are eligible to apply for funding.

5. Consideration of Remaining Funds

- 5.1 The Committee will need to decide what to do with the remaining funds in the Community Initiatives Fund for 2021/22 (see recommendation 3).

Recommendation 1

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

Recommendation 2

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

-
-
-
-

Recommendation 3

That the remaining funds of the Community Initiatives Fund 2021/22 (totalling \$____), be allowed to expire.

OR

ITEM 9.1

That the Finance/Performance Committee recommends to Council that the remaining funds of the Community Initiatives Fund 2021/22 (totalling \$____), be carried-forward to the Community Initiatives Fund for 2022/23.

10 Reports for Information

10.1 Financial Snapshot - March 2022

Author: Hilary Walker, Management and Systems Accountant

Authoriser: Dave Tombs, Group Manager - Corporate Services

1. Reason for Report

- 1.1 To provide Committee Members with Council's latest management accounts and related commentary.

2. Activity Performance Reports

- 2.1 The attached Departmental Activity Performance Reports provide commentary on Departmental operational budget variances in excess of \$100k (excluding Depreciation).
- 2.2 Consistent with previous months, most budget variances are timing differences which will correct themselves during the coming months or be rolled into 2022/23.
- 2.3 Covid has made some of these timing differences larger than would otherwise have been the case (especially in the Roding and Footpath results). In addition, the weather event in November/December and the flooding event early December have resulted in a backlog of Roding and Footpath work. However, the teams are now catching up on this backlog, with unfinished works expected to be rolled into 2022/23.

3. Capital Expenditure

Year To Date Summary

- 3.1 The attached summary shows the budget variances split by cost centre with the larger budgets (>\$500k) being shown separately.
- 3.2 The 2021/22 capital budgets incorporate the amended project budgets approved at Council Meeting 16 December 2021.
- 3.3 Officers would like to highlight the high level of Capital Expenditure for March of \$3.1m (increase from \$9.7m to \$12.8m).

4. Mid-Year Review Update

Capital Expenditure

- i. Around \$30.4m of the 2021/22 Capital Budget is currently expected to be spent prior to 30 June 2022; and
- ii. \$17.2m will be carried forward into 2022/23.

Revenue

- i. The revenue relating to Low Cost Low Risk work that is expected to be deferred to 2022/23 and 2023/24 will also be deferred to these later years.

Attachments

1. **Financial Snapshot - March 2022** [↓](#)

ITEM 10.1

Recommendation

That the report 'Financial Snapshot – March 2022' be received.

**Whole of Council
Activity Performance Report
For the 9 months ended 31 March 2022**

	2021/22 YTD Actuals March	2021/22 YTD Budgets March	2021/22 YTD Variance March	2021/22 YTD Percentage Variance March	2021/22 Total Revised Budget
	\$000	\$000	\$000		\$000
Revenue	(31,270)	(36,825)	(5,555)	-15.08%	(48,288)
Subsidies and Grants	(10,114)	(14,974)	(4,860)	-32.45%	(19,283)
Other Revenue	(2,650)	(3,583)	(933)	-26.04%	(4,419)
Finance Revenue	(22)	(9)	12	135.77%	(13)
Other Comprehensive	(150)	(70)	80	114.69%	(70)
Rates	(18,334)	(18,189)	145	0.80%	(24,503)
Expense	27,794	30,376	2,581	8.50%	41,043
Other Expenses	13,078	14,889	1,811	12.16%	19,873
Personnel Costs	5,008	4,832	(177)	-3.66%	6,632
Finance Costs	53	124	71	57.07%	496
Depreciation and Amortisation	9,655	10,531	877	8.32%	14,042
Internal Charges and Recoveries	0	0	0	0.00%	0
Grand Total	(3,476)	(6,449)	(2,973)	-46.10%	(7,246)

Variances > \$100k: Comments

Rates

As shown above, overall, Rates Income is 'on budget'. However, the following pages show some Divisional variances that should be considered in light of this overall position.

Business Units
Activity Performance Report
For the 9 months ended 31 March 2022

	2021/22 YTD Actuals March	2021/22 YTD Budgets March	2021/22 YTD Variance March	2021/22 YTD Percentage Variance March	2021/22 Total Revised Budget
	\$000	\$000	\$000		\$000
Revenue	(133)	447	580	129.81%	685
Subsidies and Grants	(99)	(138)	(39)	-28.22%	(184)
Other Revenue	(10)	(27)	(17)	-62.93%	(35)
Finance Revenue	(22)	(9)	12	135.77%	(13)
Other Comprehensive	(0)	(70)	(70)	-99.94%	(70)
Rates	(3)	690	693	100.43%	987
Expense	177	140	(37)	-26.74%	(43)
Other Expenses	2,066	2,431	366	15.05%	3,298
Personnel Costs	4,139	4,181	42	1.00%	5,738
Finance Costs	53	124	71	57.07%	(285)
Depreciation and Amortisation	295	431	136	31.55%	574
Internal Charges and Recoveries	(6,375)	(7,027)	(652)	-9.27%	(9,369)
Grand Total	44	587	543		642

Variations > \$100k: Comments

Other Expenses

The main causes of this variance are timing differences arising from 2021/22 Audit Fees, Building Stocktake Expense and MDC Professional Services, being budgeted in advance of the costs being incurred. These variances should be eliminated during the 2021/22 year.

There are also a number of smaller budget variances in different areas caused by budgets being phased in advanced of the activity. These are expected to reduce through the remainder of the financial year.

Internal Charges & Recoveries

The model used to allocate budget overheads for 2021/2022 has been used to allocate the actual overheads to avoid misleading budget variances.

**Community & Leisure
Activity Performance Report
For the 9 months ended 31 March 2022**

	2021/22 YTD Actuals March	2021/22 YTD Budgets March	2021/22 YTD Variance March	2021/22 YTD Percentage Variance March	2021/22 Total Revised Budget
	\$000	\$000	\$000		\$000
Revenue	(4,077)	(3,983)	94	2.37%	(5,316)
Subsidies and Grants	(255)	(95)	159	166.68%	(119)
Other Revenue	(559)	(580)	(21)	-3.62%	(787)
Other Comprehensive	(150)	0	150	100.00%	0
Rates	(3,113)	(3,307)	(194)	-5.86%	(4,409)
Expense	3,330	3,936	607	15.41%	5,315
Other Expenses	1,811	1,922	112	5.81%	2,413
Personnel Costs	0	0	0	0.00%	0
Finance Costs	0	0	0	0.00%	217
Depreciation and Amortisation	933	1,407	475	33.72%	1,876
Internal Charges and Recoveries	586	607	20	3.36%	809
Grand Total	(747)	(46)	701		(0)

Variances > \$100k: Comments

Subsidies & Grants	This relates to the final instalment of the unbudgeted PGF Capital Funding Grant.
Other Comprehensive Revenue	This relates to the sale of Walton St land.
Other Expenses	This YTD Budget variance relates mainly to the timing of grant payments (e.g. Parks Upgrade Partnership Scheme, Ratana Playground) and is expected to diminish during 2021/22.

**Community Leadership
Activity Performance Report
For the 9 months ended 31 March 2022**

	2021/22 YTD Actuals March	2021/22 YTD Budgets March	2021/22 YTD Variance March	2021/22 YTD Percentage Variance March	2021/22 Total Revised Budget
	\$000	\$000	\$000		\$000
Revenue	(739)	(916)	(177)	-19.31%	(1,221)
Other Revenue	(0)	0	0	0.00%	0
Rates	(739)	(916)	(177)	-19.33%	(1,221)
Expense	845	923	79	8.55%	1,230
Other Expenses	475	523	48	9.26%	696
Depreciation and Amortisation	0	1	1	100.00%	2
Internal Charges and Recoveries	369	399	29	7.34%	532
Grand Total	106	8	(98)		9

Variances > \$100k: Comments

**Community Wellbeing
Activity Performance Report
For the 9 months ended 31 March 2022**

	2021/22 YTD Actuals March	2021/22 YTD Budgets March	2021/22 YTD Variance March	2021/22 YTD Percentage Variance March	2021/22 Total Revised Budget
	\$000	\$000	\$000		\$000
Revenue	(1,429)	(1,116)	313	28.00%	(1,509)
Subsidies and Grants	(590)	(87)	503	581.61%	(125)
Other Revenue	(8)	(10)	(1)	-13.03%	(24)
Rates	(831)	(1,020)	(189)	-18.57%	(1,360)
Expense	1,418	1,086	(332)	-30.58%	1,509
Other Expenses	891	668	(223)	-33.40%	946
Personnel Costs	256	128	(127)	-99.05%	176
Finance Costs	0	0	0	0.00%	0
Depreciation and Amortisation	4	7	4	49.30%	10
Internal Charges and Recoveries	268	282	15	5.21%	376
Grand Total	(11)	(31)	(19)		(0)

Variations > \$100k: Comments

Subsidies and Grants An unbudgeted \$500k Community Recovery Grant was received in relation to 'Mayors Taskforce for Jobs' grant from MSD. These funds will be offset by related unbudgeted expenditure. This 'Mayors Task Force for Jobs' Programme has enabled Council to employ a local contractor, who provides support for youth to be retained or placed in employment.

