Council

Meeting of 17 August 2017

Business Unit: Corporate and Regulatory
Date Created: 14 August 2017

Recommendations from Audit and Risk Committee – Fourth Quarter Report to 30 June 2017

Purpose

To present recommendations of the Audit and Risk Committee meeting held 11 August 2017 regarding the fourth quarter report to 30 June 2017.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

1. That the Council receive the Fourth Quarter Report and the Capital Expenditure Report for the period ended 30 June 2017.

Report prepared by:
Allie Dunn
Governance Team Leader

Approved for submission by:
Shayne Harris
General Manager – Corporate and Regulatory
Overall Council Summaries
For the period ended 30 June 2017

Operating Revenue - by activity

Operating Revenue - by type

Operating Expenditure - by activity

Operating Expenditure - by type

Key

Annual Plan
Year End
Forecast
YTD
Budget
YTD Actual - favourable OR unfavourable < 5% budget
YTD Actual - unfavourable 5-15% budget
YTD Actual - unfavourable > 15% budget

Page 2 of 15
Overall Council Summaries
For the period ended 30 June 2017

Comments:
In April 2017 we utilised our BNZ borrowing facility and raised $3m short-term. In May we raised $7m from the LGFA. A portion of this was used to repay the short term borrowing. In addition the Bowen St loan of $1.8m was refinanced in April.

The capital expenditure includes projects carried over from the 2015/16 year subsequent to the Annual Plan process.

In June all Fonterra shares were sold for $629k.

Support Services - continued on page 15
Community Facilities
For the period ended 30 June 2017

Revenue is from rates and user fees and charges. MAC revenue budget was conservative due to the capital project. The Makino was closed for the first month of the first quarter.

No property sales transactions occurred. Rental relief has reduced income on Feilding Depot. Cemetery revenue is down as a result of less interments than anticipated. The corresponding costs are also below budget.

Expenditure is expected at planned levels for all activities for the year. The property activity budget included a grant to the Bunnythorpe Hall committee of $240k that was committed through the boundary change agreement with PNCC. This grant has not been made and has been carried forward to the 2017/18 financial year. Financing costs are lower than planned as the work associated with the South Street development has not taken place and therefore the loan has not been raised.

$1m for the MAC redevelopment was carried forward from 2015/16 outside the Annual Plan process.

No work has been planned for the South Street/Kawakawa Road land development (budget $459k). This is part of the property activity. Parks growth projects did not proceed and have been carried forward to the 2017/18 financial year. These include Greenspine, Railway land beautification, Makino Park and walkway linkages.

The capital expenditure report contains the progress of individual projects.

Makino - The Poolsafe Certificate was issued in April and is on display in the Makino’s Main Entrance.

Libraries - A total of 8.2 issues per capita was achieved for the year (target 12). While 925 library events were held (target 920) only 13,212 participants attended these events (target 18,300). More robust information is now available and these targets are being addressed in the next LTP.

Property - Six hall reports were returned. Only Sanson hall has provided usage data (47 times for the year). We are proactively chasing and working with halls to provide this data.
District Development
For the period ended 30 June 2017

Income is primarily from rates.

Some Community Committees have experienced delays with project planning and won’t be in a position to progress projects until later this year. Remaining unspent Community Committee Project Funds ($62,000 from a total budget of $96,520) was carried forward to 2017/18 financial year.

Other projects, such as Community Development Fund, Community Committee Project Funds, Village Community Plans and the Spatial Plan have also been carried forward to the 2017/18 financial year.

The budget was for the Rangiwahia Hall toilets. Actual costs totalled $48k (budget $32k). External funding of $2k was received.

Economic Development - Satisfaction with economic development services has increased from 63% to 76% this year (target 80%).

The Central Economic Development Agency (CEDA) is a key agent for Council’s economic development strategy. Economic growth in the district to the year ended March 2017 exceeded growth at both the regional and national levels.

Community Development - Satisfaction with the Community Development delivery and services has increased from 51% to 71% over the past year (target 90%)
Income is primarily received through rates.

The budget includes a small allowance for unexpected events. No such events have occurred this quarter.

The planned capital expenditure for the year is $16k, for equipment renewals. Due to the transfer of this activity to FENZ, the expenditure was not considered necessary.

Civil Defence - The community survey carried out in May 2017 showed that 72% were satisfied with the Civil Defence services provided (target 90%, prior year 69%).

Rural Fire - The community survey carried out in May 2017 showed that 63% were satisfied with the Rural Fire services provided (target 90%, prior year 65%).
Building Control revenue is greater than anticipated as a result of increased numbers of building consents applications.

Animal Control - a greater number of dogs were registered than anticipated.

Building Control - support costs are higher than budgeted due to additional time required to process the increased applications. This is funded by the additional building control revenue.

District Planning - the costs associated with Precinct 4, urban growth plan change for Pharazyn St are $38k greater than budgeted.

At the time of setting the budget, staff time was allocated through support services. Staff began completing timesheets which resulted in a shift of costs from Environmental Health and Monitoring Services to District Planning and Policy, mainly in relation to resource consent and by-law monitoring.

There is no capital expenditure planned for this activity.

Building Control - Targets for building consent (BC) and code of compliance certificate (CCC) processing within the agreed timeframes were not met.
- 654 BCs issued - 85% compliance
- 827 CCCs issued - 95% compliance
- 77 fast track BCs issued - 76% compliance
For three months of the year the average waiting time for inspections exceed four days (target 90% booked within four days).

Environmental - Two of the targets not met relate to achieving the agreed response times 90% of the time:
- Eight food hygiene practice complaints that endanger public health - 88% responded to within 24 hours of notification.

