



Audit and Risk Committee Agenda

Thursday 12 August 2021, 8:30am

Manawatū District Council Chambers, 135 Manchester Street,
Feilding

www.mdc.govt.nz

MEMBERSHIP

Chairperson

Councillor Stuart Campbell

Deputy Chairperson

John Fowke

Members

Her Worship the Mayor, Helen Worboys
Councillor Shane Casey
Councillor Grant Hadfield
Councillor Hilary Humphrey

Councillor Phil Marsh
Councillor Alison Short
Independent Member – John Fowke

PURPOSE

To check and ensure continuity of business, enhance governance framework, risk management practices and the controls used to monitor Council's achievements.

DELEGATED AUTHORITY

Committee delegated authority to act on all matters within its Terms of Reference (except those excluded by Clause 32(1) Schedule 7, Local Government Act 2002).

TERMS OF REFERENCE

- 1 Analysing the financial reports in line with the Council's strategic direction and national accounting standards, including the following:
 - a. long term planning including the financial strategy;
 - b. appropriateness of accounting policies;
 - c. annual report; and
 - d. internal report (monthly and/or quarterly)
- 2 Risk management and the system of internal controls:
 - a. setting the Council's appetite for risk;
 - b. understanding the key risk areas including likelihood and consequences;
 - c. effectiveness of internal controls; and
 - d. fraud risk and procurement risk.
- 3 External audit
 - a. relationship with auditor;
 - b. understanding scope and engagement;
 - c. review significant audit findings /recommendations; and
 - d. monitor progress on recommendations.
- 4 Internal audit
 - a. appointment and relationship with internal auditor;
 - b. scope of work; and
 - c. responses to internal audit recommendations.



Shayne Harris
Chief Executive

ORDER OF BUSINESS

| | PAGE |
|---|---|
| 1. MEETING OPENING | |
| 2. APOLOGIES | |
| 3. CONFIRMATION OF MINUTES | 5 |
| <i>Draft resolution</i> | |
| <i>That the minutes of the Audit and Risk Committee meeting held 13 May 2021 be adopted as a true and correct record.</i> | |
| 4. DECLARATIONS OF INTEREST | |
| Notification from elected members of: | |
| 4.1 | Any interests that may create a conflict with their role as a committee member relating to the items of business for this meeting; and |
| 4.2 | Any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968 |
| 5. NOTIFICATION OF LATE ITEMS | |
| Where an item is not on the agenda for a meeting, that item may be dealt with at that meeting if: | |
| 5.1 | The Committee by resolution so decides; and |
| 5.2 | The Chairperson explains at the meeting at a time when it is open to the public the reason why the item is not on the agenda, and the reason why the discussion of the item cannot be delayed until a subsequent meeting. |
| 6. PRESENTATIONS | |
| 6.1 HEALTH AND SAFETY DEEP DIVE – ANIMAL CONTROL | |
| Presentation by General Manager – People and Culture | |
| 7. OFFICER REPORTS | |
| 7.1 SAFEPLUS ASSESSMENT | 10 |
| Report of the General Manager – People and Culture dated 06 July 2021 | |
| 7.2 MINOR AMENDMENTS TO FEES AND CHANGES | 52 |
| Report of the Acting General Manager – Corporate and Regulatory dated 14 June 2021 | |
| 7.3 QUARTERLY PERFORMANCE REPORT 30 JUNE 2021 | 62 |
| Report of the Acting General Manager – Corporate and Regulatory dated 23 July 2021 | |

8. UPDATE ON INTERNAL AUDIT

Progress update from Acting General Manager – Corporate and Regulatory

9. UPDATE FROM GOVERNANCE HEALTH AND SAFETY REPRESENTATIVE

Progress update from Council's Governance Health and Safety Representative

10. CONSIDERATION OF LATE ITEMS**11. NOTIFICATION OF ITEMS FOR RISK REGISTER****12. NOTIFICATION OF ITEMS FOR NEXT MEETING****13. PUBLIC EXCLUDED BUSINESS**

COMMITTEE TO RESOLVE:

That the public be excluded from the following parts of the proceedings of this meeting, namely:

- a) Confirmation of Minutes

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

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Grounds under Section 48(1) for the passing of this resolution |
|---|--|--|
| a) Confirmation of Minutes re Network Security Audit and Internal Audit - Cash Handling | Section 7(2)(h) - Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities. | Section 48(1)(a) - the public conduct of the relevant part of the proceedings would be likely to result in a disclosure of information for which good reason for withholding that information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987. |

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

14. MEETING CLOSURE

| MINUTES | MEETING | TIME |
|---------------------------------|-----------------------------|---------------|
| AUDIT AND RISK COMMITTEE | THURSDAY 13 MAY 2021 | 9:30AM |

Minutes of a meeting of the Audit and Risk Committee held on Thursday 13 May 2021, commencing at 9:30am in the Manawatū District Council Chambers, 135 Manchester Street, Feilding.

| | | |
|----------------|---------------------|---|
| PRESENT: | Cr Stuart Campbell | (Chairperson) |
| | Mayor Helen Worboys | |
| | Cr Grant Hadfield | |
| | Cr Hilary Humphrey | |
| | Cr Phil Marsh | |
| | John Fowke | |
| APOLOGIES: | Cr Alison Short | |
| | Cr Shane Casey | |
| IN ATTENDANCE: | Cr Andrew Quarrie | |
| | Cr Michael Ford | |
| | Rachael Dean | (Internal Auditor – Cotton Kelly Smit Limited) |
| | Shayne Harris | (Acting Chief Executive) |
| | Karel Boakes | (Acting General Manager – Corporate and Regulatory) |
| | Hamish Waugh | (General Manager – Infrastructure) |
| | Frances Smorti | (General Manager – People and Culture) |
| | Mathew Bayliss | (Acting General Manager – Community and Strategy) |
| | Rebecca Bell | (Strategy Manager) |
| | Amanda Calman | (Chief Financial Officer) |
| | John Jones | (Roading Manager) |
| | Paul Greig | (Acting Regulatory Manager) |
| | Aimee Burroughs | (Acting Building Services Team Leader) |
| | Pennie Smith | (Environmental Health Officer) |
| | Bryan Senior | (Information Technology Manager) |
| | Allie Dunn | (Governance Team Leader) |

ARC 21/104 MEETING OPENING

The Chairperson declared the meeting open.

ARC 21/105 APOLOGIES

RESOLVED

That the apologies from Councillors Alison Short and Shane Casey, and from Her Worship the Mayor for lateness, be accepted.

Moved by: John Fowke

Seconded by: Councillor Phil Marsh

CARRIED

| MINUTES | MEETING | TIME |
|---------------------------------|-----------------------------|---------------|
| AUDIT AND RISK COMMITTEE | THURSDAY 13 MAY 2021 | 9:30AM |

ARC 21/106 CONFIRMATION OF MINUTES

RESOLVED

That the minutes of the Audit and Risk Committee meeting held 11 February 2021 be adopted as a true and correct record.

Moved by: Councillor Phil Marsh

Seconded by: Councillor Grant Hadfield

CARRIED

Her Worship the Mayor joined the meeting at 9:32am.

ARC 21/107 DECLARATIONS OF INTEREST

There were no declarations of interest.

ARC 21/108 NOTIFICATION OF LATE ITEMS

There were no late items notified for consideration.

ARC 21/109 HEALTH AND SAFETY DEEP DIVE – COMPLIANCE AND BUILDING SERVICES

The General Manager – People and Culture, accompanied by the Acting Building Services Team Leader, the Compliance and Enforcement Team Leader, gave a presentation about the recent Health and Safety Deep Dive and site visit attended by Audit and Risk Committee members. They spoke about compliance issues faced on a day to day business, and noted that the Council was a finalist in the New Zealand Health and Safety Work Place Awards.

Questions were asked to clarify:

- The use of the Get Home Safe App and potential roll out to elected members;
- The Risky Situations Register used by Council;
- The process for laying complaints about dangerous dogs;
- The provision of driver training by external provider;
- The process for inspecting high risk situations, e.g underneath relocated buildings;
- Health and Safety requirements for contractors;
- That building and compliance officers were not required to drive any specialist machinery; and
- The communication channels between the two Council sites for the shared building services arrangement.

| MINUTES | MEETING | TIME |
|---------------------------------|-----------------------------|---------------|
| AUDIT AND RISK COMMITTEE | THURSDAY 13 MAY 2021 | 9:30AM |

ARC 21/110 10YP 2021-31 CONSULTATION DOCUMENT MANAGEMENT REPORT FROM AUDIT NZ

Report of the Acting General Manager – Community and Strategy dated 3 May 2021 presenting the draft Audit New Zealand report on the 10 Year Plan consultation document. With regard to asset revaluations, it was asked whether a separate report could be provided to the committee. The Acting Chief Executive advised an update could be provided in six months on progress.

It was noted that the final report from Audit New Zealand was not yet available, however this would be brought to a future meeting of the Audit and Risk Committee for formal receipt.

RESOLVED

- 1) **That the Audit and Risk Committee receive the draft report on the 10 Year Plan consultation document; and**
- 2) **That the Audit and Risk Committee note the management comments contained in the draft report.**

Moved by: Councillor Phil Marsh

Seconded by: John Fowke

CARRIED

ARC 21/111 MANAWATU DISTRICT COUNCIL FINAL TECHNICAL AUDIT REPORT 2020 (NZTA)

Report of the General Manager – Infrastructure dated 9 February 2021 presenting the findings of the Waka Kotahi Investment Audit Report: Technical Audit of Manawātū District Council.

RESOLVED

That the Audit and Risk Committee receive the Waka Kotahi Investment Audit Report: Technical Audit of Manawātū District Council.

Moved by: Councillor Grant Hadfield

Seconded by: Councillor Phil Marsh

CARRIED

ARC 21/112 QUARTERLY REPORT FOR THE PERIOD ENDING 31 MARCH 2021

Report of the Acting General Manager – Corporate and Regulatory dated 29 April 2021 providing a summary to 31 March 2021 of the Council’s performance against 2020-21 Annual Plan including the financial performance, levels of service and Health and Safety combined with the Bancorp Treasury update.

| MINUTES | MEETING | TIME |
|---------------------------------|-----------------------------|---------------|
| AUDIT AND RISK COMMITTEE | THURSDAY 13 MAY 2021 | 9:30AM |

It was asked that a fully detailed financial report for the Council Nursery's past six years of operation, and projections for the next two years, be provided to the next meeting of the Audit and Risk Committee.

It was noted that an offer had been received from Council's Treasury Advisers to provide a session on Treasury matters for committee members. The committee members expressed their agreement to this.

RECOMMENDED

That the Council receive the Quarterly Performance Report and the Bancorp Treasury Report for the period ended 31 March 2021.

Moved by: Her Worship the Mayor

Seconded by: Councillor Phil Marsh

CARRIED

ARC 21/113 UPDATE ON INTERNAL AUDIT

A progress update was provided by Acting Chief Executive, noting that the Council was following the internal audit plan agreed to by the committee. He noted one of the items on the internal audit plan was being reported in the public excluded session of this meeting.

ARC 21/114 CONSIDERATION OF LATE ITEMS

There were no late items for consideration.

ARC 21/115 NOTIFICATION OF ITEMS FOR NEXT MEETING

- A detailed financial report on nursery operation for last six years and projections for next two years
- An update was requested on progress with the committee's previous request for a method that would allow members to see progress for items requested and reasons for delays. An update was provided that an improvement for the agenda workflow system would be implemented once the Council's electronic document and records management system had been upgraded.

ARC 21/116 PUBLIC EXCLUDED BUSINESS

RESOLVED

That the public be excluded from the following parts of the proceedings of this meeting, namely:

- a) **Manawatu District Council Network Security Audit**
- b) **Internal Audit Report – Incoming Cash Handling**

| MINUTES | MEETING | TIME |
|--------------------------|----------------------|--------|
| AUDIT AND RISK COMMITTEE | THURSDAY 13 MAY 2021 | 9:30AM |

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

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Grounds under Section 48(1) for the passing of this resolution |
|---|--|--|
| a) Manawatu District Council Network Security Audit | Section 7(2)(j) - prevent the disclosure or use of official information for improper gain or improper advantage. | Section 48(1)(a) - the public conduct of the relevant part of the proceedings would be likely to result in a disclosure of information for which good reason for withholding that information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987. |
| b) Internal Audit Report – Incoming Cash Handling | As above. | As above. |

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

Also that Rachael Dean, of Cotton Kelly Smit Ltd, be permitted to remain at this meeting after the public has been excluded, to enable her to speak to the Internal Audit Report.

Moved by: Councillor Grant Hadfield

Seconded by: Councillor Phil Marsh

CARRIED

The meeting went into public excluded session at 11:26am. For items ARC 21/117 to ARC 21/120 refer to public excluded proceedings. The meeting returned to open session at 11:36am.

ARC 21/121 MEETING CLOSURE

The meeting closed at 11:37am.

Audit and Risk Committee

Meeting of 12 August 2021

Business Unit: People and Culture

Date Created: 06 July 2021

SafePlus Assessment

Purpose Te Aronga o te Pūrongo

The purpose of this report is to inform the Audit and Risk Committee of the outcomes from the SafePlus Health and Safety Assessment that took place on 9/10 March 2021.

Significance of Decision Te Hira o te Whakataunga

The Council's Significance and Engagement Policy is not triggered by matters discussed in this report. No stakeholder engagement is required.

Recommendations Ngā Tūtohunga

That the Audit and Risk Committee receives the SafePlus Health and Safety Assessment 2021.

Report prepared by:

Brook Rush

Safety and Wellbeing Adviser

Approved for submission by:

Frances Smorti

General Manager - People and Culture

1 Contribution to Community Well-being and Council’s Community Outcomes Te Tūhono ki ngā Whāinga a te Kaunihera mō te Oranga Hapori me te Whakawhanake Hapori

1.1 Relationship to Council’s strategic priorities (community outcomes):

| | |
|--|---|
| A place to belong and grow He kāinga e ora pai ai te katoa | |
| A future planned together He kāinga ka whakamaherea tahitia tōna anamata e te hapori tonu | |
| An environment to be proud of He kāinga ka rauhītia tōna taiao | |
| Infrastructure fit for future He kāinga ka tūwhena tonu ōna pūnahahanga, haere ake nei te wā | |
| A prosperous, resilient economy He kāinga ka tōnui tōna ōhanga | |
| Value for money and excellence in local government He kāinga ka eke tōna kāwanatanga ā-rohe ki ngā taumata o te kairangi | ✓ |

2 Background Ngā Kōrero o Muri

- 2.1 In November 2020, the Manawatū-Whanganui Local Authority Shared Service (MW LASS) commissioned an independent Health and Safety assessment to provide a benchmark of Health and Safety performance across the seven participating Councils.
- 2.2 The Councils chose to use SafePlus, a Health and Safety assessment tool developed by WorkSafe NZ. This is the same assessment tool used for the previous assessment in December 2018.
- 2.3 One accredited SafePlus assessor was engaged to undertake the assessments across six Councils and MW LASS as a business unit. This was the same assessor who led the 2018 assessments.
- 2.4 Manawatū District Council undertook the assessment on 9 and 10 March 2021 with the final report being received on 23 June 2021.

3 Discussion and Options considered Ngā Matapakinga me ngā Kōwhiringa i Wānangahia

- 3.1 Five of the six participating Councils were assessed as “Performing”. This is a step up from the previous assessment where all Councils were assessed as “Developing”.
- 3.2 Manawatū District Council achieved an overall result of “Performing”. This is an improvement on our previous overall score of “Developing”. Improvements were recognised in nine of the 10 categories.

- 3.3 The assessor reported their findings to the MW LASS Board of Directors on 14 June 2021.
- 3.4 Manawatū District Council achieved “Leading” scores in six of the 10 categories, and “Performing” scores in the other four categories.
- 3.5 The recommendations from the final report will be included in the next update of the Safety and Wellbeing Strategy to support our continuous improvement in the Safety and Wellbeing space.

4 Te Kīwai (o te kete)

- 4.1 Te Kīwai is the engagement process which guides Council’s practice and ensures the onus to engage and include Māori is shared between Council and all partners. In this manner, we progress both the articles and principles of Te Tiriti o Waitangi by maintaining the balance between Kawanatanga (Governance) of the Council and Tino Rangatiratanga (Sovereignty) of whānau, hapū, and iwi Māori.
- 4.2 There are no known cultural considerations associated with the matters addressed in this report. No engagement with Māori is necessary.

5 Community Engagement Te Whai Wāhitanga mai o te Hapori

- 5.1 There are no community engagement requirements associated with this report.

6 Operational Implications Te Whai Pānga Atu ki ngā Kaupapa Mahi

- 6.1 All recommendations from the final report can be actioned within existing resources.

7 Financial implications Te Whai Pānga Atu ki ngā Kaupapa Ahumoni

- 7.1 All recommendations from the final report can be actioned within existing budgets.

8 Statutory Requirements Ngā Here ā-Ture

- 8.1 The Council must meet the requirements of the Health and Safety at Work Act (2015) and all associated regulations.

9 Delegations Te Mana Whakatau

- 9.1 The Audit and Risk Committee has the responsibility to ensure the appropriateness of the risk management and systems of internal controls, including those related to Health and Safety.

10 Conclusion Whakatepenga

- 10.1 Officers are pleased with the outcome of the assessment and the recognition of the improvements that have been made in the Safety and Wellbeing space. Officers are also committed to implementing the recommendations.

11 Attachments Ngā Āpitihanga

- Manawatū District Council SafePlus Onsite Assessment and Advice Report
- Manawatū District Council SafePlus Letter July 2021



MARCH 2021

Manawatu District Council

SafePlus Onsite Assessment and Advice Report

CONTENTS

| | |
|---|-----------|
| Introduction..... | 2 |
| Illustration of Performance | 4 |
| Outcomes by Performance requirements:..... | 5 |
| Executive Summary:..... | 6 |
| Leadership..... | 11 |
| Worker Engagement | 17 |
| Risk Management | 21 |
| Deep Dive Risks | 25 |
| Appendix A: Worker Summary..... | 32 |
| Appendix B: Disclaimer | 35 |

Introduction

Our goal is to help the community work safely and protect the health and wellbeing of all people in the community. We will do this by working with you to identify the risks and hazards in your workplace and home, and to help you manage them. We will also help you to understand the requirements of the Health and Safety Act 2015 and the Health and Safety Regulations 2016. We will also help you to understand the requirements of the Health and Safety Act 2015 and the Health and Safety Regulations 2016.

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ASSESSMENT FOCUS

The assessment will focus on the following areas:

- people
- behaviours
- culture
- values
- attitudes
- systems
- practices.

For more information, visit www.govt.nz

MANAWATU DISTRICT COUNCIL ASSESSMENT PROCESS

The assessment will be completed by the end of March 2020. The assessment will be completed by the end of March 2020. The assessment will be completed by the end of March 2020.

- Executive
- Executive Team
- Health and Safety Committee
- Safety and Wellbeing Officer
- General Manager People and Culture
- Team Leader
- Field Manager Operational Team
- Selected community members

The assessment will be completed by the end of March 2020. The assessment will be completed by the end of March 2020. The assessment will be completed by the end of March 2020.

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The assessment will be completed by the end of March 2020. The assessment will be completed by the end of March 2020. The assessment will be completed by the end of March 2020.

- Workforce
- Contractor activities
- Mental health and wellbeing

SCOPE OF THIS ASSESSMENT

In scope

The assessment will be completed by the end of March 2020. The assessment will be completed by the end of March 2020. The assessment will be completed by the end of March 2020.

- The Manawatu District Council workforce
- Contractor activities
- Takeholder activities

- Deep Dive risk related to the area
 - Operational
 - Contractual activities
 - Mental health and wellbeing

Out of scope

The report reflects a view of the area at the time of the audit and should not be extrapolated beyond the scope of the audit.

