

Finance Committee Agenda

Date: Wednesday, 4 December, 2024

Time: 9:00 am

Location: Civic Centre, Te Iwitahi, 9 Rust Avenue

Elected Members: Cr Paul Yovich (Chairperson)
Cr Phil Halse (Deputy Chairperson)
His Worship the Mayor Vince
Cocurullo
Cr Ken Couper
Cr Deborah Harding
Cr Patrick Holmes
Cr Simon Reid

For any queries regarding this meeting please contact
the Whangarei District Council on (09) 430-4200.

	Pages
1. Declarations of Interest / Take Whaipānga	
2. Apologies / Kore Tae Mai	
3. Confirmation of Minutes of Previous Finance Committee Meeting / Whakatau Meneti	
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5.1 Commercial Property - December 2024 Quarterly Update	
6. Closure of Meeting / Te katinga o te Hui	

Finance Committee – Terms of Reference

Membership

Chairperson	Councillor Paul Yovich
Deputy Chairperson	Councillor Phil Halse
Members	His Worship the Mayor Vince Cociurullo Councillors Ken Couper, Deborah Harding, Patrick Holmes and Simon Reid
Meetings	Monthly
Quorum	4

Purpose

To ensure than Council finances and other corporate support functions are well managed. Management of disposal and purchase of individual properties within Council's commercial property portfolio.

Key responsibilities

- Manage the budget process including the co-ordination and preparation of budgets and financial statements for the Annual Plan and Long-Term Plan.
- Preparation of the financial component of Council's Annual Report.
- Operational reporting for the Corporate Group within Council.
- Operational accountability of performance including:
 - Health and Safety
 - Regular reporting on service delivery
 - Compliance
 - Sustainability
 - Finance
- Procurement – general procurement relating to the areas of business of this committee, within delegations.
- Shared Services – investigate opportunities for shared services for recommendation to council.

- Council's commercial property portfolio, including:
 - The purchase and disposal of commercial properties specifically identified in the Long Term Plan
 - The purchase and disposal of commercial properties as authorised by Council, where these are not specifically identified in the Long Term Plan.
 - Recommendations to Council for the purchase and disposal of any other commercial properties.
- Council Controlled Organisations (CCOs) – monitoring the financial and non-financial performance of CCOs whose functions would otherwise fall under the scope of this committee. Includes trading CCOs (CCTOs) and those CCOs exempted under the LGA. Responsibilities include:
 - advising on the content of annual Statement of Expectations to CCOs
 - monitoring against the Statement of Intent
 - for exempted CCOs, monitoring and reporting as agreed between Council and the organisation
 - quarterly reporting on performance

CCO accountable to this committee:

- Local Government Funding Agency (LGFA)
**Statement of Intent agreement to council*

Delegations

- (i) All powers necessary to perform the committee's responsibilities, including:
 - (a) Approval of expenditure of less than \$5 million plus GST.
 - (b) Purchase and disposal of commercial properties as identified above and within the budget limits identified in the Long Term Plan.
 - (c) Establishment of working parties or steering groups.

The Committee does not have:

- I. The power to establish sub-committees.
- II. The powers Council is expressly prohibited from delegating as outlined in Clause 32(1)(a)-(h) of Schedule 7 of the Local Government Act 2002; being:
 - the power to make a rate
 - the power to make a bylaw
 - the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan

- the power to adopt a long-term plan, annual plan or annual report
- the power to appoint a chief executive the power to adopt policies required to be adopted and consulted on under the Local Government 2002 in association with the long-term plan or developed for the purpose of the local governance statement
- the power to adopt a remuneration and employment policy.

Finance Committee Meeting Minutes

Date: Wednesday, 6 November, 2024
Time: 9:00 a.m.
Location: Civic Centre, Te Iwitahi, 9 Rust Avenue

In Attendance	Cr Paul Yovich (Chairperson) Cr Phil Halse (Deputy Chairperson) His Worship the Mayor Vince Cociurullo Cr Ken Couper Cr Patrick Holmes Cr Simon Reid
Also in Attendance	Cr Marie Olsen
Not in Attendance	Cr Deborah Harding
Scribe	D Garner (Democracy Adviser)

1. Declarations of Interest / Take Whaipānga

There were no declarations of interest made.

2. Apologies / Kore Tae Mai

Cr Deborah Harding

Moved By Cr Paul Yovich

Seconded By His Worship the Mayor

That the apology be sustained.

Carried

3. Confirmation of Minutes of Previous Finance Committee Meeting / Whakatau Meneti

3.1 Minutes Finance Committee meeting held 2 October 2024

Moved By His Worship the Mayor

Seconded By Cr Patrick Holmes

That the minutes of the Finance Committee meeting held Wednesday 2 October 2024, having been circulated be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.

Carried

4. Information Reports / Ngā Pūrongo Kōrero**4.1 Financial Report for the 3 months ending 30 September 2024****Moved By** Cr Paul Yovich**Seconded By** Cr Patrick Holmes

That the Finance Committee notes the operating results for the three months ending 30 September 2024.

Carried**4.2 Capital Projects Report for the 3 months ending 30 September 2024****Moved By** Cr Simon Reid**Seconded By** His Worship the Mayor

That the Finance Committee notes the Capital Projects Report for the period ending 30 September 2024.

Carried**4.3 Operations Report - Corporate Group - November 2024****Moved By** Cr Patrick Holmes**Seconded By** His Worship the Mayor

That the Finance Committee notes the Corporate Group operations report for November 2024 which contains statistics up to 30 September 2024.

Carried**5. Public Excluded Business / Rāhui Tangata**

There was no business in public excluded.

6. Closure of Meeting / Te katinga o te Hui

The meeting concluded at 9.41am.

Confirmed this 4th day of December 2024

Cr Paul Yovich (Chairperson)

4.1 Financial Report for the 4 months ending 31 October 2024

Meeting: Finance Committee
Date of meeting: 4 December 2024
Reporting officer: Alan Adcock (General Manager – Corporate/CFO)

1 Purpose / Te Kaupapa

To provide the operating results for the four months ending 31 October 2024.

2 Recommendation / Whakataunga

That the Finance Committee notes the operating results for the four months ending 31 October 2024.

3 Background / Horopaki

Year to date

The net position for Operations is a year-to-date favourable variance of \$2.7 million. This is mainly due to a \$3.0 million budgeted grant to Hihiaua not paid yet.

Once non-operating items are included, the overall year-to-date position is a surplus of \$0.1 million, compared to a budgeted surplus of \$1.7 million, resulting in an unfavourable variance of \$1.6 million.

Key year-to-date variances include:

- Minimal vested asset income has been recorded in the first four months of the year, showing an unfavourable variance of \$3.4m. This is a non-cash item dependent on when assets are vested to Council and processed by the asset team. The timing of this may differ from the phasing of the budget.
- Other Capital contributions are generally phased in accordance with the capital project to which they relate. The receipt of this revenue will depend on the underlying funding agreements. This can create variances between the phased budget and the year-to-date actuals.
- Other timing differences can also occur, particularly early on in the year, when the phased budget differs to the actual costs incurred. The full year forecast provides a more accurate view of anticipated results for the year.

Full year forecast

The forecast net surplus for the financial year ending 30 June 2025 is \$13.1 million compared to the budgeted surplus of \$25.6 million resulting in an unfavourable variance of \$12.5 million (September forecast: \$8.2m unfavourable variance). These results are based on forecast figures provided by budget managers in October 2024. The main change to last month's forecast is due to an increased depreciation expense of \$2.9m, and a further \$1.3m loss on disposal of assets.

It should be noted that this forecast includes estimates that will be revisited throughout the year as more information comes to hand:

- Infrastructure valuations are not yet finalised for the 2023-24 financial year. The valuations will be finalised as part of the Annual Report process, with current year depreciation forecast updated accordingly at that time. The depreciation forecast has increased this month in anticipation of final expected results, however further adjustments will be made as part of the next forecast.
- The forecast roading programme and associated subsidies has been prepared on the basis of the current suggested approach in response to the approved NZTA funding. A formal decision to confirm the roading programme (and associated subsidies) is scheduled for December's Council meeting. Further changes will be made to the forecast as a result of those decisions.
- Vested asset income forecast will be considered further as the year progresses.

The next forecast will be completed by budget managers in February 2025.

Key full year forecast variances by activity include:

Details	Variance to budget	Explanation
Operating Income – \$5.3m favourable		
Transportation \$5.4m favourable		
Roading department	\$5.3m	Increased NZTA subsidies for emergency works
Wastewater \$218k favourable		
Wastewater revenue	\$207k	User fees & charges
Solid Waste \$313k favourable		
Recycling	\$349k	Miscellaneous income
Community Facilities and Services \$322k favourable		

Community development	\$302k	Other revenue
Planning & Regulatory (\$271k) unfavourable		
Building control	(\$986k)	Inspections & consents
RMA consents	\$225k	Fees & charges
Health & bylaws	\$494k	Fees & charges, dog control, parking enforcement & WOF/rego infringements
Support Services (\$487k) unfavourable		
Revenue department	(\$638k)	Rates received
Business support	(\$265k)	Rent received
Treasury	\$456k	Interest received

Other Expenses - (\$10.9m) unfavourable.		
(Includes an overspend of \$9.8m other expenses, unbudgeted loss on disposal of assets of \$1.4m and an underspend of opex on projects of \$0.3m). Key variances as follows:		
Support Services (\$607k) unfavourable		
Business Support	(\$334k)	Cleaning and security
People & Capability	(\$304k)	Insurances
Infrastructure Development	(\$126k)	Professional fees & staff cover
Opex on projects	\$112k	External contractor payments
Transportation (\$6.6m) unfavourable		
Community road safety	\$388k	External contractors & professional fees
Traffic services	(\$193k)	Electricity, external contractors & professional fees
Private Works	(\$160k)	Maintenance contracts
Network & asset management	\$384k	Professional fees
Emergency works	(\$7.6m)	Maintenance contracts & professional fees (due to increased subsidy)
Footpaths	\$249k	Maintenance contracts
Routine drainage	(\$125k)	Maintenance contracts
Opex on projects	\$374k	External contractor payments
Water (\$1.9m) unfavourable		
Maintenance	(\$285k)	Maintenance contracts

Other cost centres	(\$272k)	Various expenses
Opex on projects	(\$315k)	External contractor payments
Loss on disposal of assets	(\$1.0m)	Non-cash loss on assets disposed
Wastewater (\$1.9m) unfavourable		
Reticulation operations	(\$1.1m)	Plant & equipment maintenance, mainly Kepa Road
Pump stations	(\$565k)	R&M and equipment maintenance
Other cost centres	(\$244k)	Various expenses
Opex on projects	\$336k	External contractor payments
Loss on disposal of assets	(\$315k)	Non-cash loss on assets disposed
Community Facilities & Services \$205k favourable		
Various cost centres	\$81k	Various expenses
Opex on projects	\$133k	External contractor payments
Coastal & Flood Management (\$193k) unfavourable		
Opex on projects	(\$202k)	External contractor payments
Planning & Regulatory \$353k favourable		
Various cost centres	\$353k	Various expenses
Governance & Strategy (\$288k) unfavourable		
Opex on projects	(\$206k)	External contractor payments
Various cost centres	(\$83k)	Various expenses
Capital Income – (\$4.7m) unfavourable		
Other capital contributions	(\$1.0m)	Revenue recognition of capital contributions is dependent on milestones in the various funding agreements being achieved. Any delays in capital programme delivery will impact the timing of the associated revenue.
Gain on disposal of assets	\$1.7m	Gain on sale of property
Vested asset income	(\$2.7m)	Vested asset income is a non-cash adjustment used to recognise the value of assets vested to Council therefore does not directly impact funding or debt.
Waka Kotahi NZTA capital subsidies	(\$2.7m)	This forecast is based on the suggested approach to the roading programme upon

		confirmation of subsidy available from NZTA.
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3.1 External Net Debt and Treasury

Total net external debt at the end of October 2024 was \$228.5 million compared to year-to-date budgeted net debt of \$219.8 million, resulting in net debt being \$8.7 million over budget. This variance is mainly due to:

- An unbudgeted property purchase
- Year to date grants and subsidies lower than budgeted
- Timing differences between the forecasted debt (based on historical trends), and the timing of expenses incurred.

As at 31 October 2024 cash and term deposits held of \$36.5 million was comprised of:

- \$20.0 million of term deposits relating to debt repayment prefunding
- \$0.5 million of cash on hand relating to the Whangarei Harbour Marina Management Trust loan not yet advanced
- \$1.6 million cash on hand relating to contract retentions held
- \$14.4 million of cash on hand.

3.2 Financial/budget considerations

This agenda is informing the Finance Committee of the year-to-date financial performance, as well as full year forecast. The purpose of this report is to highlight risks and significant variances against Council's planned performance.

Finance will discuss adverse variances with the relevant areas of the business to identify causes and determine what action should be taken to remedy overspends where possible. Forecast results will also be used to inform the development of the 2025-26 Annual Plan budget.

4 Accounts Receivable and Arrears

Total arrears as at 31 October 2024 were \$7.0 million, \$0.8 million more than October 2023, and \$0.2 million more than last month.

Land rates arrears decreased by \$0.4 million from last month and are \$0.7 million more than October 2023 (prior years arrears decreased by \$0.2 million while \$1.9 million of the first instalment remains unpaid). Water rates are the same as October 2023. Other debtors are \$0.1 million more than October 2023.

5 Significance and engagement / Te Hira me te Arawhiti

The decisions or matters of this agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda publication on the website.

6 Attachments / Ngā Tāpiritanga

- Attachment 1 – Monthly key indicators
- Attachment 2 – Monthly activity summary
- Attachment 3 – Monthly income statement
- Attachment 4 – Monthly income statements by activity

Attachment 5 – Treasury report

MONTHLY KEY INDICATORS
OCTOBER 2024



	YTD to October 2024					Full Year Forecast				
	Revised		YTD Trend	YTD Current / previous month	YTD	Full Year		Revised		YTD
	Actual	Budget				Forecast	Budget	Variance	YTD	
	YTD \$ m	YTD \$ m	YTD \$ m	Indicator		2024-25 \$ m	2024-25 \$ m	2024-25 \$ m	Indicator	
OPERATING										
Total Rates	44.5	44.6	(0.1)	🟡		145.3	145.9	(0.6)	🟡	
Subsidies and Grants	4.4	4.9	(0.5)	🔴		17.7	12.6	5.1	🟢	
User Fees	6.7	7.0	(0.3)	🟡		18.6	19.2	(0.6)	🟡	
Total Operating Income	62.3	61.8	0.5	🟢	↑	197.8	192.6	5.2	🟢	
Personnel Costs	13.4	13.7	0.3	🟢		39.3	39.6	0.3	🟢	
Other Operating Expenditure	29.3	32.0	2.7	🟢		109.5	99.7	(9.8)	🔴	
Total Operating Expenditure	70.7	72.9	2.2	🟢	↑	233.5	221.5	(12.0)	🔴	
Surplus/(Deficit) from Operations	(8.4)	(11.1)	2.7	🟢	↑	(35.7)	(29.0)	(6.7)	🟡	
Total Capital Income	8.9	10.9	(2.0)	🔴		46.1	49.8	(3.7)	🔴	
Total Surplus/(Deficit)	0.1	1.7	(1.6)	🔴	⬇️	13.2	25.6	(12.4)	🔴	
EXTERNAL DEBT FUNDING										
External Net Debt	228.5	219.8	(8.7)	🟡						
Net Interest on debt	2.9	3.7	0.8	🟢		9.3	11.0	1.7	🟢	

KEY
🟢 Favourable to budget
🟡 Unfavourable, but within 5% of budget
🔴 Unfavourable, over 5% of budget
⬆️ Favourable to previous month
⬇️ Unfavourable to previous month

Note: The above information includes excerpts taken from the Monthly Income Statement. The shaded lines above represent key totals from the Monthly Income Statement but are not totals of the lines above.

