WAIMAKARIRI
DISTRICT COUNCIL

Agenda

Audit Committee

Tuesday 20 September 2016

4.00pm

In the

Council Chambers
215 High Street, Rangiora

Members

Cr Neville Atkinson (Chairman)
Cr Jim Gerard
Deputy Mayor Kevin Felstead
Cr Kirstyn Barnett
Cr Peter Farrant
Mayor David Ayers *(ex officio)*

The Chairman and Members
AUDIT COMMITTEE

A Meeting of the **AUDIT COMMITTEE** will be held in the **WAIMAKARIRI DISTRICT COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA** on **TUESDAY 20 SEPTEMBER 2016** at **4.00PM.**

Adrienne Smith
Committee Advisor

Recommendations in reports are not to be construed as Council policy until adopted by the Council

BUSINESS

Page No

1. APOLOGIES

2. CONFLICTS OF INTEREST

Conflicts of interest (if any) to be reported for minuting.

3. CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Audit Committee held on Tuesday 19 July 2016 6 - 11

RECOMMENDATION

THAT the Audit Committee

(a) **Confirms** as a true and correct record, the minutes of a meeting of the Audit Committee held on 19 July 2016.

4. MATTERS ARISING

5. PRESENTATION/DEPUTATION

6. REPORTS

6.1 Health and Safety Update – July and August 2016 – Liz Ashton (Human Resources Manager)

12 - 21

RECOMMENDATION

THAT the Audit Committee:

(a) **Receives** report No. 160907092203

(b) **Notes** that there are no significant Health and Safety concerns across the organisation during July and August 2016.

(c) **Acknowledges** the work which is currently being completed by the Health and Safety Advisor, Managers and Team members.

6.2 Non-Financial Performance Measures for the year ended 30 June 2016 – Maria Edgar (Corporate Planner)

22 - 65

RECOMMENDATION

THAT the Audit Committee:

(a) **Receives** Report: *Non-Financial Performance Measures for the year ended 30 June 2016 TRIM No.* 160826086519

6.3 Financial Report for the period ended 30 June 2016 – Paul Christensen (Finance Manager)

66 - 111

RECOMMENDATION

THAT the Audit Committee:

(a) **Receives** report no. 160905091462

(b) **Notes** that this is a preliminary result for the year ended 30 June 2016 and the final audited accounts will be presented for adoption on 4 October.

6.4 Capital Projects Report for the period ended 30 June 2016 – Paul Christensen (Finance Manager)

112 - 136

RECOMMENDATION

THAT the Audit Committee

(a) **Receives** report N° 160905091231;

(b) **Circulates** report to the Boards

6.5 Mayoral Relief Funds – Paul Christensen (Finance Manager)

137 - 141

RECOMMENDATION

THAT the Audit Committee

(a) **Receives** report no. 160908092690

6.6 Update of Register of Key Risks – September 2016 – Jeff Millward (Manager Finance and Business Support)

142 - 156

RECOMMENDATION

THAT the Audit Committee

(a) **Receives** report N°160909093551.

(b) **Receives** the Register of Key Risks;

(c) **Notes** there have been no significant changes in risk ratings;

(d) **Notes** there are four risks that are rated as high risk after controls and relate primarily to the risk of natural disasters and growth.

7. PORTFOLIO UPDATES

7.1 Audit, Finance, Long Term Plan and Annual Plan – Councillor Jim Gerard

7.2 Economic Development – Councillor Neville Atkinson

8. QUESTIONS

9. URGENT GENERAL BUSINESS

10. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

RECOMMENDATION

THAT the public be excluded from the following parts of the proceedings of this meeting.

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:

Item N^{o}	Minutes/Report of:	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
10.1	Minutes of the public excluded portion of a meeting of the Audit Committee of 19 July 2016	Confirmation of minutes	Good reason to withhold exists under Section 7	Section 48(1)(a)
10.2	Report of Maree Harris, (Customer Services Manager)	Request to Remit Statute Barred Rates	Good reason to withhold exists under Section 7	Section 48(1)(a)
10.3	Report of Maree Harris, (Customer Services Manager)	P V and M J Baker – Rates Arrears and Unresolved Dispute with Council	Good reason to withhold exists under Section 7	Section 48(1)(a)

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

Item N^{o}	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
10.1, 10.2 and 10.3	Protection of privacy of natural persons To carry out commercial activities without prejudice	A2(a) A2(b)ii

CLOSED MEETING

See In Committee Agenda (blue papers)

OPEN MEETING

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE AUDIT COMMITTEE HELD IN THE COUNCIL CHAMBERS, 215 HIGH STREET, RANGIORA, ON TUESDAY 19 JULY 2016 AT 4:00PM

PRESENT

Councillor N Atkinson (Chairperson), Deputy Mayor K Felstead, Councillors J Gerard, P Farrant and K Barnett.

IN ATTENDANCE

Messrs J Palmer (Chief Executive), J Millward (Manager Finance and Business Support, Ms L Ashton (Human Resources Manager), Ms S Nichols (Governance Manager) and Mrs A Smith (Committee Advisor).

1. APOLOGIES

An apology was received and sustained from Mayor D Ayers.

2. CONFLICTS OF INTEREST

There were no conflicts of interest noted.

3. CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Audit Committee held on Tuesday 17 May 2016

Moved Councillor Gerard seconded Councillor Barnett

THAT the Audit Committee

(a) **Confirms** as a true and correct record, the minutes of a meeting of the Audit Committee held on 17 May 2016.

CARRIED

4. MATTERS ARISING

There were no matters arising.

5. PRESENTATION/DEPUTATION

There were no presentations

unconfirmed

6. REPORTS

6.1 Audit New Zealand's Interim Audit Report for the year ending 30 June 2016 – Jeff Millward (Manager Finance and Business Support)

Jeff Millward presented this report presenting Audit New Zealand's interim audit management report year ending 30 June 2016. Apologies were noted from representatives of Audit New Zealand. The areas requiring correction or improvement which were raised by Audit New Zealand are all currently being corrected. Mr Millward also noted the response times in the Customer Service Request system has been amended.

With regard to performance measures reported against in the LTP process, it was noted that some recording of information has not been accurate and there is now a better process in place to record this. Mr Millward pointed out that this is mandatory for this type of reporting.

Councillor Barnett asked when is there going to be seen some improvements in the Service Request System and has concerns that there is not a follow up response in the system to advise that the request has been completed. Mr Millward said that what he is seeing from the data the response fix time is good, but there needs to be improvement in the response back to the individual who has put the request in.

With regard to members of the public reporting customer service requests, Mr Millward said reporting through the website is most reliable, but using Snap Send Solve is convenient to use smartphones to send information/photos directly. There is some work required for customer services involved in integrating these requests from Snap Send Solve into the Council system. Mr Millward said integrating the two systems is likely to be in place before Christmas 2016.

Deputy Mayor Felstead Moved seconded Councillor Gerard

THAT the Audit Committee:

(a) **Receives** report N°. 160708065532

(b) **Receives** Audit New Zealand's Second Interim Management Report for the year ending 30 June 2016.

(c) **Notes** there are no significant matters arising from the interim audit, however there are a number of recommendations made within the report that require improvements to be made and Management have provided comments to each of the findings and recommendations by Audit New Zealand.

(d) **Notes** there will be a further report to the Audit Committee on the progress of the recommendations.

CARRIED

unconfirmed

6.2 Enterprise North Canterbury 2016/17 Statement of Intent and Business Plan and District Promotions Plan – Simon Markham (Manager Strategy and Engagement)

Mr Millward spoke to this report, seeking to adopt the ENC proposed Statement of Intent for the 2016/17 year and adopt the ENC proposed District Promotions Business Plan for 2016/17.

Mr Palmer noted that the focus of the proposed Statement of Intent will be on two core strategic objectives, around business and district promotions. The attached ENC proposed overall 2016/17 Business Plan and the proposed 2016/17 District Promotions Plan, reflect a change in focus with a more strategic and online approach to business attraction. The recently created Council role of Business and Centres Manager (Simon Hart) was noted and the importance stressed for such a role to be attracting new business into the district.

Councillor Barnett enquired about the marketing campaign in Christchurch that the Council contributed towards, which is noted in *Goal Two: Marketing and Coordination* of the Business Promotion report. It was agreed that Mr Palmer will provide an update on where this campaign is currently at.

Moved Councillor Gerard seconded Deputy Mayor Felstead

THAT the Audit Committee:

(a) **Receives** Report No. 160712066793

Recommends to the Council that it:

(b) **Adopts** Enterprise North Canterbury's (ENC) proposed Statement of Intent (SOI) for the 2016/17 year

(c) **Receives** Enterprise North Canterbury's 2016/17 Business Plan

(d) **Adopts** Enterprise North Canterbury's proposed District Promotions Business Plan for 2016/17

CARRIED

6.3 Health and Safety Update June 2016 – Liz Ashton (Human Resource Manager)

Ms Liz Ashton presented this report with a key summary of health and safety activities.

Following a question from Councillor Farrant, Liz provided an overview of the areas within the Council where the highest volume of accidents and incidents occur and the recording of these. The Aquatic Centres are high in this regard but Ms Ashton advised that any issues are well managed by the staff at these centres.

Ms Ashton noted that the significant changes are with the Contractors who do work for the Council and the work being done with contractors to achieve Sitewise registration. Some contractors are being provided with a significant level of coaching and guidance to reach the compliance required. The Water Unit has shown marked improvement with regard for health and safety issues.

unconfirmed

ACC accreditation of contractors – Mr Palmer provided an update on this process, advising that there has been some discussion on the possibility of other organisations providing accreditation for contractors. The cost of $180 is relatively inexpensive to achieve compliance. If there are different mechanisms available for this, then these could be given further consideration by the Council.

Moved Councillor Atkinson seconded Councillor Farrant

THAT the Audit Committee:

(a) **Receives** report No.160712066896.

(b) **Notes** that there are no significant Health & Safety concerns across the organisation to date.

(c) **Acknowledges** the work which is currently being completed by the Health & Safety Advisor, Managers and Team members.

(d) **Provides feedback** on the content of this report which supports Councillors discharging their legislative duty of care.

CARRIED

6.4 Shared Service Business Process Review – Fraud, Conflict of Interest and Sensitive expenditure – Jeff Millward (Manager Finance and Business Support)

This report presents the findings of the shared service business process that reviewed our fraud, conflict of interest and sensitive expenditure policies and processes, that was undertaken with Deloittes and eleven other South Island local authorities. The area that this Council did not do well in, was not having a Conflict of Interest Policy, particularly a Conflict of Interest Register for Councillors and Senior management. Such a register for Councillors would include areas or businesses that any Councillors have interests in. There also needs to be more information provided in Council or committee minutes of the reasons that an elected member has noted a conflict of interest in relation to any items that are on the agenda for that meeting.

N3 card – Councillor Doody asked if these would be available for Councillors and it was agreed that these could be provided while in office.

Moved Councillor Gerard seconded Deputy Mayor Felstead

THAT the Audit Committee

(a) **Receives** report No. 160708065572

(b) **Receives** Shared Service Business Process Review from Deloittes June 2016 (TRIM 160707065246)

(c) **Supports** the establishment of a Conflicts of Interest Policy, Register and procedures being adopted by Council and noting with a newly elected Council being elected in October, that it recommends through Council to the newly elected Council to adopt

Unconfirmed

of a Conflicts of Interest Policy and Register and requests staff to present this to the newly elected Council for consideration;

(d) **Notes** the other recommendations identified in the report will be incorporated into Council policies and procedures.

CARRIED

Councillor Gerard believes this is a responsible recommendation, especially if it is expected that staff declare conflicts of interest and it is of benefit that elected members interests are also noted. Deputy Mayor Felstead supports the introduction of a Register of Interests, noting his own business as a Resource Planner.

7. PORTFOLIO UPDATES

7.1 Audit, Finance, Long Term Plan and Annual Plan – Councillor Jim Gerard

No further update.

7.2 Economic Development – Councillor Neville Atkinson

No further update.

8. QUESTIONS

There were no questions.

9. URGENT GENERAL BUSINESS

There was no urgent general business.

10. MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED

Section 48, Local Government Official Information and Meetings Act 1987

Moved Councillor Farrant seconded Councillor Gerard

THAT the public be excluded from the following parts of the proceedings of this meeting.

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:

unconfirmed

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10.2	Report of Sarah Nichols (Governance Manager)	Insurance Renewal Update for 2016/17	Good reason to withhold exists under Section 7	Section 48(1)(a)
10.3	Public Excluded Complete Attachment (i) to report in Public Agenda Item 6.4	Shared Service Business Process Review from Deloittes, June 2016	Good reason to withhold exists under Section 7	Section 48(1)(a)

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

Item N^{o}	Reason for protection of interests	Ref NZS 9202:2003 Appendix A
10.1, 10.2 and 10.3	Protection of privacy of natural persons To carry out commercial activities without prejudice	A2(a) A2(b)ii

CARRIED

CLOSED MEETING

Resolution to resume in Open Meeting

Moved Councillor Gerard seconded Deputy Mayor Felstead

THAT open meeting resumes and the business discussed with the [public excluded remains public excluded, noting recommendation (f) of Item 10.2.

CARRIED

OPEN MEETING

There being no further business, the meeting closed at 5.06pm.

CONFIRMED

_____
Chairperson

_____
Date

Unconfirmed

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO:	160907092203
REPORT TO:	Audit Committee
DATE OF MEETING:	20th September 2016
FROM:	Liz Ashton
SUBJECT:	Health & Safety Update – July & August 2016
SIGNED BY: (for Reports to Council or Committees)	Department Manager / Chief Executive

1. SUMMARY

1.1. The purpose of this report is to provide Audit Committee with a summary of key Health & Safety activities which occurred during July & August 2016.

1.2. It provides more commentary in support of the monthly Health & Safety report received by Council on 6th September 2016.

1.3. In order for Council to exercise their "due diligence" in Health & Safety a greater understanding of Health & Safety activity is required across all business areas. This report is not an exhaustive list of work being undertaken; however does highlight some key projects and acknowledges changes in safety culture throughout the organisation.

Attachments:

i. Health & Safety Culture Survey results August 2016
ii. Confirmed Health & Safety Worker & Management representation

2. RECOMMENDATION

THAT the Committee:

(a) **Receives** report No. 160907092203

(b) **Notes** that there are no significant Health & Safety concerns across the organisation during July & August 2016.

(c) **Acknowledges** the work which is currently been completed by the Health & Safety Advisor, Managers and Team members.

3. ISSUES AND OPTIONS

3.1. The health and safety workplan has made good progress against key activities.

3.2. In July an internal health & safety culture survey was completed across the organisation. Results were pleasing and confirmed team members view our focus on health and safety in a positive light. More than 4 times the respondents completed the survey this year as

opposed to last year which has also provided a much more useful data sample. Key areas of focus from the results are:

- Improve frequency and effectiveness of health and safety communication across the organisation.
- Improve near miss reporting and increase team members' understanding of how near misses can reduce incidents.

3.3. The Council has undergone a re-election for worker representatives across all worksites (attached). We are now compliant as per Health & Safety at Work Act 2015 expectations.

The recent change to legislation shows Community Board members as workers and therefore their representation at Committee meetings will be discussed following the Induction of new members in October / November 2016.

3.4. Over the past 18 months the Waimakariri District Council has been a founding member of the health and safety virtual team. This team was established to increase collaboration across councils in health and safety matters and reduce duplication of processes and administration. Due to its membership increasing from 3 to a further 3 councils wishing to be involved, the Chief Executives forum agreed to make the virtual team a health and safety forum with open membership across Canterbury. The current members of the virtual team are working to produce a memorandum of understanding for this forum and the new format is expected to be in place by the start of 2017.

3.5. The Vulnerable Children's Act 2014 saw the introduction of changes to pre-employment checks for children's workers from September 2016.

From 1 September 2016 local authorities are legally required under the Vulnerable Children's Act 2014 to ensure ***core children's workers*** starting a new job are safety checked. Existing and non-core workers will require safety checks effective from 1st September 2017.

The safety checking requirements for local authorities and the organisations are being phased in, as follows:

- From 1 September 2016 for all new core children's workers
- From 1 September 2017 for all new non-core children's workers
- From 1 September 2019 for all existing core children's workers
- From 1 September 2020 for all existing non-core children's workers.

Core workers are described in the Act as "a children's worker whose work in or providing a regulated service requires or allows that, when the person is present with a child or children in the course of that work, the person—

(a) is the only children's worker present; or (b) is the children's worker who has primary responsibility for, or authority over, the child or children present

The HR team have proposed changes to our recruitment processes which ensure our legislative obligations are met however, further discussion will be required over the next few months to agree how other roles, not covered in the Act, may be affected i.e. Volunteers.

4. COMMUNITY VIEWS

4.1. NA

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. Additional training for H&S reps will incur costs of $10,500. This has been included in the budget predictions as part of the health and safety training strategy submitted to Management Team on 27th June 2016.

5.2. The Council received the first organisational health and safety risk register in April 2016 which is now being rolled out across teams. The next time the audit committee will see this report will be in November 2016 for a review.

6. CONTEXT

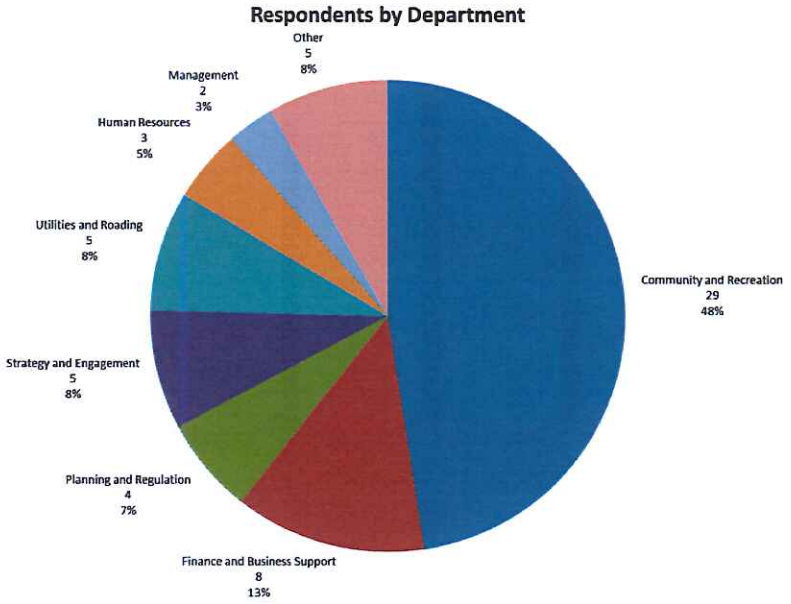
6.1. Policy

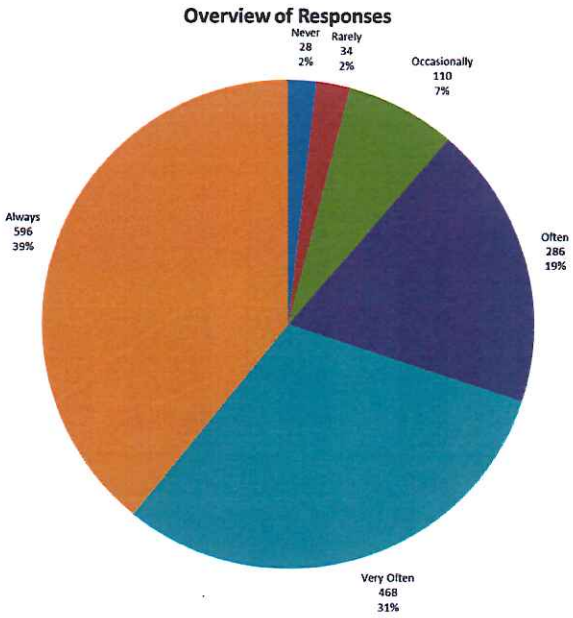
This matter is not a matter of significance in terms of the Council's Significance Policy.

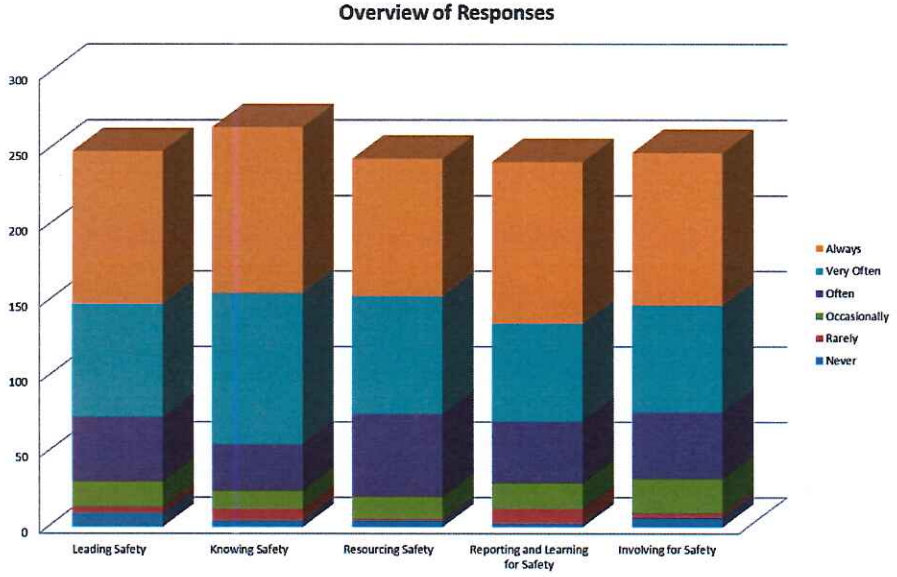
6.2. Legislation

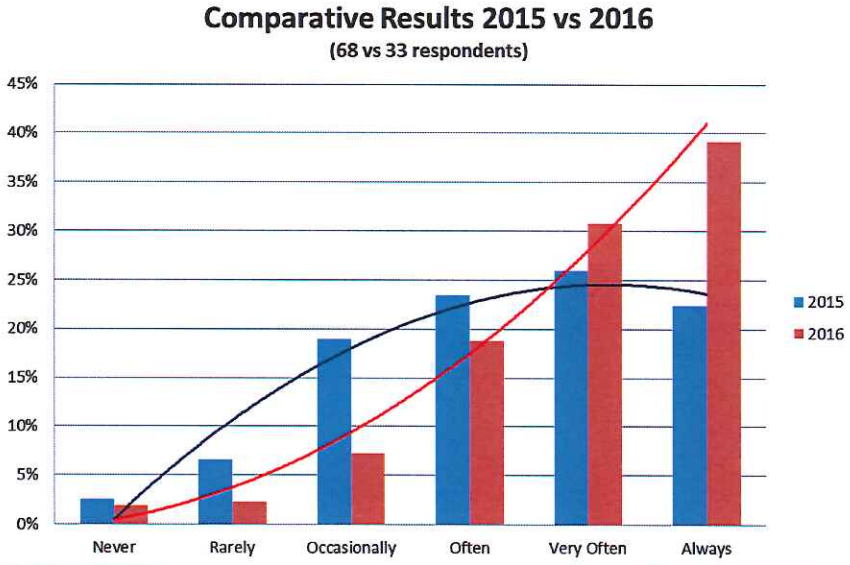
Health & Safety at Work Act 2015

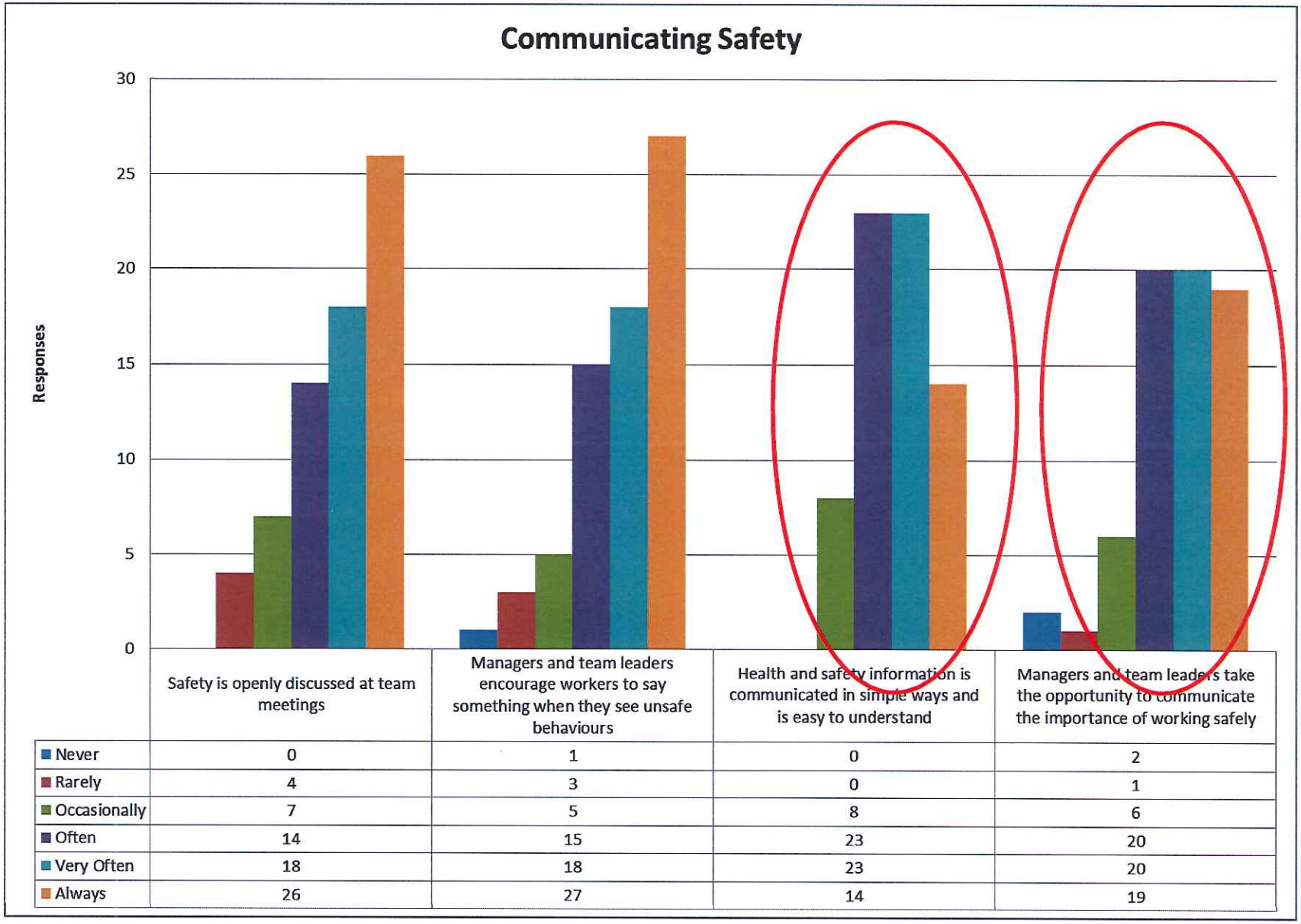
Health and Safety Culture Survey





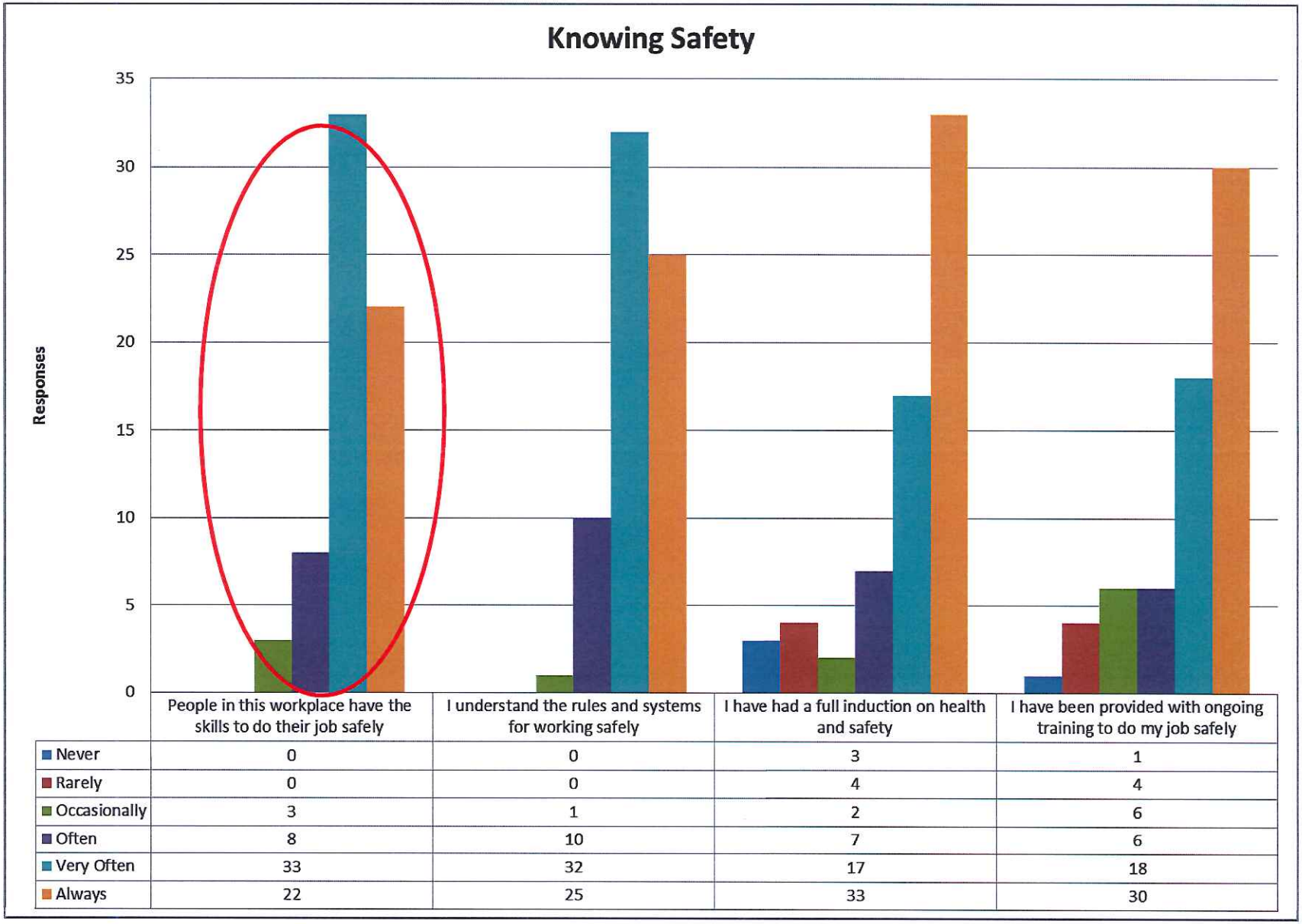




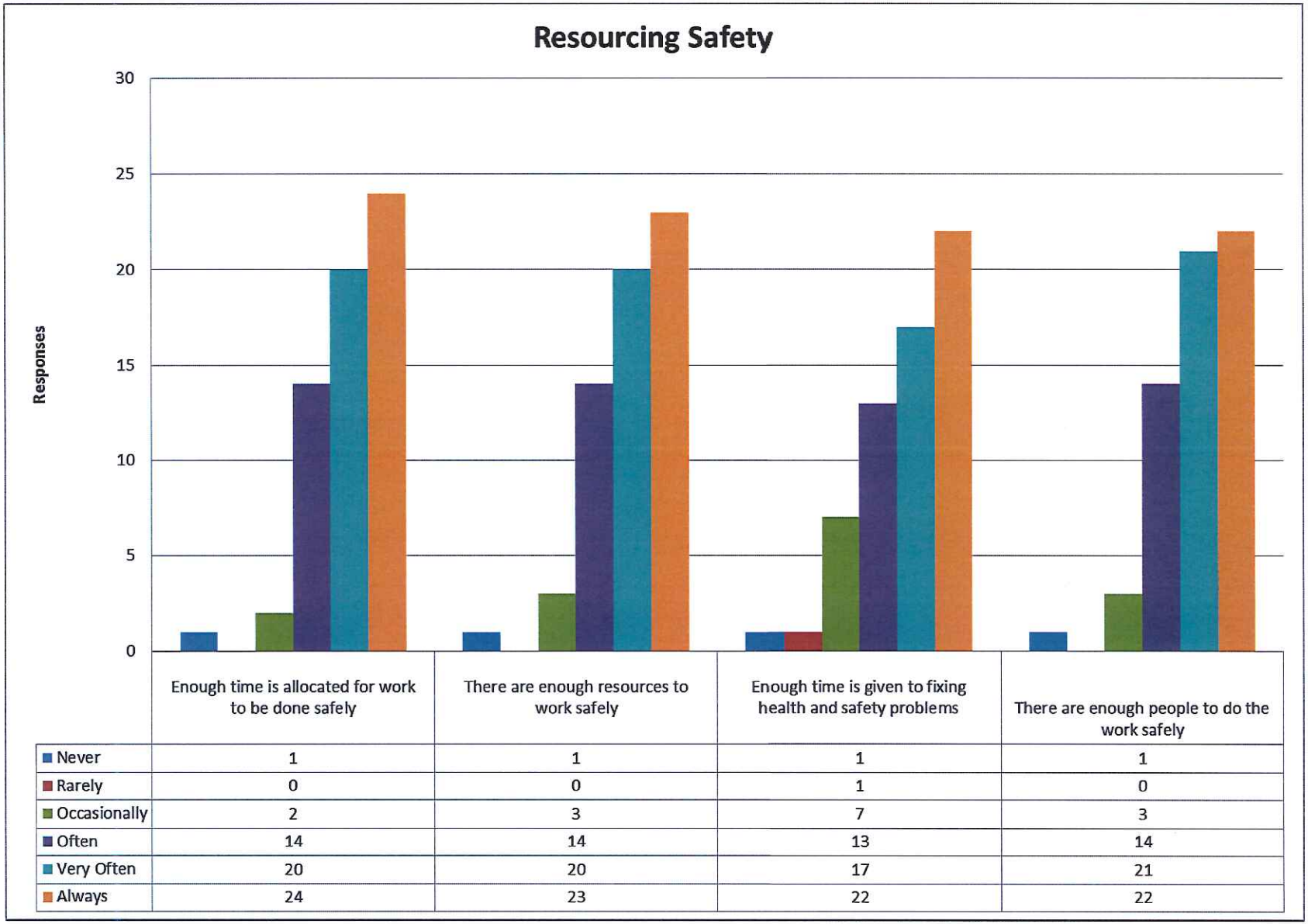


	Safety is openly discussed at team meetings	Managers and team leaders encourage workers to say something when they see unsafe behaviours	Health and safety information is communicated in simple ways and is easy to understand	Managers and team leaders take the opportunity to communicate the importance of working safely
Never	0	1	0	2
Rarely	4	3	0	1
Occasionally	7	5	8	6
Often	14	15	23	20
Very Often	18	18	23	20
Always	26	27	14	19

	Managers and team leaders enforce the safety rules	Managers and team leaders follow through on their commitments to safety	Managers and team leaders stop work if the job is unsafe	Managers and team leaders follow the safety rules
Never	1	2	4	2
Rarely	3	1	0	0
Occasionally	4	8	2	3
Often	14	6	9	14
Very Often	18	26	14	17
Always	25	22	25	29

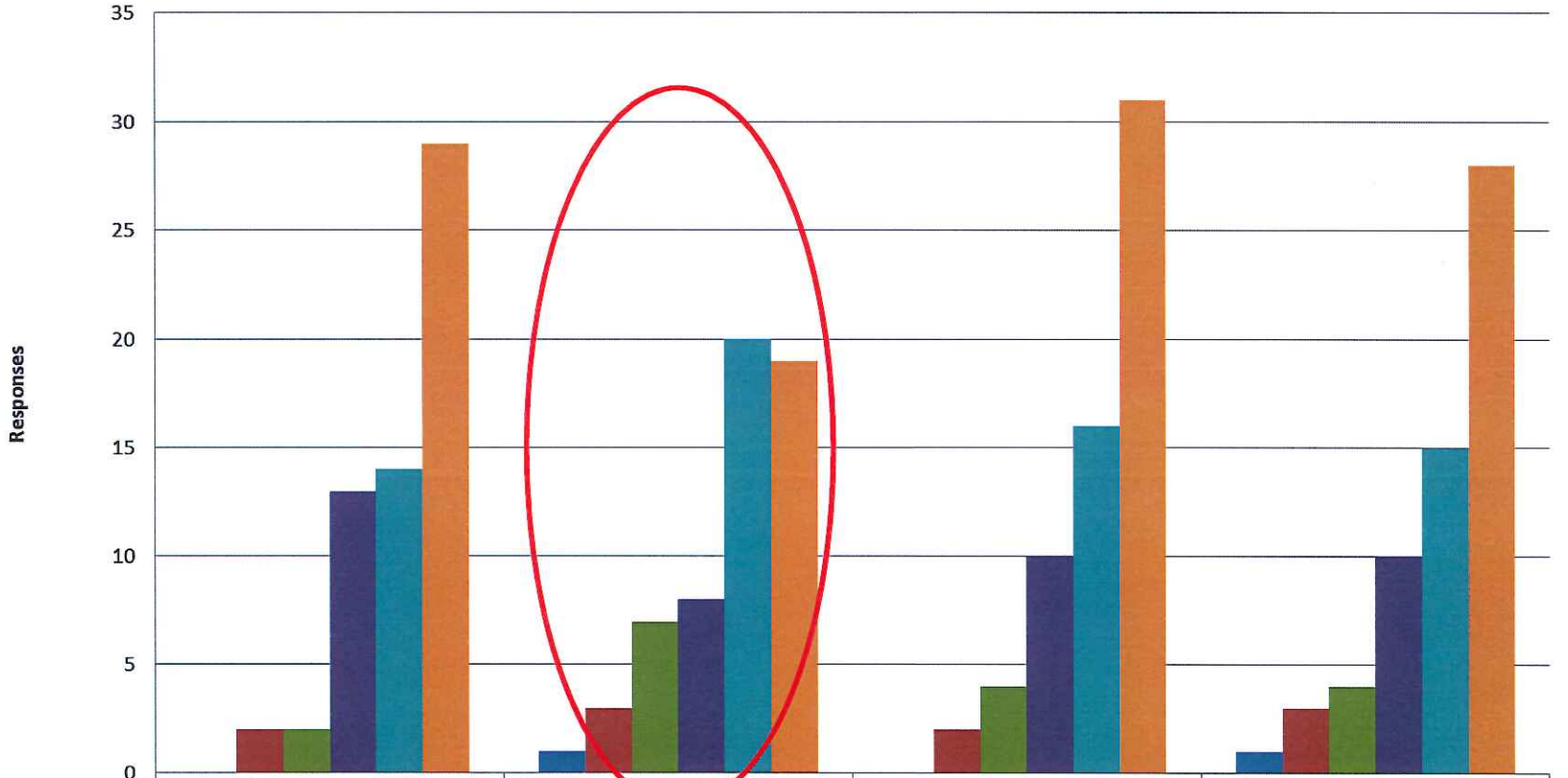


	People in this workplace have the skills to do their job safely	I understand the rules and systems for working safely	I have had a full induction on health and safety	I have been provided with ongoing training to do my job safely
Never	0	0	3	1
Rarely	0	0	4	4
Occasionally	3	1	2	6
Often	8	10	7	6
Very Often	33	32	17	18
Always	22	25	33	30

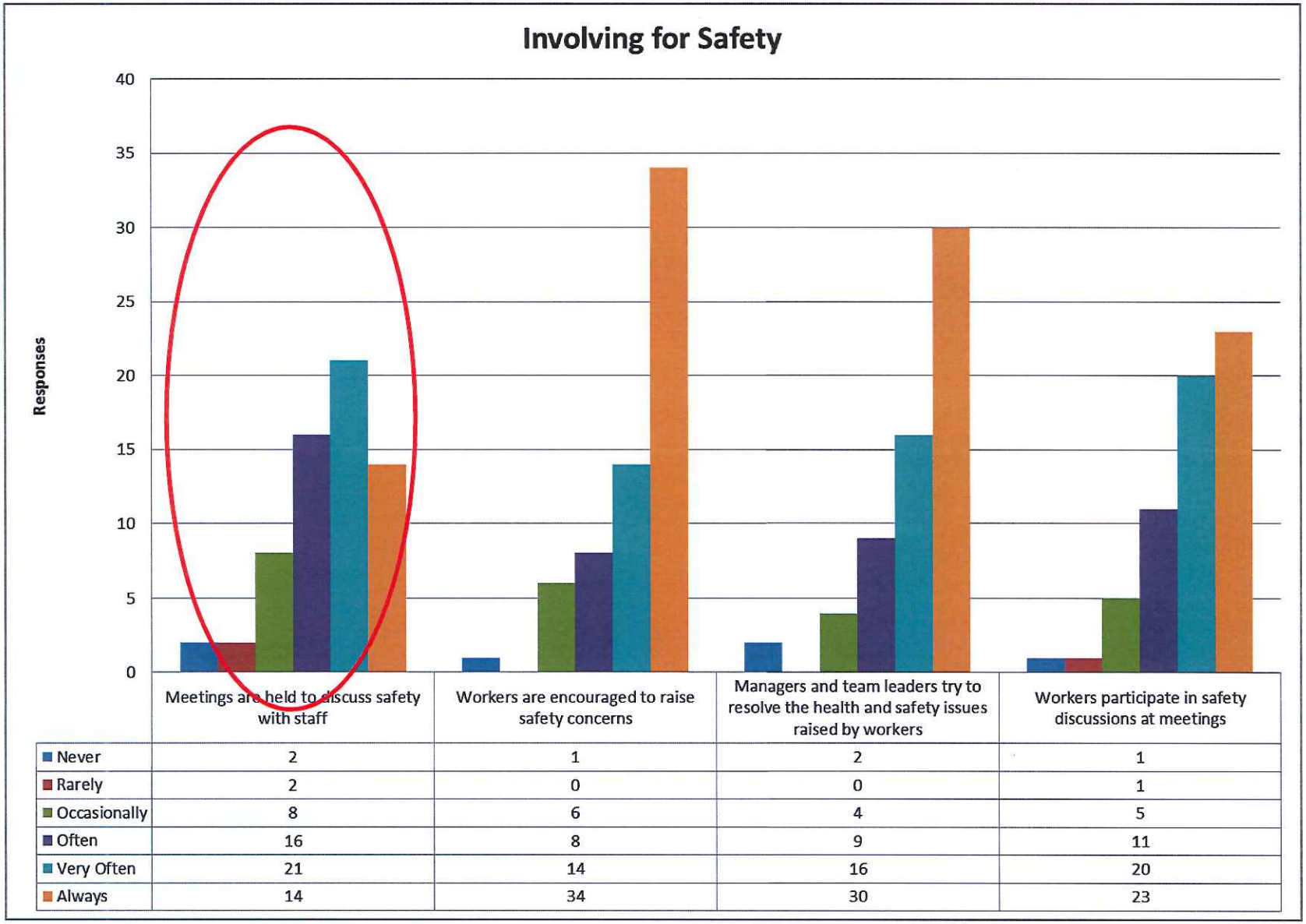


	Enough time is allocated for work to be done safely	There are enough resources to work safely	Enough time is given to fixing health and safety problems	There are enough people to do the work safely
Never	1	1	1	1
Rarely	0	0	1	0
Occasionally	2	3	7	3
Often	14	14	13	14
Very Often	20	20	17	21
Always	24	23	22	22

Reporting and Learning for Safety



	Incidents and accidents are reported, including minor accidents	Near misses are reported	Hazards are identified and reported	Incidents are used as opportunities for learning
Never	0	1	0	1
Rarely	2	3	2	3
Occasionally	2	7	4	4
Often	13	8	10	10
Very Often	14	20	16	15
Always	29	19	31	28



	Meetings are held to discuss safety with staff	Workers are encouraged to raise safety concerns	Managers and team leaders try to resolve the health and safety issues raised by workers	Workers participate in safety discussions at meetings
Never	2	1	2	1
Rarely	2	0	0	1
Occasionally	8	6	4	5
Often	16	8	9	11
Very Often	21	14	16	20
Always	14	34	30	23

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO and TRIM NO: EXC-08-03 / 160826086519

REPORT TO: Audit Committee

DATE OF MEETING: 20 September 2016

FROM: Maria Edgar
Corporate Planner

SUBJECT: Non-Financial Performance Measures for the year ended 30 June 2016

SIGNED BY:
(for Reports to Council or Committees)

Department Manager | Chief Executive

1. SUMMARY

1.1. The purpose of this report is to update the Audit Committee on progress of the 2015-2025 Long Term Plan non-financial performance measures, for the fourth and final quarter of the 2015/16 financial year.

1.2. There are 81 non-financial performance measures in place to gauge the service performance of Council's significant activities.

Overall 63 per cent of the measures put in place were achieved this year. Twenty three per cent were nearly achieved in meeting the target and 14 per cent did not meet target.