But some are

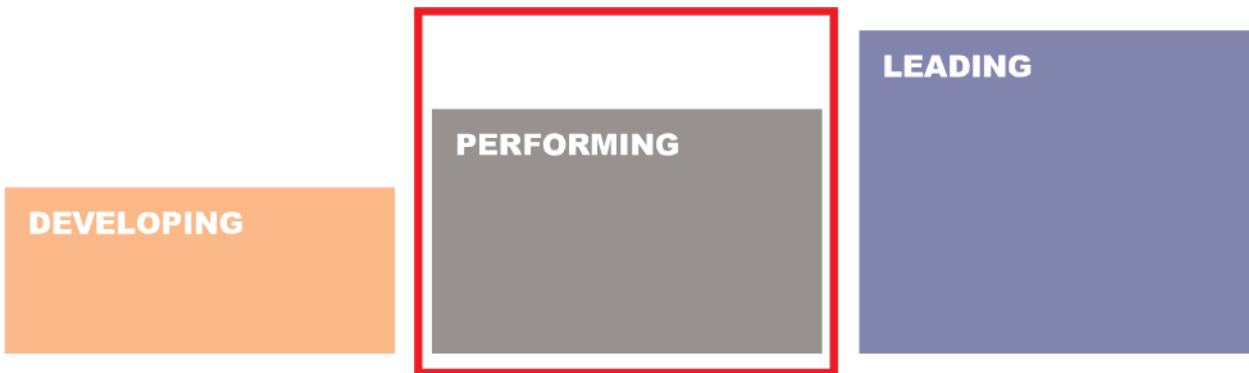
- the most limited
- take order of interest
- All technical review of all documents related to risk processes and the risk and other risk

Track you to Macquarie District Council's area and order of the report and evidence of the area and the area that is

Illustration of Performance

Three level performance areas are used to determine our current health and target 'improvement' areas for the next year – Developing, Performing and Leading performance areas. Each performance area requires effort and the overall outcome is based on these results.

OVERALL OUTCOME:

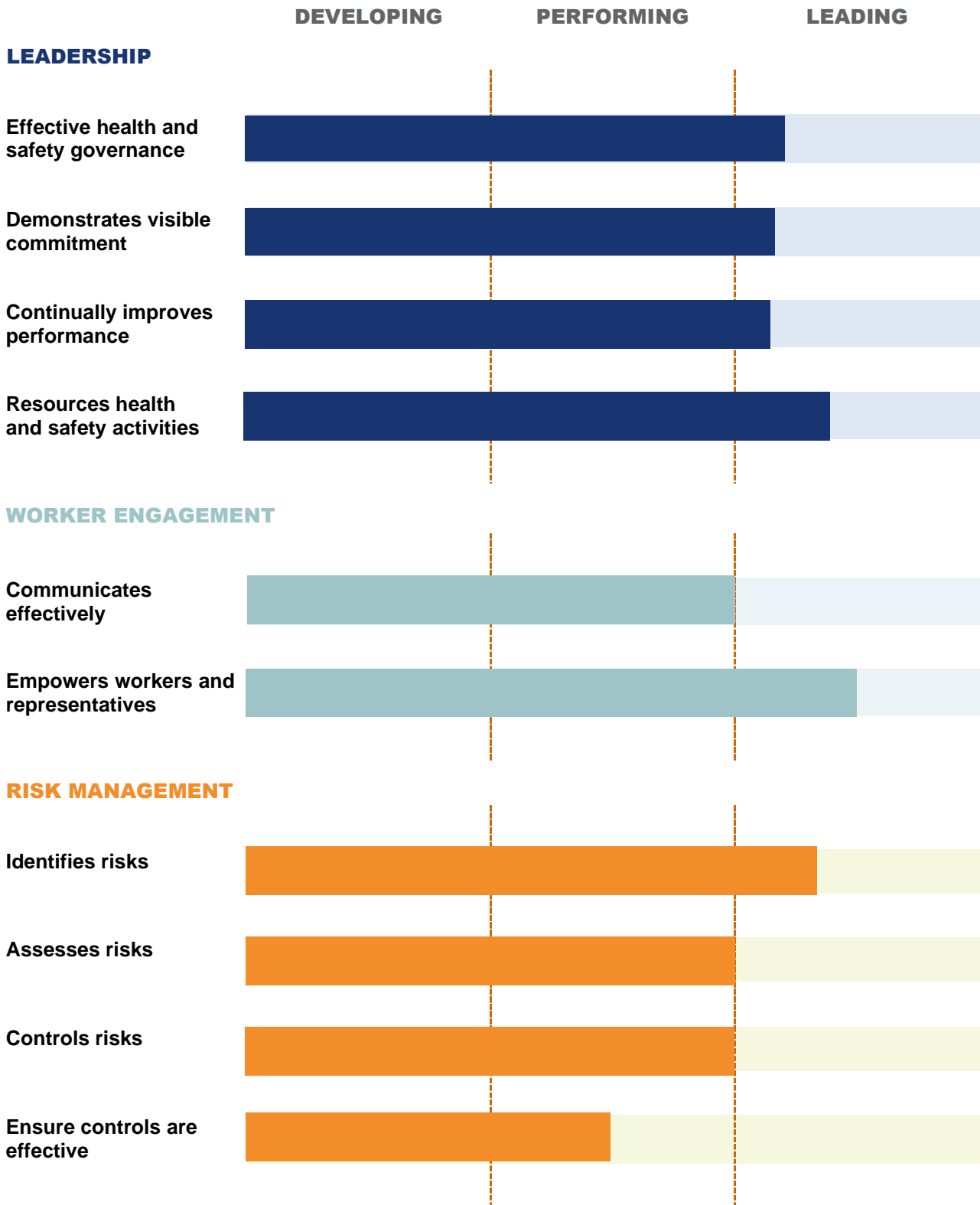


RECOMMENDED REASSESSMENT:

It is recommended that Macquarie Direct invest in MD development and improve it in the next year. The recommended improvement area is the data which could occur at least every 100 days.

It is recommended that MD can a relationship with the client to track the improvement area in the next year.

Outcomes by Performance requirements:



Executive Summary:

LEADERSHIP:

Since the restructure of the Health and Safety Department, the Health and Safety Committee (HSC) has been established to provide a strategic framework for the health and safety work programme. The HSC has been established to provide a strategic framework for the health and safety work programme. The HSC has been established to provide a strategic framework for the health and safety work programme.

The key areas of work have been identified and the focus of MDC's health and safety work programme. The Strategy outlines a clear vision for health and safety and key objectives that are supported and articulated by the senior leadership team. The Strategy also identifies the key areas of work that are supported and articulated by the senior leadership team.

The HSC is considered a key strategic resource to ensure the health and safety work programme is delivered to the required standard. The HSC is considered a key strategic resource to ensure the health and safety work programme is delivered to the required standard. The HSC is considered a key strategic resource to ensure the health and safety work programme is delivered to the required standard.

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Management and employees are encouraged to ensure that the health and safety work programme is delivered to the required standard. Management and employees are encouraged to ensure that the health and safety work programme is delivered to the required standard. Management and employees are encouraged to ensure that the health and safety work programme is delivered to the required standard.

MDC developed a health and safety strategy that covers from October 2020 to October 2022. The strategy outlines the key objectives and the due diligence requirements – all of which are due diligence requirements. The strategy outlines the key objectives and the due diligence requirements – all of which are due diligence requirements.

It also sets out the key areas of work that health and safety should focus on. It also sets out the key areas of work that health and safety should focus on. It also sets out the key areas of work that health and safety should focus on.

All employees should be aware that health and safety is a key priority. All employees should be aware that health and safety is a key priority. All employees should be aware that health and safety is a key priority.

All management and employees should be aware that health and safety is a key priority. All management and employees should be aware that health and safety is a key priority. All management and employees should be aware that health and safety is a key priority.

The HSC will continue to lead MDC's health and safety work programme. The HSC will continue to lead MDC's health and safety work programme. The HSC will continue to lead MDC's health and safety work programme.

The key areas of work that should be focused on are health and safety culture and safety leadership. The key areas of work that should be focused on are health and safety culture and safety leadership. The key areas of work that should be focused on are health and safety culture and safety leadership.

Ensure that there are clear guidelines or reports that clearly define the role of the research and the role of the research under the agreed research agreement to the researcher.

Ensure that the contract of a researcher or the contract of a researcher is clear and understood by the researcher and the researcher and the researcher's knowledge of the task is clear. The contract of a researcher should be clear from a researcher's relevant research data.



Leadership

Requirements

- 1. The business has effective governance and leadership in health and safety**
- 2. Senior leaders visibly demonstrate their commitment to health and safety through their actions**
- 3. The business strives to continually improve health and safety practice and performance**
- 4. The business resources health and safety activities**

WHAT WE FOUND:

Governance

While the Commission's initial findings on the MDC's Health and Safety Strategy (HSS) and the Health and Safety Culture Assessment (HSCA) were positive, the Commission's findings on the HSS and HSCA are detailed in the following sections.

The Commission's findings on the HSS and HSCA are detailed in the following sections. The HSS outlines a clear vision for health and safety and the Commission's findings on the HSS and HSCA are detailed in the following sections.

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MDC had a well-structured HSS and HSCA. The Commission's findings on the HSS and HSCA are detailed in the following sections.

While the Commission's findings on the HSS and HSCA are detailed in the following sections, the Commission's findings on the HSS and HSCA are detailed in the following sections.

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Risk management is a key component of the HSS and HSCA. The Commission's findings on the HSS and HSCA are detailed in the following sections.

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Management's findings on the HSS and HSCA are detailed in the following sections. The HSS outlines a clear vision for health and safety and the Commission's findings on the HSS and HSCA are detailed in the following sections.

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All staff groups heard evidence that health and safety officers were able to quote the motto 'Work safe, home happy' and all staff groups stated that health and safety had good response to practice.

General Manager Mandy Heath and Janet had meetings with their team of staff and at the Executive Team meeting Mandy and Janet made it their business unit and outcome commitment.

Part of the due diligence activities completed by the group are listed to attend a Deep Dive Risk Review where each audit Risk is a free meeting to take place quarterly. The latest example of this was on Feb 20th a Park and Perimeter group were the first to be introduced to the Park site tea and the associated risks.

There is a core theme of the Park the restructure of the Executive and the M people and culture rolled out to run Park to all teams to develop under the leadership of the lead around risk a core of the team appear to be embedded in the fact that the team are a health and safety and a risk.

Visible Commitment

The fact that the quality of the health and safety officer at the end of the day were the officer at the end of the day.

The staff considered the risk rate clearly articulated the health and safety officer a core commitment for MD and the fact that the staff are a core commitment for the staff about the fact that health and safety and a commitment to the staff health and safety.

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All staff groups agreed that MD created a environment of trust and a risk officer who took part in discussions around the fact that the staff are a core commitment for the staff and the staff are a core commitment for the staff.

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Continual Improvement

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GUIDANCE AND ADVICE - LEADERSHIP

The guidance below will provide you with more detailed details

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Worker Engagement

Requirements

5. The business communicates effectively
6. The business engages with, and empowers, workers and representatives

WHAT WE FOUND:

Communication

MDs can be expected to be diligent in their efforts to ensure that the information reported to a leader to find out what is going on in the organization is accurate. MDs also used their efforts to create some of the reports that were used to create the information that was used to report the information to the relevant parties. The information was directed to the relevant parties and a report was filed.

Health and Safety committees at all levels are a valuable tool to ensure that the information that is reported to a leader is accurate and that the information that is reported to a leader is accurate. The information that is reported to a leader is accurate and that the information that is reported to a leader is accurate. The information that is reported to a leader is accurate and that the information that is reported to a leader is accurate.

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Worker and Representative Engagement and Empowerment

All stakeholders considered the process to raise or report health and safety issues. They could do this through the online or on-site reporting system. Health and safety representatives on Rotorua's a/c or the health and safety committee.

It was noted that health and safety representatives raised the issue of the online reporting system at the meeting. The committee decided at their meeting to take the issue to the Rotorua Council. The committee could also consider the issue of health and safety representatives talking about the risk reduction plan to the Rotorua Council and the risk reduction plan.

The online reporting system elected health and safety representatives said they were all there because they wanted to be, not because they were 'voluntold'. All the business units were represented and there was a safety representative on the health and safety committee.

The role of the health and safety representatives was discussed and attached a copy of the health and safety strategy currently in place. The worker participation representative and safety representative on the Rotorua Council were also discussed. The health and safety committee discussed the health and safety representative.

Health and safety representatives recommended that health and safety training opportunities are available to Rotorua and a copy of the training materials.

Health and safety representatives were on the health and safety committee along with the General Manager. The culture and the General Manager's structure of the council was discussed. The elected committee members on the health and safety committee also attended the meeting as a committee.

Health and safety audit process and schedule was discussed in February 2021. The schedule for MD and Rotorua District Council was discussed and areas where there are shared responsibilities and health and safety issues were discussed.

The health and safety committee said that the review of the current safety plan was a key area of focus. There was a meeting with the committee on the issue of the current safety plan and the committee discussed the current safety plan. The committee also discussed the current safety plan and the committee discussed the current safety plan.

Rotorua conducted an audit of the current safety plan and the council undertook an audit of the current safety plan. The council also conducted an audit of the current safety plan and the council undertook an audit of the current safety plan.

RECOMMENDATIONS:

To improve performance, Manawatu District Council could:

1. Make it clear that the shared responsibilities of the council could take the health and safety lead from MD or Rotorua District Council. The council should also consider the current safety plan and the council should consider the current safety plan.
2. Develop a worker participation representative and safety representative committee. The committee should include the Rotorua Council representatives on the health and safety committee. The committee should also include the Rotorua Council representatives on the health and safety committee.
3. Review the current safety plan and the council should consider the current safety plan. The council should also consider the current safety plan and the council should consider the current safety plan.
4. The council should be involved in the current safety plan and the council should consider the current safety plan. The council should also consider the current safety plan and the council should consider the current safety plan.

GUIDANCE AND ADVICE – WORKER ENGAGEMENT

The guidance below will provide you with some key ideas

Workplace based practice guidance for worker engagement and representation
[https://www.gov.uk/guidance/workplace-based-practice-guidance-for-worker-engagement-and-representation](#)

Workplace guidance on the health and safety at work etc. regulations and related requirements
[https://www.gov.uk/guidance/workplace-guidance-on-the-health-and-safety-at-work-etc-regulations-and-related-requirements](#)

How to consult directly with employees
[https://www.gov.uk/guidance/how-to-consult-directly-with-employees](#)

How to set up a workplace health and safety committee
[https://www.gov.uk/guidance/how-to-set-up-a-workplace-health-and-safety-committee](#)

How to set up a workplace safety committee
[https://www.gov.uk/guidance/how-to-set-up-a-workplace-safety-committee](#)

How to set up a workplace safety committee
[https://www.gov.uk/guidance/how-to-set-up-a-workplace-safety-committee](#)

How to set up a workplace safety committee
[https://www.gov.uk/guidance/how-to-set-up-a-workplace-safety-committee](#)

The safety committee

2010 Health and Safety (Consultation with Employees) Regulations
[https://www.gov.uk/guidance/2010-health-and-safety-consultation-with-employees-regulations](#)

How to set up a workplace safety committee

[https://www.gov.uk/guidance/how-to-set-up-a-workplace-safety-committee](#)



Risk Management

Requirements

- 7. The business, with workers and their representatives, identifies work-related health risks and safety risks**
- 8. The business, with workers and their representatives, assesses health and safety risks**
- 9. The business, with workers and their representatives, takes a proportionate approach to controlling health and safety risks**
- 10. The business, with workers and their representatives, ensures controls are effective in managing health and safety risks**

WHAT WE FOUND:

Risk Identification

MD can make significant progress in risk reduction if we use the Top 100 risk identification and reduction that can let us see the progress we've made and the general Manager can see and culture. From the latest round work review, critical risk center were developed for each business unit. The findings were in the main, good and did not seem useful.

For worker's work in area such as the water treatment plant, risk identification is carried out at the start of each week. There are also monthly reviews of the case seen on the day a closed work site reopens.

Contractors are well placed to identify the usual matters and contract the process and evidence of our data, control and good feedback to contractors.

Risks to contractors are identified through general cards on the ground, which include at the start of tender/canard, the contract and card over the contract. Contractors are asked to continue to identify cards and risks as they progress. The use of other methods is added in their own business processes.

There were several cases where the workers were included and also a Re-entrant Card. The workers' contracts omitted but the risk profile and the time were limited. Certain duties were distributed and the set of contractors and the MD contact appeared to be very good work relationship. The set distributed on the carded controls for the cards.

Emergency case seen defined and plans are in place. Fire cards are in place and evacuation drills are held periodically.

Good card reviewed, practice and data considered the card report process in place for a good set of alert level. The case also seen where the card is marked in the card and other activities were available to work in the event required, either for each alert level.

Risk Assessment

Risks were assessed using a likelihood and severity matrix and prioritized according to the resulting risk score. This is a good method of assessing risk and determining a clear plan of action. The risk is controlled, the updated card and the *Get Home Safe* rolled out.

All data was talked to a team, could identify the data, risks were assessed and recalled the process.

Risk Control

As noted under resources, there can be significant benefit in training over and over. This can include training for the cards and risk, such as driver training and mental health awareness. Training is a good investment in the long term and is a good way to reduce the risk of injury and the cost of the business.

Acceptable behaviour standards were defined and the workers' health and safety risk and control were defined. This includes a new policy, definitions of what's unacceptable and vexatious behaviours, and clear processes and procedures around the company's policies.

The project will build and connect to a clear-headed project to reduce the overall risk of the business. The project will be able to reduce the overall risk of the business through the use of the portal.

It is unclear how many of the risks and controls are currently being monitored through the current risk register. It is also unclear how many of the risks and controls are currently being monitored through the current risk register.

Teams did report reviewing their risks and risk controls. The version of the risk register provided hadn't been updated since 2020.

The current risk register does not take the various different levels of materiality into account. It is unclear how many of the risks and controls are currently being monitored through the current risk register.

Risks are added to the risk register and are not necessarily current. It is unclear how many of the risks and controls are currently being monitored through the current risk register.

Ensuring Risk Controls Are Effective

The council checked that controls for health and safety risks were understood and implemented through daily checks in the parts of the organisation. It is unclear how many of the risks and controls are currently being monitored through the current risk register.

There is also some concern about the way that water treatment is managed.

Incidents were reported and investigated in a timely and effective manner and the M people and culture of the council is a positive one. It is unclear how many of the risks and controls are currently being monitored through the current risk register.

There are some concerns about the way that the council is managing its risks. It is unclear how many of the risks and controls are currently being monitored through the current risk register.

The lead indicators were provided in the quarterly report but these weren't linked to particular risks and didn't give a clear picture of the future. It is unclear how many of the risks and controls are currently being monitored through the current risk register.

RECOMMENDATIONS:

To improve performance, Manawatu District Council could:

1. Update the current risk register to reflect the various different levels of materiality.
 2. Consider using established health and safety standards to provide better visibility of risk across the council and track the effectiveness of controls. It is unclear how many of the risks and controls are currently being monitored through the current risk register.
 3. Consider developing health and safety standards around critical risks. It is unclear how many of the risks and controls are currently being monitored through the current risk register.
- Build on the work already done to develop a clear picture of the council's critical risk profile.



Deep Dive Risks

**The assessment looked in depth at how
Manawatu District Council manages:**

- **Deep Dive risk 1 – Contractor Management**
- **Deep Dive risk 2 – Wellbeing**
- **Deep Dive risk 3 – Working Alone**

Deep Dive Risk 1: Contractor Management

KEY FINDINGS:

Manitowish Water's contractor management process does not place the general contractor and their employees in the best position to take an active role in a contractor's overall safety performance.

MDA added the life of the contractor's overall safety performance to the general contractor's assessment, unless they'd already deleted that from another assessment.

There is a general contractor's responsibility to ensure the safety and health of their workforce, including training and competence of the contractor's workforce.

The contractor's responsibility to ensure the safety and health of their workforce is not clearly defined in the MDA. The contractor's responsibility to ensure the safety and health of their workforce is not clearly defined in the MDA. The contractor's responsibility to ensure the safety and health of their workforce is not clearly defined in the MDA.

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The contractor's responsibility to ensure the safety and health of their workforce is not clearly defined in the MDA.

Assessors note that based on the contractor audits provided to them, when audits are being completed there is no reference to particular guidance and standards in the comments section of the audit, although it is ticked off as the contractor is being compliant. It would be useful to note which guidance is being referred to in the audit.

The contractor's responsibility to ensure the safety and health of their workforce is not clearly defined in the MDA. The contractor's responsibility to ensure the safety and health of their workforce is not clearly defined in the MDA. The contractor's responsibility to ensure the safety and health of their workforce is not clearly defined in the MDA.

The contractor's responsibility to ensure the safety and health of their workforce is not clearly defined in the MDA.

