WAIMAKARIRI
DISTRICT COUNCIL

Audit and Risk Committee

Agenda

Tuesday 10 August 2021

9am

Function Room
Rangiora Town Hall
303 High Street
Rangiora

Members:

Councillor Joan Ward (Chairperson)
Deputy Mayor Neville Atkinson
Councillor Kirstyn Barnett
Councillor Paul Williams
Councillor Sandra Stewart
Mayor Dan Gordon (ex officio)

The Chair and Members
AUDIT AND RISK COMMITTEE

A Meeting of the **AUDIT AND RISK COMMITTEE** will be held in the **FUNCTION ROOM, RANGIORA TOWN HALL, 303 HIGH STREET, RANGIORA on TUESDAY 10 AUGUST 2021 at 9.00AM**

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 and Risk Committee held on Tuesday 20 July 2021

6 - 12

RECOMMENDATION

THAT the Audit and Risk Committee:

(a) **Confirms** the circulated Minutes of a meeting of the Audit and Risk Committee, held on 20 July 2021, as a true and accurate record.

3.2 Matters Arising

4 PRESENTATION/DEPUTATION

4.1 Oxford Promotions Action Committee (OPAC)

A representative of OPAC will provide an annual report of their activities.

5 REPORTS

5.1 Capital Works Programme Quarterly Report, June 2021 – Don Young (Senior Engineering Advisor), Gerard Cleary (Manager Utilities and Roading) and Chris Brown (Manager Community and Recreation)

13 - 58

RECOMMENDATION

THAT the Audit and Risk Committee:

(a) **Receives** report No. 210726121798.

(b) **Notes** the predicted achievement across all tracked Capital Expenditure.

(c) **Notes** that 90% of the Capital Works Programme has been completed (being $73.84 million out of $81.52 million).

(d) **Notes** that the 2021/31Long Term Plan had forecast a carry-over of approximately $8 million to next financial year.

(e) **Notes** that an arithmetic error in Report No. 210618098882 to Council in July to reallocate budget to the Roading Minor Safety Budget, resulted in a shortfall in budget of $104,000 therefore a further reallocation of budget is required.

AND THAT the Audit and Risk Committee recommends:

THAT the Council:

(f) **Notes** that an arithmetic error in Report No. 210618098882 to Council in July to reallocate budget to the Roading Minor Safety Budget, resulted in a shortfall in budget of $104,000 therefore a further reallocation of budget is required.

(g) **Approves** the reallocation of $50,960 from the Travel Demand Management Budget (PJ 101389.000.5135) to the Minor Safety Budget (PJ 100185.000.5133) to cover **Council share** of the additional safety works.

(h) **Approves** the Minor Safety Budget for 2019/20 (PJ 100185.000.5133) being increased by $104,000 to a total of $1,082,750.

(i) **Notes** that the Travel Demand Management Budget will decrease to $393,040 and that the full budget will not be spent this year, but instead will be carried over to the 21/22 financial year.

5.2 Safety and Risk Report to Risk and Audit Committee July 2021 – Lorna Hayward (Safety and Risk Manager)

59 - 66

RECOMMENDATION

THAT the Audit and Risk Committee:

(a) **Receives** Report No 210803126797

(b) **Notes** the progress of work for the 2020/2021 financial year, against the workplan.

(c) **Notes** that a draft Safety and Risk Strategy and Activity Plan is currently being developed to cover the period from October 2021 to December 2022, in consultation with the Chief Executive, Management Team and Audit and Risk.

(d) **Notes** that there were no notifiable Health and Safety events for the month of July 2021.

5.3 Non-Financial Performance Measures for the year ended 30 June 2021 – Helene Street (Corporate Planner)

67 - 78

RECOMMENDATION

THAT the Audit and Risk Committee:

(a) **Receives** Report No. 210722119869.

(b) **Notes** 75% of performance measures for the 2020/21 financial year end were achieved, 25% were not achieved.

(c) **Notes** nine of the 27 measures that did not meet target were within 5% of being achieved.

(d) **Notes** all measures have been reviewed and incorporated in the 2021-2031 Long Term Plan.

5.4 Sustainability Strategy Implementation – Third Quarter Report 2020/21 – Mike O'Connell (Senior Policy Analyst)

79 - 95

RECOMMENDATION

THAT the Audit and Risk Committee:

(a) **Receives** report No. 210519079612.

(b) **Notes** that this is the third of four Strategy Implementation Update reports (for Stage 2), noting that the yearly reporting period runs from 1 September 2020 to 31 August 2021.

(c) **Notes** the Organisational Sustainability Strategy relates to the organisation as a whole and that the subsequent stage (2021/22 Financial Year) will address sustainability within the wider community.

6 PORTFOLIO UPDATES

6.1 Audit, Risk, Long Term Plan and Excellence Programme – Councillor Joan Ward

6.2 Customer Service – Councillor Kirstyn Barnett

6.3 Communications – Councillor Neville Atkinson

7 QUESTIONS

8 URGENT GENERAL BUSINESS

WAIMAKARIRI DISTRICT COUNCIL

MINUTES OF A MEETING OF THE AUDIT AND RISK COMMITTEE HELD IN THE FUNCTION ROOM, RANGIORA TOWN HALL, 303 HIGH STREET, RANGIORA ON TUESDAY 20 JULY 2021 COMMENCING AT 9:00AM

PRESENT

Councillors J Ward (Chairperson), N Atkinson, K Barnett, S Stewart and P Williams and Mayor D Gordon

IN ATTENDANCE

Councillor P Redmond

J Millward (Manager Finance and Business Support), J Harland (Chief Executive), L Hayward (Safety and Risk Manager) and E Stubbs (Governance Support Officer).

1 APOLOGIES

There were no apologies.

2 CONFLICTS OF INTEREST

There were no advised conflicts of interest.

3 CONFIRMATION OF MINUTES

3.1 Minutes of a meeting of the Audit and Risk Committee held on Tuesday 18 May 2021

Moved Councillor Williams seconded Councillor Atkinson

THAT the Audit and Risk Committee:

(a) **Confirms** the circulated Minutes of a meeting of the Audit and Risk Committee, held on 18 May 2021, as a true and accurate record.

CARRIED

3.2 Matters Arising

There were no matters arising.

4 PRESENTATION/DEPUTATION

5 REPORTS

5.1 Audit New Zealand Audit Plan for the year ended 30 June 2021 and proposed Audit Fees for 2021 and 2022

Councillor Ward welcomed Dereck Ollsson (Audit Director) to speak to the Committee.

D Ollsson noted the key focus areas for the audit which were in line with key focus areas from previous years.

Unconfirmed

- Assets carried at revalued amounts – the Council revalued assets on a rolling cycle, this year it was roading assets. Council would need to provide an assessment that the carrying value was reflective of market conditions.
- 3 Waters reform – Audit New Zealand (ANZ) would keep a watching eye on developments to see what effect it would have on this year's audit.
- Covid-19 – ANZ would review the impact on Council.
- Development contributions – ANZ would follow up on progress with previous audit recommendations

D Ollsson explained the materiality that was applied to the audit. Overall materiality for the Council was set at $156 million. Specific materiality was set at $3.1 million and trigger threshold was $155,000, below that was not considered material.

D Ollsson highlighted the timetable which set out specific dates, however there had been a recent announcement that deadlines had been extended for two months due to an auditor shortage capacity across the profession. Once resourcing had been finalised ANZ would report to management on any timetable changes. There was now a new dashboard tool that helped facilitate the audit process. Council could provide information via the dashboard meaning ANZ did not need to be onsite for the entire audit..

Councillor Atkinson asked if slipping of the timetable due to ANZ issues put the Council at higher risk. D Ollsson noted that Waimakariri in the past had been one of the Councils completed first and normally well before the legislative deadline. As a good performing Council, Waimakariri was in the position to go early. In addition the legislative deadline had now been extended. There was an emphasis that Council should proceed on their timeline, the ANZ commitment was that all Council audits would be completed by the legislative deadline, that may have a consequence on when the audit was performed. J Millward added that the forecast of draft financial information and any variances would not be significant enough to affect what was adopted in the Annual Plan. That process started in September/ October of this year leading into full budgets presented early in the following year. It was believed that process could still occur. What could cause an issue was vested assets with period end issues, Council would still have problems with those for a number of years. These cause variations to depreciation but not significant enough to affect the overall rate number.

Councillor Stewart asked in relation to the Audit letter Item 2.1 – reasons for change in audit hours –how had ANZ assessed the risk of 16% of drinking water supplies of the district being private. D Ollsson commented that was taken into account previously. Item 2.1 highlighted new matters, water had always been part of Council of infrastructure and ANZ spent a lot of time looking at the condition of assets, so that was already factored in. Councillor Stewart commented private supplies were not part of Council assets, they posed a risk to Council's reputation. Mayor Gordon raised a point of order private supplies were not relevant to the audit. J Millward noted that ANZ were assessing how Council were responding to their work program. Private wells were identified as part of risks and assumptions and in that sense were no different to something like a flooding event. At this stage, it would need to be something proposed within the Council work program for ANZ to audit and provide analysis over accomplishment in relation to a measure put in place.

Councillor Williams commented on Council constraints around rate increases and noted the increase of 8.8% of the ANZ rates. He asked if ANZ had constraints around increases. D Ollsson commented that ANZ rates had not increased over a number of years and that this increase was trying to rectify

Unconfirmed

that so that it would bring the cost in line with what the actual audit cost. Councillor Williams asked how long the high rate increases would last. D Ollsson advised that there would be a maximum of 9% per annum for the next 3-4 years, after that there would be an inflationary increase. J Millward commented staff had had good debates around the increase with ANZ to where they understood each other's position. To put in perspective, the charge out rate was $181 per/hour, other consultants fees were $350 per hour.

J Harland asked with potential changes to the organisation, what did ANZ expect to happen to the number of audit hours. D Ollsson commented if services were removed from Council then the hours would ultimately decrease, however initially the hours were likely to increase as the changes took effect.

Councillor Barnett commented that Council had had excellent audits in the past and asked if there was any benefit such as a lighter audit for Councils with strong financial management. D Ollsson commented that audits were based on auditing standards and had certain 'boxes to tick', Council's that were not performing had increased risk and therefore increased cost to audit.

Councillor Barnett referred to the material measure of 'Safety off drinking water' and asked if the only measure of safety of water supply was 'yes' or 'no', could a percentage be applied. D Ollsson commented that Council determined the measure, and ANZ advised whether Council applied.

Councillor Ward asked if D Ollsson was aware whether ANZ had been requested by the Office Auditor-General to carry out any verification on the 3 Waters information provided by the Department of Internal Affairs. D Ollsson commented no, that would not be a request to ANZ, he did not know if OAG were carrying out an investigation. ANZ only focused on Annual and Long Term Plan audits. The OAG did enquiries and performance audits but he was not aware of such a request. J Millward commented that question arose because as part of the LTP, Council were required to do a 30 year infrastructure strategy and the Auditor on behalf of the Auditor General had to signoff that it was a true account of how the Council was managing its assets. He asked if that raised any concerns with the audit office - that they had just audited that information yet the Department of Internal Affairs were saying that Council was not providing enough infrastructure going forward. D Ollsson commented due to the 3 Waters reform there had been a specific focus on capital do-ability as well as condition and age assessment of infrastructure. A lot of Councils in their audit report had instances where condition and or performance of assets were not in line with expectations. That created warning signals whether Councils were maintaining assets appropriately.

J Millward commented the key issue was around timelines, the Audit Office was to provide a update on that. He did not believe timelines would be an issue, it just may mean the Annual Report would be a little later – that would be publicly acknowledged. Staff were confident that variations to the Annual Plan would be from verification of new work, not from the forecast program.

Moved Mayor Gordon seconded Councillor Atkinson

THAT the Audit and Risk Committee:

(a) **Receives** report Nº 210701107251.

(b) **Agrees** to the audit plan for the year ended 30 June 2021, as provided by Audit New Zealand;

Unconfirmed

(c) **Notes** the fees of $145,340 proposed is within the forecast budgets provided for 2020/2021. The increases for the following years will need to be reflected in the annual plan.

CARRIED

Mayor Gordon thanked D Ollsson for his attendance and noted his comment that Waimakariri was a high performing Council. Councillors did not take that for granted and he acknowledged J Millward and his team. He noted the risk around timelines and if it did become a concern Council could raise directly with the Auditor General. It was important to the community that accounts were audited with rigour. Mayor Gordon commented he did not like to see the increase to the rates however acknowledged there could not be an unsustainable funding model. In the future there could be a Local Government conversation around the need for ongoing annual audits for high performing Councils.

Councillor Barnett commented that they needed to consider every cent for rate-payers and did believe there was a case for lighter/ less frequent audits for Councils with good performance.

Councillor Ward thanked J Millward and his team for their work. She looked forward to being kept updated on timelines.

5.2 Enterprise North Canterbury Approved Statement of Intent beginning 1 July 2021, Approved Enterprise North Canterbury Business Plan 2020/21 and the draft Promotion of Waimakariri District Business Plan for 2021/22

J Millward commented that the Statement of Intent had been presented in the past and were at Audit and Risk for referral to Council. The Chief Executive of Enterprise North Canterbury (ENC) would be present at the Council meeting to answer any questions.

Councillor Stewart asked about the section on community views in the report which stated that Te Ngāi Tūāhuriri hapū were not likely to be affected by, or have an interest in the subject. She asked as partners in the district why would they not? Mayor Gordon, as a member of the ENC board, advised it was a relationship the board took seriously and as such had invited Te Ngāi Tūāhuriri and Ngāti Kurī to appoint members to the ENC Board. J Millward commented the degree to which staff consulted with Te Ngāi Tūāhuriri had been raised within the management team as Te Ngāi Tūāhuriri would not wish to be involved with every little decision. The view was that when reports came to Council there would be a double check regarding community views and he encouraged Councillors review the staff assessment on sufficient consultation matters.

Moved Councillor Atkinson seconded Mayor Gordon

RECOMMENDATION

THAT the Audit and Risk Committee:

(a) **Receives** report No 210707110676.

(b) **Approves** the Enterprise North Canterbury's District Promotion Plan 2021/22.

(c) **Circulates** the report to the Community Boards for information.

AND

Unconfirmed

THAT the Audit and Risk Committee recommends:

THAT the Council:

(d) **Receives** for information, the Approved Statement of Intent beginning 1 July 2021, Approved Enterprise North Canterbury's Business Plan and Promotion of Waimakariri District Business Plan for 2021/22.

(e) **Acknowledges** the work carried out by Enterprise North Canterbury and thanks the Trustees and staff for their efforts.

CARRIED

Councillor Atkinson was happy to recommend the report going to Council taking on board the comments of Councillor Stewart.

Mayor Gordon commented it was very important to have the view of Te Ngāi Tūāhuriri. He noted the involvement of Barry Bragg in strategic planning. Mana whenua involvement in ENC was a gap that had been identified and steps were being taken to resolve. As a Council they could assist if need be through the Mahi Tahi Committee. He supported the Statement of Intent it was a good organisation.

Councillor Barnett commented on the work that had been completed on revising the Visitor Strategy. She would like to see at the next report what would be done with the ideas that were raised during those workshops. She encouraged ENC to provide further information on how those ides would be used to the benefit of the district.

5.3 Cyber Security – Quarterly Status Report – A Keiller (Chief Information Officer) and O Payne (Systems and Cyber Security Administrator)

A Keiller spoke to the quarterly status report noting that it provided results of the external audit. He highlighted Item 4.1 which identified Council scores against the Association of Local Government Information Management (ALGIM) benchmarks. The robustness and honesty of Council in self-assessment was evident with the alignment of self-assessment scores with independent audit scores.

Councillor Williams noted recent ransomware attacks and asked about Council back-up plans for this situation. A Keiller advised that depended on the attack. First there was an incident response plan – that provided the basis of action if an event occurred and secondly there was a disaster recovery plan which covered recovery of systems. Plans were in place, but they could not guarantee there would be a successful full recovery. He noted Council was not using the software that had been attacked in the recently publicised events but it was important to keep vigilant. The human factor, in particular phishing attacks were the biggest risk.

Councillor Atkinson asked about the 'Identify' score – what was the difference between the internal and external scores. A Keiller advised that section was around governance, the external auditors had found that Council did not have good documentation around an Information Asset Register that identified information sources and classified criticality and sensitivity. Council was also not able to provide solid evidence of risk appetite. A Keiller advised that the Information Asset Register was now in its early stages and there were plans in place to for the other work required.

J Harland asked in regard to the Incident Response Plan, did each team have a Plan B that evaluated critical performance requirements. A Keiller noted

Unconfirmed

each department's Business Continuity Plans should identify that. While each department had their prioritisation, a challenge for the IT department was to have a full Council view of prioritisation in terms of recovery. J Millward commented that an annual event was held around the Business Continuity Plan and this year's would focus on an IT outage. The EAs were the administrators for that event and the IT and Risk Manager played key parts.

Councillor Barnett asked about steps to access the network offsite including Multi Factor Authentication (MFA) and asked if controls around that would be increased. A Keiller commented MFA was standard practice now, industry was trending towards biometrics.

Moved Councillor Williams seconded Mayor Gordon

THAT the Audit and Risk Committee:

(a) **Receives** report TRIM number 210706109689.

(b) **Notes** the findings for the audit of our work for the 2020- 2021 calendar year against the work plan from Sam for Compliance.

(c) **Notes** that WDC's Cyber Security Maturity Scores are higher than the benchmark scores amongst councils using ALGIM's SAM for Compliance framework in the vast majority of areas.

(d) **Notes** that a work plan has been developed for the year 2021 – 2022 that addresses any findings for areas that have been identified as needing improvement.

(e) **Notes** that we will be continuing and improving on our cyber security awareness training program for the upcoming year and receives the July report for security awareness.

CARRIED

Councillor Williams noted the recent IT security issues with other companies and commented he hoped Council staff would maintain vigilance.

Councillor Redmond suggested commented Table 4.1 was an indictment on Local Government as the benchmark was low. He was pleased with the performance of Council systems in relation to the ALGIM benchmarks.

6 PORTFOLIO UPDATES

6.1 Audit, Risk, Long Term Plan and Excellence Programme – Councillor Joan Ward

- Audit under risk of not being completed by the end of October, extension could be to the 31st December.
- Excellence Program on hold until results of 3 Waters, RMA and Local Government Reviews. Learnings from last review to be taken back to Local Government New Zealand.
- Long Term Plan – post implementation review scheduled for August with project control group.

6.2 Customer Service – Councillor Kirstyn Barnett

- Dog Registration on e-services – proving popular.
- Rates rebates – bookings are through to August.

Unconfirmed

- A pilot on Teams External calling to be carried out.
- The phones project had been taking a lot of time.
- Office emails – using technology to prioritise keywords such as emergency.
- Some confusion regarding rates – Council was being blamed for Hurunui District Council and ECan rate increases. It was noted that clear communication regarding rates had been requested on the rating invoice and letter.

6.3 Communications – Councillor Neville Atkinson

- Engagement had worked on 8 communication plans – there had been 47 news stories and 88 media enquiries. This was an increase of 66%, some of that was based on civil emergencies.
- There were 159,000 website visits on communication that went out on emergency procedures, there had also been good success rate with Bang the Table.
- 3 Waters was occupying a lot of time.

7 QUESTIONS

8 URGENT GENERAL BUSINESS

There being no further business, the meeting closed at 10.05am.

CONFIRMED

_____
Chairperson

_____
Date

BRIEFING

At the conclusion of the meeting, there will be a briefing to:

- *Introduction of Lorna Hayward, new Safety and Risk Manager.*
- *Safety and Risk team approach going forward*
- *Feedback sought from members on questions attached.*

Unconfirmed

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	FIN-06-02 / 210726121798
REPORT TO:	AUDIT AND RISK COMMITTEE
DATE OF MEETING:	10th August 2021
FROM:	Don Young, Senior Engineering Advisor Gerard Cleary, Manager Utilities and Roading Chris Brown, Manager Community and Recreation
SUBJECT:	Capital Works Programme Quarterly Report, June 2021
SIGNED BY: **(for Reports to Council, Committees or Boards)**	Department Manager / Chief Executive

1. SUMMARY

1.1 This report is to advise the Committee about progress to date with the delivery of the 20/21 Capital Works programme.

1.2 The capital works budget for the 9 portfolios that are tracked is $81.52million. Within this financial year, a total of $73.84million has been spent (i.e. a total of 90%)

1.3 There are 306 projects being tracked (note this excludes the projects which have expenditure, but do not have any budget). Of these 246 are completed (80%). This is lower than the total budget spend as there are many of the smaller projects that have not managed to be completed, as detailed in the individual sections below.

1.4 This result represents a significant improvement on previous years, and is due to a number of reasons, including planning for the delivery earlier in the year, being more realistic about delivering works, staging works over several years, specifically targeting large difficult projects with additional senior resource, and a greater focus on tracking through the year.

1.5 The summarised situation is as below:

	Total Capital Expenditure ($000s)		
	Full Year Revised Budget (mill)	*Actual as at 30 June 2021 (mill)*	*% Actual Spend / Full Year Revised Budget*
Roading	20.04	19.11	95%
Drainage	4.76	4.62	97%
Water	2.29	1.95	85%
Wastewater	1.15	1.01	91%
Solid Waste	0.13	0.11	85%
Recreation	35.26	32.32	92%
Regen	8.26	7.13	86%
SUBTOTAL BAU	**71.89**	**66.25**	**92%**
Shovel Ready	4.56	3.12	68%
Stimulus	5.07	4.47	88%
SUBTOTAL STIMULUS-SR	**9.63**	**7.59**	**79%**
TOTAL	**81.52**	**73.84**	**90%**

Attachments:

i. Attachment 1 Roading project summary June 20-21 - 210729124720
ii. Attachment 2 Roading project overview June 20-21 – 210729124722
iii. Attachment 3 Drainage project summary June 20-21 - 210729124726
iv. Attachment 4 Drainage project overview June 20-21 - 210729124727
v. Attachment 5 Water project summary June 20-21 - 210729124728
vi. Attachment 6 Water project overview June 20-21 - 210729124729
vii. Attachment 7 Wastewater project summary June 20-21 - 210729124730
viii. Attachment 8 Wastewater project overview June 20-21 - 210729124731
ix. Attachment 9 Solid Waste project summary June 20-21 – 210729124733
x. Attachment 10 Solid Waste project overview June 20-21 - 210729124735
xi. Attachment 11 Recreation project summary June 20-21 - 210729124737
xii. Attachment 12 Recreation project overview June 20-21 - 210729124738
xiii. Attachment 13 EQ Recovery project summary June 20-21 - 210729124740
xiv. Attachment 14 EQ Recovery project overview June 20-21 - 210729124741
xv. Attachment 15 Shovel ready project summary June 20-21 - 210729124743
xvi. Attachment 16 Shovel ready project overview June 20-21 - 210729124744
xvii. Attachment 17 Stimulus project summary June 20-21 - 210729124745
xviii. Attachment 18 Stimulus project overview June 20-21 – 210729124746
xix. Report to Reallocate Budget to Minor Safety Projects July 2021- 210618098882

2. RECOMMENDATION

THAT the Audit and Risk Committee:

(a) **Receives** report No. 210726121798.

(b) **Notes** the predicted achievement across all tracked capital expenditure;

(c) **Notes** that 90% of the capital works programme has been completed (being $73.84mill out of $81.52mill);

(d) **Notes** that the LTP had forecast a carry-over of approximately $8million to next financial year;

(e) **Notes** that an arithmetic error in Report No. 210618098882 to Council in July to reallocate budget to the Roading Minor Safety Budget, resulted in a shortfall in budget of $104,000 therefore a further reallocation of budget is required;

AND THAT the Audit and Risk Committee recommends:

THAT the Council:

(f) **Notes** that an arithmetic error in Report No. 210618098882 to Council in July to reallocate budget to the Roading Minor Safety Budget, resulted in a shortfall in budget of $104,000 therefore a further reallocation of budget is required;

(g) **Approves** the reallocation of $50,960 from the Travel Demand Management Budget (PJ 101389.000.5135) to the Minor Safety budget (PJ 100185.000.5133) to cover **Council share** of the additional safety works.

(h) **Approves** the Minor Safety budget for 2019/20 (PJ 100185.000.5133) being increased by $104,000 to a total of $1,082,750;

(i) **Notes** that the Travel Demand Management Budget will decrease to $393,040 and that the full budget will not be spent this year, but instead will be carried over to the 21/22 financial year.

3. BACKGROUND

3.1 This annual report details the delivery for the 2020/21 financial year, and indicates good delivery of the capital works programme.

3.2 The Council has delivered approx. 90% of its committed programme, (which would be 92% for the 7 BAU portfolios).

3.3 The majority of the larger projects have been delivered within the planned timeframe, with the majority of the 'Delayed' project being of smaller value.

3.4 It is worthwhile noting that the flooding in May has delayed a number of projects, and that the percentage was likely to be higher otherwise.

3.5 In analysing the information, the following is worth noting

a. The figures in this report are based on the Council's formal financial accounting, but may differ from the financial reports for the following reasons:

i. This report does not include Property, or 'other' portfolios

ii. This report excludes expenditure that has occurred against items that have not been allocated a budget (ie it is only tracking budgeted projects)

iii. In some instances the predicted expenditure differs from the actual, as it includes journals that haven't happened yet.

b. It is worth noting that often the percentage of work 'completed' is different from the percentage of actual spend. This is because the former calculation categorises all expenditure on a 'delayed" project as delayed, whereas the 'actual spend' percentage includes all costs spent, regardless of whether the project has been completed

3.6 The following is a more detailed breakdown for each area.

4. ROADS AND FOOTPATHS

4.1. Budget

4.1.1. The total budget for this year is $20.04 million. For the year $19.20 mill has been spent (96%).

4.2. Carry-overs

4.2.1. As at the beginning of the year, there was no planned budget or expenditure carry-over. There is now $1.53mill budget and $0.81mill expenditure predicted to be carried over. This carry-over is largely unsubsidised, with the exception of Peraki St (note as the work is largely completed, Waka Kotahi have agreed to this carryover).

4.3. Projects

4.3.1. There are 88 projects being tracked.

4.3.2. Of these, 89% are complete and 11% delayed.

4.3.3. The delayed projects are K&C and footpaths on Percival, Peraki Street Cycleway, Silverstream and West Kaiapoi, Town area developments, Cones Rd, Skewbridge, Travel Demand Management, and additional works at Flaxton/Fernside.

4.4. Reallocation of funding

4.4.1. A report was taken to Council in July 2021 seeking approval for the reallocation of budget from the Travel Demand Management budget to Minor Safety Improvements area to allow maximising of Waka Kotahi co-funding.

4.4.2. Following this, an arithmetic error was found in the financial table which has resulted in a budget shortfall of $104,000. As such the reallocation of budget to address the shortfall is being requested.

4.4.3. The Travel Demand Management budget allocation is currently $444,000. The anticipated costs for this financial year is under $100,000, therefore unsubsidised budget is available for reallocation.

4.4.4. As such it is considered appropriate to reallocate Council share (i.e. $50,960) of the shortfall of $104,000 of this budget as Council share to Minor Safety Improvements. The revised Travel Demand Budget (PJ 101389.000.5135) will therefore be $393,040.

4.4.5. The updated table with arithmetic correction is included below. Note – the allocated budgets have not changed from the original report (Trim No. 210618098882)

MINOR SAFETY BUDGET	Updated Total
Lighting	
Minor Lighting Upgrades	$30,000
Intersection Improvements	

Swannanoa Rd / Johns Rd	$23,000
Main North Rd at Hellers	$35,000
Blackett St / Ayres St - Pedestrian Refuge	$16,000
Solander Rd / Whakatipu St	$17,500
Fuller Street - Pedestrian Refuge	$10,050
North Eyre / McHughs / No. 10 Rd	$46,000
Boundary Rd / Fawcetts Rd - Splitter Island	$15,000
Parish Rd Intersection Improvements	$76,000
School Safety Project	
Ashley School Safety Improvements	$15,000
Rangiora New Life School (Denches Rd) Safety Improvements	$0
Swannanoa School	$23,000
Minor Works	
Tuahiwi Improvements (in conjunction with speed limit review)	$194,677
Coldstream Road Improvements	$0
Woodend Threshold (West of Ravenswood)	$24,000
Ohoka Rd Speed Management	$30,000
Walking and Cycling Projects	
Tram Rd Path Extension & Refuge at McHughs Rd	$34,700
Roadside Hazard Removal	
Upper Sefton Rd Guardrail	$107,912
Ashley Gorge Rd Route Improvements	$33,000
Upper Sefton Guardrail	$120,000
Carrs Rd Guardrail	$125,000
Fawcetts Rd Handrail Replacement	$9,000
Cattle Underpass	
Underpasses to be allocated	$0
Unallocated budget	$0
Other Commitments (Bike racks in Oxford, Chinnerys Rd Path, Speed Limit Signage changes / Management).	$97,911
Unallocated	$0
Total Budget	**$1,082,750**

4.5. Summary

4.5.1. The Roads and Footpaths budget has been largely spent. There are a number of small unsubsidised projects that have not progressed as rapidly due to complexity, Peraki St Cycleway was always reported as being risky, and a portion of the Travel Demand Management budget has been underspent, and will be reallocated.

5. STORMWATER DRAINAGE

5.1. Budget

5.1.1. The total budget for this year is $4.75 mill. For the year $4.62mill has been spent (97%).

5.2. Carry-overs

5.2.1. The planned carryover of both budget and expenditure is $1.34mill. The predicted carryover of budget is now $0.66mill budget and expenditure is $0.61mill.

5.3. Projects

5.3.1. There are 33 projects being tracked.

5.3.2. Of these 83% are already complete, and 17% delayed.

5.3.3. The delayed projects are under channel piping in Kaiapoi, Kiln Place, Mill Rd SMA, Northbrook Enhancement, Wiltshire Green and Cones Rd.

5.4. Summary

5.4.1. The Drainage budget is largely spent. Most of the larger projects are completed with only minor works outstanding.

6. WATER SUPPLY

6.1. Budget

6.1.1. The total budget for this year is $2.29 mill. For the year $1.96mill has been spent (therefore the actual expenditure is 85% of the budget). However, as the main reason for this is the under spend of $0.25mill on the UV treatment, a better reflection of achievement is to compare actual expenditure with intended expenditure, which is a 94% completion.

6.2. Carry-overs

6.2.1. There was $0.68mill of planned carryover, and this has now reduced to $0.50mill predicted budget carryover and $0.25mill predicted expenditure carryover. This is due to the decision to write off previous budget and expenditure on the UV treatment.

6.3. Projects

6.3.1. There are 30 projects being tracked in the spreadsheet.

6.3.2. Of these 94% by value are already complete, and 6% delayed.

6.3.3. The three delayed projects are Mandeville and Oxford Rural #2 pipeline replacements, which have been delayed partly to better fit with Stimulus projects, and partly to avoid poor conditions in winter, and the design of the Waikuku Beach campground UV.

6.4. Summary

6.4.1. The Water budget is significantly smaller than usual, due to pushing out work in response to Covid-19. The programme is 94% completed in terms of intended spend, and 85% complete in terms of overall budget. This difference is due to the decision to allow the budget for UV to drop, with the plan to seek this funding in the future if needed. In addition 3 small projects have been affected by the additional works for the Water unit.

7. WASTEWATER

7.1. Budget

7.1.1. The total budget for this year is $1.15 mill. For the year $1.01mill has been spent (91%).

7.2. Carry-overs

7.2.1. The predicted budget carryover of $184,600 remains the same, with the predicted expenditure carryover now being $158,000.

7.3. Projects

7.3.1. There are 15 projects included in the spreadsheet.

7.3.2. Of these 88% are already complete, and another 12% are delayed.

7.3.3. The two delayed projects are the design of the Rangiora Septage facility, (which is needing to coordinate with the proposed Eastern Link designation location), and the design of the Gladstone Rd main (which is actually the Woodend Rd main). Both of these are still intended for construction next year.

7.4. Summary

7.4.1. The Wastewater budget is largely spent. The programme is significantly smaller than usual, due to pushing out work in response to Covid-19.

8. REFUSE AND RECYCLING

8.1. Budget

8.1.1. The total budget for this year is $133,600. For the year, $113,700 has been spent (85%).

8.2. Carry-overs

8.2.1. The planned carryover of both budget and expenditure is $0.74 mill. The predicted carryover of budget is now $0.94mill budget and expenditure is $0.65mill.

8.3. Projects

8.3.1. There are nine projects included in the spreadsheet being tracked.

8.3.2. Of these 83% are complete, and 17% are delayed.

8.3.3. The delayed project is land purchase near Southbrook which is held up at the request of the landowner.

8.4. Summary

8.4.1. The Solid Waste budget is relatively small. There is one larger project which will be delayed, and this skews the percentages.

9. RECREATION

9.1. Budget

9.1.1. The total budget for this year is $35.26mill. For the year $32.32mill has been spent (92%).

9.2. Carry-overs

9.2.1. There was $1.02mill of both budget and expenditure planned for carry over. It is now predicted to carry over budget of $3.20mill and expenditure of $0.65mill. These differences relate to the delays mentioned below.

9.3. Projects

9.3.1. There are 76 projects being tracked.

9.3.2. Of these 89% (by value) are complete and 11% are delayed.

9.3.3. The delayed project are all listed in the attached detailed shets.

9.4. Summary

9.4.1. The Recreation budget is well placed to spend a significant portion of the budget. In particular the Multi-use facility is progressing well. In addition the majority of the other medium and smaller projects are also being well managed towards delivery. However, there are a number of smaller value projects which are delayed, due to longer than expected consultation, additional complexities or resourcing issues.

10. EARTHQUAKE RECOVERY AND REGENERATION

10.1. Budget

10.1.1. The total budget for this year is $8.26mill. For the year $7.11 mill has been spent (86%).

10.2. Carry-overs

10.2.1. The planned carryover of both budget and expenditure is $1.26mill. The predicted carryover of budget is still $1.32mill budget and expenditure is $0.18mill.

10.3. Projects

10.3.1. There are 30 projects being tracked.

10.3.2. Of these 69% (by expenditure) are already complete, and 31% are delayed.

10.3.3. The delayed projects are Rangiora carpark, Feldwick SMA, Kaiapoi Pontoon, Kaiapoi Marine Precinct, Red zone (Private Lease plan, Private Lease Development, Food Forest and Mahinga Kai), Honda Forest, the Oaks, Kaiapoi South, NZMCA Park, Kaiapoi East, North Cass and Community Studios and Courtney esplanade.

10.4. Summary

10.4.1. The Earthquake Recovery and Regeneration will spend a significant proportion of the budget (86%). However delays due to third party interactions, consultation outcomes, or other complexities have meant that a number of projects are now delayed. Work is continuing to deliver the remainder, and the majority are programmed for completion this year.

11. SHOVEL READY

11.1. Budget

11.1.1. This is a new budget centre set up in response to the Government Shovel Ready funding package.

11.1.2. The total budget for this year is $4.56mill. For the year $3.12mill has been spent (68%).

11.2. Carry-overs

11.2.1. The planned carryover of both budget and expenditure is $4.56 mill. The predicted carryover of budget remains $4.56mill budget and the expenditure is $3.13mill,.

11.3. Projects

11.3.1. There are 6 projects included in the spreadsheet that are currently utilised.

11.3.2. Of these 44% in value (4 projects) are completed in terms of the expected milestone and 56% in value (2 projects) are delayed. The two projects are land acquisition which has mostly progress well but remains unclear for one large acquisition, and the Sneyd St pipe upgrade which is behind the original programme.

11.4. Summary

11.4.1. The Shovel Ready budget is well placed in terms of achieving the anticipated milestones, with the main exception of land acquisition. It is expected that this is recoverable in terms of the overall programme.

12. STIMULUS FUNDED

12.1. Budget

12.1.1. The total budget for this year is $5.07mill. For the year $4.47mill has been spent (88%).

12.2. Carry-overs

12.2.1. The planned carryover of both budget and expenditure is $4.60mill. The predicted carryover of budget is still $4.60mill budget and expenditure is $4.03mill.

12.3. Projects

12.3.1. There are 19 projects included in the spreadsheet.

12.3.2. Of these 49% are on track to reach their agreed milestone and 51% are delayed. The delayed projects are Poyntzs Rd water, Tuahiwi sewer, Oxford sewer investigations, Drainage and waterways manager and Headworks asset management improvements.

12.4. Summary

12.4.1. The Stimulus budget has a number of projects that have reached their milestones, but others are behind schedule. It is expected that this is recoverable in terms of the overall programme.

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

13. COMMUNITY VIEWS

13.1. **Groups and Organisations**

13.1.1. Not applicable

13.2. **Wider Community**

13.2.1. The projects within the capital works programme have been consulted through the Long Term Plan and Annual Plan.

14. IMPLICATIONS AND RISKS

14.1. **Financial Implications**

14.1.1. Projects which are not completed will have a short term impact on debt, as the debt will not have to be raised as quickly as expected. However, projects which

are not completed will impact on the completion of projects planned for next year as staff will have more work to be completed next year.

14.2. **Community Implication**

14.2.1. The community implications of not completing projects are variable and different for every project. This is dealt with on a project by project basis in the commentary. However, in general delays are not ideal, and undermine the community's confidence in the Council to deliver.

14.3. **Risk Management**

14.3.1. 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 for some assets.
- Further costs which may be incurred in future earthquakes e.g. Council self-insures bridges in conjunction with NZTA funding.
- Risk of delays of work that is intended to mitigate the effects of an event, where the event occurs in the meantime.
- Risk of delays of work to deal with growth that undue effects are created if the growth still occurs.
- Risk of a negative effect on reputation and perception.

14.4. **Health and Safety**

14.4.1. Contracts and work undertaken have been subject to the Councils Procurement and Contract Management Policy and contain minimum requirements, expectations and controls to ensure the Health and Safety Act is being meet.

15. CONTEXT

15.1. **Policy**

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

15.2. **Legislation**

15.2.1. This report has been prepared and provided with reference to the financial provisions relating to the Local Government Act 2002 Subpart 3 – Financial Management, and also follows Financial Reporting Standards.

15.3. **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.

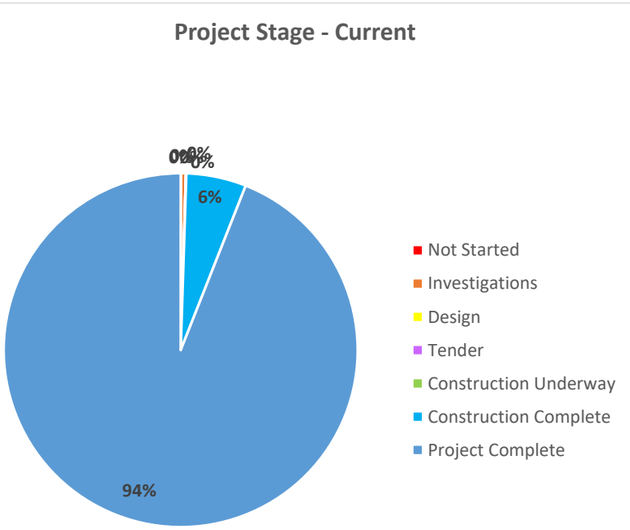
    - Public organisations make every effort to accommodate the views of people who contribute to consultations.”

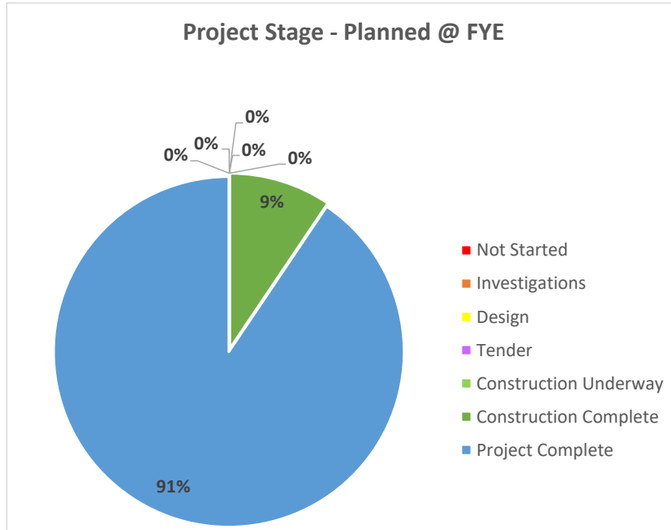
15.4. **Delegations**

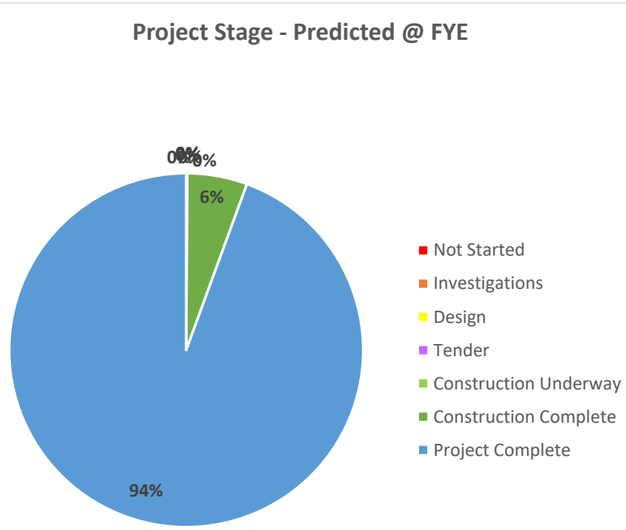
15.4.1. The Audit and Risk Committee have delegation to monitor the performance of the Council in delivering its programme, and take steps as it sees appropriate.