(continued on page 15)
Income is received through rates and election cost recoveries from Mid Central Health and Horizons.

Support services costs are lower than budgeted.

In 2015/16 the upgrade of the Council wing was planned. The purchase of furniture was delayed until July 2016 (total $15k).

There have been no breaches of the rating or debt limits set in the Financial Strategy. The limit for rates increases (as defined in the Financial Strategy) for the 2016/17 year is 5.9%. The rates set resulted in a 4.6% increase. The borrowing limit for the 2016/17 year is $74m. The proposed borrowing at the end of the year is $63m with year end borrowing at $59.6m.

The community survey carried out in May 2017 showed that 64% of ratepayers surveyed were satisfied with the opportunities for the community involvement in decision-making (target 80%). Satisfaction has increased from 48% in the previous year.
Revenue is received through rates and NZTA subsidy. The increased subsidy is a result of the increased expenditure.

The June 2015 flood put the 2015/16 programme behind schedule. Significant amounts were carried over to 2016/17 and projects are now being completed.

A number of projects (totalling $2.9m) have been carried forward to the 2017/18 financial year. Of these $1.5m related to growth projects and $0.6m bridge replacement as a result of flooding.

The capital expenditure report contains the progress of individual projects.

Three of the measures that have not been achieved relate to the customer satisfaction survey (all targets were 90% satisfaction):
- roads will get them safely to their destination - 77%
- quality of the ride, condition of the roads - 70%
- ease of navigation and adequacy of signage - 88%

Five measures relate to the timeliness of responses to customer requests. The targets were not met for the following (all targets are 90% of the stated time):
- Contractor on-site within one hour of receiving notification of an urgent request - 64%

(continued on page 15)
Solid Waste
For the period ended 30 June 2017

Revenue is primarily from rates, gate takings at the transfer station and blue bag sales.

Increased volumes through the Feilding Transfer Station have resulted in revenue above budgeted levels.

Increased volumes through the Feilding Transfer Station have resulted in expenditure above budgeted levels. This has also resulted in a corresponding increase in revenue.

Overhead costs have reduced as the result of an internal reallocation of support costs.

Financing costs are $65k lower than budgeted as the Resource Recovery Centre has not commenced and the loan has not been required.

The main capital expenditure item budgeted for this activity is a Resource Recovery Centre. The construction estimates are higher than the budget. The business case is being re-assessed and this project is not likely to be completed this year.

All targets have been met.

Council adopted a new Waste Management and Minimisation Plan in June 2017 which increased the provision of Mobile Recycle Centre's to Halcombe and Apiti. These will be installed early in the 2017/18 financial year. Council is also planning to trial a Mobile Recycle Centre in Cheltenham in the 2017/18 financial year.

Key

- Annual Plan
- Year End Forecast
- YTD Budget
- YTD Actual - favourable or unfavourable < 5% budget
- YTD Actual - unfavourable 5-15% budget
- YTD Actual - unfavourable > 15% budget

Key

- On Track
- Needs Monitoring
- Not achieving
Stormwater
For the period ended 30 June 2017

All revenue is sourced from rates.
Operational costs are currently below budget ($286k). The weather has caused delays in work commencing. The scope of maintenance work required for all schemes in the last quarter will see actual expenditure increase. Some funds will be carried forward to the 2017/18 financial year.

Unbudgeted savings have been made by bringing the three waters maintenance and operating services in-house.

Financing costs are $121k lower than budgeted as the capital expenditure is lower than anticipated and the associated loans have not been raised.

Planned expenditure relating to growth is in the design stage. $2m for growth and renewal expenditure has been carried forward to the 2017/18 financial year.
The capital expenditure report contains the progress of individual projects.

All targets have been met.
Wastewater
For the period ended 30 June 2017

Revenue is from rates, tradewaste charges and volumetric charges.

Bringing the three waters maintenance and operating services in-house has resulted in savings. Savings have been reinvested into the network.

The All Of Government power pricing contract has resulted in savings on electricity costs that were not budgeted.

Financing costs are $70k lower than budgeted as the capital expenditure is lower than anticipated and the associated loans have not been raised.

Final resource consent conditions for the Feilding WWTP upgrade were granted on 24 November 2016, and these determine the design of irrigation. Some of the costs for irrigation have been deferred until the 2017/18 financial year. Trial irrigator construction is underway and a wastewater buffer lagoon is being built.

The Halcombe and Cheltenham WWTP discharge consent has been lodged, and we are waiting for feedback from Horizons.

The capital expenditure report contains the progress of individual projects.

A total of eight dry weather overflows were recorded in Feilding. The target is less than six per scheme.

All other targets were met.

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**Key**

- **Annual Plan**
- **Year End Forecast**
- **YTD Budget**
- **YTD Actual - favourable OR unfavourable < 5% budget**
- **YTD Actual - unfavourable 5-15% budget**
- **YTD Actual - unfavourable > 15% budget**

**Key**

- **On Track**
- **Needs Monitoring**
- **Not achieving**
Water Supply
For the period ended 30 June 2017

Revenue is from rates and metered water.

Bringing the three waters maintenance and operating services in-house has resulted in savings. Financing costs are $130k lower than budgeted as the capital expenditure is lower than anticipated and the associated loans has not been raised.

A number of projects have been carried forward to the 2017/18 financial year. These include Feilding treatment plant renewals, the Sanson storage and treatments. The capital expenditure report contains the progress of individual projects.

Bacterial compliance - All samples taken indicate the water was safe i.e. no positive E. coli results. However there was technical non-compliance as not enough samples were taken during the year or there were interruptions to Feilding’s continuous monitoring system.