Deep Dive Risk 2: Mental Health and Wellbeing

KEY FINDINGS:

The pandemic and the outbreak of the COVID-19 pandemic around the mental health and wellbeing of staff. The importance of looking after staff's mental health and wellbeing during the pandemic was highlighted. The data showed that the most common reason for people's jobs were safe and they would be paid as normal.

The HSC said that people's mental health and wellbeing was taken very seriously. The HSC had a dedicated Mental Health First Aid training and a dedicated staff to all staff.

Current initiatives in place were: Mental Health First Aid, Fatigue Management and a dedicated staff to all staff. The HSC had a dedicated staff to all staff.

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Deep Dive Risk 3: Working Alone

KEY FINDINGS:

Participants worked alone a part of their routine and worked alone limited time while still in control of the cadence of the work. Participants included in the study were not taking a sudden addition to the calendar effect on the work or meeting with a cut out and people are often able to be back.

Over the last few years, the situation where people were working alone were not working in pairs or teams and the participants still work alone in the warehouse and the participants did call out for help or took a break if needed.

MD had identified a gap called out by the early stage of the project and at the time the project was still in the early stages until the project was completed and trained in the future.

Manatu District Council had received the risk assessment and had developed a people safety Monitor to monitor the safety of the people in the workplace and to let the people know.

The authors had a concern about the people Monitor and did not clearly articulate that MD considered to be a work alone or work in isolation. The authors did include a section on the relevant health and safety at work general Risk and Workplace Safety Regulation 2002 and other relevant information to demonstrate the duties of the employer did not offer clarity as to what's expected for managed risk in work alone situations.

To support the people Monitor and to manage risk in work alone and work in isolation, the authors clearly articulated the development of a standard or guideline for the use of the team to ensure the safety of the work in isolation and the identified situations where work alone occurs or in isolation and control of the situation to manage the risk.

RECOMMENDATIONS:

- 1. Review the people Monitor and to ensure it addresses the employer's obligations to manage risk associated with the work in the health and safety at work general Risk and Workplace Safety Regulation 2002. It should also include risk control and people.
- 2. To support the people Monitor and to manage risk in work alone and work in isolation, the authors clearly articulated the development of a standard or guideline for the use of the team to ensure the safety of the work in isolation and the identified situations where work alone occurs or in isolation and control of the situation to manage the risk.
- 3. MD should be able to identify the gaps in the work alone and in that situation and be able to track whether there are procedures and processes in place to make the risk.

GUIDANCE AND ADVICE: WORKING ALONE

The guidance below will provide you with some of the key ideas.

WorkSafe NZ – Lone working, what's the problem? [https://www.worksafe.govt.nz/en/related-articles/lone-working-what-s-the-problem](#)

HSE UK – Protecting Lone Workers – The risk of working alone [https://www.hse.gov.uk/lone-workers/lone-working.htm](#)

APPENDICES

Appendix A: Worker Summary

Worker engagement is critical to good health and safety performance and is defined to be the combination of the quality of the worker's input to the result of the work. You will like to see that our fair and equitable approach to our workers include the our engagement strategy and our commitment to the well-being of our workers.

MANAWATU DISTRICT COUNCIL'S RECENT HEALTH AND SAFETY ASSESSMENT

The independent assessment was conducted in the 1st and 2nd of March 2022. The assessment covered the District Council and its various organisations and its various divisions.

- Executive
- Executive Team
- Health and Safety Committee
- Safety and Wellbeing Director
- General Manager People and Culture
- Team Leader
- Field and Operational Staff
- Selected employees of Health and Safety Council

The assessment included a Deep Dive assessment of the various risks are being managed across all the various divisions for a finite period of time. Health and Wellbeing

HOW MANAWATU DISTRICT COUNCIL PERFORMED: HIGHLIGHTS

Senior Leader Commitment

Since the previous independent assessment of Manawatu District Council (MDC) made significant progress in the area of leadership, the leadership requirements for the various divisions of the Health and Safety Culture assessment.

Key areas of work have been identified and the development of a Health and Safety Strategy that addressed the focus of MDC's health and safety work programme. The Strategy outlines a clear vision for health and safety and key messages that are supported and articulated by the senior leadership. This created a understanding of the importance of health and safety across all levels of the organisation.

The various divisions considered health and safety as a key part of the overall nature to the various divisions. It resource had been allocated to the various divisions and a lot of work had been done in the due diligence area. The various divisions stated MDC had an appetite for risk to be taken to health and safety.

Since the previous assessment the various divisions had led out the various executive and executive team. The various divisions were able to lead out the various divisions and well-being of the various divisions. The various divisions were able to lead out the various divisions.

The executive team were clear in their understanding of the health and safety risk associated with the various divisions and their understanding of the various divisions were able to develop key risk areas. The various divisions had built on the risk management of the various divisions. The various divisions had developed various risk management areas. The various divisions had developed the various divisions.

Management and employees were able to see the various divisions and the various divisions were able to see the various divisions. The various divisions were able to see the various divisions.

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also all... Work safe, Home happy

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Worker Engagement

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Risk Management

MD... risk... the... the... the...

Summary of the findings of the audit of the financial statements and the use of

Risks are added to the risk register of the area of the current year of the financial statements and risk control

The audit of the financial statements and the risks are understood and identified through data of the financial statements and the water treatment plant data of the regulatory and the data of the related and the audit of the financial statements

WHAT MANAWATU DISTRICT COUNCIL COULD FOCUS ON NEXT

Senior Leader Commitment

The health and safety strategy could be reviewed to develop a new measure of the risk that could track a range of critical risks to the extent of the financial statements

Ensure all findings are addressed and the measures are adequate and understood that the findings are in place

Review the health and safety of the structure and the extent of the health and safety of the risk

Worker Engagement

Ensure that shared services staff can take the health and safety lead from CRD or MD

Develop a worker participation representative and ensure that the Terms of Reference for the health and safety of the elected representatives of health and safety representatives and the role and duties of the CRD

Risk Management

Update the current risk register to reflect the various control measures of the future of the various control measures of the various control measures of the various control measures of the various control measures

Consider developing health and safety standards around critical risks to all of the summary of the financial statements and the data of the various control measures of the various control measures of the various control measures

The more detailed reports of the data are available in the full report

Appendix B: Disclaimer

The reports, e-datatables and guidance in this report are based on the information available at the time of writing and are intended to provide a general overview of the current situation. We do not accept any liability for any loss or damage, including consequential loss or damage, arising from the use of the information contained in this report.

We do not accept any liability for any loss or damage, including consequential loss or damage, arising from the use of the information contained in this report. We do not accept any liability for any loss or damage, including consequential loss or damage, arising from the use of the information contained in this report.

Your organization may be required to report to the relevant authorities and to take appropriate action under relevant legislation.

Reports, e-datatables and guidance in this report are intended to help you to make decisions in relevant areas and are not a substitute for professional advice or legal advice.

Crown Disclaimer

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CONTACT DETAILS

Assessors' names: Jeena Murphy

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Date of publication: 03 March 2020

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This report is a peer reviewed document published by the Financial Reporting Council and Market Abuse Regulation Unit of the Financial Reporting Council.

1 July 2021

Francesca Murdoch

Manatu District Office

100 Market Street

Wellington 6102

Dear Francesca

Thank you for understanding that the Careful Choice report needs to keep a neutral and objective tone to ensure its impartiality.

We agreed you could write a cover note to accompany the MD Careful Choice report which is reflected in the report.

We would like to see the cover note also reflected in the MD Local Authority report.

Once the report is well received by the District Office and the Executive Team and you find the best set of recommendations useful in supporting our health and safety performance.

Kind regards



Francesca Murdoch

Careful Choice

Working Wise Ltd

MDC- the standout Council from the SafePlus Assessment

Manawatu District Council (MDC) scored the highest in the SafePlus Assessment. MDC the highest score in the 2020 SafePlus assessment.

MDC were the only council where all four of the Leadership Criteria scored at the highest level. MDC also scored highest in *Empowering Workers and Representatives* and *Identifying Risks* in the Risk Management category.

MDC took a long-term view of the data and created a health and safety strategy that has been successful and led to the formation of a team of experts and a number of other initiatives.

The strategy is a result of the key work that needed to be done and linked back to MDC's values. The Strategy had a clear activity plan that outlined when key pieces of work could take place. MDC also had a clear plan for a number of other initiatives and a regular update.

The strategy also included the key work that directed MDC's health and safety activities, and the health and safety representatives directly led to greater employee safety and a culture of safety. The MDC people and culture and the safety and wellbeing of our people are the focus of our strategy. The strategy also outlined the Due Diligence obligations for the MDC.

The strategy also included the key work that directed MDC's health and safety activities, and the health and safety representatives directly led to greater employee safety and a culture of safety.

The strategy also included the key work that directed MDC's health and safety activities, and the health and safety representatives directly led to greater employee safety and a culture of safety.

The strategy also included the key work that directed MDC's health and safety activities, and the health and safety representatives directly led to greater employee safety and a culture of safety.

The strategy also included the key work that directed MDC's health and safety activities, and the health and safety representatives directly led to greater employee safety and a culture of safety.

Debra Murray
Health and Safety
Working Wise Ltd

Audit and Risk Committee

Meeting of 12 August 2021

Business Unit: Corporate and Regulatory

Date Created: 14 June 2021

Minor Amendments to Fees and Charges

Purpose Te Aronga o te Pūrongo

To advise the committee of minor amendments made to the Fees and Charges for 2021-22.

Significance of Decision Te Hira o te Whakataunga

The Council's Significance and Engagement Policy is not triggered by matters discussed in this report. No stakeholder engagement is required.

Recommendations Ngā Tūtohunga

That the Audit and Risk Committee note the minor amendments made to the fees and charges for the 2021-22 year, in the following activities:

- Solid Waste Fees and Charges
- Photocopying Fees and Charges
- Water Supply Charges

Report prepared by:
Allie Dunn
Governance Team Leader

Approved for submission by:
Karel Boakes
Acting General Manager – Corporate and Regulatory

1 Contribution to Community Well-being and Council’s Community Outcomes Te Tūhono ki ngā Whāinga a te Kaunihera mō te Oranga Hapori me te Whakawhanake Hapori

1.1 Relationship to Council’s strategic priorities (community outcomes):

| | |
|--|---|
| A place to belong and grow He kāinga e ora pai ai te katoa | |
| A future planned together He kāinga ka whakamaherea tahitia tōna anamata e te hapori tonu | |
| An environment to be proud of He kāinga ka rauhītia tōna taiao | |
| Infrastructure fit for future He kāinga ka tūwhena tonu ōna pūnahahanga, haere ake nei te wā | |
| A prosperous, resilient economy He kāinga ka tōnui tōna ōhanga | ✓ |
| Value for money and excellence in local government He kāinga ka eke tōna kāwanatanga ā-rohe ki ngā taumata o te kairangi | ✓ |

1.2 The Council makes decisions on behalf of the wider public interest, taking into account the needs of current and future generations, and the strategic priorities identified by Council. The matter addressed by this report relates to the Council’s Kawanatanga (Governance) role and therefore to all of the above strategic priorities in a wider sense.

2 Background Ngā Kōrero o Muri

2.1 The fees and charges for the 2021-22 year were set by Council at its meeting held 20 May 2021.

2.2 Following adoption, some minor errors were identified and corrected.

3 Discussion and Options considered Ngā Matapakinga me ngā Kōwhiringa i Wānangahia

3.1 In general, the fees and charges that were approved for 2021-22 were adjusted for inflation.

3.2 Since adoption, officers identified some minor errors in three sets of fees and charges; the Property Enquiries photocopying fees, the Solid Waste activity fees, and the Water Supply charges.

3.2.1 Property Enquiries photocopying fees

During the setting of the fees and charges there was an administration error that resulted in there being no fee for the photocopying/printing of A4 pages in relation to property enquiries. The fee should have been \$0.45 per A4 page, consistent with other photocopying charges, therefore the fee has been reset to that level.

3.2.2 Solid Waste Activity

Some of the inflation adjustments made to the Solid Waste activity were not user friendly for the officers collecting the fees at the refuse transfer station.

There was also an error made with the calculation of the commercial waste operators per tonne fee, and the concrete with no reinforcing steel per tonne fee.

These fees were adjusted for inflation, however did not include the extra charge for waste disposal levy.

The fees have been amended with more user friendly rounding applied, and now includes the increased waste disposal levy.

3.2.3 Water Supply Charges

When Council passed its rating resolution on 29 June 2021, the rates set for water by meter were inconsistent with those adopted by Council on 20 May 2021 as the fees and charges for that activity.

The charges for Water by Meter have been updated to reflect the rates adopted as part of the rating resolution.

4 Te Kīwai (o te kete)

4.1 Te Kīwai is the engagement process which guides Council's practice and ensures the onus to engage and include Māori is shared between Council and all partners. In this manner, we progress both the articles and principles of Te Tiriti o Waitangi by maintaining the balance between Kawanatanga (Governance) of the Council and Tino Rangatiratanga (Sovereignty) of whānau, hapū, and iwi Māori.

4.2 There are no known cultural considerations associated with the matters addressed in this report. No engagement with Māori is necessary.

5 Community Engagement Te Whai Wāhitanga mai o te Hapori

5.1 There are no community engagement requirements associated with this paper.

6 Operational Implications Te Whai Pānga Atu ki ngā Kaupapa Mahi

6.1 The correction to the rounding applied to the Solid Waste fees makes the fees more user friendly both for the officers collecting the fees at the refuse transfer station, and the customers paying the fees.

6.2 Reinstatement of the A4 photocopying charge returns the level of charge to the previous year's level.

6.3 The water by meter charges have been adjusted to ensure consistent with the rates set for water by meter.

7 Financial implications Te Whai Pānga Atu ki ngā Kaupapa Ahumoni

- 7.1 There are no budget implications arising from the minor adjustment of fees. The potential undercharging of the waste levy would have had an impact on the cost recovery portion of this service if not corrected.

8 Statutory Requirements Ngā Here ā-Ture

- 8.1 The Waste Minimisation Act 2008 sets out requirements for the waste disposal levy. This levy was previously set at \$10 per tonne (excluding GST) on all waste sent to landfill. From 2021 this rate was set to progressively increase, starting with an increase for municipal (Class 1) landfills to \$20 per tonne in July 2021.

9 Delegations Te Mana Whakatau

- 9.1 Section 51 of the Council’s Delegations Manual sets out the authority associated with any amendments made to fees and charges as follows:

“51.1 The Chief Executive and General Managers may set, vary or waive any fee or charge for a Council service or goods, provided:

- That any class of fees and charges so fixed are reported to the Audit and Risk Committee; and
- The fee or charge is permitted by law and is not inconsistent with Council policy.

51.2 When amendments are made to fees and charges reference should also be made to the relevant statute for specific requirements.”

10 Conclusion Whakatepenga

- 10.1 The minor amendments made to the Solid Waste Fees and Charges ensure the charges are more user friendly for customers and officers, and also correct an error made in calculating the impact of the increase in the Waste Disposal Levy from July 2021.
- 10.2 The minor amendment made to the Property Enquiries fee for A4 photocopying corrects an error that had been made.
- 10.3 The correction made to the published water by meter rates ensures the correct rates are being published and charged.
- 10.4 The changes were made under delegated authority of the relevant General Managers, and are reported for information to the Audit and Risk Committee as set out in Section 51 of the Council’s Delegations Manual.

11 Attachments Ngā ĀpitiHanga

- Amended Solid Waste Fees and Charges 2021-22
- Amended Property Enquiries Fees and Charges 2021-22
- Amended Water by Meter charges 2021-22

Memorandum

To Hamish Waugh – General Manager Infrastructure
From Wendy Thompson – Infrastructure Planner
Date 4 June 2021
Copies [Copies to or delete row if not required](#)
Subject **Solid Waste Charges 2021/22**

The activity fees and charges for the financial year commencing 1 July 2021 and ending 30 June 2022 were approved by Council on 20 May 2021.

In general, the fees and charges that have been approved for 2021/2022 have been adjusted for inflation however some of the inflation adjustments to the Solid Waste activity are not user friendly for the staff collecting the fees at the refuse transfer station.

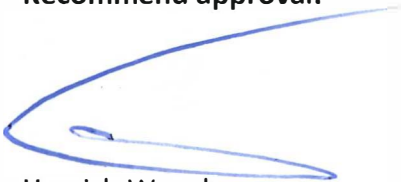
There has also been an error with the calculation of the commercial waste operators -per tonne and concrete with no reinforcing steel – per tonne fees. The fees were adjusted for inflation however they did not include the extra charge for waste levy.

Attached are the proposed changes to the fee and charges.



Wendy Thompson
Infrastructure Planner

Recommend approval:



Hamish Waugh
General Manager - Infrastructure

| SOLID WASTE CHARGES | 2021/22 | Proposed |
|---|----------------|-----------------|
| Fee Description | | |
| Refuse Bag Charges | | |
| Official refuse bags if purchased from Council | \$ 2.25 | \$2.30 |
| Non-Council rubbish bags - 60 litre volume or weight limit 10 kg | \$ 3.70 | |
| Refuse Transfer Stations and bulk collection charges | | |
| General Refuse | | |
| Wheelie Bin | \$ 15.34 | \$15.30 |
| Small load (car boot) | \$ 54.00 | |
| Medium load - ute or trailer load (up to 350 kg) | \$ 95.00 | |
| Large load (351 to 500 kg) | \$135.00 | |
| Trucks and loads over 500 kg (per tonne) | \$269.00 | |
| Commercial waste operators (waste per tonne) | \$283.23 | \$294.70 |
| Concrete with no reinforcing steel - per tonne | \$ 43.97 | \$55.40 |
| Greenwaste | | |
| Refuse bag (each) - 60 litre | \$ 1.02 | \$1.00 |
| Wheelie Bin | \$ 3.07 | \$3.10 |
| Small load (car boot) | \$ 3.10 | |
| Medium load - Ute load (up to 350 kg) | \$ 10.30 | |
| Large load (351 to 500 kg) | \$ 21.47 | \$21.50 |
| Trucks over 500 kg (per tonne) | \$ 41.92 | \$41.90 |
| Recycling | | |
| Recycling at recycling centres (Council listed items) | | |
| Purchase of additional recycling bin 120L (includes kerbside collection) | \$135.00 | |
| Purchase of additional recycling bin 240L (includes kerbside collection) | \$163.00 | |
| Purchase of recycling of glass crate (includes kerbside collection) | \$ 54.00 | |
| Fly Tipping | | |
| Deposited litter of quantities up to 20 litres in a public place | \$ 400.00 | |
| Deposited litter of quantities up to 20 litres on private land without consent of | \$ 400.00 | |
| Deposited litter of quantities 20 litres to 120 litres in a public place | \$ 400.00 | |

| | 2021/22 | Proposed |
|---|----------------|-----------------|
| Deposited litter of quantities 20 litres to 120 litres on private land without the consent of the owner | \$ 400.00 | |
| Deposited litter of quantities greater than 120 litres in a public place | \$ 400.00 | |
| Deposited litter of quantities greater than 120 litres on private land without the consent of the owner | \$ 400.00 | |
| Deposited hazardous waste in a public place | \$ 400.00 | |
| Deposited hazardous waste on private land without the consent of the owner | \$ 400.00 | |
| Other Charges (each item) | | |
| Hazardous waste (household quantities 20 litres or 20 kg - Feilding only) | | |
| Fridges and Freezers - de-gassed | \$ 27.00 | |
| Whiteware - except refrigeration | \$ 17.75 | \$17.80 |
| Microwave/small appliances | \$ 6.61 | \$6.60 |
| TV - CRT | \$ 33.00 | |
| TV - LCD and Plasma | \$ 18.50 | |
| Monitors | \$ 18.50 | |
| E-Waste Desktop/Fax/Scanners/ Printers/UPS | \$ 18.50 | |
| E-Waste VCR | \$ 9.00 | |
| Photocopier - small to medium | \$ 29.75 | \$29.80 |
| Photocopier - large | \$ 55.50 | |
| Tyres - car | \$ 8.90 | |
| Tyres - 4x4 | \$ 8.90 | |
| Tyres - light truck less than 50 kgs | \$ 13.40 | |
| Tyres - long haul vehicle | \$ 27.80 | |
| Tyres - tractor | \$101.00 | |
| Automotive oil - over 20 litres (per litre in excess of 20 litres) | \$ 1.05 | \$1.10 |
| Gas bottles | \$ 5.60 | |
| Fluorescent tubes | \$ 1.02 | \$1.00 |
| Eco bulbs | \$ 1.02 | \$1.00 |
| PCB (per kg) | \$ 73.62 | \$73.60 |
| Paint 4 litre pail | \$ 3.37 | \$3.40 |
| Paint 10 litre and over | \$ 6.20 | |
| Waste Collectors (per year) | \$674.85 | \$674.90 |
| Donated Goods Container, per year (1-20 containers) | \$350.72 | \$350.70 |
| Donated Goods Container (Over 20 rate, each, in addition to the set fee of \$316) | \$ 16.36 | \$16.40 |

Memorandum

To General Manager – Corporate and Regulatory (Acting)
 From Digital Transformation Manager
 Date 22 June 2021
 Copies Governance Team Leader
 Subject **Amendment to Fees and Charges 2021/22 – Property Enquiries -
 Photocopying**

The fees and charges for the financial year commencing 1 July 2021 and ending 30 June 2022 were approved by Council on 20 May 2021.

