

Finance & Corporate Public Agenda - 20 April 2021

Council Chambers
Waipa District Council
101 Bank Street
Te Awamutu



Chairperson
AW Brown

Members

His Worship the Mayor JB Mylchreest, EM Andree-Wiltens, EH Barnes, LE Brown, PTJ Coles, RDB Gordon, ML Gower, B Koroheke (Te Kanohi Representative), SC O'Regan, MJ Pettit, EM Stolwyk, CS St Pierre, BS Thomas, GRP Webber

20 April 2021 01:00 PM - 02:10 PM

Agenda Topic	Presenter	Time	Page
1. Apologies	Chairperson	01:00 PM-01:01 PM	3
2. Disclosure of Members' Interests	Chairperson	01:01 PM-01:02 PM	4
3. Late Items	Chairperson	01:02 PM-01:03 PM	5
4. Confirmation of Order of Meeting	Chairperson	01:03 PM-01:04 PM	6
5. Confirmation of Minutes	Chairperson	01:04 PM-01:05 PM	7
5.1 Finance & Corporate Committee Minutes - 30 March 2021	Chairperson		8
6. Cambridge Town Hall Community Trust Appointments	Bev Gatenby	01:05 PM-01:20 PM	17
7. Financial Report for the Period Ended 31 March 2021	Nada Milne	01:20 PM-01:40 PM	22
8. Targa 2021 - Request for Temporary Road Closure	Julie Taylor	01:40 PM-01:43 PM	33
9. Receiving of Mighty River Domain 2020 Annual Report	Liz Stolwyk	01:43 PM-02:03 PM	40

10.	Resolution to Exclude the Public	Chairperson	02:03 PM-02:05 PM	51
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FINANCE AND CORPORATE COMMITTEE AGENDA



APOLOGIES

Recommendation

That the apologies for non-attendance from Councillors CS St Pierre and EM Andree-Wiltens be received.



DISCLOSURE OF MEMBERS' INTERESTS

Members are reminded to declare and stand aside from decision making when a conflict arises between their role as an elected member and any private or other external interest they may have.



LATE ITEMS

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.



CONFIRMATION OF ORDER OF MEETING

Recommendation

That the Finance & Corporate Committee confirms the order of the meeting.



To: The Chairperson and Members of the Finance and Corporate Committee

From: Governance

Subject: **CONFIRMATION OF MINUTES**

Meeting Date: 20 April 2021

1 EXECUTIVE SUMMARY

To confirm the minutes of the Finance and Corporate meeting held on 30 March 2021.

2 RECOMMENDATION

That the open minutes of the Finance and Corporate Committee meeting held on 30 March 2021, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

3 ATTACHMENTS

Finance and Corporate Minutes – 30 March 2021



Time: 1.00pm
Date: Tuesday 30 March 2021
Venue: Council Chambers, Waipā District Council, 101 Bank Street, Te Awamutu

PRESENT

Chairperson
CS St Pierre

Members

EM Andree-Wiltens, EM Barnes, LE Brown, PTJ Coles, RDB Gordon, B Koroheke (Te Kanohi), SC O'Regan, MJ Pettit, EM Stolwyk, BS Thomas, GRP Webber.

RESOLVED

3/21/09

That Councillor Clare St Pierre be elected to Chair the meeting in Councillor A. Browns absence.

Cr Stolwyk/Cr L. Brown

1 APOLOGIES

RESOLVED

3/21/10

That the apologies of Mayor Mylchreest, Councillor A. Brown and Councillor ML Gower for non-attendance be received.

Cr Gordon/Cr Andree-Wiltens

2 DISCLOSURE OF MEMBERS' INTERESTS

Councillor Coles declared an interest in item 10 due to his role as Chair of Destination Cambridge.

Councillor Stolwyk and Webber declared an interest in item 16 as shareholders in Fonterra.



3 LATE ITEMS

There were no late items.

4 CONFIRMATION OF ORDER OF MEETING

RESOLVED

3/21/11

That the Finance and Corporate Committee confirms the order of the meeting.

Cr Webber/Cr Gordon

5 MINUTES OF PREVIOUS MEETING

RESOLVED

3/21/12

That the open minutes of the Finance and Corporate Committee meeting held on 16 February 2021, having been circulated, be taken as read and confirmed as a true and correct record.

Cr Gordon/Cr Coles

6 REMOVAL OF CHEQUES FROM BANKS

Manager Finance, Sarah Davies presented her report. Concern was raised regarding the challenges the removal of cheques would present for the constituency, reiterating the need for education.

Notification that cheques will no longer be accepted by Waipā District Council will be included in the April Rate Instalment notices, which will include alternative methods of payment.

RESOLVED

3/21/13

That –



- a) *The 'Removal of Cheques from Banks' report (document number 10566480) of Sarah Davies, Manager Finance, be received; and*
- b) *The 30th April 2021 be approved as the final date for Waipā District Council to accept cheques as a payment option for rates and other accounts.*

Cr Petit/Cr Stolwyk

7 TE WAKA SIX MONTHLY REPORT TO DECEMBER 2020

Hamish Bell from Te Waka presented the six-monthly report and answered questions from the Committee. Supply chain issues were highlighted as a serious risk to the New Zealand economy. Companies that are heavily exposed to this include building companies who are reliant on receiving building material from overseas. The availability of shipping lines is an issue as many companies don't have the resource to come to New Zealand due to the cost and infrequency of freight delivery.

RESOLVED

3/21/14

That the report titled 'Te Waka Six Monthly Report to December 2020' of Steve Tritt, Business Development Manager (document number 10572944), together with the 'Te Waka Six Monthly Report to Council July to December 2020 (document number 10568029) be received.

Cr Pettit/Cr Coles

8 COUNCIL CONTROLLED ORGANISATIONS- DRAFT 2021/22 STATEMENTS OF INTENT AND SIX MONTHLY REPORTS TO 31 DECEMBER 2020

Presentations were made by representatives of each of the three Council Controlled Organisations.

Mark Morgan, Chief Executive of Waikato Regional Airport Limited reported a profit but not as high as expected due to the COVID-19 lockdown.

The Terminal Resilience project, strengthening and refurbishment recommission was due to be completed by June 2022. This project will be fully funded by the airport company.



Kevin French, Chief Executive and Peter Stubbs, Chair, of Waikato Local Authority Shared Services Limited (WLASS) noted the challenge of competing pressures on Councils and as a result the ability for them to be able to prioritise WLASS projects.

Mark Butcher, Chief Executive and Sumitha Kaluarachi of the Local Government Funding Authority (LGFA), outlined the market position. They noted the growth in the LGFA had been such that Council's \$100,000 shareholding investment 10 years ago, now had an asset backing of around \$500,000.

Green Bonds were noted as a possible avenue for cycleways investment. It was also noted that the LGFA can lend to Council at parent level to enable Council to then lend to community housing providers. The debt from LGFA would be secured against rates.

It was noted that Water reform would require a significant investment programme. At this stage the LGFA will work with Central Government on this matter but will not act as a lender for the new water entities.

RESOLVED

3/21/15

That –

- a) *The 'Council Controlled Organisations – Draft 2021/22 Statements of Intent and Six Monthly Reports to 31 December 2020' report (document number 10574575), of Sarah Davies, Manager Finance, be received;*
- b) *The Six Month Report to Shareholders for the period to 31 December 2020 and Draft Statement of Intent 2021/22 of Waikato Regional Airport Limited (being document numbers 10570682 and 10570679 respectively and attached as Appendix 1 to this report) be received;*
- c) *The Finance and Corporate Committee **approve**, subject to any changes or additional comments, the draft letter (document number 10574576) attached as Appendix 4, being Council's proposed comments on the Draft Statement of Intent 2021/22 of Waikato Regional Airport Limited (document number 10570679), to be provided to Waikato Regional Airport Limited;*
- d) *The Six Month Report to Shareholders for the period to 31 December 2020 and Draft Statement of Intent 2021/22 of Waikato Local Authority Shared Services Limited (being document numbers 10570685 and 10571067 respectively and attached as Appendix 2 to this report) be received;*



- e) *The Finance and Corporate Committee **approve**, subject to any changes or additional comments, the draft letter (document number 10574577) attached as Appendix 5, being Council's proposed comments on the Draft Statement of Intent 2021/22 of Waikato Local Authority Shared Services Limited (document number 10571067), to be provided to Waikato Local Authority Shared Services Limited;*
- f) *The Six Month Report to Shareholders for the period to 31 December 2020 and Draft Statement of Intent 2021/22 of the New Zealand Local Government Funding Agency Limited (being document numbers 10570677 and 10576703) attached as Appendix 3 to this report) be received; and*
- g) *The Finance and Corporate Committee **approve**, subject to any changes or additional comments, the draft letter (document number 10574578) attached as Appendix 6, being Council's proposed comments on the Draft Statement of Intent 2021/22 of the New Zealand Local Government Funding Agency Limited (document number 10570678), to be provided to the New Zealand Local Government Funding Agency Limited.*

Cr Gordon/Cr Coles

9 EIGHT MONTH REPORT TO 28 FEBRUARY 2021

Financial Accountant Nada Milne presented the 'Financial Report for the Period Ended 28 February 2021' and answered questions of the Committee.

The Committee were advised that the 1.4% borrowing rate was lower than forecast due to lower interest rates.

The forecast changes reflected in the report had not been updated in the draft 2021-31 Long Term Plan and Consultation Document, due to the timing of this information becoming available. The changes will be incorporated in the final 2021-31 Long Term Plan document after the consultation period. Group Manager Morris indicated that these changes will have significant impact on opening debt in year one of the 2021-31 Long Term Plan, however, they do not significantly impact the closing debt of the 2021/22 year as the majority of the changes are due to timing changes between the 2020/21 and 2021/22 years.