Protozoa compliance - Feilding did not demonstrate compliance in March and May. No treatment was in place for Himatangi Beach and Rongotea but secure bore status was achieved for both schemes toward the end of the year. Waituna West has secure bore status and is not required to demonstrate compliance. Sanson and Stanway-Halcombe do not comply but projects are in place to ensure future compliance.

(continued on page 15)
Health and Safety
For the period ended 30 June 2017

Events reported

<table>
<thead>
<tr>
<th></th>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accident</td>
<td>5</td>
<td>0</td>
<td>8</td>
<td>7</td>
</tr>
<tr>
<td>Incident</td>
<td>3</td>
<td>1</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Near miss</td>
<td>1</td>
<td>0</td>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>

Hazards and incidents

<table>
<thead>
<tr>
<th></th>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
</tr>
</thead>
<tbody>
<tr>
<td>New</td>
<td>3</td>
<td>1</td>
<td>5</td>
<td>6</td>
</tr>
<tr>
<td>Existing</td>
<td>2</td>
<td>0</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Serious</td>
<td>2</td>
<td>1</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Minor</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Other</td>
<td>1</td>
<td>0</td>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>

Injuries sustained

<table>
<thead>
<tr>
<th></th>
<th>Open</th>
<th>Resolved</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accident</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>Incident</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>Near miss</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

Notifiable events this quarter
Notifiable: 0 Not Notifiable: 20

Serious incidents this quarter
- Near drowning, child playing on the inflatable, the hose came off the inflatable, she was instructed to get off and struggled to swim to the wall
- Makino boiler pivot controller came apart causing gas leak
- Leaving vehicle to get bucket of water for the frozen windscreen, slipped on moss fell to the ground receiving multiple injuries

Status of hazards this quarter
Open: 0 Resolved: 6

Policy and procedures this quarter
Reviewed and updated the following:
- Remote lone worker policy
- Fatigue policy
- Chemical management audit on water and wastewater sites

Wellness initiatives this quarter
These initiatives are designed to support staff and promote wellness in the workplace.
Initiatives undertaken:
- Hepatitis vaccination
- Workstation assessments
- Drug and alcohol checks
- Flu vaccinations

Communication and education this quarter
The following communications went out to staff:
- Staff newsletters
- Cold or flu
- Everything you need to know about the Defib
- Got the winter blues?
- If a disaster occurs...
- Your winter driving tips
- Our health clinic has had a bit of a makeover this week

Trainings and inductions this quarter
- First aid training
- Incident investigation training
- Risk Management training
- Advance HSNO training
- NZISM seminar Health & Safety at Work Act 2015 “The Journey”
- Safety guard conference better conversations
- Inductions completed for: 7 people

Lost time (days) this quarter

Communication and education this quarter
The following communications went out to staff:
- Staff newsletters
- Cold or flu
- Everything you need to know about the Defib
- Got the winter blues?
- If a disaster occurs...
- Your winter driving tips
- Our health clinic has had a bit of a makeover this week
Comments Continued

Environmental Services and Monitoring (from page 7)

Environmental -
- 507 requests for service for other issues not endangering public health - 85% were responded to within 48 hours of notification.

Due to the transitional requirements in the Food Act, Food Control Plans relating to on-licences were required to be transferred by 30 June 2017, therefore these cannot be inspected until the next financial year, making this target unachievable. The target is for all premises to be inspected annually.

Licenced Premises - A total of 55 out of 56 licensed premises selling alcohol were inspected during the year (target 100%). The one not visited was a club and no contact could be made.

District Planning and Policy - All targets relate to achieving the agreed response times 100% of the time:
- 1 notified and limited notified consent proceeded to hearing and took 189 days to process (target 70 working days)
- 210 non-notified consent - 79% completed within 20 working days
- 70 controlled activities resource consents - 8% processed within 20 working days.

Increased numbers of consents has put pressure on resourcing. Consultants were utilised to assist with the increased volume. Currently controlled activities can be complex to process. We are reviewing the activity rules to ensure compliance within the 10 day timeframe required under the Resource Management Amendment Act can be achieved from October 2017.

Roading (from page 9)

- When requested, notifying the customer of the road reinstatement within one hour of receiving confirmation - 79%
- Responding to, acknowledging and resolving non-urgent request within five days - 45% (under the contract non-urgent work can be programmed for repair within three months or as instructed by Council)

It is acknowledged that the targets set are impractical and will be reviewed as a part of the Long Term Plan.

Water Supply (from page 13)

Response times - The target of one hour response time for urgent requests was exceeded. 43 urgent requests were made with a median response time of 1.1 hours.

Support Services (from page 2)

Support Services revenue is less than budgeted. This is primarily due to:
Revenue from shared services is $475k less than budgeted. This includes the infrastructure shared service and the internal audit service.