Other Expenses/Personnel Costs There are three main causes of these adverse budget variances:

1. Unbudgeted Other Expenses of \$350k associated with the unbudgeted Grant Income noted above
2. Unbudgeted Other Expenses of \$177k associated with the Putorino Landfill
3. District Promotions Strategy that has a YTD Budget in Other Expenses of \$279k and associated expenditure of \$43k. This budget is being used to also fund the Personnel Costs related with this initiative which results in the apparent overspend of \$127k in Personnel Costs (i.e. total YTD Budget of \$279k; total YTD Expenditure of \$170k)

**Environmental & Regulatory
Activity Performance Report
For the 9 months ended 31 March 2022**

	2021/22 YTD Actuals March	2021/22 YTD Budgets March	2021/22 YTD Variance March	2021/22 YTD Percentage Variance March	2021/22 Total Revised Budget
	\$000	\$000	\$000		\$000
Revenue	(2,123)	(2,270)	(147)	-6.47%	(2,936)
Subsidies and Grants	0	0	0	0.00%	0
Other Revenue	(1,319)	(1,365)	(46)	-3.34%	(1,729)
Rates	(804)	(906)	(101)	-11.19%	(1,207)
Expense	2,011	2,187	176	8.06%	2,936
Other Expenses	335	499	164	32.85%	665
Personnel Costs	614	522	(91)	-17.48%	717
Finance Costs	0	0	0	0.00%	0
Internal Charges and Recoveries	1,062	1,165	104	8.90%	1,554
Grand Total	(113)	(83)	29		(0)

Variances > \$100k: Comments

Other Revenue Below budget due to reduced activity; offset by corresponding decrease in expenses e.g. external contractor.

Other Expenses see above

**Roading & Footpaths
Activity Performance Report
For the 9 months ended 31 March 2022**

	2021/22 YTD Actuals March	2021/22 YTD Budgets March	2021/22 YTD Variance March	2021/22 YTD Percentage Variance March	2021/22 Total Revised Budget
	\$000	\$000	\$000		\$000
Revenue	(11,987)	(17,940)	(5,953)	-33.18%	(24,039)
Subsidies and Grants	(6,282)	(12,244)	(5,962)	-48.69%	(16,445)
Other Revenue	(99)	(110)	(11)	-9.96%	(147)
Rates	(5,605)	(5,585)	20	0.36%	(7,447)
Expense	12,640	14,443	1,803	12.48%	19,428
Other Expenses	3,750	5,213	1,463	28.07%	7,029
Finance Costs	0	0	0	0.00%	93
Depreciation and Amortisation	6,095	6,132	37	0.61%	8,176
Internal Charges and Recoveries	2,795	3,097	302	9.76%	4,130
Grand Total	653	(3,497)	(4,150)		(4,611)

Variations > \$100k: Comments

Subsidies and Grant

Subsidies and Grants Revenue is \$4.6m below Budget due largely to a delay in the Marton Rail Hub and the Roothing Programme.

Marton Rail Hub Subsidy Full Year Revenue Budget of \$6m is likely to be deferred to 2022/2023.

The Roothing Subsidies income is also behind budget for two reasons:

1. up to \$2.5m of this year's Low Cost Low Risk capital programme may be deferred to 2022/2023 as contractor resources were diverted to attending the weather related events in November/December. The team is currently assessing this Carry Forward. The resulting deferral in Low Cost Low Risk work will result in some of the Subsidies & Grants income budget for this year being received next year.
2. timing difference between the timing of budgets and actual receipts that should catch up during the next quarter.

Other Expenses

Other Expenses is \$1.5m behind budget and is related to the above (delay in roading maintenance). Officers expect to be able to make up this backlog during the final quarter of the financial year (in the absence of any unforeseen prolonged interruption). Officers are pursuing whether grant revenue can be sourced in relation to the weather related works.

**Rubbish & Recycling
Activity Performance Report
For the 9 months ended 31 March 2022**

	2021/22 YTD Actuals March	2021/22 YTD Budgets March	2021/22 YTD Variance March	2021/22 YTD Percentage Variance March	2021/22 Total Revised Budget
	\$000	\$000	\$000		\$000
Revenue	(1,390)	(1,292)	98	7.58%	(1,723)
Other Revenue	(572)	(487)	85	17.50%	(649)
Rates	(818)	(805)	13	1.58%	(1,074)
Expense	1,245	1,297	52	4.00%	1,723
Other Expenses	1,101	1,103	2	0.21%	1,463
Finance Costs	0	0	0	0.00%	1
Depreciation and Amortisation	18	48	30	62.39%	64
Internal Charges and Recoveries	126	146	20	13.53%	195
Grand Total	(145)	5	150		0

Variances > \$100k: Comments

Other Expenses

Solid Waste Disposal costs exceed budget due to increasing volume of solid waste disposal and an increase in the governments waste levy from \$10 to \$20 per tonne, on 1 July 2021. These extra costs are offset by decreases in other expenses and have also resulted in an increase in Fees & Charges that are proposed for 2022/23.

**Water, Sewerage &
Stormwater
Activity Performance Report
For the 9 months ended 31 March 2022**

	2021/22 YTD Actuals March	2021/22 YTD Budgets March	2021/22 YTD Variance March	2021/22 YTD Percentage Variance March	2021/22 Total Revised Budget
	\$000	\$000	\$000		\$000
Revenue	(9,392)	(9,756)	(363)	-3.72%	(12,230)
Subsidies and Grants	(2,889)	(2,410)	479	19.87%	(2,410)
Other Revenue	(82)	(1,005)	(923)	-91.83%	(1,048)
Other Comprehensive	0	0	0	0.00%	0
Rates	(6,421)	(6,341)	81	1.27%	(8,772)
Expense	6,129	6,363	234	3.68%	8,945
Other Expenses	2,650	2,528	(122)	-4.82%	3,361
Finance Costs	0	0	0	0.00%	469
Depreciation and Amortisation	2,311	2,505	194	7.76%	3,340
Internal Charges and Recoveries	1,169	1,330	162	12.15%	1,774
Grand Total	(3,263)	(3,392)	(129)		(3,285)

Variances > \$100k: Comments

Subsidies and Grants	During 2020/21 Council received \$2.4m as part of a \$4.8m the Three Waters Stimulus Grant. The other \$2.4m has been budgeted to be received in 2021/22. Due to accounting/audit requirements \$2.1m of the 2020/21 receipt has been recorded as 2021/22 revenue. The remaining \$2.4m is being invoiced from December 2021 to June 2022. This should result in unbudgeted Income of \$2.1m for 2021/22, which is essentially the result of an accounting adjustment.
Other Revenue	This budget relates to a grant that has been incorrectly coded to other revenue and will be recoded in April.
Other Expenses	The combined impacts of the unpredictability of the Tutaenui dam quality, seasonal changes and the need to pretreat the dam have resulted in more chemicals being required and an increase in expenditure.

