

## Notice of Meeting:

I hereby give notice that an ordinary Meeting of Finance Committee will be held on:

**Date:** Thursday 19 May 2016  
**Time:** 1:30pm  
**Meeting Room:** Council Chamber  
**Venue:** Municipal Building, Garden Place, Hamilton

Richard Briggs  
Chief Executive

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## Finance Committee OPEN AGENDA

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### Membership

Chairperson	Cr R Pascoe
Deputy Chairperson	Cr G Mallett
Members	Her Worship the Mayor J Hardaker
	Cr G Chesterman
	Cr M Forsyth
	Cr M Gallagher
	Cr K Green
	Cr A King
	Cr D Macpherson
	Cr A O'Leary
	Cr L Tooman
	Cr E Wilson
	Cr P Yeung

**Quorum:** A majority of members (including vacancies)

**Meeting Frequency:** Six weekly

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Becca Brooke  
Committee Advisor

**12 May 2016**

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## **Terms of Reference:**

- To monitor the Council's financial and non-financial performance against the Long Term Plan and Annual Plan.
- To monitor the delivery of key projects.
- To approve and monitor contracts.
- To approve acquisition or sale or lease of properties owned by the Council, or owned by the Municipal Endowment Fund and the Domain Endowment Fund with reference to the strategy developed by the Business and Investment Sub-committee, for any endowment properties.
- To consider and approve deferred capital expenditure.
- To approve changes to projects resulting from staff recommendations within the Key Projects monitoring report.
- To consider and approve business cases referred by the Senior Leadership Team.

## **Power to act:**

- Write off outstanding accounts greater than \$10,000 (in accordance with the Debtor Management Policy).
- To approve all contractual and other arrangements for supply and services and revenue generating contracts where the term of the contract (including renewal periods) and the total value of the contract is within limits set and delegated by Council.
- To approve contracts and other arrangements where the amount of work involved in a decision not to go to public tender exceeds \$100,000 (GST excluded) or in accordance with Council's Procurement Policy.
- To approve all other matters in accordance with the terms of reference of this committee.

## **Sub-committees:**

This Committee will be supported in its work by the:

- Events Sponsorship Sub-committee.
- External Funding Sub-committee.
- Council Controlled Organisations (CCO) Sub-committee.

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**1 Apologies**

**2 Confirmation of Agenda**

The Committee to confirm the agenda.

**3 Declaration of Interest**

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

**4 Public Forum**

As per Hamilton City Council's Standing Orders, a period of up to 30 minutes has been set aside for a public forum. Each speaker during the public forum section of this meeting may speak for three minutes or longer at the discretion of the Chair.

Please note that the public forum is to be confined to those items falling within the terms of the reference of this meeting.

Speakers will be put on a Public Forum speaking list on a first come first served basis in the Council Chamber prior to the start of the Meeting. A member of the Council Democracy Team will be available to co-ordinate this. As many speakers as possible will be heard within the allocated time.

If you have any questions regarding Public Forum please contact Democracy by telephoning 07 838 6439.

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Finance Committee Meeting -  
Open Minutes - 18 February  
2016

**Author:** Becca Brooke

<b>Status</b>	<i>Open</i>
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### Recommendation

That the Committee confirm and adopt as a true and correct record the Open Minutes of the Finance Committee Meeting held on 18 February 2016.

### 1. Attachments

2. Attachment 1 - Finance Committee Meeting - Open Minutes - 18 February 2016

## Finance Committee

### OPEN MINUTES

Minutes of a meeting of the Finance Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton on Thursday 18 February 2016 at 1:30pm.

#### PRESENT

Chairperson	Cr R Pascoe
Deputy Chairperson	Cr G Mallett
Members	Her Worship the Mayor J Hardaker
	Cr G Chesterman
	Cr M Forsyth
	Cr M Gallagher
	Cr K Green
	Cr A King
	Cr D Macpherson
	Cr A O'Leary
	Cr L Tooman
	Cr E Wilson
	Cr P Yeung

In Attendance	Richard Briggs – Chief Executive
	Lance Verwoort – General Manager Community
	Sean Hickey – General Manager Strategy and Communications
	David Bryant – General Manager Corporate
	Kelwyn Eglington – General Manager City Growth
	Sean Murray – Executive Director H3 and Events
	Bair Bowcott – Executive Director Special Projects
	Steph Murray – Finance Accounting Manager
	Beattie Brinkworth – Accounting Project Accountant, Finance
	Debra Brinkworth – Corporate Projects Accountant, Entertainment & Leisure Manager
	Debbie M. O'Connell – Executive Director Community Recreation & Leisure Manager
	Andrew Parsons – Waters Manager
	Helel Paki – Group Business Manager, Community
	Cris Coplan, Barton – Project Management Manager
	Nicholas Wells – Strategic Property Manager
	Sally Sheedy – Parks and Open Spaces Manager
	Scott Copeland – Procurement Manager

Democracy Advisors	Mrs Jude Pani and Mr Ian Loiterton
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## 1. Apologies

**Resolved:** (Crs Pascoe/Wilson)

That apologies be accepted for Councillors Green and Forsyth for early retirement from the Meeting (5.00pm).

**Minute Note:** the Chair introduced new staff to the meeting, namely David Bryant – General Manager Corporate and Tracey Musty – Financial Controller.

## 2. Confirmation of Agenda

**Resolved:** (Crs Pascoe/Mallett)

That the Committee confirm the Agenda, noting Item 13 (Asset Analysis – Waiwhakareke Land – Retention or Disposal Options) would be considered prior to Item 8 (10 Year Plan Monitoring Report) to accommodate Members of the Public attending in relation to Item 13.

## 3. Declarations of Interest

Cr Chesterman declared a conflict of interest in relation to Item 15 (Legal Services Contract) and stated that he would retire from the Meeting during that Item.

## 4. Public Forum

As per Hamilton City Council's Standing Orders, a period of up to 30 minutes was set aside for a public forum.

The following Members of the Public spoke during the Public Forum:

Name	Organisation (if Applicable)	Item speaking to.	Position
Kemble Pudney	Tui 2000	Proposed Waiwhakareke Land Sale	Opposed
Anna Casey-Cox	Waikato Environment Centre	Proposed Waiwhakareke Land Sale	Opposed
Prof. Bruce Clarkson	University of Waikato	Proposed Waiwhakareke Land Sale	Opposed
Aaron Wong	Generation Zero	Proposed Waiwhakareke Land Sale	Opposed
Alvina Edwards	n/a	Proposed Waiwhakareke Land Sale	Opposed
Martin Toop	n/a	Proposed Waiwhakareke Land Sale	Opposed
Miles Barker	n/a	Proposed Waiwhakareke Land Sale	Opposed

## 5. Finance Committee Meeting - Open Minutes - 19 November 2015

**Resolved:** (Crs Pascoe/Tooman)

That the Committee confirm and adopt as a true and correct record the Open Minutes of the Finance Committee Meeting held on 19 November 2015.

**6. Finance Committee - Open Action List - 18 February 2016**

The Chair spoke to the staff Report and provided a verbal update that the *Hamilton Ring Road Quarterly Project Update* was to be considered at a 15 March 2016 Council Briefing, prior to being reported back to the Strategy and Policy Committee Meeting on 24 March 2016. The Action List would be updated accordingly.

The General Manager (GM) Community responded to questions in relation to a Report due back to the Finance Committee regarding Water World and the Gym. GM Community stated that staff were collating additional information on commercial Gyms to be included in the Report to ensure it be as robust as possible. The Report would be considered at the 21 April 2016 Finance Committee Meeting.

GM City Infrastructure responded to questions in relation the Business Case for a new structure to extract water from the Waikato River. GM City Infrastructure stated that there was no precedent for the project and that design elements had to be revised throughout the project; a contingency plan was in place and this would be implemented in the next couple of months.

**Action:** GM City Infrastructure to provide a project update in relation to the Business Case for New Structure to Extract Water from the Waikato River to the next Finance Committee Meeting on 21 April 2016.

**Resolved:** (Crs Pascoe/Mallett)

That the Report be received.

**7. Recommended dates for reports to be presented to Finance Committee**

**Resolved:** (Crs Forsyth/Mallett)

That the Report be received.

*Item 13 (Asset Analysis – Waiwhakareke Land – Retention or Disposal Options) was considered prior to Item 8 (10 Year Plan Monitoring Report) to accommodate Members of the Public attending the Meeting in relation to Item 13.*

**13. Asset Analysis - Waiwhakareke Land - Retention or Disposal Options - Recommendation to Council**

The Strategic Property Manager, supported by the GM Community, Parks and Open Spaces Manager and Executive Director Special Projects responded to questions from Committee Members concerning:

- Parks and Open Spaces view that the addition of the Smart Subdivision to the Waiwhakareke Reserve would add additional benefits in terms of extra open space and water catchment management,
- Development contributions having not been made to the Smart Subdivision to date, as no work had been conducted, and
- The number of lots in the Smart Subdivision would be approximately 52 – 63, with between 52- 63 houses in total to be built.

**Motion:** (Cr Pascoe/Her Worship the Mayor Hardaker)

That:

- a) the report be received; and
- b) Council retain as residential land the Waiwhakareke land as described in the schedule.

**SCHEDULE**

An estate in fee simple comprising all that land contained in Certificate of Title 499858 South Auckland Land Registry legally described as Lot 2 Deposited Plan 425316 comprising 5.1385 hectares more or less and physically located between Baverstock and Rotokauri Roads overlooking Lake Waiwhakareke.

**Amendment:** (Crs Gallagher/Chesterman)

As per the Council Resolution on 26 September 2013, that:

- a) the report be received, and
- b) Council declares the Smart Sub-division Land (Lot 2 DP 425316) to be reserved and included within the Waiwhakareke Natural Heritage Park (Lot 1 DP 425316).

**SCHEDULE**

An estate in fee simple comprising all that land contained in Certificate of Title 499858 South Auckland Land Registry legally described as Lot 2 Deposited Plan 425316 comprising 5.1385 hectares more or less and physically located between Baverstock and Rotokauri Roads overlooking Lake Waiwhakareke.

**The Amendment was then Put.**

**For:**

Crs Wilson, Green, Macpherson, O'Leary, Gallagher, Yeung and Chesterman.

**Against:**

Her Worship the Mayor Hardaker and Crs Forsyth, Pascoe, King, Mallett and Tooman.

**The Amendment was declared carried.**

**Further Amendment :** (Crs Mallett/King)

That:

- a) the report be received;
- b) Council sells the Waiwhakareke Land described in the Schedule,
- c) the net proceeds from the sale of the Waiwhakareke Land be used to repay debt, and
- d) Council authorises the Chief Executive Officer to:
  - conclude the sale of the land at a price of no less than 90% of the estimated current market value,
  - execute an Agreement for Sale and Purchase, and
  - any other instruments that are required to give effect to this resolution.

#### **SCHEDULE**

An estate in fee simple comprising all that land contained in Certificate of Title 499858 South Auckland Land Registry legally described as Lot 2 Deposited Plan 425316 comprising 5.1385 hectares more or less and physically located between Baverstock and Rotokauri Roads overlooking Lake Waiwhakareke.

**The Further Amendment was then Put.**

**For:**  
Crs King, Mallett and Forsyth.

**Against:**  
Her Worship the Mayor Hardaker and Crs Wilson, Green, MacPherson, O’Leary, Gallagher, Yeung, Chesterman, Pascoe, and Tooman.

**The Further Amendment was declared Lost.**

**The Amendment as the Substantive Motion was then Put and declared carried.**

**Resolved:** (Crs Gallagher/Chesterman)

As per the Council resolution on 26 September 2013, that:

- a) the report be received; and
- b) Council declares the Smart Sub-division Land (Lot 2 DP 425316) to be reserved and included within the Waiwhakareke Natural Heritage Park (Lot 1 DP 425316).

#### **SCHEDULE**

An estate in fee simple comprising all that land contained in Certificate of Title 499858 South Auckland Land Registry legally described as Lot 2 Deposited Plan 425316 comprising 5.1385 hectares more or less and physically located between Baverstock and Rotokauri Roads overlooking Lake Waiwhakareke.

**For:**  
Her Worship the Mayor and Crs Wilson, Green, MacPherson, O’Leary, Gallagher, Yeung, Chesterman, Forsyth, Pascoe, and Tooman .

**Against:**  
Crs King and Mallett.

**The Meeting adjourned (3.15pm – 3.35pm).**

## 8. 10-Year Plan Monitoring Report - YTD December 2015

The GM Corporate, Financial Controller and Chief Executive summarised the staff Report and responded to questions from the Committee Members concerning the new Development Contributions software. It was noted that the project included objectives to ensure better management and forecasting of Development Contributions.

The GM City Infrastructure spoke to the Capital Programmes on pages 51 and 55 of the Agenda. It was noted that there were a range of issues that had contributed to project delays including:

- **Third Party Delays:** a total of 10 projects were delayed due to third party issues,
- **Rototuna Reservoir:** approval was sought for the last contract, which would place the project back on schedule. There was a question as to whether all project funds would be expended in the current financial year,
- **Integrated Catchment Management Plans:** there was a risk that not all the project's funds would be expended in the current financial year, and
- **Ring Road:** while there were potential delays to the project, there were no financial implications due to advance funding arrangements with New Zealand Transport Authority (NZTA). Any delays would only be a risk in terms of community expectations.

The Director H3 and Events confirmed the Victoria on the River project works were planned to commence in August/September 2016 and that it would be funded from debt as per a previous Resolution of Council.

**Action:** Future 10 Year Monitoring Reports were to include unexpended funds with an explanation of project delays; for example, for third party reasons.

**Resolved:** (Her Worship the Mayor Hardaker/Cr Forsyth)

That:

- a) the report be received; and
- b) the Chief Executive is delegated to approve the extension of Contract 13087 Committed Bank Facility by two years to a maturity date of 10 December 2019.

**Crs King and Macpherson Dissenting.**

## 9. Claudelands Event Centre Reporting - Quarter 2

The Director H3 and Events spoke to the staff Report and responded to questions including:

- **Visitor numbers:** Given the Events Centre started from a zero base, visitor numbers were reasonable, but management were working to increase Events Centre usage.
- **Centre reputation:** A number of successful events, including those involving international promoters, had helped to raise the profile of the Events Centre. It was hoped this would help to increase revenue in the future.
- **Revenue:** The conversion of the number of enquiries received to actual bookings was going well. A plan was in place to increase revenue, considerations of which included:
  - The business mix of higher revenue generating events, as compared to events that had larger visitor numbers which may not necessarily result in a high revenue return,
  - Operational costs were being reduced to offset revenue shortfalls, noting that last year's budget was being matched, but that the current year's growth targets were not on budget.
  - Impediments to increasing revenue included the limitations on overnight accommodation options within the city, noting that business generated from the Events Centre alone would not be sufficient to support growth in the accommodation industry.

**Resolved:** (Crs Pascoe/Tooman)

That the Report be received.

## 10. Key Projects Monitoring Report - December 2015

**Resolved:** (Crs Pascoe/Wilson)

That the Report be received.

## 11. Victoria on the River (VOTR) - Stage One Works

The Strategic Property Manager spoke to the staff Report and responded to questions concerning:

- **Warning Signs:** Staff advised Committee Members that they were comfortable that the warning signs currently in place were adequate to mitigate the risks highlighted in the Report.
- **Work schedule:** It was planned that site works would commence in April 2016 for completion by approximately mid-May 2016.

**Resolved:** (Cr Tooman/Her Worship the Mayor Hardaker)

That:

- a) the report be received; and
- b) the Committee delegates authority to the Chief Executive Officer to approve and award the contract for the Victoria on the River (VOTR) – Stage One (Bulk Earthworks) for an amount not to exceed \$1,650,000 (plus GST if any).

**Cr MacPherson Dissenting.**

*Cr Forsyth (4.50pm) and Cr Green (4.55pm) retired from the Meeting during Item 11 and were not present when the above matter was voted on.*

## 12. Western Rail Trail Physical Works Contract

The GM City Infrastructure spoke to the staff Report, highlighting that the works were on target to be completed in the current financial year.

**Resolved:** (Crs Tooman/Wilson)

That:

- a) the report be received; and
- b) Financial delegation be given to the CEO for the award of the physical works Contract 15364: Western Rail Trail Bike Path - Civil Works up to a maximum of \$2,000,000 excluding GST.

**Cr Mallett Dissenting.**

#### 14. Contract 15202 - Rototuna Reservoir Award

The GM City Infrastructure, Project Development Manager and City Waters Manager spoke to the staff Report, noting that the purpose of the Report was to help safeguard water supply, and that other measures were currently in place until the infrastructure was operational in 2017.

**Resolved:** (Crs Pascoe/Wilson)

That:

- a) the Report be received;
- b) Contract 15202 for Rototuna Reservoir Build is awarded to Hawkins Group Ltd. in the contract sum of \$10,459,261.68 excluding GST;
- c) the Approved Contract Sum for Contract 15202 is set at \$11,800,000 excluding GST comprising the tender amount of \$10,459,261.68 plus a contingency allowance of \$1,340,738.32; and
- d) the budget for project CE151140 Rototuna Reservoir and Associated Bulk mains be increased by \$2,500,000 and included in the 2016/17 Annual Plan.

*Cr Chesterman (5.20pm) retired from the Meeting due to a previously declared Conflict of Interest in relation to Item 15 – Legal Services Contract.*

#### 15. Legal Services Contract

The Chief Executive and Procurement Manager spoke to the staff Report, and responded to questions, with input from the Executive Director Special Projects, concerning:

- **Market testing:** The last time Council's legal services contract went out to the open market via a tender process, was in approximately 2006.
- **Exclusivity of current provider:** The incumbent provider of legal services, Tompkins Wake, had an exclusive contract in place with Council; Council had, with Tompkins Wake consent, used specialist legal firms as required.
- **Value add:** Examples of benefits from the current provider included their ability to train/provide knowledge to new members of the Senior Leadership Team, the provision of legal advice as a trusted partner, and priority access to legal services at short notice.

**Motion:** (Crs King/Macpherson)

That Council:

- a) go to the market for a primary but not exclusive provider and allow the Chief Executive, within his delegations, to contract Legal Services as needed;
- b) recommend to the Council that the Chief Executive's delegation for Legal Services increased to \$250,000.00 without going to public tender; and
- c) Chief Executive to resource an appropriate department, with in house capacity for the provision of legal co-ordination, guidance and direction within the existing budget.

**Amendment:** (Her Worship the Mayor Hardaker/Cr Pascoe)

That:

- a) the report be received;
- b) Council looks to appoint an exclusive provider of legal services; and
- c) Council looks to undertake a public Request for Proposal process to appoint the exclusive supplier.

**The Amendment was then Put.**

**For:**

Crs Pascoe, Tooman and Yeung.

**Against:**

Crs Wilson, MacPherson, Gallagher, Mallett and King.

**The Amendment was declared lost.**

A suggested rewording (as below) of the Motion was agreed to by Councillors King and Macpherson as the mover and seconder of the Motion.

**The Motion was then Put.**

**Resolved:** (Crs King/MacPherson)

That Council:

- a) proceed with a public tender for a primary, but not exclusive, legal services provider;
- b) authorise the Chief Executive, within his current delegations, to execute any necessary contracts for the provision of legal services;
- c) recommend to the Council to increase the Chief Executive's financial delegation for Legal Services by an additional \$250,000.00 without going to public tender; and
- d) require the Chief Executive to resource an appropriate department, to provide an in-house service for legal co-ordination, guidance and direction within the existing budget.

**Councillors Yeung and Tooman Dissenting.**

*Her Worship the Mayor Hardaker (6.05pm) retired from the Meeting during the debate on the above Item. She was not present when the matter was voted on.*

*Councillor Chesterman (6.25pm) re-joined the Meeting after the above matter was concluded. He was not present when the matter was voted on.*

**16. Southern Links Investigation - Designation Phases Project Completion Report**

The GM City Infrastructure took the report as read and highlighted that the designation discussed in the Report did not preclude future installation of rail options.

**Action:** GM City Infrastructure to provide an update to Elected Members, via email, regarding the objective of including rail in the Southern Links project, inclusive of an overview of correspondence with New Zealand Rail to date.

**Resolved:** (Crs Tooman/King)

That:

- a) the report be received; and
- b) no further key project Reporting was required.

**17. Easement - Vector Limited**

The Strategic Property Manager took the staff Report as read and clarified that Vector Limited had not obtained permission prior to conducting the works and that they had received a reprimand for not doing so.

**Resolved:** (Crs Wilson/King)

That:

- a) the report be received;
- b) Vector Limited is granted an easement for gas supply, covering an area of approximately 60m<sup>2</sup>, over Lot 63 DPS 87863 and Lot 701 DP 468283 subject to the Minister of Conservation approval being obtained;
- c) Vector Limited being responsible for all costs associated with the easement; and
- d) the Chief Executive is delegated authority to sign all documentation relating to the easement.

## 18. Waikato Regional Services Fund

The Chief Executive and Manager Social Development took the staff Report as read and clarified that regional rates would be the mechanism by which the regional services would be funded. There was no provision for funding Surf Life Saving in the Hamilton City Council Annual Plan.

**Resolved:** (Crs Chesterman/Macpherson)

That:

- a) the report be received;
- b) Council supports Waikato Regional Council's proposal to establish the Waikato Regional Services Fund, subject to governance arrangements being in place to the satisfaction of HCC; and
- c) the organisations that will be receiving funding support through the Regional Services will not be funded by HCC for the same purposes.

## 19. Resolution to Exclude the Public

### Section 48, Local Government Official Information and Meetings Act 1987

**Resolved:** (Crs Chesterman/Yeung)

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

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 follows.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Finance Committee - Public Excluded Minutes - 19 November 2015	) Good reason to withhold information exists under Section 7 Local Government	Section 48(1)(a)
C2. Finance Committee Action List - Public Excluded - 18 February 2016	) Official Information and Meetings Act 1987	
C3. Report on overdue debtors as at 31 December 2015 & Bad Debts Writeoffs 2015/16		
C4. Development Contributions Report		
C5. Garden Place Carpark		

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

Item C1.	to protect the privacy of natural persons	Section 7 (2) (a)
	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to protect the privacy of natural persons	Section 7 (2) (a)
	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C3.	to protect the privacy of natural persons	Section 7 (2) (a)
Item C4.	to protect the privacy of natural persons	Section 7 (2) (a)
	to maintain legal professional privilege	Section 7 (2) (g)
Item C5.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)
	to enable Council to carry out negotiations	Section 7 (2) (i)

**The Meeting was adjourned (6.50pm - 7.00pm) and moved into Public Excluded session at 7.00pm.**

**The Meeting was declared closed at 7.30pm.**

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Finance Committee Meeting -  
Open Minutes - 21 April 2016

**Author:** Becca Brooke

<b>Status</b>	<i>Open</i>
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### Recommendation

That the Committee confirm and adopt as a true and correct record the Open Minutes of the Finance Committee Meeting held on 21 April 2016

### 1. Attachments

2. Attachment 1 - Finance Committee Meeting - Open Minutes - 21 April 2016

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## Finance Committee

### OPEN MINUTES

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**Minutes of a Meeting of the Finance Committee held in Council Chamber, Municipal Building, Garden Place, Hamilton on Thursday 21 April 2016 at 1:30pm.**

#### PRESENT

Chairperson	Cr R Pascoe
Deputy Chairperson	Cr G Mallett
Members	Her Worship the Mayor J Hardaker
	Cr G Chesterman
	Cr M Forsyth
	Cr M Gallagher
	Cr K Green
	Cr A King
	Cr D Macpherson
	Cr L Tooman
	Cr P Yeung

In Attendance:	Chief Executive – Richard Briggs
	General Manager City Infrastructure – Chris Allen
	General Manager Community – Lance Vervoort
	General Manager Corporate – David Bryant
	General Manager City Growth – Kelvyn Eglinton
	Director H3 and Events – Sean Murray
	Financial Controller – Tracey Musty
	Revenue Manager – John Gibson
	Group Business Manager Community – Helen Paki
	Community Development and Leisure Manager – Deanne McManus-Emery
	Manager Social Development – Andy Mannering
	Strategic Property Manager – Nicolas Wells
	Programme Manager Analysis and Research – Mark Brougham
	Manager Swimming and Recreation – Mathew Bayliss
	Building Control Manager – Cory Lang
	Principal Building Advisor – Phil Saunders
	Procurement Manager – Scott Copeland
	Communications Advisor – Jeff Neems
	Waters Manager – Andrew Parsons
	Paul Ryan – Senior Planner

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Committee Advisors: Mrs B Brooke & Mr B Stringer

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## 1. Apologies

**Resolved:** (Her Worship the Mayor Hardaker/Cr Tooman)

That the apologies from Crs O’Leary and Wilson be received and accepted.

## 2. Confirmation of Agenda

**Resolved:** (Cr Pascoe/Her Worship the Mayor Hardaker)

That the Agenda be confirmed, noting the following:

Items 11 (Provision of Unfluoridated Water Source), 16 (Riverlea Theatre-Sale and Purchase), and 14 (Gallagher Academy of Performing Arts Annual Report 2015) would be taken ahead of Item 8 (10-Year Plan Monitoring Report) to accommodate members of the public in attendance and a guest speaker.

Item 17 (Contract 11050 – Internal Audit Services) would be taken after Item 9 (Key Projects Monitoring Report).

Late Item (Supplementary Agenda) – Consideration and Approval of Council’s Draft 1 Submission to the MFE’s Consultation Document ‘Next Steps for Freshwater’ to be taken as Item 19.

Incorrect Attachment in the hard copy of the Agenda for Item 13 (Claudelands Event Centre Reporting). The correct attachment had been circulated.

There was no physical page 68 in the Agenda, as a result of a change from A4 to A3 paper.

## 3. Declarations of Interest

Cr Pascoe declared a Conflict of Interest in relation to Item 17 (Internal Audit Services). Deputy Chair Cr Mallett would take over as Chair during this Item.

## 4. Public Forum

**Lois Livingstone (Chair Riverlea Theatre and Arts Centre) - Item 16 (Riverlea Theatre – Sale and Purchase).** Ms Livingstone expressed her disappointment in the Staff Report, particularly that it did not mention a letter and email from Lawyers (Stace Hammond) sent to the Hamilton City Council Chief Executive outlining further options for the sale of the Theatre to be considered.

The Riverlea Theatre had tried in good faith to raise the sum of money to meet the valuation of the property but had unfortunately fallen short. The fundraising carried out by the Theatre Group had significantly impacted the Theatre’s ability to raise funds for its standard operating costs. Ms Livingstone asked that Committee Members consider varying the sale of purchase agreement to be on a par with what Council had done to support other Theatre Groups in Hamilton, as per option 1 in the Staff Report.

The Stace Hammond letter and email mentioned above was tabled during the Meeting while Ms Livingstone responded to questions from Committee Members concerning the option of subdividing the land.

Ms Livingstone advised that the Theatre would not be supportive of subdividing the land to compromise for a lower purchase price, as there were future plans in place for the use of the currently unused land. She noted that it was not the intention of Sir Ross Jansen and his Council that the land be subdivided and sold to be used for other purposes and that had they thought this may have happened, safeguards would have been put in place.

**Sarah Nathan (Creative Waikato CEO) - Item 16 (Riverlea Theatre – Sale and Purchase)**

Ms Nathan noted that she had not been involved directly on the process of the sale of the Riverlea Theatre land, but that it was important that Council, in their decision making process, took a fresh look at theatres as a whole and the important role that Riverlea Theatre and other theatres played in holding the cultural ecosystem of the arts sector together.

**Alistair Barrett – (Riverlea Theatre Group) - Item 16 (Riverlea Theatre – Sale and Purchase)**

Mr Barrett provided a brief history of the Riverlea Theatre and the value it had added to the community. He outlined the issues the theatre faced in having to use funds normally reserved for operating costs for purchasing the land and also noted that subdividing and selling the currently unused land would not be the best use of the land and would stifle current plans the theatre had for the land.

**5. Finance Committee Minutes - Open - 18 February 2016**

- On page 8, Item 6, Paragraph2, the date should be 21 April 2016.
- On page 13, Item 11 – The weight of concerns around safety were not fully captured and needed to better reflect Committee Members concerns.

**Resolved:** (Cr Pascoe/Her Worship the Mayor Hardaker)

That the Open Minutes of the Finance Committee Meeting held on 18 February 2016 come back to the 19 May Finance Committee Meeting to be confirmed and adopted, with noted amendments.

**6. Finance Committee Action List - Open - 21 April 2016**

**Resolved:** (Crs Pascoe/Mallett)

That the Report be received.

**7. Recommended dates for reports to be presented to Finance Committee**

**Resolved:** (Crs Pascoe/Macpherson)

That the Report be received.

## 11. Provision of Unfluoridated Water Source

The Waters Manager acknowledged members of Fluoride Free Hamilton in attendance and advised that the group had indicated that they strongly supported the Recommendations from Management.

He noted that the Claudeland's option outlined in the Staff Report would come in slightly over budget and that a further \$10,000 of capital budget would be required. It was also noted that the Government might shift future fluoride decision matters to District Health Boards (DHB) and that Council would then receive direction from the DHB in terms of water fluoridation. He responded to questions from Committee Members concerning:

- **The risk the DHB could instruct Council to fluoridate all water sources:**

The risk was very small and unlikely. Staff would strongly advocate for community choice in the event that any government decision affected the unfluoridated water sources.

- **The quality of the bore water at Taitua Aboretum:**

The bore had grade 'B' water which was still perfectly safe and considered a good grade. The reason it did not achieve a grade 'A' was because it did not get treated with chlorine as a sterilising agent.

- **Naturally occurring fluoride:**

There was a small amount of naturally occurring fluoride that comes from the ground with the water supply from the bore but that the Claudeland's option would have very low, to zero naturally occurring fluoride, as the technology treatment process would remove it.

- **Claudeland's option practicalities:**

The flow rate of the water from treatment technology would be slow but was acceptable to stakeholders.

- **Additional costs associated with the options:**

It was anticipated that there would not be extra costs associated with access or parking as both sites would be open 7 days a week. The Claudeland's option would come in at around \$10,000 above budget and proposed that this be reported on the risks and opportunities register.

- **Education around storage of the water:**

It was important that the water collected from both water sources was stored correctly after it was taken, Council would mitigate any risks associated with this by having educational signage at the sites. There would be a small cost associated with this.

**Action Point:** Committee Members discussed the need for Council to put in a submission to Central Government around their recommendations on the Fluoride issue at an appropriate time. *(Action to be added to Strategy and Research Unit's work programme).*

**Resolved:** (Her Worship the Mayor Hardaker/Cr Macpherson)

- a) That the Report be received,
- b) That:
  - (i) Council endorse Taitua Arboretum as a public source of non-fluoridated water;
  - (ii) Council approve the Claudelands Event Centre option as a public source of non-fluoridated water as outlined in this report; and
  - (iii) staff report the estimated additional \$10,000 capital budget requirement as part of the Risks and Opportunities Register.

## 16. Riverlea Theatre - Sale and Purchase – Recommendation to Council

The Strategic Property Manager introduced the Staff Report, outlining the background of the sale. He noted that the valuation provided in the Report was 19 months out of date and there had been significant upwards movement of around 16% in the market since then. In his view, Riverlea Theatre would be getting a very good deal if the property was sold for the recommended amount in the Report. Council had a policy in place that stipulated that Council land and property be sold at market value. He responded to questions from Committee Members concerning:

- **The Stace Hammond letter mentioned in the Public Forum and why it had not been circulated sooner:**

The Strategic Property Manager advised that the letter had been mentioned in paragraph 8 of the Staff Report and that Riverlea Theatre's preferred option was option 1 in the Report. He apologised that the whole letter had not been included as an attachment to the Report.

- **Value of the property:**

The Strategic Property Manager advised that although the property could potentially achieve a higher price on the open market, it was not likely to do so, due to the fact that the building was a purpose built theatre and had more value as a community facility. Riverlea Theatre were the only ones who could fully liberate the value of the facility.

- **Option 2 – Subdividing the land:**

The Strategic Property Manager advised that there was some risk associated with subdividing the land; Council could chose to subdivide the land in question as it was not officially part of the lease. There would initially be high costs associated with subdivision, but that in the long term there may be benefits. The other risk was that subdividing the land could negatively affect Riverlea Theatre in terms of their future plans and what the future use of the subdivided land would potentially be used for by a commercial developer. The Strategic Property Manager noted that he genuinely believed that the Riverlea Theatre was the best purchaser for the property in order to preserve inherent value.

**Motion:** (Crs Chesterman/Gallagher)

That:

- (a) the Report be received;
- (b) Council accepts the Riverlea Theatre and Arts Centre's request and resolves to vary the Agreement for Sale and Purchase of the land described in the schedule, and sell the land for \$350,000 (plus GST if any), with a purchase settlement on or before 1 September 2016; and
- (c) Council authorises the Chief Executive Officer to execute any instruments required to give effect to the resolution.

#### SCHEDULE

All that land contained in Certificate of Title SA1031/22 South Auckland Registry legally described as Lot 15 DPS 988 comprising 1.0459 hectares more or less and physically located at 83 Riverlea Road, Hamilton [Riverlea Theatre].

**Amendment:** (Crs King/Green)

That:

- a) report be received;
- b) Council agrees to vary the Agreement for Sale and Purchase of the land described in the schedule by reducing the area of land to be sold to Riverlea Theatre and Arts Centre to 7,459 square metres shown in yellow on Attachment 1 for \$350,000 plus GST (if any);
- c) the area shown in blue on Attachment 1 is Subdivided and that land is placed for sale on the open market through a competitive sales process;
- d) Council confirms clause d) of the resolution of 25 September 2014 that if the property is not sold to the existing lessee then Council markets the property for sale through a public sale process for a sum not less than the current market value assessed by a registered valuer in accordance with Council policy; and
- e) Council authorises the Chief Executive Officer to execute any instruments required to give effect to the resolution.

#### SCHEDULE

All that land contained in Certificate of Title SA1031/22 South Auckland Registry legally described as Lot 15 DPS 988 comprising 1.0459 hectares more or less and physically located at 83 Riverlea Road, Hamilton [Riverlea Theatre].

#### The Amendment was then Put.

**Those for the Amendment:**

**Those against the Amendment:**

Councillors King, Green and Mallett  
Her Worship the Mayor Hardaker,  
Councillors Gallagher, Forsyth, Pascoe,  
Chesterman, Yeung, Tooman and  
Macpherson.

#### The Amendment was declared lost.

### The Motion was then Put

**Resolved:** (Crs Chesterman/Gallagher)

That:

- (a) the Report be received;
- (b) Council accepts the Riverlea Theatre and Arts Centre's request and resolves to vary the Agreement for Sale and Purchase of the land described in the schedule, and sell the land for \$350,000 (plus GST if any), with a purchase settlement on or before 1 September 2016; and
- (c) Council authorises the Chief Executive Officer to execute any instruments required to give effect to the resolution.

#### SCHEDULE

All that land contained in Certificate of Title SA1031/22 South Auckland Registry legally described as Lot 15 DPS 988 comprising 1.0459 hectares more or less and physically located at 83 Riverlea Road, Hamilton [Riverlea Theatre].

**Those for the Motion:** Her Worship the Mayor Hardaker,  
Councillors Gallagher, Forsyth, Pascoe,  
Chesterman, Yeung, Tooman and  
Macpherson.

**Those against the Motion:** Councillors King, Green and Mallett.

**The Motion was declared carried.**

## 8. Hamilton Gardens Development Project Progress Report

The General Manager Community spoke to the Staff Report, providing an update on the financial status of the Hamilton Gardens Development Project (the Project). Just over 7 million was needed for the project. One third of the amount was rates funded and approximately 3.5 million had been raised through external funders. There was still approximately 1.1 million left to fund. Staff were comfortable that this would be achieved.

There had been a 10% increase in visitor numbers to the Gardens over the last year and the Project had recently been awarded the Innovation Award and the Supreme Award at the Society of Local Government (SOLGM) Annual Excellence Awards.

Committee Members congratulated and thanked the team involved in the Project for the critical role they had played in creating a positive outcome for the city and making it a better place.

**Resolved:** (Crs Mallett/Chesterman)

That the Report be received.

## 9. Gallagher Academy of Performing Arts Annual Report 2015

The Manager Social Development spoke to the Staff Report and introduced Jeremy Bell (Manager, Gallagher Academy of Performing Arts). They both responded to questions from Committee Members concerning:

- **The difference between the Community and Education group categories in the Academy Report:**

Mr Bell advised that Education groups mainly comprised of schools whereas Community groups were, for example, drama, music and religious groups.

- **Recognition of Council's contribution to the Academy and community usage of the facilities:**

Mr Bell acknowledged that without Council's contribution and continuing support for the Academy, it would never have been established. Council was a cornerstone in the development of the Academy, but further work was needed to make full use of the facilities from a community perspective. He noted that the University and Council Staff needed to work in partnership moving forward, to ensure the best use of the facilities and to increase community usage.

**Action Point:** As per the Community Group current work programme, HCC Staff were to work in partnership with Gallagher Academy of Performing Arts to increase community usage of the Academy facilities in the future and look into current contract limitations. A update Report would come back to Council in 2017.

**Resolved:** (Crs Gallagher/Mallett)

That the Report be received.

Cr Chesterman left the Meeting (4.20pm) during the above Item. He was not present when the matter was voted on.

As per the Declarations of Interest, Cr Pascoe vacated the Chair and Cr Mallett assumed the Chair during the below Item. Cr Pascoe did not take part in the discussion or voting on this matter.

**17. Contract 11050 - Internal Audit Services**

General Manager Corporate spoke to the Staff Report noting that PricewaterhouseCoopers (PwC) had been Council's Internal Auditors for the last three years and that their knowledge had proved valuable in providing a level of continuity for the new Finance Team. The current contract with PwC allowed for a contract extension and a further \$150,000 for a right of renewal. He responded to questions from Committee Members concerning:

- **Risk Framework and Identified Risks:**

Council identified risks to be added to the Risk Framework which then drove Council's internal audit programme of work, with PwC managed.

- **Quality and Value of Service:**

PwC charged per piece of work done within the agreed contract amount, the programme of work was set through the risk framework. It was noted that PwC had been appointed as Council's Internal Auditors by the last Council and that PwC reported to and were managed by the Audit and Risk Committee. Their role was to investigate and provide recommendations on reducing risk in Council's areas of concern or identified risks. The Reports provided and presented by PwC were very detailed. The Audit and Risk Committee had found the Reports very useful and they had enabled changes to be made where a further reduction of risk was needed.

**Resolved:** (Cr Forsyth/Her Worship the Mayor Hardaker)

That:

- a) the Report be received;
- b) the additional one year right of renewal for Contract 11050 for Internal Audit Services with PricewaterhouseCoopers (PwC) be approved;
- c) the Approved Contract Sum is extended from the existing \$810,000 to \$960,000 to allow for the costs of the additional twelve month contract extension; and
- d) the contract for Internal Audit Services for Council is publicly tendered prior to the expiry of the renewed agreement on 1 May 2017.

Cr Chesterman (4.30pm) re-joined the Meeting during the above Item. He was present when the matter was voted on.

Cr Macpherson (4.30pm) left the Meeting during the above Item. He was not present when the matter was voted on.

Cr Pascoe resumed the Chair at the conclusion of the above Item.

## 10. 10-Year Plan Monitoring Report - YTD March 2016

The General Manager Corporate spoke to the Staff Report, noting that Council was on target for delivering on the 2015-16 Annual Plan and continuing the year to date surplus trend of \$19.8m which was \$14.8m above budget predictions.

Overall debt was currently \$342.0m which was \$64.8m less than the year end budget target of \$406.8m. This was largely attributable to increased revenue received from development contributions.

The Risks and Opportunities Schedule was tracking well. There were three drivers that would affect the capital expenditure forecast as outlined on page 30 of the Staff Report.

There were 29 projects that had been identified as not being able to be completed by the end of the financial year. The General Manager Infrastructure advised that most of the projects sat within the infrastructure area and were deferred due to a number of reasons, including third party influences. He outlined that the Ring Road project spend had been less than predicted but that a further deferral had resulted. The main impact of this would be managing community expectation on the finishing time of the project. The Rail Trail project would be pushed out to the end of the calendar year rather than the end of the financial year. The deferral balances for this project would be shared between Hamilton City Council and NZ Transport Authority (NZTA).

The General Manager Corporate and other Staff responded to questions from Committee Members concerning:

- **Year to date surplus trend:**

The year to date surplus trend was lower than the previous year mainly due to swaps and interest rates.

- **Building Consent Trends:**

It was explained that although Building Consents were down from last year, there was still an upwards trend.

- **Parking debt write off:**

Parking debt had been written off due to not receiving revenue from unpaid fines.

- **Arts and Culture subsidy and grants:**

The subsidy and grant for Arts and Culture on page 41 of the Staff Report was a one off lotteries grant.

- **On street parking variances:**

The finance team were going to be reviewing this area as part of their work programme to help identify trends.

- **Support services review:**

It was advised that the support services review would come in under budget and the savings would be used towards the River Plan.

- **Claudlands Bridge management:**

The spend relating to the Claudlands Bridge was related to a safety structural check that was required.

- **Deferred Capital projects:**

- 17 of the deferred capital projects sat within the infrastructure area.
- The installation of the chillers at the museum were going to take longer than anticipated due to technical issues.
- The lake public toilet refurbishment was delayed due to the difficulty in securing contractors to do the work in the current environment.
- Information services deferral related to the fact that the current IT technology was not ready to receive a system upgrade.