During the setting of the fees and charges there was an administration error which has resulted in there being no fee for the photocopying/printing of A4 pages in relation to property enquiries.

Property enquiries

| | 2021/22 |
|--|----------|
| Fee description | |
| Photocopying/copy of scanned documents onto paper | |
| A0 | \$ 25.00 |
| A1 | \$ 15.00 |
| A2 | \$ 10.00 |
| A3 | \$ 1.00 |
| A4 | \$ - |
| Double sided A3 | \$ 1.00 |
| Double sided A4 | \$ 1.00 |

The fee should be \$0.45 per A4 page.



Mel Rush

Digital Transformation Manager

GM Approval:



Karel Boakes

General Manager – Corporate and Regulatory (Acting)

Memorandum

To Allie Dunn
From Hamish Waugh – General Manager Infrastructure
Date 8 July 2021
Copies Amanda Calman - Chief Financial officer
Subject **Fees and charges for Water by Meter rate 2021-22**

Good morning Allie

Please arrange to update the fees and charges outlined for the Water by Meter rate for 2021-22 to the following information as per the Rates Adopted by Council for year 1 of the 2021-31 Long term plan, at the meeting of Council : 29 June 2021.

| | 2021/22 Rate | Quarterly Value |
|-------|-------------------------|----------------------------|
| 15MM | 696.00 | 174.00 |
| 20MM | 696.00 | 174.00 |
| 25MM | 736.00 | 184.00 |
| 32MM | 736.00 | 184.00 |
| 40MM | 784.00 | 196.00 |
| 50MM | 784.00 | 196.00 |
| 80MM | 784.00 | 196.00 |
| 100MM | 908.00 | 227.00 |
| 150MM | 996.00 | 249.00 |

Additional Water use per m3 1.58

Thanks



Hamish Waugh
General Manager – Infrastructure



Audit and Risk Committee

Meeting of 12 August 2021

Business Unit: Corporate and Regulatory

Date Created: 23 July 2021

Quarterly Performance Report 30 June 2021

Purpose Te Aronga o te Pūrongo

To provide a summary to 30 June 2021 of the Council's performance against the Annual Report 2020-21.

Significance of Decision Te Hira o te Whakataunga

The Council's Significance and Engagement Policy is not triggered by matters discussed in this report. No stakeholder engagement is required.

Recommendations Ngā Tūtohunga

That the Audit and Risk Committee receive the Quarterly Performance Report and Treasury Report for the period ended 30 June 2021.

Report prepared by:
Amanda Calman
Chief Financial Officer

Approved for submission by:
Shayne Harris
Chief Executive

1 Contribution to Community Well-being and Council’s Community Outcomes Te Tūhono ki ngā Whāinga a te Kaunihera mō te Oranga Hapori me te Whakawhanake Hapori

1.1 Relationship to Council’s strategic priorities (community outcomes):

| | |
|--|---|
| A place to belong and grow He kāinga e ora pai ai te katoa | |
| A future planned together He kāinga ka whakamaherea tahitia tōna anamata e te hapori tonu | |
| An environment to be proud of He kāinga ka rauhītia tōna taiao | |
| Infrastructure fit for future He kāinga ka tūwhena tonu ōna pūnahahanga, haere ake nei te wā | |
| A prosperous, resilient economy He kāinga ka tōnui tōna ōhanga | ✓ |
| Value for money and excellence in local government He kāinga ka eke tōna kāwanatanga ā-rohe ki ngā taumata o te kairangi | ✓ |

2 Background Ngā Kōrero o Muri

- 2.1 The quarterly performance reports provide interim updates for the performance against the Annual Plan levels of service and revised budget. The final quarterly update forms part of the Annual Report 2020-21.
- 2.2 The Annual Report accounts for how Council performed against the Annual Plan including the Council’s financial performance and position, progress on major projects, levels of service performance and reasons for significant differences from what was planned
- 2.3 The Annual Report 2020/21 is scheduled to be presented.
- 2.4 The yearend audit by Audit NZ is booked to start early November 2021 with adoption of Annual Report scheduled to be in December 2021.
- 2.5 Requests for budget carry forwards are scheduled to go to Council 2nd September 2021 for approval subject to any audit changes required.

3 Discussion and Options considered Ngā Matapakinga me ngā Kōwhiringa i Wānangahia

- 3.1 Capital expenditure of \$32.1M against revised budget of \$60.8M resulting in 51.9% complete. Performance against Annual Plan \$28.9M results in 111% complete. This reflects the work undertaken from the approved carry forward requests and additional externally funded projects.

- 3.2 Operational budget shows a favourable result of \$8M surplus against a revised budget of \$140k surplus. The variances relating to this are outlined in the attached report
- 3.3 Levels of service for the year reflect 57 measures that meet target and 16 did not achieve target
- 3.4 All results are provisional until audit is completed.

4 Te Kīwai (o te kete)

- 4.1 There are no known cultural considerations associated with the matters addressed in this report. No engagement with Māori is necessary.

5 Community Engagement Te Whai Wāhitanga mai o te Hapori

- 5.1 There is no community engagement requirements associated with this report.

6 Operational Implications Te Whai Pānga Atu ki ngā Kaupapa Mahi

- 6.1 There are no capital or operating expenditure implications associated with this report.

7 Financial implications Te Whai Pānga Atu ki ngā Kaupapa Ahumoni

- 7.1 Any financial implications would be reported separately to Council.

8 Statutory Requirements Ngā Here ā-Ture

- 8.1 The Local Government Act requires the Annual report is to be adopted by 30 October each year. However recent adjustment has been made to give an extension of time for the 2020/21 Reports and 2021/22 reports:

- The financial year ending with 30 June 2021, must be completed, and adopted no later than the close of 31 December 2021
- The financial year ending with 30 June 2022, must be completed, and adopted no later than the close of 31 December 2022

- 8.2 One month after adoption, the Annual Report and Annual Report Summary document must be publicly available

9 Delegations Te Mana Whakatau

- 9.1 The Audit and Risk Committee's Terms of Reference includes the responsibility for financial reporting, including the following:

- long term planning including the financial strategy;
- appropriateness of accounting policies;
- annual report; and
- internal report (monthly and/or quarterly).

10 Conclusion Whakatepenga

10.1 The quarterly reports are a mechanism for transparently reporting progress towards achieving targets set in the Annual Plan and Long Term Plan.

11 Attachments Ngā Āpitihanga

- Quarterly Performance Report 30 June 2021
- Treasury Report 30 June 2021

Manawatu District Council

Quarterly Performance Report

June 2021

Executive Overview

Enclosed is the Quarterly performance report for the fourth quarter ending 30 June 2021 against the revised budget. The performance against the Annual Plan is reported in the Annual report, however the Annual Plan is noted within this report to assist with comparisons.

The revised budget is a replication of the Annual plan and then combines the approved carry forwards and any subsequent approvals as the year progressed, these can be seen on page 19.

The Annual Report which is published against the Annual Plan will reflect difference variances with some of the favourable variances (underspends) reflected in this report disappearing.

Statement of Comprehensive Revenue and Expenditure reflects a year end result of an \$8M surplus against a revised budget surplus of \$140k (Annual Plan is a deficit of \$3.3M)

The over-arching variances of note:

- Subsidies and grants \$696k unfavourable due:
 - Higher capital subsidies from NZTA of \$1.6M reflecting the Mangaweka bridge funding
 - Lower capital funding for Ohakea RWS than budget \$1.8M which is merely a timing variance as this is claimable as work progress's and this will be mostly in 2021/22.
 - Lower operating subsidies from NZTA of \$610k
 - Higher capital contributions due received in Himatangi Wastewater \$114k
 - Higher Resource recovery centre CET grant of \$225k (wasn't budgeted),
 - Makino CET operating grant \$112k not received until July when work is complete.
- Development contributions \$1M favourable to budget with more received than predicted during the year
- Other Revenue \$2M favourable as a result of higher vested assets than budget within roading, stormwater and water supply.
- Personnel costs \$1.7M favourable due to the level of vacancies during the year combined with time taken to recruit the project related roles in the Ohakea RWS, however there is a transaction required by audit that reflects the salary portion of the staff time that has been spent in capital to be removed from personnel costs and moved to other costs, this contributed approximately \$900k of the variance.
- Depreciation (depn) close to budget with a \$300k favourable variance reflecting the three key movements:
 - Higher revaluations of land and buildings,
 - Lower revaluation of infrastructure assets,

- Lower depn incurred due to wastewater asset impairment (previously budgeted to have accelerated depn, however treatment involved revaluation and write down of asset resulting in lower depn) combined with
- Lower capital spend (assets not built don't depreciate)
- Finance costs \$1.4M favourable due to higher level of debt budgeted (based on new capital budget) combined with an interest rate which has been significantly lower than the point the Annual Plan was completed (before Covid)
- Other operating expenses \$2.3M reflecting lower internal costs due to more staff time being charged to capital project than anticipated, combined with lower maintenance and project work across a range of areas, reflected within the activity reporting in the reports below.

Further details contained within the report:

Capital Expenditure

Total spend \$32.1M against and revised budget of \$60.8M (Annual Plan \$28.9M) reflecting the increased capital budget from the carry forwards from 19/20 \$19.2M, Ohakea Rural Water Scheme \$7.1M, the Water Reform projects \$2.13M and the PN cycle way \$1.3M with other minor increases reflected on page 19.

Total spend against Annual Plan reflects 111% complete, against revised budget 52.8% completed.

Debt levels

| | 30 June 2021 | |
|--------------------------------|----------------|---|
| | (\$) | |
| Opening debt 30/6/2020 | 78.9M | |
| New debt drawn | 9M | Budget assumed \$13,3M (Debt Resolution) (\$11.8M New capital \$1,5M Growth funding) |
| Debt repayments | -2M | Budget assumed : \$9.2M (\$6.8M asset sales, \$2.4M scheduled repayments) |
| Debt Balance 30/6/2021 | \$85.8M | Budget position \$85.8M |
| Position reflected in accounts | \$85.7M | See below** |
| Refinanced during the year: | \$11.5M | Matured and refinanced May 2021 |
| | \$11.5M | Two short term commercial papers currently on 6mth rotation to utilise good short term rates |

** Note at year end a fair value assessment of debt is required on some of the older loans, and this reflects a change in the debt position shown in the financial statements to be \$85.7M.

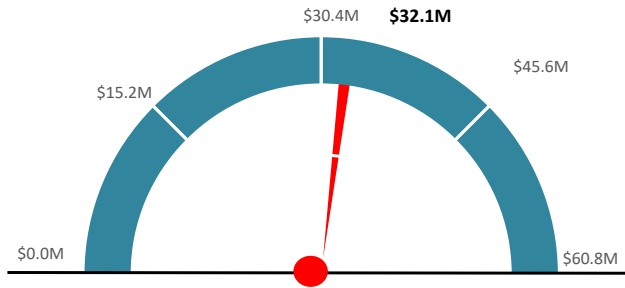
IFRS 41 will require this accounting treatment on all debt going forward.

Key Indicators

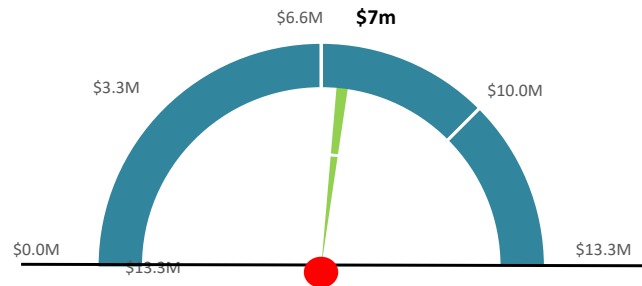
For the period ended 30 June 2021



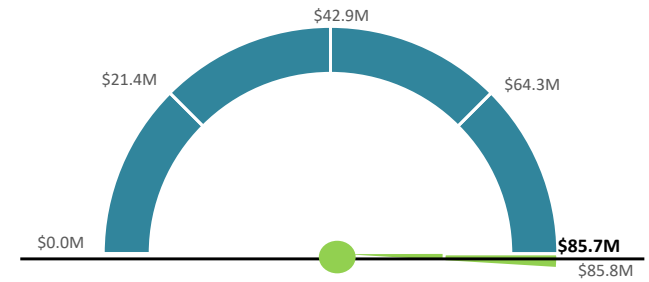
Capital Expenditure



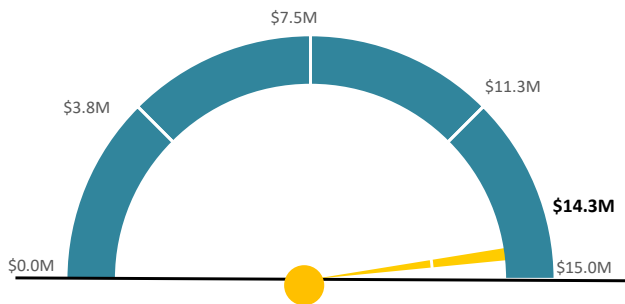
Loans Raised (excluding refinancing loans)



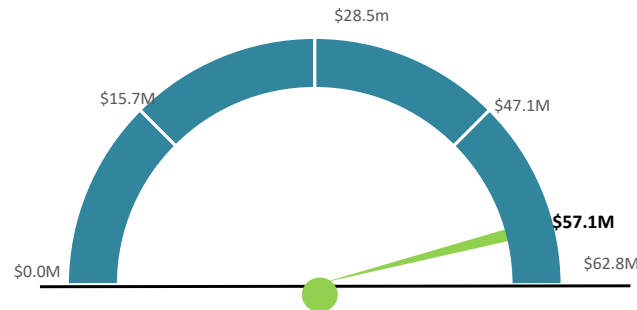
Total External Debt



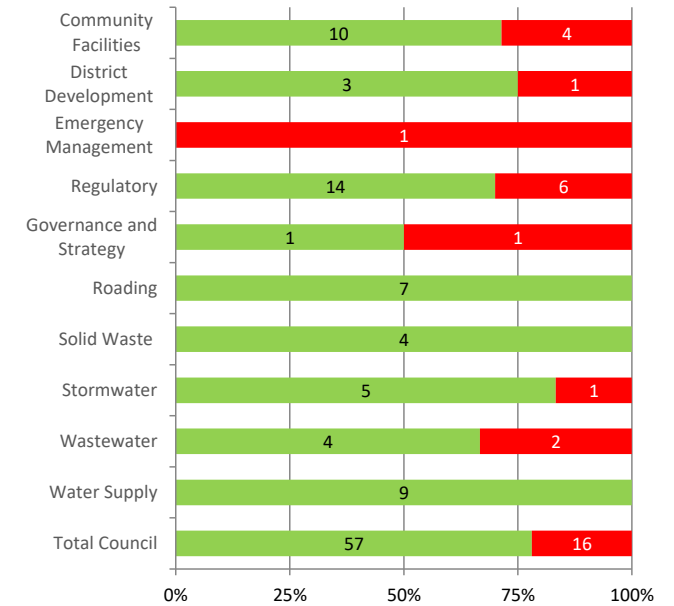
Total Operating Revenue (excluding rates)



Total Operating Expenses



Key Performance Indicators



Key

- Total Budget
- YTD Revised Budget
- Actual - On Track
- Actual - Needs Monitoring
- Actual - Not achieving

Statement of Comprehensive Revenue and Expense

| | 2021 Actual YTD \$000 | 2021 Budget YTD \$000 | Variance \$000 | 2021 Revised Budget \$000 | 2021 Annual Plan \$000 | 2020 Full Year \$000 |
|--|-----------------------------|-----------------------------|-------------------|------------------------------------|------------------------------|----------------------------|
| Revenue | | | | | | |
| Rate of revenue | 00000 | 00000 | 0000 | 00000 | 00000 | 00000 |
| Financial revenue | 200 | 200 | 000 | 200 | 200 | 000 |
| Quoted and credit | 20000 | 00000 | 00000 | 00000 | 00002 | 00000 |
| Development contract | 20020 | 00000 | 00000 | 00000 | 00000 | 00002 |
| Other revenue | 00000 | 00000 | 2000 | 00000 | 00000 | 00000 |
| Other miscellaneous | 0 | 0 | 0 | 0 | 0 | 0 |
| Total revenue | 65,177 | 62,928 | 2,249 | 62,928 | 55,927 | 55,546 |
| Expenses | | | | | | |
| Operational cost | 20000 | 00000 | 00000 | 00000 | 00000 | 00000 |
| Depreciation and amortization | 00000 | 00000 | 000 | 00000 | 00000 | 00000 |
| Finance cost | 00000 | 00000 | 00000 | 00000 | 00000 | 00000 |
| Other operating expense | 20000 | 20000 | 2000 | 20000 | 20000 | 20000 |
| Total operating expenditure | 57,106 | 62,787 | 5,682 | 62,787 | 59,245 | 55,502 |
| Surplus/(deficit) before tax | 8,073 | 140 | 7,933 | 140 | (3,318) | 44 |
| Income tax expense | 0 | 0 | 0 | 0 | 0 | 0 |
| Surplus/(deficit) after tax | 8,073 | 140 | 7,933 | 140 | (3,318) | 44 |
| Other comprehensive revenue & expense | | | | | | |
| Available-for-sale securities revaluation and impairment gain and loss | 00000 | 20000 | 00000 | 20000 | 20000 | 00000 |
| Other comprehensive income | 0 | 0 | 0 | 0 | 0 | 0 |
| Total other comprehensive revenue and expense | (4,946) | 27,110 | (32,056) | 27,110 | 27,110 | 76,183 |
| Total comprehensive revenue and expense | 3,127 | 27,250 | (24,123) | 27,250 | 23,792 | 76,228 |

Funding Impact Statement (Whole of Council)

| | 2021 | 2021 | | | 2021 |
|--|-----------------|-------------------------|----------------|----------|----------------|
| | YTD Actual | YTD Budget (Revised) | YTD Variance | Variance | Annual Plan |
| | \$000 | \$000 | \$000 | % | \$000 |
| Sources of operating funding | | | | | |
| General rate | 22 | 22 | 0 | 0% | 22 |
| Targeted rate | 20000 | 20000 | 200 | 0% | 20000 |
| Quoted and credit for operating surpluses | 2000 | 0000 | 0000 | 20% | 2002 |
| Fee and charge | 0000 | 0000 | 200 | 0% | 0000 |
| Interest and dividend from investments | 20 | 20 | 0 | 0% | 20 |
| Local authority contribution to the rate | 0000 | 0000 | 00 | 0% | 0020 |
| Total operating funding | 51,128 | 51,924 | (795) | | 50,579 |
| Applications of operating funding | | | | | |
| Capital expenditure | 0000 | 2000 | 200 | 0% | 0000 |
| Finance cost | 0000 | 0000 | 0000 | 0% | 0000 |
| Other operating expenditure | 0 | 0 | 0 | 0% | 0 |
| Total applications of operating funding | 40,077 | 45,606 | 5,529 | | 41,924 |
| Surplus (deficit) of operating funding | 11,051 | 6,318 | 4,734 | | 8,655 |
| Sources of capital funding | | | | | |
| Quoted and credit for capital expenditure | 0000 | 0000 | 0000 | 0% | 0000 |
| Development and financial contribution | 2000 | 0000 | 0000 | 0% | 0000 |
| Interest on development | 0000 | 0000 | 0000 | 0% | 0000 |
| Other development contribution | 0 | 2200 | 2200 | 0% | 0020 |
| Loan contribution | 0 | 0 | 0 | 0% | 0 |
| Other dedicated capital fund | 0 | 0 | 0 | 0% | 0 |
| Other dedicated capital fund | 0 | 0 | 0 | 0% | 0 |
| Total sources of capital funding | 19,298 | 14,602 | 4,696 | | 18,948 |
| Applications of capital funding | | | | | |
| Capital expenditure | | | | | |
| Net additional development | 0000 | 0000 | 0000 | 0% | 0000 |
| Other development | 0000 | 2020 | 0000 | 0% | 0000 |
| Other development | 0022 | 2000 | 0020 | 0% | 0200 |
| Interest on development | 0000 | 0000 | 0000 | 0% | 0000 |
| Other development | 0000 | 0000 | 0 | 0% | 2000 |
| Total application of capital funding | 30,349 | 20,920 | (9,430) | | 27,603 |
| Surplus (deficit) of capital funding | (11,051) | (6,318) | (4,734) | | (8,655) |
| Funding balance | 0 | (0) | 0 | | 0 |