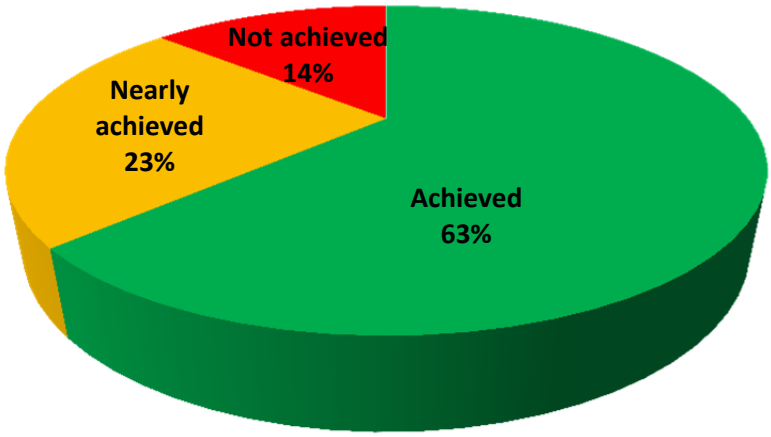
Eleven measures were not achieved this year. The activities where measures were not achieved include:

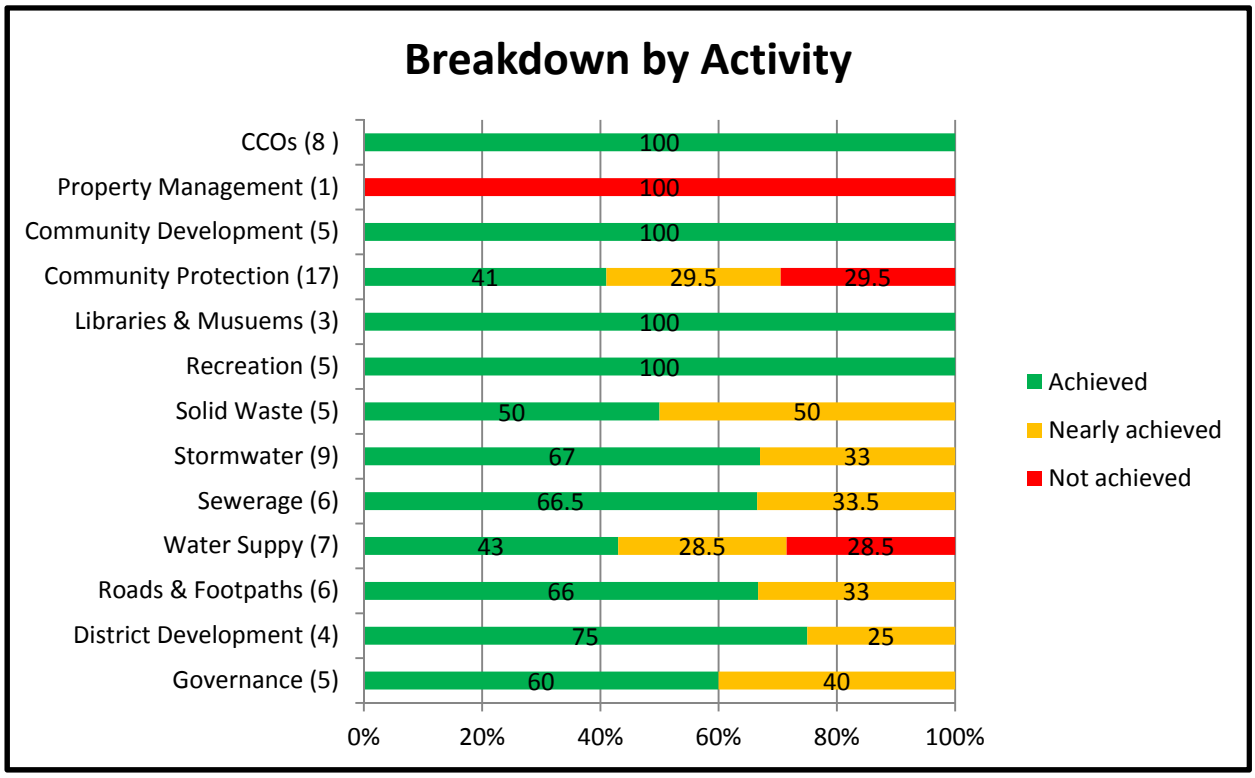
- Water Supply (Two measures)
- Stormwater Drainage (Three measures)
- Community Protection (Five measures)
- Property Management (One measure)

Those that did not meet target were predominantly mandatory measures, where targets set either did not reflect what was actually being measured or set unrealistic targets. Revised targets have been agreed to by Council and have been put in place for 2016/17, the second year of the Long Term Plan reporting cycle.

1.3. **Attachment:**
Non-Financial Performance Measures 2015-16 Year End Commentary TRIM No. 160826086516

2015/16
Year End Results





2. RECOMMENDATION

THAT the Audit Committee:

(a) **Receives** Report: *Non-Financial Performance Measures for the year ended 30 June 2016 TRIM No.* 160826086519

3. ISSUES AND OPTIONS

3.1. The *Local Government Act 2002* (LGA) requires that Council reports on progress of its measures, which are provided to the Committee quarterly and will be audited in the 2015/16 Annual Report.

3.2 This is the first time the mandatory performance measures have been incorporated into the report. These include stormwater drainage, sewerage and the disposal of sewage, water supply, and the provision of footpaths and roads. Local authorities are required to use a standard set of performance measures for these five activities when reporting to their communities.

3.2. The Management Team/CEO has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. Development of the non-financial performance measures and targets for the 2015-2025 Long Term Plan was agreed with Managers and the staff responsible for delivering Council's significant activities; Community Leadership, Infrastructure Services, Community Services, Property Management, Earthquake Recovery and Council Controlled Organisations (Te Kohaka o Tuhaitara Trust, Enterprise North Canterbury and Transwaste Canterbury Ltd).

4.2. Council adopted the non-financial performance measures for inclusion in the draft 2015-2025 Long Term Plan in January 2015.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. **Financial Implications**

There are no additional financial implications for costs associated with measuring, monitoring and reporting performance measures as there are approved budget allocations.

6. CONTEXT

6.1. **Policy**

This matter is not a matter of significance in terms of the Council's Significance Policy.

6.2. **Legislation**

The legislative requirement for Councils to report on service provision is outlined in *Schedule 10, part 1, section 4* of the *Local Government Act 2002*.

6.3. **Community Outcomes**

Council aims to meet the current and future needs of their communities guided by four Community Outcomes which include; Environment, Places and Spaces, Services and Governance directly linking to the delivery of Council's significant activities.

6.4 **Delegation Reference**

In Part 2 of the Delegations Manual under *Delegations to Committees* it outlines the powers and jurisdiction of the Audit Committee, which include monitoring the implementation of the Annual Plan quarterly (both financial and non-financial).

Maria Edgar
CORPORATE PLANNER

Governance			NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016										
				1 ~ Significantly ahead of measure / schedule 2 ~ Slightly ahead of measure / schedule 3 ~ Met measure / on schedule N4 ~ Almost met N5 ~ Significantly below TE ~ Too early to predict						Y ~ Met measure/on schedule N4 ~ Almost met N5 ~ Significantly below TE Too early to predict			
		Performance Measures by Activity		**YTD CURRENT PROJECTS Completion/Milestone 15/16**						**LIKELY YEAR END OUTCOMES**			
			Summary for the year ended June 2016	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	**Community Involvement in Decision-Making**											
Karen Ward	100%.	% of the Standing Committee, Community Board and Ward Advisory Board meetings scheduled for this quarter were held.	**Nearly achieved:** During the first half of the year there were two meetings that had to be cancelled to accommodate conflicting commitments.				x				x		
	Targets	**Council's Accountability to the Community**											
Jeff Millward	Plans by 30 June. Reports by 31 October.	Adoption of Annual and Long Term Plans, and the Annual Report with unqualified audit opinions within the required timeframes.	**Achieved:** The 2014/2015 Annual Report was adopted by Council on 6 October and received an unmodified audit opinion from Audit New Zealand. Council's 2016/2017 Annual Plan (the 2nd year of the LTP) was adopted on the 21 June 2016.			x				x			

Adrienne Smith	At least 95%.	Percentage of Council agenda items of business that are open to the public.	**Nearly achieved:** Throughout the year there have been Council and Committee agenda items 'public excluded' to protect individuals and provide a forum for free and frank discussion without prejudice. For example the Red Zone Recovery Plan and Ocean Outfall Maintenance Contracts. Overall, 91 per cent of all Council and Committee agenda items were open to the public.				x				x		
	Targets	**Iwi Relationships**											
Karen Ward	At least two meetings.	Rūnanga Executive meetings with Council staff held each quarter.	**Achieved:** Two meetings were held.			x				x			
Matt McIlraith	Date held annually.	Annual Rūnanga/ Council Hui held.	**Achieved:** Annual Runanga/Council Hui held in April 2016.			x				x			

District Development

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

				1 ~ Significantly ahead of measure / schedule 2 ~ Slightly ahead of measure / schedule 3 ~ Met measure / on schedule N4 ~ Almost met N5 ~ Significantly below TE ~ Too early to predict						Y ~ Met measure/on schedule N4 ~ Almost met N5 ~ Significantly below TE Too early to predict			
		Performance Measures by Activity		YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKEY YEAR END OUTCOMES			
			Summary for the year ended June 2016	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	**Provision of Land Identified for Development**											
Trevor Ellis	Forward provision in relevant plans and policies for at least 5 years supply of land based on recent uptake rates: Residential: 250 ha/3,000 lots. Business: 50 ha.	Supply of land identified for urban residential and business use in relevant plans and policies.	**Achieved:** Overall we had 599.3ha of vacant residential land during 2015/16. Of which 3,262 potential lots were available for residential development. We have a total area of 106.3ha of vacant business land available for development.	x						X			
	Targets	**Managing Effects of Development on the Environment**											
Victoria Caseley	100%.	Private plan changes responded to in accordance with statutory timeframes.	**Achieved:** All private plan changes were processed within the statutory timeframe.			x				X			
Victoria Caseley	100%.	Resource consents issued within statutory timeframes.	**Nearly achieved:** 348 of the 349 resource consents issued during 2015/16 were completed within the statutory timeframe. The one consent not issued within timeframe was due to delays in receiving further information from the applicant.				x				X		
Victoria Caseley	100 per year.	Audit 100 Land Use Consents.	**Achieved:** 208 consents were audited for the year.	x						X			

Roads & Footpaths

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

1 ~ Significantly ahead of measure / schedule
2 ~ Slightly ahead of measure / schedule
3 ~ Met measure / on schedule
N4 ~ Almost met N5 ~ Significantly below
TE ~ Too early to predict

Y ~ Met measure/on schedule
N4 ~ Almost met
N5 ~ Significantly below
TE Too early to predict

Performance Measures by Activity				YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
			Summary for the year ended 30 June 2016	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets												
Yvonne Warnaar	Reduction in fatalities and serious injury crashes.	The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number.	**Achieved:** One fatality and nine serious crashes occurred on the local network.			x				x			
Yvonne Warnaar	95% for rural and 75% for urban roads.	The average quality of ride on a sealed road network, measured by smooth travel exposure.	**Achieved:** 99% for rural roads. 82% for urban roads.		x					x			
Yvonne Warnaar	5%.	The percentage of the sealed local road network that is resurfaced.	**Achieved:** 5% or 45.8km.			x				x			
Yvonne Warnaar	95%.	The percentage of footpath that falls within the level of service or service standard for the condition of footpaths.	**Nearly achieved:** 90.6% of Council footpaths fall within the level of service of average to excellent. 7.6% (17.9km) of footpaths were rated 'poor' and 1.8% (5.4km) of footpaths rated 'very poor'. Work to replace 24km of 'poor' and 'very poor footpath is planned over the next four years.				x				x		
Yvonne Warnaar	100%.	The percentage of customer service requests relating to roads and footpaths responded to within service delivery standards.	**Nearly achieved:** 94% of roading service requests were recorded as having been responded to within 10 working days. This result continued to improve each quarter with the implementation of improved systems for data capture.				x				x		
Yvonne Warnaar	No more than 5%.	The percentage of unsealed roads that carry more than 200 vehicles per day.	**Achieved:** 1.35% or 8.32km.	x						x			

Water Supply

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

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Performance Measures by Activity				YTD CURRENT PROJECTS						LIKELY YEAR END			
			Summary for the year ended 30 June 2016	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	**Safety of Drinking Water**											
Kalley Simpson	a) Fully compliant. b) Fully compliant.	The extent to which drinking water complies with the drinking water standards for: a) Bacterial compliance; b) Protozoal compliance.	**Nearly achieved:** Our drinking water quality fully complies with New Zealand drinking water standards for bacterial compliance and partially complies with protozoal compliance. It is anticipated planned upgrades to water schemes, identified in the table, will improve protozoal compliance.				x				x		
	Targets	**Maintenance of the Reticulation Network**											
Kalley Simpson	Less than 22% (based on 240 litres/connection /day).	The percentage of real water loss from the networked reticulation system.	Achieved: 19.3%, similar to the Water NZ National Performance Review median.			x				x			

	Targets	Fault Response Times												
Kalley Simpson	a) Less than 60 minutes. b) Less than 480 minutes. c) Less than 660 minutes. d) Less than 850 minutes.	The median response times to attend a call-out in response to a fault or unplanned interruption to the network reticulation system: a) Attendance for urgent call-outs: from the time that the local authority receives notification to the time that the service personnel reach the site, and b) Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption, and c) Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that the service personnel reach the site, and d) Resolution of non-urgent call outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption.	**Not achieved:** The median response time for urgent jobs is 1.0 hours (60 minutes) and for non-urgent jobs is 20.1 hours (1,206 minutes). The median resolution time for urgent jobs is 2.5 hours (150 minutes) and for non-urgent jobs is 22.6 hours (1,356 minutes). The current targets of less than 660 minutes and 850 minutes to respond and resolve non-urgent call outs do not account for non-urgent requests received over the weekend. Revised targets of 2,160 minutes (36 hours) and 2,880 minutes (48 hours) for non-urgent call-out response and resolution, will be introduced for the 2016/17 financial year to set achievable targets.					x				x	
Kalley Simpson	a) Nil events. b) Nil events.	Number of events that cause water not to be available to any: a) On demand or semi-restricted connections for more than 8 hours, and b) Restricted connections for more than 24 hours.	**Achieved:** a) Nil events. b) Nil events.			x				x				
	Targets	**Customer Satisfaction**												
Kalley Simpson	Less than 5 complaints per 1,000 connections.	The total number of complaints received about any of the following: a) Drinking water clarity; b) Drinking water taste; c) Drinking water odour; d) Drinking water pressure or flow; e) Continuity of supply, and; f) Council's response to any of the above. Expressed per 1,000 connections to the networked reticulation system.	**Not achieved:** We received 203 service requests relating to water quality, continuity of supply and low flow or pressure. Producing a result of 11.4 complaints per 1,000 connections. The current target of less than 5 complaints per 1,000 connected properties has been increased based on actual performance during the first three quarters of this financial year. A revised target of less than 10 complaints per 1,000 connected properties will be introduced for the 2016/17 financial year.					x				x	

	Targets	Demand Management											
Kalley Simpson	Less than 450 L/person/day.	The average consumption of drinking water per day per resident within the District.	Achieved: 414 L/person/day.			x				x			
	Targets	Stockwater											
Kalley Simpson	a) Nil. b) 100%.	a) Number of water outages exceeding 24 hours in duration. b) Percentage of service requests responded to within 48 hours.	**Nearly achieved:** There were a total of three water outages exceeding 24 hours in duration due to a failure of race R31-1, upstream of Whites Road. We received 343 stockwater related service requests this year with a total of 99% responded to within 48 hours.				x				x		

Sewerage/Sewage Treatment & Disposal

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

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2 ~ Slightly ahead of measure / schedule
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N4 ~ Almost met N5 ~ Significantly below
TE ~ Too early to predict

Y ~ Met measure/on schedule
N4 ~ Almost met
N5 ~ Significantly below
TE Too early to predict

Performance Measures by Activity			Summary for the year ended 30 June 2016	YTD CURRENT PROJECTS						LIKELY YEAR END			
				1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	System Adequacy											
Kalley Simpson	Less than 1 per 1,000 connections.	The number of dry weather sewerage overflows from the sewerage system expressed per 1,000 sewerage connections to that sewerage system.	Achieved: 0.8 per 1000 connections.			x				x			
	Targets	Discharge Compliance											
Kalley Simpson	a) Nil. b) Nil. c) Nil. d) Nil.	Compliance with resource consents for discharge from the sewerage system measured by the number of: a) Abatement notices; b) Infringement notices; c) Enforcement orders, and; d) Convictions. Received in relation to those resource consents.	Achieved: a) Nil. b) Nil. c) Nil. d) Nil.			x				x			
Kalley Simpson	Nil.	Number of breaches of consent conditions leading to significant adverse effects, as noted in Environment Canterbury compliance reports.	**Nearly achieved:** The Council currently holds 17 resource consents for wastewater activities, which contain a total of 204 compliance conditions. Nine of those conditions were non-complaint. Two of those related to Loburn Lea and Oxford Wastewater Treatment Plant. These breaches were considered to be minor and will not lead to significant adverse effects. The remaining conditions related to administrative non-compliance that we are working on with Environment Canterbury.				x				x		

	Targets	Response to Sewerage System Faults												
Kalley Simpson	a) Less than 120 minutes. b) Less than 480 minutes.	The medium response times for attendance to sewerage overflows resulting from a blockage or other fault in the sewerage system: a) Attendance time: from receipt of notification to the time that service personnel reach the site, and b) Resolution time: from receipt of notification to the time that service personnel confirm resolution of the blockage or other fault.	Achieved: a) 0.2 hours or 12 minutes. b) 1.1 hours or 66 minutes.			x				x			
Kalley Simpson	Nil events.	Number of events that cause a loss of service to any property for more than 8 hours (does not include private laterals).	Achieved: Nil events.			x				x			
	Targets	Customer Satisfaction											
Kalley Simpson	Less than 5 complaints per 1,000 connections.	Number of complaints received about any of the following: a) Sewerage odour; b) Sewerage system faults; c) Sewerage system blockages, and; d) Response to issues with the sewerage system. Expressed per 1,000 connections to the sewerage system.	**Nearly achieved:** There have been 81 complaints related to the public sewerage system this year. This gives a result of 6.1 complaints per 1,000 connections.				x				x		

Stormwater Drainage

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

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Y ~ Met measure/on schedule
N4 ~ Almost met
N5 ~ Significantly below
TE Too early to predict

Performance Measures by Activity			Summary for the year ended 30 June 2016	YTD CURRENT PROJECTS						LIKELY YEAR END			
				1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	System and Adequacy											
Kalley Simpson	a) Nil in less than 50 year storm events. b) Nil per 1,000 connected properties in less than 50 year storm events.	Urban Stormwater: a) The number of flooding events that occur as a result of overflow from the stormwater system that enters a habitable floor. b) For each flooding event, the number of habitable floors affected, expressed per 1,000 properties connected to the territorial authority's stormwater system.	Achieved: a) Nil. b) Nil.			x				x			
Kalley Simpson	100% within 5 working days.	Rural Drainage Areas: The maximum time to respond to the customer for service requests relating to drain cleaning or maintenance.	**Not achieved**: We received 113 service requests for rural drain maintenance. Of those, 72 or 63% were responded to within 5 working days.					x				x	
	Targets	Discharge Compliance											
Kalley Simpson	a) Nil. b) Nil. c) Nil. d) Nil.	Compliance with the territorial authority's resource consents for discharge from its stormwater system, measured by the number of: a) Abatement notices; b) Infringement notices; c) Enforcement orders, and; d) Convictions. Received in relation to those resource consents.	Achieved: a) Nil. b) Nil. c) Nil. d) Nil.			x				x			
Kalley Simpson	Nil.	Number of breaches of consent conditions leading to significant adverse effects, as noted in Environment Canterbury compliance reports.	Achieved: Nil.			x				x			

	Targets	Response Times											
Kalley Simpson	Less than 180 minutes.	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	**Achieved:** There have been no significant storm events this year.			x				x			
	Targets	Customer Satisfaction											
Kalley Simpson	Less than 3 complaints per 1,000 connected properties.	Complaints: The number of complaints received by a territorial authority about the performance of its stormwater system, expressed per 1,000 properties connected to the territorial authority's stormwater system.	**Not achieved:** We received 200 service requests related to the Council's stormwater system. This gave us a result of 11.2 complaints per 1,000 connections. The current target has been increased to account for all service requests received, relating to that service. A revised target of less than 10 complaints per connected properties will be introduced for the 2016/17 financial year.					x				x	
Kalley Simpson	100% within 5 working days.	Service Requests: The maximum time to respond to the customer for service requests relating to any drainage enquiries.	**Not achieved:** We received 244 drainage service requests. Of those 158 or 73% were responded to within 5 days.					x				x	
	Targets	Community Engagement											
Kalley Simpson	Drainage Team represented at all scheduled Rūnanga meetings.	Maintain dialogue and consultation with Te Ngāi Tūāhuriri Rūnanga.	**Achieved:** The drainage team was represented at all meetings held with Te Ngāi Tūāhuriri Rūnanga this year.			x				x			
Kalley Simpson	3 meetings per group per year.	Facilitate and engage with all drainage and water race advisory groups.	**Achieved:** Three full rounds of advisory group meetings were held this year.			x				x			

Solid Waste

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

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N4 ~ Almost met N5 ~ Significantly below
TE ~ Too early to predict

Y ~ Met measure/on schedule
N4 ~ Almost met
N5 ~ Significantly below
TE Too early to predict

Performance Measures by Activity			Summary for the year ended 30 June 2016	YTD CURRENT PROJECTS						LIKELY YEAR END			
				1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	**Waste Collection**											
Kitty Waghorn	100%.	The Southbrook Resource Recovery Park is open at least 360 days for the financial year.	**Nearly achieved:** There were three unplanned closures (part-days only) totalling nine hours, with the Transfer Station open 359.9/361 days this year.				x			x			
Kitty Waghorn	100%.	The Oxford Transfer Station is open at least 98 days per year.	**Nearly achieved:** There was one unplanned closure (part-day only) with the Transfer Station open 100.6/101 days. The site was closed at 2:30pm on 4/10/15 owing to risks posed by high winds blowing around scrap steel.				x			x			
Kitty Waghorn	100%.	Kerbside collection service provided as scheduled.	**Nearly achieved:** There were six non-collections this year with three new streets added to the collection round where the drivers not advised and three bin labels with the wrong collection information.				x			x			
	Targets	**Waste Minimisation**											
Kitty Waghorn	Reduction from 331 kg per capita.	Reduction in annual per capita quantity of waste to landfill.	Achieved: 294.0kg per capita.			x				x			
Kitty Waghorn	Increase from 124 kg per capita.	Increase in annual per capita quantity of materials diverted from landfill.	Achieved: 170.1kg per capita.			x				x			

Recreation

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

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Performance Measures by Activity				YTD CURRENT PROJECTS						LIKELY YEAR END			
			Summary for the year ended 30 June 2016	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	**Recreation Spaces and Places**											
Chris Brown	8 hectares per 1,000 residents.	The number of hectares of parkland per 1,000 residents.	Achieved: 14.54 hectares per 1000 residents.	x						x			
Chris Brown	1 hectare per 1,000 residents.	The number of hectares of neighbourhood reserve land per 1,000 residents.	Achieved: 2.12 hectares per 1000 residents.	x						x			
Chris Brown	At least 90%.	Customer satisfaction with meeting and performance spaces, as measured by an annual survey of facility users.	Achieved: 95%		x					x			
	Targets	**Aquatic Facilities**											
Stewart Milne	100% compliance with annual Pool Safe Accreditation.	Meeting quality management criteria and standards as set by the NZ Recreation Association under the Pool Safe Accreditation Scheme.	Achieved: 100% compliance.			x				x			
Stewart Milne	At least 90%.	Customer satisfaction with aquatic facilities, as measured by an annual survey of facility users.	Achieved: 85% - General Customer Survey for Dudley Park and Kaiapoi Aquatic Centre. 97% - WaiSwim Customer Survey for Dudley Park and Kaiapoi Aquatic Centre.			x				x			

Libraries & Museums

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

				1 ~ Significantly ahead of measure / schedule 2 ~ Slightly ahead of measure / schedule 3 ~ Met measure / on schedule N4 ~ Almost met N5 ~ Significantly below TE ~ Too early to predict						Y ~ Met measure/on schedule N4 ~ Almost met N5 ~ Significantly below TE Too early to predict			
Performance Measures by Activity				YTD CURRENT PROJECTS						LIKELY YEAR END OUTCOMES			
			Summary for the year ended 30 June 2016	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	Library Services											
Phillippa Ashbey	Minimum average of 7.5 visits per person per annum.	The number of visits per annum to the Kaiapoi and Rangiora Libraries based on a population of 55,000 and 33,750 visits per month.	Achieved: 8.49 visits per annum.	x						x			
Phillippa Ashbey	Minimum of 1 visit per person per annum.	The number of visits per annum to the Libraries website based on a population of 55,000 and 4,500 visits per month.	Achieved: 1.21 visits per annum.	x						x			
Phillippa Ashbey	At least 90%.	Customer satisfaction with library services as measured by an annual survey of library users.	Achieved: 97.4%	x						x			

Community Protection

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

				1 ~ Significantly ahead of measure / schedule 2 ~ Slightly ahead of measure / schedule 3 ~ Met measure / on schedule N4 ~ Almost met N5 ~ Significantly below TE ~ Too early to predict						Y ~ Met measure/on schedule N4 ~ Almost met N5 ~ Significantly below TE Too early to predict			
Performance Measures by Activity				**YTD CURRENT PROJECTS**						**LIKELY YEAR END**			
			Summary for the year ended 30 June 2016	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	Emergency Management											
Brennan Wiremu	At least 7 trained teams maintained.	Maintain trained Civil Defence Emergency Management Volunteer Teams.	**Achieved:** All 7 teams remain active and continue to participate in regular training.			x				x			
	Targets	Rural Fire											
Tim Sheppard	Maintain a minimum of 6 and a maximum of 20 volunteers per fire force.	Maintain volunteers who are adequately coordinated, equipped and trained to national standards within the three volunteer teams: - Swannanoa; - Waikuku Beach; - Pines/Kairaki.	Achieved: We have 24 volunteers in the Swannanoa volunteer fire force, 15 at Waikuku Beach and 18 at Pines/Kairaki. All three fire forces are well trained and equipped with operating a smoke chaser, a rural appliance and a rural tanker.			x				x			
	Targets	Environmental Health Services											
Malcolm Johnston	100% compliance with those premises inspected.	Number of inspections of licensed food premises completed and percentage of premises that complied.	**Nearly achieved:** A total of 144 inspections were completed this year with a final result of 97% compliant premises. Three of the premises inspected were issued notifications to improve, which they did. Another premise was non-compliant in relation to hygiene issues. The shop closed voluntarily and the issues were resolved.				x				x		
Malcolm Johnston	100% compliance with those premises inspected.	Number of inspections of licensed alcohol premises completed and percentage of premises that complied.	**Nearly achieved:** 178 inspections of licensed food premises were completed this year with a final result of 97% compliant premises. Of those inspected four were issued notifications to improve, which they did. One premise was identified to have issues with intoxication which has been addressed by Police.				x				x		

Malcolm Johnston	100%.	Excessive noise complaints received by after-hours contractors are responded to within two hours.	**Not achieved:** During the second half of the year we experienced some technical issues recording service requests. These issues have been resolved. With 82 per cent of all excessive noise complaints responded to within two hours.					x				x	
Malcolm Johnston	90%.	All other noise complaints are responded to within 48 hours.	**Not achieved:** During the second half of the year we experienced some technical issues recording service requests. These issues have been resolved. With 75 per cent of all other complaints responded to within 48 hours.					x				x	
Malcolm Johnston	100%.	Serious nuisance complaints are responded to within 24 hours.	**Achieved:** There were three serious nuisance incidents this year with all three attended within the required timeframe. (Hazardous Substance spills).			x				x			
Malcolm Johnston	90%.	All other nuisance complaints are responded to within 48 hours.	**Not achieved:** During the second half of the year we experienced some technical issues recording service requests. These issues have been resolved. 80 per cent of all nuisance complaints were responded to within 48 hours.					x				x	
	Targets	Animal Control Services											
Malcolm Johnston	100%.	Complaints responded to within 24 hours for serious attacks and 48 hours for other incidences.	**Achieved:** 100% of complaints were responded to within 24 hours. **Nearly achieved:** During the second half of the year we experienced some technical issues recording service requests. These issues have been resolved. 95 per cent of all complaints were responded to within 48 hours.			x				x			
Malcolm Johnston	100%.	Calls for wandering stock responded to within one hour.	**Not achieved:** During the second half of the year we experienced some technical issues recording service requests. These issues have been resolved. 89 per cent of calls for wandering stock were responded to within one hour.					x				x	

	Targets	Building Services												
Warren Taylor	100%.	Building consent applications processed within the statutory 20 days.	**Nearly achieved:** This year 1518 consent applications were received and 1504 granted. A total of three consents were granted outside of the statutory timeframe and 11 not granted, for various reasons. Overall, the average timeframe for processing consents was 11 working days.				x				x		
Warren Taylor	100%.	Code of Compliance Certificates issued within the statutory 20 days.	**Nearly achieved:** A total of 1771 Code Compliance Certificates were issued, 96% of those issued within the statutory timeframe.				x				x		
Warren Taylor	Accreditation maintained.	Maintain Building Consent Authority accreditation.	**Achieved:** BCA accreditation was renewed in July 2015 for a two year period. Re-assessment provisionally scheduled for July 2017.			x				x			
Warren Taylor	100%.	Project Information Memoranda (PIM) applications issued in 20 working days.	**Nearly achieved:** A total of 1038 or 98.5% of all Project Information Memoranda (PIMs) were issued this year at an average of seven working days per PIM.				x				x		
Warren Taylor	100% compliance.	Audit premises for building warrants of fitness.	**Not achieved:** There were two Building Warrant of Fitness (WoFs) carried out this year. Procedural changes have been made, which will have an impact on increasing numbers next year.					x				x	
Warren Taylor	200	Number of swimming pools audited annually.	**Achieved:** The total number of swimming pools inspected this year was 303.	x						x			
Belinda Lancaster	100%.	Land Information Memoranda (LIM) applications issued in 10 working days.	**Achieved:** 100% of LIMS issued within statutory timeframe			x				x			

Community Development

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

1 ~ Significantly ahead of measure / schedule
2 ~ Slightly ahead of measure / schedule
3 ~ Met measure / on schedule
N4 ~ Almost met N5 ~ Significantly below
TE ~ Too early to predict

Y ~ Met measure/on schedule
N4 ~ Almost met
N5 ~ Significantly below
TE Too early to predict

Performance Measures by Activity			Summary for the year ended 30 June 2016	YTD CURRENT PROJECTS						LIKELY YEAR END			
				1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	Connected Empowered Communities											
Tessa Sturley	At least six networking opportunities annually.	Number of networking opportunities facilitated.	Achieved: A total of 11 networking events were held this year.	x						x			
	Targets	Informed Communities											
Tessa Sturley	At least 3,000 persons and organisations receive the monthly 'Chatter' newsletter.	Regularly preparing and widely distributing an information newsletter (Chatter) containing current community information via print and online.	Achieved: Over 3000 copies of Chatter were distributed on-line and in print to community and service representatives.			x				x			
	Targets	Empowered Communities											
Tessa Sturley	At least 70% of applications successful for at least part of their requirements.	Number and success of applications by groups and organisations assisted.	Achieved: Three funding seminars were held this year with all 7 organisations successful in their request for funding.	x						x			
Tessa Sturley	Accreditation maintained.	Monitoring, reporting and preparing applications for re-accreditation as required.	Achieved: Re-designated as an International Safe Community (ISC) 27 June 2013.			x				x			
Zena Gibbs	98%. (per quarter)	Percentage of occupancy per year.	Achieved: A 98.53% average per quarter for the year.			x					X		

Property Management

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

1 ~ Significantly ahead of measure / schedule
2 ~ Slightly ahead of measure / schedule
3 ~ Met measure / on schedule
N4 ~ Almost met N5 ~ Significantly below
TE ~ Too early to predict

Y ~ Met measure/on schedule
N4 ~ Almost met
N5 ~ Significantly below
TE Too early to predict

Performance Measures by Activity

			Summary for the year ended 30 June 2016	YTD CURRENT PROJECTS						LIKELY YEAR END			
				1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	Property Management											
Maree Harris	100%.	Service requests responded to within 24 hours and actioned within 10 working days.	**Not achieved:** A total of 210 service requests were received. 87% of those were responded to within 24 hours and 76% were actioned within 10 days.					x				x	

Council Controlled Organisations

NON-FINANCIAL PERFORMANCE MEASURE REPORTING FOR YEAR END 30 JUNE 2016

				1 ~ Significantly ahead of measure / schedule 2 ~ Slightly ahead of measure / schedule 3 ~ Met measure / on schedule N4 ~ Almost met N5 ~ Significantly below TE ~ Too early to predict						Y ~ Met measure/on schedule N4 ~ Almost met N5 ~ Significantly below TE Too early to predict			
		Performance Measures by Activity		**YTD CURRENT PROJECTS**						**LIKELY YEAR END**			
			Summary for the year ended 30 June 2016	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Targets	**Te Kohaka O Tuhaitara Trust**											
Greg Byrnes	2 per year.	Establishment of new biota nodes to assist in the restoration of the indigenous coastal ecosystem.	**Achieved:** Two new nodes established this year.			x				x			
Greg Byrnes	At least 15 kilometres.	Maintaining functional trails per year to provide walking, cycling and horse riding recreational experiences.	**Achieved:** Over 15 kilometres of trails maintained.			x				x			
Greg Byrnes	At least 5 institutions engaged.	Develop and implement environmental education modules through engaging learning institutions.	**Achieved:** Over five institutions engaged.			x				x			
	Targets	**Enterprise North Canterbury**											
Heather Warwick	A minimum of 55 capability assessments.	Number of businesses assessed for training and coaching needs.	**Achieved:** A total of 113 assessments.	x						x			
Heather Warwick	A minimum of 80% customer satisfaction from NZT & E survey.	Assessment by New Zealand Trade and Enterprise of ENC services through annual customer survey.	**Achieved:** 100% satisfaction.	x						x			
Heather Warwick	12 annually.	Business seminars and workshops delivered.	**Achieved:** 30 seminars held this year.	x						x			
	Targets	**Transwaste Canterbury Limited**											
Gerard Cleary	100%.	Compliance with all consent conditions.	**Achieved:** No known breaches of consent conditions.			x				x			
Gerard Cleary	99%.	Percentage of landfill available to waste transporters during normal annual transport access hours.	**Achieved:** 100%		x					x			

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
GOVERNANCE		Targets	**Community Involvement in Decision-Making**											
	Karen Ward	100%.	% of the Standing Committee, Community Board and Ward Advisory Board meetings scheduled for this quarter were held.	Nearly achieved: During the first half of the year there were two meetings that had to be cancelled to accommodate conflicting commitments.				x				x		
		Targets	**Council's Accountability to the Community**											
	Jeff Millward	Plans by 30 June. Reports by 31 October.	Adoption of Annual and Long Term Plans, and the Annual Report with unqualified audit opinions within the required timeframes.	Achieved: The 2014/2015 Annual Report was adopted by Council on 6 October and received an unmodified audit opinion from Audit New Zealand. Council's 2016/2017 Annual Plan (the 2nd year of the LTP) was adopted on the 21 June 2016.			x				x			
	Adrienne Smith	At least 95%.	Percentage of Council agenda items of business that are open to the public.	Nearly achieved: Throughout the year there have been Council and Committee agenda items 'public excluded' to protect individuals and provide a forum for free and frank discussion without prejudice. For example the Red Zone Recovery Plan and Ocean Outfall Maintenance Contracts. Overall, 91 per cent of all Council and Committee agenda items				x				x		
		Targets	**Iwi Relationships**											
	Karen Ward	At least two meetings.	Rūnanga Executive meetings with Council staff held each quarter.	Achieved: Two meetings were held.			x					0		
	Matt McIlraith	Date held annually.	Annual Rūnanga/ Council Hui held.	Achieved: Annual Runanga/Council Hui held in April 2016.			x				x			

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
DISTRICT DEVELOPMENT		Targets	**Provision of Land Identified for Development**											
	Trevor Ellis	Forward provision in relevant plans and policies for at least 5 years supply of land based on recent uptake rates: Residential: 250 ha/3,000 lots. Business: 50 ha.	Supply of land identified for urban residential and business use in relevant plans and policies.	Achieved: Overall we had 599.3ha of vacant residential land during 2015/16. Of which 3,262 potential lots were available for residential development. We have a total area of 106.3ha of vacant business land available for development.	x						X			

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
		Targets	**Managing Effects of Development on the**											
	Victoria Caseley	100%.	Private plan changes responded to in accordance with statutory timeframes.	Achieved: All private plan changes were processed within the statutory timeframe.			x				X			
	Victoria Caseley	100%.	Resource consents issued within statutory timeframes.	Nearly achieved: 348 of the 349 resource consents issued during 2015/16 were completed within the statutory timeframe. The one consent not issued within timeframe was due to delays in receiving further information from the applicant.				x				X		
	Victoria Caseley	100 per year.	Audit 100 Land Use Consents.	Achieved: 208 consents were audited for the year.	x						X			
ROADS AND FOOTPATHS		Targets												
	Yvonne Warnaar	Reduction in fatalities and serious injury crashes.	The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number.	Achieved: One fatality and nine serious crashes occurred on the local network.			x				x			
	Yvonne Warnaar	95% for rural and 75% for urban roads.	The average quality of ride on a sealed road network, measured by smooth travel exposure.	Achieved: 99% for rural roads. 82% for urban roads.		x					x			
	Yvonne Warnaar	5%.	The percentage of the sealed local road network that is resurfaced.	Achieved: 5% or 45.8km.			x				x			

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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Yvonne Warnaar	95%.	The percentage of footpath that falls within the level of service or service standard for the condition of footpaths.	Nearly achieved: 90.6% of Council footpaths fall within the level of service of average to excellent. 7.6% (17.9km) of footpaths were rated 'poor' and 1.8% (5.4km) of footpaths rated 'very poor'. Work to replace 24km of 'poor' and 'very poor footpath is planned over the				x				x		
	Yvonne Warnaar	100%.	The percentage of customer service requests relating to roads and footpaths responded to within service delivery standards.	Nearly achieved: 94% of roading service requests were recorded as having been responded to within 10 working days. This result continued to improve each quarter with the implementation of improved systems for data capture.				x				x		
	Yvonne Warnaar	No more than 5%.	The percentage of unsealed roads that carry more than 200 vehicles per day.	Achieved: 1.35% or 8.32km.	x						x			

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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
WATER SUPPLY		Targets	**Safety of Drinking Water**											
	Kalley Simpson	a) Fully compliant. b) Fully compliant.	The extent to which drinking water complies with the drinking water standards for: a) Bacterial compliance; b) Protozoal compliance.	Nearly achieved: Our drinking water quality fully complies with New Zealand drinking water standards for bacterial compliance and partially complies with protozoal compliance. It is anticipated planned upgrades to water schemes, identified in the table, will improve protozoal compliance.				x				x		
		Targets	**Maintenance of the Reticulation Network**											
	Kalley Simpson	Less than 22% (based on 240 litres/connection/day).	The percentage of real water loss from the networked reticulation system.	Achieved: 19.3%, similar to the Water NZ National Performance Review median.			x				x			
		Targets	**Fault Response Times**											
	Kalley Simpson	a) Less than 60 minutes. b) Less than 480 minutes. c) Less than 660 minutes. d) Less than 850 minutes.	The median response times to attend a call-out in response to a fault or unplanned interruption to the network reticulation system: a) Attendance for urgent call-outs: from the time that the local authority receives notification to the time that the service personnel reach the site, and b) Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption, and c) Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that the service personnel reach the site, and d) Resolution of non-urgent call outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption.	Not achieved: The median response time for urgent jobs is 1.0 hours (60 minutes) and for non-urgent jobs is 20.1 hours (1,206 minutes). The median resolution time for urgent jobs is 2.5 hours (150 minutes) and for non-urgent jobs is 22.6 hours (1,356 minutes). The current targets of less than 660 minutes and 850 minutes to respond and resolve non-urgent call outs do not account for non-urgent requests received over the weekend. Revised targets of 2,160 minutes (36 hours) and 2,880 minutes (48 hours) for non-urgent call-out response and resolution, will be introduced for the 2016/17 financial year to set achievable targets.					x				x	

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Kalley Simpson	a) Nil events. b) Nil events.	Number of events that cause water not to be available to any: a) On demand or semi-restricted connections for more than 8 hours, and b) Restricted connections for more than 24 hours.	Achieved: a) Nil events. b) Nil events.			x				x			

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
		Targets	**Customer Satisfaction**											
	Kalley Simpson	Less than 5 complaints per 1,000 connections.	The total number of complaints received about any of the following: a) Drinking water clarity; b) Drinking water taste; c) Drinking water odour; d) Drinking water pressure or flow; e) Continuity of supply, and; f) Council's response to any of the above. Expressed per 1,000 connections to the networked reticulation system.	Not achieved: We received 203 service requests relating to water quality, continuity of supply and low flow or pressure. Producing a result of 11.4 complaints per 1,000 connections. The current target of less than 5 complaints per 1,000 connected properties has been increased based on actual performance during the first three quarters of this financial year. A revised target of less than 10 complaints per 1,000 connected properties will be introduced for the 2016/17 financial year.					x				x	
		Targets	**Demand Management**											
	Kalley Simpson	Less than 450 L/person/day.	The average consumption of drinking water per day per resident within the District.	Achieved: 414 L/person/day.			x				x			
		Targets	**Stockwater**											
	Kalley Simpson	a) Nil. b) 100%.	a) Number of water outages exceeding 24 hours in duration. b) Percentage of service requests responded to within 48 hours.	Nearly achieved: There were a total of three water outages exceeding 24 hours in duration due to a failure of race R31-1, upstream of Whites Road. We received 343 stockwater related service requests this year with a total of 99% responded to within 48 hours.				x				x		
SEWERAGE DISPOSAL		Targets	**System Adequacy**											
	Kalley Simpson	Less than 1 per 1,000 connections.	The number of dry weather sewerage overflows from the sewerage system expressed per 1,000 sewerage connections to that sewerage system.	Achieved: 0.8 per 1000 connections.			x				x			
		Targets	**Discharge Compliance**											
	Kalley Simpson	a) Nil b) Nil c) Nil d) Nil	Compliance with resource consents for discharge from the sewerage system measured by the number of: a) Abatement notices; b) Infringement notices; c) Enforcement orders, and; d) Convictions. Received in relation to those resource consents.	Achieved: a) Nil. b) Nil. c) Nil. d) Nil.			x				x			

NON-FINANCIAL PERFORMANCE MEASURE														
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
TREAT & OF SEWA	Kalley Simpson	Nil.	Number of breaches of consent conditions leading to significant adverse effects, as noted in Environment Canterbury compliance reports.	Nearly achieved: The Council currently holds 17 resource consents for wastewater activities, which contain a total of 204 compliance conditions. Nine of those conditions were non-complaint. Two of those related to Loburn Lea and Oxford Wastewater Treatment Plant. These breaches were considered to be minor and will not lead to significant adverse effects. The remaining conditions related to administrative non-compliance that we are working on with Environment Canterbury.				x			0			

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES				
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
MANAGEMENT AND		Targets	**Response to Sewerage System Faults**												
	Kalley Simpson	a) Less than 120 minutes. B) Less than 480 minutes.	The medium response times for attendance to sewerage overflows resulting from a blockage or other fault in the sewerage system: a) Attendance time: from receipt of notification to the time that service personnel reach the site, and b) Resolution time: from receipt of notification to the time that service personnel confirm resolution of the blockage or other fault.	Achieved: a) 0.2 hours or 12 minutes. b) 1.1 hours or 66 minutes.			x				x			
	Kalley Simpson	Nil events.	Number of events that cause a loss of service to any property for more than 8 hours (does not include private laterals).	Achieved: Nil events.			x				x			
		Targets	**Customer Satisfaction**												
	Kalley Simpson	Less than 5 complaints per 1,000 connections.	Number of complaints received about any of the following: a) Sewerage odour; b) Sewerage system faults; c) Sewerage system blockages, and; d) Response to issues with the sewerage system. Expressed per 1,000 connections to the sewerage system.	Nearly achieved: There have been 81 complaints related to the public sewerage system this year. This gives a result of 6.1 complaints per 1,000 connections.	0	0	0	x	0	0	0	x	0	0
STORMWATER		Targets	**System and Adequacy**												
	Kalley Simpson	a) Nil in less than 50 year storm events. b) Nil per 1,000 connected properties in less than 50 year storm events.	Urban Stormwater: a) The number of flooding events that occur as a result of overflow from the stormwater system that enters a habitable floor. b) For each flooding event, the number of habitable floors affected, expressed per 1,000 properties connected to the territorial authority's stormwater system.	Achieved: a) Nil. b) Nil.			x				x			
	Kalley Simpson	100% within 5 working days.	Rural Drainage Areas: The maximum time to respond to the customer for service requests relating to drain cleaning or maintenance.	Not achieved: We received 113 service requests for rural drain maintenance. Of those, 72 or 63% were responded to within 5 working days.					x				x	
		Targets	**Discharge Compliance**												

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
R D R A I N	Kalley Simpson	a) Nil b) Nil c) Nil d) Nil	Compliance with the territorial authority's resource consents for discharge from its stormwater system, measured by the number of: a) Abatement notices; b) Infringement notices; c) Enforcement orders, and; d) Convictions. Received in relation to those resource consents.	Achieved: a) Nil. b) Nil. c) Nil. d) Nil.			x				x			
	Kalley Simpson	Nil.	Number of breaches of consent conditions leading to significant adverse effects, as noted in Environment Canterbury compliance reports.	Achieved: Nil.			x				x			

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
N		Targets	**Response Times**											
A	Kalley Simpson	Less than 180 minutes.	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	Achieved: There have been no significant storm events this year.			x				x			
G		Targets	**Customer Satisfaction**											
E	Kalley Simpson	Less than 3 complaints per 1,000 connected properties.	Complaints: The number of complaints received by a territorial authority about the performance of its stormwater system, expressed per 1,000 properties connected to the territorial authority's stormwater system.	Not achieved: We received 200 service requests related to the Council's stormwater system. This gave us a result of 11.2 complaints per 1,000 connections. The current target has been increased to account for all service requests received, relating to that service. A revised target of less than 10 complaints per connected properties will be introduced for the 2016/17					x				x	
	Kalley Simpson	100% within 5 working days.	Service Requests: The maximum time to respond to the customer for service requests relating to any drainage enquiries.	Not achieved: We received 244 drainage service requests. Of those 158 or 73% were responded to within 5 days.					x				x	
		Targets	**Community Engagement**											
	Kalley Simpson	Drainage Team represented at all scheduled Rūnanga meetings.	Maintain dialogue and consultation with Te Ngāi Tūāhuriri Rūnanga.	Achieved: The drainage team was represented at all meetings held with Te Ngāi Tūāhuriri Rūnanga this year.			x				x			
	Kalley Simpson	3 meetings per group per year.	Facilitate and engage with all drainage and water race advisory groups.	Achieved: Three full rounds of advisory group meetings were held this year.			x				x			
S		Targets	**Waste Collection**											
O	Kitty Waghorn	100%.	The Southbrook Resource Recovery Park is open at least 360 days for the financial year.	Nearly achieved: There were three unplanned closures (part-days only) totalling nine hours, with the Transfer Station open 359.9/361 days this year.				x			x			
L														
I														
D														