- **Loss on swaps:**

Committee Members were advised that Stuart Henderson was going to be speaking at the next Council Briefing regarding swaps and interest rates.

**Action Points:**

- Committee Members asked that future 10 – Year Plan Monitoring Reports ensure up to date explanatory notes adequately explained reported variances, with appropriate background information included where needed.
- Future 10 Year Plan Monitoring Report to include a section covering deferred projects within Council's control.
- An IT update Report was to come to the 19 May 2016 Finance Committee Meeting.

**Resolved:** (Her Worship the Mayor Hardaker/Chesterman)

That the Report be received.

Cr Macpherson re-joined the Meeting (4.50pm) during the above Item. He was present when the matter was voted on.

Cr Mallett retired from the Meeting (5.15pm) during the above Item. He was not present when the matter was voted on.

Cr Forsyth retired from the Meeting (5.20pm) during the above Item. She was not present when the matter was voted on.

## 9. Key Projects Monitoring Report - March 2016

General Manager Corporate spoke to the Staff Report noting that the only Item that had changed in terms of risk was the Ring Road project.

**Action Point:** Committee Members requested that an update on costs and time impacts concerning the Cobham Dr Pedestrian Overbridge options be provided to Elected Members prior to the 19 May 2016 Finance Committee Meeting.

**Resolved:** (Her Worship the Mayor Hardaker/Chesterman)

That the Report be received.

## 12. Contract 15216 for Supply of Library Collection Material

**Resolved:** (Her Worship the Mayor Hardaker/Cr Chesterman)

That:

- a) the report be received;
- b) the tender submitted by Wheeler Book Club Limited for Contract 15216 for Supply of Library Collection Material is accepted by Hamilton City Council;
- c) The Chief Executive is delegated to negotiate and approve final contract terms with Wheeler Book Club Limited based on the Hamilton City Council Request for Proposal;
- d) the Approved Contract Term is set at three years with a right of renewal of two years at Councils sole discretion; and
- e) the Approved Contract Sum for the first three years of the contract is set One Million Nine Hundred Thousand Dollars (\$1,950,000) being the estimated total spend over the first three years of the contract.

## 13. Claudelands Event Centre Reporting - Quarter 3

The Director H3 and Events spoke to the Staff Report, noting that Claudelands Event Centre was tracking below budget. Whilst he had previously indicated Claudelands was tracking on par with last year in terms of budget, this was not currently the case, the shortfall had not been able to be rectified within the budget this year. Staff had been successful in offsetting the shortfall by reducing expenditure. The market was currently very challenging and the loss of a few large events had taken their toll.

**Resolved:** (Crs Pascoe/Chesterman)

That the Report be received.

**11. Weathertight Homes Update**

The Principal Building Advisor spoke to the Staff Report, noting that Council was continuing to see a reduction in the number of new claims being made. There was one claim that was previously ineligible, that was now eligible to make a claim due to a legislation change. He responded to questions from Committee Members concerning the risk involved with the legislation change. The Principal Building Advisor outlined that as the eligibility period to make a claim had been redefined in the legislation, it was possible that more claims that had previously been ineligible, may now be eligible to make a claim.

**Resolved:** (Crs Pascoe/Yeung)

That the Report be received.

Cr King left the Meeting (5.35pm) during the above Item. He was not present when the matter was voted on. He re-joined the Meeting (5.35pm) at the start of the below Item.

**19. Consideration and Approval of Council's Draft 1 Submission to the MFE's Consultation Document 'Next Steps for Freshwater'**

The Water Manager and Senior Planner spoke to the Staff Report, noting that the submission had been drafted with the guidance of feedback from Elected Members at the 19 April Briefing.

Committee Members provided feedback it was felt that the feedback had not been fully captured and that staff needed to undertake further work on the submission. Committee Members also discussed the need for Council to be involved and provide feedback with regards to the emerging debate at a Central Government Level on water ownership/selling rights.

**Resolved:** (Her Worship the Mayor Hardaker/Cr Macpherson)

That:

- a) the report be received;
- b) further feedback provided by Elected Members is noted;
- c) a further draft is circulated to Elected Members early next week and the submission is included as a Late Agenda Item for the Council Meeting on Thursday 28 April 2016; and
- d) staff seek an extension from MFE of one week to submit the submission, and in the event that is not approved, staff are to submit the draft submission advising MFE that it is a draft and may be subject to change following the April 2016 Council Meeting.

Cr Green retired from the Meeting (6.00pm) during the above Item. She was not present when the matter was voted on.

**8. Resolution to Exclude the Public**

**Resolved:** (Crs Pascoe/Tooman)

**Section 48, Local Government Official Information and Meetings Act 1987**

The following motion is submitted for consideration:

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

consideration of the public excluded agenda.

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 follows.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Finance Committee Minutes - Public Excluded - 18 February 2016	) Good reason to withhold information exists under Section 7 Local Government	Section 48(1)(a)
C2. Finance Committee Action List - Public Excluded - 21 April 2016	) Official Information and Meetings Act 1987	
C3. Report on overdue debtors as at 31 March 2016 & Bad Debts Writeoffs 2015/16		
C4. Development Contributions Report		
C5. Waterworld Operations Report		

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

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C3.	to protect the privacy of natural persons	Section 7 (2) (a)
Item C4.	to protect the privacy of natural persons	Section 7 (2) (a)
	to maintain legal professional privilege	Section 7 (2) (g)
Item C5.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)

Cr Macpherson left the Meeting (6.05pm) at the conclusion of the above Item.

**The Meeting moved into a Public Excluded session (6.15pm-6.50pm).**

**The Meeting was declared closed 6.50pm.**

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Finance Committee Open  
Action List - 19 May 2016

**Author:** Becca Brooke

<b>Status</b>	<i>Open</i>
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### Recommendation

That the Report be received.

### 1. Attachments

2. Attachment 1 - Finance Committee Action List - Open - 19 May 2016

**FINANCE**

**Action List - 2015/16**

**OPEN**

Ref.	Meeting Date/Item #	GM Responsible	Action	DUE DATE for reporting back	Status (relative to due by date)	Notes
39	Finance Committee Meeting 19/02/2015 <b>Item 12</b>	GM City Infrastructure	<b>Business Case for New Structure to Extract Water from the Waikato River:</b> Upon completion of the project a completion Report will be provided to the Finance Committee.  GM City Infrastructure to provide a project update in relation to the Business Case for New Structure to Extract Water from the Waikato River to the next Finance Committee Meeting on 21 April 2016.	21/4/2016	In progress	The new structure was successfully lifted into the river in March 2016 and the project is on track for completion this financial year. A full completion Report will be provided to the July or August 2016 Finance Committee Meeting once all the project financials have been finalised.
82	Council AP Meeting - 24/02/2015 <b>Attachment 9</b>	GM Community	<b>Arts Post and Waikato Museum</b> - That staff present a report at the Finance Committee in May 2016 on the process and commission structure for the sale of art at Arts Post.  <b>Minute Note:</b> The above was discussed in the context of the appropriateness of Council engaging in the sale of art in reference to the Local Government Act 2002.	19-May-16	Deferred by Committee	Report deferred to the 14 July 2016 Finance Committee Meeting with approval from the Finance Committee Chairperson.
83	Council AP Meeting - 24/02/2015 <b>Attachment 5</b>	GM Corporate	<b>Swaps/Interest Rates</b> – when do they come up for renewal? Report to be presented to the Finance Committee meeting to provide clarity around interest rates, the range of periods/rates, expiry dates on the swaps and what we are doing to address the current drop in interest rates.	19-May-16	In progress	Stuart Henderson will be providing a presentation around this matter to Elected Members at the 17 May Council Briefing.
87	<b>Finance Committee Meeting 21 April 2016 Item 14</b>	GM Community	<b>Gallagher Academy of Performing Arts</b> HCC Staff to work in partnership with the Gallagher Academy of Performing Arts to increase community usage of the Academy facilities in the future and look at current contract limitations. Update report to come back to Council in 2017	21/04/17	In progress	This work is part of the 2017 Community Development work programme .
88	<b>Finance Committee Meeting 21 April 2016 Item 8</b>	GM Corporate	<b>10-Year Plan Monitoring Report</b> Future 10-Year Plan Monitoring Reports to ensure up to date explanatory notes adequately explaining reported variances with appropriate background information included where necessary.  A section on HCC Controlled Deferred Capital to be included as part of the 10-Year Plan Monitoring Report.	19/05/16	Completed	This has been addressed in the 10 Year Plan Monitoring Report coming to the 19 May Finance Committee.
89	<b>Finance Committee Meeting 21 April 2016 Item 8</b>	GM Corporate	<b>IT Update Report to come to the 19 May 2016 Finance Committee Meeting.</b>	19/05/16	In progress	Report coming to 19 May Finance Committee Meeting.

Updated: 12/05/16 11:10

Ref.	Meeting Date/Item #	GM Responsible	Action	DUE DATE for reporting back	Status (relative to due by date)	Notes
91	Finance Committee Meeting 21 April 2016 Item 9	GM City Infrastructure	<b>Key Projects Monitoring Report - March 2016</b> An update on costs and time impacts concerning the Cobham Dr Pedestrian Overbridge options be provided to Elected Members prior to the 19 May 2016 Finance Committee Meeting.	19/05/16	In progress	It is proposed to undertake a drop in session on the day of the 19 May Finance Committee Meeting that will indicate the bridge options and indicative costs prior to going to Strategy and Policy Committee Meeting on 7 June 2016.
92	Finance Committee Meeting 21 April 2016 Item 19 (Late Item)	GM Strategy & Communications	<b>Consideration and Approval of Council's Draft 1 Submission to the MFE's Consultation Document 'Next Steps for Freshwater'</b> Further draft to be circulated to Elected Members early next week and the amended submission is to be included as a Late Agenda Item for the 28 April Council Meeting for approval.	28/04/16	Completed	Draft Submission approved at the 28/04/2016 Council Meeting.

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Recommended dates for reports to be presented to Finance Committee

**Author:** Jessica Ashworth

## Recommendation

That the Report be received.

### 1. Attachments

2. Attachment 1 - Timing of Reports to the Finance Committee

### 3. Purpose of the report

4. This Report provides detail of the regular reports that will be presented to this Committee as well as estimated timing. Any new Reports requested can be added to the attached list.

## Signatory

Authoriser	David Bryant, General Manager Corporate
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Reports to Finance Committee	Frequency/Timing 2016						Comments
	February	April	May	July	August	Post-Election	
<b>Standard Monitoring Reports</b>							
Minutes & Action Lists	x	x	x	x	x	x	Both open and PX
List of standard monitoring reports	x	x	x	x	x	x	
Key Projects Status Report	Q2 15/16 (Dec15)	Q3 15/16 (Mar16)	Apr-16	May-16	YE 15/16 (Jun16)	Q1 16/17 (Sep16)	
<b>Quarterly/Six Monthly Reports (Internal)</b>							
10-Year Plan Monitoring Report - Quarterly	Q2 15/16 (Dec15)	Q3 15/16 (Mar16)			YE 15/16 (Jun16)	Q1 16/17 (Sep16)	Includes R&O, Proc & other quarterly content
10 Year Plan Monitoring Report- Summary			Apr-16	May-16		Oct-16	Excludes R&O and other quarterly content
Weatheright Buildings Update (Six monthly) - financial summary		Q3 15/16 (Mar16)				Q1 16/17 (Sep16)	Audit & Risk consider risk elements
Claudelands (quarterly update)	Q2 15/16 (Dec15)	Q3 15/16 (Mar16)			YE 15/16 (Jun16)	Q1 16/17 (Sep16)	Includes financial, non-financial and forward bookings
<b>Confidential Reports</b>							
Overdue Debtors/Bad Debt Writeoffs	x	x	x	x	x	x	
Development Contributions Remissions (aligned with Q-reporting)	x	x			x	x	
<b>OFFLINE</b>							
Claudelands summary financials							Analysis in Group of Activities reports
Procurement information							to 'probity' portion of HCC website

Post election meetings are likely in October and November

As At 29/04/16 D-41462

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** 10-Year Plan Monitoring  
Report - YTD April 2016

**Author:** Tracey Musty

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>2015-25 10 Year Plan 2015-16 Annual Plan</i>
<b>Financial status</b>	<i>Not Applicable</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Council's Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

- To provide an update for the 10 months ended 30 April 2016 on Council's performance in delivering the 2015-16 Annual Plan (as documented in the 2015-25 10-year Plan).

## 3. Executive Summary

- Hamilton is experiencing strong growth. Evidence of the growth can be seen in our increased development contributions revenue, increased building consent revenue, and increased value of subdivision infrastructure and land assets vesting to Council.
- The growth helps to create favourable revenue variances but Council also have favourable operating expenditure principally due to vacancies in staff positions throughout the year to date.
- The capital expenditure programme has several projects that will not be complete at year end (see Potential Capital Deferral Schedule) and the addition of some pipeline projects approved under Chief Executive delegation that have been brought forward. Capital deferrals can occur where it is appropriate or 3<sup>rd</sup> party and contractual matters impact on project deadlines.
- The current debt level is substantially lower than budgeted in the 10-Year Plan. The key contributors are the favourable operating position, capital deferrals and assets sales. Although this has a positive impact for our future financial position and strategy, the delayed spending from deferring capital expenditure means that our key debt to revenue indicator (currently 173%) is effectively understated. If there were no deferrals debt to revenue would be 183%.
- The non-cash loss on revaluation of interest rate swaps currently contracted by Council is due to a decrease in market interest rates during this financial year. Swaps are used to give Council a high degree of certainty of interest rates and therefore interest expense over the term of the 10-Year Plan.

9. **Recommendations from Management**

The Report be received.

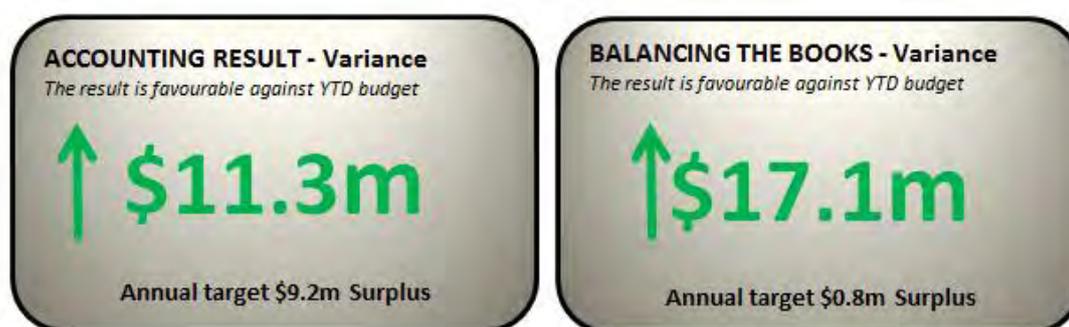
10. **Attachments**

11. Attachment 1 - Financial Statements
  12. Attachment 2 - Group of Activities
  13. Attachment 3 - Growth Information
  14. Attachment 4 - Capital Expenditure
  15. Attachment 5 - Potential Capital Deferrals & Pipeline Projects
  16. Attachment 6 - Risks and Opportunities
  17. Attachment 7 - Treasury Report
  18. Attachment 8 - Service Performance Measures
19. The structure of this report includes the following sections:
- a) Summary of operational results
  - b) Summary of capital expenditure
  - c) Summary of risks and opportunities
  - d) Summary of debt and treasury management
  - e) Summary of service performance measures
20. Attachments to this report provide more detailed analysis and explanation of the results.

*Numbers in Brackets [xx] in Commentary*

*Where a number is followed by a number in brackets, the number in brackets is the comparative result from the 31 March 2016, the last reported financial results to the Finance Committee. For example: The financial performance in paragraph 15 for April 2016 is \$17.0m and the bracketed figure represents the March 2016 position [\$19.8m].*

## 21. Summary of Operating Results



22. The accounting result for the 10 months to 30 April 2016 is a favourable variance of \$11.3m [\$14.8m]. This was against an actual surplus of \$17.0m [\$19.8m]. The annual surplus is budgeted at \$9.2m.
23. The balancing the books result is more conservative than the accounting result as it excludes non-cash items such as gains or losses from the valuation of financial instruments, vested assets and capital subsidies on the Ring Road project. The result for the 10 months to 30 April 2016 is a favourable variance of \$17.1m [\$16.9m] against an actual surplus of \$15.7m [\$15.6m]. The annual surplus is budgeted at \$0.8m.
24. In this month's result is an adjustment to the loss on sale of the Pensioner Housing units on 7 March 2016. The actual accounting loss was \$7.5m instead of the \$4.4m that was reported in March. Since then staff have clarified with Audit NZ the correct treatment of the sale proceeds in relation to the deferred settlement nature of the contract. It was agreed that the sale proceeds needed to reflect the time value of money in determining the loss on sale figure. The \$7.5m loss agrees to the figure presented to Council when the decision was made to sell the Pensioner Housing units.
25. The *Financial Statements* (attachment 1) show the accounting result, balancing the books reconciliation and the balance sheet. Variances greater than \$250k by class of revenue and expenditure are explained in this attachment.
26. *Group of Activities Financial Reports* (attachment 2) provide financial statements along with comments that explain the variance between year to date actual results and year to date budgets where they exceed \$100k.

27. The major contributors to the variance are:

#### Revenue Variances:

		April 2016 variance	March 2016 variance
Development Contributions	Due to the continuing strong growth in Hamilton there has been a significant impact on Development Contribution revenue. Refer table in attachment 3	\$11.8m	\$11.3m
Planning and Development Revenue	The strong growth also results in increased volumes of building consents and LIM applications. The effect is that revenue from these sources continues to exceed budget. Refer table in attachment 3	\$2.0m	\$1.7m
Rates (including metered water)	Revenue from penalties on overdue rates continues a trend of recent years of exceeding budget. Rates remission applications received were less than anticipated. Based on recent water consumption trends a \$400k favourable result is expected for metered water.	\$1.1m	\$1.3m
Other Revenue	Across all other activities revenue is unfavourable. Explanations of variances are explained in the <i>Group of Activities Financial Report</i> (attachment 2).	(\$1.7)m	(\$1.6)m
<b>Revenue variance</b>		<b>\$13.2m</b>	<b>\$12.7m</b>

#### Expenditure variances:

		April 2016 variance	March 2016 variance
Personnel Costs	The two key drivers is the level of vacant positions and the impact from the Chief Executive restructure.	\$2.8m	\$2.7m
Finance Costs	Interest costs are favourable as a result of the relatively low level of debt. This is forecast to be \$1.5m favourable by 30 June 2016.	\$1.2m	\$1.1m
Other Expenditure	Across all other activities expenditure is favourable. Explanations of variances are explained in the <i>Group of Activities Financial Report</i> (attachment 2).	\$1.0m	\$1.5m
<b>Expenditure variance</b>		<b>\$5.0m</b>	<b>\$5.3m</b>

**Non-cash variances:**

		<b>April 2016 variance</b>	<b>March 2016 variance</b>
Vested Assets*	Strong growth is occurring in Hamilton resulting in new subdivisions being completed and associated land and infrastructure being vested to Council. Refer table in attachment 3.	\$19.1m	\$19.4m
Depreciation	Council has revalued its water, wastewater and stormwater assets this year. Values have increased causing depreciation to increase. This has been added to the Risks and Opportunities Schedule and the 2016/17 budget has been updated.	(\$0.6)m	(\$0.4)m
Loss on Swaps*	This loss reflects a decrease in market interest rates in comparison to when Council's fixed interest rate contracts were entered into.	(\$15.4)m	(\$15.6)m
Loss on Sale of Assets*	Main contributors are the sale of the Pensioner Housing units and the Beggs Wiseman building.	(\$10.0)m	(\$6.6)m
<b>Non-cash variance</b>		<b>(\$6.9)m</b>	<b>(\$3.2)m</b>
<b>Total variance</b>		<b>\$11.3m</b>	<b>\$14.8m</b>

\* These items are eliminated from the balancing the books financial strategy measure

## 28. Summary of Capital Expenditure



29. The capital expenditure programme is comprised of the 2015/16 Annual Plan budgeted programme of \$65.6m and deferred projects from 2014/15 of \$18.1m. This gives a total programme of \$83.7m.
30. The result for the 10 months to 30 April 2016 is a favourable variance of \$23.7m [\$21.0m] against an actual capital expenditure of \$42.0m [\$35.9m]. This represents 50.2% [42.9%] of the total capital expenditure programme.
31. The *Capital Expenditure Report* (attachment 4) provides a list of all projects and year to date variances to budget.
32. As at 30 April 2016 27 capital projects or programmes to the value of \$21.1m have been identified as being unlikely to be completed by the end of the financial year.
33. The following table provides a summary of the value of deferrals. Attachment 5 has a full list of potential capital deferrals with explanations.

Deferrals (\$'000's)	3rd Party	Contractual	Other External	HCC	Total
<b>INFRASTRUCTURE PROJECTS</b>					
Rototuna	4,004	-	-	-	4,004
Rotokauri	1,025	200	-	-	1,225
Peacocke	2,777	-	-	-	2,777
Ruakura	500	-	-	-	500
Citywide	-	10,253	-	-	10,253
	<b>8,306</b>	<b>10,453</b>	-	-	<b>18,759</b>
<b>COMMUNITY PROJECTS</b>					
Museum	-	170	-	-	170
Hamilton City Theatres	-	-	-	235	235
Claudelands and Stadia	100	-	-	35	135
Parks and Green Spaces	-	387	700	-	1,087
	<b>100</b>	<b>557</b>	<b>700</b>	<b>270</b>	<b>1,627</b>
<b>CORPORATE PROJECTS</b>					
Information Services	-	-	-	686	686
	-	-	-	686	686
<b>TOTAL</b>	<b>8,406</b>	<b>11,010</b>	<b>700</b>	<b>956</b>	<b>21,072</b>

34. In response to the level of deferrals management, under delegation of the Chief Executive, have brought forward approved projects. These are projects that were already in the approved 10-Year Plan. These pipeline projects are valued at \$1.6m and are listed in attachment 5.

35. As there are a number of approved and proposed changes to the Capital Expenditure budget the following table summarises these to forecast the capital expenditure budget for 30 June 2016.

<b>Capital Expenditure Budget</b>	
Approved Budget as per 10-Year Plan	\$65.6m
Approved Deferrals from 2014-15	\$18.1m
<b>Revised Capital Budget for 2015-16</b>	<b>\$83.7m</b>
Plus Risk and Opportunities	\$2.8m
Less Proposed Deferrals	(\$21.1)m
Plus Pipeline Projects	\$1.6m
<b>Other Adjustments</b>	<b>(\$16.7)m</b>
Forecast Capital Budget for June 2016	\$67.0m
Less spent for the 10 Months to 30 April 2016	\$42.0m
<b>Remaining spend to 30 June 2016</b>	<b>\$25.0m</b>

### 36. Summary of Risks and Opportunities

37. The *Risks and Opportunities Schedule* (attachment 6) is used to forecast the 30 June 2016 year-end result for Council. It records budget adjustments that have the potential to impact on the year end result.
38. New or amended items since the March 2016 report to the Finance Committee are shaded.
39. As at 30 April 2016 the year end accounting result is forecast to be a surplus of \$13.4m. This would be a \$4.2m improvement over the Annual Plan target of \$9.2m. The major favourable drivers are revenue from vested assets, development contributions and interest costs, which are being offset by losses on SWAPS and asset sales.
40. The balancing the books year end forecast is a surplus of \$11.2m. This would be an improvement of \$10.4m over the Annual Plan target of \$0.8m.
41. As at 30 April 2016 the year end capital expenditure is forecast to increase by \$2.8m.

### 42. Summary of Debt and Treasury Management

#### 43. Treasury Management

44. The Council is compliant with the Investment and Liability Management Policy measures. Refer attachment 7 for the Treasury Report.

45. Total Overall Debt



- 46. Total Overall Debt as at 30 April 2016 is \$348.7m [\$342.0m], which is \$58.1m [\$64.8m] less than the year end budget target of \$406.8m.
- 47. Total overall debt is forecast to be \$61m less than the amount in the 10-Year Plan by 30 June 2016. This is made up of two categories; permanent at \$22.0m and timing at \$39m. The following table details the forecast position:

<b>Total Overall Debt Position</b>	
<b>LTP Closing balance as at 30 June 2016</b>	<b>\$407m</b>
<b>Less Permanent</b>	
Favourable opening position from 30 June 2015	\$14m
Closed cash-backed reserve (housing upgrade reserve)	\$4m
Proceeds from asset sales	\$4m
	<b>\$22m</b>
<b>Less Timing</b>	
Proposed deferrals from capital programme	\$21m
Proposed pipeline projects from capital programme	(\$2m)
Value of accruals at 30 June (non-cash)	\$9m
Favourable closing position at 30 June 2016	\$11m
	<b>\$39m</b>
<b>Forecast closing balance as at 30 June 2016</b>	<b>\$346m</b>

48. Summary of Service Performance Measures

- 49. The 2015-25 10-Year Plan contains 65 performance measures across Council’s 13 service groups. These are the service performance measures that will be reported in Council’s Annual Report.
- 50. Performance results are collected on a quarterly basis.
- 51. The Service Performance Measures Report (attachment 8) includes a high level graph of results and an exceptions report that provides more detail on the measures that are reported as needing corrective action or not on track to meet this year’s target.
- 52. For a full list of the performance measures please see the 2015-25 10 Year Plan. <http://www.hamilton.co.nz/10yearplan>

Signatory

Authoriser	David Bryant, General Manager Corporate
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## STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE FOR THE TEN MONTHS ENDED 30 APRIL 2016

Notes	Year to Date					
	Actual	Budget	Variance favourable/ (unfavourable)	Annual Budget	Prior YTD Apr 2015	
	\$000	\$000	\$000	\$000	\$000	
<b>Revenue</b>						
Rates excluding water rates	1	115,872	115,096	776	138,472	110,710
Water rates	2	6,959	6,617	342	7,772	6,592
Revenue from activities	3	35,340	34,636	704	41,744	36,004
Subsidies and grants	4	7,426	8,403	(977)	9,257	8,653
Development and financial contributions	5	18,218	6,468	11,750	9,500	11,171
Other revenue	6	30,747	11,093	19,654	13,381	18,790
<b>Total revenue</b>		<b>214,562</b>	<b>182,313</b>	<b>32,249</b>	<b>220,126</b>	<b>191,920</b>
<b>Expenses</b>						
Personnel costs	7	52,646	55,476	2,830	66,546	54,102
Depreciation and amortisation	8	49,155	48,557	(598)	58,269	46,563
Finance costs	9	17,707	18,873	1,166	22,647	19,525
Other expenses	10	52,747	53,795	1,048	63,432	50,805
<b>Total expenses</b>		<b>172,255</b>	<b>176,701</b>	<b>4,446</b>	<b>210,894</b>	<b>170,995</b>
<b>Operating surplus/(deficit)</b>		<b>42,307</b>	<b>5,612</b>	<b>36,695</b>	<b>9,232</b>	<b>20,925</b>
Gains		27	0	27	0	1,798
Losses	11	(25,381)	0	(25,381)	0	(13,329)
<b>Surplus/(deficit)</b>		<b>16,953</b>	<b>5,612</b>	<b>11,341</b>	<b>9,232</b>	<b>9,394</b>

## BALANCING THE BOOKS MEASURE FOR THE TEN MONTHS ENDED 30 APRIL 2016

<b>Surplus/(deficit)</b>		<b>16,953</b>	<b>5,612</b>	<b>11,341</b>	<b>9,232</b>	<b>9,394</b>
<b>Adjustments for balancing the books measure</b>						
Gains		27	0	27	0	1,798
Losses		(25,381)	0	(25,381)	0	(13,329)
Vested assets		26,201	7,068	19,133	8,481	14,516
Ring Road subsidy		440	0	440	0	768
<b>Total adjustments</b>		<b>1,287</b>	<b>7,068</b>	<b>(5,781)</b>	<b>8,481</b>	<b>3,753</b>
<b>Balancing the books surplus/(deficit)</b>		<b>15,666</b>	<b>(1,456)</b>	<b>17,122</b>	<b>751</b>	<b>5,641</b>

## Notes to the Statement of comprehensive revenue and expense

These explanations are at a high level for the Council, further detail can be found on the individual activity statements.

### Note 1: Rates excluding water rates

Revenue from penalties on overdue rates continues a trend of recent years of exceeding budget. Rates remission budgets have proven to be too optimistic.

### Note 2: Water Rates

Based on recent water consumption trends a \$400k favourable result expected in this area at 30 June

### Note 3: Revenue from activities

Continuing strong growth in Hamilton has increased volumes of building consents and LIM applications. The effect is that revenue from these sources continues to exceed budget. Additional expenditure is expected to be incurred over the coming months as a result.

### Note 4: Subsidies and Grants

Both the operating and capital programmes within Transportation are behind the budgeted position.

### Note 5: Development & financial contributions

Continuing strong growth in Hamilton has been a significant impact on Development Contribution

### Note 6: Other revenue

Continuing strong growth in Hamilton has resulted in new subdivisions being completed and associated land and infrastructure being vested to Council.

### Note 7: Personnel costs

A review of the remuneration budgets has shown a number of position had been vacant, these are now either filled or being actively recruited.

### Note 8: Depreciation and amortisation

Council has re-valued its water, wastewater and Stormwater assets this year. Values have increased causing depreciation to increase. This has been added to the Risks and Opportunities Schedule and the 2016/17 budget has been updated.

### Note 9: Finance Costs

This is due to lower borrowings as a result of the lower starting debt position, the capital programme being behind schedule and the operating result being in a favourable position. The year end is forecast to be favourable \$1.5m

### Note 10: Other Expenses

There is no primary driver, as the variance is across many of the activities. Please refer to the individual statements for explanations regarding other expenses.

### Note 11: Losses

The variance has two drivers:

- the unrealised loss on the revaluation of interest rate swaps. Interest rate swaps provide certainty over cash flow. The loss represents reductions in market interest rates.
- losses associated with the sale or disposal of assets. The losses include the Pensioner Housing assets and the Beggs Wiseman building.

The losses are non-cash and are eliminated from the balancing the books measure.

## STATEMENT OF FINANCIAL POSITION AS AT 30 APRIL 2016

	Notes	Council		
		Actual	Annual Budget	Actual Apr 2015
		\$000	\$000	\$000
<b>Assets</b>				
<b>Current assets</b>				
Cash and cash equivalents	1	7,576	45,000	31,666
Receivables	2	46,523	17,101	44,291
Prepayments		1,561	1,663	1,432
Inventory		109	237	308
Other financial assets	1	39,000	-	110
Non-current assets held for sale		-	-	38
<b>Total current assets</b>		<b>94,769</b>	<b>64,001</b>	<b>77,845</b>
<b>Non-current assets</b>				
Property, plant and equipment	3	3,380,489	3,294,067	3,200,889
Intangible assets		18,261	19,184	13,897
Investment property		22,332	24,308	23,898
Investment in associates		7,430	7,430	7,430
Other financial assets	1	27,376	8,280	8,419
Investment in subsidiaries		10,150	10,150	10,150
<b>Total non-current assets</b>		<b>3,466,038</b>	<b>3,363,419</b>	<b>3,264,683</b>
<b>Total assets</b>		<b>3,560,807</b>	<b>3,427,420</b>	<b>3,342,528</b>
<b>Liabilities</b>				
<b>Current liabilities</b>				
Employee entitlements		6,603	5,013	6,688
Payables	4	47,774	13,621	41,689
Borrowings	5	78,358	79,048	51,386
Derivative financial instruments	6	-	-	196
Provisions		1,613	1,724	1,721
<b>Total current liabilities</b>		<b>134,348</b>	<b>99,406</b>	<b>101,680</b>
<b>Non-current liabilities</b>				
Employee entitlements		881	886	746
Borrowings	5	285,993	336,036	325,607
Derivative financial instruments	6	41,483	-	25,140
Provisions		8,478	8,085	8,085
<b>Total non-current liabilities</b>		<b>336,835</b>	<b>345,007</b>	<b>359,578</b>
<b>Total liabilities</b>		<b>471,183</b>	<b>444,413</b>	<b>461,258</b>
<b>Net assets</b>		<b>3,089,624</b>	<b>2,983,007</b>	<b>2,881,270</b>
<b>Equity</b>				
Accumulated funds		1,643,542	1,609,284	1,610,119
Other reserves	7	1,446,082	1,373,723	1,271,151
<b>Total equity attributable to Hamilton City Council</b>		<b>3,089,624</b>	<b>2,983,007</b>	<b>2,881,270</b>
<b>Total equity</b>		<b>3,089,624</b>	<b>2,983,007</b>	<b>2,881,270</b>

## Notes to the Statement of financial position

### Note 1: Cash and financial assets

		Actual	Annual budget	Prior YTD
		\$'000	\$'000	\$'000
Cash and short-term deposits		7,576	45,000	31,666
Other financial assets - current	Term deposits	39,000	0	100
	Loan investments	0	0	10
		39,000	0	110
Other financial assets - non-current	Term deposits	3,600	3,303	3,280
	Shares	4,870	4,977	4,977
	Loan investments	18,906	0	162
	27,376	8,280	8,419	
<b>Total cash and financial assets</b>		<b>73,952</b>	<b>53,280</b>	<b>40,195</b>

The financial statements separate term deposits with maturities of greater than three months and less than one year from those with maturities of less than three months at acquisition. The above table shows that total cash and financial assets at 30 April is above budget of \$53.3m.

### Note 2: Rates and debtors receivables

	Actual			Prior YTD		
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Rates</b>	<b>Rates</b>	<b>Arrears</b>	<b>Total</b>	<b>Rates</b>	<b>Arrears</b>	<b>Total</b>
Balance as at 1 July	(1,885)	3,829	1,944	(1,710)	3,323	1,612
instalments to date	161,723	0	161,723	153,969	0	153,969
Penalties, adjustments & postponed	889	0	889	766	0	766
Remissions and govt rebates instalments 1-4	(3,067)	0	(3,067)	(932)	0	(932)
Rates receipts	(122,544)	(3,645)	(126,189)	(119,117)	(3,192)	(122,309)
	35,115	184	35,299	32,975	130	33,106
Remissions and govt rebates instalment	0	0	0	0	0	0
Balance as at 30 April	35,115	184	35,299	32,975	130	33,106
Water by meter			1,387			1,255
Sundry debtors						
Debtors			3,240			3,390
Rentals			359			554
NZTA			1,234			0
Rates rebates Internal Affairs			176			161
H3 debtors			755			1,921
			5,764			6,026
Parking	*		3,989			5,860
Debtor accruals			3,270			3,501
Provision for doubtful debts	**		(3,186)			(5,456)
<b>Total rates and debtors receivables</b>			<b>46,523</b>	<b>44,291</b>		

#### Commentary

\* Parking debt of \$2.0m was written off at 30 June 2015.

\*\* Provision for doubtful debts reduced by \$2.0m at 30 June 2015 due to parking debtors write off.

	Actual \$'000	Prior YTD \$'000
<b>Debtors aging Rates</b>	<b>as at 1 July</b>	<b>as at 1 July</b>
2012/13	0	32
2013/14	74	3,291
2014/15	0	0
Penalties	292	0
1st qtr	374	0
2nd qtr	574	0
3rd qtr	850	0
4th qtr	1,666	0
	<u>3,829</u>	<u>3,323</u>
<b>Sundry debtors</b>	<b>as at 30 Apr</b>	<b>as at 30 Apr</b>
Current	2,972	3,670
0-30 days	548	1,609
30-60 days	300	175
60-90 days	198	51
>90 days	1,747	521
	<u>5,765</u>	<u>6,026</u>

#### Commentary

\* >90 days includes MOE \$1.3m for their contribution for Rototuna Road.

The invoice was paid by MOE into Tompkins Wake Trust account, which is a condition of our contract with MOE

The revenue is treated as income in advance until the funds are released to Hamilton City Council by Tompkins Wake on receipt

#### Note 3: Fixed assets work in progress

Asset categories	Balance 1 July 2015 \$'000	New WIP Jul-Apr \$'000	WIP capitalised Jul-Apr \$'000	Balance 30 Apr 2016 \$'000
Restricted Land	941	0	(734)	207
Parks & Gardens Land	2,514	354	(2,898)	(30)
Land under Roads	1,540	0	(1,451)	89
Operational Buildings	7,314	1,349	(6,459)	2,204
Parks & Gardens Improvements	5,455	1,169	(3,227)	3,397
Refuse	1,841	247	0	2,088
Wastewater	11,251	5,380	(5,299)	11,332
Stormwater	4,034	1,470	(1,201)	4,303
Transportation	19,717	12,901	(5,264)	27,354
Water Supply	10,894	7,952	(5,743)	13,103
Wastewater Treatment Plant	2,210	2,534	(3,436)	1,308
Water Treatment Station	2,793	3,653	(2,592)	3,854
Operational Plant & Equipment	4,001	2,694	(1,337)	5,358
Intangible Assets	2,850	969	(104)	3,715
Other	618	1,323	(1,315)	626
	<u>77,973</u>	<u>41,995</u>	<u>(41,060)</u>	<u>78,908</u>
Fixed Assets Vested	12,856	26,968	(19,858)	19,966
<b>Total Fixed assets work in progress</b>	<u>90,829</u>	<u>68,963</u>	<u>(60,918)</u>	<u>98,874</u>

Work in progress is a part of Council Property, plant and equipment non-current assets. Costs are recorded as work in progress until an asset becomes operational.

#### Note 4: Payables

	Actual	Annual budget	Prior YTD
	\$000	\$000	\$000
Payables	47,774	13,621	41,689
<b>Total payables</b>	<b>47,774</b>	<b>13,621</b>	<b>41,689</b>

Payables includes rates income in advance of \$23 million as rates income has been invoiced for four quarterly instalments whereas only ten months (July 2015-April 2016) rates income has been recognised in the Statement of comprehensive revenue and expense.

#### Note 5: Borrowings

	Actual	Annual budget	Prior YTD
	\$000	\$000	\$000
Borrowings (current)	78,358	79,048	51,386
Borrowings (non-current)	285,993	336,036	325,607
<b>Total external debt</b>	<b>364,351</b>	<b>415,084</b>	<b>376,993</b>

The calculation for Net External Debt and Total Overall Debt is shown in the Treasury Report (attachment 6). Total Overall Debt is the Financial Strategy benchmark.

#### Note 6: Derivative financial instruments

	Actual	Annual budget	Prior YTD
	\$000	\$000	\$000
Interest rate swaps - held for trading (current)	0	0	196
Interest rate swaps - held for trading (non-current)	41,483	0	25,140
<b>Total derivative financial instrument liabilities</b>	<b>41,483</b>	<b>0</b>	<b>25,336</b>

The revaluation of interest rate swaps held by Council show an unrealised mark-to-market revaluation loss for 2016 of \$15.4m (2015 loss \$13.3m) as shown in the Statement of comprehensive revenue and expense. This revaluation loss has increased the derivative financial instrument liability and occurs because market interest rates are now lower than when the fixed rate swap contracts were entered into.

#### Note 7: Other Reserves

	Balance 1 July 2015	Transfers into fund	Transfers out of fund	Balance 30 Apr
	\$000	\$000	\$000	\$000
Total restricted reserves	30,492	1,721	0	32,213
Total Council created reserves	10,325	850	(3,616)	7,559
Total Revaluation and Fair Value Through Equity Reserves	1,264,464	195,257	(53,411)	1,406,310
<b>Total restricted and Council created reserves</b>	<b>1,305,281</b>	<b>197,828</b>	<b>(57,027)</b>	<b>1,446,082</b>

Transfers into the reserves of greater than \$100k include net proceeds from the sale of three pensioner houses and Beggs Wiseman building, interest, Hamilton Gardens targeted rate, reserves contributions and waste minimisation levies.