An apparent anomaly in the explanation for forestry revenue was noted.

**RESOLVED**

3/21/16

That –

- a) *The information contained in the ‘Eight Month Report to 28 February 2021’ report (document number 10571968) of Nada Milne, Financial Accountant be received; and*
- b) *The Finance and Corporate Committee APPROVE the following 2020/21 funding requests and budget changes:*
 - *An increase of FOUR HUNDRED AND FIFTY THOUSAND DOLLARS (\$450,000) for the Transportation budget for the Hautapu Structure Plan Roding (C8). This will be funded from Development Contribution funding.*
 - *A decrease of FOUR MILLION, FOUR HUNDRED AND EIGHTY THOUSAND DOLLARS (\$4,480,000) for Development and Reserve Contributions Revenue, due to delays in development timing. This will result in less funds in the Development Contributions Reserves.*

Cr Brown/Cr Pettitt

10 HAMILTON AND WAIKATO TOURISM SIX MONTHLY REPORT

This report introduced the Hamilton and Waikato Tourism (HWT) Six Month Report to December 2020, which was presented by HWT CEO, Jason Dawson.

Jason Dawson introduced Annabelle Cotton, Chair of Hamilton and Waikato Tourism to the committee.

The Regional Events fund has created confidence among hosts and event venues and is a significant opportunity for Waikato and other areas.

Waipā key events are a draw card for visitors, providing a key injection of funds in the area. The upcoming Fieldays will be a big economic injection to the district during the winter.

Commercial accommodation is tracking well, showing good results and investment in the district.

**RESOLVED**

3/21/17

That the report titled 'Hamilton & Waikato Tourism Six Monthly Report' of Steve Tritt, Business Development Manager, together with the 'Hamilton Waikato Tourism Six Month Report to December 2020 to Waipā District Council' (document number 10571199), and 'The Mighty Waikato Visitor Statistics February 2021' (document number 10572321) be received.

Cr Coles/Cr Stolwyk

11 CUSTOMER SERVICE OPENING HOURS

A proposal to change Waipā District Council frontline opening hours to 9am to 5pm weekdays (Monday, Tuesday, Wednesday, Thursday and Friday) was put before the Committee for consideration. Call Centre and after-hours support would remain the same.

Councillor Petit asked that the situation be re-reviewed in 12 months time to ensure it was still appropriate and Manager Communications and Engagement Charlotte Fitzpatrick indicated that would be done.

RESOLVED

3/21/18

That the Finance and Corporate Committee –

*a) **RECEIVE** the report titled 'Customer Service Opening Hours (document number 10571053) of Charlotte Fitzpatrick, Manager Communications and Engagement and Amanda Smith, Team Leader Customer Service; and*

*b) **APPROVE** the following new opening hours for frontline customer support, to be actioned by 1 May 2021; Monday to Friday 9am to 5pm.*

Cr Stolwyk/Cr Brown

FINANCE AND CORPORATE COMMITTEE MINUTES



12 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLVED

3/21/19

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

The general subject of the 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 the passing of this resolution
13. Confirmation of Public Excluded Minutes 14. Park Road Sports 15. New Zealand Motor Caravan Association 16. Variation of Lease to Fonterra Brands (New Zealand) Limited	<i>Good reason to withhold exists under section 7 Local Government Official Information and Meetings Act 1987</i>	<i>Section 48(1)(a)</i>

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, or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may be, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:



Item No.	Section	Interest
13,16	Section 7(2)(h)	<i>To enable the council to carry out, without prejudice or disadvantage, commercial activities.</i>
13,14,15	Section 7(2)(i)	<i>To enable the Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</i>

Cr Stolwyk /Cr Webber

CONFIRMED AS A TRUE AND CORRECT RECORD

CHAIRPERSON:

.....

DATE:

.....



To: The Chairperson and Members of the Finance and Corporate Committee

From: Bev Gatenby, Consultant

Subject: **CAMBRIDGE TOWN HALL COMMUNITY TRUST APPOINTMENTS**

Meeting Date: 20 April 2021

1 EXECUTIVE SUMMARY

In October 2020, the Finance and Corporate Committee agreed to propose to the Waipā community that a charitable trust be established to undertake the redevelopment of Cambridge Town Hall and to develop a sustainable operating model to manage the Hall. Submissions on the Statement of Proposal were heard in December 2020 and the Committee resolved to establish the Trust and named an independent selection panel to appoint the founding trustees of the new Trust.

The Trust Deed is in the process of being finalised. The selection panel received thirteen expressions of interest for the role and appointed seven trustees. The trustees have begun meeting and are participating in an induction process for their governance role.

2 RECOMMENDATION

That –

- a) The report titled 'Cambridge Town Hall Community Trust Appointments' (document number 10565151), of Bev Gatenby, Consultant, be received;*
- b) Committee members note the appointment of the founding trustees of the Cambridge Town Hall Community Trust and congratulate those trustees on their appointments;*
- c) Committee members note that legal advice on the draft Trust Deed has been to remove Waipā District Council as a party to the Deed. Therefore the delegated authority (given at the 8 December 2020 meeting) to approve and sign the final Deed, and apply the Council seal is no longer required; and*
- d) Committee members note that the charitable trust will be formally established once the founding trustees have approved and signed the final form of the Deed.*

3 BACKGROUND

For several years, a 'Cambridge Town Hall Vision Group' has promoted the possibility of an independent body to redevelop and reactivate Cambridge Town Hall. The Finance and Corporate Committee discussed the possibility of establishing a charitable trust to undertake that role at a workshop in early October 2020.

Subsequently the Committee agreed to consult the Waipa community through a Special Consultative Procedure and circulated a Statement of Proposal. After Hearings on submissions in December 2020, the Committee resolved the following (from the minutes of the meeting on 8 December 2020):

RESOLVED

3/20/60

That –

- a) *The report titled 'Hearings / Decision on Proposal to Establish a Trust to Manage the Cambridge Town Hall' (document number 10474945) of Bev Gatenby, Consultant, be received;*
- b) *Pursuant to section 83 of the Local Government Act 2002, the Finance and Corporate Committee receive and consider the submissions on the proposal to establish a community trust to manage the Cambridge Town Hall;*
- c) *The Finance and Corporate Committee resolve to establish the Cambridge Town Hall Community Trust and for the Trust to be the preferred service delivery model to operate the Cambridge Town Hall, subject to Council agreeing lease arrangements and service arrangements with the Trust;*
- d) *The Finance and Corporate Committee consider the draft Trust Deed for the Cambridge Town Hall Community Trust (document number 10524073), and subject to any amendments, delegate authority to two elected members, together with the Chief Executive and the Deputy Chief Executive to approve any changes required to the Cambridge Town Hall Community Trust Deed following legal review and to achieve charitable status in compliance with the Charitable Trust Act 1957 and the Charities Act 2005, and to sign and to apply the Council seal to the Trust Deed for the Cambridge Town Hall Community Trust; and*
- e) *The Finance and Corporate Committee approve the appointment of Councillor Liz Stolwyk, Rob Feisst, Michelle Hollands and Jeremy Mayall to act as the appointments panel for the new trust, with delegated authority to select the founding trustees for the Cambridge Town Hall Community Trust.*

Councillor Pettit / Councillor L. Brown

This Report updates the Committee on progress in establishing the charitable trust and appointing founding trustees.

4 ESTABLISHMENT OF CHARITABLE TRUST

After the Committee's initial consideration of the draft Deed, legal firm Tompkins Wake were engaged to provide an independent legal review of the draft Deed. Their advice included removal of Council as a party to the Deed to ensure the independence of both Council and the Trust. Although Council has been removed as a party to the Deed, Council auditors have recently indicated that they believe the Trust should be included in Council's Group financial statements in the same way in which the Waipa Community Facilities Trust is included.

The draft charitable purposes of the Trust have been developed further as set out below:

The purposes of the Trust are:

5.1.1 To promote, manage and operate the Cambridge Town Hall for the benefit of residents and visitors to Waipā District.

5.1.2 To ensure Cambridge Town Hall is a venue which provides opportunities for community, civic, arts and other gatherings to be offered in Cambridge.

5.1.3 To provide a venue for residents of the Waipā district and visitors to enable them to meet or to take part in programmes that are organised to meet the needs of the community.

5.1.4 To preserve and promote building heritage, and promote cultural, arts, educational and recreational activities, in and for the benefit of all residents of the Waipā District.

5.1.5 To engage with the community to identify community, civic, arts and other activities which would be welcomed by the community and enabled through the Cambridge Town Hall.

5.1.6 To provide for, assist in, and promote the development of any other charitable purposes in the Waipā District relating to the provision of community, civic and arts facilities and activities.

Tompkins Wake also recommended a range of changes which bring the Deed up to date with current legislation, including the Trusts Act 2019. New clauses strengthen the Trusts position in protecting ongoing eligibility for tax concessions and to maintain the Trust's charitable status. A clause requiring the Trust to have and use a Common Seal appropriately has been added. The winding up clause has been strengthened by

requiring any remaining assets to be distributed to another charitable body, in the first instance with similar objects, in Waipa District.

Given Council's removal from the Deed, the founding trustees will approve the final form of the Deed as signatories to the Deed, albeit in consultation with Council staff, over an expected timeframe of the next two - three weeks. Once the Deed is signed, trustees expect to apply for charitable registration of the Trust.

5 APPOINTMENT OF FOUNDING TRUSTEES

During the initial stages of advertising the trustee roles, selection panel member Rob Feisst withdrew from the role as he wished to express an interest in being a trustee. The selection panel therefore included Deputy Mayor Liz Stolwyk, Michelle Hollands and Jeremy Mayall.