NON-FINANCIAL PERFORMANCE MEASURE														
					1 ~ Significantly ahead of measure / schedule 2 ~ Slightly ahead of measure / schedule 3 ~ Met measure / on schedule N4 ~ Almost met N5 ~ Significantly below TE ~ Too early to predict						Y ~ Met measure/on schedule N4 ~ Almost met N5 ~ Significantly below TE Too early to predict			
Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
WASTE	Kitty Waghorn	100%.	The Oxford Transfer Station is open at least 98 days per year.	Nearly achieved: There was one unplanned closure (part-day only) with the Transfer Station open 100.6/101 days. The site was closed at 2:30pm on 4/10/15 owing to risks posed by high winds blowing around scrap steel.				x			x			
	Kitty Waghorn	100%.	Kerbside collection service provided as scheduled.	Nearly achieved: There were six non-collections this year with three new streets added to the collection round where the drivers not advised and three bin labels with the wrong collection information.				x			x			

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
		Targets	**Waste Minimisation**											
	Kitty Waghorn	Reduction from 331 kg per capita.	Reduction in annual per capita quantity of waste to landfill.	Achieved: 294.0kg per capita.			x				x			
	Kitty Waghorn	Increase from 124 kg per capita.	Increase in annual per capita quantity of materials diverted from landfill.	Achieved: 170.1kg per capita.			x				x			
RECREATION		Targets	**Recreation Spaces and Places**											
	Chris Brown	8 hectares per 1,000 residents.	The number of hectares of parkland per 1,000 residents.	Achieved: 14.54 hectares per 1000 residents.	x						x			
	Chris Brown	1 hectare per 1,000 residents.	The number of hectares of neighbourhood reserve land per 1,000 residents.	Achieved: 2.12 hectares per 1000 residents.	x						x			
	Chris Brown	At least 90%.	Customer satisfaction with meeting and performance spaces, as measured by an annual survey of facility users.	Achieved: 95%		x					x			
		Targets	**Aquatic Facilities**											
	Stewart Milne	100% compliance with annual Pool Safe Accreditation.	Meeting quality management criteria and standards as set by the NZ Recreation Association under the Pool Safe Accreditation Scheme.	Achieved: 100% compliance.			x							0

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Stewart Milne	At least 90%.	Customer satisfaction with aquatic facilities, as measured by an annual survey of facility users.	Achieved: 85% - General Customer Survey for Dudley Park and Kaiapoi Aquatic Centre. 97% - WaiSwim Customer Survey for Dudley Park and Kaiapoi Aquatic Centre.			x							0

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
LIBRARIES & MUSEUMS		Targets	Library Services											
	Phillippa Ashbey	Minimum average of 7.5 visits per person per annum.	The number of visits per annum to the Kaiapoi and Rangiora Libraries based on a population of 55,000 and 33,750 visits per month.	Achieved: 8.49 visits per annum.	x						x			
	Phillippa Ashbey	Minimum of 1 visit per person per annum.	The number of visits per annum to the Libraries website based on a population of 55,000 and 4,500 visits per month.	Achieved: 1.21 visits per annum.	x						x			
	Phillippa Ashbey	At least 90%.	Customer satisfaction with library services as measured by an annual survey of library users.	Achieved: 97.4%	x						x			
COMMUNITY PROTE		Targets	Emergency Management											
	Brennan Wiremu	At least 7 trained teams maintained.	Maintain trained Civil Defence Emergency Management Volunteer Teams.	Achieved: All 7 teams remain active and continue to participate in regular training.			x				x			
		Targets	Rural Fire											
	Tim Sheppard	Maintain a minimum of 6 and a maximum of 20 volunteers per fire force.	Maintain volunteers who are adequately coordinated, equipped and trained to national standards within the three volunteer teams: - Swannanoa; - Waikuku Beach; - Pines/Kairaki.	Achieved: We have 24 volunteers in the Swannanoa volunteer fire force, 15 at Waikuku Beach and 18 at Pines/Kairaki. All three fire forces are well trained and equipped with operating a smoke chaser, a rural appliance and a rural tanker.			x				x			
		Targets	Environmental Health Services											
	Malcolm Johnston	100% compliance with those premises inspected.	Number of inspections of licensed food premises completed and percentage of premises that complied.	Nearly achieved: A total of 144 inspections were completed this year with a final result of 97% compliant premises. Three of the premises inspected were issued notifications to improve, which they did. Another premise was non-compliant in relation to hygiene issues. The shop closed voluntarily and the issues were resolved.				x				x		

NON-FINANCIAL PERFORMANCE MEASURE															
					1 ~ Significantly ahead of measure / schedule 2 ~ Slightly ahead of measure / schedule 3 ~ Met measure / on schedule N4 ~ Almost met N5 ~ Significantly below TE ~ Too early to predict						Y ~ Met measure/on schedule N4 ~ Almost met N5 ~ Significantly below TE Too early to predict			
Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
ECTION	Malcolm Johnston	100% compliance with those premises inspected.	Number of inspections of licensed alcohol premises completed and percentage of premises that complied.	Nearly achieved: 178 inspections of licensed food premises were completed this year with a final result of 97% compliant premises. Of those inspected four were issued notifications to improve, which they did. One				x				x		
	Malcolm Johnston	100%.	Excessive noise complaints received by after-hours contractors are responded to within two hours.	Not achieved: During the second half of the year we experienced some technical issues recording service requests. These issues have been resolved. With 82 per cent of all excessive noise complaints responded to within two hours.			0				0			
	Malcolm Johnston	90%.	All other noise complaints are responded to within 48 hours.	Not achieved: During the second half of the year we experienced some technical issues recording service requests. These issues have been resolved. With 75 per cent of all other complaints responded to within 48 hours.			0				0			
	Malcolm Johnston	100%.	Serious nuisance complaints are responded to within 24 hours.	Achieved: There were three serious nuisance incidents this year with all three attended within the required timeframe. (Hazardous Substance spills).			x				x			
	Malcolm Johnston	90%.	All other nuisance complaints are responded to within 48 hours.	Not achieved: During the second half of the year we experienced some technical issues recording service requests. These issues have been resolved. 80 per cent of all nuisance complaints were responded to within			0				0			
		Targets	Animal Control Services											
	Malcolm Johnston	100%.	Complaints responded to within 24 hours for serious attacks and 48 hours for other incidences.	Achieved: 100% of complaints were responded to within 24 hours. Nearly achieved: During the second half of the year we experienced some technical issues recording service requests. These issues have been resolved. 95 per cent of all complaints were responded to within 48 hours.			x				x			
	Malcolm Johnston	100%.	Calls for wandering stock responded to within one hour.	Not achieved: During the second half of the year we experienced some technical issues recording service requests. These issues have been resolved. 89 per cent of calls for wandering stock were responded to within one hour.			0				0			
		Targets	Building Services											
	Warren Taylor	100%.	Building consent applications processed within the statutory 20 days.	Nearly achieved: This year 1518 consent applications were received and 1504 granted. A total of three consents were granted outside of the statutory timeframe and 11 not granted, for various reasons. Overall, the average timeframe for processing consents was 11 working days.				x				x		

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
	Warren Taylor	100%.	Code of Compliance Certificates issued within the statutory 20 days.	Nearly achieved: A total of 1771 Code Compliance Certificates were issued, 96% of those issued within the statutory timeframe.				x				x		
	Warren Taylor	Accreditation maintained.	Maintain Building Consent Authority accreditation.	Achieved: BCA accreditation was renewed in July 2015 for a two year period. Re-assessment provisionally scheduled for July 2017.			x				x			
	Warren Taylor	100%.	Project Information Memoranda (PIM) applications issued in 20 working days.	Nearly achieved: A total of 1038 or 98.5% of all Project Information Memoranda (PIMs) were issued this year at an average of seven working days per PIM.				x				x		
	Warren Taylor	100% compliance.	Audit premises for building warrants of fitness.	Not achieved: There were two Building Warrant of Fitness (WoFs) carried out this year. Procedural changes have been made, which will have an impact on increasing numbers next year.					x					0
	Warren Taylor	200	Number of swimming pools audited annually.	Achieved: The total number of swimming pools inspected this year was 303.			0					0		
	Belinda Lancaster	100%.	Land Information Memoranda (LIM) applications issued in 10 working days.	Achieved: 100% of LIMS issued within statutory timeframe			x				x			

NON-FINANCIAL PERFORMANCE MEASURE															
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Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
COMMUNITY DEVELOPMENT		Targets	Connected Empowered Communities											
	Tessa Sturley	At least six networking opportunities annually.	Number of networking opportunities facilitated.	Achieved: A total of 11 networking events were held this year.	x						x			
		Targets	Informed Communities											
	Tessa Sturley	At least 3,000 persons and organisations receive the monthly 'Chatter' newsletter.	Regularly preparing and widely distributing an information newsletter (Chatter) containing current community information via print and online.	Achieved: Over 3000 copies of Chatter were distributed on-line and in print to community and service representatives.			x				x			
		Targets	Empowered Communities											
	Tessa Sturley	At least 70% of applications successful for at least part of their requirements.	Number and success of applications by groups and organisations assisted.	Achieved: Three funding seminars were held this year with all 7 organisations successful in their request for funding.	x						x			
	Tessa Sturley	Accreditation maintained.	Monitoring, reporting and preparing applications for re-accreditation as required.	Achieved: Re-designated as an International Safe Community (ISC) 27 June 2013.			x				x			
	Zena Gibbs	98%.	Percentage of occupancy per year.	Achieved: A 98.53% average per quarter for the year.				x				X		

NON-FINANCIAL PERFORMANCE MEASURE															
					1 ~ Significantly ahead of measure / schedule 2 ~ Slightly ahead of measure / schedule 3 ~ Met measure / on schedule N4 ~ Almost met N5 ~ Significantly below TE ~ Too early to predict						Y ~ Met measure/on schedule N4 ~ Almost met N5 ~ Significantly below TE Too early to predict				
Performance Measures by Activity					YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES				
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
PROPERTY MANAGEMENT		Targets	Property Management												
	Maree Harris	100%.	Service requests responded to within 24 hours and actioned within 10 working days.	Not achieved: A total of 210 service requests were received. 87% of those were responded to within 24 hours and 76% were actioned within 10 days.					x					0
COUNCIL CONTROL		Targets	Te Kohaka O Tuhaitara Trust												
	Greg Byrnes	2 per year.	Establishment of new biota nodes to assist in the restoration of the indigenous coastal ecosystem.	Achieved: Two new nodes established this year.			x				x				
	Greg Byrnes	At least 15 kilometres.	Maintaining functional trails per year to provide walking, cycling and horse riding recreational experiences.	Achieved: Over 15 kilometres of trails maintained.			x				x				

NON-FINANCIAL PERFORMANCE MEASURE															
					1 ~ Significantly ahead of measure / schedule 2 ~ Slightly ahead of measure / schedule 3 ~ Met measure / on schedule N4 ~ Almost met N5 ~ Significantly below TE ~ Too early to predict						Y ~ Met measure/on schedule N4 ~ Almost met N5 ~ Significantly below TE Too early to predict			
			Performance Measures by Activity		YTD CURRENT PROJECTS Completion/Milestone 15/16						LIKELY YEAR END OUTCOMES			
				Summary to Date at 30 June 2016 4th Quarter	1	2	3	N4	N5	TE	Y	N4	N5	TE
ED ORGANISATIONS	Greg Byrnes	At least 5 institutions engaged.	Develop and implement environmental education modules through engaging learning institutions.	Achieved: Over five institutions engaged.			x				x			
		Targets	Enterprise North Canterbury											
	Heather Warwick	A minimum of 55 capability assessments.	Number of businesses assessed for training and coaching needs.	Achieved: A total of 113 assessments.	x						x			
	Heather Warwick	A minimum of 80% customer satisfaction from NZT & E survey.	Assessment by New Zealand Trade and Enterprise of ENC services through annual customer survey.	Achieved: 100% satisfaction.	x						x			
	Heather Warwick	12 annually.	Business seminars and workshops delivered.	Achieved: 30 seminars held this year.	x						x			
		Targets	Transwaste Canterbury Limited											
	Gerard Cleary	100%.	Compliance with all consent conditions.	Achieved: No known breaches of consent conditions.			x				x			
	Gerard Cleary	99%.	Percentage of landfill available to waste transporters during normal annual transport access hours.	Achieved: 100%		x					x			
					13	3	35	18	7	0	51	14	5	0
					76						70			

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO:	GOV-01-05 / FIN-06-01 / 160905091462
REPORT TO:	Audit Committee
DATE OF MEETING:	20 September 2016
FROM:	Paul Christensen, Finance Manager
SUBJECT:	Financial Report for the period ended 30 June 2016
SIGNED BY: (for Reports to Council or Committees)	Department Manager / Chief Executive

1. SUMMARY

The purpose of this report is to advise the Audit Committee of the preliminary financial result for the year ended 30 June 2016.

The Council's preliminary net operating surplus is $25,274,000 (Budget - surplus of $40,938,000).

The surplus contains items that are received through operating revenues that fund capital works. These are development contribution revenue of $9,273,000, subsidies received for capital works of $5,241,000 and insurance for Earthquake recovery of $7,781,000.

Capital expenditure, including work in progress carried forward (excluding loan repayments) for the period ended 30 June 2016 totalled $57.4 million (YTD budget $116.9 million), including earthquake recovery work.

The Capital Projects report (File No: 160905091231) provides further detail on the capital expenditure for the year.

2. RECOMMENDATION

THAT the Audit Committee:

(a) **Receives** report no. 160905091462

(b) **Notes** that this is a preliminary result for the year ended 30 June 2016 and the final audited accounts will be presented for adoption on 4 October.

3. ISSUES AND OPTIONS

3.1. Operating Surplus

The preliminary operating surplus for the period ended 30 June 2016 for the Council is $25,274,000 against a budget of $40,938,000.

3.2. Operating Revenue

Revenue received for the period ended 30 June was $112.3 million compared with budget $119.1 million.

Earthquake recoveries to 30 June 2016 total $9.8 million (budget $11.3 million). The change in timing of the recovery programme has lowered the subsidy revenue for the period. An insurance recovery of $7.8 million was received from Civic Insurance.

Fees and charges revenue was $2.9 million over budget which includes recoveries for roading work on Lineside Road (Pak'nSave) and insurance recoveries for Dudley Aquatic Centre.
Development contributions revenue was $7.8 million under budget. The growth in the district is slowing down and less contributions revenue was received compared to the original budget. There is also land assets received in lieu of developments contributions.

3.3 Operating Expenditure

Operating Expenditure for the period was $8.8 million over budget (actual $87.0 million vs. budget $78.2 million). The largest variances from budget were as follows

- District Development $1,242,000 over budget due to costs incurred on the Residential Red Zone Recovery Plan. This is partly offset by reimbursement from the government of 60% of external costs incurred.

- Roading $1,332,000 over budget including depreciation increase of $772,000 from the 2015 revaluation and the asset disposals of $685,000.

- Water $1,778,000 over budget – Interest costs over budget as some capital spending ahead of projections. Maintenance costs were over budget by $374,000 including Mandeville Water supply maintenance work of $102,000 as a result of turbidity issues with the well. Asset disposals from the capital renewal program were $771,000.

- Recreation expenditure was over budget by $895,000 including capital expensed of $155,000 and asset disposals of $588,000. The asset disposals included the Baker Park Pavilion clubrooms which was uneconomic to strengthen and Rangiora Service centre paths which were re-laid following the removal of the portacoms.

- Libraries and Museums is under budget by $469,000 because budgeted Redevelopment levies for the Canterbury Museum of $412,000 were not called upon.

- Non significant Activities $4,986,000 over budget. This includes an accounting adjustment of $4.8 million for the change in the value of the Council's interest rate swaps. The record low interest rates have resulted in a decrease in the value of the Council's interest rate hedges, which includes hedges bought when interest rates were higher.

3.4 Capital Expenditure

Total Capital Expenditure for the period totalled $57.7 million, compared with the revised budget of $116.9 million.

This included $13.3m (Budget $37.6m) of capital work for Earthquake recovery. A report summarising the Earthquake recovery expenditure to date will be presented to the Council on 4th October.

The Capital expenditure budgets have been reforecast to reflect this. Loans raised are under budget as a result of this underspend.

Further details of capital works carried out to date are available in the Capital Projects Progress Report to 30 June 2016.

3.5 Balance Sheet

The Council's position remains sound. The Council is within all Policy limits.

Debt

The Council's external debt is $95.0m as at 30 June 2016 (June 2015: $80.0). The Long Term Plan forecast Council external debt to be $108.9m by 30 June 2016.

External debt is 6.3% of the Council's total assets. The Council's Liability management policy requires debt as a percentage of total assets to be less than 15%.

Interest costs were $4.5m which is 5.2% (budget 7.7%) of operating revenue (Council Policy requires it must not exceed 12%).

Interest costs were 9.2% of Rates revenue (per Annual Plan 13.2%). Interest as a percentage of Rates income must not exceed 25%.

3.6 Hedging profile

Based on current projections, the Council will maintain its hedging arrangements in accordance with policy. Staff are continually reviewing both the cash flow projections and hedging levels to ensure they are maintained at an appropriate level. Currently hedging is at the lower level of the range in the policy to take advantage of the lower rates that we expect to remain for some time.

As at 30 June 2016, Council is currently 81% hedged. Under the Treasury Policy, Treasury management advice is sought from Bancorp Treasury Management Services.

3.7 The financial results have been discussed with the relevant managers.

3.8 The Management Team have reviewed this report and support the recommendations.

4. CONTEXT

4.1. These issues are not matters of significance in terms of the Council's Significance Policy.

4.2. This report has been prepared and provided with reference to the financial provisions relating to the Local Government Act 2002 and Financial Reporting Standards.

4.3. Community Outcomes

The quarterly report contributes to the outcome:

"There are wide ranging opportunities for people to contribute to the decision-making by public organisations that affects our District

- Public organisations make information about their plans and activities readily available.

- Public organisations make every effort to accommodate the views of people who contribute to consultations."

4.4. Delegation S-DM 1022 provides that the Audit Committee has jurisdiction to "Monitor implementation of the Annual Plan quarterly".

Paul Christensen
Finance Manager

WAIMAKARIRI DISTRICT COUNCIL

FINANCIAL REPORT

FOR THE PERIOD ENDED

30 June 2016

The financial report includes

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Waimakariri District Council
Statement of Financial Performance
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$'000	$'000	$'000	$'000	%
Revenue					
Rates	49,045	49,365	49,463	98	0.20%
Interest	698	341	558	217	63.64%
Subsidies and Grants	6,291	6,406	6,829	423	6.60%
Fees and Charges	16,738	16,444	19,372	2,928	17.81%
Petrol Tax	307	307	409	102	33.22%
Dividends	250	250	808	558	223.20%
Development and other Contributions	17,301	17,072	9,273	(7,799)	(45.68%)
Gains	-	379	1,001	622	164.12%
Earthquake Recoveries - Govt & Insurance	8,532	8,582	9,357	775	9.03%
Earthquake Recoveries - NZTA	2,480	2,480	441	(2,039)	(82.22%)
Vested Assets	17,497	17,497	14,765	(2,732)	(15.61%)
Total Revenue	**119,139**	**119,123**	**112,276**	**(6,847)**	**(5.75%)**
Operating Expenses by Activity					
Governance	1,848	1,848	1,727	(121)	(6.55%)
District Development	4,187	4,185	5,427	1,242	29.68%
Roading	16,090	15,581	16,913	1,332	8.55%
Water and Stockwater	5,989	5,829	7,607	1,778	30.50%
Sewerage	8,437	8,391	8,565	174	2.07%
Drainage	3,741	3,667	3,442	(225)	(6.14%)
Solid Waste	6,480	6,439	6,276	(163)	(2.53%)
Recreation	14,506	14,139	15,034	895	6.33%
Libraries and Museums	4,438	4,438	3,969	(469)	(10.57%)
Community Protection	7,962	7,949	8,316	367	4.62%
Community Development	1,904	1,821	1,829	8	0.44%
Property and Forestry	758	745	119	(626)	(84.03%)
Earthquake Response and Recovery	2,408	2,170	1,809	(361)	(16.64%)
Non Significant Activities	2,019	983	5,969	4,986	507.22%
Total Expenses	**80,767**	**78,185**	**87,002**	**8,817**	**11.28%**
Operating Surplus before taxation	**38,372**	**40,938**	**25,274**	**(15,664)**	**(38.26%)**
Less Taxation expense	75	75	217	142	189.33%
Net Surplus/ (deficit)	**38,297**	**40,863**	**25,057**	**(15,806)**	**(38.68%)**

(Key items only) **Revenue**		**Variance** **( )= unfavourable**
Total Revenue is $6.8m below budget at the end of this period.		
Interest	Interest revenue from call account and term deposits was more than budgeted due to delay of capital p	217
Subsidies and Grants	Subsidies/Grants more than budgeted mainly due to recoveries received on the Residential Red Zone Recovery Plan.	423
Fees and Charges	Fees and charges more than budgeted due to:	
	Recoveries of work carried out on Lineside road (Pak'nSave project).	820
	Lump sum contributions towards Rangiora/Oxford Sewer not budgeted.	133
	Council received insurance proceeds for Aug 2011 Dudley Pool Snow Loss and accrued insurance revenue for business interruption (June 16) of Dudley Pool.	290
	Rental revenue on commercial properties and facilities hire more than budgeted.	154
	Unbudgeted GST refund due to tax review.	236
	Parking fines and impoundment more than budgeted.	88
	Revenue from dog registration more than budgeted.	164
	Revenue from liquor licensing/food premises more than budgeted.	94
	Rates penalties more than budgeted.	465
	Unbudgeted fire fighting recoveries (further insurance claims being processed).	197
	Rates part payments more than budgeted.	123
	3 waters' connection fees more than budgeted.	287
Dividend Revenue	Council received $460k of dividends from Transwaste for 14/15 financial year in August 2015. Council only recognises dividend revenue if it is declared to us.	558
Development and other Contributions	Development contributions were less than budget. The growth in the district is slowing down and fewer subdivisions were completed compared to the original forecast.	(7,799)
Gains	Gain on revaluation of investment properties $156k plus gain on revaluation of forestry assets $429k. Both not budgeted.	622
Earthquake Recoveries	Earthquake recoveries from Government agencies are under budget due to delays in the recovery programme. Please note Council received $7.8m from Civic Assurance for its above ground infrastructural and buildings in Feb and Apr 16.	(1,264)
Vested Assets	Less subdivisions were completed compared to the forecast resulting in less than budgeted vested assets revenue.	(2,732)

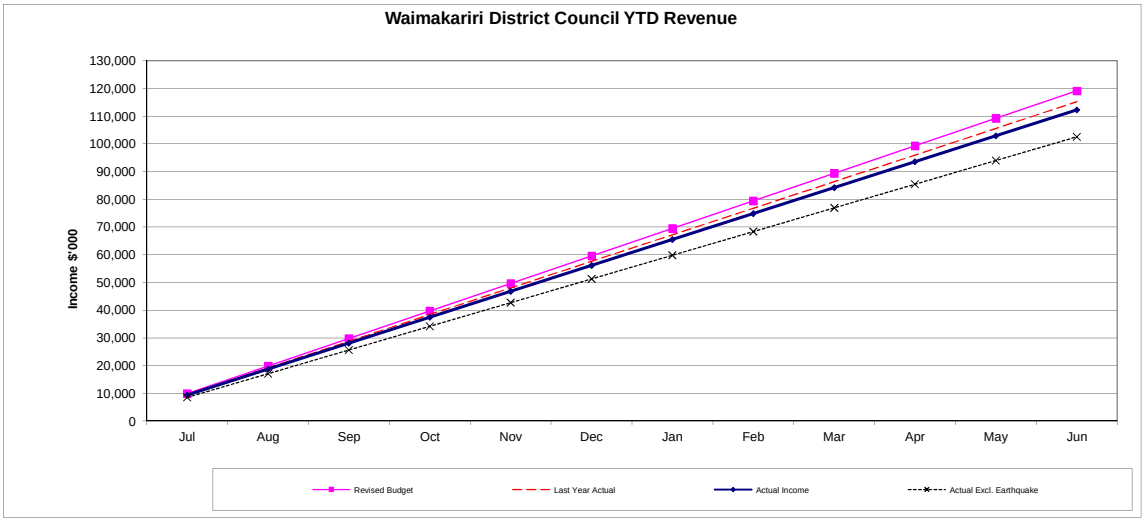
Expenditure		
Operating Expenditure is $8.8m over budget at the end of this period.		
District Development	Unbudgeted costs were incurred for the Residential Red Zone plan (60% of external costs are recoverable from the Crown). Additional staff were employed in Plan Administration area.	(1,242)
Roading	Depreciation expenses more than budgeted due to revaluation of roading assets at 30 June 15.	(772)
	The Westpac building on 50 High St was removed during the year.	(685)
	Interest was less than budgeted due to less internal loans required as a result of delay of capital programme.	184
Water	Rates remissions more than budgeted.	(178)
	Costs incurred on asset management plans more than budgeted.	(87)
	Maintenance expenditure on pumps and pipelines more than budgeted, including costs incurred to resolve the turbidity issues with the well at Mandeville scheme.	(374)
	Asset disposals from the capital renewal programme were not budgeted.	(771)
	Interest on borrowings more than budgeted due to progress on Southbrook supply main - construction.	(191)
Sewer	Asset disposals from the capital renewal programme were not budgeted.	(405)
	Actual depreciation/interest expenditure under budget due to delay of capital programme.	240
Drainage	Expenditure under budget mainly due to less spending on asset management plans.	225
Recreation	Asset disposals from the capital renewal programme were not budgeted.	(588)
	Capital expensed (from current year capital projects) not budgeted.	(155)
Libraries and Museums	No payments made for Canterbury Museum Redevelopment Levy.	469
Community Protection	Expenditure over budget due to rural fire incidents during summer. Costs were partially recovered from 3rd party and insurance.	(367)
Property and Forestry	Expenditure was under budget mainly due to surplus made by the Water Unit and Project Delivery Unit. The internal contracts were at market rates.	626
Earthquake Response and Recovery	Council is in the process of finalising the Residential Red Zone Recovery Plan. Projects (operational & capital) are on hold awaiting for the approval from the Government.	361
Non Significant Activities	Loss on revaluation of interest rate swaps. In addition staff related costs were more than budgeted.	(4,986)

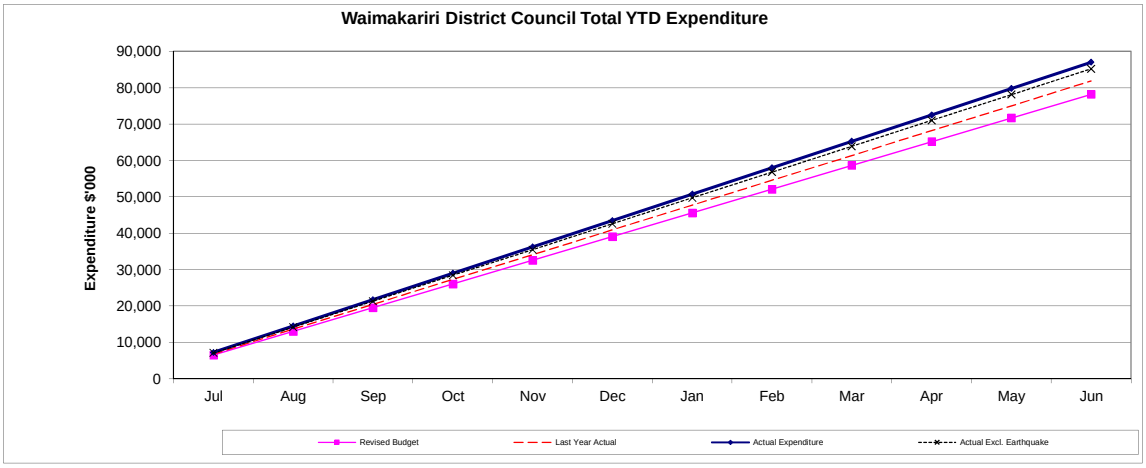
Waimakariri District Council
Statement of Comprehensive Revenue and Expense
for the period ended 30 June 2016

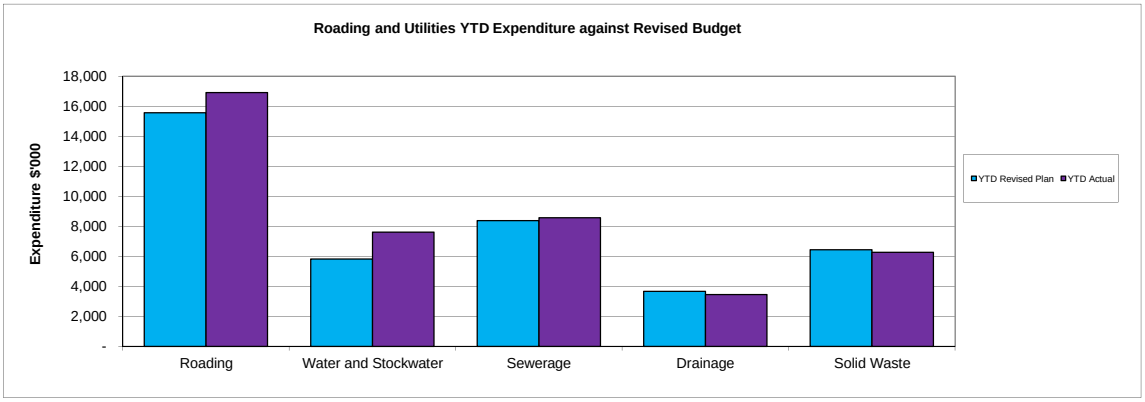
	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$'000	$'000	$'000	$'000	%
Net Surplus/ (deficit)	**38,297**	**40,863**	**25,057**	**(15,806)**	**(38.68%)**
Other Comprehensive Revenue and Expense					
Increase in Asset Revaluation Reserves	45,579	45,579	35,492	(10,087)	(22.13%)
Financial assets at fair value through other comprehensive revenue and expense	-	-	(29)	(29)	
Total Other Comprehensive Revenue and Expense	**45,579**	**45,579**	**35,463**	**(10,116)**	**(22.19%)**
Total Comprehensive Revenue and Expense	**83,876**	**86,442**	**60,520**	**(25,922)**	**(29.99%)**

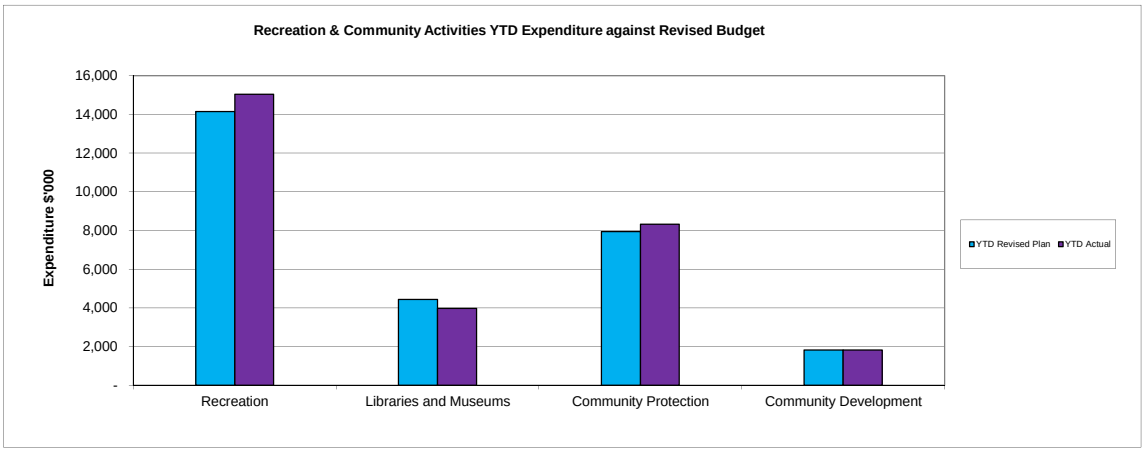
Comments - Other Comprehensive Revenue and Expense

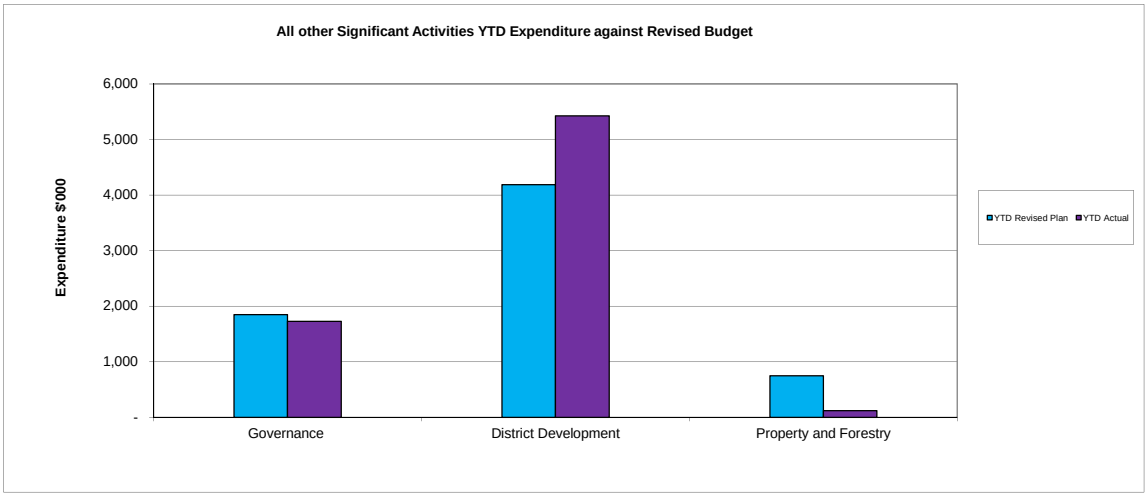
The increase in asset revaluation reserves is made up of:	$'000
Valuation gain on land and buildings	11,481
Valuation gain on parks/reserves	8,092
Valuation gain on roading network	4,575
Impairment reversal - roading network	316
Impairment reversal - parks/reserves	1,000
Impairment reversal - 3 waters	10,028
	35,492

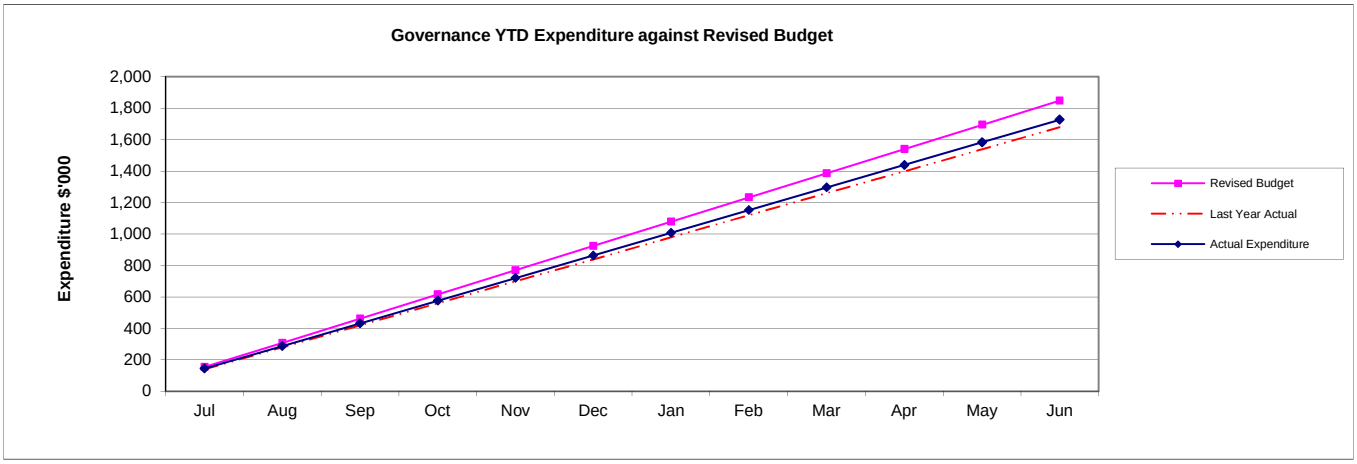





Roading and Utilities YTD Expenditure against Revised Budget
Expenditure $'000
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
-
Roading
Water and Stockwater
Sewerage
Drainage
Solid Waste
YTD Revised Plan
YTD Actual


Recreation & Community Activities YTD Expenditure against Revised Budget
Expenditure $'000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
-
Recreation
Libraries and Museums
Community Protection
Community Development
YTD Revised Plan
YTD Actual


All other Significant Activities YTD Expenditure against Revised Budget
Expenditure $'000
6,000
5,000
4,000
3,000
2,000
1,000
-
Governance
District Development
Property and Forestry
YTD Revised Plan
YTD Actual


Governance YTD Expenditure against Revised Budget
Expenditure $'000
2,000
1,800
1,600
1,400
1,200
1,000
800
600
400
200
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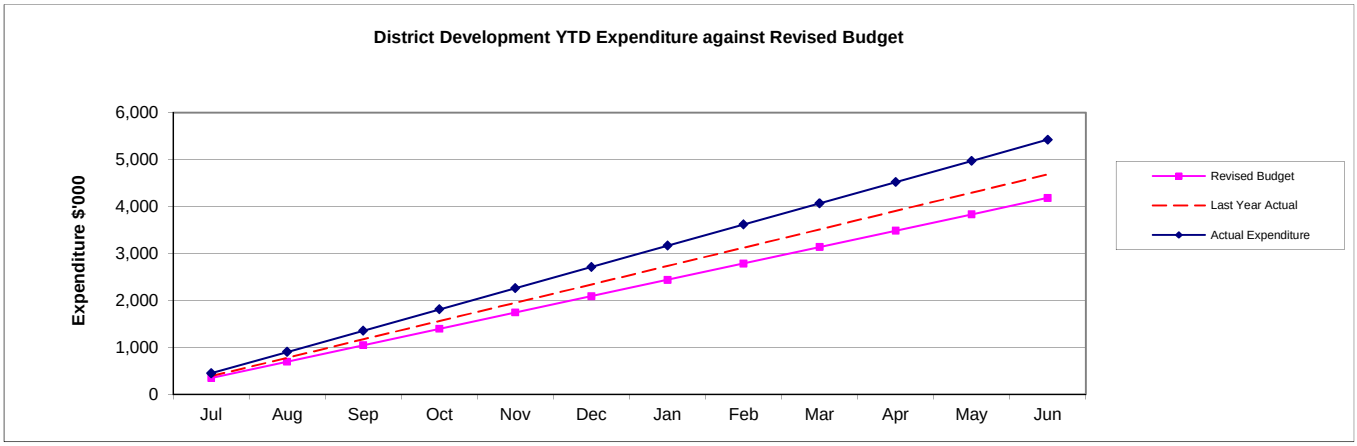
Revised Budget
Last Year Actual
Actual Expenditure


District Development YTD Expenditure against Revised Budget
Expenditure $'000
6,000
5,000
4,000
3,000
2,000
1,000
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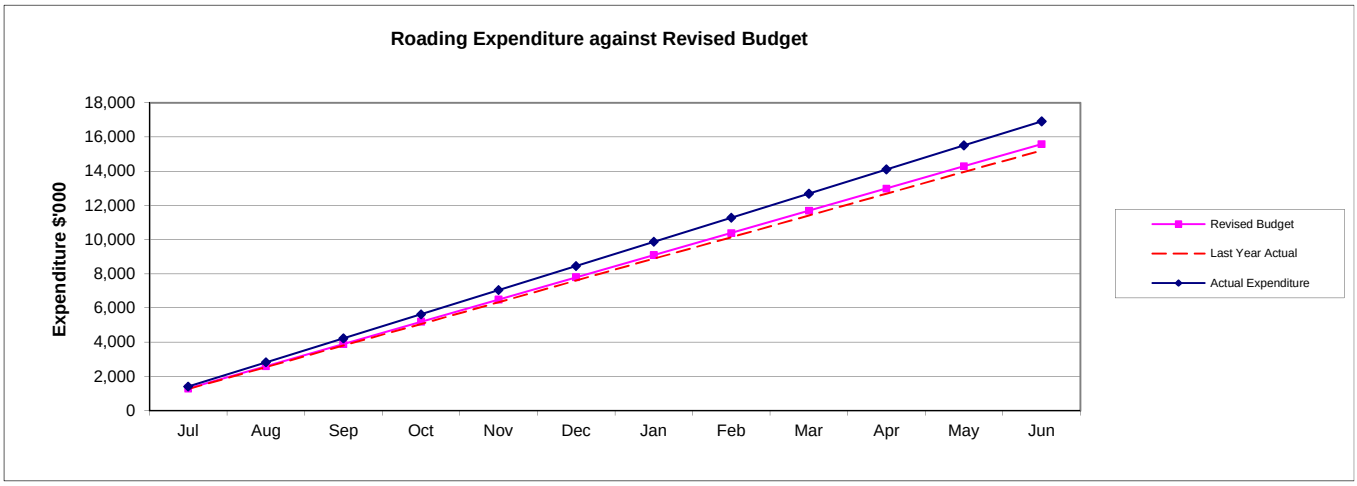
Revised Budget
Last Year Actual
Actual Expenditure


Roading Expenditure against Revised Budget
Expenditure $'000
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
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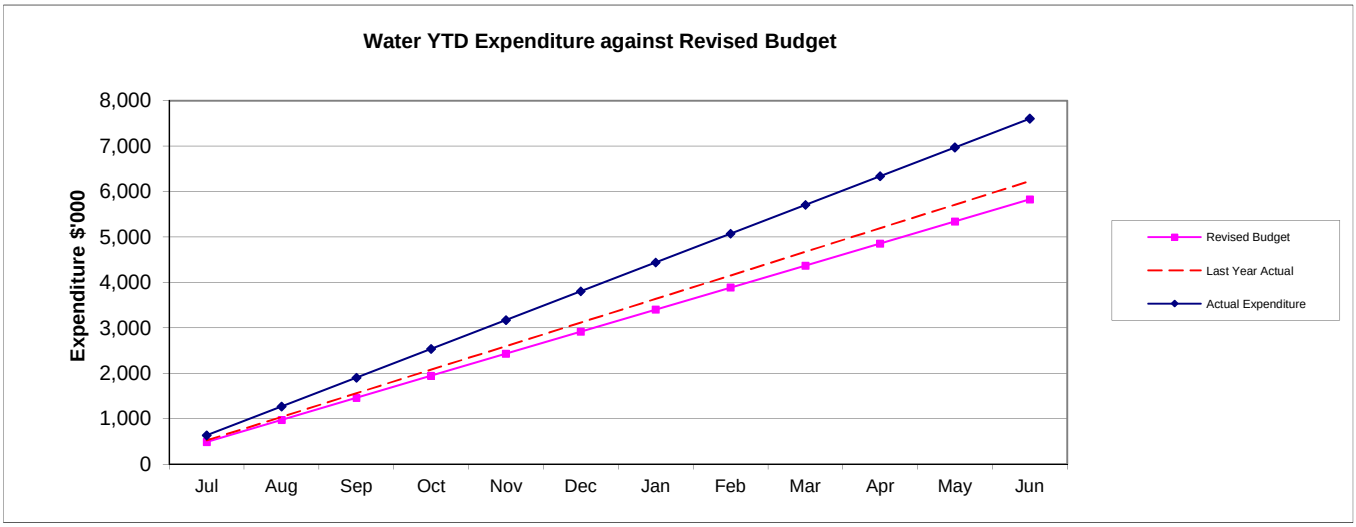
Revised Budget
Last Year Actual
Actual Expenditure


Water YTD Expenditure against Revised Budget
Expenditure $'000
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
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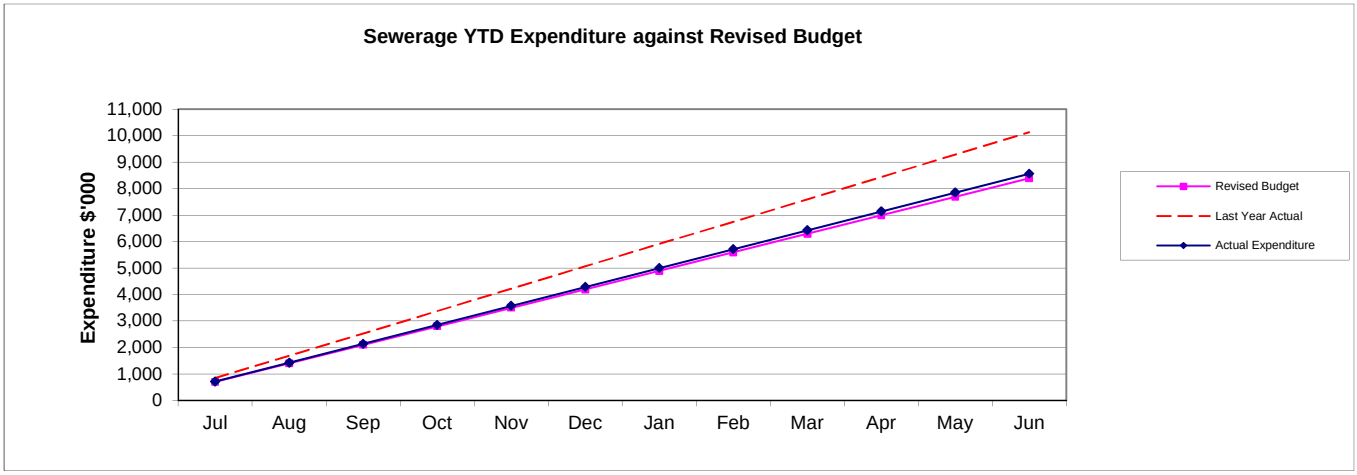
Revised Budget
Last Year Actual
Actual Expenditure


Sewerage YTD Expenditure against Revised Budget
Expenditure $'000
11,000
10,000
9,000
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
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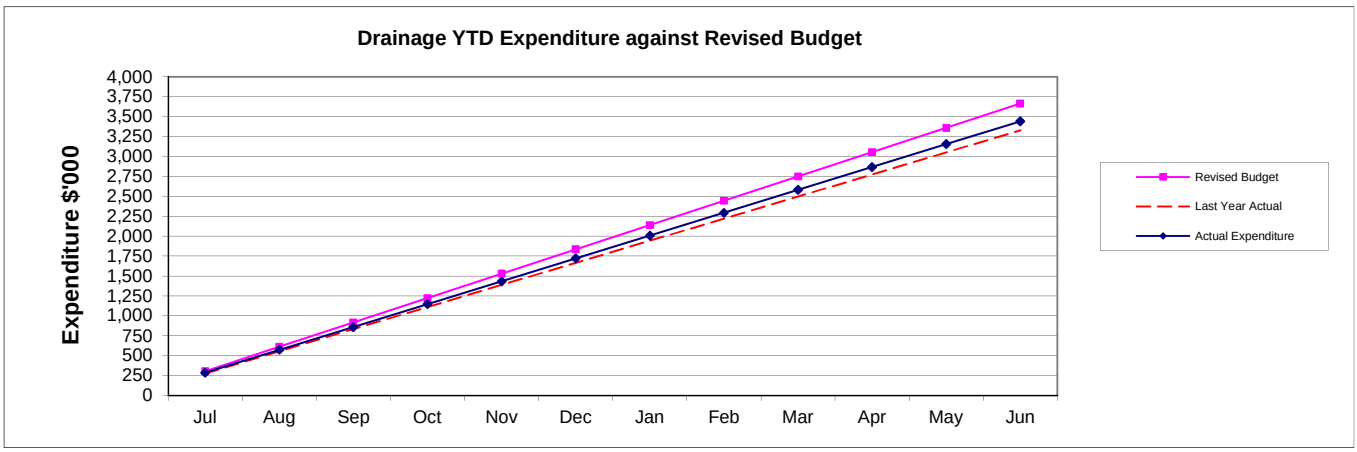
Revised Budget
Last Year Actual
Actual Expenditure