**For Period to 31 March 2022
Capital Expenditure +\$500k projects**

Account	2021/22 YTD Actuals March	2021/22 YTD Budgets March	2021/22 Total Budget	Forecast Carry Over into 2022/2023	Comments
Grand Total	12,834,889	34,782,362	47,646,205	17,247,008	
Business Units	620,764	968,938	1,202,500	245,000	
Community & Leisure Assets	2,793,259	6,045,629	9,255,756	1,586,000	
Domains	596,990	3,267,145	4,647,334		
4410170611. Taihape Amenities Detailed Design Construction bf from 20/21	535,560	1,310,496	1,821,000	121,000	Detailed report provided separately to Council as part of PMO Reporting
4410174501. Taihape Amenities Detailed Design & Construction	0	1,190,000	1,700,000	0	Detailed report provided separately to Council as part of PMO Reporting
4410170630. Taihape Grandstand	52,392	700,000	1,000,000	800,000	Detailed report provided separately to Council as part of PMO Reporting
Halls	1,511,382	1,543,289	2,935,990		
4090170607. -84 Marton Memorial Hall	581,056	225,000	750,000	50,000	Detailed report provided separately to Council as part of PMO Reporting
4090174502. Bulls Bus Lane and Hub	731,760	434,284	760,000	0	Detailed report provided separately to Council as part of PMO Reporting
4090174505. Marton Building Design & Construction	71,106	374,994	500,000	350,000	Detailed report provided separately to Council as part of PMO Reporting
Community Wellbeing	0	0	0	0	
Environmental & Regulatory	0	0	0	0	

Roading & Footpaths	5,500,527	16,965,224	21,096,945	9,725,000	
Subsidised Roding					
70100781. Sealed Road Pavement Rehabilitation	335,234	688,060	1,204,105	0	6 Rehabilitation sites were completed, Santoft Rd, Tutaenui Rd, Pukepapa Rd, Ruatangata Rd, Parewanui Rd, Manghoe Rd. Roughly \$609k is scheduled between April and June.
70100782. Drainage Renewals	349,563	527,140	735,000	0	The drainage renewals is back on target. Majority of works focused on existing culvert replacement (Makino Rd and Wanganui Rd), and Kerb & Channel replacement as part of footpath replacement (Seamer St). Additional drainage renewal renewals are scheduled between April and June.
70100787. Sealed Road Surfacing	776,386	777,040	1,359,821	0	Current reseal programme has been completed. All invoices have yet to be received.
70100795. Improvements- Low Cost Low Risk	352,513	3,849,186	5,007,000	2,500,000	To date, to carry over \$2.5m to 22/23.
7010079601. Mangaweka Bridge Construction	1,708,087	1,745,715	2,430,000	0	Detailed report provided separately to Council as part of PMO Reporting
Marton Rail Hub					
70100745. Marton Rail Hub	1,037,921	7,700,000	7,800,000	6,700,000	Detailed report provided separately to Council as part of PMO Reporting
Rubbish & Recycling	0	0	0	0	
Water, Sewerage & Stormwater	3,920,338	10,802,571	16,091,004	5,691,008	
Waste Water - Sewerage					
6070176204. 52: Wastewater Reticulation - Renewals	44,895	375,003	500,004	0	Spend by 30/6/2022
6070176205. 89: Wastewater Treatment - Renewals	62,191	375,003	500,004	0	Part of Ratana Waste Water upgrade. Detailed report provided separately to Council as part of PMO Reporting
6070176206. Marton to Bulls Pipeline	2,776,936	3,722,000	6,500,000	0	Detailed report provided separately to Council as part of PMO Reporting
6070176207. Land Purchase - Marton to Bulls Pipeline	0	900,000	1,200,000	1,200,000	Detailed report provided separately to Council as part of PMO Reporting
6070177109. Papakai Pump Station Replacement	87,745	900,000	1,200,000	1,140,000	In detail design due 28 Feb 2022. Contractor appointed - Fulton Hogan. Weather permitting due to start April 2022
6070177111. Ratana Complete Upgrade	105,846	1,248,568	1,915,000	1,165,000	Detailed report provided separately to Council as part of PMO Reporting
Water - District					
6060174501. 117.1: New Plant	62,800	675,000	900,000	0	Part of Marton Water Strategy, in detail design stage, due for completion 30 June 2022
6060174503. Marton New Bore	71,366	749,997	999,996	900,000	Detailed report provided separately to Council as part of PMO Reporting

10.2 Treasury and Debt - March 2022**Author:** Karen Griffiths, Acting Manager - Financial Services**Authoriser:** Dave Tombs, Group Manager - Corporate Services**1. Reason for Report**

- 1.1 To provide the Finance and Performance Committee with an overview of Council's Treasury and Debt position.

2. Discussion

- 2.1 We have expanded our reporting this month for the Treasury and Debt paper to include net debt position and a financial ratio.

It is important to note that the balances shown below are just the balances that are relevant when determining Council's treasury and debt position: they are not all of Council's assets or liabilities.

Liquidity

- 2.2 As at 31 March 2022 Council had a strong liquidity position, caused largely by recent increase in borrowings, as shown below:

2.2.1 Treasury Assets

• Cash	\$6.6 million
• Receivables (excl. Rates)	\$1.9 million
• Receivables (Rates)	\$1.4 million
• Other financial assets	\$0.2 million
• GST Refund	\$0.7 million
• Total	\$10.7 million

2.2.2 Treasury Current Liabilities

• Payables	\$0.1 million
• Retentions	\$0.9 million
• Revenue received in advance (Rates)	\$1.4 million
• Total	\$2.4 million

2.2.3 Net Current Treasury Position **\$8.3 million**

Debt

2.3 Council currently has \$8m of long term debt, as summarised below

Amount	Maturity Date	Rate of Interest
3 million	15/4/2029	3.21%
5 million	14/4/2033	3.68%

2.4 Council's Long Term Plan included a budgeted debt level at 30 June 2022 of \$34m. Officers expect this figure to be around \$19m.

Recommendation

That the report 'Treasury and Debt - March 2022' be received.

10.3 QV Monthly Report - February 2022**Author:** Danny Le Mar, Manager Financial Services**Authoriser:** Dave Tombs, Group Manager - Corporate Services**1. Reason for Report**

- 1.1 To provide the Finance and Performance Committee with the February 2022 monthly report provided by QV.

2. Analysis

- 2.1 Sales, building consents and subdivisions data are all starting to show a decrease in activity compared to prior year.

Attachments

1. **QV Report February 2022** [↓](#)
2. **QV Monthly Graph- February 2022** [↓](#)

Recommendation

That the QV Monthly Report - February 2022 be received



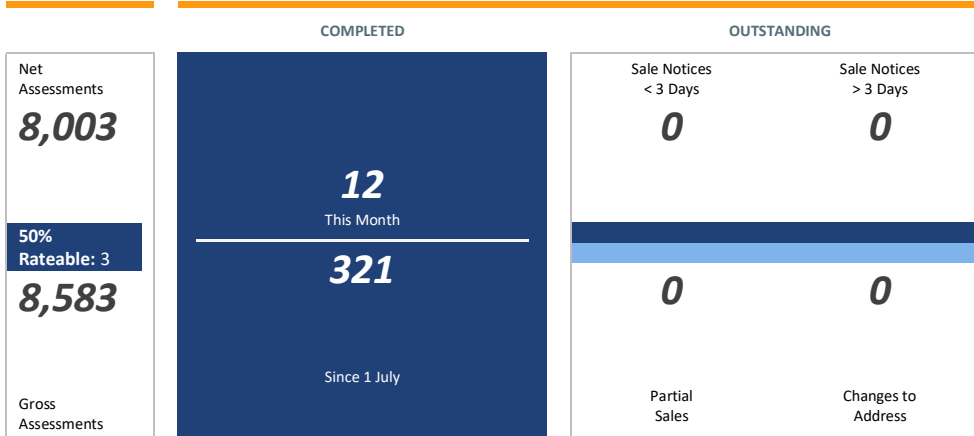
February 2022 Rangitikei District

QV Quotable Quote

If January is the month of change, February is the month of lasting change. January is for dreamers... February is for doers. - Marc Parent