Roading Capital Works Programme - 2020-2021 Financial Year - December 2020 Quarter

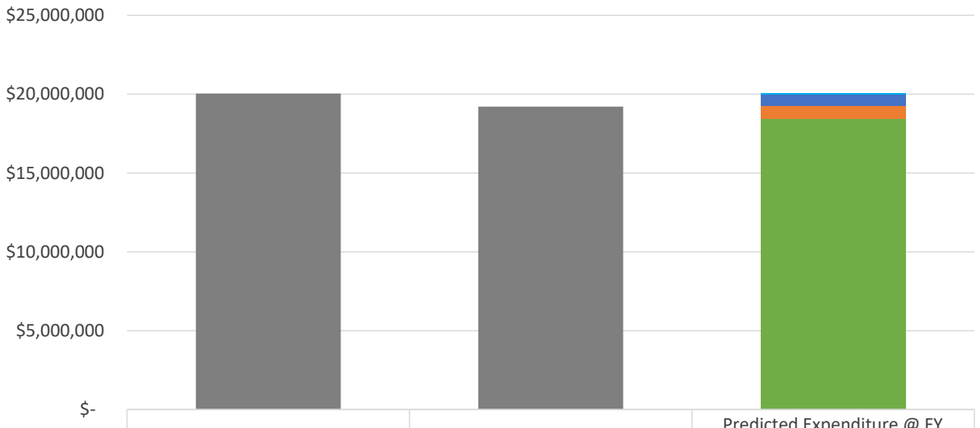
SUMMARY





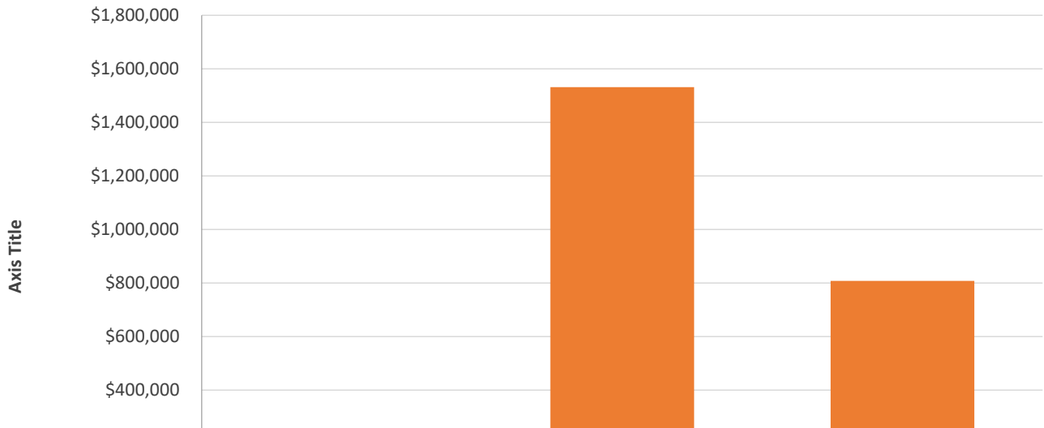


Financial Summary

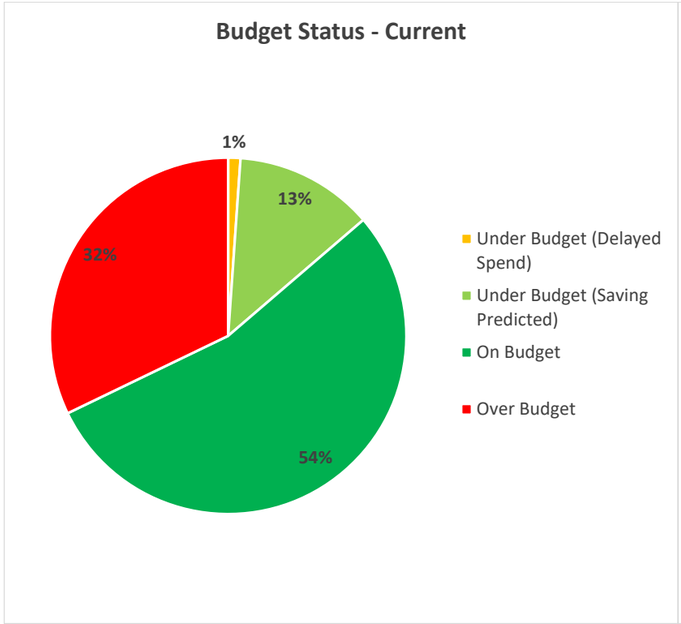


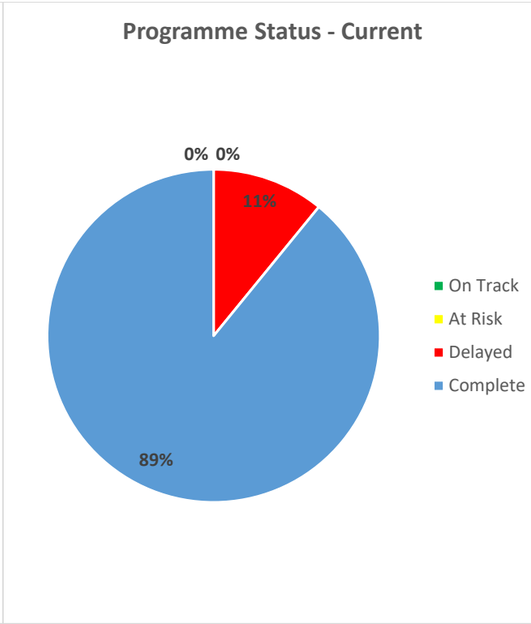
	Full Year Budget	Actual Expenditure YTD	Predicted Expenditure @ FY End
Saving			$58,945
Carryover (unspent)			$723,207
Carryover (WIP)			$808,349
Risk to be Carryover			$-
Spend in FY			$18,445,411
Total	$20,035,912	$19,207,648	

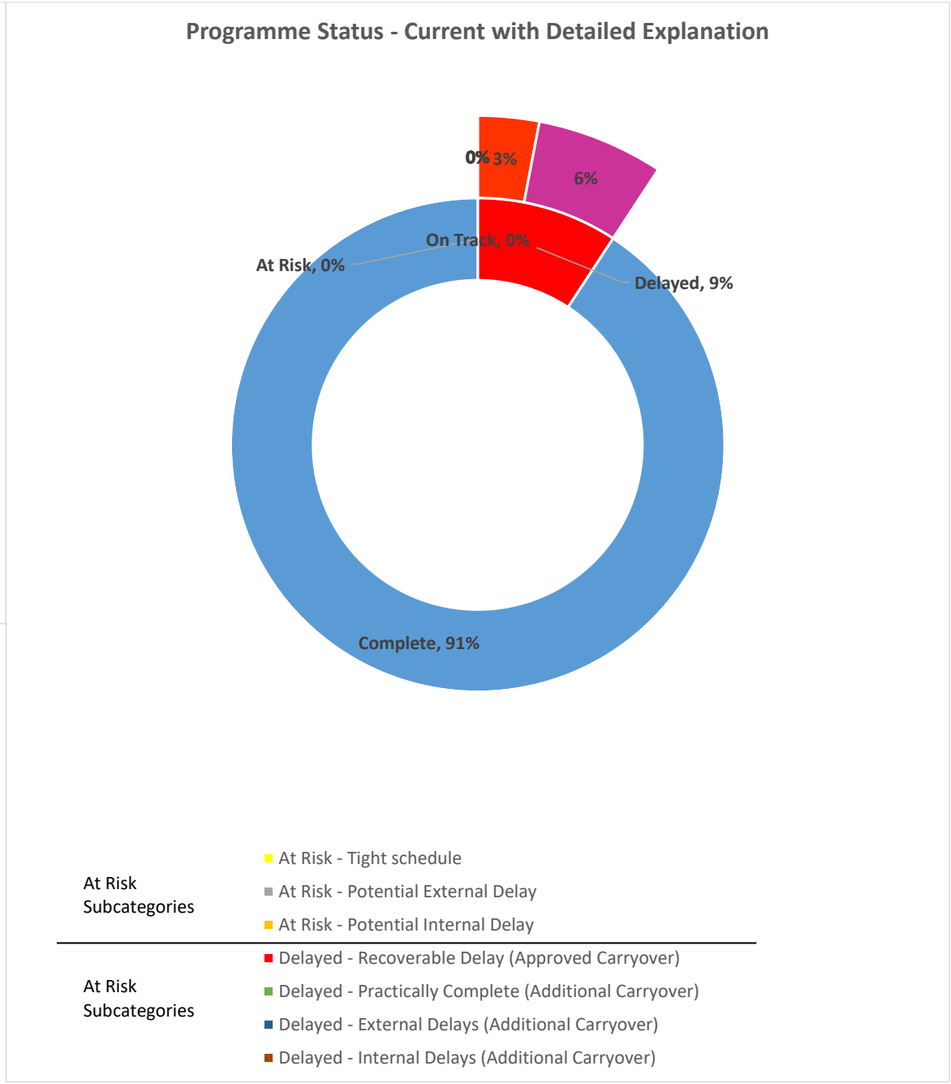
Carryovers Summary



	Planned Budget Carryover	Predicted Budget Carryover	Predicted Expenditure Carryover
At Risk Carryovers	$-	$-	$-
Predicted Carryovers	$-	$1,531,556	$808,349
Planned Carryovers	$-	$-	$-







DEFINITIONS

Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
Unspent Budget	Budget that will not be spent this financial year. This can be both a budget saving (e.g: due to projects being delivered for less than budgeted) or delayed budget spend (i.e.: budget that will be spent next financial year).
Programme - On Track	Refers to projects where the project work this FY is expected to be delivered by FYE.
Programme - At Risk	Refers to projects where the project work this FY is currently at risk of not being delivered by FYE. These are the projects that need to be resourced and monitored carefully to ensure they are delivered to programme.
Programme - Delayed	Refers to projects where the project work this FY will not be delivered by FYE. These projects are signalled as predicted carryover (if single or multi-year current), if not already shown as a planned carryover (if multi-year future).
On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
Under Budget (Delayed Spend)	Refers to projects where it is not expected to spend the budget this FY. These projects are to be signalled as either a planned (if multi-year future) or predicted carryover (if single or multi-year current).
Under Budget (Saving Predicted)	Refers to projects where the project work this FY is expected to be delivered under budget. This includes projects that will be completed this financial year and delivered under budget or (if multi-year future) the unspent budget will not be carried forward to the next FY.
Approved Carryover	Refers to the projects where the €carryovers for multi-year projects that were approved as part of the AP/LTP.
Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identifed are realised.

Account Number	Project Name	Project Title	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Sum of Full Year Revised Budget	Sum of Actual Expenditure YTD	Sum of Final Forecast Expenditure at FYE	Predicted Budget Status at FYE - Current	Comments
100184	Lighting replacement	Street Lighting	Project Complete	Complete	$ 442,175	$ 363,065	$ 363,065	On Budget	Complete
100337	LED replacement	Street Lighting	Project Complete	Complete	$ 71,368	$ 57,085	$ 57,085	Under Budget (Saving Predicted)	Completed within Street Light Maintenance Contract. NZTA budget is $57,000. Install completed
					$ 513,543	**$ 420,150**	**$ 420,150**		
100180	Drainage Renewals - K & C	Drainage Renewals (All sites)	Project Complete	Complete	$ 33,953	$ 37,524	$ 37,524	Over Budget	Complete
100362	Drainage Renewals - Culverts	Drainage Renewals (All sites)	Project Complete	Complete	$ 242,590	$ 125,694	$ 125,694	Under Budget (Saving Predicted)	Complete - significantly lower expenditure than previously predicted
100751	Professional fees	Drainage Renewals (All sites)	Project Complete	Complete	$ 80,069	$ 100,808	$ 100,808	Over Budget	Complete
101482	K&C Renewal – Ivory St (Alfred to Buckham)	Drainage Renewals (All sites)	Project Complete	Complete	$ 205,000	$ 201,294	$ 201,294	On Budget	Complete
101657	K&C Renewal - Percival St (Victoria St - George St)	Drainage Renewals (All sites)	Project Complete	Delayed	$ 210,000	$ 185,307	$ 185,307	On Budget	Construction underway - was not complete by end of June. Remaining spend will be funded from 21 / 22 budget
101658	K&C Renewal - Percival St (Johns Rd - Victoria St)	Drainage Renewals (All sites)	Project Complete	Complete	$ 15,000	$ 13,994	$ 13,994	On Budget	Complete
101659	K&C Renewal - Bush St (Johns Rd - Watson Pl)	Drainage Renewals (All sites)	Project Complete	Complete	$ 45,000	$ 32,908	$ 32,908	Under Budget (Saving Predicted)	Complete
101660	K&C Renewal - Johns Rd (King St - Will Pl)	Drainage Renewals (All sites)	Project Complete	Complete	$ 75,000	$ 55,027	$ 55,027	Under Budget (Saving Predicted)	Complete
101715	K&C Renewal - Williams St (Cass St - Sewell St)	Drainage Renewals (All sites)	Project Complete	Complete	$ 45,000	$ 34,304	$ 34,304	Under Budget (Saving Predicted)	Complete
					$ 951,612	**$ 786,861**	**$ 786,861**		
101232	Footpath Reconstruction	Footpath Reconstruction (all sites)	Project Complete	Complete	$ 447,046	$ 285,860	$ 285,860	Under Budget (Saving Predicted)	Complete
101492	Footpath Recon - Ivory St (Alfred to Buckham)	Footpath Reconstruction (all sites)	Project Complete	Complete	$ 225,000	$ 231,034	$ 231,034	On Budget	Complete
101651	Footpath Recon - Otaki St (No. 94 - Adderley Tce)	Footpath Reconstruction (all sites)	Project Complete	Complete	$ -	$ -	$ -	On Budget	Site withdrawn from programme, and will be replaced with another section along Williams Street. (PJ101716.000.5134 - budget $25,000)
101652	Footpath Recon - Percival St (Victoria St - George St)	Footpath Reconstruction (all sites)	Project Complete	Delayed	$ 155,000	$ 51,784	$ 51,784	Under Budget (Delayed Spend)	Construction underway - was not complete by end of June. Remaining spend will be funded from 21 / 22 budget
101653	Footpath Recon - Percival St (Johns St - Victoria St)	Footpath Reconstruction (all sites)	Construction Underway	Complete	$ 10,000	$ 12,273	$ 12,273	Over Budget	Complete
101654	Footpath Recon - Bush St (Johns Rd - Watson Pl)	Footpath Reconstruction (all sites)	Project Complete	Complete	$ 25,000	$ 17,474	$ 17,474	Under Budget (Saving Predicted)	Complete
101655	Footpath Recon - Johns Rd (King St - Will Pl)	Footpath Reconstruction (all sites)	Project Complete	Complete	$ 50,000	$ 38,796	$ 38,796	Under Budget (Saving Predicted)	Complete
101716	Footpath Recon - Williams St (Cass St - Sewell St)	Footpath Reconstruction (all sites)	Project Complete	Complete	$ 25,000	$ 13,798	$ 13,798	Under Budget (Saving Predicted)	Complete
					$ 937,046	**$ 651,020**	**$ 651,020**		
100185	Minor Improvements	Minor Improvements (all sites)	Project Complete	Complete	$ 104,750	$ 480,038	$ 480,038	Over Budget	Complete
101498	Intersection improvement Swannanoa Rd / Johns Rd	Minor Improvements (all sites)	Project Complete	Complete	$ 23,000	$ 39,010	$ 39,010	Over Budget	Complete
101503	Intersection improvement Main North Rd at Hellers	Minor Improvements (all sites)	Project Complete	Complete	$ 35,000	$ 35,000	$ 35,000	On Budget	Complete
100489	Southbrook ODP	ODP	Project Complete	Complete	$ 1,356,951	$ 1,305,709	$ 1,305,709	On Budget	Complete
100341	Minor Lighting Upgrades	Minor Improvements (all sites)	Project Complete	Complete	$ 30,000	$ 32,197	$ 32,197	Over Budget	Complete
101636	Minor Improvements - Blackett Street / Ayers Street	Minor Improvements (all sites)	Project Complete	Complete	$ 16,000	$ 20,107	$ 20,107	Over Budget	Complete
101637	Minor Improvements - Solander Road / Whakatipu Street	Minor Improvements (all sites)	Project Complete	Complete	$ -	$ 17,213	$ 17,213	Over Budget	Complete
101638	Minor Improvements - Fuller Street Pedestrian Refuge	Minor Improvements (all sites)	Project Complete	Complete	$ 10,000	$ 12,025	$ 12,025	Over Budget	Complete
101639	Minor Improvements - North Eyre Rd / McHugh Rd / No. 10 Rd	Minor Improvements (all sites)	Project Complete	Complete	$ 30,000	$ 46,413	$ 46,413	Over Budget	Complete
101640	Minor Improvements - Boundary Rd / Fawcetts Rd	Minor Improvements (all sites)	Project Complete	Complete	$ 15,000	$ 17,477	$ 17,477	Over Budget	Complete
101641	Minor Improvements - Ashley School Safety Improvements	Minor Improvements (all sites)	Project Complete	Complete	$ 15,000	$ 13,650	$ 13,650	On Budget	Complete
101642	Minor Improvements - Rangiora New Life School Improvements	Minor Improvements (all sites)	Investigations	Complete	$ -	$ -	$ 0	On Budget	The "Innovative Streets" project planned this year has delayed this project. This funding was re-allocated to Tuahiwi Minor Improvements

Account Number	Project Name	Project Title	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Sum of Full Year Revised Budget	Sum of Actual Expenditure YTD	Sum of Final Forecast Expenditure at FYE	Predicted Budget Status at FYE - Current	Comments
100184	Lighting replacement	Street Lighting	Project Complete	Complete	$ 442,175	$ 363,065	$ 363,065	On Budget	Complete
101643	Minor Improvements - Swannanoa School Safety Improvements	Minor Improvements (all sites)	Project Complete	Complete	$ 23,000	$ 20,543	$ 20,543	On Budget	Complete
101644	Minor Improvements - Tuahiwi Improvements	Minor Improvements (all sites)	Project Complete	Complete	$ 195,000	$ 212,656	$ 212,656	Over Budget	Complete
101645	Minor Improvements - Coldstream Rd Improvements	Minor Improvements (all sites)	Project Complete	Complete	$ -	$ -	$ -	On Budget	Complete
101646	Minor Improvements - Woodend Threshold (West of Ravenswood)	Minor Improvements (all sites)	Project Complete	Complete	$ 24,000	$ 23,724	$ 23,724	On Budget	Complete
101647	Minor Improvements - Tram Rd Path Extension	Minor Improvements (all sites)	Project Complete	Complete	$ 35,000	$ 35,000	$ 33,753	On Budget	Complete
101648	Minor Improvements - Upper Sefton Rd Guard Rail	Minor Improvements (all sites)	Project Complete	Complete	$ 108,000	$ 108,942	$ 108,942	On Budget	Complete
101649	Minor Improvements - Ashley Gorge Route Improvements	Minor Improvements (all sites)	Project Complete	Complete	$ 15,000	$ -	$ 15,000	On Budget	Appears to have been charged to Signage Renewals
101101	West Rangiora Route Improvement	TRIP	Project Complete	Complete	$ -	$ 100	$ 100	Over Budget	complete
101724	Peraki St Cycleway (physical works)	Cycleway Programme (all sites)	Project Complete	Delayed	$ 750,000	$ 729,214	$ 723,214	On Budget	Approx $50,000 of works will not be completed prior to end of June. Project to carry over as WIP
101725	Williams St Cycleway (Main North Rd to Vickery)	Cycleway Programme (all sites)	Project Complete	Complete	$ 121,000	$ 118,742	$ 118,742	On Budget	Complete
101726	Rangiora Woodend Rd (at Chinnerys Rd)	Cycleway Programme (all sites)	Project Complete	Complete	$ 10,000	$ 10,122	$ 10,122	On Budget	Complete
101727	Lineside Rd Share Path	Cycleway Programme (all sites)	Project Complete	Complete	$ 75,000	$ 78,073	$ 78,073	On Budget	Complete
101728	Cycle Network Plan Development	Cycleway Programme (all sites)	Project Complete	Complete	$ 45,000	$ 57,752	$ 57,752	Over Budget	Complete for this year.
					$ 3,036,701	**$ 3,423,756**	**$ 3,431,509**		
					$ -	$ -	$ -		
100189	West Rangiora ODP	ODP	Project Complete	Complete	$ 336,296	$ 355,948	$ 355,948	Over Budget	Complete
100190	Silverstream New Arterial Rd ODP Dev Contn	ODP	Project Complete	Delayed	$ 50,000	$ 48,603	$ 48,603	On Budget	Sub-division close out yet to be completed, as well as costs associated with the WDC owned properties (improvements, hedge maintenance). Discussions to be had with Property team. Note costs exclude these property costs
100191	Silverstream Collector Rd (Adderley-Island)	ODP	Project Complete	Complete	$ 1,021,000	$ 1,021,000	$ 1,021,000	On Budget	Complete
100199	West Kaiap Silverstream New Arterial Rd	ODP	Project Complete	Delayed	$ 50,000	$ 40,008	$ 40,008	On Budget	Sub-division close out yet to be completed, as well as costs associated with the WDC owned properties (improvements, hedge maintenance). Discussions to be had with Property team. Note costs exclude these property costs
					$ 1,457,296	**$ 1,469,899**	**$ 1,469,899**		
100179	Pavement Rehabilitation	Maintenance Contract	Project Complete	Complete	$ 1,314,230	$ 1,071,511	$ 1,071,511	On Budget	Complete
					$ 1,314,230	**$ 1,071,511**	**$ 1,071,511**		
100178	Remetalling	Maintenance Contract	Project Complete	Complete	$ 494,877	$ 493,041	$ 493,041	On Budget	Complete
					$ 494,877	**$ 493,041**	**$ 493,041**		
100181	Routine Resealing and Resurfacing	Maintenance Contract	Project Complete	Complete	$ 1,882,139	$ 1,333,598	$ 1,333,598	Under Budget (Saving Predicted)	Complete
100182	Resurfacing - Thin Asphaltic	Maintenance Contract	Project Complete	Complete	$ 255,016	$ 812,132	$ 812,132	Over Budget	Complete
					$ 2,137,155	**$ 2,145,730**	**$ 2,145,730**		
100361	Council Performed Work	Sub-division contribution programme	Project Complete	Complete	$ 143,469	$ 9,516	$ 9,516	Under Budget (Saving Predicted)	Complete for year
100364	Direct Payments to Developers	Sub-division contribution programme	Project Complete	Complete	$ 15,908	$ 49,250	$ 49,250	Over Budget	Comepleted for year
101468	Ravenswood – Urbanisation of Rangiora Woodend Road	Sub-division contribution programme	Project Complete	Complete	$ 17,000	$ 25,000	$ 25,000	Over Budget	Complete
100748	West Belt Extension to Townsend Rd	Sub-division contribution programme	Project Complete	Complete	$ -	$ 1,584	$ 1,584	Over Budget	Complete
101705	Burgesses Rd Seal Extension	Sub-division contribution programme	Project Complete	Complete	$ 13,000	$ 22,048	$ 13,000	On Budget	Completed by Sicon. Council Share only, with residents funding the remaining 50%. Council share only shown. Carl to issue proforma invoice to developer
101706	Rangiora Woodend Road Asphalt Surfacing	Sub-division contribution programme	Project Complete	Complete	$ 50,000	$ 101,210	$ 101,210	Over Budget	Completed by Sicon. 50% of this cost will be on-charged to developer.
101707	Loburn Kowai Road Upgrade	Sub-division contribution programme	Project Complete	Complete	$ 11,000	$ 10,536	$ 10,536	On Budget	Completed
101708	Cone Street Upgrade Stage 2	Sub-division contribution programme	Tender	Complete	$ 10,000	$ 8,015	$ 8,015	On Budget	Site rscheduled to 21/22. Allocate new budget from 21/22 year.
101059	Cone St Upgrade	Sub-division contribution programme	Project Complete	Complete	$ -	$ -	$ -	On Budget	Complete

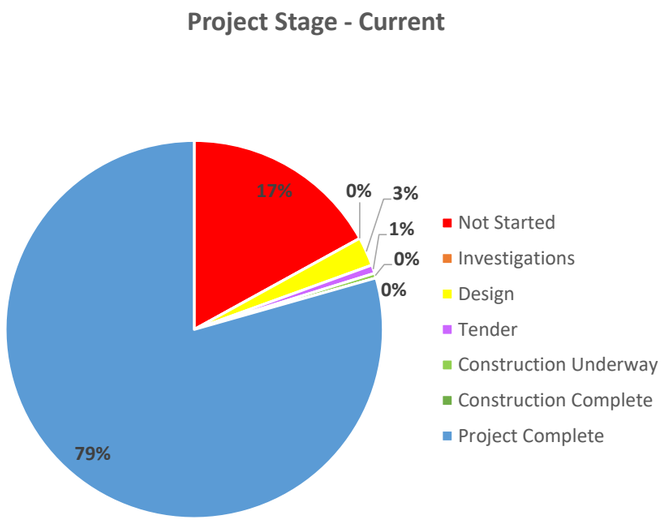
Account Number	Project Name	Project Title	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Sum of Full Year Revised Budget	Sum of Actual Expenditure YTD	Sum of Final Forecast Expenditure at FYE	Predicted Budget Status at FYE - Current	Comments
100184	Lighting replacement	Street Lighting	Project Complete	Complete	$ 442,175	$ 363,065	$ 363,065	On Budget	Complete
101477	Pentecost Road Upgrade in Conjunction with New School	Sub-division contribution programme	Project Complete	Complete	$ 13,000	$ 12,718	$ 12,718	On Budget	Complete
101704	Oakville Estates - 29 Pentecost Rd	Sub-division contribution programme	Project Complete	Complete	$ 72,000	$ 62,228	$ 62,228	On Budget	Complete
(blank)		Sub-division contribution programme	Project Complete	Complete	$ -		$ -		
			Project Complete	Complete	$ -		$ -		
101720	Two Roads - Gladstone Rd & Petries Rd Urbanisation	Sub-division contribution programme	Project Complete	Complete	$ 255,200	$ 255,148	$ 255,148	On Budget	Complete
					$ 600,577	**$ 557,253**	**$ 548,205**		
100359	Town area developments	Car Park Development	Project Complete	Delayed	$ 23,424	$ 11,531	$ 11,531	Under Budget	Delayed - works at Kaiapoi & Woodend underway in 21/22 year
101032	New World Service Lane	TRIP	Project Complete	Complete	$ -	$ 2,621	$ 2,621	Over Budget	Michael to journal the legal fee reimbursement to a revenue code.
100183	Signs Renewal	Maintenance Contract	Project Complete	Complete	$ 465,282	$ 318,439	$ 318,439	Under Budget (Saving Predicted)	Complete
101714	High St Rail Crossing Pedestrian Maze	TRIP	Project Complete	Complete	$ -	$ 19,050	$ 0	Over Budget	This project is claimed through WDC but is 100% subsidised, with no cost to Council.
					$ 465,282	**$ 337,489**	**$ 318,439**		
101506	Land purchase 19 Cones Road	Land Purchase	Construction Complete	Delayed	$ 107,500	$ 6,223	$ 6,223	Under Budget (Delayed Spend)	Delayed due to difficulty in finalising valuations for negotiation of compensation. Both valuers to meet before entering into negotiations with landowner. Once agreed, hedge will be removed, land surveyed and construction of drainage channel to follow
100192	New Passenger Transport Infras	New Passenger Transport Infras	Project Complete	Complete	$ 71,769	$ 52,371	$ 52,371	Under Budget (Saving Predicted)	Complete for year
101034	Rangiora Woodend Road Improvements including Boys Road	TRIP	Project Complete	Complete	$ 31,000	$ 20,524	$ 20,524	Under Budget (Saving Predicted)	Complete
101035	Woodend Improvements in conjunction with NZTA PBC	TRIP	Project Complete	Complete	$ 500,000	$ 542,000	$ 542,000	Over Budget	Complete
101036	Tram Rd safety improvements including McHughs Road	TRIP	Project Complete	Complete	$ 300,000	$ 307,000	$ 307,000	On Budget	Complete for year
101037	Coldstream Rd improvements at Sports Hub	TRIP	Project Complete	Complete	$ 710,000	$ 603,000	$ 603,000	On Budget	Complete
101038	Southbrook Rd Improvements	TRIP	Project Complete	Complete	$ 125,000	$ 109,486	$ 109,486	On Budget	Complete for year - can we carry over remaining budget to 21 / 22?
101100	Kaiapoi to Belfast Cycleway	TRIP	Project Complete	Complete	$ 1,000,000	$ 1,151,596	$ 1,151,596	Over Budget	Contract complete. Remaining spend associated with land purchase and legal survey.
101229	Walking and Cycling Strategy Implementation	Cycleway Programme (all sites)	Project Complete	Complete	$ 367,390	$ 362,891	$ 362,891	On Budget	Complete for year
101264	Skewbridge Rd bridge replacement (Design)	TRIP	INPUT DATE	Delayed	$ 125,000	$ 80,691	$ 80,691	Under Budget (Delayed Spend)	Investigating installation of monitonring cameras. No further traffic modeling to be done.Remaining budget to be carried over
101280	Kaiapoi Park & Ride	Park & Ride (all sites)	Construction Complete	Complete	$ 1,017,000	$ 1,004,921	$ 1,004,921	On Budget	Stage 1 complete. Stage 2 at Kaiapoi South now underway but completon date pushing out beyond end of June due to delays expereienced to date. Expected completion Monday 5th July
101281	Rangiora Park & Ride	Park & Ride (all sites)	Project Complete	Complete	$ 824,000	$ 818,490	$ 884,947	Over Budget	Complete
101388	Ivory St Widening (at Queen)	TRIP	Project Complete	Complete	$ 420,000	$ 475,245	$ 475,245	Over Budget	Complete
101389	Travel Demand MGMT/Modelling	TRIP	Project Complete	Delayed	$ 591,250	$ 63,698	$ 63,698	Under Budget (Delayed Spend)	Work is being undertaken by the Greater Christchurch Partners. Full budget not to be spent this year, budget to carry over.
101390	West Rangiora Roading Improvements	TRIP	Project Complete	Complete	$ 1,660,000	$ 1,518,409	$ 1,518,409	On Budget	Complete
100769	Gladstone Rd – Walking / Cycling Connection	Cycleway Programme (all sites)	Project Complete	Complete	$ 11,100	$ 8,773	$ 8,773	Under Budget (Saving Predicted)	This cost should have been capitalised 19/20
					$ 7,861,009	**$ 7,125,317**	**$ 7,191,773**		
101802	Parsonage Road	(blank)	INPUT DATE	Complete	$ 75,500	$ 229,500	$ 229,500	Over Budget	
101824	Flaxton Rd / Fernside Rd Intersection	(blank)	INPUT DATE	Delayed	$ 120,000	$ 198,281	$ 198,281	Over Budget	

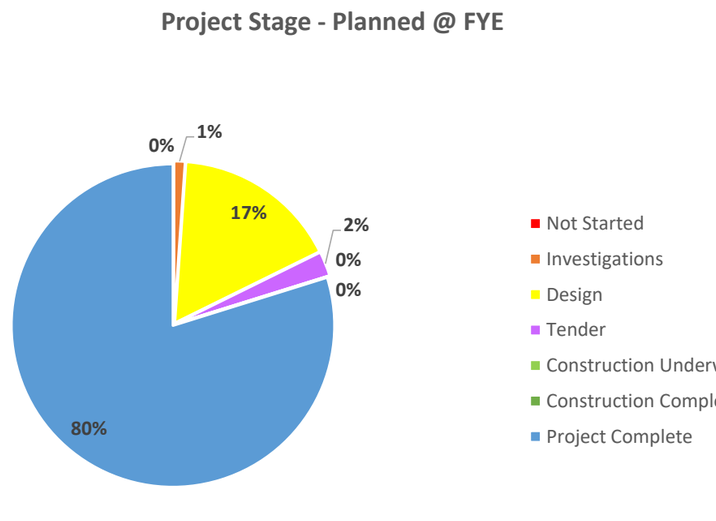
Potential Internal Delay			$ 20,000.00	$ 20,000.00
Grand Total	**$ -**	**$ 3,928,400.00**	**$ 817,500.00**	**$ 4,745,900.00**

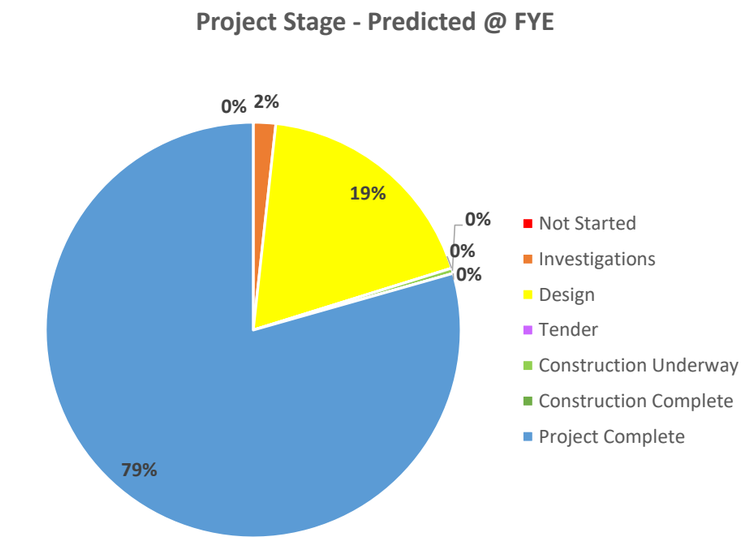
Recoverable Delay (Approved Carryover)	$ 690,000.00	$ 690,000.00
External Delays (Additional Carryover)	$ 107,500.00	$ 107,500.00
Internal Delays (Additional Carryover)	$ 20,000.00	$ 20,000.00

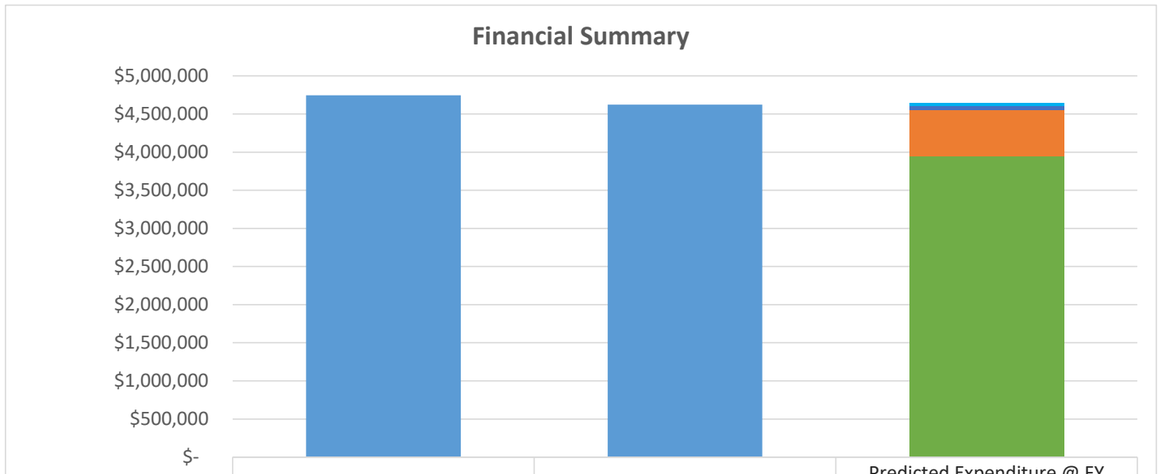
Drainage Capital Works Programme - 2020-2021 Financial Year - June 2021 Quarter

SUMMARY

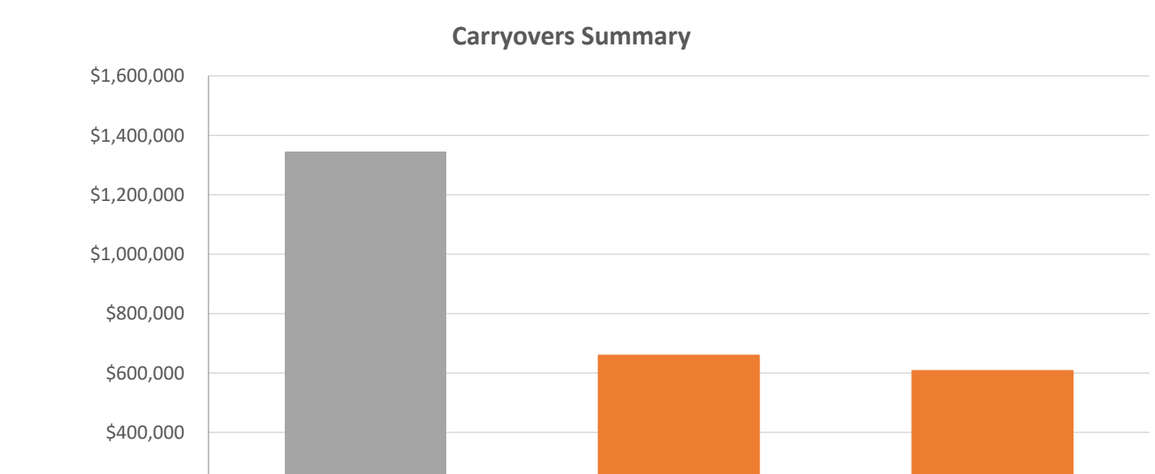








	Full Year Budget	Actual Expenditure YTD	Predicted Expenditure @ FY End
Saving			$41,124
Carryover (unspent)			$51,918
Carryover (WIP)			$607,675
Risk to be Carryover			$-
Spend in FY			$3,946,092
Total	$4,745,900	$4,622,058	

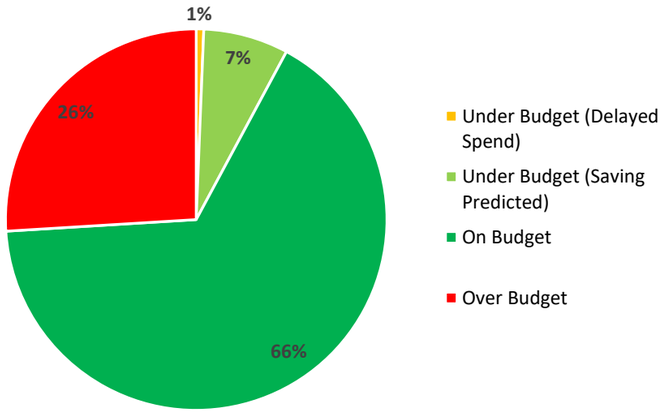


	Planned Budget Carryover	Predicted Budget Carryover	Predicted Expenditure Carryover
At Risk Carryovers	$-	$-	$-
Predicted Carryovers	$-	$659,593	$607,675
Planned Carryovers	$1,343,850	$-	$-

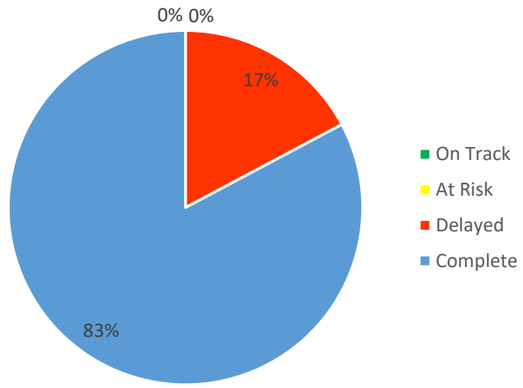
Potential Internal Delay			$ 20,000.00	$ 20,000.00
Grand Total	**$ -**	**$ 3,928,400.00**	**$ 817,500.00**	**$ 4,745,900.00**

Recoverable Delay (Approved Carryover)	$ 690,000.00	$ 690,000.00
External Delays (Additional Carryover)	$ 107,500.00	$ 107,500.00
Internal Delays (Additional Carryover)	$ 20,000.00	$ 20,000.00

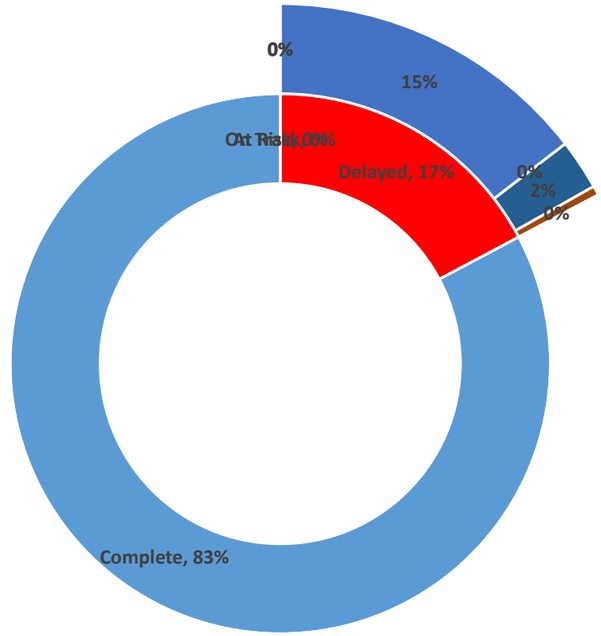
Budget Status - Current



Programme Status - Current



Programme Status - Current with Detailed Explanation



DEFINITIONS

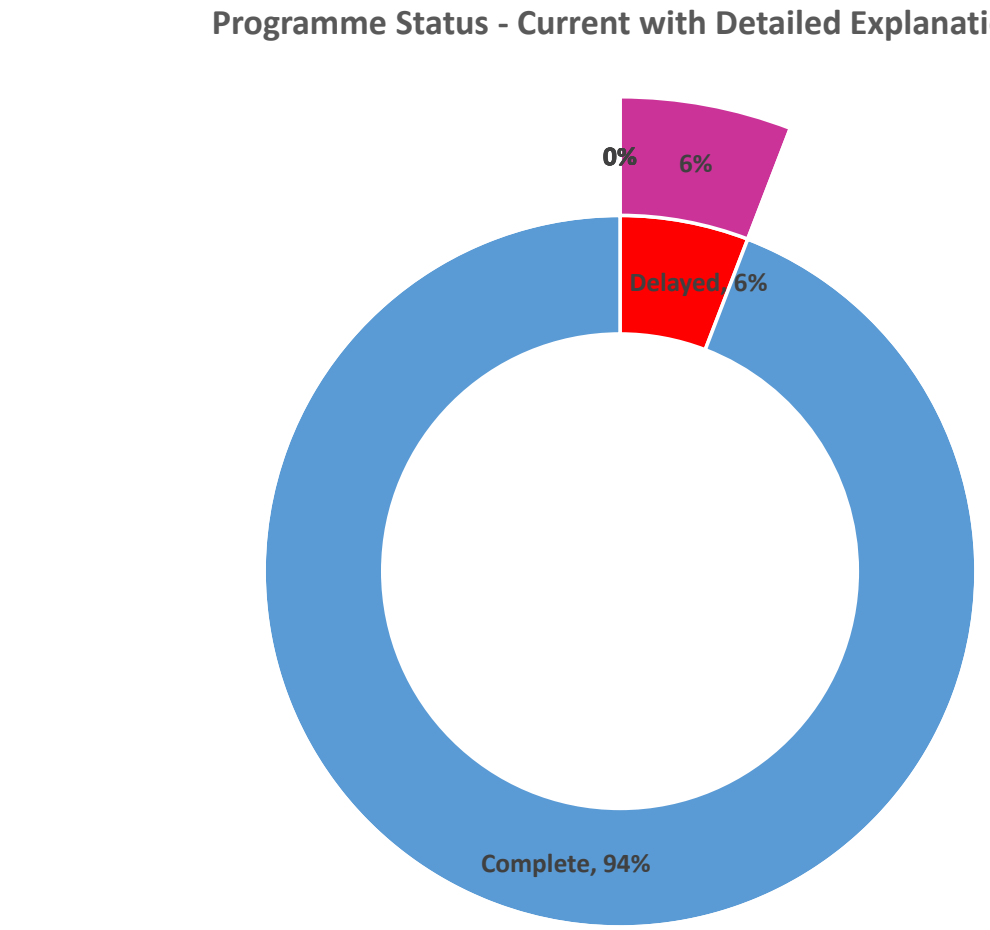
Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
Unspent Budget	Budget that will not be spent this financial year. This can be both a budget saving (e.g: due to projects being delivered for less than budgeted) or delayed budget spend (i.e.: budget that will be spent next financial year).
Programme - On Track	Refers to projects where the project work this FY is expected to be delivered by FYE.
Programme - At Risk	Refers to projects where the project work this FY is currently at risk of not being delivered by FYE. These are the projects that need to be resourced and monitored carefully to ensure they are delivered to programme.
Programme - Delayed	Refers to projects where the project work this FY will not be delivered by FYE. These projects are signalled as predicted carryover (if single or multi-year current), if not already shown as a planned carryover (if multi-year future).
On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
Under Budget (Delayed Spend)	Refers to projects where it is not expected to spend the budget this FY. These projects are to be signalled as either a planned (if multi-year future) or predicted carryover (if single or multi-year current).
Under Budget (Saving Predicted)	Refers to projects where the project work this FY is expected to be delivered under budget. This includes projects that will be completed this financial year and delivered under budget or (if multi-year future) the unspent budget will not be carried forward to the next FY.
Approved Carryover	Refers to the projects where the carryovers for multi-year projects that were approved as part of the AP/LTP.
Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identifed are realised.