MONTHLY ACTIVITY SUMMARY
OCTOBER 2024



	YTD to October 2024						Full Year Forecast			
	Actual Surplus/ (Deficit)	Revised Budget Surplus/ (Deficit)	Variance Surplus/ (Deficit)	YTD Indicator	YTD Trend Current / previous	Full Year Forecast Surplus/ (Deficit)	Revised Budget Surplus/ (Deficit)	Variance Surplus/ (Deficit)	Full Year Indicator	
Transportation	(7.8)	(5.9)	(1.9)	●	⬇️	(15.0)	(7.3)	(7.7)	●	
Park and Recreation	(5.6)	(5.9)	0.3	●	⬇️	(27.2)	(27.8)	0.6	●	
Water	(0.1)	0.3	(0.4)	●	⬆️	(1.9)	(0.8)	(1.1)	●	
Wastewater	3.2	4.2	(1.0)	●	⬇️	8.8	10.6	(1.8)	●	
Stormwater	(1.9)	(0.8)	(1.1)	●	⬇️	(5.6)	(4.5)	(1.1)	●	
Coastal and Flood Management	(0.2)	(0.3)	0.1	●	⬆️	(2.4)	(2.5)	0.1	●	
Hikurangi Repo Flood Protection	0.1	0.0	0.1	●	⬆️	(0.1)	(0.1)	0.0	●	
Solid Waste	(0.9)	(1.1)	0.2	●	⬆️	(5.1)	(5.5)	0.4	●	
Community Facilities and Services	(7.1)	(10.3)	3.2	●	⬇️	(27.4)	(27.6)	0.2	●	
Planning and Regulatory Services	0.6	(0.1)	0.7	●	⬆️	(11.4)	(11.7)	0.3	●	
Governance and Strategy	(0.6)	(0.7)	0.1	●	⬇️	(6.0)	(5.7)	(0.3)	●	
Support Services	20.8	20.4	0.4	●	⬆️	103.8	103.7	0.1	●	

KEY:

● Favourable to budget

🟡 Unfavourable, but within 5% of budget

● Unfavourable, over 5% of budget

⬆️ Favourable to previous month

⬇️ Unfavourable to previous month

➡️ No change to previous month

Note: The above information is at Council Operations level and excludes non-cash adjustments

MONTHLY INCOME STATEMENT
31 OCTOBER 2024

Council Summary	Actual	Revised Budget	Forecast	Revised Budget	Variance*
	YTD \$000	YTD \$000	2024-25 \$000	2024-25 \$000	2024-25 \$000
Operating income					
Rates	44,478	44,634	145,304	145,858	(554)
Subsidies and grants	4,408	4,883	17,683	12,588	5,094
Fees and charges	6,696	6,968	18,621	19,189	(569)
Interest revenue	998	632	2,772	2,234	537
Other revenue	5,698	4,715	13,463	12,693	770
Total operating income	62,277	61,832	197,841	192,562	5,279
Operating expenditure					
Other expenditure	29,287	32,040	109,472	99,675	(9,797)
Depreciation and amortisation	24,181	22,880	72,635	69,020	(3,615)
Finance costs	3,880	4,315	12,072	13,210	1,138
Personnel costs	13,356	13,709	39,324	39,617	293
Total operating expenditure	70,703	72,943	233,503	221,522	(11,980)
Surplus/(deficit) from operations	(8,426)	(11,112)	(35,662)	(28,960)	(6,701)
Plus capital income					
Development and other contributions	3,212	2,081	7,078	7,078	-
Other capital contributions	1,399	5,390	22,504	23,539	(1,035)
Waka Kotahi NZTA capital subsidies	4,273	3,455	16,516	19,167	(2,651)
Total capital income	8,885	10,926	46,098	49,784	(3,686)
Surplus/(deficit) including capital income	459	(185)	10,436	20,824	(10,388)
Plus non-cash income adjustments					
Vested assets income	154	3,562	8,300	10,971	(2,671)
Gain on disposal of assets	1,693	-	1,693	-	1,693
Total non-cash income adjustments	1,847	3,562	9,993	10,971	(978)
Less non-cash expenditure adjustments					
OPEX on capital projects**	838	1,660	5,815	6,163	348
Loss on disposal of assets	1,355	-	1,459	-	(1,459)
Total non-cash expenditure adjustments	2,193	1,660	7,273	6,163	(1,110)
Total non-cash adjustment	(347)	1,902	2,719	4,808	(2,088)
Total surplus/(deficit)	112	1,717	13,156	25,632	(12,476)

* Favourable variances are recorded as positive amounts (unfavourable variances as negative amounts)

** This expenditure is included within the Capital Projects Report

Summary Financial Performance By Activity

Activity	2024-2025 YTD		Full Year		
	Actual	Revised	Forecast	Revised	Variance
		Budget		\$000	
	YTD	YTD	2024-25	2024-25	2024-25
	\$000	\$000	\$000	\$000	\$000
Transportation					
Revenue	5,206	5,431	20,300	14,940	5,360
Capital Income	6,915	7,640	36,660	39,537	(2,877)
Expenditure	19,927	18,969	71,948	61,737	(10,211)
Surplus/(deficit) including capital income	(7,806)	(5,898)	(14,988)	(7,260)	(7,728)
Park and Recreation					
Revenue	155	159	1,836	1,809	27
Capital Income	492	552	2,224	1,747	477
Expenditure	6,227	6,596	31,301	31,334	33
Surplus/(deficit) including capital income	(5,580)	(5,886)	(27,241)	(27,777)	537
Water					
Revenue	5,656	5,607	19,349	19,418	(68)
Capital Income	830	1,205	3,456	3,843	(387)
Expenditure	6,596	6,489	24,685	24,041	(644)
Surplus/(deficit) including capital income	(110)	323	(1,879)	(780)	(1,099)
Wastewater					
Revenue	9,394	9,217	28,947	28,729	218
Capital Income	458	446	1,491	1,491	(0)
Expenditure	6,622	5,462	21,666	19,651	(2,015)
Surplus/(deficit) including capital income	3,231	4,200	8,771	10,569	(1,797)
Stormwater					
Revenue	135	204	500	611	(111)
Capital Income	33	1,000	2,031	3,000	(969)
Expenditure	2,061	2,040	8,167	8,110	(58)
Surplus/(deficit) including capital income	(1,893)	(836)	(5,636)	(4,498)	(1,138)
Coastal and Flood Management					
Revenue	-	-	-	-	-
Capital Income	-	-	-	-	-
Expenditure	180	274	2,429	2,487	58
Surplus/(deficit) including capital income	(180)	(274)	(2,429)	(2,487)	58
Hikurangi Repo Flood Protection					
Revenue	430	427	1,289	1,287	2
Capital Income	-	-	-	-	-
Expenditure	339	394	1,371	1,349	(21)
Surplus/(deficit) including capital income	91	33	(82)	(62)	(19)
Solid Waste					
Revenue	1,338	1,321	6,528	6,216	313
Capital Income	-	-	-	-	-
Expenditure	2,274	2,453	11,668	11,749	80
Surplus/(deficit) including capital income	(936)	(1,131)	(5,140)	(5,533)	393
Community Facilities and Services					
Revenue	2,089	1,851	7,236	6,914	322
Capital Income	157	83	236	166	70
Expenditure	9,353	12,206	34,842	34,727	(115)
Surplus/(deficit) including capital income	(7,108)	(10,271)	(27,370)	(27,647)	277
Planning and Regulatory Services					
Revenue	5,354	5,131	14,072	14,343	(271)
Capital Income	-	-	-	-	-
Expenditure	4,747	5,260	25,450	26,079	628
Surplus/(deficit) including capital income	606	(129)	(11,378)	(11,736)	358
Governance and Strategy					
Revenue	2,004	1,944	-	5,746	5,881
Capital Income	-	-	-	-	-
Expenditure	2,615	2,631	-	11,697	11,570
Surplus/(deficit) including capital income	(611)	(687)	(5,952)	(5,689)	(263)
Support Services					
Revenue	34,400	34,518	-	137,973	138,460
Capital Income	-	-	-	-	-
Expenditure	13,644	14,145	-	34,213	34,735
Surplus/(deficit) including capital income	20,756	20,372	103,760	103,725	35

MONTHLY INCOME STATEMENT

Transportation	2024-2025 YTD		Full Year		
	Actual YTD \$000	Revised Budget YTD \$000	Forecast 2024-25 \$000	Revised Budget 2024-25 \$000	Variance 2024-25 \$000
				2024-25 \$000	2024-25 \$000
Operating income					
Rates	74	41	153	122	31
Subsidies and grants	4,168	4,474	16,787	11,502	5,284
Fees and charges	640	686	1,839	1,841	(3)
Interest revenue	-	-	789	789	-
Other revenue	324	230	733	686	47
Overheads recovered	-	-	-	-	-
Total operating income	5,206	5,431	20,300	14,940	5,360
Operating expenditure					
Other expenditure	7,807	7,866	27,843	20,863	(6,980)
Depreciation and amortisation	10,275	9,073	30,817	27,220	(3,597)
Finance costs	721	816	6,182	6,252	71
Personnel costs	1,124	1,214	3,210	3,506	296
Overheads charged	-	-	3,897	3,897	-
Total operating expenditure	19,927	18,969	71,948	61,737	(10,211)
Surplus/(deficit) from operations	(14,721)	(13,538)	(51,648)	(46,797)	(4,851)
Plus capital income					
Development and other contributions	1,438	876	2,973	2,973	0
Other capital contributions	1,204	3,309	17,171	17,397	(226)
Waka Kotahi NZTA capital subsidies	4,273	3,455	16,516	19,167	(2,651)
Total capital income	6,915	7,640	-	36,660	39,537
Surplus/(deficit) including capital income	(7,806)	(5,898)	-	(14,988)	(7,260)
Plus non-cash income adjustments					
Vested assets income	-	395	888	1,184	(296)
Gain on disposal of assets	-	-	-	-	-
Total non-cash income adjustments	-	395	888	1,184	(296)
Less non-cash expenditure adjustments					
OPEX on capital projects**	37	229	523	892	370
Loss on disposal of assets	-	-	-	-	-
Total non-cash expenditure adjustments	37	229	523	892	370
Total non-cash adjustment	(37)	166	365	292	74
Total surplus/(deficit)	(7,843)	(5,732)	(14,623)	(6,968)	(7,655)

MONTHLY INCOME STATEMENT

Park and Recreation	2024-2025 YTD		Full Year		
	Actual	Revised Budget	Forecast	Revised Budget	Variance
	YTD \$000	YTD \$000	2024-25 \$000	2024-25 \$000	2024-25 \$000
Operating income					
Rates	-	-	-	-	-
Subsidies and grants	-	-	-	-	-
Fees and charges	115	130	392	392	0
Interest revenue	-	-	1,323	1,323	-
Other revenue	40	29	121	94	26
Overheads recovered	-	-	-	-	-
Total operating income	155	159	1,836	1,809	27
Operating expenditure					
Other expenditure	3,419	3,606	14,322	14,291	(32)
Depreciation and amortisation	1,745	1,862	5,501	5,587	86
Finance costs	721	816	7,929	8,000	71
Personnel costs	342	312	992	899	(92)
Overheads charged	-	-	2,557	2,557	-
Total operating expenditure	6,227	6,596	31,301	31,334	33
Surplus/(deficit) from operations	(6,072)	(6,438)	(29,465)	(29,525)	60
Plus capital income					
Development and other contributions	449	280	934	934	(0)
Other capital contributions	43	271	1,290	813	477
Waka Kotahi NZTA capital subsidies	-	-	-	-	-
Total capital income	492	552	-	2,224	1,747
Surplus/(deficit) including capital income	(5,580)	(5,886)	-	(27,241)	(27,777)
537					
Plus non-cash income adjustments					
Vested assets income	-	-	286	286	0
Gain on disposal of assets	1,693	-	1,693	-	1,693
Total non-cash income adjustments	1,693	-	1,979	286	1,693
Less non-cash expenditure adjustments					
OPEX on capital projects**	100	7	137	73	(64)
Loss on disposal of assets	-	-	-	-	-
Total non-cash expenditure adjustments	100	7	137	73	(64)
Total non-cash adjustment	1,594	(7)	1,842	213	1,629
Total surplus/(deficit)	(3,986)	(5,893)	(25,399)	(27,564)	2,166

MONTHLY INCOME STATEMENT

Water	2024-2025 YTD		Full Year		
	Actual YTD \$000	Revised Budget YTD \$000	Forecast 2024-25 \$000	Revised Budget 2024-25 \$000	Variance 2024-25 \$000
Operating income					
Rates	5,176	5,064	17,763	17,790	(27)
Subsidies and grants	-	-	-	-	-
Fees and charges	66	67	199	201	(1)
Interest revenue	402	476	1,375	1,427	(52)
Other revenue	12	-	12	-	12
Overheads recovered	-	-	-	-	-
Total operating income	5,656	5,607	19,349	19,418	(68)
Operating expenditure					
Other expenditure	2,465	2,412	9,599	9,042	(557)
Depreciation and amortisation	3,445	3,429	10,280	10,286	5
Finance costs	-	-	-	-	-
Personnel costs	686	649	1,971	1,879	(92)
Overheads charged	-	-	2,834	2,834	-
Total operating expenditure	6,596	6,489	24,685	24,041	(644)
Surplus/(deficit) from operations	(940)	(882)	(5,336)	(4,623)	(712)
Plus capital income					
Development and other contributions	830	446	1,564	1,564	(0)
Other capital contributions	-	760	1,892	2,279	(387)
Waka Kotahi NZTA capital subsidies	-	-	-	-	-
Total capital income	830	1,205	-	3,456	3,843
Surplus/(deficit) including capital income	(110)	323	-	(1,879)	(780)
Plus non-cash income adjustments					
Vested assets income	5	592	1,332	1,776	(444)
Gain on disposal of assets	-	-	-	-	-
Total non-cash income adjustments	5	592	1,332	1,776	(444)
Less non-cash expenditure adjustments					
OPEX on capital projects**	144	-	315	-	(315)
Loss on disposal of assets	903	-	1,000	-	(1,000)
Total non-cash expenditure adjustments	1,048	-	1,315	-	(1,315)
Total non-cash adjustment	(1,043)	592	17	1,776	(1,759)
Total surplus/(deficit)	(1,153)	915	(1,862)	996	(2,858)

MONTHLY INCOME STATEMENT

Wastewater	2024-2025 YTD		Full Year		
	Actual	Revised	Forecast	Revised	Variance
		Budget		Budget	
	YTD	YTD	2024-25	2024-25	2024-25
	\$000	\$000	\$000	\$000	\$000
Operating income					
Rates	8,235	8,218	25,788	25,749	39
Subsidies and grants	-	-	-	-	-
Fees and charges	594	396	1,381	1,173	207
Interest revenue	565	601	1,776	1,804	(28)
Other revenue	-	1	2	2	(1)
Overheads recovered	-	-	-	-	-
Total operating income	9,394	9,217	28,947	28,729	218
Operating expenditure					
Other expenditure	2,326	1,313	6,860	4,981	(1,879)
Depreciation and amortisation	3,698	3,593	10,851	10,780	(71)
Finance costs	-	-	-	-	-
Personnel costs	598	556	1,679	1,614	(65)
Overheads charged	-	-	2,276	2,276	-
Total operating expenditure	6,622	5,462	21,666	19,651	(2,015)
Surplus/(deficit) from operations	2,772	3,754	7,281	9,078	(1,797)
Plus capital income					
Development and other contributions	458	446	1,491	1,491	(0)
Other capital contributions	-	-	-	-	-
Waka Kotahi NZTA capital subsidies	-	-	-	-	-
Total capital income	458	446	-	1,491	1,491
Surplus/(deficit) including capital income	3,231	4,200	-	8,771	10,569
Plus non-cash income adjustments					
Vested assets income	8	772	1,738	2,317	(579)
Gain on disposal of assets	-	-	-	-	-
Total non-cash income adjustments	8	772	1,738	2,317	(579)
Less non-cash expenditure adjustments					
OPEX on capital projects**	59	411	896	1,233	336
Loss on disposal of assets	315	-	315	-	(315)
Total non-cash expenditure adjustments	374	411	1,211	1,233	21
Total non-cash adjustment	(366)	361	526	1,084	(558)
Total surplus/(deficit)	2,865	4,562	9,298	11,653	(2,355)