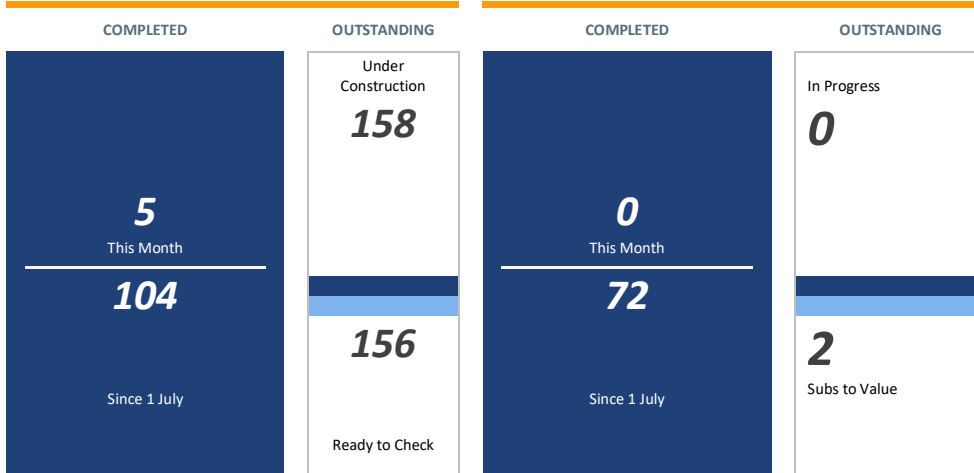
Assessment Numbers

Sales



Building Consents

Subdivisions





QV Trivia

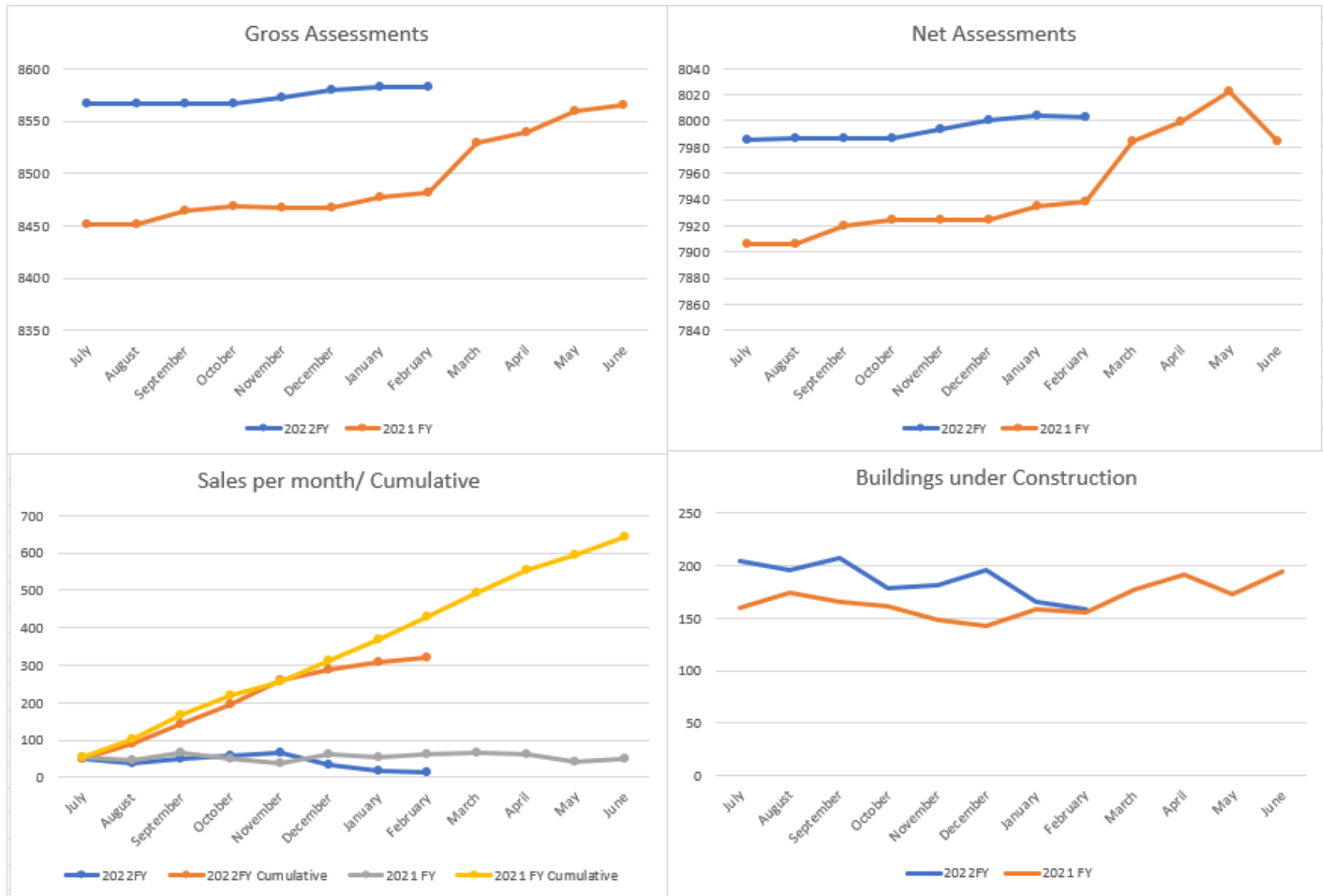
The name of February comes from the Latin word "februum" which means purification, February was named after a purification ritual which was like an early Roman spring cleaning festival.

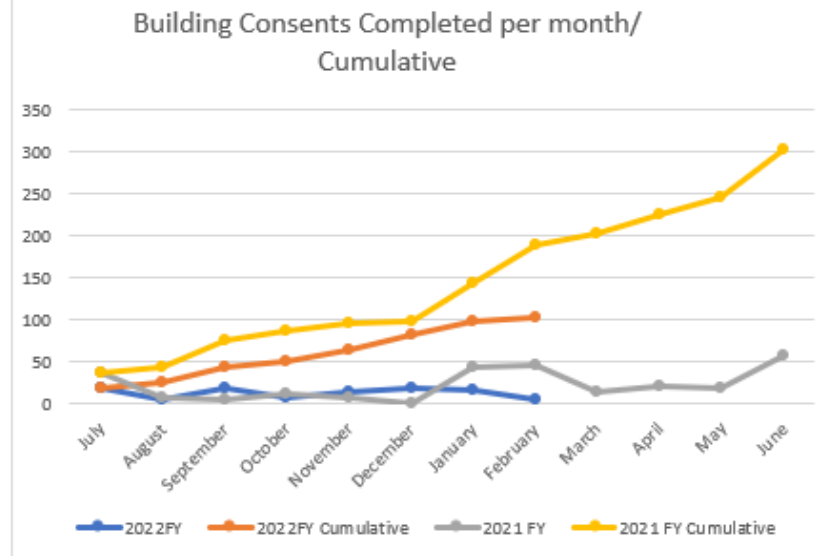
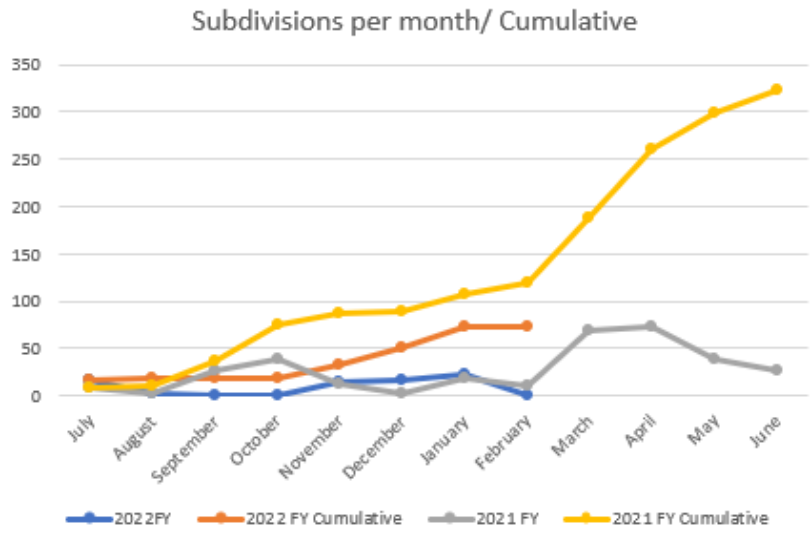
Revision Objections

Maintenance Objections

Revision Objections		Maintenance Objections	
DECISIONS ISSUED	OUTSTANDING	DECISIONS ISSUED	OUTSTANDING
<p>0 This Month</p> <hr/> <p>0 Since 1 July</p>	<p>Being Processed</p> <p>0</p> <hr/> <p>0 Lodged with LVT</p>	<p>0 This Month</p> <hr/> <p>0 Since 1 July</p>	<p>Being Processed</p> <p>1</p> <hr/> <p>0 Lodged with LVT</p>







10.4 HappyOrNot Report - March 2022**Author:** Carol Gordon, Group Manager - Democracy & Planning**Authoriser:** Carol Gordon, Group Manager - Democracy & Planning**1. Reason for Report**

1.1 To provide the Finance/Performance Committee with the regular monthly report from Council's HappyOrNot system.

2. Context

1.2 The report for the month of March 2022, showing results from over the four locations, is attached (Attachment 1). Only 20 responses were received during the month, due to the closure of Te Matapihi, Marton Library and Taihape Library / Information Centre. 75% of the feedback was very positive.

3. Decision Making Process

3.1 This item is not considered to be a significant decision according to the Council's Policy on Significance and Engagement.