The trustee roles were advertised through media releases (picked up by Cambridge Edition, Waikato News and NZ Herald website) and notices on the Waipa DC website, Twitter account and FaceBook page. Prospective trustees were provided with background information.

Thirteen expressions of interest from Cambridge residents were received, all of whom were interviewed by the selection panel. The panel agreed to appoint the following seven trustees (the Deed allows for 6 to 8 trustees):

Rob Feisst – long-time Cambridge resident, business and community leader with strong management, strategy and fundraising skills;
 Antanas Procuta – architect (Director of Paua Architects in Hamilton), strong community governance and decades of involvement in the performing arts;
 Maxine Nelson – co-owner of Ignite Arts Academy in Cambridge, strong community networks, vision and strategy, especially in community arts;
 Dick Breukink – decades of executive level hospitality sector and hotel management, with strong community contributions and business sector involvement;
 Mary Anne Gill – decades of senior communications experience in a range of sectors, including community organisations, community governance roles;
 Jenny Cave – senior management and academic roles in anthropology, arts and cultural industry internationally and in NZ, strong governance experience;
 Kirsty Johnson – associate at Shelly Tweedy accountants in Cambridge with corporate and CA firm accounting experience as well as a strong interest and experience in governance.

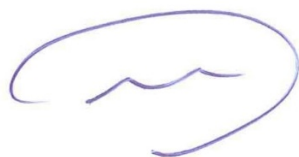
The selection panel was particularly pleased with the range of skills available across the group of founding trustees. Note that Dick Breukink is currently a Board member of Destination Cambridge but will resign from that role once the Trust has been formally established, because of the conflict of interest.

The founding trustees have met once and are meeting weekly over the next month to establish the Trust and to participate in an induction process for their governance role.

At their inaugural meeting, the Deputy Mayor and Deputy Chief Executive welcomed the new trustees into their roles and highlighted the partnership with Council. A significant step in coming months will be the agreement with Council of lease and management arrangements for the Cambridge Town Hall.



Bev Gatenby
CONSULTANT



Approved by Ken Morris
DEPUTY CHIEF EXECUTIVE / GROUP MANAGER BUSINESS SUPPORT

FINANCE AND CORPORATE COMMITTEE REPORT



To: His Worship the Mayor and Councillors
From: Financial Accountant
Subject: **Financial Report for the Period Ended 31 March 2021**
Meeting Date: 20 April 2021
File Reference: 68.10

1 EXECUTIVE SUMMARY

The financial position for the period ended 31 March 2021 is detailed in Section 3 and the attached report.

2 RECOMMENDATION

That the information contained in the 'Financial Report for the Period Ended 31 March 2021' (document number 10585771), of Nada Milne, Financial Accountant, be received.

3 STAFF COMMENTS

FINANCIAL RESULTS FOR MARCH

Total income is currently at 80 per cent of forecast. Operating expenditure is at 97 per cent of full year forecast, although this is due to asset database improvement work on road pavement layers which resulted in significant asset write offs for duplicate layers and overlaps. This was completed just before month end and requires a budget change to be completed in April 2021.

Vested Assets of \$21.4 million have been recognised to date, which is 101 per cent of the forecast. These assets are mainly from the Thorncombe Park, Pukekura Stage 3, Frontier Estate Stage 1 & 2, and Pukerimu subdivisions as well as the Waikeria Prison wastewater upgrades.

Discovered Assets of \$7.3 million have been recognised to date. These assets are mainly from database improvement work completed on stormwater, wastewater and road pavement layers.

Development and reserve contributions of \$3.4 million have been received to date. Subsidies and Grants are at 66 per cent of current budget and this variance is due to the \$3.41 million received from the New Zealand Government for the Three Waters Reform Program which has been offset by the delayed timing of roading capital works and subsequently the NZTA subsidy.

STATEMENT OF COST OF SERVICES

The Cost of Service Statement shows the breakdown of revenue for each significant activity and the breakdown of expenditure for each activity.

The table below summarises the operating revenue and expenditure for each significant activity:

Significant Activity	Operating Revenue			Operating Expenditure		
	Actuals	Forecast	Forecast %	Actuals	Forecast	Forecast %
Year to Date	'000	'000	%	'000	'000	%
Governance	67	60	112%	6,365	10,561	60%
Planning & Regulatory	5,083	5,928	86%	6,827	9,367	73%
Community Services & Facilities	4,131	5,293	78%	17,396	25,449	68%
Transportation	9,256	16,539	56%	40,908	22,226	184%
Stormwater	121	300	40%	3,414	4,581	75%
Wastewater Treatment & Disposal	1,472	2,800	53%	8,848	10,545	84%
Water Treatment & Supply	11,305	12,680	89%	10,937	13,733	80%
Support Services	251	216	116%	10,672	15,306	70%

Overall the gross revenue from Significant Activities is at 72% of the forecast. Activity revenue results of significant activities are below or above the anticipated 75% of forecast mainly due to revenue timing.

Overall the gross expenditure from Significant Activities is 94%. Most of the activity expenditure results are generally just below or above the anticipated 75% of forecast with much larger variance (184 per cent) in Roads and Footpaths due to pavement layers database improvement work completed in March 2021 requiring a budget change to be completed in April 2021.

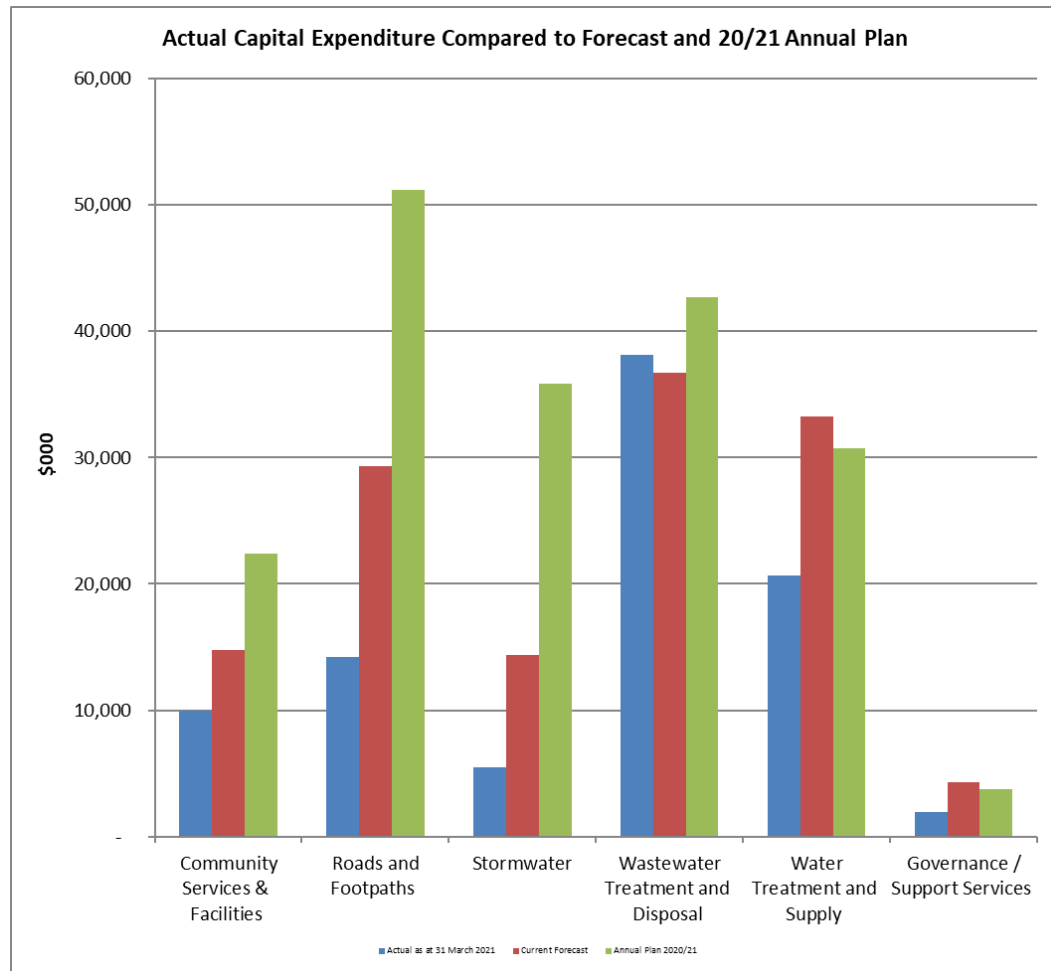
CAPITAL EXPENDITURE

Capital expenditure to date is \$90.4 million which is 68 per cent of forecast.

A total of \$13.7 million was carried forward from the 2019/20 year to the current year to complete the 2019/20 contracts. Other capital adjustments totalling (\$67.5) million were included in the February report.

There have been no major capital budget changes since the February report.

The capital forecast budget totals \$132.8 million. The graph below summarises the capital expenditure for each significant activity.



BUDGET CHANGES REQUIRING APPROVAL

There are no budget changes requiring approval this month.

ARBITRAGE ARRANGEMENTS

There have been no arbitrage arrangements undertaken this month.