## STATEMENT OF CASH FLOWS FOR THE TEN MONTHS ENDED 30 APRIL 2016

	Council		
	Actual \$000	Annual Budget \$000	Actual Apr 2015 \$000
<b>Cash flows from operating activities</b>			
<b>Cash was provided from:</b>			
Rates revenue	117,731	146,244	113,451
Fees, rents and charges	34,469	42,056	29,219
Subsidies and grants	9,265	9,257	9,794
Other capital contributions	20,382	11,213	13,542
Interest received	1,675	2,000	2,049
Dividends received	120	143	132
Sundry revenue	850	1,044	794
	<b>184,492</b>	<b>211,957</b>	<b>168,981</b>
<b>Cash was applied to:</b>			
Payments to employees	53,682	66,546	52,013
Payments for suppliers	60,813	61,845	59,623
Interest paid	17,388	22,647	19,216
Net GST paid	(1,218)	1,900	(3,825)
	<b>130,665</b>	<b>152,938</b>	<b>127,027</b>
<b>Net cash flow from operating activities</b>	<b>53,827</b>	<b>59,019</b>	<b>41,954</b>
<b>Cash flows from investing activities</b>			
<b>Cash was provided from:</b>			
Proceeds from reduction in other financial assets	35	0	489
Proceeds from sale of shares	0	0	0
Proceeds from sale of investment property	1,229	0	17,305
Proceeds from sale of property, plant and equipment	4,593	139	6,446
	<b>5,857</b>	<b>139</b>	<b>24,240</b>
<b>Cash was applied to:</b>			
Acquisition of other financial assets (term deposits)	34,000	0	0
Purchase of investment property	23	0	0
Purchase of intangible assets	763	0	1,153
Purchase of property, plant and equipment	41,606	65,646	44,322
	<b>76,392</b>	<b>65,646</b>	<b>45,475</b>
<b>Net cash flow from investing activities</b>	<b>(70,535)</b>	<b>(65,507)</b>	<b>(21,235)</b>
<b>Cash flows from financing activities</b>			
<b>Cash was provided from:</b>			
Loans raised	358	32,913	15,000
Finance leases raised	74	0	417
	<b>432</b>	<b>32,913</b>	<b>15,417</b>
<b>Cash was applied to:</b>			
Loan repayments	33,000	26,000	47,000
Finance lease repayments	439	425	437
	<b>33,439</b>	<b>26,425</b>	<b>47,437</b>
<b>Net cash flow from financing activities</b>	<b>(33,007)</b>	<b>6,488</b>	<b>(32,020)</b>
Net increase/(decrease) in cash held	(49,715)	0	(11,301)
Opening cash and cash equivalents balance	57,291	45,000	42,967
<b>Closing cash and cash equivalents balance</b>	<b>7,576</b>	<b>45,000</b>	<b>31,666</b>

**ARTS AND CULTURE**  
Theatres | Libraries | Museum | Arts | Active Communities  
**for the ten months ended 30 April 2016**

Prior YTD Actual 2014/15 \$000	Year to Date		Variance Favourable/ (Unfavourable) \$000	Annual Budget \$000
	Actual \$000	Budget \$000		
<b>Revenue</b>				
(2) Rates excluding Water rates	(4)	(1)	(3)	(1)
0 Water rates	0	0	0	0
1,336 Revenue from activities	1,329	1,391	(62)	1,679
505 Subsidies and grants	5	32	(28)	38
0 Development & financial contributions	0	0	0	0
37 Other revenue	18	17	1	20
<b>1,876 Total revenue</b>	<b>1,348</b>	<b>1,439</b>	<b>(91)</b>	<b>1,736</b>
<b>Expenses</b>				
5,485 Personnel costs	5,295	5,515	219	6,609
1,161 Depreciation and amortisation	2,176	2,176	(0)	2,611
246 Finance costs	164	169	5	203
7,630 Other expenses	6,400	6,378	(22)	7,676
<b>14,522 Total expenses</b>	<b>14,036</b>	<b>14,237</b>	<b>201</b>	<b>17,099</b>
<b>(12,646) Operating surplus/(deficit)</b>	<b>(12,688)</b>	<b>(12,798)</b>	<b>110</b>	<b>(15,363)</b>
0 Gains	0	0	0	0
0 Losses	(117)	0	(117)	0
<b>(12,646) Surplus/(deficit)</b>	<b>(12,805)</b>	<b>(12,798)</b>	<b>(7)</b>	<b>(15,363)</b>

**The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.**

Personnel costs - \$219k favourable [\$219k]. The variance is due to positions that have been vacant in the Library and Museum. Recruitment of staff has been completed and there will be a favourable year end variance. During this period positions were put on hold pending the Museum Strategic Plan review which has now been completed.

Losses - \$117k unfavourable [\$97k]. The loss is due to the write off of existing building fixtures and fittings which were replaced during the period.

<b>RECREATION</b>				
Pools   Indoor Recreation   Zoo				
<b>for the ten months ended 30 April 2016</b>				
Prior YTD Actual 2014/15 \$000	Year to Date		Variance Favourable/ (Unfavourable) \$000	Annual Budget \$000
	Actual \$000	Budget \$000		
<b>Revenue</b>				
0 Rates excluding Water rates	0	0	0	0
0 Water rates	0	0	0	0
3,675 Revenue from activities	3,785	3,882	(97)	4,429
334 Subsidies and grants	283	258	25	276
0 Development & financial contributions	0	0	0	0
42 Other revenue	24	23	1	28
<b>4,051 Total revenue</b>	<b>4,092</b>	<b>4,163</b>	<b>(71)</b>	<b>4,733</b>
<b>Expenses</b>				
4,137 Personnel costs	4,282	4,138	(144)	4,896
591 Depreciation and amortisation	1,177	1,359	182	1,631
273 Finance costs	236	243	7	292
4,590 Other expenses	3,836	3,693	(143)	4,407
<b>9,591 Total expenses</b>	<b>9,530</b>	<b>9,433</b>	<b>(97)</b>	<b>11,225</b>
<b>(5,540) Operating surplus/(deficit)</b>	<b>(5,438)</b>	<b>(5,270)</b>	<b>(169)</b>	<b>(6,493)</b>
0 Gains	0	0	0	0
0 Losses	(153)	0	(153)	0
<b>(5,540) Surplus/(deficit)</b>	<b>(5,592)</b>	<b>(5,270)</b>	<b>(322)</b>	<b>(6,493)</b>

**The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.**

Personnel costs - \$144k [\$64k] unfavourable. The variance consists of an increase in the number of full-time zoo-keeper positions. Part of the increase over and above the previous month's variance is due to budget phasing of life guard support at the pools over the school holiday break.

Depreciation and amortisation costs - \$182k favourable [\$178k]. The variance is due to the useful lives of the building assets (including indoor pools) at Waterworld and Gallagher Pools being reassessed and extended as part of the latest revaluation carried out during the 2015 financial year, resulting in the reduction of the depreciation expense. This favourable variance will continue to increase through to year end. The revaluation was completed after budgets were set.

Other expenses - \$143k unfavourable [\$110k]. Variances include trade waste charges involved with emptying the Hydrotherapy Pool to allow liner replacement, and operational variances including chemicals, electricity and maintenance. An unfavourable variance of between \$150k and \$200k is forecast and is included on the risk and opportunities schedule.

Losses - \$153k unfavourable [\$130k]. The loss is due to the write off of existing building fixtures and fittings which were replaced during the period.

## PLANNING AND DEVELOPMENT

City Planning | Planning Guidance & Compliance | Building Control  
for the ten months ended 30 April 2016

Prior YTD Actual 2014/15 \$000	Year to Date		Variance Favourable/ (Unfavourable) \$000	Annual Budget \$000
	Actual \$000	Budget \$000		
<b>Revenue</b>				
0 Rates excluding Water rates	0	0	0	0
0 Water rates	0	0	0	0
6,236 Revenue from activities	8,116	6,125	1,991	7,410
0 Subsidies and grants	0	0	0	0
0 Development & financial contributions	0	0	0	0
0 Other revenue	0	0	0	0
<b>6,236 Total revenue</b>	<b>8,116</b>	<b>6,125</b>	<b>1,991</b>	<b>7,410</b>
<b>Expenses</b>				
4,673 Personnel costs	4,852	5,272	420	6,326
0 Depreciation and amortisation	0	0	(0)	0
0 Finance costs	0	0	0	0
4,525 Other expenses	4,921	4,207	(714)	5,066
<b>9,198 Total expenses</b>	<b>9,773</b>	<b>9,479</b>	<b>(294)</b>	<b>11,393</b>
<b>(2,962) Operating surplus/(deficit)</b>	<b>(1,657)</b>	<b>(3,355)</b>	<b>1,698</b>	<b>(3,983)</b>
0 Gains	0	0	0	0
0 Losses	0	0	0	0
<b>(2,962) Surplus/(deficit)</b>	<b>(1,657)</b>	<b>(3,355)</b>	<b>1,698</b>	<b>(3,983)</b>

**The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.**

Revenue from activities - \$2.0m favourable [\$1.7m]. The increase in revenue is due to an increased number of building (\$1.6m) and resource consents being lodged due to strong economic activity in the city.

Personnel costs - \$420k favourable [\$430k]. The favourable variance year to date is due to the number of vacancies in the first six months of the financial year. The vacancies have now been filled but the favourable year to date favourable variance will remain. This is largely offset by an unfavourable variance in Consultants under "Other expenses" which is due to increased contractors to cover staff vacancies.

Other expenses - \$714k unfavourable [\$717k], with the major variances being:

- External IT Services \$100k unfavourable in Building Control. These charges relate to an IT Mobility Solution project implemented for the inspection team that did not get completed in the 2014/15 year.
- Consultants \$167k unfavourable in Planning Guidance and \$216k unfavourable in Building Control. These variances are due to the cost of contractors to cover for vacancies and to assist with the increased number of consents. This variance is expected to continue because of the increased level of activity but is offset by the favourable variance under "Personnel costs".
- Weathertight homes resolution claims \$156K favourable in Building Control. Court deferrals have hindered claims going through however this budget is expected to be used by financial year end.

## ECONOMIC DEVELOPMENT

Economic Initiatives | Strategic Property Investment | Claudelands | Stadiums

for the ten months ended 30 April 2016

Prior YTD Actual	Year to Date		Variance Favourable/ (Unfavourable)	Annual Budget
	Actual	Budget		
\$'000	\$'000	\$'000	\$'000	\$'000
<b>Revenue</b>				
(204) Rates excluding Water rates	(173)	(249)	76	(300)
0 Water rates	0	0	0	0
8,115 Revenue from activities	6,471	6,986	(516)	8,559
83 Subsidies and grants	6	0	6	0
0 Development & financial contributions	0	0	0	0
1,044 Other revenue	442	437	6	524
<b>9,038 Total revenue</b>	<b>6,746</b>	<b>7,174</b>	<b>(428)</b>	<b>8,783</b>
<b>Expenses</b>				
2,828 Personnel costs	2,340	2,984	644	3,587
2,146 Depreciation and amortisation	4,287	4,940	653	5,928
6,027 Finance costs	4,157	4,279	122	5,134
14,441 Other expenses	9,660	9,803	143	11,619
<b>25,441 Total expenses</b>	<b>20,443</b>	<b>22,005</b>	<b>1,562</b>	<b>26,269</b>
<b>(16,403) Operating surplus/(deficit)</b>	<b>(13,697)</b>	<b>(14,831)</b>	<b>1,134</b>	<b>(17,486)</b>
0 Gains	0	0	0	0
(260) Losses	(777)	0	(777)	0
<b>(16,663) Surplus/(deficit)</b>	<b>(14,474)</b>	<b>(14,831)</b>	<b>357</b>	<b>(17,486)</b>

The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.

Revenue from activities - \$516k unfavourable [\$433k]. This is primarily driven by the shortfall of revenue from Claudelands. The Claudelands shortfall is offset by a reduction in expenditure delivering an operating surplus of \$90k. Overall Claudelands' net deficit is \$861k less than (favourable) budgeted.

The variance is also driven by a \$136k shortfall in rental income for the Beggs Wiseman Building (property now sold). Fully tenanted the property was estimated to receive \$148k per annum, however up until the sale of the property in March 2016 it was only part tenanted receiving \$1.5k per month.

Personnel costs - \$644k favourable [\$573k]. Vacancies in Economic Growth Admin (recruitment for two staff is underway) has largely contributed to this overall favourable variance by \$242k. Reduced casual staff hires at Claudelands Events Centre has also contributed \$176k.

Depreciation and amortisation - \$653k favourable [\$576k]. The variance is due to the useful lives of the building assets being reassessed and extended as part of the latest revaluation carried out during the 2015 financial year, resulting in the reduction of the depreciation expense. The favourable variance will continue to increase through to year end. The revaluation was completed after budgets were set.

Finance costs - \$122k favourable [\$123k]. Due to the favourable debt position for Council.

Other expenses - \$143k favourable [\$27k unfavourable], with the major variances being:

- \$523k favourable in Claudelands Events Centre relating to across the board savings due to lower activity.
- \$380k unfavourable relates to variances across the remainder of the Economic Development activity.

Losses - \$777k unfavourable [\$770k]. \$405k relates to the sale of the land at 13 Graham Street, which was sold as part of the pensioner housing stock. The sale was a Council decision and was done so at market value. \$196k relates to the sale of the Beggs Wiseman Building. The sale was also at market value and was due to a Council decision influenced by progressive tenant exits.

<b>SAFETY</b>				
Animal Control   Environmental Health and Public Safety				
<b>for the ten months ended 30 April 2016</b>				
Prior YTD Actual 2014/15 \$000	Year to Date		Variance Favourable/ (Unfavourable) \$000	Annual Budget \$000
	Actual \$000	Budget \$000		
<b>Revenue</b>				
0 Rates excluding Water rates	0	0	0	0
0 Water rates	0	0	0	0
1,938 Revenue from activities	2,055	1,982	72	2,136
122 Subsidies and grants	9	0	9	0
0 Development & financial contributions	0	0	0	0
3 Other revenue	2	3	0	3
<b>2,063 Total revenue</b>	<b>2,066</b>	<b>1,985</b>	<b>82</b>	<b>2,139</b>
<b>Expenses</b>				
1,767 Personnel costs	1,846	1,736	(110)	2,081
42 Depreciation and amortisation	74	70	(4)	84
34 Finance costs	20	21	1	25
2,336 Other expenses	2,428	2,379	(49)	2,850
<b>4,179 Total expenses</b>	<b>4,368</b>	<b>4,206</b>	<b>(162)</b>	<b>5,040</b>
<b>(2,116) Operating surplus/(deficit)</b>	<b>(2,302)</b>	<b>(2,221)</b>	<b>(80)</b>	<b>(2,901)</b>
0 Gains	0	0	0	0
0 Losses	0	0	0	0
<b>(2,116) Surplus/(deficit)</b>	<b>(2,302)</b>	<b>(2,221)</b>	<b>(80)</b>	<b>(2,901)</b>

**The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.**

Personnel costs - \$110k unfavourable [\$101k]. \$84k of this variance is predominately due to the employment of a second Alcohol Licensing Inspector. The variance is expected to continue through to year end and going forward into the 2016-17 year the budget will be adjusted to accommodate the increased expenditure.

## COMMUNITY SUPPORT

Community Development | Emergency Management | Housing

for the ten months ended 30 April 2016

Prior YTD Actual 2014/15 \$000	Year to Date		Variance Favourable/ (Unfavourable) \$000	Annual Budget \$000
	Actual \$000	Budget \$000		
<b>Revenue</b>				
(0) Rates excluding Water rates	(114)	(144)	29	(173)
0 Water rates	0	0	0	0
1,764 Revenue from activities	1,459	1,908	(449)	2,289
19 Subsidies and grants	0	0	0	0
0 Development & financial contributions	0	0	0	0
2 Other revenue	(479)	1	(480)	1
<b>1,786 Total revenue</b>	<b>866</b>	<b>1,765</b>	<b>(900)</b>	<b>2,117</b>
<b>Expenses</b>				
1,219 Personnel costs	1,064	1,276	212	1,526
10 Depreciation and amortisation	489	954	465	1,145
21 Finance costs	10	10	0	12
3,193 Other expenses	2,991	2,864	(127)	3,663
<b>4,442 Total expenses</b>	<b>4,554</b>	<b>5,104</b>	<b>550</b>	<b>6,345</b>
<b>(2,657) Operating surplus/(deficit)</b>	<b>(3,688)</b>	<b>(3,338)</b>	<b>(349)</b>	<b>(4,228)</b>
0 Gains	0	0	0	0
0 Losses	(7,483)	0	(7,483)	0
<b>(2,657) Surplus/(deficit)</b>	<b>(11,171)</b>	<b>(3,338)</b>	<b>(7,832)</b>	<b>(4,228)</b>

The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.

Revenue from Activities - \$449k unfavourable [\$268k]. Council deferred the implementation of an 11% increase in pensioner housing rentals to December 2015. The unfavourable variance is a combination of revenue ceasing due to the sale of housing and the shortfall from not implementing the 11% increase at the start of the year. The overall variance is expected to be \$820k unfavourable at year end.

Other income - \$480k unfavourable. [\$480k]. Council had in the past received \$480k funding from Housing New Zealand to invest in social housing (Graham Street property). Repayment of the funds was required because the property was sold less than 20 years later. The original receipt of funds was treated as revenue, therefore repayment of the funds has been treated as negative revenue.

Personnel costs - \$212k favourable [\$166k]. The variance is mostly due to vacant positions in the Social Development team. Vacancies are currently being recruited but the favourable variance will continue until year end. \$75k of the variance also relates to vacancies in Risk & Emergency which are currently being recruited. The favourable variance is also expected to continue until year end.

Depreciation and amortisation costs - \$465k favourable [\$383k]. The variance is due to the Pensioner Housing sale. The buildings are no longer being depreciated. The variance will continue until year end.

Other expenses - \$127k unfavourable [\$147k]. The key driver of the variance relates to \$76k year to date overspend on building maintenance. A \$30k [\$30k] grant to Age Concern approved by Council also contributes to this variance. This has been included on the risk and opportunities schedule.

Losses - \$7.5m unfavourable [\$4.4m] The variance represents the loss relating to the sale of the pensioner housing stock.

## DEMOCRACY SERVICES

Governance and Public Affairs | Partnership with Māori

for the ten months ended 30 April 2016

Prior YTD Actual 2014/15 \$000	Year to Date		Variance Favourable/ (Unfavourable) \$000	Annual Budget \$000
	Actual \$000	Budget \$000		
<b>Revenue</b>				
0 Rates excluding Water rates	0	0	0	0
0 Water rates	0	0	0	0
14 Revenue from activities	17	14	3	17
0 Subsidies and grants	0	0	0	0
0 Development & financial contributions	0	0	0	0
(0) Other revenue	0	0	0	0
<b>14 Total revenue</b>	<b>17</b>	<b>14</b>	<b>3</b>	<b>17</b>
<b>Expenses</b>				
433 Personnel costs	386	471	85	565
0 Depreciation and amortisation	0	0	0	0
0 Finance costs	0	0	0	0
3,745 Other expenses	3,618	3,541	(76)	4,251
<b>4,179 Total expenses</b>	<b>4,004</b>	<b>4,012</b>	<b>8</b>	<b>4,817</b>
<b>(4,165) Operating surplus/(deficit)</b>	<b>(3,987)</b>	<b>(3,998)</b>	<b>11</b>	<b>(4,800)</b>
0 Gains	0	0	0	0
0 Losses	0	0	0	0
<b>(4,165) Surplus/(deficit)</b>	<b>(3,987)</b>	<b>(3,998)</b>	<b>11</b>	<b>(4,800)</b>

The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.

This activity has no significant variances to report.

## PARKS AND GREEN SPACES

Hamilton Gardens | Community Parks | Sports Parks | Cemeteries and Crematorium

for the ten months ended 30 April 2016

Prior YTD Actual 2014/15 \$000	Year to Date		Variance Favourable/ (Unfavourable) \$000	Annual Budget \$000
	Actual \$000	Budget \$000		
<b>Revenue</b>				
0 Rates excluding Water rates	0	0	0	0
0 Water rates	0	0	0	0
2,367 Revenue from activities	2,037	1,752	285	2,207
414 Subsidies and grants	5	7	(1)	7
3 Development & financial contributions	3	0	3	0
432 Other revenue	1,388	1,355	34	1,715
<b>3,216 Total revenue</b>	<b>3,433</b>	<b>3,113</b>	<b>320</b>	<b>3,928</b>
<b>Expenses</b>				
1,738 Personnel costs	1,806	1,745	(61)	2,092
1,667 Depreciation and amortisation	2,864	2,729	(135)	3,275
1,339 Finance costs	1,260	1,297	37	1,557
12,048 Other expenses	11,579	11,784	205	13,878
<b>16,790 Total expenses</b>	<b>17,509</b>	<b>17,556</b>	<b>46</b>	<b>20,802</b>
<b>(13,575) Operating surplus/(deficit)</b>	<b>(14,076)</b>	<b>(14,442)</b>	<b>366</b>	<b>(16,874)</b>
0 Gains	0	0	0	0
0 Losses	(520)	0	(520)	0
<b>(13,575) Surplus/(deficit)</b>	<b>(14,596)</b>	<b>(14,442)</b>	<b>(153)</b>	<b>(16,874)</b>

**The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.**

Revenue from activities - \$285k favourable [\$259k]. Cemetery revenue is \$112k ahead of budget due to an increased number of cremations and cemetery plot sales. Based on current trends it is expected there will be a favourable variance of between \$100k and \$150k at year end. Sports Parks revenue tracks ahead of budget but is expected to be on budget at year end. Other variances include Hamilton Gardens shop revenue being favourable (partially offset by stock purchases included in expenditure) and a contribution towards the Plant for Gullies programme received from the Waikato River Authority.

Depreciation and amortisation costs - \$135k unfavourable [\$119k]. This variance is due to the useful lives of the building assets being reassessed as part of the latest revaluation carried out during the 2015 financial year, resulting in the increase of the depreciation expense. The unfavourable variance will continue to increase through to year end. The revaluation was completed after budgets were set.

Other expenses - \$205k favourable [\$318k]. The variance is a continuation of previously reported trends where various maintenance works are behind schedule due to contractor availability but it is expected this work will be completed by year end.

Losses - \$520k unfavourable [\$379k]. The variance is due to the replacement of assets that have reached the end of their physical lives but were not yet fully depreciated.

## RUBBISH AND RECYCLING

Refuse Collection | Waste Minimisation | Landfill Site Management  
for the ten months ended 30 April 2016

Prior YTD Actual \$000	Year to Date		Variance Favourable/ (Adverse)	Annual Budget \$000
	Actual \$000	Budget \$000		
<b>Revenue</b>				
0 Rates excluding Water rates	0	0	0	0
0 Water rates	0	0	0	0
293 Revenue from activities	328	282	46	339
491 Subsidies and grants	543	410	133	410
0 Development & financial contributions	0	0	0	0
15 Other revenue	11	11	0	13
<b>799 Total revenue</b>	<b>882</b>	<b>703</b>	<b>179</b>	<b>762</b>
<b>Expenses</b>				
1 Personnel costs	3	0	(3)	0
209 Depreciation and amortisation	281	257	(24)	308
128 Finance costs	104	107	3	129
4,730 Other expenses	5,586	5,741	155	6,952
<b>5,068 Total expenses</b>	<b>5,974</b>	<b>6,105</b>	<b>130</b>	<b>7,389</b>
<b>(4,269) Operating surplus/(deficit)</b>	<b>(5,092)</b>	<b>(5,401)</b>	<b>310</b>	<b>(6,627)</b>
0 Gains	0	0	0	0
0 Losses	0	0	0	0
<b>(4,269) Surplus/(deficit)</b>	<b>(5,092)</b>	<b>(5,401)</b>	<b>310</b>	<b>(6,627)</b>

**The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.**

Subsidies and grants - \$133k favourable [\$82k] due to an increased level of Waste Levy received. Expect favourable result of \$150k at 30 June 2016.

Other expenses - \$155k favourable [\$147k]. Predominantly due to the timing of waste minimisation programme works funded from the Waste Levy reserve. A \$200k favourable result is expected in this area at 30 June 2016 with this value being accumulated in the Waste Levy reserve to support the successful roll out of new rubbish and recycling services in 2019.

<b>STORMWATER</b>				
Stormwater Network   Catchment Management				
for the ten months ended 30 April 2016				
Prior YTD Actual 2014/15 \$000	Year to Date		Variance Favourable/ Unfavourable \$000	Annual Budget \$000
	Actual \$000	Budget \$000		
<b>Revenue</b>				
0 Rates excluding Water rates	0	0	0	0
0 Water rates	0	0	0	0
217 Revenue from activities	100	183	(83)	241
0 Subsidies and grants	0	0	0	0
0 Development & financial contributions	0	0	0	0
103 Other revenue	121	68	53	82
<b>320 Total revenue</b>	<b>221</b>	<b>251</b>	<b>(30)</b>	<b>323</b>
<b>Expenses</b>				
16 Personnel costs	0	0	(0)	0
4,686 Depreciation and amortisation	6,592	4,788	(1,805)	5,745
342 Finance costs	373	384	11	461
1,473 Other expenses	2,338	2,129	(209)	2,442
<b>6,517 Total expenses</b>	<b>9,303</b>	<b>7,301</b>	<b>(2,002)</b>	<b>8,648</b>
<b>(6,197) Operating surplus/(deficit)</b>	<b>(9,082)</b>	<b>(7,050)</b>	<b>(2,032)</b>	<b>(8,325)</b>
0 Gains	0	0	0	0
0 Losses	(56)	0	(56)	0
<b>(6,197) Surplus/(deficit)</b>	<b>(9,138)</b>	<b>(7,050)</b>	<b>(2,088)</b>	<b>(8,325)</b>

The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.

Revenue from other Activities - \$83k unfavourable [\$94k] due to reduction in level of Project Watershed maintenance activities in open streams. Expect a \$180k unfavourable result at 30 June 2016. This reduced revenue will be offset by reduced expenditure on stream maintenance.

Depreciation and amortisation - \$1.81m unfavourable [\$1.62m]. Asset revaluation was completed in February which resulted in the adjustment of required depreciation expenditure.

Other expenses - \$209k unfavourable [\$171k]. The major variances being due to:

- \$53k of emergency physical works awaiting a pending insurance claim;
- \$92k resulting from work in progress reclassification;
- \$30k associated with additional stormwater compliance monitoring.

<b>TRANSPORTATION</b>					
Transport Network   Parking Management					
<b>for the ten months ended 30 April 2016</b>					
Prior YTD Actual	Year to Date		Variance	Annual Budget	
	Actual	Budget	Favourable/ (Unfavourable)		
\$'000	\$'000	\$'000	\$'000	\$'000	
<b>Revenue</b>					
(127)	Rates excluding Water rates	(104)	(117)	13	(196)
0	Water rates	0	0	0	0
5,226	Revenue from activities	4,732	5,052	(320)	6,064
6,675	Subsidies and grants	6,576	7,696	(1,120)	8,527
0	Development & financial contributions	0	0	0	0
1,460	Other revenue	1,721	1,426	295	1,711
<b>13,234</b>	<b>Total revenue</b>	<b>12,926</b>	<b>14,057</b>	<b>(1,131)</b>	<b>16,145</b>
<b>Expenses</b>					
668	Personnel costs	598	749	151	899
14,365	Depreciation and amortisation	15,032	14,972	(60)	17,966
5,973	Finance costs	6,534	6,726	192	8,071
13,588	Other expenses	14,910	15,958	1,048	18,833
<b>34,594</b>	<b>Total expenses</b>	<b>37,075</b>	<b>38,405</b>	<b>1,331</b>	<b>45,769</b>
<b>(21,360)</b>	<b>Operating surplus/(deficit)</b>	<b>(24,149)</b>	<b>(24,348)</b>	<b>199</b>	<b>(29,624)</b>
0	Gains	0	0	0	0
(411)	Losses	(609)	0	(609)	0
<b>(21,771)</b>	<b>Surplus/(deficit)</b>	<b>(24,758)</b>	<b>(24,348)</b>	<b>(409)</b>	<b>(29,624)</b>

The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.

Revenue from Activities: \$320k unfavourable [\$236k]. The main contributors are:

- Unfavourable revenue from On-street parking (\$211k). This negative trend is being driven by a number of different factors:

1. We have vacancies in our parking team which has resulted in less warden activity. We are currently recruiting for these vacancies;
  2. Loss of revenue through development works that have impacted on the availability of metered spaces. This is difficult to predict;
  3. Permanent removal of 14 metered spaces from Pembroke St outside the Hospital (est. \$1,000/week). This revenue loss will not be recovered;
  4. Free weekend parking pre-Christmas (Dec). This reduced revenue is time related and will not be recovered.
- The delay in commencing traffic modelling (WRTM) this financial year will result in revenue against this item not being realised (\$95k). This is due to a delay in letting the Local Authority Shared Services (LASS) contract for the preferred consultant to deliver this package of work. While data collection is expected to happen it is anticipated not all this revenue will be realised this financial year.

Subsidies and grants: \$1.12m unfavourable [\$1.04m]. We are behind in delivering against a number of Transport Network activities:

- NZTA capital subsidy to \$422k unfavourable [\$305k];
- NZTA roading subsidy \$588k unfavourable [\$661k].

The subsidy from NZTA has a direct relationship to expenditure because it is only received after expenditure occurs. Spending is below budget therefore council is unable to claim the budgeted subsidy from NZTA.

Other revenue: \$295k favourable [\$240k]. The variance is primarily due to capital contributions from Ministry of Education for private works done as part of the Rototuna School Collector Road of \$238k;

Personnel Costs: \$151k favourable [\$132k]. This is due to Parking Warden vacancies which are currently being recruited.

Finance Costs: \$192k favourable [\$193k]. Due to the favourable debt position for Council.

Other expenses: \$1.05m favourable [\$1.29m]. The main contributors are:

- Time cost charges within Transportation Network \$325k favourable [\$327k]. This has been driven by vacancies which has resulted in less time cost charges (2 of 3 vacancies have been filled within the last 4 months), and with some staff splitting time between time costs activities and project work.
- Consultants is \$425k favourable [\$509k] due to the rescheduling of studies commencing later than originally planned - it is anticipated that we will be unable to expend all of this budget line this financial year.
- Services is \$238k favourable [\$177k] due to delay in commencing traffic modelling work - it is not anticipated that all this expenditure will be completed this financial year.
- Doubtful Debts is \$164k favourable [\$147k] - the doubtful debt provision will be reviewed in June.

Losses - \$609k unfavourable [\$609k]. The variance is due to the replacement of assets that have reached the end of their physical lives but were not yet fully depreciated.

<b>SEWERAGE</b>				
Sewerage Collection   Sewerage Treatment and Disposal				
<b>for the ten months ended 30 April 2016</b>				
Prior YTD	Year to Date		Variance	Annual
Actual	Actual	Budget	Favourable/ (Unfavourable)	Budget
\$000	\$000	\$000	\$000	\$000
<b>Revenue</b>				
0 Rates excluding Water rates	0	0	0	0
0 Water rates	0	0	0	0
2,911 Revenue from activities	3,084	3,301	(217)	4,256
0 Subsidies and grants	0	0	0	0
0 Development & financial contributions	0	0	0	0
531 Other revenue	578	323	254	388
<b>3,442 Total revenue</b>	<b>3,662</b>	<b>3,624</b>	<b>38</b>	<b>4,644</b>
<b>Expenses</b>				
871 Personnel costs	901	1,045	144	1,256
6,463 Depreciation and amortisation	7,514	6,743	(771)	8,092
3,406 Finance costs	2,794	2,876	82	3,452
8,449 Other expenses	8,532	9,524	992	11,243
<b>19,190 Total expenses</b>	<b>19,741</b>	<b>20,189</b>	<b>447</b>	<b>24,043</b>
<b>(15,747) Operating surplus/(deficit)</b>	<b>(16,079)</b>	<b>(16,564)</b>	<b>485</b>	<b>(19,399)</b>
0 Gains	0	0	0	0
145 Losses	0	0	0	0
<b>(15,603) Surplus/(deficit)</b>	<b>(16,079)</b>	<b>(16,564)</b>	<b>485</b>	<b>(19,399)</b>

**The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.**

Revenue from activities - \$217k unfavourable [\$230k]. This is predominantly due to the impact of 2014/15 over accruals and billing cycles (quarterly invoicing) for tradewaste fees (\$170k).

Other revenue - \$254k favourable [\$219k] due to capital contributions received for paid connections. The additional revenue offsets additional capital expenditure.

Personnel costs - \$144k favourable [\$156k], predominately due to extended staff absences in the Shared Service area. This result is shared between the Waipa, Waikato and Hamilton Councils.

Depreciation and amortisation - \$771k unfavourable [\$612k]. An asset revaluation was completed in February which resulted in the asset values increasing and a greater depreciation expense.

Other expenses - \$992 favourable [\$1.06m], with the major variances being:

- Chemicals \$333k favourable due to extended period of stable performance of the treatment process year to date. A \$300k favourable result expected in this area at 30 June 2016.

- Planned Wastewater Treatment Plant maintenance currently \$450k favourable due to rescheduling to accommodate critical capital upgrade monitoring period. \$450k favourable result expected in this area at 30 June 2016.

- Disposal of Biosolids \$323k favourable as a result of lower Biosolids production from stable process operation year to date. A \$250k favourable result expected in this area at 30 June 2016.

- Water charges are \$53k favourable as a result of stable process operation year to date. A \$50k favourable result is expected in this area at 30 June 2016.

- Note there is the potential for further favourable results in relation to consumables and Biosolids disposal as a result of the very high level of plant process stability in this financial year.

## WATER SUPPLY

Water Treatment and Storage | Water Distribution

for the ten months ended 30 April 2016

Prior YTD Actual \$000	Year to Date		Variance Favourable/ Unfavourable \$000	Annual Budget \$000
	Actual \$000	Budget \$000		
<b>Revenue</b>				
0 Rates excluding Water rates	0	0	0	0
6,592 Water rates	6,959	6,617	342	7,772
219 Revenue from activities	169	145	24	157
0 Subsidies and grants	0	0	0	0
0 Development & financial contributions	0	0	0	0
530 Other revenue	581	263	319	315
<b>7,340 Total revenue</b>	<b>7,710</b>	<b>7,024</b>	<b>685</b>	<b>8,244</b>
<b>Expenses</b>				
43 Personnel costs	(1)	0	1	0
5,648 Depreciation and amortisation	5,520	6,294	774	7,553
2,553 Finance costs	2,621	2,698	77	3,237
6,311 Other expenses	6,518	7,503	985	8,777
<b>14,554 Total expenses</b>	<b>14,657</b>	<b>16,495</b>	<b>1,838</b>	<b>19,568</b>
<b>(7,214) Operating surplus/(deficit)</b>	<b>(6,947)</b>	<b>(9,471)</b>	<b>2,523</b>	<b>(11,324)</b>
0 Gains	0	0	0	0
156 Losses	0	0	0	0
<b>(7,058) Surplus/(deficit)</b>	<b>(6,947)</b>	<b>(9,471)</b>	<b>2,523</b>	<b>(11,324)</b>

The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.

Water rates - \$342k favourable [\$481k]. Based on recent water consumption trends a \$400k favourable result is expected in this area at 30 June 2016.

Other revenue - \$319k favourable [\$279k]. Capital contributions received for paid connections are higher than budgeted. The additional revenue offsets additional capital expenditure.

Depreciation and amortisation - \$774k favourable [\$775k]. An asset revaluation was completed in February which resulted in the asset values increasing and a greater depreciation expense.

Other expenses - \$985k favourable [\$942k], with the major variances being:

- Planned Water Treatment Plant maintenance currently \$210k favourable. \$100k favourable result expected in this area at 30 June 2016.

- Operational planning and works \$242k favourable are underway but behind programme due to a focus on city-wide summer water management initiatives. Expect \$70k favourable result in this area at 30 June 2016.

- Service delivery contract \$219k favourable due to the need to prioritise wastewater works. \$200k favourable result expected at 30 June 2016.

- Some contractually committed works are currently \$142k favourable in response to managing summer water demand. Expect \$50k favourable result at 30 June 2016.

- Chemicals \$187k favourable - favourable due to stable plant operation and consistent river water quality. \$100k favourable result expected in this area at 30 June 2016.

- Note there is potential for further favourable results in relation to consumables due to the constant river water quality experienced this financial year.

## OVERHEADS &amp; SUPPORT UNITS

for the ten months ended 30 April 2016

Prior YTD Actual 2014/15 \$000	Year to Date		Variance Favourable/ (Unfavourable) \$000	Annual Budget \$000
	Actual \$000	Budget \$000		
<b>Revenue</b>				
(134) Rates excluding Water rates	(6)	0	(6)	0
0 Water rates	0	0	0	0
1,693 Revenue from activities	1,659	1,633	26	1,964
10 Subsidies and grants	0	0	0	0
0 Development & financial contributions	0	0	0	0
76 Other revenue	17	0	17	0
<b>1,645 Total revenue</b>	<b>1,670</b>	<b>1,633</b>	<b>37</b>	<b>1,964</b>
<b>Expenses</b>				
30,223 Personnel costs	29,273	30,545	1,272	36,707
9,577 Depreciation and amortisation	3,150	3,276	126	3,931
52 Finance costs	57	63	6	75
(36,780) Other expenses	(30,962)	(32,233)	(1,271)	(38,749)
<b>3,073 Total expenses</b>	<b>1,518</b>	<b>1,650</b>	<b>133</b>	<b>1,964</b>
<b>(1,428) Operating surplus/(deficit)</b>	<b>152</b>	<b>(17)</b>	<b>169</b>	<b>0</b>
(1,428) Gains	27	0	27	0
0 Losses	(282)	0	(282)	0
<b>(2,855) Surplus/(deficit)</b>	<b>(102)</b>	<b>(17)</b>	<b>(85)</b>	<b>0</b>

**The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.**

Personnel costs - \$1.3m favourable [\$1.2m]. This variance is predominately due to vacancies in the support units within the City Infrastructure Group which includes new positions that were approved during the 10-Year Plan. These positions are currently being recruited. The variance has a direct offset against the unfavourable variance in Other Expenses.

Other expenses - \$1.3m unfavourable [\$1.0m]. The variance has a direct relationship to the favourable personnel cost variance. The support units within City Infrastructure recover their actual costs through internal time cost charging. Due to lower staff costs the level of charging (internal revenue) is lower. Note Internal revenue is part of other expenses.

Losses - \$282k [\$245k]. These are losses that represent the residual value of building assets that have been replaced (renewed).

## Items not allocated directly to Activities

Rates | Development Contributions | Vested Assets

for the ten months ended 30 April 2016

Prior YTD Actual 2014/15 \$000	Year to Date		Variance Favourable/ (unfavourable) \$000	Annual Budget \$000	
	Actual \$000	Budget \$000			
<b>Revenue</b>					
111,177	Rates excluding Water rates	116,272	115,607	665	139,102
0	Water rates	0	0	0	0
0	Revenue from activities	0	0	0	0
0	Subsidies and grants	0	0	0	0
11,167	Development & financial contributions	18,215	6,468	11,747	9,500
14,516	Other revenue	26,321	7,168	19,153	8,581
136,861	<b>Total revenue</b>	160,808	129,242	31,566	157,183
<b>Expenses</b>					
0	Personnel costs	0	0	0	0
0	Depreciation and amortisation	0	0	0	0
(869)	Finance costs	(524)	0	624	0
526	Other expenses	394	525	131	525
(343)	<b>Total expenses</b>	(230)	525	755	525
137,204	<b>Operating surplus/(deficit)</b>	161,038	128,717	32,321	156,658
0	Gains	0	0	0	0
(13,329)	Losses	(15,385)	0	(15,385)	0
123,875	<b>Surplus/(deficit)</b>	145,653	128,717	16,935	156,658

The comments below explain the variance between year to date actual results and year to date budgets where they exceed \$100k.

Rates - \$665k favourable [\$732k]. This comprises three variances being:

- The cost of rates remissions for Council properties is favourable as the actual remissions were lower when the rates were struck than had been budgeted. The year end variance is estimated to be favourable \$200k.

- The cost of hardship remissions are favourable. This is now expected to be favourable \$150k by the 30 June.

- Revenue from rates penalties are higher following the trend over that past few years. At 30 June 2016 this is expected to be \$200k.

Development and financial contributions - \$11.7m favourable [\$11.3m]. The variance is as previously explained in the Growth Report (attachment 4). The variance at 30 June is estimated to be \$15m.

Other revenue - \$19.2m favourable [\$19.5m]. Strong growth is occurring in Hamilton resulting in new subdivisions being completed and associated land and infrastructure being vested to Council.

Finance costs - \$624k favourable [\$572k]. This is interest relating to Reserve balances.

Other Expenses - \$131k [\$0k]. This is a timing variance with the payment of rates to Waikato District associated with the boundary changes, there will be no variance at 30 June 2016.

Losses - \$15.6m unfavourable [\$15.6m]. The variance is due to interest rate swaps, as reported previously (attachment 1).

**GROWTH RELATED ITEMS**  
for the 10 months ended 30 April 2016

**DEVELOPMENT AND FINANCIAL CONTRIBUTIONS**

For the current financial year total development contributions received are \$18.2m [\$17.1m], this is \$11.8m [\$11.3m] favourable against the year to date budget of \$5.7m [\$4.9m]. The annual budget of \$9.5m has already been exceeded.

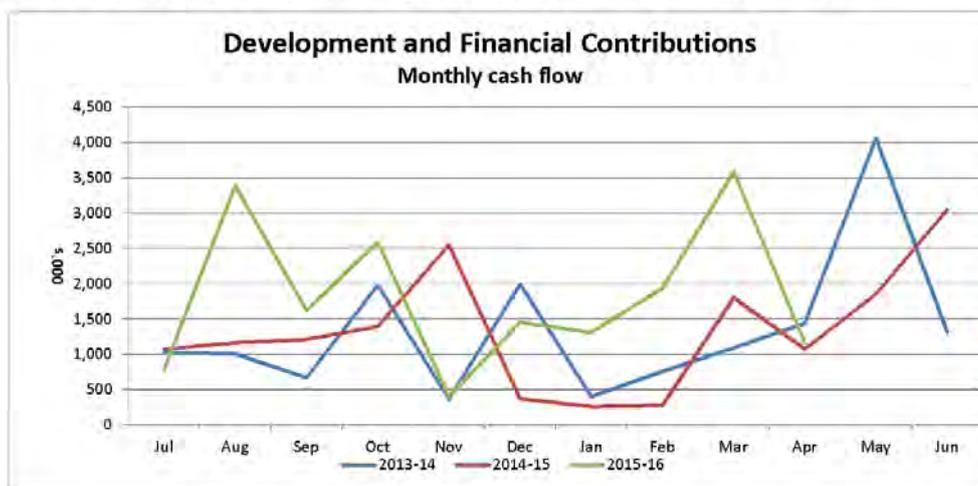
The following table and graphs provide trend data for the 2013-14, 2014-15 and the current year.