Drainage Capital Works Programme - 2020-2021 Financial Year - June 2021 Quarter

Scheme	Account Number	Project Name	Who Controls the timing	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	Actual Expenditure YTD	% Spent (Actual Expenditure / Full Year Revised Budget) Calc	Final Forecast Expenditure at FYE	Planned Carryover of Budget to Next FY	Predicted Carryover of Budget to Next FY	Planned Carryover of Expenditure (WIP) to Next FY	Predicted Carryover of Expenditure (WIP) to Next FY	Programme Status	Comments
Kaiapoi	100131	Underchannel piping	Council	Construction Underway	Project Complete	Construction Underway	Delayed	$ 20,000	$ -	0%	$ 19,235	$ -	$ 20,000	$ -	$ 19,235	On Budget	Underchannel pipework as part of Otaki Street K&C no longer proceeding due to Shovel Ready. Budget to be used for Raven Quay outfall pipe improvements at boat club. CCTV complete, Wastop on 225mm outlet complete and Wastop on 375mm outlet - still to be completed. Invoice for works completed to date ($19,231.43) to be journalled from 10.414.678.2571 to 100131.000.5123 and
	100631	Parnhams Drain PS Upgrade & Access	Council	Project Complete	Project Complete	Project Complete	Complete	$ 110,000	$ 85,300	78%	$ 85,300	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Parnhams Drain PS screen improvements complete. Ohoka Road grill complete.
	101005	Stormwater Minor Improvements	Council	Project Complete	Project Complete	Project Complete	Complete	$ 30,000	$ 26,066	87%	$ 26,066	$ -	$ -	$ -	$ -	On Budget	Complete. Proposed late Journal of $10,000 from 101005 to 100118 (Percival St underchannel pipework) is not able to be completed as this is already set aside to be expensed.
	101519	Kiln Place Upgrade	Council	Not Started	Design	Design	Delayed	$ 30,000	$ 59,291	198%	$ 59,291	$ 30,000	$ 30,000	$ 30,000	$ 59,291	Over Budget	Revised works agreed at February U&R meeting. Design for the sumps still progressing. Additional expenditure related to works identified following the May 2021 flood to upgrade a culvert at the outlet of the Blue Skies system ($54k) - which will be capitalised next FY. Budget next financial year to be used for sump capacity improvements and replacement of the flapgate.
	101520	Raven / Rich Pipe Upgrade	Council	Project Complete	Project Complete	Project Complete	Complete	$ 130,000	$ 142,438	110%	$ 142,438	$ -	$ -	$ -	$ -	Over Budget	Construction works complete. As-built information received.
Kaiapoi Total								**$ 320,000**	**$ 313,095**	**98%**	**$ 332,330**	**$ 30,000**	**$ 50,000**	**$ 30,000**	**$ 78,526**		
Ohoka	101012	Mill Road SMAs	Others	Not Started	Design	Design	Delayed	$ 440,000	$ 549,091	125%	$ 549,091	$ 440,000	$ (10,000)	$ 440,000	$ -	Over Budget	Subdivision works completed early 2021. Land purchase completed. Detailed design and consenting works have commenced, but are still ongoing. Additional $200k budget was approved as part of the LTP for 2021/22 for construction of the SMA, however revised estimate is currently higher than the revised budget. NOTE FINAL AMOUNT TO BE CAPTIALISED AND EXPENSED IN 2020/21 TO BE CONFIRMED BY FINANCE.
Ohoka Total								**$ 440,000**	**$ 549,091**	**125%**	**$ 549,091**	**$ 440,000**	**$ (10,000)**	**$ 440,000**	**$ -**		
Rangiora	100118	Under Channel Piping	Council	Project Complete	Project Complete	Project Complete	Complete	$ 120,000	$ 115,761	96%	$ 115,761	$ -	$ -	$ -	$ -	On Budget	Underchannel pipework as part of Ivory Street K&C (2020/21 programme) is complete. Budget was to be used for Soakpit at 69 River Road, however this was delayed due to consenting issues. Remaining budget used for Percival Street drainage works (underchannel pipework) - complete. Proposed late Journal of $10,000 from 101005 to 100118 (Percival St underchannel costs) unable to be undertaken by finance.
	100551	North Brook Enhancement Work	Council	Not Started	Design	Design	Delayed	$ 100,000	$ 100,981	101%	$ 100,981	$ 100,000	$ 100,000	$ 100,000	$ 100,981	On Budget	Structural design, consenting and negotiations with property owners for the replacement of the Kowhai Avenue retaining wall. Investigations work to confirm preferred option for retaining wall replacement done - memo to Manager in May. Project is shown as "delayed" due to uncertainty with consenting process, and delay to design commencement.
	100847	Minor improvements	Council	Project Complete	Project Complete	Project Complete	Complete	$ 60,000	$ 45,038	75%	$ 45,038	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Improve drainage at Seddon / Ayers. Coldstream Road grill replacement - Complete. Also E/O payment of Cone Street - Complete.
	100848	North Brook - Janelle to White	Council	Project Complete	Project Complete	Project Complete	Complete	$ 180,000	$ 214,257	119%	$ 214,257	$ 180,000	$ (34,257)	$ 180,000	$ -	Over Budget	Construction work complete. As-built has been submitted. Additional works associated with sediment control issues have pushed the works over budget by about $30k and delayed the programme. Final walk-through inspection complete.
	100849	Whiltshire Green Pipework Upgrade	Council	Design	Tender	Design	Delayed	$ 120,000	$ 115,282	96%	$ 115,282	$ 120,000	$ 120,000	$ 120,000	$ 115,282	On Budget	Option development, landowner consultation, design of upgrades and tendering. Currently working through landowner agreements. Tendering has now been delayed to next financial year.
	101159	Pentecost Rd Stormwater Main	Council	Project Complete	Project Complete	Project Complete	Complete	$ 900,000	$ 930,974	103%	$ 930,974	$ -	$ -	$ -	$ -	On Budget	Physical works completed, including separable portions A, B and C. Planting to be undertaken next financial year under a new budget.
	101168	Pentecost Rd SMA	Others	Project Complete	Project Complete	Project Complete	Complete	$ 250,000	$ 211,029	84%	$ 211,029	$ -	$ -	$ -	$ -	On Budget	Physical works completed, including separable portions A, B and C. Planting to be undertaken next financial year under a new budget.
	101262	Flaxton Road Urbanisation	Council	Project Complete	Project Complete	Project Complete	Complete	$ 100,000	$ 99,803	100%	$ 99,803	$ -	$ -	$ -	$ -	On Budget	Drain work and planting complete.
	101348	Ashley St Pipe Upgrades	Council	Not Started	Investigations	Investigations	Complete	$ 20,000	$ 24,977	125%	$ 25,000	$ 20,000	$ 20,000	$ 20,000	$ 25,000	Over Budget	Investigations complete and reported to March U&R meeting. Stage 1 to be undertaken next financial year and additional budget for Stage 2 (design and construction) requested as part of the LTP.
	101349	Eastbelt Rain Gardens & Soakpits	Council	Project Complete	Project Complete	Project Complete	Complete	$ 100,000	$ 66,877	67%	$ 66,877	$ 100,000	$ 60,000	$ 100,000	$ 26,877	Under Budget (Saving Predicted)	Soakpit works complete ($40k). Rain garden investigation complete. Design development, including soakage testing, to be undertaken in 2021/22 and construction in 2022/23.
	101351	Lineside Rd Drainage Upgrades	Council	Project Complete	Project Complete	Project Complete	Complete	$ 630,000	$ 513,972	82%	$ 514,000	$ -	$ -	$ -	$ -	On Budget	Construction complete. Asbuilts submitted to AIM.
	101473	Johns to Fraser Stormwater Pipeline	Council	Project Complete	Project Complete	Project Complete	Complete	$ 645,000	$ 649,697	101%	$ 649,697	$ -	$ -	$ -	$ -	On Budget	Physical works complete. Asbuilts, PS4 for footbridge and code compliance certificate received. Post construction dilapidation reporting complete - no issues identified.
	101622	Daniel Smith stormwater project	Others	Project Complete	Project Complete	Project Complete	Complete	$ 171,350	$ 171,350	100%	$ 171,350	$ 171,350	$ 171,350	$ 171,350	$ 171,350	On Budget	Report to Council June meeting to request budget to be brought forward. Note this was a historical payment made to the developer for extra over to service land outside of the development area in Southbrook.
Rangiora Total								**$ 3,396,350**	**$ 3,259,999**	**96%**	**$ 3,260,049**	**$ 691,350**	**$ 437,093**	**$ 691,350**	**$ 439,490**		
Coastal Urban	101517	School Road Drainage Upgrade	Council	Not Started	Investigations	Investigations	Complete	$ 10,000	$ 235	2%	$ 3,996	$ 10,000	$ 10,000	$ 10,000	$ 3,996	Under Budget (Saving Predicted)	Summary report on investigation work and next steps presented to May U&R meeting. PDU time and costs for 2020/21 year to be transferred from Opex ledger (email sent 29/07/21).
	101518	Norton Place Drainage Upgrade	Council	Not Started	Investigations	Investigations	Complete	$ 5,000	$ 2,245	45%	$ 2,245	$ 5,000	$ 5,000	$ 5,000	$ 2,245	Under Budget (Saving Predicted)	Early investigations phase complete and summary report presented to May U&R meeting. Design works 2021/22 and construction 2022/23.
	100999	Stormwater Minor Improvements	Council	Project Complete	Project Complete	Project Complete	Complete	$ 15,000	$ 35,179	235%	$ 35,179	$ -	$ -	$ -	$ -	Over Budget	Physical works complete. System working as a bubble up until the Roading improvement works are completed in 2021/22 (subject to budget availability).
Coastal Urban Total								**$ 30,000**	**$ 37,659**	**126%**	**$ 41,420**	**$ 15,000**	**$ 15,000**	**$ 15,000**	**$ 6,241**		
District Drainage	101297	Whites Rd Upgrade Stage 2	Council	Project Complete	Project Complete	Project Complete	Complete	$ 175,000	$ 132,364	76%	$ 132,364	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Construction works complete, inlcuding Mainpower work. As-builts submitted.
	101298	Wetherfield Lane Improvement Works	Council	Tender	Design	Design	Complete	$ 40,000	$ 33,619	84%	$ 33,619	$ 40,000	$ 40,000	$ 40,000	$ 33,619	On Budget	Design and tender preparation for Roscrea Place upgrades, McHughs Road upgrades and Wetherfield Lane improvements.
	101299	Mandeville Resurgence Channel Diversion/Upgra	Council	Not Started	Investigations	Investigations	Complete	$ 20,000	$ 10,291	51%	$ 20,290	$ 20,000	$ 20,000	$ 20,000	$ 20,290	On Budget	Investigation and options refinement for the Mandeville Resurgence Channel Diversion/Upgrade, inlcuding modelling and workshops - complete. Note need to confirm where final invoices from Beca were charged.
	101266	Lehmans Rd Drain Upgrade Stage 1	Council	Project Complete	Project Complete	Project Complete	Complete	$ 27,050	$ 28,057	104%	$ 28,057	$ -	$ -	$ -	$ -	On Budget	Physical works complete.
	100502	Flood Response Ohoka Rural	Council	Project Complete	Project Complete	Project Complete	Complete	$ -	$ 15,190	#DIV/0!	$ -	$ -	$ -	$ -	$ -	Over Budget	Expenditure to be expensed. Was supposed to be expensed last financial year, but was incorrectly carried over as WIP.
	101471	Cones Road Land Purchase	Council	Not Started	Design	Investigations	Delayed	$ 107,500	$ 39,509	37%	$ 29,509	$ 107,500	$ 107,500	$ 107,500	$ 29,509	Under Budget (Delayed Spend)	Land purchase negotiations progressing - although the initial valuation prepared on behalf of the landowner is signficantly higher than the Council's valuation. Land purchase to be partially paid for by Roading as well as Drainage. Design to commence once land purchase agreements are sufficiently progressed. Delayed will require a carryover. Late journal of approx $10k BECA costs to Mandeville resurgence yet to be done by finance.
District Drainage Total								**$ 369,550**	**$ 259,029**	**70%**	**$ 243,839**	**$ 167,500**	**$ 167,500**	**$ 167,500**	**$ 83,418**		
Oxford	101010	Stormwater Minor Improvements	Council	Project Complete	Project Complete	Project Complete	Complete	$ 10,000	$ 22,750	228%	$ 22,750	$ -	$ -	$ -	$ -	Over Budget	$22,750 for additional sump work undertaken as part of the Flannigans Drain project.
	101367	Flannigans Drain Upgrade	Council	Project Complete	Project Complete	Project Complete	Complete	$ 105,000	$ 131,255	125%	$ 131,255	$ -	$ -	$ -	$ -	Over Budget	Late carryover from 19/20 due to COVID-19 related delays. Budget should be $105,000 and final expenditure $131,255 (25% over budget).
Oxford Total								**$ 115,000**	**$ 154,005**	**134%**	**$ 154,005**	**$ -**	**$ -**	**$ -**	**$ -**		

Drainage Capital Works Programme - 2020-2021 Financial Year - June 2021 Quarter

Scheme	Account Number	Project Name	Who Controls the timing	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	Actual Expenditure YTD	% Spent (Actual Expenditure / Full Year Revised Budget) Calc	Final Forecast Expenditure at FYE	Planned Carryover of Budget to Next FY	Predicted Carryover of Budget to Next FY	Planned Carryover of Expenditure (WIP) to Next FY	Predicted Carryover of Expenditure (WIP) to Next FY	Programme Status	Comments
Kaiapoi	100131	Underchannel piping	Council	Construction Underway	Project Complete	Construction Underway	Delayed	$ 20,000	$ -	0%	$ 19,235	$ -	$ 20,000	$ -	$ 19,235	On Budget	Underchannel pipework as part of Otaki Street K&C no longer proceeding due to Shovel Ready. Budget to be used for Raven Quay outfall pipe improvements at boat club. CCTV complete, Wastop on 225mm outlet complete and Wastop on 375mm outlet - still to be completed. Invoice for works completed to date ($19,231.43) to be journalled from 10.414.678.2571 to 100131.000.5123 and
Water Zone	101371	ZIPA Minor Capital Works	Others	Project Complete	Project Complete	Project Complete	Complete	$ 50,000	$ 30,152	60%	$ 43,000	$ -	$ -	$ -	$ -	On Budget	Taranaki Stream Reserve - Fencing, biodiversity and amenity ($10k) - Complete. Kaiapoi River - Tidal planting ($10k) - Complete. South Brook (Townsend Field) - Fencing, biodiversity and amenity ($10k) - Complete. Jeffs Drain planting to create low flow channel and Gressons Road drain shading ($15k) - Complete. Note $10k for Greenspace Rangers time to be journalled by Mike Kwant. Forestdale Wetland - Fencing and weed control ($20k). Note no longer able to be carried out this year as resource consent now required for weed removal / fencing.
Water Zone Total								**$ 50,000**	**$ 30,152**	**60%**	**$ 43,000**	**$ -**	**$ -**	**$ -**	**$ -**		
Stockwater Race	100043	Culvert Replacement	Council	Project Complete	Project Complete	Project Complete	Complete	$ 25,000	$ 19,028	76%	$ 29,125	$ -	$ -	$ -	$ -	Over Budget	New culvert at Patersons Road Intake ($9k) - complete. Tram Road culvert replacement R3J-1 ($10k) - complete. Cust pipeline chamber replacement ($10k) - complete (invoice shown as a commitment in Tech1 but has been paid).
Stockwater Race Total								**$ 25,000**	**$ 19,028**	**76%**	**$ 29,125**	**$ -**	**$ -**	**$ -**	**$ -**		
Grand Total								**$ 4,745,900**	**$ 4,622,058**	**97%**	**$ 4,652,858**	**$ 1,343,850**	**$ 659,593**	**$ 1,343,850**	**$ 607,675**		



At Risk Subcategories	At Risk - Tight schedule
	At Risk - Potential External Delay
	At Risk - Potential Internal Delay
Delayed Subcategories	Delayed - Recoverable Delay (Approved Carryover)
	Delayed - Practically Complete (Additional Carryover)
	Delayed - External Delays (Additional Carryover)
	Delayed - Internal Delays (Additional Carryover)

Water Capital Works Programme - 2020-2021 Financial Year - June 2021 Quarter

Scheme	Project Name	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	Actual Expenditure YTD	% Spent (Actual Expenditure / Full Year Revised Budget) c	Final Forecast Expenditure at FYE	Planned Carryover of Budget to Next FY	Predicted Carryover of Budget to Next FY	Planned Carryover of Expenditure (WIP) to Next FY	Predicted Carryover of Expenditure (WIP) to Next FY	Programme Status	Comments
Rangiora	Pipeline replacements	Project Complete	Complete	$ 450,000	$ 452,377	101%	$ 452,377	$ -	$ -	$ -	$ -	On Budget	All four separable portions have been physically completed by the Water Unit. As built documents have been submitted.
	Rangiora Backflow Preventor Installations	Project Complete	Complete	$ 30,000	$ 29,214	97%	$ 29,214	$ -	$ -	$ -	$ -	On Budget	Works completed.
	Headworks Renewal	Project Complete	Complete	$ 40,000	$ 74,834	187%	$ 74,834	$ -	$ -	$ -	$ -	Over Budget	Works complete.
	Flaxton Road Water Servicing	Project Complete	Complete	$ 170,716	$ 165,965	97%	$ 165,965	$ -	$ -	$ -	$ -	On Budget	Complete.
Rangiora Total				**$ 690,716**	**$ 722,389**	**105%**	**$ 722,389**	**$ -**	**$ -**	**$ -**	**$ -**		
Woodend	Pipeline Renewals	Tender	Complete	$ 10,000	$ 13,429	134%	$ 13,429	$ 10,000	$ 10,000	$ 10,000	$ 13,429	Over Budget	Design is underway with PDU, for tendering late in the current financial year, construction in the new financial year.
	Woodend Backflow Preventor Installations	Project Complete	Complete	$ 30,000	$ 22,232	74%	$ 22,232	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Works completed.
Woodend Total				**$ 40,000**	**$ 48,158**	**120%**	**$ 48,158**	**$ 10,000**	**$ 10,000**	**$ 10,000**	**$ 13,429**		
Ohoka	Ohoka Restrictor Upgrades	Project Complete	Complete	$ 3,600	$ 3,600	100%	$ 3,600	$ -	$ -	$ -	$ -	On Budget	Works completed.
	Ohoka Backflow Preventers	Project Complete	Complete	$ 7,500	$ 3,499	47%	$ 3,499	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Works completed.
Ohoka Total				**$ 11,100**	**$ 7,099**	**64%**	**$ 7,099**	**$ -**	**$ -**	**$ -**	**$ -**		
Mandeville	Mandeville water Pipeline Renewals	Tender	Delayed	$ 40,000	$ 21,641	54%	$ 21,641	$ -	$ 40,000	$ -	$ 21,641	Under Budget (Delayed Spend)	Renewal of water mains on Mandeville scheme as part of ongoing renewals programme. Scheduling is for works to take place after the Fernside sewer upgrades (in the same area) meaning completion is likely to be late, resulting in an unplanned carryover.
	Mandeville Restrictor Upgrades	Project Complete	Complete	$ 50,000	$ 40,405	81%	$ 40,405	$ -	$ -	$ -	$ -	On Budget	Complete.
	Mandeville Storage Upgrade	Design	Complete	$ 10,000	$ 18,919	189%	$ 18,919	$ 10,000	$ 10,000	$ 10,000	$ 18,919	Over Budget	On track with design underway. Projected to spend more budget this year than the allocation, but total project is on track.
Mandeville Total				**$ 100,000**	**$ 80,964**	**81%**	**$ 80,964**	**$ 10,000**	**$ 50,000**	**$ 10,000**	**$ 40,559**		
Kaiapoi	Pipe Replacement	Project Complete	Complete	$ 400,000	$ 470,536	118%	$ 470,536	$ -	$ -	$ -	$ -	Over Budget	Complete Nov 2020.
	Kaiapoi Backflow Preventor Installations	Project Complete	Complete	$ 40,000	$ 38,357	96%	$ 38,357	$ -	$ -	$ -	$ -	On Budget	Works completed.
Kaiapoi Total				**$ 440,000**	**$ 508,893**	**116%**	**$ 508,893**	**$ -**	**$ -**	**$ -**	**$ -**		
Oxford Rural No.1	Oxford Rural No. 1 Restrictor Upgrades	Project Complete	Complete	$ 10,000	$ 771	8%	$ 8,895	$ -	$ -	$ -	$ -	On Budget	Works completed.
Oxford Rural No.1 Total				**$ 10,000**	**$ 771**	**8%**	**$ 8,895**	**$ -**	**$ -**	**$ -**	**$ -**		
Oxford Rural No.2	Pipeline replacements	Tender	Delayed	$ 73,750	$ 46,944	64%	$ 46,944	$ -	$ 73,750	$ -	$ 46,944	Under Budget (Delayed Spend)	This is delayed due to a combination of delays with deisgn, coupled with the risks identified with constructing this project in winter, therefore budget is to be carried over and completed in the new financial year.
	Oxford Rural No. 2 Restrictor Upgrades	Project Complete	Complete	$ 11,000	$ 10,794	98%	$ 10,794	$ -	$ -	$ -	$ -	On Budget	Works completed.
Oxford Rural No.2 Total				**$ 84,750**	**$ 57,738**	**68%**	**$ 57,738**	**$ -**	**$ 73,750**	**$ -**	**$ 46,944**		
Oxford Urban	Pipeline replacements	Project Complete	Complete	$ 125,000	$ 137,548	110%	$ 137,548	$ -	$ -	$ -	$ -	Over Budget	Works completed late June 2021.
	Oxford Urban Backflow Preventer Installations	Project Complete	Complete	$ 10,000	$ 10,199	102%	$ 10,199	$ -	$ -	$ -	$ -	On Budget	Works completed.
	Fire Flow Upgrades (North High Street and Bay Road)	Project Complete	Complete	$ 100,000	$ 100,000	100%	$ 100,000	$ -	$ -	$ -	$ -	On Budget	Works completed late June 2021.
Oxford Urban Total				**$ 235,000**	**$ 247,747**	**105%**	**$ 247,747**	**$ -**	**$ -**	**$ -**	**$ -**		
Summerhill	Summerhill Restrictor Upgrades	Project Complete	Complete	$ 7,000	$ 5,055	72%	$ 5,055	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Works completed.
Summerhill Total				**$ 7,000**	**$ 5,055**	**72%**	**$ 5,055**	**$ -**	**$ -**	**$ -**	**$ -**		
Cust	Cust Water Supply Storage Upgrade	Construction Underway	Complete	$ 40,000	$ 40,000	100%	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	On Budget	This contract has been awarded to OnGrade, with establishment on site planned for April, for completion in mid-August 2021.
	Cust Backflow Preventers	Project Complete	Complete	$ 5,000	$ 5,454	109%	$ 5,454	$ -	$ -	$ -	$ -	Over Budget	Works completed.
	Cust Headworks Renewals	Construction Underway	Complete	$ 200,000	$ 31,877	16%	$ 31,877	$ 200,000	$ 200,000	$ 200,000	$ 31,877	Under Budget (Saving Predicted)	This contract has been awarded to OnGrade, with establishment on site planned for April, for completion in mid-August 2021.
Cust Total				**$ 245,000**	**$ 77,330**	**32%**	**$ 77,330**	**$ 240,000**	**$ 240,000**	**$ 240,000**	**$ 71,877**		
Garrymere	Garrymere Restrictor Upgrades	Project Complete	Complete	$ 5,000	$ 5,985	120%	$ 5,985	$ -	$ -	$ -	$ -	Over Budget	Works completed.
Garrymere Total				**$ 5,000**	**$ 21,212**	**424%**	**$ 21,212**	**$ -**	**$ -**	**$ -**	**$ -**		
District Water	Rangiora UV Treatment Installation	Project Complete	Complete	$ 85,900	$ 25,567	30%	$ 25,567	$ 85,900	$ -	$ 85,900	$ -	Under Budget (Saving Predicted)	This design is no longer progressing until further government direction. Expenditure to date to be expensed, and project recommenced once confidence in direction forward is obtained.
	Kaiapio UV Treatment Implementation	Project Complete	Complete	$ 77,700	$ 27,791	36%	$ 27,791	$ 77,700	$ -	$ 77,700	$ -	Under Budget (Saving Predicted)	This design is no longer progressing until further government direction. Expenditure to date to be expensed, and project recommenced once confidence in direction forward is obtained.
	Domain Rd UV Treatment Implementation - Oxford Urban	Project Complete	Complete	$ 100,000	$ 14,097	14%	$ 14,097	$ 100,000	$ -	$ 100,000	$ -	Under Budget (Saving Predicted)	This design is no longer progressing until further government direction. Expenditure to date to be expensed, and project recommenced once confidence in direction forward is obtained.
	Cust UV Treatment Implemenation	Construction Underway	Complete	$ 125,200	$ 58,481	47%	$ 58,481	$ 125,200	$ 125,200	$ 125,200	$ 58,481	Under Budget (Saving Predicted)	This contract has been awarded to OnGrade, with establishment on site planned for April, for completion in mid-August 2021.
	Pegasus WTP Upgrades	Project Complete	Complete	$ 12,400	$ 26,665	215%	$ 26,665	$ 12,400	$ (14,265)	$ 12,400	$ -	Over Budget	This design is no longer progressing until further government direction. Expenditure to date to be expensed, and project recommenced once confidence in direction forward is obtained.
	Waikuku Beach Campground UV Installation	Design	Delayed	$ 20,000	$ 17,343	87%	$ 17,343	$ 20,000	$ 20,000	$ 20,000	$ 17,343	On Budget	The design is commencing for UV treatment at the Campground source. Deisgn is programmed for 2020/21, and construciton for 2021/22. There has been a delay with design, meaning which is still continuing into 2021/22, however construction will still be completed in the 21/22 finalcial year as planned.
District Water Total				**$ 421,200**	**$ 169,944**	**40%**	**$ 169,944**	**$ 421,200**	**$ 130,935**	**$ 421,200**	**$ 75,824**		
Grand Total				**$ 2,289,766**	**$ 1,947,303**	**85%**	**$ 1,955,427**	**$ 681,200**	**$ 504,685**	**$ 681,200**	**$ 248,633**		

Sum of Full Year R	Column Labels			
Row Labels	INPUT DATE	Complete	Delayed	Grand Total
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Sum of Full Year R	Column Labels			
Row Labels	INPUT DATE	Complete	Delayed	Grand Total
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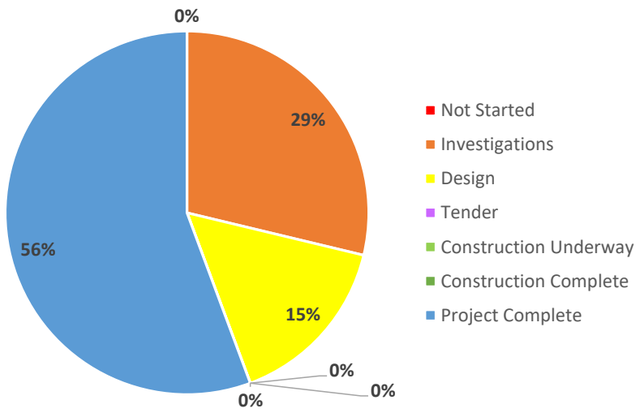
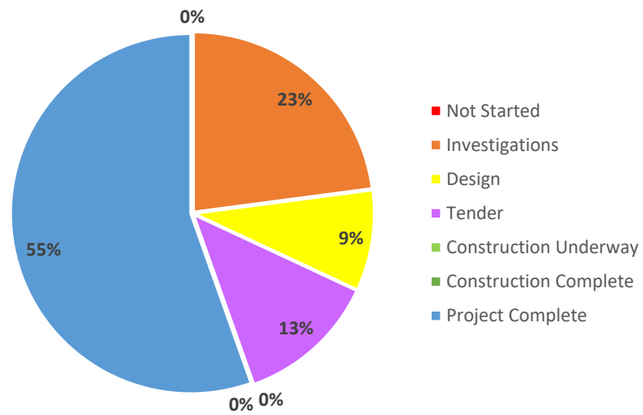
Wastewater Capital Works Programme - 2020-2021 Financial Year - June 2021 Quarter

SUMMARY

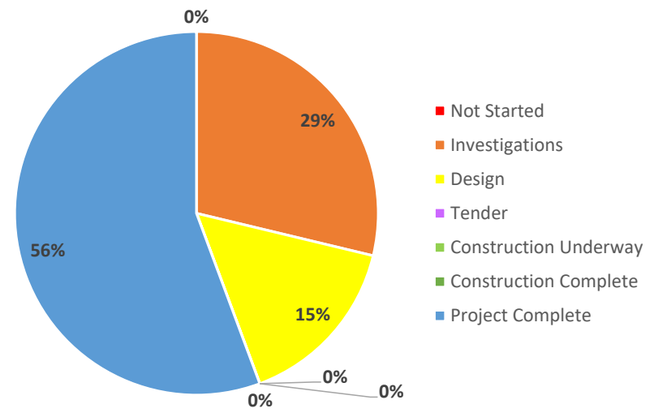
Project Stage - Current



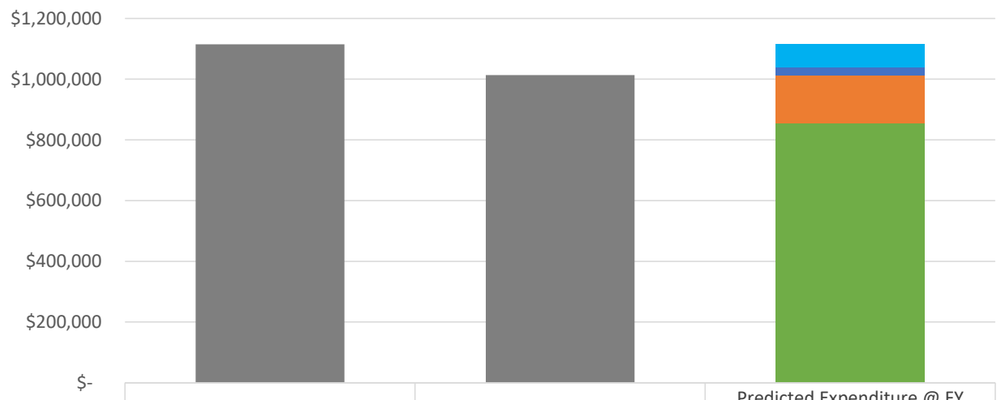
Project Stage - Planned @ FYE



Project Stage - Predicted @ FYE

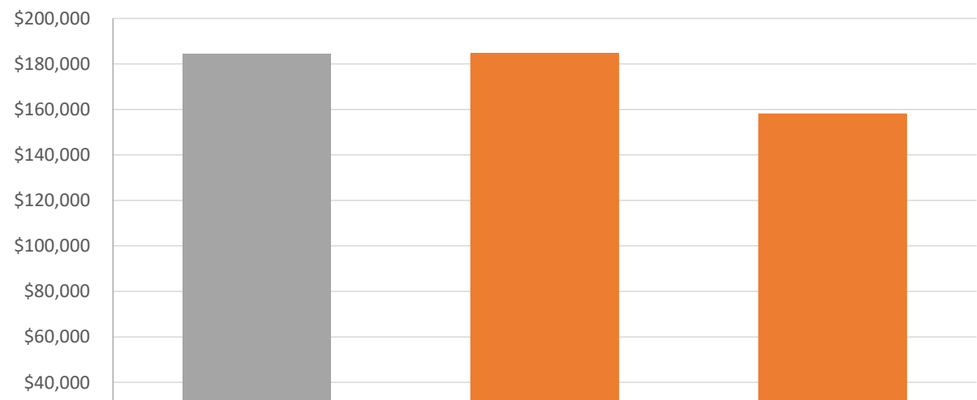


Financial Summary



	Full Year Budget	Actual Expenditure YTD	Predicted Expenditure @ FY End
Saving			$75,033
Carryover (unspent)			$26,662
Carryover (WIP)			$157,938
Risk to be Carryover			$-
Spend in FY			$855,386
Total	$1,115,019	$1,013,324	

Carryovers Summary



	Planned Budget Carryover	Predicted Budget Carryover	Predicted Expenditure Carryover
At Risk Carryovers	$-	$-	$-
Predicted Carryovers	$-	$184,600	$157,938
Planned Carryovers	$184,600	$-	$-

Budget Status - Current

Programme Status - Current

Programme Status - Current with Detailed Explanation

Sum of Full Year R	Column Labels			
Row Labels	INPUT DATE	Complete	Delayed	Grand Total
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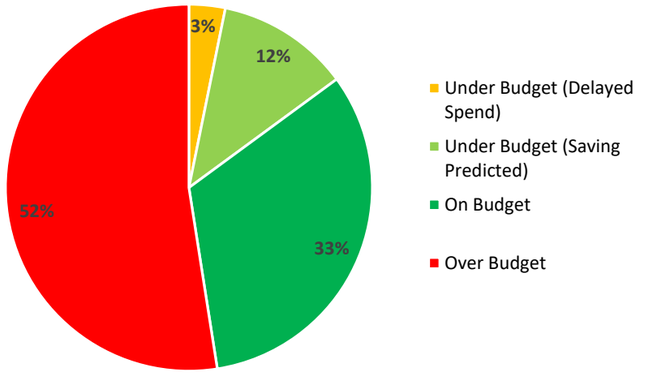
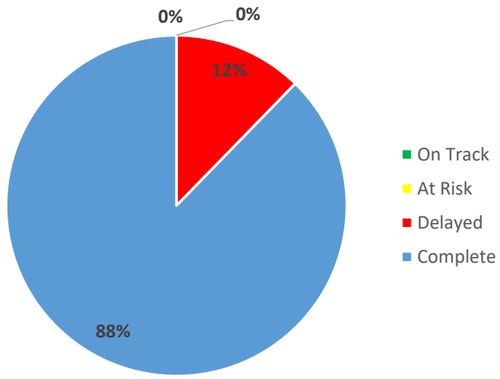
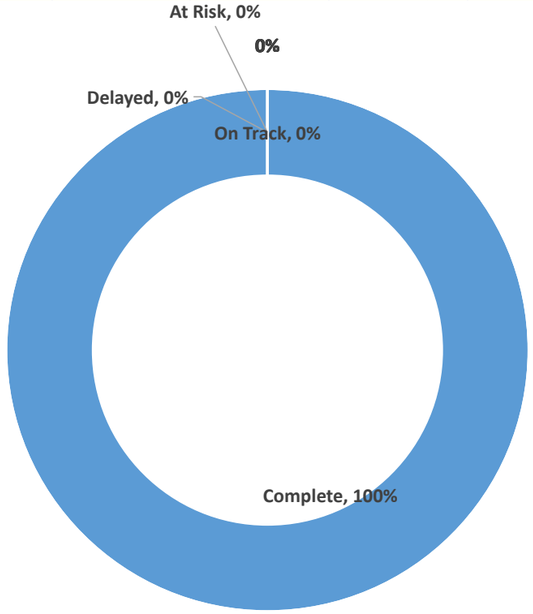




Sum of Full Year R	Column Labels			
Row Labels	INPUT DATE	Complete	Delayed	Grand Total
(blank)	$ -	$ 978,019	$ 137,000	$ 1,115,019



DEFINITIONS

Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
Unspent Budget	Budget that will not be spent this financial year. This can be both a budget saving (e.g: due to projects being delivered for less than budgeted) or delayed budget spend (i.e.: budget that will be spent next financial year).
Programme - On Track	Refers to projects where the project work this FY is expected to be delivered by FYE.
Programme - At Risk	Refers to projects where the project work this FY is currently at risk of not being delivered by FYE. These are the projects that need to be resourced and monitored carefully to ensure they are delivered to programme.
Programme - Delayed	Refers to projects where the project work this FY will not be delivered by FYE. These projects are signalled as predicted carryover (if single or multi-year current), if not already shown as a planned carryover (if multi-year future).
On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
Under Budget (Delayed Spend)	Refers to projects where it is not expected to spend the budget this FY. These projects are to be signalled as either a planned (if multi-year future) or predicted carryover (if single or multi-year current).
Under Budget (Saving Predicted)	Refers to projects where the project work this FY is expected to be delivered under budget. This includes projects that will be completed this financial year and delivered under budget or (if multi-year future) the unspent budget will not be carried forward to the next FY.
Approved Carryover	Refers to the projects where the carryovers for multi-year projects that were approved as part of the AP/LTP.
Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identifed are realised.