Attachments

1. **HappyOrNot Report - March 2022** [↓](#)

Recommendation

That the HappyOrNot Report – March 2022 be received.

Monthly report March 2022	Management report RDC Offices (4 units)
-------------------------------------	---

Please rate our service today



70%
14 resp.



5%
1 resp.

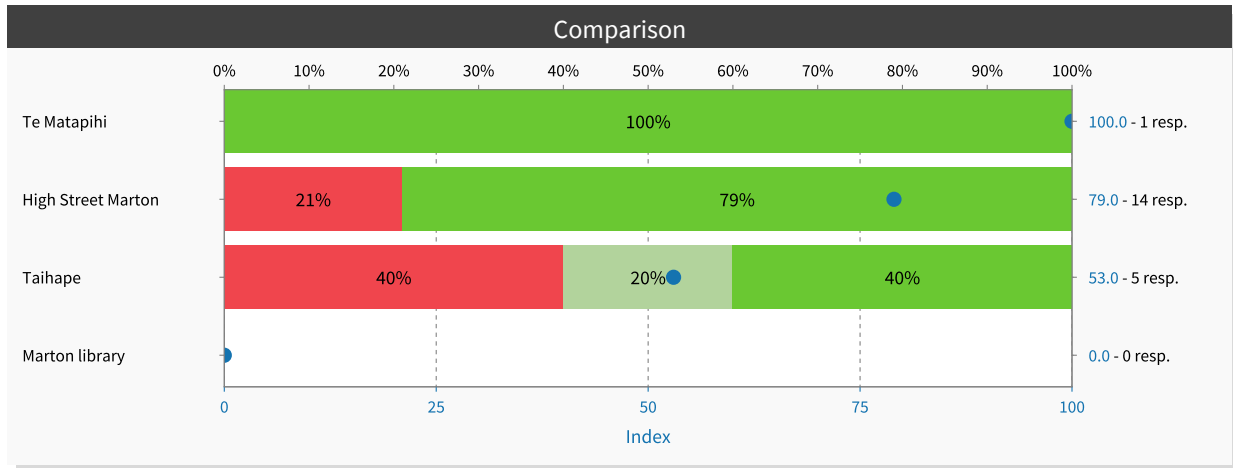


0%
0 resp.



25%
5 resp.

Index: 73.0
Responses: 20



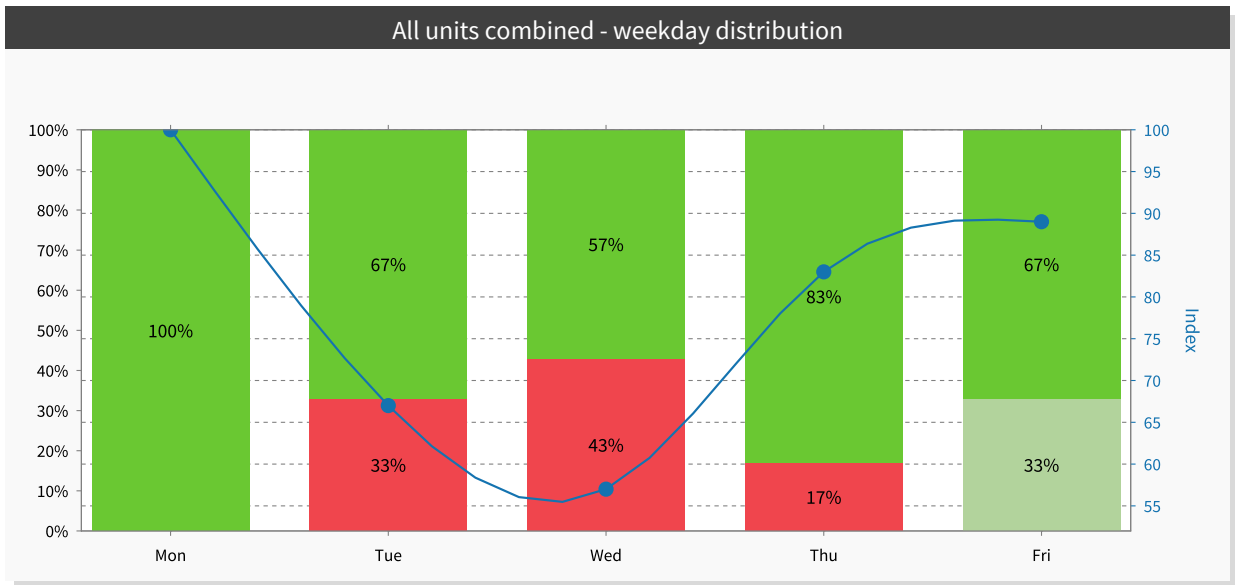
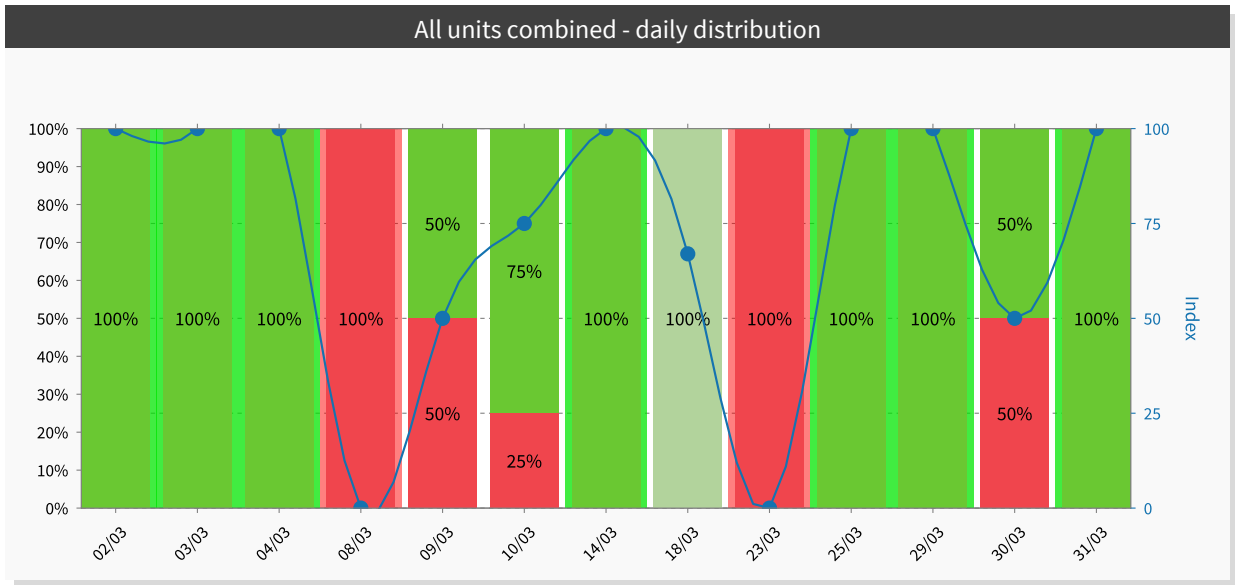
Risers		
Survey	Index	Change
Te Matapihi	100	6% ↑

Fallers		
Survey	Index	Change
High Street Marton	79	-7% ↓
Taihape	53	-28% ↓
Marton library	0	-100% ↓



Monthly report
March 2022

Management report
RDC Offices (4 units)