Table 1: actual contribution received per month

(000's)	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
2013-14	1,025	1,006	668	1,977	367	1,992	401	760	1,091	1,440	4,060	1,316	16,103
2014-15	1,072	1,165	1,211	1,397	2,547	370	259	277	1,801	1,071	1,854	3,045	16,069
2015-16	789	3,383	1,623	2,583	402	1,455	1,307	1,938	3,582	1,156			18,218

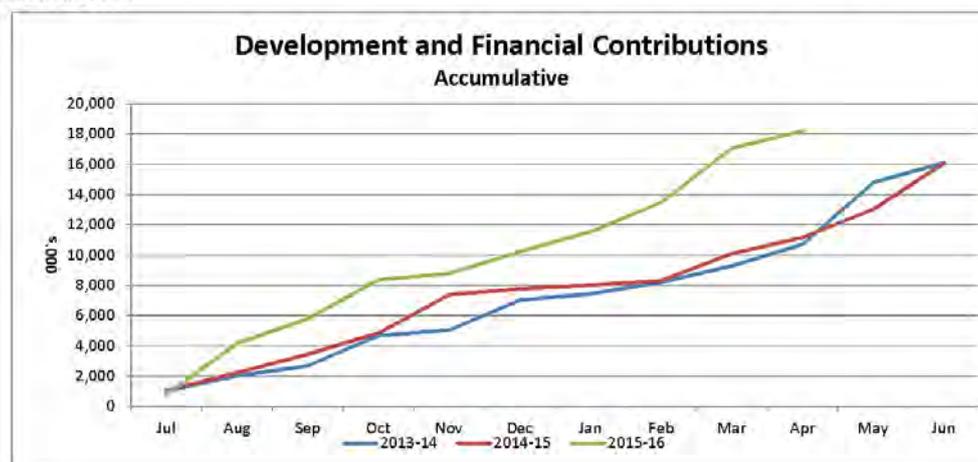
Graph 1 - Monthly actual cashflow

This graph tracks the actual contributions on a monthly basis this demonstrates that not only are the contributions volatile over the past 3 year (as low as \$250k and as high as \$4.0m) there is also little consistency between months .



Graph 2 - Accumulated actual cashflow.

This graph tracks the accumulated trends over the past 3 years. This highlights that for the current year contributions are tracking above the previous two years and potentially trending to an annual level in excess of what Council received over the past two years.



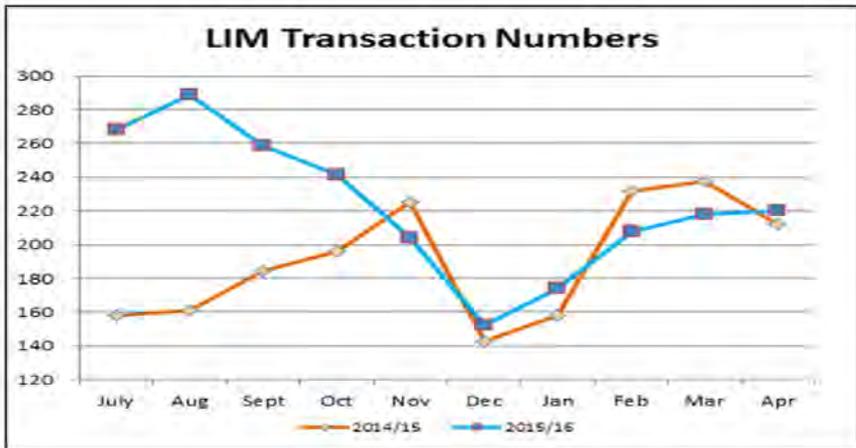
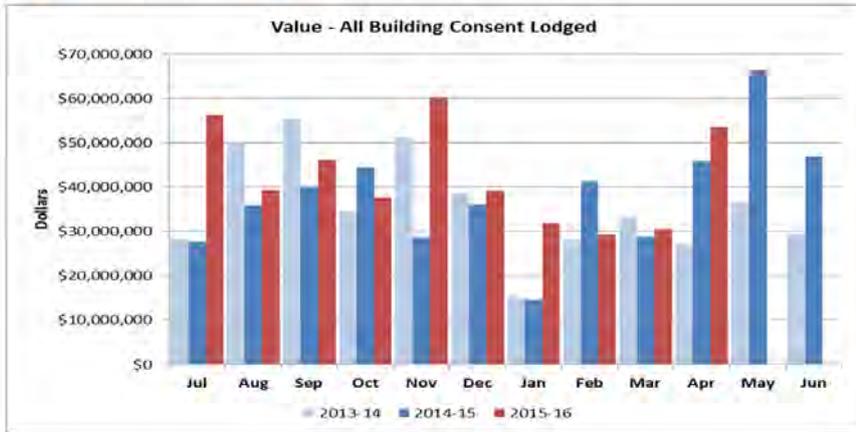
### VESTED ASSETS

Revenue recognised from the transfer (vesting) of sub divisional assets to Council is \$26.2m (\$25.8m) which results in \$19.4m (\$14.1m) favourable year to date. The annual budget for vested assets of \$8.5m is already exceeded. These additional assets will result in additional depreciation expense in the current year followed by on-going maintenance and operational costs in future years.

Top 5 by value year to date

Month	Location	Value
August-15	Industrial Subdivision Rotokauri	5,523
January-16	Residential Subdivision Rototuna	1,635
January-16	Residential Subdivision Rototuna	1,547
February-16	Te Awa River Ride	1,435
September-15	Residential Subdivision Rototuna	1,339
		11,479

### Building Consents and LIMS



## CAPITAL EXPENDITURE

for the ten months ended 30 April 2016

PROJECT TYPE KEY	
R	Renewal
LOS	Level of Service
G	Growth

Type	Year To Date			Annual Budget			Notes	Deferral Indicated
	Actual	Budget	Variance	Approved 2015/16	Approved Deferred	Total		
	\$000	\$000	\$000	\$000	\$000	\$000		
<b>ARTS AND CULTURE</b>								
<b>Libraries</b>								
CE10005 - Library collection purchases	R	835	888	53	1,048	1,048		
CE10006 - Library asset renewal	R	104	137	33	164	164		
CE10007 - Library building asset renewal programme	R	96	9	(87)	9	9		
<b>Total libraries</b>		<b>1,035</b>	<b>1,034</b>	<b>(1)</b>	<b>1,221</b>	<b>0</b>		
<b>Museum</b>								
CE10008 - Museum asset renewal	R	7	0	(7)		0		
CE10010 - Public art support fund	R	117	149	33	169	169		
CE10011 - Museum activity building renewals	R	52	290	239	390	390	1	Yes
<b>Total Museum</b>		<b>175</b>	<b>440</b>	<b>264</b>	<b>559</b>	<b>0</b>		
<b>Hamilton City Theatres</b>								
CE10012 - Founders Theatre plant and equipment renewals	R		97	97	97	97	2	Yes
CE10013 - Technical services equipment renewals	R	121	210	89	210	210		
CE10014 - Founders Theatre building renewals	R		0	-	152	152	3	Yes
CE10159 - Founders Theatre stage house renewal	R	89	100	11	100	100		
<b>Total Hamilton City Theatres</b>		<b>210</b>	<b>407</b>	<b>197</b>	<b>559</b>	<b>0</b>		
<b>TOTAL ARTS AND CULTURE</b>		<b>1,420</b>	<b>1,881</b>	<b>461</b>	<b>2,339</b>	<b>0</b>		
<b>COMMUNITY SERVICES</b>								
<b>Housing Services</b>								
CE10025 - Pensioner housing renewals	R	21	30	9	200	200		
Community Facilities Renewals (C5420001)	R	3	0	(3)				
<b>Total Housing Services</b>		<b>24</b>	<b>30</b>	<b>6</b>	<b>200</b>	<b>0</b>		
<b>TOTAL COMMUNITY SERVICES</b>		<b>24</b>	<b>30</b>	<b>6</b>	<b>200</b>	<b>0</b>		
<b>ECONOMIC DEVELOPMENT</b>								
<b>Claudelands and Stadia</b>								
CE10041 - Claudelands plant and equipment	R	12	260	248	260	260	4	
CE10042 - Seddon Park plant and equipment	R	2	107	105	107	107	5	Yes
CE10043 - FMG Stadium Waikato plant and equipment	R	544	751	207	751	751	6	
CE10044 - Turf services plant and equipment	R	23	25	2	25	25		
CE10045 - Claudelands property renewals	R	10	150	140	150	150		
CE10046 - Seddon Park property renewals	R		35	35	35	35		Yes
CE10047 - FMG Stadium Waikato property renewals	R	497	249	(248)	249	249	7	
CE10048 - Stadia building renewals	R	77	333	256	333	333	8	
CE10049 - Claudelands building renewals	R	66	61	(5)	61	61		
CE15050 - Claudelands capital improvement programme	LOS		90	90	90	90		
<b>Total Claudelands and Stadia</b>		<b>1,230</b>	<b>2,061</b>	<b>831</b>	<b>2,061</b>	<b>0</b>		
<b>Strategic Property</b>								
CE10052 - Strategic property renewals	R	41	138	97	262	262		
CE10053 - Tenancy inducement renewals	R		295	295	354	354	9	
<b>Total Strategic Property</b>		<b>41</b>	<b>433</b>	<b>392</b>	<b>616</b>	<b>0</b>		
<b>TOTAL ECONOMIC DEVELOPMENT</b>		<b>1,272</b>	<b>2,494</b>	<b>1,223</b>	<b>2,677</b>	<b>0</b>		
<b>PARKS AND GREEN SPACES</b>								
<b>Cemeteries and Crematorium</b>								
CE10021 - Building renewals cemeteries	R	57	12	(45)	12	12		
CE10023 - Hamilton Park east and west cemeteries renewals	R	58	60	2	60	60		
CE15024 - Hamilton Park cemetery, burial and ash lawn extension	G	32	32	(0)	32	32		
<b>Total Cemeteries and Crematorium</b>		<b>147</b>	<b>104</b>	<b>(43)</b>	<b>104</b>	<b>0</b>		
<b>Hamilton Gardens</b>								
CE10026 - Hamilton Gardens renewals	R	19	33	14	45	45		
CE10028 - Hamilton Gardens building renewals	R	50	101	52	165	165		
CE15027 - Proposed development programme	G	1,699	1,532	(167)	1,828	1,828	10	
<b>Total Hamilton Gardens</b>		<b>1,768</b>	<b>1,666</b>	<b>(102)</b>	<b>2,038</b>	<b>0</b>		
<b>Parks</b>								
CE10029 - Toilet and changing room renewals	R	33	258	224	284	284		
CE10030 - Building renewals parks and open spaces	R	68	208	140	233	233		

	Type	Year To Date			Annual Budget			Notes	Deferral Indicated
		Actual	Budget	Variance	Approved 2015/16	Approved Deferred	Total		
		\$000	\$000	\$000	\$000	\$000	\$000		
CE10032 - Parks and open spaces assets and playgrounds renewals	R	303	969	666	969		969	11	Yes
CE15033 - Land purchase future reserves	G	343	570	227	830	130	960	12	Yes
CE15034 - Destination playground public toilets	LOS		500	500	500		500	13	Yes
CE15035 - Rototuna Park development	G	175	408	233	350	58	408	14	Yes
CE15036 - Playground development programme	LOS		100	100	100		100		
<b>Total Parks</b>		<b>922</b>	<b>3,012</b>	<b>2,091</b>	<b>3,266</b>	<b>188</b>	<b>3,454</b>		
<b>Sports Parks</b>									
CE10031 - Sports area renewals	R	159	271	112	287		287		
<b>Total Sports Parks</b>		<b>159</b>	<b>271</b>	<b>112</b>	<b>287</b>	<b>0</b>	<b>287</b>		
<b>TOTAL PARKS AND GREEN SPACES</b>		<b>2,996</b>	<b>5,053</b>	<b>2,058</b>	<b>5,695</b>	<b>188</b>	<b>5,883</b>		
<b>RECREATION</b>									
<b>Aquatic Facilities</b>									
CE10001 - Aquatic facilities building renewals	R	9	35	27	79		79		
CE10002 - Waterworld hydroslide renewal	R	138	150	12	150		150		
CE10003 - Waterworld operational asset renewals	R	(0)	0	0			0		
CE10004 - Gallagher Aquatic Centre operational asset renewal	R	68	238	170	250		250		
<b>Total Aquatic Facilities</b>		<b>214</b>	<b>423</b>	<b>209</b>	<b>479</b>	<b>0</b>	<b>479</b>		
<b>Hamilton Zoo</b>									
CE10015 - Zoo animal enclosure renewals	R	430	285	(145)	108	195	303		
CE10016 - Zoo building renewals	R	92	108	16	108		108		
CE10017 - Property renewals	R	15	14	(1)	14		14		
CE10019 - Zoo quarantine replacement	R	36	60	24	80		80		
CE10020 - Zoo animal replacement	R	44	40	(4)	40		40		
<b>Total Hamilton Zoo</b>		<b>617</b>	<b>507</b>	<b>(110)</b>	<b>350</b>	<b>195</b>	<b>545</b>		
<b>TOTAL RECREATION</b>		<b>831</b>	<b>930</b>	<b>99</b>	<b>829</b>	<b>195</b>	<b>1,024</b>		
<b>SAFETY</b>									
CE10037 - CCTV renewals	R		30	30	40		40		
CE10038 - Animal education and control building - security fencing	R	41	70	29	70		70		
<b>TOTAL SAFETY</b>		<b>41</b>	<b>100</b>	<b>59</b>	<b>110</b>	<b>0</b>	<b>110</b>		
<b>RUBBISH AND RECYCLING</b>									
CE10054 - Replacement of closed landfill assets	R	58	100	42	100		100		
CE10056 - Replacement of RTS & HOC assets	R	153	7	(146)	7		7		
CE15055 - Closed landfill management	LOS	43	200	157	200		200		
<b>TOTAL RUBBISH AND RECYCLING</b>		<b>254</b>	<b>307</b>	<b>53</b>	<b>307</b>	<b>0</b>	<b>307</b>		
<b>STORMWATER</b>									
CE10058 - Replacement of stormwater assets	R	498	589	91	707		707		
CE15059 - Rototuna stormwater infrastructure	G	35	547	512	574		574	15	Yes
CE15062 - Peacocke stormwater infrastructure stage 1	G	22	18	(4)	558	444	1,002	16	Yes
CE15064 - Stormwater pipe upgrade - growth	G	43	107	64	125		125		
CE15066 - Existing network improvements in new areas	G		15	15	100		100		
CE15068 - Stormwater customer connections to the network	G	82	42	(40)	50		50		
CE15162 - Integrated catchment management plan	G	811	1,417	605	350	1,172	1,522	17	Yes
<b>TOTAL STORMWATER</b>		<b>1,490</b>	<b>2,735</b>	<b>1,244</b>	<b>2,464</b>	<b>1,616</b>	<b>4,080</b>		
<b>TRANSPORT</b>									
<b>Parking Management</b>									
CE10069 - Resurfacing off street carparks	R	4	23	19	23		23		
CE10070 - Replacement of parking enforcement equipment	R	32	350	318	360		360	18	Yes
CE10071 - Parking building renewal	R	6	220	214	256		256		
<b>Total Parking Management</b>		<b>41</b>	<b>593</b>	<b>552</b>	<b>639</b>	<b>0</b>	<b>639</b>		
<b>Transportation Network</b>									
CE10072 - Replacement of footpath	R	1,598	1,784	187	2,141		2,141		
CE10073 - Replacement of street furniture	R		40	40	60		60		
CE10074 - Replacement of drainage (kerb and channel)	R	978	1,024	46	1,229		1,229		
CE10075 - Replacement of road base	R	328	937	609	937		937	19	
CE10076 - Road resurfacing	R	3,351	3,940	589	3,970		3,970	20	
CE10077 - Replacement of bridges and culverts	R	88	100	12	100		100		
CE10078 - Replacement of retaining walls and structures	R	7	45	38	45		45		
CE10079 - Replacement of environmental controls	R		10	10	10		10		
CE10080 - Replacement of lighting	R	70	270	200	280		280		
CE10081 - Replacement of traffic equipment	R	416	393	(23)	400		400		

	Type	Year To Date			Annual Budget			Notes	Deferral Indicated
		Actual	Budget	Variance	Approved 2015/16	Approved Deferred	Total		
		\$000	\$000	\$000	\$000	\$000	\$000		
CE10082 - Replacement of street signs	R	0	58	58	70		70		
CE10098 - Building and property renewals	R		30	30	30		30		
CE15085 - Minor improvements to transport network	LOS	295	570	275	638		638	21	
CE15086 - Bus stop infrastructure	LOS	31	113	82	113		113		
CE15087 - Network upgrades to allow new development	G	72	26	(46)	175		175		
CE15088 - Roading upgrades and development in Peacocke stage 1	G	77	168	91	975		975	22	
CE15089 - Roading upgrades and development in Peacocke stage 2	G	708	1,752	1,044	2,025		2,025	23	
CE15090 - Roading upgrades and development in Rotokauri stage 1	G	204	412	208	777	223	1,000	24	
CE15092 - Roading upgrades and development in Rototuna	G	2,648	2,784	136	2,392	1,573	3,965	25	
CE15094 - Traffic signal improvements	LOS	282	255	(27)	300		300		
CE15095 - Integrated transport initiatives	LOS	1,049	785	(264)	900		900	26	
PIF12005 - Hamilton Ring Road Completion	LOS	857	6,930	6,073		10,550	10,550	27	
<b>Total Transportation Network</b>		<b>13,060</b>	<b>22,427</b>	<b>9,367</b>	<b>17,567</b>	<b>12,345</b>	<b>29,912</b>		
<b>TOTAL TRANSPORT</b>		<b>13,101</b>	<b>23,020</b>	<b>9,919</b>	<b>18,206</b>	<b>12,345</b>	<b>30,551</b>		
<b>SEWERAGE</b>									
CE10100 - Replacement of wastewater pump stations	R	810	830	20	1,013		1,013		
CE10101 - Replacement of wastewater assets	R	3,533	3,125	408	3,915		3,915	28	
CE15103 - Increase capacity of wastewater pump stations	LOS	403	423	(20)	423		423		
CE15104 - Wastewater pipe upgrade - growth	G	7	295	288	300		300	29	
CE15105 - Increase capacity of wastewater network - Rototuna	G	114	988	874	1,400	91	1,491	30	
CE15106 - Wastewater network upgrades to allow development	G	11	15	4	80		80		
CE15107 - Increase capacity of network in Rotokauri stage 1	G	7	52	45	52		52		
CE15109 - Increase capacity of network in Peacocke stage 1	G		1,294	1,294	1,722	420	2,142	31	
CE15111 - Increase capacity of network throughout the city	G	55	275	220	350		350	32	
CE15114 - Increase capacity of network (bulk storage)	G	64	330	266	400		400	33	
CE15161 - Wastewater master plan	G	197	148	(49)	150		150		
CE10115 - Replacement of wastewater treatment plant assets	R	1,189	2,013	824	2,224		2,224	34	
CE15116 - Upgrade wastewater treatment plant systems	LOS	77	103	26	150		150		
CE15117 - Upgrade wastewater treatment plant (Pukete 3)	G	590	704	114	950		950	35	
CE15120 - Wastewater treatment plant compliance	LOS	696	473	(223)	500		500		
CE15121 - Wastewater customer connections to the network	G	181	42	(139)	50		50		
<b>TOTAL SEWERAGE</b>		<b>7,934</b>	<b>11,110</b>	<b>3,175</b>	<b>13,679</b>	<b>511</b>	<b>14,190</b>		
<b>WATER SUPPLY</b>									
CE10123 - Replacement of water mains	R	1,869	2,600	731	3,128		3,128	36	
CE10124 - Replacement of water meters, valves and hydrants	R	247	260	13	338		338		
CE15126 - Upgrade or build new water mains in Rototuna	G		426	426	773		773	37	
CE15127 - Water pipe upgrade - growth	G	2	297	295	300		300	38	
CE15128 - Upgrade/build new water mains in Rotokauri stage 1	G	34	67	33	505		505	39	
CE15130 - Upgrade/build new water mains in Peacocke stage 1	G		8	8	75		75		
CE15132 - Water network upgrades to allow new development	G	2	15	13	80		80		
CE15133 - Water demand management - network water loss	LOS	247	330	83	399		399		
CE15136 - Water demand management - Dinsdale reservoir zone	LOS		25	25	25		25		
CE10138 - Replacement of treatment plant and reservoir assets	R	677	1,225	548	1,341		1,341	40	
CE15139 - Water treatment plant compliance - minor upgrades	LOS	537	1,469	932	1,591		1,591	41	
CE15140 - Rototuna reservoir and associated bulk mains	G	5,344	6,135	791	6,447	1,154	7,601	42	
CE15144 - Upgrade water treatment plant	G	366	478	112	500		500		
CE10145 - Tools of trade renewals	R	18	42	23	50		50		
CE15146 - Water customer connections	G	158	42	(116)	50		50		
CE15148 - Upgrade or build new water mains in Ruakura	G	8	367	358	513		513	43	
CE15159 - Water master plan	G	86	115	29	150		150		
CE15166 - Fluoride free water source	LOS		60	60	60		60	44	
PIF12027 - New software for growth planning	LOS	9	57	48		86	86		
PIF12031 - New structure to extract water from the Waikato River	LOS	1,589	1,643	54		1,643	1,643	45	
Chlorine Scrubber Installation WTP	LOS	251	321	70		321	321		
<b>TOTAL WATER SUPPLY</b>		<b>11,445</b>	<b>15,980</b>	<b>4,535</b>	<b>16,325</b>	<b>3,204</b>	<b>19,529</b>		
<b>CORPORATE SERVICES</b>									
<b>Corporate Buildings</b>									
CE10151 - Renewals program	R	244	176	(68)	182		182	46	
<b>Total Corporate Buildings</b>		<b>244</b>	<b>176</b>	<b>(68)</b>	<b>182</b>	<b>0</b>	<b>182</b>		
<b>Information Services</b>									
CE10152 - Network and infrastructure	R	63	285	222	380		380	47	
CE10153 - Core business applications	R	289	299	10	420		420	47	
CE10154 - Minor applications	R		0	-	10		10	47	
CE15155 - Mobility and eservices	LOS	212	214	2	214		214		
CE10156 - Lease funding of equipment	R	23	203	179	270		270	47	
CE15157 - Authority replacement	LOS	60	360	300	500		500	47	
<b>Total Information Services</b>		<b>647</b>	<b>1,360</b>	<b>714</b>	<b>1,794</b>	<b>0</b>	<b>1,794</b>		

	Type	Year To Date			Annual Budget		Notes	Deferral Indicated
		Actual	Budget	Variance	Approved 2015/16	Approved Deferred		
		\$000	\$000	\$000	\$000	\$000	\$000	
<b>Performance</b>								
CE10158 - Replacement of fleet vehicles	R	290	559	269	839		839	48
<b>Total Performance</b>		290	559	269	839	0	839	
<hr/>								
<b>TOTAL CORPORATE SERVICES</b>		1,180	2,095	915	2,815	0	2,815	
<hr/>								
<b>TOTAL COUNCIL</b>		41,988	65,735	23,747	65,646	18,060	83,706	

## Capital Expenditure Variance Explanations: Variances greater than \$250k

for the 10 months ended 30 April 2016

### 1. Museum activity building Renewals

This is on the deferral schedule.

### 2. Founders Theatre plant and equipment renewals

This is on the deferral schedule.

### 3. Founders Theatre building Renewals

This is on the deferral schedule.

### 4. Claudelands Plant & Equipment Renewals

Key projects are in progress including gate signage replacement, data network renewal, reduction curtain remedial work and flooring replacement.

Carpet tiles will be ordered this month. Funding of \$30k brought forward for gate signage and extra funding of \$36k allocated for reduction curtain remedial works.

All projects are on track and will be completed by year end.

### 5. Seddon Park Plant & Equipment Renewals

This is on the deferral schedule.

### 6. FMG Stadium Waikato Plant & Equipment Renewals

Key project is the PA system replacement that is well advanced with final stages to be completed by year end.

Forecast savings of \$126k relate to the scoreboard replacement project that was transferred to the Stadium Property Renewals budget.

### 7. FMG Stadium Waikato Property Renewals

Extra funding of \$150k allocated for data network renewal and \$118k brought forward for Function Room PA System & Lighting renewal - both are in progress along with CCTV equipment replacement. These projects are on track and will be completed by year end.

Overspend in this code is offset by underspend in Stadium Plant & Equipment Renewals relating to scoreboard replacement project.

### 8. Stadia Building Renewals

The key project in progress is data cabling replacement that is expected to be complete by year end.

### 9. Tenancy inducement renewals

Tenancy Inducement Renewals is a contingent allocation to enable attraction or retention of commercial tenants at lease expiry. The allocation is based on current market rates. There are currently no vacant commercial premises nor any leases of Council's commercial property expiring within the remainder of the current financial year. The allocation is therefore no longer required.

### 10. Hamilton Gardens Development

The overall 4 year programme is on track to be completed within the \$7.033 million budget but the work programme is ahead of what was originally planned in the ten year plan budget as external funds have been secured ahead of when predicted. Funding is made up of external funds and the targeted rate. The combination of these covers this year's spend.

### 11. Playground Renewals

This is on the deferral schedule.

### 12. Land Purchase Future Reserves

Deferral may be required as completion is dependent on reaching an agreement on land valuations and obtaining property titles.

### 13. Destination Playground public Toilets

This is on the deferral schedule.

### 14. Rototuna Park development

Deferral is required due to third party delays (developer) in the development of the swale upgrade (ditch) adjoining the park.

### 15. Rototuna Stormwater

This is on the deferral schedule.

### 16. Peacockes Stormwater Stage 1

This is on the deferral schedule.

### 17. Integrated catchment management plans

This is on the deferral schedule.

### 18. Parking Enforcement Equipment

This is on the deferral schedule.

### 19. Replacement of Road Base

Behind schedule - looking to complete works by June (previously April); risk is works could be affected by adverse weather.

**20. Road Resurfacing**

Behind schedule - looking to complete works by June (previously April); risk is works could be affected by adverse weather.

**21. Minor Improvements to Transport Network**

Contracts have been awarded, work is underway and will be complete by end of year.

**22. Roothing Upgrades in Peacockes Stage 1**

Forecast underspend of \$775k. Works completed in Dixon road without HCC requirement to upsize.

**23. Roothing Upgrades in Peacockes Stage 2**

This is on the deferral schedule.

**24. Roothing Upgrades in Rotokauri**

Potential deferral required due to timeframe of Rotokauri Road upgrade (developer agreement) and to complete Ruffell/Onion intersection improvements (HCC Project), pending further options assessment.

**25. Roothing Upgrades in Rototuna**

Potential deferral due to revised programmes, development timing and reliance on third party agreements for the North City Road upgrade, Borman Road East, Borman Road West, and Borman/Moonlight intersection.

**26. Integrated Transport Initiatives**

Project is on-track. Includes additional spending for Western Rail Trail.

**27. Hamilton Ring Road completion**

This is on the deferral schedule.

**28. Replacement of Wastewater Assets**

Currently completing project ahead of programme.

**29. Pipe Upgrade Growth**

Currently under budget, forecast \$50k cost with residual budget of \$250k.

**30. Increase capacity of wastewater network in Rototuna**

This is on the deferral schedule.

**31. Increase capacity of network in Peacockes Stage 1**

This is on the deferral schedule.

**32. Increase capacity of network throughout the city**

Currently tracking behind baseline programme, however a programme is in place to award the Far Western Interceptor contract in May. Potential deferral of up to \$250k to align with Contractor construction programme. Project reliant on land access agreements.

**33. Increase capacity of the network (bulk storage)**

This is on the deferral schedule.

**34. Replacement of wastewater treatment plant assets**

Currently tracking behind baseline programme, however contractual commitments are in place to complete the work programme in 15/16 year. Forecast potential underspend of up to \$219k identified due to attractive tender pricing and work programme reprioritisation. Refer R & O.

**35. Upgrade wastewater treatment plant (Pukete 3)**

Currently tracking slightly behind baseline programme. Potential deferral of spending to 16/17 year needed of \$150k dependent on project progress.

**36. Replacement of Watermains**

Currently tracking behind baseline programme. Additional resources are in place however currently forecast to not complete works programme.

**37. Upgrade or build new water mains in Rototuna**

This is on the deferral schedule.

**38. Water pipe upgrade - growth**

On track but includes work being undertaken by developer which will be charged to council in June.

**39. Upgrade/build new watermains in Rotokauri stage 1**

This is on the deferral schedule.

**40. Replacement of treatment plant and reservoir assets**

Currently tracking behind baseline programme, however contractual commitments are in place to complete works. Forecasting a potential underspend of \$348k due to favourable tender price for Hamilton South Reservoir roof renewal works (\$150k saving) and work programme reprioritisation - refer Risks & Opportunities schedule.

**41. Water Treatment Plant compliance minor upgrades**

Currently tracking behind baseline programme, however contractual commitments are in place to complete works. Forecasting a potential underspend of \$556k due to favourable market pricing and work programme reprioritisation - refer Risks & Opportunities.

**42. Rototuna Reservoir**

On track. Slightly behind baseline programme, however contractual commitments now in place for bulkmain installation and reservoir construction.

**43. Upgrade or build new water mains in Ruakura**

This is on the deferral schedule.

**44. Fluoride free water source**

\$10k overspend is expected but not until next financial year because the tap fixture is not in stock.

**45. New structure to extract water from the Waikato River**

Works expected to be complete by 30 June. The approved budget and approved contract sum are expected to be exceeded by approximately \$200k.

**46. Corporate Building Renewal programme**

Budget has been exceeded but it includes the Caro Wing relocation work and Energy Efficiency costs where the budget is included in operating. Both items are on risk and opportunities.

**47. Information Services**

This is on the deferral schedule.

**48. Property Unit**

A review of the Fleet operation temporarily delayed progress but now is back on track and funds will be fully spent by 30 June 2016.

## POTENTIAL CAPITAL DEFERRALS

as at 30 April 2016

Activity	Project	Council / 3rd Party / Contractual / Other External	Value of Deferral \$000's	Explanation	Total Project Budget \$000's
<b>INFRASTRUCTURE PROJECTS</b>					
<b>Rototuna</b>					
Water	CE15126 - Upgrade or build new watermains in Rototuna	3rd Party	723	Revised programmes, development timing and reliance on 3rd parties for North City Road upgrade, Borman Road East extension and Kay Road watermain improvements.	773
Wastewater	CE15105 - Increase capacity of wastewater network - Rototuna	3rd Party	1,291	Revised programmes, development timing and reliance on 3rd parties for North City Road upgrade, Borman Road East extension and River Road wastewater improvements.	1,491
Stormwater	CE15059 - Rototuna stormwater infrastructure	3rd Party	539	Revised programmes, development timing and reliance on 3rd parties for Borman Road East extension and stream erosion works.	574
Transportation	CE15092 - Roading upgrades and development in Rototuna	3rd Party	1,451	Revised programmes, development timing and reliance on 3rd parties for the North City Road upgrade and Borman Road Eastern and Western extensions and the Borman/Moonlight intersection.	3,965
<b>Total Rototuna</b>			<b>4,004</b>		<b>6,803</b>
<b>Rotokauri</b>					
Water	CE15128 - Upgrade/build new watermains in Rotokauri stage 1	Contractual	200	Revised programme.	505
Wastewater	CE15111 - Increase capacity of network throughout the city	3rd Party	275	Far Western Interceptor project is behind programme due to reliance on 3rd party land access. The contract is expected to be awarded in May. Currently tracking behind baseline programme, however a programme is in place to award Far Western Interceptor contract.	350
Transportation	CE15090 - Roading upgrades and development in Rotokauri stage 1	3rd Party	750	Revised programme, development timing and reliance on 3rd parties for Rotokauri Road upgrade. Delay to Ruffell/Onion Road upgrade to allow assessment of further options to satisfy Kiwi Rail.	1,000
<b>Total Rotokauri</b>			<b>1,225</b>		<b>1,855</b>
<b>Peacocke</b>					
Stormwater	CE15062 - Peacocke stormwater infrastructure stage 1	3rd Party	592	Revised programme, development timing and reliance on 3rd parties. Reallocate \$360k to CE15162 - ICMPs to assist with Peacocks - Mangakotukutuku.	1,002
Wastewater	CE15109 - Increase capacity of network in Peacocke stage 1	3rd Party	890	Revised programme, development timing and reliance on 3rd party (defer to year 2018/19 for new pump station to match development programme).	2,142
Transportation	CE15089 - Roading upgrades and development in Peacocke stage 2	3rd Party	1,295	Property purchase provision is only utilised if land owners request purchase and HCC agrees.	2,025
<b>Total Peacocke</b>			<b>2,777</b>		<b>5,169</b>
<b>Ruakura</b>					
Water	CE15148 - Upgrade or build new watermains in Ruakura	3rd Party	500	Revised programme, development timing and reliance on 3rd parties.	513
<b>Total Ruakura</b>			<b>500</b>		<b>513</b>
<b>Citywide</b>					
Wastewater	CE15117 - Upgrade wastewater treatment plant (Pukete 3)	Contractual	150	Currently tracking behind baseline programme.	950
	CE15114 - Increase capacity of network (bulk storage)	Contractual	121	Currently tracking behind baseline programme.	400
			271		1,350
Stormwater	CE15162 - Integrated catchment management plan	Contractual	682	\$360k reallocated from CE15062 for Peacocks Mangakotukutuku ICMP. An ICMP works programme is in place to complete works but project delivery is reliant on modelling outputs.	1,522
Transportation	PIF12005 - Hamilton Ring Road Completion	Contractual	9,000	Project completion is contractually committed, however revised construction programme will require potential gross expenditure deferral of up to \$9M. Note 100% advance funding from NZTA, no impact on Councils actual financial position.	10,550
	CE10070 - Replacement of parking enforcement equipment	Contractual	300	Potential deferral required to align with programme for contractually committed Parking Equipment replacement project. Contract on-track to be awarded in May.	360
			9,300		10,910
<b>Total Citywide</b>			<b>10,253</b>		<b>13,782</b>
<b>Total Infrastructure Projects</b>			<b>18,759</b>		<b>28,122</b>
<b>COMMUNITY PROJECTS</b>					
Museum	CE10011 - Museum activity building renewals	Contractual	170	Potential deferral required to fund the chillers at the Museum as work may not be completed at year end. Current variance is due to tender/contract phase complexities resulting in delays.	390
Hamilton City Theatres	CE10012 - Founders Theatre plant and equipment renewals	HCC	86	With the current closure of Founders Theatre these projects are on hold until a decision is made on the theatre's future.	97
	CE10014 - Founders Theatre building renewals	HCC	149	With the current closure of Founders Theatre these projects are on hold until a decision is made on the theatre's future.	152
			235		249
Parks and Green Spaces	CE10032 - Parks and open spaces assets and playgrounds renewals	Other External	100	Due to consenting delays the Lake Magellan Bridge renewal work may not be completed by year end.	969
	CE15033 - Land purchase future reserves	Other External	600	Deferral may be required as completion is dependent upon reaching agreement on land valuations and obtaining property titles.	960
	CE15034 - Destination playground public toilets	Contractual	150	Potential deferral may be required in the event inclement weather conditions are experienced. The condition of the existing waste water pipe work is also unknown at this stage which may also impact on the completion date. If all things go as planned, the project will be completed by end of year.	500
	CE15035 - Rototuna Park development	Contractual	237	Deferral is required due to third party delays (developer) in the development of the swale upgrade (ditch) adjoining the park.	408
			1,087		2,837
Clandlands and Stadia	CE10042 - Seddon Park plant and equipment	3rd Party	100	Wicket block replacement to be deferred based on advice from NZ Cricket.	107
	CE10046 - Seddon Park property renewals	HCC	35	Defer gate improvements to 2016/17 to complete with budgeted path upgrade.	35
			135		142
<b>Total Community Projects</b>			<b>1,627</b>		<b>3,618</b>
<b>CORPORATE PROJECTS</b>					
Information Services	CE10156 - Lease funding of equipment	HCC	246	Deferred due to a delay in the roll-out of the new desktop hardware which requires new device types.	270
	CE15157 - Authority replacement	HCC	440	Unable to source a suitable regulatory system this year. Deferral required until the organisation is ready to progress.	500
<b>Total Corporate Projects</b>			<b>686</b>		<b>770</b>
<b>Total Deferrals</b>			<b>21,072</b>		<b>32,510</b>

**PIPELINE PROJECTS - to bring forward to 2015/2016**  
as at 30 April 2016

Activity	Project	Budgeted Cost \$000's	Rationale and other information	Budgeted in 10-Year Plan
<b>COMMUNITY PROJECTS</b>				
<b>FMG Stadium Waikato</b>	Property renewals function room PA system and lighting upgrade	118	PA Component was tendered with wider Stadium PA replacement that is currently underway. By completing both components together it will ensure the project is completed by the same contractor.	2016/17
	Property renewals data network cabling upgrade	150	The upgrade of the data network at the Stadium is required to support a range of essential services including the PA system, wi-fi network, ticketing and video screens. This is well overdue for replacement and essential to the continued efficient operation of the venue. This funding would be used for the first stage of installing cabling with equipment to be purchased in the next financial year.	2016/17
		<b>268</b>		
<b>Claudelands</b>	Property Renewals. Oval Parking Improvements	140	The entry points for parking on the oval are in poor condition and present a bad first impression to customers. Customers cars have had to be towed off the oval in wet weather. With additional events needing to be hosted following the closure of Founders Theatre the parking will be used more extensively.	2016/17 & 2019/20
	Property Renewals. Additional gate signage	30	A project is currently underway to install new gate signage and additional funding was allowed in future years to complete further stages. It is proposed to bring forward all funding and do this as one project.	2016/17 & 2017/18
		<b>170</b>		
<b>Libraries</b>	Operational asset renewals	97	1) \$30k for security gate/CCTV renewal at the community libraries 2) \$41k for shelving and furniture renewal (public area) 3) \$26k for Hillcrest library carpet (trip hazard)	2016/17
<b>Parks &amp; Green Spaces</b>	Signage renewals	10	Renew aging signage in Braithwaite Park, Munro's Walkway and the parks in the western green belt	2016/17
	Path Renewals	165	\$123k for Braithwaite Park, Munro's walkway and \$42k for Ferry Bank	2017/18 & 2019/20
		<b>175</b>		
<b>Hamilton Gardens</b>	CE15027 - Proposed development programme	877	The overall 4 year programme is on track to be completed within the \$7.033m budget but the work programme is ahead of what was originally planned in the ten year plan budget as external funds have been secured ahead of when predicted. Funding is made up of external funds and the targeted rate. The combination of these covers this year's spend.	2016/17 & 2017/18
<b>Total Community Projects</b>		<b>1,587</b>		
<b>Total Pipeline Projects to Bring Forward</b>		<b>1,587</b>		

Risks and Opportunities Schedule  
for the year ended 30 June 2016  
Summary

		2015/16 Budget	2016/17 Budget
<b>Actual Risks and Opportunities</b>			
<b>CORPORATE</b>			
<b>Pensioner Housing Renewals</b> - reduced renewal programme reflecting essential health and safety works following the decision to sell Pensioner Housing portfolios.			180
<b>Pensioner Housing Debt</b> - Repayment of a suspensory loan to Housing New Zealand.		(480)	
<b>Pensioner Housing Sale</b> - corporate overhead charges will have to be redistributed across other activities. 2015/16 impact from 7th of March 2016 to 30 June 2016 is \$75k.		(75)	
<b>Energy Efficiency</b> - is an initiative undertaken to provide energy savings. The budget is included in operating and reclassification is required as work is of a capital nature.		100	(100)
<b>Caro Wing relocation and subletting</b> - costs associated with the relocation of staff from the Caro Street Wing. Relocation costs are estimated as \$260k with a potential revenue offset estimated to be \$62k 2015/16 and \$142k thereafter noting there is a risk the premises may take longer to let with a consequential impact on income.		62	(260)
<b>CORPORATE TOTAL</b>		<b>(393)</b>	<b>(180)</b>
<b>ED SPECIAL PROJECTS</b>			
<b>Shared Water Business Case</b> - contribution to Water CCO business case project (50% share). Invoices related to 2014/15 were missed in the accruals process despite purchase orders being raised.		(150)	
<b>Shared Water Business Case</b> - contribution to Stage 2 of the Water CCO business case project (50% share), along with Waikato and Waipa Councils.		(175)	
<b>River Plan</b> - Budget for the River Plan while approved during the 10-Year Plan was to be funded by savings identified from the Support Service Review		(250)	
<b>Support Service Review</b> - Savings identified from the support service review being used to fund the River Plan. (see above)		250	
<b>ED SPECIAL PROJECTS TOTAL</b>		<b>(325)</b>	<b>0</b>
<b>COMMUNITY</b>			
<b>Rototuna Town Centre</b> - required to complete additional design work to integrate Stage 1 plans and respond to increased complexity – roading and parking detail, additional specific traffic design and a rationale for cost sharing between parties involved. The revised scope includes additional project management fees due to extended time required to manage the various complexities.		(90)	
<b>Community Facilities</b> - grant funding approval to Age Concern.		(30)	
<b>Pensioner Housing Sale</b> - reduced ground maintenance charge impact of sale of Pensioner Housing Stock. 2015/16 impact from 7th of March 2016 is that City Park income will decrease by \$44k.		(44)	
<b>One Victoria Trust Grant</b> – the \$75k grant included in the 15/16 budget is unlikely to be paid due to a condition in the agreement that states payment can only be made upon completion of Earth-quake proofing work at the Meteor Theatre. If the work is not completed within the 15/16 year, a total of \$150k (inclusive of \$75k previously deferred from 14/15) is payable when work is completed in 16/17.		75	
<b>Museum Acquisitions</b> - Gifting of Collection to Museum will come with the condition that Council invests \$50k per annum in new Art.		(50)	
<b>Zoo Tiger Service Area</b> - construction of Tiger service area fencing.			(120)
<b>Zoo</b> – capital expenditure required for various works.			(300)
<b>Library</b> - repair of the Central Library concrete flooring and relocation of library stock. The maintenance work is expected to cost \$165k with a further \$20k requirement for offsite storage and document retrieval.		(185)	
<b>Indoor recreation centre</b> - Council approval 24th February 2016 for funding to be brought forward from 2021/22 to the 2015/16 financial year and increased by up to \$500k as a grant towards the construction of two of the four courts to be built at the new Rototuna High Schools.		(4,500)	
<b>Aquatic Services</b> – an unfavourable variance of \$223k is forecast at Waterworld. Club Aqua income continues to track well below budget and pool related costs such as chemicals and trade waste costs are higher than expected. Favourable lane swimming revenue will reduce the overall Aquatic Services variance to between \$150k and \$200k.		(200)	
<b>Waikato Museum</b> - Replacement/upgrade of the Building Mangement System		(90)	
<b>COMMUNITY TOTAL</b>		<b>(4,824)</b>	<b>(420)</b>
<b>STRATEGY &amp; COMMUNICATION</b>			
<b>STRATEGY AND COMMUNICATION TOTAL</b>		<b>0</b>	<b>0</b>
<b>CITY INFRASTRUCTURE</b>			
<b>VOTR Carpark Revenue</b> – Reduced capacity due to ground conditions.		(135)	
<b>Hamilton Organic Recycling Centre Wall</b> - unbudgeted works required to ensure drop off wall structure is safe for public use (offset by \$120,000 opportunity in City Growth)			(120)
<b>Water treatment plant renewals and minor capex</b> - \$572k funding reprioritised from water treatment plant renewals and minor capex to wastewater treatment plant renewals and minor capex.			572
<b>Wastewater treatment plant renewals and minor capex</b> - \$572k funding reprioritised from water treatment plant renewals and minor capex to wastewater treatment plant renewals and minor capex.			(572)