Key Risk Indicator Report

Status = **Not started** - **On track** - **Off track** - **At risk** - **Complete**

Risk Title	KRI	Status
Delivery of the capex programme against the Annual Plan budget	Annual Plan 70%. Growth	At risk
Delivery of the capex programme against the Annual Plan budget	Capex 80%. LOS	On track
Delivery of the capex programme against the Annual Plan budget	Projects 100%. Renewal	Off track
Monitoring of assumptions used in preparing Annual Plan as year progresses	Borrowing interest rates	On track
Monitoring of assumptions used in preparing Annual Plan as year progresses	Growth - Impact on rates	Off track
Risk to Financial Sustainability	Building Consents: Number of consents issued against same time last year	On track
Risk to Financial Sustainability	Rates collection rates against same time last year	On track
Risk to Financial Sustainability	Resource Consents: Number of consents issued against same time last year	At risk
Risk to Financial Sustainability	Value of Building Consents issued against same time last year	On track

Budget vs actual variance for capex:

Budget	Actual
\$186.61M	\$90.37M

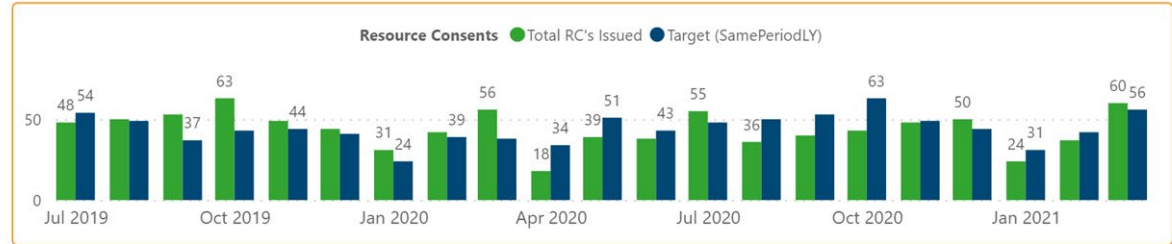
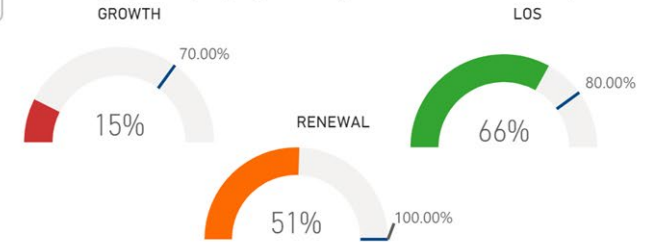
Budget vs actual variance for operations:

Budget	Actual
\$97.83M	\$92.26M

Calendar YTD vs Same Period LY:

BC's granted 453 Year Prior: 345 (+31.3%)	BC value of work \$110.16M Year Prior: \$87.18M (+26.36%)	Resource Consents Issued 121 Year Prior: 129 (-6.2%)	Additional lots granted 66 Year Prior: 212 (-68.87%)
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Delivery of the capex programme against the Annual Plan budget:



Monitoring of assumptions used in preparing Annual Plan as year progresses:

Actual against debt to revenue ratio benchmark: 78.29% (Target 175.00%)	Borrowing interest rates: 1.35% (Target 1.86%)
Growth-Impact on rates: 1.48% (Target 2.40%)	

RATES STATUS

Rates of \$62.1 million (GST inclusive) have been set for the year. The attached report summarises the position in relation to the collection of rates.

The amount outstanding from prior years is \$105,000. We are currently looking to enforce rating sales on two properties with outstanding rates amounts totalling \$27,000 (as at April 2021) and we are awaiting judgement on another property with outstanding rates of \$15,000 (as at April 2021) which we should receive in June.

There is a balance outstanding of \$441,000 for the current year, prior to billing of the final instalment which will be due for payment on 21 May 2021.

WATER RATES STATUS

Water Rates of \$10.8 million have been invoiced for the year. The attached report summarises the position in relation to the collection of water rates.

The amount outstanding is \$1.24 million. There have been prepayments of \$142,000 leaving a total amount owing of \$1.1 million.

RATES REBATES 31 MARCH

	Number Received	Number Approved	Amount Credited to Rate Accounts
2021	1,012	827	\$550,753
2020	1,034	880	\$559,111



Nada Milne
FINANCIAL ACCOUNTANT



Reviewed by Sarah Davies
MANAGER FINANCE



Approved by Ken Morris
DEPUTY CHIEF EXECUTIVE / GROUP MANAGER BUSINESS SUPPORT

STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDED 31 March 2021

		2020/21	2020/21		2020/21	Budget	Budget	Budget	2019/20
		Actual	Forecast	Forecast	Budget	Variance	Variance	Variance	YTD
	Notes	\$000	\$000	%	\$000	Carryforward from 19/20 \$000	Previously Reported \$000	This Period \$000	Last Year \$000
OPERATING INCOME									
Rates, excluding targeted water supply rates		42,042	58,830	71%	58,860	-	(30)	-	39,698
Fees, charges, and targeted rates for water supply	1	18,343	23,628	78%	26,006	-	(616)	(1,763)	17,709
Reserve contributions		232	486	48%	522	-	(36)	-	278
Development contributions	2	3,153	7,627	41%	12,072	-	(4,445)	-	4,083
Gain on revaluation of investment properties & forestry		-	447	0%	447	-	-	-	-
Vested assets	3	21,398	21,176	101%	15,176	-	6,000	-	11,791
Discovered assets		7,304	-	-	-	-	-	-	402
Dividends		4	4	100%	20	-	(17)	-	51
Finance income	4	4	4	100%	271	-	(267)	-	811
Subsidies and Grants	5	13,014	19,719	66%	11,327	-	8,393	-	6,229
Other revenue	6	523	753	69%	1,553	-	(800)	-	307
Total Operating Income		106,017	132,674	80%	126,254	-	8,182	(1,763)	81,359
OPERATING EXPENDITURE									
Employee benefit expenses	7	18,578	26,736	69%	27,023	-	(339)	52	17,984
Depreciation & amortisation		19,268	25,461	76%	25,461	-	-	-	18,744
Other expenses	8	53,630	41,552	129%	43,475	969	(1,629)	(1,263)	29,206
Finance costs	9	784	1,091	72%	1,870	-	(779)	-	1,053
Total Operating Expenditure		92,260	94,840	97%	97,829	969	(2,747)	(1,211)	66,987
OPERATING SURPLUS		13,757	37,834	36%	28,425	(969)	10,929	(552)	14,372
Other Comprehensive Income recognised directly in Equity									
Property Plant and Equipment									
Revaluation gains/(losses) taken to equity		-	20,819	0%	20,819	-	-	-	(142)
Total Other Comprehensive Income for the year		-	20,819	0%	20,819	-	-	-	(142)
Total Comprehensive Income for the year		13,757	58,653	23%	49,244	(969)	10,929	(552)	14,230

* Any Operating surpluses generally come from non-cash items. Council budgets for a general funds cash breakeven position.

1. Decrease in fees and charges revenue of \$2.4 million which includes a reduction in Forestry revenue of \$1.8 million due to harvesting being delayed until the 2021/22 year. A further reduction in revenue including; a reduction in revenue for Forestry harvesting of \$736,000, offset by lower costs), a reduction in revenue for Cambridge District Pool cost recoveries of \$161,000, a reduction in revenue for Rata cost recovery of \$91,000 and a reduction in revenue forecast for the Don Rowlands Centre of \$89,000 offset by additional revenue forecast for Resource Consents of \$261,000, additional revenue forecast for building fees of \$151,000, additional revenue for Pensioner Housing rent of \$77,000 and additional revenue for dog registrations of \$70,000.
2. Decrease in Development and Reserve contributions of \$4.5 million based on revised estimates of development timing.
3. Increase in Vested assets of \$6 million mainly due to Waikeria Prison expansion being completed earlier than anticipated which has been offset by other development timing.
4. Decrease in Finance income of \$267,000 mainly due to decreased interest rates and a reduction in cash balances held.

5. Increase in subsidies and grants of \$8.4 million due to an increase in revenue of \$3.4 million for the New Zealand Government Three Waters Reform programme, an increase in revenue of \$2.7 million in NZTA external funding for Hanlin Road Intersection, an increase in revenue of \$1.4 million in NZTA external funding for District Wide Cycleway projects, an increase in NZTA funding of \$559,000 for Innovating Streets – Safer routes to schools & businesses and an increase of \$293,000 in external funding for the Hora Hora Memorial Hall Refurbishment.
6. Decrease in other revenue of \$800,000 mainly due to a reduction in revenue for the profit on sale of Te Rahu Road development of \$1.1 million (deferred to next year) offset by an increase in revenue for the profit on sale of vehicles of \$115,000 and an increase in revenue for the profit on sale of Blundell Place of \$175,000.
7. Decrease in employee benefits expenses of \$287,000 mainly due to vacant positions.
8. Decrease in other expenses of \$1.9 million due to unspent balances carried forward of \$969,000, this includes the Community Board grants, Community Arts, District Promotion Fund grants, Structure Plans and Town Concept Plans. A further decrease in other expenses including: decrease in budget of \$1.2 million for Forestry due to harvesting being delayed until the 2021/22 year, decrease in budget of \$800,00 for Forestry harvest costs, decrease in budget of \$650,000 for the Cambridge Museum (CB Heritage Charitable Trust) due to deferral to 2023/24, decrease in budget of \$650,000 for Cambridge Wastewater Treatment Plan due to savings in budget, decrease in budget of \$350,000 for Information Technology due to savings found in budget, decrease in budget of \$170,000 for the Cambridge District Pool due to delay in opening, decrease in budget of \$124,000 for District Town Halls due to maintenance work deferred to 2021/22, decrease in budget of \$110,000 for Karapiro Domain from savings in budget due to Covid-19 restrictions, decrease in budget of \$107,000 for secretarial and stationery expenses due to savings in budget, decrease in budget of \$58,200 for legal expenses and a decrease in budget of \$57,000 for new toilet blocks due to savings in budget, partially offset by an increase in budget \$770,000 due to the three waters water reform program, increase in budget of \$480,000 for consultancy costs and agency staff due to positions still vacant, increase in budget of \$205,000 for Resource Management Consents cost recovery offset by an increase in revenue and an increase in budget of \$95,000 for engineering work required at 101 Bank Street.
9. Decrease in finance costs of \$779,000 due to lower than anticipated debt balances and a reduction in interest rates.