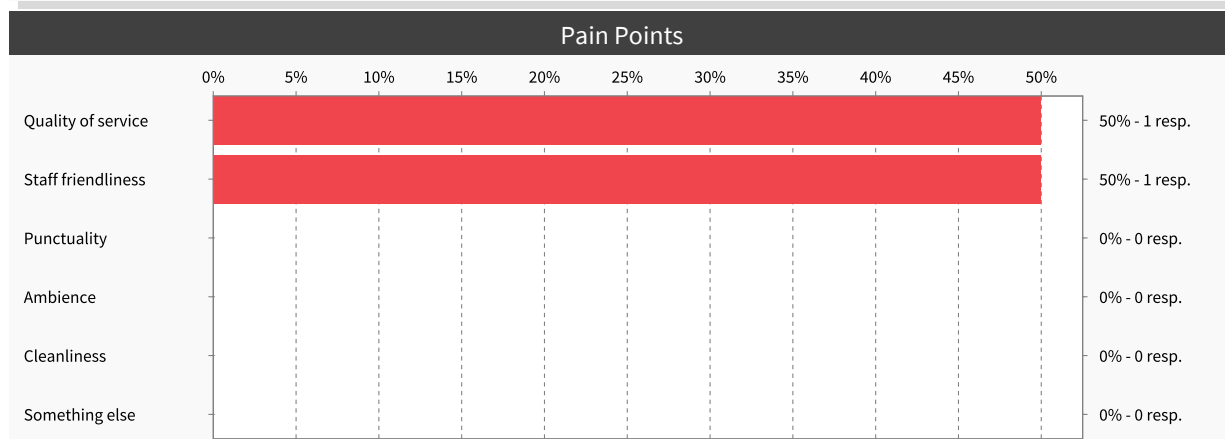
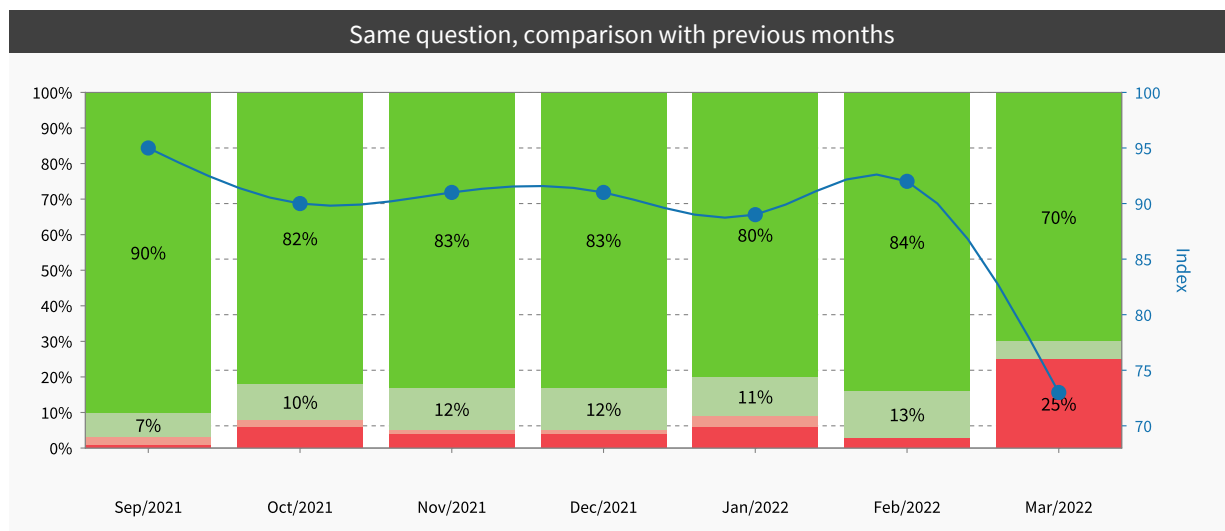
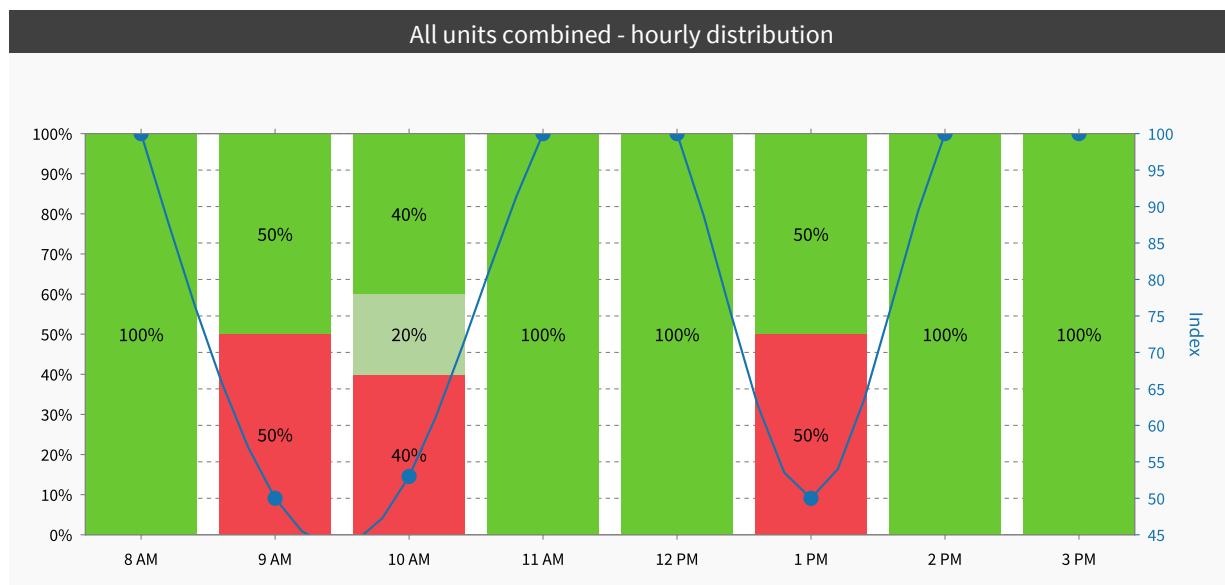


Monthly report

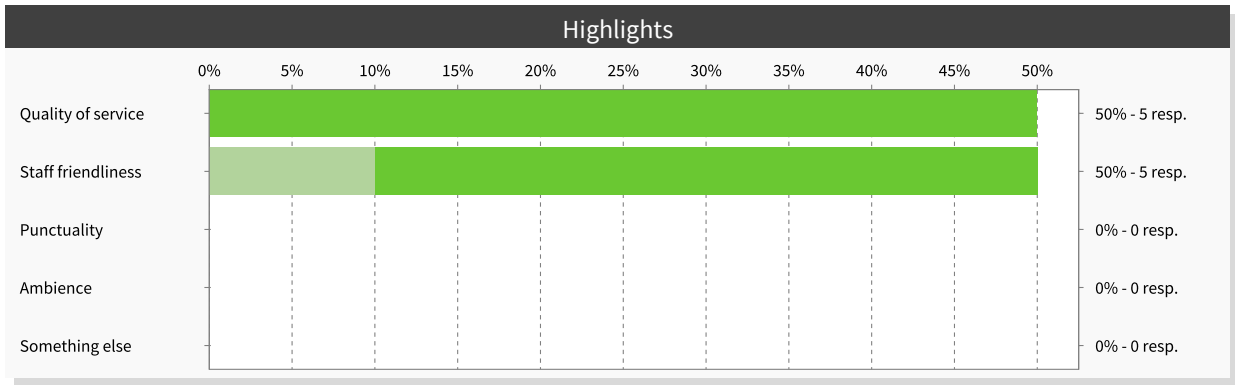
March 2022

Management report

RDC Offices (4 units)







Monthly report March 2022	Management report RDC Offices (4 units)
-------------------------------------	---



<p>Monthly report March 2022</p>	<p>Management report RDC Offices (4 units)</p>
---	---

Please rate our service today

High Street Marton

-  2022-03-14 12:18 PM **Quality of service**
came into town to closdsale of cemetry plot. Jen was great today. thanks
-  2022-03-10 3:50 PM **Quality of service**
great service.
-  2022-03-10 3:02 PM **Staff friendliness**
very friedly
-  2022-03-10 1:43 PM **Quality of service**
have to go back to car to get vac pass. was told to full out a form to purchase a cemetry plot and apply when I did not have glasses and then after trying to find said form which wasnt even there. the duck pond in marton is disgusting a d the staff are not helpful at all.



10.5 Community Initiatives Fund - Project Report Forms**Author:** Ash Garstang, Governance Advisor**1. Reason for Report**

- 1.1 Attached are two completed Project Report Forms, from previous rounds of funding for the Community Initiatives Fund.

Attachments

1. **2021/22 (Round 1) - Bulls and District Friendship Club** [↓](#)
2. **2020/21 (Round 2) - Wanganui Area Neighbourhood Support Groups** [↓](#)

Recommendation

That that following Project Report Forms for the Community Initiatives Fund be received:

- 2021/22 (Round 1) – Bulls and District Friendship Club
- 2020/21 (Round 2) – Wanganui Area Neighbourhood Support Groups

Community Initiatives Fund Round 1, 2021-2022
Community Initiatives Fund Project Report Form
Application CIF00030 From Bulls and District Friendship Club
 Form Submitted 22 Mar 2022, 4:59pm NZDT

Instructions for Grantmakers

Instructions for Grantees

This form is designed to help us understand the challenges, triumphs and insights you experienced and gained while running your funded project/program. Please be frank - while we absolutely want to know about and celebrate your successes, it's just important to us that we understand what did not work so well. This will help us to learn what we and others could do differently next time.