Interest and dividends are $83k less than budgeted as a result of using available funds instead of borrowing. Borrowing costs are considerably lower than planned.
For the period ended 30 June 2017

Capital Expenditure

<table>
<thead>
<tr>
<th>Community Facilities</th>
<th>Actual YTD</th>
<th>Budget YTD</th>
<th>Variance</th>
<th>Full Year</th>
<th>Physical Completion</th>
<th>Annual Plan YTD</th>
<th>Carried Forward</th>
<th>Notes/Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Facilities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fielding Cemetery Extension</td>
<td>96</td>
<td>264</td>
<td>(169)</td>
<td>264</td>
<td>40%</td>
<td>273</td>
<td></td>
<td>The project is progressing. Delays have occurred as a result of poor construction weather. The second phase is the installation of the cemetery beams, the balance of funds for this work has been carried over and will be undertaken in the 2017/18 year.</td>
</tr>
<tr>
<td>Halcombe Cemetery Extension</td>
<td>35</td>
<td>34</td>
<td>1</td>
<td>34</td>
<td>100%</td>
<td>5</td>
<td></td>
<td>Project is complete</td>
</tr>
<tr>
<td>Rongtea Cemetery - New Works</td>
<td>5</td>
<td>5</td>
<td>0</td>
<td>5</td>
<td>100%</td>
<td>5</td>
<td>0</td>
<td>Project is complete</td>
</tr>
<tr>
<td>Cemetery Renewal Works</td>
<td>12</td>
<td>10</td>
<td>2</td>
<td>10</td>
<td>100%</td>
<td>10</td>
<td>0</td>
<td>Project is complete</td>
</tr>
<tr>
<td>Fielding Little Theatre - Roof</td>
<td>0</td>
<td>20</td>
<td>(20)</td>
<td>0</td>
<td>20%</td>
<td>20</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Library Collection Purchases</td>
<td>172</td>
<td>197</td>
<td>(25)</td>
<td>197</td>
<td>100%</td>
<td>197</td>
<td>46</td>
<td>Content replacement programme has been completed for the year.</td>
</tr>
<tr>
<td>Library Review Project</td>
<td>25</td>
<td>34</td>
<td>(9)</td>
<td>34</td>
<td>50%</td>
<td>46</td>
<td>0</td>
<td>To develop options for the modernisation of the Fielding Library and undertake minor modernisation projects. Options were presented to Council in June 2017 with a further option currently being assessed.</td>
</tr>
<tr>
<td>Makino Redevelopment</td>
<td>1,082</td>
<td>1,044</td>
<td>38</td>
<td>1,044</td>
<td>100%</td>
<td>62</td>
<td>0</td>
<td>Budget includes carry over from 2015/16 year. Pool cover costs are included as part of the project. Project is now complete. The overspend is funded by the pool cover budget below.</td>
</tr>
<tr>
<td>MAC New pool covers</td>
<td>4</td>
<td>31</td>
<td>(27)</td>
<td>31</td>
<td>100%</td>
<td>31</td>
<td>0</td>
<td>Pool covers were replaced as a part of the redevelopment project above.</td>
</tr>
<tr>
<td>Public Conveniences Renewals</td>
<td>29</td>
<td>26</td>
<td>3</td>
<td>26</td>
<td>100%</td>
<td>26</td>
<td>0</td>
<td>Project is complete. Work included the renewal of the Fielding Cemetery toilets.</td>
</tr>
<tr>
<td>Strengthen Earthquake Prone Buildings</td>
<td>70</td>
<td>183</td>
<td>(113)</td>
<td>183</td>
<td>25%</td>
<td>183</td>
<td>118</td>
<td>Developed design is underway for the Fielding Theatre. Completion of the project will depend on the Theatre Trust seeking additional. The project has been carried forward to the 2017/18 financial year and future discussions regarding the level of Council support for this project will be required.</td>
</tr>
<tr>
<td>Manfield Park Development</td>
<td>1</td>
<td>426</td>
<td>(425)</td>
<td>426</td>
<td>0%</td>
<td>426</td>
<td>340</td>
<td>This project is for Kawakawa Rd / South St development. No expenditure is anticipated until section sales arise.</td>
</tr>
<tr>
<td>Makino Park Growth</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0%</td>
<td>0</td>
<td>335</td>
<td>This project is for the Makino Precinct. This project is currently on hold, pending further wider strategic conversations for the precinct.</td>
</tr>
<tr>
<td>Property Renewal Projects</td>
<td>44</td>
<td>72</td>
<td>(28)</td>
<td>72</td>
<td>80%</td>
<td>99</td>
<td>62</td>
<td>Unspent budget has been carried over to coincide with additional funding in the 2017/18 year.</td>
</tr>
<tr>
<td>Parks and Reserves - Kohwai Park</td>
<td>33</td>
<td>127</td>
<td>(94)</td>
<td>127</td>
<td>7%</td>
<td>123</td>
<td>97</td>
<td>Developed design is complete. A detailed design is planned for later this year with construction late in the 2017 calendar year to coincide with additional funding requirements in the 2017/18 year.</td>
</tr>
<tr>
<td>Parks and Reserves - New Projects</td>
<td>31</td>
<td>37</td>