MONTHLY INCOME STATEMENT

Stormwater	2024-2025 YTD		Full Year		
	Actual	Revised	Forecast	Revised	Variance
		Budget		Budget	
	YTD	YTD	2024-25	2024-25	2024-25
	\$000	\$000	\$000	\$000	\$000
Operating income					
Rates	-	-	-	-	-
Subsidies and grants	135	204	500	611	(111)
Fees and charges	-	-	-	-	-
Interest revenue	-	-	-	-	-
Other revenue	-	-	-	-	-
Overheads recovered	-	-	-	-	-
Total operating income	135	204	500	611	(111)
Operating expenditure					
Other expenditure	131	206	1,065	1,030	(35)
Depreciation and amortisation	1,726	1,642	4,981	4,925	(56)
Finance costs	-	-	324	324	-
Personnel costs	205	192	522	555	33
Overheads charged	-	-	1,275	1,275	-
Total operating expenditure	2,061	2,040	8,167	8,110	(58)
Surplus/(deficit) from operations	(1,926)	(1,836)	(7,667)	(7,498)	(169)
Plus capital income					
Development and other contributions	-	-	-	-	-
Other capital contributions	33	1,000	2,031	3,000	(969)
Waka Kotahi NZTA capital subsidies	-	-	-	-	-
Total capital income	33	1,000	-	2,031	3,000
Surplus/(deficit) including capital income	(1,893)	(836)	-	(5,636)	(4,498)
(1,138)					
Plus non-cash income adjustments					
Vested assets income	141	1,803	4,056	5,408	(1,352)
Gain on disposal of assets	-	-	-	-	-
Total non-cash income adjustments	141	1,803	4,056	5,408	(1,352)
Less non-cash expenditure adjustments					
OPEX on capital projects**	150	373	1,039	1,119	80
Loss on disposal of assets	128	-	135	-	(135)
Total non-cash expenditure adjustments	278	373	1,174	1,119	(55)
Total non-cash adjustment	(137)	1,430	2,882	4,289	(1,407)
Total surplus/(deficit)	(2,030)	593	(2,753)	(209)	(2,544)

MONTHLY INCOME STATEMENT

Coastal and Flood Management	2024-2025 YTD		Full Year		
	Actual	Revised Budget	Forecast	Revised Budget	Variance
	YTD \$000	YTD \$000	2024-25 \$000	2024-25 \$000	2024-25 \$000
Operating income					
Rates	-	-	-	-	-
Subsidies and grants	-	-	-	-	-
Fees and charges	-	-	-	-	-
Interest revenue	-	-	-	-	-
Other revenue	-	-	-	-	-
Overheads recovered	-	-	-	-	-
Total operating income	-	-	-	-	-
Operating expenditure					
Other expenditure	180	217	1,170	1,179	9
Depreciation and amortisation	-	-	374	374	-
Finance costs	-	-	86	86	-
Personnel costs	-	58	119	167	48
Overheads charged	-	-	681	681	-
Total operating expenditure	180	274	2,429	2,487	58
Surplus/(deficit) from operations	(180)	(274)	(2,429)	(2,487)	58
Plus capital income					
Development and other contributions	-	-	-	-	-
Other capital contributions	-	-	-	-	-
Waka Kotahi NZTA capital subsidies	-	-	-	-	-
Total capital income	-	-	-	-	-
Surplus/(deficit) including capital income	(180)	(274)	-	(2,429)	(2,487)
Plus non-cash income adjustments					
Vested assets income	-	-	-	-	-
Gain on disposal of assets	-	-	-	-	-
Total non-cash income adjustments	-	-	-	-	-
Less non-cash expenditure adjustments					
OPEX on capital projects**	-	11	235	33	(202)
Loss on disposal of assets	-	-	-	-	-
Total non-cash expenditure adjustments	-	11	235	33	(202)
Total non-cash adjustment	-	(11)	(235)	(33)	(202)
Total surplus/(deficit)	(180)	(286)	(2,664)	(2,520)	(144)

MONTHLY INCOME STATEMENT

Hikurangi Repo Flood Protection	2024-2025 YTD		Full Year		
	Actual	Revised	Forecast	Revised	Variance
		Budget		Budget	
	YTD	YTD	2024-25	2024-25	2024-25
	\$000	\$000	\$000	\$000	\$000
Operating income					
Rates	424	424	1,278	1,278	(0)
Subsidies and grants	-	-	-	-	-
Fees and charges	-	-	-	-	-
Interest revenue	6	3	10	9	2
Other revenue	-	-	-	-	-
Overheads recovered	-	-	-	-	-
Total operating income	430	427	1,289	1,287	2
Operating expenditure					
Other expenditure	185	182	769	704	(65)
Depreciation and amortisation	154	212	592	635	43
Finance costs	-	-	10	10	-
Personnel costs	-	-	-	-	-
Overheads charged	-	-	-	-	-
Total operating expenditure	339	394	1,371	1,349	(21)
Surplus/(deficit) from operations	91	33	(82)	(62)	(19)
Plus capital income					
Development and other contributions	-	-	-	-	-
Other capital contributions	-	-	-	-	-
Waka Kotahi NZTA capital subsidies	-	-	-	-	-
Total capital income	-	-	-	-	-
Surplus/(deficit) including capital income	91	33	(82)	(62)	(19)
Plus non-cash income adjustments					
Vested assets income	-	-	-	-	-
Gain on disposal of assets	-	-	-	-	-
Total non-cash income adjustments	-	-	-	-	-
Less non-cash expenditure adjustments					
OPEX on capital projects**	-	103	206	309	103
Loss on disposal of assets	-	-	-	-	-
Total non-cash expenditure adjustments	-	103	206	309	103
Total non-cash adjustment	-	(103)	(206)	(309)	103
Total surplus/(deficit)	91	(70)	(288)	(371)	83

MONTHLY INCOME STATEMENT

Solid Waste	2024-2025 YTD		Full Year		
	Actual	Revised	Forecast	Revised	Variance
		Budget		Budget	
	YTD \$000	YTD \$000	2024-25 \$000	2024-25 \$000	2024-25 \$000
Operating income					
Rates	(1)	-	(0)	-	(0)
Subsidies and grants	-	-	-	-	-
Fees and charges	472	810	3,203	3,241	(39)
Interest revenue	-	-	112	112	-
Other revenue	866	511	3,214	2,862	352
Overheads recovered	-	-	-	-	-
Total operating income	1,338	1,321	6,528	6,216	313
Operating expenditure					
Other expenditure	2,020	2,209	10,684	10,764	80
Depreciation and amortisation	168	104	361	313	(49)
Finance costs	42	48	143	149	6
Personnel costs	45	92	221	264	44
Overheads charged	-	-	258	258	-
Total operating expenditure	2,274	2,453	11,668	11,749	80
Surplus/(deficit) from operations	(936)	(1,131)	(5,140)	(5,533)	393
Plus capital income					
Development and other contributions	-	-	-	-	-
Other capital contributions	-	-	-	-	-
Waka Kotahi NZTA capital subsidies	-	-	-	-	-
Total capital income	-	-	-	-	-
Surplus/(deficit) including capital income	(936)	(1,131)	-	(5,140)	(5,533)
Plus non-cash income adjustments					
Vested assets income	-	-	-	-	-
Gain on disposal of assets	-	-	-	-	-
Total non-cash income adjustments	-	-	-	-	-
Less non-cash expenditure adjustments					
OPEX on capital projects**	-	-	-	-	-
Loss on disposal of assets	-	-	-	-	-
Total non-cash expenditure adjustments	-	-	-	-	-
Total non-cash adjustment	-	-	-	-	-
Total surplus/(deficit)	(936)	(1,131)	(5,140)	(5,533)	393

MONTHLY INCOME STATEMENT

Community Facilities and Services	2024-2025 YTD		Full Year		
	Actual	Revised Budget	Forecast	Revised Budget	Variance
		YTD \$000		2024-25 \$000	2024-25 \$000
Operating income					
Rates	-	-	-	-	-
Subsidies and grants	37	95	122	145	(23)
Fees and charges	159	114	446	433	13
Interest revenue	164	117	386	351	35
Other revenue	1,730	1,525	3,016	2,719	297
Overheads recovered	-	-	3,266	3,266	-
Total operating income	2,089	1,851	7,236	6,914	322
Operating expenditure					
Other expenditure	5,881	8,773	15,777	15,857	81
Depreciation and amortisation	1,440	1,389	4,307	4,173	(135)
Finance costs	-	-	164	164	-
Personnel costs	2,033	2,043	5,971	5,909	(62)
Overheads charged	-	-	8,624	8,624	-
Total operating expenditure	9,353	12,206	34,842	34,727	(115)
Surplus/(deficit) from operations	(7,265)	(10,355)	(27,606)	(27,813)	207
Plus capital income					
Development and other contributions	37	33	116	116	(0)
Other capital contributions	120	50	120	50	70
Waka Kotahi NZTA capital subsidies	-	-	-	-	-
Total capital income	157	83	-	236	166
Surplus/(deficit) including capital income	(7,108)	(10,271)	-	(27,370)	(27,647)
Plus non-cash income adjustments					
Vested assets income	-	-	-	-	-
Gain on disposal of assets	-	-	-	-	-
Total non-cash income adjustments	-	-	-	-	-
Less non-cash expenditure adjustments					
OPEX on capital projects**	85	154	593	726	133
Loss on disposal of assets	9	-	9	-	(9)
Total non-cash expenditure adjustments	94	154	602	726	125
Total non-cash adjustment	(94)	(154)	(602)	(726)	125
Total surplus/(deficit)	(7,202)	(10,425)	(27,972)	(28,373)	401

MONTHLY INCOME STATEMENT

Planning and Regulatory Services	2024-2025 YTD		Full Year		
	Actual YTD \$000	Revised Budget YTD \$000	Forecast 2024-25 \$000	Revised Budget 2024-25 \$000	Variance 2024-25 \$000
Operating income					
Rates	-	-	-	-	-
Subsidies and grants	-	-	-	-	-
Fees and charges	4,335	4,424	10,394	11,090	(695)
Interest revenue	-	-	-	-	-
Other revenue	1,019	707	2,471	2,046	425
Overheads recovered	-	-	1,207	1,207	-
Total operating income	5,354	5,131	14,072	14,343	(271)
Operating expenditure					
Other expenditure	2,123	2,414	7,738	8,092	353
Depreciation and amortisation	25	23	71	69	(2)
Finance costs	-	-	307	307	-
Personnel costs	2,599	2,823	7,883	8,160	277
Overheads charged	-	-	9,451	9,451	-
Total operating expenditure	4,747	5,260	25,450	26,079	628
Surplus/(deficit) from operations	606	(129)	(11,378)	(11,736)	358
Plus capital income					
Development and other contributions	-	-	-	-	-
Other capital contributions	-	-	-	-	-
Waka Kotahi NZTA capital subsidies	-	-	-	-	-
Total capital income	-	-	-	-	-
Surplus/(deficit) including capital income	606	(129)	-	(11,378)	(11,736)
Plus non-cash income adjustments					
Vested assets income	-	-	-	-	-
Gain on disposal of assets	-	-	-	-	-
Total non-cash income adjustments	-	-	-	-	-
Less non-cash expenditure adjustments					
OPEX on capital projects**	0	-	0	-	(0)
Loss on disposal of assets	-	-	-	-	-
Total non-cash expenditure adjustments	0	-	0	-	(0)
Total non-cash adjustment	(0)	-	(0)	-	(0)
Total surplus/(deficit)	606	(129)	(11,378)	(11,736)	358

MONTHLY INCOME STATEMENT

Governance and Strategy	2024-2025 YTD		Full Year		
	Actual YTD \$000	Revised Budget YTD \$000	Forecast 2024-25 \$000	Revised Budget 2024-25 \$000	Variance 2024-25 \$000
Operating income					
Rates	-	-	-	-	-
Subsidies and grants	0	47	93	140	(47)
Fees and charges	-	-	-	-	-
Interest revenue	417	344	1,423	1,369	54
Other revenue	1,587	1,553	3,745	3,888	(143)
Overheads recovered	-	-	485	485	-
Total operating income	2,004	1,944	5,746	5,881	(136)
Operating expenditure					
Other expenditure	1,426	1,514	4,685	4,602	(83)
Depreciation and amortisation	27	26	81	78	(3)
Finance costs	87	-	325	260	(65)
Personnel costs	1,076	1,091	3,131	3,154	23
Overheads charged	-	-	3,475	3,475	-
Total operating expenditure	2,615	2,631	11,697	11,570	(127)
Surplus/(deficit) from operations	(611)	(687)	(5,952)	(5,689)	(263)
Plus capital income					
Development and other contributions	-	-	-	-	-
Other capital contributions	-	-	-	-	-
Waka Kotahi NZTA capital subsidies	-	-	-	-	-
Total capital income	-	-	-	-	-
Surplus/(deficit) including capital income	(611)	(687)	-	(5,952)	(5,689)
Plus non-cash income adjustments					
Vested assets income	-	-	-	-	-
Gain on disposal of assets	-	-	-	-	-
Total non-cash income adjustments	-	-	-	-	-
Less non-cash expenditure adjustments					
OPEX on capital projects**	171	312	1,546	1,341	(206)
Loss on disposal of assets	-	-	-	-	-
Total non-cash expenditure adjustments	171	312	1,546	1,341	(206)
Total non-cash adjustment	(171)	(312)	(1,546)	(1,341)	(206)
Total surplus/(deficit)	(782)	(1,000)	(7,498)	(7,030)	(468)

MONTHLY INCOME STATEMENT

Support Services	2024-2025 YTD		Full Year		
	Actual	Revised	Forecast	Revised	Variance
		Budget		Budget	
	YTD \$000	YTD \$000	2024-25 \$000	2024-25 \$000	2024-25 \$000
Operating income					
Rates	33,010	33,325	103,013	103,651	(638)
Subsidies and grants	68	63	180	189	(9)
Fees and charges	314	341	767	817	(50)
Interest revenue	887	630	404	(51)	456
Other revenue	122	159	150	395	(245)
Overheads recovered	-	-	33,459	33,459	-
Total operating income	34,400	34,518	137,973	138,460	(487)
Operating expenditure					
Other expenditure	3,766	3,672	11,721	11,002	(719)
Depreciation and amortisation	1,478	1,527	4,419	4,581	162
Finance costs	3,751	4,267	1,358	2,554	1,197
Personnel costs	4,649	4,679	13,626	13,509	(117)
Overheads charged	-	-	3,089	3,089	-
Total operating expenditure	13,644	14,145	34,213	34,735	522
Surplus/(deficit) from operations	20,756	20,372	103,760	103,725	35
Plus capital income					
Development and other contributions	-	-	-	-	-
Other capital contributions	-	-	-	-	-
Waka Kotahi NZTA capital subsidies	-	-	-	-	-
Total capital income	-	-	-	-	-
Surplus/(deficit) including capital income	20,756	20,372	-	103,760	103,725
Plus non-cash income adjustments					
Vested assets income	-	-	-	-	-
Gain on disposal of assets	-	-	-	-	-
Total non-cash income adjustments	-	-	-	-	-
Less non-cash expenditure adjustments					
OPEX on capital projects**	92	60	325	437	112
Loss on disposal of assets	-	-	-	-	-
Total non-cash expenditure adjustments	92	60	325	437	112
Total non-cash adjustment	(92)	(60)	(325)	(437)	112
Total surplus/(deficit)	20,664	20,312	103,435	103,287	148

TREASURY REPORT
31 OCTOBER 2024



S&P GLOBAL RATINGS CREDIT RATING:

AA

Outlook: Stable

DEBT SUMMARY:

As at 31 October 2024

External Debt

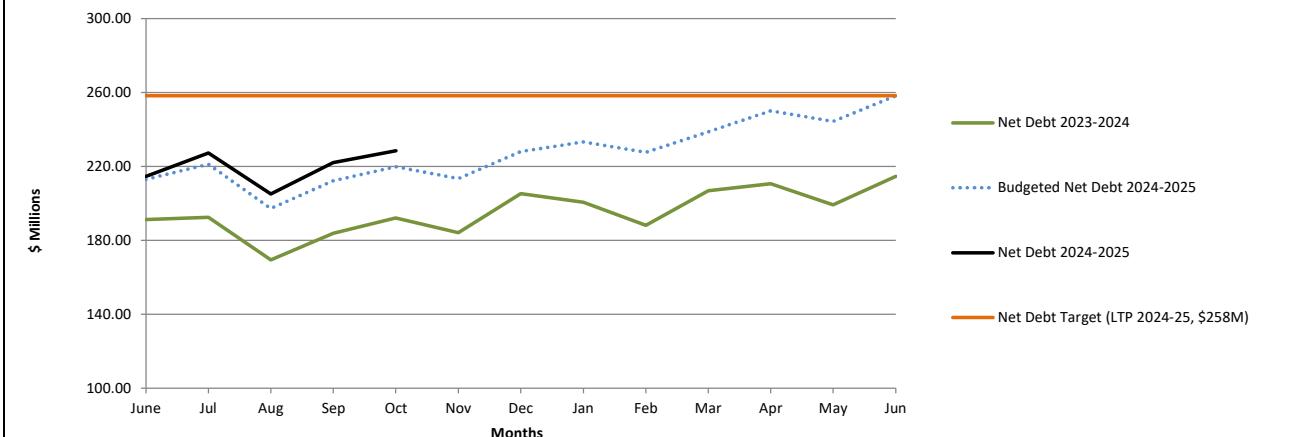
Opening public debt as at 1 October 2024	265,000,000
Plus loans raised during month	-
Less loan repayments made during month (Note: Facility movement has been netted)	-
Net movement in external debt	-
Total External Debt	265,000,000
Less: Cash balances (excluding funds held on behalf)	16,341,741
Term deposits (Funds held on deposit until required for project funding)	20,175,000
Total cash and term deposits	36,516,741
Total Net External Debt	228,483,259

Note: Council also holds \$5.83m of LGFA borrower notes. These are not included in net external debt as per Council's Treasury Risk Management Policy.