You must complete and submit this form no later than the date stipulated in your funding agreement. If you fail to do so you may not be eligible to apply for further grants from Rangitikei District Council.

The completion of this form should be overseen by someone with an intimate knowledge of the funded project/program.

Project Report

*** indicates a required field**

Name of Applicant *

Bulls and Districts Friendship Club

Project Title *

Operating expenses

Amounts of funds received from the Community Initiatives Fund *

1400

Must be a number.

Please provide a short summary of the work that was completed as part of this project / program / initiative *

WE are using the funds to pay our insurance and rates and power . These are all on monthly payments at present. Without the assistance of funding our club is financially going to run out of money in early 2023. Our weekly income through raffles and sales table pays for entertainment and raffle goods.

Describe the "who, what, where, when and why" of your initiative

Project dates

Start Date

02/12/2021

Must be a date.

Finish Date *

31/12/2022

Must be a date.

Community Initiatives Fund Round 1, 2021-2022
Community Initiatives Fund Project Report Form
Application CIF00030 From Bulls and District Friendship Club
Form Submitted 22 Mar 2022, 4:59pm NZDT

Outcomes

Describe the main findings in your evaluation of the project and how it benefited the community: *

It will give us the security of another year of our Friday gatherings which are a very enjoyable afternoon out.

What worked really well: *

The security in allowing our club to continue to be a welcoming place to go to on Fridays.

What didn't work so well/could be improved? *

Like alot of clubs we could use more funds but we are happy to accept anything .

How many people benefited from your project *

Approx 20 people weekly.

Was this number *

- more than you expected
 what you expected
 lees than you expected

Targets

Please report on your success at achieving the three targets you identified in your application.

Target 1: *

The continuation of our club.

Target 2: *

To be financially able to continue

Target 3: *

For people in our community to have a friendly place to meet with others and enjoy the afternoon.

Did you record any aspect of your project/program through photographs, audio or video?

- Yes
 No

Did you provide any acknowledgement of the Rangitikei District Council as a funder of your project/program? *

- Yes No

e.g. in a media release, in a speech, on your website, in a project/annual report

Community Initiatives Fund Round 1, 2021-2022
Community Initiatives Fund Project Report Form
Application CIF00030 From Bulls and District Friendship Club
 Form Submitted 22 Mar 2022, 4:59pm NZDT

Please provide details below.

Upload files: *No files have been uploaded*
 and/or

Provide web link: *Must be a URL*
 and/or

Additional details: We put a weekly update in the local newspaper.

Financial Report

*** indicates a required field**

Project Income & Expenditure

Please provide details of any project income (funds received) and project expenditure (funds spent) to date.
 Use the 'Notes' column to provide any additional information you think we should be aware of.

Income Description	Income Type	Confirmed Funding?	Income Amount (\$)	Notes
Subs,raffles etc	Other Income *	Not Applicable *	\$5,686.54	As per the financial report.
Grants	Government Grants	Confirmed	\$1,400.00	

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
Rates,Power,Insurance	Other Expenditure *	\$2,845.86	000 per month
Entertainment	Other Expenditure	\$1,830.00	000 per month
Raffles	Other Expenditure	\$382.40	000 per month
Miscellaneous	Other Expenditure	\$882.90	000 per month

Community Initiatives Fund Round 1, 2021-2022
Community Initiatives Fund Project Report Form
Application CIF00030 From Bulls and District Friendship Club
 Form Submitted 22 Mar 2022, 4:59pm NZDT

Income and Expenditure Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$7,086.54	\$5,941.16	\$1,145.38
<small>This number/amount is calculated.</small>	<small>This number/amount is calculated.</small>	<small>This number/amount is calculated.</small>

Certification and Feedback

*** indicates a required field**

Have you experienced any issues with your intended project budget to date? If so, please explain reasons for any major variances or for providing incomplete information:

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree Yes No

Name of authorised person * Mrs Judy Van Kempen
Must be a senior staff member, board member or appropriately authorised volunteer

Position * Committee Member
Position held in applicant organisation (e.g. CEO, Treasurer)

Contact Phone Number * (02) 7341 4674
We may contact you to verify that this application is authorised by the applicant organisation

Contact Email * judyvk@xtra.co.nz
Must be an email address.

Date * 21/03/1922
Must be a date

Community Initiatives Fund Round 2 2020-2021
Community Initiatives Fund Project Report Form
Application CIF0004 From Wanganui Area Neighbourhood Support Groups Inc
 Form Submitted 4 Feb 2022, 10:31am NZDT

Instructions for Grantmakers

Instructions for Grantees

This form is designed to help us understand the challenges, triumphs and insights you experienced and gained while running your funded project/program. Please be frank - while we absolutely want to know about and celebrate your successes, it's just important to us that we understand what did not work so well. This will help us to learn what we and others could do differently next time.

You must complete and submit this form no later than the date stipulated in your funding agreement. If you fail to do so you may not be eligible to apply for further grants from Rangitikei District Council.

The completion of this form should be overseen by someone with an intimate knowledge of the funded project/program.

Project Report

*** indicates a required field**

Name of Applicant *

Trudi Deane

Project Title *

Emailing weekly & quarterly newsletters, attending meetings and presenting Junior Neighbourhood Support Awards.

Amounts of funds received from the Community Initiatives Fund *

840

Must be a number.

Please provide a short summary of the work that was completed as part of this project / program / initiative *

We email our Rangitikei Area Neighbourhood Support members weekly and quarterly newsletters. The newsletters include burglaries, theft x car and stolen car statistics from the previous week, the information is given to us from the New Zealand Police.

Included in our newsletters is also safety information from partner agencies the NZ Police, FENZ, Civil Defence and, COVID-19 information and other safety information from partner agencies. We email urgent messages from the Police and Civil Defence.

In School Term 3, 2021 we presented our Junior Neighbourhood Support Awards at Marton Junction School and Ratana Kura. In Term 4 we were unable to present our JNS awards due to COVID-19 restrictions on numbers as school assemblies, at James Cook School. The children did not miss out, we dropped the backpacks, balls and laminated certificates to the school office, so the children were still able to receive their awards.

On the 22 June 2021 I attended a Health Networking meeting in Marton and did a letterbox

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drop around the area, we have two new household members as a result of the letterbox drop. On the 20 September we did a letterbox drop around Marton Junction School area, after presenting their JNS awards. On the 3 November we did a letterbox drop around James Cook School after dropping the JNS awards to the school.

In January we have setup two new Neighbourhood Support Groups in Marton, 12 new household members.

Describe the "who, what, where, when and why" of your initiative

Project dates

Start Date

14/05/2021

Must be a date.

Finish Date *

04/02/2022

Must be a date.

Outcomes

Describe the main findings in your evaluation of the project and how it benefited the community: *

Our Neighbourhood Support members in the Rangitikei Community in Marton, Hunterville, Bulls and rural areas benefitted by receiving our weekly and quarterly newsletters, which includes households, businesses and schools.

Our weekly newsletters have the burglary statistics for homes, businesses, thefts from cars and thefts of cars. We include safety information from the NZ Police, Civil Defence, Fire Service, COVID-19 information, promotions from our head office and other partner agencies.

Our Junior Neighbourhood Support Programme benefits children at James Cook School, Marton Junction School and Ratana Kura. The children are rewarded with a laminated certificate, backpack, lunchbox and ball for being good citizens, kind, helpful, caring at school, home and in the community.

What worked really well: *

When we send out our weekly email newsletters we receive very positive responses from our members who appreciate the safety information and keeping them informed of what is happening around their area. Neighbours work together to support each other, solve local issues and make new neighbours feel safer and welcome.

Our Junior Neighbourhood Support Programme is really appreciated at the Schools/Kura by the principals, teachers, and children.

Letterbox drops have increased our household members. New household members receive our email newsletters and a free household pack which includes crime prevention information, Civil Defence and Fire Safety information and our stickers which are excellent for letterboxes and windows. When a new group is formed we organise one of our street signs to be put up.

What didn't work so well/could be improved? *

Due to COVID19 we were unable to present the James Cook School awards at an assembly, with our partner agencies the Rangitikei District Council, Police and Fire Service. We dropped the backpacks and certificates to the school office so the children would still receive their awards.

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An increase in Neighbourhood Support members would benefit the Rangitikei Community. A well-connected community helps to improve the safety, resilience and well-being of all residents.

How many people benefited from your project *

350

Was this number *

- more than you expected
 what you expected
 less than you expected

Targets

Please report on your success at achieving the three targets you identified in your application.