Drainage YTD Expenditure against Revised Budget
Expenditure $'000
4,000
3,750
3,500
3,250
3,000
2,750
2,500
2,250
2,000
1,750
1,500
1,250
1,000
750
500
250
0
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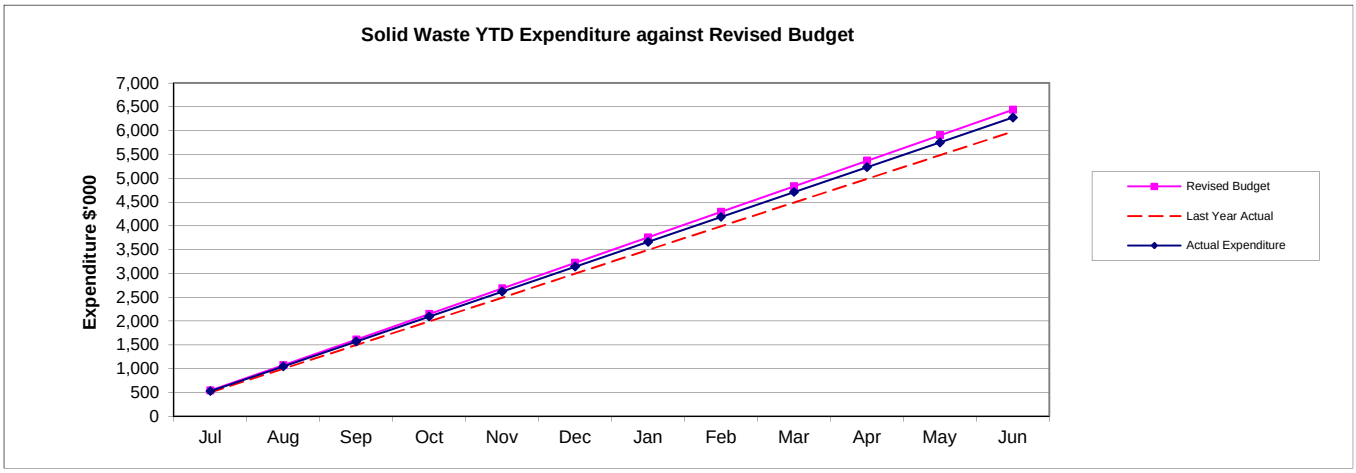
Revised Budget
Last Year Actual
Actual Expenditure


Solid Waste YTD Expenditure against Revised Budget
Expenditure $'000
7,000
6,500
6,000
5,500
5,000
4,500
4,000
3,500
3,000
2,500
2,000
1,500
1,000
500
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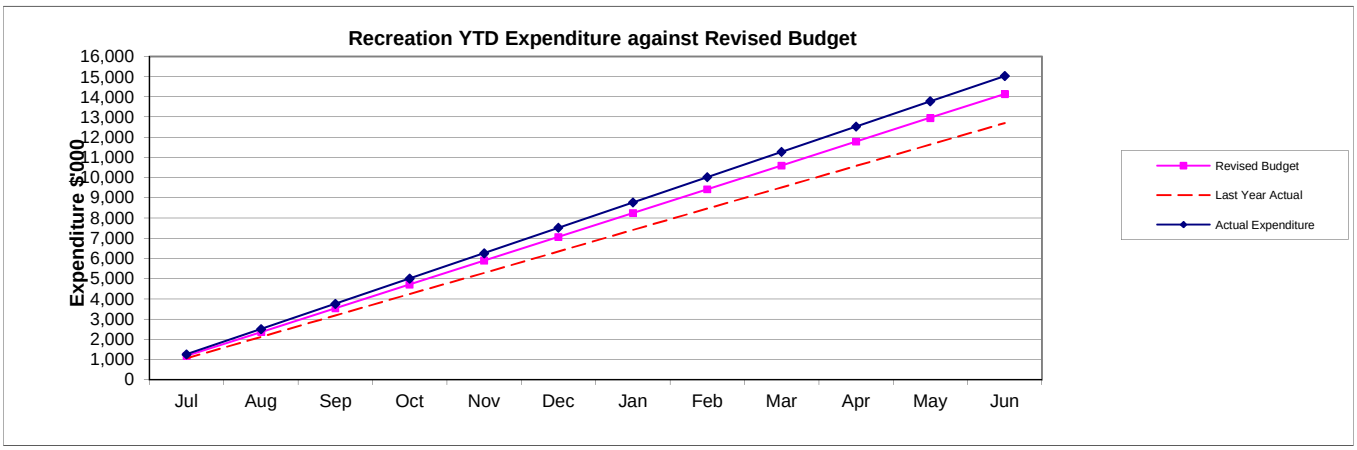
Revised Budget
Last Year Actual
Actual Expenditure


Recreation YTD Expenditure against Revised Budget
Expenditure $'000
16,000
15,000
14,000
13,000
12,000
11,000
10,000
9,000
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
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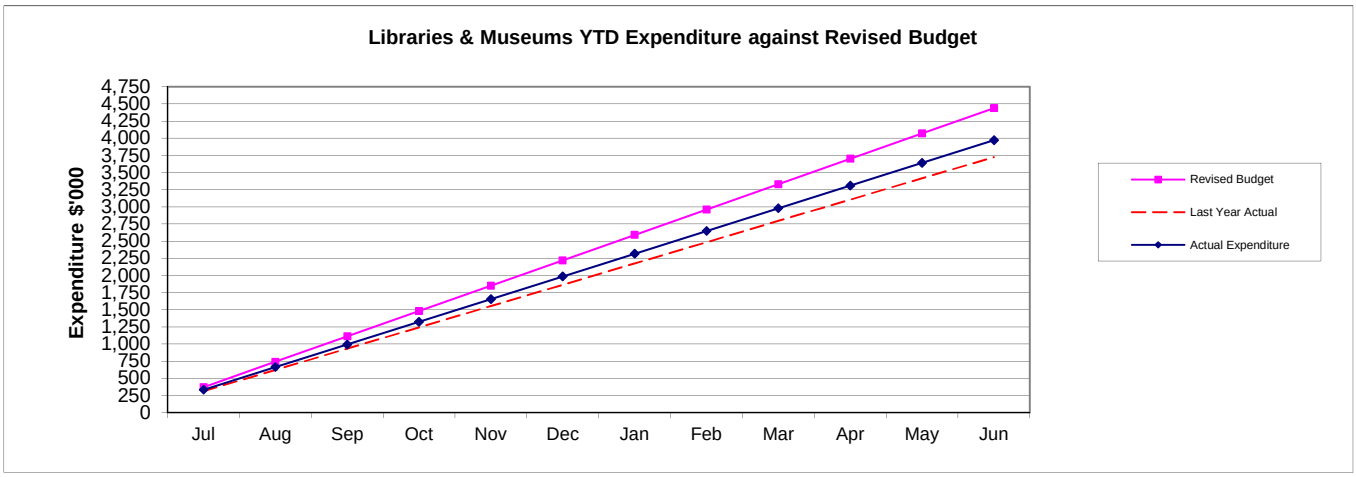
Revised Budget
Last Year Actual
Actual Expenditure


Libraries & Museums YTD Expenditure against Revised Budget
Expenditure $'000
4,750
4,500
4,250
4,000
3,750
3,500
3,250
3,000
2,750
2,500
2,250
2,000
1,750
1,500
1,250
1,000
750
500
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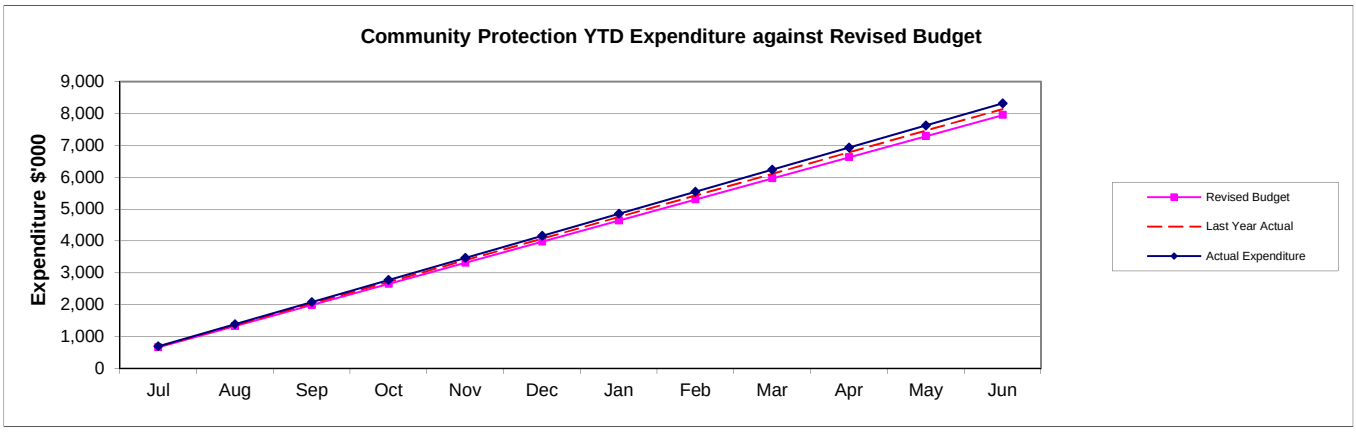
Revised Budget
Last Year Actual
Actual Expenditure


Community Protection YTD Expenditure against Revised Budget
Expenditure $'000
9,000
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
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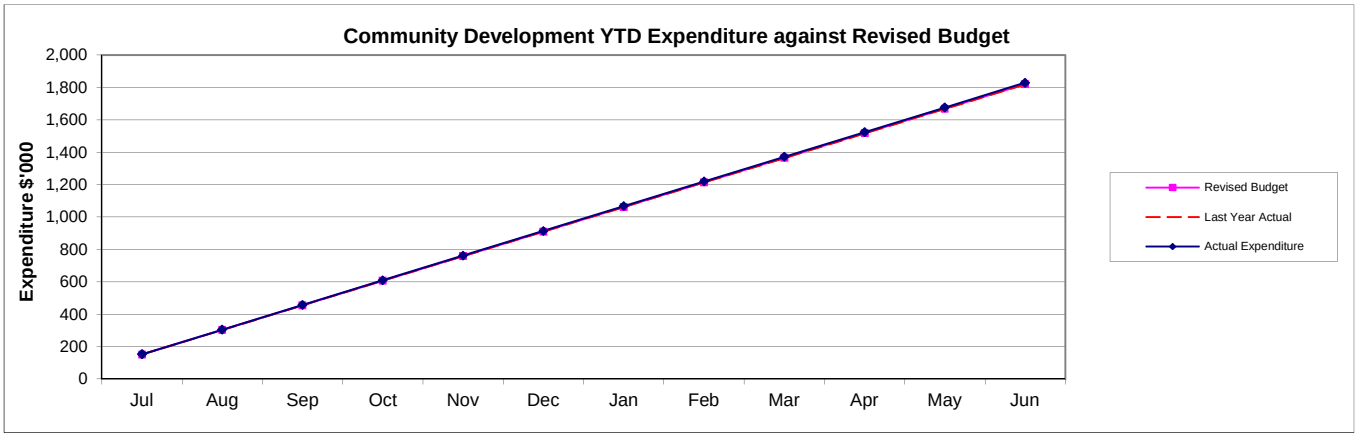
Revised Budget
Last Year Actual
Actual Expenditure


Community Development YTD Expenditure against Revised Budget
Expenditure $'000
2,000
1,800
1,600
1,400
1,200
1,000
800
600
400
200
0
Jul
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May
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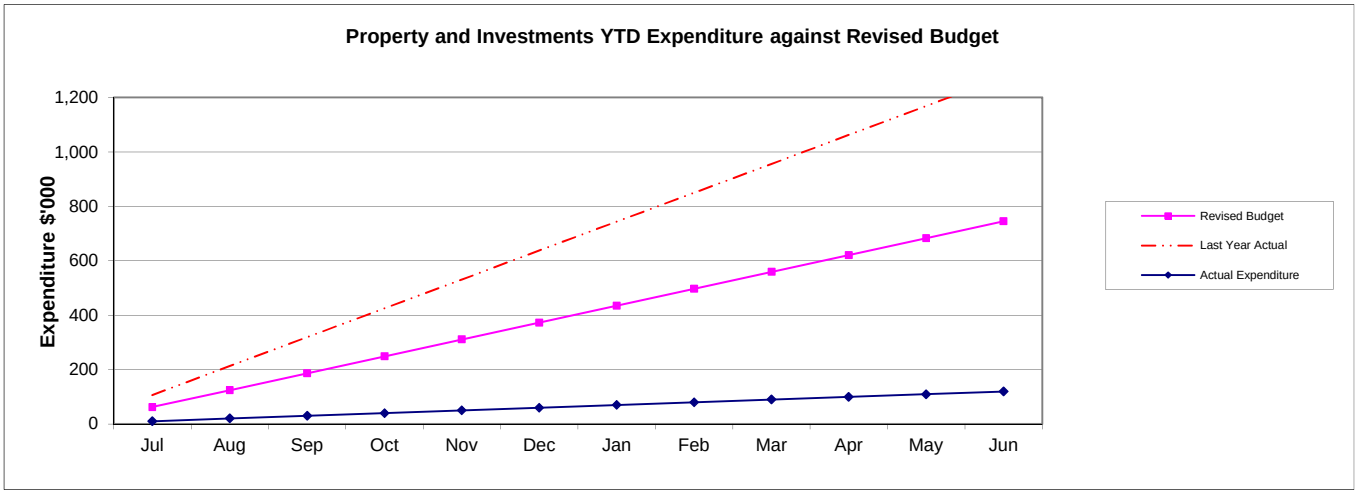
Revised Budget
Last Year Actual
Actual Expenditure


Property and Investments YTD Expenditure against Revised Budget
Expenditure $'000
1,200
1,000
800
600
400
200
0
Jul
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Revised Budget
Last Year Actual
Actual Expenditure

Waimakariri District Council
Balance Sheet
as at 30 June 2016

Balance Sheet	ACTUAL as at 30 June 2016	BUDGET as at 30 June 2016	ACTUAL as at 30 June 2015
	$'000	$'000	$'000
Current Assets			
Cash and cash equivalents	21,622	17,338	11,866
Short term deposits	319	-	66
Inventories	283	242	255
Trade and other receivables	9,396	7,479	7,376
Prepayments	244	178	443
Non-current Assets Held for Sale	655	-	863
Total Current Assets	**32,519**	**25,237**	**20,869**
Non Current Assets			
Derivative financial instruments	-	399	351
Other financial assets	2,449	2,589	2,158
Forestry assets	1,880	1,951	1,512
Investment property	2,910	2,724	2,683
Property, plant and equipment including intangible	68,547	68,159	67,273
Infrastructural assets	1,410,665	1,421,518	1,347,187
Total Non Current Assets	**1,486,451**	**1,497,340**	**1,421,164**
Total Assets	**1,518,970**	**1,522,577**	**1,442,033**
Current Liabilities			
Trade and other payables	10,215	11,703	11,196
Deposits and Bonds	2,883	4,878	5,180
Employee Benefit liabilities	2,723	2,247	2,376
Revenue Received in advance	1,021	978	1,019
Derivative financial instruments	110	-	40
Development contributions	951	1,341	1,552
Current Portion of borrowings	15,000	15,000	15,000
Accrued Interest on borrowings	799	461	295
Total Current Liabilities	**33,702**	**36,608**	**36,658**
Non Current Liabilities			
Borrowings	80,000	93,932	65,000
Derivative financial instruments	6,235	795	1,862
Total Non Current Liabilities	**86,235**	**94,727**	**66,862**
Total Liabilities	**119,937**	**131,335**	**103,520**
Net Assets	**1,399,033**	**1,391,242**	**1,338,513**
Ratepayers Equity			
Accumulated general equity	751,751	768,636	725,283
Special funds	5,385	6,101	5,977
Revaluation reserve	641,897	616,505	607,253
Total Ratepayers Equity	**1,399,033**	**1,391,242**	**1,338,513**

Waimakariri District Council
Cash Flow Statement
for the period ended 30 June 2016

Cash Flow Statement	Actual June 2016	Actual June 2015	Budget June 2016
	$'000	$'000	$'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash was provided from:			
Receipts from Ratepayers	49,159	45,768	48,689
Receipts from subsidies (excluding earthquake subsidies)	7,142	12,366	12,977
Earthquake related receipts	10,022	4,718	4,326
Receipts from Fees and Charges	17,686	18,419	18,145
Development Contributions	8,672	7,347	18,401
Interest Received	563	450	698
Dividends Received	808	652	250
Receipt of Canterbury Regional Council Rates	7,986	7,920	6,250
	102,038	**97,640**	**109,736**
Cash was disbursed to:			
Payments to Suppliers	(37,281)	(38,606)	(37,150)
Payments to Employees	(20,842)	(20,333)	(19,645)
Payments to Canterbury Regional Council	(8,000)	(7,708)	(6,250)
Income tax Paid	(217)	(137)	(75)
Interest paid	(4,041)	(3,849)	(6,497)
Net GST	(464)	(163)	(125)
	(70,845)	**(70,796)**	**(69,742)**
Net Cash Flows from Operating Activities	**31,193**	**26,844**	**39,994**
CASH FLOWS FROM INVESTING ACTIVITIES			
Cash was provided from:			
Proceeds from Sale of Fixed Assets	1,135	667	745
Proceeds from Community loans repaid & Investments	9	14	-
	1,144	**681**	**745**
Cash was disbursed to:			
Purchase of Fixed Assets and Infrastructural Assets	(36,559)	(65,560)	(59,391)
Community Loans & Investments	(1,022)	(630)	-
	(37,581)	**(66,190)**	**(59,391)**
Net Cash Flows from Investing Activities	**(36,437)**	**(65,509)**	**(58,646)**
CASH FLOWS FROM FINANCING ACTIVITIES			
Cash was provided from:			
Proceeds from Borrowings	30,000	35,000	27,431
	30,000	**35,000**	**27,431**
Cash was applied to:			
Settlement of Borrowings	(15,000)	(5,000)	(3,499)
	(15,000)	**(5,000)**	**(3,499)**
Net Cash Flows from Financing Activities	**15,000**	**30,000**	**23,932**
Net Increase (Decrease) in Cash Held	9,756	(8,665)	5,280
Add Opening Bank Brought Forward	11,866	20,531	12,059
Ending Cash	**21,622**	**11,866**	**17,338**

Waimakariri District Council
Capital Expenditure
for the period ended 30 June 2016

	Annual Plan Budget $'000	Full Year Revised Budget $'000	Year To Date Actual $'000
New Works and Renewals			
Excluding Vested Assets			
District Development	-	28	7
Community Development	194	194	142
Community Protection	337	357	65
Stormwater Drainage including Water Race	9,832	11,950	5,682
Earthquake Recovery	32,929	37,643	13,311
Libraries and Museums	1,403	830	692
Non Significant Activities	1,010	1,218	1,392
Property Management	1,169	1,678	485
Recreation including cemeteries	9,611	9,950	7,349
Roads and Footpaths	28,380	28,944	16,459
Sewerage and the Treatment and Disposal of Sewage	15,309	11,761	4,864
Solid Waste	63	63	55
Water Supply excluding Water Race	11,009	12,324	6,945
	111,246	**116,940**	**57,448**
Loan Repayments			
District Development	24	24	4
Community Development	89	89	91
Community Protection	7	7	24
Stormwater Drainage	874	400	382
Earthquake Recovery	829	829	115
Libraries and Museums	37	37	13
Non Significant Activities	152	152	226
Property Management	13	13	17
Recreation	392	392	416
Roads and Footpaths	507	507	441
Sewerage and the Treatment and Disposal of Sewage	334	3,534	4,081
Solid Waste	31	31	31
Water Supply	211	211	310
	3,500	**6,226**	**6,151**
Total Capital Expenditure	**114,746**	**123,166**	**63,599**

Variance explanations

Capital Projects **New Works and Renewals YTD Actual vs. YTD Budget (only key projects are discussed)**		**Variance $'000** **( )= unfavourable**
Community Protection	Rural fire projects were delayed to next financial year, including payments towards the rebuild of Swannanoa Fire Station, Rangiora Fire Station.	292
Stormwater Drainage		
East Rangiora Retention	Footbridge still to be constructed and planting at Crayfish Creek to be completed.	1,087
West Rga SPA Land Purchase	Works dependant on confirmation of development with West Rangiora structure plan area.	1,630
Rangiora - North Brook Enhancement Work	The project is to improve stream hydraulics and repair retaining wall failures. A detailed survey of Three Brooks is underway.	286
Rangiora - Middle Brook Upgrade	Design of remedial work has been started. Budget carried over to 16/17.	200
Rangiora - Land Purchase Pond 5, Culverts, Swales	Works dependant on confirmation of development.	1,244
Kaiapoi - McIntosh Drain Outlet Basin	Works dependant on the final proposal adopted for McIntosh's Drain Upgrade.	629
Kaiapoi Feldwick Pump Station Upgrade	Dependant on Red Zone outcomes and long term options assessment for Feldwick drain catchment.	237
Earthquake Recovery		
Details provided on the Earthquake Recovery Statement.		
Property		
Alteration to Oxford SC	Project was delayed.	1,200
Recreation		
Non-specified Reserve Enhancement	Budget approval from Community and Recreation Committee to spend the money on the redevelopment of Baker Park in Kaiapoi. Consultation has now started.	205
Gladstone Park	Concept plan is now approved. Work on designing detailed plans for stage one projects is underway. House had been demolished and removed.	308
Astroturf	Tender from Polytan accepted. Start date delayed due to issues settling on land purchase.	1,157
Pegasus Beach Toilet	Project yet to be planned.	200
Toilet Renewals	Budget to be used for Trousselot Park Toilets, Elephant Park Toilets and the fit out of the Coldstream Road and Kendal Park toilets. Each project is in various stage of design or construction.	331
Rangiora Tennis Centre car park	Project not going ahead.	315

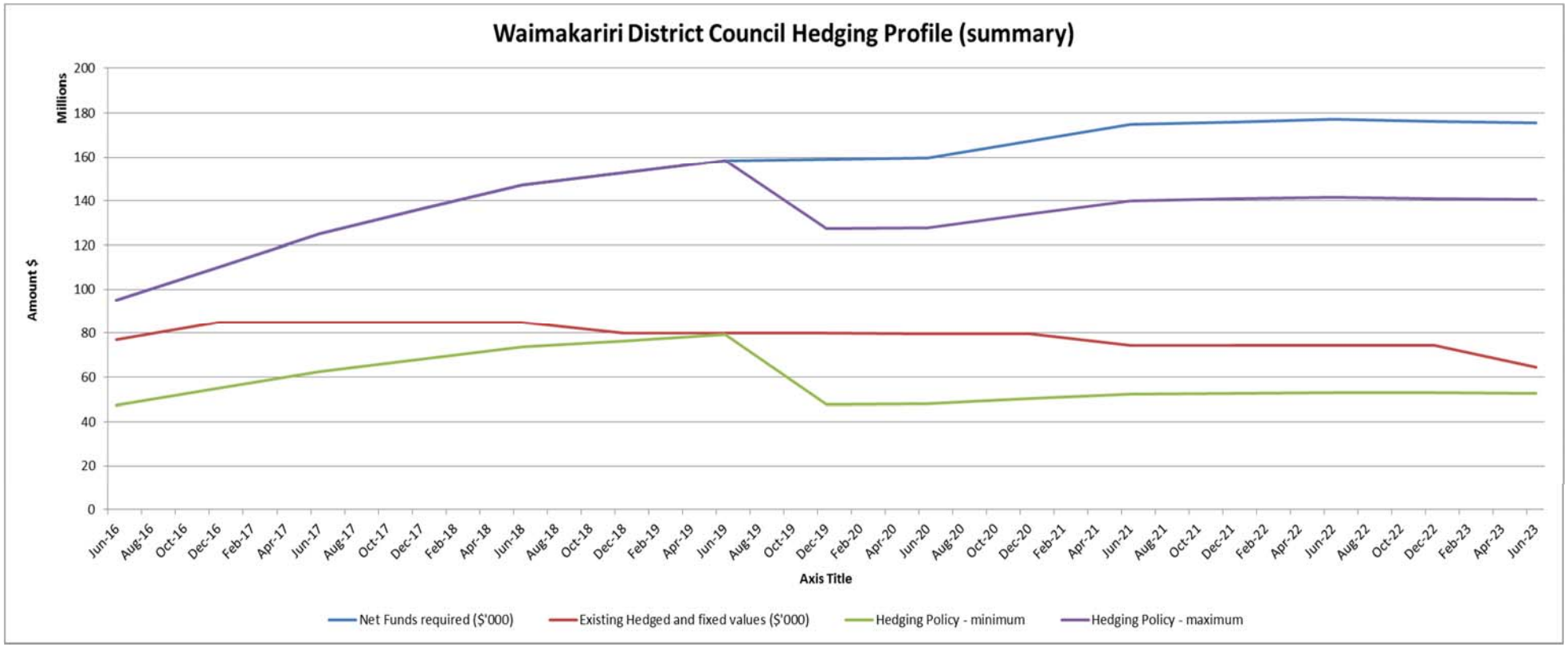
Roads and Footpaths		
West Rangiora ODP	Scope of project is still to be determined. It is a multi-year project.	880
West Belt Extension to Townsend Rd	Construction of new road dependent on developer's timing for the land development . Construction expected in 2016/17.	3,396
Kaiapoi Pa Road Upgrade	Consultation underway. Cultural impact assessment still to be carried out. To carry over to next financial year.	681
Southbrook ODP	Remaining work still to be scoped and will continue in 16/17 financial year.	332
Silverstream Collector Rd (Adderley-Island)	Project team just established. Planning and design will start soon.	497
Silverstream New Arterial Rd ODP Development Contributions	Property negotiations completed. Detailed design complete. Resource Consents being processed and issues being worked on and this has delayed the project.	945
Northbrook Rd, Watkins Pl Urbanisation	Work is underway but was delayed.	566
Westbelt extension to Townsend Rd	Construction of new road dependent on developer's timing for the land development . Construction now in 2016/17.	1,186
Southbrook Rd/South Belt Improvement	Consultation and final design underway.	562
Pegasus New Connection to Gladstone Rd	Consultation will start soon. Delayed to next financial year.	400
West Rangiora Improvement - Lehmans to River Rd	One off payment to developer for purchase of land. Negotiations are underway.	206
West Kaiap Silverstream New Arterial Rd	Property negotiations completed. Detailed design complete. Resource Consents being processed and issues being worked on. Will continue in 16/17 financial year.	2,279
Sewerage and the Treatment and Disposal of Sewage		
Rangiora Waste Water Treatment Plant Inlet Works - Construction	Design and consenting underway - but running late.	3,326
Rangiora Ohoka Village reticulation construction	Contract let to Benchmark Construction - looking to start in July 2016 and complete before Christmas.	673
Rangiora Amalgamation of Mandeville, Ohoka, Swannanoa	Contract let to Benchmark Construction - looking to start in July 2016 and complete before Christmas.	212
Woodend New Aeration Pond 1C recommission Pond 2B	Detailed design almost complete - awaiting consents to be issued prior to tendering for the construction contract.	349
Kaiapoi Parnham Lane Rising Main and Pump Station Upgrade	Concept design is complete and detailed design and consenting is underway.	1,335
Rangiora WRSPA E/O- 225 Dia Gravity Main	The project is developer driven.	220
East Rangiora Sewer Main Upsize	The project is developer driven.	125
Water Supply		
Rangiora Source upgrade Smith St Bore	Project completed under budget.	391
Johns Rd West Supply Main	This project including the design and construction has been carried over to 2016/17.	170
Rangiora Ayers St Seismic strengthening	Construction work will not start till next financial year.	343
Fernside Connection to Mandeville	Investigation was completed. Design will start in 2016/17.	241
Mandeville UV treatment at Two Chain Rd Headworks	Design has been completed. Construction has been carried over to 16/17.	157
Mandeville Upgrade Caustic Storage	Tender will happen in July 16	125
Pegasus Convert Filters to Biological Treatment	Treatment pilot trial is complete with confirmation the biological filtration at Pegasus works. Next step is public consultation which has been approved by Utilities & Roading.	150
Kaiapoi Upsize Peraki St Pump Station Outlet main	Project completed under budget.	416
Kaiapoi Headworks Upgrade incl Generator	Most of the upgrades are complete. Still to install a generator.	379
Oxford No.1 Rockford / Depot Trunk Main - Stage 1	Project has been delayed to 2017/18 as the Project Delivery Unit does not have any resource available at this stage.	300
Oxford No.1 Additional source	Further investigation is required.	669
Garrymere New Source	Investigation to be done in 2016/17.	200
Woodend Chinnerys Rd Surface pump upgrade	Project completed under budget.	114
Loan Repayment		
EQ Recovery	Less loan repayment while less new borrowings withdrawn.	714
Sewerage and the Treatment and Disposal of Sewage	Surplus reserve of Eastern sewer schemes used to repay loans outstanding at the beginning of the financial year.	547

Liability Management Policy

Key Measures	Actual	Year End Estimated Level 2015/16	Per Policy
External term debt to total assets	6.3%	7.2%	15% maximum
Interest expense to gross operating revenue	5.2%	7.7%	12% maximum
Interest expense to rates Revenue	9.2%	13.2%	25% maximum
Net cash inflow from operating activities exceeds gross annual interest expense by two times	6.9	6.2	2.0 minimum
Liquidity ratio of not less than 1:1	1.8	1.0	1.0 minimum

SUMMARY OF LOANS HELD - as at 30 June 2016

Bonds	Classification	Maturity Date	Value ($)
BOND ISSUED $5M 20/6/11 FOR FIVE YEARS	Current	22-Jun-16	5,000,000
BOND ISSUED $5M 20/7/11 FOR FIVE YEARS	Current	20-Jul-16	5,000,000
BOND ISSUED $5M 19/4/12 FOR FOUR YEARS	Current	19-Apr-16	5,000,000
BOND ISSUED $5M 20/05/13 FOR EIGHT YEARS	Non Current	15-May-21	5,000,000
BOND ISSUED $5M 14/5/14 FOR SEVEN YEARS	Non Current	15-May-21	5,000,000
BOND ISSUED $5M 14/5/14 FOR NINE YEARS	Non Current	15-Apr-23	5,000,000
BOND ISSUED $10M 14/5/14 FOR NINE YEARS	Non Current	15-Apr-23	10,000,000
BOND ISSUED $5M 28/8/14 FOR FOUR YEARS	Non Current	28-Aug-18	5,000,000
BOND ISSUED $5M 10/11/14 FOR SEVEN YEARS	Non Current	15-May-21	5,000,000
BOND ISSUED $5M 10/11/14 FOR NINE YEARS	Non Current	15-Apr-23	5,000,000
BOND ISSUED $5M 16/03/2015 FOR FIVE YEARS	Non Current	15-Apr-20	5,000,000
BOND ISSUED $5M 16/03/2015 FOR TWELVE YEARS	Non Current	15-Apr-27	5,000,000
BOND ISSUED $10M 03/06/2015 FOR TWELVE YEARS	Non Current	15-Apr-27	10,000,000
BOND ISSUED $10M 24/08/2015 FOR TEN YEARS	Non Current	15-Aug-25	10,000,000
BOND ISSUED $10M 24/08/2015 FOR FIVE YEARS	Non Current	15-Apr-20	10,000,000
Total External Borrowing			**$ 95,000,000**



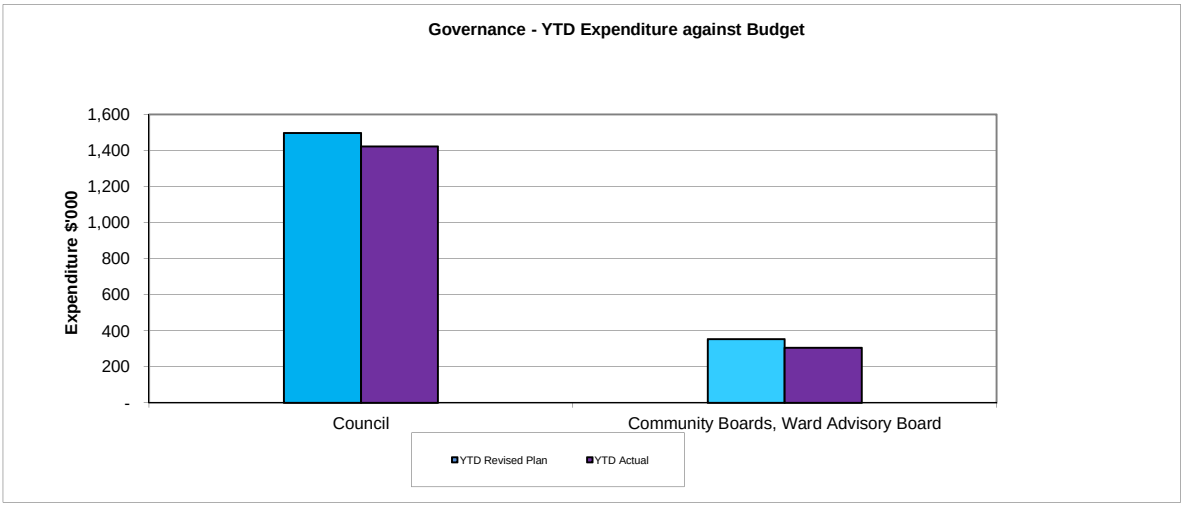
Period end	Jun-16	Dec-16	Jun-17	Dec-17	Jun-18	Dec-18	Jun-19	Dec-19	Jun-20	Dec-20	Jun-21	Dec-21
Net Funds required ($'000)	95,000	110,025	125,050	136,168	147,286	152,902	158,517	159,182	159,847	167,386	174,925	175,965
Hedged and fixed values ($'000)	77,000	85,000	85,000	85,000	85,000	80,000	80,000	80,000	79,500	79,500	74,500	74,500
Hedging Policy - minimum	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	40%
Hedging Policy - maximum	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Actual	81%	77%	68%	62%	58%	52%	50%	50%	50%	47%	43%	42%

The Hedging and fixed interest loans are those currently in place.
The Council will adjust its hedging levels over time as necessary depending on external debt levels

Governance
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$'000	$'000	$'000	$'000	%
REVENUE					
General Rates	1,487	1,317	1,324	7	1%
Targeted Rates	337	337	353	16	5%
Fees and Charges	12	12	42	30	250%
TOTALREVENUE	**1,836**	**1,666**	**1,719**	**53**	**3%**
OPERATING EXPENDITURE					
Council	1,496	1,496	1,422	(74)	(5%)
Community Boards, Ward Advisory Board	352	352	305	(47)	(13%)
	1,848	**1,848**	**1,727**	**(121)**	**(7%)**
Internal Interest Elimination					
TOTAL OPERATING EXPENDITURE	**1,848**	**1,848**	**1,727**	**(121)**	**(7%)**
OPERATING SURPLUS (DEFICIT)	**(12)**	**(182)**	**(8)**	**174**	**(96%)**

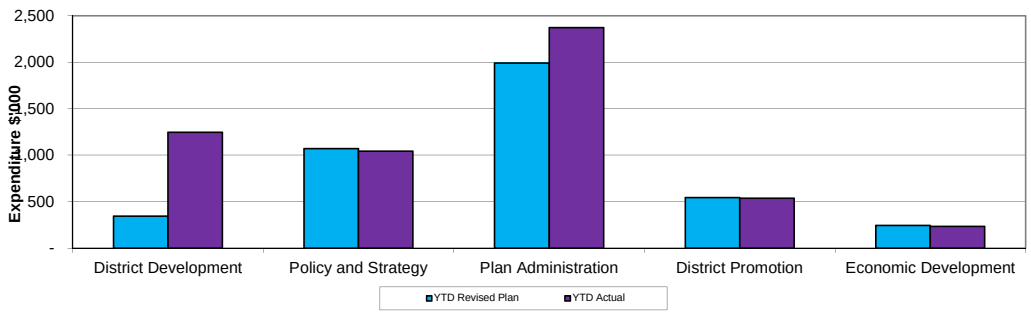
Significant Variances - Operating	**Variance $'000 ( ) = unfavourable**
Revenue	
No significant variances identified.	
Expenditure	
No significant variances identified.	



District Development
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$'000	$'000	$'000	$'000	%
REVENUE					
General Rates	2,969	2,629	2,643	14	1%
Targeted Rates	150	150	185	35	23%
Subsidies	-	-	566	566	
Fees and Charges	654	654	697	43	7%
TOTAL REVENUE	**3,773**	**3,433**	**4,091**	**658**	**19%**
OPERATING EXPENDITURE					
District Development	343	343	1,247	904	264%
Policy and Strategy	1,072	1,072	1,044	(28)	(3%)
Plan Administration	1,991	1,991	2,372	381	19%
District Promotion	545	545	538	(7)	(1%)
Economic Development	245	245	234	(11)	(4%)
	4,196	**4,196**	**5,435**	**1,239**	**30%**
Internal Interest Elimination	9	11	8	(3)	(27%)
TOTAL OPERATING EXPENDITURE	**4,187**	**4,185**	**5,427**	**1,242**	**30%**
OPERATING SURPLUS (DEFICIT)	**(414)**	**(752)**	**(1,336)**	**(584)**	**78%**

Significant Variances - Operating		Variance $'000 ( ) = unfavourable
Revenue		
Subsidies	Council's recovery of residential red zone plan costs from the Crown.	566
Expenditure		
District Development	Unbudgeted costs were incurred on the residential red zone plan. The Crown reimbursed Council for 60% of external costs.	(904)
Plan Administration	Expenditure is over YTD budget due to 2 new staff positions which were not included in the budget.	(381)
	Unbudgeted expenditure incurred for provision for doubtful debts. The increase in expenditure is partially offset by the increased revenue.	



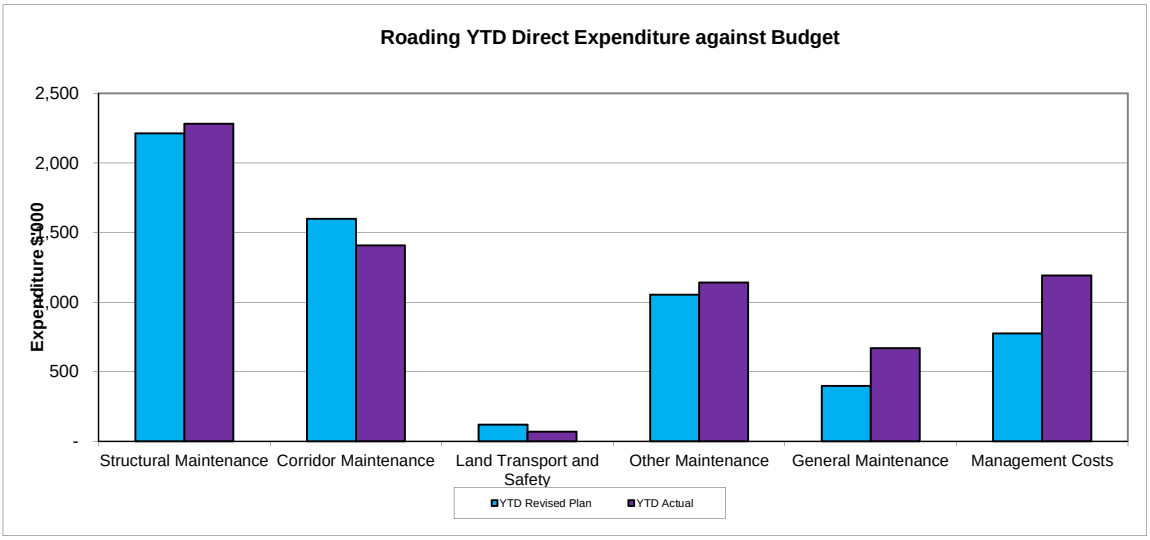
CAPITAL EXPENDITURE	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL
	$'000	$'000	$'000
Capital Projects			
Wi-Fi Town Centres	-	28	7
	-	28	7
Loan Repayments			
Plan Administration	24	24	4
	24	**24**	**4**
TOTAL CAPITAL EXPENDITURE	**24**	**52**	**11**

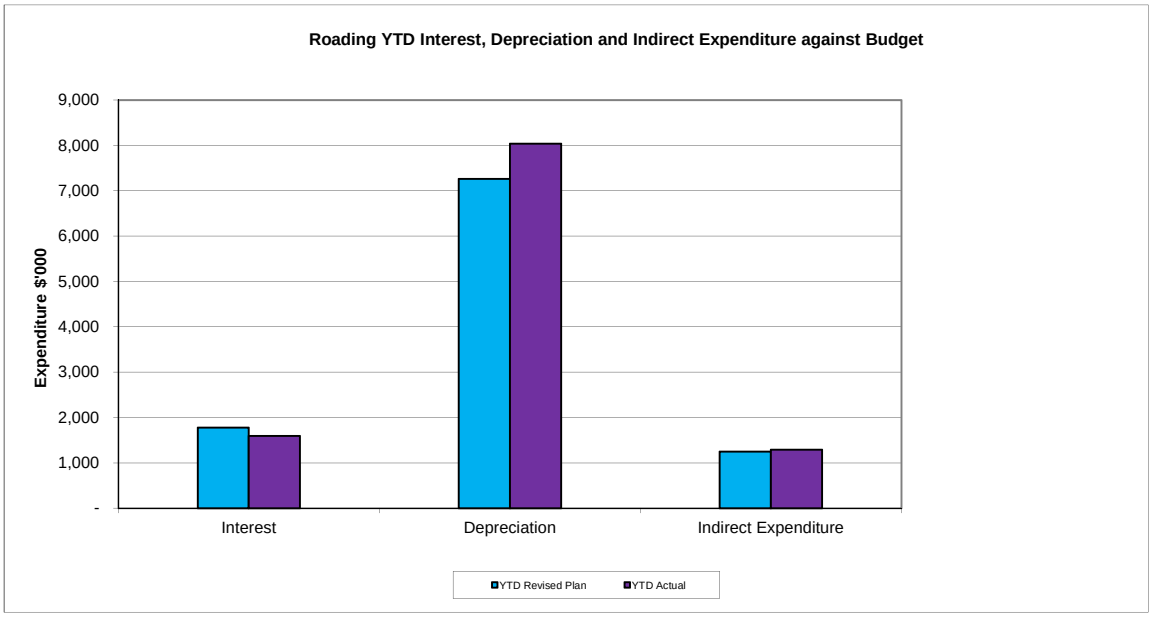
Significant Variances - Capital	Variance $'000 ()= unfavourable
Variances against full year revised budget:	
No significant variances identified.	