External debt is represented by:

Less than 1 Year	30,000,000
1-3 Years	67,000,000
3-5 Years	100,000,000
Greater than 5 Years	68,000,000
Total	265,000,000

NET EXTERNAL DEBT COMPARED TO BUDGET:



Internal Funding* Reserve balances are indicative only and will be updated as part of the Annual Report/year end process

Community Development Funds	11,631,997
Property Reinvestment Reserve - Committed	-
Property Reinvestment Reserve - Available for Investment	21,768,642
	21,768,642
Hikurangi Swamp	532,274
Waste Minimisation Reserve	1,084,134
Water Reserve	27,251,895
Wastewater Reserve	39,614,021
Total	101,882,963

*Note: Reserves Funding is disclosed to ensure transparency of Council's use of cashflow management to fund capital works.

Where funds are raised through property sales or targeted rates for Water, but they are not required for immediate investment in that asset category, Council's Revenue and Financing policy allows them to be used for other purposes, rather than being held on deposit.

To ensure total transparency of this we create Reserve Accounts so that the appropriate funding can be made available and transferred back when it is required. The timing of projects requiring these funds is set out in our Long Term Plan (LTP) and/or Annual Plan (AP).

These Reserves are not a liability to an external party, and are not part of Council's debt obligations.

The Property Reinvestment Reserve is split to record funds that have been already been committed to land purchases, and the remaining uncommitted balance that is available for other future investment purchases.

The only situation where our Net Debt would increase as a result of these Reserves is if major expenditure on Water Assets or property purchases is brought forward from the dates set out in the LTP/AP.

4.2 Capital Projects Report for the 4 months ending 31 October 2024

Meeting: Finance Committee

Date of meeting: 4 December 2024

Reporting officer: Alan Adcock (General Manager – Corporate / CFO)

1 Purpose / Te Kaupapa

To provide the Capital Projects Report for the period ending 31 October 2024.

2 Recommendation / Whakataunga

That the Committee notes the Capital Projects Report for the period ending 31 October 2024.

3 Background / Horopaki

This report provides an update on the Capital Projects expenditure to date compared with phased budget.

4 Discussion / Whakawhiti kōrero

Capital Projects year to date expenditure as at 31 October 2024 is \$5.3m less than phased budget, equivalent to 85% of the year to date phased budget.

This month the business was asked to pay particular attention to forecasting as results will be used to inform the 2025-26 Annual Plan. Based on levels of historical spend, the forecast is optimistic and there is some uncertainty about achieving these projections by the end of the financial year.

Unfinished capital works indicated as a carry forward will be included within the first draft of the 2025-26 Annual Plan. This month's forecast includes carry forwards of \$7.0m. Based on historical trends we expect this amount to increase.

Significant carry forwards include:

Project	Value	Comment
Seal Extensions	\$2.0m	Delay in contract negotiations.
WWTP Odour Control	\$1.4m	Delay early in consent process. Due for completion late 2025.
Investment Property	\$1.3m	Associated with Commercial property budget unspent from prior year.

The largest portfolio of capital works for WDC is Asset Lifecycle Management which is the renewals programme. This month's reports provide comfort that Council is continuously investing in the renewal of its assets. This is evident in both the Portfolio Report and Capital Expenditure Reports.

5 Financial/budget considerations / Ngā pānga pūtea/tahua

This agenda is informing the Finance Committee of the year-to-date financial performance, as well as full year forecast for Capital Projects.

Adverse variances will be reviewed with relevant business areas to address overspends. Forecast results will also be used to inform the development of the 2025-26 Annual Plan budget.

6 Significance and engagement / Te Hira me te Arawhiti

The decisions or matters of this agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda publication on the website.

7 Attachments / Ngā Tāpiritanga

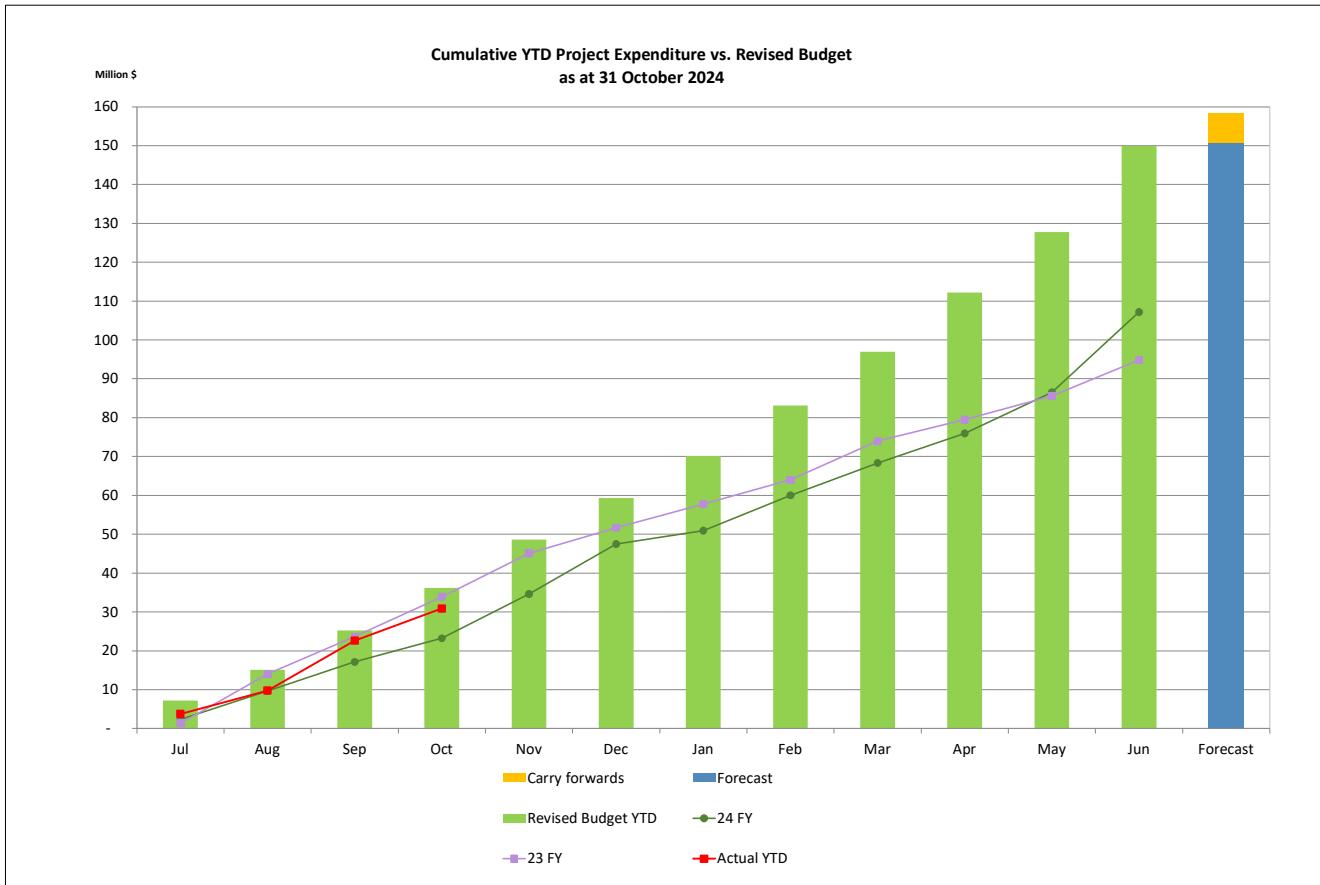
Attachment 1 – Capital Projects Graphs as at 31 October 2024

Attachment 2 – Capital Projects Report by Portfolio as at 31 October 2024

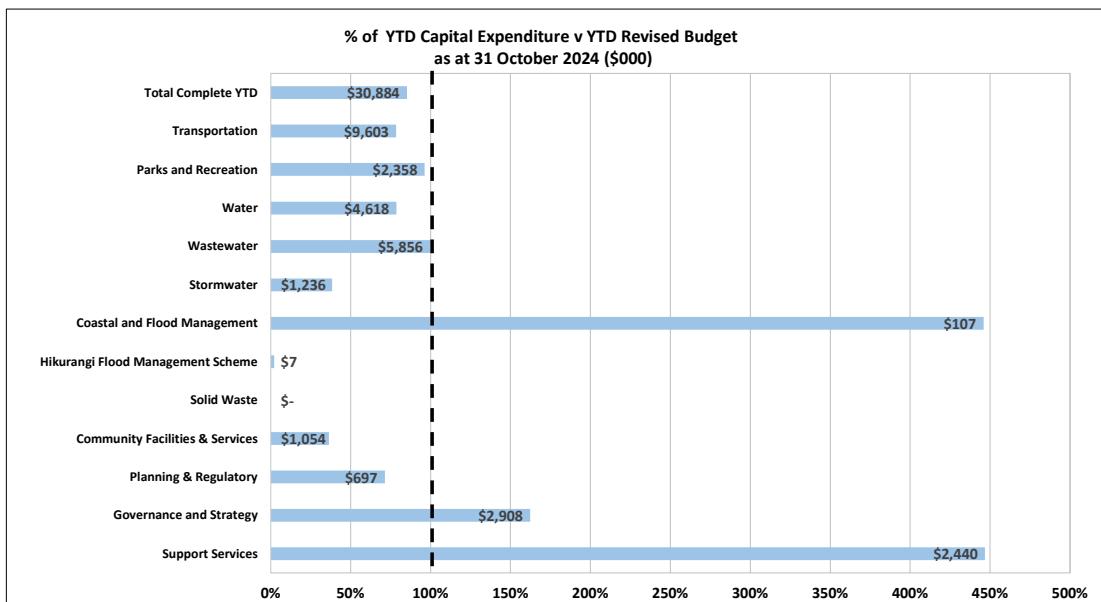
Attachment 3 – Capital Projects Graphs by Portfolio as at 31 October 2024

Attachment 4 – Capital Projects Report by Expenditure Type as at 31 October 2024

Attachment 5 – Capital Projects Graphs by Expenditure Type as at October 2024

CAPITAL PROJECTS GRAPHS AS AT 31 OCTOBER 2024


The above graph illustrates Councils actual spend year-to-date compared to the prior year actuals, and the budget set as part of the Annual Plan/Long Term Plan. The green bars indicate the estimated timing of the budgeted spend as we progress through the year. This budget phasing occurs at the start of the financial year based on the information known at that time. The timing of the actual spend may differ to this phasing. The blue column indicates the level of capital spend expected by the end of the financial year. This forecast is updated periodically throughout the year.



The above graph shows what percentage of the phased budgeted capital programme has been achieved year to date by Activity. This can be useful in determining a snapshot view of the year to date progress as well as to highlight timing differences between the actual spend and timing of the phased budget.

CAPITAL PROJECTS REPORT BY PORTFOLIO

AS AT 31 OCTOBER 2024

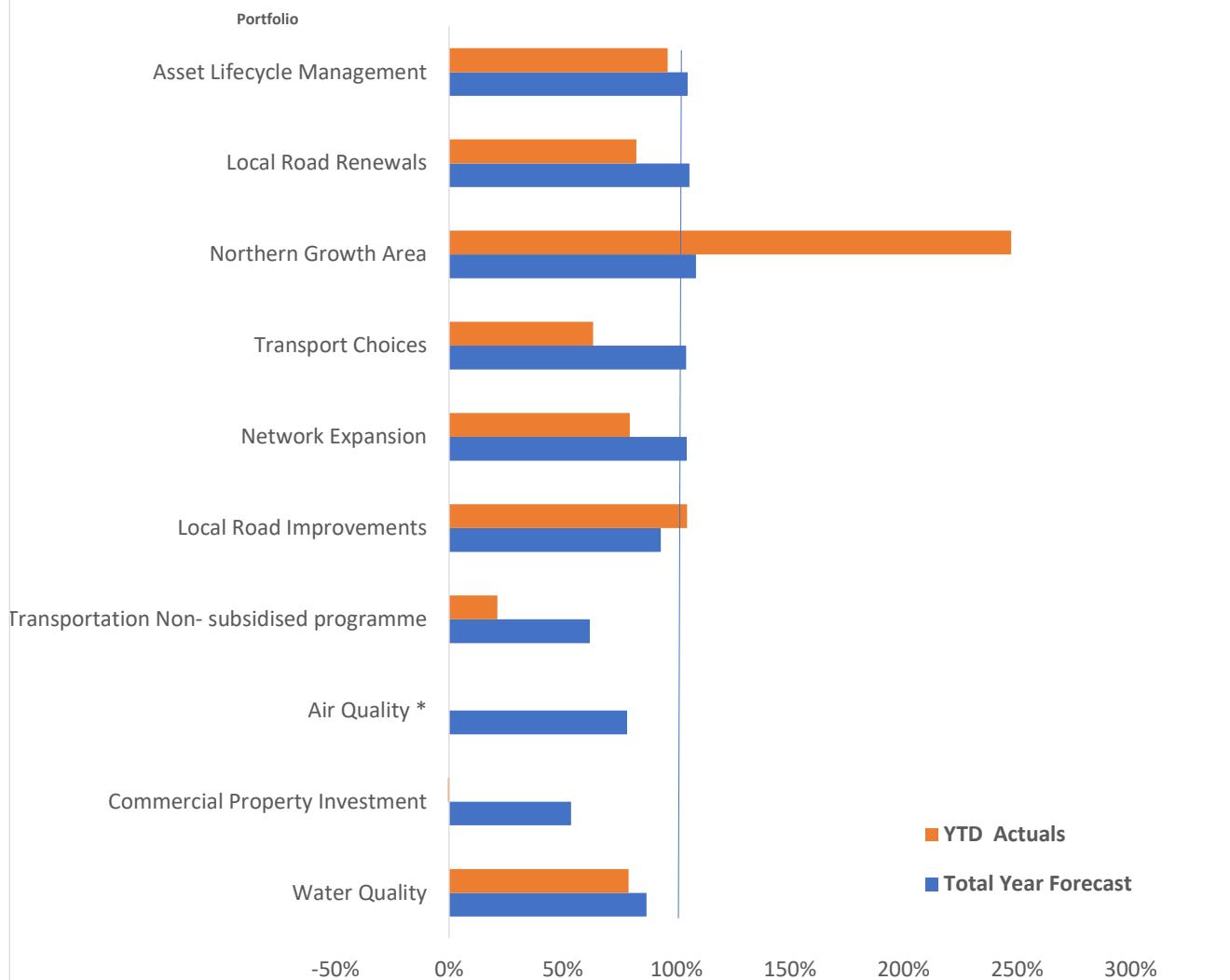
Portfolio	YTD Actuals \$000's	YTD Budget \$000's	YTD Variance \$000's	Annual Forecast \$000's	Annual Budget \$000's	Annual Variance \$000's	Portfolio Description
Asset Lifecycle Management	8,587	8,937	350	32,543	31,008	(1,535)	Replacement of existing assets.
Local Road Renewals	4,562	5,544	982	29,377	27,795	(1,583)	NZTA subsidised renewals on existing roads.
Northern Growth Area	385	156	(230)	11,947	11,002	(945)	Works to enable growth to the north of Whangarei City.
Transport Choices	2,092	3,300	1,208	10,425	10,001	(424)	Government funded initiatives to encourage alternative travel to private vehicles.
Network Expansion	2,415	3,041	627	9,650	9,236	(414)	Works to that expand existing networks including Wastewater, Water, Stormwater and CCTV
Local Road Improvements	1,331	1,272	(59)	7,415	7,970	555	NZTA subsidised improvements to existing roads.
Transportation Non- subsidised programme	368	1,729	1,362	4,544	7,342	2,798	Improvements to the Roading network and associated facilities fully funded by WDC.
Air Quality	1,475	2,128	653	4,994	6,385	1,390	Initiatives contributing to the improvement of air quality.
Commercial Property Investment	(10)	1,705	1,715	2,980	5,559	2,579	Investment and development of the commercial property portfolio.
Water Quality	1,449	1,836	387	4,990	5,749	759	Growth and improvements designed to improve water quality.
Catchment Management	221	2,028	1,807	5,177	6,083	906	Improvements to the management of water flows predominantly stormwater and flooding.
Digital Strategy	1,936	316	(1,621)	4,699	4,752	53	Development and maintenance of digital tools to enable efficient council operation.
Walking and Cycling Improvements	773	340	(433)	1,370	1,954	585	NZTA funded improvements to walking and cycling facilities.
Active Recreation and Sport	519	1,058	538	3,328	3,328	(0)	Implementation of the Active Recreation and Sports Strategy including facilities to encourage sports and recreation predominantly sports parks
Open Space Strategy	785	373	(412)	1,856	1,795	(62)	Provision and improvement of open spaces for recreation.
Blue/Green Network Strategy	414	831	417	1,850	1,990	140	Implementation of the Blue Green Network Strategy including development of ecological and recreational corridors and managing flooding risks and future climate change.
Better Off Funding	291	487	197	1,562	1,733	171	Government funded initiatives to build community resilience.
Civil Defence & Emergency Management	1	351	350	1,517	1,517	0	Equipment for civil defence.
Public Conveniences	0	200	200	1,029	1,029	0	Public conveniences renewals and development.
Community Placemaking	80	132	52	699	816	116	Funding to enable Communities to identify and prioritise assets for their communities.
Housing Strategy	123	160	37	755	800	45	Implementation of the Housing Strategy including provision of new Pensioner Housing.
Cyclone Gabrielle	29	0	(29)	673	601	(72)	Recovery projects resulting from Cyclone Gabrielle.
Sustainability	0	137	137	290	412	122	Initiatives that contribute to a sustainable district.
Pohe Island Masterplan	(1)	0	1	194	195	1	Implementation of the Pohe Island Masterplan
Transportation Investment Management	0	58	58	158	175	17	NZTA subsidised investment in strategies to manage transportation.