Statement of Financial Position

| YTD Actuals 2019/20 | | YTD Actuals 2020/21 |
|------------------------|--------------------------------------|------------------------|
| | <u>Assets</u> | |
| | Current Assets | |
| 00000000 | Trade and Receivable | 20000000 |
| 00000002 | Receivable and Other | 00000020 |
| 20000002 | Other Current Assets | 00000000 |
| 00000000 | Other Financial Assets | 00000000 |
| 20000000 | Other Current Assets | 20000020 |
| 18,167,796 | Total Current Assets | 25,813,752 |
| | Non-current Assets | |
| 0002000000 | Property, Plant and Equipment | 0002000000 |
| 20000000 | Intangible Assets | 00000020 |
| 00000000 | Other Financial Assets | 00000002 |
| 774,137,265 | Total Non-current Assets | 789,897,857 |
| 792,305,061 | Total Assets | 815,711,609 |
| | <u>Liabilities</u> | |
| | Current Liabilities | |
| 00000020 | Accounts Payable and Other | 00000000 |
| 02000000 | Other Current Liabilities | 00000000 |
| 00000000 | Other Current Liabilities | 00000022 |
| 20000000 | Other Current Liabilities | 20000000 |
| 32,143,986 | Total Current Liabilities | 31,625,203 |
| | Non-current Liabilities | |
| 00200000 | Other Non-current Liabilities | 20000000 |
| 00000000 | Other Non-current Liabilities | 00000020 |
| 56,500,014 | Total Non-current Liabilities | 67,426,704 |
| 88,644,000 | Total Liabilities | 99,051,906 |
| | <u>Equity</u> | |
| 0000000000 | Retained Earnings | 0000000000 |
| 2000000000 | Other Reserves | 2000000000 |
| 00000000 | Current Earnings | 00000000 |
| 703,661,062 | Total Equity | 716,659,703 |
| 792,305,061 | Total Liabilities and Equity | 815,711,609 |

Cash and Cash Equivalents is comprised of the following ;

| | | |
|--------------------------------|-----------|------|
| Kiwibank on call | 00000000 | 0000 |
| ASB On call and Term Deposit | 200000220 | 0000 |
| BNZ - Current account | 00000000 | 0000 |
| BNZ - On call and Term Deposit | 00000000 | 2000 |
| ANZ - Term deposit | 00000000 | 0000 |
| Westpac On call | 000000 | 0000 |
| Float | 000000 | 0000 |

Banking covenant : No more than 50% to be in any one bank

11,629,345

Activity Summary

| | Revenue | | | Expenditure | | | Net Surplus/(Deficit) | | | Full Year Net Surplus/(Deficit) | |
|-----------------------------|----------------------|---------------------|----------------|----------------------|---------------------|-----------------|-----------------------|---------------------|----------------|---------------------------------|------------------|
| | Year to Date Actuals | Year to Date Budget | Variance | Year to Date Actuals | Year to Date Budget | Variance | Year to Date Actuals | Year to Date Budget | Variance | AP Budget 2020/21 | Total Budget |
| Regulatory | | | | | | | | | | | |
| Animal Control | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 | 0 | 0 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 |
| Building Control | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 |
| Environmental Health | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 |
| Consent & District Planning | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 |
| Total Regulatory | 6,538,093 | 6,073,970 | 464,123 | 6,605,168 | 6,559,774 | (45,394) | (67,075) | (485,804) | 418,729 | 122,700 | (485,804) |

- Animal Control** - Favorable 2020 Revenue 200k above budget as a result of higher dog registrations fees received. Met other budget requirements under budget due to lower fee collection.
- Building Control** - Favorable to budget 200k Revenue 200k above budget due to higher building permit fees received. Met other budget requirements under budget due to lower fee collection.
- Environmental Health** - Favorable to budget 200k Revenue 200k above budget due to higher license fees received. Met other budget requirements under budget due to lower fee collection.
- Alcohol Licensing** - Favorable 200k Revenue 200k under budget as license fees received were lower than expected.
- Consent & District Planning** - Favorable 200k Revenue 200k above budget due to higher fee collection. Met other budget requirements under budget due to lower fee collection.

Activity Summary - Infrastructure

| | Revenue | | | Expenditure | | | Net Surplus/(Deficit) | | | Full Year Net Surplus/(Deficit) | |
|-----------------------------|----------------------|---------------------|---------------------|----------------------|---------------------|------------------|-----------------------|---------------------|------------------|---------------------------------|------------------|
| | Year to Date Actuals | Year to Date Budget | Variance | Year to Date Actuals | Year to Date Budget | Variance | Year to Date Actuals | Year to Date Budget | Variance | AP Budget 2020/21 | Total Budget |
| Infrastructure | | | | | | | | | | | |
| Road | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Water | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Stormwater and Drainage | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Water Supply | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Water | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Nursery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Infrastructure | 40,560,434 | 38,477,289 | 2,083,145 ** | 31,657,453 | 34,955,899 | 3,298,446 | 8,902,981 | 3,521,390 | 5,381,591 | (2,051,597) | 3,521,390 |

** Development contributions are \$869k favourable to budget across the activity

Roading
 Favourable to budget due to a surplus of 2M against a budgeted deficit of 2M. Revenue of 2M above budget due to a surplus of 2M received against a deficit of 2M. Expenditure of 2M under budget due to the carry forward of the Mackay Creek project for 2020/21. Operational expenditure of 2M under budget due to lower depreciation of 2M. Interest on that rate has been reduced due to the settlement of the resource recovery Centre. Material and land fill transport costs are lower than expected for the year.

Solid Waste
 Favourable to budget due to a surplus of 2M against a budgeted deficit of 2M. Revenue of 2M over budget due to a 2M grant received for the resource recovery Centre. Expenditure of 2M under budget due to lower depreciation of 2M. Interest on that rate has been reduced due to the settlement of the resource recovery Centre. Material and land fill transport costs are lower than expected for the year.

Stormwater and Drainage
 Favourable to budget due to a surplus of 2M against a budgeted deficit of 2M. Revenue of 2M above budget due to a 2M grant received for the resource recovery Centre. Expenditure of 2M under budget due to lower depreciation of 2M. Interest on that rate has been reduced due to the settlement of the resource recovery Centre.

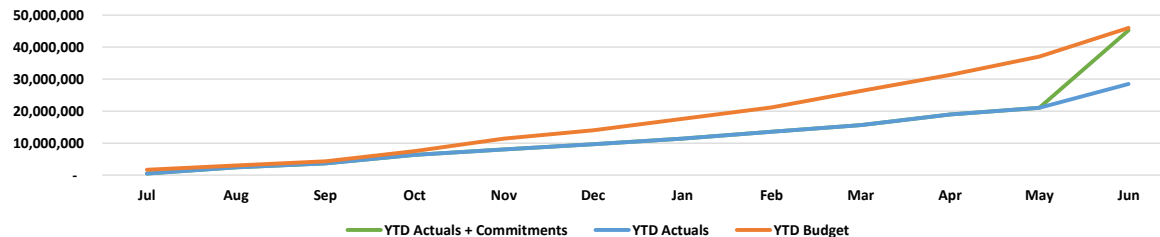
Water Supply
 Favourable to budget due to a surplus of 2M against a budgeted deficit of 2M. Revenue of 2M under budget due to a 2M grant received for the resource recovery Centre. Expenditure of 2M under budget due to lower depreciation of 2M. Interest on that rate has been reduced due to the settlement of the resource recovery Centre.

Wastewater
 Favourable to budget due to a surplus of 2M against a budgeted deficit of 2M. Revenue of 2M under budget due to lower trade waste received of 2M. Expenditure of 2M under budget due to the write down of assets. Material and land fill transport costs are lower than expected for the year.

*The nursery is located within the wastewater budget however is currently being reported as a separate entity.

Nursery
 Favourable to budget due to a surplus of 2M against a budgeted deficit of 2M. Revenue of 2M over budget due to a 2M grant received for the resource recovery Centre. Expenditure of 2M under budget due to lower depreciation of 2M. Interest on that rate has been reduced due to the settlement of the resource recovery Centre.

Capital Expenditure 2020/21



Overall capital spend is behind budget by \$17.5M. The Annual Plan budget is \$18.4M. The total revised budget for the year is \$46M which reflects the carry forwards from 2019/20 year and additional projects taken for the Ohakea water scheme and Department of internal affairs water reform. Further information is outlined in the capital expenditure Report

Activity Summary

| | Revenue | | | Expenditure | | | Net Surplus/(Deficit) | | | Full Year Net Surplus/(Deficit) | |
|-------------------------|----------------------|---------------------|------------------|----------------------|---------------------|------------------|-----------------------|---------------------|----------------|---------------------------------|------------------|
| | Year to Date Actuals | Year to Date Budget | Variance | Year to Date Actuals | Year to Date Budget | Variance | Year to Date Actuals | Year to Date Budget | Variance | AP Budget 2020/21 | Total Budget |
| Support Services | | | | | | | | | | | |
| Infrastructure Support | 2,200,000 | 2,100,000 | 200,000 | 2,100,000 | 2,100,000 | 0 | 2,100,000 | 2,100,000 | 0 | 2,100,000 | 2,100,000 |
| Overhead and Strategic | 0 | 0 | 0 | 200,000 | 0 | 200,000 | 200,000 | 0 | 200,000 | 0 | 200,000 |
| People and Culture | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Corporate Regulatory | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| District Development | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other Activities | | | | | | | | | | | |
| District Development | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 |
| Emergency Management | 0 | 2,000,000 | 2,000,000 | 0 | 0 | 0 | 2,000,000 | 2,000,000 | 0 | 0 | 2,000,000 |
| Governance Team | 0 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 | 0 | 2,000,000 | 2,000,000 |
| TOTAL | 2,932,772 | 3,255,983 | (323,211) | 2,703,948 | 3,711,449 | 1,007,501 | 228,825 | (455,466) | 684,291 | 163,702 | (455,466) |

Support Services Support services is the cost of CE, GM's and all staff combined with corporate services (Finance, IT, records, customer services, council building) this is spread to the other activities via the overhead allocations at year end. These areas predominately result in a break even position at year end once the overhead allocation process is run.

Overhead allocation has been carried out at actuals.

Infrastructure support Favorable to budget due to a lower rate of depreciation due to a rate increase throughout the year and lower lease take-out due to RD cleared over the 2020/21 period.

Community & Strategy Favorable to budget due to a lower rate of depreciation due to a rate increase throughout the year and lower lease take-out due to RD cleared over the 2020/21 period.

People & Culture Favorable to budget due to a lower rate of depreciation due to a rate increase throughout the year and lower lease take-out due to RD cleared over the 2020/21 period.

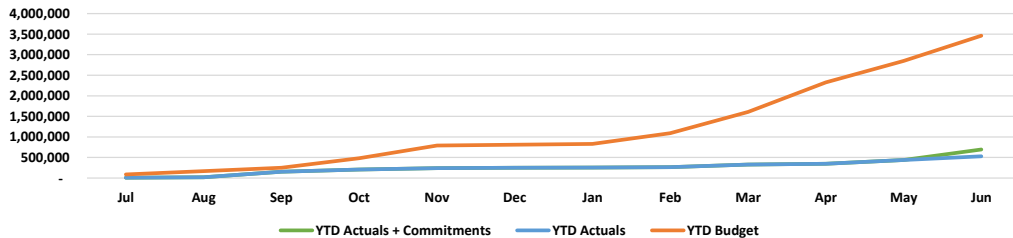
Corporate & Regulatory Favorable to budget due to a lower rate of depreciation due to a rate increase throughout the year and lower lease take-out due to RD cleared over the 2020/21 period.

District Development Favorable to budget due to a lower rate of depreciation due to a rate increase throughout the year and lower lease take-out due to RD cleared over the 2020/21 period.

Emergency Management Major variance to budget due to a lower rate of depreciation due to a rate increase throughout the year and lower lease take-out due to RD cleared over the 2020/21 period.

Governance Team Favorable to budget due to a lower rate of depreciation due to a rate increase throughout the year and lower lease take-out due to RD cleared over the 2020/21 period.

Capital Expenditure 2020/21

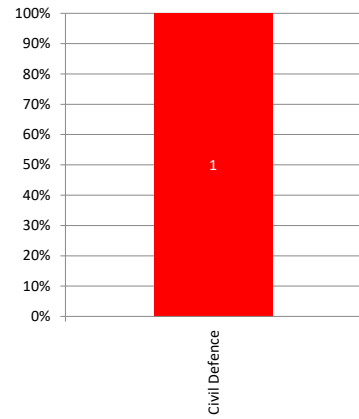


Capital expenditure is supported by the rate increase and the rate increase is reflected in the budget for 2020/21. The underfunded due to the rate increase and the rate increase is reflected in the budget for 2020/21. The underfunded due to the rate increase and the rate increase is reflected in the budget for 2020/21.

The total required budget for 2020/21 is 3,711,449. The total required budget for 2020/21 is 3,711,449. The total required budget for 2020/21 is 3,711,449.

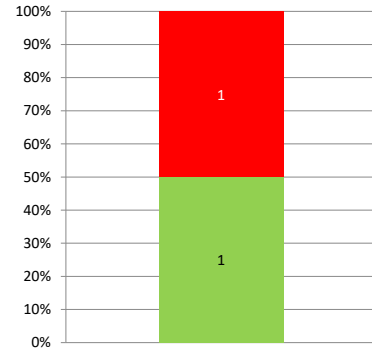
Key Performance Indicators

Emergency Management



Our participants were asked about their satisfaction with the quality of preparedness or emergency services and the response to emergency services. Respondents were satisfied with preparedness or emergency services and were satisfied with response to emergency services. The survey was a positive result overall. Satisfaction did not meet the target of a minimum of 2 on the preparedness result.

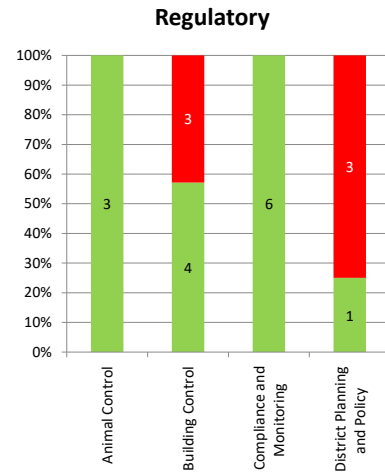
Governance and Strategy



The date where the new creation of the ratio or debt level set out in the financial strategy.

The overall result in the audit or performance survey or showed that the respondents were satisfied with the opportunity to provide or quality of the service. The reduction in the preparedness.

Key Performance Indicators



Animal Control -

Total number of dogs registered in 2022 is 1,000. This is an increase of 10% on the 2021 target of 900. The overall target for 2022 is 1,000 registrations. There are 3 dogs that are not registered.

Building Control -

2022 the number of planning applications received is 1,000. This is an increase of 10% on the 2021 target of 900. The overall target for 2022 is 1,000 applications. There are 3 applications that are not received.

During the year the average time for processing an application is 20 working days. The target is 20 working days. The number of applications received is 1,000. The number of applications processed is 1,000. The number of applications that are not processed is 0.

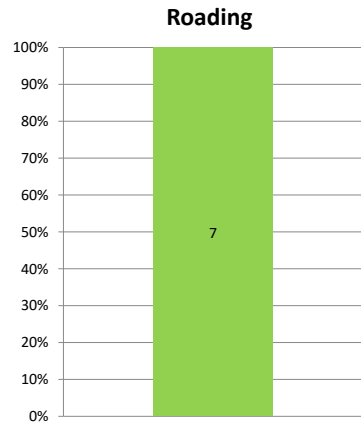
Compliance and Monitoring -

All the required reports are submitted and all the district health registered premises are visited. There are 3 premises that are not visited. The number of premises visited is 6. The number of premises that are not visited is 3.

Total number of dogs registered in 2022 is 1,000. This is an increase of 10% on the 2021 target of 900. The overall target for 2022 is 1,000 registrations. There are 3 dogs that are not registered.

Consent and District Planning -

During the year the number of planning applications received is 1,000. This is an increase of 10% on the 2021 target of 900. The overall target for 2022 is 1,000 applications. There are 3 applications that are not received.



The overall result of the road works programme is that all the roads that are planned to be worked on have been completed. There are 7 roads that are not completed.

The year to date the number of road works completed is 7. This is an increase of 10% on the 2021 target of 6. The overall target for 2022 is 7 road works completed.

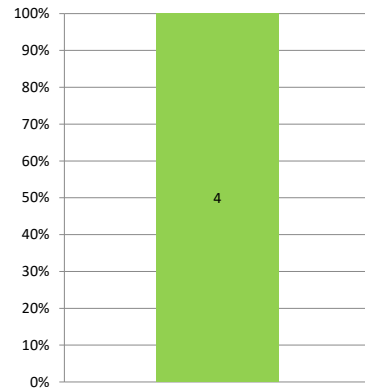
The road works programme has resulted in 7 roads being completed. The target is 7 roads completed.

The number of road works completed is 7. The number of road works that are not completed is 0.

2022 the number of road works completed is 7. This is an increase of 10% on the 2021 target of 6. The overall target for 2022 is 7 road works completed.

Key Performance Indicators

Solid Waste

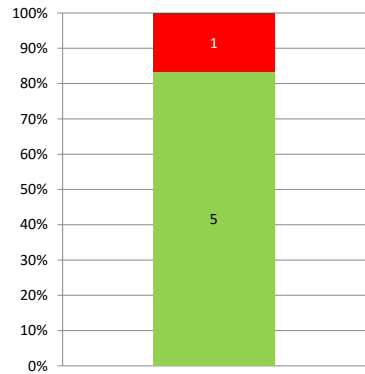


The current recycling rate equates to 40% rural residents are able to recycle household waste and 40% of the total waste is recycled.

There were 4000 tonnes recycled during the period quarter. There are 2000 tonnes recycled and 2000 tonnes carried out. The equivalent of 4000 tonnes per 100,000 people. The target is 40%.

40% of the district and 20% of the population are carted to the site. The education program is 40% of the population are able to recycle. The education program is 40% of the population are able to recycle.

Stormwater

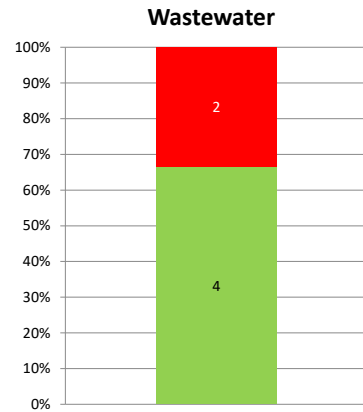


Total 4000 tonnes of waste recycled to date. The equivalent of 40% of the population are able to recycle. The target is 40%.

There are 4000 tonnes reported. The total is 4000 tonnes. The target is 40% of the population are able to recycle.

40% of the population are able to recycle. The target is 40% of the population are able to recycle.

Key Performance Indicators

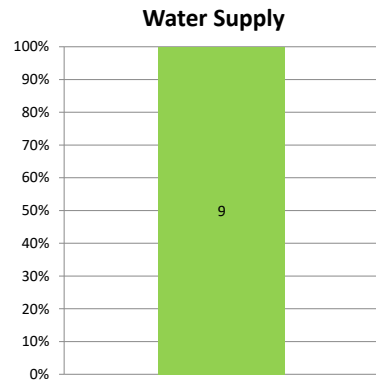


There are the following categories reported 2 of our 10 categories are fault categories and 2 of our 10 categories are other categories. The following table shows the results of our 10 categories per 1000 connections. Target level is 20 per 1000 connections.