Roading
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$'000	$'000	$'000	$'000	%
REVENUE					
Roading Rates	9,498	9,548	9,549	1	0%
Fees and Charges	144	375	1,225	850	227%
Petrol Tax	307	307	409	102	33%
Subsidies	6,251	6,251	5,884	(367)	(6%)
Interest	-	-	31	31	0%
Gain on sale	-	-	41	41	0%
Development Contributions	3,838	3,607	1,655	(1,952)	(54%)
TOTAL REVENUE	**20,038**	**20,088**	**18,794**	**(1,294)**	**(6%)**
OPERATING EXPENDITURE					
Subsidised Maintenance					
Structural Maintenance	2,213	2,213	2,282	69	3%
Corridor Maintenance	1,630	1,599	1,407	(192)	(12%)
Land Transport and Safety	120	120	69	(51)	(43%)
Other Maintenance	1,092	1,054	1,142	88	8%
Unsubsidised Expenditure					
General Maintenance	397	397	670	273	69%
Management Costs	745	776	1,192	416	54%
Interest	1,777	1,777	1,593	(184)	(10%)
Depreciation	7,259	7,259	8,038	779	11%
Indirect Expenditure	1,210	1,248	1,293	45	4%
	16,443	**16,443**	**17,686**	**1,243**	**8%**
Internal Interest Elimination	353	862	773	(89)	(10%)
TOTAL OPERATING EXPENDITURE	**16,090**	**15,581**	**16,913**	**1,332**	**9%**
OPERATING SURPLUS (DEFICIT)	**3,948**	**4,507**	**1,881**	**(2,626)**	**(58%)**

Significant Variances - Operating		**Variance $'000 ( )= unfavourable**
Revenue		
Fees and Charges	Fees and Charges over budgeted mainly due to recoveries for work carried out on Lineside Road.	850
Subsidies	The renewal and maintenance works are behind schedule resulting in less than budgeted subsidies.	(367)
Development Contributions	Development contributions were less than budget. The growth in the district is slowing down and fewer subdivisions were completed compared to the original forecast.	(1,367)
	West Kaiapoi Roading Development contributions under budget as development delayed	(585)
Expenditure		
Corridor Maintenance	Less costs were incurred on snow/ice clearing and mowing.	192
General Maintenance	Some capital costs were expensed from the Red Lion Corner Project.	(132)
	Extra costs were incurred on vehicle crossings and road opening notice. The costs were recovered from 3rd parties.	(97)
Management Costs	The Westpac building on 50 High St was removed during the year resulting in an asset deletion offset by less overhead allocations.	(416)
Interest	Interest expenditure was less than budgeted due to less internal borrowings were required last year due to delay of capital programme.	184
Depreciation	Depreciation over the budget due to revaluation increment on roading network assessed on 30 June 15.	(779)

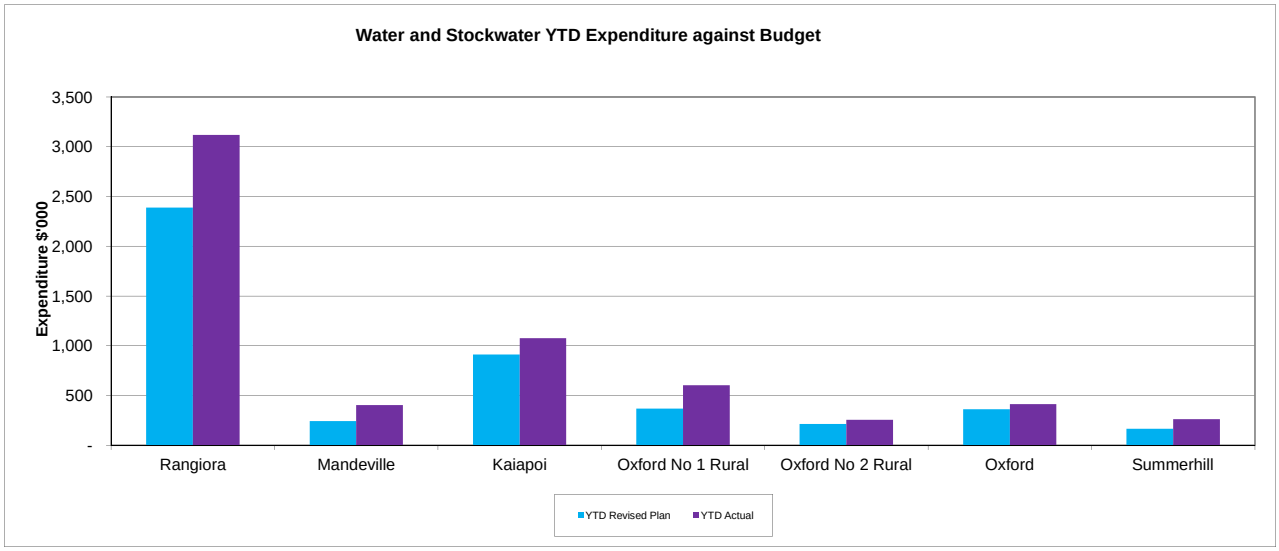

Roading YTD Direct Expenditure against Budget
Expenditure $'000
2,500
2,000
1,500
1,000
500
-
Structural Maintenance
Corridor Maintenance
Land Transport and Safety
Other Maintenance
General Maintenance
Management Costs
YTD Revised Plan
YTD Actual

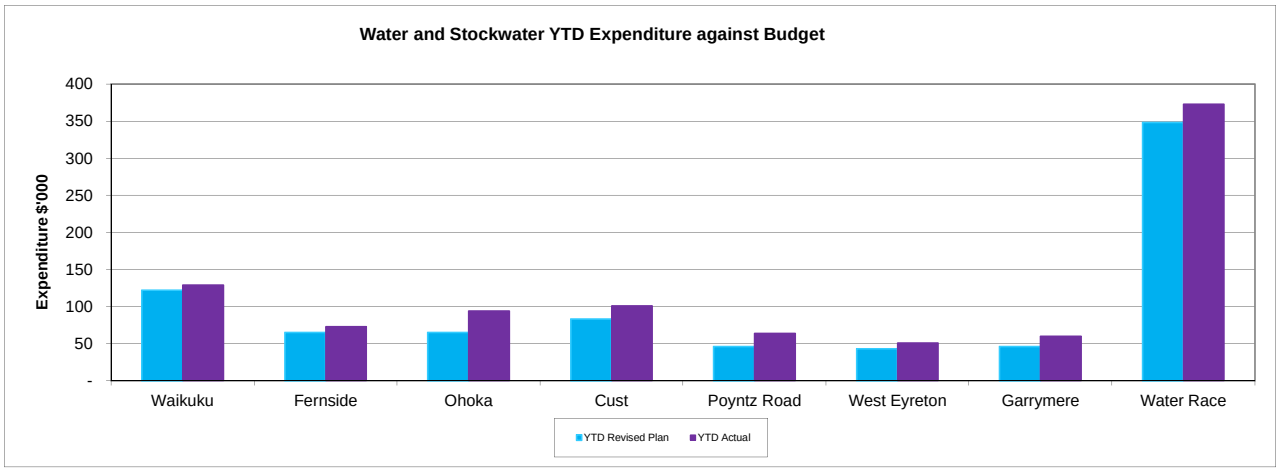

Roading YTD Interest, Depreciation and Indirect Expenditure against Budget
Expenditure $'000
9,000
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
-
Interest
Depreciation
Indirect Expenditure
YTD Revised Plan
YTD Actual

Water and Stockwater
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$'000	$'000	$'000	$'000	%
REVENUE					
General Rates	8	7	7	-	0%
Targeted Rates	5,535	5,595	5,602	7	0%
Fees and Charges	122	122	528	406	333%
Interest	63	63	113	50	79%
Development Contributions	3,377	3,377	1,675	(1,702)	(50%)
TOTAL REVENUE	**9,105**	**9,164**	**7,925**	**(1,239)**	**(14%)**
OPERATING EXPENDITURE					
Rangiora	2,387	2,387	3,119	732	31%
Woodend	426	426	483	57	13%
Pegasus	430	430	545	115	27%
Waikuku	122	122	129	7	6%
Fernside	65	65	73	8	12%
Ohoka	65	65	94	29	45%
Mandeville	242	242	404	162	67%
Kaiapoi	912	912	1,077	165	18%
North East Kaiapoi Structure Plan Area	1	1	1	-	0%
West Kaiapoi Structure Plan Area	1	1	-	(1)	(100%)
Oxford No 1 Rural	369	369	604	235	64%
Oxford No 2 Rural	215	215	257	42	20%
Oxford	361	361	414	53	15%
Summerhill	167	167	261	94	56%
Cust	83	83	101	18	22%
Poyntz Road	46	46	64	18	39%
West Eyreton	43	43	51	8	19%
Garrymere	46	46	60	14	30%
Water Race	348	348	373	25	7%
	6,329	**6,329**	**8,110**	**1,781**	**28%**
Internal Interest Elimination	340	500	502	2	0%
TOTAL OPERATING EXPENDITURE	**5,989**	**5,829**	**7,607**	**1,778**	**31%**
OPERATING SURPLUS (DEFICIT)	**3,116**	**3,335**	**318**	**(3,017)**	**(90%)**

Significant Variances - Operating		**Variance $'000 ( )= unfavourable**
Revenue		
Fees and charges	Rates penalties and connection fees charged over full year budget.	406
Development Contributions	The growth in the district is slowing down and less subdivisions were completed in the current financial year comparing to the original forecast.	(1,702)
Expenditure		
Rangiora	Power costs over budget.	(40)
	Rates remissions over budget.	(35)
	Costs incurred on new connections more than budgeted covered by increased revenue - new connections.	(85)
	Interest on borrowings more than budgeted due to progress on capital programme (i.e. Southbrook supply main - construction).	(100)
	Costs on Asset Management Plans were over budget.	(32)
	Asset deletions unbudgeted due to capital renewal programme.	(394)
Pegasus	Expenditure over budget mainly due to extra rates remissions provided.	(115)
Mandeville	Expenditure over budget mainly due to maintenance work required as a result of turbidity issues with the well and asset deletions due to capital renewal programme.	(162)
Kaiapoi	Expenditure over budget mainly due to asset deletions as a result of the capital renewal programme.	(165)
Oxford No 1 Rural	Interest on borrowings more than budgeted due to fund required on the Additional Source project. The project was budgeted to start in 15/16.	(70)
	Unbudgeted costs incurred on plant hire in snow events in July 15.	(28)
	Maintenance costs incurred on headworks and reticulation over budget.	(65)
	Asset deletions unbudgeted due to capital renewal programme.	(77)
Summerhill	Expenditure over budget mainly due to asset deletions unbudgeted as a result of the capital renewal programme.	(94)

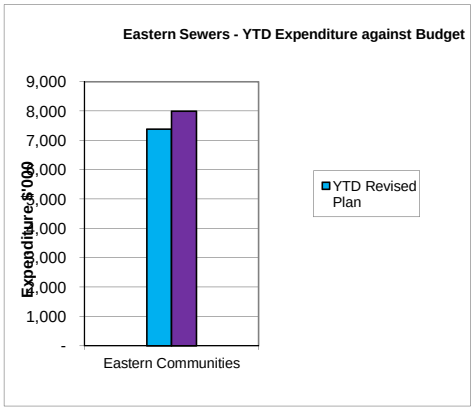

Water and Stockwater YTD Expenditure against Budget
Expenditure $'000
3,500
3,000
2,500
2,000
1,500
1,000
500
-
Rangiora
Mandeville
Kaiapoi
Oxford No 1 Rural
Oxford No 2 Rural
Oxford
Summerhill
YTD Revised Plan
YTD Actual

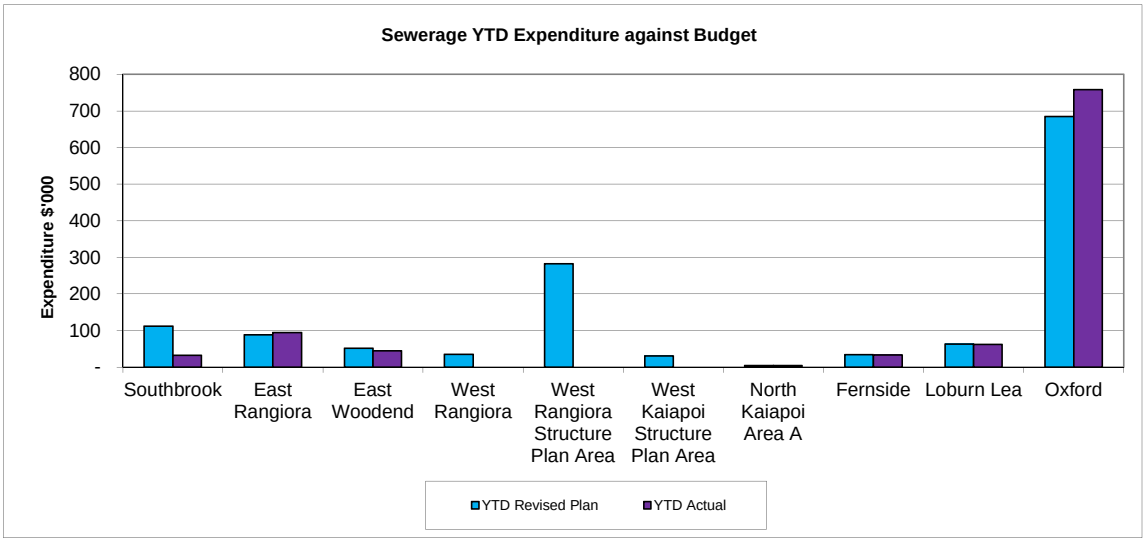

Water and Stockwater YTD Expenditure against Budget
Expenditure $'000
400
350
300
250
200
150
100
50
-
Waikuku
Fernside
Ohoka
Cust
Poyntz Road
West Eyreton
Garrymere
Water Race
YTD Revised Plan
YTD Actual

Sewerage
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$' 000	$' 000	$' 000	$'000	%
REVENUE					
General Rates	53	47	47	-	0%
Targeted Rates	6,436	6,490	6,492	2	0%
Fees and Charges	265	265	625	360	136%
Interest	3	50	117	67	134%
Development contributions	5,829	5,829	2,904	(2,925)	(50%)
TOTAL REVENUE	**12,586**	**12,681**	**10,185**	**(2,496)**	**(20%)**
OPERATING EXPENDITURE					
Eastern Communities	7,387	7,387	7,990	603	8%
Southbrook	112	112	32	(80)	(71%)
East Rangiora	88	88	94	6	7%
East Woodend	51	51	44	(7)	(14%)
West Rangiora	35	35	-	(35)	(100%)
West Rangiora Structure Plan Area	282	282	-	(282)	(100%)
West Kaiapoi Structure Plan Area	30	30	-	(30)	(100%)
North Kaiapoi Area A	-	4	4	-	0%
Fernside	34	34	33	(1)	(3%)
Loburn Lea	63	63	62	(1)	(2%)
Oxford	685	685	758	73	11%
	8,767	**8,771**	**9,017**	**246**	**(4)**
Internal Interest Elimination	330	380	452	72	19%
TOTAL OPERATING EXPENDITURE	**8,437**	**8,391**	**8,565**	**174**	**2%**
OPERATING SURPLUS (DEFICIT)	**4,149**	**4,290**	**1,620**	**(2,670)**	**(62%)**

Significant Variances - Operating		**Variance**
		$'000 ( ) = unfavourable
Revenue		
Fees and Charges	Lump sum contributions towards Rangiora/Oxford Sewer not budgeted.	133
	Rates penalties over budgeted.	98
	Rates part payments over budget.	113
Development Contributions	The growth in the district is slowing down and less subdivisions were completed in the current financial year comparing to the original forecast.	(2,925)
Expenditure		
Eastern Communities	Asset deletions not budgeted due to capital renewal programme.	(334)
	Capital expensed not budgeted.	(90)
	Costs on Asset Management Plans (Rangiora & Kaiapoi) over budget.	(46)
	Maintenance costs on pipelines, pumps and wet wells over budget.	(133)
West Rangiora Structure Plan Area	Interest budgeted not incurred as the Pump Station and Rising Main project was delayed in 14/15 financial year.	282
Oxford	Expenditure over budget mainly due to asset deletions unbudgeted as a result of the capital renewal programme.	(73)

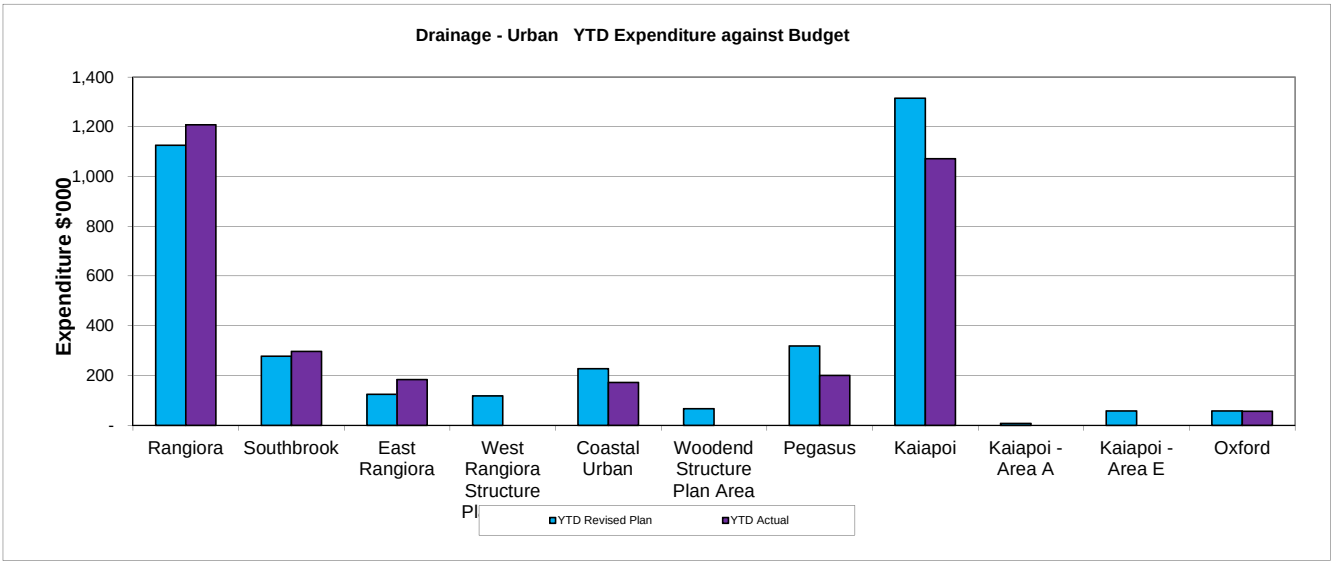

Eastern Sewers - YTD Expenditure against Budget
9,000
8,000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
-
Expenditure $'000
YTD Revised Plan
Eastern Communities

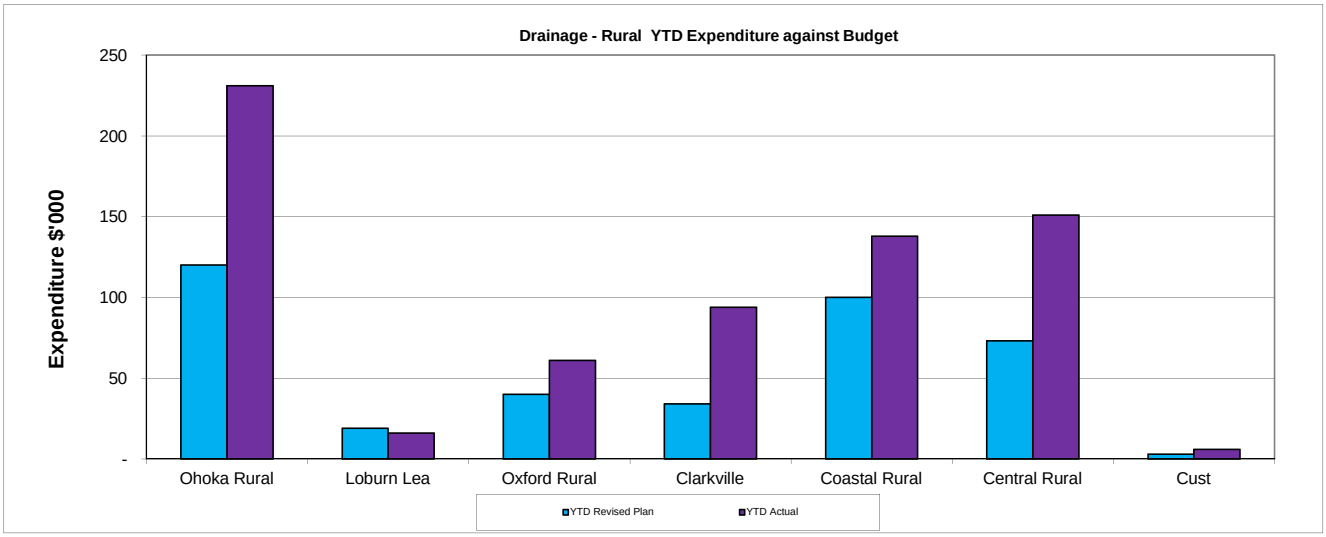

Sewerage YTD Expenditure against Budget
800
700
600
500
400
300
200
100
-
Expenditure $'000
Southbrook
East Rangiora
East Woodend
West Rangiora
West Rangiora Structure Plan Area
West Kaiapoi Structure Plan Area
North Kaiapoi Area A
Fernside
Loburn Lea
Oxford
YTD Revised Plan
YTD Actual

Drainage
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$ 000	$ 000	$ 000	$ 000	%
REVENUE					
General Rates	128	113	114	1	1%
Targeted Rates	3,175	3,236	3,238	2	0%
Fees and Charges	5	19	67	48	253%
Interest	24	24	35	11	46%
Development Contributions	698	698	889	191	27%
TOTAL REVENUE	**4,030**	**4,090**	**4,343**	**253**	**6%**
OPERATING EXPENDITURE					
Rangiora	1,126	1,126	1,208	82	7%
Southbrook	277	277	297	20	7%
East Rangiora	124	124	184	60	48%
West Rangiora Structure Plan Area	118	118	-	(118)	(100%)
Coastal Urban	228	228	172	(56)	(25%)
Woodend Structure Plan Area	67	67	-	(67)	(100%)
Pegasus	319	319	200	(119)	(37%)
Kaiapoi	1,314	1,314	1,072	(242)	(18%)
Kaiapoi - Area A	8	8	-	(8)	(100%)
Kaiapoi - Area E	57	57	-	(57)	(100%)
Oxford	57	57	56	(1)	(2%)
Ohoka Rural	120	120	231	111	93%
Loburn Lea	19	19	16	(3)	(16%)
Oxford Rural	40	40	61	21	53%
Clarkville	34	34	94	60	176%
Coastal Rural	100	100	138	38	38%
Central Rural	73	73	151	78	107%
Cust	3	3	6	3	100%
	4,084	**4,084**	**3,922**	**(162)**	**(4%)**
Internal Interest Elimination	344	417	480	63	15%
TOTAL OPERATING EXPENDITURE	**3,740**	**3,667**	**3,442**	**(225)**	**(6%)**
OPERATING SURPLUS (DEFICIT)	**290**	**423**	**901**	**478**	**113%**

Significant Variances - Operating		**Variance $'000 ( ) = unfavourable**
Revenue		
Development Contributions	Development contributions more than budgeted due to development in East Rangiora Outline Development Area.	191
Expenditure		
Rangiora	Mainly due to asset deletions not budgeted offset by less interest due to delay of capital programme in 14/15.	(82)
West Rangiora Structure Plan Area	No interest costs incurred due to delay of capital programmes.	118
Pegasus	Maintenance budget less than budgeted.	119
Kaiapoi	Expenditure under budgeted due to less costs incurred on asset management and pipeline maintenance. Depreciation also less than budget.	242
Clarkville	The overspend in Clarkville relates to removal of roadside historic drain cleanings/spoil and Willows from Greigs Drain Road (approximately $33,000). This is a large one off catch up due to the requirement to remove cleanings from road shoulders.	(60)
Ohoka Rural	The increase in spending in the Ohoka and Central Rural relates mainly for removal of problem willows and bank repairs resulting from the June 2014 floods.	(111)
Central Rural		(78)

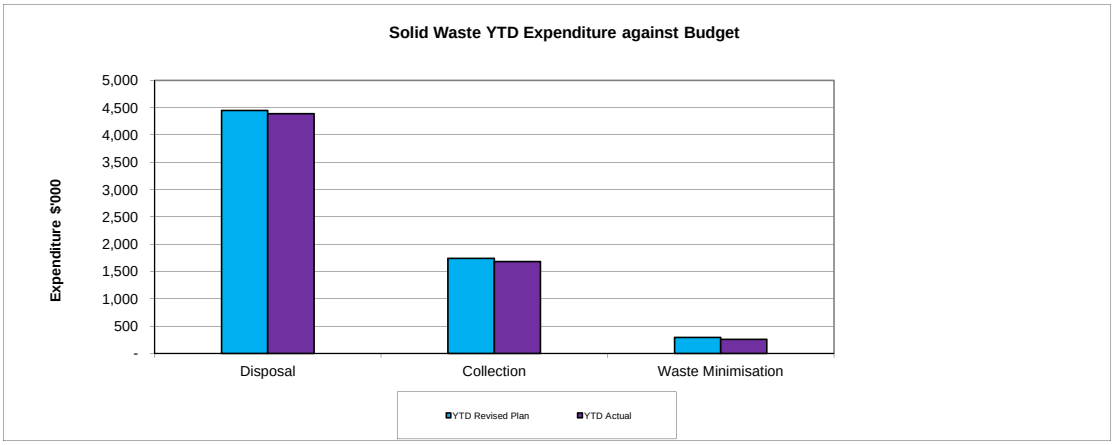

Drainage - Urban YTD Expenditure against Budget
Expenditure $'000
1,400
1,200
1,000
800
600
400
200
-
Rangiora
Southbrook
East Rangiora
West Rangiora Structure Pl
Coastal Urban
Woodend Structure Plan Area
Pegasus
Kaiapoi
Kaiapoi - Area A
Kaiapoi - Area E
Oxford
YTD Revised Plan
YTD Actual


Drainage - Rural YTD Expenditure against Budget
Expenditure $'000
250
200
150
100
50
-
Ohoka Rural
Loburn Lea
Oxford Rural
Clarkville
Coastal Rural
Central Rural
Cust
YTD Revised Plan
YTD Actual

Solid Waste
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$'000	$'000	$'000	$'000	%
REVENUE					
General Rates	633	560	563	3	1%
Targeted Rates	1,097	1,077	1,071	(6)	(1%)
Fees and Charges	4,603	4,603	4,672	69	1%
Interest	6	6	16	10	167%
Waste Minimisation charges	243	243	262	19	8%
TOTAL REVENUE	**6,582**	**6,489**	**6,584**	**95**	**1%**
OPERATING EXPENDITURE					
Disposal	4,450	4,450	4,387	(63)	(1%)
Collection	1,741	1,741	1,683	(58)	(3%)
Waste Minimisation	292	292	260	(32)	(11%)
	6,483	**6,483**	**6,330**	**(153)**	**(2%)**
Internal Interest Elimination	3	44	54	10	23%
TOTAL OPERATING EXPENDITURE	**6,480**	**6,439**	**6,276**	**(163)**	**(3%)**
OPERATING SURPLUS (DEFICIT)	**102**	**50**	**308**	**258**	**516%**

Significant Variances - Operating	**Variance**
	$'000
	()= unfavourable
Revenue	
No significant variances identified.	
Expenditure	
No significant variances identified.	



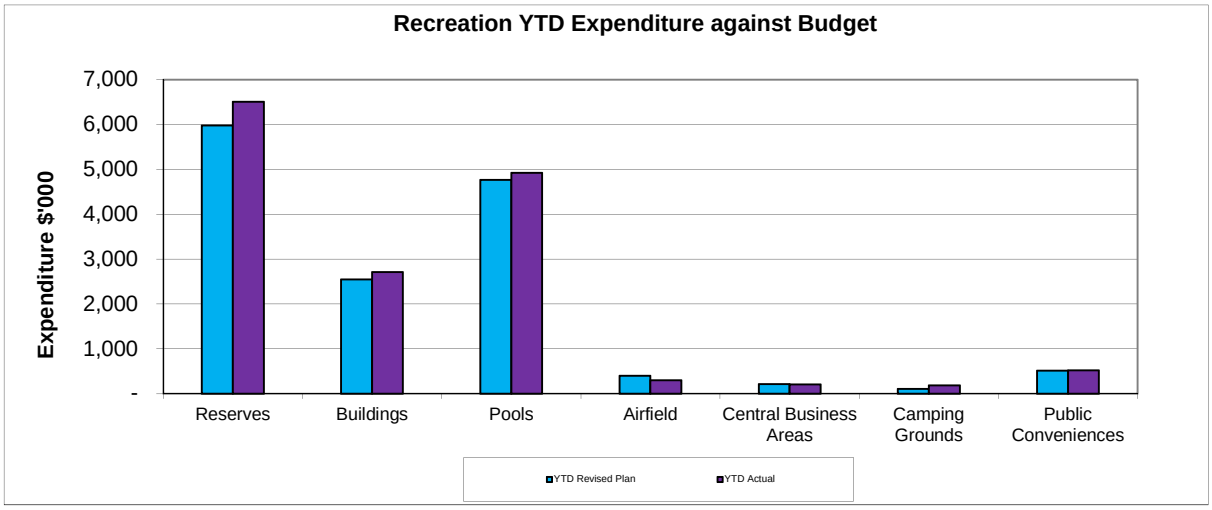
CAPITAL EXPENDITURE	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL
	$'000	$'000	$'000
Capital Projects			
Closed Landfill	20	20	13
Southbrook Replacement	9	9	10
Southbrook	8	8	8
Oxford	1	1	1
Cleanfill	25	25	23
	63	**63**	**55**
Loan Repayments			
Refuse Disposal	12	12	11
Waste Minimisation	19	19	20
	31	**31**	**31**
TOTAL CAPITAL EXPENDITURE	**94**	**94**	**86**

Significant Variances - Capital	**Variance**
	$'000
Variances against full year revised budget:	**()= unfavourable**
No significant variances identified.	

Recreation
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$' 000	$' 000	$' 000	$'000	%
REVENUE					
General Rates	728	645	648	3	0%
Targeted Community Services Rates	11,360	11,328	11,330	2	0%
Targeted Rates	44	44	43	(1)	(2%)
Fees and Charges	1,972	1,972	2,582	610	31%
Subsidies and grants	-	-	46	46	
Gain on revaluation of investment property	-	-	28	28	
Development Contributions	3,561	3,561	2,150	(1,411)	(40%)
TOTAL REVENUE	**17,665**	**17,550**	**16,827**	**(723)**	**(4%)**
OPERATING EXPENDITURE					
Reserves	5,954	5,979	6,503	524	9%
Airfield	301	401	303	(98)	(24%)
Buildings	2,546	2,546	2,710	164	6%
Pools	4,768	4,768	4,920	152	3%
Central Business Areas	217	217	208	(9)	(4%)
Camping Grounds	106	106	185	79	75%
Community Grants	282	282	300	18	6%
Public Conveniences	517	517	523	6	1%
	14,691	**14,816**	**15,652**	**836**	**6%**
Internal Interest Elimination	185	677	618	(59)	(9%)
TOTAL OPERATING EXPENDITURE	**14,506**	**14,139**	**15,034**	**895**	**6%**
OPERATING SURPLUS (DEFICIT)	**3,159**	**3,411**	**1,793**	**(1,618)**	**(47%)**

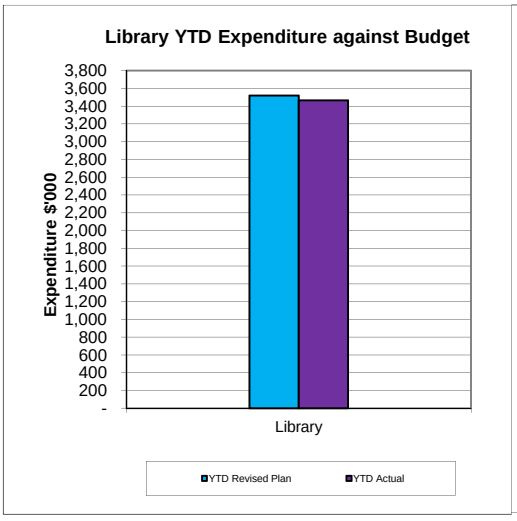
Significant Variances - Operating		**Variance $'000 ( ) = unfavourable**
Revenue		
Fees and Charges	Rates penalties were over budget.	123
	Received insurance proceeds for Aug 2011 Dudley Pool Snow Loss and accrued insurance revenue for business interruption (June 16) of Dudley Pool.	290
	Rental revenue on commerical properties was more than budgeted mainly due to the cinema lease agreement at Rangiora Town Hall.	62
	Rental revenue on facility hire was more than budgeted.	37
	Revenue from Learn to Swim programme/memberships was more than budgeted.	38
Development Contributions	The growth in the district is slowing down and less subdivisions were completed in the current financial year comparing to the original forecast.	(1,411)
Expenditure		
Reserves	Unbudgeted asset deletions due to capital renewal programme.	(389)
	Capital expensed (from current year capital projects) not budgeted.	(130)
Airfield	Budget on airfield designation not spent. Budget carried over to next year.	98
Buildings	Expenditure over budget mainly due to asset removal of the Barker Park Pavillion club rooms. The net book value deleted was $199k.	(164)
Pools	Depreciation more than budgeted.	(50)
	Costs incurred on building maintenance/cleaning more than budgeted.	(72)
Camping Grounds	Expenditure over budget due to depreciation over budget by $40k, unbudgeted earthquake consultancy fees incurred on Council's camping grounds $26k.	(79)

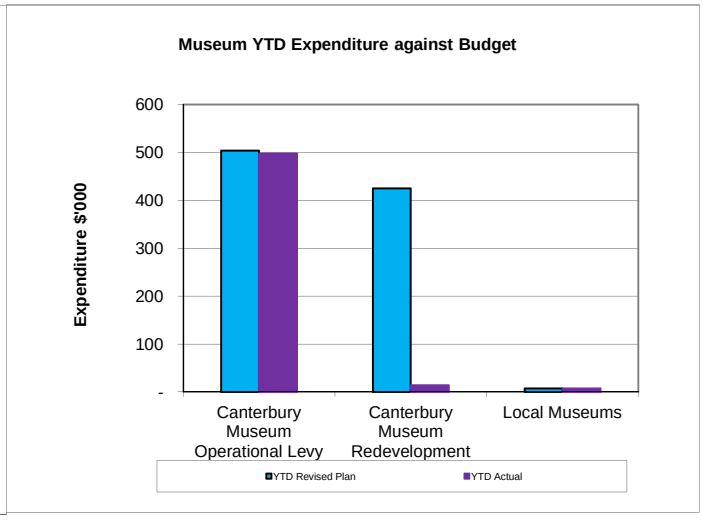

Recreation YTD Expenditure against Budget
Expenditure $'000
7,000
6,000
5,000
4,000
3,000
2,000
1,000
-
Reserves
Buildings
Pools
Airfield
Central Business Areas
Camping Grounds
Public Conveniences
YTD Revised Plan
YTD Actual

Libraries and Museums
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$' 000	$' 000	$' 000	$'000	%
REVENUE					
Targeted Community Services Rates	2,957	2,957	2,957	-	0%
Targeted Rates	570	570	572	2	0%
Fees and Charges	152	152	179	27	18%
Subsidies and Grants	-	-	100	100	
Interest	7	7	19	12	171%
TOTAL REVENUE	**3,686**	**3,686**	**3,827**	**141**	**4%**
OPERATING EXPENDITURE					
Library	3,522	3,522	3,466	(56)	(2%)
Canterbury Museum Operational Levy	504	504	498	(6)	(1%)
Canterbury Museum Redevelopment Levy	425	425	14	(411)	(97%)
Local Museums	7	7	7	-	0%
	4,458	**4,458**	**3,985**	**(473)**	**(11%)**
Internal Interest Elimination	20	20	16	(4)	(20%)
TOTAL OPERATING EXPENDITURE	**4,438**	**4,438**	**3,969**	**(469)**	**(11%)**
OPERATING SURPLUS (DEFICIT)	**(752)**	**(752)**	**(142)**	**610**	**(81%)**

Significant Variances		**Variance $'000 ( ) = unfavourable**
Revenue		
Subsidies and Grants	Unbudgeted grants for Kaiapoi library.	100
Expenditure		
Canterbury Museum Redevelopment Levy	Levy payments not required this year.	411





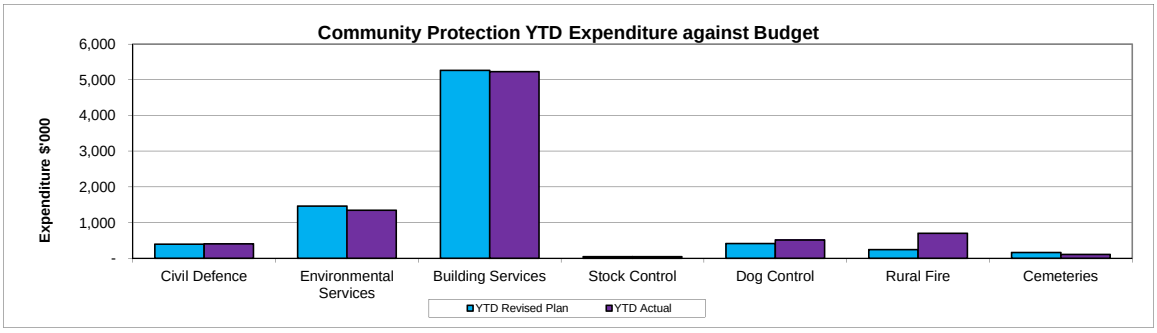
CAPITAL EXPENDITURE	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL
	$'000	$'000	$'000
Capital Projects			
Lost Book Purchases	8	8	6
Book Purchases	395	395	395
Kaiapoi Library Rebuild (part of below)	-	-	-
Kaiapoi Library Furnishing & Equip	1,000	427	291
Museum Design Kaiapoi (part of above)	-	-	-
	1,403	**830**	**692**
Loan repayments			
Library	37	37	13
	37	**37**	**13**
TOTAL CAPITAL EXPENDITURE	**1,440**	**867**	**705**

Significant Variances - Capital	**Variance $'000 ( ) = unfavourable**
Variances against full year revised budget:	
No significant variances identified.	

Community Protection
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$'000	$'000	$'000	$'000	%
REVENUE					
General Rates	1,720	1,528	1,531	3	0%
Targeted Rates	278	288	291	3	1%
Subsidies	-	-	34	34	
Fees and Charges	6,057	6,057	6,224	167	3%
TOTAL REVENUE	**8,055**	**7,873**	**8,080**	**207**	**3%**
OPERATING EXPENDITURE					
Civil Defence	392	392	398	6	2%
Environmental Services	1,461	1,461	1,344	(117)	(8%)
Building Services	5,263	5,263	5,227	(36)	(1%)
Stock Control	38	38	41	3	8%
Dog Control	414	414	512	98	24%
Rural Fire	236	236	698	462	196%
Cemeteries	158	158	107	(51)	(32%)
	7,962	**7,962**	**8,327**	**365**	**5%**
Internal Interest Elimination	-	13	11	(2)	(15%)
TOTAL OPERATING EXPENDITURE	**7,962**	**7,949**	**8,316**	**367**	**5%**
OPERATING SURPLUS (DEFICIT)	**93**	**(76)**	**(236)**	**(160)**	**(2%)**

Significant Variances - Operating		**Variance $'000 ( ) = unfavourable**
Revenue		
Fees and Charges	Some fire incidents costs were partially recovered. Parking fines over budget as Council employed a parking officer to monitor the public car parks.	167
Expenditure		
Rural Fire	Expenditure over budget due to rural fire incidents during summer. The Council is in the process of recovering the costs from 3rd party and insurance.	(462)



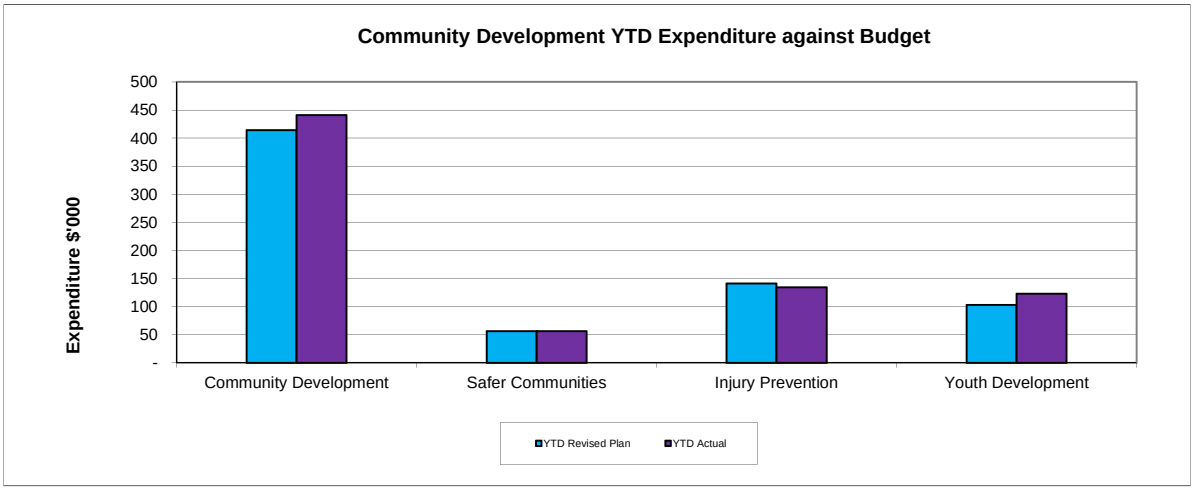
CAPITAL EXPENDITURE	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL
	$'000	$'000	$'000
Capital Projects (Cemeteries capital projects showed on Recreation Capital Report)			
Civil Defence			
Flood Barriers Portable Pump	11	11	-
Generator-ready Plugs	20	20	-
Warning Sirens	-	-	5
Digital Radio Upgrade	7	7	12
Less Valley Radio Repeater	18	18	5
Fuel Station Generator wiring	18	18	-
Rescue Shed	-	20	32
Repair Mt Grey Radio	11	11	-
	85	**105**	**54**
Rural Fire			
Smokechaser	20	20	-
Digital Land Mobile Radios	24	24	-
Swannanoa Fire Station	100	100	-
Fire pumps	12	12	10
Rangiora Fire Station	80	80	-
	236	**236**	**10**
Environmental Services			
Portable Electronic Parking Devices	16	16	1
	16	**16**	**1**
	337	**357**	**65**
Loan Repayments			
Rural Fire	4	4	12
Cemeteries	1	1	10
Civil Defence	2	2	2
	7	**7**	**24**
TOTAL CAPITAL EXPENDITURE	**344**	**364**	**89**

Significant Variances - Capital	**Variance**
	$'000
Variances against full year revised budget:	**( ) = unfavourable**
Rural fire projects were delayed.	

Community Development
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$'000	$'000	$'000	$'000	%
REVENUE					
General Rates	461	408	410	2	0%
Interest	-	-	3	3	0%
Fees and Charges	1,139	1,025	974	(51)	(5%)
Subsidies	40	155	176	21	14%
TOTAL REVENUE	**1,640**	**1,588**	**1,563**	**(25)**	**(2%)**
OPERATING EXPENDITURE					
Community Development	414	414	441	27	7%
Safer Communities	56	56	56	-	0%
Injury Prevention	141	141	134	(7)	(5%)
Youth Development	103	103	123	20	19%
Housing for the Elderly	1,125	1,125	1,114	(11)	(1%)
Community Housing	158	158	130	(28)	(18%)
	1,997	**1,997**	**1,998**	**1**	**0%**
Internal Interest Elimination	93	176	169	(7)	(4%)
TOTAL OPERATING EXPENDITURE	**1,904**	**1,821**	**1,829**	**8**	**0%**
OPERATING SURPLUS (DEFICIT)	**(264)**	**(233)**	**(266)**	**(33)**	**(2%)**

Significant Variances - Operating	**Variance $'000 ( ) = unfavourable**
Revenue	
No significant variances identified.	
Expenditure	
No significant variances identified.	



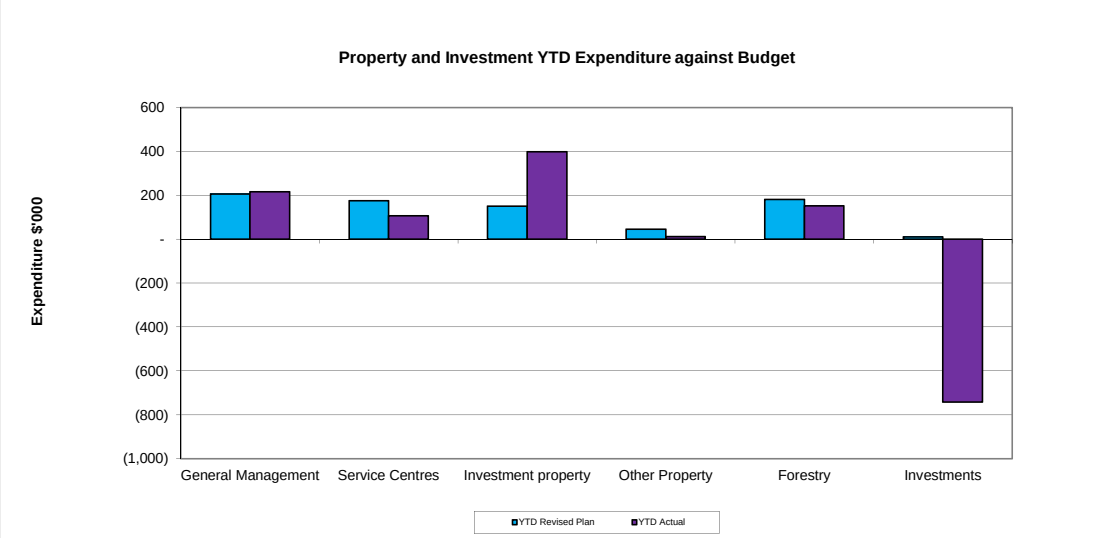
CAPITAL EXPENDITURE	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL
	$'000	$'000	$'000
Capital Projects			
Housing for the Elderly			
Heating Replacement Pensioner Housing	20	20	28
Bathroom renovations Pensioner Housing	52	52	34
Capital - Asset Management Plan	50	50	19
Woodend upgrades	20	20	-
Meadow Street	52	52	61
	194	**194**	**142**
Loan Repayments			
Housing For the Elderly	77	77	77
Community Housing	12	12	14
	89	**89**	**91**
TOTAL CAPITAL EXPENDITURE	**283**	**283**	**233**

Significant Variances - Capital	**Variance $'000**
Variances against full year revised budget:	**( ) = unfavourable**
No significant variances identified.	