At Risk Subcategories	At Risk - Tight schedule
	At Risk - Potential External Delay
	At Risk - Potential Internal Delay
Delayed Subcategories	Delayed - Recoverable Delay (Approved Carryover)
	Delayed - Practically Complete (Additional Carryover)
	Delayed - External Delays (Additional Carryover)
	Delayed - Internal Delays (Additional Carryover)

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Wastewater Capital Works Programme - 2020-2021 Financial Year - June 2021 Quarter

Scheme	Account Number	Project Name	Who Controls the timing	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	Actual Expenditure YTD	% Spent (Actual Expenditure / Full Year Revised Budget) Calc	Final Forecast Expenditure at FYE	Planned Carryover of Budget to Next FY	Predicted Carryover of Budget to Next FY	Planned Carryover of Expenditure (WIP) to Next FY	Predicted Carryover of Expenditure (WIP) to Next FY	Programme Status	Comments
Rangiora	101253	Septage Facility - Design	Council	Design	Design	Design	Delayed	$ 80,000	$ 32,379	40%	$ 32,379	$ 80,000	$ 80,000	$ 80,000	$ 32,379	Under Budget (Delayed Spend)	Design is 90% complete. Report to U&R regarding final design and plant selection is now on hold; until site access configuration is confirmed/coordinated around the eastern road link designation. Design finalisation and tender now deferred to next year. Tender to be issued next FY as planned, albeit delayed.
	101334	Central Rangiora Capacity Upgrade - Stage 4	Council	Project Complete	Project Complete	Project Complete	Complete	$ 349,700	$ 385,677	110%	$ 385,677	$ -	$ -	$ -	$ -	Over Budget	Project completed. Budget overrun is largely attributed to a variation for the unplanned management of AC pipe. (Separable portion item for Johns-Fraser stormwater covered under drainage).
	101335	Central Rangiora Capacity Upgrade - Stage 5	Council	Design	Tender	Design	Complete	$ 47,600	$ 36,038	76%	$ 36,038	$ 47,600	$ 47,600	$ 47,600	$ 36,038	Under Budget (Saving Predicted)	Detail design 90% completed. Peer review underway. Church St extension added to scope May 2021, design ongoing. Tender to be issued in September 2021. Construction start late 2021 - works timing coordinated around cricket season (Dudley park works) and school holidays (Church St works).
	101664	Flaxton Road Sewer Servicing	Council	Project Complete	Project Complete	Project Complete	Complete	$ 105,569	$ 98,234	93%	$ 98,234	$ -	$ -	$ -	$ -	On Budget	Completed.
Rangiora Total								**$ 582,869**	**$ 552,328**	**95%**	**$ 552,328**	**$ 127,600**	**$ 127,600**	**$ 127,600**	**$ 68,417**		
Woodend	100095	Replacement Headworks	Council	Project Complete	Project Complete	Project Complete	Complete	$ 22,000	$ 9,546	43%	$ 9,546	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Rotork valve has been installed. Project Complete
	101339	Gladstone Rd Rising Main	Council	Design	Tender	Design	Delayed	$ 57,000	$ 89,521	157%	$ 89,521	$ 57,000	$ 57,000	$ 57,000	$ 89,521	Over Budget	Design has been completed & peer review ongoing. Tender now to be issued in September 2021 following peer review outcomes. Construction on track to commence Jan / Feb 2022.
Woodend Total								**$ 79,000**	**$ 99,067**	**125%**	**$ 99,067**	**$ 57,000**	**$ 57,000**	**$ 57,000**	**$ 89,521**		
Waikuku Beach	100837	Pipeline Replacements	Council	Project Complete	Tender	Project Complete	Complete	$ 60,000	$ 2,297	4%	$ 2,297	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Project has been deferred based on updated renewals modelling.
	101561	Electrical Repairs at Pump Stations and Treatment Plant	Council	Project Complete	Project Complete	Project Complete	Complete	$ 16,300	$ 21,402	131%	$ 21,402	$ -	$ -	$ -	$ -	Over Budget	Completed. (Budget overrun due to additional radar repair also completed)
Waikuku Beach Total								**$ 76,300**	**$ 23,699**	**31%**	**$ 23,699**	**$ -**	**$ -**	**$ -**	**$ -**		
Kaiapoi	100840	Health & Safety improvements	Council	Project Complete	Project Complete	Project Complete	Complete	$ 5,800	$ -	0%	$ -	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Barrier now installed at the Kaiapoi Lakes pump station. Costs elsewhere.
	100963	Kaiapoi Capacity Upgrade - LoS	Council	Investigations	Investigations	Investigations	Complete	$ 236,750	$ 232,164	98%	$ 232,164	$ -	$ -	$ -	$ -	On Budget	Peraki Street Catchment I&I study completed. Chapman rising main design by Beca added this year (TO BE WIP and budget carryover for this) - construction next year alongside Shovel-ready contract.
	101154	Existing Pipeline Replacement Program	Council	Project Complete	Project Complete	Project Complete	Complete	$ 30,000	$ 35,150	117%	$ 35,150	$ -	$ -	$ -	$ -	Over Budget	InfoAsset licence purchase complete. Consutlants appointed for further software development/planning/model works - covered by separate OPEX ledger in new year Software to be capitalised this year.
	101156	Cridland St Sewer Repairs	Council	Investigations	Design	Investigations	Complete	$ 75,000	$ 59,170	79%	$ 59,170	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Permanent monitors have been installed, property inspections completed. 2020/21 year Investigation stage complete.
	101347	Kaiapoi Wastewater Headworks Renewals	Council	Project Complete	Project Complete	Project Complete	Complete	$ 22,000	$ 9,546	43%	$ 9,546	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Rotork valve has been installed. Project Complete
Kaiapoi Total								**$ 369,550**	**$ 336,029**	**91%**	**$ 336,030**	**$ -**	**$ -**	**$ -**	**$ -**		
Pines Kairaki	101344	Health and Safety Improvements	Council	Project Complete	Project Complete	Project Complete	Complete	$ 2,700	$ -	0%	$ -	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	The budget was for the installation of a RPZ backflow at a pump station. No longer required as the device was installed last year.
Pines Kairaki Total								**$ 2,700**	**$ -**	**0%**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**		
Oxford	101564	Health and Safety Improvements	Council	Project Complete	Project Complete	Project Complete	Complete	$ 4,600	$ 2,200	48%	$ 2,200	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Completed. (As built still to submit to AIM?)
Oxford Total								**$ 4,600**	**$ 2,200**	**48%**	**$ 2,200**	**$ -**	**$ -**	**$ -**	**$ -**		
Grand Total								**$ 1,115,019**	**$ 1,013,324**	**91%**	**$ 1,013,324**	**$ 184,600**	**$ 184,600**	**$ 184,600**	**$ 157,938**		

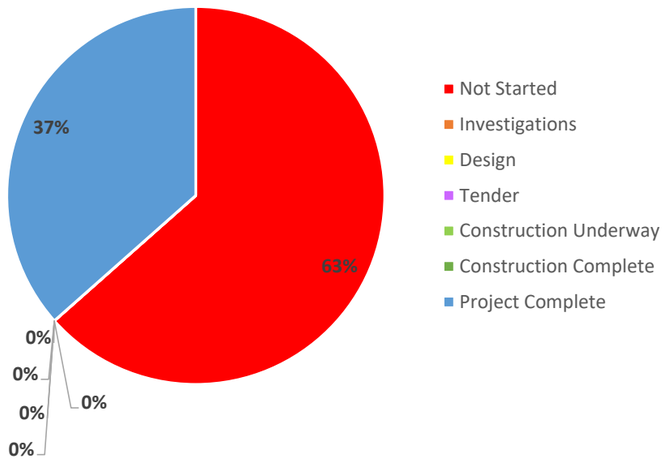
Programme Status (at end of FY) - Current

Programme Status (at end of FY) - Current

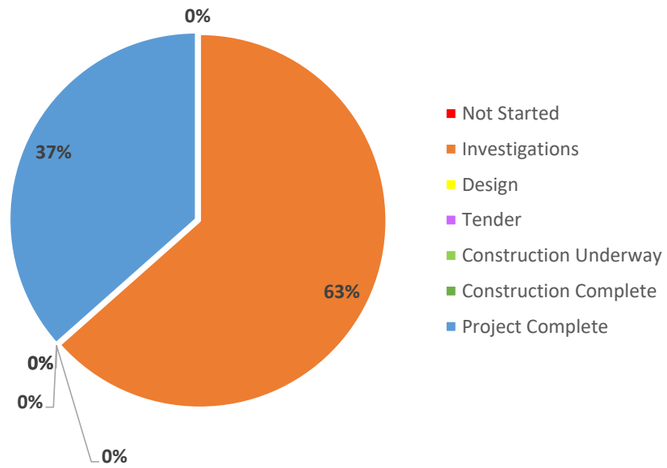
Solid Waste Capital Works Programme - 2020-2021 Financial Year - December 2020 Quarter

SUMMARY

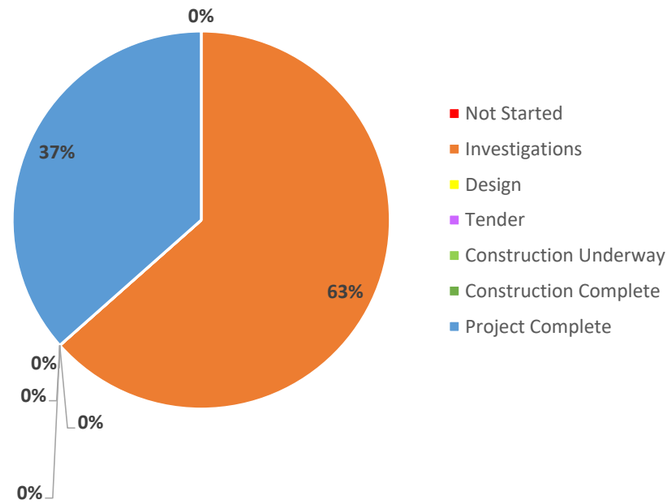
Project Stage - Current



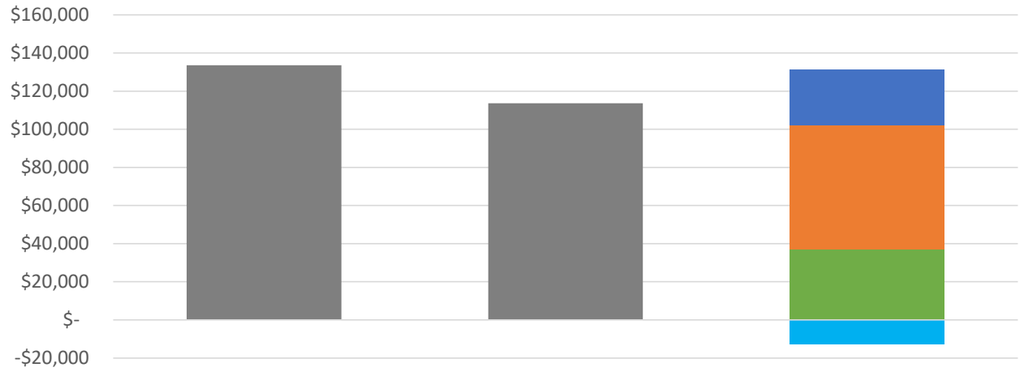
Project Stage - Planned @ FYE



Project Stage - Predicted @ FYE

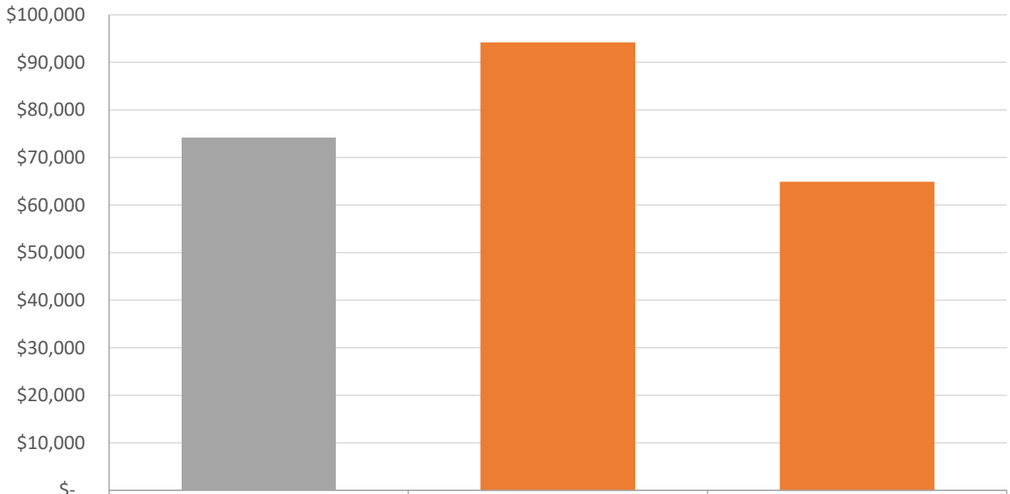


Financial Summary



	Full Year Budget	Actual Expenditure YTD	Predicted Expenditure @ FY End
Saving			-$12,791
Carryover (unspent)			$29,315
Carryover (WIP)			$64,785
Risk to be Carryover			$-
Spend in FY			$37,300
Total	$133,609	$113,678	

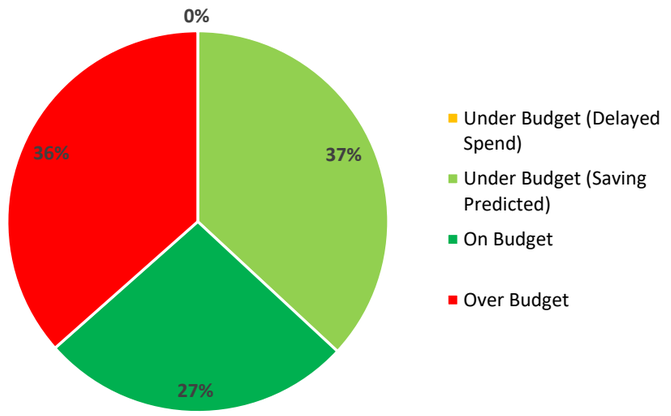
Carryovers Summary



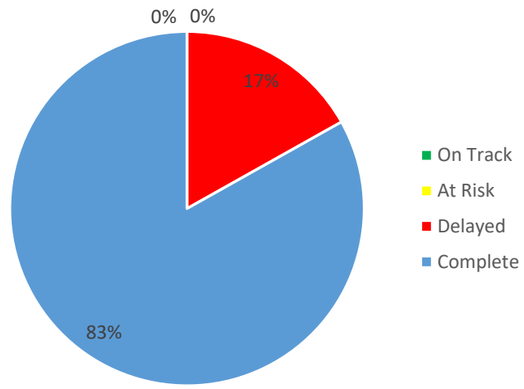
	Planned Budget Carryover	Predicted Budget Carryover	Predicted Expenditure Carryover
At Risk Carryovers	$-	$-	$-
Predicted Carryovers	$-	$94,100	$64,785
Planned Carryovers	$74,100	$-	$-

Programme Status (at end of FY) - Current

Budget Status - Current

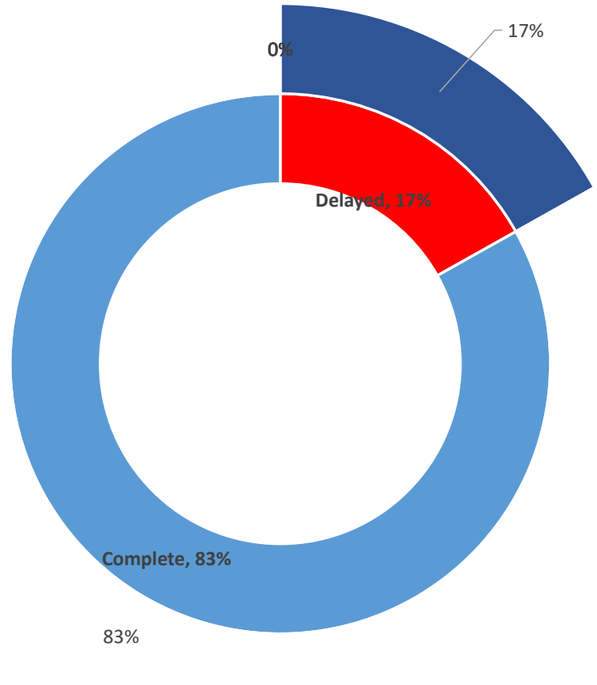


Programme Status - Current



Programme Status (at end of FY) - Current

Programme Status - Current with Detailed Explanation



DEFINITIONS

Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
Unspent Budget	Budget that will not be spent this financial year. This can be both a budget saving (e.g: due to projects being delivered for less than budgeted) or delayed budget spend (i.e.: budget that will be spent next financial year).
Programme - On Track	Refers to projects where the project work this FY is expected to be delivered by FYE.
Programme - At Risk	Refers to projects where the project work this FY is currently at risk of not being delivered by FYE. These are the projects that need to be resourced and monitored carefully to ensure they are delivered to programme.
Programme - Delayed	Refers to projects where the project work this FY will not be delivered by FYE. These projects are signalled as predicted carryover (if single or multi-year current), if not already shown as a planned carryover (if multi-year future).
On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
Under Budget (Delayed Spend)	Refers to projects where it is not expected to spend the budget this FY. These projects are to be signalled as either a planned (if multi-year future) or predicted carryover (if single or multi-year current).
Under Budget (Saving Predicted)	Refers to projects where the project work this FY is expected to be delivered under budget. This includes projects that will be completed this financial year and delivered under budget or (if multi-year future) the unspent budget will not be carried forward to the next FY.
Approved Carryover	Refers to the projects where the €carryovers for multi-year projects that were approved as part of the AP/LTP.
Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identifed are realised.

Solid Waste Capital Works Programme - 2020-2021 Financial Year - December 2020 Quarter

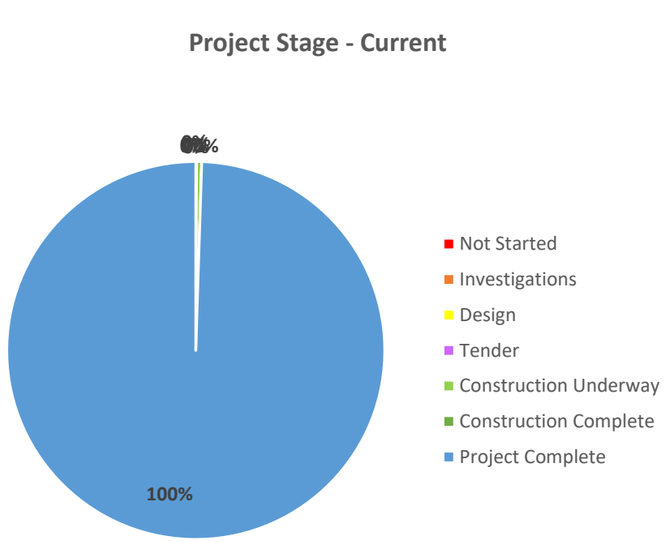
Scheme	Account Number	Project Name	Who Controls the timing	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	Actual Expenditure YTD	Sum of Calc % Spent (Actual Expenditure / Full Year Revised Budget)	Final Forecast Expenditure at FYE	Planned Carryover of Budget to Next FY	Predicted Carryover of Budget to Next FY	Planned Carryover of Expenditure (WIP) to Next FY	Predicted Carryover of Expenditure (WIP) to Next FY	Programme Status	Comments
Refuse Disposal	100666	Southbrook Minor Improvements	Council	Project Complete	Project Complete	Project Complete	Complete	$ 9,749	$ 24,409	250%	$ 24,409	$ -	$ -	$ -	$ -	Over Budget	Upgraded security camera system, added new cameras at recycling compactor building, to ensure good coverage of site. Steel railing and bollards have been installed at the recycling area to reduce the H&S risks posed by temprary fencing and plastic bollards/footings. The works resulted in an over-spend in this budget, partially offset by deferral of other works.
	100668	Oxford Minor Improvements	Council	Project Complete	Project Complete	Project Complete	Complete	$ 2,000	$ -	0%	$ -	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	This budget is for undertaking minor infrastructure works to improve H&S throughout the year, as and when they are identified. Budget unlikely to be spent and will partially offset overspend on minor improvements.
	100843	Southbrook Disposal Pit Upgrade & road realignment	Council	Not Started	Investigations	Investigations	Complete	$ 47,100	$ 36,571	78%	$ 37,680	$ 47,100	$ 47,100	$ 47,100	$ 37,680	Under Budget (Saving Predicted)	PDU have prepared a site development plan for the upgrades: the aim is to workshop the plans with the SHWWP in July/Augist 2021. Report indicated need more land for future site expansion. This is a multi-year project. NB expenditure of $26,187 and budget of $27,100 were carried over from 19/20 year. Construction has been deferred to 24/25 in LTP budgets.
	100994	Land Purchase for future upgrades	Others	Not Started	Design	Investigations	Delayed	$ 20,000	$ -	0%	$ 0	$ -	$ 20,000	$ -	$ 0	Under Budget (Delayed Spend)	Property Department have been allocated the task of negotiating land purchase with neighbour - this has made little progress due to other issues with the property owner. This will be carried over. Budget for final purchase of land deferred to 24/25 has been increased in LTP budget.
	101169	Southbrook - Access Rds	Council	Project Complete	Project Complete	Project Complete	Complete	$ 2,840	$ -	0%	$ -	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Renewals budget to be used as needed to replace small items of infrastructure. This budget unlikely to be spent, and will partially offset overspend on minor improvements.
	101310	Southbrook Sundries (HHW bench, fire hoses)	Council	Project Complete	Project Complete	Project Complete	Complete	$ 5,920	$ 12,891	218%	$ 12,891	$ -	$ -	$ -	$ -	Over Budget	RENEWAL: Replaced sections of fence at old recycling area. Pit compactor weighbridge loadcells were replaced in May 2021: forecast over-spend of this budget.
	101322	Oxford - Access Roads	Council	Not Started	Project Complete	Investigations	Complete	$ 2,000	$ -	0%	$ -	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Will not be spent: Reviewing service levels etc. for OTS in 21/22, deferring this work until that is complete as may be modifying site layout. No carry-over as this work would be included in any future upgrades.
	101566	Oxford - Fencing	Council	Not Started	Project Complete	Investigations	Complete	$ 2,000	$ -	0%	$ -	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Will not be spent: Reviewing service levels etc. for OTS in 21/22, deferring this work until that is complete as may be modifying site layout. No carry-over as this work would be included in any future upgrades.
	101171	Resource & Recovery Area Upgrades	Council	Not Started	Investigations	Investigations	Complete	$ 27,000	$ 27,105	100%	$ 27,105	$ 27,000	$ 27,000	$ 27,000	$ 27,105	On Budget	This is part of a multi year project and was a carry over from 19/20 - no expenditure expected this year, no budget allowance. Design scheduled for 21/22 and construction for 22/23
	101803	Southbrook- New Interceptor Sump	(blank)	INPUT DATE	INPUT DATE	INPUT DATE	INPUT DATE	$ 15,000	$ 12,702	85%	$ 15,000	$ -	$ -	$ -	$ -	INPUT DATE	0
Refuse Disposal Total								**$ 133,609**	**$ 113,678**	**85%**	**$ 117,085**	**$ 74,100**	**$ 94,100**	**$ 74,100**	**$ 64,785**		
Grand Total								**$ 133,609**	**$ 113,678**	**85%**	**$ 117,085**	**$ 74,100**	**$ 94,100**	**$ 74,100**	**$ 64,785**		

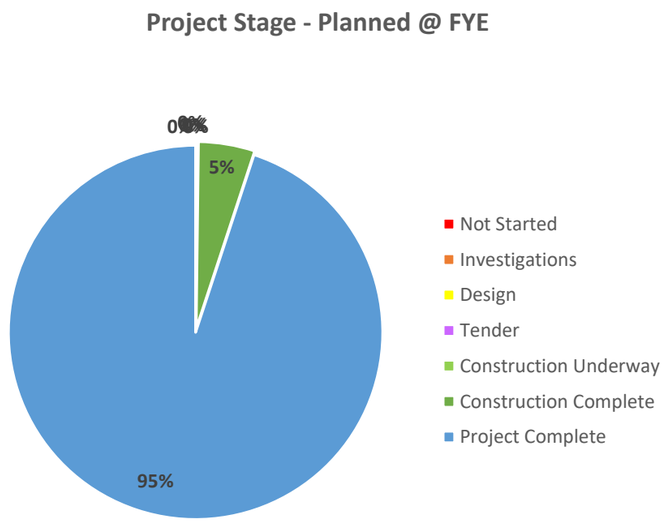
Potential External Delay					$ 607,810	$ 607,810
Grand Total	**$ -**		**$ -**	**$ 31,526,914**	**$ 3,736,017**	**$ 35,262,931**

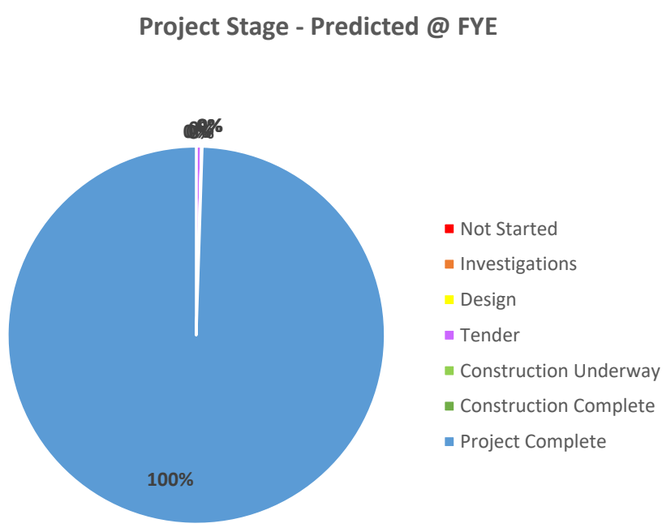
Internal Delays (Additional Carryover)					$ 3,502,264
External Delays (Additional Carryover)					$ 233,753
Grand Total	**$ -**		**$ -**	**$ 31,526,914**	**$ 3,736,017**

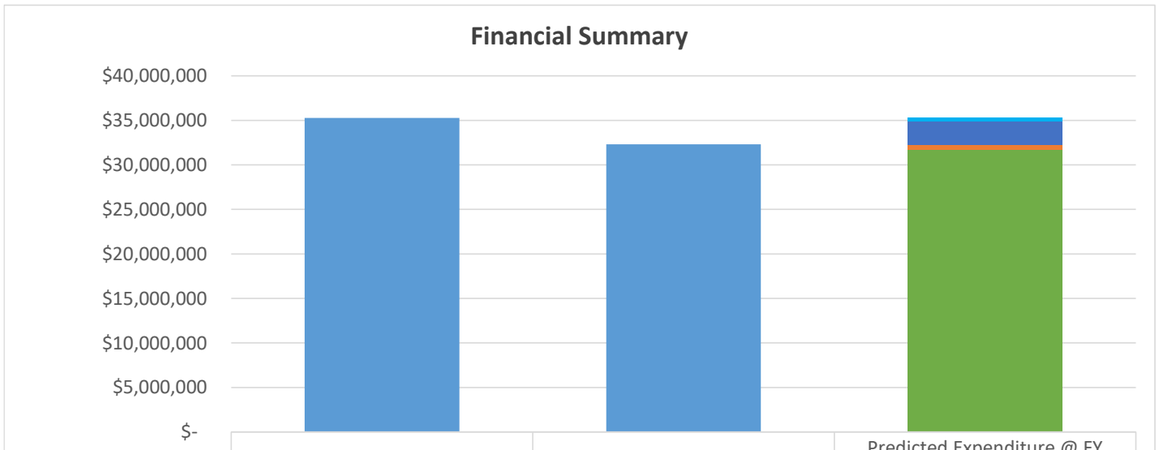
Parks and Reserves Capital Works Programme - 2020-2021 Financial Year - June 2021 Quarter

SUMMARY

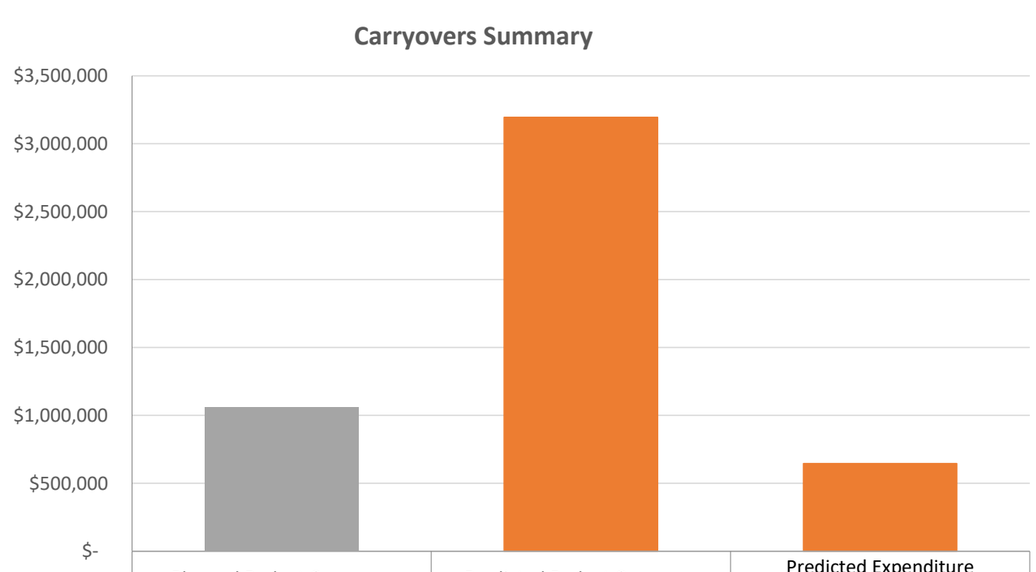








	Full Year Budget	Actual Expenditure YTD	Predicted Expenditure @ FY End
Saving			$391,779
Carryover (unspent)			$2,548,908
Carryover (WIP)			$646,325
Risk to be Carryover			$-
Spend in FY			$31,675,919
Total	$35,262,931	$32,318,349	

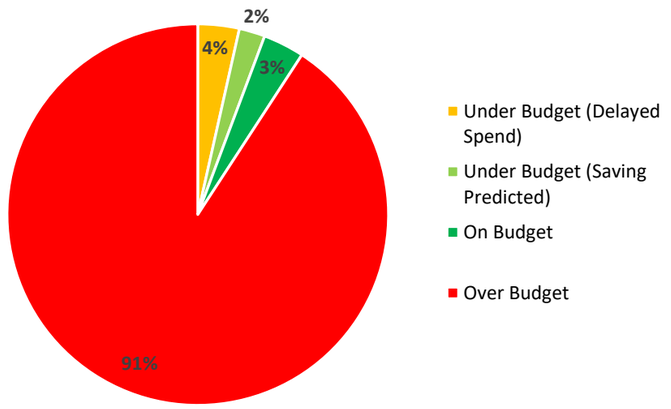


	Planned Budget Carryover	Predicted Budget Carryover	Predicted Expenditure Carryover
At Risk Carryovers	$-	$-	$-
Predicted Carryovers	$-	$3,195,233	$646,325
Planned Carryovers	$1,058,823	$-	$-

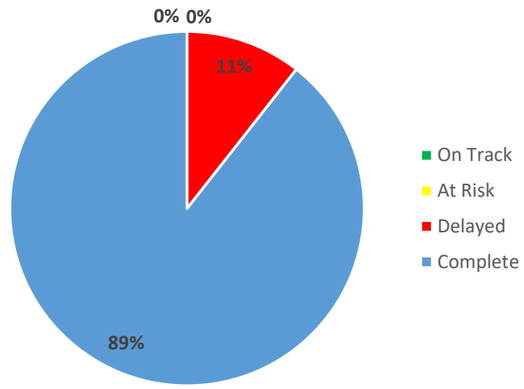
Potential External Delay					$ 607,810	$ 607,810
Grand Total	**$ -**		**$ -**	**$ 31,526,914**	**$ 3,736,017**	**$ 35,262,931**

Internal Delays (Additional Carryover)					$ 3,502,264
External Delays (Additional Carryover)					$ 233,753
Grand Total	**$ -**		**$ -**	**$ 31,526,914**	**$ 3,736,017**

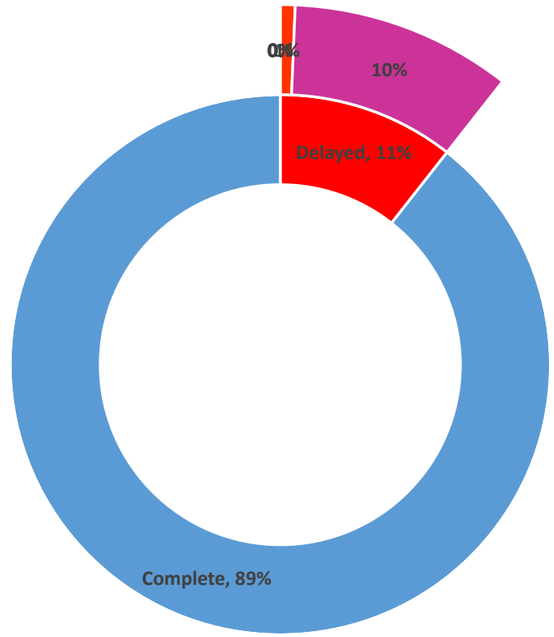
Budget Status - Current



Programme Status - Current



Programme Status - Current with Detailed Explanation



DEFINITIONS

Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
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Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
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Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identifed are realised.

At Risk Subcategories	At Risk - Tight schedule
	At Risk - Potential External Delay
	At Risk - Potential Internal Delay
Delayed Subcategories	Delayed - Recoverable Delay (Approved Carryover)
	Delayed - Practically Complete (Additional Carryover)
	Delayed - External Delays (Additional Carryover)
	Delayed - Internal Delays (Additional Carryover)

Parks and Reserves Capital Works Programme - 2020-2021 Financial Year - December 2020 Quarter

Scheme	Account Number	Project Name	Who Controls the timing	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	Actual Expenditure YTD	% Spent (Actual Expenditure / Full Year Revised) Calc	Final Forecast Expenditure at FYE	Planned Carryover of Budget to Next FY	Predicted Carryover of Budget to Next FY	Planned Carryover of Expenditure (WIP) to Next FY	Predicted Carryover of Expenditure (WIP) to Next FY	Programme Status	Comments
Public Conveniences	100283	Toilet Renewals	Council	Construction Underway	Project Complete	Tender	Delayed	$ 255,750	$ 34,930	14%	$ 34,930	$ 255,750	$ 255,750	$ 255,750	$ 34,930	Under Budget (Delayed Spend)	Work is underway on the design for the renewal of the toilet block at Maria Andrews Park in Rangiora. This project has been delayed and is now planned to be completed after the winter football season to ensure impact on the Waimak United football season is minimised.
	101176	Mandeville Sports Ground	Council	Project Complete	Project Complete	Project Complete	Complete	$ 200,000	$ 175,401	88%	$ 175,401	$ -	$ -	$ -	$ -	On Budget	Project has been completed. This was completed later than originally planned but was opened to the public in late March 2021.
	101593	Tirikatene Park Toilet	Council	Project Complete	Project Complete	Project Complete	Complete	$ 55,280	$ 55,190	100%	$ 55,190	$ -	$ -	$ -	$ -	On Budget	Toilet completed and open to the public.
Public Conveniences Total								**$ 511,030**	**$ 265,521**	**52%**	**$ 265,521**	**$ 255,750**	**$ 255,750**	**$ 255,750**	**$ 34,930**		
Cemeteries	100152	Cemetery Berms - Rga	Council	Project Complete	Project Complete	Project Complete	Complete	$ 5,930	$ 5,930	100%	$ 5,930	$ -	$ -	$ -	$ -	On Budget	Annual budget for additional burial and ash berms to meet demand. This has been completed prior to Christmas as part of work in Rangiora Cemetery
	100153	Cemetery Berms - Kai Public	Council	Project Complete	Project Complete	Project Complete	Complete	$ 5,930	$ 5,930	100%	$ 5,930	$ -	$ -	$ -	$ -	On Budget	Annual budget for additional burial and ash berms to meet demand. This has been completed.
	100154	Oxford Cemetery Improvements	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 5,930	$ -	0%	$ 0	$ -	$ 5,930	$ -	$ 0	Under Budget (Delayed Spend)	Following a Ground Penetrating Radar (GPR) survey of the Oxford Cemetery some pre-existing burials have been identified. Staff are now working through development of a master plan to ensure that development of the cemetery is able to continue without issue. This budget needs to be carried over to next financial year.
Cemeteries Total								**$ 17,790**	**$ 11,860**	**67%**	**$ 11,860**	**$ -**	**$ 5,930**	**$ -**	**$ 0**		
Swimming Pools Man	100566	Dudley Pool Renewals	Council	Project Complete	Construction Complete	Project Complete	Delayed	$ 160,060	$ 72,346	45%	$ 72,346	$ -	$ 160,060	$ -	$ 72,346	Under Budget (Delayed Spend)	Annual budget for the renewal of Dudley Pool assets. Staff have requested remaining budget to be carried over following staff availability.
	100567	Oxford Pool Renewals	Council	Project Complete	Construction Complete	Project Complete	Complete	$ 2,810	$ 2,826	101%	$ 2,826	$ -	$ -	$ -	$ -	On Budget	Annual budget for the renewal of pool assets at Oxford Pool. Work has been completed for the year.
	100623	Kaiapoi Aquatic Centre Renewals	Council	Project Complete	Construction Complete	Project Complete	Complete	$ 49,250	$ 66,333	135%	$ 66,333	$ -	$ -	$ -	$ -	Over Budget	Annual budget for the renewal of pool assets at Kaiapoi Aquatic Centre. Budget is over due to additional work required on replacement of existing heating unit at Kaiapoi Pool over and above planned.
	100863	Waikuku Renewals	Council	Project Complete	Construction Complete	Project Complete	Complete	$ 1,600	$ 1,600	100%	$ 1,600	$ -	$ -	$ -	$ -	On Budget	Annual budget for the renewal of pool assets at Waikuku Pool. Work has been completed for the year.
Swimming Pools Management Total								**$ 213,720**	**$ 143,105**	**67%**	**$ 143,105**	**$ -**	**$ 160,060**	**$ -**	**$ 72,346**		
Community Buildings	100660	Multi use Sport facilities	Council	Project Complete	Project Complete	Project Complete	Complete	$ 26,670,400	$ 28,578,028	107%	$ 28,578,028	$ -	$ -	$ -	$ -	Over Budget	Physical work is majority completed on this project as at the end of the financial year with minor work/snagging work completed in early July. Building will be open to the public as planned in early August. As part of this budget there have been costs paid for the tennis court centre which has its own seperate budget (101624) which is showing as under budget. This is all considered part of the overall contract with Leigh's construction - the Tennis Centre work was issued as a variation to the main contract. Currently the budget is showing as being over but when combined with the remaining budget in 21/22 and the Tennis Centre budget then the project will be delivered on budget and on time as planned.
	101179	General Building Renewals	Council	Project Complete	Construction Complete	Project Complete	Delayed	$ 47,450	$ 32,011	67%	$ 32,011	$ -	$ 47,450	$ -	$ 32,011	Under Budget (Delayed Spend)	Annual budget for building renewals throughout the district. Remaining budget will not be fully spent this financial year and will need to be carried over. This was due to staff changes for community facilities.
	101546	Oxford Jaycee Room Brick	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 30,000	$ -	0%	$ 0	$ -	$ 30,000	$ -	$ 0	Under Budget (Delayed Spend)	Project to repair the exterior brickwork on the Oxford Jaycee Rooms. Staff looking into options available to complete this work but based on staff resources will be completed in the new financial year.
	101547	Furniture	Council	Project Complete	Construction Complete	Project Complete	Complete	$ 1,950	$ 4,075	209%	$ 4,075	$ -	$ -	$ -	$ -	Over Budget	Annual budget for the renewal of furniture in community facilities throughout the district. This has been spent this financial year.
	101301	Cust Community Centre - Compliance and Cosmetic Upgrade	Council	Project Complete	Project Complete	Project Complete	Complete	$ 307,100	$ 389,657	127%	$ 389,657	$ -	$ -	$ -	$ -	Over Budget	This work has now been completed. It was originally planned for completion before the end of last financial year, however due to Covid-19 this dragged into the start of this financial year. The building is now back in use by the community
	101512	Rangiora Town Hall Air Handling Unit 1	Council	Construction Underway	Project Complete	Tender	Delayed	$ 150,700	$ 55,274	37%	$ 55,274	$ -	$ 150,700	$ -	$ 55,274	Under Budget (Delayed Spend)	Following delays with the unit being manufactured the new window for installation is between 9th August and 30th August 2021. This is being managed to minimise the impact on other users of the Town Hall. This budget was planned to be carried over with the original installation window being from the 19th July to the 6th August.
	101691	Cust Community Centre Painting	Council	Project Complete	Project Complete	Project Complete	Complete	$ 104,195	$ 98,355	94%	$ 98,355	$ -	$ -	$ -	$ -	On Budget	Project for the completion of painting work for Cust Community Centre relating to the MBIE funding provided following Covid-19. This work was completed by Carus prior to Christmas.
	101692	Cust Community Centre Carpark	Council	Project Complete	Project Complete	Project Complete	Complete	$ 70,000	$ 88,095	126%	$ 88,095	$ -	$ -	$ -	$ -	Over Budget	Project was completed at the end of March 2021 as per the agreed timeframe within the funding agreement. The overspend on this budget relates to professional fees which are being covered under 100293 Road & Carpark Renewals (which has budget available to cover this). Overall the project was on budget.
	101788	Rangiroa & Woodend Halls AV Upgrades	Council	Project Complete	Project Complete	Project Complete	Complete	$ 11,400	$ 11,337	99%	$ 11,337	$ -	$ -	$ -	$ -	On Budget	Upgrade to the AV system at Rangiora and Woodend Town Halls following Covid-19 to ensure suitability for use for meetings.
Community Buildings Total								**$ 27,393,195**	**$ 29,256,831**	**107%**	**$ 29,256,832**	**$ -**	**$ 228,150**	**$ -**	**$ 87,285**		
Reserves General	100290	Land Purchase - Neighbourhood	Others	Project Complete	Construction Complete	Project Complete	Complete	$ 2,711,900	$ 665,512	25%	$ 665,512	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Budget for the purchase of Neighbourhood Land as part of the provision of reserves throughout the district based on growth projections. The timing of this budget is dependent on the developers as part of the subdivision process. It is not expected that there is anymore purchased this financial year.
	100291	Land Development - Neighbourhood	Others	Project Complete	Construction Complete	Project Complete	Complete	$ 366,400	$ 17,638	5%	$ 17,638	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Budget for the development of Neighbourhood Land as part of the provision of reserves throughout the district based on growth projections. This relates to the Land Purchase - Neighbourhood Reserves. The timing of this budget is dependent on the developers as part of the subdivision process. It is not expected that anymore will be spent this financial year based on the forecast of reserves to be developed as part of the subdivisions.
	100294	Play Safety Surface/Equipment	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 447,783	$ 349,805	78%	$ 349,805	$ -	$ 147,783	$ -	$ 49,805	Under Budget (Delayed Spend)	Annual budget for renewal of playgrounds and equipment throughout the district. The two playgrounds planned for this financial year are Owen Stalker Park and Currie Park. Owen Stalker Park was tendered and under construction in May with project completion in mid-July - as such budget for this project needs to be carried over. With the Currie Park playground development consultation was undertaken with the board around the overall redevelopment of playgrounds in this area of Kaiapoi. Following from this an overall plan for the consolidation of the playground renewal programme in this space will be agreed with the board and developed.
	100327	Silverstream Reserve Planting	Council	Project Complete	Project Complete	Project Complete	Complete	$ 11,620	$ 14,441	124%	$ 14,441	$ -	$ -	$ -	$ -	Over Budget	Planting to be completed in the autumn planting season.
	100584	Pearson Park	Community	Project Complete	Construction Complete	Project Complete	Delayed	$ 45,103	$ 1,883	4%	$ 1,883	$ 45,103	$ 45,103	$ 45,103	$ 1,883	Under Budget (Delayed Spend)	Annual budget for the devleopment of Pearson Park. Staff are continuing to discuss this with the Pearson Park Advisory Group including discussions around a roof for the stage.
	100663	Non-specificied Reserve Enhancement	Council	Project Complete	Construction Complete	Project Complete	Delayed	$ 443,553	$ 181,028	41%	$ 181,028	$ -	$ 262,525	$ -	$ -	Under Budget (Delayed Spend)	Budget to be used in conjunction with Play Safety Surface/Equipment renewal budget to allow staff to implement appropriate renewals for existing playspaces. As noted above this will be used for Owen Stalker and Currie Park. This is also planned to be used at Maria Andrews park for the Toilet and other work required. These projects were not completed in this finacial year so budget will need to be carried over. Owen Stalker Park is nearly complete and Maria Andrews Toilet and Currie Park Playground Renewal are both delayed from this financial year so remaining budget will need to be carried over.
	101184	General Reserve Renewals	Council	Project Complete	Construction Complete	Project Complete	Complete	$ 312,976	$ 318,528	102%	$ 318,528	$ -	$ -	$ -	$ -	On Budget	Annual budget for the renewal of general reserve assets throughout the district.
	101185	Future Sports Ground Development	Council	Project Complete	Construction Complete	Project Complete	Complete	$ 75,000	$ 76,132	102%	$ 76,132	$ -	$ -	$ -	$ -	On Budget	The project identified for this financial year is the implementation of an upgrade to the irrigation at Loburn Domain. Agreement was reached with the club and the work was managed and completed by the club in time for the 2021 rugby season.
	101189	Taranaki Stream Development	Council	Project Complete	Project Complete	Project Complete	Complete	$ 2,040	$ 1,625	80%	$ 1,625	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Tied into other funding sources (ZIPA) plantings. Planting was completed as planned.
	101190	Hurunui Reserve Development	Council	Project Complete	Project Complete	Project Complete	Complete	$ 72,200	$ 70,646	98%	$ 70,646	$ -	$ -	$ -	$ -	On Budget	This contract was awarded to Fastgrass. Work started mid-November with completion before Christmas. This was opened to the public in January 2021 once the grass had grown.
	101192	Oxford Surveillance Cameras	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 31,000	$ -	0%	$ 0	$ -	$ 31,000	$ -	$ 0	Under Budget (Delayed Spend)	This budget has been changed as per staff submission to Council as part of the LTP process (210506072821). This is now contributing to the installation of a number of cameras across the District. Council approved as part of this report carrying over this budget to 21/22 for capital camera network additions.
	101326	Northbrook Studios Sewer Replacement	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 10,220	$ 3,995	39%	$ 3,995	$ -	$ 6,225	$ -	$ -	Under Budget (Delayed Spend)	This project is currently underway with PDU and was expected to be completed by end of May 2021. Staff are revisting the option for this work following several quotes for this work being significantly over budget. Staff to look at completing this work in a future year once pressures on the market are relaxed.
	101331	Ohoka Domain Planting/Develpment	Community	Project Complete	Construction Complete	Project Complete	Complete	$ 10,220	$ 5,534	54%	$ 10,220	$ -	$ -	$ -	$ -	On Budget	Annual budget for the planting/development of Ohoka Domain. This is the last year for this budget and will be spent before the end of the financial year.
	101474	Town Centres Feature Lighting and Decorations	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 36,890	$ 6,766	18%	$ 6,766	$ -	$ 29,390	$ -	$ (734)	Under Budget (Delayed Spend)	Design project to guide future planning of lighting in Town Centres. This budget is used to cover the costs of design with the future implementation of any lighting design/plan to be considered with a further report for budget.
	101549	Millton Memorial Park	Council	Construction Underway	Tender	Tender	Delayed	$ 31,760	$ -	0%	$ 0	$ 31,760	$ 31,760	$ 31,760	$ 0	Under Budget (Delayed Spend)	Development of Millton Memorial Park as part of the overall development of this reserve. Staff had the final design approved at the July Community Board meeting. Implementation will follow this but budget will need to be carried over to the 21/22 financial year.
	101550	Good Street Development	Council	Construction Underway	Tender	Tender	Delayed	$ 65,000	$ 52,401	81%	$ 52,401	$ 65,000	$ 65,000	$ 65,000	$ 52,401	On Budget	This budget is for the initial design and development of the Good St area with implementation in 21/22. Staff are working through the initial work required for this project including designation of this area and intial design. Design on this continues.
	101553	Flagtrax	Council	Project Complete	Project Complete	Project Complete	Complete	$ 72,000	$ 68,069	95%	$ 68,069	$ -	$ -	$ -	$ -	On Budget	Project Complete
	101554	Aroatea Te Awa (Cam River Walkway)	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 100,000	$ 14,729	15%	$ 14,729	$ 90,000	$ 85,271	$ 90,000	$ -	Under Budget (Delayed Spend)	Project for the implentation of recommendations from ZIPA for Council's obligations under biodiversity. Planning is underway for this project with a focus on the Cam River area in the first year. Surveys have been completed along a section of the Cam River to determine ownership/boundaries. Staff are continuing to work through the planning stage for this project and are not expecting to fully spend the budget this financial year.
	101609	Kaiapoi Artwork and Obelisk Reinstatement	Council	Project Complete	Project Complete	Project Complete	Complete	$ 40,000	$ 34,090	85%	$ 34,090	$ -	$ -	$ -	$ -	On Budget	Project for the reinstatement of the artwork and obelisks that were removed from the Kaiapoi Stopbanks following the earthquakes. These have now all been installed.
	101097	Parks & Reserves Signage	Council	Project Complete	Construction Complete	Project Complete	Complete	$ 20,000	$ 14,487	72%	$ 14,487	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Annual budget for the renewal of Parks and Reserves signage throughout the district. Staff work through the poor and very poor condition signs throughout the year.