<td>(5)</td>
<td>37</td>
<td>100%</td>
<td>16</td>
<td>0</td>
<td>Installation of new signage at Himatangi Beach completed, also includes completion of bollards at Himatangi. Project is complete.</td>
</tr>
<tr>
<td>Parks and Reserves - Refurbish Victoria Park</td>
<td>9</td>
<td>3</td>
<td>6</td>
<td>3</td>
<td>100%</td>
<td>29</td>
<td>0</td>
<td>Project is complete</td>
</tr>
<tr>
<td>Parks Growth - Timona Park</td>
<td>163</td>
<td>169</td>
<td>(6)</td>
<td>169</td>
<td>100%</td>
<td>175</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Parks and Reserves - Walkway / Linkages</td>
<td>121</td>
<td>120</td>
<td>1</td>
<td>120</td>
<td>75%</td>
<td>456</td>
<td>309</td>
<td>This project is made up of walkway linkages (Railway Rd to Johnston Park), Kohwai to Kitchener Park, and Stonebridge Reserve. The budget has been carried over to the 2017/18 year the project will be connected with both the Greenspine and Kohwai Park projects.</td>
</tr>
<tr>
<td>Parks and Reserves - Playground Renewal</td>
<td>119</td>
<td>106</td>
<td>13</td>
<td>106</td>
<td>100%</td>
<td>106</td>
<td>0</td>
<td>This project is made up of the Tangimoana playground, Timona Park playground and general playground renewals. The project is complete.</td>
</tr>
<tr>
<td>Parks Renewal Projects</td>
<td>30</td>
<td>36</td>
<td>(5)</td>
<td>36</td>
<td>100%</td>
<td>36</td>
<td>0</td>
<td>This is the James Palmer Park project. The project is complete.</td>
</tr>
<tr>
<td>Feilding CBD Park Benches</td>
<td>42</td>
<td>41</td>
<td>1</td>
<td>41</td>
<td>100%</td>
<td>41</td>
<td>0</td>
<td>Project is complete</td>
</tr>
<tr>
<td>Kitchener Park Capital Works</td>
<td>16</td>
<td>51</td>
<td>(35)</td>
<td>51</td>
<td>40%</td>
<td>53</td>
<td>35</td>
<td>The work is for Kitchener Park flood protection. Costs cover the preliminary scoping work undertaken by the Awahuri Forest/Kitchener Park Trust.</td>
</tr>
<tr>
<td>Makino Park Playground and Skate Park</td>
<td>4</td>
<td>47</td>
<td>(43)</td>
<td>47</td>
<td>0%</td>
<td>99</td>
<td>90</td>
<td>This project is for the Makino Precinct. This project is currently on hold, pending further wider strategic conversations for the precinct. Unspent budget has been carried over to coincide with additional funding in the 2017/18 year.</td>
</tr>
<tr>
<td>MT Lees Trails</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
<td>0</td>
<td>15</td>
<td>Annual Plan budget was revised as was fully expended in 2015/16 year.</td>
</tr>
<tr>
<td>Railway Land Beautification</td>
<td>45</td>
<td>579</td>
<td>(534)</td>
<td>579</td>
<td>0%</td>
<td>555</td>
<td>540</td>
<td>The project is for the Greenspine development and is progressing through a review of the design in consultation with NZTA and Kiwi Rail. Construction is programmed for late 2017.</td>
</tr>
<tr>
<td>Himatangi Beach Access Carpark</td>
<td>23</td>
<td>21</td>
<td>2</td>
<td>21</td>
<td>100%</td>
<td>21</td>
<td>0</td>
<td>Project is complete</td>
</tr>
<tr>
<td>Parks and Reserves - Renewal Projects</td>
<td>292</td>
<td>250</td>
<td>42</td>
<td>250</td>
<td>100%</td>
<td>207</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Parks and Reserves - Railway Reserve</td>
<td>2</td>
<td>371</td>
<td>(369)</td>
<td>371</td>
<td>5%</td>
<td>371</td>
<td>369</td>
<td>The project is for the Greenspine development, and is progressing through a review of the design in consultation with NZTA and Kiwi Rail. Construction is programmed for late 2017.</td>
</tr>
<tr>
<td>Parks - New Projects</td>
<td>0</td>
<td>7</td>
<td>(7)</td>
<td>7</td>
<td>0%</td>
<td>7</td>
<td>0</td>
<td>The project is for the Pohangina Domain walkway and funding has been carried forward to 2017/18 as a part of community projects.</td>
</tr>
<tr>
<td>Sanson Playground</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0%</td>
<td>0</td>
<td>156</td>
<td>The project is part of the Sanson development. Timing is dependent on the Sanson development being finalised.</td>
</tr>
<tr>
<td>Londons Ford Toilet</td>
<td>33</td>
<td>57</td>
<td>(25)</td>
<td>57</td>
<td>100%</td>
<td>57</td>
<td>0</td>
<td>The project was completed in the second quarter. Remainder in budget covers the shortfall in the development of Raumai toilets above.</td>
</tr>
<tr>
<td>Total Community Facilities</td>
<td>2,541</td>
<td>4,370</td>
<td>(1,830)</td>
<td>4,370</td>
<td>100%</td>
<td>4,241</td>
<td>2,625</td>
<td></td>
</tr>
</tbody>
</table>
### Budget YTD reflects the amounts carried forward from 2015/16 after the Annual Plan was prepared.