Risks and Opportunities Schedule  
for the year ended 30 June 2016  
Summary

	2015/16 Budget	2016/17 Budget
<b>Western Rail Trail</b> - \$3m external funding from Urban Cycleways Fund (capital expenditure will be over budget by \$3m but will be offset by capital contributions of \$3m)	3,000	(3,000)
<b>Wastewater treatment plant Opex</b> - reduced spending in chemicals, planned maintenance, water charges and disposal of biosolids due to a stable running environment at the plant.	1,050	
<b>Water rates</b> - Increased recovery of Water by Meter revenue	400	
<b>Water treatment plant Opex</b> - reduced spending in maintenance, operational planning and works, service delivery contract, contractually committed work, and chemicals.	520	
<b>Rubbish and recycling Opex</b> - increased Waste Levy revenue and reduced Waste Minimisation spending due to timing of the works	350	
<b>CE15088 - Roading in Peacocks Stage 1</b> - Forecast underspend of up to \$775k identified due to Dixon Road upgrade works being completed without a requirement for HCC upside contributions.		775
<b>CE15062 - Peacocks Stage 1 Stormwater</b> - Reallocation of \$360k to ICMP budget (CE15162) to complete Mangakotukutuku ICMP		360
<b>CE15162 - Integrated Cathment Management Plans</b> - Reallocation of \$360k from Peacocks Stage 1 Stormwater (CE15062) to complete Mangakotukutuku ICMP		(360)
<b>CE10138 - Replacement of water treatment plant and reservoir assets</b> - Forecasted underspend identified due to favourable market pricing and work programme reprioritisation at the water treatment plant. Includes \$150k saving from favourable tender price for Hamilton South Reservoir roof.		348
<b>CE15139 - Water treatment plant compliance - Minor Upgrades</b> - Forecasted underspend identified due to favourable market pricing and work programme reprioritisation at the water treatment plant		325
<b>CE15139 - Water treatment plant compliance - Minor Upgrades</b> - Funding reprioritised to CE15120 (Wastewater treatment plant renewals and minor capex)		231
<b>CE10115 - Replacement of wastewater treatment plant assets</b> - Funding reprioritised to CE15120 (Wastewater treatment plant renewals and minor capex)		219
<b>CE15120 - Wastewater Treatment Plant Minor Capital Improvements</b> - Funding reprioritised from CE15139 (Water treatment plant compliance - Minor upgrades) and CE10115 (Replacement of wastewater treatment plant assets)		(450)
<b>CE15104 - Wastewater Pipe Upgrade Growth</b> - Forecast underspend		250
<b>CE10123 - Replacement of Watermains</b> - Tracking behind baseline program and currently forecast not to complete works program.		328
<b>CE10058 - Replacement of Stormwater Assets</b> - Forecast to deliver under budget due to physical works cost savings and work program reprioritisation		150
<b>PIF12031 - Structure to extract water from Waikato River</b> - Forecast project overspend		(200)
<b>CITY INFRASTRUCTURE TOTAL</b>	5,185	(1,144)
<b>CITY GROWTH</b>		
<b>Victoria On The River (VOTR) - Phase 1 Planning</b>	(140)	
<b>VOTR Site</b> - Year 1 costs approved 15 December for design and consents.		(350)
<b>VOTR Site</b> - Year 1 costs approved 15 December for earthworks.		(1,150)
<b>LIM's and Building Consents</b>	495	
<b>Online Building Consenting Roadmap - Phase 2:</b> implement an online consenting solution for the Building Unit	(495)	
<b>Hamilton Organic Recycling Centre</b> - Funding for drop off wall works to ensure structure is safe for public use		120
<b>Economic Growth</b> - Budget required to prepare a business plan that will give options for replacement of the DC modelling tool.	(175)	
<b>CE10053 - Tenancy Inducement Renewals</b> - This budget is a contingent allocation to enable attraction or retention of commercial tenants at lease expiry. The allocation is based on current market rates. There are currently no vacant commercial premises nor any leases of Council's commercial property expiring within the remainder of the current financial year. The allocation is therefore no longer required.		354
<b>CITY GROWTH TOTAL</b>	(315)	(1,026)
<b>H3 &amp; EVENTS</b>		
<b>Legal Costs</b> - Recovery of legal costs associated with defending the Waikato Show Trust. Could be up to 75% of total incurred by Council	100	
<b>Clarence St Theatre</b> - Council resolved in July 2015 to gift the Theatre to a Trust. This removes the net direct cost budget.	120	
<b>Clarence St Theatre</b> - As part of the resolution to gift the Theatre to a trust Council approved a one-off \$75k grant.	(75)	
<b>Founders Safety Assessment</b> - This is as a result of our current investigations into Founders Theatre and a consequential decision to undertake additional health and safety and building structure assessments. The engineers work may possibly be capitalised.	70	
<b>H3 &amp; EVENTS TOTAL</b>	215	0
<b>COUNCIL WIDE</b>		
<b>ACC Levies</b> - based on actual costs from the previous year there will be a favourable position.	120	
<b>Rates</b> - Additional rates revenue. This has occurred due to the timing of the Council resolution and the actual striking of the rates.	100	
<b>Rates Penalties</b> - based on the previous years actuals	300	

Risks and Opportunities Schedule  
for the year ended 30 June 2016  
Summary

	2015-16 Budget	2015-16 Actual
<b>Rates Remissions</b> - Remissions relating Council properties and other qualifying properties (this excludes the hardship remissions) have been processed for the year. Final cost was favourable to budget.	200	
<b>COUNCIL WIDE TOTAL</b>	720	0
<b>Net Business Impact before Debt Servicing, Development Contributions, Unrealised Gains/Losses and Non Cash Items</b>	<b>(27)</b>	<b>(2,770)</b>
<b>DEBT SERVICING AND DEVELOPMENT CONTRIBUTIONS, UNREALISED GAINS/LOSSES, NON CASH ITEMS</b>		
<b>Net interest cost</b> - Year end forecast using the actual opening debt position for 2015-16 and current interest rates.	1,500	
<b>Development Levies and Financial Contributions</b> - based on the actual year to date results. These are not forecast amounts	11,750	
<b>Vested Assets</b> - based on the actual year to date results. These are not forecast amounts	19,133	
<b>Depreciation</b> - based on preliminary results from the 3 water revaluation.	(2,800)	
<b>Pensioner Housing Sale</b> - Loss on sale associated with sale of Pensioner Housing Stock. Adjusted from the \$4.4m previously reported to incorrect accounting treatment.	(7,483)	
<b>Losses on Asset Sales</b> - based on the actual year to date results. These are not forecast amounts	(2,486)	
<b>Unrealised Losses</b> - this is on interest rate swaps, based on the actual year to date results. These are not forecast amounts	(15,385)	
<b>DEBT SERVICING AND DEVELOPMENT CONTRIBUTIONS, UNREALISED GAINS/LOSSES, NON CASH ITEMS</b>	4,229	0
<b>Net Business Impact after Debt Servicing, Development Contributions, Unrealised Gains/Losses and Non Cash Items</b>	<b>4,202</b>	<b>(2,770)</b>
<b>IMPACT ON THE ACCOUNTING RESULT</b>		
10-Year Plan - Surplus(Deficit)	9,232	
Risks and Opportunities	4,202	
<b>Revised Accounting Result - Surplus(Deficit)</b>	<b>13,434</b>	
<b>IMPACT ON BALANCING THE BOOKS</b>		
10-Year Plan - Surplus(Deficit)	751	
Risks and Opportunities	4,202	
<i>Items eliminated</i>		
-Vested Assets	(19,133)	
-Loss on Pensioner Housing	7,483	
-Loss on Other Asset Sales	2,486	
-Loss interest rate swaps	15,385	
<b>Revised Balancing the Books - Surplus(Deficit)</b>	<b>11,174</b>	

## TREASURY REPORT for the ten months ended 30 April 2016

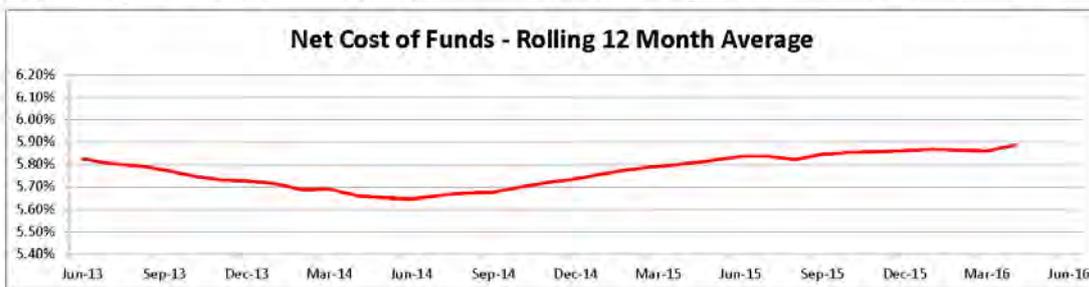
### Policy Compliance

	Policy	Result @ 30-Apr-16	Policy Compliance	
Fixed debt parameters	fixed 50% - 95%	87%	✓	
Fixed rate maturity	all years within annual parameters	not achieved for the current month	✓	
Funding maturity	0 - 3 years	15% - 60%	54%	✓
	3 - 5 years	15% - 60%	25%	✓
	5 years plus	10% - 40%	21%	✓
Liquidity ratio	minimum 110%	120%	✓	
Counterparty credit risk	maximum \$75m per bank	achieved	✓	

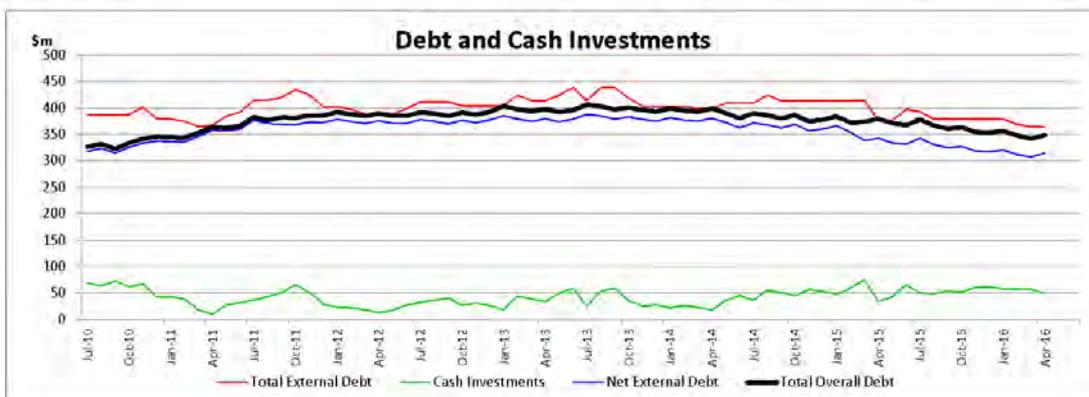
#### Comments on policy breaches

The amount of debt at fixed rates of interest compared to total net debt for the current month is 95.6% which is greater than the 95% upper limit. As per the Investment and Liability Management Policy this is not a breach of policy if it self corrects within 90 days. Current forecasts of debt levels indicate a return to below 95% during June, but if that does not happen fixed interest rate exposure will be adjusted to avoid a policy breach. All other annual fixed rate maturities are within policy parameters.

Finance Costs (\$000's)	Result @ 30-Apr-16	Budget @ 30-Apr-16	Variance Fav. / (Unfav.)	Annual Budget
Interest and financing costs paid (net of interest paid to reserves)	17,706	18,873	1,167	22,647
less Interest received	(1,839)	(1,667)	172	(2,000)
<b>Net finance costs</b>	<b>15,867</b>	<b>17,206</b>	<b>1,339</b>	<b>20,647</b>
Weighted average net cost of funds (12 month rolling average)	5.89%	5.90%	0.01%	5.90%

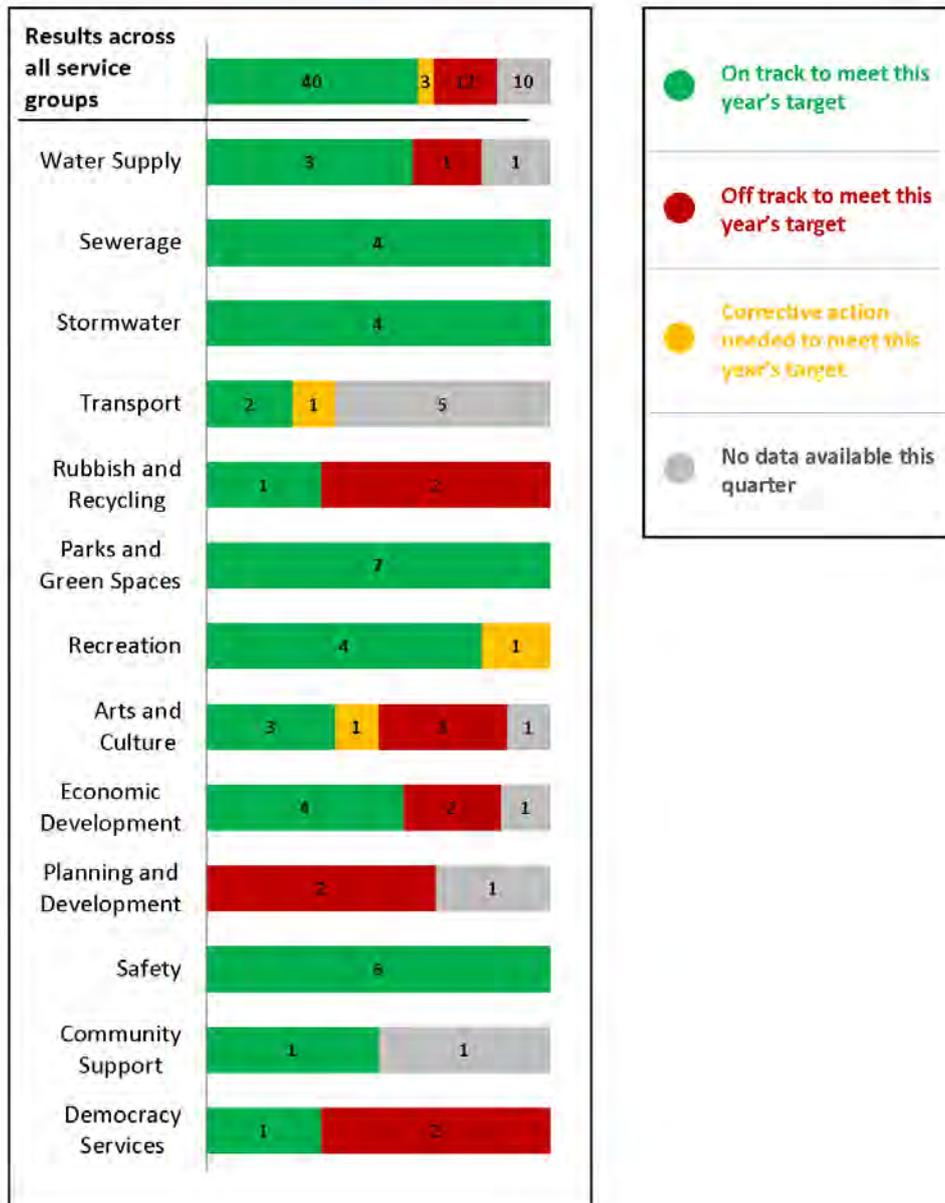


Debt and Cash Investments (\$000's)	Result @ 30-Apr-16	Budget @ 30-Jun-16	Variance Fav. / (Unfav.)
External debt	364,352	415,084	50,732
less Cash Investments	(50,154)	(45,000)	5,154
<b>Net external debt</b>	<b>314,198</b>	<b>370,084</b>	<b>55,886</b>
add Cash-backed reserves	34,466	36,713	2,247
<b>Total overall debt</b>	<b>348,664</b>	<b>406,797</b>	<b>58,133</b>



## Service Performance Reporting for the 3 months ended 31 March 2016

There are 65 Performance Measures contained in the 2015-25 10-Year Plan. The results below show that, overall, 62% (40) are on track to meet target by June 2016, 5% (3) need corrective action, 18% (12) are off track and 15% (10) have no data available yet, i.e. measured once per year. The Service Performance Exceptions Report provides details of the measures that are off track or need corrective action.



# 2015-25 10-Year Plan

## Service Performance Reporting - 2015/16

M = Government mandatory performance measure

					Quarter 3 - Year to Date			
#	LEVEL OF SERVICE STATEMENT	MEASURE	TARGET	COUNCIL GROUP	COUNCIL UNIT	Result	Status	Comments
<b>ACTIVITY GROUP: WATER SUPPLY</b>								
1	A timely response if there is a problem with the water supply.	The median response times for the following when the Council attends a call-out in response to a fault or unplanned interruption to its water reticulation system:						
M		c) Attendance for non-urgent call-outs: From the time that the Council receives notification to the time that service personnel reach the site.	No more than 5 days	City Infrastructure	City Waters	6.8	Off track	There was a 20% increase in the number of water leaks that were REPORTED over the quarter which exceeded the available resources. This was possibly due to the City Waters led campaign encouraging the Reporting of leaks together with the initiative of making the information visible on the website. Priority was directed to urgent work, however additional resources were contracted in to assist and planning measures are to be put in place for summer 2016/17.

#	LEVEL OF SERVICE STATEMENT	MEASURE	TARGET	COUNCIL GROUP	COUNCIL UNIT	Result	Status	Comments
<b>ACTIVITY GROUP: TRANSPORT</b>								
2 M	A timely response to requests for service.	The percentage of customer service requests relating to roads and footpaths responded to within five working days.	95%	City Infrastructure	City Transportation	89.3%	Corrective action needed	2,180/2,440. Jan 78%, Feb 81%, Mar 90%. We have identified which teams have struggled to achieve the performance standards and have put in place wrap around support. The specific area that struggled in the period was street scape. We received a large number of calls due to a period of extreme growth, and management changes meant that response times were not always met. With the management changes addressed there has been a dramatic improvement during March. This will continue to be of focus by way of our dashboard and management meetings during Quarter 4.

#	LEVEL OF SERVICE STATEMENT	MEASURE	TARGET	COUNCIL GROUP	COUNCIL UNIT	Result	Status	Comments
<b>ACTIVITY GROUP: RUBBISH AND RECYCLING</b>								
3	Reliable rubbish and recycling collections.	The number of weeks with more than 20 complaints about uncollected kerbside household rubbish and recycling.	0 weeks	City Infrastructure	City Waters	1	Off track	A large number of excess bags were not collected during January, resulting in increased customer complaints received. The complaints were partly around an increased number of bags (above the allowed 2) being put out at a busy time of year, but also some issues around new drivers not being fully aware of the routes. The latter point is to be discussed with Waste Management at a forthcoming Contract Meeting.
4	The Council will promote and encourage recycling and reuse.	The percentage of waste recovered for recycling through the kerbside collection.	At least 30%	City Infrastructure	City Waters	28.45%	Off track	Further significant improvements in the percentage of waste recovered for recycling are not anticipated to be observed until proposed improvements are implemented. These include the long term waste education, communication, marketing and engagement strategy soon to be finalised and any future changes to expand the level of service of the kerbside recycling collection. 6,820 tonnes out of 23,974 tonnes recovered.

#	LEVEL OF SERVICE STATEMENT	MEASURE	TARGET	COUNCIL GROUP	COUNCIL UNIT	Result	Status	Comments
<b>ACTIVITY GROUP: RECREATION</b>								
5	Hamilton Zoo will provide unique visitor and learning experiences.	The number of students participating in Zoo education programmes each year.	At least 8,000	Community	Hamilton Zoo	5,892	Corrective action needed	A decline in the LEOTC bookings is possibly due to the Waikato Museums Da Vinci Mechanics exhibition. The start of the new school year with schools still on holiday for the first month of this quarter influenced the result. Zoo Educators will be visiting local schools to market the Zoo Programme to teachers. It is still very likely that the total yearly target of 8,000 will be achieved.

#	LEVEL OF SERVICE STATEMENT	MEASURE	TARGET	COUNCIL GROUP	COUNCIL UNIT	Result	Status	Comments
<b>ACTIVITY GROUP: ARTS AND CULTURE</b>								
6	A modern and relevant library service.	The number of physical and online visits to the libraries each year.	1% increase each year	Community	Hamilton City Libraries	6.3% decrease	Off track	The target for the year is not expected to be reached. Decreasing visitor numbers has been a national trend. Public Libraries New Zealand has researched the decline and found that the traditional role of libraries is likely to change with new technologies and changing community needs. The use of e-collections is significantly increasing and we are purchasing more e-collections to sustain this online interest. Libraries are also continuing to provide a range of programmes in line with the Libraries' Strategic Plan to encourage physical visitors.
7	A modern and relevant library service.	Use of the library collections, both print and electronic.	1% increase each year	Community	Hamilton City Libraries	5.6% decrease	Off track	The target for the year is not expected to be reached. Collection usage also follows the same trend as the number of physical and virtual visitors. There is a plan in place to continue increasing the proportion of e-collections with an aim to increase expenditure to 30% of our total collections budget by 2020.

#	LEVEL OF SERVICE STATEMENT	MEASURE	TARGET	COUNCIL GROUP	COUNCIL UNIT	Result	Status	Comments
8	Waikato Museum shares and celebrates our region's history, creativity and diversity.	The number of children and students visiting the museum for education each year.	At least 8,000	Community	Waikato Museum	4,986	Corrective action needed	The result for the quarter, 2,103, is 5.2% above the target of 2,000. It is 5% below the year to date target. Da Vinci is fully booked for April and May. Visitor numbers are expected to reach target.
9	Theatres will be well used.	The number of people attending events at Founders Theatre each year.	At least 50,000	H3 and Events	H3	34,035	Off track	Founders Theatre was closed in the interim from 1 March 2016. The target was on track however due to the closure it will not be met.

ACTIVITY GROUP: ECONOMIC DEVELOPMENT								
10	Our venues will be well used.	The number of people attending events at Claudelands each year.	At least 180,000	H3 and Events	H3	96,579	Off track	A reduction in exhibition activity has seen a decline in attendance figures for the 2015-16 financial year. The forecasted attendance for year end is currently 178,000 which is 2,000 below target.
11	Our venues will be well used.	The number of people attending events at the stadiums each year.	At least 200,000	H3 and Events	H3	81,112	Off track	There were no semi-final or final rugby matches in Quarter 1 or Quarter 2 and no planned All Blacks matches for the financial year. Forecast attendance for year end is currently 170,000 which is 30,000 below target.

#	LEVEL OF SERVICE STATEMENT	MEASURE	TARGET	COUNCIL GROUP	COUNCIL UNIT	Result	Status	Comments
<b>ACTIVITY GROUP: PLANNING AND DEVELOPMENT</b>								
12	Planning and building consents will be processed on time.	The percentage of non-notified resource consent applications processed within statutory timeframes.	100%	City Growth	Planning Guidance	98.8%	Off track	506 applications have been processed in time out of 512 received. Six consents were processed outside of statutory timeframes. Of which, five were completed by consultants under our PSP. A combination of high consent applications and a changing plan framework has contributed to the six consents requiring extra time to achieve the most appropriate environmental outcome.
13	Planning and building consents will be processed on time.	The percentage of building consents processed within statutory timeframes.	100%	City Growth	Building Control	99.56%	Off track	Quarter 3 had 100% of consents processed within statutory timeframes. The below target result was due to Quarter 1 being off track for building consent applications. The Units timeframes were effected due to resource challenges and a steady increase in building consent applications.

#	LEVEL OF SERVICE STATEMENT	MEASURE	TARGET	COUNCIL GROUP	COUNCIL UNIT	Result	Status	Comments
<b>ACTIVITY GROUP: DEMOCRACY SERVICES</b>								
14	Timely and open access to public information.	The percentage of official information requests responded to within 20 working days.	100%	Corporate	Democracy	98.86%	Off track	46 Official Information requests received this quarter; 45 were responded to within 20 working days. One was responded to on the 21st working day due to a delay in the unit responsible providing information.
15	Timely and open access to public information.	The percentage of Council meeting agendas circulated at least two working days prior to the meeting.	100%	Corporate	Democracy	99.08%	Off track	23 agendas were circulated this quarter. Due to a report review, one agenda was distributed outside of this timeframe by 6 hours.

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Key Projects Monitoring  
Report - April 2016

**Author:** Cerice DeLacy

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	
<b>Financial status</b>	<i>There is budget allocated on a per project basis, as per attachment 1</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Council's Significance Policy, a decision in accordance with the recommendations is/is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

2. Provide an overview of the key projects underway at Hamilton City Council for the April 2016 period.

## 3. Executive Summary

4. The April 2016 key projects status summary is provided as attachment 1.
5. Seven projects are in green status.
6. One project is in an amber status.
7. The full key projects report is available on the Councillor's FTP site (request via Mary Birch).

## Recommendation from Management

That the Report be received.

## 8. Attachments

9. Attachment 1 - Key Projects Status Summary Report - April 2016

## 10. Key Issues

One project is showing an amber status:

- **Hamilton Ring Road Upgrade and Extension:** the project is currently showing an amber status due to a number of construction methodology elements which need to be agreed with NZTA regarding the connection to the State Highway and confirmation of the pedestrian overbridge design, including confirming construction staging and traffic management requirements, which could have a significant impact on project cost and time.

An update on cost and time impacts will be provided as part of the Cobham Drive pedestrian overbridge options report to the 7 June Strategy and Policy Committee Meeting.

## 11. Financial and Resourcing Implications

12. **Hamilton Ring Road Upgrade and Extension:** the project is subject to advanced funding from NZTA, including 100% advanced funding for the Cambridge Road to Cobham Drive section, with no impact on Councils actual financial position.

## 13. Risk

14. Project risks are identified on a project specific basis and are actively managed and monitored by the assigned project manager in conjunction with the relevant project governance group/GM project sponsor.
15. Any change to risk profile or risk rating is included in the key projects summary report for each project.

## Signatory

Authoriser	David Bryant, General Manager Corporate
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Key Projects Status Summary Report - April 2016 (full report D- 2110015) for Finance Committee on Thursday 19 May (as attachment 1)

Total Number of Projects	Count	Project Status	Risks
Project Status – On Track	7	Green	Increased = ↑
Project Status – Needs to be Monitored	1	Amber	Unchanged = →
Project Status – Needs urgent management attention	0	Red	Decreased = ↓

Project/ Programme Name	Project Sponsor	Project Manager	Start date	Expected completion date	Total project budget	Total project cost TD	YTD spend 2015/16	Project Status	Project Exception Report	Risks
District Plan Review – Phase VIII	Kelvyn Eglinton	Luke O'Dwyer	01-Jan-10	31-Dec-16	\$ 6,168,163	\$ 6,352,606	\$ 861,262	Green	No change to risks or risk ratings	→
Hamilton Gardens Development	Lance Vervoort	Helen Paki	02-Jun-14	31-Dec-18	\$ 7,374,380	\$ 2,136,272	\$ 1,658,272	Green	No change to risks or risk ratings	→
Hamilton Ring Road Upgrade and Extension	Chris Allen	Chris Barton	1-Jul-03	31-Mar-17	\$84,270,900	\$ 74,578,715	\$ 857,373	Amber	Project completion is contractually committed, however revised construction programme will require potential gross expenditure deferral of up to \$9M. Note advance funding from NZTA, no impact on Council actual financial position. An update on cost and time impacts will be provided as part of the Cobham Drive pedestrian overbridge options report to the 7 June Strategy and Policy Committee.	→
North City Road Urban Upgrade	Tony Denton	Matthew Lillis	01-Feb-16	23-Dec-21	\$ 8,126,000	\$ 146,211	\$ 146,211	Green	No change to risks or risk ratings	→
Pukete 3 Wastewater Treatment Plant Upgrade	Andrew Parsons	Barry Hu	1-Feb-16	30-Jun-20	\$18,356,000	\$ 590,098	\$ 590,098	Green	No change to risks or risk ratings	→
Rototuna Reservoir and Bulk Watermains Development	Tony Denton	Chris Barton	01-Mar-15	30-Aug-17	\$21,989,000	\$ 6,046,515	\$ 5,343,515	Green	No change to risks or risk ratings	→
Rototuna Town Centre – New Agreement Phase	Lance Vervoort	Helen Paki	02-Apr-13	31-May-16	\$ 3,262,800	\$ 3,225,376	\$ 1,899,387	Green	A change request form has been completed and approved. The agreed completion date has now changed to the end of May 2016 (was 30 April 2016). No change to risks or risk ratings	→
Waiora 2 Water Treatment Plant Upgrade	Andrew Parsons	Barry Hu	1-Feb-16	30-Jun-21	\$28,746,000	\$ 366,141	\$ 366,141	Green	No change to risks or risk ratings	→

D-2109464

1



**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Contract 15066 for HVAC and  
Plumbing Services

**Author:** Scott Copeland

<b>Report Status</b>	<i>Open</i>
<b>Financial status</b>	<i>Approximately \$3,310,000 million over the initial three years of the contract period Within budget allocated</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Council's Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

2. The purpose of this report is to seek approval to award Contract 15066 for HVAC (Heating, ventilation and air-conditioning) and Plumbing Services.
3. Approval of the Committee is sought because the contract value exceeds the Chief Executive's delegation.

## 4. Executive Summary

5. Council has undertaken a public Request for Proposal (RFP) process to award the contract for the HVAC and Plumbing Services.
6. The scope of this contract includes the inspection and delivery of preventative, planned and reactive maintenance of plant and equipment associated with HVAC and Plumbing Services for all Council properties.
7. Following the evaluation of tenders the recommendation is to award Contract 15066 for HVAC and Plumbing Services to DTZ Group New Zealand Limited (trading as Cushman and Wakefield) who was the highest ranked respondent against the evaluation criteria listed in the RFP.

## 8. Recommendations from Management

That:

- a) the report be received;
- b) the tender submitted by DTZ Group New Zealand Limited (trading as Cushman and Wakefield) for Contract 15066 for HVAC and Plumbing Services is accepted by Hamilton City Council;
- c) The Chief Executive is delegated to negotiate and approve final contract terms with DTZ Group New Zealand Limited (trading as Cushman and Wakefield);
- d) the Approved Contract Term is set at three years with a right of renewal of three years at Council's sole discretion; and
- e) the Approved Contract Sum for the first three years of the contract is set at Three Million Three Hundred and Ten Thousand Dollars (\$3,310,000) being the estimated total spend over the first three years of the contract.

## 14. Attachments

15. Nil

## 16. Purpose and Structure of Contract

17. The scope of the contract includes:
  - The inspection and delivery of preventative, planned and reactive maintenance on identified plant and associated equipment by an Independent Qualified Person (IQP) for Building WOF purposes, or as required by specific legislation standard or code, or as identified and agreed by both parties;
  - Attending to breakdowns and failure of plant and equipment, completing repairs to return the equipment back to an appropriate working standard; and
  - The installation of new or replacement plant and equipment or refurbishment work up to a value of \$5,000 per work order.
18. The proposed term of the contract was three years with a right of renewal of three years at Council's sole discretion.
19. The pricing structure for the contract is a fixed fee for routine scheduled maintenance work, fixed hourly (Business and After Hours) for reactive maintenance and a fixed mark up on suppliers material costs.
20. The current total annual maintenance and capital (for projects to \$5,000) budget is \$2,550,450 ex GST (based on 2016/2017). A portion of this is retained for other operational contracts. Currently, approximately \$1,027,000 ex GST per annum of the total budget is spent through the HVAC and Plumbing Services Contract.

## 21. Evaluation Process

22. Council issued a public Request for Proposal for Contract 15066 for HVAC and Plumbing Services.
23. The Request for Proposal was broken in to two modules:
  - Module A – HVAC
  - Module B – Plumbing Services
 Under the Request for Proposal parties could respond to either or both modules.
24. There were six parties who responded to this Request for Proposal. City Care, DTZ Group New Zealand Limited (trading as Cushman and Wakefield) and Haden Mechanical responded to both modules. Cowley Services and McAlpine Hussmann responded to Module A – HVAC only. CJ Cants responded to Plumbing Services only.
25. Tenders were evaluated using a weighted attributes evaluation method as outlined in the Request for Proposal documents.
26. Members of the Tender Evaluation Team (TET) were Bruce Airey (Contract Delivery Team Leader), Lee Lomax (Asset Program Planning Team Leader) and Steve Cox (Maintenance Supervisor). Scott Copeland (Procurement Manager) managed the tender process.
27. Both tenderers provided presentations to the Tender Evaluation Team.
28. The final weight attributes scores were:

### Module A - HVAC

	City Care	Cowley Services	DTZ Group NZ	Haden Mechanical	McAlpine Hussmann
Methodology & Resources	18.5%	21%	26.2%	20%	20%
Relevant Experience and Track Record	16.25%	17.08%	20.5%	18.75%	18.33%
Health & Safety Requirements	8.67%	7.77%	7.93%	6.83%	8.83%
Local Impact	1.17%	2.42%	3.17%	2.92%	2.92%
Price Grade	13.39%	11.84%	12.5%	7.92%	14.59%
<b>Total Final Indicies</b>	<b>58</b>	<b>60</b>	<b>70</b>	<b>56</b>	<b>65</b>
FINAL PLACING	4	3	1	5	2

### Module B- Plumbing Services

	City Care	CJ Cant	DTZ Group NZ	Haden Mechanical
Methodology & Resources	18.5%	22.5%	26.2%	20%
Relevant Experience and Track Record	16.25%	20%	20.5%	18.75%
Health & Safety Requirements	8.67%	7.5%	7.93%	6.83%
Local Impact	1.17%	4.7%	3.17%	2.92%
Price Grade	12.68%	12.32%	13.02%	11.85
<b>Total Final Indicies</b>	<b>57</b>	<b>67</b>	<b>71</b>	<b>60</b>
FINAL PLACING	4	2	1	3

- 29. Following the evaluation the highest ranked respondent on the combination of priced and non-priced attributes for both Module A – HVAC and Module B – Plumbing Services was DTZ Group New Zealand Limited (trading as Cushman and Wakefield).
- 30. Following the evaluation DTZ Group New Zealand Limited (trading as Cushman and Wakefield) was invited to meet with the TET to undertake further due diligence on their proposal which proved satisfactory.

**31. Preferred Tenderer and Contract Sum/Term**

- 32. The Tender Evaluation Team has recommended that Council appoint DTZ Group New Zealand Limited (trading as Cushman and Wakefield) as their supplier of HVAC and Plumbing Services for an Approved Contract Term of three years with a right of renewal of a further three years at Councils sole discretion.
- 33. The Approved Contract Sum for the first three years of the contract is set at Three Million Three Hundred and Ten Thousand Dollars (\$3,310,000) being the estimated spend.

**34. Risk**

- 35. DTZ Group New Zealand Limited (trading as Cushman and Wakefield) has carried out work for Council in the past to a reasonable standard. The Hamilton branch currently employs 20 staff and will take on an extra 3 staff as part of winning this contract.
- 36. The appointment of DTZ Group New Zealand Limited (trading as Cushman and Wakefield) will mean a transition from the current supplier of the service (McAlpine Hussman for HVAC and CJ Cant for Plumbing Services). Both McAlpine Hussman and CJ Cant have been working under their current contracts since 2007. Both parties had prior contracts from 2002. As part of the change of suppliers a full transition plan is being developed.

**Signatory**

Authoriser	David Bryant, General Manager Corporate
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**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Municipal Endowment Lease -  
Freeholding - 58 Willoughby  
Street

**Author:** Nicolas Wells

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>Freeholding of Council Domain and Municipal Endowment Leases Policy</i>
<b>Financial status</b>	<i>The property returns \$13,478 annual rental. Sale proceeds of \$415,000 will be credited to the Municipal Endowment Cash Reserve. The invested proceeds will generate \$24,485 annual return.</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

- To recommend the sale of Council's freehold interest in Municipal Endowment land described in the schedule and physically located at 58 Willoughby Street, Hamilton. The property is shown bordered in red on the aerial photograph appended as Attachment 1.

## 3. Executive Summary

- The lessee (a private individual) owns the Leasehold Interest in the same land and all the improvements. The lessee has requested freeholding of the land in accordance with Council's *Freeholding of Council Domain and Municipal Endowment Leases Policy* which provides for the freeholding of Endowment leases upon application from the lessee. All Council's costs (including, but not limited to, valuation and legal fees) associated with the freeholding are paid by the applicant. The policy is linked [here](#).
- The freeholding of Municipal Endowment Leases must proceed at "*the greater of 100% of the current market valuation of the land based on independent valuation OR the Lessor's Interest Value based on independent valuation.*" The value is contestable by arbitration.
- The land has been valued at \$415,000 including GST (if any).

## 7. Recommendations from Management

That:

- a) the report be received;
- b) Council sells the freehold interest in the land described in the Schedule to the lessee for a price of \$415,000 (Four Hundred and Fifteen Thousand Dollars) including GST (if any) plus all Council's costs associated with the sale.
- c) Council authorises the Chief Executive Officer to (1) prepare and execute an Agreement for Sale and Purchase and (2) any other instruments required to give effect to this resolution.

### SCHEDULE

ALL THAT LAND described as an Estate in Fee Simple comprising Lot 11 Deposited Plan 33796 contained in Computer Freehold Register Identifier SA10A/72 of 586 square meters more or less and physically located at 58 Willoughby Street, Hamilton

## 8. Attachments

9. Attachment 1 - 58 Willoughby Street Aerial
10. Attachment 2 - 58 Willoughby Street - Certificate of Title

## 11. Key Issues

### 12. Municipal Endowment Fund Ground Leases

13. Hamilton City Council owns land originally acquired by endowment from the Crown to be held by Council for the purposes of the Municipal Endowment Fund - the proceeds from which are used to reduce the rates requirement of the City.
14. Council owns the Freehold Interest in the Municipal Endowment Lands. The lands are subject to perpetually renewable 21 year term leases. The leasehold Interest in 58 Willoughby Street is owned by the lessee.

### 15. Freeholding Application

16. On 25 February 2016 Council received an application from the lessee to freehold the property at 58 Willoughby Street. The form and content of the application complied with Council policy.

### 17. Options (if applicable)

18. There are two options for Council's consideration:
  - OPTION 1 Receive the report and approve the recommendation.
  - OPTION 2 Receive the report and do not approve the recommendation – noting that in doing so Council would be acting contrary to policy and could face challenge.
19. It is recommended that this report be received and the recommendation approved.

20. **Financial and Resourcing Implications**

21. In accordance with Council's policy the current market value of the land based on an unencumbered freehold title excluding all lessee improvements has been assessed by a registered valuer.
22. The valuer assessed the current market value of the land at \$415,000 including GST (if any).
23. All proceeds from the sale of Municipal Endowment Land are credited to the Municipal Endowment Fund.
24. The land currently generates a 3.24% annual return of \$13,478. Net sale proceeds of \$415,000 will generate a 5.9% annual return of \$24,485.
25. The current balance of the Municipal Endowment Fund Cash Reserve is \$28,003,442 (as at 31 March 2016).
26. The current annual Hamilton City Council rates are \$5,102.26 including GST. The rates are paid by the lessee.