Portfolio	YTD Actuals \$000's	YTD Budget \$000's	YTD Variance \$000's	Annual Forecast \$000's	Annual Budget \$000's	Annual Variance \$000's	Portfolio Description
Knowledge Hub	92	34	(58)	337	103	(234)	Development of the Knowledge Hub Precinct Plan including the Forum North building and surrounding area.
Marine Strategy	29	10	(19)	517	337	(180)	Development of strategy around provision of marine recreation facilities
Cemetery Strategy	0	20	20	83	84	1	Implementation of the Cemetery Strategy
Arts Culture and Heritage Strategy	17	25	8	55	54	(1)	Initiatives to implement the Arts Culture and Heritage Strategy to integrate arts culture and heritage to Council facilities.
Public Transport Services	3	0	(3)	55	51	(3)	NZTA funded improvements to non private vehicle transportation.
Indoor and Outdoor Courts Strategy	0	11	11	22	33	11	Implementation of the Indoor and Outdoor Courts Strategy including development of hard courts for recreation.
Waste Minimisation Strategy	0	0	0	28	28	0	Initiatives to minimise waste.
City Centre Strategy	112	0	(112)	470	0	(470)	Implementation of the CBD Masterplan including development of the Central Business District
Total Budgeted Forecast	28,080	36,221	8,141	145,591	149,917	4,326	
Council Approved Unbudgeted Expenditure	2,804	0	(2,804)	5,604	0	(5,604)	Unbudgeted expenditure approved by Council outside of the LTP
Total	30,884	36,221	5,337	151,195	149,917	(1,278)	

	Carry Forwards	
Commercial Property Investment	2,447	\$1.3m associated with Commercial property budget from prior year, as well as individual budgets for WAM airconditioning (\$82k), commercial property fitout (\$515k) and Parihaka Transmission Mast (\$547k).
Transportation Non- subsidised programme	2,000	Seal Extensions dependent on contract negotiations
Air Quality	1,394	WWTP Odour Control - delay in consenting. Project due for completion Oct 2025
Community Placemaking	455	Community driven
Open Space Strategy	415	Reprioritised
Water Quality	309	Dependent on developer
Carry Forwards to future years	7,019	
Total 2024-25 Unfavourable Variance to Budget		(8,296)

CAPITAL PROJECTS GRAPHS BY PORTFOLIO

**% OF YTD EXPENDITURE AND FULL YEAR FORECAST AGAINST BUDGET
AS AT 31 OCTOBER 2024**



The above graph represents capital spend (actual and forecast) as a percentage of the budget for the same period:

The orange bar reflects actual spend compared to the year-to-date phased budget. If the orange bar is below 100%, it indicates either a timing difference between the budget phasing and the projects progress, or a delay in the project. Conversely, if the orange bar exceeds the 100% line, the project is ahead of schedule compared to the phased budget.

The blue bar reflects our forecasted spend by year end, and compares this to the full year budget. If the blue bar surpasses the 100% line, it suggests that spend is expected to exceed budget. If the blue bar is before the 100% line, it indicates that the full budget is not expected to be spent within this financial year, which should correlate with anticipated carry forwards.

By comparing these two data sets, we gain insight into whether the year-to-date position is expected to continue through to year end.

The portfolio's have been ordered by value, from largest to smallest, and represents the 10 portfolios with the largest budgets in the current financial year. These 10 portfolios account for 82.5% of the total annual

*As this graph represents YTD performance against YTD budget in the event of YTD spend without a corresponding YTD budget no comparison is reflected.

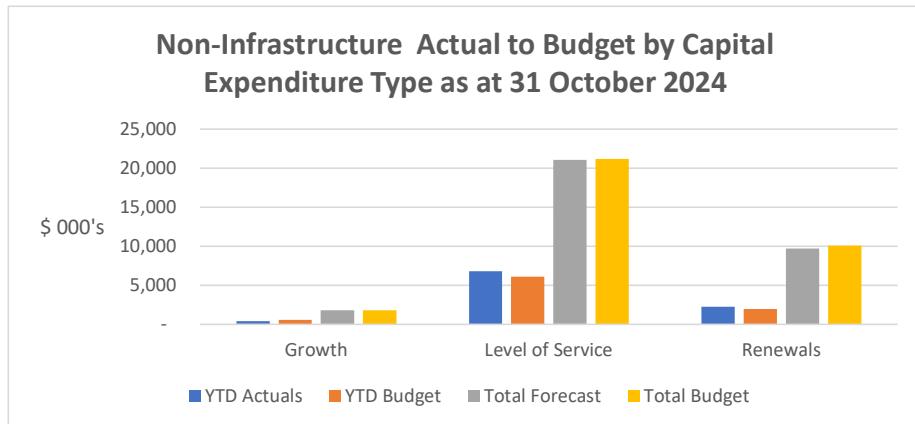
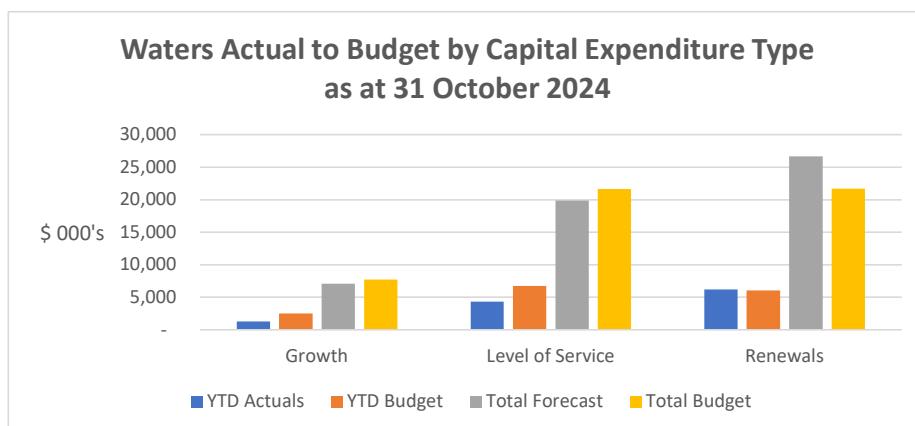
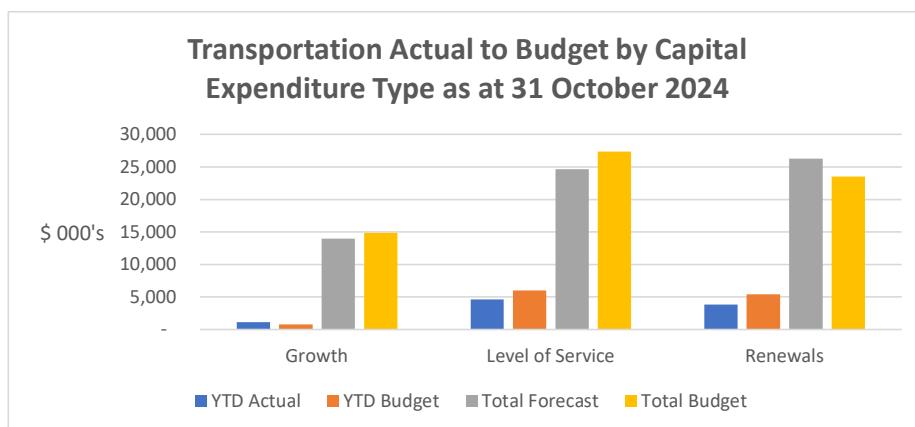
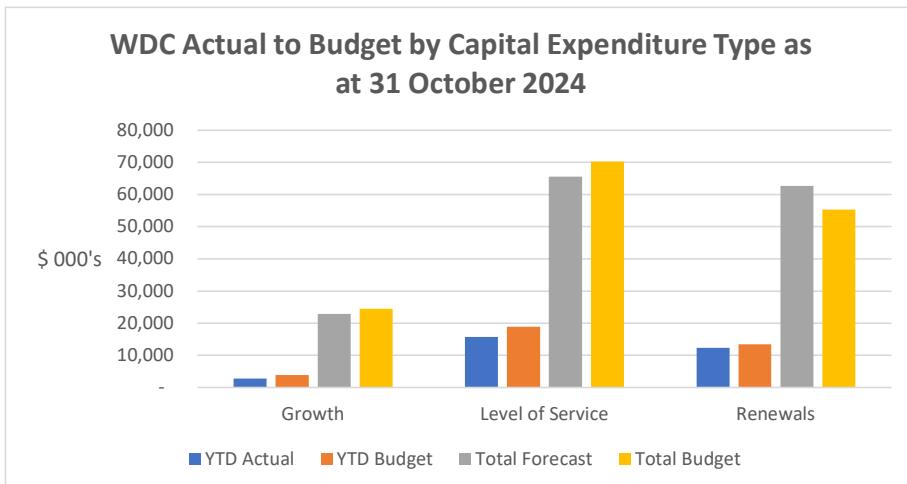
**CAPITAL PROJECTS REPORT BY EXPENDITURE TYPE
AS AT 31 OCTOBER 2024**

	YTD Actuals	YTD Budget	YTD Variance	Total Forecast	Total Budget	Underspend/ (Overspend)
	000's	000's	000's	000's	000's	000's
WHANGAREI DISTRICT COUNCIL WIDE						
Growth	2,857	3,912	1,055	22,899	24,435	1,536
Level of Service	15,759	18,873	3,114	65,577	70,178	4,602
Renewals	12,268	13,436	1,168	62,719	55,304	(7,415)
Grand Total	30,884	36,221	5,337	151,195	149,917	(1,278)

Breakdown by Expenditure Category

	Actuals	Budget	Variance	Total Forecast	Total Budget	Underspend/ (Overspend)
	000's	000's	000's	000's	000's	000's
Growth						
Transport	1,129	802	(327)	13,992	14,902	910
Parks and Recreation	312	467	155	1,089	1,094	5
Water	1,085	1,641	557	5,038	5,046	9
Wastewater	197	558	361	1,266	1,696	429
Stormwater	32	327	294	800	980	179
Coastal & Flood Management	0	0	0	-	-	-
Hikurangi Flood Management Scheme	0	0	0	-	-	-
Solid Waste	0	0	0	-	-	-
Community Facilities and Services	1	1	0	5	5	0
Planning and Regulatory	0	0	0	-	-	-
Governance and Strategy	11	45	34	205	205	0
Support Services	90	70	(20)	504	508	3
	2,857	3,912	1,055	22,899	24,435	1,536
Level Of Service						
Transport	4,623	6,024	1,401	24,679	27,340	2,660
Parks and Recreation	1,536	1,814	277	6,497	5,462	(1,035)
Water	2,274	1,873	(401)	7,302	6,513	(789)
Wastewater	1,604	2,634	1,030	6,230	8,052	1,822
Stormwater	373	2,200	1,827	5,746	6,741	995
Coastal & Flood Management	76	1	(75)	504	249	(254)
Hikurangi Flood Management Scheme	0	31	31	62	93	31
Solid Waste	0	0	0	0	0	0
Community Facilities and Services	743	2,466	1,722	6,079	7,775	1,696
Planning and Regulatory	0	0	0	0	0.0	0
Governance and Strategy	2,885	1,572	(1,313)	5,490	5,063	(427)
Support Services	1,644	257	(1,387)	2,987	2,891	(97)
	15,759	18,873	3,114	65,577	70,178	4,602
Renewals						
Transport	3,851	5,418	1,567	26,311	23,526	(2,786)
Parks and Recreation	510	167	(343)	3,456	3,212	(244)
Water	1,259	2,360	1,101	8,733	8,486	(247)
Wastewater	4,055	2,686	(1,369)	13,261	8,634	(4,626)
Stormwater	831	687	(144)	2,470	2,061	(409)
Coastal & Flood Management	31	22	(9)	1,606	1,621	14
Hikurangi Flood Management Scheme	7	298	291	602	893	291
Solid Waste	0	0	0	28	28	0
Community Facilities and Services	310	434	124	2,284	2,304	20
Planning and Regulatory	697	977	280	1,155	1,865	710
Governance and Strategy	12	175	163	610	609	(1)
Support Services	706	212	(494)	2,202	2,064	(138)
	12,268	13,436	1,168	62,719	55,304	(7,415)

Breakdown by Activity						
	Actuals 000's	Budget 000's	Variance 000's	Forecast 000's	Budget 000's	Underspend/ (Overspend) 000's
Transportation						
Growth	1,129	802	(327)	13,992	14,902	910
Level of Service	4,623	6,024	1,401	24,679	27,340	2,660
Renewals	3,851	5,418	1,567	26,311	23,526	(2,786)
Transportation Total	9,603	12,245	2,642	64,983	65,767	784
Parks and Recreation						
Growth	312	467	155	1,089	1,094	5
Level of Service	1,536	1,814	277	6,497	5,462	(1,035)
Renewals	510	167	(343)	3,456	3,212	(244)
Parks and Recreation Total	2,358	2,448	90	11,042	9,768	(1,275)
Water Services						
Growth	1,085	1,641	557	5,038	5,046	9
Level of Service	2,274	1,873	(401)	7,302	6,513	(789)
Renewals	1,259	2,360	1,101	8,733	8,486	(247)
Water Services Total	4,618	5,874	1,256	21,072	20,045	(1,027)
Wastewater						
Growth	197	558	361	1,266	1,696	429
Level of Service	1,604	2,634	1,030	6,230	8,052	1,822
Renewals	4,055	2,686	(1,369)	13,261	8,634	(4,626)
Wastewater Total	5,856	5,878	21	20,757	18,382	(2,375)
Stormwater						
Growth	32	327	294	800	980	179
Level of Service	373	2,200	1,827	5,746	6,741	995
Renewals	831	687	(144)	2,470	2,061	(409)
Stormwater Total	1,236	3,214	1,977	9,016	9,782	766
Coastal and Flood Management						
Growth	0	0	0	0	0	0
Level of Service	76	1	(75)	504	249	(254)
Renewals	31	22	(9)	1,606	1,621	14
Coastal and Flood Management Total	107	24	(84)	2,110	1,870	(240)
Hikurangi Flood Management Scheme						
Growth	0	0	0	0	0	0
Level of Service	0	31	31	62	93	31
Renewals	7	298	291	602	893	291
Hikurangi Flood Management Scheme Total	7	329	322	665	987	322
Solid Waste						
Growth	0	0	0	0	0	0
Level of Service	0	0	0	0	0	0
Renewals	0	0	0	28	28	0
Solid Waste Total	0	0	0	28	28	0
Community Services & Facilities						
Growth	1	1	0	5	5	0
Level of Service	743	2,466	1,722	6,079	7,775	1,696
Renewals	310	434	124	2,284	2,304	20
Community Services & Facilities Total	1,054	2,901	1,847	8,368	10,084	1,717
Planning & Regulatory						
Growth	0	0	0	0	0	0
Level of Service	0	0	0	0	0	0
Renewals	697	977	280	1,155	1,865	710
Planning & Regulatory Total	697	977	280	1,155	1,865	710
Strategy						
Growth	11	45	34	205	205	0
Level of Service	2,885	1,572	(1,313)	5,490	5,063	(427)
Renewals	12	175	163	610	609	(1)
Strategy Total	2,908	1,792	(1,115)	6,305	5,877	(428)
Support Services						
Growth	90	70	(20)	504	508	3
Level of Service	1,644	257	(1,387)	2,987	2,891	(97)
Renewals	706	212	(494)	2,202	2,064	(138)
Support Services Total	2,440	540	(1,900)	5,693	5,462	(231)

CAPITAL PROJECT GRAPHS BY EXPENDITURE TYPE AS AT 31 OCTOBER 2024


4.3 Operations Report – Corporate Group – December 2024

Meeting: Finance Committee

Date of meeting: 4 December 2024

Reporting officer: Alan Adcock (General Manager – Corporate/CFO)

1 Purpose / Te Kaupapa

To provide a brief overview of work across functions and services that the Corporate Group is responsible for.