Parks and Reserves Capital Works Programme - 2020-2021 Financial Year - December 2020 Quarter

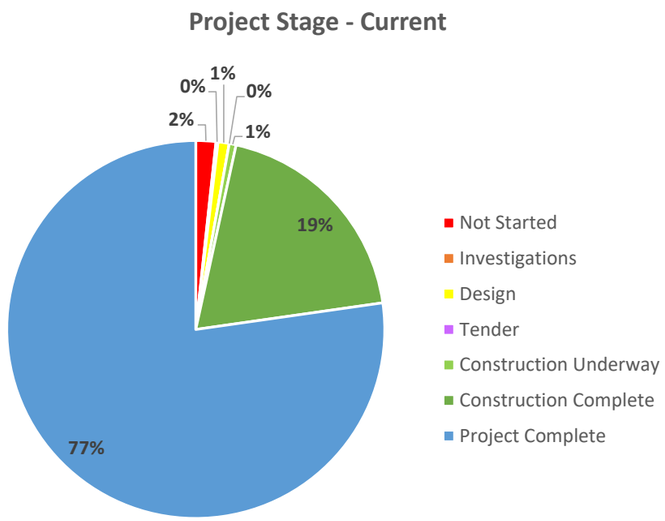
Scheme	Account Number	Project Name	Who Controls the timing	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	Actual Expenditure YTD	% Spent (Actual Expenditure / Full Year Revised) Calc	Final Forecast Expenditure at FYE	Planned Carryover of Budget to Next FY	Predicted Carryover of Budget to Next FY	Planned Carryover of Expenditure (WIP) to Next FY	Predicted Carryover of Expenditure (WIP) to Next FY	Programme Status	Comments
Public Conveniences	100283	Toilet Renewals	Council	Construction Underway	Project Complete	Tender	Delayed	$ 255,750	$ 34,930	14%	$ 34,930	$ 255,750	$ 255,750	$ 255,750	$ 34,930	Under Budget (Delayed Spend)	Work is underway on the design for the renewal of the toilet block at Maria Andrews Park in Rangiora. This project has been delayed and is now planned to be completed after the winter football season to ensure impact on the Waimak United football season is minimised.
Reserves General	100293	Roads & Carparks	Council	Project Complete	Construction Complete	Project Complete	Complete	$ 81,700	$ 65,510	80%	$ 65,510	$ 81,700	$ -	$ 81,700	$ -	On Budget	Annual budget for the renewal of Roads & Carparks throughout the district parks and reserves. The full budget was forgone for the 20/21 finacial year as part of Covid-19 austerity measures with the small amount of budget remaining from last financial year carried over to allow repairs/minor work as required. The programme of renewals will start again in 21/22 as this was always intended to be a single year hold on budget. The remaining budget was used for the renewal of the carpark at Cust Community Centre alongside the MBIE funded upgrade. As noted under the Cust COmmunity Centre Carpark (101692) the professional fees against this budget are covered under this budget
	101328	Featherstone Ave, Safety Tree removal alond road edge	Council	Project Complete	Project Complete	Project Complete	Complete	$ 20,400	$ 21,266	104%	$ 21,266	$ -	$ -	$ -	$ -	On Budget	This project was pushed into this financial year after delays following Covid-19 with being able to supply and source appropriate plants for this area. This wascompleted in July/August 2020.
	101329	Kairaki Reserve Car Park Sealing	Council	Project Complete	Project Complete	Project Complete	Complete	$ 161,760	$ 176,853	109%	$ 176,853	$ -	$ -	$ -	$ -	Over Budget	This project has now been completed following delays with Covid-19. This was finished in approx September 2020. Final payment for this work is being processed.
	101624	Tennis Centre	Community	Project Complete	Project Complete	Project Complete	Delayed	$ 1,000,000	$ 266,714	27%	$ 266,714	$ -	$ 1,000,000	$ -	$ 266,714	Under Budget (Delayed Spend)	This work has been awarded to Leighs construction to be done as part of the indoor court facility. This work is underway and will be completed in the new financial year. Some of this expenditure is currently coded against the main project code and is to be considered as a whole overall project budget. Overall the project remains on budget and on time.
	101627	Security Camera Marina pontoons	Council	Project Complete	Project Complete	Project Complete	Complete	$ 6,373	$ 6,373	100%	$ 6,373	$ -	$ -	$ -	$ -	On Budget	This was for the installation of a security camera at the now open Kaiapoi Marina pontoons. This has now been installed.
	101258	Interpretive Signs	Community	Project Complete	Project Complete	Project Complete	Delayed	$ 20,000	$ 4,420	22%	$ 4,420	$ -	$ 20,000	$ -	$ 4,420	Under Budget (Delayed Spend)	Project for the implementation of interpretive signage in Kaiapoi redzone. Staff continue to work with the group on this project, however resourcing of this project has resulted in this being carried over into the new financial year.
	101634	Oxford Bike Stands	Council	Project Complete	Project Complete	Project Complete	Complete	$ 2,000	$ 2,000	100%	$ 2,000	$ -	$ -	$ -	$ -	On Budget	The bike stands have been installed in the agreed locatons by Roading.
	101635	Oak Reserve West Eyreton	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 5,000	$ -	0%	$ 0	$ -	$ 5,000	$ -	$ 0	Under Budget (Delayed Spend)	As part of the Council's LTP process the Community Board made a submission on the future of this area (including the gravel pit next door). As a result of this submission an overall master plan is being developed for this space. Budget will need to be carried over to 21/22 to implement the master plan following Board approval.
	101046	Loburn Domain Memorial	Council	Tender	Construction Complete	Design	Delayed	$ 10,600	$ 1,750	17%	$ 1,750	$ -	$ 10,600	$ -	$ 1,750	Under Budget (Delayed Spend)	This project is currently on hold until external funding is able to be found. Staff have included a placeholder budget in the LTP in the case that external funding is not able to be found to allow completion of this project.
	101091	Rangiora Town Entrance Stage 2	Council	Project Complete	Project Complete	Project Complete	Complete	$ 9,110	$ 9,107	100%	$ 9,107	$ -	$ -	$ -	$ -	On Budget	Project Complete
	101632	Cust Gardens	Council	Project Complete	Project Complete	Project Complete	Complete	$ 6,000	$ 6,680	111%	$ 6,680	$ -	$ -	$ -	$ -	Over Budget	Planting of the gardens at Cust Community Centre is complete.
	101633	Koura Reserve Poo Pod	Council	Project Complete	Project Complete	Project Complete	Complete	$ 1,200	$ 558	46%	$ 558	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	New poo pod funded from the general landscaping budget. This has been completed. (Invoice has been miscoded and needs to be journalled to this account)
	101629	Woodend Beach Entrance Sign	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 5,327	$ -	0%	$ 0	$ -	$ 5,327	$ -	$ 0	Under Budget (Delayed Spend)	Staff will be working through this and undertaking consultation. This follows the decision by the community board to approve this budget from the General Landscaping budget. This has not been completed before the end of the financial year and will be completed in early 21/22.
	101630	Dog Bin and Bag Dispenser	Council	Project Complete	Project Complete	Project Complete	Complete	$ 1,600	$ 2,212	138%	$ 2,212	$ -	$ -	$ -	$ -	Over Budget	New dog bin and bag dispenser for Pegasus funded from the general landscaping budget. This has been purchased and installed. (One invoice needs to be journalled from this account to 101633)
	101631	Tuhaitara Trust Seat	Council	Project Complete	Project Complete	Project Complete	Complete	$ 2,800	$ 1,960	70%	$ 1,960	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Project complete
	101325	Pegasus Tiri Tiri Moana Drive	Council	Project Complete	Project Complete	Project Complete	Complete	$ 35,000	$ 35,022	100%	$ 35,022	$ -	$ -	$ -	$ -	On Budget	This project was carried over from last financial year due to the impact of Covid-19. This was completed in July 2021
	101718	Boundary Fencing	Council	Project Complete	Construction Complete	Project Complete	Complete	$ 16,770	$ 7,644	46%	$ 7,644	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Annual budget for the Councils contributuion to boundary fencing across the district for properties neighbouring reserves. This is only spent if required and is not carried over year to year.
Reserves General Total								**$ 6,291,305**	**$ 2,525,024**	**40%**	**$ 2,529,709**	**$ 313,563**	**$ 1,744,984**	**$ 313,563**	**$ 376,239**		
Coastal & Native Cons	101268	Coastal & Native Conservation Capital Works	Council	Project Complete	Construction Complete	Project Complete	Delayed	$ 48,031	$ 33,532	70%	$ 33,532	$ -	$ 14,499	$ -	$ -	Under Budget (Delayed Spend)	Final project identified from this budget was for work with ECAN alongside the riverbank. Following the floods this work was delayed until the new financial year due to additional work that ECAN was required to complete.
Coastal & Native Conservation Total								**$ 48,031**	**$ 33,532**	**70%**	**$ 33,532**	**$ -**	**$ 14,499**	**$ -**	**$ -**		
General Landscaping	101048	Kaiapoi Tuahiwi General Landscape Development	Community	Project Complete	Investigations	Project Complete	Delayed	$ 33,580	$ -	0%	$ 0	$ -	$ 33,580	$ -	$ 0	Under Budget (Delayed Spend)	General landscaping budget for Kaiapoi. Covid-19 austerity measures have resulted in no additional budget for this financial year. The board continue to use the money from the previous financial year that was carried over for small projects in the Kaiapoi Ward with the remaining budget to be carried over to the new financial year. As projects are identified with the board individual budgets are created for those budgets.
	101052	Oxford Ohoka General Landscape Development	Community	Project Complete	Investigations	Project Complete	Delayed	$ 2,890	$ -	0%	$ 0	$ -	$ 2,890	$ -	$ 0	Under Budget (Delayed Spend)	General landscaping budget for Oxford Covid-19 austerity measures have resulted in no additional budget for this financial year. The board continue to use the money from the previous financial year that was carried over for small projects in the Oxford Ward with the remaining budget to be carried over to the new financial year. As projects are identified with the board individual budgets are created for those budgets.
	101277	The Oaks Reserve Development	Community	Project Complete	Project Complete	Project Complete	Delayed	$ 9,200	$ 4,489	49%	$ 4,489	$ -	$ 9,200	$ -	$ 4,489	Under Budget (Delayed Spend)	Work is underway to deliver the scope of the work identified with the board following final board approval. Remaining work will be completed early in the new financial year so budget will need to be carried over.
	101045	Rangiora Ashley General Landscape Development	Community	Project Complete	Investigations	Project Complete	Delayed	$ 1,380	$ -	0%	$ 0	$ -	$ 1,380	$ -	$ 0	Under Budget (Delayed Spend)	General landscaping budget for Rangiora. Covid-19 austerity measures have resulted in no additional budget for this financial year. The board continue to use the money from the previous financial year that was carried over for small projects in the Rangiora Ward with the remaining budget to be carried over to the new financial year. As projects are identified with the board individual budgets are created for those budgets.
	101054	Woodend Sefton General Landscape Development	Community	Project Complete	Investigations	Project Complete	Delayed	$ 3,400	$ -	0%	$ 0	$ -	$ 3,400	$ -	$ 0	Under Budget (Delayed Spend)	General landscaping budget for Woodend. Covid-19 austerity measures have resulted in no additional budget for this financial year. The board continue to use the money from the previous financial year that was carried over for small projects in the Woodend Ward with the remaining budget to be carried over to the new financial year. As projects are identified with the board individual budgets are created for those budgets.
	101793	Millton Reserve	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 35,000	$ -	0%	$ 0	$ 35,000	$ 35,000	$ 35,000	$ 0	Under Budget (Delayed Spend)	Development of Millton Memorial Park as part of the overall development of this reserve. Staff had the final design approved at the July Community Board meeting. Implementation will follow this but budget will need to be carried over to the 21//22 financial year. This is the boards contribution towards this development.
	101794	Arlington Seat	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 2,000	$ -	0%	$ 0	$ -	$ 2,000	$ -	$ 0	Under Budget (Delayed Spend)	This has been installed as agreed. Costs for this are against a seperate budget.
	101795	Patchina's Walkway	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 6,000	$ -	0%	$ 0	$ -	$ 6,000	$ -	$ 0	Under Budget (Delayed Spend)	Staff are developing a design for this space to be implemented. Once approved by the Board this will be implemented. Budget will need to be carried over from this financial year.
	101796	Replacement Ships Wheel - Trousselot Park	Council	Project Complete	Project Complete	Project Complete	Complete	$ 500	$ 500	100%	$ 500	$ -	$ -	$ -	$ -	On Budget	Project Complete
	101797	Extension Pathway at Pines Beach Hall	Council	Project Complete	Project Complete	Project Complete	Complete	$ 1,500	$ 1,500	100%	$ 1,500	$ -	$ -	$ -	$ -	On Budget	Project Complete
	101798	Tuahiwi Reserve Development	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 25,000	$ -	0%	$ 0	$ -	$ 25,000	$ -	$ 0	Under Budget (Delayed Spend)	Staff are awaiting a response from the local Runanga around consultation and development of this reserve. Once this has been recieved staff can continue the process of design and implmenting this plan. Budget to be carried over to 21/22 financial year.
	101799	Seat at BMX Track	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 2,000	$ -	0%	$ 0	$ -	$ 2,000	$ -	$ 0	Under Budget (Delayed Spend)	Installation of seat at the BMX track in Kaiapoi. To be carried over to pay the invoice once received.
	101800	Main Street Seat	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 2,600	$ -	0%	$ 0	$ -	$ 2,600	$ -	$ 0	Under Budget (Delayed Spend)	Project is complete and seat installed outside of the Pharmacy. Awaiting invoice to be paid for this work. Budget will be carried over as will be paid in new financial year.
	101050	Town Entrance Development	Council	Project Complete	INPUT DATE	Project Complete	Delayed	$ 30,000	$ -	0%	$ 0	$ -	$ 30,000	$ -	$ 0	Under Budget (Delayed Spend)	0
General Landscaping Total								**$ 155,050**	**$ 6,489**	**4%**	**$ 6,489**	**$ 35,000**	**$ 153,050**	**$ 35,000**	**$ 4,489**		
Property	101180	Waikuku Camp Demolitions	Others	Project Complete	Construction Underway	Project Complete	Delayed	$ 35,440	$ -	0%	$ 0	$ 35,440	$ 35,440	$ 35,440	$ 0	Under Budget (Delayed Spend)	Works will be subject to the lease proposal / development plan. This is pending, with report to council to come.
	101181	Waikuku Camp Ablutions Block Replacement	Others	Project Complete	Construction Underway	Project Complete	Delayed	$ 230,000	$ 2,374	1%	$ 2,374	$ 230,000	$ 230,000	$ 230,000	$ 2,374	Under Budget (Delayed Spend)	Works will be subject to the lease proposal / development plan. This is pending, with report to council to come.
	101324	Kairaki Camp Ablutions Block Replacement	Others	Project Complete	Project Complete	Project Complete	Delayed	$ 153,300	$ 58,387	38%	$ 58,387	$ -	$ 153,300	$ -	$ 58,387	Under Budget (Delayed Spend)	Works underway on toilet but remainder wont be spent
	101333	Waikuku Camp Renewals & Refurbishments	Others	Project Complete	Construction Underway	Project Complete	Delayed	$ 189,070	$ 8,675	5%	$ 8,675	$ 189,070	$ 189,070	$ 189,070	$ 8,675	Under Budget (Delayed Spend)	Works will be subject to the lease proposal / development plan. This is pending, with report to council to come.
	101182	Kairaki Camp Infrastructure Renewals	Council	Project Complete	INPUT DATE	Project Complete	Delayed	$ 25,000	$ 1,600	6%	$ 1,600	$ -	$ 25,000	$ -	$ 1,600	Under Budget (Delayed Spend)	Works will be subject to the lease proposal / development plan. This is pending, with report to council to come.
Property Total								**$ 632,810**	**$ 71,036**	**11%**	**$ 71,036**	**$ 454,510**	**$ 632,810**	**$ 454,510**	**$ 71,036**		
Rangiora Central Business Area Total								**$ -**	**$ 4,160**	**#DIV/0!**	**$ 4,160**	**$ -**	**$ -**	**$ -**	**$ -**		
Grand Total								**$ 35,262,931**	**$ 32,317,557**	**92%**	**$ 32,322,244**	**$ 1,058,823**	**$ 3,195,233**	**$ 1,058,823**	**$ 646,325**		

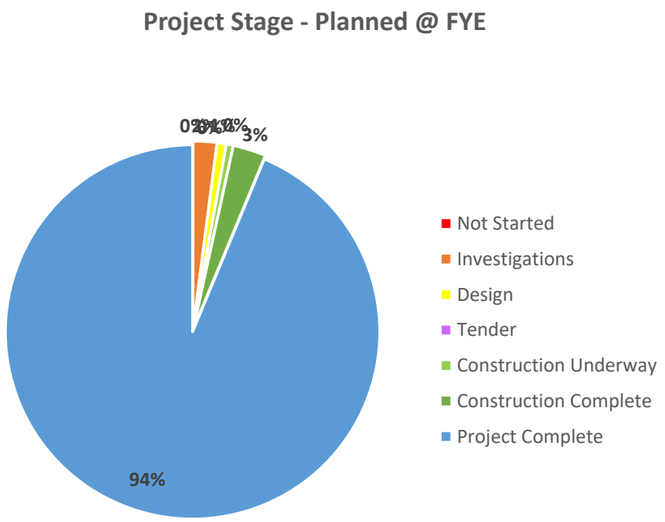
(blank)	$ -	$ 2,575,601	$ -	$ 5,686,500	$ 8,262,101
Grand Total	**$ -**	**$ 2,575,601**	**$ -**	**$ 5,686,500**	**$ 8,262,101**

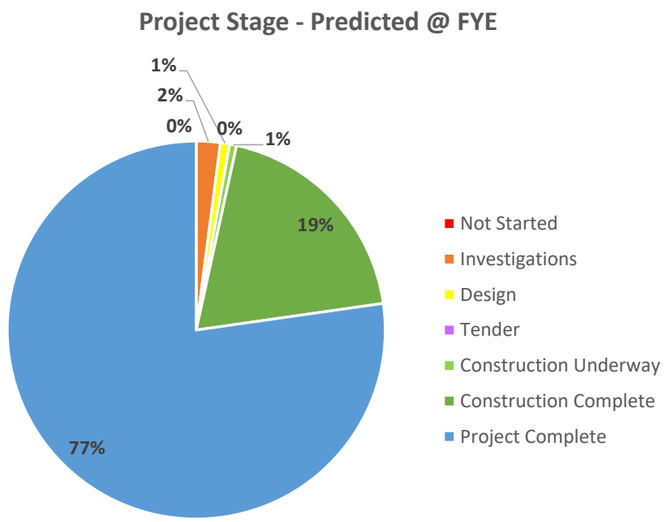
(blank)	$ -		$ -	$ 5,686,500	$ 5,686,500
External Delays (Additional Carryover	$ 1,488,171				$ 1,488,171
Internal Delays (Additional Carryover	$ 1,087,430				$ 1,087,430

Earthquake Recovery Capital Works Programme - 2020-2021 Financial Year - June 2021 Quarter

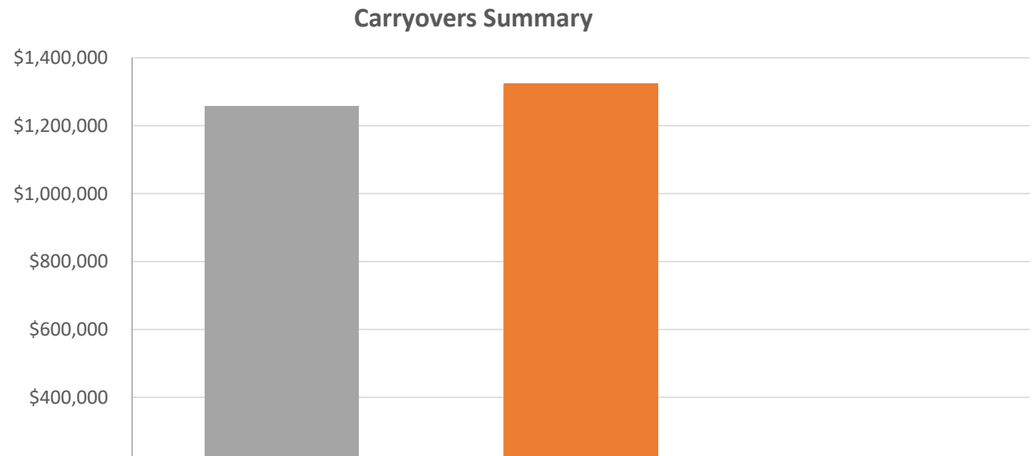
SUMMARY







	Full Year Budget	Actual Expenditure YTD	Predicted Expenditure @ FY End
Saving			-$11,727
Carryover (unspent)			$1,141,356
Carryover (WIP)			$181,880
Risk to be Carryover			$-
Spend in FY			$6,950,592
Total	$8,262,101	$7,106,023	

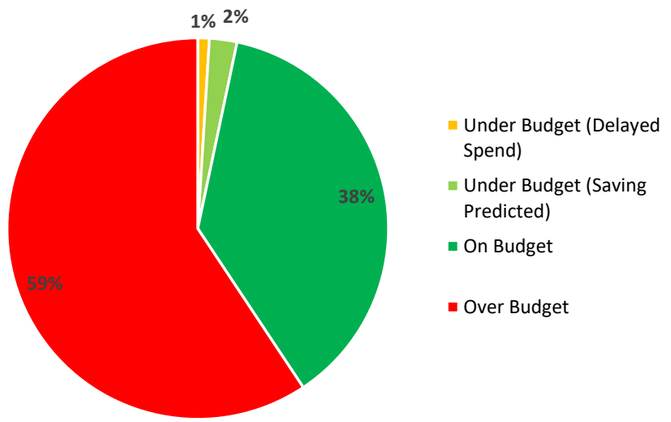


	Planned Budget Carryover	Predicted Budget Carryover	Predicted Expenditure Carryover
At Risk Carryovers	$-	$-	$-
Predicted Carryovers	$-	$1,323,236	$181,880
Planned Carryovers	$1,258,250	$-	$-

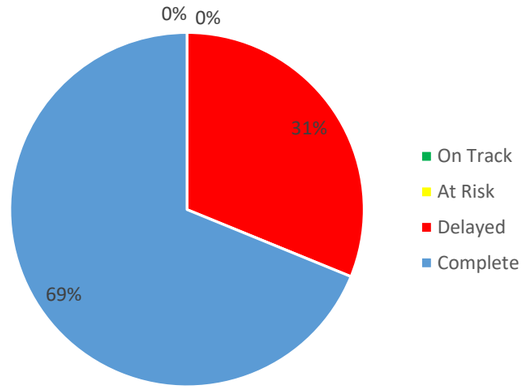
(blank)	$ -	$ 2,575,601	$ -	$ 5,686,500	$ 8,262,101
Grand Total	**$ -**	**$ 2,575,601**	**$ -**	**$ 5,686,500**	**$ 8,262,101**

(blank)	$ -		$ -	$ 5,686,500	$ 5,686,500
External Delays (Additional Carryover	$ 1,488,171				$ 1,488,171
Internal Delays (Additional Carryover	$ 1,087,430				$ 1,087,430

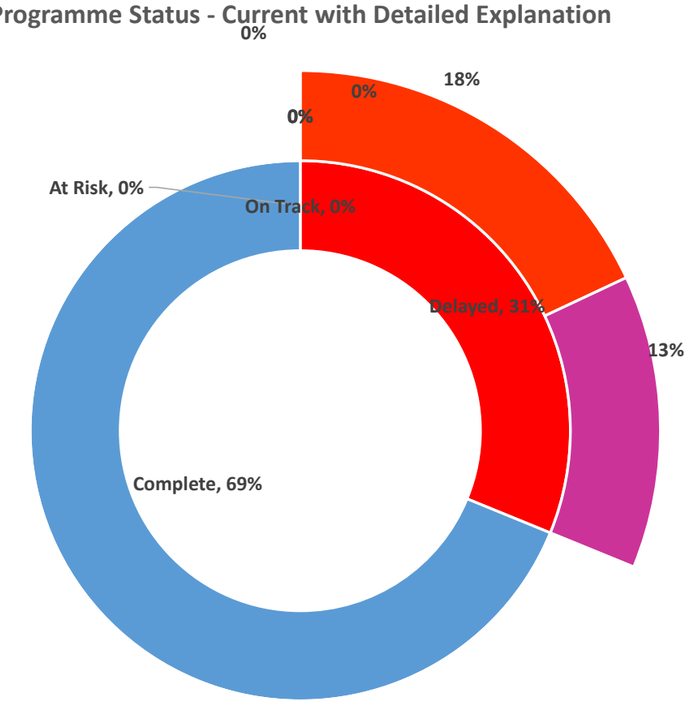
Budget Status - Current



Programme Status - Current



Programme Status - Current with Detailed Explanation



DEFINITIONS

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Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
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At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identifed are realised.

Earthquake Recovery Capital Works Programme - 2020-2021 Financial Year - June 2021 Quarter

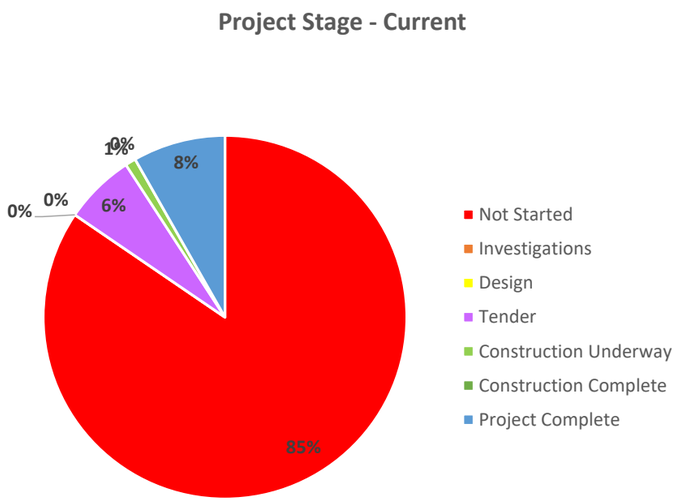
Scheme	Account Number	Project Name	Who Controls the timing	Project Stage - Current	Project Stage - Planned at FYE	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	Actual Expenditure YTD	% Spent (Actual Expenditure / Full Year Revised Budget) Calc	Final Forecast Expenditure at FYE	Planned Carryover of Budget to Next FY	Predicted Carryover of Budget to Next FY	Planned Carryover of Expenditure (WIP) to Next FY	Predicted Carryover of Expenditure (WIP) to Next FY	Programme Status	Comments
General Earthquake Recovery	100243	Kaiapoi Town Centre Renewal	Council	Construction Complete	Construction Complete	Construction Complete	Complete	$ 215,000	$ 202,462	94%	$ 202,462	$ 215,000	$ 12,538	$ 215,000	$ -	On Budget	Allowance made post earthquake. Most planned projects have been completed - this is part of the remaining carryover budgets from previous years. Bridge painting was removed last year due to assumed delay. 20/21 year budget used for KTC carparking project (complete).
	100742	Rangiora Cark Park Building	Others	Not Started	Investigations	Investigations	Delayed	$ 100,000	$ 113,964	114%	$ 113,964	$ 100,000	$ 100,000	$ 100,000	$ 113,964	Over Budget	Land purchase associated with carparking building. Balance of the total remaining budget provision (~$1.6m total?) was pushed out by Council to 21/22 year after Covid. Contract for purchase in place this year now (which is likely to be settled upon & paid fully next FY). Note there is separate activity budget for actual development costs (~$4m) in the LTP. Estimate adjusted to now allow for deposit payment next year (delayed).
General Earthquake Recovery Total								**$ 315,000**	**$ 316,425**	**100%**	**$ 316,426**	**$ 315,000**	**$ 112,538**	**$ 315,000**	**$ 113,964**		
Drainage Earthquake Recovery	101196	Feldwick SMA	Council	Not Started	Investigations	Not Started	Delayed	$ 761,300	$ -	0%	$ -	$ 761,300	$ 761,300	$ 761,300	$ -	Under Budget (Delayed Spend)	Works now delayed due to SMA delays due to shovel-ready programme budget constraints - to carryover. Budget to be used for recreation aspects of the new SMA under shovel-ready programme.
Drainage Earthquake Recovery Total								**$ 761,300**	**$ -**	**0%**	**$ -**	**$ 761,300**	**$ 761,300**	**$ 761,300**	**$ -**		
Recreation Earthquake Recover	101396	Kaiapoi Wharf Pontoon 1 & River Wall	Council	Construction Complete	Project Complete	Construction Complete	Delayed	$ 1,110,550	$ 1,093,793	98%	$ 1,093,793	$ -	$ 16,757	$ -	$ -	On Budget	Dredging works complete. Final defects resolution of outstanding riverview pontoon snag items is delayed (contractor payments are being witheld).
	101398	Kaiapoi Riverbanks NW Bridge Corner (Trousselot)	Council	Project Complete	Project Complete	Project Complete	Complete	$ 134,930	$ 121,785	90%	$ 121,785	$ -	$ -	$ -	$ -	On Budget	Physical Works now complete
	101524	Kaiapoi Marine Precinct Pile Moorings	Council	Construction Complete	Project Complete	Construction Complete	Delayed	$ 100,000	$ 81,396	81%	$ 81,396	$ -	$ 18,604	$ -	$ -	On Budget	Physical Works now complete. Remaining budget to be used for swing mooring purchase negotiations - now agreed increased purchase amount of $30k which is over budget. Risk of non-completion by external party.
Recreation Earthquake Recovery Total								**$ 1,345,480**	**$ 1,309,554**	**97%**	**$ 1,309,554**	**$ -**	**$ 35,361**	**$ -**	**$ -**		
Red Zone Regeneration	101399	Redzone Rural & Private Lease Plan	Others	Not Started	Investigations	Investigations	Delayed	$ 10,000	$ 3,115	31%	$ 3,115	$ -	$ 6,885	$ -	$ -	Under Budget (Delayed Spend)	Expenditure depends on external influences. WILL REQUIRE CARRYOVER.
	101403	Redzone Rural & Private Lease Development	Others	Not Started	Investigations	Investigations	Delayed	$ 40,000	$ 4,893	12%	$ 4,893	$ -	$ 35,107	$ -	$ -	Under Budget (Delayed Spend)	Expenditure depends on external influences. WILL REQUIRE CARRYOVER.
	101405	Redzone Food Forest	Community	Construction Underway	Construction Complete	Construction Underway	Delayed	$ 12,671	$ -	0%	$ -	$ -	$ 12,671	$ -	$ -	Under Budget (Delayed Spend)	Project expenditure controlled by Kaiapoi Food Forest Trust. REQUIRE LATE CARRYOVER.
	101407	Redzone Heritage & Mahinga Kai	Council	Design	Design	Design	Delayed	$ 60,000	$ 9,176	15%	$ 9,176	$ 60,000	$ 60,000	$ 60,000	$ 9,176	Under Budget (Delayed Spend)	Planning stage now underway. Project is delayed due to delays in establishment of co-governance, and resourcing limitations. Staff to hold further meeting with TKTT and issue report to Mahi Tahi and Council.
	101415	Redzone Road Upgrades	Council	Project Complete	Project Complete	Project Complete	Complete	$ 1,218,825	$ 1,326,367	109%	$ 1,326,367	$ -	$ -	$ -	$ -	Over Budget	Construction complete. Net project as a whole is under budget due to increased NZTA subsidy.
	101416	Public Viewing Platform	Council	Design	Investigations	Investigations	Complete	$ 15,000	$ 11,251	75%	$ 11,251	$ 15,000	$ 15,000	$ 15,000	$ 11,251	Under Budget (Saving Predicted)	Project underway last year but deliberately deferred by Council in response to Covid capital programme adjustments. Deferred now to 21/22 year.
	101418	Honda Forest	Council	Construction Underway	Construction Underway	Construction Underway	Delayed	$ 64,130	$ 42,021	66%	$ 42,021	$ -	$ 22,109	$ -	$ -	Under Budget (Delayed Spend)	Ongoing project with multi-year multi-stage planting and development. This years budget is underspent partly due to delays to palting days during 2020 Covid - to carryover to add to next years budget.
	101429	Pines Beach Entrance	Council	Project Complete	Project Complete	Project Complete	Complete	$ 117,000	$ 77,669	66%	$ 77,669	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Construction complete. Proposed to late carryover remaining budget for other regen proejcts (Council report).
	101430	The Oaks	Council	Not Started	Project Complete	Investigations	Delayed	$ 4,000	$ -	0%	$ -	$ -	$ 4,000	$ -	$ -	Under Budget (Delayed Spend)	Project yet to start. Current Resourcing limitations.
	101431	Kaiapoi South Rural	Council	Not Started	Project Complete	Investigations	Delayed	$ 78,000	$ 144	0%	$ 144	$ -	$ 77,856	$ -	$ -	Under Budget (Delayed Spend)	Project yet to start. Project timing may be affected by Community Studios Hub projects
	101435	Softball	Council	Project Complete	Project Complete	Project Complete	Complete	$ 743,300	$ 716,692	96%	$ 743,000	$ -	$ -	$ -	$ -	On Budget	Construction works complete. Report to Council May for approval spend of remaining budget on additions (APPROVED - in progress - require additona late carryover for minor completion of bleachers).
	101437	Changing Rooms	Council	Project Complete	Project Complete	Project Complete	Complete	$ 878,650	$ 932,538	106%	$ 932,538	$ -	$ -	$ -	$ -	Over Budget	Project complete. Defects period.
	101439	General Landscaping, Storage & Lighting	Council	Project Complete	Project Complete	Project Complete	Complete	$ 293,660	$ 371,035	126%	$ 277,035	$ -	$ -	$ -	$ -	On Budget	Construction complete. Report to Council May 2021 regarding remainder budget expenditure (APPROVED - now underway - require late carryover for minor completion). Note Journal to do here as the budget is shared with Community Event Space ledger.
	101441	NZMCA Park Development & Enabling	Others	Project Complete	Project Complete	Project Complete	Delayed	$ 49,950	$ 10,451	21%	$ 10,541	$ 950	$ 39,409	$ 950	$ -	Under Budget (Delayed Spend)	Project overseen by Business & Centres unit. Full scope of WDC inputs yet tbc (if any), but related to costs to facilitate lease arrangements, land information and possible prep costs. Timing dictated by NZMCA project team. EAC allows for Asplundh, Legal fees, lease execution costs.
	101525	Kaiapoi East Rural	Others	Not Started	Design	Investigations	Delayed	$ 56,000	$ -	0%	$ -	$ 56,000	$ 56,000	$ 56,000	$ -	Under Budget (Delayed Spend)	Project not started. Design was planned to be done this year, with construction year after. Timing now dependant on WHOW project decisions and design
	101527	North Cass / Community Event Space	Council	Project Complete	Project Complete	Project Complete	Delayed	$ 109,000	$ -	0%	$ 94,000	$ -	$ 15,000	$ -	$ -	On Budget	This budget used to contribute also to the General Landscaping contract 20/18. Remainder budget ~$15k was set aside for power supply to the event space. Currently with Mainpower for design and pricing (this element at risk due to Mainpower delays).
	101529	Courtenay Esplanade	Council	Not Started	Design	Not Started	Delayed	$ 20,000	$ -	0%	$ -	$ -	$ 20,000	$ -	$ -	Under Budget (Delayed Spend)	Project not yet started. Will also now tie in with Heritage & Mahinga Kai project. Further budget also in 21/22 for construction.
	101543	Croquet and Community Studios Spaces	Community	Design	Design	Design	Complete	$ 50,000	$ 47,489	95%	$ 47,489	$ 50,000	$ 50,000	$ 50,000	$ 47,489	On Budget	Budget allows for concept design and planning works this year. Community Consultation ongoing. Next year LTP budget now approved (May 2021)
	101436	Cass St Carpark	Council	Project Complete	Project Complete	Project Complete	Complete	$ 551,760	$ 728,905	132%	$ 728,905	$ -	$ -	$ -	$ -	Over Budget	Carpark construction being delivered as part of contract 19/41 works. Overall project was delayed due to Covid delays. Construction now complete. Net project as a whole is under budget due to increased NZTA subsidy on other allied codes.
	101596	Road Upgrades LCLR (Charles St & Jollie St)	Council	Project Complete	Project Complete	Project Complete	Complete	$ 627,302	$ 700,992	112%	$ 700,992	$ -	$ -	$ -	$ -	Over Budget	Construction works complete. Covid delay related costs are included in EAC. Net project as a whole is under budget due to increased NZTA subsidy.
	101597	Road Upgrades Unsubsidised Works	Council	Project Complete	Project Complete	Project Complete	Complete	$ 563,873	$ 77,473	14%	$ 77,473	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Construction works complete. This ledger budget appears to be well under budget due to original budget apportionment but this is managed agaisnt other ledgers for the same project/contract to align with breakdown of works for NZTA subsidy/funding.
	101406	Redzone Dog Park	Council	Project Complete	Project Complete	Project Complete	Complete	$ 3,450	$ 3,507	102%	$ 3,507	$ -	$ -	$ -	$ -	On Budget	Project complete last year - some final costs.
	101604	Road Upgrades LCLR (Cass St & Hall St)	Council	Project Complete	Project Complete	Project Complete	Complete	$ 250,000	$ 402,682	161%	$ 402,682	$ -	$ -	$ -	$ -	Over Budget	Construction works complete. Covid related costs are included in EAC. Net project as a whole is under budget due to increased NZTA subsidy.
	100778	Red Zone Decommissioning Roading	Council	Project Complete	Project Complete	Project Complete	Complete	$ 23,750	$ -	0%	$ -	$ -	$ -	$ -	$ -	Under Budget (Saving Predicted)	Budget no longer required. Works completed.
Red Zone Regeneration Total								**$ 5,840,321**	**$ 5,480,044**	**94%**	**$ 5,506,492**	**$ 181,950**	**$ 414,037**	**$ 181,950**	**$ 67,916**		
Grand Total								**$ 8,262,101**	**$ 7,106,023**	**86%**	**$ 7,132,472**	**$ 1,258,250**	**$ 1,323,236**	**$ 1,258,250**	**$ 181,880**		