The median attendance time to complete repairs is 0.2 hours for urgent repairs and 2 hours for non-urgent repairs. 2 of our 10 target level is 2 hours and a median result time is 0.2 hours for urgent repairs and 2 hours for non-urgent repairs. 2 of our target level is 2 hours and a median result time is 0.2 hours for urgent repairs and 2 hours for non-urgent repairs. The target here set to the level to measure the urgent repairs after the repair audit. The urgent repairs are included.

There are a total of 10 categories reported 2 of our 10 categories are fault categories and 2 of our 10 categories are other categories.

The average of the categories reported target level is 2 per 1000 connections. The average of the categories reported target level is 2 per 1000 connections.



There are 10 categories reported 9 of our 10 categories are fault categories and 1 of our 10 categories are other categories.

The median attendance time for urgent callouts is 0.2 hours for target level is 2 hours and a median result time is 0.2 hours for target level is 2 hours.

The median attendance time for non-urgent callouts is 0.2 hours for target level is 2 hours and a median result time is 0.2 hours for target level is 2 hours after attendance.

There are 10 categories reported 9 of our 10 categories are fault categories and 1 of our 10 categories are other categories. The following table shows the results of our 10 categories per 1000 connections. Target level is 20 per 1000 connections.

Estimated real water loss for the year is 10 per target level is 10 per 1000 connections.

Capital Expenditure Report
For the period ended 30 June 2021

| | | Actuals YTD \$000 | Budget YTD \$000 | Variance YTD \$000 | Commitments \$000 | Full Year Revised Budget \$000 | Physical Completion % | Notes/Comments |
|--|---------|-------------------------|------------------------|--------------------------|----------------------|--------------------------------------|-----------------------------|---|
| Community Facilities | | | | | | | | |
| Cemeteries | | | | | | | | |
| Districtwide Cemeteries New Works | New LOS | 0 | 57 | (57) | 0 | 57 | 0% | Budget is for an external software package to manage cemetery records. This budget is no longer required as the project has been completed internally using Jarvis. |
| Feilding Cemetery New Works | New LOS | 20 | 56 | (36) | 0 | 56 | 75% | Project is not completed and balance will be included as a carry forward request for FY2021/22. |
| Rangiwahia Cemetery New Works | Renewal | 9 | 18 | (9) | 0 | 18 | 50% | Rehabilitation works have taken place with the balance of funds to be included as a carry forward request for FY2021/22. |
| Districtwide Cemetery Renewals | Renewal | 11 | 7 | 4 | 0 | 7 | 100% | Project completed. |
| Sandon Cemetery Renewals | Renewal | 7 | 7 | 0 | 0 | 7 | 100% | Project completed. |
| District Libraries | | | | | | | | |
| Library Collection Purchases | Renewal | 227 | 224 | 3 | 165 | 224 | 100% | Project completed. |
| Library New Works | New LOS | 95 | 5,316 | (5,221) | 336 | 5,316 | 6% | Concept design work has started. Construction is expected to occur over the 2021/22 and 2022/23. Balance will be included as a carry forward request for FY2021/22. |
| Library Review Project | New LOS | 0 | 91 | (91) | 0 | 91 | 0% | Carry forwards from 2019/20 and is a part of the Library redevelopment. Remaining balance will be included as a carry forwards request for FY2021/22. |
| Makino Aquatic Centre | | | | | | | | |
| Main Plant room Renewals | Renewal | 12 | 43 | (31) | 0 | 43 | 100% | Project completed. |
| Indoor Pool HVAC | Renewal | 10 | 15 | (6) | 0 | 15 | 100% | Project completed. |
| Halls and Recreation Complexes | | | | | | | | |
| New Projects | New LOS | 376 | 523 | (147) | 0 | 523 | 70% | Civic Centre Building Upgrade has been completed in October 2020. Construction will not take place on the Little Theatre until additional structural engineering advice is provided 2021/22 and a carry forward request will be made for FY2021/22. |
| Himatangi Beach Hall Renewals | Renewal | 0 | 10 | (10) | 0 | 10 | 0% | Carry forwards request for FY2021/22. |
| Hall Renewals | Renewal | 80 | 78 | 2 | 0 | 78 | 100% | Project completed. |
| Parks, Reserves and Sports Grounds | | | | | | | | |
| Kowhai Park Growth Projects | Growth | 461 | 552 | (91) | 68 | 552 | 80% | Playground development, construction is underway but was not completed by year end due to delays with materials, balance to be carried forward for FY2021/22. The completion is expected by Sept 2021. |
| Pharazyn Park Growth | Growth | 913 | 931 | (18) | 0 | 931 | 100% | Land purchase completed, Project completed. |
| Rimu Park Growth | Growth | 0 | 889 | (889) | 0 | 889 | 0% | Land swap of Rimu Park will not occur. Funding will be reprioritised to other growth projects relating to precinct 4. Carry forwards request for FY2021/22 will be made that includes the relocation and renewal of the existing playground. |
| Waugh's Road Amenity Growth | Growth | (3) | 0 | (3) | 0 | 0 | 0% | |
| Feilding Walkway Growth | Growth | 21 | 237 | (216) | 0 | 237 | 10% | Discussions with the High School have concluded with an agreement in principle for the land in question. The offer is now with the MOE for sign off. However, land sale was not completed before 30 June 2021 and will be a carry forwards request for FY2021/22. |
| Parks and Reserves Walkways and Linkage Growth | Growth | 166 | 210 | (44) | 0 | 210 | 70% | Easement over land to secure walkway has been agreed with both land owners but not completed as at 30 June 2021. Request for a carry forward of the balance will be made for FY2021/22. |
| Awahuri Forest/Kitchener Park New Works | New LOS | (3) | 94 | (97) | 0 | 94 | 40% | Land purchase complete and work has commenced on the wetland area. However, work was not completed by 30 June due to delays with consenting with the balance being a carry forwards request. |
| Fraser Drive New Works | New LOS | 4 | 3 | 1 | 0 | 3 | 100% | Project completed. |
| Himatangi Beach Reserve New Works | New LOS | 48 | 132 | (84) | 28 | 132 | 25% | Consent is still awaiting for approval from Horizons for the earthworks and stream alignment. Balance will be included as a carry forward request for FY2021/22. |
| Makino Precinct New Works | New LOS | 279 | 278 | 1 | 0 | 272 | 100% | Project is completed. |
| Mt Lees New Works | New LOS | 3 | 52 | (48) | 0 | 52 | 1% | Project will not be completed until a new tenant is found. A carry forward request will be made for FY2021/22. |
| Rural Reserve New Works | New LOS | 9 | 10 | (1) | 0 | 10 | 100% | Project completed. |
| Tangimoana Reserve New Works | New LOS | 12 | 12 | 0 | 0 | 12 | 100% | Project completed. |
| Victoria Park New Works | New LOS | 70 | 448 | (378) | 0 | 448 | 100% | Floodlights are installed but well below budget. A carry forward request will be made for FY2021/22 for further lighting projects in other reserves. |
| Kowhai Park Aviary | Renewal | 6 | 31 | (25) | 0 | 31 | 10% | Design work for the Aviary is underway but was not completed by 30 June, carry forwards request made. |
| Makino Park and Playground | New LOS | 140 | 196 | (55) | 1 | 196 | 80% | Beautification of the Makino Stream and precinct. Some costs will coincide with the library development, completion of the skatepark, Kowhai Park Playground and the walkway through to Kitchener Park. A carry forward request will be made for FY2021/22. |
| Railway Land Beautification | New LOS | 9 | 0 | 9 | 0 | 0 | 100% | Project completed. |
| Districtwide Reserve Renewals | Renewal | 29 | 31 | (2) | 0 | 31 | 100% | Project completed. |
| Feilding CBD Renewals | Renewal | 9 | 22 | (13) | 0 | 22 | 30% | New lighting will not be installed until the concept design for the Town Centre has been finalised. A carry forward request will be made for FY2021/22. |
| Kowhai Park Renewals | Renewal | 32 | 58 | (26) | 3 | 58 | 75% | Project funds will coincide with the playground development with the balance of funds to be carried forwards for FY2021/22. |
| Pohangina Valley Renewals | Renewal | 0 | 11 | (11) | 0 | 11 | 0% | Project has not started. Balance will be included as a carry forward request for FY2021/22. |
| Tangimoana Reserve Renewals | Renewal | 8 | 17 | (9) | 0 | 17 | 50% | Renewal planned to coincide with new lessee of the motor park and the planned enhancements of the reserve. |
| Timona Park Renewals | Renewal | 37 | 43 | (5) | 0 | 43 | 100% | Project is completed. |
| Victoira Park Renewals | New LOS | 14 | 12 | 2 | 0 | 12 | 100% | Project is completed. |

| | | Actuals YTD \$000 | Budget YTD \$000 | Variance YTD \$000 | Commitments \$000 | Full Year Revised Budget \$000 | Physical Completion % | Notes/Comments |
|--|---------|-------------------------|------------------------|--------------------------|----------------------|--------------------------------------|-----------------------------|--|
| Property | | | | | | | | |
| Strengthen Earthquake Prone Buildings | New LOS | (47) | 93 | (140) | 0 | 93 | 0% | Project is on hold whilst project engineers work out the extent of the work required on the building from the April 2021 inspections. A carry forward request will be made for FY2021/22. |
| Manfeild Park Development | New LOS | 12 | 299 | (287) | 0 | 299 | 3% | Costs associated with land sale on South Street and Kawakawa Road, expenditure will occur as offers are received and accepted on parcels of land throughout 2021/22. Budget was incorrectly treated as capital. Only subdivision costs and other improvements can be capitalised. |
| Feilding Depot | New LOS | 0 | 103 | (103) | 0 | 103 | 0% | Cost dependent on the sale of Feilding Depot and the relocation of Rec Services to a different site, land sale is still pending. A carry forward request will be made for FY2021/22 for work required to prepare site for sale. Budget was incorrectly treated as capital. Only preparation costs associated with getting site ready for sale can be capitalised and therefore carried forward. |
| Districtwide Property Renewals Provision | Renewal | 0 | 15 | (15) | 0 | 15 | 100% | Project is completed. |
| Public Conveniences | | | | | | | | |
| Public Conveniences New Works | New LOS | 69 | 75 | (7) | 0 | 75 | 100% | Project completed. |
| Public Conveniences Renewals | Renewal | 11 | 10 | 1 | 0 | 10 | 100% | Project completed. |
| Total Community Facilities | | 3,155 | 11,309 | (8,152) | 601 | 11,303 | | |
| Emergency Management | | | | | | | | |
| Civil Defence Emergency Management | New LOS | 1 | 6 | (5) | 0 | 6 | 0% | The agreement from PNCC to locate our radio equipment on their roof has progressed and we now expect to complete this project by 30th June 2021. |
| Radio Tower Upgrade and VHF Replacement | Renewal | 0 | 43 | (43) | 0 | 43 | 0% | The agreement from PNCC to locate our radio equipment on their roof has progressed and we now expect to complete these project by 30th June 2021. |
| CDEM Radio Repeater | New LOS | 0 | 2 | (2) | 0 | 2 | 0% | The agreement from PNCC to locate our radio equipment on their roof has progressed and we now expect to complete these project by 30th June 2021. |
| Total Emergency Management | | 1 | 51 | (50) | 0 | 51 | | |
| Roading | | | | | | | | |
| Roading Growth | Growth | 827 | 2,388 | (1,561) | 1,163 | 2,388 | 50% | Port Street Stage 2 reconstruction is completed. The tender for reconstruction of Churcher Street between Port Street and Roots Street has been awarded to Higgins Contractors, construction will span 2021/22. The 2021/22 budget of \$494,000 will be carried forward as construction progress dictates. Negotiations for land acquisition for the Turners Road Extension project are on going. The current cost estimate for this work is higher than the approved Annual Plan budget as Telecom and Powerco costs are higher than expected. Once the estimates have been confirmed extra funds will be requested for construction. Remaining budget will be requested for carry forward to FY2021/22. |
| Subsidised Minor Improvement New Works | New LOS | 918 | 940 | (22) | 50 | 940 | 100% | Intersection improvements at Baines Road / Rangiotu Road are complete, Ashurst Road / Watershed Road and Ashurst Road / Kelvin Grove Road intersections improvements are complete, the cost of these improvements has been shared 50/50 with PNCC. The Safer Schools Programme is complete. Upgrade of Streetlighting on South Street between Manchester Street and Aorangi Street is complete. The design for a safety upgrade at Church Street / Grey Street intersection is expected to be completed by August 2021, construction is planned in 2021/22. The preliminary design is completed for Seal Widening of Halcombe Road between Sherwill Street (Halcombe) and Mingaroa Road, construction is planned in 2021/22. Both of these projects are dependant on Whaka Kotahi funding which will not be confirmed until September 2021. |
| Subsidised Cycle Facilities | New LOS | 552 | 1,314 | (762) | 11 | 1,314 | 100% | Construction of Stage One of the Feilding to Palmerston North Cycleway is approximately 100% complete. Unspent funds be requested to be carried forward to complete Stage Two construction in 2021/22. There is a separate allocation of \$28k for Bridge Design and consenting fees which will also be subject to a carry forward request of unspent funds |
| Subsidised Unsealed Road Metalling | Renewal | 234 | 509 | (276) | 0 | 509 | 100% | Unsealed road re-metaling is done under the Maintenance Contract. The work programme has been reduced in order to balance overspend in other subsidised renewal activities. Due to inflation Council budgets are higher than what is able to be claimed through NZTA, meaning there will be some underspend in subsidised works. |
| Subsidised Sealed Road Resurfacing | Renewal | 1,996 | 1,782 | 214 | 0 | 1,782 | 100% | The annual reseal programme is complete and has over spent by \$200,000 due to increased cost fluctuation indices, this will be balanced within the entire subsidised renewal budget. |
| Subsidised Bridge Renewals | Renewal | 3,241 | 5,020 | (1,780) | 1,829 | 5,020 | 60% | The majority of this budget is for the Mangaweka Bridge renewal project, construction commenced in September 2020 and is expected to be completed in June 2022. \$1.69M will be requested to be carried forward to complete construction (along with 2021/22 budgets). Renewal of two large culverts on Rongotea Road was completed in June2021. |
| Subsidised Drainage Renewals | Renewal | 313 | 476 | (163) | 0 | 476 | 100% | This budget is for drainage renewal requirements of the maintenance contract and drainage renewal work carried out in conjunction with rehabilitation or improvement projects, the programme has progressed as scheduled. |
| Subsidised Structures Renewals | Renewal | 416 | 410 | 7 | 0 | 410 | 100% | Structural component replacements are completed under the Maintenance Contract and through ordered works with other contractors. All work except replacement of 2 Bridge joints on the Kakariki Bridge was completed by 30 June 2021. |
| Subsidised Traffic Services Renewal | Renewal | 314 | 374 | (61) | 253 | 374 | 100% | This budget is for renewal of signs, road marking and streetlights. The major cost item is the Annual Road Marking contract. Painting of Road Markings and replacement of Raised Reflective Pavement Marker Reflectors is completed. Signs are renewed as required under the Higgins Maintenance Contract. Minor Streetlight renewals are complete as needed by approved Powerco Contractors. |
| Subsidised Pavement Rehabilitation | Renewal | 1,341 | 1,363 | (23) | 0 | 1,363 | 100% | The pavement rehabilitation programme is complete. Sites on Tangimoana Road, Taylor Road, Penny Road Finnis Road and Taonui Road were completed as scheduled. |
| Subsidised Accelerated LED Renewals | Renewal | 359 | 476 | (117) | 0 | 476 | 100% | Renewal of streetlights in the Feilding CBD was the final phase of the LED upgrade, this was completed in June. The underspend is due to inflation of MDC budgets annually since project started in 2016. The whole project cost (since 2016) was maximised and all approved NZTA budget has been used on this project. |

| | | Actuals YTD \$000 | Budget YTD \$000 | Variance YTD \$000 | Commitments \$000 | Full Year Revised Budget \$000 | Physical Completion % | Notes/Comments |
|---|---------|-------------------------|------------------------|--------------------------|----------------------|--------------------------------------|-----------------------------|--|
| Roading District Footpath Renewal | Renewal | 6 | 28 | (22) | 0 | 28 | 0% | A network wide footpath inspection was undertaken in December 2020, identified sub standard footpath sections will be identified and programmed for renewal in 2021/22. This budget surplus will be used to balance overspend in other renewal activities. |
| Non Subsidised Rooding Renewal | Renewal | 25 | 245 | (220) | 0 | 245 | 100% | Costs to date are for the resurfacing of the Mount Stewart Carpark area. Remaining budget will be requested to be carried forward to support future non subsidised activities. |
| Non-Subsidised Renewal Programmes | Renewal | 0 | 186 | (186) | 0 | 186 | 0% | This project is intended for use for non subsidised renewal activities or for NZTA funded activities which may require extra local share. There has been no call for this budget in 2020/21, Remaining budget will be requested to be carried forward to support future non subsidised activities. |
| Vested Assets | Renewal | 1,199 | 0 | 1,199 | 0 | 0 | 100% | Total assets vested in Council for 2020/21. |
| Total Rooding | | 11,740 | 15,514 | (3,774) | 3,305 | 15,514 | | |
| Solid Waste | | | | | | | | |
| Purchase of New Recycling Bins | New LOS | 19 | 32 | (12) | 13 | 32 | 100% | Bin purchases for 2020/21 completed. |
| Recycling Inventory | New LOS | (11) | (7) | (5) | 0 | (7) | 100% | Bins moved out to community for 2020/21 completed. |
| Resource Recovery Centre | New LOS | 3,139 | 3,121 | 18 | 13 | 3,121 | 88% | Physical works have commenced with a forecast completion date of October 2021. |
| Total Solid Waste | | 3,147 | 3,146 | 1 | 26 | 3,146 | | |
| Stormwater | | | | | | | | |
| Stormwater Growth Feilding | Growth | 225 | 2,549 | (2,324) | 57 | 2,549 | 30% | Design works underway with works to begin in 2021/22, Road 1, 1A, 4B, Port Street extension. Turners Road land negotiations are progressing and works due to start works in 21/22. |
| Stormwater New Connections | New LOS | 0 | 10 | (10) | 0 | 10 | 100% | Connections have been carried out as required. |
| Stormwater New Work Feilding | New LOS | 31 | 75 | (45) | 4 | 75 | 100% | Feilding sale yards stormwater tender awarded and Stage 1 completed. Stage 2 to begin in 2021/22. |
| Stormwater Unplanned Renewals | Renewal | 22 | 51 | (29) | 0 | 51 | 30% | Renewal works are carried out on an as needed basis and are complete for 2020/21. Pharazyn Street drainage reserve project underway. |
| Stormwater District Wide New Works | New LOS | 874 | 844 | 30 | 69 | 844 | 80% | Tangimoana Stage 1, 2 and 3 complete. Sanson project has commenced with completion end of July 2021. Overspend is due to the sanson project being budgeted in 2020/21 and 2021/22 financial years with more than anticipated work occurring in June 2021. |
| Vested Assets | New LOS | 373 | 0 | 373 | 0 | 0 | 100% | Total assets vested in Council for 2020/21. |
| Total Stormwater | | 1,524 | 3,529 | (2,005) | 130 | 3,529 | | |
| Wastewater | | | | | | | | |
| Feilding Wastewater Treatment Plant Asset Renewal | Renewal | 1,019 | 2,253 | (1,234) | 943 | 2,253 | 40% | Completed projects include compactor washer, UV room upgrade, generator replacement, pump replacements. Entrance way construction, security system, switchboard room, dewatering sludge handling and SCADA underway, undergrounding powerlines, to be completed in 2021/22. |
| Feilding Wastewater Treatment Plant Irrigation | New LOS | 628 | 660 | (31) | 163 | 660 | 87% | Two travelling irrigators purchased, due for arrival October 2021. Soil moisture project for additional land completed. There is further irrigation scoping to be completed. |
| Feilding Wastewater Treatment Plant Upgrade | New LOS | 114 | 912 | (797) | 167 | 912 | 10% | Security Fence design underway with construction to commence 2021/22. Trade Waste separation easement completed, Land Passage under design, construction will commence in 2021/22. A request to carry forward unspent budget will be made to FY2021/22. |
| Feilding Wastewater New Projects | New LOS | 12 | 29 | (16) | 0 | 29 | 50% | A range of minor projects including Quail Avenue and Kimbolton Road are completed. |
| Feilding Wastewater Growth | Growth | 249 | 1,124 | (874) | 35 | 1,124 | 40% | Completed projects include compactor washer, UV room upgrade, generator replacement, pump replacements. Entrance way construction, security system, switchboard room, dewatering sludge handling and SCADA underway, undergrounding powerlines, to be completed in 2021/22. |
| Feilding Reticulation Renewals | Renewal | 95 | 496 | (401) | 351 | 496 | 60% | Reticulation renewal works are carried out on an as needed basis and are complete for the 2020/21. Homeland Ave tender awarded with due to start construction September 2021. A request to carry forward unspent budget will be made to FY2021/22. |
| Wastewater New Connections | New LOS | 88 | 26 | 63 | 0 | 26 | 40% | Completed projects include compactor washer, UV room upgrade, generator replacement, pump replacements. Entrance way construction, security system, switchboard room, dewatering sludge handling and SCADA underway, undergrounding powerlines, to be completed in 2021/22. |
| Wastewater Centralisation Renewal | Renewal | 3,446 | 5,799 | (2,353) | 1,892 | 5,799 | 40% | Physical works have commenced and stages 1B and 1C have been completed. Stages 1A due for completion October 2021. |
| Rongotea Wastewater Treatment Plant Renewals | Renewal | 1 | 5 | (4) | 0 | 5 | 100% | Minor purchases completed. |
| Cheltenham Wastewater Renewal | Renewal | 1 | 2 | (2) | 0 | 2 | 40% | Completed projects include compactor washer, UV room upgrade, generator replacement, pump replacements. Entrance way construction, security system, switchboard room, dewatering sludge handling and SCADA underway, undergrounding powerlines, to be completed in 2021/22. |
| Kimbolton Wastewater Treatment Plant Renewals | Renewal | 18 | 20 | (2) | 0 | 20 | 100% | Minor renewal works have taken place throughout the year and are completed for 2020/21. |
| Sanson Wastewater Treatment Plant Renewals | Renewal | 11 | 30 | (19) | 15 | 30 | 100% | Minor renewal works have taken place throughout the year and are completed for 2020/21. |
| District Wastewater Pump Station Telemetry | New LOS | 28 | 127 | (99) | 0 | 127 | 60% | SCADA upgrade works 60% complete. |
| Wastewater Treatment Plant Tractor Renewal | Renewal | 52 | 60 | (8) | 0 | 60 | 100% | A replacement Tractor has been purchased. |
| WW Retirement Assets | New LOS | 892 | 0 | 892 | 0 | 0 | 100% | Asset portion of the provision created for the assets that will be retired as a result of the Wastewater Centralisation project. |
| Vested Assets | New LOS | 261 | 0 | 261 | 0 | 0 | 100% | Total assets vested in Council for 2020/21. |
| Total Wastewater | | 6,916 | 11,542 | (4,626) | 3,566 | 11,542 | | |