**STATEMENT OF COST OF SERVICES
FOR THE PERIOD ENDED 31 March 2021**

	2020/21		2020/21 Full Year Forecast %	2020/21	Budget	Budget	Budget	2019/20
	Full Year			Full Year	Variance	Variance	Variance	YTD
	Actual	Forecast		Budget	Carryforward from 18/19	Previously Reported	This Period	Last Year
	\$000	\$000		\$000	\$000	\$000	\$000	\$000
Revenue								
Governance & Strategic Direction	67	60	112%	54	-	5	-	105
Planning and Regulatory	5,083	5,928	86%	5,553	-	375	-	4,697
Community Services and Facilities	3,209	3,965	81%	5,091	-	(1,125)	-	2,441
Forestry	-	-	-	2,498	-	(736)	(1,763)	-
Pensioner Housing & Own Your Own Housing	922	1,328	69%	1,162	-	166	-	945
Roads and Footpaths	9,256	16,539	56%	11,834	-	4,706	-	6,641
Stormwater	121	300	40%	7	-	293	-	23
Wastewater Treatment and Disposal	1,472	2,800	53%	845	-	1,954	-	594
Water Treatment and Supply	11,305	12,680	89%	11,517	-	1,163	-	8,813
Support Services	251	216	116%	87	-	-	-	10,485
GROSS REVENUE	31,686	43,816	72%	38,648	-	6,801	(1,763)	34,744
Less Internal Charges	(11,608)	(15,440)	75%	(15,477)	-	-	-	(10,416)
NET INCOME	20,078	28,376	71%	23,171	-	6,801	(1,763)	24,328
Expenditure								
Council & Committees	2,173	2,993	73%	2,949	26	19	-	2,000
Cambridge Community Board	152	212	72%	212	-	-	-	146
Te Awamutu Community Board	136	187	73%	187	-	-	-	137
Elections	1	14	7%	1	-	13	-	163
Community Grants	749	1,385	54%	1,222	163	-	-	1,125
Strategic Planning	1,350	3,396	40%	3,026	407	(37)	-	1,465
Community Relationships	1,804	2,374	76%	2,219	-	156	-	1,311
Resource Management	2,289	3,113	74%	2,844	50	204	15	1,872
Building Control	2,313	3,128	74%	3,114	-	14	-	2,267
Environmental Health	853	1,230	69%	1,247	-	(18)	-	796
Animal Control	612	874	70%	888	-	(15)	-	566
Development Engineering	760	1,022	74%	1,005	-	17	-	691
Parks and Reserves	4,648	7,230	64%	7,301	54	(126)	-	5,000
Karapiro Domain	1,106	1,497	74%	1,585	-	(88)	-	1,242
District Museums	838	1,399	60%	1,955	138	(678)	(17)	908
District Libraries	1,636	2,462	66%	2,406	-	55	-	1,530
District Pool Te Awamutu / Events Centre	1,563	1,940	81%	1,940	-	-	-	1,452
District Pool Cambridge	777	2,132	36%	2,302	-	(170)	-	193
Halls	383	426	90%	532	-	(106)	-	298
Heritage	184	167	110%	187	15	(35)	-	263
Cemeteries	270	520	52%	532	-	(12)	-	257
Public Toilets	443	580	76%	637	-	(57)	-	374
Properties	1,570	2,599	60%	2,522	-	78	-	2,353
Pensioner Housing & Own Your Own Housing	1,468	1,321	111%	1,296	-	24	-	944
Forestry	53	-	-	2,007	-	(798)	(1,209)	61
Rural Fire/Civil Defence	264	337	78%	337	-	-	-	229
Waste Management	2,193	2,839	77%	2,867	-	(28)	-	2,310
Roads & Footpaths	40,908	22,226	184%	22,369	-	(143)	-	16,937
Stormwater	3,414	4,581	75%	4,368	-	213	-	2,770
Wastewater Treatment and Disposal	8,848	10,545	84%	11,124	-	(580)	-	9,075
Water Treatment and Supply	10,937	13,733	80%	13,124	-	609	-	9,656
Support Services	10,672	15,306	70%	15,562	88	(344)	-	10,790
GROSS EXPENDITURE	105,367	111,768	94%	113,867	941	(1,833)	(1,211)	79,181
Less Internal Charges	(11,608)	(15,477)	75%	(15,477)	-	-	-	(10,416)
Less rates charged to Council properties	(972)	(1,296)	75%	(1,126)	-	(170)	-	(820)
NET EXPENDITURE	92,787	94,995	98%	97,264	941	(2,003)	(1,211)	67,945

**STATEMENT OF CAPITAL EXPENDITURE
FOR THE PERIOD ENDING 31 March 2021**

	Full Year			Full Year	Budget	Budget	Budget	YTD
	Actual	Forecast	Forecast	Budget	Variance Carryforward from 19/20	Variance Previously Reported	Variance This Period	Last Year
	\$000	\$000	%	\$000	\$000	\$000	\$000	\$000
Water treatment and supply	20,640	33,267	62%	30,718	2,507	43	-	20,601
Waste water	38,101	36,703	104%	42,670	602	(6,569)	-	21,509
Roads and Footpaths	14,218	29,310	49%	51,206	4,896	(26,778)	-	13,656
Stormwater	5,477	14,368	38%	35,871	4,116	(25,620)	-	5,391
Community Services & Facilities	9,961	14,803	67%	22,367	887	(8,452)	-	9,368
Governance	-	-	0%	-	-	-	-	28
Support services	1,968	4,313	46%	3,776	710	(145)	(15)	726
Planning & Regulatory	5	14	36%	-	14	-	-	9
	90,370	132,778	68%	186,608	13,732	(67,521)	(15)	71,288
Vested Assets (included above)					Carryforward from 19/20	Previously Reported	This Period	
Water treatment and supply	1,482	1,660	89%	1,660	-	-	-	1,841
Waste water	14,911	2,697	553%	2,697	-	-	-	1,666
Roads and Footpaths	2,428	7,714	31%	7,714	-	-	-	5,728
Stormwater	2,577	3,105	83%	3,105	-	-	-	2,556
	21,398	15,176	141%	15,176	-	-	-	11,791
Totals excluding Vested					Carryforward from 19/20	Previously Reported	This Period	
Water treatment and supply	19,158	31,607	61%	29,058	2,507	43	-	18,760
Waste water	23,190	34,006	68%	39,973	602	(6,569)	-	19,843
Roads and Footpaths	11,790	21,596	55%	43,492	4,896	(26,778)	-	7,928
Stormwater	2,900	11,263	26%	32,766	4,116	(25,620)	-	2,835
Community Services & Facilities	9,961	14,803	67%	22,367	887	(8,452)	-	9,368
Governance	-	-	0%	-	-	-	-	28
Support services	1,968	4,313	46%	3,776	710	(145)	(15)	726
Planning & Regulatory	5	14	36%	-	14	-	-	9
	68,972	117,602	59%	171,432	13,732	(67,521)	(15)	59,497

RATES STATUS REPORT			
	Notes	March 2021 \$000	March 2020 \$000
Arrears from prior years			
Opening balance		540	401
Add penalties		21	10
Less receipts	1	(456)	(350)
Total owing from prior years		105	61
Percentage collected		81%	85%
Rates for 2020/21			
Rates instalment	2	49,440	46,573
Add penalties		69	199
Less remissions		(192)	(242)
Less receipts	1	(48,876)	(46,066)
Total owing from current year		441	464
Percentage collected		99%	99%
Summary of rates for the year			
Arrears from prior years		105	62
Rates for 2020/21		441	464
Prepayments for future rating periods	1	(1,340)	(2,086)
Instalments not yet due	2	16,480	15,524
Total		15,686	13,964
Notes:			
1) Receipts have been split across the different rating years			
2) 3 instalments charged			

WATER RATES STATUS REPORT			
	Notes	March 2021 \$0	March 2020 \$0
Water Rates			
Balance B/Fwd from prior year		324	604
Total Invoiced	1	10,828	9,477
Add penalties		18	61
Less remissions & adjustments		(8)	(138)
Less receipts		(9,921)	(8,850)
Total owing	2	1,240	1,154
Percentage collected		89%	89%
Summary of rates for the year			
Water Rates		1,240	1,154
Prepayments	1	(142)	(106)
Total Owing		1,098	1,048
Notes:			
1) Number of quarters invoiced are as follows:			
Te Awamutu, Kihikihi, & Pirongia - 3rd quarter invoiced			
Pukerimu/Ohaupo - 3rd quarter Invoiced			
Cambridge - 3rd quarter Invoiced			
2) Current owing includes charges not yet due \$853,000			

FINANCE AND CORPORATE COMMITTEE REPORT



To: The Chairperson and Members of the Finance and Corporate Committee

From: Transportation Safety Officer

Subject: **Targa 2021 – Request for Temporary Road Closure**

Meeting Date: 20 April 2021

File Reference: 64.69





1 EXECUTIVE SUMMARY

URG Promotions (NZ) Limited has applied to temporarily close the roads detailed below to vehicle traffic for the Targa Rotorua rally on **Sunday, 23 May 2021**.

The proposed closure was advertised publicly in the Te Awamutu News and Cambridge News on Thursday, 25 March 2021. Objections by affected parties were invited, closing at 4.00pm on Friday, 9 April 2021. Any objections will be delivered verbally at the meeting.