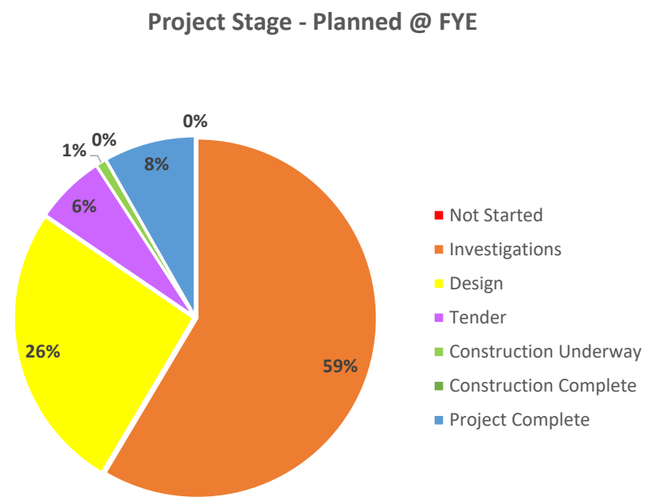
Potential External Delay				$ 2,419,000	$ 2,419,000
Grand Total	**$ -**	**$ -**		**$ 1,990,000**	**$ 2,569,000**	**$ 4,559,000**

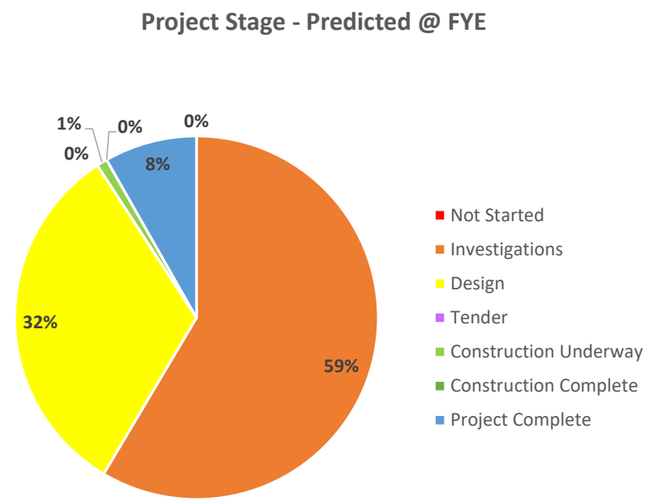
Recoverable Delay (Approved Carryover)					$ 2,569,000	$ 2,569,000
Grand Total	**$ -**	**$ -**		**$ 1,990,000**	**$ 2,569,000**	**$ 4,559,000**

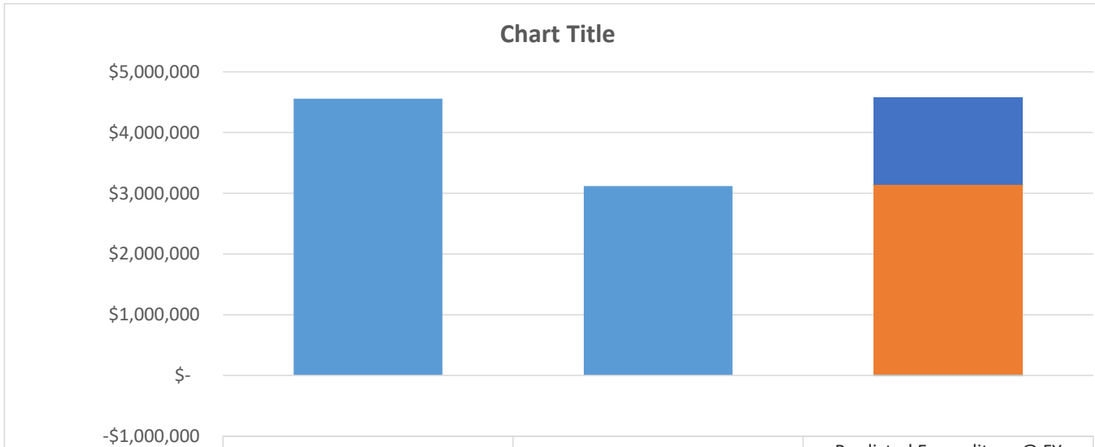
Shovel Ready Funding Programme - 2020-2021 Financial Year - December 2020 Quarter

SUMMARY

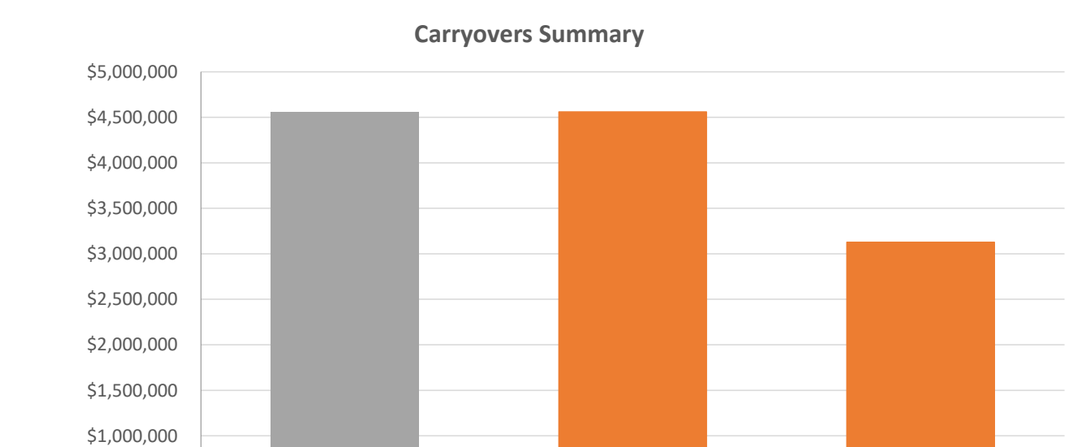








	Full Year Budget	Actual Expenditure YTD	Predicted Expenditure @ FY End
Saving			-$10,534
Carryover (unspent)			$1,432,251
Carryover (WIP)			$3,126,749
Risk to be Carryover			$-
Spend in FY			$10,534
Total	$4,559,000	$3,120,080	

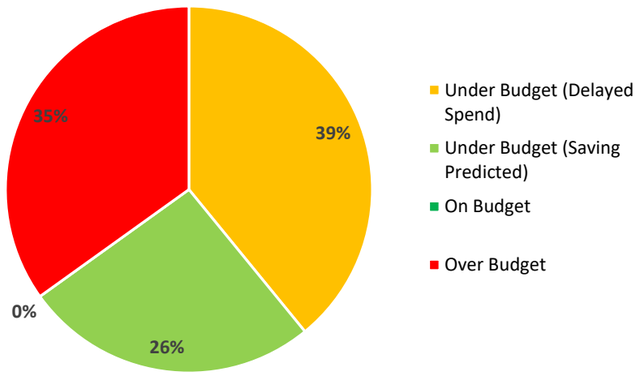


	Planned Budget Carryover	Predicted Budget Carryover	Predicted Expenditure Carryover
At Risk Carryovers	$-	$-	$-
Predicted Carryovers	$-	$4,559,000	$3,126,749
Planned Carryovers	$4,559,000	$-	$-

Potential External Delay				$ 2,419,000	$ 2,419,000	
Grand Total	**$ -**	**$ -**		**$ 1,990,000**	**$ 2,569,000**	**$ 4,559,000**

Recoverable Delay (Approved Carryover)				$ 2,569,000	$ 2,569,000	
Grand Total	**$ -**	**$ -**		**$ 1,990,000**	**$ 2,569,000**	**$ 4,559,000**

Budget Status - Current



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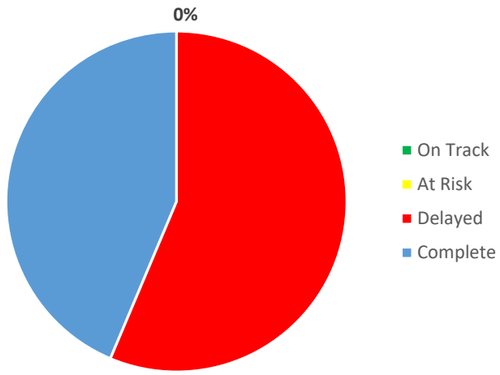
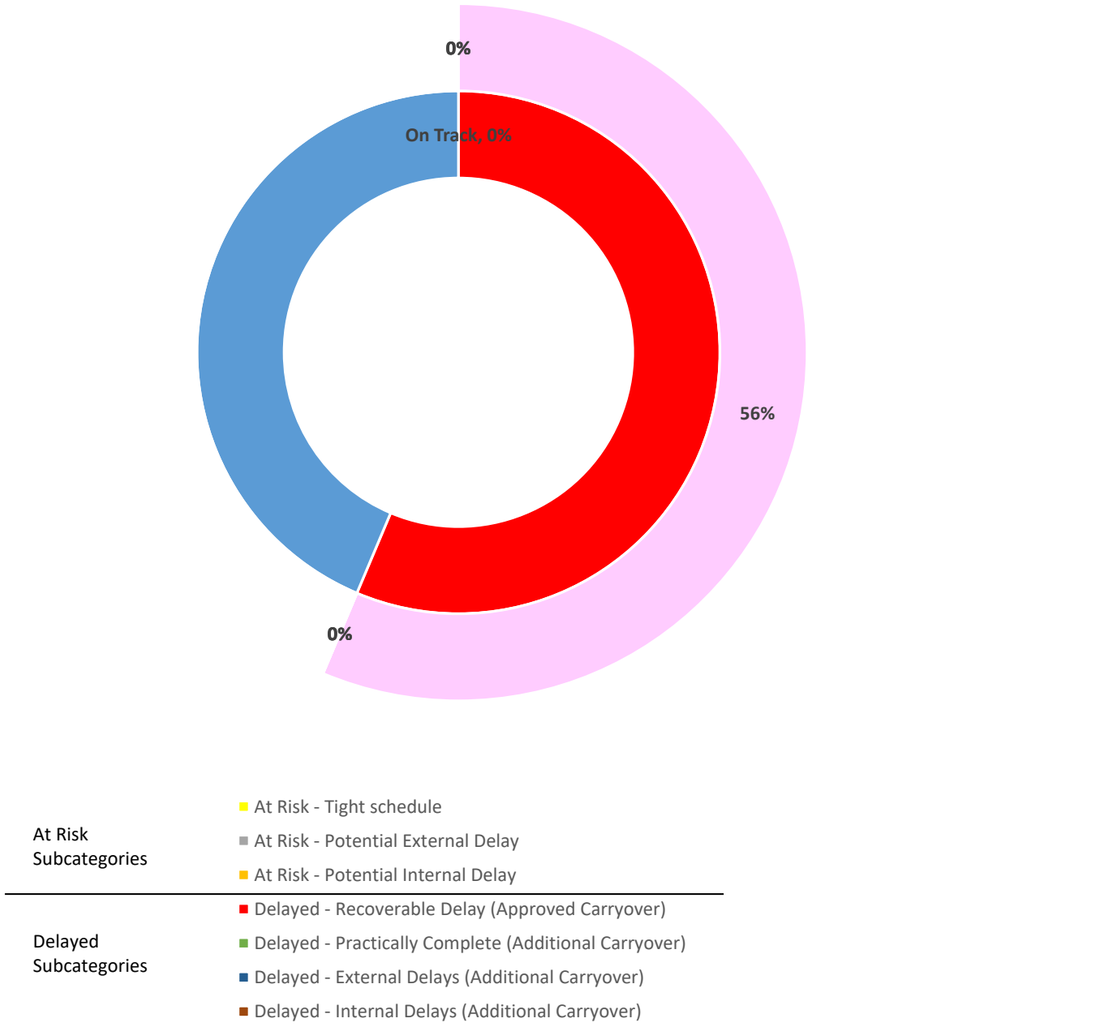


Programme Status - Current with Detailed Explanation



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On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
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Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identifed are realised.

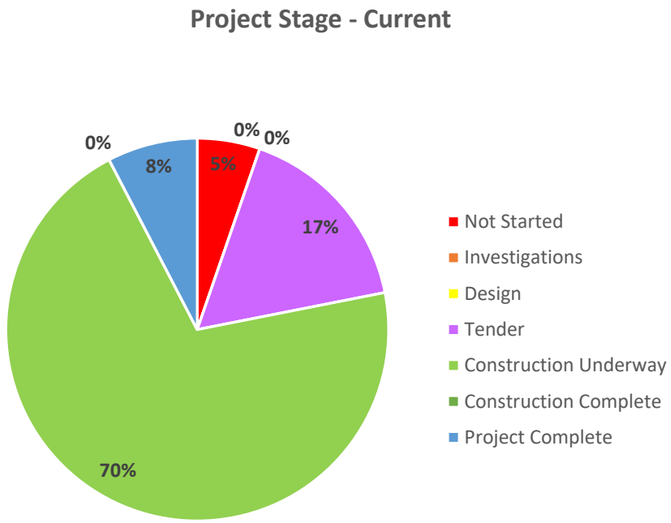
Project Name	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	Actual Expenditure YTD	% Spent (Actual Expenditure / Full Year Revised Budget) Calc	Final Forecast Expenditure at FYE	Planned Carryover of Budget to Next FY	Predicted Carryover of Budget to Next FY	Planned Carryover of Expenditure (WIP) to Next FY	Predicted Carryover of Expenditure (WIP) to Next FY	Programme Status	Comments
Sneyd Street Pipe Upgrade	Construction Underway	Delayed	$ 150,000	$ 300	0%	$ 29,607	$ 150,000	$ 150,000	$ 150,000	$ 29,607	Under Budget (Delayed Spend)	This budget funds the Early Works package, which when originally programmed in 2020 was anticipated to start in March/April 2021. Construction started in June 2021; the first payment claim has been accrued to June 2021. Budget to be transferred to next year.
Shovel Ready Programme MGMT - Capex	Investigations	Complete	$ 483,000	$ 632,623	131%	$ 632,623	$ 483,000	$ 483,000	$ 483,000	$ 632,623	Over Budget	Programme management spend for the year was over budget. Budget shortfall to be covered by budget transfers from other account codes in the Shovel Ready cost centre. Note year end cost is in line with programme forecasts.
Shovel Ready - Site Investigations	Project Complete	Complete	$ 159,000	$ 258,223	162%	$ 258,223	$ 159,000	$ 159,000	$ 159,000	$ 258,223	Over Budget	Site investigations have involved additional potholing, CPTs, boreholes and modelling to support design development. Although over budget the work is necessary to achieve the best design outcome and manage construction risk. The overspend will be covered from the programme contingency within the cost centre budget. Note some additional potholing will be completed in August 2021, prior to construction start.
Shovel Ready - Detailed Design	Design	Complete	$ 1,170,000	$ 815,603	70%	$ 815,603	$ 1,170,000	$ 1,170,000	$ 1,170,000	$ 815,603	Under Budget (Saving Predicted)	Although spend on this project shows as under budget, the project achieved what was expected for the year (i.e. completion of detailed design for the Shovel Ready projects). Budget to be transferred to FY21/22 at year end.
Shovel Ready - Land Acquisition	Investigations	Delayed	$ 2,419,000	$ 1,196,957	49%	$ 1,196,957	$ 2,419,000	$ 2,419,000	$ 2,419,000	$ 1,196,957	Under Budget (Delayed Spend)	One property acquisition (213 Beach Road) remains outstanding, which has delayed the progress of this project.
			$ 4,381,000	**$ 2,926,345**	**67%**	**$ 2,943,547**	**$ 4,381,000**	**$ 4,381,000**	**$ 4,381,000**	**$ 2,933,013**		
Shovel Ready Programme Management	Design	Complete	$ 178,000	$ 193,736	109%	$ 193,736	$ 178,000	$ 178,000	$ 178,000	$ 193,736	Over Budget	The forecast expenditure figure includes $143,000 of costs journalled to this code. The journalled amounts have caused the overspend. Only senior management time has been charged to this budget since the journals.
			$ 178,000	**$ 193,736**	**109%**	**$ 193,736**	**$ 178,000**	**$ 178,000**	**$ 178,000**	**$ 193,736**		
			$ 4,559,000	**$ 3,120,080**	**68%**	**$ 3,137,283**	**$ 4,559,000**	**$ 4,559,000**	**$ 4,559,000**	**$ 3,126,749**		

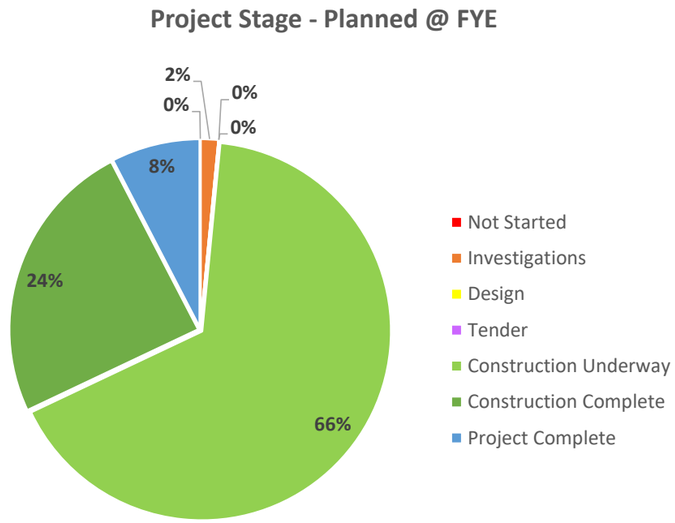
Programme Status (at end of FY) - Current					
Sum of Full Year F	Column Labels				
Row Labels	INPUT DATE	On Track	Complete	Delayed	Grand Total

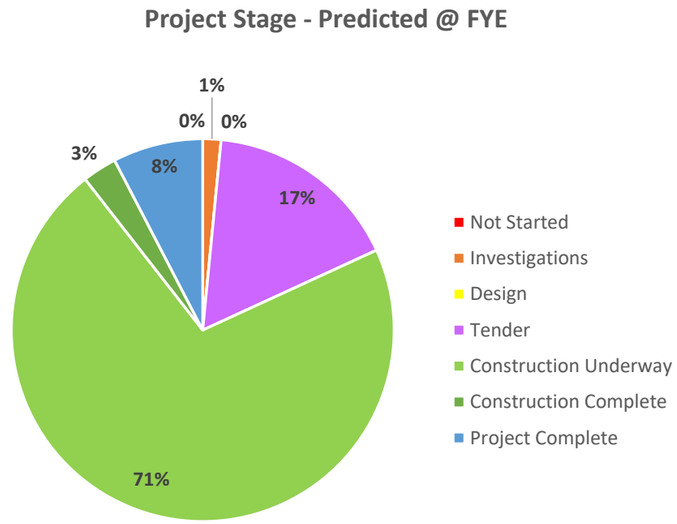
Programme Status (at end of FY) - Current					
Sum of Full Year F	Column Labels				
Row Labels	INPUT DATE	On Track	Complete	Delayed	Grand Total

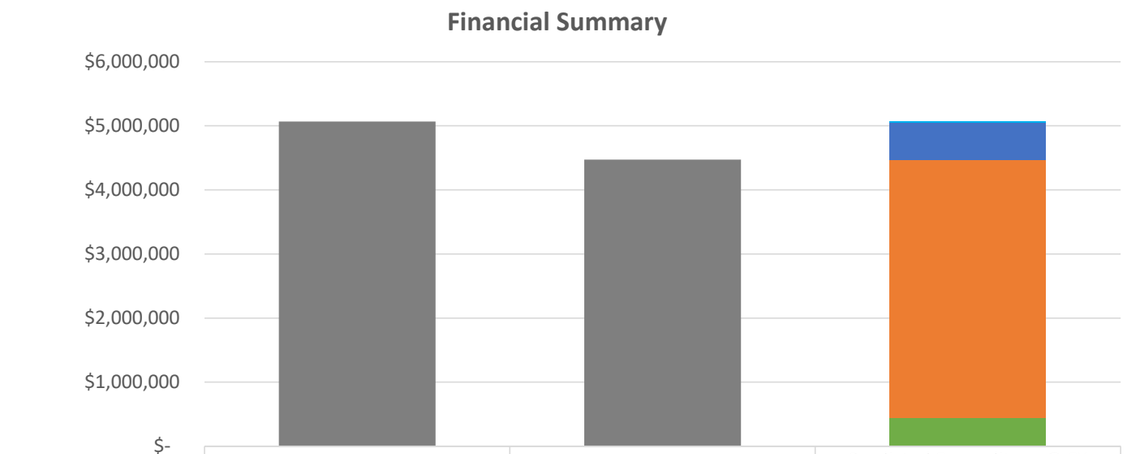
Stimulus Funding Programme - 2020-2021 Financial Year - December 2020 Quarter

SUMMARY

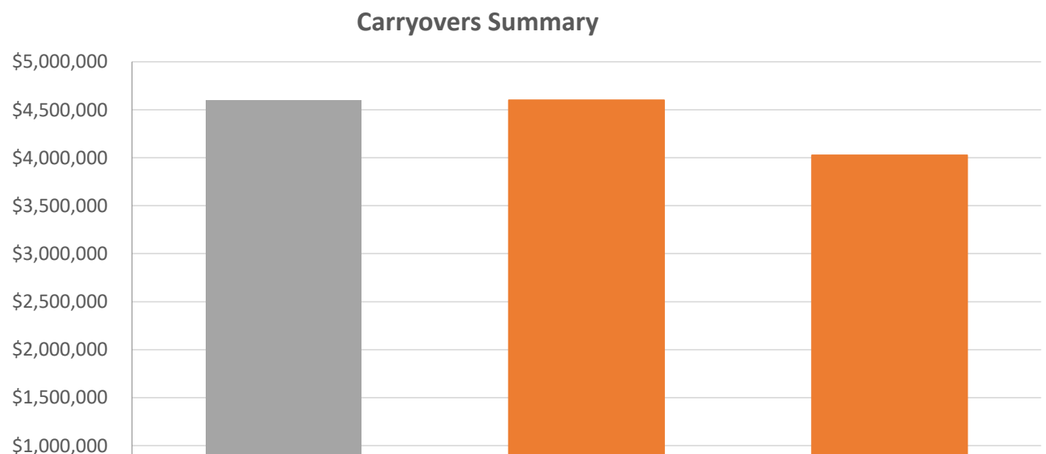








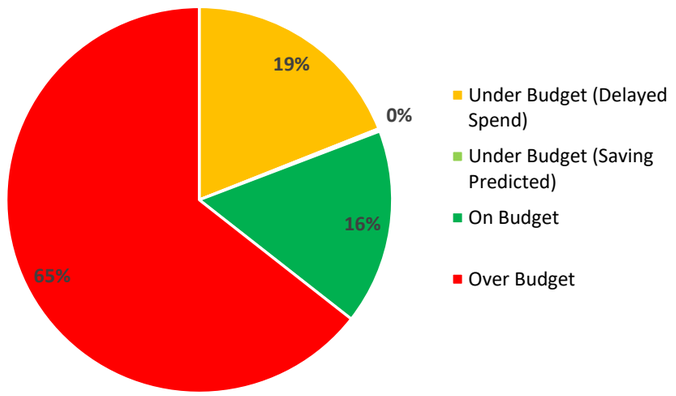
	Full Year Budget	Actual Expenditure YTD	Predicted Expenditure @ FY End
Saving			$21,271
Carryover (unspent)			$573,445
Carryover (WIP)			$4,027,465
Risk to be Carryover			$-
Spend in FY			$445,629
Total	$5,067,810	$4,473,096	



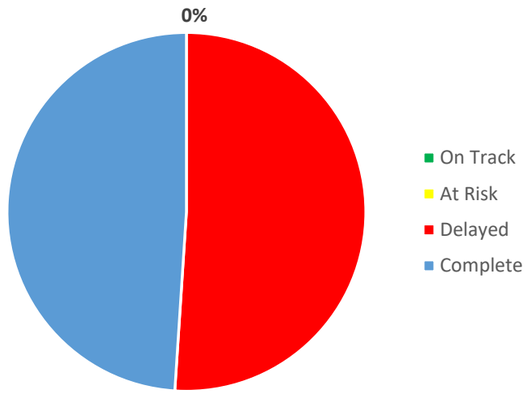
	Planned Budget Carryover	Predicted Budget Carryover	Predicted Expenditure Carryover
At Risk Carryovers	$-	$-	$-
Predicted Carryovers	$-	$4,600,910	$4,027,465
Planned Carryovers	$4,600,910	$-	$-

Programme Status (at end of FY) - Current					
Sum of Full Year R	Column Labels				
Row Labels	INPUT DATE	On Track	Complete	Delayed	Grand Total

Budget Status - Current

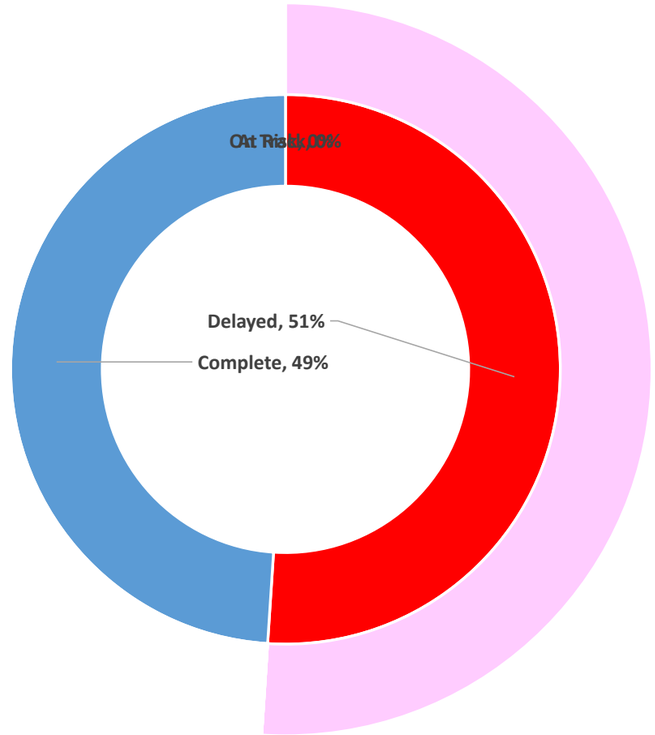


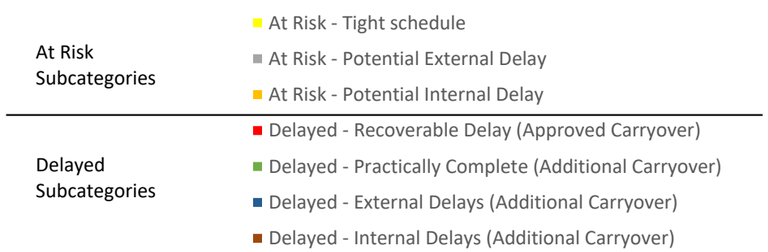
Programme Status - Current



Programme Status (at end of FY) - Current					
Sum of Full Year R	Column Labels				
Row Labels	INPUT DATE	On Track	Complete	Delayed	Grand Total

Programme Status - Current with Detailed Explanation





DEFINITIONS

Full Year Revised Budget	Budget approved in LTP/AP plus any additional budgets approved by Council throughout the FY.
Unspent Budget	Budget that will not be spent this financial year. This can be both a budget saving (e.g: due to projects being delivered for less than budgeted) or delayed budget spend (i.e.: budget that will be spent next financial year).
Programme - On Track	Refers to projects where the project work this FY is expected to be delivered by FYE.
Programme - At Risk	Refers to projects where the project work this FY is currently at risk of not being delivered by FYE. These are the projects that need to be resourced and monitored carefully to ensure they are delivered to programme.
Programme - Delayed	Refers to projects where the project work this FY will not be delivered by FYE. These projects are signalled as predicted carryover (if single or multi-year current), if not already shown as a planned carryover (if multi-year future).
On Budget	Refers to projects where the project work this FY is expected to be delivered within budget.
Over Budget	Refers to projects where the project work this FY will not be delivered on budget.
Under Budget (Delayed Spend)	Refers to projects where it is not expected to spend the budget this FY. These projects are to be signalled as either a planned (if multi-year future) or predicted carryover (if single or multi-year current).
Under Budget (Saving Predicted)	Refers to projects where the project work this FY is expected to be delivered under budget. This includes projects that will be completed this financial year and delivered under budget or (if multi-year future) the unspent budget will not be carried forward to the next FY.
Approved Carryover	Refers to the projects where the ~~C~~carryovers for multi-year projects that were approved as part of the AP/LTP.
Additional Carryover	Refers to the projects where the carryovers are due to projects being delayed. These carryovers are in addition to those carryovers approved as part of the AP/LTP.
At Risk Carryover	Refers to projects where the programme is at risk, therefore may potentially become a carryover of the risk identifed are realised.

Stimulus Funding Programme - 2020-2021 Financial Year - December 2020 Quarter

Type of Work	Account Number	Project Name	Project Stage - Predicted at FYE	Predicted Programme Status at FYE - Current	Full Year Revised Budget	Actual Expenditure YTD	% Spent (Actual Expenditure / Full Year Revised Budget) Calc	Final Forecast Expenditure at FYE	Planned Carryover of Budget to Next FY	Predicted Carryover of Budget to Next FY	Planned Carryover of Expenditure (WIP) to Next FY	Predicted Carryover of Expenditure (WIP) to Next FY	Programme Status	Comments
Capital Expenditure	101670	Poyntzs Road Water Upgrade	Construction Underway	Delayed	$ 877,310	$ 961,881	110%	$ 961,881	$ 877,310	$ 877,310	$ 877,310	$ 961,881	Over Budget	This account funds two projects, both of which are underway and due for completion in August 2021. Progress has been positive, but the project is one month behind programme.
	101671	Fernside Sewer Upgrade	Construction Underway	Complete	$ 219,600	$ 260,573	119%	$ 260,573	$ 219,600	$ 219,600	$ 219,600	$ 260,573	Over Budget	The water unit has made good progress and is going to complete some additional work, which means the pipeline upgrade project will complete in August 2021. Work completed for FY20/21 was in line with expectations. The private pump station work is currently being procured and will start construction in FY21/22 as programmed.
	101672	Loburn Lea Sewer Upgrade	Construction Underway	Complete	$ 657,500	$ 1,148,830	175%	$ 1,148,830	$ 657,500	$ 657,500	$ 657,500	$ 1,148,830	Over Budget	Both contracts have started construction and are progressing well, in line with expectations for the year. Variations have caused an overspend, but additional budget is available within Stimulus funding
	101673	Tuahiwi Water Extension Greens Road	Construction Underway	Complete	$ 327,500	$ 10,079	3%	$ 10,079	$ 327,500	$ 327,500	$ 327,500	$ 10,079	Under Budget (Saving Predicted)	101673, 101674, 101675, 101676 and 101677 all fund portions of CON20/60. CON20/60 has progressed well in line with expectations for this year. Most of the spend has been funded out of 101677; all budgets are to be transferred to next year for completion of the project.
	101674	Tuahiwi Water Extension Tuahiwi Road	Construction Underway	Complete	$ 66,500	$ 133,000	200%	$ 133,000	$ 66,500	$ 66,500	$ 66,500	$ 133,000	Over Budget	see above
	101675	Tuahiwi Sewer Extension Greens Road	Construction Underway	Complete	$ 276,000	$ -	0%	$ -	$ 276,000	$ 276,000	$ 276,000	$ -	Under Budget (Saving Predicted)	see above
	101676	Tuahiwi Sewer Extension Tuahiwi Road	Construction Underway	Complete	$ 128,000	$ 128,000	100%	$ 128,000	$ 128,000	$ 128,000	$ 128,000	$ 128,000	On Budget	see above
	101677	Tuahiwi Sewer Upgrade	Tender	Delayed	$ 1,386,000	$ 742,276	54%	$ 742,276	$ 1,386,000	$ 1,386,000	$ 1,386,000	$ 742,276	Under Budget (Delayed Spend)	This budget funds both CON20/60, and work on design, procurement and construction of the private pump station property work in Tuahiwi. The private pump station property work is slightly behind programme (hence the delayed classification for this budget), but will still meet programme requirements of the Government's Stimulus Funding.
	101679	West Eyreton and Summerhill Storage Upgrade	Construction Underway	Complete	$ 66,500	$ 140,187	211%	$ 140,187	$ 66,500	$ 66,500	$ 66,500	$ 140,187	Over Budget	Work priced as SP under Poyntzs Road contract. Overspend covered by Stimulus Projects budget transfers. Forecast to complete at beginning of FY21/22.
	101680	Central Rangiora Capacity Upgrade Stage 5A	Project Complete	Complete	$ 246,000	$ 231,975	94%	$ 231,975	$ -	$ -	$ -	$ -	On Budget	Variation to existing Central Rangiora Central Sewer Upgrade (CRSCU) Stage 4 Contract (19/34); Stage 5A variation priced at $235,437.25. Project has reached practical completion.
	101681	Ohoka Water Storage Upgrade	Construction Underway	Complete	$ 43,000	$ 156,659	364%	$ 156,659	$ 43,000	$ 43,000	$ 43,000	$ 156,659	Over Budget	Work priced as SP under Poyntzs Road contract. Overspend covered by Stimulus Project budget transfers. Forecast to complete at beginning of FY21/22.
	101702	Oxford Sewer Operational Improvements	Construction Complete	Complete	$ 50,000	$ 49,838	100%	$ 49,838	$ 50,000	$ 50,000	$ 50,000	$ 49,838	On Budget	GHD have provided a strategy plan report suggesting next steps. Project achieved expected progress this year.
	101789	Cust Headworks Upgrade	Construction Underway	Complete	$ 220,900	$ 213,654	97%	$ 213,654	$ -	$ -	$ -	$ -	On Budget	The Stimulus funded portion of the Cust Headworks project has been completed on programme.
Capital Expenditure Total					**$ 4,564,810**	**$ 4,176,954**	**92%**	**$ 4,176,952**	**$ 4,097,910**	**$ 4,097,910**	**$ 4,097,910**	**$ 3,731,323**		
Operating Expenditure	101665	Stimulus Programme Management	Construction Complete	Complete	$ 70,000	$ 80,411	115%	$ 80,411	$ 70,000	$ 70,000	$ 70,000	$ 80,411	Over Budget	Programme management spend has gone slightly over budget for the year; there is budget available next year.
	101666	Oxford Sewer I&I Investigations	Investigations	Delayed	$ 148,000	$ 68,991	47%	$ 68,991	$ 148,000	$ 148,000	$ 148,000	$ 68,991	Under Budget (Delayed Spend)	Investigations to determine next best steps took longer than anticipated at the start of the year, causing budget underspend. Data loggers have been installed and will be monitored to try and identify issues in the network. Any budget not spent to be transferred to FY21/22.
	101667	Three Waters Reform Investigations	Project Complete	Complete	$ 110,000	$ 108,760	99%	$ 108,760	$ 110,000	$ 110,000	$ 110,000	$ 108,760	On Budget	Initial contributions to the 3W reform investigatons have been completed. Council is now considering the Government's proposal.
	101697	Drainage and waterways manager	Investigations	Delayed	$ 75,000	$ -	0%	$ -	$ 75,000	$ 75,000	$ 75,000	$ -	Under Budget (Delayed Spend)	Recruitment of Drainage & Waterways manager has not progressed. Unspent budget to be transferred to FY21/22, and potentially to another Stimulus project to ensure funding is used.
	101698	Headworks Asset Data MGMT Improvements	Construction Underway	Delayed	$ 100,000	$ 37,980	38%	$ 37,980	$ 100,000	$ 100,000	$ 100,000	$ 37,980	Under Budget (Delayed Spend)	Consultant procurement took longer than anticpated earlier in the year, but the cosultant has now been appointed and work is well underway. Due to complete March 2022. Budget to be carried over to FY21/22.
Operating Expenditure Total					**$ 503,000**	**$ 296,142**	**59%**	**$ 296,142**	**$ 503,000**	**$ 503,000**	**$ 503,000**	**$ 296,142**		
Grand Total					**$ 5,067,810**	**$ 4,473,096**	**88%**	**$ 4,473,094**	**$ 4,600,910**	**$ 4,600,910**	**$ 4,600,910**	**$ 4,027,465**		

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	RDG-08-09-01/ 210618098882
REPORT TO:	COUNCIL
DATE OF MEETING:	6 July 2021
AUTHOR(S):	Joanne McBride, Roading & Transport Manager
SUBJECT:	Reallocation of Budget to Minor Safety Projects
ENDORSED BY: (for Reports to Council, Committees or Boards)	Department Manager / Chief Executive

1. SUMMARY

1.1 This is to request approval to reallocate budget from the Travel Demand Management budget to Minor Safety Improvements area to allow maximising of Waka Kotahi co-funding.

1.2 The full funding allocation within the Low Cost Low Risk category allocated by Waka Kotahi has not been spent as the Southbrook Road Improvement Project have not proceeded to the extent anticipated.

1.3 As such this allows more safety improvement works to be undertaken, subject to Council share being available. Safety works are identified and captured in the Deficiency Database and prioritised for risk and severity. The highest risk hazards are then addressed.

1.4 Carrying out additional safety works results in an acceleration of roadside hazard removal and speed management projects which have a major safety benefit for the Community.

1.5 To ensure this work is completed out by the end of the financial year, Sicon have been instructed to undertake the work and this has commenced.

1.6 There is excess budget in the Travel Demand Management area which will not be used this financial year and can be reallocated to cover the Council share. There is no subsidy attached to this budget.

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No. 210618098882;

(b) **Approves** the reallocation of $147,000 from the Travel Demand Management Budget (PJ 101389.000.5135) to the Minor Safety budget (PJ 100185.000.5133) to cover Council share of the additional safety works;

(c) **Approves** the Minor Safety budget (PJ 100185.000.5133) being increased by $300,000;

(d) **Notes** that Travel Demand Management Budget will decrease to $444,000 and that the full budget will not be spent this year and budget has been allocated through the Long Term Plan for future needs, as such any remaining budget will be unspent;

(e) **Notes** that the Council share of the additional safety works is $147,000 and the Waka Kotahi share is available within the Low Cost Low Risk activity class and is already approved;

(f) **Notes** that works have begun to ensure that the maximum Waka Kotahi co-funding can be utilised within the current financial year;

(g) **Notes** that works brought forward are from a prioritised list of known safety issues within the district;

(h) **Circulates** this report to Utilities & Roading Committee for information.

3. BACKGROUND

3.1 The full funding allocation within the Low Cost Low Risk category allocated by Waka Kotahi has not been spent over the las three years as the Southbrook Road Improvement Project have not proceeded to the extent anticipated.

3.2 Investigation of the Southbrook corridor commended and through that process it was identified that a more significant intersection improvement at the Southbrook Rd / Torlesse St Intersection was the preferred option and as such this would need to be included as a project in the next 3 Year funding request to Waka Kotahi.

4. ISSUES AND OPTIONS

4.1. As such there is an opportunity to bring forward safety projects which fit the Low Costs Low Risk funding criteria to ensure spending is maximised in this area.

4.2. This has been discussed with our Waka Kotahi Investment Advisor who was supportive of bringing forward safety projects which would have otherwise been carried out in a future year under the Low Cost Low Risk programme.

4.3. The main factor for consideration for the Minor Safety Improvements programme is safety and the Deficiency Database is a tool used to log and monitor deficiencies, which feeds into the selection process for safety projects.

4.4. Once projects are identified they are then prioritised against other know deficiencies and highest risk projects are addressed first.

4.5. Work on these additional projects has needed to proceed quickly to ensure they are completed by the end of the financial year and as such Sicon have been instructed to commence.

4.6. There are two options available to Management Team:

- Option One – Approve the request for budget reallocation
  This options provides the best outcome for the community as it addresses known safety deficiencies in the roading network and maximises Waka Kotahi co-funding. This is the recommended option.

- Option two – Decline the request for budget reallocation
  This options is not recommend as it does not addresses known safety deficiencies in the Roading network or maximises Waka Kotahi co-funding.

4.7. **Implications for Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report.

This Safety Improvement programme provides infrastructure and safety improvements which results in safer roads and roadsides for the public using the roading network within the district.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report.

5.2. Groups and Organisations

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. Wider Community

The wider community is not likely to be significantly affected by, or to have an interest in the subject matter of this report, however it is noted that Minor Safety Improvements do have a benefit to the wider community as they are aimed at making our roads and roadsides safer.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are financial implications of the decisions sought by this report.

The full funding allocation within the Low Cost Low Risk category allocated by Waka Kotahi has not been spent as the Southbrook Road Improvement Project has not proceeded to the extent anticipated.