2 Recommendation / Whakataunga

That the Finance Committee notes the Corporate Group operations report for December 2024 which contains statistics up to 31 October 2024.

3 Background / Horopaki

The Finance Committee terms of reference list key responsibilities which include provision of an operations report from the Corporate Group.

This report provides a brief overview of some of the operational highlights across functions and services of the Corporate Group, including comment on some future planned activities. This report contains statistics up to 31 October 2024 and other narrative is provided as a general update.

4 Significance and engagement / Te Hira me te Arawhiti

The decisions or matters of this agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda publication on the website.

5 Attachments / Ngā Tāpiritanga

Attachment 1 – Corporate Group Operations Report – December 2024
(statistics to 31 October 2024)

Operations Report Corporate Group

December 2024
(statistics to 31 October 2024)

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2..... Information Communications Technology (ICT)	5
3..... Finance.....	9
4..... Revenue	11
5..... Business Support.....	16
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Appendix 1 - Social media (top performing posts)	24

1. Management Update

This report contains statistics up to 31 October 2024 and other narrative is provided as a general update.

1.1 Procurement Reporting – Contracts Approved Under Delegated Authority

Contracts have been reviewed and there are none to report for this period.

1.2 Current Priorities and Challenges

The challenges and priorities for the Corporate Group are outlined in the report under each department. In summary, the main issues are:

- working on the 2023/24 Audit and Annual Report
- initial work on the 2025/26 Annual Plan
- implementation phase of several ICT projects
- tri-annual District rating revaluation
- preparation of information for the review of rating policy
- contributing to work on the Water Services Delivery Plan
- working with ratepayers to minimise rates arrears, and
- managing ongoing operational cost pressures.

1.3 Civic Precinct Landscaping

With the opening of the Lovers Lane Walkway (in association with the new Lovers Lane Bridge) on November 14 the program of landscaping work associated with the new Civic Centre Te Iwitahi was completed on schedule and within budget.

While there will be some minor defecting to be completed over the new few weeks, it is pleasing to see this new civic amenity already being put to use, with very positive feedback. The images below were taken at the blessing and opening ceremony.





1.4 Website Award

We were excited to have our Council website (www.wdc.govt.nz) receive the Supreme Website Award at the recent Association for Local Government Information Management (ALGIM) 2024 Annual Awards this week.

Council received this recognition by ranking #1 out of all 79 member councils across New Zealand. The rankings were based on things like accessibility, readability, search engine optimisation and customer focus across our online customer channels, including the website, ePlan, GIS and online customer requests.

This award illustrates the work done across all Council departments to curate and present information that is most relevant and helpful, as well as the continuous improvement in the ‘digital experience’ we offer our residents and ratepayers.



Mike Manson
Chief Executive | Tumu Whakarae

Marion Dowd
Co-President

Justin Bagust
Co-President

2. Information Communications Technology (ICT)

2.1 Current Priorities and Challenges

Our current priorities are the implementation of Technology One's DxP (Digital Experience Platform) system and the kick-off of our Ci to CiA transitions project, a multi-year upgrade to Technology One's Property and Rating system.

Our Windows 11 upgrade project is tracking on budget and to schedule.

The Information Management team was under significant resource pressure during October due to planned leave and illnesses. Despite this, they have completed the removal and relocation of all archives in Forum North that are now in a queue for digitisation.

2.2 Operational Activities

Successful go-live of our HRIS – Training and Development module in Technology One with our People and Capability team.

The GIS team have been working with Revenue on creating a visual map to show changes in rating valuations between 1 July 2021 and 1 July 2024. A sample of this is included in Revenue's section.

We experienced a number of disruptions across Council's IT network with water ingress and a fibre cut affecting Hundertwasser, and fibre cuts at the Dog Pound and Wastewater. The ICT team worked with those affected to minimise downtime. Backup systems for our Wastewater services successfully transferred over with no downtime experienced.

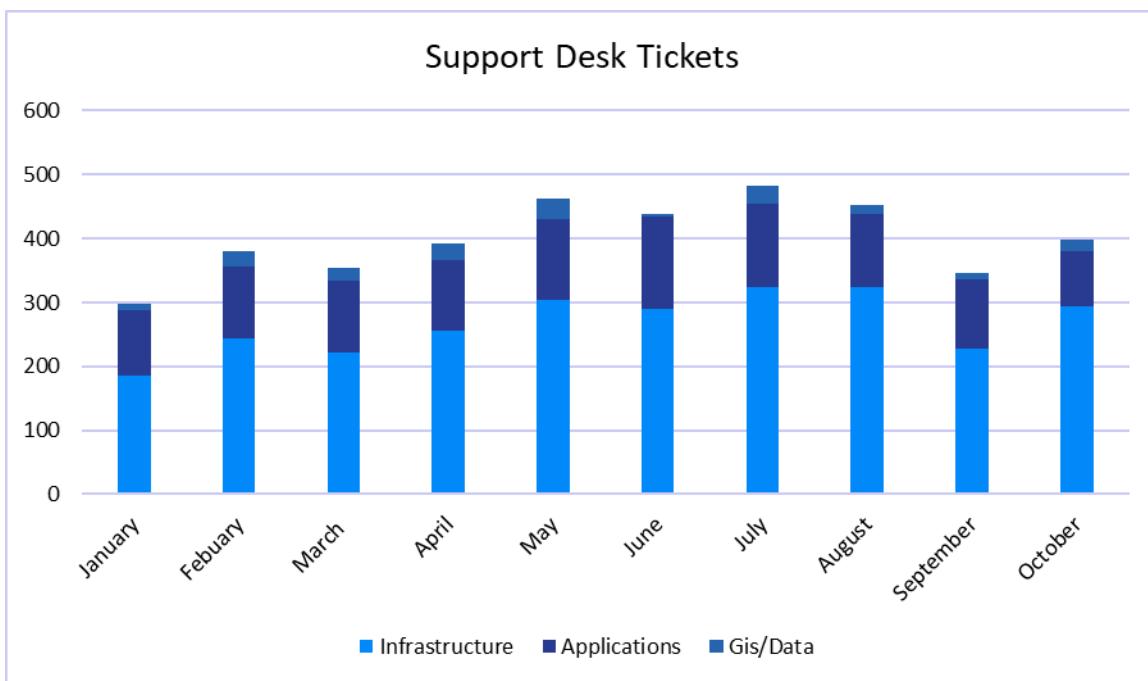
ICT Manager presented to the NZLG Strategic Procurement Conference held at Te Iwitahi on Cyber Security within the Supply Chain, including Identity Theft and how Artificial Intelligence is helping Cyber Criminals.

ICT End User Support

Business as usual support

In October, the User Support Team worked with Transport, Water & Wastewater departments deploying new tablets for field work. These are currently being tested and we are awaiting feedback.

We are starting to review training and information ideas for our Windows 11 deployment. We will be doing training sessions as well as documented tip sheets to promote self-driven learning behaviours.



4 new staff members joined Council during October and ICT provided induction and co-ordinated training as needed.

ICT Systems Engineering

Managed Events/P1 Incidents for the month

Hundertwasser, Dog Pound and Wastewater were affected by fibre circuits being damaged by contractors outside Council. Mitigations were immediately in place.

Hundertwasser IT services were also shutdown due to a water leak in the building. The building was closed for the day whilst remediation took place.

Availability Management

All systems at our Datacentre remained operational.

Business as usual

For the month of October, our focus continued to be on our Windows 11 upgrade to ensure this project stays on track.

Information Management

Business as Usual

- RFC (Change Management) for the migration of transportation information to Kete is complete. Migration scheduled for November.
- New contracts for TIMG and Iron Mountain have been drafted.
- Information Asset Register Initial scoping and investigation work continuing.
- Desktop Imaging have quoted for digitisation of cemetery files. To be progressed / budgeted.
- Analysis of iWorkplace tools and benefits / risks has been progressing.
- Creation of teams enabled project sites completed – procedures to ensure Information Management can create these to be completed early November.
- Set up process for provisioning of internal collaboration sites. Currently working with early adopters.
- 220 records catalogued, sentenced and quality controlled.

- Working with Information Leadership on assigning metadata to folders and documents in the TRIM Property Archive to make them more searchable.
- Planning underway for migration of roading and transportation content from former NTA tenancy.

ICT Projects

The Technology One DxP project is now in progress and promises to revolutionise how our external customers engage with the Council, offering our community a seamless self-service experience. Demonstrations of the platform and business engagement meetings have commenced.

The IaaS contract has now been approved and signed off by the General Manager – Corporate and the Chief Executive. This concludes a year-long project to secure procurement approval from the Council, drafting an amalgamation of several complex contracts into one robust contract and then negotiating and finalising the contract details (incorporating significant cost efficiencies) with NorthCloud.

LEGEND:  NOT STARTED  ON TRACK  GOING OFF TRACK  OFF TRACK

Project Name	Phase	On Schedule	On Budget
HRIS – Training & Development	Closing		
	<ul style="list-style-type: none"> • Successful Go-live on 7th October • Completed early live support on 31st October • Project is now handed over to BAU Support team 		
Health & Safety – Phase 2	Execution		
	<ul style="list-style-type: none"> • H&S Parties have been live in CiA for 4 weeks now. • Phase two configuration workshops with Assura continue. Core functions have been built and the team is working through the remaining checklists. • The ICT Systems Architect is reviewing the Contractor Monitoring function. 		
PLM (Project LifeCycle Management)	Execution		
	<ul style="list-style-type: none"> • Training under way 		
IaaS Contract	Closing		
	<ul style="list-style-type: none"> • IaaS contract signoff is now complete • Working with other departments for final internal financial Contract set up. 		
Digital Transformation – Teams Sites	Closing		
	<ul style="list-style-type: none"> • Finance & Strategic Teams – Last of the content creation and training underway • Tidy up of project and Teams register commenced • Early life support phase ending and project entering closing phase 		
Windows 11 Deployment	Execution		
	<ul style="list-style-type: none"> • New VPN solution approved and proceeding to implementation • Confirmed we will be implementing W11 23 H2 • Communication to end users continuing 		
TechOne – NA (Names and Addresses)	Planning		
	<ul style="list-style-type: none"> • Initial TechOne Readiness scripts for Transitions 1B have been run • Name and Address data is being reviewed and analysed 		

<ul style="list-style-type: none"> <i>Alignment with Transitions and DxP required</i> <i>Communications and engagement with business groups commenced</i> 			
TechOne – DxP	Execution		
<ul style="list-style-type: none"> <i>Completed DXP system demonstrations to ICT Projects, Communication team, Customer Service and Call Centre team and Stakeholders.</i> <i>Review of current Knowledge Base contents from website and Kete are now initiated with Communication team and Customer Services team.</i> <i>Configuration Design Document for DXP is now finalized. Functional Acceptance Testing is scheduled for 8th and 9th November.</i> 			
TechOne – Ci to CiA Transition	Planning		
<ul style="list-style-type: none"> <i>Kick off meeting scheduled end of November</i> <i>Change plan agreed</i> <i>Project & steering committee members selected, and scheduling commenced for kick off Steering Committee meetings.</i> 			

3. Finance

3.1 Current Priorities and Challenges

Key priorities this month include:

- Month end financial reports
- Supporting the business with forecasting including multi-year forecasting for capital budgets
- Finalising the 2023-24 Annual Report and associated audit
- Commencing work on the first draft of the 2025-26 Annual Plan budgets
- Working through the restructure impacts
- Local Waters Done Well modelling
- Input into various agendas across Council's businesses.

Key challenges this month include:

- Addressing audit queries in a timely manner while continuing with business-as-usual tasks
- Continuing work on the impacts, processes and reporting changes concerned with multi-year forecasting.

3.2 Operational Activities

2024-25 Financial Year

A financial report for the four months ending 31 October 2024 has been presented to the Finance Committee. This report provides a comparison of year-to-date actuals with the phased budget, along with a full year forecast prepared by the business. It should be noted that various items within the forecast are in draft form and may be subject to change as additional information becomes available.

These include:

- Year to date depreciation expense being subject to change as we finalise the June 2024 revaluations.
- Roading programme and associated subsidies pending Council decision.

The updated full year forecast reflects an increasing unfavourable variance against budget, mainly due to non-cash items. Operating variances will continue to be monitored and updated throughout the financial year. See the Financial Report for more details on key variances.

As we develop budgets for the 2025-26 Annual Plan, additional scrutiny and attention will be required. Staff across the business are extremely busy and therefore prioritising their tasks. Unfortunately, forecasting can be one of the tasks that is not given sufficient attention. Due to current workloads, the preparation of the Annual Plan, and restructure impacts, no opex forecasting will be undertaken this month. This process will resume in February 2025.

2025-26 Annual Plan

The Finance team distributed Budget packs in November to assist with preparing an initial draft budget. This year, due to the financial constraints and the impact of the restructure, less input will be required from Budget Managers as Year 2 of the LTP will serve as the starting point for the budget.

However, as current year projections indicate operating budget pressures, risks associated with operating within the financial constraints of LTP Year 2 will be captured, so they can be considered.

The Finance team will work through the restructure impacts on the Annual Plan between November and January.

2023-24 Annual Report and Audit

The finalisation of the 2023-34 Annual Report and associated audit has continued to be a focus this month, with extensive time and resources dedicated by staff and the audit team alike, to address the remaining audit items.

A briefing was held with Elected Members to present the 2024 results, covering both financial performance and the statement of service performance.

Pending audit clearance, the Annual Report is scheduled for adoption on 28 November 2024, ahead of the extended legislative deadline of 31 December 2024.

4. Revenue

4.1 Current Priorities and Challenges

Priorities:

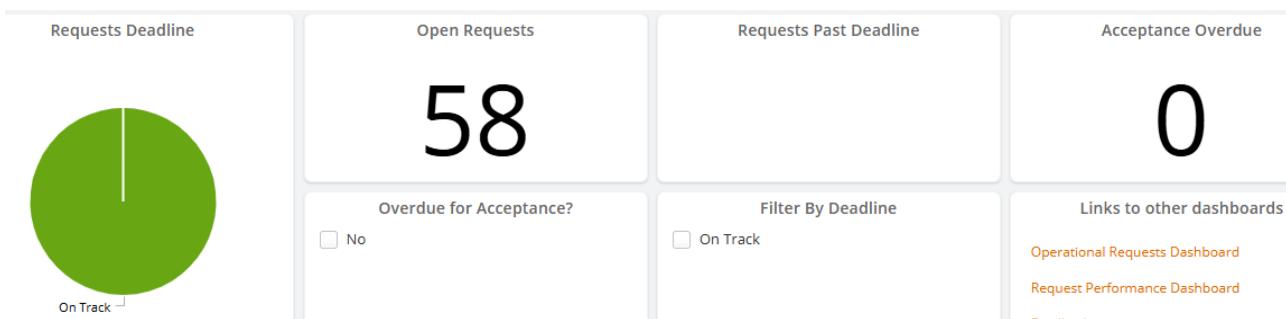
- 2023-24 Annual Report and Audit
- Rates Review
- 2024 General Revaluation.