Police, the New Zealand Transport Agency – Waka Kotahi, and emergency services have been notified. Again, any concerns raised will be delivered verbally at the meeting. Police and other emergency services will have priority access to all areas of the closed roads at all times.

Note: Several closures cross Waipā District boundaries into South Waikato District. URG Promotions has also made an event road closure application to South Waikato District Council for this event, which will be considered when issues are resolved involving roads, unrelated to the proposed Waipa closures.

MAP KEY	
	Closed road
	No exit road – traffic is able to move on this road, but cannot turn on to the closed road
	Other road intersecting with the closed road
	Waipā District boundary

Stage 8 – Mangare Road – 8.00am to 12.30pm

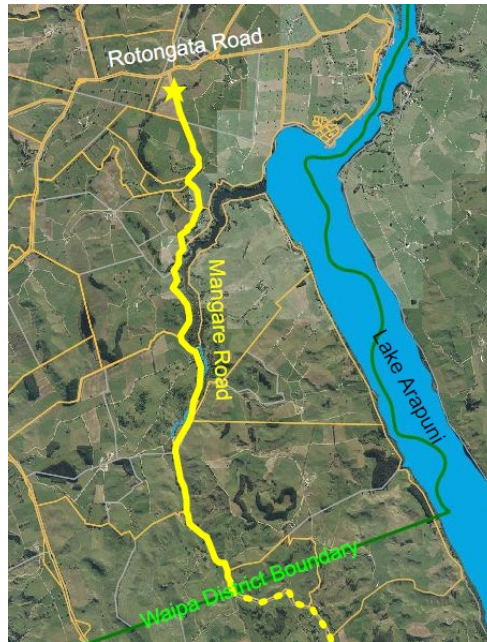


Figure 1 – Proposed road closure for the Targa Rotorua rally Stage 8

- **Mangare Road** – between the Waipa District Boundary and 200m south of Rotongata Road

Stage 10 – Aotearoa Road – 10.50am to 2.20pm



Figure 2 – Proposed road closure for the Targa Rotorua rally Stage 10

- **Aotearoa Road** – between the Waipa District Boundary and Waipapa Road

Stage 11 – Te Miro/Waterworks – 11.55am to 4.25pm

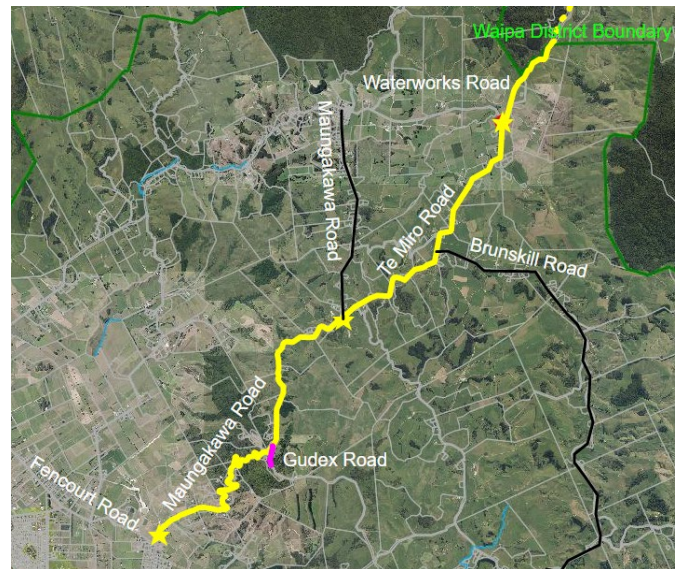


Figure 3 – Proposed road closure for the Targa Rotorua rally Stage 11

- **Maungakawa Road** – between Te Miro Road and 300m north of Fencourt Road
 - traffic free to move on **Gudex Road (no exit)**, but unable to turn on to Maungakawa Road
- **Te Miro Road** – between Maungakawa Road and Waterworks Road
 - no turning from Brunskill Road into Te Miro Road
- **Waterworks Road** – between Te Miro Road and the Waipa District Boundary

Stage 13 – Hobbiton – 1.25pm to 5.55pm

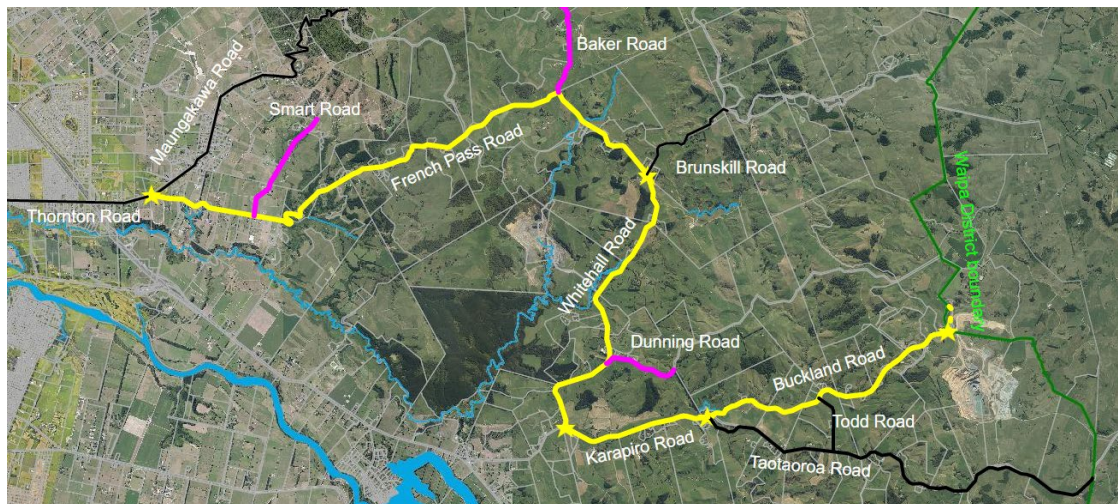


Figure 4 – Proposed road closure for the Targa Rotorua rally Stage 13

- **Buckland Road** – between the Waipa District boundary and Karapiro Road
 - no turning from Todd Road on to Buckland Road.
- **Karapiro Road** – between Buckland Road and Whitehall Road
 - no turning from Taotaoroa Road on to Buckland or Karapiro Roads

- **Whitehall Road** – between Karapiro Road and French Pass Road
 - traffic free to move on **Dunning Road (no exit road)**, but unable to turn on to Whitehall Road
- **French Pass Road** – from Whitehall Road to 300m from Thornton and Maungakawa Roads
 - Traffic free to move on **Baker, Lovells and Smart Roads (no exit roads)**, but unable to turn on to French Pass Road
 - no turning from Brunskill Road on to French Pass Road

Stage 14 – Maungatautari – 2.10pm to 6.40pm

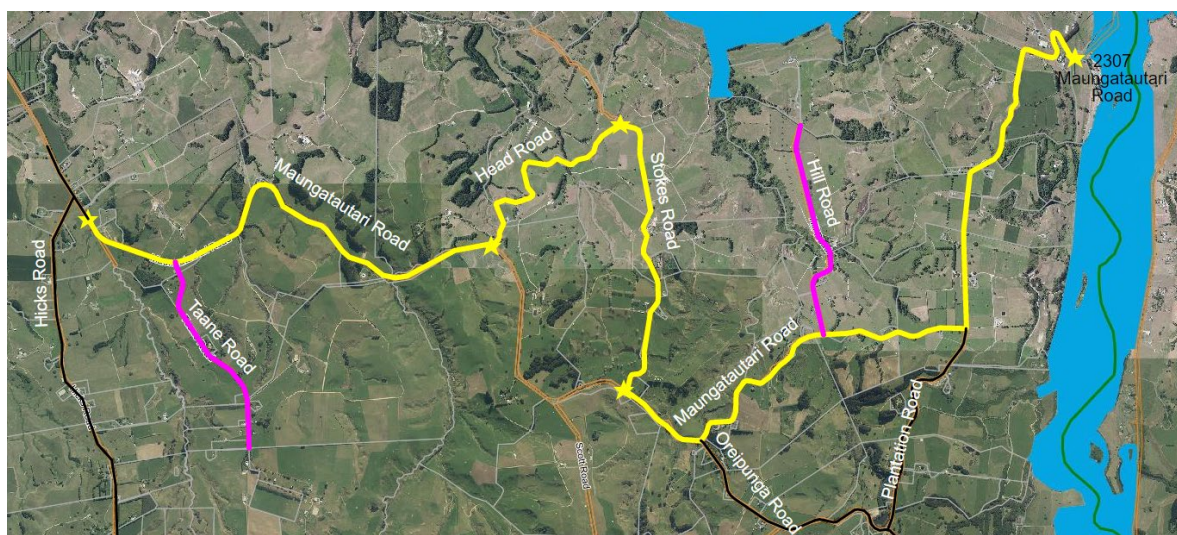


Figure 5 – Proposed road closure for the Targa Rotorua rally Stage 14

- **Maungatautari Road** – from 200m southeast of Hicks Road to Head Road
 - Traffic free to move on **Taane Road (no exit road)**, but unable to turn on to Maungatautari Road
- **Head Road** – between Maungatautari Road and Stokes Road
- **Stokes Road** – between Head Road and Maungatautari Road
- **Maungatautari Road** – between Stokes Road and 2307 Maungatautari Road
 - Traffic free to move on **Hill Road (no exit road)**, but unable to turn on to Maungatautari Road
 - No turning from Oreipunga and Plantation Roads on to Maungatautari Road

2 RECOMMENDATIONS

That the Finance and Corporate Committee:

a) *Receives the **Targa 2021 – Request for Temporary Road Closure** report of Julie Taylor, Transportation Safety Officer;*

b) *Approves the temporary closure of the following roads for the Targa Rotorua rally on **Sunday, 23 May 2021** in accordance with Sections 319(h) and 342, and Section 11 of Schedule 10 of the Local Government Act 1974 :*