Target 1: *

We emailed our Neighbourhood Support members in the Rangitikei area a weekly newsletter with the burglaries, thefts from cars and stolen car statistics from the NZ Police and other safety information from our partner agencies. We also send a quarterly newsletter which is emailed and posted to members who do not have email. We receive excellent feedback from our members who appreciate receiving the information.

Target 2: *

Our Junior Neighbourhood Support Programme at James Cook School, Marton Junction School and Ratana Kura benefitted 18 children who received awards for being good citizens, helpful, kind and caring at school, home and in the community. The children really appreciate their award of a laminated certificate, backpack, ball and lunchbox.

Target 3: *

We have two new household groups in Marton as well as individual new households who have joined NSG. We did letterbox drops three times in the Marton area in 2021. We have a new household member in Bulls.

Did you record any aspect of your project/program through photographs, audio or video?

- Yes
 No

Did you provide any acknowledgement of the Rangitikei District Council as a funder of your project/program? *

- Yes No

e.g. in a media release, in a speech, on your website, in a project/annual report

Please provide details below.

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Upload files:

Filename: 2021 December quarterly newsletter.pdf
 File size: 1.1 MB

Filename: Wanganui NSG Accountability for Rangitikei District Council.pdf
 File size: 408.8 kB

Filename: Warehouse Stationery order for Junior Neighbourhood Support May 2021.pdf
 File size: 76.0 kB

and/or

Provide web link:

Must be a URL

and/or

Additional details:

The Rangitikei District Council is named in our Annual Accounts and in some of our quarterly newsletters. At our Junior Neighbourhood Support Awards we thank the Rangitikei District Council for helping us to present the awards and for the sponsorship of the awards.

Financial Report

*** indicates a required field**

Project Income & Expenditure

Please provide details of any project income (funds received) and project expenditure (funds spent) to date.
 Use the 'Notes' column to provide any additional information you think we should be aware of.

Income Description	Income Type	Confirmed Funding?	Income Amount (\$)	Notes
Rangitikei District Council	Other Income *	Confirmed *	\$840.00	JNS, meetings, letterbox drops.

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Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
Rangitikei District Council	Project and Production *	\$288.00	backpacks and balls from Warehouse Stationery
Rangitikei District Council	Salaries and Wages	\$359.50	wages
Rangitikei District Council	Other Expenditure	\$194.15	mileage

Income and Expenditure Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$840.00 This number/amount is calculated.	\$841.65 This number/amount is calculated.	-\$1.65 This number/amount is calculated.

Certification and Feedback

* indicates a required field

Have you experienced any issues with your intended project budget to date? If so, please explain reasons for any major variances or for providing incomplete information:

N/A

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree Yes No

Name of authorised person * Mrs Trudi Deane
Must be a senior staff member, board member or appropriately authorised volunteer

Position * Area Coordinator

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Position held in applicant organisation (e.g. CEO, Treasurer)

Contact Phone Number *

+44063446746

We may contact you to verify that this application is authorised by the applicant organisation

Contact Email *

nsg.wang@xtra.co.nz

Must be an email address.

Date *

04/02/2022

Must be a date



Quarterly Newsletter December 2021

The Neighbourhood Support Board along with Trudi and Debbie wish you all a safe and wonderful Christmas



**Gas BBQs are great for cooking.
Follow the guidance below to reduce any fire risk and keep people and properties safe.**

Before you light your fire

Check - Gas bottle, hoses and connections wear out over time. Always check these before you use your gas BBQ.

Soap bubble test – After assembling your BBQ or changing gas cylinders use the soap bubble test to make sure gas cylinders are secure and not leaking. Do this by turning the gas cylinder on and pouring a little soapy solution (1/4 cup of water and a squirt of liquid soap) over the valve. If bubbles form, you may have a gas leak. Turn the valve off and replace the cylinder O-ring. Install cylinders in an upright position.

Weather - It's best to only light your gas BBQ in calm weather conditions or light winds. Move your gas BBQ (before lighting it) to a sheltered place, if required, but not too close to houses, trees or anything combustible.

Safety zone – Place your gas BBQ on a flat, stable surface. Refer to the manufacturer's specifications relating to minimum clearances away from combustible fuels.

Extinguish - Have two ways to put out any unplanned fires, within five metres of your BBQ or grill.
Use a fire extinguisher for oil, fat or grease fires.

When your fire is lit

Supervise - Ensure someone stays with the gas BBQ until it's put out. Have a 'no go zone' to keep children and pets safe.

Weather - If a change to the wind direction or speed makes your gas BBQ unsafe — turn it off.

Be responsible - You need to be able to take charge if there's an emergency, and should not be impaired.

Location – Only use your gas BBQ outside in a well-ventilated area. Never use a gas BBQ inside or in an enclosed area.
The gas from your BBQ burns and produces poisonous gases that can be harmful to your health or lethal.

After your fire

Cool down - Allow the BBQ to cool completely before moving it or putting the cover on.

Gas - Turn off the tap at the gas bottle first. This allows gas to clear from the hose. Store the gas bottle upright and connected to the BBQ.

Maintenance - Get your gas BBQ serviced according to the manufacturer's instructions.

Cleaning - Thoroughly scrub the drip tray and grill with boiling soapy water. Wipe any oil, fat or grease off the gas jets.

Line the drip tray with aluminium foil and put some fat absorber in the tray.

It's a good idea to change the fat absorber after every 10 barbecues.

**Dial 111 immediately in an emergency. Anything that could cause loss of life,
serious injury or loss of property is a fire emergency.**

Trudi Deane, Area Coordinator,
Debbie Mortensen, Assistant Area Coordinator,
69a Moana Street, Whanganui East Shopping Centre,
Telephone: 06 3446746. Email: nsg.wang@xtra.co.nz



6 Ideas For Improving Your Neighbourhood

What makes a neighbourhood great? Is it the people? The houses? The location? Or perhaps it is something else? No two streets or communities are alike yet there's certain touches that no matter where they are done helps makes an area stand out from the rest .

Here's 6 simple ideas for improving your neighbourhood and loving where you live even more:

- **Dig In**
Have a neglected or overgrown berm, park or community garden that could use some TLC? Grab the garden tools, round up some volunteers, and have a working bee to tidy up and re-vegetate the area. Introducing native plants, flowers or edible plants such as fruit trees will encourage more birds, butterflies and bees to visit your neighbourhood as well.
- **Paint The Town Red**
...or orange, yellow, green, blue, and purple! A mural is a great way to add some colour to your community. By working with a local artist or having nearby schools and businesses take part you'll foster a stronger community spirit and appreciation for the final artwork.
- **Share The Love**
Have an abundance of backyard kai you can't get through quick enough? Or perhaps you have stacks of books piling around the house? A community pātaka (pantry) is a great way to share surplus foods or goods with neighbours without having to go door-to-door.
- **Lend A Hand**
A neighbour's overgrown yard or dilapidated fence might not be due to a lack of care, it could simply be a sign they don't have the means or mobility to be able to look after it themselves. Giving your time to mow, paint or fix will not only boost the look and feel of the entire neighbourhood but the pride of the residents who live there as well.
- **Take The Trash Out**
Managing your trash and recycling is one thing, it's another thing entirely to care about the litter that ends up on your street that you didn't create. By picking up loose bits of rubbish, bottles, and any other waste you come across you help to show others that your neighbourhood is well looked after and the people who live there care.
- **Have Fun With It**
Quirky letterboxes, fairy doors, yarn bombing, wind chimes, communal street planters, brightly painted benches, and more are just a few fun ways you can add a bit of extra charm to your area. If your area is known for something in particular, have fun playing up that theme to celebrate what makes your town or city special!

A Very Big Thank You To Our Kind Sponsors!

NZ Police, NSNZ, Whanganui District Council, Rangitikei District Council, TG Macarthy Trust, NZ Lottery Grants Board, Community Organisations Grants (COGS), John Beresford Dudding Trust, St Johns Club, Grumpy Old Men (G.O.M.E) Trust, Margaret Watt Children's Trust, Mitre 10 MEGA Wanganui, Four Regions Trust, Whanganui Community Foundation, Whanganui Community Charitable Trust, The Lion Foundation, NZ Police Managers' Guild Trust, Waterford Press Ltd.

Trudi Deane, Area Coordinator,
Debbie Mortensen, Assistant Area Coordinator,
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11 Next Meeting

The next Finance/Performance Committee meeting is scheduled for 26 May 2022 at 9.30 am.

12 Meeting Closed