27. **Conclusion**

28. In accordance with Council Policy a resolution is now required to complete the freeholding and sale of the land.

**Signatory**

Authoriser	Kelvyn Eglinton, General Manager City Growth
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 <b>Hamilton City Council</b> Te kaunihera o Kirikiriroa.	58 Willoughby Street	
	Scale :- 1 : 388	
Date :- 05/04/2016		

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**COMPUTER FREEHOLD REGISTER  
UNDER LAND TRANSFER ACT 1952**



**Search Copy**

**Identifier** SA10A/72  
**Land Registration District** South Auckland  
**Date Issued** 16 December 1968

**Prior References**  
SA872/58

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**Estate** Fee Simple  
**Area** 586 square metres more or less  
**Legal Description** Lot 11 Deposited Plan 33796

**Proprietors**  
Hamilton City Council

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**Interests**  
8994940.1 Lease in renewal of Lease H929615 Term In renewal of Lease H929615 term 21 years commencing on 1.11.2009 (right of renewal) CT 578708 issued - 27.2.2012 at 12:48 pm

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*Transaction Id* 46518038  
*Client Reference* vhdgkinson001

*Search Copy Dated 11/04/16 11:28 am, Page 1 of 1*  
*Register Only*

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Masters Avenue Shops -  
Extension of Leases

**Author:** Nicolas Wells

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>Municipal Endowment Fund Investment</i>
<b>Financial status</b>	<i>Rental income will be \$340,800 minimum over the term of the three leases.</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

- To recommend extension of three existing leases located at Masters Avenue (Superette, Pharmacy and Takeaways) for a further three years.

## 3. Executive Summary

- Hamilton City Council owns the block of shops at 58 Masters Avenue, Hillcrest that includes the library complex. The property was purchased using the Municipal Endowment Fund.
- The property was purchased in order to allow for future expansion of Hillcrest Library, and includes three adjoining shops – the superette, pharmacy and takeaways.
- Council staff have negotiated with the three tenants located at Masters Avenue to extend their leases from three years to six years.
- There are no current plans to extend the Hillcrest Library into the adjoining shops and any development is not likely to take place prior to 2021.

## Recommendations from Management

That:

- a) the report be received;
- b) Council approves a variation of lease for the three tenants located at 58 Masters Avenue, Hamilton:
  - (i) Masters Avenue Pharmacy Limited (Pharmacy)
  - (ii) Charn and Chuan Leong (Jin Wing Takeaways)
  - (iii) Mohammad Azfar and Hishat Farooqui (Superette)
- c) the existing leases be varied to:
  - (i) Extend the current term from three years to six years with final expiry on 30 April 2021
  - (ii) Include an additional rent review on 1 May 2019
  - (iii) Tenants to pay all costs relating to the lease variation
- d) Council authorizes the Chief Executive Officer to execute all instruments required to give effect to this resolution.

## 8. Attachments

9. Attachment 1 - Attachment 1 - Masters Avenue Shops Aerial

## 10. Key Issues

### 11. Background

12. Council acquired the property in 1998 to provide for potential future development and expansion of the Hillcrest Library. The three adjoining shops have been leased since then.
13. The current leases commenced 1 May 2015 for a three year term expiring on 30 April 2018. No rights of renewal are available.
14. All three tenants have requested that their leases be extended beyond 2018.
15. The leases are short term due to the potential development of Hillcrest Library. There is no provision in any of Council's current planning documents to fund development or expansion of the Hillcrest Library.
16. Council's Libraries Director has indicated that development of the library is not likely to commence prior to 2021 and agreed that the leases can be extended by three years from 2018 to a final expiry in 2021.

### 17. Options

18. There are three options for Council's consideration:
  - OPTION 1 Receive the report and approve the recommendation.
  - OPTION 2 Receive the report and do not approve the recommendation.
  - OPTION 3 Receive the report and change the recommendation.
19. It is recommended that this report be received and the recommendation approved.

**20. Financial and Resourcing Implications**

- 21. Rental will be determined in accordance with standard commercial practice by a registered valuer based on existing market rates.
- 22. The current tenants pay annual rental of \$56,800 plus GST plus outgoings.

**23. Risk**

- 24. There is minimal risk to Council in extending the leases with the Superette, Pharmacy and Takeaways. These tenants have been with Council for a number of years and have punctually paid rent and operating costs throughout the term of the lease.
- 25. There is no current intention to expand the Hillcrest Library into the adjoining shops before 2021 at the earliest.

**Signatory**

Authoriser	Kelvyn Eglinton, General Manager City Growth
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 <b>Hamilton City Council</b> Te Kaunihira o Kīwhiriōra Disclaimer: Hamilton City Council does not guarantee that the data shown on this map is 100% correct. <small>Cadastral information is from Land Information New Zealand, Crown Copyright Reserved</small>	58 Masters Avenue	
	Scale :- 1 : 1026	
Date :- 16/03/2016		

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Borman Road Eastern  
Extension Contract Award

**Author:** Christopher Barton

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>Hamilton Plan:</i> <ul style="list-style-type: none"> <li><i>Providing Outstanding Infrastructure</i></li> </ul> <i>The Third City Economy in New Zealand</i>
<b>Financial status</b>	<i>There is budget allocated</i> <i>Amount \$2,183,000</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

- To award Contract 15397 for the construction of the extension of Borman Road from Hector Drive to Kimbrae Drive in accordance with HCC financial delegation.

## 3. Executive Summary

- The Borman Road Eastern Extension is a project to extend the existing Borman Road and associated 3-waters services by 450m to the proposed new Kimbrae Drive connection.
- The project is required to unlock approximately 40 hectares of residential development land in Rototuna and assist with access to the new Rototuna High School.
- The project Business Case was approved by Council in December 2015, with an approved project budget of \$2.183m.
- Contract 15397 is a measure and value contract to complete construction of the Borman Road Eastern Extension.
- The contract has been publicly tendered, and following evaluation of submitted tenders the preferred tenderer is West Construction Ltd.

## Recommendations from Management

That:

- a) the report be received;
- b) Contract 15397 for Borman Road East Extension is awarded to West Construction Ltd. in the tendered sum of \$1,844,705.74 excluding GST; and
- c) the Approved Contract Sum for Contract 15397 is set at \$2,100,000 excluding GST comprised of the tender amount of \$1,844,705.74 plus a contingency allowance of \$255,294.26.

## 9. Attachments

10. Attachment 1 - Borman Road Eastern Extension Concept Drawing

## 11. Key Issues

### 12. Purpose and Structure of Contract

13. The purpose of the Contract is to complete the construction of the 450m Borman Road Eastern Extension from Hector Drive to the future Kimbrae Drive connection.
14. As outlined in the project Business Case which was approved by Council in December 2015, this project is part of the staged construction of the Borman Road minor arterial which in its entirety will link from Gordonton Road in the east, through Horsham Downs Road and Resolution Drive to Kay Road in the west.
15. This stage of the extension will provide infrastructure servicing to unlock approximately 40 hectares of residential development land in northern Rototuna and will also assist with access to the new Rototuna High School in conjunction with the construction of Kimbrae Drive by developers.
16. Construction of the Borman Road extension and the associated Kimbrae Drive collector road by developers anticipated for mid 2017 will also assist with traffic management for commencement of the North City Road upgrade project in late 2017 by providing an appropriate alternative access to the new Rototuna High School.
17. The contract incorporates extension of water, wastewater and stormwater services in addition to the road construction.
18. Contract 15397 is a measure and value contract based on NZS3910:2003 Conditions of Contract.
19. Works are programmed to be undertaken over the 2016/17 summer construction season, and are anticipated to be complete in May 2017.

### 20. Evaluation Process

21. Following a public request for tender process, eight tenders were received prior to the advertised closing time of 2:30pm on 27 April 2016.
22. The tenders were evaluated using the 'Price-Quality Method' for physical works as detailed in the Request for Tender documentation.

23. This method involves first evaluating the tenderers non-priced attributes to assess their demonstrated skill and ability to complete the works on time, to budget and to the required quality standards prior to opening the price envelopes. Non-price attribute scores are then converted into a dollar value – the Supplier Quality Premium (SQP).
24. The non-price attributes had an overall 25% weighting and price had 75% weighting. The attributes used in this evaluation were:
- Price (75%)
  - Methodology & Resources (10%)
  - Relevant Experience & Track Record (7%)
  - Local Impact (5%)
  - Relevant Skill (3%)
  - Financial Viability (Pass/Fail)
25. For evaluation the SQP values are deducted off the tender price for each tenderer. The tenderer with the lowest evaluation price is the preferred tenderer.
26. The table below summarises the tender evaluation:

Tenderer	Tender Price	Supplier Quality Premium (SQP)	Evaluation Price
West Construction Ltd.	\$1,844,705.74	\$94,222.22	\$1,750,483.52
Schick Construction	\$2,349,386.73	\$111,111.11	\$2,238,275.62
Fulton Hogan	\$2,310,000.00	\$58,222.22	\$2,251,777.78
HEB Construction	\$2,787,893.62	\$76,000.00	\$2,711,893.62
Connell Contractors	\$2,754,124.62	\$0.00	\$2,754,124.62
Sam Pemberton Civil Ltd.	\$3,083,742.93	\$30,222.22	\$3,053,520.71

27. Preferred Tenderer and Contract Sum
28. The preferred tender is the submission from West Construction Ltd. which following evaluation had the lowest evaluation price.
29. West Construction are a well established and capable company who have a demonstrated track record with similar projects.
30. The Approved Contract Sum sought is \$2,100,000.00, excluding GST, comprising \$1,844,705.74 the tendered amount, and \$255,294.26 for contingency as deemed necessary.

### 31. Financial and Resourcing Implications

32. The Borman Road East Extension project is funded in the 2015-25 10 Year Plan as below from multiple cost centres:

Cost Centre	2015/16	2016/17	2017/18	Total
CE15092 – Rototuna Transport	\$210,000	\$1,126,000	\$16,000	\$1,352,000
CE15059 – Rototuna Stormwater	\$447,000			\$447,000
CE15126 – Rototuna Water	\$117,000	\$95,000		\$212,000
CE15105 – Rototuna Wastewater	\$39,000	\$133,000		\$172,000
<b>Total</b>				<b>\$2,183,000</b>

33. The project is forecast to be delivered within existing budget allocations.

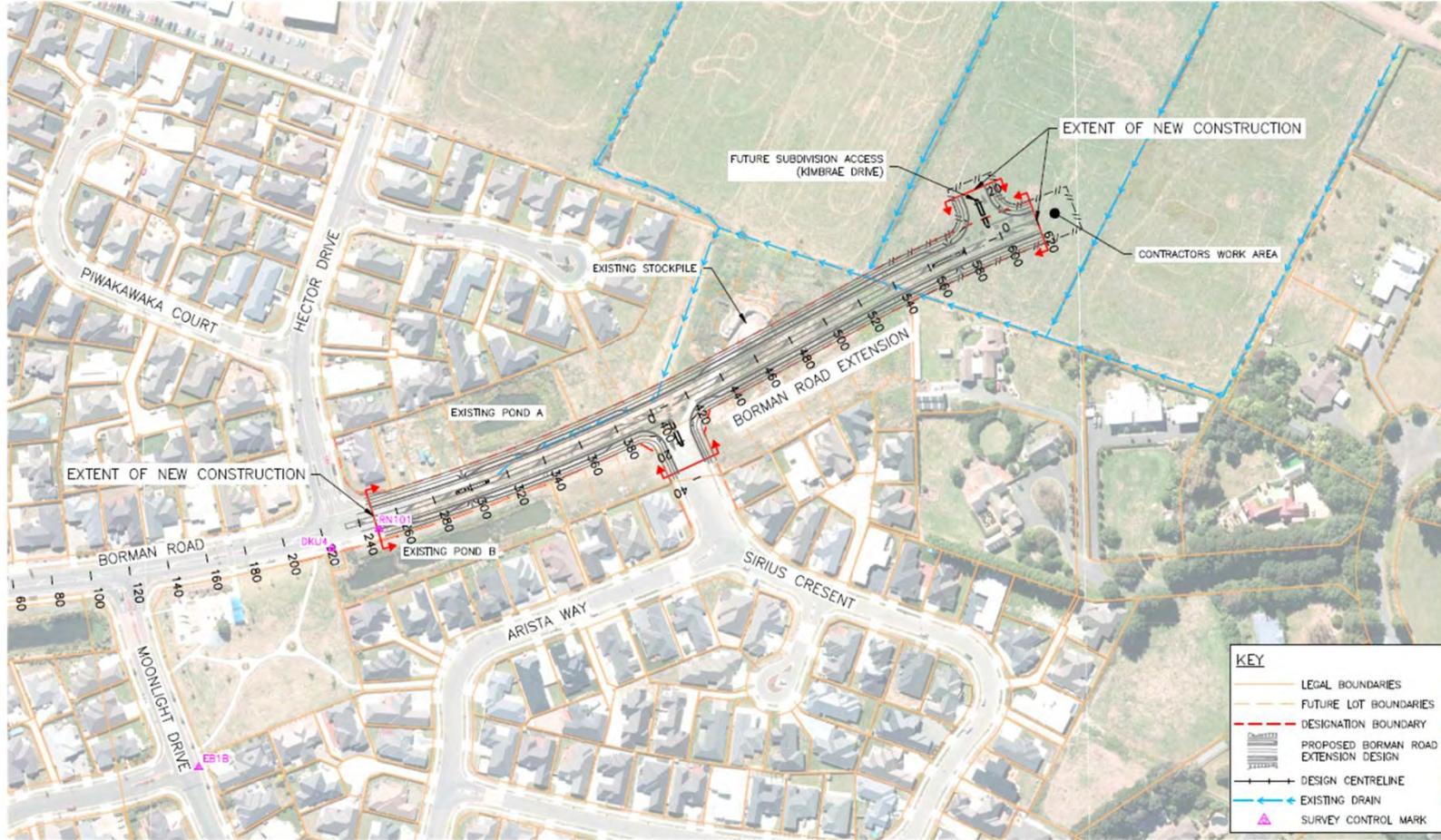
34. Deferrals of \$800k of 2015/16 financial year funding to 2016/17 is required to align with the contract construction program over the 2016/17 summer construction season. The project works are timed to coincide with the anticipated construction timetable of Kimbrae Drive by the land developer.

### 35. Risk

36. As the project involves extensive excavation and earthworks, there is potential for time delays and additional cost in regard to the identification of any unsuitable in-situ material or requirement to undertake dewatering of groundwater.

### Signatory

Authoriser	Chris Allen, General Manager City Infrastructure Group
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Borman Road East Extension – General Arrangement Plan

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Waikato Road Asset Technical  
Accord (RATA) Contract

**Author:** Robyn Denton

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>Access Hamilton Strategy</i>
<b>Financial status</b>	<i>There is budget allocated in the City Transportation Operations and Maintenance programme</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

- This report seeks delegation for the Chief Executive to enter into a sole supplier contract with the Waikato Local Authority Shared Services (LASS) for provision of strategic transport asset management support via the Waikato Road Asset Technical Accord (RATA).

## 3. Executive Summary

- The Waikato Road Asset Technical Accord (RATA) is the Waikato Mayoral Forum 'Centre of Excellence' for strategic asset management for roading in the Waikato Region. RATA commenced work in July 2014 with the agreed purpose of enabling and facilitating effective strategic roading investment decision making in the Waikato.
- The RATA project was scheduled to end on 30 June 2016 but the LASS Board and Mayoral Forum have decided that there is value in it continuing to operate and have proposed that RATA be made a permanent entity reporting to LASS.
- Hamilton City Council has been part of RATA since its inception and staff recommend that this involvement continues as it provides value to the City's Transport asset management activities.
- Delegation to the Chief Executive to enter into a multi year contract (2+3+3) through LASS is sought at a cost to Council of \$51,000/year; all funded from within existing subsidized transport operational budgets.

## Recommendations from Management

That:

- a) the report be received;
- b) That delegation be given to the Chief Executive to enter into a multi-party funding agreement with the Waikato Local Authority Shared Services for the Waikato Road Asset Technical Accord's service from 1 July 2016 for a period of 2+3+3 years (with rights of review after each period and an ability for Councils to stay or opt out); and
- c) an Approved Contract Sum of \$120,000 is approved for the first 2 years of operation until 30 June 2018, which includes a contingency amount of \$18,000 if any additional work is instructed.

## 8. Attachments

9. Attachment 1 - Multi-Party Funding Agreement draft document - to be supplied separately

## 10. Background

11. The Waikato Mayoral Forum and LASS Board have proposed in principle the permanent establishment of a Centre of Excellence for road asset management – to be known as the Waikato Road Asset Technical Accord or RATA.
12. This decision was based on the successes achieved by RATA over the initial project period. RATA commenced work in July 2014 providing strategic asset management support to all participating local authorities including improved and streamlined data collection.
13. The work undertaken by RATA complements work that all road controlling authorities are required to complete to ensure that the work programmes are being optimally delivered. RATA enables this work to be completed on a collaborative basis and allows benchmarking across the region.
14. The regional data collection contract and the forward works programme tour are examples that have provided savings and better quality outputs to all participating Councils. The forward works programme tour provides for regional inspection of each councils proposed forward works programme to check consistency of approach and investment.
15. A recent stakeholder survey identified that there was satisfaction that RATA has been effective in delivering on its core objectives of improving asset knowledge, increasing sharing of knowledge, overcoming skill shortages, improving use of best practice asset management and enabling smarter investment decisions.
16. RATA currently provides services to all councils within the Waikato region except for Taupo District and Rotorua District. It is anticipated that this will continue beyond 1 July 2016, however it is subject to each council reconfirming their participation and signing-up to a multi-party funding agreement with LASS.
17. Delivery of these services to date has been overseen and managed by Project Director Dawn Inglis from Waipa District Council via a secondment to LASS.

18. The activities of RATA are overseen by an Advisory Group – the members of which are appointed by the LASS Board. Chris Allen (General Manager City Infrastructure) is a member of the current Advisory Group.

## 19. Revised RATA

20. The new agreed vision for RATA is:

*By 2020 RATA will evolve from its current focus on data and evidence for asset management, to a local government trusted partner to deliver asset management services to the Waikato.*

21. The purpose for RATA is:

*RATA will enable and facilitate effective strategic roading investment decision making in the Waikato.*

22. The following strategic outcomes have been identified in the business plan.

*By leading asset management best practice, RATA will deliver across the Waikato Region:*

1. *Better decision making by enabling consistent best practice data collection through:*
    - A. *Data Management: Support for effective collection and use of good quality data*
    - B. *Systems and Processes: Develop good practice processes and systems for data collection, analysis and management*
  2. *Lead engagement and increase capability within the sector through:*
    - a. *Innovation: Identify opportunities to modify standard approaches and/or develop new approaches that will lead to optimal asset investment and performance*
    - b. *Leadership: actively contributing to Rata's work programmes and share learnings and experience*
    - c. *Developing Good Practice: involved in national best practice work (e.g. Road Efficiency Group, RIMS, Austroads)*
  3. *Demonstrate asset management effectiveness across the transport sector by:*
    - a. *Utilising benchmarking to understand where optimal outcomes are being achieved*
    - b. *Supporting the development of forward works programmes which are robust, evidence based, and based on good practice*
    - c. *Developing and supporting asset valuation processes which are implemented consistently and in line with good practice*
  4. *RATA becomes the supplier of choice for asset management support and advice.*
23. For RATA to deliver the required services to the regional participants, the staff required will be:
- RATA Director/Business Unit Manager
  - RATA Project Manager
  - Sub Regional Asset/Inter-Council Asset Engineers (\*2)
  - Administration support (part-time)
24. HCC is not being asked to contribute to the cost of the Sub-Regional Asset/Inter-Council Asset Engineers due to the quality of asset management staff and capability it has built through its Infrastructure Alliance.
25. It is proposed that Waipa District Council establish a RATA business unit to enable RATA services to be provided to participating councils via a contract between Waipa DC and LASS. A Multi-Party Funding Agreement (MPFA) will then be put in place between LASS and each of participating Local Authorities in order to receive the RATA services.

- 26. The MPFA is currently going through the final legal checks and a copy of the proposed MPFA will be sent out separately prior to the meeting.
- 27. The MPFA will be managed by the City Transportation Manager who will be responsible for the payment of the HCC contributions from the operational transport accounts and verifying that RATA continues to deliver value for money. A more formal review will be undertaken close to the end of year 2 and prior to agreeing to extend for a further 3 years.
- 28. From time to time RATA will present collaborative contracting opportunities such as region wide data collection and staff may take the opportunity to participate if they can demonstrate value for HCC. The costs of these contracts will be additional to the RATA costs but staff will operate within normal delegations if choosing to participate.

**29. Financial and Resourcing Implications**

- 30. As part of the development of the 2016-2021 RATA Business Plan, a financial budget has been prepared indicating the annual cost of RATA. This includes an allowance for the recovery of overheads to RATA of support services provided by Waipa District Council.
- 31. The costs to be a participant are based on the length of the Local Authorities roading network and the amount of assistance that is expected to be provided.
- 32. Hamilton City has a well established Asset Management team within the Infrastructure Alliance, and so minimal levels of assistance are expected. This means that Hamilton is not required to contribute to the cost of resource to provide assistance (refer paragraph 23 and 24).
- 33. Relative to many of the other Local Authorities within the Waikato Region, HCC has a small roading network and this is reflected in our smaller proportional cost to be part of RATA. Staff believe that we get a direct benefit from participation equivalent to our cost to participate.
- 34. The cost for Hamilton City Council to participate in RATA is \$51,000 per year which will be funded from the City Transportation Unit’s subsidised roading programme, meaning the local share will be approximately \$24,990 per year. This sum will be accommodated within existing operational budgets. An allowance of \$9,000 contingency per year is also requested within the Approved Contract Sum to allow for any unforeseen additional services that might be requested.

**35. Risk**

- 36. If the arrangement proves at any stage to be ineffective for HCC, the Multi Party Funding agreement allows any party to give notice of termination at any time or to coincide with the contract renewals at the end of year 2 and year 5..
- 37. There is some risk to Council of not being a party to this regional collaboration through not producing benchmarking information which is useful to both ourselves and our investment partner the NZ Transport Agency.

**Signatory**

Authoriser	Chris Allen, General Manager City Infrastructure Group
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## Placeholder for Attachment 1

ITEM 15 Waikato Road Asset Technical Accord (RATA)  
Contract.

Multi-Party Funding Agreement draft document - to be  
supplied separately prior to the Finance Committee  
Meeting.

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Information Systems Key  
Activity Update

**Author:** Charles Burns

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>2015-2025 10-Year Plan</i>
<b>Financial status</b>	<i>There is budget allocated</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is/is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

- To provide an update on Information Services key activities.

## Recommendation from Management

That the Report be received.

## 3. Attachments

- There are no attachments for this report.

## 5. Discussion

- The two key areas of activity within Information Services are operational services and delivering solutions that improve both business and customer outcomes. The latter only occurs once a formal business case is approved by the IS Governance Group and then by Council's Senior Leadership Team.
- The delivery of day to day operational services ensures the business has ongoing availability of technology systems, services and equipment. These services include the operation of the support desk and managing the on-going investment in technology to keep systems upgraded, current and secure.
- The delivery of solutions enables the business to leverage new technologies to improve outcomes for both the Council and the community.

## 9. Key projects delivered this year

10. *Asset Management Mobility and Inspector Mobility (Phase 1)*. The Building Inspector mobility and Liquor Licensing inspections went live with all inspections now being completed using a mobile device.
11. *Microsoft AX Budgeting Module*. The Microsoft Dynamics AX Budget Module has been implemented and is being used by Council to develop the detailed 2016-17 Annual Plan.
12. *eServices Phase 3 – Liquor Licensing*. This service is now available to customers online.
13. *Regulatory and Planning (Authority)*. System upgrade completed.

## 14. Key projects in progress

15. *Development Contributions Modelling Tool Replacement*. This project involves identifying and implementing a suitable replacement system to improve growth and funding modelling. The current phase of the project is developing a feasibility study and business case. Information Services are supporting the City Growth team with this activity.
16. *Building Online Consents*. This project involves providing an online service for the application of building consents and is due to go live in June 2016.
17. *CCTV Strategy*. Information Services is currently supporting City Growth as they develop Council's CCTV strategy.
18. *Call Centre Customer Survey Module*. Information Services is currently working with Customer Services to implement a customer survey tool.
19. *Council Voting Board Upgrade*. The current voting board is unreliable and needs to be replaced. Information Services is currently working with Democracy to identify replacement options that meets the needs of Council.
20. *Various System Upgrades*. The upgrading of existing business systems and network infrastructure is planned through the year and is crucial to ensure that systems and equipment remain current. This year the following systems are in the process of being upgraded:

## 21. Deferred Projects:

22. Two projects identified in the 10 Year Plan for 2015/16 have capital deferrals.
23. *Planning and Regulatory (Authority) Review - \$440k*. The business was unable to source a suitable regulatory system this year. Deferral required until the organisation is ready to progress.
24. *Lease funding of equipment - \$246k*. The on-going scheduled replacement of business desktop PC's and Laptops has been deferred due to delays in the roll-out of the new standard desktop environment (GoDaaS). This is to take advantage of the opportunity to deploy new technology hardware.

## 25. IS Budget

26. The current year capital budget is \$1.5M and is on track with the exception of the deferrals mentioned above.
27. The current year operational budget is \$5.6M and expenses are tracking on budget.

## Signatory

Authoriser	David Bryant, General Manager Corporate
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**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Refuse Transfer Station -  
Proposed Fee Changes

**Author:** Maire Porter

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	<i>The proposed RTS fee increase is consistent with the objectives of the Waste Management and Minimisation Plan</i>
<b>Financial status</b>	<i>There is no budget allocated</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

2. To update Council on the notified fee increases at the Refuse Transfer Station (RTS) by Waste Management Ltd (WM) to offset increased operational costs.
3. Confirm whether Council wishes to subsidise the fee increases.

## 4. Executive Summary

5. WM have formally notified Council of a proposed annual increase in public refuse drop off fees at the RTS in accordance with provision in their lease agreement. The date of the last fee increase was 1 July 2015.
6. RTS fees are proposed to increase to recover costs associated with increased operational costs for the management of the site, and will come into effect 1 July 2016. Staff consider these increases to be appropriate.
7. Under its lease agreement Council has the opportunity to consider a subsidy of RTS fees if the effects of the increase are deemed to be adverse to the community.
8. Staff do not recommend a subsidy of the RTS fees on the basis that the notified increase is a true cost of this service that should be borne by the end user and that the provision of a subsidy does not support councils obligation under the Waste Minimisation Act 2008 of encouraging and promoting waste minimisation within the District.
9. The RTS fees will remain comparable to alternate waste disposal sites in the region.

## Recommendations from Management

That:

- a) the report be received; and
- b) Council notes the increase in RTS fees proposed by Waste Management to be implemented 1 July 2016 and declines the opportunity to offer a Council funded subsidy of these fees.

### 10. Attachments

11. Attachment 1 - Refuse Transfer Station - Historical Gate Fee Changes - 2016
12. Attachment 2 - Refuse Transfer Station - Waste Management - Comparison of Transfer Station Rates - 2016-03-16

### 13. Key Issues

#### 14. Proposed New Refuse Transfer Station Fees

15. WM has a Deed of Lease with Council that provides a mechanism for changes to RTS fees.
16. Clause 16.6 of the Deed of Lease between HCC and WM states:

*The Tenant shall not increase, amend or alter the gate fees payable by the public for the disposal of car or trailer/van/ute loads of refuse without first providing written notice to the Landlord at least 10 weeks prior to the date the new fees are to become effective and discussing and justifying the fee increase to the Landlord.*

*The Landlord shall have the option of subsidising the fee payable by the public to keep the advertised fees at a lower level. Any such subsidy shall be confidential to the parties and shall not be disclosed to the public.*

17. WM has advised Council, on the 16 March 2016, of a proposed increase to the public charges for the drop off of rubbish at the RTS.
18. The proposed changes to the RTS fees are to be effective from 1 July 2016. The last change to the rates occurred 1 July 2015.
19. The proposed fees are as follows:

Load Measurement	Current fee	New fee (1 July 2016)	% change
Bag drop off (per bag)	\$4.00	\$4.00	No change
Cars	\$15.00	\$15.50	3.3%
Vans & Utilities	\$37.00	\$38.00	2.7 %
Small Trailers (up to 300kgs)	\$42.00	\$43.00	2.4 %
Other Trailers & Trucks (per tonne)	\$157.00	\$162.00	3.2 %
Test Weighs	\$10.00	\$10.00	No change
Penalty for Avoiding Weighbridge	\$100.00	\$100.00	No change

20. The percentage increase is variable for Cars, Vans, Utilities, Trailers and Trucks due to rounding for ease of cash handling.

21. The proposed fee increases are in line with the average fee increases that have occurred for each load measurement over the past 7 years. Historical trends of RTS fee changes can be seen in Appendix one.
22. The proposed fee increases are a reflection of the actual increased operational costs incurred with providing the disposal service by WM for the operation of the RTS site. The most significant influence on operational costs is landfill disposal costs. These costs are not linked to CPI or any other industry index and continue to increase due to escalating compliance requirements, provision of landfill cover material, leachate processing and ongoing site development.
23. Staff have reviewed the fee increases and are satisfied that they are justifiable. They are in line with what other Councils and service providers are charging. Cost comparisons are outlined in Attachment two.
24. WM operate in a competitive environment with other private waste providers located in Hamilton, so market forces are in effect.
25. Council has not subsidised the RTS operation to date and there is not financial provision in the 2015-25 10 Year Plan for a financial subsidy.
26. A subsidy of the RTS fees is not recommended on the basis that the notified increase is a true cost of this service that should be borne by the end user and, that the provision of a subsidy does not support councils obligation under the Waste Minimisation Act 2008 to encourage and promote waste minimisation within the District.
- 27. Alignment of RTS fee increases with Council's Annual Plan process**
28. Staff were asked by the Finance Committee to investigate and report back on the alignment of proposed increases to RTS fees with the HCC annual plan process.
29. Clause 16.6 of the Deed of Lease between HCC and WM states:

“The Tenant shall not increase, amend or alter the gate fees payable by the public for the disposal of car or trailer/van/ute loads of refuse without first providing written notice to the Landlord at least 10 weeks prior to the date the new fees are to become effective”.
30. The RTS fees are not a council fee or charge. Under the lease agreement council currently only has opportunity to consider a subsidy.
31. In general the increases to fees occur at a similar time to HCC annual plan processes. However, the lease agreement allows the WM to change the fees at any time provided at least 10 weeks notice is given to Council (refer paragraph 16). In some years the notified increases have been received after the annual or 10 year plan processes have been completed, as they are directly linked to notified increases in operational costs such as landfill disposal rates (which can occur at varying and multiple times each year).
32. It is noted that this fee increase coincides with the report to Finance Committee on Councils other Fees and Charges.
33. Staff believe that the current provisions within the lease agreement ensure that council is notified and has time to consider the provision of subsidy. A variation to the lease agreement to the align with Council's timeframes for the setting of fees and charges is not recommended at this time noting that there will be an opportunity to consider this matter further when the lease expires in 2019.

### 34. Financial and Resourcing Implications

35. Should a subsidy be provided to maintain the existing fees, the expected financial impact in 2016/17 is estimated to be approximately \$50,000 - \$70,000.
36. There is no current provision within 2015-25 10 Year Plan for the provision of a subsidy to offset increased RTS fees.
37. If the staff recommendations are confirmed by Council, then there is no financial impact on Council budgets.

### 38. Risk

39. Public Perception

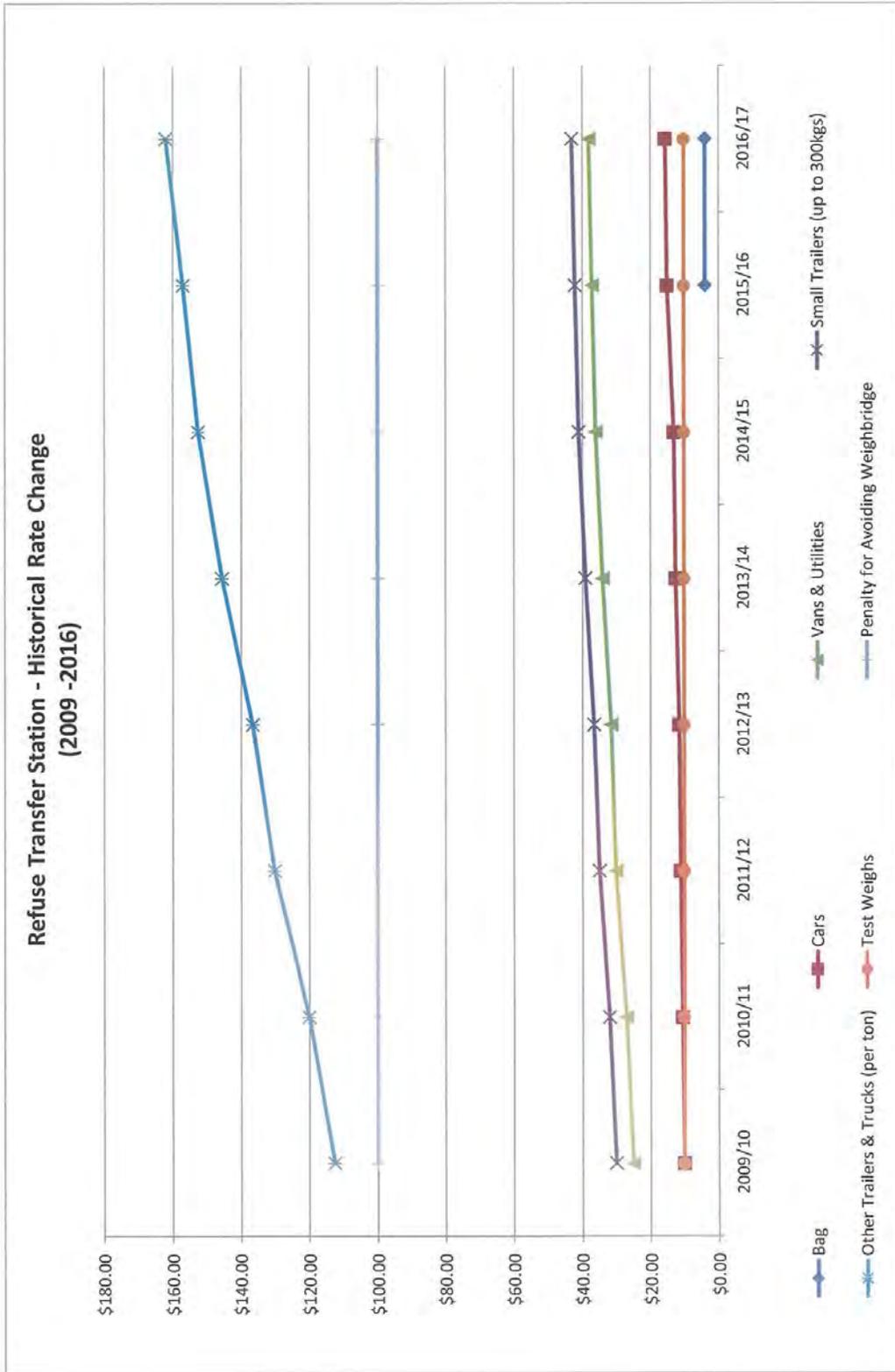
For those who use the RTS regularly and frequently, the gate fee increases will undoubtedly be received negatively, as any such increases are treated. However, for the occasional user the price increase is relatively small and unlikely to create a negative perception.

40. Increased Illegal dumping

In general the majority of illegal dumping within Hamilton is small in scale (eg: black bags) and tends to be behavioral and not linked to cost. This risk is managed through the introduction of a new single bag rate that was implemented last year. There is no proposed increase in the rate for this disposal methodology, the risk of the increased illegal dumping as a result of increased fees at the RTS is low.

### Signatory

Authoriser	Chris Allen, General Manager City Infrastructure Group
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Category	Current Rates	Proposed Rates * 3%	Te Awamutu	Hamilton	Cambridge	Huntly	Waikato
Operating Company	Waste Management	Waste Management	Waste Management	Envirowaste	Envirowaste	Metrowaste	Waikato DC (Own Landfill)
Dates Prices were physically observed	16th March 2015	1st July 2016	1st July 2016	16th March 2016	16th March 2016	16th March 2016	1st July 2015
Bag drop off	\$4.00	\$4.00	\$4.50	\$9.00	\$9.80	\$5.00	\$9.00
Cars up to 300kg, then weighed	\$15.00	\$15.50	\$16.00 (No Weigh)	\$16.00	\$23.00	\$25.00	\$28.00
Vans, Utes & Station Wagons up to 300kg then weighed	\$37.00	\$38.00	\$45.00 (No Weigh)	\$37.00	\$63.50	\$40.00	\$52.00
Small Trailers up to 300kg then weighed	\$42.00	\$43.00	\$70.00 (No Weigh)	\$40.00	\$63.50	\$50.00	\$59.00
Large Trailers & Small Trucks weighed	Per tonne	Per tonne	Per tonne	Per tonne	All Weighed	Per tonne	Per tonne
Weighbridge per Tonne	\$157.00	\$162.00	\$170.00	\$160.00	\$195.00	\$165.00	\$161.00
Test Weighs	\$10.00	\$10.00	NA	NA	NA	NA	NA
Penalty for Avoiding Weighbridge	\$100.00	\$100.00	NA	NA	NA	NA	NA

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Fees and Charges 2016-17

**Author:** Tracey Musty

<b>Report Status</b>	<i>Open</i>
<b>Strategy, Policy or Plan context</b>	
<b>Financial status</b>	<i>n/a</i>
<b>Assessment of significance</b>	<i>Having regard to the decision making provisions in the LGA 2002 and Councils Significance Policy, a decision in accordance with the recommendations is not considered to have a high degree of significance</i>

## 1. Purpose of the Report

- To present Council's fees and charges schedule for the 2016-17 financial year for approval.

## 3. Discussion

- Each year fees and charges are reviewed as part of the Annual Plan process.
- This year's review referred to the inflation assumptions captured in the 10 Year Plan. For 2016-17 the assumption was 2.33%.
- This assumption was then updated to 1.9% to reflect the updated BERL Local Government Cost Index (LGCI) for 2016-17. This measure has been previously used to construct the Annual Plan approved by Council in February 2016.
- Due to rounding challenges, and keeping in mind the approved 10 Year Plan inflation assumption and updated BERL LGCI, Council proposes to adjust fees where they make sense to do so.
- Non-regulated fees, relating to community services and amenities, have been adjusted to reflect the current cost of operations.
- The attached schedule lists all Council fees and charges with the current and proposed rates.
- Further public consultation is not required as the proposed regulated fees and charges are now below the approved 10 Year Plan guidance.

## Recommendations from Management

That:

- the report be received; and
- the attached fees and charges schedule for 2016-17 be approved.