| | | Actuals YTD \$000 | Budget YTD \$000 | Variance YTD \$000 | Commitments \$000 | Full Year Revised Budget \$000 | Physical Completion % | Notes/Comments |
|---|---------|-------------------------|------------------------|--------------------------|----------------------|--------------------------------------|-----------------------------|---|
| Water | | | | | | | | |
| Feilding Water Treatment Plan Renewals | Renewal | 814 | 3,414 | (2,600) | 1,252 | 3,414 | 30% | Land purchase negotiations for Campbell Road bore land has commenced. Newbury Line bore land negotiations ongoing. Land purchase and negotiations for new bore underway, location of exploratory bore is confirmed. Bore project has been tendered and awarded to Interdrill, works to commence in 2021/22. |
| Feilding Reticulation Renewals | Renewal | 68 | 205 | (136) | 11 | 205 | 100% | Reticulation works for FY2020/21 completed. |
| Feilding Water Supply Growth | Growth | 261 | 1,119 | (858) | 35 | 1,119 | 20% | Design works underway with works to begin in 2021/22, Road 1, 1A, 4B, Port Street extension. Turners Road land negotiations are progressing and works due to start works in FY2021/22. |
| Water Supply New Connections | New LOS | 4 | 0 | 4 | 0 | 0 | 100% | Connections carried out as required and are complete for FY2020/21. |
| Himatangi Water Asset Renewals | Renewal | 21 | 20 | 2 | 5 | 20 | 100% | Renewal works are carried out on an as needed basis and are complete for FY2020/21. |
| Rongotea Water Scheme New Works | New LOS | 1 | 10 | (9) | 0 | 10 | 100% | All minor purchases complete for FY2020/21. |
| Sanson Water Treatment Plant New Works | New LOS | 2 | 10 | (8) | 0 | 10 | 100% | All minor purchases complete for FY2020/21. |
| Sanson Water Reticulation Renewals | Renewal | 7 | 0 | 7 | 0 | 0 | 100% | Renewal works are carried out on an as needed basis and are complete for FY2020/21. |
| Stanway/Halcombe Intake and Capacity Improvements | Renewal | 31 | 223 | (192) | 0 | 223 | 10% | Protozoa project to be completed by March 2022 with enabling works currently underway. |
| Stanway/Halcombe New Works | New LOS | 18 | 50 | (32) | 945 | 50 | 10% | Protozoa project to be completed by March 2022 with enabling works currently underway. |
| Waituna West Renewals | Renewal | 55 | 54 | 1 | 0 | 54 | 100% | Bore hole pump project completed. |
| Ohakea Rural Water Scheme | New LOS | 3,112 | 7,119 | (4,007) | 7,506 | 7,119 | 15% | Bore, pipe works, reservoir and water treatment plant contracts have been awarded and construction is underway. |
| Vinegar Hill Rural Water Scheme | New LOS | 9 | 0 | 9 | 0 | 0 | 5% | Project under design. |
| Unplanned Village Renewals | Renewal | 29 | 45 | (16) | 0 | 0 | 100% | Renewal works are carried out on an as needed basis and are complete for FY2020/21. |
| Almadale Retirement Assets | New LOS | 766 | 0 | 766 | 0 | 0 | 100% | Asset portion of the provision created for the assets that will be retired as a result of the Almadale Water Treatment Plant decommissioning. |
| Vested Assets | New LOS | 192 | 0 | 192 | 0 | 0 | 100% | Total assets vested in Council for 2020/21. |
| Total Water Supply | | 5,389 | 12,269 | (6,880) | 9,754 | 12,224 | | |
| Animal Control | | | | | | | | |
| Animal Control Offices | Renewal | 0 | 3 | (3) | 0 | 3 | 0% | Project no longer required. |
| Total Animal Control | | 0 | 3 | (3) | 0 | 3 | | |
| Support Services and Other | | | | | | | | |
| Motor Vehicle Renewals | Renewal | 130 | 465 | (335) | 71 | 465 | 80% | Two vehicles remain on order due to delivery delays. A carry forward request to FY2021/22 will be made for the vehicles remaining on order \$71k. |
| Motor Vehicle NEW | New LOS | 0 | 40 | (40) | 6 | 40 | 0% | The vehicle ordered for emergency management was received and invoiced in July 2021. |
| Council Chamber Sound System | Renewal | 0 | 56 | (56) | 0 | 56 | 0% | Project timeline has been extended and a request will be made to carry forward to FY2021/22 |
| Computer Hardware Renewals | Renewal | 246 | 528 | (282) | 46 | 528 | 84% | Delivery of the remaining hardware order is unknown due to shipping delays. A carry forward (\$100k) from 2019-20 financial year will not go ahead. Renewal of meeting rooms displays is not required as equipment continues to function for now and a 2021-22 financial year end carry forward request will be made for \$40k. |
| Document Management Software | New LOS | 0 | 32 | (32) | 0 | 32 | 0% | The project is for moving the Jarvis environment to an online platform which will take place in 2021/22 financial year and is budgeted for in year 1 of the LTP 21-31 and replaces this budget. |
| New IT Projects | New LOS | 50 | 37 | 13 | 0 | 37 | 100% | New computer purchases made and project is completed. |
| Software Replacement | Renewal | 18 | 158 | (141) | 27 | 158 | 11% | CMS (Website software) project is a shared web platform with TDC and has progressed slower than expected. A carry forward request will be made for \$140k. |
| Administration Building - New Works | New LOS | 68 | 2,053 | (1,984) | 0 | 2,053 | 1% | The council building project has commenced and will run alongside the library redevelopment. Only design work and some quantity surveying completed by June 2021. A carry forward request will be made to FY2021/22. |
| Administration Building - Renewals | Renewal | 7 | 20 | (13) | 0 | 20 | 35% | Costs associated with Council Building project. A carry forward request will be made to FY2021/22. |
| General Renewals | Renewal | 0 | 41 | (41) | 0 | 41 | 0% | No minor renewals required this financial year. |
| General New Assets | New LOS | 10 | 38 | (28) | 15 | 38 | 10% | Cost is for the purchase of 2 CCTV cameras and wireless links for MDC Salvation Army carpark. Project installation and completion occurred in July 2021. |
| Total Support Services and Other | | 528 | 3,468 | (2,939) | 166 | 3,468 | | |
| TOTAL CAPITAL EXPENDITURE | | 32,400 | 60,831 | (28,429) | 17,549 | 60,780 | | |

Accounts Receivable and Rating

Outstanding Rates

| Accounts Receivable (Rates) | YTD Prior Year 30/06/2020 \$000 | YTD Current 30/06/2021 \$000 |
|--------------------------------|---------------------------------------|------------------------------------|
| Current Year Rate Outstanding | 000 | 000 |
| Total Rate Outstanding | 0000 | 00020 |
| Outstanding rate at 30/06/2020 | 2000 | 0000 |
| Prior Year Rate Outstanding | 200 | 000 |
| Outstanding at 30/06/2020 | 0200 | 0000 |
| Prior Year Rerear Outstanding | 000 | 000 |
| Rate Received | 0000 | 00000 |
| Total Rates Outstanding | 583 | 329 |

The level of outstanding receivables is a direct reflection of the level of direct debt issued.

Prior Year Rate Details

Rates Arrears (\$000)

| Reconciliation Date | Arrears at 30/06/2020 | Arrears at 30/06/2021 | Arrears at 30/06/2020 | Arrears at 30/06/2021 |
|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 30/06/2020 | 000 | 000 | 000 | 0000 |

Sundry Receivables (Non Rates)

| Accounts Receivable (Sundry) | Current | 30 day | 60 day | 90 day | Total |
|------------------------------|---------|--------|--------|--------|-------|
| Aging | 2000 | 02 | 02 | 000 | 2000 |
| Total | 00000 | 0000 | 0000 | 0000 | 0000 |
| Analysis | | | | | |
| 0 day debt | 00000 | | | 000 | 00000 |
| 30 day debt | | 0000 | | | 0000 |
| 60 day debt | | | 0000 | | 0000 |
| 90 day debt | | | | 000 | 0000 |

Page 86

Debt Profile

Measure from Liability Management Policy

| | | |
|------------------------|--|---|
| Liquidity Ratio | Interest expense as a percentage of rate | Interest expense as a percentage of revenue |
| 2.99:1 | 4.79% ✓ | 2.69% ✓ |
| Target: Greater than 1 | Target: Less than 25% | Target: Less than 20% |

Loan Profile

5.3.3 Max term of debt as per policy: 30yrs

5.3.4. No more than 35% to be refinanced in any financial year without pre-arranged facilities

8.1.11. (Excerpt) Borrowings will be included in the quarterly report to council

| Loan | Value | Raised | Maturity | Number of years | Interest Rate | Type |
|--|-------------------|---------------|-----------|-----------------|---------------|--------|
| T000 M0021LF20 FL 202000000000 | 0000000 | 00Mar2000 | 0000r2020 | 0 | 0000 | Flat00 |
| T000 F0 20200000000000 | 0000000 | 00Mar2000 | 0000r2020 | 0 | 0000 | Fixed |
| T000 M0021L000 F0 000MD0DT0000 | 0000000 | 2000u2000 | 0000r2020 | 0 | 2000 | Fixed |
| T002 M0021LF00 FL 000MD0DT0000 | 0000000 | 2000u2000 | 0000r2020 | 0 | 0000 | Flat00 |
| T000 M00000L000 F0 | 0000000 | 00Mar2000 | 0000r2000 | 00 | 0020 | Fixed |
| T000 M00000LF00 FL 000MD0DT0000 | 0000000 | 00Mar2000 | 0000r2000 | 00 | 0020 | Flat00 |
| T000 M0021L002 F0 000MD0DT0000 | 0000000 | 00De0200 | 0000r2020 | 0 | 0000 | Fixed |
| T000 M0021LF02 FL 000MD0DT00002 | 0000000 | 00De0200 | 0000r2020 | 0 | 0000 | Flat00 |
| T000 M0021LF00 | 2000000 | 00De0200 | 0000r2020 | 0 | 0020 | Flat00 |
| T002 M0021LF00 M0021LF00 000MD0DT0000 | 2000000 | 00Mar2000 | 0000r2020 | 0 | 0000 | Flat00 |
| T000 M0021L000 000MD0DT0000 | 2000000 | 00Mar2000 | 0000r2020 | 0 | 2000 | Fixed |
| T000 M0021L000 000MD0DT0000 | 2000000 | 00Mar2000 | 0000r2020 | 0 | 0020 | Fixed |
| T000 M0021LF00 M0021LF00 000MD0DT0000 | 2000000 | 00Mar2000 | 0000r2020 | 0 | 0020 | Flat00 |
| T000 M0021L000 000MD0DT0000 M0T ad0a0ce | 0000000 | 0000r2000 | 0000r2020 | 0 | 2000 | Fixed |
| T000 M0021L000 000MD0DT0000 | 0000000 | 00Fe0200 | 0000r2020 | 0 | 0000 | Fixed |
| T000 M0021L000 000MD0DT0000 | 0000000 | 00e02000 | 0000r2020 | 0 | 0000 | Fixed |
| T000 M0021L000 | 0000000 | 00Mar2020 | 0000r2020 | 0 | 2000 | Fixed |
| T000 M0021L000 | 2000000 | 00Mar2020 | 0000r2020 | 0 | 2000 | Fixed |
| T000 M0021L000 | 2000000 | 0000u2020 | 0000r2020 | 0 | 0000 | Fixed |
| T000 M0021L000 | 2000000 | 0000u2020 | 0000r2020 | 0 | 2000 | Fixed |
| T000 M0021LF00 | 2000000 | 0000u2020 | 2000r2020 | 0 | 0000 | Flat00 |
| Total Term Debt | 65,500,000 | | | | | |
| Current Debt | | | | | | |
| T000 M0021L000 000MD0DT0000 | 0000000 | 00Fe0200 | 0000u2020 | 0 | 0000 | Flat00 |
| T0002 M0021L000 000MD0DT0000 | 0000000 | 20Fe0200 | 0000u2020 | 0 | 0000 | Flat00 |
| T000 M0 F0 2020000200002 | 0000000 | 0000r2000 | 0000r2022 | 0 | 0000 | Fixed |
| T000 M0022LF20 000M FL 202000000000 | 0000000 | 0000r2000 | 0000r2022 | 0 | 0000 | Flat00 |
| 0a00d0a0e Fa00000M t0tal | | | | | | |
| 00 Ma00r00al 2000 Dra0d000000a00 000u0e 000RL 0000 | 0002000 | 20Ma0200 | 20Ma0202 | | 2000 | Fixed |
| Total Current Debt | 20,372,340 | 23.72% | | | | |
| Total Debt | 85,872,340 | | | | | |

Approved Variation to Annual Plan

The following table details the variation between the Annual Plan and Revised Budget

Annual Plan Net Surplus/(Deficit) -3,318,000 (Deficit)

Additional Revenue

| | | |
|--|-----------|------------------|
| Capital Expenditure Takeaway | 200,000 | |
| Departmental Commercial and Water Revenue Credit | 2,000,000 | |
| ST Fund | 0 | |
| Identified Water Departmental Contract Increase | 20,000 | |
| Central Council Trust Fund | 2,000 | |
| Other Income | 0 | |
| Total additional revenue | | 6,880,000 |

Opex Expenditure

Operational

| | | |
|--|-----------|------------------|
| Operational Expenditure Approved for 2020 | 2,000,000 | |
| Maintenance Expenditure | 0 | |
| Operational Expenditure Deletions | 0 | |
| Identified Water Departmental Contract Increase | 0 | |
| Water Contract Operational Expenditure | 0 | |
| Total additional council approved expenditure | | 3,082,391 |

Operational Expenditure Approved

| | | |
|---|-------|----------------|
| LTU Budget Expenditure Upgrade | 0 | |
| Turkey Turf Revenue | 2,000 | |
| Additional Capital Expenditure | 0 | |
| Materiality Expenditure | 0 | |
| Other Expenditure | 0 | |
| Other Expenditure | 0 | |
| Materiality Expenditure to meet Infrastructure Role | 0 | |
| Materiality Expenditure to meet Water Role | 0 | |
| Total additional CE approved expenditure | | 339,790 |

Revised Budget Net Surplus/(Deficit) 139,819 Surplus

Annual Plan Capital Budget

28,849,000

Operational

| | | |
|--|-----------|---|
| Barrow Road | 2,200,000 | |
| Kirkcaldy Park Upgrade | 20,000 | |
| Land Purchase for Water Treatment | 2,000 | |
| Other Expenditure | 0 | |
| Kirkcaldy Revenue | 0 | |
| Central Council Trust Credit | 2,000 | |
| Departmental Commercial and Water Revenue Credit | 2,000,000 | |
| Takeaway Rural Water Expenditure | 0 | |
| Water Treatment Plant RRF Additional Work | 2,000 | |
| ST Fund | 0 | 0 |

Operational Expenditure Approved

| | | |
|--|---|-------------------|
| Material Expenditure for Expenditure | 0 | |
| Revenue Revenue Centre | 0 | |
| Transfer to T | 0 | 0 |
| Total movements to capital budget | | 0 |
| Revised Capital Budget | | 60,820,000 |

Page 11

Health and Safety

For the period ended 30th June 2021

Lead and Lag Indicators

| Indicator | Goal | Current |
|-----------------------------|------|---------|
| Notifiable incidents (lag) | 0 | 0 |
| Inductions for new staff | 100% | 100% |
| Team risk reviews 2019/20 | 100% | 93% |
| Active contractors pre-qual | 100% | 99% |
| H&S engagement score | 80% | 78% |

Significant Incidents:

- On 13 May 2021 a contractor working in the Rangitikei under an MDC contract was killed when the truck he was using was struck by a train. WorkSafe, Waka Kotahi, KiwiRail and NZ Police continue to investigate and we are assisting them when requested.

Strategic Activities

1.4 With the assistance of Pennie Smith who is an HSR, we are beginning the update of the risk register in preparation for its move into Jarvis

2.2 Currently working with a training provider to organise general contractor management training for staff who manage contractors

3.7 MDC Leaders Forum and HSRs have completed the first Diversity and Inclusion workshop. All-staff training to be investigated

7.1 / 8.1 Information around what training, competencies and health monitoring is required for each role has been sourced. Next step is to work with the Jarvis team to implement a matrix into Sharepoint with workflows

9.1 Work has begun on simplifying the incident and near miss reporting process.

Audits & Compliance

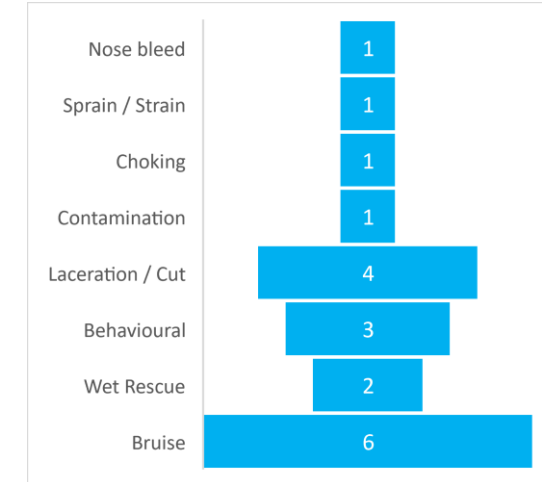
Site Audits

Hunterville, and Mangaweka WTPs and WWTPs
Almadale and Awa Street WTPs and Campbell Road and Newbury Line bores
Taihape WTP, WWTP and Pump Stations.