Property & Forestry
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$' 000	$' 000	$' 000	$'000	%
REVENUE					
Investment property revenue	161	161	191	30	19%
Other revenue	19	19	111	92	484%
Interest	191	191	224	33	17%
Dividends	250	250	808	558	223%
Gain on sale/Revaluation	154	154	775	621	403%
TOTAL REVENUE	**775**	**775**	**2,109**	**1,334**	**172%**
OPERATING EXPENDITURE					
General Management	206	206	216	10	5%
Service Centres	175	175	106	(69)	(39%)
Investment property	151	151	399	248	164%
Other Property	45	45	12	(33)	(73%)
Forestry	181	181	152	(29)	(16%)
Investments	11	11	(743)	(754)	(6855%)
	769	**769**	**142**	**(627)**	**(82%)**
Internal Interest Elimination	11	24	23	(1)	(4%)
TOTAL OPERATING EXPENDITURE	**758**	**745**	**119**	**(626)**	**(84%)**
Less Taxation expense	75	75	217	142	189%
OPERATING SURPLUS (DEFICIT)	**(58)**	**(45)**	**1,773**	**1,818**	**(4040%)**

Significant Variances - Operating			**Variance**
			$'000 ( )= unfavourable
Revenue			
Dividends	Council received $460k of dividends from Transwaste for 14/15 financial year in August 2015. Council only recognises dividend revenue if it is declared to us.		558
Gain on sale/Revaluation	It is made up of		621
		$'000	
	Gain on sale of forestry assets	218	
	Gain on revaluation of investment property	128	
	Gain on revaluation of forestry assets	429	
		775	
	The budget was for sale of forestry assets.		
Expenditure			
Investment property	Costs incurred in relation to the buy-out of leases 137-141 Williams St Kaiapoi. The costs were budgeted in capital area.		(248)
Investments	The water unit and project delivery unit both made a surplus on internal jobs performed. The internal jobs were priced at market rates.		754



CAPITAL EXPENDITURE	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL
	$'000	$'000	$'000
Capital Projects			
Service Centres			
Ashley Building Alterations	40	170	243
Commercial Shops Williams St	-	205	-
Rangiora Service centre Alterations	30	30	68
Farmers Building Fit-out	-	-	26
Alteration to Oxford SC	1,026	1,200	-
	1,096	**1,605**	**337**
Forestry capital establishment costs			
Forestry capital establishment costs	33	33	93
	33	**33**	**93**
Water Unit			
Water Unit Capital Equipment	-	-	55
	-	**-**	**55**
Project Delivery Unit			
GPS total station	40	40	-
	40	**40**	**-**
	1,169	**1,678**	**485**
Loan Repayments			
Civic Buildings (Commercial Properties)	13	13	17
	13	**13**	**17**
TOTAL CAPITAL EXPENDITURE	**1,182**	**1,691**	**502**

Significant Variances - Capital		Variance $'000
Variances against full year revised budget:		( )= unfavourable
Ashley Building Alterations	The scale of the project changed significantly after the building was inspected. The project was completed with costs over budget.	(73)
Alteration to Oxford SC	Project delayed.	1,200
Commercial Shops Williams St	Buy-out of leases expensed as discussed above.	205

Earthquake Response and Recovery
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$'000	$'000	$'000	$'000	%
REVENUE					
Rates	491	491	493	2	0%
Rent - Temporary Business Accommodation	-	-	57	57	0%
Recovery - Insurance	-	-	7,781	7,781	0%
Recovery - Government	8,532	8,582	1,576	(7,006)	(82%)
Grants	-	-	19	19	
Recovery - Other	50	-	-	-	0%
Roading - NZTA Subsidy	2,480	2,480	441	(2,039)	(82%)
TOTAL REVENUE	**11,553**	**11,553**	**10,367**	**(1,186)**	**(10%)**
OPERATING EXPENDITURE					
Recovery centre	47	47	33	(14)	(30%)
General response and recovery	55	67	300	233	348%
Water	123	123	110	(13)	(11%)
Sewer	246	246	163	(83)	(34%)
Drainage	123	123	48	(75)	(61%)
Roading	72	72	11	(61)	(85%)
Recreation	-	-	42	42	0%
Interest	2,504	2,492	2,140	(352)	(14%)
	3,170	**3,170**	**2,847**	**(323)**	**(10%)**
Internal Interest Elimination	762	1,000	1,038	38	4%
TOTAL OPERATING EXPENDITURE	**2,408**	**2,170**	**1,809**	**(361)**	**(17%)**
OPERATING SURPLUS (DEFICIT)	**9,145**	**9,383**	**8,558**	**(825)**	**(9%)**

Significant Variances - Operating	**Variance $'000 ()= unfavourable**
Revenue	
Earthquake recoveries from Government agencies are under budget due to delays in the recovery programme. Please note Council received $7.8m from Civic Assurance for its above ground infrastructural and buildings in Feb and Apr 16.	(1,186)
Expenditure	
Less operating expenditure incurred than budgeted. Please note Council disposed its temp portacoms on High St and incurred a loss of $212k and the loss was recorded in General response and recovery.	323

CAPITAL EXPENDITURE	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL
	$ 000	$ 000	$ 000
Capital Projects			
Water EQ Recovery			
Pines Beach water	-	559	447
Cust Water	678	678	383
Hilton St West, Black St	-	343	331
Kaiapoi East Re-routing Water EQ Recovery	1,200	1,200	34
Pines Beach Water EQ Recovery	-	718	413
Well Redevelopment EQ recovery	-	100	-
Moore St Water Eq Recovery	28	28	-
Courtenay Downs	52	52	-
	1,958	**3,678**	**1,608**
Sewer EQ Recovery			
Sneyd St Sewer	808	808	921
Courtenay Downs Sewer	2,130	2,130	13
Moore St sewer	-	1,563	1,277
Sewell St Sewer	-	54	407
Charles St Sewer Pump Station	115	115	747
Pump Stations Sewer	-	367	119
Hilton St West, Black St, Rich St, Raven Qy	1,723	1,723	1,597
Miscellaneous Sewer projects	286	286	231
Kaiapoi East re-routing sewer	4,800	4,800	91
Kaiapoi Lakes	154	154	34
Red zone sewer decommissioning	218	218	-
	10,234	**12,218**	**5,437**
Drainage EQ Recovery			
Courtenay Downs	240	240	-
Adderley Tce Fuller St Stormwater EQ Recovery	-	-	10
Hilton West, Black, Rich, Raven Qy West	171	171	353
Feldwick Drain Pump Station	205	205	16
Town Centre/ Raven Quay East Pipework	296	296	-
Kairaki Earthquake Repairs	-	67	19
Kaiapoi East Services	17	23	121
Pines Kairaki Reticulation	-	25	36
Gray Cres Pipework	17	17	-
Beswick/ Feldwick redzone	130	130	-
Dudley Drain	198	198	28
Jones Street Pipework	43	43	-
	1,537	**1,635**	**583**
Roading EQ Recovery			
Hilton/Black Area	1,993	1,993	1,656
Courtenay Area Roading EQ Recovery	890	890	112
Pines Beach Area	-	-	34
Kaiapoi East Services Re-routing	710	710	-
Kaiapoi East Access Road	120	120	100
Jones Street EQ Roading	30	30	-
Rangiora Cark Park Building	2,000	2,000	-
	5,743	**5,743**	**1,902**

Capital Projects	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL
	$ 000	$ 000	$ 000
Recreation EQ Recovery			
Kaiapoi Wharf Renewal	4,580	4,580	921
Kaiapoi Riverbanks Rec precinct	808	-	4
Kai Riverbanks Marine precinct	410	410	71
Kaiapoi Riverbanks Rowing Precinct	70	70	-
Kaiapoi Riverbanks Enhancement	2,000	2,000	-
Kaiapoi BMX track and skateboard park	140	140	-
Murphy Park	713	713	-
Seismic strengthening - community buildings	570	800	368
Seismic Strengthening Oxford Town Hall	-	-	8
Rangiora Library	150	150	13
KEL Walkway	-	-	3
Oxford SC strengthening	-	220	235
Hansens Mall	-	-	-
Saltwater Creek	-	40	2
Baker Park Pavilion Demolition	-	130	11
Rangiora Service Centre	250	250	250
	9,691	**9,503**	**1,886**
EQ Recovery General			
Kairaki Motor Camp Renewal	-	-	7
Kaiapoi Town Centre Renewal	3,766	2,046	-
Kaiapoi TC Bridge Improvements	-	1,720	1,888
Rangiora Town Centre Revitalisation	-	1,100	-
	3,766	**4,866**	**1,895**
Total capital projects EQ Recovery	**32,929**	**37,643**	**13,311**
EQ Recovery Loan Repayments	**829**	**829**	**115**
Total Capital Expenditure	**33,758**	**38,472**	**13,426**

Significant Variances - Capital		**Variance $'000**
Variances against full year revised budget:		**( )= unfavourable**
Water		
Cust	Project completed under budget by Clemence in Dec 15.	295
Kaiapoi East Re-routing Water EQ Recovery	Expect to put out request for tender on 14 Sept 16.	1,166
Pines Beach Water EQ Recovery	Physical work completed by Water Unit 3 weeks early. Featherstone well decommissioned & Rinaldi well redeveloped Aug-Sept 15.	305
Sewer		
Courtenay Downs Sewer	Project on hold subject to Red Zone Recovery Plan which is expected to be approved by end of Oct 16.	2,117
Moore St sewer	Dormer completed sewer reticulation on 6 Mar 15. Waste water pump station completed and commissioned by Hunter Civil on 1 July 15.	286
Sewell St Sewer	Project completed with scope changed.	(353)
Charles St Sewer Pump Station	Crown lease agreement in place. Dormer completed pumping main including eastern connection 4 Nov 15. Waste water pump station commissioning on 29 Aug 16.	(632)
Kaiapoi East re-routing sewer	Geotech testing completed at waste water pump station site. Detailed design in progress but physical work on hold pending Recovery Plan.	4,709
Red zone sewer decommissioning	Project on hold pending Recovery Plan.	218
Drainage		
Courtenay Downs Drainage	Project on hold subject to Red Zone Recovery Plan being finalised by Council.	240
Hilton West, Black, Rich, Raven Qy West	Project scope changed due to revise of project plan.	(182)

Feldwick Drain Pump Station	Stormwater pump station functioning as designed but structure cracked. Repair funding incorporated into Feldwick Drain catchment study & being processed by Flood team.	189
Town Centre/ Raven Quay East Pipework	Project on hold subject to Red Zone Recovery Plan being finalised by Council.	296
Roading		
Hilton/Black Area	Project completed under budget.	337
Courtenay Area Roading EQ Recovery	Project on hold subject to Red Zone Recovery Plan being finalised by Council.	778
Kaiapoi East Services Re-routing	Project not started yet.	710
Rangiora Cark Park Building	Project plan still work in progress.	2,000
Recreation		
Kaiapoi Wharf and riverbank projects	Old wharf removed. Design works on going with stakeholders consulted regularly.	6,064
Kaiapoi BMX track and skateboard park	Project yet to start.	140
Murphy Park	Project plan still being finalised.	713
Seismic strengthening - community buildings	Project to continue in 16/17.	432
EQ Recovery General Kaiapoi Town Centre Renewal Rangiora Town Centre Revitalisation	Individual projects to be identified.	3,146
EQ Recovery Loan Repayments	Less loan repayment while less new borrowings withdrawn.	714

Non Significant Activities
for the period ended 30 June 2016

	CURRENT YEAR				
	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL	VARIANCE	PERCENT ACTUAL/ REVISED
	$' 000	$' 000	$' 000	$'000	
REVENUE					
Fees and Charges	765	765	936	171	22%
Subsidies/Donations	-	-	4	4	
Interest (external interest revenue)	394	394	557	163	41%
Internal interest allocation	10	(394)	(557)	(163)	41%
Gain on Sale/Depreciation Recovery	225	225	157	(68)	(30%)
Vested Assets	17,497	17,497	14,765	(2,732)	(16%)
TOTAL REVENUE	**18,891**	**18,487**	**15,862**	**(2,625)**	**1**
OPERATING EXPENDITURE					
Special Funds	90	90	114	24	27%
Separate Accounts	(56)	(56)	(44)	12	(21%)
Interest expense	(3,466)	(4,228)	(3,999)	(229)	(5%)
Oncost account	(72)	(72)	249	321	(446%)
Indirect recoveries	-	-	-	-	0%
General account	77	77	4,849	4,772	6197%
Plant operating	25	25	152	127	508%
Utilities Management	-	-	15	15	0%
Community and Recreation Management	-	-	-	-	0%
Planning Manager	-	-	-	-	0%
District Management	-	-	9	9	0%
Information & Technology Services (excluding interest)	268	311	(184)	(495)	(159%)
Finance and Administrative Services	-	-	15	15	0%
Service Centres	712	712	649	(63)	(9%)
	(2,422)	**(3,141)**	**1,825**	**4,966**	**(158%)**
Add back Internal Interest Elimination from Activities	4,441	4,124	4,144	(20)	0%
TOTAL OPERATING EXPENDITURE	**2,019**	**983**	**5,969**	**4,986**	**507%**
OPERATING SURPLUS (DEFICIT)	**16,872**	**17,504**	**9,893**	**(7,611)**	**(43%)**

Significant Variances - Operating		**Variance $'000 ()=unfavourable**
Revenue		
Fees and charges	Fees and charges over budget mainly due to IRD GST refund as a result of the tax review.	171
Interest & interest elimination	External interest revenue has been allocated to other activities.	-
Vested assets	Vested assets less than budgeted due to less development in the district.	(2,732)
Expenditure		
Interest & Interest elimination	Due to interest costs incurred by Computer/Information Services departments.	(249)
On cost	Staff related costs more than budgeted.	(321)
General account	The loss on valuation of Council's interest rate swaps was $4.8m.	(4,772)
Plant operating	Depreciation more than budgeted.	(127)
Information & Technology Services	Depreciation under budget for computer services. Backscanning projects completed under budget. As the interest costs were disclosed separately and the cost centres had overhead recoveries, the cost centres went negative.	248 171

CAPITAL EXPENDITURE	ANNUAL PLAN BUDGET	FULL YEAR REVISED BUDGET	ACTUAL
	$'000	$'000	$'000
Capital Projects			
Oncost Account			
Office furniture	36	36	31
	36	**36**	**31**
Plant Renewal & Replacement			
Vehicles	609	609	1,049
	609	**609**	**1,049**
Computer Services			
Computer Equipment Renewals	148	148	42
Annual Infrst and Desktop Renewals	80	80	99
Additional PCs	43	43	5
Monitor Renewals	24	24	9
Various Projects	70	150	87
Line of Business	-	128	70
	365	**573**	**312**
Total capital projects	**1,010**	**1,218**	**1,392**
Loan Repayments	152	152	226
	152	**152**	**226**
TOTAL CAPITAL EXPENDITURE	**1,162**	**1,370**	**1,618**

Significant Variances - Capital		**Variance $'000**
Variances against full year revised budget:		**( )= unfavourable**
Vehicles	Vehicles renewed according to the renewal programme.	(440)

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: GOV-01-05 / FIN-06-02 / 160905091231

REPORT TO: Audit Committee

DATE OF MEETING: 20 September 2016

FROM: Paul Christensen, Finance Manager

SUBJECT: Capital Projects Report for the period ended 30 June 2016

SIGNED BY:
(for Reports to Council or Committees)

Department Manager

Chief Executive

1. SUMMARY

The purpose of this report is to advise the Audit Committee on the progress of the capital programme for the period ended 30 June 2016.

As at 30 June 2016, 200 (61%) of the 327 projects were completed or on time in this financial year.

Expenditure on capital projects (in $'000)

	Work in progress from 2014-15	Expenditure 2015- 2016	Total Expenditure June 2016	2015-16 Revised Budget	Percentage spent
Infrastructural assets and Property Plant and equipment	13,220	30,917	44,137	79,194	55.7%
Earthquake recovery work	7,674	5,637	13,311	37,643	35.4%
Total Capital work	20,894	36,554	57,448	116,837	49.2%

Attachments:

i. Capital project progress schedules

2. RECOMMENDATION

THAT the Audit Committee:

(a) **Receives** report N° 160905091231;

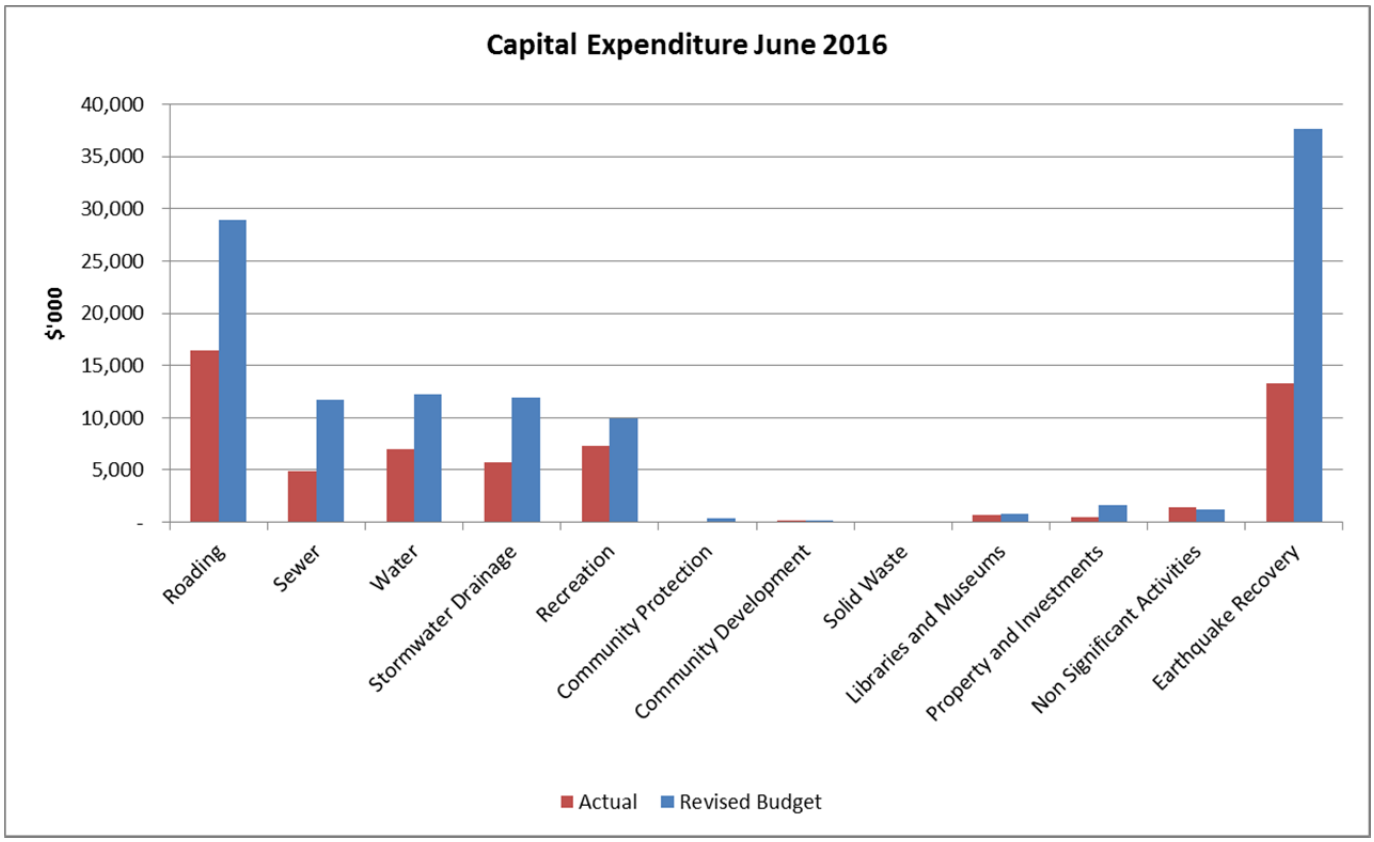
(b) **Circulates** report to the Boards

3. ISSUES AND OPTIONS

HIGHLIGHTS / OVERVIEW

3.1. Capital expenditure as at 30 June 2016 ($) by activity:

	Total Capital Expenditure ($000s)		
	Full Year Budget as per Annual Year Plan	*Full Year Revised Budget*	*Actual as at 30 June 2016*
Roading	28,380	29,944	16,459
Sewer	15,309	11,761	4,864
Water and Stockwater	11,009	12,220	6,945
Drainage	9,832	11,950	5,682
Recreation	9,611	9,950	7,349
Subtotal	**74,141**	**74,825**	**41,299**
District Development	-	28	7
Community Protection	337	357	65
Community Development	194	194	142
Solid Waste	63	63	55
Libraries and Museums	1,404	831	692
Property and Investments	1,169	1,678	485
Non Significant Activities	1,009	1,218	1,392
Earthquake Response and Recovery	32,929	37,643	13,311
Total	**111,246**	**116,837**	**57,448**



Significant Capital Expenditure (excluding Earthquake recovery projects)

Roading	Silverstream New Arterial road	$4,462,000
	Pavement rehabilitation	$1,039,000
	Sealed road resurfacing	$1,690,000
	High St 2 way/ Upgrade Blake St carpark	$1,221,000
	Pak 'n' Sav	$796,000
	Thongcaster Rd	$937,000
Sewer		
Rangiora New Aeration Pond, Step screen and Pump station	Design work for step screen and pump station at Rangiora WWTP. Construction in 2015/16 and purchase step screen	$1,324,000
Rangiora Central Rangiora Capacity upgrade		$240,000
Mandeville Connection of Ohoka Utilities Scheme	Connecting pipework for Ohoka Utilities Scheme	$217,000
Kaiapoi Pipeline replacement		$513,000
Water		
Rangiora Source upgrade Smith St Bore	Pipeline - from 4th bore to 5th bore site	$629,000
Rangiora Southbrook Supply Main - Construction		$1,251,000
Kaiapoi Pipe Replacement	Includes work in Williams St, Evans Place, Hilton St, Otaki St	$716,000

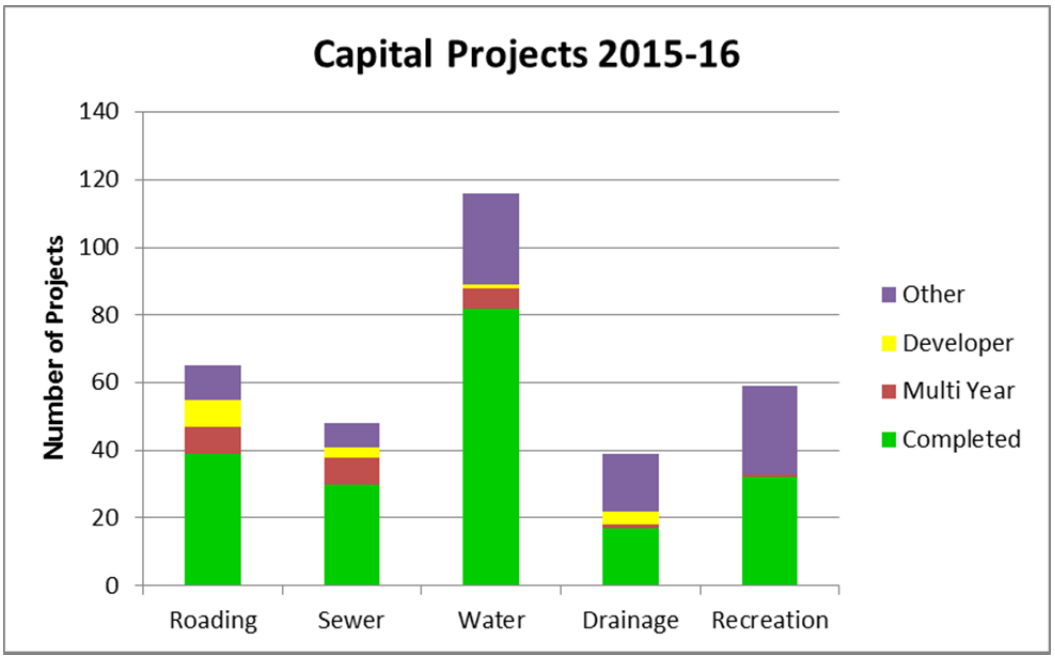
Oxford No 1 new source		$731,000
Stormwater Drainage		
Nth East Rga Drainage Improvement	East Rangiora Stormwater Pond	$1,308,000
Flood Response projects		$3,204,000
Recreation		
Land Purchase		3,433,000
Land Development		$762,000
Mandeville Sports ground		440,000
Astroturf	To be completed November 2016. Start date delayed due to issues settling on land purchase.	543,000
Toilet Renewals	Includes Trousselot Park Toilets, Elephant Park Toilets and the fit out of the Coldstream Road and Kendal Park toilets	321,000

3.2. The summary status of each activity by number of projects as at 30 June 2016:

Activity	*Number of capital project as at 30 June 2016*	*Projects complete or on time at year end as at 30 Jun 2016*	
		No.	*%*
Roading	65	39	60%
Sewer	48	30	63%
Water	116	82	71%
Drainage	39	17	44%
Recreation	59	32	54%
Total	**327**	**200**	**61%**

3.3 Analysis of uncompleted Projects

Activity	**Multi year projects in progress at 30 June 2016**	**Projects subject to Developer actions**	**Other**	**Total**
Roading	8	8	10	26
Sewer	8	3	7	18
Water	6	1	27	34
Drainage	1	4	17	22
Recreation	1	-	26	27
Total	24	16	87	127



For details of the individual projects, please see the attached reports.

3.4 The attached schedules were provided by the managers of the departments concerned.

3.5 The Management Team have reviewed this report and support the recommendations.

4. FINANCIAL IMPLICATIONS AND RISK

Risk is associated with the delay of projects with the main consequences being:

- Necessary work not being completed could result in not achieving levels of service.
- Price fluctuations due to the current economic environment.
- Earthquake recovery – availability and amount of government funding and insurance recoveries.
- Further costs which may be incurred in a future earthquake as the Council has been unable to obtain earthquake insurance for all assets.

5. CONTEXT

5.1. Some of the issues relating to earthquake damage are matters of significance in terms of the Council's Significance Policy given the value of damage estimated to date.

5.2. This report has been prepared and provided with reference to the financial provisions relating to the Local Government Act 2002 and Financial Reporting Standards. The Council has exemption from certain provisions under the Canterbury Earthquake (Local Government Act 2002) Order 2010 that allow Council to amend the Plans.

5.3. Community Outcomes

The quarterly report contributes to the outcome:

"There are wide ranging opportunities for people to contribute to the decision-making by public organisations that affects our District

- Public organisations make information about their plans and activities readily available.

- Public organisations make every effort to accommodate the views of people who contribute to consultations."

5.4. Delegation S-DM 1022 provides that the Audit Committee has jurisdiction to "Monitor implementation of the Annual Plan quarterly".

Paul Christensen
Finance Manager

PROJECT	Description	Actual	Full Year Budget	PHYSICAL WORKS								Project Status	Actions Required	Year to Date	Complete at 30 June	Current/ Multi Year
				Investigations Complete		Consents obtained/ Design Complete		Construction start		Practical completion						
		$'000	$'000	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual				Yes / No	Project
RANGIORA DRAINAGE		**2,561**	**6,944**													
Rangiora - Under Channel Piping	Annual provision for various small budget stormwater piping works	52	60	Aug 15		N/A		Jan 16		Apr 16		Complete	None	OK	Yes	Current
Rangiora - Blackett St piping / Good St intersection		84	107					Apr 16		Jun 16		Complete	None	OK	Yes	Current
Rangiora - Buckleys Rd piping		4	-									Complete	Note - Expenses relate to final inspection at end of maintenance period	OK	Yes	Current
Rangiora - Acacia Ave Stormwater		103	-									Complete	Work funded from retention released from developers bond.	OK	Yes	Current
Rangiora - East Rangiora Retention	East Rangiora Stormwater Pond	1,308	1,900	Aug 15		Nov 15		Feb 16		Apr 16		Project completed under budget. $100k carried over to 16/17 for completion of the footbridge still expect $400,000 underspend on budget.	Foot bridge to be completed next Financial Year. Finish contract document and advertise contract. $100,000 has been carried over.	Late	No	Current
Rangiora - Wards Park Drainage improvements	Concept design and Drainage enhancements	197	225	Feb 14	Feb 14	Mar 15	Aug 15	Nov 15		Dec 15		Complete	None	OK	Yes	Current
Rangiora - Flood Response Rangiora Urban Drainage	16-24 King St improvements, Middle Brook upgrade, Middle Brook Gefkins Road Channel Improvements and Kowhai Ave railway drain grate.	425	675	Dec 15	Dec 15	Dec 15	Dec 15	Mar 16	Mar 16	Jun 16		North Brook improvements at West Belt & Janelle Place - complete; Upgrade Dudley Park pipe - complete; Matawai Park drain improvements - complete; 16-24 King St improvements - complete; Middle Brook upgrade - design underway; South Belt weir plate - complete; Middle Brook Gefkins Road Channel Improvements - complete; Kowhai Ave railway drain grate complete. Budget of $182,000 carried over to 16/17 for Kowhia Ave. Budget carried over.	Tender Kowhai Ave pipework. To be completed under project 100639	Late	No	Current
Rangiora - North Rangiora - Enverton Drive Ashley Street		173	173			N/A		N/A		Jul 15		Complete	None	OK	Yes	Current
Rangiora - North Brook Enhancement Work	Stream enhancement and capacity check	14	300	Dec 15	Feb 16	N/A		Mar 16		Jun 16		To be used to improve stream hydraulics and repair retaining wall failures. Summer students have been employed to undertake detailed survey of Three Brooks. Newnham Street retaining walls complete Budget of $50,000 included in 16/17 budget to develop a strategy for this work.	Develop strategy in 16/17	Late	No	Multi
Rangiora - West Rga SPA Land Purchase	Works associated with West Rangiora SPA	-	1,630	Dec 15		N/A		Mar 16		Jun 16		Works dependant on confirmation of development with West Rangiora structure plan area (Note budget may not be required if developer take lead on SMA works. Budget has been pushed out to 17/18)	Monitor development activity	Late	No	Current
Rangiora - Palmer / Church Pipework Upgrade	SW Upgrade	24	33	Dec 15		N/A		Mar 16	Apr 16	Jun 16		Design has commenced.	Monitor Project Delivery Unit.	Late	No	Current
Rangiora - Percival Pipework Upgrade	SW Upgrade	-	69	Dec 15		N/A		Mar 16	Apr 16	Jun 16		complete	Tender next Financial Year in conjunction with intersection upgrade.	OK	Yes	Current
Rangiora - King Pipework Upgrade	SW Upgrade	136	142	Dec 15		N/A		Mar 16		Jun 16		complete	None	OK	Yes	Current
Rangiora - Middle Brook Upgrade	SW Upgrade	-	200	Dec 15		N/A		Mar 16	Mar 16	Jun 16		Design of remedial work has been started. Budget carried over to 16/17.	Design of Middle Brook upgrade completed, resource consent ready to be lodged with Ecan, construction next Financial Year. Monitor through Flood Team meetings.	Late	No	Current
Rangiora - Boys Road Culvert Upgrade	SW Upgrade	-	20	Dec 15		N/A		Mar 16		Jun 16		Extent of work defined. No design required.	Request late carryover.	Late	No	Current
Rangiora - Secondary Flow Thresholds	SW Upgrade	28	45	Dec 15		N/A		Mar 16		Jun 16		Complete	None	OK	Yes	Current
Rangiora - Southbrook Pond C Access	Box culvert installation and formation Access, Fernside Rd	-	60	Dec 15		N/A		Mar 16		Jun 16		New access for maintenance vehicles.	Obtain price from Daniel Smith for box culvert and installation. Request late Carry over.	Late	No	Current
Rangiora - North Rangiora - Enverton Drive Ballarat Road	SW Upgrade	-	50	Dec 15		N/A		Mar 16		Jun 16		Developer driven. Budget carried over to 16/17	Monitor development at Ballarat Road / River Road	Late	No	Current
Rangiora - Land Purchase Pond 5, Culverts, Swales	SW Upgrade	11	1,255	Dec 15		N/A		Mar 16		Jun 16		West Rangiora SPA Stormwater, Works dependant on confirmation of development. Timing is developer driven	Monitor development activity	Late	No	Current

PROJECT	Description	Actual	Full Year Budget	PHYSICAL WORKS								Project Status	Actions Required	Year to Date	Complete at 30 June	Current/ Multi Year
				Investigations Complete		Consents obtained/ Design Complete		Construction start		Practical completion						
		$'000	$'000	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual				Yes / No	Project
Coastal Urban Drainage		**238**	**323**													
Coastal Urban - Chinnery Road Upgrade		-	84									Budget has been pushed out to 17/18.	None	OK	Yes	Current
Coastal Urban - Miscellaneous 50 works		35	55	Dec 15		N/A		Mar 16		Jun 16		Complete	None	OK	Yes	Current
Coastal Urban - East Woodend Detention Pond	Stormwater pond to serve the East Woodend ODP and part of existing urban area. Timing depends on development activity.	203	184			Jan 16						Consenting issues have caused delays. Budget carried over to 16/17	Monitor progress. Construction next Financial Year.	Late	No	Current
Kaiapoi Urban Drainage		**524**	**1,881**													
Kaiapoi - Pump Station Renewals	Works as required on pump stations and associated infrastructure	-	50	Dec 15		N/A		Mar 16		Jun 16		Renewal programme needs to be developed for pump stations. Work to be done in 16/17	Prepare brief for maintenance review document.	Late	No	Current
Kaiapoi - Underchannel piping	Annual provision for piping works usually occurring in association with Roading programme	20	20	Dec 15		N/A		Mar 16		Jun 16		Complete	None	OK	Yes	Current
Kaiapoi - Parnhams Drain PS Upgrade & Access		-	100	Dec 15		N/A		Mar 16		Jun 16		Retaining wall failure has been temporarily propped. Design started. Construction next Financial Year. Carry over of construction costs - $100,000	Obtain prices in 16/17	Late	No	Current
Kaiapoi - Flood Response Kaiapoi Urban Drainage	Parnhams Drain upgrade, Parnhams Drain access improvements & Pump Station upgrade, Island Road South (Neeves Rd to Cosgrove Rd) drain upgrades, Parnhams Drain catchment/Island Road North (Cosgroves to Kaiapoi River) drainage improvements and Kaiapoi East drainage improvements.	461	742	Dec 15		N/A		Mar 16	Mar 16	Jun 16		Parnhams Drain upgrade - complete; Parnhams Drain access improvements & Pump Station upgrade - complete; Island Road South (Neeves Rd to Cosgrove Rd) drain upgrades - construction underway; Parnhams Drain catchment/Island Road North (Cosgroves to Kaiapoi River) drainage improvements - project brief prepared and need to engage consultant; Kaiapoi East drainage improvements - Construction underway. Budget of $338,000 carried over to 16/17 for Island Road & Kaiapoi East works.	Monitor through Flood Team meetings.	Late	No	Current
Kaiapoi - Feldwick Pump Station Upgrade	Upgrade/replacement pump station	3	240	Dec 15		N/A		Mar 16		Jun 16		Dependent on Residential Red Zone Recovery Plan outcome and long term options assessment for Feldwick drain catchment. Refer staff submission 160506040917	Prepare revised strategy.	Late	No	Current
Kaiapoi - McIntosh Drain Outlet Basin	Construction	-	629	Dec 15		Feb 16		Mar 16		Jun 16		Works dependant on the final solution adopted for McIntoshs Drain Upgrade.	Prepare revised strategy.	Late	No	Current
Kaiapoi - McIntosh Drain Upgrade	Design	40	100	Dec 15		Feb 16		Mar 16		Jun 16		Awaiting Residential Red Zone Recovery Plan outcome	Prepare revised strategy.	Late	No	Current
Flood Response		**2,318**	**2,696**													
Flood Response Investigation and Design	Flood team investigation and design work	20	-	Dec 15		N/A		Mar 16		Jun 16		Complete	None	OK	Yes	Current
Flood Response Rangiora	South Brook and Flaxton Road drain capacity investigation	144	200	Dec 15		N/A		Mar 16		Jun 16		South Brook and Flaxton Road drain capacity investigation - need to engage consultant to undertake modelling. Budget carried over to 16/17	Monitor through Flood Team meetings.	Late	No	Current
Flood Response Ohoka Rural	Bradleys Road (Ohoka Stream to Siena Pl), Bradleys Road (Siena Pl to San Dona), Siena Place area, Millfield - San Dona, Whites Road (Stage 1) and Downstream upgrades	2,005	2,201	Dec 15		N/A		Mar 16	Mar 16	Jun 16		Mill Road to Clear View Ln bend - complete; Clear View Lane bend to 91 Clear View Ln spring & Colliers Creek - complete; Bradleys Road (Ohoka Stream to Siena Pl) - complete; Siena Pl complete; Millfield - San Dona - design complete; Whites Road (Stage 1) - complete; Ohoka Stream downstream upgrades - investigation complete. Remaining budget of $195,000 carried over to 16/17	Monitor through Flood Team meetings.	Late	No	Current
Flood Response Rural Areas	Max Wallace Drive	28	143	Dec 15		N/A		Mar 16	Mar 16	Jun 16		Max Wallace Drive - Design complete. Remaining budget of $50,000 to be carried over to 16/17	Construction to commence shortly.	OK	Yes	Current
Flood Response Central Rural	Mairaki Dockey Creek improvements, Channel improvements Swannanoa Road to Johns Road and Channel improvements Johns Road to O'Roarkes Road	121	152	Dec 15		N/A		Mar 16	Mar 16	Jun 16		Mairaki Dockey Creek improvements (129 to 89 Mairaki Rd) - complete; Channel improvements Swannanoa Road to Johns Road - complete; Channel improvements Johns Road to O'Roarkes Road - design complete. Obtained landowner approval for construction. Construction next Financial Year. Remaining budget of $95,000 to be carried over to 16/17	Monitor through Flood Team meetings.	Late	No	Current
OXFORD DRAINAGE		**12**	**65**													
Oxford Drainage Upgrade Non Scheduled	SW Upgrade	-	5	Dec 15		N/A		Mar 16		Jun 16		To be used to redevelop soak pits. Carry over budget to 16/17	Unlikely to be spent. Keep as contingency for Totara St works.	Late	No	Current
Oxford Drainage Upgrade - Oxford South	SW Upgrade	12	60	Dec 15		N/A		Mar 16	Mar 16	Jun 16		Design complete. Awaiting approval to let tender. Construction next Financial Year. Carry over budget to 16/17	Monitor.	Late	No	Current

PROJECT	Description	Actual	Full Year Budget	PHYSICAL WORKS: Investigations Complete		Consents obtained/ Design Complete		Construction start		Practical completion		Project Status	Actions Required	Year to Date	Complete at 30 June	Current/ Multi Year
		$'000	$'000	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual				Yes / No	Project
OHOKA RURAL DRAINAGE		**7**	**10**													
Ohoka Tram Road Drain Enhancements	Riparian planting	7	10	Dec 15		N/A		Mar 16		Jun 16		Complete		OK	Yes	Current
CENTRAL RURAL DRAINAGE		**-**	**5**													
Central Rural Greens Road Drain Enhancements	SW Upgrade	-	5	Dec 15		N/A		Mar 16		Jun 16		Complete		OK	Yes	Current
	Subtotal	**5,659**	**11,925**													
WATER RACES		**23**	**25**													
Water Races Culvert Replacement	Annual culvert replacement programme	23	25	Dec 15		N/A		Nov 15		Jun 16		Complete	Obtain invoice from WIL	OK	Yes	Current
	Total including Water Race	**5,682**	**11,950**									**PROJECTS ON TIME**		**17**	**17**	
												Total		**39**	**39**	

RECREATION CAPITAL PROJECTS 2015/16 **30 June 2016**

PROJECT	FINANCIAL MONITORING		PHYSICAL WORKS								COMMENTS	Year to Date Ok or Late	Complete by 30 June Yes/ No	Current/ Multi Year	WARD
	Actual	Full year Budget	Investigations/ Consultation complete		Consents Obtained / Design Complete		Construction / Works Start		Practical Completion						
	$'000	$'000	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual					
RESERVES															
Roads & Carparks	40	39	Dec 15		Feb 16		Mar 16		Apr 16		Complete	OK	Yes	Current	District
Play Safety Surface/Equipment	231	437	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Four projects currently underway including Elephant Park redevelopment, Mandeville Playground upgrade, Baker Park renewal and Kaiapoi Wharf playground relocation to Currie Park. All of the above projects are at different stages. In addition to these projects all grade 5 listed safety surface areas have been upgraded. Still planning on doing more grade 5 park furniture replacements.	Late	No	Multi Year	District
Oxford Skatepark light installation	5	5	Oct 15	Oct 15	Oct 15	Oct 15	Feb 16		Jun 16		Complete	OK	Yes	Current	Oxford Eyre
Security Camtera installation Trousselot Park	-	8	Oct 15		Dec 15		Jan 16		Aug 16		Cabling has been installed in Church building. Waiting for power to be connected before camera installed.	Late	No	Current	Kaiapoi
Non-specificed Reserve Enhancement	-	205	Mar 16		Jul 16		Sep 16		Nov 16		Budget approval from Community and Recreation Committee to spend the money on the redevelopment of Baker Park in Kaiapoi. Consultation has now started.	Late	No	Current	District
Gladstone Park	-	308	Oct 15		Apr 16		Jun 16		Sep 16		Concept plan is now approved. Work on designing detailed plans for stage one projects is underway. House has now been demolished and removed.	Late	No	Multi Year	Woodend Ashley
Warren Reserve	14	25									Complete	OK	Yes	Current	Oxford Eyre
Buildings Reserves	10	-									New for Chris Brown to update				
Hard Court Renewals	27	191	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Woodend has been completed and planning is underway to repair Ohoka courts which will involved resealing half of the courts and crack repair of the rest with a final paint applied to all. Ohoka planned for completion in June 16	Late	No	Multi Year	District
Elephant Park Playground	3	104	Aug 15	Aug 15	Dec 15		Mar 16		Nov 16		Contamination testing has been completed now undertaking consent application and determining contaminated land management plan. Once approved can start new playground upgrade.	Late	No	Current	Rangiora
Milton Reserve Development	88	100	Jul 15	July 15	Aug 15	Aug 15	Sep 15	Sep 15	Apr 16		Complete	OK	Yes	Current	Rangiora
Renewal reserve l/scape Rga	32	34	N/A	N/A	N/A	N/A	N/A	N/A	Jun 16	N/A	Complete	OK	Yes	Current	Rangiora
Renewal reserve landscape Kaiapoi	34	34	N/A	N/A	N/A	N/A	N/A	N/A	Jun 16	N/A	Complete	OK	Yes	Current	Kaiapoi
Woodend Ashley Renewal reserve landscape	17	17	N/A	N/A	N/A	N/A	N/A	N/A	Jun 16	N/A	Complete	OK	Yes	Current	Woodend Ashley
Oxford Renewal reserve landscape	3	11	N/A	N/A	N/A	N/A	N/A	N/A	Oct 16	N/A	Money being carried over to assist with new landscaping around the front of the Oxford Service Centre	Late	No	Current	Oxford Eyre
Dudley Park Skateboard Area	146	143	Aug 15	Dec 15	Feb 16		Mar 16		Jun 16		Complete	OK	Yes	Current	Rangiora
Ashley Gorge	9	38	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Remaining money will not be spent. Staff looking at possible outside funding for log cabin.	Late	No	Current	Oxford Eyre
Rangiora Tennis Centre car park	-	315	Oct 15		Mar 16		N/A		N/A		Project no longer going ahead.	Late	No	Current	Rangiora
Silverstream Reserve	21	63	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	The budget refers to two separate projects. Has been completed. The car park construction still not defined. Silverstream Advisory group looking to defer this in favour of infrastructure for joining east and west end reserves. Timing of this not yet determined.	Late	No	Current	Kaiapoi
Pearson Park	-	50	Dec 15		Feb 16		Jul 16		Dec 16		Staff currently working with the Pearson Park Advisory Group on the concept design for the bowling club area redevelopment. The Advisory Group have more money coming in later years so the project might be shared over more than one year.	Late	No	Multi Year	Oxford Eyre
Rangiora Street trees gardens	16	16	N/A	N/A	N/A	N/A	N/A	N/A	Jun 16	N/A	Complete	OK	Yes	Current	Rangiora
Kaiapoi Street trees gardens	15	16	N/A	N/A	N/A	N/A	N/A	N/A	Jun 16	N/A	Complete	OK	Yes	Current	Kaiapoi
Oxford Street trees gardens	5	6	N/A	N/A	N/A	N/A	N/A	N/A	Jun 16	N/A	Street tree renewals undertaken in Autumn	Late	No	Current	Oxford Eyre
Woodend Ashley Street trees gardens	3	6	N/A	N/A	N/A	N/A	N/A	N/A	Jun 16	N/A	Complete	OK	Yes	Current	Woodend Ashley
Land Purchase - Neighbourhood	3,433	2,984	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	This budget is used for the purchase of new land that is purchased in new subdivisions. Timing is dependant on development.	OK	Yes	Multi Year	District
Land Development - Neighbourhood	762	336	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	This budget is used for the development of new land that is obtained through development. This financial year it is likely that this will be utilised at Pegasus Lake and Highgate Reserve. Timing is dependant on development progress.	OK	Yes	Multi Year	District
Rangiora Croquet Grounds	94	100									Complete	OK	Yes	Current	Rangiora
Rangiora General Landscape Development	104	102	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Complete	OK	Yes	Current	Rangiora
Hegan Estate	121	160	Sep 14	Sep 14	N/A	N/A	Jan 15	Jan 15	Jun 16		Complete	OK	Yes	Multi Year	Rangiora
Sparks Land	5	20	Nov 15		Feb 16		March 16		Sep 16		Concept design work has been completed for reserve. Bollards have been installed on Northbrook Road. Currently waiting for proposal from Hope Church for use of land before implementing any further works.	Late	No	Current	Rangiora

PROJECT	FINANCIAL MONITORING		PHYSICAL WORKS								COMMENTS	Year to Date Ok or Late	Complete by 30 June Yes/ No	Current/ Multi Year	WARD
	Actual	Full year Budget	Investigations/ Consultation complete		Consents Obtained / Design Complete		Construction / Works Start		Practical Completion						
	$'000	$'000	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual					
Kaiapoi General Landscape Development	42	122	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Money to be allocated towards various landscape projects in the Kaiapoi Ward.	Late	No	Current	Kaiapoi
Woodend Ashley General Landscape Development	25	33	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Budget has been allocated by the board but invoices not yet received for some work including Loburn memorial. Remaining budget needs to be carried over.	Late	No	Current	Woodend Ashley
Ohoka Domain General	17	15	Sep 15	Sep 15	Nov15		Dec 15		Mar 16		Complete	OK	Yes	Current	Oxford Eyre
Mandeville Sports Ground - Capital Works	440	554	Feb 16		Mar 16		Apr 16				Approval has ben granted to resurface the tennis courts as well as seed funding for walking cycling track. Approval also given for $30,000 towards the purchase of one of the Council temp buildings	Late	No	Current	Oxford Eyre
Oxford General Landscape Development	28	43	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	All money allocated however work on main street fairy lights not yet completed. Remaining budget required carry over.	Late	No	Current	Oxford Eyre
Astroturf	543	1,700	Dec 15		Feb 16		May 16		Nov 16		Tender from polytan accepted. Start date delayed due to issues settling on land purchase.	Late	No	Current	District
Total Reserves	**6,334**	**8,340**													
COMMUNITY BUILDINGS															
Hall Improvements	46	86	Feb 16		Feb 16		Mar 16		Sep 16		Floor polishing and electrical and lighting at West Eyreton.is complete. View Hill Domain requires internal upgrade, Woodend hall line marking still to be completed trying to find a time that the hall is less booked) Kaiapoi Community Centre Mill room recarpet.	Late	No	Current	District
Court facilities	8	100	Sep 15	Sep 15	Feb 16		Mar 16		Oct 16		Visitor Solutions has been contracted to undertake a functional design brief.	Late	No	Current	District
Rga Town Hall & Performing Arts Centre	71	-	N/A	N/A	N/A	N/A	N/A	N/A	Feb 15	Mar 15	Primarily final professional fees invoices, but including some drainage rectification, controls enhancements, extra roof safety walkways, door access upgrades.	OK	Yes	Current	Rangiora
Oxford Town Hall Fitout	122	-		N/A	N/A	N/A	N/A	N/A	Jan 15	Mar 15	Carried over work post practical completion. Primarily cinema projection addition, plus some theatre lighting.	OK	Yes	Current	Oxford Eyre
Oxford Town Hall Furniture	3	2		N/A	N/A	N/A	N/A	N/A	Jan 15	Mar 15	Provision for extra furniture and equipment purchases.	OK	Yes	Current	Oxford Eyre
Rga Town Hall & Performing Arts centre fit out	32	-		N/A	N/A	N/A	N/A	N/A	Feb 15	Mar 15	Post practical completion expenditure E.g. shelving, extra joinery, extra furniture, extra blinds, some A/V equipment extras, repainting, further rigging changes, pit covers, extra safety enhancements etc.	OK	Yes	Current	Woodend Ashley
Total Buildings	**281**	**188**													
SWIMMING POOLS															
Replacement Equipment	8	13	N/A	N/A	N/A	N/A	N/A	N/A	Jun 15		Replacements purchased as required	OK	Yes	Current	Rangiora
Aquatic Centres Computer Equipment Renewals	4	-	N/A	N/A	N/A	N/A	N/A	N/A		Jun 16	Replacements purchased as required	OK	Yes	Current	District
Oxford Pool Renewals	20	-	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Complete	OK	Yes	Current	Oxford Eyre
Kaiapoi - Swale Construction	-	18	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Complete	OK	Yes	Current	Kaiapoi
Dudley Pool Renewals	142	119		N/A	N/A	N/A	N/A	N/A	Jul 15	Jun 16	Replacement plant and equipment that is required during the planned 3 yearly programmed maintenance closure	Late	No	Current	District
Total Swimming Pools	**174**	**150**													
PUBLIC CONVENIENCES															
New Toilet (District)	-	-	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Money to be journal to toilet renewals budget	OK	Yes	Current	District
Pegasus Beach Toilet	-	200	Feb 16		Apr 16		May 16		Sep 16		Project not yet started. Will be started in new year when staff resources become available.	Late	No	Current	Pegasus
Silverstream Reserve	-	73	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Silverstream Advisory Group currently determining whether this is a priority. A report will be presented to the board. Timing depends on whether the project goes ahead.	Late	No	Current	Kaiapoi
Toilet Renewals	321	652	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Budget to be used for Trousselot Park Toilets, Elephant Park Toilets and the fit out of the Coldstream Road and Kendal Park toilets. Each project is in various stages of design or construction.	Late	No	Current	District
Total Public Conveniences	**321**	**925**													