**11. Attachments**

- 12. Attachment 1 - Draft Fees and Charges 2016-17

**Signatory**

Authoriser	David Bryant, General Manager Corporate
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### Proposed 2016-17 Fees and Charges (including GST)

	Approved 2015-16	Proposed 2016-17
<b>ANIMAL EDUCATION AND CONTROL</b>		
<b>Dog registration fees up to 30 June</b>		
Category 1	\$73.50	\$75.00
Category 2	\$140.00	\$143.00
<b>Dog registration fees after 30 June</b>		
Category 1	\$88.50	\$90.00
Category 2	\$155.00	\$158.00
<b>50% Penalty - Applies to registrations after 31 July.</b>		
Category 1	\$132.75	\$135.00
Category 2	\$232.50	\$237.00
<b>Miscellaneous Fees Dogs</b>		
First impoundment	\$77.50	\$79.00
Second impoundment	\$140.00	\$143.00
Third impoundment	\$230.00	\$235.00
Sustenance	per day	\$19.00
Collars	actual cost	\$19.00
Tag replacement	\$5.00	\$5.00
Dog sign over	\$30.50	\$31.00
Puppy parvo vaccination	actual cost	
Dog Adoption	\$225.00	\$225.00
Seizure	per seizure per dog	\$81.50
Second seizure	per dog	\$150.00
Third seizure	per dog	\$245.00
Dog micro chipping	\$47.00	\$25.00
<b>De-sexing</b>		
Males	actual cost	
Females	actual cost	
Cat Trap Hireage	per week	\$13.00
<b>Inspection Fee for Keeping More than 2 Dogs</b>		
First application fee	\$77.50	\$79.00
Annual renewal fee	\$38.50	\$39.00
<b>Stock Impounding Related Fees</b>		
Cattle	\$45.50	\$46.50
Pig	\$32.00	\$32.50
Weaners	\$13.50	\$13.50
Horse, mule & deer	\$27.00	\$27.50
Sheep, goats	\$13.50	\$13.50
Sustenance	per stock/day	\$6.10
Stock-driving and rangers charge stock	per hour	\$65.00
<b>BUILDING CONTROL</b>		
Building fees and charges are based upon the Hamilton City Council's actual and reasonable costs of the associated work.		
<b>Project Information Memorandum</b>		
<b>Residential</b>		
Minor Works	\$33.00	\$33.00
Spa Pools	\$130.00	\$130.00
Swimming Pools	\$130.00	\$130.00
Garages	\$255.00	\$255.00
Small Building Works	\$255.00	\$255.00
Outbuilding Habitable	\$255.00	\$255.00
Alterations and Additions	\$255.00	\$255.00
All Dwellings	\$255.00	\$255.00
Demolition Residential	\$130.00	\$130.00

		Approved 2015-16	Proposed 2016-17
<b>Commercial</b>			
Commercial Demolition		\$130.00	\$130.00
Commercial Minor Works		\$105.00	\$105.00
Internal Fit out		\$130.00	\$130.00
Up to 2 Storeys		\$255.00	\$255.00
For all Other Commercial Projects		\$400.00	\$400.00
<b>Building Consents</b>			
<b>Building Consent fees are excluding document management fees.</b>			
<b>Additional fees may also apply - see additional building consent related fees.</b>			
<b>Residential</b>			
Minor Works		\$310.00	\$315.00
(including install window or door, demolish a wall, install solid wall heater, erect a pergola, install a garden shed, install kitchen fittings)			
Spa pools		\$1,180.00	\$1,180.00
Swimming Pools		\$1,180.00	\$1,180.00
Garages		\$1,180.00	\$1,180.00
Small Building Works		\$1,180.00	\$1,180.00
(including but not limited to minor additions or alterations up to 3m <sup>2</sup> )			
Outbuilding Habitable		\$1,975.00	\$2,000.00
Alterations and Additions		\$2,240.00	\$2,250.00
Dwelling Single Storey		\$4,510.00	\$4,510.00
Dwelling 2 Storey		\$6,095.00	\$6,095.00
Dwelling 3 Storey or More		\$9,350.00	\$9,350.00
Attached/Detached Group of Residential Units		\$4,510.00	\$4,510.00
plus per unit charge after 1st unit	per unit	\$2,210.00	\$2,250.00
Demolition Residential		\$985.00	\$1,000.00
<b>Commercial</b>			
Demolition Commercial		\$1,245.00	\$1,245.00
Commercial Minor Works		\$475.00	
(including but not limited to installing a steel beam, installation of a sink, installation of a door)			
Small Commercial building works		\$0.00	\$2,000.00
Internal Fit out < \$150,000		\$4,215.00	\$4,215.00
Up to 2 Storey <= \$1,000,000		\$7,685.00	\$7,685.00
More than 2 storeys and/or > \$1,000,000 (Large Commercial)		\$10,525.00	\$10,525.00
plus additional hourly rate where applicable	hourly rate	\$220.00	\$220.00
<b>Photocopying - Document Management (Digitisation)</b>			
A4	per page	\$2.00	\$2.00
A3	per page	\$3.00	\$3.00
A2	per page	\$3.00	\$3.00
A0	per page	\$3.00	\$3.00
<b>Additional Building Consent Related Fees</b>			
Building Accreditation Levy 20 cents per \$1,000 of building value	per \$1000	\$0.20	\$0.20
BRANZ Levy \$1.00 per \$1,000 on projects \$20,000 and over	per \$1000	\$1.00	\$1.00
DBH Levy \$2.01 per \$1,000 on projects \$20,000 and over	per \$1000	\$2.01	\$2.01
Street Crossing Application		\$190.00	\$190.00
Structural Audit Fee	per 30 mins	\$115.00	\$115.00
External consultancy fees	actual cost		
Including but not limited to: Fire Service, Acoustic Testing			
Water, Stormwater and Waste Services charges	Refer Wastewater, Stormwater and Water fees and charges		
Including but not limited to: Service and charges			
Connections/Disconnections, CCTV Surveys, Tradewaste Additional Inspections	per 30 mins	\$115.00	\$115.00
Inspection of Building to be Shifted in to Hamilton City		\$240.00	\$240.00
plus Mileage Outside of City	per km	\$1.80	\$1.80
plus Time for Inspector to Travel Outside of City	per 30 minutes	\$115.00	\$115.00

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Inspection of Amusement Devices		\$11.50	\$11.50
Inspection of Circuses for Fire Safety	per 30 minutes	\$115.00	\$115.00
Amendments to a Building Consent Application (Whether Issued or Not)	hourly rate	\$220.00	\$220.00
Application to Extend Time For Which a Building Consent is Valid		\$130.00	\$130.00
Urgent Code Compliance Certificate (CCC) - within 24 hours		\$190.00	\$190.00
Copy of Code Compliance Certificate		\$60.00	\$60.00
<b>Building Warrant of Fitness and Compliance Schedule</b>			
Building Warrant of Fitness		\$60.00	\$60.00
Issue of a Compliance Schedule		\$60.00	\$60.00
plus charge per system or feature	per system or feature	\$60.00	\$60.00
Replacement Compliance Schedule and Warrant of Fitness Statement		\$60.00	\$60.00
Inspection of Compliance Schedule Maintenance and Reporting Procedures		\$180.00	\$180.00
Compliance Schedule Re-inspection	per 30 mins	\$115.00	\$115.00
Compliance Schedule Amendment		\$60.00	\$60.00
<b>Land Information Memorandum</b>			
Residential		\$370.00	\$370.00
Commercial		\$535.00	\$535.00
plus additional hourly rate where over 3 hours	per hour	\$84.00	\$84.00
Express LIM - residential only (within 3 days)		\$485.00	\$485.00
<b>Other Applications</b>			
Application for Waiver or Modification to the Building Code. Additional inspection charges may also apply.		\$525.00	\$525.00
Request for exemption from building consent		\$220.00	\$220.00
Certificate of Acceptance Application (COA)		\$450.00	\$460.00
Relevant Building Consent fee will also apply.			
Change of Use Application		\$315.00	\$320.00
Certificate of Public Use (CPU)		\$590.00	\$600.00
Liquor Licence - Compliance with Building Code Certificate		\$180.00	\$180.00
Additional inspection charges may apply			
Application for acceptance as an Independent Qualified Person (IQP)		\$630.00	\$640.00
IQP annual renewal		\$145.00	\$145.00
Application for Producer Statement Author approval		\$340.00	\$340.00
Producer Statement Author annual renewal		\$62.00	\$62.00
<b>Home Star Rated Building Assessment</b>		\$525.00	\$535.00
<b>Information Requests</b>			
Property Information Search Request		\$15.50	\$15.50
Including but not limited to: Microfilm, Service Logs, Property Search, Aerials, Scanned Images			
Additional photocopying and printing charges will apply where applicable			
Where staff search time exceeds 15 minutes, additional hourly rates will apply and be charged per 15 minutes.	per hour	\$82.50	\$84.00
<b>Microfiche Plan Printer Charges</b>			
A4	per page	\$4.00	\$4.00
A3	per page	\$5.00	\$5.00
<b>Photocopying and printing</b>			
A4	per page	\$1.10	\$1.10
A3	per page	\$2.20	\$2.20
<b>CD Capture of Property File</b>		\$72.00	\$72.00
plus additional charges where time taken is over 1 hour	quoted		

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<b>Building consent fees</b>			
Building consent fees will be required to be paid in full upon application.			
No processing will commence until these fees are paid.			
<b>BYLAWS</b>			
Fee for new applications in relation to any of:-			
-signs on footpaths			
-merchandise display			
-tables and chairs on footpaths			
-mobile shops			
The stated administration fee plus the applicable annual fee portioned on a monthly basis		\$85.00	\$85.00
<b>Signs on Footpaths</b>			
a. Central zone-			
Central core	annual fee	\$220.00	\$225.00
Hamilton East	annual fee		
Commercial large suburban	annual fee		
Commercial Hamilton East Office	annual fee		
b. All other zones	annual fee	\$110.00	\$110.00
<b>Merchandise Display</b>	annual fee	\$110.00	\$110.00
<b>FEE FOR USE OF GARDEN PLACE</b>			
Event Booking	per event	\$46.00	\$47.00
Administration costs associated with processing of an event application which may include but is not limited to an event that has:			
- more than three stalls			
Commercial Stalls	Weekly	\$235.00	\$240.00
Seized Signs Release Fee (excluding seized election signs)		\$46.00	\$47.00
Seized Skateboard Release Fee		\$21.50	\$22.00
Newspaper Boxes and Similar	annual fee	\$110.00	\$110.00
Tables & Chairs on Footpath	per table - annual fee	\$22.50	\$23.00
Other use of Footpaths	per event	\$0.00	\$20.00
<b>Mobile Shops</b>			
Food vendors (food safety fees & charges also apply)	annual fee	\$120.00	\$120.00
Vendors not requiring food license	annual fee	\$120.00	\$120.00
<b>Hawkers</b>	annual permit	\$100.00	\$100.00
<b>Markets</b>			
Small (up to 15 4x4 stalls)	annual license	\$155.00	\$155.00
Large (15 4x4 stalls or more)	annual license	\$365.00	\$370.00
<b>Admin Fees</b>			
Re-issue of permit on request of holder.		\$33.50	\$34.00

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<b>CEMETERIES AND CREMATORIUM</b>		
<b>BURIAL LAWNS</b>		
<b>Kowhai plot</b>		
Plot Purchase - Garden Berm Area	\$0.00	\$210.00
Plot purchase - Lawn Area	\$105.00	\$105.00
Digging fee	\$100.00	\$100.00
<b>Total</b>	<b>\$205.00</b>	<b>\$210.00</b>
<b>Totara Services Lawn</b>		
Maintenance in Perpetuity	\$725.00	\$740.00
Digging fee	\$660.00	\$675.00
<b>Total</b>	<b>\$1,385.00</b>	<b>\$1,410.00</b>
<b>Adult - Oak, Olive, Chestnut or Forest Grove</b>		
Plot purchase	\$3,655.00	\$3,655.00
<b>Digging fee</b>		
Digging fee	\$660.00	\$675.00
<b>Total</b>	<b>\$4,315.00</b>	<b>\$4,400.00</b>
<b>Child - Oak, Olive, Chestnut, Forest Grove or Apple Blossom</b>		
<b>Plot purchase - ashes</b>		
Plot purchase - ashes	\$0.00	\$985.00
Interment fee - ashes	\$0.00	\$115.00
Plot purchase	\$1,940.00	\$1,980.00
Digging fee	\$305.00	\$310.00
<b>Total</b>	<b>\$2,245.00</b>	<b>\$2,290.00</b>
<b>Second Casket Burial</b>		
Digging fee	\$660.00	\$675.00
<b>Total</b>	<b>\$660.00</b>	<b>\$675.00</b>
<b>Ash Interment</b>		
Ash Interment	\$115.00	\$115.00
<b>Total</b>	<b>\$115.00</b>	<b>\$115.00</b>
<b>Casket Disinterment</b>		
Digging fee	\$4,105.00	\$4,185.00
<b>Total</b>	<b>\$4,105.00</b>	<b>\$4,185.00</b>
<b>ASH INTERMENT AREAS</b>		
<b>Web of Memories (4 sets)</b>		
Plot purchase	\$985.00	\$1,005.00
Interment	\$115.00	\$115.00
<b>Total</b>	<b>\$1,100.00</b>	<b>\$1,120.00</b>
<b>Sunken Garden 2 (180mm x 150mm plaque only, no ashes)</b>		
Berm purchase	\$240.00	\$245.00
<b>Total</b>	<b>\$240.00</b>	<b>\$245.00</b>
<b>Sunken Garden 2 ext (250mm x 150mm plaque only, no ashes)</b>		
Berm purchase	\$280.00	\$285.00
<b>Total</b>	<b>\$280.00</b>	<b>\$285.00</b>
<b>Sunken Garden 3 (250mm x 150mm plaque only, no ashes)</b>		
Berm purchase	\$280.00	\$285.00
<b>Total</b>	<b>\$280.00</b>	<b>\$285.00</b>
<b>RSA Berm (2 sets)</b>		
Maintenance in Perpetuity	\$115.00	\$115.00
Interment	\$115.00	\$115.00
<b>Total</b>	<b>\$230.00</b>	<b>\$235.00</b>
<b>Garden of Memories Tree (1 set, no plaque)</b>		
Plot purchase	\$130.00	\$135.00
Interment	\$115.00	\$115.00
<b>Total</b>	<b>\$245.00</b>	<b>\$240.00</b>

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<b>Garden of Remembrance - Tui, Bellbird, Kea &amp; Fantail gardens (2 ash urns per plot)</b>			
Plot purchase	\$950.00	\$970.00	
Interment	\$115.00	\$115.00	
<b>Total</b>	<b>\$1,065.00</b>	<b>\$1,085.00</b>	
<b>Granite Wall (1 ash urn per plot)</b>			
Plot purchase	\$750.00	\$765.00	
Interment	\$115.00	\$80.00	
<b>Total</b>	<b>\$865.00</b>	<b>\$880.00</b>	
<b>Ash Spread only</b>			
Interment	\$50.00	\$51.00	
<b>Total</b>	<b>\$50.00</b>	<b>\$51.00</b>	
<b>Disinterment of ashes</b>			
Ash disinterment	\$115.00	\$115.00	
<b>Total</b>	<b>\$115.00</b>	<b>\$115.00</b>	
<b>MEMORIAL ONLY**</b>			
Outdoor Book plaque	\$54.00	\$55.00	
Book of Remembrance Inscription	\$82.00	\$83.50	
** supplier fees may increase from time to time - contact cemetery for current price			
<b>MEMORIAL INSTALLATION PERMIT</b>			
Kowhai Berm & Pedestal Permit Fee	\$105.00	\$105.00	
<b>CREMATIONS</b>			
Adult	\$595.00	\$605.00	
Child under 15 years	\$295.00	\$300.00	
Stillborn or under 1 year	\$120.00	\$120.00	
<b>SERVICE FACILITIES</b>			
Chapel or Lounge - 1 hour service	\$180.00	\$185.00	
Chapel or Lounge - 1/2 hour service	\$92.50	\$94.00	
Delivery	\$45.00	\$46.00	
Service DVD/CD	\$53.00	\$54.00	
Viewing	\$155.00	\$160.00	
Miscellaneous administration costs	\$105.00	\$105.00	
Courier Fees	\$30.00	\$35.00	
<b>AFTER HOURS (applicable when staff are required to work outside normal working hours)</b>			
Burials: Monday - Friday after 4:00 pm; all day Saturday	\$250.00	\$255.00	
Cremations & Ash Burials: Monday to Saturday after 4:30 pm	\$250.00	\$255.00	
<b>PUBLIC HOLIDAYS/SUNDAYS</b>			
Burials or ash interments on Sundays and public holidays	\$490.00	\$500.00	
<b>CITY PLANNING</b>			
<b>DISTRICT PLAN</b>			
<b>District Plan Change Request</b>			
1st deposit; consider request	non-refundable deposit	\$10,735.00	\$10,940.00
2nd deposit (processing charge) and balance at cost, invoiced monthly	non-refundable deposit	\$10,735.00	\$10,940.00
<b>District Plan Requirement/Heritage Order</b>			
Consideration and processing of notice and balance at cost, invoiced monthly	non-refundable deposit	\$7,925.00	\$8,075.00
<b>Alteration of Designation</b>			
Consideration and processing of notice and balance at cost, invoiced monthly	non-refundable deposit	\$2,270.00	\$2,315.00
<b>Removal of designation</b>			
Consideration and processing of notice and balance at cost, invoiced monthly	non-refundable deposit	\$565.00	\$575.00

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<b>DOCUMENT SALES</b>			
<b>District Plan</b>			
Operative Plan - hard copy plan, text & maps (CD also included)		\$215.00	\$220.00
Proposed Plan - hard copy plan, text & maps (CD also included)		\$260.00	\$265.00
CD only (includes text & maps)		\$16.00	\$16.00
CD & hard copy of maps		\$68.50	\$70.00
<b>Updates</b>			
CD & hard copy maps	annually	\$115.00	\$115.00
Email notification	annually	\$5.30	\$5.40
<b>Postage</b>			
Post hard copy		\$10.50	\$10.50
Post CD and hard copy maps		\$7.50	\$7.60
Post CD		\$1.94	\$1.98
<b>ADDITIONAL CHARGES</b>			
Staff time - Administration	per hour	\$84.00	\$85.50
Staff time - Planner	per hour	\$175.00	\$179.00
Staff time - Senior Planner	per hour	\$190.00	\$194.00
Staff time - team leader	per hour	\$205.00	\$209.00
Staff time - Manager	per hour	\$215.00	\$220.00
<b>Photocopying and printing</b>			
A4	per page	\$1.10	\$1.12
A3	per page	\$2.20	\$2.24
<b>CITY SAFETY</b>			
Request for CCTV Camera Footage		\$26.50	\$27.00
<b>Litter Infringement Notices</b>			
Depositing non-dangerous litter of less than 1 litre by volume other than on or in a Council park or reserve. Examples: a takeaway container, cigarette butt or drink can.		\$100.00	\$100.00
Depositing non-dangerous litter from 1 to 20 litres in volume other than on or in a Council park or reserve. Examples: 1.5 litre plastic container, a single disposable nappy, or placing household rubbish bags or accumulated car waste into public litter bins, soft drink bottle.		\$200.00	\$200.00
Depositing non-dangerous litter from 20 to 120 litres in volume other than on or in a Council park or reserve. Examples: roadside dumping of small volumes of household or green waste, fridge, mattress, sofa, or of any pest plant material, or depositing any waste in a park.		\$300.00	\$305.00
Depositing non-dangerous litter of up to 120 litres in volume on or in a Council park or reserve. Examples: roadside dumping of small volumes of household or green waste, fridge, mattress, sofa, or of any pest plant material, or depositing any waste in a park.		\$300.00	\$305.00
Depositing non-dangerous litter of more than 120 litres by volume in any place. Example: truck load of dirt/building waste.		\$400.00	\$405.00
Depositing dangerous litter of any quantity in any place. Examples: dumping commercial waste, multiple disposable nappies, car parts or glass, e-waste or animal remains.		\$400.00	\$405.00

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<b>LIQUOR LICENSING</b>			
<b>(Set by Statute)</b>			
<b>1. Application Fees for On Licence, Off Licence, Club Licence and Renewals</b>			
Risk Factor Band:			
Very Low	\$368.00	\$368.00	
Low	\$609.50	\$609.50	
Medium	\$816.50	\$816.50	
High	\$1,023.50	\$1,023.50	
Very High	\$1,207.50	\$1,207.50	
<b>2. Application for Special Licences</b>			
Risk Factor Band:			
Class 3	\$63.25	\$63.25	
Class 2	\$207.00	\$207.00	
Class 1	\$575.00	\$575.00	
<b>3. Application Fee for Manager's Certificate and Renewal</b>			
	\$316.25	\$316.25	
<b>4. Application for Temporary Authority</b>			
	\$296.70	\$296.70	
<b>5. Annual Fee (for licensed premises)</b>			
Risk Factor Band:			
Very Low	\$161.00	\$161.00	
Low	\$391.00	\$391.00	
Medium	\$632.50	\$632.50	
High	\$1,035.00	\$1,035.00	
Very High	\$1,437.50	\$1,437.50	
<b>6. Admin Fee - Publish Public Notices On Line</b>			
	\$0.00	\$85.00	
<b>COMMUNITY FACILITIES</b>			
<b>CELEBRATING AGE CENTRE</b>			
Bond - Community & Commercial Use	\$150.00	\$150.00	
Bond - Private Functions	\$300.00	\$305.00	
All private functions and one-off bookings must be paid in advance.			
<b>Private functions (evenings and weekends only)</b>			
5 hour minimum charge for private functions - costs as per commercial rate.			
<b>Lounge, River Lounge, Dining-Room, Board Room (per each room)</b>			
Community rate	per hour (or part thereof)	\$10.00	\$10.00
Commercial rate	per hour (or part thereof)	\$20.50	\$21.00
<b>Main Hall</b>			
Community rate	per hour (or part thereof)	\$15.00	\$15.00
Commercial rate	per hour (or part thereof)	\$39.00	\$39.00
<b>Main Hall, Dining-Room, &amp; Kitchen hired as one venue</b>			
Community rate	per hour (or part thereof)	\$28.00	\$28.50
Commercial rate	per hour (or part thereof)	\$61.00	\$62.00
<b>ENDERLEY PARK</b>			
<b>Conference Room</b>			
Community rate	per hour (or part thereof)	\$6.50	\$6.60
Commercial rate	per hour (or part thereof)	\$13.50	\$13.50
<b>Dining Room</b>			
Community rate	per hour (or part thereof)	\$6.50	\$6.50
Commercial rate	per hour (or part thereof)	\$13.50	\$13.50

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<b>Main Hall</b>			
Community rate	per hour (or part thereof)	\$7.30	\$7.40
Commercial rate	per hour (or part thereof)	\$20.50	\$21.00
<b>Hall, Dining Room &amp; Kitchen, hired as one venue</b>			
Community rate	per hour (or part thereof)	\$20.00	\$20.50
Commercial rate	per hour (or part thereof)	\$50.00	\$51.00
<b>Main Kitchen</b>			
Community rate	per hour (or part thereof)	\$7.30	\$7.40
Commercial rate	per hour (or part thereof)	\$20.00	\$20.00
Private Functions main lounge & kitchen	(per 4 hours or part thereof plus bond)	\$255.00 \$300.00	\$260.00 \$305.00
<b>Fairfield Hall</b>			
Community	per hour (or part thereof)	\$7.30	\$7.40
Commercial	per hour (or part thereof)	\$20.50	\$21.00
Bond		\$150.00	\$150.00
<b>Te Rapa Sportsdrome</b>			
Lounge/Club House per hour (evening only)	per hour (or part thereof)	\$15.00	\$15.00
Sports Hall - Full	per hour (or part thereof)	\$50.00	\$51.00
Sports Hall - Half	per hour (or part thereof)	\$25.00	\$25.50
10% discount for customers who have weekly block bookings (minimum 30 weeks per year)			
<b>DEMOCRACY</b>			
<b>Reception lounge hire - Max 180 people</b>			
Per hour		\$65.50	\$66.50
Max per day		\$375.00	\$380.00
<b>Council Chambers hire</b>			
Per hour		\$44.50	\$45.50
Max per day		\$275.00	\$280.00
<b>Committee Room No 1 hire</b>			
Per hour		\$22.00	\$22.50
Max per day		\$140.00	\$143.00
<b>ENVIRONMENTAL HEALTH</b>			
<b>Registration of a Food Control Plan (under Section 56 of the Food Act 2014)</b>			
1. Processing an application for registration in relation to a new food business.	<i>Includes assessing the food business, workshop, mentoring (2hrs), processing the application, and issuing registration.</i>	\$535.00	\$545.00
2. Processing an application for a new registration in relation to an existing food business transitioning from the Food Hygiene Regulations 1974.	<i>Includes workshop, mentoring (2hrs), processing the application, and issuing registration.</i>	\$450.00	\$450.00
3. Processing an application for a new registration in relation to an existing food business with a pre-March 2016 food control plan.	<i>Includes processing the application and issuing registration.</i>	\$180.00	\$180.00
4. Processing an application for a new registration in relation to a change in the operator.	<i>Includes mentoring (2hrs), processing the application, and issuing registration.</i>	\$360.00	\$360.00

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5. Processing an application of an amended food control plan due to a significant amendment.	<i>As defined in Section 45(3) of the Act</i>	\$180.00	\$180.00
6. Processing an application for a new registration in relation to an existing food business that failed to renew a now expired registration.		\$360.00	\$360.00
7. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>before the expiry of the current registration.</u>		\$85.00	\$85.00
8. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>after the expiry of the current registration.</u>		\$180.00	\$180.00
<b>Registration of Food Businesses subject to a National Programme [under Section 86(b) of the Food Act 2014]</b>	<i>These fees apply to all levels of national programmes.</i>		
1. Processing an application, assessment of, and registration in relation to a new food business.		\$135.00	\$135.00
2. Processing an application, assessment of, and registration in relation to an existing food business transitioning from the Food Hygiene Regulations 1974.		\$135.00	\$135.00
3. Processing an application for a new registration in relation to a change in the operator.		\$135.00	\$135.00
4. Processing an application for a new registration in relation to an existing food business that failed to renew a now expired registration.		\$270.00	\$270.00
5. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>before the expiry of the current registration.</u>		\$85.00	\$85.00
6. Renewal of registration in accordance with Part 2 of Schedule 4 of the Food Act 2014 <u>after the expiry of the current registration.</u>		\$135.00	\$135.00
<b>Other Registration Fees [these apply to both food control plans and national programmes]</b>			
1. Adding additional food businesses to a current registration.	per business	\$33.50	\$34.00
2. Providing mentoring services in relation to preparing and implementing a food control plan.	per hour (15-min units)	\$150.00	\$150.00
<b>Auditing (including site visit, reporting and general administration)</b>			
1. Scheduled audit (including reporting)	per hour (15-min units)	\$180.00	\$180.00
2. Follow-up visits (including reporting)	per hour (15-min units)	\$180.00	\$180.00
3. Unscheduled audit (including reporting)	per hour (15-min units)	\$180.00	\$180.00
4. Termination due to failure of the operator to facilitate the audit		\$100.00	\$100.00

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<b>Compliance Monitoring</b>			
1. Exercising any power referenced by and for the purposes expressed in Section 298 of the Act (except for Sections 302 and 303), where a sanction(s) has been imposed by the Food Safety Officer and/or where some form of corrective action is required by the operator.	by Food Safety Officers per hour (15-min units)	\$180.00	\$180.00
2. Issue of improvement notice in accordance with Section 302 of the Act, including development of the notice.	per notice plus per hour spent developing and issuing the notice after the first hour	\$180.00	\$180.00
3. Application for review of issue of improvement notice under Section 303 of the Act.	per application plus per hour spent processing the application after the first hour	\$180.00	\$180.00
4. Compliance monitoring activity associated with a market.	per hour (15-min units)	\$150.00	\$150.00
<b>Other Fees</b>			
1. Providing mentoring services in relation to preparing and implementing a food control plan.	per hour (15-min units)	\$150.00	\$150.00
<b>Premises Registration Fees (Food Hygiene Regulations 1974)</b>			
Upon renewal of registration or approval If paid by 30 June:-			
Risk Factor Band			
1.0 - 3.9		\$300.00	\$305.00
4.0 - 5.3		\$600.00	\$610.00
5.4 - 10.0		\$900.00	\$915.00
10.1 - 15.0		\$1,200.00	\$1,225.00
15.1 - 20.0		\$1,800.00	\$1,835.00
20.1 - 25.0		\$3,600.00	\$3,670.00
Late payment penalty (for applications made after 30 June):-	add 20%		
The renewal registration fees are to be modified in accordance with the following factors:-			
(i) Where the sale of food is ancillary to the main line of business; or where the business is a bottle store; or where the business operates on a part time or seasonal basis; or is a vending machine:-	0.5 factor		
(ii) Standard (one food processing/ handling operation) -	1.0 factor		
(iii) Multiple and separate food processing / handling areas/ units -	1.5 factor		
Upon noting of certificate after any change in occupation of the premises		\$33.50	\$34.00
<b>Other Food Related Fees</b>			
Occasional food premises	per stall holder	\$94.00	\$96.00
Re-inspection of food premises following a primary inspection.	per hour (15-min units)	\$150.00	\$150.00
Re-issue of registration and approval certificates on request of holder.		\$33.50	\$34.00
<b>REGULATED BUSINESSES</b> [hairdressers, offensive trades, camping-grounds, mortuaries]	<i>These fees apply to all regulated businesses under the Health Act 1956.</i>		
<b>Premises Registration Fees</b>			
(a) July to December		\$150.00	\$150.00
January to June		\$71.50	\$73.00

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(b) Upon renewal of registration-		\$150.00	\$150.00
Late payment penalty in relation to hairdressing shops only (for applications made after 30 June):-	add 20%		
(c) Upon noting of certificate after any change in occupation of the premises		\$33.50	
<b>FUNERAL DIRECTORS (with no mortuary)</b>			
<b>Registration Fees</b>			
a) Upon application for initial registration		\$33.50	\$34.00
b) Upon renewal of registration		\$33.50	\$34.00
<b>RESOURCE MANAGEMENT ACT</b>			
Actual and reasonable costs associated with processing and the monitoring conditions of an application for resource consent which may include but not limited to:	per hour	\$165.00	\$165.00
- Noise emissions			
- Hazardous contaminants in soil			
- Hazardous facility screening procedure			
- Radio frequency radiation			
<b>BUILDING ACT</b>			
Actual and reasonable costs associated with processing consents, which may include but not be limited to:-	per hour	\$165.00	\$165.00
-noise emission			
-hazardous contaminants in soil;			
-hazardous substances.			
<b>INFORMATION REQUESTS</b>			
On application for an extract from any record or register (per application)		\$61.00	\$62.00
<b>Photocopying and printing</b>			
A4	per page	\$1.10	\$1.12
A3	per page	\$2.20	\$2.24
Where staff time exceeds 30-mins this additional charge shall apply. Chargeable in 15 minute units.	per hour	\$100.00	\$100.00
<b>NOISE CONTROL</b>			
a) Recovery of seized property		\$240.00	\$245.00
b) Recovery of costs for disabling building and car alarms:-	as invoiced	as invoiced	as invoiced
<b>FINANCE</b>			
<b>Rating &amp; Rating Information</b>			
Cost per property where:			
Staff assistance is required		\$11.00	\$11.00
Formal record of information produced per property		\$11.00	\$11.00

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<b>HAMILTON GARDENS</b>		
<b>Rotary Lounge</b>		
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)		
7:30 am-noon	\$135.00	\$140.00
noon-5:30 pm	\$150.00	\$155.00
5:30 pm-midnight	\$175.00	\$180.00
7:30 am-midnight	\$395.00	\$405.00
Community Use (66% of commercial charges)		
Refundable bond	\$100.00	\$100.00
Cleaning charge	\$31.50	\$32.00
Plus Kitchen (see below)		
<b>Chartwell Square Room</b>		
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)		
7:30 am-noon	\$150.00	\$155.00
noon-5:30 pm	\$190.00	\$195.00
5:30 pm-midnight	\$215.00	\$220.00
7:30 am-midnight	\$500.00	\$510.00
Community Use (66% of commercial charges)		
Refundable bond	\$205.00	\$210.00
Cleaning charge	\$47.50	\$48.50
Plus Kitchen (see below)		
<b>Kitchen (Sole Use)</b>		
7:30 am-noon	\$63.00	\$64.50
noon-5:30 pm	\$63.00	\$64.50
5:30 pm-midnight	\$63.00	\$64.50
7:30 am-midnight	\$185.00	\$190.00
<b>Kitchen (66% discount if shared for community groups)</b>		
7:30 am-noon	\$31.50	\$32.00
noon-5:30 pm	\$31.50	\$32.00
5:30 pm-midnight	\$31.50	\$32.00
7:30 am-midnight	\$95.00	\$97.00
<b>Exhibition Hall</b>		
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)		
7:30 am-noon	\$150.00	\$155.00
noon-5:30 pm	\$175.00	\$180.00
5:30 pm-midnight	\$210.00	\$215.00
7:30 am-midnight	\$475.00	\$485.00
Community Use (66% of commercial charges)		
Refundable bond	\$255.00	\$260.00
Cleaning charge	\$68.50	\$70.00
<b>Central Court</b>		
Commercial Use (Saturday, Sunday and Public Holidays; 10% conditional commercial discount available on other days)		
7:30 am-noon	\$210.00	\$215.00
noon-5:30 pm	\$240.00	\$245.00
5:30 pm-midnight	\$285.00	\$290.00
7:30 am-midnight	\$665.00	\$680.00
Community Use (66% of commercial charges)		
Refundable bond	\$305.00	\$310.00
Cleaning charge	\$115.00	\$115.00
<b>Victorian Flower Garden Greenhouse</b>		
Hireage (maximum 1 1/4hrs)	\$115.00	\$115.00
Refundable bond	\$205.00	\$210.00

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<b>Miscellaneous Fees/Conditions</b>			
Schedule of equipment rates is available on request.			
Set up and Pack down rates (per 1/2 hour)		\$21.00	\$21.50
Additional Cleaning (carpet clean) per hour		\$33.50	\$34.00
Additional Cleaning (carpet clean including carpet shampoo) per hour		\$85.50	\$87.00
<b>Wedding in Gardens</b>		\$205.00	\$210.00
<b>HAMILTON CITY LIBRARIES</b>			
<b>Rental Collection</b>			
Best sellers	first week	\$5.00	\$5.00
Pay magazines	first week	\$1.50	\$2.00
CDs	first week	\$2.10	\$2.50
DVDs	first week	\$2.60	\$2.60
Kitset collections	14 days	\$1.00	\$1.00
<b>Daily Overdue Charges</b>			
<b>Adult Collections:</b>			
Books	per day	\$0.50	\$0.50
Talking Books	per day	\$0.50	\$0.50
Pay Magazines	per day	\$0.50	\$0.50
Free Magazines	per day	\$0.50	\$0.50
Pay CDs	per day	\$0.50	\$0.50
Free CDs	per day	\$0.50	\$0.50
DVDs	per day	\$0.50	\$0.50
Best sellers	per day	\$1.00	\$1.00
<b>Children and Young Adult Collections:</b>			
Books	per day	\$0.10	\$0.10
Talking Books	per day	\$0.10	\$0.10
Magazines	per day	\$0.10	\$0.10
CDs	per day	\$0.10	\$0.10
DVDs	per day	\$0.10	\$0.10
Kitset collections	per day	\$0.50	\$0.50
<b>Subscriptions (non-residents only)</b>			
Group Subscription	per annum	\$165.00	\$170.00
Individual Subscription (4 item loan limit)	per annum	\$76.00	\$78.00
<b>Replacement Card</b>		\$3.20	\$3.50
<b>Photocopying &amp; Printing</b>			
A4 (b&w)	per side	\$0.20	\$0.20
A4 (colour)	per side	\$1.00	\$1.00
A3 (b&w)	per side	\$0.40	\$0.40
A3 (colour)	per side	\$2.10	\$2.10
Photocopying card		\$2.10	\$2.50
<b>Heritage Collection Reproduction and use fees (supply within 10 working days)</b>			
Corporate - High resolution	Per image	\$0.00	\$90.00
Corporate - Low resolution	Per image	\$0.00	\$40.00
Local Business / Not for profit organisation - High resolution	Per image	\$0.00	\$45.00
Local Business / Not for profit organisation - low resolution	Per image	\$0.00	\$25.00
Personal Use- High resolution	Per image	\$0.00	\$25.00
Personal Use- low use resolution	Per image	\$0.00	\$10.00
Promotional use	per image	\$0.00	\$100.00
Image print- standard paper	per image, reproduction up to A4	\$0.00	\$2.00
	per image, reproduction A3	\$0.00	\$4.00
Image print - photo quality paper	per image, reproduction up to A4	\$0.00	\$5.00
Fee for urgent delivery (3-5 day delivery)	per order	\$0.00	\$40.00

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Reservations / Same Day Holds		\$1.50	\$1.50
e-resources reservations		\$1.00	\$1.00
Contract Research	per half hour	\$32.50	\$35.00
<b>Interloans</b>			
Standard interloan fee		\$10.00	\$10.00
Urgent NZ interloan		\$37.50	\$40.00
Standard international interloan		\$32.50	\$35.00
Urgent standard international interloan		\$54.00	\$55.00
<b>Library Facility Hire</b>			
Branch Community Rooms (not-for-profit organisation)	flat fee	\$16.50	\$17.00
Branch Community Rooms (for profit organisation)	flat fee	\$54.00	\$55.00
Cleaning	per hour	\$56.00	\$57.00
Security		\$51.00	\$52.00
<b>HAMILTON ZOO</b>			
Adult		\$22.00	\$23.00
Child (3-15)		\$10.00	\$11.00
Senior citizen		\$16.00	\$17.00
Beneficiary, student		\$16.00	\$17.00
Group concession (adult)		\$15.00	\$16.50
Group concession (child)		\$7.50	\$8.00
Group concession; senior citizen, beneficiary, student.		\$11.50	\$12.50
Family (2 adults & up to 4 children)		\$60.00	\$66.00
Education Rate (adult or child)		\$6.50	\$6.50
<b>Zoo Annual Membership Fees</b>			
Annual Member: adult (unlimited day-time visits)		\$84.00	\$88.00
Annual Member: child (unlimited day-time visits)		\$40.00	\$43.00
Annual Member: senior citizen, beneficiary, student (unlimited d/t visits)		\$64.00	\$64.00
Annual Member: child flexipass (unlimited d/t visits - named child + any adult)		\$120.00	\$128.00
Annual Member: family (unlimited day-time visits)		\$240.00	\$250.00
<b>Friends of Hamilton Zoo Members</b>			
Adult		\$11.00	\$11.50
Child		\$5.00	\$5.50
Family (2 adults & 4 children)		\$30.00	\$33.00
<b>Zoo Encounters</b>			
Face2Face (per person)		\$15.00	\$15.00
Eye2Eye (up to 5 persons)		\$75.00	\$75.00
Eye2Eye extra person		\$15.00	\$15.00
Premier Tour		\$500.00	\$500.00
School Sleepover (per person)		\$45.00	\$46.00
<b>Hire</b>			
Day-time function: reserved area		\$40.00	\$40.00
After hours function: venue hire		\$160.00	\$165.00
Mobility scooter		\$13.00	\$13.00
BBQ		\$13.00	\$13.00
Education room		\$35.00	\$40.00
<b>MUSEUM</b>			
<b>Hire Charges</b>			
<b>Museum Foyer</b>			
Floor hire	per 3 hours	\$300.00	\$305.00
additional hour		\$60.00	\$61.00
<b>Lecture Theatre</b>			
Floor hire	per 3 hours	\$300.00	\$305.00

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<b>Upper Gallery</b>			
Floor hire	per 3 hours	\$300.00	\$305.00
No deposit			
<b>ArtsPost</b>			
Floor hire	per 3 hour	\$300.00	\$305.00
<b>ArtsPost</b>			
Gallery hire			
Commission on sales will be charged in addition to gallery hire			
Chartwell Gallery	per week	\$175.00	\$175.00
Ida Carey Gallery	per week	\$65.00	\$65.00
Margot Philips Gallery	per week	\$65.00	\$65.00
<b>Admission Fees for Special Exhibitions</b>			
Fees for special exhibitions will vary depending on the cost of presenting the exhibition.			
Admission fees for beneficiaries, students and senior citizens will be adult fees discounted by approximately 15%			
<b>Science Galleries</b>			
Adult		\$5.00	\$5.00
Children		\$8.00	\$8.00
Families (1 adult; 2 children)		\$18.00	\$18.00
Beneficiaries (Large family - 2 adults and up to 4 Children)		\$35.00	\$35.00
		\$4.00	\$4.00
<b>Education Classes</b>			
School Student	class ( change class to programme	\$6.00	\$6.00
	two classes	\$8.00	\$8.00
	three classes	\$10.00	\$10.00
<b>Public Programme</b>			
Full day school holiday programme plus booking fee		\$35.00	\$38.00
<b>Museum Collection Reproduction Fees</b>			
<b>Digital imaging</b>			
High Res RGB Digital File		\$60.00	\$61.00
Low Res JPEG Emailed		\$25.00	\$25.50
<b>Photography and filming in gallery which requires staff supervision</b>	per hour	\$310.00	\$315.00
<b>Photocopying</b>	per sheet	\$0.30	\$0.30
<b>Research Fee</b>	per 15 minutes	\$15.00	\$15.00
<b>Publication Fee (per collection image)</b>			
Books, periodicals, magazines, e-books	New Zealand rights: per image: 1 - 2 images	\$55.00	\$56.00
Books, periodicals, magazines, e-books	New Zealand rights: per image: 3 - 5 images	\$45.00	\$46.00
Books, periodicals, magazines, e-books	New Zealand rights: per image: 6+ images	\$40.00	\$41.00
Book covers/jackets	New Zealand rights: per image	\$250.00	\$255.00
Decoration and display in public areas	New Zealand rights: per image	\$140.00	\$145.00
Television and commercial motion pictures	New Zealand rights: per image	\$280.00	\$285.00
Calendars and prints	New Zealand rights: per image	\$280.00	\$285.00
Postcards, greeting cards, Christmas cards	New Zealand rights: per image	\$140.00	\$145.00
Advertising and decoration (includes CD covers, labels, packaging, posters, television advertisements)	New Zealand rights: per image	\$560.00	\$570.00
Corporate (annual reports, in-house publications etc)	New Zealand rights: per image	\$280.00	\$285.00
Internet use (low-res files only)	New Zealand rights: per image	\$25.00	\$25.50
Books, periodicals, magazines, e-books	World rights: per image: 1 - 2 images	\$250.00	\$255.00
Books, periodicals, magazines, e-books	World rights: per image: 3 - 5 images	\$200.00	\$205.00
Books, periodicals, magazines, e-books	World rights: per image: 6+ images	\$150.00	\$155.00
Book covers/jackets	World rights: per image	\$500.00	\$510.00
Decoration and display in public areas	World rights: per image	\$250.00	\$255.00
Television and commercial motion pictures	World rights: per image	\$560.00	\$570.00
Calendars and prints	World rights: per image	\$700.00	\$715.00
Postcards, greeting cards, Christmas cards	World rights: per image	\$300.00	\$305.00

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Advertising and decoration (includes CD covers, labels, packaging, posters, television advertisements)	World rights: per image	\$1,120.00	\$1,140.00
Corporate (annual reports, in-house publications etc)	World rights: per image	\$1,120.00	\$1,140.00
Internet use (low-res files only)	World rights: per image	\$40.00	\$41.00
Presentation/lecture use (low-res files only)	Up to 9 images	\$40.00	\$41.00
Private Use or Study Reproduction Fee	first image	\$15.00	\$15.50
Private Use or Study Reproduction Fee	additional images	\$5.00	\$5.10
<b>PAKING</b>			
<b>Off Street Car Park Facilities</b>	Fees set and adjusted to reflect market demand. Current fees and conditions displayed at each facility and shown on Council website - Parking page .		
Founders Theatre Car			
Meteor Theatre Car Park			
Museum Car Park			
Caro Street Car Park			
Riverbank Car Park			
Sonning Car Park			
Garden Place Car Park Building			
<b>On Street Meter Parking</b>	In accordance with time specified by signage	\$2.00	\$2.00
<b>Parking Meter Hoods (Short-term reservation)</b>			
Parking Meter Hoods (Reservation period > 2 weeks)	per day negotiated rate	\$27.00	\$27.50
<b>PARKS AND OPEN SPACES ADMINISTRATION</b>			
<b>Hire of Parks by a Commercial Interest for an Event</b>			
Any other sporting or non-sporting activity hosted on a park by a commercial interest.			
- Events Using Over 500m2 (per day)		\$250.00	\$255.00
- Events using under 500m2 (per day)		\$44.00	\$45.00
(\$5.00 per booking discount will be given for advance booking payments of 10 or more bookings for an area of 500m2 or less).			
<b>Hire of Parks for a Charge Event</b>		\$625.00	\$640.00
Any sporting and non-sporting activity hosted on a park where an entry fee is charged at the gate. The fee for use of a park for a charge event is the greater of the HCC published fee or 15% of the gross gate takings			
<b>Community Hire of Parks</b>			
Up to one hectare for non-sporting event			
Half Day (up to 5 hours)		\$32.50	\$33.00
Full Day (over 5 hours)		\$49.00	\$50.00
Wedding		\$200.00	\$210.00
<b>Mobile Trader</b>			
Administration fee for new applications in relation to mobile traders			
The stated administration fee plus the applicable annual fee below, portioned on a monthly basis (\$10 per month)			
Mobile traders (food safety fee's & charges also apply if applicable)	annual fee		\$120.00
<b>Stage Area - Hamilton Lake Domain</b>			
Per Day or part of		\$98.00	\$100.00

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<b>Dog Obedience Lawns (Melville &amp; Bristol Parks)</b>		
Per Day of the Week		
1 year	\$280.00	\$285.00
<b>Bonds (refundable if no damage occurs)</b>		
Park Use/Event		
Dependent on scale and nature of the Activity, Park Manager's discretion to set bond	\$100 - \$5000	\$100 - \$5,000
Key Deposit	\$30.00	\$30.00
Pest Trap	\$20.00	\$20.00

### PLANNING GUIDANCE

Planning Guidance fees and charges are based upon actual and reasonable costs incurred by the Council in staff time and overheads to provide the service.