<table>
<thead>
<tr>
<th>Notes/Comments</th>
<th>Actual YTD $000</th>
<th>Budget YTD $000</th>
<th>Variance $000</th>
<th>Full Year Revised Budget $000</th>
<th>Physical Completion %</th>
<th>Annual Plan 2017 $000</th>
<th>Carried Forward 2017/18 $000</th>
</tr>
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<tbody>
<tr>
<td><strong>Emergency Management</strong></td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>Rural Fire - Equipment Renewal</td>
<td>0</td>
<td>16</td>
<td>(16)</td>
<td>16</td>
<td>0%</td>
<td>16</td>
<td>0</td>
</tr>
<tr>
<td>Total Emergency Management</td>
<td>0</td>
<td>16</td>
<td>(16)</td>
<td>16</td>
<td>0%</td>
<td>16</td>
<td>0</td>
</tr>
<tr>
<td><strong>District Development</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Planning - Renewal</td>
<td>48</td>
<td>32</td>
<td>16</td>
<td>32</td>
<td>100%</td>
<td>32</td>
<td>0</td>
</tr>
<tr>
<td>Project covers Rangiwhaia toilets. Project is complete. Funding from a third party ($2k) now received.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total District Development</td>
<td>48</td>
<td>32</td>
<td>16</td>
<td>32</td>
<td>100%</td>
<td>32</td>
<td>0</td>
</tr>
<tr>
<td><strong>Governance and Strategy</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Council Chamber Asset Purchase</td>
<td>15</td>
<td>13</td>
<td>2</td>
<td>13</td>
<td>100%</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Carried over from 2015/16 year and the project is complete.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Governance and Strategy</td>
<td>15</td>
<td>13</td>
<td>2</td>
<td>13</td>
<td>100%</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Roading</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CBD Redevelopment Projects</td>
<td>0</td>
<td>80</td>
<td>(80)</td>
<td>80</td>
<td>0%</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>The budget represents carry overs from last year. No projects have been identified to date.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sub Unsealed Road Metalling</td>
<td>793</td>
<td>746</td>
<td>47</td>
<td>746</td>
<td>100%</td>
<td>614</td>
<td>0</td>
</tr>
<tr>
<td>Projects complete. This includes the preparation for stage 3 Makoura Rd seal extension which was deferred to 2017/18 year.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sub Sealed Road Resurfacing</td>
<td>1,932</td>
<td>1,892</td>
<td>40</td>
<td>1,892</td>
<td>100%</td>
<td>1,892</td>
<td>0</td>
</tr>
<tr>
<td>All sites are complete.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subsidised Bridge Renewals</td>
<td>1,433</td>
<td>1,932</td>
<td>(499)</td>
<td>1,932</td>
<td>60%</td>
<td>1,332</td>
<td>565</td>
</tr>
<tr>
<td>Two bridge replacements are completed. Resource consent obstacles have forced delays with Nannestad Lane bridge replacement. Additional NZTA emergency work funds will be needed in 2017/18 to complete this project.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sub Cycle Facilities</td>
<td>0</td>
<td>38</td>
<td>(38)</td>
<td>38</td>
<td>0%</td>
<td>0</td>
<td>38</td>
</tr>
<tr>
<td>NZTA has indicated that funding may be available in the 2018/21 National Land Transport Programme. Funds to be carried forward as a detailed business case is to be undertaken in 2017/18 for the Feilding to Palmerston North cycleway.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sub Minor Improvements</td>
<td>18</td>
<td>105</td>
<td>(87)</td>
<td>105</td>
<td>60%</td>
<td>53</td>
<td>0</td>
</tr>
<tr>
<td>Work is programmed in conjunction with new subsidised minor improvement projects and was not expended due to project deferrals.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roading Growth</td>
<td>616</td>
<td>1,949</td>
<td>(1,333)</td>
<td>1,949</td>
<td>40%</td>
<td>1,458</td>
<td>1,469</td>
</tr>
<tr>
<td>Costs relate to stage 2 and 3 of Pharazyn St reconstruction works, stage 3 Pharazyn St works will span 2016/17 and 2017/18. The remainder of the carry forward amount is for the economic and financial case for the Turners Rd extension project which was not expended in 2016/17.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sub Drainage Renewals</td>
<td>674</td>
<td>229</td>
<td>445</td>
<td>229</td>
<td>100%</td>
<td>229</td>
<td>0</td>
</tr>
<tr>
<td>The over spend is due to renewals associated with this year’s pavement rehabilitation projects. Other rehabilitation projects have been amended or deferred. This overspend is funded by an underspend in other renewal activities.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sub Structures Renewals</td>
<td>803</td>
<td>330</td>
<td>473</td>
<td>330</td>
<td>100%</td>
<td>281</td>
<td>0</td>
</tr>
<tr>
<td>Budget over spend will be offtaken in other renewal projects.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sub Traffic Services Renewal</td>
<td>87</td>
<td>290</td>
<td>(203)</td>
<td>290</td>
<td>100%</td>
<td>310</td>
<td>0</td>
</tr>
<tr>
<td>The overspend funds have been used to fund over spends in other subsidised renewal jobs. Methodology for road marking has been reviewed with remarking being undertaken on a bi-annual rather than annual basis.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sub Associated Improvements</td>
<td>27</td>
<td>62</td>
<td>(35)</td>
<td>62</td>
<td>44%</td>
<td>53</td>
<td>0</td>
</tr>
<tr>
<td>Work is programmed in conjunction with new subsidised minor improvement projects and has not been expended due to project deferrals. Surplus is used to fund over spends in other subsidised renewal jobs.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sub Pavement Rehabilitation</td>
<td>2,757</td>
<td>3,886</td>
<td>(1,130)</td>
<td>3,886</td>
<td>90%</td>
<td>3,270</td>
<td>530</td>
</tr>
<tr>
<td>The programme has been delayed and reduced due to inclement weather impacting on achievement. The surplus has been used to fund the over spends in other subsidised renewal jobs, with remainder to be carried over to fund delayed projects and the 2017/18 pavement renewals.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sub Minor Improvement New</td>
<td>690</td>
<td>1,089</td>
<td>(399)</td>
<td>1,089</td>
<td>70%</td>
<td>819</td>
<td>318</td>
</tr>
<tr>
<td>Due to weather related delays Lees/Awahuri Rd intersection improvement project will span 2016/17 and 2017/18 financial years.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subsidised Accelerated LED Ren</td>
<td>180</td>
<td>200</td>
<td>(20)</td>
<td>200</td>
<td>0%</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>This job was separated from traffic services renewals and attracts specific LED funding from NZTA. Costs are for the purchase of the luminaire only which are to be installed in 2017/18. A request will be made to carry forward the unspent expenditure.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Sub Road Reconstruction</td>
<td>729</td>
<td>840</td>
<td>(112)</td>
<td>840</td>
<td>90%</td>
<td>871</td>
<td>0</td>
</tr>
<tr>
<td>Projects have been delayed by inclement weather. A request will be made to carry forward all remaining unspent funds.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Sub Seal Extension</td>
<td>312</td>
<td>145</td>
<td>167</td>
<td>145</td>
<td>100%</td>
<td>145</td>
<td>0</td>
</tr>
<tr>
<td>Stage 3 of the Makoura Rd seal extension has been deferred to 2017/18. The overspend will be partially offset by an under spend on new footpaths.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Sub Roadding New Footpaths</td>
<td>66</td>
<td>165</td>
<td>(99)</td>
<td>165</td>
<td>100%</td>
<td>165</td>
<td>0</td>
</tr>
<tr>
<td>The project is complete. Budget underspend is offset by over spend for non-subsidised seal extensions.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Sub Footpath Renewals</td>
<td>155</td>
<td>158</td>
<td>(4)</td>
<td>158</td>
<td>100%</td>
<td>78</td>
<td>0</td>
</tr>
<tr>
<td>Project is complete</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Subsidised Roadding Renewal</td>
<td>166</td>
<td>191</td>
<td>(25)</td>
<td>191</td>
<td>100%</td>
<td>99</td>
<td>0</td>
</tr>
<tr>
<td>To be used in association with Seddon St and Wellington St non-subsidised reconstruction projects and footpath renewals.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Roading</strong></td>
<td>11,436</td>
<td>14,327</td>
<td>(2,891)</td>
<td>14,327</td>
<td>100%</td>
<td>11,707</td>
<td>2,920</td>
</tr>
</tbody>
</table>
### Budget