Challenges:

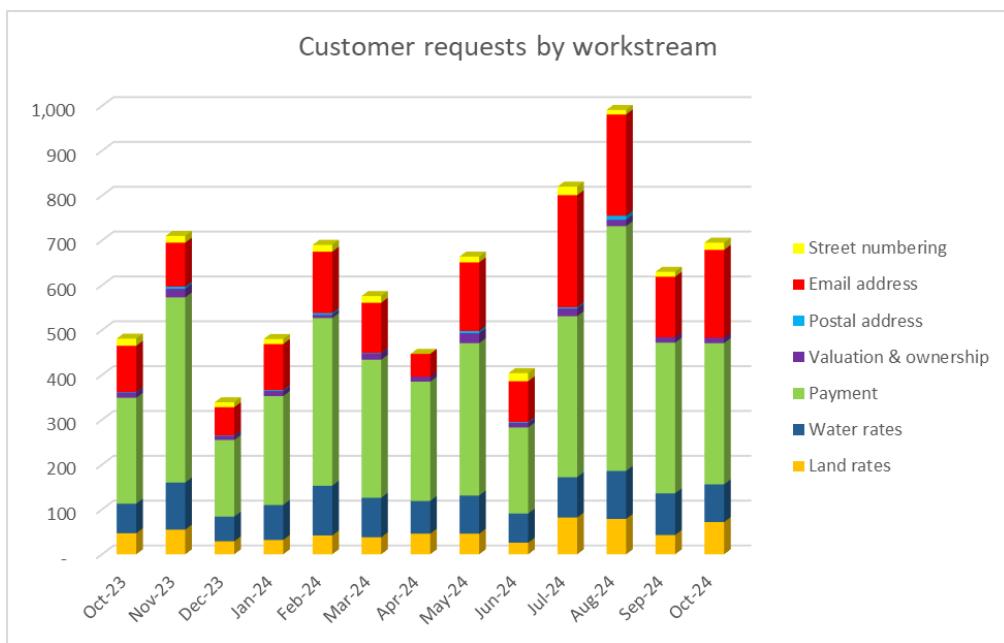
- Debt collection.

4.2 Request System Dashboard:

At 5 November 2024



There were 695 online customer service requests received in October 2024 which, is 65 more than September and 44% higher than October last year. The 58 unresolved requests are: 8 from November, 28 from October, and 22 requests from July to September being valuation queries (required to be resolved by 30 June). The request by workstream:



4.3 Operational Activities

Projects

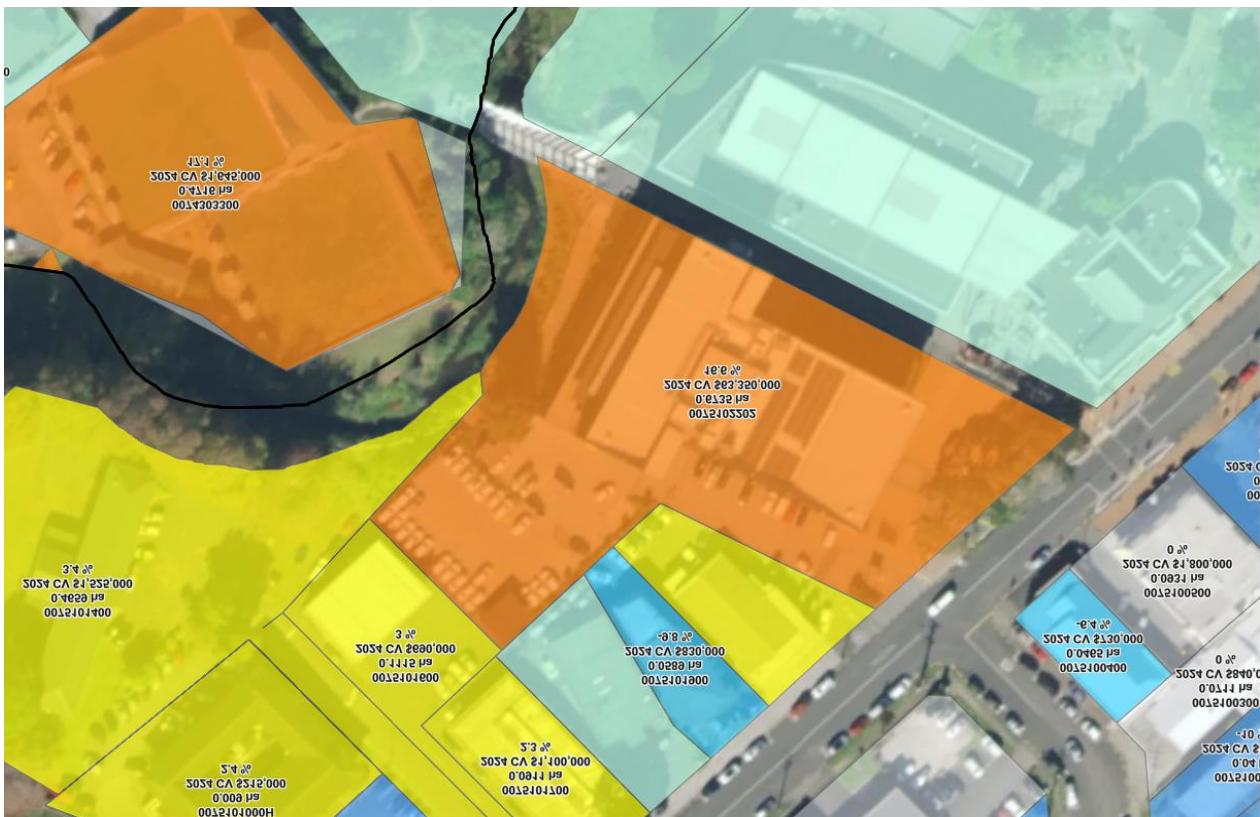
In October the focus was:

- 2023-24 Annual Report and Audit: the team provides information on request.
- Rates Review – further analysis of options for rating policy were worked on.
- 2024 General Revaluation:
 - We tested the data integration and notice generation sending test files to our mail house provider.
 - We are working with ICT to develop a GIS map to show the change in rating valuations between 1 July 2021 and 1 July 2024, which we expect will be available once new valuations are available. A sneak preview with test data:

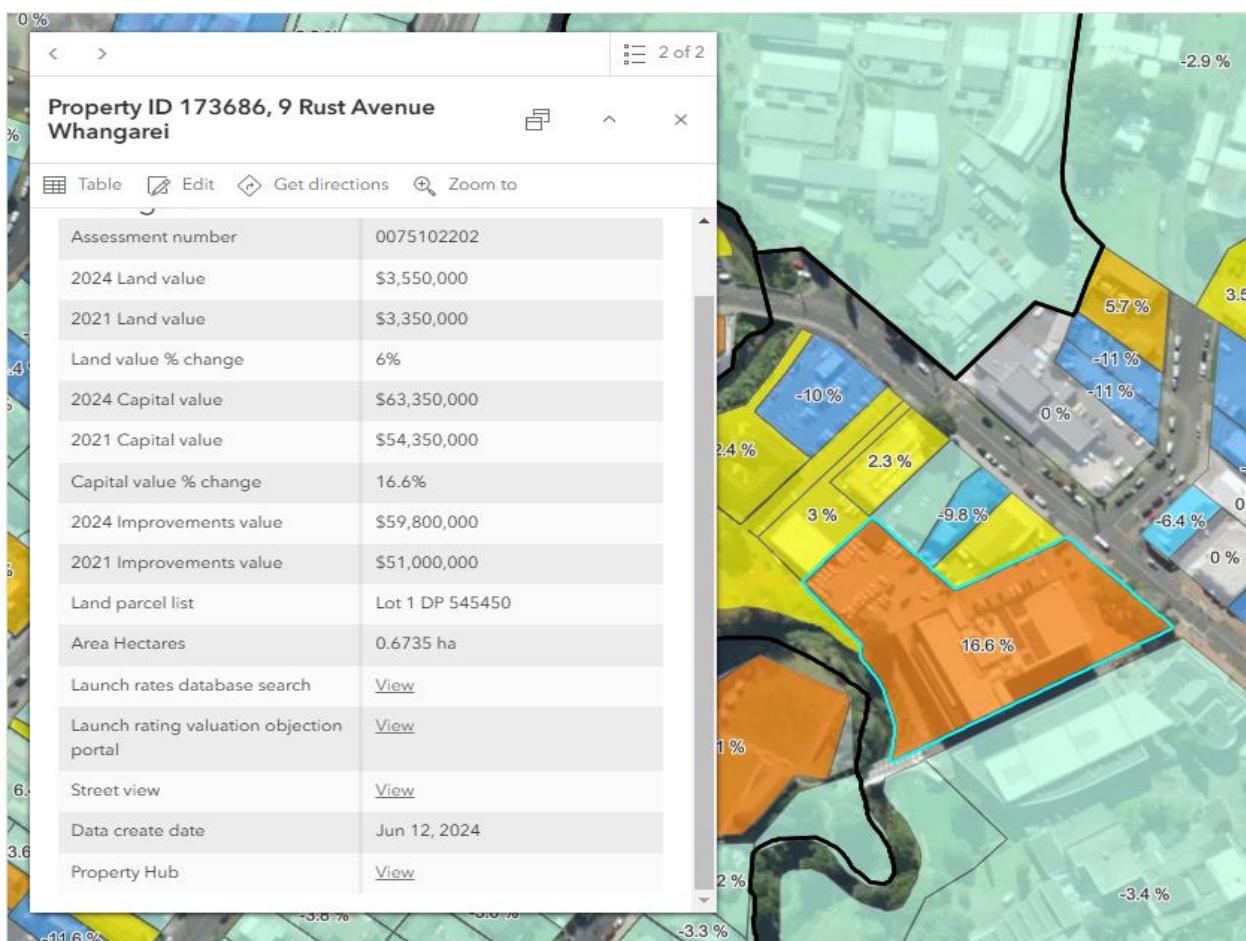
The big picture



Zoom in for more detail



Detailed property information



- The valuers submitted the General Revaluation to the Office of the Valuer General (OVG) on 25 October. The property values are calculated using mass appraisal methodology. While the residential properties were calculated using indexing, the rural and commercial and industrial properties were calculated using more complex modelling tools.
- The OVG visited Whangarei 4-5 November to audit the file and we received a Blue status indicator. The valuers were asked to resubmit the file after some minor re-work with a week's delay (hence the Blue status rather than Green) on 20 November.
- Following the OVG's final review we expect to "implement" the valuation on 25 December.
- The valuation notices will be sent either the end of that same week or early the following week and the objection period will close mid-January 2025.
- A Council Briefing on the 2024 general revaluation will be provided by Opteon early December.

Operations

The Revenue Manager attended the Taituara Funding and Rating Conference, hosting two workshops on debt collection and recovery with Council's Debt Collection Agency: DMC. The workshops were opportunities to share knowledge and experiences, with many interested in our analysis of customer debt by property value and recovery group. Subjects covered over the two days included: rates reviews, rating valuation, general revaluations, rating differentials, Wellington City Council rates, latest legal decisions and rates rebates.

The second land rates instalment was sent to customers on 20 October.

Water billing is tracking higher than October last year.

Collections

At 31 October 2024, total land rates due are \$31.1 million including prior years' arrears of \$3.1 million (\$1.6 million Māori freehold land). Prior years' arrears decreased by \$0.2 million in October. Outstanding by recovery type and property value (amount and number over \$100), including the totals by recovery group at 31 October 2023 is provided:

Land rates prior years' arrears by sector and property capital value (\$ amount/number of properties)										
Recovery group	Arrangement	Mortgage	No Mortgage	Total general	Whenua Māori	Total Properties	% with arrears			
Business (industrial and commercial)										
< \$495,000	200	1	14,100	4	-	4	14,300	9	-	-
→ \$1,700,000	14,600	4	7,500	2	17,000	3	39,100	9	-	-
> \$1,700,000	53,100	1	49,600	4	40,600	-	143,300	5	-	-
<i>Total business</i>	67,900	6	71,200	10	57,600	7	196,700	23	-	-
<i>Total business</i>	67,900	6	71,200	10	57,600	7	196,700	23	-	-
Rural (farming)										
< \$850,500	15,500	3	3,000	2	42,600	10	61,100	15	70,800	5
→ \$2,157,000	700	1	20,700	8	25,700	6	47,100	15	53,100	3
> \$2,157,000	-	-	52,600	5	43,800	5	96,400	10	-	-
<i>Total rural</i>	16,200	4	76,300	15	112,100	21	204,600	40	123,900	8
<i>Total rural</i>	16,200	4	76,300	15	112,100	21	204,600	40	123,900	8
Residential										
< \$540,000	53,700	40	60,700	38	221,300	56	335,700	134	277,000	60
→ \$875,000	42,000	54	190,700	91	119,500	31	352,200	176	118,400	18
> \$875,000	19,300	13	60,400	20	51,700	13	131,400	46	227,700	18
<i>Total residential</i>	115,000	107	311,800	149	392,500	100	819,300	356	623,100	96
<i>Total residential</i>	115,000	107	311,800	149	392,500	100	819,300	356	623,100	96
Lifestyle										
< \$690,000	41,200	18	40,200	16	35,900	18	117,300	52	476,500	58
→ \$1,175,000	18,300	25	74,900	39	19,500	9	112,700	73	289,900	14
> \$1,175,000	23,300	7	19,400	8	9,700	3	52,400	18	33,200	1
<i>Total lifestyle</i>	82,800	50	134,500	63	65,100	30	282,400	143	799,600	73
<i>Total lifestyle</i>	82,800	50	134,500	63	65,100	30	282,400	143	799,600	73
<i>Other</i>	-	-	4,400	1	8,200	4	12,600	5	6,400	2
<i>Total</i>	281,900	167	598,200	238	635,500	162	1,515,600	567	1,553,000	179
<i>Last year</i>	412,000	183	70,000	29	736,000	244	1,218,000	456	1,414,000	169

Current year land rates due are \$31.1 million, \$30.0 million due 20 November and the remainder current year's arrears. Outstanding by recovery type and property value (amount and number over \$100), including the totals by recovery group at 31 October 2023 is provided:

Land rates current year arrears by sector and property capital value (\$ amount/number of properties)										
Recovery group	Arrangement	Mortgage	No Mortgage	Total general land	Whenua Māori	Total Properties	% with arrears			
Business (industrial and commercial)										
< \$495,000	3,900	3	7,600	4	6,100	10	17,600	17	-	-
→ \$1,700,000	16,600	10	8,200	3	34,600	16	59,400	29	-	-
> \$1,700,000	15,300	3	117,600	4	61,300	5	194,200	12	-	-
<i>Total business</i>	35,800	16	133,400	11	102,000	31	271,200	58	-	-
<i>Total business</i>	35,800	16	133,400	11	102,000	31	271,200	58	-	-
Rural (farming)										
< \$850,500	5,200	8	2,800	3	16,200	17	24,200	28	11,000	6
→ \$2,157,000	7,300	9	12,800	11	23,300	19	43,400	39	8,200	4
> \$2,157,000	2,200	2	22,900	6	39,400	11	64,500	19	-	-
<i>Total rural</i>	14,700	19	38,500	20	78,900	47	132,100	86	19,200	10
<i>Total rural</i>	14,700	19	38,500	20	78,900	47	132,100	86	19,200	10
Residential										
< \$540,000	48,000	85	46,300	57	101,400	126	195,700	268	47,100	60
→ \$875,000	88,700	159	120,000	122	105,800	137	314,500	418	23,800	23
> \$875,000	42,600	54	39,100	31	69,500	60	151,200	145	37,200	17
<i>Total residential</i>	179,300	298	205,400	210	276,700	323	661,400	831	108,100	100
<i>Total residential</i>	179,300	298	205,400	210	276,700	323	661,400	831	108,100	100
Lifestyle										
< \$690,000	20,200	37	20,200	22	32,400	48	72,800	107	76,300	67
→ \$1,175,000	27,700	54	40,800	44	38,900	58	107,400	156	38,400	14
> \$1,175,000	11,000	15	13,600	12	20,000	26	44,600	53	5,200	1
<i>Total lifestyle</i>	58,900	106	74,600	78	91,300	132	224,800	316	119,900	82
<i>Total lifestyle</i>	58,900	106	74,600	78	91,300	132	224,800	316	119,900	82
<i>Other</i>	200	1	800	1	2,100	5	3,100	7	700	2
<i>Total</i>	288,900	440	452,700	320	551,000	538	1,292,600	1,298	247,900	194
<i>Last year</i>	360,000	402	112,000	40	632,000	639	1,104,000	1,081	210,000	185

5. Business Support

5.1 Current Priorities and Challenges

Current priorities include:

- Progressing procurement process for the security contract.
- Review of CCTV across Council sites.
- Recruitment
- Planning for works over the Christmas shutdown period.

Current challenges include:

- Building reshuffle of staff seating
- Planning for implementation of restructure
- Addressing the impacts of departmental restructuring on team dynamics and service delivery.

5.2 Operational Activities

Procurement

Internal

- Providing general advice and support to staff involved in procurement-related projects.
- Participating in the Windows 11 Rollout test group.

Strategic

- Organising and holding the Local Government Strategic Procurement Group Conference in Whangārei, which was hosted by Council staff in Chambers.
- Arranging a meeting for the Hon. Brooke van Velden with staff regarding the current consultation on Health and Safety regulation reform, in particular the intersection of Health & Safety with procurement.