8.00am to 12.30pm

- **Mangare Road** – between the Waipa District Boundary and 200m south of Rotongata Road

10.50am to 2.20pm

- **Aotearoa Road** – between the Waipa District Boundary and Waipapa Road

11.55am to 4.25pm

- **Maungakawa Road** – between Te Miro Road and 300m north of Fencourt Road
- **Te Miro Road** – between Maungakawa Road and Waterworks Road
- **Waterworks Road** – between Te Miro Road and the Waipa District Boundary

1.25pm to 5.55pm

- **Buckland Road** – between the Waipa District boundary and Karapiro Road.
- **Karapiro Road** – between Buckland Road and Whitehall Road
- **Whitehall Road** – between Karapiro Road and French Pass Road
- **French Pass Road** – between Whitehall Road and 300m from Thornton and Maungakawa Roads

2.10pm to 6.40pm

- **Maungatautari Road** – from 200m southeast of Hicks Road to Head Road
- **Head Road** – between Maungatautari Road and Stokes Road
- **Stokes Road** – between Head Road and Maungatautari Road
- **Maungatautari Road** – between Stokes Road and 2307 Maungatautari Road

c) *Authorises public notification of the approved road closure before the event, as required by the Local Government Act 1974.*

3 OPTIONS AND ASSESSMENT

Decision making

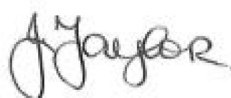
URG Promotions (NZ) Limited's application has been reviewed and can proceed to approval. Council Officers are satisfied it meets the criteria set out in the Local Government Act 1974 and the Code of Practice for Temporary Traffic Management.

This rally and the associated road closure are a regular event. No problems or unreasonable inconvenience to traffic were reported to Council from previous events.

We anticipate this temporary road closure, if approved, will cause only limited disruption to the public. However, event organisers will be instructed to notify all affected properties of the closure details to minimise inconvenience.

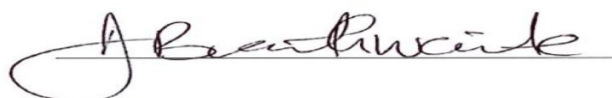
If the temporary road closure is approved, Council Officers will:

- Inform organisers their application has been approved
- Work with organisers to approve a compliant Traffic Management Plan
- Publicly notify the temporary road closure in the Te Awamutu News and Cambridge News before the closure date.



Julie Taylor

TRANSPORTATION SAFETY OFFICER



Reviewed by Jennifer Braithwaite

OPERATIONS TEAM LEADER - TRANSPORTATION



Approved by Dawn Inglis

GROUP MANAGER – SERVICE DELIVERY

SUPPORTING INFORMATION: ASSESSMENT OF PROPOSAL

1 Statutory and policy requirements

Legal and regulatory considerations

Local Government Act 1974 and 2002

Council's powers to temporarily close roads are set out in Section 319(h), Section 342, and Schedule 10 (Section 11) of the Local Government Act 1974. Under the Local Government Act 2002, Waipa District Council has delegated powers to the Committee to approve temporary road closures, where legislative requirements are met.

FINANCE AND CORPORATE COMMITTEE REPORT



INFORMATION ONLY

To: The Chairperson and Members of the Finance and Corporate Committee

From: Property Services Team Leader

Subject: **RECEIVING OF MIGHTY RIVER DOMAIN 2020 ANNUAL REPORT**

Meeting Date: 20 April 2021

1 EXECUTIVE SUMMARY

The 'Mighty River Domain, GL Events Ltd, 2020 Annual Report', as attached, has been prepared by GL Events Ltd and provides a high level summary of bookings, buildings and grounds maintenance, the event calendar for the coming year, new initiatives introduced and suggested improvements that could be made to the site services.

2 RECOMMENDATION

That the report entitled 'Receiving of Mighty River Domain 2020 Annual Report' (document number 10585167), of Bruce Nunns, Property Services Team Leader, be received; together with the 'Mighty River Domain, GL Events Ltd, 2020 Annual Report' (document number 10585180), as presented by Domain Manager Liz Stolwyk.

3 OPTIONS AND ASSESSMENT

The Mighty River Domain (Karapiro Lake Domain) Management Contract requires that the Contractor Representative shall prepare a written report on an annual basis.

The 2020 Report, as attached, has been prepared by GL Events Ltd and provides a high level summary of bookings, buildings and grounds maintenance, the event calendar for the coming year, new initiatives introduced and suggested improvements that could be made to the site services.

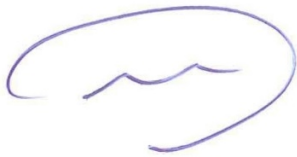
The report will be presented by Liz Stolwyk in her capacity as Director of GL Events Limited.



Bruce Nunns
PROPERTY SERVICES TEAM LEADER



Reviewed by John Miles
MANAGER PROPERTY SERVICES



Approved by Ken Morris
DEPUTY CHIEF EXECUTIVE / GROUP MANAGER BUSINESS SUPPORT

APPENDIX 1

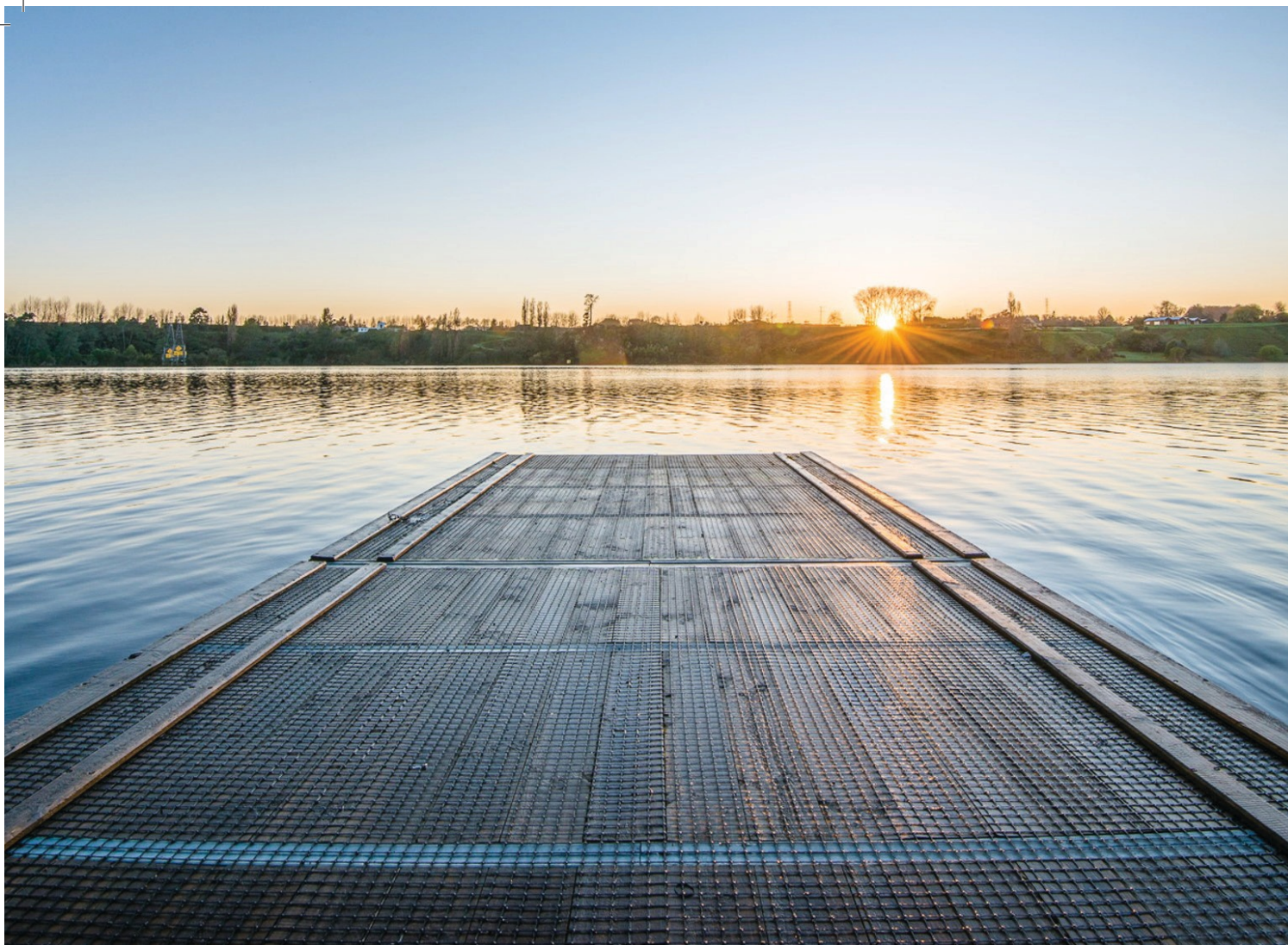
Mighty River Domain, GL Events Ltd, 2020 Annual Report (document number 10585180)

2020 Annual Report



MIGHTY RIVER DOMAIN
GL EVENTS LTD





GL EVENTS LTD

It is with pleasure we provide our annual report for the management of Mighty River Domain. GL Events Ltd is in year 4 of a 6 year contract to 30 June 2023.