Southbrook Road Improvements had a budget of $500,000 for the project. Of this budget $125,000 is planned to be spent on investigation and scheme design for proposed traffic signals at the Southbrook Rd / Torlesse St intersection. The remaining budget has been reallocated to the Eastern Link Road Designations however the Waka Kotahi portion of funding remains available for Safety Projects.

As such the Low Cost Low Risk category has funding of $375,000 (includes both WDC and Waka Kotahi share) which can be utilised on safety improvements.

A programme of additional works to the value of $300,000 has been developed to maximise spending and this work is well underway. Of this $300,000 the Council share at 49% is $147,000 and the Waka Kotahi share is $153,000.

A breakdown of the proposed budgets is below with updated budget figures.

MINOR SAFETY BUDGET	Budget Allocated	Updated Budget
Lighting		
Minor Lighting Upgrades	$30,000	$30,000
Intersection Improvements		
Swannanoa Rd / Johns Rd	$23,000	$23,000
Main North Rd at Hellers	$35,000	$35,000
Blackett St / Ayres St - Pedestrian Refuge	$16,000	$16,000
Solander Rd / Whakatipu St	$0	$17,500
Fuller Street - Pedestrian Refuge	$10,050	$10,050
North Eyre / McHughs / No. 10 Rd	$30,000	$46,000
Boundary Rd / Fawcetts Rd - Splitter Island	$15,000	$15,000
Parish Rd Intersection Improvements	$0	$76,000
School Safety Project		
Ashley School Safety Improvements	$15,000	$15,000

Rangiora New Life School (Denches Rd) Safety Improvements	$0	$0
Swannanoa School	$23,000	$23,000
Minor Works		
Tuahiwi Improvements (in conjunction with speed limit review)	$194,677	$194,677
Coldstream Road Improvements	$0	$0
Woodend Threshold (West of Ravenswood)	$24,000	$24,000
Ohoka Rd Speed Management	$0	$30,000
Walking and Cycling Projects		
Tram Rd Path Extension & Refuge at McHughs Rd	$34,700	$34,700
Roadside Hazard Removal		
Upper Sefton Rd Guardrail	$107,912	$107,912
Ashley Gorge Rd Route Improvements	$15,000	$33,000
Upper Sefton Guardrail	$0	$120,000
Carrs Rd Guardrail	$0	$125,000
Fawcetts Rd Handrail Replacement	$0	$9,000
Cattle Underpass		
Underpasses to be allocated	$0	$0
Unallocated budget	$0	$0
Other Commitments (Bike racks in Oxford, Chinnerys Rd Path, Speed Limit Signage changes / Management).	$104,000	$97,911
Unallocated	$1,411	$0
Total Budget	**$678,750**	**$978,750**

The Travel Demand Management budget allocation for the 2020/21 year is $591,000 with spending to date of $44,722. There are anticipated costs for some further costs for updating the Greater Christchurch Transport Model this financial year however this is likely to be under $10,000.

There are no further costs this year and budget has been allocated through the Long Term Plan for future needs and as such any remaining budget will be unspent. As such it is considered appropriate to reallocate $147,000 of this budget as Council share to Minor Safety Improvements. The revised Travel Demand Budget (PJ 101389.000.5135) will be $444,000.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do have sustainability and/or climate change impacts.

6.3 **Risk Management**

There are risks arising from the adoption/implementation of the recommendations in this report.

The main risk is that the full Low Cost Low Risk subsidy is not fully utilised.

Health and Safety

There are health and safety risks arising from the adoption/implementation of the recommendations in this report.

As per standard tendering process of any physical works, the contractor will be assessed for Health & Safety and required to provide a Site Specific Health & Safety Plan for approval prior to work commencing on site.

7. CONTEXT

7.1. Consistency with Policy

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

7.2. Authorising Legislation

The Land Transport Management Act is the relevant legislation in this matter.

7.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report.

This report consider the following outcomes:

There is a safe environment for all

- Harm to people from natural and man-made hazards is minimised.
- Our district has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.
- Crime, injury and harm from road crashes, gambling, and alcohol abuse are minimised.

Transport is accessible, convenient, reliable and sustainable

- The standard of our District's roads is keeping pace with increasing traffic numbers.
- Communities in our District are well linked with each other and Christchurch is readily accessible by a range of transport modes.

7.4. Authorising Delegations

Management Team has the authority to approve reallocation as it is within existing budget allocations and as such does not have any rating impacts.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR INFORMATION

FILE NO and TRIM NO:	EXC-34-20/210803126797
REPORT TO:	Audit and Risk Committee
DATE OF MEETING:	10th August 2021
AUTHOR(S):	Lorna Hayward, Safety and Risk Manager
SUBJECT:	Safety and Risk Report to Risk and Audit Committee July 2021
ENDORSED BY: (for Reports to Council, Committees or Boards)	Department Manager / Chief Executive

1. SUMMARY

1.1 This report is to update the Audit and Risk Committee, regarding Safety and Risk matters for the month of July 2021.

1.2 The new Safety and Risk Manager (replacing the Health, Safety and Quality Manager) took up her post at the end of June. The manager and unit name have been changed to reflect the functions enterprise-wide role in providing an integrated support and advisory service, focused on the following workstreams:

1.2.1 Strategic and Operational Business Risk (Section 3.3 below)
1.2.2 Quality and Continuous Process and Performance Improvement (Section 3.4 below)
1.2.3 Wellbeing, Health and Safety (Section 3.8 below)
1.2.4 Audit and Assurance of Council Business Processes and Management Systems.

1.3 This report is the first version of a new functional reporting approach to the Management Team and the Audit and Risk Committee, which will cover the above strategic Safety and Risk workstreams. The report contains details of initial priorities and actions to be delivered by the Safety and Risk team, which were raised in discussions with Audit and Risk Committee (20th July) and Management Team members (15th July) (see Section 3.2 below).

1.4 To support effective oversight and governance by the Management Team, monthly Safety and Risk reporting will be developed/delivered to the Management Team (and in summary to the Audit and Risk Committee) covering work undertaken and progress made, with each of their groups. Monthly reporting is planned to highlight activities and progress towards functional KPIs and objectives (to be developed in consultation with the Management Team as part of the Safety and Risk Strategy and Activity Plan, see section 3.1.1).

1.5 The Safety and Risk team is focused on playing its part in delivering the Tā mātou mauri Organisational Development Strategy and objectives, through providing a professional, approachable and solutions-focused internal advisory service. We will maintain a clear line-of-sight to supporting our leaders to ready the Council for meeting the challenges and uncertainties arising from our rapidly changing external and organisational environments. The Safety and Risk Strategy and Activity Plan development will be based in the delivering priorities and approaches which support the Tā mātou mauri (see section 3.1.1 below).

1.6 Our key Safety and Risk delivery and reporting focus is to positively support and impact how our internal clients (senior, unit and functional leaders), are able to work with their teams to improve their planning, decision-making and service delivery to our community.

All of our Safety and Risk activities will be designed to have a clear line-of-sight on supporting how Council delivers our Long-term Plan commitments and drives our Community Outcomes.

1.7 Safety and Risk are focused on developing and delivering value-add tools, resources, policy development and practical guidance to drive consistency and best practice (across the areas covered by 1.2 above). Going forward we will provide an internal advisory service (to be further detailed in our Safety and Risk Strategy and Activity Plan, see section 3.1.1 below), consisting of:

1.7.1 Cross-council process and system reviews and reporting to the Management Team and Audit and Risk Committee

1.7.2 Provision of SME (subject matter expert) business risk and quality management coaching/training interventions, in-person advice and guidance, and digital tools and resource development to be delivered via the Councils' intranet (Workplace)

1.7.3 Diversifying our communication and engagement approaches to support improved wellbeing, health and safety management across Council, and enable more consistent compliance/regulatory adherence, through delivering tools/resource development, guidance and coaching to our internal customers.

1.8 The Safety and Risk team focus is on effectively working with and supporting Council leadership:

1.8.1 To ensure Councils systems and management processes are integrated, effective and reflect best practice

1.8.2 Through being trusted partners to our internal clients, whilst demonstrating the value of our engagement with them, and through them to our Waimakariri community.

1.9 The Safety and Risk Manager will consult with the Management Team, regarding the use of the globally recognised and trusted ISO International Standards covering Wellbeing, Health and Safety, and Risk and Quality Management, to develop the Safety and Risk integrated "best practice" policy suite and framework, unit strategy and activity plans. ISO have designed these Standards to effectively integrate, with common criteria and structures, linked by a focus on applied risk-based thinking, continuous process improvement and driving customer service delivery improvement.

2. RECOMMENDATION

THAT the Council:

(a) **Receives** Report No EXC-34-20/210803126797

(b) **Notes** the progress of work for the 2020/2021 financial year, against the workplan.

(c) **Notes** that a draft Safety and Risk Strategy and Activity Plan is currently being developed to cover the period from October 2021 to December 2022, in consultation with the Chief Executive, Management Team and Audit and Risk Committee (more detail of this process in paragraph 3.1 below).

(d) **Notes** that there were no notifiable Health and Safety events for the month of July. WDC is, so far as is reasonably practicable, compliant with the Person Conducting a Business or Undertaking (PCBU) duties of the Health and Safety at Work Act 2015. A separate full Health, Safety and Wellbeing report for the month of July, has been provided to Council for the 3rd August Health and Safety Committee meeting, TRIM number: 210723120443.

3. ISSUES AND OPTIONS

3.1 Activity focus for the Safety and Risk team – August-September 2021

Standard operational Safety and Risk BAU activities are on-going, including delivering Wellbeing, Health and Safety advice and guidance, and incident management and training coordination/reporting; delivering the ProMapp process improvement project; and providing general risk management support and reporting.

In addition, the Safety and Risk team is in the process of:

3.1.1 developing its Safety and Risk Strategy and Activity Plan for the 2021/2022 years (covering the period from October 2021 to December 2022, with a particular focus on the first 9 month period).

3.1.2 The Safety and Risk team is meeting during the months of August/ September, and consulting with the Management Team and wider internal clients and stakeholders, with the goal of having a draft strategy and activity plan (planned to be ready) for review/feedback, and further development, with the Management Team by end-September. The initial focus of this strategy and plan will be:

3.1.3.1 To capture how the Tā mātou mauri OD strategy can be practically embedded in how the Safety and Risk team works with and delivers services to its internal clients

3.1.3.2 To specify key Safety and Risk workstreams, potential timelines, activities and planned outcomes

3.1.3.3 To Identify working methodologies and service delivery approaches

3.1.3.4 To identify potential functional KPIs and objectives, designed to support wider organisational KPIs and objectives in related areas

3.1.3.5 To specify a draft integrated Safety and Risk delivery framework and standard, based on the ISO Standards as mentioned in 1.8 above.

3.2 Acting on feedback from the Audit and Risk Committee and Management Team

Following meetings and briefings during the month of July, with the Risk and Audit Committee, Chief Executive and Management Team and Unit Heads, the Safety and Risk Manager has taken a note of a number of immediate concerns highlighted by senior council leaders and elected members.

As identified by the Chief Executive, Management Team and the Audit and Risk Committee, the strategy and activity plan will initially prioritise the following:

3.2.1 A high level enterprise-wide risk maturity assessment and report, including assessing Councils risk appetite, attitude and tolerance. The focus of the assessment will be to provide support to the Management Team, to work with their groups to improve risk management awareness, culture and practice, designed to enable continuous service delivery improvement for our Community.

3.2.2 Clearly defining/articulating what “good” organisational wellbeing looks/feels like, to effectively support the Tā mātou mauri strategic framework. Part of this will be to consult on and develop a set of wellbeing KPIs for Council with the Chief Executive and Management Team, to ensure consistency of understanding and a framework for effective internal Council wellbeing management, and Safety and Risk advisory service delivery across Council.

3.2.3 Developing a value-add draft Wellbeing Management Strategy and delivery plan providing varied support options covering: programmes, interventions and tools/resource development (in consultation with the Management Team and units heads, and in conjunction with the HR team), for review/feedback by the Management Team in early 2022.

3.2.4 Developing consistent cross-council personal and team wellbeing guidance, training and tools/resources to meet the varied working environments/needs of the Council team, with a focus on supporting Management Team to work with their group leaders, to improve physical and psychosocial wellbeing, health and safety in their teams.

3.2.5 Working with the Community and Recreation team and the Planning and Regulation team to provide a refreshed focus on capturing and managing business, compliance and wellbeing risks. The Management Team have indicated they wish the initial focus to be on capturing strategic health, safety and wellbeing

risks and operational business risks (to enable clearer oversight by the Management Team), especially in relation to:

3.2.5.1 Frontline team safety and wellbeing when dealing with increased uncertainty in front-facing roles and heightened public/community service expectations, difficult individual behaviours/incident and more challenging events and disruption to the normal business of Council.

3.2.6 Supporting/working with the Utilities and Roading Group leaders, to review and further develop their risk capture, recording and management regarding Councils' capital works programme, asset management delivery and infrastructure strategy, specifically in relation to Health and Safety, planned maintenance and BAU/operational activities.

3.2.7 Working alongside/consulting with the Finance and Business Support Group (and the property team) to develop a roadmap and options for improving supplier Health and Safety capability and capacity, and to improve council's own supplier health and safety induction processes. This ties into outstanding findings and recommendations from the Deloitte Audit of Councils Procurement and Contract Management Activities, dated August 2017, which identifies the needs for improvement of Councils procurement and contract management training and Councils procurement risk identification and management.

3.2.8 The Safety and Risk team will also focus on developing internal tools/resources and capability to improve procurement risk ownership, and to support Councils ability to consistently drive local supplier marketplace understanding and ability to meet their Health and Safety responsibilities and statutory obligations/liabilities in relation to supplying Council.

3.2.9 This external Health and Safety priority is designed to reduce risk to Council operations and service delivery, through focusing on Council supplier capability development and to improve pre-qualification of suppliers within the Health and Safety area.

3.3 Enterprise Business Risk Management

Capturing and managing our risk effectively, is about helping Council to be successful, ie to support achievement of Council's objectives. "Good practice" risk management helps us to:

- build organisational resilience and continuity of the "business of council" in the face of major disruption
- improve our agility and ability to 'do more with less" (ie to achieve outcomes faster and/or in a better ways)
- enable the Management Team to influence decision-making across their groups, to ensure appropriate decisions are made at the right level of the organisation
- get important information to the right people to support faster, better fact-based decision-making.

3.3.1 As well as development of the Safety and Risk Strategy and Activity Plan as detailed in 3.1.1 above, to enable the above good practice risk management outcomes, the focus of activity of the Business Risk Management workstream (running up to December 2022) includes:

3.3.1.1 Reviewing and refreshing the Risk Management policy and framework, to meet our rapidly changing wider national and local government environment and emerging risk landscape including:

- Identification and management of risk appetite, attitude and tolerance
- Driving risk leadership, ownership and positive risk culture in Council

- Developing Councils' risk analysis and assessment framework, to include simpler identification/assessment of risk probability and impact on Council activities
- Refreshing our risk categories, descriptors and criteria (covering both threats and opportunities) to better address the developing risk landscape, environment and changing Council systems and structures
- Development of a risk management KPI (measurement) framework across Council.

3.3.1.2 Reviewing/refreshing Councils ProMapp risk registers structure and contents, to better enable the Management Team and unit leadership to identify and manage risk links and relationships at an enterprise, strategic and operational level, to drive robust risk escalation and decision-making.

3.3.1.3 This refreshment process will also be designed to create clear line-of-sight across risks and mitigations which affect units/services from different parts of council (eg in relation to climate change and adaptation; managing major business disruption and resilience, cyber and data management risks; staff retention, capability and capacity development; and frontline team health, safety and wellbeing).

3.4 Quality Management: Continuous Process and Performance Improvement

For the year 2020/21 the main activity in this area has delivery of the Business Process Mapping Implementation Project, using the ProMapp system as the "one-source-of-truth" mapping tool to facilitate this. The overarching objective for the Business Process Mapping (Promapp) Implementation project is:

'To capture organisational knowledge to improve process efficiency and customer service, and to empower individuals to work together and promote a culture of continuous improvement.'

3.4.1 The implementation of the Promapp system began in 2018, broken into 6 phases (six months each). The roll out of the project is expected to be completed by March 2022 with all Units / Teams having received training in the use of Promapp and capturing, writing and recording of processes within the system.

3.4.2 To date, the organisation has captured 1156 processes, of which 762 are published, 340 are unpublished, and 54 are out-of-date. It is *estimated* that the project has currently captured 30% of Councils processes.

3.4.3 In the last 12 months, the Promapp Project Implementation Team has undertaken three online surveys as well as 32 face-to-face interviews. This has focused on the 44 trained Performance Improvement Champions (PICs, coming from 23 out of 25 business units) reviewing the work they have undertaken, to gauge individual unit and whole-of-Council progress towards the project objectives.

3.5 ProMapp Implementation Project: progress review and report

The ProMapp project team (Quality and Risk Coordinator and PICs) continues to work across the various units to identify, capture and record current processes in ProMapp. The Safety and Risk Manager and the Risk and Quality Coordinator are in the process of undertaking a project progress review and report, for the Management Team and Audit and Risk Committee. The report will be designed to:

3.5.1 Illustrate progress towards project objectives, and identify any gaps and opportunities for improvement in the remaining project delivery timeline

3.5.2 capture PIC's thoughts on the use of Promapp, the process of capturing and recording processes, and how the project is progressing towards its objectives

3.5.3 indicate how such on-going process capture and recording (as a BAU activity) contributes to performance efficiency and effectiveness improvement, and through this to improved service delivery to the Community

3.5.4 Suggest a roadmap for transitioning project activities into continuous process improvement BAU tasks for the Safety and Risk team (and wider Council team).

3.6 The Safety and Risk Manager and the Quality and Risk Coordinator have begun to review the Process Improvement Champions (PIC) training workshops and resources with a focus on developing and improving our wider process improvement training and coaching offering to Council.

3.7 The initial goal is to deliver an improved interactive workshop to the PIC team, focused on practical business process analysis, mapping and on-going improvement approaches, to build on the initial ProMapp-centered training and coaching platform, which has already been delivered during the project.

3.8 Health, Safety and Wellbeing Management

3.8.1 Important Health and Safety event management and learning opportunities

The Recent Water Chamber Incident at the Water Unit, where two staff members were injured when a 50kg floor plate fell on them, was logged as not meeting criteria as Notifiable Event with WorkSafe. The Safety and Risk Team requested the ICAM Investigation be considered for Duty Holder Review. This is a voluntary process and learning opportunity that the PCBU can withdraw from at any time.

3.8.2 In their final feedback report (as detailed in the separate Health, Safety and Wellbeing report to Council, TRIM number: 210723120443), WorkSafe has informed Council that they have some assurance that Council are undertaking reasonable practicable steps to prevent similar incidents from occurring, given the remedial or corrective actions provided to them in our reporting of the incident. They have also provided a significant number of useful learnings and valuable suggested updates to Councils' work manuals, risk registers, training approaches, and standard operating procedures (SOPs).

3.8.3 In addition, WorkSafe have informed Council that no action will be taken regarding this particular matter. They have also indicated that they may undertake further engagements with Waimakariri District Council, to ensure ongoing compliance with the relevant health and safety legislation, including remedial actions being undertaken as part of the recent incident.

3.8.4 Having reviewed the feedback from WorkSafe, Water Unit management are meeting with the Safety and Risk Manager and Health and Safety Advisor in early August, to determine and prioritise a plan of action, to effectively address the above points and share learnings with the Water Unit team.

3.8.5 Wellbeing Management in Council

Up to now, wellbeing support activity by the Health and Safety Advisor, has been strongly focused on Covid impacts working with line managers to support their team members, to address related concerns. Going forward it is intended that a wider spectrum of psychosocial and physical wellbeing matters will be addressed. A key focus will be for frontline staff, who operate in a broad range of service areas and working environments, all of which need to be effectively considered and supported.

3.8.6 The Safety and Risk Manager and HR Manager have commenced discussions to identify key wellbeing requirements and actions, and will work with the Health and Safety Advisor to review, and assess progress of the current strategy, and to further refresh and develop the Wellbeing Strategy and activity plan (see 3.2.3 above).

3.8.7 The refreshed Wellbeing Strategy will have a clear focus on and inclusion of "a programme of Health, Safety and Wellbeing leadership initiatives for Managers, to improve the visibility and proactivity of Health, Safety and Wellbeing leadership throughout the organisation".

4. COMMUNITY VIEWS

4.1. Mana whenua

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report.

4.2. Groups and Organisations

There are not groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

4.3. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

5. OTHER IMPLICATIONS AND RISK MANAGEMENT

5.1. Financial Implications

There are not financial implications of the decisions sought by this report. All financial implications for the upcoming year's health and safety activities have been accounted for within approved project costs, or via departmental budgets already allocated to health and safety.

5.2. Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3 Risk Identification and Management

There are no risks arising from the adoption/implementation of the recommendations in this report. The current risks that have been impacted by the recent Water Unit Chamber incident have been identified as:

Working at Heights (R00209) *IF a worker falls from height (from one level to another) or into an excavation THEN serious injury or death could occur.* Control Treatment (MC00127) *Work Safely at Height - Identify Work at Height. Work at Heights Process developed and issued to staff for all work at heights (linked to Safe Working in the Field, Permit to Work and Fall Arrest Systems procedures).*

High Risk Site Safety Procedures (R00207) *IF worksites do not have adequate site safety procedures in place that are communicated to all affected workers/public THEN serious injury or death could occur.* All Control Treatments within this risk are relevant to the Water Unit Chamber Incident.

However, given the feedback received by Worksafe, the Safety and Risk Manager and Health and Safety Advisor, are to meet with the Water Unit management to refresh their hazard and risk registers, in light of the learnings from the recent incident. The resulting risk capture, will be provided as part of the next 6-monthly reporting of the Health, Safety and Wellbeing Risks to be submitted to Management Team and the Audit and Risk Committee.

Recent Annual Health checks have upheld our commitment to mitigate the highest risk within the Health and Safety Risk Register. Infectious Diseases / Biological Hazards (R00213).

Health and Safety

There are no health and safety risks arising from the adoption/implementation of the recommendations in this report.

Continuous improvement, monitoring, and reporting of Health and Safety activities are a key focus of the health and safety management system. Section 3.8 above, indicates the health and safety monitoring and improvement activities that are in progress at WDC.

6. CONTEXT

6.1. Consistency with Policy

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

6.2. Authorising Legislation

The key legislation is the Health and Safety at Work Act 2015.

The Council has a number of Human Resources policies, including those related to Health and Safety at Work.

The Council has an obligation under the Local Government Act to be a good employer.

6.3. Consistency with Community Outcomes

There is a safe environment for all.

Harm to people from natural and man-made hazards is minimised.

Our District has the capacity and resilience to quickly recover from natural disasters and adapt to the effects of climate change.

Crime, injury and harm from road crashes, gambling and alcohol abuse are minimised.

Climate change challenges are addressed in an appropriate, timely, cost-effective and equitable manner.

Our District is well served by emergency services and volunteers are encouraged.

The Council's community outcomes are not relevant to the actions arising from recommendations in this report.

The Health, Safety and Wellbeing of the organisation, its employees and volunteers ensures that Community Outcomes are delivered in a manner which is legislatively compliant and culturally aligned to our organisational principles: ta mātou mauri.

6.4. Authorising Delegations

An officer under the Health and Safety at Work Act 2015 is a person who occupies a specified position or who occupies a position that allows them to exercise a significant influence over the management of the business or undertaking. Councillors and Chief Executive are considered to be the Officers of WDC.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR INFORMATION

FILE NO and TRIM NO:	EXC-08-03 / 210722119869
REPORT TO:	AUDIT AND RISK COMMITTEE
DATE OF MEETING:	10 August 2021
AUTHOR(S):	Helene Street, Corporate Planner
SUBJECT:	Non-Financial Performance Measures for the year ended 30 June 2021

ENDORSED BY:
(for Reports to Council, Committees or Boards)

Department Manager | Chief Executive

1. SUMMARY

1.1. This report is to update the Audit & Risk Committee on results of the Long Term Plan 2018-2028 non-financial performance measures, for the 2020/21 financial year.

1.2. Summary of non-financial performance for year end

Year on Year Comparison

Performance Rating	2019/20 Full Year	%	2020/21 Full Year	%	Trending
Target Met	84	**76%**	80	**75%**	***Down***
Target Not Met	27	**24%**	27	**25%**	***Up***
Total Performance Measures	**111**	**100%**	**107**	**100%**	

Quarter-by-Quarter Comparison

Performance Rating	2020/21 1st Quarter	%	2020/21 2nd Quarter	%	2020/21 3rd Quarter	%	2020/21 4th Quarter	%
Target Met	**88**	81%	**90**	83%	**92**	86%	**84**	79%
Target Not Met	**17**	15%	**17**	16%	**10**	9%	**23**	21%
Too early	**4**	4%	**2**	2%	**5**	5%		
Total Performance Measures	**109**	**100%**	**109**	**100%**	**107**	**100%**	**107**	**100%**

Attachments:

i. *Non-Financial Performance Measures as at 30 June 2021* TRIM No. 210723120419

2. RECOMMENDATION

THAT the Audit & Risk Committee:

(a) **Receives** Report No. 210722119869

(b) **Notes** 75% of performance measures for the 2020/21 financial year end were achieved, 25% were not achieved.

(c) **Notes** 9 of the 27 measures that did not meet target were within 5% of being achieved.

(d) **Notes** all measures have been reviewed and incorporated in the 2021-2031 LTP.

3. BACKGROUND

3.1 The report summarises the results for the 2020/21 year end, highlighting the measures that have not met target.

4. ISSUES AND OPTIONS

4.1. 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 2020/21 Annual Report.

4.2. In Council's Long Term Plan 2018-2028 there are a total of 111 non-financial performance measures to gauge the service performance of our significant activities. Four of these measures (Earthquake Recovery & Regeneration projects) have already been completed therefore only 107 measures have been reported on this financial year.

4.3. The report attached presents the results for the 2020/21 year end. It also identifies reasons for those measures that were not achieved and the actions required to ensure the target is achieved in the next Quarter or by the end of the financial year.

Year End Summary by Activity

Activity	Number of Measures	Target Met	Target Not Met
Governance	8	6	2
District Development	5	3	2
Roads and Footpaths	7	4	3
Water Supply	17	11	6
Wastewater	12	12	0
Stormwater Drainage	13	10	3
Refuse and Recycling	5	3	2
Recreation	6	5	1
Libraries and Museums	3	3	0
Community Protection	14	10	4
Community Development	5	5	0
Property Management	2	1	1
Earthquake Recovery and Regeneration	2	1	1
Council Controlled Organisations	8	6	2
Total	**107**	**80**	**27**

4.4. Measures that did not meet target

(a) 9 of the 27 measures were within 5% of the target (average was 2.28%)

Activity	Measure	Target	Result	Comments
Governance	The percentage of Council agenda items of business that are open to the public.	At least 90%	89.7%	Due to the sensitive nature of some reports they had to be considered as public excluded. Most items were made public after the meeting had occurred.
	The percentage of Council, Committee and Community Board meetings held per quarter.	100%	95%	Due to a lack of formal business no formal decisions were needed at the 18 May Land and Water Committee Meeting, the 20 April and 22 June Mahi Tahi Joint Development Committee Meeting and the 22 June Utilities and Roading Committee Meeting.
Roads and Footpaths	The percentage of the sealed local road network that is resurfaced.	5%	3.9%	5% is a general guide and not necessarily the optimum length in any single year. Resurfacing carried out is reflective of both the needs of the network and available budget. Need to keep an eye on longer term renewals required.
	The percentage of customer service requests relating to roads and footpaths responded to within service delivery standards.	95%	94%	Flooding in last quarter increased demand on contractors.
Water Supply	The percentage of real water loss from the networked reticulation system based on 240 litres per connection per day.	Less than 22%	25%	This is measured annually only, last time processed across district result was 25%. Based on minimum night flow monitoring, which can over-estimate leakage, although without universal metering is the most accurate way to obtain this data at a district level.
Stockwater	Percentage of service requests responded to within 48 hours.	100%	98% (345/351)	Measures will be put in place to ensure that customers are responded to as soon as possible. It is noted that in some instances the contractor is waiting until the issue is resolved before responding to the customer.
Stormwater Drainage	The percentage of service requests relating to any drainage enquiries that are responded to within 5 working days.	100%	96% (272/284)	The storm event in May resulted in a significant amount of service requests in a short period of time, which staff could not keep up with. Additional support staff are being engaged to help with the backlog.

Activity	Measure	Target	Result	Comments
Refuse and Recycling - Waste Collection	The Southbrook Resource Recovery Park is open at least 360 days for the financial year.	100%	99.9%	Two partial site closures at during first quarter owing to high winds – recycling areas affected, disposal operations not impacted. COVID-19 Alert Level 2 in force from 12 August to 22 September resulted in closure of shop, and limitations on number of customers at recycling, green waste & rubbish pit, but majority of services were available. A 3-hour site closure during 3rd quarter owing to car-fire adjacent to the ReSale Store on 17 Jan 2021. No unplanned or partial closures reported during the 4th quarter. Open 359.65 out of scheduled 360 days.
Animal Control	The percentage of complaints for serious dog attacks responded to within 1 hour.	100%	96%	There was one occasion where our contractor did not meet our deadlines.

(b) 18 measures exceeded 5% of the target

Activity	Measure	Target	Result	Comments
District Development	The supply of land identified for urban residential use in relevant plans and policies.	250 hectares or 3,000 lots based on a net density of 10 households per hectare.	186 hectares or 2,379 potential lots are available for residential development.	Additional land to be included in the Proposed District Plan
	The percentage of resource consents issued within statutory timeframes.	100%	93%	Council has received a significant increase in resource consent applications over the 2020/2021 financial year. These additional consents were not able to be processed in time, even with additional resourcing
Roads and Footpaths	The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network.	Reduction in fatalities and serious injury crashes.	4 more fatalities and 5 more serious crashes on the local road network compared with the previous year	Crashes are a result of numerous different factors. Continued education, enforcement and engineering is required.

Activity	Measure	Target	Result	Comments
Water Supply and Quality - The extent to which drinking water complies with the drinking water standards	a) Bacterial compliance.	Fully Compliant	Not Fully Compliant	E. coli was detected on the Cust scheme in November 2020. The Garrymere water treatment plant did not comply with the protozoal requirements during the June flood, with turbidity greater than the DWSNZ allow.
	b) Protozoal compliance.			The weather event in May was extreme and raw water quality was significantly worse than previous years. Further to this, a second bore is planned for the scheme, which will be screened deeper, reducing the likelihood of poor raw water quality.
Water Supply	The number of events that cause water not to be available to any connection for more than 8 hours.	Nil	1	An event in May in which water supply was lost on Mountain Road for approx. 24 hours following flood event. The river washed out the bridge and access was limited therefore it took longer than usual to respond. Options for future servicing of this area are being reviewed.
Stockwater	Number of water outages exceeding 24 hours in duration.	Nil	4	Two outages related to prolonged spring floods closed the river intake and the other two related to flood damage during the May 2021 storm. Permanent repairs for the flood damage are still to be implemented by Waimakariri Irrigation Ltd.
Stormwater Drainage	Rural Drainage Areas: The percentage of service requests for drain cleaning that are responded to within 5 days.	100%	94% (162/173)	Improvements have been made to the processing of service requests, however the storm event in May resulted in a significant number of requests in a short period of time, which staff could not keep up with. Additional support staff are being engaged to help with the backlog.

Activity	Measure	Target	Result	Comments
	Breaches of consent conditions that result in an Environment Canterbury report identifying compliance issues.	Nil	1	The report was received during the second quarter and was related to Pond C at the corner of Flaxton Road and Fernside Road which was graded as non compliant due to no sampling records.
Refuse and Recycling - Waste Collection	Increase in annual per capita quantity of materials diverted from landfill.	Increase from 170 kg per capita to 228kg per capita by 2027/28.	172.2 kg per capita (11,605 tonnes & 67,400 population estimate)	Diverted in the year compared to 187.5 kg capita (10,318 tonnes & 57,800 population estimate) in the same period of 2016/17. This is a 6.32 kg/capita (9.9%) decrease compared to baseline figures. Overall, 64% of kerbside recycling collected at kerbside has been landfilled in the year owing to high contamination levels since May 2020. This has been partially offset by a substantial increase in diversion achieved by the kerbside organics collection. Some facility recycling quantities have not recovered to previous levels since the 2020 COVID-19 lockdown, which is also impacting on this year's total diversion figures.
Recreation	Customer satisfaction with sports grounds, as measured by an annual survey of users.	At least 90%	Survey has not been completed since 2019 Customer Satisfaction Survey.	The survey is to be completed at the earliest opportunity.
Community Protection – Environmental Health Services	The percentage of all licensed alcohol premises inspected at least once per annum.	95%	54%	Due to resourcing constraints in the past year we have taken a risk based approach to inspections to assist us to keep up with registrations and applications.
	Inspect pool barriers every 3 years.	350 per annum	22%	All pools need to be inspected on a 3 yearly cycle. Additional staff time has been secured to catch up on inspections.

Activity	Measure	Target	Result	Comments
Community Protection – Animal control	The percentage of calls for wandering stock on roads responded to within 1 hour.	90%	83%	Once received our average response time for the quarter was 56 minutes, however there have been instances where the request was referred to AH service after some time. We will look into our afterhours referral provider to ensure there are no issues referring calls.
Property Management	The percentage of Health and Safety, and urgent maintenance service requests responded to within 24 hours.	100%	79% (23/29)	191 requests received for the year, with 29 being health and safety or urgent maintenance requests. Of these 23 were actioned within the 24 hour timeframe.
Red Zone Regeneration	Recreation and Ecological Linkages.	Implementation Plan developments are met: 2018/22	In progress	Not all current years linkages completed. Works now scheduled 2021/22 year.
Council Controlled Organisation - Enterprise North Canterbury	Assessment by New Zealand Trade and Enterprise of ENC services through annual customer survey.	A minimum of 60% net promoter score per annum.	Not measured	NZTE stopped surveying over Covid period as it was inappropriate at that time. Surveying has started again, but not enough surveys have been done to provide a statistically valid result.
	Business seminars and workshops delivered.	20	14	Covid last year put us well behind, causing us to cancel most of our planned events in 2020. All efforts were diverted to directly assisting businesses to manage the fallout of lockdown.

Implications for Community Wellbeing

There are not implications on community wellbeing by the issues and options that are the subject matter of this report.

4.5. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. **Mana whenua**

Te Ngāi Tūāhuriri hapū are not likely to be affected by, or have an interest in the subject matter of this report.

5.2. **Groups and Organisations**

There are no groups and organisations likely to be affected by, or to have an interest in the subject matter of this report.

5.3. **Wider Community**

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. **Financial Implications**

There are no financial implications of the decisions sought by this report.

6.2. **Sustainability and Climate Change Impacts**

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3 **Risk Management**

There are no risks arising from the adoption/implementation of the recommendations in this report.

Health and Safety

There are no health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. CONTEXT

7.1. **Consistency with Policy**

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

7.2. **Authorising Legislation**

7.3. **Consistency with Community Outcomes**

All of the Council's community outcomes are relevant to the actions arising from recommendations in this report.

7.4. **Authorising Delegations**

The Audit & Risk Committee, holds delegation to approve quarterly monitoring of the non-financial components of the Annual Plan and Annual Report.

Helene Street
CORPORATE PLANER

Significant Activity	Activity	Sub Activity	Performance Measure	KPI Target	Current Quarter Result	Current Quarter Tracking	Current Quarter Comments	Year To Date Tracking	Year To Date Result	Year To Date Comments
Community Leadership	Governance	Council's accountability to the Community	The percentage of Council agenda items of business that are open to the public.	At least 90%	87.05%	Target Not Met	87.05% of Council agenda items of business were open to the public for the third quarter of the year.	Target Not Met	89.7%	89.73% of Council agenda items of business were open to the public for the year to date. Due to the sensitive nature of some of the reports they had to be considered as public excluded.
Community Leadership	Governance	Community involvement in decision-making	The percentage of Council, Committee and Community Board meetings held per quarter.	100%	77%	Target Not Met	Due to a lack of formal business there were no formal decisions were needed at the 18 May Land and Water Committee Meeting, the 20 April and 22 June Mahi Tahi Joint Development Committee Meeting and the 22 June Utilities and Roading Committee Meeting.	Target Not Met	95%	Due to a lack of Quorum the Community and recreation Committee Meeting scheduled for Tuesday 23 March was not held. Due to a lack of formal business there were no formal decisions were needed at the 16 March District planning and regulation Committee meeting.Due to a lack of formal business there were no formal decisions were needed at the 18 May Land and Water Committee Meeting, the 20 April and 22 June Mahi Tahi Joint Development Committee Meeting and the 22 June Utilities and Roading Committee Meeting.
Community Leadership	District Development	Provision of land identified for Development	The supply of land identified for urban residential use in relevant plans and policies.	Future provision for at least 5 years supply of land based on recent uptake rates: Residential: 250 hectares or 3,000 lots based on a net density of 10 households per hectare.	Not Achieved	Target Not Met	Overall there is 186 ha of vacant residential land. Of which, 2237 potential lots are available for residential development.	Target Not Met	Not Achieved	Overall there is 186 ha of vacant residential land. Of which, 2237 potential lots are available for residential development. Current land supply shortage in the District.
Community Leadership	District Development	Managing Effects of Development on the Environment	The percentage of resource consents issued within statutory timeframes.	100%	93%	Target Not Met	Results not met.	Target Not Met	93%	Council has received a significant increase in resource consent applications over the 2019/2020 financial year. These additional consents were not able to be processed in time, even with additional resourcing
Infrastructure Services	Roads and Footpaths	Roads And Footpaths	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.	Reduction in fatalities and serious injury crashes.	1	Target Not Met	One extra serious crash for financial year compared with same period last year	Target Not Met	10	There were 4 more fatalities and 5 more serious crashes on the local road network for the current financial year compared with the previous year. Crashes are a result of numerous different factors
Infrastructure Services	Roads and Footpaths	Roads And Footpaths	The percentage of the sealed local road network that is resurfaced.	5%	3.89%	Target Not Met	Higher quantity of asphalt means shorter length of road able to be resurfaced within budget	Target Not Met	3.9%	Higher quantity of asphalt means shorter length of road able to be resurfaced within budget. Very little resurfacing carried out in last quarter of the year as temperatures too cold.
Infrastructure Services	Roads and Footpaths	Roads And Footpaths	The percentage of customer service requests relating to roads and footpaths responded to within service delivery standards.	95%	94%	Target Not Met	Flooding in last quarter increased demand on contractors	Target Not Met	94%	Flooding in last quarter increased demand on contractors.
Infrastructure Services	Water Supply	Water Supply and Quality	The extent to which drinking water complies with the drinking water standards for: a) Bacterial compliance.	Fully Compliant	Fully compliant	Target Met	All programmed samples taken, no E. coli detected	Target Not Met	Not fully compliant	E. coli was detected on the Cust scheme in November 2020, leading to a non-compliance on this scheme.
Infrastructure Services	Water Supply	Water Supply and Quality	The extent to which drinking water complies with the drinking water standards for: b) Protozoal compliance.	Fully Compliant	Not fully compliant	Target Not Met	The Garrymere water treatment plant did not comply with the protozoal requirements during the June flood, with turbidity greater than the DWSNZ allow	Target Not Met	Not fully compliant	The Garrymere water treatment plant did not comply with the protozoal requirements during the June flood, with turbidity greater than the DWSNZ allow.
Infrastructure Services	Water Supply	Water Supply and Quality	The percentage of real water loss from the networked reticulation system based on 240 litres per connection per day.	Less than 22%	25%	Target Not Met	This is measured annually only, last time processed across district result was 25%. Refer to	Target Not Met	25%	This is measured annually only, last time processed across district result was 25%. Leakage figure of 25% greater than target. This was based on minimum night flow monitoring, which can over-estimate leakage, although without universal metering is the most accurate way to obtain this data at a district level.