RECREATION CAPITAL PROJECTS 2015/16 **30 June 2016**

PROJECT	FINANCIAL MONITORING		PHYSICAL WORKS								COMMENTS	Year to Date Ok or Late	Complete by 30 June Yes/ No	Current/ Multi Year	WARD
	Actual	Full year Budget	Investigations/ Consultation complete		Consents Obtained / Design Complete		Construction / Works Start		Practical Completion						
	$'000	$'000	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual					
AIRPORT DEVELOPMENT															
Airfield Development	46	78	Nov 15		Dec 15		May 16		Jun 16		Fire fighting gear planning underway with the Airfield Advisory Group. Awaiting confirmation from Canterbury Aero Club that they will accept funds from Council for purchase of a Fire Tender and construction of a storage area.	Late	No	Current	District
Security Capital Projects	26	30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	**Complete**	OK	Yes	Current	District
Total Airport Development	**71**	**108**													
CAMPING GROUNDS															
Ashley Gorge Camp Driveways	92	80						Jan 15		Jul 15	**Complete**	OK	Yes	Current	Woodend Ashley
Relocate ablution/kitchen block	-	25						Jan 15	Jun 15		Building consent being applied now.	Late	No	Current	Woodend Ashley
Waikuku Beach camp Driveway	35	40						Jan 15		Jul 15	**Complete**	OK	Yes	Current	Woodend Ashley
Total Cemeteries	**127**	**145**													
CEMETERIES															
Cemetery Berms - Rga	14	20	Nov 15		Nov 15		Dec 15		Apr 16		New berms and planting. Planting will not be completed until autumn	OK	Yes	Current	Rangiora
Cust Cemetery Improvements	-	7	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Money not required	OK	Yes	Current	Cust
Cemetery Berms - Kai Public	8	9	Nov 15		Nov 15		Dec 15		Apr 16		**Complete**	OK	Yes	Current	Kaiapoi
Oxford Cemetery Improvements	19	58	Nov 15		Feb 16		May 16		Oct 16		Road upgrade to be completed at the same time as the new chapel is built.	Late	No	Current	Oxford Eyre
Total Cemeteries	**41**	**95**													
	7,349	**9,950**									**PROJECTS ON TIME**	**32**	**32**		
											TOTAL PROJECTS	**59**	**59**		

Projects	YTD Actual $'000	Full year Budget $'000	PHYSICAL WORKS TIMETABLE								COMMENTS	Year to Date	Forecast to be complete by 30 June 2016	Current/ Multi Year Project	Ward
			Design Start		Design Complete		Construction Start		Construction Complete						
			Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual					
UNSEALED ROAD REMETALLING	**493**	**482**									Work involved is replacing metal on unsealed roads				
Remetalling	493	482	N/A		N/A		Jul 15	Jul 15	Jun 16	Jun 16	**Complete**	OK	Yes	Current	District
Emergency Reinstatement															
PAVEMENT REHABILITATION	**1,039**	**963**													
Pavement Rehabilitation	1,039	963	N/A		N/A		Nov 15	Jan 16	May 16	May 16	**Complete**	OK	Yes	Current	District
DRAINAGE RENEWALS - KERB & CHANNEL	**180**	**432**													
Drainage Renewals - K & C	44	205	Sep 15	Sep 15	Oct 15		Dec 15	Mar 16	Mar 16	Jun 16	Not a project. Budget for flood mitigation work. This work was not completed. Funding will be carried over.	OK	Yes	Current	District
Good Street K&C (West side from Blackett St to Tyler St)	107	185	Sep 15	Sep 15	Oct 15		Dec 15	Mar 16	Feb 16	Jun 16	**Completed**	OK	Yes	Current	Rangiora
Northbrook Road K&C (Ivory St to Victoria St	29	42	Oct 15		Oct 15		Jan 16	Mar 16	Mar 16	Mar 16	**Complete**	OK	Yes	Current	Rangiora
DRAINAGE RENEWALS - CULVERTS	**139**	**261**													
Drainage Renewals - Culverts	139	261	N/A		N/A		Jul 15	Apr 15	Jun 16	Jun 16	Managed through Road Maintenance Contract. Some budget to be allocated to flood mitigation work. This work was not completed and funding will be carried over.	Late	No	Current	District
SEALED ROAD RESURFACING	**1,690**	**1,921**													
Resurfacing - Chipseal	1,023	1,679	N/A		N/A		Sep 15	Dec 15	Apr 16	Apr 16	Budget carry over.	Late	No	Current	District
Resurfacing - Thin Asphaltic	667	242	N/A		N/A		Mar 15	Mar 15	Jun 16	Jun 16	**Complete**	OK	Yes	Current	District
STRUCTURES COMPONENT REPLACEMENT	**214**	**100**													
Depot Road at View Hill Stream Deck replacement	214	100			Oct 15		Feb 16	Mar 16	Apr 16		Bridge deck replacement complete. Guard rail installation is not complete.	Late	No	Current	Oxford Eyre
TRAFFIC SERVICES	**228**	**351**													
Signs Renewal	228	351	N/A		N/A		Jul 15		Jun 16	Jun 16	**Complete**	OK	Yes	Current	District
CARRIAGEWAY LIGHTING	**215**	**193**													
Lighting replacement	215	193	N/A		N/A		Jul 15		Jun 16	Jun 16	**Complete**	OK	Yes	Current	District

Projects	YTD Actual	Full year Budget	PHYSICAL WORKS TIMETABLE								COMMENTS	Year to Date	Forecast to be complete by 30 June 2016	Current/ Multi Year Project	Ward
			Design Start		Design Complete		Construction Start		Construction Complete						
	$'000	$'000	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual					
MINOR IMPROVEMENT PROJECT - Capital	**547**	**597**													
Minor Improvement		27	N/A		N/A		N/A		N/A		Not a project. Budget to be allocated to projects.				
Roadside Hazard Removal	28		N/A		N/A		Apr 16	Apr 16	May 16	May 16	**Complete. Tram Road Culvert extended.**	OK	Yes	Current	District
Intersection improvements	40		N/A		N/A		N/A		N/A		**Complete**	OK	Yes	Current	District
Walking and Cycling Projects	73	80	N/A		N/A		May 16	May 16	Jun 16		Millton Ave nearing completion	Late	No	Current	Rangiora
School Safety Projects	39	65	Sep 15				Nov 15		Jan 16	Apr 16	**Complete**	OK	Yes	Current	Kaiapoi
Speed Control lights	19	15	N/A		N/A		Feb 16		Jun 16	Jun 16	**Complete**	OK	Yes	Current	District
Woodend Town Centre Footpath Improvements	59	70	N/A		N/A		Jan 16		Mar 16	Apr 16	**Complete**	OK	Yes	Current	Woodend Ashley
Blackett St / Good St Intersection Improvement	163	220	Oct 15		Nov 15		May 16		Aug 16		Work underway. Budget carry over.	Late	No	Current	Rangiora
Pines / Kairaki - Minor Improvements	16	20	N/A		N/A		Feb 15	Feb 15	Apr 15	Aug 15	**Complete**	OK	Yes	Current	Pines/Kairaki
Kaiapoi West - Minor Improvements	109	100	N/A		N/A		May 14	May 15	Sep 15	Dec 15	**Complete**	OK	Yes	Multi Year	Kaiapoi
FOOTPATH RECONSTRUCTION	**534**	**581**													
Footpath Reconstruction	447	516	N/A		N/A			Jul 15	Jul 16	Jun 16	**Complete**	OK	Yes	Current	District
Good Street Footpath Renewal (West side from Blackett St	73	45	Oct 15		Nov 15		Dec 15		May 16	Jun 16	**complete**	OK	Yes	Current	Rangiora
Northbrook Road Footpath Renewal (Ivory St to Victoria St	14	20	Oct 15		Oct 15		Nov 15	Mar 16	Mar 16	Mar 16	**Complete**	OK	Yes	Current	Rangiora
New Footpaths	**83**	**150**													
New footpaths - major towns	28	100	Sep 15		Nov 15		Aug 16		Nov 16		Work Tendered. Construction will commence early in 2016/17.	N/A	No	Multi	District
Projects Small Towns	55	50	N/A		N/A		Feb 16	May 16	Jun 16		Almost complete. Delays due to Mainpower pole work.	Late	No	Current	District
MISC UNSUBSIDISED WORKS	**162**	**160**													
Town area developments		0	Jun 15		Jan 16		Oct 15	Nov 15	Jun 16		Not a project. Budget has been allocated to projects.				
Woodend Town Centre	104	130	N/A		N/A		Jan 16		Mar 16	Jun 16	**Complete**	OK	Yes	Current	Woodend Ashley
Oxford Pedestrian Crossing	58	30	N/A		N/A		Nov 15	Nov 15	Jan 16	Feb 16	**Complete**	OK	Yes	Current	Oxford Eyre
GRAVEL PITS	**-**	**12**													
Gravel Pit Development		12	N/A		N/A		Jul 15		Jun 16		Improvements identified and will be carried out in 2016/17.	Late	No	Current	District

Projects	YTD Actual	Full year Budget	PHYSICAL WORKS TIMETABLE								COMMENTS	Year to Date	Forecast to be complete by 30 June 2016	Current/ Multi Year Project	Ward
			Design Start		Design Complete		Construction Start		Construction Complete						
	$'000	$'000	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual					
SUBDIVISION PROJECT	**2,818**	**3,950**													
Rd-Rga leithfield Rd Seal Extension	216	152	Jan 15	Jan 15	Feb 15	Feb 15	Sep 15	Sep 15	Oct 15	Nov 15	**Complete**	OK	Yes	Multi Year	Woodend Ashley
Howsons Road Letton seal extension	28	15						May 16		May 16	**Complete**	OK	Yes	Current	Rangiora
Beach Grove	21	200	N/A		N/A						Work underway. Timing dependent on developer. Carry over.	Late	No	Current	Kaiapoi
North Eyre Road Seal Extension (No 10 – Mandeville Park)		20									Work not started. Timing dependent on developer. Carry over.	Late	No	Current	Oxford Eyre
MillField Kerb & Channel	2	50									Work not started. Carry over.	Late	No	Current	Oxford Eyre
Station Road Upgrade	180	180			Jan 15	Jan 15	Mar 15	Mar 15	Sep 15	Sep 15	**Complete**	OK	Yes	Multi Year	Rangiora
625 Lineside Road Development	33	33	N/A		N/A		Jul 15	Jul 15	Aug 15	Aug 15	**Complete**	OK	Yes	Current	Rangiora
Thongcaster Road	937	790	N/A		N/A		Sep 15	Sep 15	Oct 15	Dec 15	**Complete**	OK	Yes	Current	Woodend Ashley
Kaiapoi Pa Road Upgrade	19	700	N/A		N/A		Apr 16		Jun 17		Consultation and cultural impact assessment underway. Carry over required.	Late	No	Current	Kaiapoi
Alfred Street K&C (Percival St to Victoria St	106	265	N/A		N/A		May 16		Jun 16		Work underway. Carry over.	Late	No	Current	Rangiora
Huntingdon Drive Link Strip	29	22	N/A		N/A		N/A		N/A	Jun 16	**Complete**	OK	Yes	Current	Rangiora
Coutts Drive Formation MandevilleDirect payments to develope	59	59	N/A		N/A		N/A		N/A	Jun 16	**Complete**	OK	Yes	Current	Rangiora
Pegasus New Connection to Gladstone Rd		400									Consultation about to start. Construction funding shifted to 2016/17 through the Annual Plan process.	Late	No	Multi Year	Woodend Ashley
Woodend East ODP		100									Driven by development. Will not be completed by end of June. Funding shifted to 2016/17 through the Annual Plan process.	Late	No	Multi Year	Woodend Ashley
Waimakariri Gorge Road Seal Extension (50% cost share Guy Ma	31	18	N/A		N/A		N/A	Dec 15	N/A	Dec 15	**Complete**	OK	Yes	Current	Oxford Eyre
Council's share of Kaiapoi Golf Club Dale St	60	60					Mar 14	Mar 14	Jun 15	Jun 15	**Complete**	OK	Yes	Current	Kaiapoi
294 Flaxton Road RC 135332	77	77			N/A		Mar 15	Mar 15	Aug 15	Aug 15	**Complete**	OK	Yes	Current	Rangiora
Rd-Pak'n'Save	796	10			Jan 15	Jan 15	Mar 15	Mar 15	Sep 15	Sep 15	**Complete**	OK	Yes	Multi Year	Rangiora
Council Performed Work		1	N/A		N/A		Jul 15		Jun 16		Not a project. Budget to be allocated to projects.				
Direct Payments to Developers		6	N/A		N/A		Jul 15		Jun 16		Not a project. Budget to be allocated to projects.				
Northbrook Rd, Watkins Pl Urbanisation	137	703	N/A		N/A		Feb 14	Feb 14	Feb 17		Work is underway. Watkins Pl complete.	OK	Yes	Multi Year	Rangiora
Island Road Urbanisation	86	90	N/A		N/A		Nov 14	Nov 14	Aug 15	Aug 15	**Complete.**	OK	Yes	Current	Kaiapoi

Projects	YTD Actual	Full year Budget	PHYSICAL WORKS TIMETABLE								COMMENTS	Year to Date	Forecast to be complete by 30 June 2016	Current/ Multi Year Project	Ward
			Design Start		Design Complete		Construction Start		Construction Complete						
	$'000	$'000	Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual					
ODP DEVPT CONTRIB FUNDED PROJS	**3,425**	**9,475**													
West Rangiora ODP		880	N/A		N/A		N/A		N/A		Scope of project still to be determined. Multi year project.	N/A	No	Multi Year	Rangiora
West Belt Extension to Townsend Rd	356	3,752	N/A		N/A		N/A		N/A		Construction of new road dependent on developer's timing for the land development . Construction now in 2016/17. Funding has been shifted to 2016/17 through the Annual Plan process.	N/A	No	Multi Year	Rangiora
Southbrook ODP	168	500	N/A		N/A		N/A	Mar 15	N/A		Some work included in Southbrook Improvement works which are complete. Remaining work still to be scoped. Remaining funding will be carried over.	N/A	No	Multi Year	Rangiora
Silverstream New Arterial Rd ODP Dev Contn	2,898	3,843	Mar 13	Mar 13	Nov 14		Feb 16		N/A		Property negotiations completed. Detailed design complete. Resource Consents being processed and issues being worked on and this has delayed the project. Funding to be carried over.	N/A	No	Multi Year	Kaiapoi
Silverstream Collector Rd (Adderley-Island)	3	500	N/A		N/A		N/A		N/A		Project team established. Funding for planning and design only in 2015/16. Balance will be carried over.	N/A	No	Multi Year	Kaiapoi
DISTRICT TRANSPORT STRATEGY	**4,693**	**9,317**													
New Passenger Transport Infras	103	201					Jul 15		Jun 16		New shelters & seats for park & ride sites have been ordered & will be installed in July.	Late	No	Current	District
Land Purchases - Improved LoS		100	N/A		N/A		N/A		N/A		Not a project. Budget to be allocated to projects. No projects identified in 2015/16. Funding has been shifted to 2016/17 through the Annual Plan process.	Late	No	Current	District
Urban Cycleway Programme – Rangiora to Woodend	10		Jun 16		Sep 16		Jan 17		Feb 18		Project planning / scheme design underway.	OK	Yes	Multi Year	Woodend Ashley
Urban Cycleway Programme - Rangiora to Kaiapoi	149	330	Oct 16		Nov 16		Jan 17		Feb 18		Project planning / scheme design underway	OK	Yes	Multi Year	Rangiora
Westbelt extension to Townsend Rd	97	1,283	N/A		N/A		N/A		N/A		Construction of new road dependent on developer's timing for the land development . Construction now in 2016/17. Funding has been shifted to 2016/17 through the Annual Plan process.	N/A	No	Multi Year	Rangiora
Sthbk Rd/Sth Belt Improvement	361	923	Feb 15	Feb 15	Nov 15		Sep 16		Mar 17		Consultation and final design underway. Funding adjustments have been made through the Annual Plan process.	N/A	No	Multi Year	Rangiora
New Ashley Bridge Design	774	500	N/A		N/A		Jan 14	Jan 14	Mar 15	Oct 15	**Complete.**	OK	Yes	Multi Year	Rangiora
Flaxton- Lineside Link (nth)	414	412	N/A		N/A	Jan 15	Mar 15	Mar 15	Aug 15	Sep 15	**Complete**	OK	Yes	Current	Rangiora
West Rga Improvement - Lehmans to River Rd		206	N/A		N/A		Jul 15		Jun 16		One off payment to Developer for purchase of land. Negotiations are underway. Will not be complete by end of June.	Late	No	Current	Rangiora
High St 2-way/Upgd Blake St carpark	1,221	1,519	Jul 15		Jan 16		Jul 15	Jun 15	Jun 17		Conway Ln complete. High St upgrade underway in conjunction with development. Progressing according to programme	OK	Yes	Multi Year	Rangiora
West Kaiap Silverstream New Arterial Rd	1,564	3,843	Mar 13	Mar 13	Mar 15	Mar 15	Feb 16		Feb 17		Property negotiations completed. Detailed design complete. Resource Consents being processed and issues being worked on and this has delayed the project. Funding to be carried over.	Late	No	Multi Year	Kaiapoi
Land Purchase Red Lion corner			N/A		N/A		Oct 14	Sep 14	Mar 15	Jul 15	**Complete.**	OK	Yes	Current	Rangiora
	16,459	**28,944**													

PROJECTS ON SCHEDULE	**39**	**39**
Total Projects	**65**	**65**

SEWER CAPITAL PROJECTS 2015/16 **30 June 2016**

PROJECT	DESCRIPTION	FINANCIAL MONITORING		PHYSICAL WORKS								PROJECT STATUS	ACTIONS REQUIRED	Year To Date	Complete at 30 June	Project Type
		Actual	Full Year Budget	Investigations Complete		Consents Obtained / Design		Construction Start		Project Complete						
		$'000	$'000	Plan	Actual / Forecast	Plan	Actual / Forecast	Plan	Actual / Forecast	Plan	Actual / Forecast			Ok or Late	Yes or No	Current or Multi
RANGIORA SEWER		**2,519**	**7,405**													
Rangiora Pipeline Replacement	Relining highest risk pipes based on renewals programme	105	100			Dec 15		Feb 16	Mar 16	May 16	Jul 16	Complete		OK	Yes	Current
Rangiora Aeration	Six new aerators and re-positioning of existing aerators in Rangiora Waste Water Treatment Plant	379	500		Sep 15	Dec 15		Jan 16	Apr 16	May 16	Jun 16	Complete		OK	Yes	Current
Rangiora WRSPA E/O- 225 Dia Gravity Main	E/O Cost for upsizing 225mm gravity main to 300mm gravity main at Ravencar Development	-	220									Developer led project. Subject to developer timing	Budget Carried Over to 17/18 Financial Year	Late	No	Multi
Rangiora Ohoka Village reticulation construction	Construction of Ohoka Village wastewater scheme	307	980		Oct 15	Dec 15		Feb 16	Jul 16	Nov 16		Contract let to Benchmark Construction - looking to start in July 2016 and complete before Christmas	Construction monitoring being carried out by Beca	Late	No	Current
West Rangiora Pipe Upgrade West Belt	Renew 225mm diameter pipe in West Belt	1	-									Complete	Complete - late invoices	OK	Yes	Current
West Rga SPA Pump Station & Rising Main	Design and construction of West Rangiora Structure Plan Area gravity main	20	-									Complete	Complete - late invoices	OK	Yes	Current
Rangiora Amalgamation of Mandeville, Ohoka, Swannanoa	Reticulation design and construction for Ohoka Village new scheme	38	250		Oct 15	Dec 15		Feb 16	Jul 16	Nov 16		Contract let to Benchmark Construction - looking to start in July 2016 and complete before Christmas	Budget Carried Over to 17/18 Financial Year	Late	No	Current
Rangiora WWTP Inlet Works - Construction	Design work for step screen and pump station at Rangiora Waste Water Treatment Plant. Construction in 2015/16.	1,324	4,650			Apr 16		May 16	Jul 16	Apr 17		Design and consenting underway - but running late. Construction will not commence until 2016/17.	Obtain consents, tender construction work and construction monitoring. Majority of construction budget has been carried over.	Late	No	Multi
Rangiora Watkins Place sewer upgrade		67	88		n/a	n/a		n/a		Jul 15		Complete		OK	Yes	Current
RangioraCentral Rga - Railway Rd to WWTP Construction - Growth	Northbrook Road Flow Diversion - New Works	40	51		Oct 15	Apr 16		n/a		n/a		Design work underway for 825mm main, alignment has been agreed with Council.	Complete design, obtain consents, agree easement and put tender documents together	OK	Yes	Multi
Rangiora Central Rga Railway Road to	Increase Pump Flow at Northbrook Road PS - New Works	228	387		Oct 15	Apr 16		n/a		n/a				Late	No	Multi
Rangiora Central Rangiora Capacity	Increase Pump Flow at Northbrook Road PS - Renewals	9	38		Oct 15	Apr 16		n/a		n/a				OK	Yes	Multi
Rangiora Central Rangiora Overflow Relief	Northbrook Road Flow Diversion - Renewals	3	16		Oct 15	Apr 16		n/a		n/a				OK	Yes	Multi
Rangiora E/o East Rangiora	Budget to pay for upsizing of sewer mains in East Rangiora Outline Development Plan Area	-	125									Developer led project. Subject to developer timing	Budget Carried Over to 17/18 Financial Year	Late	No	Multi
EASTERN SEWER		**354**	**-**													
Eastern Sewer Project Mgt Consult	Change of corroded bolts on ocean outfall joint	9	-									Complete		OK	Yes	Current
Eastern Sewer Contingent Liability Internal	Change of corroded bolts on ocean outfall joint	345	-									Complete		OK	Yes	Current
WOODEND SEWER		**187**	**795**													
Woodend Additional Aeration of pond 2A	Add additional aerators for pond 2A to increase DO level	-	80							Dec 15		Complete	Study complete to determine optimum way forward. No new aerators to be installed at Woodend Waste Water Treatment Plant.	OK	Yes	Current
Woodend NESPA EO PS & Rising Main	Freeman Block development, budget for Extra Over cost of Pump Station and rising main to service NE Woodend	-	100									Developer Led	Budget Carried Over to 17/18 FY	Late	No	Current
Woodend New Aeration Pond 1C recommission Pond 2B	Design of new aeration basin, re-commission settling pond and pipework	151	500	Nov 15		May 16		Aug 16				Detailed design almost complete - awaiting consents to be issued prior to tendering for the construction contract	Complete detailed design, obtain consents and tender construction work for construction in 2016/17	Late	No	Multi
Woodend E/o Upgrade ODP gravity mains	This is for the extra over from 150 - 225 sewer mains in the Outline Development Plan area	10	80									Developer Led	Budget Carried Over to 17/18 FY	Late	No	Current
Woodend Pipeline replacement		25	35			Dec 15		Feb 16		May 16	Jun 16	Complete		OK	Yes	Current
WOODEND BEACH SEWER		**10**	**10**													
Woodend Beach Pipeline replacement	Renewals for Woodend Beach Scheme	10	10			Dec 15		Feb 16		May 16	Jun 16	Complete		OK	Yes	Current
Fernside Sewer		**9**	**14**													
Fernside WWTP		9	14									Complete	Emergency capital funding for the Fernside Wastewater Treatment Plant.	OK	Yes	Current
WAIKUKU BEACH SEWER		**-**	**45**													
Waikuku Beach Switch board	Kings Ave switchboard replacement to tie in with water station	-	45			Mar 16		Apr 16		Jun 16		Budget carried over to 16/17 financial year to tie in with Water project		Late	No	Current
TUAHIWI SEWER		**6**	**15**													
Tuahiwi Pump replacement	New pumps at Turiwhaia Road PS	6	15			Mar 16		Apr 16		Jun 16		Complete	Pumps installed, just awaiting Water Unit invoice	OK	Yes	Current
MANDEVILLE SEWER		**368**	**490**													
Mandeville System Scour Valves	Install scour valves on STEP system	53	41			Jan 16		Feb 16		Apr 16	May 16	Complete		OK	Yes	Current
Mandeville Connection of Ohoka Utilities scheme	Connecting pipework for Ohoka Utilities Scheme	217	234		Sep 15	Dec 15		Jan 16		May 16	Apr 16	Complete		OK	Yes	Current
Mandeville Tram Road Sewer Extension	Design work for new 100mm sewer main down Tram Rd to connect Swannanoa scheme directly to Bradleys Road PS	43	80			Dec 15						Design complete, budget carried over to 16/17 financial year for construction.	Tender work in August 2016	Late	No	Multi
Mandeville Septic Tanks	Repair work on septic tanks on Mandeville sewer scheme	55	135			Jan 16		Feb 16		Jun 17		Physical works underway - approximately 80% complete - remainder of budget carried over.	Complete remainder of septic tank repairs	Late	No	Multi
KAIAPOI SEWER		**954**	**2,413**													
Kaiapoi Parnham Ln Rising Main	Renew existing 300mm AC rising main	164	1,403			Feb 16		Aug 16		Dec 16		Concept design complete and detailed design and consenting is underway. Tender to be awarded in September 2016	Complete detailed design and tender construction work for construction in 2016/17.	Late	No	Multi
Kaiapoi Parnham Ln Pump Station Upgrade	Upgrade pumps and risers at Parnham Lane PS	34	130			Feb 16		Apr 16		Jun 16		Report to Council on July 5th requesting further budget for this project following modelling work. Tender to be awarded in September 2016	Order and fit new pumps and risers in 2016/17	Late	No	Current
Kaiapoi Moorcroft Sewer Main (Nth)	New sewer main from Moorcroft to Beach Road	-	70									Developer Led	Budget carried over to 17/18 FY	Late	No	Multi
Kaiapoi Resource Consent	Change Enterococci requirement in outfall resource consent	-	60			Dec 15		Jan 16		Apr 16		Complete	Project complete - awaiting final invoice	OK	Yes	Current
Kaiapoi Cam Rd storage	New storage at Cam Road	-	20									Complete	No work required this financial year.	OK	Yes	Current
Kaiapoi Upgrade Aerators at Kaiapoi WWTP	New aerators at Kaiapoi Aeration Basin to provide more DO	227	240					Jul 15			Dec 15	Complete		OK	Yes	Current
Kaiapoi Pipeline replacement		513	460			Dec 15		Feb 16		May 16		Complete		OK	Yes	Current
Kaiapoi Peraki St pipe diversion	Design component of Peraki St new rising main	16	30					Sep 15		Jun 16		Complete		OK	Yes	Current

PROJECT	DESCRIPTION	FINANCIAL MONITORING		PHYSICAL WORKS								PROJECT STATUS	ACTIONS REQUIRED	Year To Date	Complete at 30 June	Project Type
		Actual	Full Year Budget	Investigations Complete		Consents Obtained / Design		Construction Start		Project Complete						
		$'000	$'000	Plan	Actual / Forecast	Plan	Actual / Forecast	Plan	Actual / Forecast	Plan	Actual / Forecast			Ok or Late	Yes or No	Current or Multi
PINES/KAIRAKI SEWER		**42**	**45**													
Pines Kairaki Switchboard replacement	Dunns Ave Shop switchboard replacement	42	45					Mar 16		Jun 16	Jun 16	Complete		OK	Yes	Current
LOBURN LEA SEWER		**37**	**36**													
Loburn Lea Pumpstation Kiosk Replacement	Kiosk replacement at Cones Road	37	36					Mar 16		Jun 16	Jun 16	Complete		OK	Yes	Current
OXFORD SEWER		**378**	**492**													
Oxford Irrigation Replacement	Irrigation PLC and Programmer	22	36			Dec 15		Feb 16		Jun 16		Complete		OK	Yes	Current
Oxford Upgrade aerators	New aerators at Waste Water Treatment Plant	10	100			Dec 15		Jan 17		Jun 17		Diffused aeration to be installed 2016/17 with increased budget	Remainder of budget to be carried over	Late	No	Multi
Oxford Treatment replacements	Replace motor and gearbox on step screen	16	15			Dec 15		Feb 16		Jun 16	Apr 16	Complete		OK	Yes	Current
Oxford Pipeline replacement	Renew gravity main	38	46			Dec 15		Feb 16		May 16		Unable to resolve landowner dispute, so budget carried over.	Resolve dispute with landowner so contractor can undertake construction required.	Late	No	Current
Oxford Upgrade aerators	Renewal portion of new aerators at Waste Water Treatment Plant	-	60			Dec 15		Jan 17		Jun 17		Diffused aeration to be installed 2016/17 with increased budget	Remainder of budget to be carried over	Late	No	Current
Oxford DO meter	New dissolved oxygen meter at Waste Water Treatment	14	10			Dec 15		Feb 16		Apr 16	Apr 16	Complete		OK	Yes	Current
Oxford Pumpstation Kiosk	New kiosk and SCADA at Victoria Street PS	29	45			Nov 15		Mar 16		Jun 16	May 16	Complete		OK	Yes	Current
Oxford UV system	New UV unit at Waste Water Treatment Plant	121	100			Jan 16		Mar 16		Jun 16	Jun 16	Complete		OK	Yes	Current
Oxford Infiltration Inflow	I&I reduction through manhole repairs	129	80					Jan 16		Apr 16		Complete	Physical works complete	OK	Yes	Current
	Total	**4,854**	**11,751**										**PROJECTS ON SCHEDULE**	**30**	**30**	
													TOTAL	**48**	**48**	

WATER CAPITAL PROJECTS 2015/16 **30/06/2016**

PROJECT	DESCRIPTION	FINANCIAL MONITORING		PROJECT STATUS	ACTIONS REQUIRED	Year to Date	Complete at 30 June	Project Type
		Actual $'000	Full Year Budget $'000			Ok or Late	Yes or No	Current or Multi
RANGIORA WATER SUPPLY		**2,602**	**3,621**					
Rangiora Pipeline replacement	**Breakdown**	590	554					
	Ivory St (west) - renew 50mm main from #71 - #85			Complete	None	OK	Yes	Current
	Ivory St (east)/Collin St - replace main steel main			Complete	None	OK	Yes	Current
	Manchester Pl - Renew 100 Ac & 50 AC main on both sides			Complete	None	OK	Yes	Current
	Alfred St Stage 1 - replace 100 AC main (as part of Farmers Development)			Complete	None	OK	Yes	Current
	Alfred St Stage 2 - replace 150 AC main (as part of Farmers Development)			Complete	None	OK	Yes	Current
	Ashley St - renew 150 AC main from #14 to Blackett St			This project has been re-prioritised	None	OK	Yes	Current
	Palmer St - renew 50mm main on south side			Complete	None	OK	Yes	Current
	Blake St (Service Lane) - replace 150 AC main			This project is deferred due to the development of north of High St not occurring as quickly as originally anticipated	Monitor and programme in 2016/17 renewals work	OK	Yes	Current
	Ayers St - replace 50mm AC main from High St to Blackett St.			Complete	None	OK	Yes	Current
	Watkins Drive Extra Over			Complete	None	OK	Yes	Current
	Dudley Park - replace 150 AC as part of stormwater			Complete	None	OK	Yes	Current
Rangiora North Rangiora ring main	River Rd - New 150 PVC main from Enverton Dr to Ballarat	76	80	Complete	None	OK	Yes	Current
Rangiora South Belt Headwork - SCADA upgrade	South Belt Headworks - modify controls	6	7	Complete	None	OK	Yes	Current
Rangiora Install Dedicated tanker Filling Points	Install Tanker filling points	43	60	Complete	None	OK	Yes	Current
Rangiora Source upgrade Smith St Bore	Pipeline - from 4th bore to 5th bore site	629	1,020	Complete	None	OK	Yes	Current
Rangiora Southbrook Supply Main - Construction	Carry-over project from 14-15	1,251	1,235	Complete	None	OK	Yes	Current
Johns Rd East Supply Main	Johns Rd - new 200 PVC from King St to Victoria St	-	170	This project including the design and construction has been carried over to 2016/17.	design in 16/17	Late	No	Multi
Rangiora Distribution Pipeline Investigations	Ayers St reservoir - replace outlet valve	-	70	Been designed this year construction carried over to	Obtain quotation and construct	Late	No	Current
Rangiora Ayers St Seismic strengthening	Ayers St reservoir - Seismic strengthening of the reservoir	7	350	Report completed this year on condition of the reservoir. To be designed next year to bring up to Building Code. Construction works split over 16/17 and 17/18	Engage consultant to carry out design and start tender process for construction. Then construction works to bring reservoir up to Building Code. Construction work will not start until the 16/17 financial year	Late	No	Current
Rangiora Ayers St Wall joint sealant replacement	Ayers St reservoir - replace sealants inside the reservoir	-	75	Consultant was engaged last year to investigate and prepare a report. Report has been submitted. With design completed for sealant. Construction to be undertaken 16/17. Expenditure included under seismic strengthening.	Construction to start in 16/17	Late	No	Current
WOODEND WATER SUPPLY		**280**	**769**					
Woodend Tuahiwi Water Supply Extension	Tuahiwi	58	-	Complete	None - completed last year	OK	Yes	Current
Woodend Investigation of Upgrades	Woodend-Pegasus Options Strategy	6	50	Treatment pilot trial is complete with confirmation the biological filtration at Pegasus works. Next step is public consultation which has been approved by Utilities &	Consultation with public	Late	No	Multi
Woodend Chinnerys Rd Main Upgrade	Chinnerys Rd - Upgrade main from headworks to Rangiora-Woodend Rd	1	60	Been carried over to 16/17	Design and construction 16/17	Late	No	Current
Woodend Booster Pump Inlet - Upgrade	Upgrade booster pump Inlet	-	40	Needed for Inlet upgrade not required for at least 5 years refer TRIM 151111151686	Put in budget once Woodend-Pegasus confirmed	Late	No	Current

PROJECT	DESCRIPTION	FINANCIAL MONITORING		PROJECT STATUS	ACTIONS REQUIRED	Year to Date	Complete at 30 June	Project Type
		Actual $'000	Full Year Budget $'000			Ok or Late	Yes or No	Current or Multi
Woodend H&S Improvements	Health & Safety Upgrade - Chinnerys Rd headworks	5	10	Complete	None	OK	Yes	Current
Woodend Install Dedicated tanker Filling Points	Install Tanker filling points	33	30	Complete	None	OK	Yes	Current
Woodend Pipeline replacement	**Breakdown**	90	249					
						OK	Yes	Current
	James Dr - renew 50mm rider main			Complete	None	OK	Yes	Current
	Woodend Rd - renew ridermain			Complete	AS built on Waimaps incorrect job no longer required	OK	Yes	Current
	Rangiora-Woodend Rd - renew a section of main in School compound			complete	Asbuilt on Waimps incorrect job no longer required	OK	Yes	Current
	Bowie Drive Water main Renewal from Cassidy Pl to the Stables			Complete	Stage 2 will be completed in 16/17	OK	Yes	Current
	Petries Road Woodend - Install 2 x new Valves and extend 63mm pipe water main to get rid dead end			Complete	None	OK	Yes	Current
	Renewal old connection on Rangiora Woodend Road			Complete	None	OK	Yes	Current
	Main North Rd Stage 1 - renew a section of main along the SH 1.			Complete	Stage 2 will be completed in 16/17	OK	Yes	Current
Woodend Chinnerys Rd Surface pump upgrade	Booster Pumps - Upgrade two pumps	86	200	Complete	None	OK	Yes	Multi
Woodend Chinnerys Rd Reservoir upgrade	Chinnerys Rd reservoir	-	80	Has been pushed out as waiting on the outcome of the consultation of the Woodend and Pegasus community to see if this project needs to be done or not	Confirm after Woodend-Pegasus Options Strategy	Late	No	Multi
Woodend Rangiora Woodend Rd main upgrade	Chinnerys Rd main upgrade	1	50	Been carried over to 16/17	Design and Construction	Late	No	Multi
PEGASUS WATER SUPPLY		**102**	**241**					
Pegasus Filter conversion	Pilot Trial - biological pilot trial at Pegasus	26	30	Complete	None	OK	Yes	Multi
Pegasus Install Dedicated tanker Filling Points	Install Tanker filling points	25	30	Complete	None	OK	Yes	Multi
Pegasus Modify pump controls	Controls - modify and upgrade controls	51	20	Complete	None	OK	Yes	Current
Pegasus Pipeline Renewals		-	1	Complete	Review budget provisions	OK	Yes	Current
Pegasus Fence PW 1	PW 1 fence	-	10	This project is not required	None	OK	Yes	Current
Pegasus Convert Filters to Biological Treatment	Woodend-Pegasus Options Strategy - convert filters if pilot trial is successful	-	150	Treatment pilot trial is complete with confirmation the biological filtration at Pegasus works. Next step is public consultation which has been approved by Utilities &	Consultation to be undertaken in August 2016.	Late	No	Multi

PROJECT	DESCRIPTION	FINANCIAL MONITORING		PROJECT STATUS	ACTIONS REQUIRED	Year to Date	Complete at 30 June	Project Type
		Actual $'000	Full Year Budget $'000			Ok or Late	Yes or No	Current or Multi
WAIKUKU BEACH WATER		**61**	**170**					
	Breakdown							
Waikuku Beach Pipeline replacement	Allin Dr (#16 to Kings Ave) - new ridermain to eliminate dead-ends	53	50	Complete	None	OK	Yes	Current
	Allin Dr (#30 to #50) - new ridermain to eliminate dead-ends			Complete	None	OK	Yes	Current
Waikuku Beach Source Capacity Upgrade	Kings Ave Well - check well capacity	6	50	Undertook residence test that confirmed the well water is less than 3 years old therefore will need further investigation to bring up to the drinking water standards. Budget has been carried over	Well draw down testing 16/17	Late	No	Current
Waikuku Beach Design Treatment Upgrade	Kings Ave - UV treatment	1	10	Carry over design portion 16/17 with construction portion pushed out to 17/18	Design 16/17	Late	No	Multi
Waikuku Beach Headworks Upgrade	Kings Ave - relocate pumps in line with UV treatment	1	20	Pushed out to 17/18	Pushed out to 17/18	Late	No	Current
Waikuku Beach Replacement Control Panel	Kings Ave - replace switchboard	-	40	Pushed out to 17/18	Pushed out to 17/18	Late	No	Current
FERNSIDE WATER SUPPLY		**25**	**265**					
Fernside Pipeline Replacement	Relocate restrictor to road reserve	11	10	Complete	None	OK	Yes	Current
Fernside Connection to Mandeville	Fernside to be connected to Mandeville scheme to comply with the health Act.	14	255	Investigation is complete. A report will be presented to the Utilities & Roading Committee in August. With consultation with Fernside and Mandeville and design in 16/17. Construction is currently budgeted in 17/18 but may be carried forward to 16/17	Report to Utilities & Roading	Late	No	Multi
OHOKA WATER SUPPLY		**410**	**455**					
Ohoka Upgrade Source P1	New Source (developers share) - Connect new well to the system	410	450	Well has been drilled with a yield of 20 l/s. Resource consent for water take is approved by Ecan. Construction of well head and pipeworks is to commence in July. Budget been carried over to 16/17	Monitoring and construction	Late	No	Multi
Ohoka Pipeline Renewals		-	5	Complete	Review budget provisions	OK	Yes	Current
MANDEVILLE WATER SUPPLY		**105**	**420**					
Mandeville UV treatment at Two Chain Rd Headworks	UV Treatment - install UV treatment at Two Chain Rd	43	200	Design has been completed. Construction has been carried over to 16/17	Tender in July	Late	No	Current
Mandeville water Pipeline Renewals	Pattersons Rd - renew 50 PVC with 63 mil pipe	24	30	Complete	None	OK	Yes	Current
Mandeville Upgrade Caustic Storage	Caustic Storage Upgrade - investigate to install bigger storage tank for caustic.	-	125	Design has been completed. Construction has been carried over to 16/17	Tender in July	Late	No	Current
Mandeville Driveway realignment	Driveway Realignment - realign driveway to cater for the truck to manoeuvre	-	25	Design is complete. Works will be tendered in early 16/17	Tender in July	Late	No	Current
Mandeville Install Dedicated tanker Filling Points	Install Tanker filling points	28	30	Complete	None	OK	Yes	Current
Mandeville H&S Improvements	Health & Safety Upgrade - Chinnerys Rd headworks	10	10	Complete	None	OK	Yes	Current
KAIAPOI WATER SUPPLY		**1,681**	**2,902**					
	Breakdown							
Kaiapoi Pipe Replacement	Williams St/Hilton St - new 250 pipe main (Town Centre Upgrade)	716	852	Complete	None	OK	Yes	Current
	Williams St (Service Lane) - renew rider main			Complete	None	OK	Yes	Current
	Williams St - renew ridermain from #252 to #342			Complete	None	OK	Yes	Current
	Akoroa Street (hudgeson Ave to Fuller Street			Complete	None	OK	Yes	Current
	Evans Pl - #14 to Fuller St - new rider main			This project has been re-	Included in 16/17	OK	Yes	Current
	Walkers Street - Extend 63mm pipe from 15 Walker Street to Ranfurley Street			Complete	None	OK	Yes	Multi
	Hilton St - new 180 pipe main from Black St to Williams St.			Complete	None	OK	Yes	Multi
	Otaki St - renew rider main			Complete	None	OK	Yes	Current
Kaiapoi Pump Upgrade - Renewal Component	Darnley Headworks - Booster pump replacement	-	10	Budget not required	None	OK	Yes	Current

PROJECT	DESCRIPTION	FINANCIAL MONITORING		PROJECT STATUS	ACTIONS REQUIRED	Year to Date	Complete at 30 June	Project Type
		Actual $'000	Full Year Budget $'000			Ok or Late	Yes or No	Current or Multi
Kaiapoi Peraki St reservoir	New Reservoir - Design component	-	8		Project Delivery Unit to undertake further investigation to ascertain if this is required.	Late	No	Multi
Kaiapoi ENE Kaiapoi Supply Main	Extra Over- Subdivision mains	-	32	Managed by Project Delivery Unit - Has not yet started developer driven as piper AMP0027. Budget has been carried over to 16/17	Monitor	Late	No	Multi
Kaiapoi Health & Safety	Health & Safety Upgrade - headworks	7	6	Complete		OK	Yes	Multi
Kaiapoi Install Dedicated tanker Filling Points	Install Tanker filling points	31	30	Complete		OK	Yes	Multi
Kaiapoi Upsize Peraki St PS outlet main	Headworks - Upgrade Outlet main	484	900	Complete		OK	Yes	Multi
Kaiapoi Headworks Upgrade incl Generator	Headworks - new generator & other upgrades at both headworks	290	669	All works complete except the new generator. New generator is set to arrive from Ireland in July 16 so portion of the budget has been carried over.	Generator to be installed in September 2016	Late	No	Multi
Kaiapoi E/o - North East Supply Main	Extra Over- Subdivision mains	-	76	Developer driven as piper AMP0030 - Installed Jun 16	Project Delivery Unit to follow up on invoice from developer	OK	Yes	Multi
Kaiapoi West Kaiapoi supply main	Extra Over- Subdivision mains	153	249	Complete		OK	Yes	Multi
Kaiapoi Headworks Control Upgrade	This is the consultant's fee component for headworks upgrade project	-	70	complete	Budget not required job completed by 3 Water team	OK	Yes	Current

PROJECT	DESCRIPTION	FINANCIAL MONITORING		PROJECT STATUS	ACTIONS REQUIRED	Year to Date	Complete at 30 June	Project Type
		Actual $'000	Full Year Budget $'000			Ok or Late	Yes or No	Current or Multi
OXFORD NO. 1 RURAL WATER SUPPLY		**852**	**1,780**					
Oxford No.1 Pipeline Replacement	Island Rd - Renew/relocate water main	117	75	**Complete**	none	OK	Yes	Current
Oxford No.1 Rockford / Depot Trunk Main - Stage 1	Rockford Rd - Renew/Upgrade main (125 pipe)	-	300	Project has been delayed due to availability of in house resources. Works to be carried over to 16/17 and a consultant engaged to undertake the design.	none	Late	No	Multi
Oxford No.1 H&S Improvements	Health & Safety Upgrade - View Hill reservoir	4	5	**Complete**	none	OK	Yes	Current
Oxford No.1 Additional source	New Source - drill & develop a new source	731	1,400	Well has been drilled with a yield of 7 l/s. Further investigations works to be carried over to 16/17 will be undertaken as piper the report to the Utilities and Roading Committee. Construction works pushed out to 17/18	Update report to Utilities and Roading Committee. Further investigation is required to determine the preferred location to drill the next well. Construction works pushed out to 17/18	Late	No	Multi
OXFORD No. 2 RURAL WATER SUPPLY		**310**	**670**					
Oxford No.2 Pipeline Replacement	Bush Road from 314 to 296 Bush Road renew 25mm pipe	23	25	**Complete**	none	OK	Yes	Current
Oxford No.2 Pipeline Upgrades - Renewal	Bush Road from 314 to 296 Bush Road renew 25mm pipe	-	35	**Complete**	none	OK	Yes	Current
Oxford No.2 Ashley Gorge Trunk Main	Ashley Gorge Rd - upgrade main	-	105	This project will be stage in 2 parts stage 1 in 16/17 and stage 2 in 17/18	Design Stage 1	Late	No	Multi
Oxford No.2 Switchboard upgrade	This project will be undertaken in line with the new source project.	-	55	Design work has been carried over to 16/17 and construction works has been pushed to 17/18	investigation with new source works	Late	No	Multi
Oxford No.2 Back up source at Gammons	Gammans Well - connect to the system	80	100	Consent approved by Ecan remaining budget been carried over to 16/17	Connection of new well and new well head as back up source carried over 16/17	OK	Yes	Current
Oxford No.2 New source	New Source - drill & develop a new source at Domain Rd.	207	350	A new well has been drilled at Domain Rd. Application for Resource Consent has been lodged in processing. Design work has been carried over to 16/17 and construction works has been pushed to 17/18	Design 16/17	Late	No	Multi
OXFORD URBAN WATER SUPPLY		**378**	**575**					
Oxford Urban Pipeline replacement	**Breakdown**	115	130			OK	Yes	Current
	Victoria St - Replace HDpipe from Ashley Gorge St to 31 Victoria St. - 420m			Move to 16/17	Move to 16/17	OK	Yes	Current
	Burnt Hill Rd - Replace HDpipe from Main St to Harewood Rd - 222m			**Complete**	None	OK	Yes	Current
	High St - replace 20mm HDpipe from 197 to 205 High St - 135m			**Complete**	None	OK	Yes	Current
Oxford Urban H&S Improvements	Health & Safety Upgrade - headworks	3	5	**Complete**	None	OK	Yes	Current
Oxford Urban Drainage pipe for overflow	Bay Rd reservoir - drainage pipe for overflow	25	20	Portion of construction complete with remainder works and easement to be carried over 16/17	Secure Easement	Late	No	Multi
Oxford Urban Investigate & Relocate Schools Connection	**Oxford School Connection** - Relocation school's connection with back flow preventer	16	30	**Complete**	None	OK	Yes	Current
Oxford Urban New main on Showgate Drive	**Showgate Dr** - new 100 PVC main	112	150	**Complete**	None	OK	Yes	Current
Oxford Urban New Source	**New Source** - drill & develop a new source at Domain Rd. (combined project with Oxford #2)	107	240	A new well has been drilled at Domain Rd. Application for Resource Consent has been lodged. Design work has been carried over to 16/17 and construction works has been pushed to 17/18	Design 16/17	Late	No	Multi
SUMMERHILL WATER SUPPLY		**71**	**101**					
Summerhill Pipeline Replacement	Minor replacement works	4	5	**complete**	None	OK	Yes	Current

PROJECT	DESCRIPTION	FINANCIAL MONITORING		PROJECT STATUS	ACTIONS REQUIRED	Year to Date	Complete at 30 June	Project Type
		Actual $'000	Full Year Budget $'000			Ok or Late	Yes or No	Current or Multi
Summerhill Headworks Upgrades - Renewal Component	Hunters Glen reservoirs - seal and paint	34	35	Complete	None	OK	Yes	Current
Summerhill New Mains	Upgrade and relocate PRV on Davis Rd	22	40	Complete	None	OK	Yes	Current
Summerhill Tanks - Safety Measure	Health & Safety Upgrade - headworks	3	6	Complete	None	OK	Yes	Current
Summerhill Decommission well pump	Decommission Well Pump	8	15	Complete	None	OK	Yes	Current
CUST WATER SUPPLY		**28**	**93**					
Cust Supply Main Upgrade		-	8	Carried over to 16/17	design 16/17	Late	No	Current
Cust New Cust tank	Cust Well No 2 - this is part of Cust Well 2 project	-	20	Carried over to 16/17	design 16/17	Late	No	Current
Cust Source Upgrade	Cust Well No 2 - this is part of Cust Well 2 project	28	45	Complete	None	OK	Yes	Current
Cust New well	Cust Well No 2 - this is part of Cust Well 2 project	-	20	Carried over to 16/17	design 16/17	Late	No	Current
POYNTZS WATER SUPPLY		**6**	**3**					
Poyntzs Road Pump Upgrading		3	-	Complete	None	OK	Yes	Current
Poyntzs Road Flow meter replacement	Replace flow meter	3	3	Complete	None	OK	Yes	Current

PROJECT	DESCRIPTION	FINANCIAL MONITORING		PROJECT STATUS	ACTIONS REQUIRED	Year to Date	Complete at 30 June	Project Type
		Actual $'000	Full Year Budget $'000			Ok or Late	Yes or No	Current or Multi
WEST EYRETON WATER SUPPLY		**26**	**51**					
West Eyreton Reticulation Upgrade	Downs Rd- renew a section of main	-	10	$5k renewals budget carried over from 14/15 to give $10k in 15/16	Renewals Strategy	OK	Yes	Current
West Eyreton Fencing		4	4	**Complete**	None	OK	Yes	Current
West Eyreton H&S Improvements	Health & Safety Upgrade - headworks	3	2	**Complete**		OK	Yes	Current
West Eyreton Additional Storage	Works undertaken for bypass works to be used for if the pumps are out of service.	6	5	**Complete**	None	OK	Yes	Current
West Eyreton Pipeline replacement	Booster pump upgrade	-	10	Project Delivery Unit to investigate and design pushed out	Investigation	LATE	No	Current
West Eyreton Pump replacement	Booster pump upgrade (upgrade component)	13	20	**Complete**	None	OK	Yes	Current
GARRYMERE WATER SUPPLY		**8**	**208**					
Garrymere New Source	Investigate and drill new well	-	200	Investigation/ design carried over to 16/17 and construction pushed to 17/18	Investigation 16/17	Late	No	Current
Garrymere Pipeline replacement		4	-	**Complete**	None	OK	Yes	Current
Garrymere Pump Replacement	Upgrade booster pumps	4	8	**Complete**	None	OK	Yes	Current
	Total	**6,945**	**12,324**		**PROJECTS ON SCHEDULE**	**82**	**82**	
					TOTAL	**116**	**116**	

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO: GOV-01-05 / 160908092690

REPORT TO: Audit Committee

DATE OF MEETING: 20 September 2016

FROM: Paul Christensen, Finance Manager

SUBJECT: Mayoral Relief Funds

SIGNED BY:
(for Reports to Council or Committees)

Department Manager

Chief Executive

1. SUMMARY

The purpose of this report is to brief the Audit Committee on the current status of the Mayoral Relief Fund.