A fantastic start to 2020 saw us host over 3600 New Zealand Scouts for the National Scout Jamboree on site for one week (*cover photo*). Each night 600 new scouts would join us for an overnight wilderness experience with a day of water activities such as jetboating, kayaking, sailing and paddleboarding. This was closely followed by a

“
The waterpark attracted over 2500 local and regional families over the summer period. The waterpark worked well for the domain (once it was anchored correctly!)
 ”

week long waterpark working in conjunction with Waterworld who normally reside in Auckland and Tauranga. The waterpark attracted over 2500 local and regional families over the summer period. The waterpark worked well for the domain (once it was anchored correctly!).

As with the rest of the New Zealand tourism industry the domain experienced significant upheaval from March 2020 and thus changed the 2020 year. While we are mildly optimistic for 2021 there are no guarantees at this



stage that there will be a return to 'normal' operating activities.

The loss of two staff over the 2020 year was difficult but a return to normal operating staffing levels occurred in late 2020 enabling a full delivery of events and functions.

The national lockdown in mid March 2020 saw most of the summer season complete but did implicate the following events for the remainder of the summer season:

- Dragon Boating Nationals – cancelled
- 100k Cycle event – postponed to October
- NZ secondary school cycling champs July,
- Legion rowers event – cancelled
- All functions in the Main hall of the Sir Don Rowlands centre – (Waikato Balance Farm Environment awards, Mercury conference, Beef n' Lamb, school balls etc)
- Accommodation Rob Waddell Lodge/chalet bookings cancelled

Over the Alert periods we were able to continue with the following activities:

- Mowing lawns, winter maintenance
- Day to day administration – mostly refunds!
- Finances
- Security
- Cleaning and Rubbish removal
- Plant & equipment maintenance
- Staff redundancies
- Updating of key documentation for next season
- Training

Along with the above we also took the opportunity to fast track and renovate the Rob Waddell Lodge. We successfully fully replaced all showers and toilets in the lodge, carpeted the lounge, upgraded lighting, light shades and upgraded some furniture.

We hit this current 20/21 summer with gusto and have delivered a full calendar of events that have included:

- 100km flyer (cycling)
- Rowing Regattas
- Spring Challenge (Womens adventure race)
- Waka ama Regionals and Nationals
- Stragglers Classic Car Show
- Armistice in Cambridge
- Xmas camping (increased volume of campers)
- 3 day religious conference 600 pax
- Numerous weddings
- Kiwigrass music festival
- NZ volleyball tournament

Looking forward we have a number of new and exciting events to deliver:

- NZ Ulysses Motorcycle rally 2021
- Two new Te wananga waka ama events for 2021
- Equestrian market day 2021
- The Great NZ summer Boat show 2021
- Crossfit Nationals 2021
- Large Scout Jamboree 2022
- International Breast Cancer Dragon boating 2023.



NEW INITIATIVES

NEW PRODUCT

A new initiative to the domain has been the introduction of “Glamping” to our campground from mid 2020. In collaboration with a provider we have been offering a camping “Glamping” option that has been well received with regular bookings most weekends.

We have also teamed up with the Podium Café and Karapiro Kayaks to offer ‘Grab one’ deals to improve occupancy in our chalet accommodation.

“ We have teamed up with the Podium Café and Karapiro Kayaks to offer ‘Grab one’ deals to improve occupancy in our chalet accommodation. ”

Recently we have installed our new drink bottle filling stations – through the Council waste fund we were successful with x 2 stations that we have located outside the 1st embankment toilets and Sir Don Rowlands centre.

DELIVERY OF EVENTS

Mighty River Domain has seen enormous change to the size, variety and calibre of events it delivers over the past 15 years. It has a reputation for clean, healthy style events and our branding and visual excellence delivers this. It is important we continue to maintain



this image and we need to think carefully how we manage aggressive behaviour from participants or guests that lead to reputational damage. In

particular the waka ama final night and hydroplanes exhibit poor behaviour through excessive drinking for non compliance with our liquor bann.

SUGGESTED CHANGES TO SITE SERVICES

Over the years the domain has been able to adapt to the environmental and market changes to deliver a standard that is acceptable.

The cost of removing recycling and general waste is starting to escalate and we do see poor behaviour from guests to the domain that results in a less that desirable visual outcome. Most events will see a daily display of broken deck chairs, umbrellas, numerous general waste bags and sometimes their broken tents as well!

We have put in monumental effort over the years into recycling with clear signage with effortless systems however progress is slow. I would like to see Council consider this domain (and others) move slowly to a 'zero waste' venue. You bring it – you leave with it!

We would like to see an ambitious 5 year plan in place for our events that loosely follows:

Year 1 Remove general waste bins from embankment and provide 1 bag per tent for waste, unlimited access to

recycling bins

Year 2 1 smaller bag per tent for waste – unlimited access to recycling bins

Year 3 Unlimited access to recycling bins

Year 4 Reduce our recycling

Year 5 Zero waste

Also it is time to review our current arrangement for waste with our onsite leases and temporary food vendors.

We currently collect all waste from The Podium Café, Rowing NZ and temporary food vendors temporarily on site. All these organisations cost us a great deal in money and labour to dispose their waste.

A review may include non collection of general waste from 01 July 2021 with access to our recycling bins OR a zero waste collection.



MOVING FORWARD

The following event calendar for 2021/2022 will be confirmed at the next lake users meeting to be held in May of this year.

Lake users meetings continue to be useful to gauge support and direction from lake users, neighbours and clubs on site.

The calendar of events (on page 7), shows a wide variety of events that supports a wide variety of sporting and recreational events.

The past year has seen some interesting



We have an amazing dedicated team of staff on hand who are all strongly connected to the Waipa district.

challenges but I have been enormously proud of my team who have adapted quickly, quietly and maintained our standards of service under exceptional circumstances.

LAST WORDS...

Andrew and I remain committed to the site – we very much enjoy what we do and the flexibility it provides with our young family. We have an amazing dedicated team of staff on hand who are all strongly connected to the Waipa district.

Life is better at the lake!

DRAFT CALENDAR 2021/22

JUNE 2021	Water Zones	Times	Event
3rd-5th June	TBC	TBC	Rowing NZ RPC Trials
JULY 2021	Water Zones	Times	Event
10-11 July	No Closure	TBC	North Island Secondary Schools Cycling
SEPTEMBER 2021	Water Zones	Times	Event
4th Sep	4,5,6	TBC	Legion of Rowers
25th Sep	No Closure	TBC	100K Flyer

OCTOBER 2021	Water Zones	Times	Event
15th-17th Oct	TBC	TBC	The Great NZ kiwi summer expo
24th Oct	4	TBC	NZ Crossfit Nationals
30th Oct	4,5,6	TBC	Te Awamutu Rowing Regatta

NOVEMBER 2021	Water Zones	Times	Event
6th-7th Nov	4	8am- 4pm	Armistice in Cambridge
13th - 14th Nov	4,5,6	6am -6pm	KRI Memorial Regatta
14-Nov	No Closure	TBC	Vintage Tractor Club Swap Meet
19th-20th Nov	3,4	8am-3pm	Te Wananga Waka Ama Regatta
28th Nov	No Closure	TBC	Stragglers Classic Car Show

DECEMBER 2021	Water Zones	Times	Event
4th-5th Dec	4,5,6	6am -6pm	KRI Club Regatta
11th-12th Dec	3,4	TBC	Regional Waka Ama Champs
16th-19th Dec	3,4,5,6	6am -6pm	KRI Christmas Regatta

JANUARY 2022	Water Zones	Times	Event
9-14 Jan	3,4	TBC	Scout Jamboree
15th - 23rd Jan	3,4,5	6.30am- 6pm	Waka Ama Sprint Nationals
27th - 31st Jan	3,4,5,6	6am - 6pm	North Island Club Championships

FEBRUARY 2022	Water Zones	Times	Event
1st - 6th Feb	NA	TBC	Kiwigrass Festival
6th Feb	3, 4,5	TBC	Waka ama
11-13 Feb	3,4,5,6	7.30am-5pm	Hydroplanes National Champs
14-19 Feb	TBC	TBC	NZ Rowing Nationals
26-27 Feb	3,4,5,6	6am - 6pm	Aon Junior Regatta

MARCH 2022	Water Zones	Times	Event
5-6th Mar	3,4,5	7.30am- 6.30pm	Canoe Racing Nationals
10th-13th Mar	3,4,5,6	6am- 6pm	NI Secondary Schools Regatta
17th-21st Mar	4	TBC	NZ Jetsport Nationals
25th-27th Mar	3,4	TBC	NZ Dragon Boat Nationals

APRIL 2022	Water Zones	Times	Event
02-03 April	4,5	TBC	Nz Waterskiing
8th-9th Apr	4,5,6	TBC	University Rowing Champs
15th-17th Apr	4,5,6	TBC	Rowing NZ Trials
30th Apr	4,5,6	TBC	Legion of Rowing

Lake Karāpiro



FINANCE AND CORPORATE COMMITTEE REPORT



To: His Worship the Mayor and Councillors
From: Governance
Subject: **RESOLUTION TO EXCLUDE THE PUBLIC**
Meeting Date: 20 April 2021

1 RECOMMENDATION

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

The general subject of the 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 the passing of this resolution
11. Confirmation of Public Excluded Minutes 12. Agreement for Cycleway Easement – Racecourse Road, Te Awamutu 13. Cambridge/ Hamilton Road Urbanisation 14. Review of Housing for the Elderly Rents 2021	<i>Good reason to withhold exists under section 7 Local Government Official Information and Meetings Act 1987</i>	<i>Section 48(1)(a)</i>

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, or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may be, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item No.	Section	Interest
<i>11,14</i>	<i>Section 7(2)(h)</i>	<i>To enable the council to carry out, without prejudice or disadvantage, commercial activities</i>
<i>11,12,13,</i>	<i>Section 7(2)(i)</i>	<i>To enable the Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</i>