#### Actual

<table>
<thead>
<tr>
<th>Year</th>
<th>YTD</th>
<th>Budget</th>
<th>Variance</th>
<th>Composition</th>
<th>Annual Plan</th>
<th>Carried Forward</th>
<th>Notes/Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$000</td>
<td>$000</td>
<td>$000</td>
<td>%</td>
<td>$000</td>
<td>$000</td>
<td></td>
</tr>
</tbody>
</table>

**Solid Waste**

- Purchase of New Recycling Bins: 6 $000
- Recycling Inventory: 0 (5) $000
- Resource Recovery Centre: 779 (742) $000

**Stormwater**

- Stormwater Growth Fielding: 2,388 (1,733) $000
- Stormwater New Work Fielding: 211 (61) $000
- Stormwater Unplanned Renewals: 1,144 (769) $000
- Stormwater Asset Renewal Tangimoana: 8 0 $000

**Wastewater**

- Wastewater Growth Fielding: 2,181 (657) $000
- Wastewater Growth: 200 0 $000
- WW Unplanned renewals-Villages: 2 0 $000
- Chiltonham Wastewater Renewal: 243 (216) $000
- Rongotea Wastewater Reticulation: 50 (471) $000
- Himatangi Sewerage New Work: 601 (564) $000
- Sanson Renewals: 601 0 $000

---

YTD reflects the amounts carried forward from 2015/16 after the Annual Plan was prepared.
<table>
<thead>
<tr>
<th>Actual</th>
<th>Budget</th>
<th>Variance</th>
<th>Full Year</th>
<th>Physical</th>
<th>Annual Plan</th>
<th>Carried Forward</th>
<th>Notes/Comments</th>
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</thead>
<tbody>
<tr>
<td>$000</td>
<td>$000</td>
<td>$000</td>
<td>$000</td>
<td>%</td>
<td>$000</td>
<td>$000</td>
<td></td>
</tr>
</tbody>
</table>

### Water

#### Fielding WTP Renewals

- Actual: 127
- Budget: 1,345
- Variance: (1,218)
- Full Year: 1,345
- Physical: 10%
- Annual Plan: 1,217

880 Report has been received on water treatment options for bores and is under consideration. Contractor for Awa St programmable logic controller works has been engaged. The Fielding Water Strategy will confirm a future pathway for the development of the water supply and will require completion of a business case. Other work has been deferred to the 2017/18 year in accordance with the revised water strategy.

#### Fielding Reticulation Renewals

- Actual: 680
- Budget: 893
- Variance: (213)
- Full Year: 893
- Physical: 80%
- Annual Plan: 893

210 Completed projects include Bowen St, Dalzien Place, Haggitt St and Windsor Tce is currently in the design phase. Sandon Rd water main has been completed.

#### Fielding Water Supply Growth

- Actual: 310
- Budget: 732
- Variance: (422)
- Full Year: 732
- Physical: 50%
- Annual Plan: 389

210 South St upgrades completed. West St complete (works carried over from 2015/16). Works in Pharaoh St (stage 3) is underway.

#### Fielding Water Pressure Zones

- Actual: 39
- Budget: 240
- Variance: (211)
- Full Year: 240
- Physical: 25%
- Annual Plan: 100

The pump station for MacDonald Heights has been designed and the pipe configuration around the reservoir is confirmed, and the pump supply and pipe installation is due to commence.