Council may require payment of additional charges when these fees and charges are in any particular case inadequate to enable the Council to recover its actual and reasonable costs in respect of the matter concerned.

These fees and charges also apply to all applications processed under the Housing Accords and Special Housing Act 2013

### LAND USE

Land use resource consent applications, land use certificates and other land use-related applications are subject to minimum non-refundable deposits. Land use resource consent application deposits include a monitoring fee of \$300.00. All application deposits include a \$10 fee for scanning. Any assessment and administration time spent beyond that covered by those deposits will be charged at the relevant hourly rates.

These deposits do not include engineering assessment and processing fees. Land use resource consent applications which require engineering assessment and processing will be charged a minimum non-refundable deposit of \$760 for up to 4hrs work. Any additional engineering time spent beyond that covered by this deposit will be charged at the engineer hourly rate. Land use certificate applications and other land-use related applications which require engineering assessment and processing will be charged at the engineer hourly rate. Where engineering assessment and processing is outsourced to a consultant or specialist the fee will be actual cost.

Other additional fees may also apply. See Additional Planning Related Charges below.

<b>Notified and Limited Notified Land Use Consent Applications</b>	\$7,000.00	\$7,135.00
<b>Non-Notified Land Use Consent Applications</b>		
Controlled Activity	\$2,275.00	\$2,320.00
Restricted Discretionary	\$2,275.00	\$2,320.00
Discretionary Activity	\$3,550.00	\$3,615.00
Non-Complying Activity	\$3,550.00	\$3,615.00

**Fast Tracked Consents and Minor Non-notified Land Use**  
Refer Additional Planning Related Charges Section.

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<b>Land Use Certificates</b>		
Certificate of Compliance	\$870.00	\$885.00
Existing Use Right	\$1,875.00	\$1,910.00
Planning Verification	\$425.00	\$430.00
Outline Plan	\$1,250.00	\$1,275.00
<b>Other Land-Use Related Applications</b>		
Extension of Time Limit	\$1,035.00	\$1,055.00
Change or Cancellation of Consent Condition	\$1,110.00	\$1,130.00
Surrender of Consent (whole or part)	\$870.00	\$885.00
<b>SUBDIVISION</b>		
Subdivision resource consent applications, subdivision related applications, and subdivision certificate applications are subject to minimum non-refundable deposits. All application deposits include a \$10 fee for scanning. Any assessment and administration time spent beyond that covered by those deposits will be charged at the relevant hourly rates.		
These deposits do not include engineering assessment and processing fees. Subdivision resource consent applications which require engineering assessment and processing will be charged a minimum non-refundable deposit of \$760 for up to 4 hrs work. Any additional engineering time spent beyond that covered by this deposit will be charged at the engineer hourly rate. Subdivision-related approval applications, other subdivision-related applications, and subdivision certificate applications which require engineering assessment and processing will be charged at the engineer hourly rate. Where engineering assessment and processing is outsourced to a consultant or specialist the fee will be actual cost.	\$760.00	\$775.00
Other additional fees may also apply. See Additional Planning Related Charges below.		
<b>Notified and Limited Notified Subdivision Consent Applications</b>	\$5,635.00	\$5,740.00
<b>Non-Notified Subdivision Consent Applications</b>		
Discretionary Activity, Restricted Discretionary Activity, Non-Complying Activity	\$3,650.00	\$3,720.00
plus per lot/unit/flat charge		
3-50 lots	per lot/unit/flat \$63.00	\$64.00
51-100 lots	per lot/unit/flat \$21.50	\$22.00
101 lots and greater	per lot/unit/flat \$11.00	\$11.00
Joint subdivision consent application (i.e. where a land use and subdivision on the same site are lodged concurrently). Note land use application is charged as per land use fees.	\$2,000.00	\$2,000.00
plus per lot/unit/flat charge		
3-50 lots	per lot/unit/flat \$63.00	\$63.00
51-100 lots	per lot/unit/flat \$21.50	\$21.50
101 lots and greater	per lot/unit/flat \$11.00	\$11.00
Permitted Activity - Certificate of Compliance, Amendment to Flats Plans, Boundary Adjustments	\$870.00	\$885.00
<b>Fast Tracked Consents</b>		
Refer Additional Planning Related Charges Section.		
<b>Subdivision Related Approval Applications</b>		
Section 75-83 - Building Act 1994	\$615.00	\$625.00
Proposed Unit Development Plan	\$755.00	\$770.00
Revocation of Building Line Restriction	\$615.00	\$625.00
Right of Way Approval (section 348 LGA)	\$755.00	\$770.00
Revocation of Easement (section 243 RMA)	\$455.00	\$465.00
Road Naming	\$870.00	\$885.00

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<b>Other Subdivision Related Applications</b>			
Extension of Time Limit		\$1,035.00	\$1,055.00
Change or Cancellation of Consent Condition		\$1,110.00	\$1,130.00
Surrender of Consent (whole or part)		\$870.00	\$885.00
<b>Subdivision Certificates</b>			
s.223 RMA		\$455.00	\$465.00
s.224c RMA		\$455.00	\$465.00
s.224(f) RMA		\$455.00	\$465.00
32 (2)A Unit Title Act		\$455.00	\$465.00
s.221 RMA		\$570.00	\$580.00
s.226 RMA		\$870.00	\$885.00
Re-issue of Certificate and Other Certificates		\$455.00	\$465.00
Other Subdivision Certificates		\$455.00	\$465.00
Re-issue of Subdivision Certificate		\$455.00	\$465.00
<b>ADDITIONAL PLANNING RELATED CHARGES</b>			
<b>Minimum Non-Refundable Engineering Deposit</b>			
Engineer hourly charge	per hour	\$190.00	\$190.00
Engineering construction Inspection as required by the HCC	per site visit	\$380.00	\$385.00
Engineering Works completion inspection/approval as scheduled	per site visit	\$760.00	\$775.00
Planner hourly charge	per hour	\$175.00	\$175.00
Principal/Senior Planner hourly charge	per hour	\$190.00	\$190.00
Planning Team Leader hourly rate	per hour	\$205.00	\$205.00
Planning Manager Hourly rate	per hour	\$215.00	\$220.00
Administration hourly charge	per hour	\$84.50	\$86.00
Subdivision Officer	per hour	\$175.00	\$175.00
Additional Monitoring	per hour	\$165.00	\$165.00
Consultant and specialist fees	actual cost		
including but not limited to: Expert evidence/advice, external consultants, provision of external legal advice, external peer reviews			
Hearing Administration Charge		\$1,890.00	\$1,930.00
Independent Hearing Commissioner actual cost (estimated \$150 - \$175 per hour)	per hour	\$175.00	\$175.00
<b>Fast Tracked Consents</b>			
Non-notified consents only - issued within 10 working days (conditions apply, and applications will only be accepted on a case-by-case basis at the Planning Guidance Unit Manager's discretion.)	twice normal fee		
Minor non-notified land use consent applications for listed permitted activities failing no more than two standards in the Proposed District Plan (consent issued within 10 working days)		\$1,440.00	\$1,200.00
Minor non-notified controlled activity applications for single dwellings and / or accessory buildings under rule 4.1A.1b of the Operative District Plan (Consents issued within 10 working days)		\$1,440.00	\$1,200.00
<b>INFORMATION REQUESTS</b>			
Staff Search Time Cost	Per half hour or part thereof	\$39.00	\$39.50
Property Enquiry		\$53.00	\$54.00
Plus hourly rate after 1 hour	per hour	\$175.00	\$179.00
Photocopying and printing			
A4	per page up to 20 pages	\$1.10	\$1.10
A4	per page in excess of 20 pages	\$0.20	\$0.20
A3	per page	\$2.20	\$2.25
Document Management - Digitisation			
A4	per page	\$2.00	\$2.00
A3	per page	\$3.00	\$3.00
A2	per page	\$3.00	\$3.00
A0	per page	\$3.00	\$3.00

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<b>SPORTS AREAS</b>		
<b>SPORTS AREA - SUMMER</b>		
<b>PORRITT STADIUM</b>		
<b>Casual Use (Entire Complex)</b>		
Half Day (up to 5 hours)	\$173.50	\$175.00
Full Day (over 5 hours)	\$315.00	\$320.00
<b>Seasonal Use (Entire Complex) Per Half Day of the week (up to 5 hours)</b>		
3 months	\$1,175.00	\$1,200.00
6 months	\$2,340.00	\$2,385.00
<b>Seasonal Use (Entire Complex) Per Full Day of the week (over 5 hours)</b>		
3 months	\$2,340.00	\$2,385.00
6 months	\$4,680.00	\$4,775.00
<b>CRICKET</b>		
<b>Senior Grass</b>		
<b>Casual Use (per wicket)</b>		
Half Day (up to 5 hours)	\$44.00	\$45.00
Full Day (over 5 hours)	\$81.50	\$83.00
<b>Seasonal Use (per wicket, per day of the week)</b>		
3 months	\$625.00	\$640.00
6 months	\$1,250.00	\$1,275.00
<b>Senior Artificial</b>		
<b>Casual Use (per wicket)</b>		
Half Day (up to 5 hours)	\$23.50	\$24.00
Full Day (over 5 hours)	\$34.50	\$35.00
<b>Seasonal Use (per wicket, per day of the week)</b>		
3 months	\$315.00	\$320.00
6 months	\$625.00	\$640.00
<b>Junior Grass</b>		
<b>Casual Use (per wicket)</b>		
Half Day (up to 5 hours)	\$23.50	\$24.00
Full Day (over 5 hours)	\$34.50	\$35.00
<b>Seasonal Use (per wicket, per day of the week)</b>		
3 months	\$163.00	\$165.00
6 months	\$315.00	\$320.00
<b>Junior Artificial</b>		
<b>Casual Use (per wicket)</b>		
Half Day (up to 5 hours)	\$23.50	\$24.00
Full Day (over 5 hours)	\$34.50	\$35.00
<b>Seasonal Use (per wicket, per day of the week)</b>		
3 months	\$81.50	\$83.00
6 months	\$163.00	\$165.00
<b>SOFTBALL</b>		
<b>Senior Grass</b>		
<b>Casual Use (per diamond)</b>		
Half Day (up to 5 hours)	\$44.00	\$45.00
Full Day (over 5 hours)	\$65.50	\$67.00
<b>Seasonal Use (per diamond, per day of the week)</b>		
3 months	\$316.00	\$320.00
6 months	\$625.00	\$640.00

	Approved 2015-16	Proposed 2016-17
<b>Senior Skin</b>		
<b>Casual Use (per diamond)</b>		
Half Day (up to 5 hours)	\$23.50	\$24.00
Full Day (over 5 hours)	\$34.50	\$35.00
<b>Seasonal Use (per diamond, per day of the week)</b>		
3 months	\$163.00	\$165.00
6 months	\$315.00	\$320.00
<b>Junior Grass</b>		
<b>Casual Use (per diamond)</b>		
Half Day (up to 5 hours)	\$23.50	\$24.00
Full Day (over 5 hours)	\$34.50	\$35.00
<b>Seasonal Use (per diamond, per day of the week)</b>		
3 months	\$81.50	\$83.00
6 months	\$163.00	\$165.00
<b>Junior Skin</b>		
<b>Casual Use (per diamond)</b>		
Half Day (up to 5 hours)	\$23.50	\$24.00
Full Day (over 5 hours)	\$34.50	\$35.00
<b>Seasonal Use (per diamond, per day of the week)</b>		
3 months	\$44.00	\$45.00
6 months	\$81.50	\$83.00
<b><u>CYCLING</u></b>		
<b>Hillcrest Velodrome</b>		
<b>Casual Use</b>		
Half Day (up to 5 hours)	\$32.50	\$33.00
Full Day (over 5 hours)	\$49.00	\$50.00
<b>Seasonal Use</b>		
3 months	\$316.00	\$320.00
6 months	\$625.00	\$640.00
<b><u>SUMMER SPORTS</u></b>		
<b><u>TOUCH, 6 ASIDE SOCCER) CODES USING EQUIVALENT OF</u></b>		
<b><u>WINTER SPORTS FIELD SIZE</u></b>		
<b>Casual (per equivalent field size)</b>		
Half Day (up to 5 hours)	\$32.50	\$33.00
Full Day (over 5 hours)	\$49.00	\$50.00
<b>Seasonal Use (per equivalent field size, per day of the week)</b>		
3 months	\$315.00	\$320.00
6 months	\$625.00	\$640.00
<b><u>WINTER SPORTS</u></b>		
<b><u>RUGBY UNION, LEAGUE &amp; FOOTBALL (SOCCER)</u></b>		
<b>Senior Use</b>		
<b>Casual Use (per field)</b>		
Half Day (up to 5 hours)	\$76.00	\$77.50
Full Day (over 5 hours)	\$132.00	\$135.00
<b>Training Use (per week, per day of the week)</b>		
3 months	\$315.00	\$320.00
6 months	\$625.00	\$640.00
<b>Competition Use (per field, per day of the week)</b>		
3 months	\$632.00	\$645.00
6 months	\$1,250.00	\$1,275.00
<b>Junior Use</b>		
<b>Casual Use (per field)</b>		
Half Day (up to 5 hours)	\$37.50	\$38.50
Full Day (over 5 hours)	\$65.50	\$67.00

	Approved 2015-16	Proposed 2016-17
<b>Training Use (per week, per day of the week)</b>		
3 months	\$81.50	\$83.00
6 months	\$163.00	\$165.00
<b>Competition Use (per field, per day of the week)</b>		
3 months	\$163.00	\$165.00
6 months	\$315.00	\$320.00
<b>NETBALL</b>		
<b>Minogue Park</b>		
<b>Seasonal (entire netball complex)</b>		
3 months	\$8,225.00	\$8,390.00
6 months	\$16,460.00	\$16,790.00
<b>SWIMMING FACILITIES</b>		
From the 1 July 2014 entry into the Swimming facilities for children under 5 years of age will be free		
<b>Entry Fees</b>		
Adult	\$6.00	\$6.00
Child	\$3.00	\$3.00
Spectator	\$2.00	\$2.00
Senior citizen	\$3.00	\$3.00
Disabled	\$3.00	\$3.00
Hydrotherapy	1 hour \$6.00	\$6.00
School concession	\$2.50	\$2.50
Family day concession	\$19.50	\$20.00
Super Family One Day Pass Includes Hydrosrides	Per visit \$30.00	\$40.00
<b>Swim Concession Cards</b>		
<b>Adult</b>		
10 Swims	\$48.00	\$54.00
<b>Child</b>		
10 Swims	\$27.50	\$28.00
<b>Senior</b>		
10 Swims	\$27.50	\$28.00
<b>Disabled</b>		
10 Swims	\$27.50	\$28.00
20 Swims	\$48.00	\$49.00
30 Swims	\$69.50	\$71.00
<b>Hydrotherapy</b>		
10 Swims	\$56.50	\$58.00
<b>Swim Memberships</b>		
Main Pools - 1 Month		\$80.00
Main Pools - 3 Months		\$200.00
Main Pools - 6 Months		\$440.00
Main Pools - 12 Months		\$650.00
<b>Hydrotherapy Pool - 1 Month</b>		
Hydrotherapy Pool - 3 Months		\$220.00
Hydrotherapy Pool - 6 Months		\$430.00
Hydrotherapy Pool - 12 Months		\$700.00
<b>Hydro slide</b>		
Single	1 hour \$5.00	\$5.00
Day Pass (Sat & Sun/School Holidays) 10 -5	All Day	\$8.00
<b>BBQ</b>	(\$10.00 deposit)	\$13.00

		Approved 2015-16	Proposed 2016-17
<b>Learn to Swim (effective from 1 January 2015 to 31 December 2015)</b>	per term		
Babies		\$145.00	\$150.00
Pre-schoolers		\$145.00	\$150.00
School children		\$145.00	\$150.00
Adults		\$145.00	\$150.00
Private lessons	25 minutes	\$41.00	\$45.00
Junior coaching		\$130.00	\$135.00
<b>Learn to Swim (effective from 1 January 2015 to 31 December 2015)</b>	per term		
Babies		\$150.00	
Pre-schoolers		\$150.00	\$130.00
School children		\$150.00	\$150.00
Adults		\$150.00	\$150.00
Private lessons	25 minutes	\$43.00	\$150.00
Junior coaching		\$135.00	\$45.00
Lesson and swim package (1 swimming lesson and unlimited	25 minutes	\$17.00	\$135.00
			\$17.00
<b>Club Aqua Gym</b>			
Lump sum membership			
Joining fee		\$43.00	\$44.00
<b>Platinum Fit Membership</b>			
One Month On-going	weekly		\$20.00
Six Months	weekly		\$19.00
Twelve Months	weekly		\$18.00
<b>Gym only membership</b>	weekly		\$13.50
Six Month Membership Cancellation Fee			\$150.00
Twelve Month Membership Cancellation Fee			\$150.00
<b>Off Peak Fit</b>			
One Month On-going	weekly		\$18.00
Six Months	weekly		\$17.00
Twelve Months	weekly		\$13.50
<b>Community Fit</b>			
One Month on-going	<i>weekly</i>		\$19.00
Six Months	<i>weekly</i>		\$18.00
Twelve Months	<i>weekly</i>		\$15.50
<b>Casual Gym</b>			
Per session		\$17.00	\$17.50
10 card concession		\$155.00	\$165.00
<b>Casual Club Aqua Fit</b>			
Per class		\$9.50	\$9.50
10 card concession		\$83.50	\$85.00
<b>Casual 50's Forward Fit</b>			
Per class		\$5.50	\$7.50
10 card concession		\$45.00	\$46.00
Personal Training Weekly Rental	per week	\$150.00	\$150.00
Small Group Training session	per session	\$12.00	\$12.00
<b>Sauna and Steam Room</b>			
Single	per 1/2 hour	\$6.50	\$6.50
Concession (10 1/2 hour sessions)		\$56.00	\$57.00
<b>Water world Educare</b>			
Joining fee		\$11.50	\$11.50
Hourly Fee (on and off site)	per hour	\$5.00	\$5.00
Drop in Fee (no booking)	Per hour	\$7.00	\$7.00
Holding Fee	Per hour	\$2.50	\$2.50

		Approved 2015-16	Proposed 2016-17
<b>Clubs Lane Hire Charge</b>			
25m Off Peak	per hour	\$9.00	\$10.00
25m Peak	per hour	\$11.00	\$12.00
50m Off Peak	per hour	\$18.50	\$19.00
50m Peak	per hour	\$22.50	\$23.00
<b>Hireage of 6 lanes at Gallagher Pools</b>			
Full Facility Hire	per hour	\$69.50	\$71.00
	per hour	\$140.00	\$145.00
<b>Dive Pool Charges</b>			
Clubs Diving Boards (Spring boards 5m and 7m) - Off peak	per hour	\$13.50	\$14.00
Clubs Diving Boards (Spring boards 5m and 7m) - Peak	per hour	\$23.00	\$23.50
Clubs Diving Boards (10m tower or Whole Pool) - Off peak	per hour	\$33.50	\$34.00
Clubs Diving Boards (Spring boards 5m and 7m) - Peak	per hour	\$44.50	\$45.50
Dive Pool Meets (swim, water polo, diving)	per hour (half)	\$56.50	\$60.00
Dive Pool Meets (swim, water polo, diving)	per hour (whole)	\$91.00	\$100.00
<b>Facility Hire</b>			
Bulkhead shift (one off payment when hiring 50m pool)	per hour	\$210.00	\$215.00
25m pool hire (includes grandstand and control room)	per hour	\$110.00	\$110.00
50m pool hire (includes grandstand and control room)	per hour	\$215.00	\$220.00
Dive pool hire (includes grandstand and control rooms)	per hour	\$87.00	\$95.00
Refundable bond		\$215.00	\$220.00
<b>Kitchen and Studio 2 Hire</b>	per day/session	\$54.00	\$55.00
<b>TRANSPORTATION</b>			
<b>Corridor Access Requests (CAR)</b>			
Access to carry out any work within road corridor - Refer to Utility Code of Practice for definitions.			
Application fee - Project	Lump sum per application. Negotiated rate for multiple applications may apply for CARs	\$940.00	\$940.00
Application fee - Major	Lump sum per application. Negotiated rate for multiple applications may apply for CARs	\$700.00	\$600.00
Application fee - Minor	Lump sum per application. Negotiated rate for multiple applications may apply for CARs	\$350.00	\$300.00
Non Notification Penalty Fee (in addition to application fee)	per hour	\$120.00	\$120.00
Site Inspections (for inspections in addition to the minimum set with the application)	per hour	\$120.00	\$120.00
Traffic Management Plan only (not with CAR)		nil	nil
<b>WASTEWATER, STORMWATER AND WATER CONNECTIONS</b>			
<b>Wastewater, Stormwater and Water Connection application fee</b>		\$215.00	\$220.00
Please note, connections that require access to the Transport Corridor will require a Corridor Access Request (CAR) and applicable fee to be completed - detailed under Transportation			
<b>Reinstatement Fees</b>			
Reinstatement of sealed roadways, footways and light vehicle entrances:			
a) less than 2 Sq.m		\$150.00	\$153.00

		Approved 2015-16	Proposed 2016-17
b) over 2 Sq. m	per Sq/m	\$49.50	\$50.50
Reinstatement of concrete footways and light vehicle entrances	per Sq/m	\$145.00	\$148.00
Removal and reinstatement of cobbles	per Sq/m	\$55.50	\$56.50
Reinstatement of kerb and channel	per Lin/m	\$130.00	\$132.50
Damage to services. All internal and external costs associated with locating, repairing and reinstatement of water, wastewater and stormwater assets will be recovered from the parties responsible for the damage.	Actual costs recovered including but not limited to plumbers, consultant or legal fees		
<b>100mm Diameter Connections</b>			
<b>Stormwater and Wastewater on Private Property</b>			
a) Main already exposed		\$995.00	\$1,015.00
b) 0-2m deep			
Establishment fee (lump sum)		\$1,130.00	\$1,150.00
plus cost per metre length of connection		\$165.00	\$168.00
c) 2-3.5m deep	updated to 3.5 not 4m		
Establishment fee (lump sum)		\$1,130.00	\$1,150.00
plus cost per metre length of connection		\$180.00	\$183.00
<b>100mm Diameter Connections</b>			
<b>Stormwater and Wastewater in the Transport Corridor</b>			
a) 0-2m deep			
Establishment fee (lump sum)		\$2,755.00	\$2,805.00
plus cost per metre length of connection		\$240.00	\$245.00
b) 2-3.5m deep	updated to 3.5 not 4m		
Establishment fee (lump sum)		\$2,755.00	\$2,805.00
plus cost per metre length of connection		\$290.00	\$295.00
<b>150mm Diameter Connections</b>			
<b>Stormwater and Wastewater on Private Property</b>			
a) Main already exposed		\$1,100.00	\$1,120.00
b) 0-2m deep			
Establishment fee (lump sum)		\$1,130.00	\$1,150.00
plus cost per metre length of connection		\$260.00	\$265.00
c) 2-3.5m deep	updated to 3.5 not 4m		
Establishment fee (lump sum)		\$1,155.00	\$1,175.00
plus cost per metre length of connection		\$315.00	\$320.00
<b>150mm Diameter Connections</b>			
<b>Stormwater and Wastewater in the Transport Corridor</b>			
a) 0-2m deep			
Establishment fee (lump sum)		\$2,815.00	\$2,870.00
plus cost per metre length of connection		\$320.00	\$325.00
b) 2-3.5m deep	updated to 3.5 not 4m		
Establishment fee (lump sum)		\$2,815.00	\$2,870.00
plus cost per metre length of connection		\$445.00	\$454.00
<b>Water connections</b>			
Single service connection, 20 mm		\$565.00	\$575.00
Single service connection, 25 mm		\$585.00	\$595.00
Service connection, 50mm (multi unit residential only)		\$1,150.00	\$1,170.00
Single metered, 20 mm		\$925.00	\$945.00
Single metered, 25 mm		\$1,060.00	\$1,080.00
Single metered, 50 mm		\$2,470.00	\$2,515.00
Multi, 2*20 mm		\$900.00	\$915.00
Multi, 3*20 mm		\$1,550.00	\$1,580.00
Multi, 4*20 mm		\$1,610.00	\$1,640.00
<b>Water connections 50mm or greater - additional charges</b>			
Bacteria testing		\$350.00	\$355.00
Pressure testing		\$285.00	\$290.00
<b>Stormwater Bubble Up Connections</b>		Quote	Quote
<b>Catch pit connections</b>			
a) 300 diameter		Quote	Quote
b) full size catch pit for 2 or more properties		Quote	Quote

		Approved 2015-16	Proposed 2016-17
Larger Diameter Connections (>150mm)		Quote	Quote
Manhole Installation Required		Quote	Quote
Closed Circuit TV Inspection	fixed fee	\$420.00	\$428.00
On site pipe location		\$380.00	\$387.00
Stormwater Pipes to Kerb and Channel (domestic only)			
1 pipe in trench \$/m	\$/m	\$255.00	\$260.00
Consent to Enter			
Basic processing of consent to enter		\$285.00	\$290.00
Work effort required beyond initial written request to affected parties, charged for on a time cost recovery basis	per hour	\$90.00	\$92.00
<b>Wastewater and Water</b>			
<b>WASTEWATER, STORMWATER AND WATER DISCONNECTIONS</b>			
Wastewater Disconnection			
Disconnection		\$875.00	\$890.00
Water service Disconnection			
20 - 50 mm diameter		\$200.00	\$204.00
Above 50 mm diameter		Quote	Quote
Fire mains		Quote	Quote
<b>TRADE WASTE</b>			
<b>Trade waste Application Fees</b>			
Permitted/Controlled Discharge (including final inspection)		\$160.00	\$165.00
Conditional Consent (covering 5 hours work including final inspection, including tanker disposal)		\$303.00	\$310.00
Hourly rate for applications	per hour	\$86.00	\$88.00
Temporary Discharge (including final inspection)		\$160.00	\$165.00
Renewal Fee for permitted or conditional Trade Waste Consents (plus additional hourly rate for more than 30 minute time noting that site inspection charges may also apply)		\$80.00	\$81.50
Variation / Change of Details Request for permitted or conditional consents (plus additional hourly rate for more than 30 minute time noting that site inspection charges may also apply)		\$43.00	\$44.00
Special tradewaste agreements, variations or renewals. Actual costs recovered including but not limited to consultant or legal fees			
<b>Site Inspection Fees</b>			
Permitted/Controlled Discharge - Final Inspection (Approval to Discharge) - additional inspection		\$111.00	\$115.00
Conditional Consent - Final Inspection (Approval to Discharge) - additional inspection		\$181.00	\$185.00
Temporary Discharge - Final Inspection (Approval to Discharge) - additional inspection		\$181.00	\$185.00
Site Inspection - Non Compliance		\$181.00	\$185.00
<b>Quantity charge rates for Conditional Consent Holders</b>			
a) Flow Volume	\$/m3	\$1.16	\$1.18
b) Suspended solids	\$/kg	\$0.68	\$0.69
c) cBOD <sup>5</sup> (Organic loading)	\$/kg	\$1.04	\$1.06
d) Total Kjeldahl Nitrogen	\$/kg	\$1.62	\$1.65
e) Total Phosphorous	\$/kg	\$4.55	\$4.64
f) Arsenic	\$/kg	\$208.00	\$212.00

		Approved 2015-16	Proposed 2016-17
<b>Annual Charge</b>			
Permitted/Controlled/Special/Tanker Discharge	annual fee	\$160.00	\$165.00
Conditional/Special/Tanker Discharge - Risk Class 3	annual fee	\$1,280.00	\$1,305.00
Conditional/Special/Tanker Discharge - Risk Class 2		\$728.00	\$745.00
Any temporary Discharge		\$160.00	\$165.00
<b>Tanker Waste Disposal</b>			
Tanker Waste disposal to Wastewater Treatment Plant or reticulation in accordance with Tradewaste Bylaw schedule 1A and 1B	\$/m <sup>3</sup>	\$65.00	\$66.50
Note:			
1) Tanker waste may not be accepted at the City Waters Manager's sole discretion and,			
2) Tanker Waste disposal to Wastewater Treatment Plant or reticulation <u>not</u> in accordance with Tradewaste Bylaw schedule 1A and 1B will require a conditional or special agreement in accordance with the Tradewaste Bylaw,			
3) For addresses in Hamilton City associated with an existing tradewaste consent, the consent's charging provisions will supersede the tanker waste volumetric rate.			
<b>Solid Waste Management</b>			
Licensing of waste facilities, collectors and transporters operating within the City		\$190.00	\$190.00
<b>WATER SUPPLY</b>			
<b>Backflow</b>			
Backflow prevention device registration		\$82.00	\$83.50
<b>Water Drawn from Water Take Points</b>			
a) Permit to draw from a water take point (mandatory)		\$105.00	\$107.00
b) per kilolitre		\$4.08	\$4.16
<b>Special Meter Readings</b>		\$46.50	\$47.50
<b>Add water meter to existing connection</b>			
Install 20mm meter on existing service line		Quote	Quote
Install 25mm meter on existing service line		Quote	Quote
<b>Testing Meters</b>			
As per prices provided by certified independent service provider		Quote	Quote
<b>Non-Domestic Water Supply Charges</b>			
Greater than 15 m <sup>3</sup> per day application fee	per application	\$640.00	\$652.00
<b>Rateable city</b>	\$/m <sup>3</sup>	\$1.76	\$1.79
6 monthly minimum charge (based on 120 m <sup>3</sup> )		\$211	\$215.00
<b>Non-rateable city</b>	\$/m <sup>3</sup>	\$1.76	\$1.79
6 monthly minimum charge (based on 120 m <sup>3</sup> )		\$211.00	\$215.00
<b>Outside city</b>	\$/m <sup>3</sup>	\$1.76	\$1.79
6 monthly minimum charge (based on 120 m <sup>3</sup> )		\$211.00	\$215.00
<b>Rural restricted supply</b>	per kilolitre	\$1.30	\$1.32
6 monthly minimum charge (based on 120 m <sup>3</sup> )		\$156.00	\$159.00
Waikato District Council - Rural Supply Agreement	\$/m <sup>3</sup>	\$1.30	\$1.32

		Approved 2015-16	Proposed 2016-17
<b>CUSTOMER SERVICES</b>			
<b>Photocopying and printing</b>			
A4	per page	\$1.10	\$1.10
A3	per page	\$2.20	\$2.20
<b>Information Requests</b>			
Property Information Search Request			
Including but not limited to: Microfilm, Service Logs, Property Search, Aerials, Scanned Images			
Additional photocopying and printing charges will apply where applicable			
Where staff search time exceeds 15 minutes, additional hourly rates will apply and be charged per 15 minutes.			
	per hour	\$84.00	\$84.00

**Committee:** Finance Committee

**Date:** 19 May 2016

**Report Name:** Six Monthly Reports from the  
Chairs of the Subcommittees  
Reporting to the Finance  
Committee

**Author:** Becca Brooke

<b>Status</b>	<i>Open</i>
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### Recommendation

That the Reports from the respective Chairperson's of the External Funding Subcommittee, Events Sponsorship Subcommittee and Council Controlled (CCO) Subcommittee be recieved.

### 1. Attachments

2. Attachment 1 - External Funding Subcommittee Chairperson's Report - 19 May 2016
3. Attachment 2 - Events Sponsorship Subcommittee Chairperson's Report - 19 May 2016
4. Attachment 3 - Council Controlled Organisations (CCO) Subcommittee Chairperson's Report - 19 May 2016

# External Funding Subcommittee Chairperson's Report



May 19, 2016

1. **This is the six monthly External Funding Subcommittee Chairperson's Report to the Finance Committee of Council.**

2. **External Funding Subcommittee Meetings since last report:**

- 11 February 2016
- 13 April 2016

*Please note: A large proportion of reports to the External Funding Subcommittee are taken as publically excluded items to enable Council to carry out commercial negotiations.*

3. **Update on the Subcommittee's Work Programme**

- The Subcommittee meets at least quarterly to ensure external funding applications are approved by the Subcommittee. Meeting dates are aligned to the Major funding organisations funding deadlines.
- The Subcommittee has prioritised Councils major projects for external funding and sponsorship applications. These include Hamilton Gardens, Destination Playgrounds, River Plan and Bike Plan.
- Workshops conducted on 11 November 2015 and 11 February 2016 aligned projects with funders to ensure opportunities are maximised and no duplication of applications will occur.

4. **Major Achievements**

- As at 29 April 2016, the Hamilton Gardens Development Project had achieved \$6.042M of an overall target of \$7.03M.

5. **Emerging Issues**

- Nil.

6. **Recommendations**

- That the Report be received.

# Events Sponsorship Subcommittee Chairperson's Report



May 19, 2016

1. **This is the six monthly Events Sponsorship Subcommittee Chairperson's Report to the Finance Committee of Council.**
2. **Event Sponsorship Subcommittee Meetings since last report:**
  - 2 December 2015
  - 30 March 2016

***Please note:** A large proportion of reports to the Events Sponsorship Subcommittee are taken as publically excluded items to enable Council to carry out negotiations in relation to event sponsorship funding.*

### 3. **Update on the Subcommittee's Work Programme**

#### Event Sponsorship Fund 2015/16

Since the last Chairperson's report, there has been a number of sponsored events take place. The following events were approved funding from the 2015/16 Event Sponsorship Fund by the Subcommittee:

- Gallagher Great Race (September 2015)
- UCI Track Cycling World Championships (December 2015)
- Hamilton Christmas – Christmas Parade, Tree and Carol Event (December 2015)
- Hamilton Gardens Arts Festival 2016 (February 2016)
- Balloons over Waikato Festival (March 2016)

Post event reports were received by the Subcommittee at its meeting in March 2016 for the three events that took place in 2015. Post event reports for the 2016 events are due to be received by the Subcommittee at its next meeting in July.

On 27 August 2015, Council confirmed the surplus budget relating to the FIFA U-20 World Cup 2015 could be redirected to the 2015/16 Event Sponsorship Fund and this was processed in February 2016.

A small balance remains in the 2015/16 Event Sponsorship Fund of \$23,000.

#### Event Sponsorship Fund 2016/17

At its meeting on 5 August 2015, the Event Sponsorship Subcommittee also resolved to provide the same levels of funding in the 2016/17 financial years to Hamilton's three major events – Hamilton Christmas, Hamilton Gardens Arts Festival and Balloons over Waikato.

In February 2016, during 2016/17 Annual Plan deliberations, Council resolved to increase the Event Sponsorship Fund by \$150,000 per annum, to a total annual budget of \$372,596.

The 2016/17 Annual Plan is due to be adopted by Council in June 2016.

The 2016/17 Event Sponsorship Fund opened for applications in early May and closes 30 June 2016. Applications are due to be reviewed at the next meeting on 21 July 2016.

#### **4. Subcommittee Update**

At its meeting 2 December 2015, the Subcommittee resolved that the Terms of Reference for the Subcommittee would remain unchanged until after the Council elections in 2016 at which time a new Council could review the scope of the Subcommittee. The Subcommittee will stay in place as currently directed through the Governance Structure adopted by Council on 28 November 2013.

The related Event Sponsorship Policy was also recommended for review following Council Elections in 2016 to align the document as a result of new Council direction and the increased annual budget proposed in the 2016/17 annual plan.

#### **5. Recommendations**

That the Report be received.

# Council Controlled Organisations (CCO) Subcommittee Chairperson's Report



May 19, 2016

1. This is the six monthly CCO Subcommittee Chairperson's Report to the Finance Committee of Council.
2. **Subcommittee Meetings since last report:**
  - 30 November 2015
  - 9 March 2016
  - 6 April 2016
3. **Summary**
  - a) When appointed Chair of the CCO Subcommittee in late 2013, I, along with the other members of the Subcommittee, set about:
    - i) Reducing the complexity of our CCO arrangements; and
    - ii) Reducing the Hamilton City Council's (HCC) risk exposure.

Since the last 6 monthly update of 19 November 2015 we have continued making real, but slow, progress towards these goals.

- b) The board of the Waikato Regional Airport Ltd (WRAL) have refocused and tightened its scope of activity e.g:
  - i) WRAL is focused on stabilising and growing its core airport operations and property management business, regional tourism promotion and is not "chasing" international business (other than acting as a designated alternative airport for some international carriers operating in and out of Auckland).
  - ii) The Titanium Park (property management joint venture) has been dissolved, the implications of which have been discussed with Shareholders. The Board of WRAL is working through a "post dissolution plan" and will consult shareholders on this as a part of its next Statement of Intent and Business Plan submissions process to shareholders.
  - iii) The CCO has approved the draft SOI with no amendments.

- c) The board at Waikato Innovation Park Ltd (WIPL) have refocused activity back to its core business of:
- i) Specialised (innovation/incubator/agri-business) property management.
  - ii) Specialised manufacturing services – i.e. drying services and nutritional ingredient mixing and blending which continues to grow.
  - iii) The WIPL draft SOI will be approved after 2 June 2016 once the HCC review of its investment in WIPL is completed.
  - iv) The WIPL Board understand that HCC seeks, over time, to reduce (in total or part) HCC's shareholding in WIPL. In this regard the WIPL Board have progressed its restructuring arrangements options and:
    - HCC has appointed Crowe Howarth as HCC's advisors in the process of reducing HCC's shareholding
    - WIPL have completed their 'Master Plan' and estimated funding and infrastructure requirements
    - WIPL have asked that HCC provide a clear process to ensure probity and timely approval mechanisms
    - HCC and WIPL are in the process of amending the WIPL Constitution regarding appointment and terms of WIPL directors
    - The CCO subcommittee will consider a further report (including options for divestment of its shareholding) on 2 June 2016 and will make a recommendation to Council.
    - Any sale of WIPL share requires resolution of Council
    - WIPL have been advised that HCC will lead any process to divest its shareholding in WIPL.
- d) As with WRAL and WIPL, we have exercised appropriate oversight/governance over our remaining CCO's; namely:
- i) Civic Assurance; The CCO has approved the draft SOI with no amendments
  - ii) Local Authority Shared Services Ltd (LASS); The CCO has approved the draft SOI with no amendments
  - iii) Local Government Funding Agency Ltd (LGFA); The CCO has approved the draft SOI with no amendments
  - iv) Vibrant Hamilton Trust (VHT). (1) The CCO has approved the draft SOI with no amendments (2) At its 28 April 2016 meeting Council approved variations to the VHT Deed of Trust.
  - v) Hamilton Properties; At its 28 April 2016 meeting Council approved the continued exemption of Hamilton Properties from CCO reporting requirements while it was a non-trading company until 10 May 2019.

**4. Material Emerging Issues**

- a) HCC's majority ownership in WIPL; and
- b) For WRAL a new direction for a part of the business as a result the dissolution of the Titanium Park Joint Venture.

**5. Recommendations**

That the Report be received.

## Resolution to Exclude the Public

### Section 48, Local Government Official Information and Meetings Act 1987

The following motion is submitted for consideration:

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

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 follows.

General subject of each matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
C1. Finance Committee Meeting - Public Excluded Minutes - 21 April 2016	) Good reason to withhold information exists under Section 7 Local Government	Section 48(1)(a)
C2. Finance Committee Public Excluded Action List - 19 May 2016	) Official Information and Meetings Act 1987	
C3. Report on overdue debtors as at 30 April 2016 & Bad Debts Writeoffs 2015/16		
C4. Ruakura Private Developer Agreements		

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

Item C1.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C2.	to prevent the disclosure or use of official information for improper gain or improper advantage	Section 7 (2) (j)
Item C3.	to protect the privacy of natural persons	Section 7 (2) (a)
Item C4.	to enable Council to carry out commercial activities without disadvantage	Section 7 (2) (h)