Due Diligence

Audit and Risk Committee members, other Elected Members and the Executive Team completed a site visit and “Deep Dive” session for both the Compliance and Enforcement Team and the Building Services Team within this quarter.

Injuries This Quarter



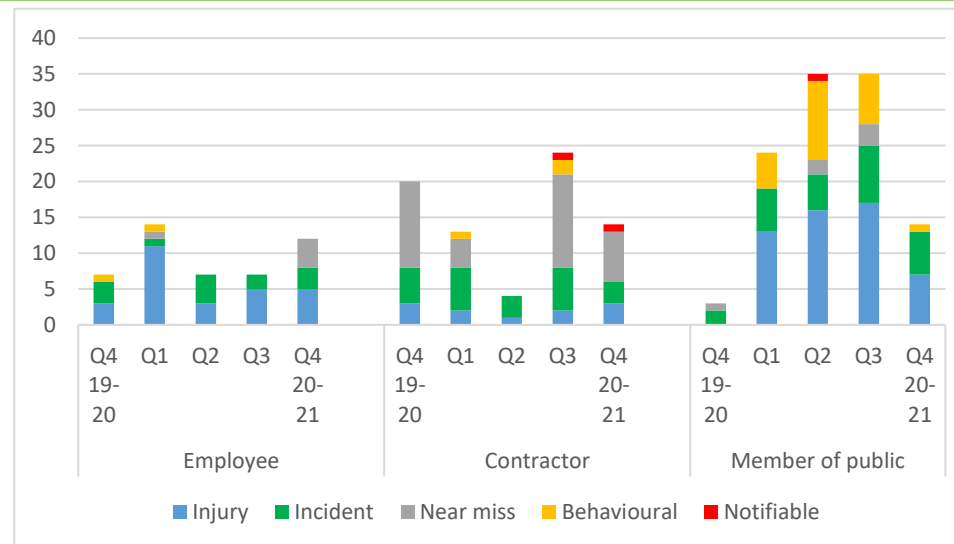
Training

- First Aid: 2
- First Aid refresher: 14
- GrowSafe: 1
- Height Safety Intro: 1
- Contracting in Health and Safety: 1
- Induction Day: 12
- Survey and Set Out: 1

Awards

New Zealand Workplace Health and Safety Award for Governance: 1

Events Reported



Wellness & Communication

- Workstation assessments: 7
- Eye Tests: 9
- Flu Vaccinations: 52
- Random Drug & Alcohol testing: 0
- Pre Employment Drug & Alcohol testing: 7
- Lung Function testing: 0
- GP Health Checks: 5
- Noise Cancelling Headphones: 11
- Exercise Bingo Participants: 28

Staff Newsletter Articles

- 7 ways to keep your joints healthy
- How broken sleep harms your health
- Are we closer to a cure for asthma?
- How gut health affects your brain
- How exercise protects against anxiety and depression



Treasury Reporting Dashboard

30 June 2021

STRICTLY PRIVATE AND CONFIDENTIAL



BANCORP

BANCORP TREASURY SERVICES LIMITED



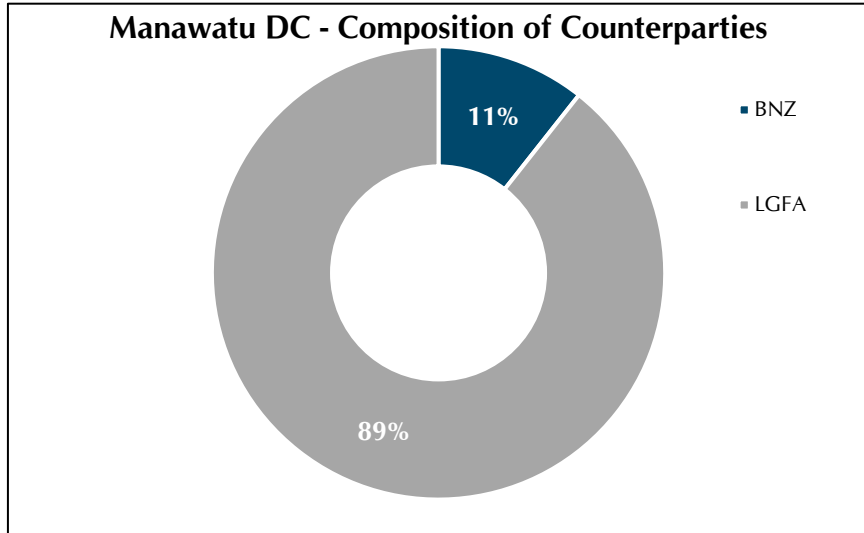
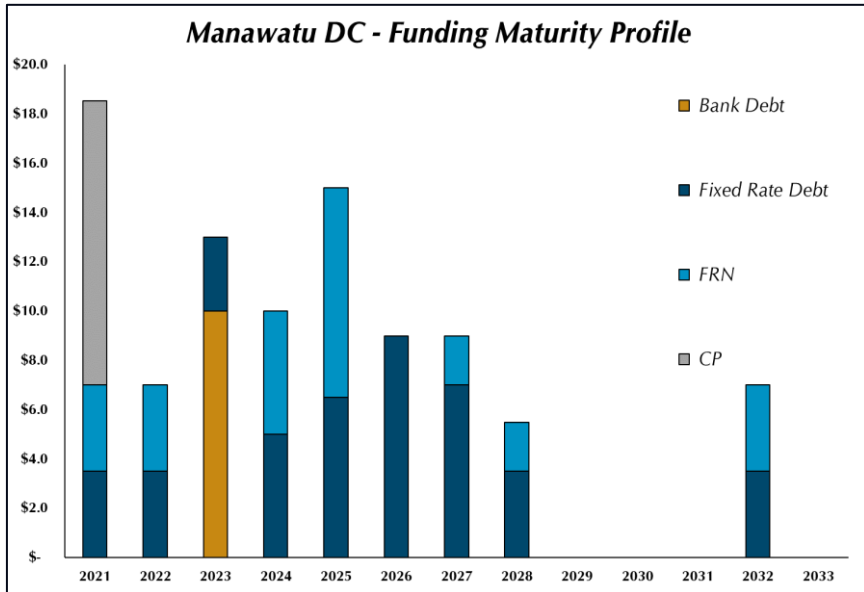
Global

- › Every asset class was a winner in the June quarter. US sharemarkets hit record highs, commodity prices extended their rally to levels not seen since 2011, and bond yields finally slipped after nine months of steepening. Central bankers have altered their tune and adopted a more hawkish stance, calling for rate hikes earlier than previously expected as several Q1 GDP results exceeded expectations and inflationary forces that were deemed 'transitory' could be here to stay.
- › In the US, the Federal Reserve ("Fed") left its Fed Funds target range unchanged at 0.0-0.25% at the June meeting, although policymakers signaled that rate hikes could come as soon as 2023 after the inclusion of the so-called 'dot plot' of expectations suggested there will be two hikes in 2023. Furthermore, the central bank now forecasts US GDP to grow at 7.0% in 2021. This more optimistic outlook saw the fixed income markets take the 'dot plots' at their projections, although Chair, Jerome Powell, played down the projections saying, "the dots are not a great forecaster of rate moves. Dots to be taken with a big grain of salt."
- › US CPI rose 5.0% in the May year from a year earlier, which was the largest 12-month increase since September 2008. Core inflation came in at 3.8%. The report showed sharp increases in transitory prices for items such as fuel and second-hand motor vehicles, but there was also a residual firmness in core inflation from the likes of rents and hotels that is hard to ignore.
- › Despite rising inflation across the globe, the US 10 year Treasury Bond yield has fallen around 0.30% since the last report and finished the quarter at 1.47%. This fall in long term yields is a result of the Fed hikes that are forecasted for 2023, as the market believes these hikes reduce the inflationary pressures in the long term.
- › In China, the National People's Congress announced an annual GDP growth target of "above 6.0%," and pledged to keep the unemployment rate below 5.5%, while the Chinese Premier, Li Keqiang, reiterated that "economic growth this year could exceed 6.0%. We need to seek a balance between growth, income, and employment, and we cannot pursue economic growth based on high energy consumption and heavy pollution. China needs growth in employment and income and will have to work more on boosting domestic demand and consumption."
- › For all of the comments from members of the Fed over the month, the European Central Bank ("ECB") has been conspicuous by its absence. ECB President, Christine Lagarde, is focusing on a 'green' recovery stating "we need to add another element to our post-pandemic recovery plan with what I have termed a green capital markets union -- a truly green European capital market that transcends national borders." The German 10 year bund remains entrenched in negative territory, trading in a range between -0.07% to -0.35% during the quarter, finishing June at -0.20%.

New Zealand

- › The tone of the Reserve Bank of New Zealand's ("RBNZ") May's *Monetary Policy Statement* ("MPS") was no doubt more optimistic, with the RBNZ pointing to several areas for upside, it also emphasised that it would maintain its stimulus "until it is confident that consumer price inflation will be sustained near the 2 percent per annum target midpoint, and that employment is at its maximum sustainable level. The Committee agreed it will take time before these conditions are met."
- › The most interesting aspect of the MPS was the inclusion of the RBNZ's OCR projections beyond 12 months. These projections suggest the OCR may start rising in the second half of 2022, topping out near 1.75% in mid-2024 as the RBNZ gains greater confidence in its outlook for the economy with "reduced risk of extreme downside shocks." Following the MPS, New Zealand interest rates climbed between 0.10% and 0.14% across the yield curve.
- › Meanwhile, the Monetary Policy Review on the 14 July confirmed recent bank ideologies as while they left the OCR at 0.25%, the MPC agreed to reduce the level of monetary stimulus via the LSAP programme to zero by 23 July. In saying that, the RBNZ reiterated the LSAP programme remains an important tool for supporting the functioning of the New Zealand debt market if required and remains an important monetary policy tool if needed. And while the RBNZ stated that medium-term inflation and employment would likely remain below its objectives, the market is now pricing in a 68% chance of a hike by October. Swap rates rose 5 - 10 points across the curve with a flattening bias.
- › The economic recovery in New Zealand continues which was confirmed by the sensational March quarter 2021 GDP print. Quite simply, no one forecasted the 1.6% print for the quarter, nor the year on year growth at 2.4%. The RBNZ was projecting a contraction of -0.5% for the quarter, while the banks were calling for +0.5%, highlighting the 'surprise' of this print. On a sector level, the strong housing market, domestic spending, and construction offset the losses from tourism and international students. This saw some of the local banks bring forward their OCR hike projections by a quarter or two.
- › The unemployment rate and participation rate outperformed market expectations in the first quarter, however underlying weakness might be starting to appear. The unemployment rate decreased to 4.7% and the participation rate increased to 70.4%, while expectations were 4.9% and 70.2%. Overall, the initial labour market recovery has been impressive, however absorption of the remaining slack may be more gradual, resulting in muted wage and inflation pressures for some time.
- › Offshore bond movements drove down yields in New Zealand. The 10 year swap rate tested the 2.00% mark before declining 0.20% due to offshore drivers, although some of this downward movement has been reversed, finishing the quarter at 1.88%. The 3-5 year swap rates are looking the most expensive after the release of the RBNZs MPS which illustrated that the OCR projection will reach 1.75% by 2024. The New Zealand 10 year swap rate has bounced off a long term trend line, testing the level of resistance twice within the last few months, both times being rejected and subsequently falling, suggesting that swap rates have found a trading range.

Funding and Liquidity



| Funding KPIs | Minimum % | Maximum % | Actual | Compliant? |
|--|-----------|-----------|--------|------------|
| Liquidity | 110% | N/A | 122.0% | Yes |
| Funding Maturity Profile | | | | Yes |
| <i>No more than 40% of debt to mature in any rolling 12 month period</i> | | | | |
| Debt Maturing in 12 Months | | | 21.6% | |
| Debt Maturing after 12 Months | | | 78.4% | |

Debt
\$85.9m
 Total External Council Drawn Debt

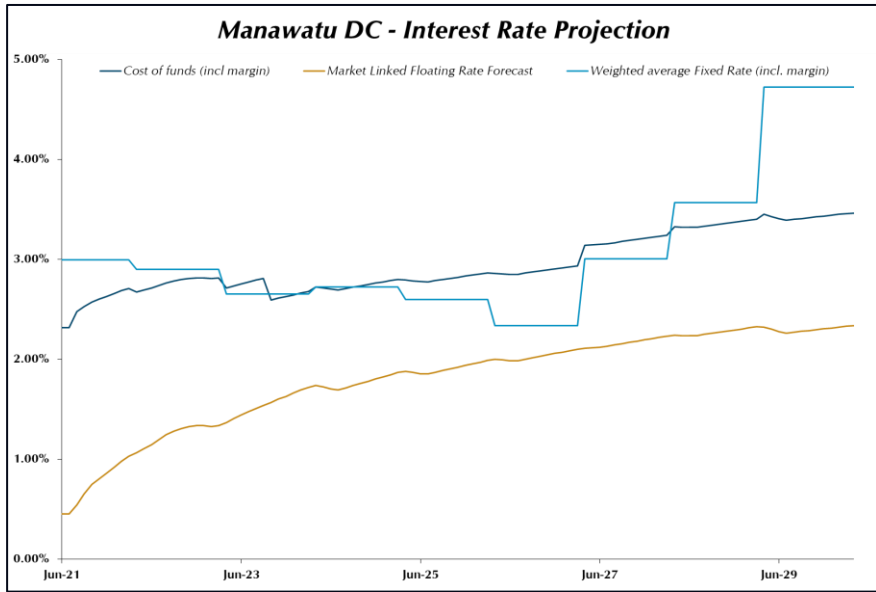
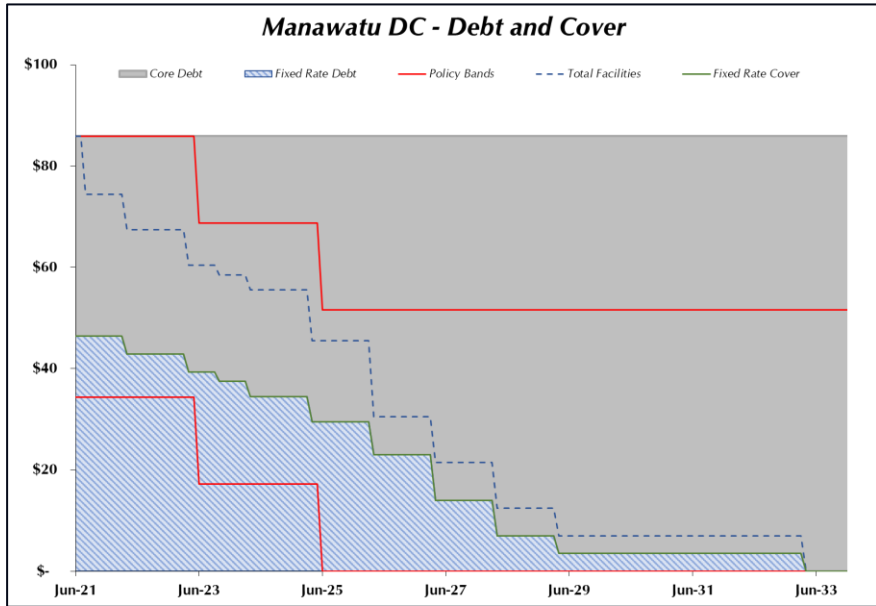
LGFA
\$84.0m
 Funds Drawn from LGFA

Headroom
\$8.1m
 Undrawn Bank Facilities

Liquidity Ratio
122.0%
 Definition: (Cash Reserves + Lines of Credit + Drawn Debt)/Drawn Debt

| Policy Compliance | Compliant | Flag |
|--|-----------|------|
| Have all transactions been transacted in compliance with policy? | Yes | |
| Is fixed interest rate cover within policy control limits? | Yes | |
| Is the funding maturity profile within policy control limits? | Yes | |
| Is liquidity within policy control limits? | Yes | |
| Are all counterparty exposures within policy control limits? | Yes | |

Interest Rate Risk Management



| | |
|--|--------|
| Current % of Debt Fixed | 54.0% |
| Current % of Debt Floating | 46.0% |
| Value of Fixed Rate (m) | \$46.4 |
| Weighted Average Cost of Fixed Rate Instruments | 3.21% |
| Weighted Average Cost of Fixed Rate Instruments (incl margin) | 2.99% |
| Value of Forward Starting Cover | \$0.0 |
| Weighted Average Cost of Forward Starting Cover | 0.00% |
| Value of Floating Rate (m) | \$39.5 |
| Current Base Rate | 0.45% |
| Current Floating Rate (incl margin) | 1.08% |
| All Up Weighted Average Cost of Funds Including Margin | 2.11% |
| Total Facilities In Place | \$94.0 |
| Facility Headroom | \$8.1 |

| Policy Bands | | | | |
|--------------|---------|---------|---------|-----------|
| | Minimum | Maximum | Cover % | Policy |
| 0 - 2 years | 40% | 100% | 51.8% | Compliant |
| 2 - 4 years | 20% | 80% | 43.7% | Compliant |
| 4 - 13 years | 0% | 60% | 34.3% | Compliant |

Current Position

Fixed Rate Cover

| Cover Type | Bank | Face Value (\$m) | Start Date | Maturity | Swap rate / Cap |
|-----------------|------|------------------|------------|-----------|-----------------|
| | | \$ 44.5 | | | 2.99% |
| Fixed Rate Debt | LGFA | \$ 3.5 | | 15-Apr-22 | 4.11% |
| Fixed Rate Debt | LGFA | \$ 3.5 | | 15-Apr-23 | 5.56% |
| Fixed Rate Debt | LGFA | \$ 3.0 | | 15-Apr-24 | 1.81% |
| Fixed Rate Debt | LGFA | \$ 5.0 | | 15-Apr-25 | 3.47% |
| Fixed Rate Debt | LGFA | \$ 4.0 | | 15-Apr-26 | 3.89% |
| Fixed Rate Debt | LGFA | \$ 2.5 | | 15-Apr-26 | 2.90% |
| Fixed Rate Debt | LGFA | \$ 7.0 | | 15-Apr-27 | 1.11% |
| Fixed Rate Debt | LGFA | \$ 2.0 | | 15-Apr-27 | 1.95% |
| Fixed Rate Debt | LGFA | \$ 2.0 | | 15-Apr-28 | 3.12% |
| Fixed Rate Debt | LGFA | \$ 3.0 | | 15-Apr-28 | 2.20% |
| Fixed Rate Debt | LGFA | \$ 2.0 | | 15-Apr-28 | 2.12% |
| Fixed Rate Debt | LGFA | \$ 1.0 | | 20-Apr-29 | 2.42% |
| Fixed Rate Debt | LGFA | \$ 2.5 | | 20-Apr-29 | 2.41% |
| Fixed Rate Debt | LGFA | \$ 3.5 | | 14-Apr-33 | 4.72% |

Floating Rate Facilities in place

| Type | Counterparty | Current value | Start Date | Maturity Date | Margin | Line Fee |
|-----------|--------------|---------------|------------|---------------|--------|----------|
| | | \$ 49.5 | | | 1.08% | |
| CP | LGFA | \$ 5.0 | 15-Feb-21 | 16-Aug-21 | 0.22% | |
| CP | LGFA | \$ 6.5 | 25-Feb-21 | 16-Aug-21 | 0.20% | |
| FRN | LGFA | \$ 3.5 | 15-Apr-15 | 15-Apr-22 | 0.51% | |
| FRN | LGFA | \$ 3.5 | 19-May-14 | 15-Apr-23 | 0.82% | |
| FRN | LGFA | \$ 5.0 | 20-Jun-16 | 15-Apr-25 | 0.82% | |
| FRN | LGFA | \$ 4.0 | 15-Dec-17 | 15-Apr-26 | 0.91% | |
| FRN | LGFA | \$ 2.0 | 17-Dec-18 | 15-Apr-26 | 0.88% | |
| FRN | LGFA | \$ 2.5 | 15-Mar-19 | 15-Apr-26 | 0.79% | |
| FRN | LGFA | \$ 2.0 | 15-Mar-19 | 15-Apr-28 | 0.89% | |
| FRN | LGFA | \$ 2.0 | 14-Jun-21 | 20-Apr-29 | 0.63% | |
| FRN | LGFA | \$ 3.5 | 15-May-17 | 14-Apr-33 | 0.94% | |
| Bank Debt | BNZ | \$ 10.0 | | 31-Oct-23 | 2.88% | 0.20% |

GET IN TOUCH

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