Major work streams in procurement in October have included:

Service/Good Being Procured	Detail	Procurement Commencement Date	Business Owner	Date Advertised on GETS	Expected End Date
After Hours Call Services	Provision of telephone answering services after core business hours	August 2023	Customer Services	April 2024	July 2024
Security and Related Services	Security services including cash in transit, guard services and alarm monitoring	To be determined	Business Support	To be determined	To be determined
Forum North Concourse roof repairs	Repairs to concourse roof to prevent further damage from water ingress	To be determined	Venues and Events	03 Sept 2024	4 Oct 2024

Service/Good Being Procured	Detail	Procurement Commencement Date	Business Owner	Date Advertised on GETS	Expected End Date
Knowledge Hub Programme Manager	Source external Programme Manager to assist with project	September 2024	Strategic Planning	27 Sept 2024	To be determined
Library HVAC	To provide heating/cooling solution for Central Library	September 2024	Library	24 Sept 2024	To be determined

Facilities Maintenance

In October, our primary focus centred on urgent maintenance tasks, the management of service requests, and the execution of scheduled maintenance activities.

We have also assisted the Project Team with final completion at the new Animal Shelter, including configuration of the security and fire systems, establishing building warrant of fitness inspections and servicing of specified systems and assisting with services such as waste management, gas etc. Furniture fit out and ICT installs are now underway.

Key Highlights

1. Urgent Maintenance: Library skylight replacements have been completed and downpipe spreaders have been installed to direct upper roof water off the lower membrane roof. Internal ceiling tiles will be replaced.
2. Service Requests Management: Our team currently has 23 requests open. Ten requests are for minor repairs and maintenance and thirteen are information requests.
3. Scheduled Maintenance: We successfully completed several scheduled maintenance tasks, contributing to overall business continuity, including light upgrades, Zenith tap servicing and air conditioning servicing.

Leases and Licences

This month, we conducted site visits to support the establishment of new leases for a new cafe within the i-SITE information Centre and the lease for the new animal shelter.

We have also concentrated on recovering rent arrears and working closely with tenants to bring their accounts up to date.

Additionally, we focused on managing expired airport leases now operating on a month-to-month basis.

Considerable time has also been dedicated to preparing comprehensive lease information for auditors, helping to maintain transparency and accuracy across all records.

Commercial Leases and Licences

- Processing 19 new leases and licences
- Awaiting an update on the surrender of 4 leases, 3 are coupled with a new lease,
- Managing 12 rent reviews/renewals, with 2 in arbitration,
- Overseeing 2 assignments,
- Conducting 4 rent reviews,
- Processing 2 variations.

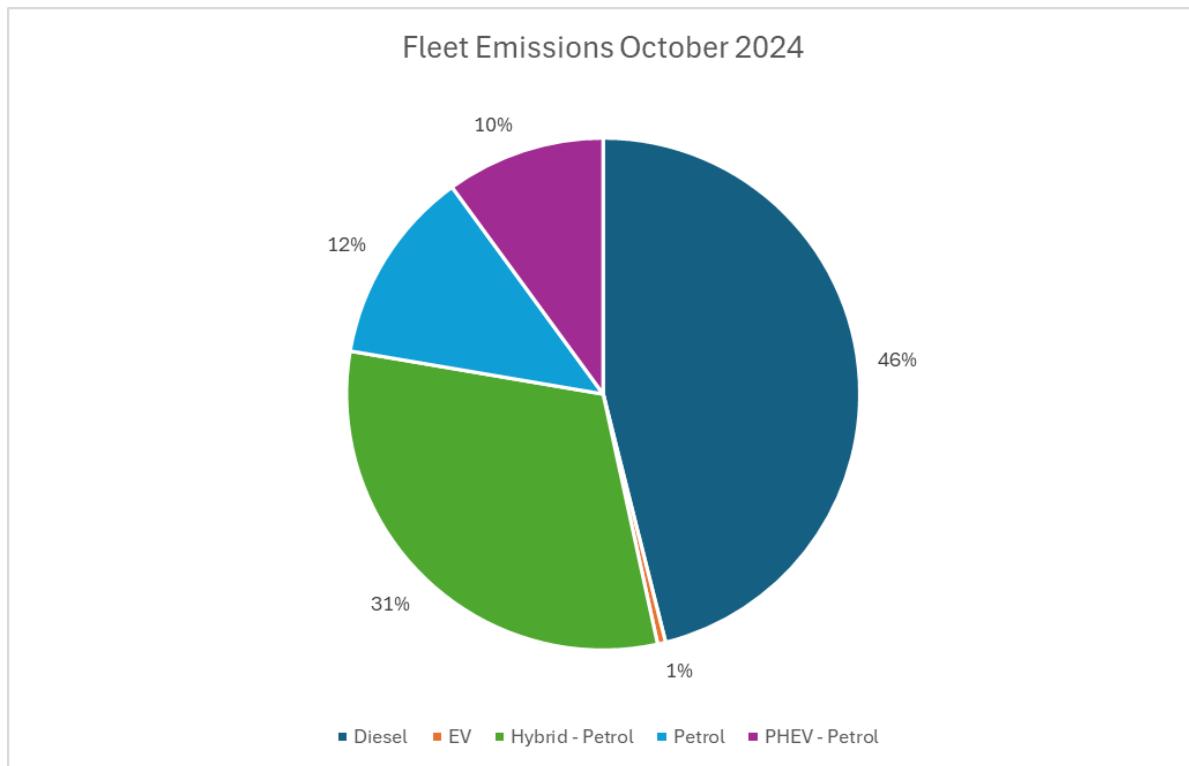
Community and Infrastructure Leases

This month we have been concentrating on updating the parks rent reviews that are due and started 2 more new deeds of lease.

Presently there are 33 leases being worked on.

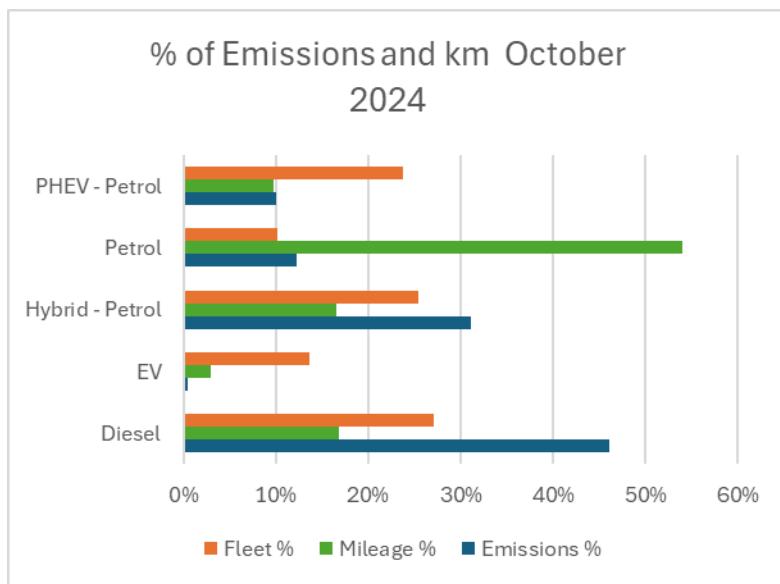
- Processing 13 deeds of leases and licences
- Starting 2 new premises deeds of lease
- Waiting for update on 1 variation
- processing 8 rent reviews
- 1 Memo of Encumbrance / 1 deed of management / 1 Liquidation / 1 Suspend.

Fleet



In October 2024, the total fleet emissions amounted to 12,837.71 kg of CO₂ equivalents (CO₂e). Diesel vehicles contributed the highest proportion, accounting for 46% of the total emissions. Emissions in October 2024 were down from September by 251.82 kg of CO₂ equivalents.

The chart below illustrates the percentage of emissions and kilometres travelled by energy type.



Our current fleet comprises 59 vehicles in total:

- 14 Plug in Hybrids (PHEV) - Petrol 24%
- 6 Petrol 95 10%
- 15 Hybrids – Petrol 25%
- 8 Electric 14%
- 16 Diesel 27%

We are currently investigating a replacement option for our double-cab utes which are due for replacement next year. New vehicles will need to be fit for purpose but with lower emissions to meet our Sustainability Policy requirements.

We are also installing additional EV charging stations at Te Iwitahi and investigating Forum North and the Waste Water Treatment Plant which will support the growth of our electric fleet.

6. Communications

6.1 Current priorities and challenges

Focuses for the team this month included socialising the change in dog rules with the new dog bylaw in effect. With a bumper few months of events across October/November the team have also been supporting Venue and Events with collateral and publicity.

An engagement event for the business community was held to seek feedback on the parking strategy and update on relevant topics. The event was well attended, and quality feedback collected.

6.2 Operational activities

Media coverage

- Whangārei Boys High to pay more than \$500,000 following death at Abbey Caves
- Fishing industry among submitters on Whangarei iwi marine and coastal customary claim
- Green party supports protection of Onoke site
- Whangarei hospital at risk of funding shortfall
- Major fire at laundromat – building declared dangerous
- Costs of cleaning up vandalism and waste
- Protesters assemble outside Old Library/Te Iwitahi to protest disability cuts
- Fringe Festival returns - huge success
- Maritime Festival returns – huge success
- Fledgling cruise ship industry expected to boom
- Group spotted walking dog on Matakohe Island kiwi sanctuary
- Multi agency search for 83-year-old Whangarei swimmer
- Dogs now allowed on leash in Whangarei CBD
- What does local water done well mean for Whangarei
- Whangarei whanau despair at loss of roadside memorial
- Youth attacked at Whangarei Fireworks spectacular
- Oil spill into drain in Te Kamo being investigated
- Springs Flat roundabout proposed.

Communications and engagement projects

A summary of campaigns of note include:

Campaign	Comment
Annual Report	Report design
District Plan changes	Writing, design and website support for upcoming consultation
Endless Summer Festival	Refresh of branding for 2024/25
Rally 2024	Design and release of promotional material
Dog Bylaw Review	Design of new maps plus communications support
Christmas Festival 2024	Design of promotional material and marketing
Senior Citizen's Christmas Concert	Design and printing

Campaign	Comment
Alcohol Bylaw Review	Design of new maps plus communications support
Play Week 2024	Design and promotion
Regional climate resilience	Comms support for Climate Adaptation Te Taitokerau joint regional working group, including website content and resilience stories and Council programmes of work
Coastal Protection Works Policy	Planning with NRC and FNDC for a series of 'Coastal Conversations' over summer, to build strong networks and community awareness of erosion control techniques, council processes and adaptation programmes
Elections 2025	Comms support and planning for Elections 2025 and the Māori Wards election process, noting Council is simply promoting participation in the process and remains neutral in terms of all candidates.
Airport Location Study Project	We have developed an Airport Panui which is being circulated to the community. This provides a hard copy update on the project for people who do not access the internet and includes information from council's website.
Waterfront to City Centre Connection - Design phase starting	Engagement is underway with Advisory Groups and business along John Street.

District pride campaign

We are increasing the focus on celebrating our place, showcasing more positive stories about our District, celebrating some of our local attractions and highlights, and encouraging the community to get behind well-known waste minimisation campaigns like Keep New Zealand Beautiful.

Activity over this period included:

- International Rally of Whangarei promotion
- Lion's Fireworks support and promotion
- New way of working speeds up road works this summer
- Call for events Endless Summer Festival
- Northland makes 25 Best Places in the World to travel to in 2025 list
- Civic Honours winners
- Locky Docks launch
- Whangarei becomes more dog friendly
- Halloween events at the library
- Play week promo – including Kite Day
- October was a bumper event month
- Senior Citizen concert promo
- Christmas Festival call for events
- Newest section of the Kamo Shared Path
- Maritime Festival promo
- Northland energy resilience fund announced
- Love it Here: Ngunguru waterfront
- Love it Here: hidden books
- Love it Here: Waipu Cove
- Love it Here: 50 date ideas

- Love it Here: top six sweet treats in Whangarei
- Love it Here: Whananaki North footbridge

Social media

We have been carefully using more sponsored content with small budgets on social media, which is helping us reach wider audiences or make multiple impressions (views) on key messages. An example in October was about changes to dog rules, which reached 11,000 people. A “boost” of \$40 meant the message was shown 21,000 times to those 11,000 people, helping to ensure the messages got through.

Top 3 highest reaching posts in October 2024 - refer to Appendix 1 for screenshots

Topic	Reach and engagement notes
Construction starting on T2 lane	62k reach, 5.8k engagement
Te Matau a Pohe bridge closure 1 Nov	38k reach, 3k engagement
New dog rules take effect	11k reach (21k impressions), 2.6k engagement

Website and digital channels

Digital transformations*

We are building website capacity to allow for more customer interactions online.

Completed digital transformations:

- WhangareiNZ business and tourism email subscription list
- ISite customer feedback form
- Claphams Clocks feedback form
- SmartyGrants installation

Process transformations underway:

- Online LIM application
- Update your dog's details
- Public event feedback form
- New content for Cycling and Shared Paths section of the website

* Updated every three months – next update February 2025.

Top 5 pages visited (main website only, Google Analytics report)

September	October
Search	Search
Rates database	Rates database
Silver Festival (new)	Contact us
What's on (events)	A-Z Recycling Guide
Contact us	What's on (events)
Notable: A-Z Recycling guide, ePlan, District Plan, online maps, rubbish and recycling, cemetery, freedom camping (new), payments gateway, car parks (new).	Notable: Rubbish and recycling collection, online maps, District plan, freedom camping, Otuihau Whangarei Falls, Cemetery, dogs on beaches, Christmas festival, ALOS

Appendix 1 - Social media (by top performing posts)

Whangarei District Council's post

- 24 October at 12:34 ·

Construction is set to begin in early November for a new south-bound T2 lane on parts of Kamo Road, designed to reduce commute times during the morning peak. Stage 1 works kick off between 4 and 11 November, with this section of the lane ready for use by the first school term of 2025.

The T2 lane will be available for buses, vehicles with two or more occupants, emergency service vehicles, motorcycles, bicycles, and mopeds. It is the first T2 lane ever to be built in Whangārei, with potential for more to come!

More project info and maps:

<https://www.wdc.govt.nz/.../Projects/Kamo-Road-priority-lane>

KAMO ROAD
priority lane,
Stage 1

TRANSIT LANE
T2
7 AM - 9 AM
MON - FRI

KEY

- Start of Transit Lane sections
- End of Transit Lane sections
- New bus stop
- Remove bus stop
- New/upgraded signalised pedestrian crossing
- New pedestrian refuge islands
- Rose Street bus station

See insights and ads

Boost post

Northland Road Safety and 93 others

139 comments 39 shares

Whangarei District Council's post

· 23 October at 10:48 ·

● Te Matau a Pohe raising Bridge: Planned closure ●
7:00pm Friday 1 November until 7:00am Saturday 2 November 2024

The raising-bridge at Pohe Island will be closed overnight for maintenance of the lighting and crash-rails. It will be closed to vehicle AND pedestrian traffic, with a detour via Dent Street and Riverside Drive.

More: <https://www.wdc.govt.nz/.../Transp.../Te-Matau-a-Pohe-bridge>



[See insights and ads](#)

[Boost again](#)

159

34 comments 31 shares

Whangarei District Council's post

 Whangarei District Council •
Published by Craig Neilson
· 31 October at 10:02 ·

* New dog rules are here: We got over 1000 pieces of feedback on our Dog Policy and Bylaw during recent consultation and have made Whangārei more dog-friendly, including:

- ➡ Seven new year-round off-leash beaches
- ➡ Dogs will be allowed on-leash in the city-centre
- ➡ Clearer rules for no-go zones on our website

See the new maps:
 www.wdc.govt.nz/Dogs

Remember to also be a responsible dog owner - register and microchip, keep your dog under control, and pick up their doodoos. Keep your dogs happy with plenty of exercise, shelter, food and clean water! 🐶



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Changes to dog bylaws

Parts of Whangārei are set to be more dog friendly when new dog rules come i... [Learn more](#)

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RESOLUTION TO EXCLUDE THE PUBLIC

Move/Second

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution
1.1 Commercial Property - December 2024 Quarterly Update	Good reason to withhold information exists under Section 7 Local Government Official Information and Meetings Act 198	Section 48(1)(a)

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

Item	Grounds	Section
1.1	To enable Council to carry on without prejudice or disadvantage commercial activities.	S7(2)(h)
	To enable Council to carry on without prejudice or disadvantage negotiations (including commercial and industrial negotiations).	S7(2)(i)

Resolution to allow members of the public to remain

If the committee wishes members of the public to remain during discussion of confidential items the following additional recommendation will need to be passed:

Move/Second

"That _____ be permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of Item _____.

This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because _____.