#### Fielding Water Metering/Backflow

- Actual: 11
- Budget: 74
- Variance: (63)
- Full Year: 74
- Physical: 1%
- Annual Plan: 42

0 Work is in the design stage

#### Almadale WTP Optimisations

- Actual: 3
- Budget: 0
- Variance: 0
- Full Year: 0
- Physical: 0%
- Annual Plan: 0

0 Costs are for safety improvements to the treatment room. No further costs required.

#### Water Supply New Connections

- Actual: 8
- Budget: 0
- Variance: 0
- Full Year: 0
- Physical: 0%
- Annual Plan: 0

0 Costs are demand driven and funded by connection fees received.

#### Himatangi Water Asset Renewals

- Actual: 122
- Budget: 482
- Variance: (360)
- Full Year: 482
- Physical: 15%
- Annual Plan: 380

50 The reservoir has been delivered and site works are underway.

#### Himatangi Water Supply New Work

- Actual: 9
- Budget: 43
- Variance: (34)
- Full Year: 43
- Physical: 12%
- Annual Plan: 55

66 This project is for the security fences and access legalisation. Both projects are in progress.

#### Sanson Water Asset Renewal

- Actual: 0
- Budget: 13
- Variance: (13)
- Full Year: 13
- Physical: 0%
- Annual Plan: 13

0 Drilling works for the new bore is complete. Awaiting test results to determine level of treatment required.

#### Sanson WTP New Works

- Actual: 487
- Budget: 1,248
- Variance: (761)
- Full Year: 1,248
- Physical: 30%
- Annual Plan: 1,180

350 Drilling works for the new bore is complete. Awaiting test results to determine level of treatment required.

#### Rongotia Water Scheme

- Actual: 5
- Budget: 0
- Variance: 0
- Full Year: 0
- Physical: 0%
- Annual Plan: 0

0 Costs are demand driven and funded by connection fees received.

#### Water Supply Unplanned Renewals - Villages

- Actual: 0
- Budget: 0
- Variance: 0
- Full Year: 0
- Physical: 0%
- Annual Plan: 0

0 Replacement of valves and hydrants as and when needed.

#### Stanway/Hakomoke WTP New Works

- Actual: 221
- Budget: 99
- Variance: 122
- Full Year: 99
- Physical: 100%
- Annual Plan: 94

0 Work was re-scoped to meet scheme committee requirements and funded from their existing funds.

#### Stanway/Hakomoke WRS Renewals

- Actual: 50
- Budget: 84
- Variance: (35)
- Full Year: 84
- Physical: 50%
- Annual Plan: 49

0 Bundled with capacity improvements works below

#### Stanway/Hakomoke WRS Intake and Capacity Improvements

- Actual: 87
- Budget: 49
- Variance: 38
- Full Year: 49
- Physical: 100%
- Annual Plan: 84

0 Second stage of pipeline from Pryce's Line to booster reservoir completed. Bundled with renewals budget.

#### Waituna West RWS Renewals

- Actual: 21
- Budget: 40
- Variance: (19)
- Full Year: 40
- Physical: 100%
- Annual Plan: 40

0 Work as required

### Total Water Supply

- Actual: 2,188
- Budget: 5,343
- Variance: (3,155)
- Full Year: 5,343
- Physical: 100%
- Annual Plan: 4,537

1,866

### Support Services and Other

#### Motor Vehicle Renewals

- Actual: 309
- Budget: 260
- Variance: 49
- Full Year: 260
- Physical: 100%
- Annual Plan: 260

0 Revised budget has an approved carry over from 2015/16 year. The forecast includes the replacement for the stolen digger which is funded from insurance proceeds.

#### Computer Hardware

- Actual: 172
- Budget: 191
- Variance: (19)
- Full Year: 191
- Physical: 100%
- Annual Plan: 191

0 The renewal programme is complete. Under budget due to savings on items purchased.

#### Software - Document Management

- Actual: 312
- Budget: 608
- Variance: (296)
- Full Year: 608
- Physical: 60%
- Annual Plan: 608

296 Project underway and scheduled for completion in December 2017

#### Software Replacement

- Actual: 23
- Budget: 111
- Variance: (88)
- Full Year: 111
- Physical: 100%
- Annual Plan: 52

0 Cost upgrade to Creative Cloud not going ahead. Costs are for Trapeze licence upgrade. Budget carry over from 2015/16 year is unlikely to be required due to cost savings in the Go-Shift project.

#### Boiler Replacement

- Actual: 32
- Budget: 30
- Variance: 2
- Full Year: 30
- Physical: 95%
- Annual Plan: 0

0 The project will be completed in July 2017

#### Establishment of the Three Waters Reticulation Team

- Actual: 228
- Budget: 261
- Variance: (33)
- Full Year: 261
- Physical: 100%
- Annual Plan: 0

0 Unspent budget carried over from last financial year

#### Infrastructure Refurbishment

- Actual: 19
- Budget: 0
- Variance: 19
- Full Year: 0
- Physical: 100%
- Annual Plan: 0

0 Project complete

#### Infrastructure Computers

- Actual: 18
- Budget: 0
- Variance: 18
- Full Year: 0
- Physical: 100%
- Annual Plan: 0

0 Project complete

#### General Renewals

- Actual: 40
- Budget: 23
- Variance: 17
- Full Year: 23
- Physical: 100%
- Annual Plan: 23

0 Costs are for file room mobile shelving units replaced after the earthquake. $13k funded from the Insurance Reserve. May costs are for new desks, required as part of office relocations.

#### General New Assets

- Actual: 27
- Budget: 28
- Variance: (2)
- Full Year: 28
- Physical: 80%
- Annual Plan: 23

0 Cost are for wall removal in Community and Strategy area, two new laptops for new parks and property staff, and additional computers for regulatory team and records team, commitment includes building alterations costs.

### Total Support Services and other

- Actual: 1,180
- Budget: 1,512
- Variance: (332)
- Full Year: 1,512
- Physical: 100%
- Annual Plan: 1,156

296

### TOTAL CAPITAL EXPENDITURE

- Actual: 25,564
- Budget: 39,773
- Variance: (14,210)
- Full Year: 39,798
- Physical: 100%
- Annual Plan: 32,919

12,590

- Greater than 15% of budget
- Less than 5% greater than budget
- LOS = Level of Service