Attachments:

i. Delegation S-DM 1043

2. RECOMMENDATION

THAT the Audit Committee:

(a) **Receives** report N° 160908092690

3. BACKGROUND

3.1. The purpose of the Mayoral Relief Fund is to assist residents of the Waimakariri District who are experiencing a situation involving financial hardship. Grants are provided on a one-off basis only.

3.2. Fund movements for the last 3 years have been

	2013/14	*2014/15*	*2015/16*	*2016/17*
Opening Balance	337,184	272,243	156,828	45,337
Interest	14,751	9,220	1,478	
Donation	60	200		
Grants	(79,752)	(124,835)	(114,239)	(9,937)
Closing Balance	272,243	156,828	45,337	35,400

3.3. During the 2015-16 year grants were made for

	Amount	%
Car repairs/ petrol vouchers	10,270	9.0%
Phone/ Power / Rates	24,650	21.6%
Rent/ Rental bond	51,329	44.9%
Debt payment	4,531	4.0%
Medical costs	3,293	2.9%
School fees/ Uniforms/ Stationery	2,635	2.3%
Other	17,531	18.2%
	114,239	

4. DISCUSSION

The combined Mayoral Relief Funds balance at 30 June was $45,337.

As at 31 August the balance is 35,400

The grants for the last 2 years were $114,239 and $124,835

To continue the level of grants there would need to be further funding added to the Mayoral Relief Fund. It's currently unlikely any donor is likely to come forward with significant funding. The funding that was received from various organisations and individuals is not now being received. Any additional funding could be considered in February 2017, for the draft 2017/18 Annual Plan.

Options that could be taken include

- Including an annual allocation for the mayoral relief fund from rates.

  As an indication an annual allocation of $25,000 would be 0.3% of the 2016/17 General Rate, $50,000 would be 0.7% and $100,000 1.4%.

- Modifying the policy criteria that would only capture certain hardship to reduce the amount of grants made annually

- Discontinuing the fund when existing funds have been used up. This would then require any applicants to revert back to the Central Government for assistance.

5. COMMUNITY VIEWS

5.1. The quarterly report contributes to the outcome that "there are wide ranging opportunities for people to contribute to the decision-making by public organisations that affects our District.

- Public organisations make information about their plans and activities readily available.
- Public organisations make every effort to accommodate the views of people who contribute to consultations".

6. CONTEXT

6.1. Policy

This matter is not a matter of significance in terms of the Council's significance policy.

6.2. Legislation

N/A

7. FINANCIAL IMPLICATION

As indicated above.

8. POLICY/DELEGATION REFERENCE

Delegation S-DM 1043 states the mayor has authority to grant money from the Mayor's relief fund. The delegation provides a number of guidelines, including that applicants shall be residents of the Waimakariri District who are experiencing financial hardship.

Paul Christensen
Finance Manager

W A I M A K A R I R I
DISTRICT COUNCIL

DELEGATIONS

Part 5 ***Delegation to the Mayor***

Jurisdiction of His/Her Worship the Mayor

1. Authorisation of Councillors' attendance at conferences, training sessions, seminars, meetings and other like functions where the expenses are to be met by the Council and that this authorisation be by way of inclusion in the Mayor's monthly report to the Council.

2. Authorisation to grant money from the Mayor's Relief Fund, subject to the following guidelines:

   a) That the applicant is a resident in the Waimakariri District.

   b) That the event, or requirement for funds is for a situation of financial hardship.

   c) That the applicant has first exhausted general sources of finance, such as Department of Work and Income or local food banks, and the immediate family is unable to assist.

   d) Grants will only be one-off.

   e) Each grant will be dealt with on an individual basis to allow for flexibility.

   f) Cheques will not be made out to individuals.

   *Priority for funding:

   i. To help families in need.

   ii. School camps, uniforms, special education.

   iii. Bond and letting fees for rental properties.

   iv. Heating (firewood and power accounts)

   v. Petrol

   vi. One-off medical costs e.g. getting a child to a doctor

   vii. Establishment fee for a telephone connection

   viii. Other crisis situations as deemed appropriate by the Mayor.

   *Applications are approved or declined by the Mayor and his/her Advisor and applicants should be aware that the fund has limited income.

3. Authorisation, in consultation with the Chief Executive Officer, to purchase an appropriate presentation gift when a Council function is held for departing staff.

4. The Mayor may make a presentation to all members of volunteer fire brigades and St John Ambulance who either receive a Gold Star award at the completion of 25 years' service, or who retire after that time. The Mayor has the discretion to decide whether a presentation should be made to a member of a volunteer fire brigade or the St John Ambulance who has completed 20 years' service but is having to retire as the result of accident or ill health.

   In all cases the Council may make only one presentation, but it will be at the Mayor's discretion for all decisions.

W A I M A K A R I R I
DISTRICT COUNCIL

DELEGATIONS

Part 5 ***Delegation to the Mayor***

Jurisdiction of His/Her Worship the Mayor

5. Approval to vote, where deemed appropriate, for the election of Board members to:

    - Local Government Mutual Funds Trustee Ltd (Riskpool)
    - NZ Local Government Insurance Corporation (Civic Assurance)

    and report to the next Council meeting.

WAIMAKARIRI DISTRICT COUNCIL

REPORT

FILE NO:	FIN-01 EXC-01-01 / 160909093551
REPORT TO:	Audit Committee
DATE OF MEETING:	20 September 2016
FROM:	Jeff Millward, Manager Finance & Business Support
SUBJECT:	Update of Register of Key Risks - September 2016
SIGNED BY: **(for Reports to Council or Committees)**	Department Manager / Chief Executive

1. SUMMARY

1.1. The purpose of this report is to present an updated Register of Key Risks for consideration by the Audit Committee.

1.2. The risk assessment provides substantially the same view on the key risks as assessed in February 2016.

Attachments:

i. Risk ratings used when considering risk, based on Standards NZ Handbook HB 203:2006 Environmental risk management – Principles and process
ii. Register of key risks

2. RECOMMENDATION

THAT the Audit Committee:

(a) **Receives** report N°160909093551.

(b) **Receives** the Register of Key Risks;

(c) **Notes** there have been no significant changes in risk ratings;

(d) **Notes** there are four risks that are rated as high risk after controls and relate primarily to the risk of natural disasters and growth.

3. ISSUES AND OPTIONS

3.1. The last update of the risk register was provided to the Audit Committee in February 2016.

3.2. The register reflects risks that the Council is facing, rather than risks faced by the community. Accordingly, there are some risks faced by the community which are not shown on the register.

3.3. The process to review the register has involved the management team considering the risks, as they perceive them, and then agreeing by consensus the ratings. The value in the exercise is that it provides a structured process to assess all organisation risks and allows the management team to determine whether further mitigation actions need to be initiated.

3.4. Any changes are noted within the Register of key risks and alerted to under the column headed Risk categories & the Changes column, where a change has been made to the likelihood or consequences factors.

3.5. The key changes made are as follows:

3.5.1. Sewer mains underneath buildings given the work carried out and reviews have meant that this risk is now reduced to unlikely;

3.5.2. A new risk has been introduced for Water quality of natural waterways. This has emerged as a significant risk and cost to council whilst further investigations and works are carried out;

3.5.3. IT failure has been elevated in terms of consequence from 10 (minor) to 50 (moderate);

3.5.4. Withdrawal of community funding likelihood has been reduced from 3 (moderate) to 2 (unlikely);

3.5.5. Bad debts by multiple debtors has reduced from a consequence of 50 (moderate) to 10 (minor) given the economic outlook and employment rates;

3.5.6. Political risk related to major central government reform has been reduced from 3 (moderate) to 2 (unlikely) given recent signals from Central Government and the good regional interactions occurring within the Mayors and CE Forums are functioning.

3.5.7. A new risk has been added that separates election risk for the local and regional government, as the two are slightly different in nature and the way in which the risk can be mitigated. This has been determined at “moderate” likelihood and “moderate” consequence given the regional interactions and LGA changes and mitigated in the way in which the Mayoral Forum is functioning.

3.6. There are always going to be areas of risk. Some events we can control and others require systems and efforts to proactively mitigate their effects to a degree. A brief snap shot of the history, even over the last eight years, in the table below show how some events have impacted on Council business.

Year	Event
2008	Prior to 2008 and 2009 we were in the middle of a prolonged economic recession. This was impacting on employment, forecasts and planning. Funding and margins in particular became more expensive.
2009	In the winter months through to Dec 2009, we were dealing with a possible realisation of a major pandemic from the H1N1 influenza. At the same time and early part of 2010 economists were predicting opposing views but generally agreeing that there would be a slow economic recovery and some speculating on what was referred to as the “dead cat bounce” scenario or “W” cycle
2010	On 4 September 2010 (Darfield) and the earthquakes that followed in our region almost provided us with a show stopper for many of the services we deliver and lead to a reconsideration of work programmes. For many of our residents it has been a severe event.
2011	On 22 February, 13 June (Christchurch) and 23 December (offshore). Two significant earthquakes eventuated in a number of on-going uncertainties/events/risks. Some of the risk that materialised we had measures in place to respond as envisaged, other areas we have had to respond and put in on-going solutions. Some of the events that have occurred cannot or weren’t contemplated.

Year	Event
2012	There were worsening of the economic environments overseas and downward trend in trade, particularly Europe (primarily in Greece, Spain, Ireland). Assessment and closure of earthquake buildings within the business centres further disrupting town areas.
2013	Generally it was a fairly stable year in terms of economic indices and adverse events, apart from two significant snow and wind storms. The economic down-turn that affected Australia was not as evident in New Zealand, although there was low national economic growth, this district experienced high levels of growth. The fallout of the earthquake continued with the on-going identification of earthquake prone buildings and issues within town centres and red zone areas continued to materialise.
2014	The economy was relatively stable. Two significant wind and rain storms and increasing instances of heavy rain led to extensive flooding and a flood mitigation programme of work.
2015	In 2015 the economy remained to be relatively stable. The rebuild advanced in the Waimakariri district. The issues in the European economy still remain. There was a downward trend in the $NZ and interest rates. Although storm events have affected various areas of New Zealand, we had a respite from the storms.
2016-Feb	The economy remains relatively stable, with interest rates nearing all-time lows since the 1960's, with various economists forecasting an OCR likely to be around 2.5% for two years, with further cuts possible. 10 year swap rates about 3.7%. The environmental effects of global warming and adverse weather conditions, sea water rise and the flooding effects/mitigation factors and more in the news and forefront of discussions/solutions. Close watch on the China growth numbers, US elections and the effect this may have on future economies and events.
2016 - Sep	The economy remains stable, with the OCR at 2% and may drop to 1.75%. CPI is under 1%. The 10 year interest rate swap is now hovering around 2.4% with China growth forecast to drop from 6.8% to 5.6% over next two years. NZ is becoming a safe destination for oversea travellers. The local economy is slowing but there is still a buoyant construction sector.

3.7. The current financial outlook is relatively stable. The New Zealand Treasury are currently forecasting an OCR of 1.75% possible in the next quarter. The interest rate yield curve forecast out 10 years remains extremely relatively flat (OCR2%-2.4% 10 year swap). There appears to be an opportunity of locking in lower fixed interest rate borrowing and interest rate hedging out 10 years towards the higher limits of the Treasury policy, but remaining on the lower range in the short term to take advantage of the low rates.

3.8. Although the frequency and size of earthquakes have diminished over time, the risk of further earthquakes in our region is always present and forecast that there will be a relatively significant event in the future, such as an Alpine rupture. There is a 30% probability of an alpine fault earthquake in the next 50 years, and recently there is studies that indicate an alpine event could be sooner. It is reminder that the risk of another earthquake always exists due to the nature of New Zealand's geology.

Other considerations

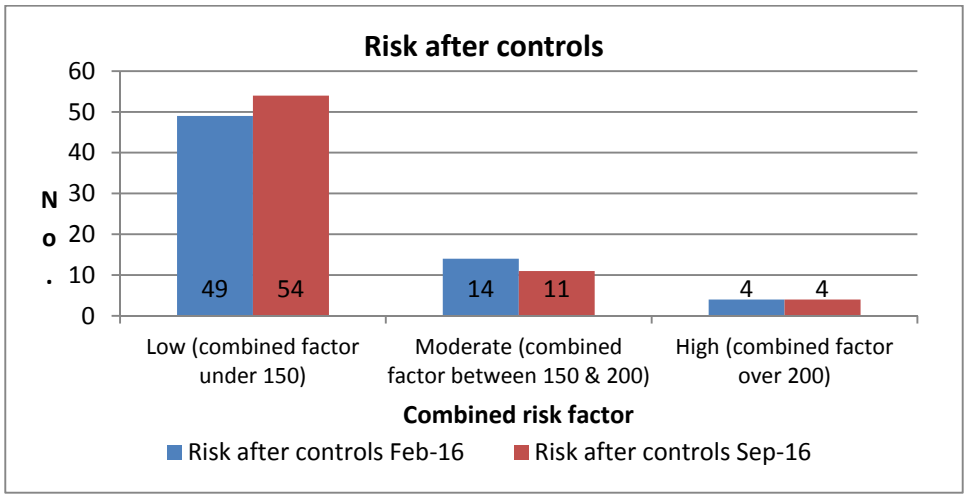
3.9. The cost of the earthquakes has meant affordability remains a significant concern to the Council. Since 1 July 2015, the Council has been able to fully insure its above and below ground infrastructure, as before the 2010 & 2011 earthquakes. The Council is also well through the capital replacement programme and has developed a funding strategy in terms of allowing for debt funding headroom, should a significant event, such as the Alpine rupture occur.

3.10. Housing affordability and availability is still a significant issue in certain areas of the Country. Although there is peak-time traffic congestion travelling to Christchurch, new dwelling growth is still over 600 new homes / annum. There are signs of an easing in demand. The Northern Arterial Extension will reduce congestion medium term. The capacity of the motorway network into Christchurch is the key constraint on growth for the district. All other services and infrastructure have capacity for projected growth.

3.11. Political risk has reduced as the immediate urgency or desire to amalgamate appears to have changed in favour of exploring shared services arrangements with more collaborate efforts and a longer term benefit/cost analysis being taken. This area of work continues to be explored as the preferred option of retaining local and joint decision making, but also taking advantage of the economies of scale. The amendment to the LGA to enable the LGC to establish CCO's without consultation is a key issue. Recent signals suggest the proposed legislation may be significantly changed to remove this risk.

3.12. The following chart provides a graphical view comparing the current assessment to last assessment.

Table 1: Combined Risk Factors (after controls)



3.13. Table 1 above indicates an overall there's been a slight change from moderate combined factor risk to low combined factor risk. The four high combined factor risks remain high and will always remain high due to the risk of a significant natural disaster.

3.14. Underpinning the areas of Council risk are work registers that identify activity risk together with mitigating actions and strategies. Council has well developed systems, delegations and documentation for assessing the amount of risk to be taken on or transferred for capital works. In addition where reports are provided to Council, the risk is reported.

3.15. Where there is a change in risk, the management team discuss options to mitigate the effects and/or whether some sort of action should be considered. These options may involve actions such as reassessing the timing of projects, establishing tighter control measures or other action that is appropriate.

3.16. The Register of key risks assessment is much the same and the comment in relation to risks has been retained.

3.17. The management team have provided comment in the register where there is heightened risk and where it considers addition proactive action may be required to eliminate/mitigate that risk.

3.18. The Audit Committee could:

- Receive the risk register; or
- Request staff to make changes to the risk register.

3.19. The Management Team/CE has reviewed this report and supports the recommendations.

4. COMMUNITY VIEWS

4.1. Not specifically sought.

5. FINANCIAL IMPLICATIONS AND RISKS

5.1. The risk register has identified a number of risk mitigation strategies which are currently in place. Some involve staff time, whereas others involve external expenditure.

5.2. Some of the risks are very unlikely to crystallise while others are somewhat more probable. There are likely to be other risks which are not included on the table.

5.3. It is also possible that council officers may have evaluated some risks as being either more or less serious than circumstances may subsequently demonstrate.

6. CONTEXT

6.1. Policy

This matter is not a matter of significance in terms of the Council's Significance Policy. However risks identified could produce an event of consequence that would be significant.

6.2. Community Outcomes

6.3. The management of corporate risks plays an important role in the operation of the Council and achievement of many of the community outcomes.

6.4. Under section 14 of the Local Government Act 2002, local authorities are required to act in accordance with a number of principles, including:

"(f) A local authority should undertake any commercial transactions in accordance with sound business practices; and

(g) A local authority should ensure prudent stewardship and the efficient and effective use of its resources in the interests of its region".

6.5. Under delegation S-DM 1022, the Audit Committee is responsible for "monitoring corporate risk assessment and the internal risk measures that have been instituted".

Jeff Millward
Manager Finance & Business Support

LIKELIHOOD RATINGS		
Descriptor	**Description**	**Rating**
Almost Certain	The event is expected to occur in most circumstances or A very low level of confidence/information	5
Likely	The event will probably occur in most circumstances or A low level of confidence/information	4
Moderate	The event should occur at some time A moderate level of confidence/information	3
Unlikely	The event could occur at some time A high level of confidence/information	2
Rare	The event may occur only in exceptional circumstances A very high level of confidence/information	1

CONSEQUENCE RATINGS						
Descriptor	**Health and Safety**	**$**	**Project Delays**	**Design robustness**	**Environment**	**Image**
Severe 100	Multiple fatalities	>$5m	Years	Significant performance deficiencies	Permanent widespread ecological damage	International media, public enquiry
Major 70	Several fatalities	$1m-5m	6-12 months	Fails to meet design criteria	Heavy ecological damage, costly restoration	National media, ministerial questions
Moderate 50	Serious injuries	$100K-$1m	0-6 months	Unable to meet some design criteria	Significant but recoverable damage	Regional media, official information
Minor 10	Minor injuries	$10K-$100K	Weeks	Meets design criteria most of the time	Limited but medium term effects	Local media, minor
Routine 1	Slight injuries	<10K	Days	Routine operational niggles	Minor short term effects	Internal questions

Combined factor ratings	
Low risk	0 - 149
Medium risk	150 - 199
High risk	200 +

REGISTER OF KEY RISKS

Updated September 2016
Next update due March 2017

Combined factor ratings	
Low risk	0 - 149
Medium risk	150 - 199
High risk	200 +

	Risk categories	Specific risks identified by managers	Possible Effects	Mitigation Measures currently in place	Likelihood	Consequence Rating (worst case)	Risk (after controls)	Changes
1	Decision making risks							
(a)	Generic Decision Making Risks	Making bad judgement calls (staff or elected members)	Legal action; community dissatisfaction; loss of income and/or additional expenditure; difficulties with service provision; loss of staff morale; political risk	Report template; Review of Council/Committee reports by management team; staff training; staff recruitment and retention strategies; performance feedback; internal review of some types of work; documented policies and procedures	2	70	**140**	
		Not considering some issues in enough depth	As above	As above	2	70	**140**	
		Not focussing on the bigger issues	As above	As above. Also, regular reviews vs targets in LTP attention on these targets.	2	50	**100**	
(b)	Risks associated with development (specific instances of decision making risks)	Growth rates significantly either under or over estimated	Development contributions too high/low with corresponding impacts on ratepayers; Infrastructure not suited to need; Motorway congestion defers growth;Difficulties in meeting specified levels of service	Forecasts have been reviewed for growth estimates in LTP which will better reflect expected growth; Potential growth considered in depth as part of the development of the UDS. Independent probity audit undertaken on development contribution policy underlying methodology and charging schedules.	2	70	**140**	
		A specific example of this is Pegasus, Silverstream, Sovereign Palms, Ravenswood – the risk that the development is lessening to a limited extent for various reasons. Lake function and full occupancy tends to be the main risk now as the development has progressed. Post economic crisis, post earthquake effect is now producing low/moderate cost of funds, high growth is now abating to lower levels to what existed prior to the earthquakes, economic outlook good, moderate unemployment and retail turnover on the increase. Their effect on the slow down of activity in Canterbury and the effect on the GDP to be further assessed. Silverstream subdivision benchmark levels for flood levels have been under review. The Council is working with the developer and surveyors to get a clear understanding of the situation.	Limited ratepayer base from which to meet costs; Development contributions too low (higher debt levels); Community dissatisfaction; Difficulties in providing in expected levels of service	District Plan specifies requirements relating to staging. Bonding, regularly meetings with Developers and technical assessments is continuing. Hedging arrangements in place.	3	70	**210**	
		In planning for an uncertain future, there is always a risk that long term assets may not meet future needs, e.g. obsolescence, changing demand patterns, changing legislation, unexpected growth rates	Inability to meet expected level of service without incurring additional cost	Training to ensure staff are familiar with current trends and legislation; Activity management plans; Performance modelling	3	50	**150**	

	Risk categories	Specific risks identified by managers	Possible Effects	Mitigation Measures currently in place	Likelihood	Consequence Rating (worst case)	Risk (after controls)	Changes
		Failure to control the way in which growth occurs	Loss of amenity value; Overloading of services; Reactive service provision; Excessive costs for future ratepayers; Ecological damage	District plan in place; research and consultation carried out prior to rezoning land; GCUDS and associated RPS change seeks to manage the way in which growth occurs in the greater Christchurch area; Development and structure plans developed, DDIP; oversight of eastern growth by the District Development Working Party, Land Use Recovery Plan (LURP) has reduced uncertainty of staging and sequencing.	2	70	**140**	
		The 4ha rule could contribute to a demand for infrastructure which may not be possible to meet in a timely and economic manner	Inability to meet expected level of service without incurring additional cost	GCUDS includes provision for smaller rural residential lots, which may help reduce demand for 4ha development; Development contributions policy seeks to recover equitable share of costs.	2	50	**100**	
(c)	Some specific decision making risks	Not appropriately assessing flood risks	People could build in inappropriate places and suffer loss; Council infrastructure doesn't operate in accordance with expectations (historic risk, new builds now managed)	LIDAR database; surveying when constructing infrastructure; District Plan rules re floor heights; Activity management planning. E.g. Kaiapoi flood risk. Ashley on existing and new population. Emergency response/ CD planning and training. Progressing flood modelling to provide better information for decision making. The flood modelling and drainage work undertaken recently has provided better information	2	50	**100**	
		If consent conditions are not appropriate, then the Council may be exposed to loss after assets vest in the Council	Inability to meet expected level of service without incurring additional cost	Use of appropriately qualified staff; Internal review of consent conditions; Feedback from consent audits useful	2	70	**140**	
		Issues arising from partial understanding of community dynamics/issues	Community expectations may not be met; Delays in progressing projects due to unexpected issues arising during consultation	Formal consultation processes when decision making; Community outcomes process; Community surveys; liaison with various community organisations;	2	10	**20**	
		Lost opportunities, e.g. due to not investing in IT/business improvement, limited finance	Could affect future financial outcomes and service provision	LTP process encourages long term planning. Annual Plans provide	2	50	**100**	
		Poor performance because of lack of information as to how the Council is performing	The Council may not be performing in line with its own expectations or those of the community	Monitoring of information in the Service Request System; Quarterly reports (financial, capital projects, LTP, strategies, AMP's); Subdivision consent spreadsheet; Performance appraisal process; Telemetry data	2	10	**20**	
2	Legal/Compliance Risk	Failure to comply with Reserves Act - (a) some reserve management plans not yet completed (b) W/E gate	Prosecution; Financial loss; Loss of amenity value; Loss of reputation	Green space team adequately resourced, skilled and experience is being maintained; Legal advice sought as required	2	50	**100**	

	Risk categories	Specific risks identified by managers	Possible Effects	Mitigation Measures currently in place	Likelihood	Consequence Rating (worst case)	Risk (after controls)	Changes
		Not taking sufficient steps to meet resource consent conditions	Prosecution; Financial loss; Loss of amenity value	Monitoring to determine whether conditions are likely to will be or have been breached; Activity Management Plans	2	50	**100**	
		Increasing council liability flowing from leaky building settlements	Financial loss; Loss of reputation	Internal Review, Insurance protection (Riskpool), Weather Tight Homes Resolution Service, and the Building Authority insurance.	2	50	**100**	
		CCOs may make decisions which may differ from those the Council would make.	CCOs may not meet legislative obligations; Financial loss; Damage to Council reputation	Statements of Intent and Annual Reports reviewed by Audit Committee; On occasion CCO representatives attend Audit Committee. Activity coordinated into LTP's and AP's	3	10	**30**	
		Problems with tender/contracting processes could expose the Council to legal action or financial loss	Civil action; Financial loss; contract works may not be carried out in accordance with expectations.	Project Development Unit involved in preparing contract documents; Contractual documents were reviewed in 2011. Tender secretary and deputy trained in process; Sometimes seek external technical tender evaluations;	2	50	**100**	
		Lack of compliance arising from staff not following agreed procedures	Legal challenge; Financial loss; Damage to Council reputation	Policy and procedures manual; staff training; internal review	2	50	**100**	
		Staff mistakes or staff providing incorrect advice, e.g. building consents, or miscommunication between staff and customers regarding advice given	Legal challenge; Financial loss; Damage to Council reputation	Staff training; internal review; development of customer information pamphlets	2	50	**100**	
3	Legislative risk	Changes in legislation/regulations may result in extra or reduced Council functions, changes in way functions are carried out, compliance costs etc. Local Government amendments, for example CCO and servicing options provided for under the draft legislation	Additional costs of compliance and/or risks of non-compliance; Ability to provide some services; Delays in delivery in some services	The Council sometimes makes submissions on proposed legislation or other rules which may affect Council's operations; The Council receives frequent electronic bulletins providing information about proposed changes in legislation, which helps early identification of potential issues	3	50	**150**	
		Interpretation of legislation may be challenged	Legal challenge; Added decision making risk	Use of external legal advice; documentation of background to decisions	3	10	**30**	
4	Human Resources	Loss of key staff.	Difficulties in achieving performance targets; Loss of "institutional memory"'; Recruitment costs	Use of surveys to establish staff remuneration; staff encouraged to carry out professional development; Climate study used to identify staff concerns; documentation of standard operating procedures; some succession planning.	2	50	**100**	
		Unexpected illness or other absence of key staff/elected members	Difficulties in achieving performance targets; Loss of "institutional memory"'	Wellness programmes, e.g. access to pool, staff health checks, stress management training, OOS prevention and management, on line health monitoring programme.	2	10	**20**	

	Risk categories	Specific risks identified by managers	Possible Effects	Mitigation Measures currently in place	Likelihood	Consequence Rating (worst case)	Risk (after controls)	Changes
		Difficulties in recruiting skilled staff, e.g. due to ageing population and/or rise in fuel costs affecting costs of commuting.	Added decision making risk; Difficulties in achieving performance targets	Several methods used to advertise vacancies; staff retention strategies	3	10	**30**	
		Recruitment risk – that staff will not suit the role or fit into team	Staff turnover or absenteeism; Loss of staff morale; Poor performance	Interviews and reference checks	2	10	**20**	
		Risk of poor performance	Difficulties in providing expected levels of service; Could have implications for finances and reputation	Recruitment processes; training; regular performance reviews	3	10	**30**	
5	Staff Health and Safety	Reference to the Health & Safety Risk Register (TRIM 151223167626) that is supplied to the Audit Committee. To be reported in conjunction with Risk register to February meeting and six monthly thereon	A number of effects ranging Injury/Death; Damage to reputation; cost of repairs.	Work place practices, policies & Procedures identified in the Health & Safety register. Although there are certain events that will be almost certain and possibly severe, the overall assessment is determined as moderate; meaning that areas identified have actions and plans in place that provide a high degree of confidence that systems are in place, monitored and reported.Council achieves the secondary accreditation offered from ACC due to its procedures, incidences and programmes. Health & Saefty Adviser accredited with international qualification. Worker participation and Steering committees established	3	50	**150**	
6	Public Health and Safety	Swimming pool health and safety not being correctly monitored	Sickness; injury; drowning; damage to reputation	Staff training; Water quality monitoring; Regular hazard identification; Appropriate pool equipment and staffing levels; Statutory obligations met	1	100	**100**	
		Earthquake prone building policy not being implemented	Injury or death. Prosecution and damage to Council reputation.	Appropriately trained and resourced staff adhering to Council policy and practices. Council buildings strengthen to 67%+ of National Building Standards	1	100	**100**	
		Oxidation pond health and safety. Other public facilities operated by contractors, including Refuse, Camping grounds and other Council premises on rental or lease arrangements	Sickness; injury; drowning	Notices saying don't get out of vehicle, lock gates after hours, Sign in book at Marsh Road. Reviews of Health and Safety plans at all sites. Inspections of facilities. Water Unit staff inoculated	1	70	**70**	
		Cars crashing in or into reserves	Injury; Death; Damage to Council reputation	In reserve: Carriageways in reserves appropriately maintained; speed limits signposted; car park separated from field	1	70	**70**	
		Falls in council buildings, e.g. library	Injury; Damage to Council reputation	Regular hazard reviews; Tradesman use signs to signal hazards. Maintenance is kept at a high standard through mtc programme.	2	50	**100**	

	Risk categories	Specific risks identified by managers	Possible Effects	Mitigation Measures currently in place	Likelihood	Consequence Rating (worst case)	Risk (after controls)	Changes
		Contamination of public water supplies (accidental/deliberate)	Illness; Death; Damage to Council reputation	Adherence to WINZ testing programme; Procedures in the event of failed tests; Staff appropriately qualified; Locks on Water Supply buildings and wells. Approved Water safety plans fro all schemes	1	100	**100**	
		Sewer overflows	Illness; Death; Prosecution; Damage to Council reputation; Loss of amenity value	Appropriately qualified staff; regular maintenance programme; Telemetry for monitoring systems; After hours call out system to mitigate effects of any overflows Sewer Modelling and upgrades occurring	2	50	**100**	
		Sewer Treatment Plant performance deteriorates resulting in non-compliant/insanitary effluent	Illness; Death; Prosecution; Damage to Council reputation; Loss of amenity value	Appropriately qualified staff; regular maintenance programme; After hours call out system to mitigate effects of any overflows. Regular monitoring of plant and compliance with standards	2	50	**100**	
		Sewer mains underneath buildings	Added maintenance costs; Damage to buildings; May need to demolish a building	Buildings no longer allowed to be built on top of sewer mains	2	50	**100**	3 > 2
		Public health risks are inherent in supply. Detection and response.	Illness; Death; Prosecution; Damage to Council reputation; Added financial cost	A service level agreement has been developed. The Water unit have well developed quality procedure manuals in place	1	100	**100**	
		Public health risks arising from issues re procedures re failed tests (links between Council units)	Illness; Death; Prosecution; Damage to Council reputation; Added financial cost	Documented procedure (3 tests, then boil water notice, and have to tell water asset mgr and/or utilities manager)	1	100	**100**	
		Traffic accidents due to poorly designed or maintained roads	Injury; Illness; Death; Prosecution; Damage to Council reputation	For new roads or modifications - Staff appropriately qualified; internal review of designs; use of external expertise in some instances. For existing roads, programmed maintenance programme	1	70	**70**	
		Water quality - Natural waterways	Health of water and waterways and impact of health of humans and environment	Investigation, monitoring and trials underway. Resource consent for waste water and stormwater discharge	4	70	**280**	New
7	Physical disasters and Environmental matters	Catastrophic natural disaster, especially earthquake.	Difficulties in maintaining levels of service; Financial loss; injury/death	Civil Defence and Emergency Management team prepared for a range of disasters; all staff have first aid training; Business continuity (including criticality assessment) in place; Work on lifelines project commenced but more to do; Insurance arrangements in place. Buildings strengthened	4	100	**400**	
		Fires (including rural fires)	Financial loss; Injury/death; wild fire spreading & out of control	In Council buildings - fire evacuation practices; fire hoses and extinguishers; insurance arrangements. Other buildings - fire risk taken into account in building codes. Rural fire - trained staff, tankers and trucks	1	70	**70**	

	Risk categories	Specific risks identified by managers	Possible Effects	Mitigation Measures currently in place	Likelihood	Consequence Rating (worst case)	Risk (after controls)	Changes
		Pandemic	Illness/death; Difficulties in maintaining levels of service	Pandemic planning has been developed and tested with the pandemic flu in the winter of 2009.	2	70	**140**	
		Climate change - storms, floods, rising water table	Property damage; Damage to reputation if not taken into account in decision making; Financial loss	16% contingency added to HIRDS2 rainfall data. Flood plans have been developed to assess flooding on the latest modelling. Tsunami warning signs. $20million flood mitigation project being implemented. Allowing for sea level rise in flood modelling and plans	4	70	**280**	
		Over-abstraction of Waimakariri water resource	Difficulties in maintaining drinking water or stockwater availability; Loss of amenity value; Potential impact on economic development	Council makes submissions in respect of applications for water use; restrictor checks for restricted supplies; prompt repairs to water faults, e.g. leaking toby values; storage facilities. Work on water zones and management of the water ways.	3	50	**150**	
8	Council assets	Infrastructure failure (lots of possible causes, including wear and tear, inappropriate design for use or vice versa, poor construction)	Difficulties in maintaining levels of service; Financial loss in restoring service; loss of reputation	Maintenance and renewals programme; regular inspections of some infrastructure e.g. roads; staff involved in design and maintenance well qualified; Engineering code of practice and implementing new techniques. Resilience incorporated into renewal strategies & insurance in place.	3	50	**150**	
		Theft/misappropriation of assets	Financial loss; loss of reputation		2	10	**20**	
		Vandalism at multiple locations or severe in nature	Financial loss; loss of amenity value	Support security camera operation in selected locations; repair vandalism promptly to reduce subsequent damage	3	10	**30**	
		Vested assets being below necessary standards	Difficulties in maintaining levels of service; Financial loss	Consent conditions; Engineering approvals; Auditing of consent conditions; Engineering code of practice	2	70	**140**	
9	Ability to Provide Expected Service	IT failures could affect ability to carry out some functions, e.g. library, LIMS/PIMS, rates.	Difficulties in maintaining levels of service; Financial loss	Regular backups and off site storage of backups; Laptop available for off site SCADA use. Deployment IaaS, Disaster recovery plans and BCP exist	2	50	**100**	10 > 50
		Power failure (more than minor)	Difficulties in maintaining levels of service; Financial loss	Stock of generators; Battery power for SCADA system; Criticality plan prepared; UPS for critical IT equipment; Storage arrangements (e.g. water, stormwater). Generator strategy	2	50	**100**	
		Withdrawal of community funding	Difficulties in maintaining levels of service; Financial loss	Discussions, securing agreements , advocating the need and representation to decision makers.	2	50	**100**	3 > 2

	Risk categories	Specific risks identified by managers	Possible Effects	Mitigation Measures currently in place	Likelihood	Consequence Rating (worst case)	Risk (after controls)	Changes
10	Financial	Affordability of Council Services.	Ratepayer distress; Increased political risk; Media interest; Trying to do more with less leading to errors/burnout; Reduction in levels of service; increased difficulties collecting rates.	Review of budgets by management, community plans committee and council; Financial analysis included with proposals to council; Consultation on LTP and annual plans and levels of service completed. Full insurance cover over assets where govt subsidies don't meet the cost in significant events	2	70	**140**	
		Bad debts by multiple debtors (possible causes include downturn in economy, ratepayer revolt, unemployment or ageing population).	Financial loss	Reviews of applications for credit; Monitoring of outstanding debts; Early contact re overdue debts; Enforcement mechanisms.	2	10	**20**	50 > 10
		Significant cost escalation, e.g. with major projects such as LTP programme, rapidly increasing fuel costs, water upgrades are relevant.	Financial loss; Possible impacts on ability to provide expected levels of service	Budgets calculated with provision for escalation; Experienced staff/consultants involved in estimating costs for major projects; Specified procedures where budgets likely to be exceeded; Financial proposals indicate degree of robustness of forecasts.	2	50	**100**	
		Interest rate risk, Market movements, ecomony shifts	Financial loss	Hedging applied and monitored (but less than 100% for some maturity dates); access to and use of external financial advice. Option of bonds issue has provided an advantage.	2	50	**100**	
11	Political	Instability or pressure at political level. Auckland City changes initiated by govt. Local Councils impacts from ECAN review. Recently Hasting/Napier	Affect ability to carry out Council business; Council reputation; staff morale/turnover; Staff experience difficulty in meeting some councillor/community expectations	Code of conduct for elected members; Mayor assists in resolving councillor concerns; Reports by staff to support decision making processes; Representation on groups; Staff presence at meetings in case of questions; Workshops provide opportunity for open discussion of issues.	3	50	**150**	
		Forced amalgamation with another local authority. The effect of the LGA amendments	Possible increased costs with a limited ratepayer base from which to recover these costs.	Can only occur with community consultation and Central Government intervention	3	50	**150**	
		Central government changes may impose further changes on council, e.g. reviews, rates caps, changing functions, appointment of commissioners.	Affect ability to carry out Council business; Council reputation; staff morale/turnover	Endeavour to operate Council affairs with regard for due process, legal obligations and ratepayer expectations; Monitor central government initiatives; Participation in central government reviews, e.g. submissions. Mayoral forum	2	50	**100**	3 > 2
	Elections	Major change in local composition of Council. 2016 Eelctions change of council and board membership	Local risk of some change.	Manage conflict processes well. Good election & induction process. Long Term planning processes, community consultation processes	2	50	**100**	

	Risk categories	Specific risks identified by managers	Possible Effects	Mitigation Measures currently in place	Likelihood	Consequence Rating (worst case)	Risk (after controls)	Changes
		Change in regional composition of councils	Regional - higher risk of change, especially the ECAN arrangements	Manage conflict processes well. Canterbury Mayoral and CE forum. Use of change management facilitator to manage continuity, MOU to be negotiated, focus on regional objectives	2	50	**100**	3 > 2
12	Reputation	Some Council decisions and activities are inherently likely to be unpopular with some parts of the community, e.g. Town Cente development, parking arrangements, resource consents, level and prioritisation of seal extensions	Damage to reputation; Added political risk	Transparent decision making processes; specified objection processes; publicity about rules and bylaws and any changes in enforcement arrangements; Council values support customer focus	3	50	**150**	
		Irreconcilable complaints by community members can lead to bad press	Damage to reputation; Added political risk	Consultation processes provide for community members to be heard and their views taken into account in decision making; Council standards re response times for correspondence mean that those complaining are likely to receive prompt feedback	3	10	**30**	
		Inability to meet rising community expectations (especially if expected with current resources)	Damage to reputation; Added political risk	Consulting on levels of service as part of development of activity management plans; Consultation on annual plans and LTP; Advising those lodging service requests of expected response times; Open communication with the community	3	50	**150**	
		Personnel could leak confidential information (e.g. details of tenders). One particular instance would be espionage	Damage to reputation; Financial loss, Added political risk	Employment agreements specify that information is confidential; Confidential council/committee papers not stored in main drive and have limited circulation; Council/committee papers clearly specify which information is in committee; Reference checks included as part of recruitment processes	1	50	**50**	
		Residential Regeneration process to outcomes	Reputation with community and Central government. Financial, budget and costs	Consultation processes provide for community members and Government to be informed and to be heard. Their views taken into account in decision making; Council standards re response times for correspondence mean that those complaining are likely to receive prompt feedback. Development of regeneration plan	3	50	**150**	70 > 50
13	Other	Supply risks – inability to access necessary supplies. May also subject Council to price risk	Difficulties in maintaining levels of service; Financial performance not as good as expected	Maintain stocks of essential supplies	3	50	**150**	

	Risk categories	Specific risks identified by managers	Possible Effects	Mitigation Measures currently in place	Likelihood	Consequence Rating (worst case)	Risk (after controls)	Changes
		A specific supply risk identified in the context of a major natural disaster is the limited stock of essential equipment such as pipes, fuel	Difficulties in maintaining levels of service. In event of emergency could be competing with other authorities.	Water unit maintains minimum stocks of 50m of each type of pipe. Also several pumps. There is an after hours phone number for Mico and Humes, but ; Fuel supply agreements in significant events	2	50	**100**	3 > 2