Significant Activity	Activity	Sub Activity	Performance Measure	KPI Target	Current Quarter Result	Current Quarter Tracking	Current Quarter Comments	Year To Date Tracking	Year To Date Result	Year To Date Comments
Infrastructure Services	Water Supply	Water Supply and Quality	The number of events that cause water not to be available to any connection for more than 8 hours.	Nil	1	Target Not Met	There was an event in June 2021 in which water supply was lost on Mountain Road for approx 24 hours following flood event, as river washed out pipe and limited access to complete repairs, with bridge also washed out.	Target Not Met	1	There was an event in June 2021 in which water supply was lost on Mountain Road for approx 24 hours following flood event, as river washed out pipe and limited access to complete repairs, with bridge also washed out. This made the repair take longer than usual response times.
Infrastructure Services	Water Supply	Stockwater	a) Number of water outages exceeding 24 hours in duration.	a: Nil	2	Target Not Met	There were two outages exceeding 24 hours this quarter. The flooding in the Eyre River washed out the Warren Road Syphon on MR7 and also washed out the bank of R7. Downstream property owners were without stockwater for more than 24 hours, while alternative measures were implemented.	Target Not Met	4	There has been four outages exceeding 24 hours this year to date, two of which were related to prolonged spring floods which closed the river intake and the other two related to flood damage during the May 2021 storm event. There were two outages due to flood damage during the May 2021 storm event. The flooding in the Eyre River washed out the Warren Road Syphon on MR7 and also washed out the bank of R7. Downstream property owners were without stockwater for more than 24 hours, while alternative measures were implemented.
Infrastructure Services	Water Supply	Stockwater	b) Percentage of service requests responded to within 48 hours.	b: 100%	97%	Target Not Met	105 0f 108 service requests received in the last quarter were responded to within 48hrs	Target Not Met	98%	In the fourth quarter, three service requests related to the flood event too longer than 48 hours to respond to the customer. 345 of 351 service requests received in the year were responded to within 48hrs.
Infrastructure Services	Stormwater Drainage	Stormwater Drainage	Rural Drainage Areas: The percentage of service requests for drain cleaning that are responded to within 5 days.	100%	87%	Target Not Met	47 of the 54 service requests relating to rural drainage maintenance received in the fourth quarter were responded to within 5 working days.	Target Not Met	94%	162 of the 173 service requests relating to rural drainage maintenance received this year were responded to within 5 working days. Improvements to processing of service requests have been made. However the storm event on 29-31 May resulted in a significant amount of service requests in a short period of time, which staff could not keep up with.
Infrastructure Services	Stormwater Drainage	Stormwater Drainage	Breaches of consent conditions that result in an Environment Canterbury report identifying compliance issues.	Nil.	Nil	Target Met	There were no compliance reports received from Environment Canterbury regarding a breach of consent condition during the fourth quarter.	Target Not Met	1	One non-compliance report was received from Environment Canterbury regarding the breach of consent conditions during the second quarter. This related to Pond C at the corner of Flaxton Road and Fernside Road which was graded as non compliant due to no sampling records.
Infrastructure Services	Stormwater Drainage	Stormwater Drainage	Service Requests: The percentage of service requests relating to any drainage enquiries that are responded to within 5 working days.	100%	90%	Target Not Met	74 of the 82 service requests relating to the drainage system received in the fourth quarter were responded to within 5 working days.	Target Not Met	96%	272 of the 284 service requests relating to the drainage system received this year were responded to within 5 working days. The storm event on 29-31 May resulted in a significant amount of service requests in a short period of time, which staff could not keep up with.
Infrastructure Services	Refuse and Recycling	Waste Collection	The Southbrook Resource Recovery Park is open at least 360 days for the financial year.	100%	100	Target Met	No unscheduled closures of the facility during this quarter. Closed as scheduled on Easter Friday and ANZAC Day, the ReSale Store was closed for sales on Easter Sunday but the remainder of the site was open as usual. Open 89 out of scheduled 89 days.	Target Not Met	99.9	Two partial site closures at Southbrook RRP during first quarter owing to high winds – recycling areas affected, disposal operations not impacted. COVID-19 Alert Level 2 in force from 12 August to 22 September: resulted in closure of shop, and limitations on number of customers at recycling, greenwaste & rubbish pit, but majority of services were available. A 3-hour site closure at Southbrook RRP during 3rd quarter, owing to car-fire adjacent to the ReSale Store on 17 Jan 2021. No unplanned or partial closures reported during the 4th quarter. Open 359.65 out of scheduled 360 days.

Significant Activity	Activity	Sub Activity	Performance Measure	KPI Target	Current Quarter Result	Current Quarter Tracking	Current Quarter Comments	Year To Date Tracking	Year To Date Result	Year To Date Comments
Infrastructure Services	Refuse and Recycling	Waste Minimisation	Increase in annual per capita quantity of materials diverted from landfill.	Increase from 170 kg per capita to 228kg per capita by 2027/28.	41.1	Target Not Met	41.1 kg per capita (2,770 tonnes & 67,400 population estimate) diverted in fourth quarter 2020/21 compared to 46.7 kg capita (2,560 tonnes & 57,800 population estimate) in fourth quarter 2016/17. This is a 3.2 kg/capita (7.2%) decrease compared to baseline figures for the quarter. Approx. 36% of collected kerbside recycling was sent to landfill over this period, a reduction from the 90%, 75% and 53% reported in the previous quarters, owing to intensive bin auditing from mid-April and ongoing education of residents over this last quarter. The kerbside organics collection continues to offset the weight of recycling landfilled owing to high levels of contamination. Some facility recycling quantities have not recovered to previous levels since the 2020 COVID-19 lockdown, which is also impacting on overall diversion figures in this quarter.	Target Not Met	172.2	172.2 kg per capita (11,605 tonnes & 67,400 population estimate) diverted in the year to date compared to 187.5 kg capita (10,318 tonnes & 57,800 population estimate) in the same period of 2016/17. This is a 6.32 kg/capita (9.9%) decrease compared to baseline figures. Overall, 64% of kerbside recycling collected at kerbside has been landfilled in the year to date owing to high contamination levels since May 2020. This has been partially offset by a substantial increase in diversion achieved by the kerbside organics collection. Some facility recycling quantities have not recovered to previous levels since the 2020 COVID-19 lockdown, which is also impacting on this year's total diversion figures. Kerbside recycling has been badly contaminated since the COVID-19 lockdown, and 325 t (36%) of materials collected at kerbside has been landfilled out of a total 896.1 t collected in this quarter. This has impacted both diversion and landfill tonnages. Auditing has improved quality but insufficiently to reverse the previous three quarters' landfill disposal figures. Some facility recycling quantities have not recovered to previous levels since the 2020 COVID-19 lockdown, which is also impacting on overall diversion figures in this quarter.
Community Services	Recreation	Recreation Spaces and Places	Customer satisfaction with sports grounds, as measured by an annual survey of users.	At least 90%	N/A	Target Not Met	This was last completed as part of the 2019 Customer Satisfaction Survey. It achieved a satisfied response of 57.2%, however there was dissatisfaction of only 1.1% and 41.7% who did not respond.	Target Not Met	N/A	This was last completed as part of the 2019 Customer Satisfaction Survey. It achieved a satisfied response of 57.2%, however there was dissatisfaction of only 1.1% and 41.7% who did not respond.
Community Services	Community Protection	Environmental Health Services	The percentage of all licensed alcohol premises inspected at least once per annum.	95%	17%	Target Not Met	None	Target Not Met	54%	Due to resourcing constraints in the past year we have taken a risk based approach to inspections to assist us to keep up with registrations and applications.
Community Services	Community Protection	Animal Control Services	The percentage of calls for wandering stock on roads responded to within 1 hour.	90%	86%	Target Not Met	Once referred the response rate was 88%	Target Not Met	83%	Once received our average response time for the quarter was 56 minutes (88%), however there have been instances where the request was referred to AH service after some time.
Community Services	Community Protection	Animal Control Services	The percentage of complaints for serious dog attacks responded to within 1 hour.	100%	100%	Target Met	None	Target Not Met	96%	There was one occasion where our contractor did not meet our deadlines.
Community Services	Community Protection	Environmental Health Services	Inspect pool barriers every 3 years.	350 per annum	25%	Target Not Met	The transition to a new database proved to be challenging and significant administrative work is now necessary to enable pool barrier inspections to be completed with the aid of the software.	Target Not Met	22%	All pools need to be inspected on a 3 yearly cycle. Additional straff time has been secured to catch up on inspections.
Property Management	Property Management	Property Management	The percentage of Health and Safety, and urgent maintenance service requests responded to within 24 hours.	100%	100%	Target Met	42 requests were received for the quarter of which 6 were health and safety or urgent maintenance. All health and safety or urgent requests were responded to inside the 24 hours timeframe	Target Not Met	79%	191 requests received for the year, with 29 being health and safety or urgent maintenance requests. Of these 23 were actioned within the 24 hour timeframe.
Earthquake Recovery and Regeneration	Red Zone Regeneration	Red Zone Regeneration	Implementation Plan developments are met: 2018/22: Recreation and Ecological Linkages.	100%	In Progress	Target Not Met	In progress	Target Not Met	In progress	In Progress. Not all current years linkages completed
Council Controlled Organisation	Enterprise North Canterbury	Enterprise North Canterbury	Assessment by New Zealand Trade and Enterprise of ENC services through annual customer survey.	A minimum of 60% net promoter score per annum.	#NAME?	Target Not Met	NZTE no longer hold the contract for this service and MBIE have only performed 1 survey for North Canterbury. While this was an 8 out of 10 in overall service, one survey result is not statistically valid.	Target Not Met	Not measured	We are forced to take last years result as NZTE has not been surveying customers over the Covid Period. Surveys have just been reinstated now, but only one response has been received for North Canterbury. This is not statistically valid.

Significant Activity	Activity	Sub Activity	Performance Measure	KPI Target	Current Quarter Result	Current Quarter Tracking	Current Quarter Comments	Year To Date Tracking	Year To Date Result	Year To Date Comments
Council Controlled Organisation	Enterprise North Canterbury	Enterprise North Canterbury	Business seminars and workshops delivered.	20	5 seminars/workshops over 15 half days (some were multi session events)	Target Met	On target	Target Not Met	14 seminars/workshops over 39 half days	Covid last year put us well behind, causing us to cancel most of our planned events in 2020. All efforts were diverted to directly assisting businesses to manage the fallout of lockdown.

WAIMAKARIRI DISTRICT COUNCIL

REPORT FOR DECISION

FILE NO and TRIM NO:	POL-08-71-03 / 210519079612
REPORT TO:	Audit and Risk Committee
DATE OF MEETING:	10 August 2021
FROM:	Mike O'Connell, Senior Policy Analyst
SUBJECT:	Sustainability Strategy Implementation – Third Quarter Report 2020/21
SIGNED BY: (for Reports to Council, Committees or Boards)	Simon Markham — Department Manager; Smith pp — Chief Executive

1. SUMMARY

1.1 The purpose of this report is to inform the Committee, summarising annual progress with implementation of the *Organisational Sustainability Strategy and Action Plan 2020*. This incorporates the third quarter implementation period April to June 2021.

1.2 This Strategy sets out actions allowing the Council to conduct its business and operations in a more sustainable manner. Coordination and implementation of actions within the Strategy is undertaken by a small cross-council team (six to eight members) of Sustainability Champions utilising currently resources from existing Unit / Activity budgets.

1.3 The Steering Group provide strategic leadership at a governance level and support the work undertaken by the Sustainability Champions. The Group is also beginning to work with the community as the Council gears up to produce the community sustainability strategy in the 2021/22 Financial Year (2021/22 FY).

Attachments:

i. Organisational Sustainability Strategy Third Quarter overview (210723120435)
ii. Raw data: electricity, fleet fuel, air travel undertaken (210129014268)

2. RECOMMENDATION

THAT the Audit and Risk Committee:

(a) **Receives** report No. 210519079612.

(b) **Notes** that this is the third of four strategy implementation update reports (for Stage 2), noting that the yearly reporting period runs from 1 September 2020 to 31 August 2021.

(c) **Notes** the Organisational Sustainability Strategy relates to the organisation as a whole and that the subsequent stage (2021/22 Financial Year) will address sustainability within the wider community.

3. BACKGROUND

3.1. The Strategy's purpose is to provide an overarching framework that guides the adoption of environmental, as well as economic, social, cultural sustainability aspects and well-being principles into Council's strategic planning and day-to-day operations, including procurement and annual planning processes.

3.2. Quarterly monitoring is vital so that progress with implementation of the Strategy project can be tracked. A summary of key actions and progress on their implementation in the third quarter is provided in Attachment (i).

3.3. The Strategy project, with the sponsorship of the new Chief Executive, remains an organisational priority into the 2020/21 financial year. Strategy development from mid-2021 will focus on the Community Strategy (Stage 3) with a likely more explicit climate change mitigation focus.

4. ISSUES AND OPTIONS

4.1. The adoption of a sustainability approach within the organisation complements the need for new approaches to the way Council goes about its business, including playing its part in transitioning the country to a low emissions economy by 2050.

4.2. Outcomes and objectives across five themes are being delivered through the Action Plan (33 actions). The themes are: Sustainability Culture, Education, Mitigation, Travel and Waste Management. The Strategy forward work programme complements other work streams including annual planning, asset management, infrastructure planning and the Council's climate change response.

4.3. The Sustainability Strategy Steering Group (SSSG) met in April and May 2021. The Group is acting as a conduit with business, iwi and community groups in the lead-up to development of the community sustainability strategy. Enterprise North Canterbury attended the May meeting and will be invited to attend all subsequent meetings. The Group meets again on 16 August 2021.

4.4. A meeting with the new Chief Executive was held on 20 May 2021 to consider governance arrangements and direction for progressing sustainability and climate change mitigation work. A comparative analysis of community-based sustainability strategies from similar-sized Councils is currently being undertaken to aid strategy development.

4.5. Raw fuel usage data, electricity usage and air travel undertaken (corporate $ spend) is also presented in these quarterly reports. Data for the last three calendar years is presented in Attachment (ii). This data set is gradually being modified and presented for optimum effect.

4.6. With the assistance of the BATS and Finance teams, emission inventory data for the 2019 and 2020 FYs is being collated to provide a more complete picture of WDC's emissions profile beyond the 2018 FY baseline and to identify emission trends. Initially there has been a focus on electricity data; analysis of fleet and air travel data is also being progressed.

4.7. As the information collection system develops beyond the baseline, the data in Attachment (ii) will progressively be presented in financial as well as a GHG[1] emissions format. It is intended to also incorporate graphical features Fleet fuel, electricity and air travel account for 72, 14 and 11 per cent of WDC's corporate GHG emissions respectively.

4.8. Strategic organisational highlights in the third quarter include full rollout and implementation of the three bin system throughout the refurbished RSC and satellite sites. Recent waste audits show that while many staff are embracing the changes and waste volumes are decreasing, there is still too much waste being placed in incorrect bins. Additional education sessions with Eco Educate may be arranged to help address this.

4.9. The findings from the staff travel survey were presented to MTO on Monday 26 July. As an initial project, the Sustainability Champions will explore rideshare options for Council staff and also consider if participation in existing schemes is also an option.

4.10. The undertaking of the travel survey forms part of a wider travel behaviour change programme to encourage voluntary change in travel behaviour. The survey is a catalyst to start the process of developing a Staff Travel Plan, which will support measures being undertaken to reduce emissions from the transport sector to carbon net zero by 2050.

4.11. A comprehensive energy audit commissioned by the Property Unit has also been undertaken. Actions taken already are indicating significant immediate and ongoing energy savings in running the RSC. Findings from that project are being assessed and will be reported (in October) once the RSC is fully occupied. An energy audit is also being considered for the suite of waste water treatment plants.

4.12. Regarding the status of carryover 2019/20 Strategy actions, developing a Supply Chain Sustainability Policy has been ranked as a medium priority by the Procurement PCG. Once this Policy has been drafted, it will be socialised with external contractors through a Contractor Briefing session.

4.13. Education events staged during the third quarter period have included a home-made personal product workshop and a second electric bike demonstration event (staged by Eco Quip). April and May editions of *The Gull* newsletter have also been produced.

4.14. The new standard report template is now in place. Key changes include implications for sustainability, climate change impacts, community wellbeing and Mana whenua views.

4.15. **Implications on Community Wellbeing**

There are implications on community wellbeing by the issues and options that are the subject matter of this report. Community involvement will be sought to develop a Stage 3 sustainability strategy later in 2021.

4.16. The Management Team has reviewed this report and support the recommendations.

[1] GHG = greenhouse gas

5. COMMUNITY VIEWS

5.1. Mana whenua

The Strategy was introduced to the Ngā Tūāhuriri Rūnanga in December 2020. Recent engagement has also taken place with Mahaanui Kurataiao Ltd as a way of further socialising the strategy.

5.2. Groups and Organisations

No views have been sought at this stage from the wider community, however, the establishment of the SSSG allows for interaction with the community. Recent engagement has taken place with ENC and Te Kōhaka o Tūhaitara Trust as a way of socialising the strategy.

5.3. Wider Community

Wider community involvement will be sought to develop a Stage 3 sustainability strategy later in 2021.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

The project has been identified by management as a priority and staff resourcing from across the organisation will be made available as and when required.

6.2. Sustainability and Climate Change Implications

The recommendations in this report do not have any immediate sustainability and/or climate change impacts.

6.3. Risk Management

There will be ongoing risks associated in implementation, especially around future resourcing to continue the momentum of the Council's sustainability trajectory and be seen by the public 'practising what we preach'.

6.4. Health and Safety

There are no implications for health and safety in implementing this strategy.

7. CONTEXT

7.1. Policy

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

7.2. Authorising Legislation

The development of this strategy supports the success and implementation of existing Council documents under the *Climate Change Response (Zero Carbon) Amendment Act* 2019, *Local Government Act 2002*, *Land Transport Management Act 2003*, *Resource Management Act 1991* and the *Waste Minimisation Act 2008*.

7.3. **Consistency with Community Outcomes**

This report relates to the following community outcomes:

- There is a safe environment for all
- There is a healthy and sustainable environment for all
- Indigenous flora and fauna, and their habitats, especially Significant Natural Areas, are protected and enhanced
- Public spaces and facilities are plentiful, accessible and high quality
- Transport is accessible, convenient, reliable and sustainable
- Core utility services are provided in a timely and sustainable manner
- Businesses in the District are diverse, adaptable and growing.

7.4. **Delegations**

There are no delegated responsibilities associated with the report.

Organisational Sustainability Strategy - Action Plan

This is a summary of the key actions in this Strategy with a report on implementation progress for the third quarter (April-June 2021) since Strategy's adoption in September 2019.

NB Current baseline year for emissions 2017/18 (2018 FY); **Key** (abbreviations): CR = Community & Recreation; FB = Finance & Business Support; MG = Management Team; OD = Organisational Development; SE = Strategy & Engagement; UR = Utilities & Roading; SSSG = Sustainability Strategy Steering Group; **Other abbreviations**: ENC = Enterprise North Canterbury; GHG = greenhouse gas; IPCC = Intergovernmental Panel on Climate Change; KSC = Kaiapoi Service Centre; MBIE = Ministry of Building Innovation and Employment; MKT = Mahaanui Kurataiao Ltd; RSC = Rangiora Service Centre; SDG = Sustainable Development Goals; SSCG = Sustainability Strategy Coordination Group; TKTT = Te Kōhaka o Tūhaitara Trust; WWTP = Waste Water Treatment Plant

Sustainability Culture

Action	Parties Involved	Priority and by When	Implementation Status	Status
MG2 Socialise the Strategy with iwi and hapu as part of developing a principles-based process on how Council will work with Ngāi Tūāhuriri on sustainability issues. *Update Council on progress at briefing in March 2021*	Management Team/ Policy & Strategy / SSSG	Medium term Apr 2021	It is intended to socialise and summarise-to-date the Strategy at a Mahi Tahi meeting later in 2021 when revised scope and direction of the Community Strategy (sustainability and climate mitigation focus) is formalised A meeting was also held with MKT in July to discuss potential projects that seek to make sustainability gains on Māori land (e.g. MR 873) (*see also Actions MG1 SE9*)	Underway
MG3 Socialise the Strategy with Enterprise North Canterbury and Te Kōhaka o Tūhaitara Trust as part of the process how Council will work with businesses and community organisations on sustainability issues in 2021/22 FY. *Update Council on progress at briefing in March 2021*	Management Team/ Policy & Strategy / SSSG	Medium term Jun 2021	ENC provided an update to the Steering Group meeting held Thursday 20 May. Matters discussed included community green spaces and their integration with community hubs (e.g. in Mandeville); an emissions calculator for demonstration to businesses; and a local food and beverage project to promote local wares. Meetings were also held with TKTT in late July and early August to discuss potential (community) projects around biodiversity enhancement and rehabilitation in the coastal strip. (*see also Actions MG2 SE9*)	Underway

OD1 Provide input on Council's sustainability approach and culture as part of the induction programme for all new staff. *Report any highlights as part of the quarterly reporting regime*	Human Resources / Policy & Strategy	Ongoing	One session was held 8 April 2021 with a subsequent session being held 15 July 2021. New staff members attending recent sessions are given an overview of the sustainability programme and encouraged to consider bring new ideas 'to the table' as a new Sustainability Champion (*see also Actions SE3 SE4*)	Ongoing
OD2 Investigate a suitable reporting mechanism for corporate social responsibility (CSR) reporting to align with UN Sustainable Development Goals (SDGs) and Council's revised (2020) Community Outcomes	Organisational Development / Management Team / Policy & Strategy	Longer term Dec 2021	Community Outcomes have been linked with United Nations SDG and the four national well-beings to bring sustainability more explicitly into shaping the direction of the LTP 2021-2031. A number of changes to Community Outcomes have been made to acknowledge growing sustainability challenges around transport, water, waste and climate change (*see also Action SE8*)	Complete
SE1 Convene quarterly the elected member Sustainability Strategy Steering Group (chaired by Council's Climate Change and Sustainability Portfolio holder) which conducts its business according to specific Terms of Reference. *Report outcomes quarterly to Audit & Risk Committee*	Policy & Strategy / SSSG	Ongoing	The SSSG held follow-up to the initial October meeting on 12 April and 17 May 2021. ENC attended the May meeting (see notes above). A further meeting is scheduled for 16 August 2021. ENC, MKT and TKTT will be invited to attend the August meeting (*see also Actions MG2 MG3 SE2*)	Ongoing
SE2 Convene monthly the staff Sustainability Champions Coordination Group at least quarterly with meetings supported by Sustainability & Climate Change portfolio holder	Policy & Strategy	Ongoing	The Sustainability Champions meet monthly. Most recently Items and issues discussed include the staff travel survey, cycle parking and storage, and an in-house gear / tool sharing scheme. Standing agenda items include a monthly update from the Property team (e.g. the RSC refurbishment, cross-site energy audits, and internal waste management). Communications also send a team member to each meeting (*see also Action SE1*)	Ongoing
SE7 Assess emission reductions from 2017/18 baseline data to aid the prioritising of any additional measures or actions required with regard to wider operational emissions. *Report revised baseline data in 2020/21 Strategy working document*	Policy & Strategy	Short term Dec 2020	With the assistance of the BATS and Finance teams, emission inventories for 2018/19 and 2019/20 are being gradually assembled to provide a more complete picture of WDC's emissions profile and to identify emission trends. It is anticipated that the fuller emissions picture can be assembled by the final quarter to provide a basis for target setting in the Community Strategy (*see also Action UR5*)	Ongoing
SE8 Develop a framework for evaluating sustainability initiatives against organisational and community priorities	Policy & Strategy / Management Team	Short term Dec 2020	A prioritisation tool is being developed for evaluating and prioritising sustainability initiatives for Waimakariri District. This is to ensure a focus on aspects that are the most (cost, time and resource) effective to achieve Council (community) objectives (*see also Action OD2*)	Ongoing

Education				
Action	**Parties Involved**	**Priority and by When**	**Implementation Status**	**Status**
RG1 Develop practical guidance for residents which encourages sustainability approaches to be taken in the pre-application stage of the resource consenting process	Planning Implementation Unit / Policy & Strategy	Medium term Apr 2021	Draft guidance has been prepared but final content needs to be confirmed based on the District Plan review and revisions to the Building Code before a final can be issued (*see also Actions SE5 SE6*)	Underway
SE3 Convene at least eight education-for-sustainability events from October 2020 to September 2021. *Report event summaries quarterly to the Audit & Risk Committee*	Policy & Strategy	Medium term Jun 2021	In a follow-up to the March open day, in May a second outdoor electric bikes demonstration (by Eco Quip) was held. Two further education sessions (local entrepreneur Back to the Wild, homemade personal products) and a Clothing Swap took place in July. Naylor Love (consultancy) will address staff and managers on engineered timber construction on Monday 9 August. It is planned to make these events, where appropriate, to be more overtly public-facing in future	Ongoing
SE4 Communicate sustainability-related and climate change mitigation matters to staff, elected members and the community. *Promulgate through e.g., the Council website and the Gull newsletter*	Communications & Engagement / Policy & Strategy	Ongoing	Two editions of *The Gull* newsletter were released. The April edition (#10) received 88 views and the May edition (#11) 56 views	Ongoing
SE5 Develop practical guidance for residents which promotes the sustainable management of hazards in the District in a way that contributes to safety and wellbeing	Development Planning Unit / Senior Engineering Advisor	Short term Dec 2020	Draft guidance has been prepared but content needs to be confirmed based on the District Plan review, revisions to the Building Code and amendments to other national guidance before a final can be issued (*see also Actions RG1 SE6*)	Underway
SE6 Investigate key actions to incentivise lower carbon / more resilient buildings including aligning with Government's *Building for Climate Change* programme, showcasing local exemplar homes, adding 'green' building ratings to LIMs. *Provide an update report to Management Team by Feb 2021*	Development Planning Unit / Building Unit / Policy & Strategy	Medium term Jun 2021	Draft guidance has been prepared but content needs to be confirmed based on the District Plan review, revisions to the Building Code and amendments to other national guidance before a final can be issued (*see also Actions RG1 SE5*)	Underway

FB5 Investigate, using the RSC refurbishment as a 'change point' exemplar, how newly developed procedures and protocols can be applied to other projects, including the Council's social housing stock, to demonstrate the application of best sustainable practice	Property / external consultants	Medium term Jun 2021	In-house, WDC has Carbon and Energy Professional (CEP) staff expertise that can scope additional Council energy projects such as community powered solar hot water heating for our existing social housing stock. Significant staff behaviour changes have been achieved and cost savings gains from better facilities management and waste diversion action plans across the RSC campus are being realised (from audits of all Facilities Management contracts and in-house waste) (*see also Action SE6*)	Ongoing

Mitigation

Action	Parties Involved	Priority and by When	Implementation Status	Status
MG4 Review the standard council report template to include how sustainability (and climate change mitigation) implications of sustainability recommendations are addressed	Management Team	Short term Dec 2020	The standard report template has undergone considerable review and is now in general use across the organisation. Key changes including implications for sustainability, climate change impacts, community wellbeing and Mana whenua views have now been incorporated into reporting to senior management and elected members (*see also Actions OD2 SE7*)	Complete
CR1 Examine carbon sequestration (NZ ETS) opportunities on all Council-owned forestry blocks to determine returns on investment. *Report findings to Council when these become available*	Community & Recreation	Longer term Align with 2021/31 LTP	The Property Unit is still investigating the suitability of land parcels for sequestration. As part of this process, various Unit asset holders are reviewing their land parcel portfolios. A land parcel acquisitions / disposals implementation policy (in preparation) will also allow for the ranking of suitable land parcels for native plan plantings (*see also Action CR2*)	Underway
CR2 In relation to Council's policy on land acquisition / disposal for its rural land portfolio, investigate suitability for native re-planting and biodiversity enhancement by initiating a title review and developing assessment criteria. *Report findings to Council when these become available*	Community & Recreation	Longer term Align with 2021/31 LTP	Property is working with Greenspace to investigate biodiversity-based plantings on suitable land parcels. The Natural Environment Strategy being developed in the 2021/22 FY is aimed at protecting and enhancing the District's biodiversity outcomes and values. The strategy will consider the biodiversity opportunities of all types of Council managed reserve land as well as other Council owned land such as forestry areas and gravel pits (*see also Action CR1*)	Underway

UR3 Record nitrogen, BOD and other parameters of effluent to enable accurate calculation of greenhouse gas emissions from large wastewater treatment plants. *Provide an updated greenhouse gas emission profile to Management Team as result of the assessment*	Utilities & Roading	Medium term Jun 2021	3 Waters has received the final report from BECA summarising the current (2019/20) operational GHG emissions from the five WWTPs operated by WDC. This report will be reported through to the Utilities and Roading Committee in June 2021. The emission data will feed into the proposed revised inventory work (*see also Actions UR4 UR5*)	Complete
UR4 Investigate technology and improvements which help reduce greenhouse gas emissions from treatment plants and other 3 Waters infrastructure via energy efficiency improvements	Utilities & Roading	Medium term Jun 2021	The BECA report findings have identified initial areas of focus to assess potential technology improvements for reducing emissions from WWTPs, but further work is needed. This additional assessment work is currently being scoped and is expected to lead onto more detailed work focusing on sludge management improvements next financial year. An energy audit is being considered for the WWTPs once the RSC refurbishment is complete (*see also Actions FB4 UR3 UR5*)	Underway
UR5 Identify appropriate targets for reduction of greenhouse gas emissions from Council's corporate and infrastructure facilities. *Update Council on progress at briefing in March / April 2021*	Utilities & Roading	Medium term Jun 2021	The BECA report findings will also assist in identifying appropriate targets for reducing emissions from WWTPs to be undertaken as part of the additional assessment work. Other targets will be considered for the Community Strategy when the revised inventory data becomes available (*see also Actions UR3 UR4*)	Underway
FB2 Record quantities of electricity and other fuel used to note trends and aid any energy efficient interventions to reduce usage. *Data is monitored and reported quarterly to Audit & Risk Committee*	Finance & Business Support	Ongoing	Data for electricity and other fuel usage aspects are recorded in Report attachment (ii) – TRIM 210129014268 (*see also Actions FB1 FB3*)	Complete
FB4 Undertake a corporate centre-wide energy audit (expanding to other buildings and facilities where possible) and make recommendations, including where energy-efficiency measures are cost-effective to introduce. *Report findings to the Audit & Risk Committee when finalised*	Finance & Business Support	Medium term Jun 2021	Three energy audits for key buildings on the RSC campus have been completed with a number of cost-effective energy saving measures having been identified. A new set of comparative data is expected to be available by October 2021 once the RSC refurbishment is complete. Our learning and development of our energy systems is continuing and includes the optimisation of the new HVAC system over the next 6-12 months (*see also Actions FB3 UR4*)	Complete

FB8 Upgrade lighting at the Rangiora Service Centre to more energy efficient lighting as part of the building's refurbishment. *Report progress six-monthly to Council*	Finance & Business Support	Medium term Jun 2021	This has been achieved, with the exception of downstairs staff bathrooms. The comparisons to the energy baseline is planned for the three month period after all construction work has been completed. It is forecasted to take place between 1 September and 30 November 2021 (*see also Actions FB4 RG1 SE5*)	Complete

Waste Management

Action	Parties Involved	Priority and by When	Implementation Status	Status
SE11 Undertake at least two waste audits from Council's significant publicly-accessible locations to provide a profile of GHG emissions from Council-generated waste disposal. *Report 'before and after' evaluation six-monthly to Council*	**Policy & Strategy** / Solid Waste / Libraries / Aquatics	Medium term **Jun 2021**	This action has been postponed and will be integrated into the Community Strategy. Learnings from the post-refurbishment internal audits will allow for better approach to undertaking audits in public spaces (*see also Actions FB6 FB7*)	Start delayed
FB3 Record any refrigerant losses in HVAC system during routine maintenance. *Record in asset register the amount of refrigerant in each piece of refrigeration / HVAC plant*	**Property**	Ongoing	A new HVAC system and LED lighting with sensors have been installed in the main RSC as at May 2021. No refrigerant losses are expected (*see also Actions FB1 FB2*)	Complete
FB6 Sort all kitchen, Service Centre, and facilities waste into appropriate waste streams using the recycling/landfill/organics 3-bin system. *Data is monitored and reported quarterly to Audit & Risk Committee*	**Property** / Records / Solid Waste	Medium term **Apr 2021**	The main RSC 3-bin kitchens are now fully operational in addition to a full roll out of bins in all temporary accommodation following the end of Phase 2 of the RSC refurb. (*see also Actions FB7 SE10*)	Complete
FB7 Undertake at least two waste audits to monitor success of communal 3-bin system across corporate and community facilities where these are in place. *Report a 'before and after' evaluation six-monthly to Council*	**Property** / Solid Waste / Policy & Strategy	Medium term **Jun 2021**	While outside this reporting window, RSC waste audits (including kitchen waste) have been undertaken in July. The results will be reported at a later stage (*see also Actions FB6 SE10*)	Underway

Travel

Action	Parties Involved	Priority and by When	Implementation Status	Status
MG1 Reduce where practical air travel to conferences and events. The preference is for staff to attend wherever possible Canterbury-based events or via video conferencing. *Provide updates quarterly to the Audit & Risk Committee*	**Executive Assistants** / All teams and units	Medium term **Jun 2021**	Data for air travel is recorded in Report attachment (ii) – TRIM 210129014268 (*see also Action UR1*)	Complete
UR1 Identify and promote sustainable travel options, or alternative meeting arrangements, for staff and elected members which can be used to influence individual travel choices. *Update Utilities & Roading Committee on progress at a briefing in March / April 2021*	**Roading and Transport** / Policy & Strategy	Medium term **Jun 2021**	A staff travel survey was undertaken in April, the responses analysed and assessed, and reported to MTO on Monday 26 July. Among the findings is a strong desire for a staff rideshare scheme. The survey will in turn aid development of a future staff travel plan (*see also Actions UR2 MG1*)	Underway
UR2 Undertake a staff travel survey to establish a baseline to inform development of an Organisation Travel Plan. *Report findings to Utilities & Roading Committee in Dec 2020*	**Roading and Transport** / Policy & Strategy	Short term Dec 2020	The staff travel survey was undertaken in April with a (largely qualitative) analysis reported to MTO in July (see Action UR1 above). There were 172 overall responses. There has been a rich variety of feedback received, on topics such as establishment of a rideshare scheme, improved cycle facilities at RSC and better access to public transport (*see also Action UR1*)	Complete
SE9 Investigate the most appropriate and affordable electric and low emission vehicle supporting infrastructure for the District. *Report progress quarterly to Council*	**Business & Centres**	Medium term **Jun 2021**	The charging stations in Kaiapoi are in the process of being installed. Gaining the Woodend site access licence will allow those stations to be installed in August. Oxford stations are likely to be installed later in 2021.	Complete
SE10 Investigate an employer electric bike plan purchase support scheme for staff and elected members	**Policy & Strategy**	Medium term **Jun 2021**	Management agreement was given in November to allow up to 12 staff or elected members to access a loan scheme to purchase an electric bike. To date, about five bikes / scooters have been purchased with two formal staff loans processed (*see also Actions UR1 UR2*)	Ongoing
FB1 Record fleet fuel usage to document savings associated with introduction of low emission vehicles into the fleet. *Data is monitored and reported quarterly to Audit & Risk Committee*	**Finance** / AIM team	Ongoing	Data for fleet fuel usage is recorded in Report attachment (ii) – TRIM 210129014268 ((*see also Actions FB2 FB3*)	Complete

Corporate Sustainability Strategy & Action Plan 2019 - carryover actions and status				
2019 **PR4:** Develop appropriate criteria for (pragmatically) assessing sustainability elements in tenders and related documents	PDU	M Jun 2020	Developing a Supply Chain Sustainability Policy has been ranked as a medium priority by the Procurement PCG. High priority projects still include building procurement capability across the organisation including a Civil Works Pre-Qualification List, a Trades Panel and consideration of a framework for procuring Professional Services	Ongoing
2019 **PR5:** Ensure sustainable procurement principles are socialised in advance with our (potential) external contractors	PDU / Roading and Transport	M Jun 2020	Once a Supply Chain Sustainability Policy has been drafted, this will be socialised with our external contractors through a Contractor Briefing session. Local suppliers continue to be a focus with several recent tenders including non-price attributes for local suppliers	Ongoing

WDC Sustainability Strategy (organisational data) - raw data ($ spend) for fleet fuel, air travel undertaken and electricity usage, since 2018

1. **Fuel usage data (corporate $ spend) for period 2018 – 2020**

Year	Period	Diesel	Petrol	Cumulative totals
2018	January-March	*$26,883*	*$24,024*	$50,930
	April-June	*$29,697*	*$26,338*	$108,318
	July-September	*$29,598*	*$29,928*	$169,407
	October-December	*$32,392*	*$30,807*	**$232,653**
2019	January-March	*$29,218*	*$26,915*	$56,220
	April-June	*$30,225*	*$30,066*	$116,739
	July-September	*$27,665*	*$28,014*	$172,746
	October-December	*$24,814*	*$25,768*	**$223,746**
2020	January-March	*$23,960*	*$23,281*	*$47,241*
	April-June[1]	*$14,573*	*$13,474*	*$75,288*
	July-September	*$20,835*	*$24,394*	*$120,517*
	October-December	*$19,161*	*$21,613*	**$161,291**
2021	January-March	*$22,952*	*$21,078*	*$44,030*
	April-June	*$25,510*	*$24,433*	*$93,973*
	July-September			
	October-December			

2. **Air travel data (corporate $ spend, GST excl.) for period 2018 – 2020**

Year	Period	National (no. return flights)	International	Cumulative totals
2018	January-March	*$16,456*	*$1,776*	*$18,231*
	April-June	*$16,885*	*$2.475*	*$28,591*
	July-September	*$25,315*	*$752*	*$54,658*
	October-December	*$13,517*	-	**$68.175**
2019	January-March	*$26,028*	-	*$26,028*
	April-June	*$21,912*	-	*$47,940*
	July-September	*$30,222*	*$971*	*$79,132*
	October-December	*$8,908*	*$544*	**$88,584**
2020	January-March	*$22,112*	-	*$22,112*
	April-June	*$812*	-	*$22,914*
	July-September	*$2.997*	-	*$25,911*
	October-December	*$7,697*	-	**$33,608**

[1] Initial - and most significant - Covid-19 L3/L4 lockdowns during this period (+ first week of March)

WDC Sustainability Strategy (organisational data) - raw data ($ spend) for fleet fuel, air travel undertaken and electricity usage, since 2018

2021	January-March April-June July-September October-December	*$8,914 (35)* *$21.285 (74)*	- - - -	*$8,914* *$30,199*

3. Electricity usage data (corporate $ spend, GST excl.) for period 2018 – 2020

Year	Month	*Streetlights*	*TOU[2] sites*	*Others*	**TOTALS**	**TOTAL kWh**	**TOTAL emissions kg CO2-e**
2018	January	*$25,470*	*$89,172*	*$89,760*	$201,403		
	February	*$25,315*	*$79,093*	*$46,200*	$150,608		
	March	*$34,559*	*$87,096*	*$61,677*	$183,332		
	April	*$32,127*	*$94,920*	*$67,635*	$194,932		
	May	*$40,771*	*$110,249*	*$59,762*	$210,782		
	June	*$41,437*	*$119,128*	*$66,215*	$226,781		
	July	*$41,945*	*$117,818*	*$60,721*	$220,485		
	August	*$37,629*	*$118,659*	*$76,729*	$233,016		
	September	*$32,566*	*$111,598*	*$55,353*	$199,516		
	October	*$26.961*	*$$99,825*	*$67,844*	$194,630		
	November	*$22,470*	*$$97,018*	*$62,912*	$182,402		
	December	*$22,417*	*$$98,992*	*$52,360*	$173,770		
					Σ= $2,565,558		
2019	January	*$27,061*	*$115,523*	*$67,114*	$209,707		
	February	*$23,347*	*$95,441*	*$99,927*	$218,715		
	March	*$31,302*	*$103,425*	*$60,296*	$195,023		
	April	*$35,654*	*$108,764*	*$64,192*	$208,520		
	May	*$40,308*	*$115,603*	*$53,755*	$209,666		
	June	*$43,228*	*$136,172*	*$62,755*	$242.155		
	July	*$44,945*	*$131,446*	*$62,993*	$239,394		
	August	*$41,065*	*$133,502*	*$64,996*	$239,563		
	September	*$33,909*	*$114,886*	*$62,179*	$210,974		
	October	*$25,805*	*$92,663*	*$60,778*	$179,246		
	November	*$22,367*	*$87,722*	*$61,344*	$171,433		
	December	*$18,484*	*$89,850*	*$109,653*	$217,987		
					Σ= $2,542,373		
2020	January	*$24,491*	*$98,808*	*$95,595*	$218,893		
	February	*$24,912*	*$87,944*	*$78,846*	$191,703		
	March	*$32,218*	*$91,886*	*$79,362*	$203,466		
	April	*$38,672*	*$59,173*	*$56,041*	$153,887		
	May	*$43,854*	*$82,357*	*$40,632*	$166,844		
	June	*$47,357*	*$99,668*	*$59,226*	$206,251		
	July	*$48,387*	*$110,134*	*$52,818*	$211,339	*1,308,928*	*132,202*
	August	*$44,466*	*$104,856*	*$57,374*	$206,696	*1,315,722*	*132,888*

[2] ***TOU = Time of Use***

WDC Sustainability Strategy (organisational data) - raw data ($ spend) for fleet fuel, air travel undertaken and electricity usage, since 2018

	September	*$36,847*	*$89,019*	*$61,519*	$187,385	*1,182,813*	*119,464*
	October	*$29,626*	*$70,787*	*$41,889*	$142,301	*1,120,138*	*113,134*
	November	*$24,963*	*$66,506*	*$57,400*	$148,869	*1,093,529*	*110,446*
	December	*$23,873*	*$69,583*	*$63,585*	$157,041	*1,156,747*	*116,831*
					Σ= $2,194,675		
2021	January	*$26,394*	*$74,226*	*$65,916*	$166,536	*1,167,724*	*117,940*
	February	*$26,076*	*$68,241*	*$72,044*	$166,361	*1,117,097*	*112,827*
	March	*$36,370*	*$79,761*	*$74,721*	$190,852	*1,195,523*	*120,748*
	April	*$39,113*	*$86,257*	*$62,112*	$187,483		
	May	*$40,743*	*$98,323*	*$73,730*	$212,796		
	June	*$47,799*	*$113,937*	*$79,237*	$240,975		
	July						
	August						
	September						
	October						
	November						
	December						
					Σ= $1,165,002 (to June 30)		

WDC Sustainability Strategy (organisational data) - raw data ($ spend) for fleet fuel, air travel undertaken and electricity usage, since 2018

Electricity consumption (kWh)

GL Activity	Usage Units (kWh)	Emissions (kgCO2e)
Amenity Lighting	401,004	40,501
Ashley Building	752	76
Carpark Maintenance	384,321	38,816
Durham Courts	555	56
Farmers Lease	9,586	968
Headworks	2,607,692	263,377
Kaiapoi Library Building	247,499	24,997
Maintenance	33,574	3,391
Martyn Place	35,813	3,617
Matthew Courts	13,383	1,352
Operations	2,418,663	244,285
Oxford SC	52,051	5,257
Pines Fire Station	6,134	620
Pumping Station	1,299,926	131,292
Rangiora Library Building	87,760	8,864
Rangiora SC and Ashley Building	263,793	26,643
Ranui Mews	5,423	548
Treatment	1,097,639	110,862
Tyler Courts	746	75
Unknown	1,459,934	147,453
Grand Total	10,677,380	1,078,415

Row Labels	Emissions (kgCO2e)
Kaiapoi SC	7,817
Other	58,208
Oxford SC	9,122
Rangiora SC	36,212
Rangiora Townhall	29,339
Sewer	321,788
Streetlights	215,330
Swimming Pools	127,439
Unknown	5,770
Water	267,391
Grand Total	**1,078,415**