



AGENDA FOR THE

FINANCE AND PERFORMANCE
COMMITTEE

TO BE HELD IN THE
COUNCIL CHAMBERS

SELWYN DISTRICT COUNCIL
ROLLESTON

WEDNESDAY 4 JUNE 2025

COMMENCING AT 9AM

Finance & Performance Committee - 4 June 2025

PUBLIC AGENDA

Attendees: Councillors S N O H Epiha (Chair), G S F Miller (Deputy Chair), Mayor Sam Broughton, Councillors, P M Dean, L L Gliddon, D Hasson, M B Lyall, S G McInnes, R H Mugford, E S Mundt & N C Reid & Ms M McKay

04 June 2025 09:00 AM

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Public portions of this meeting are audio-recorded and livestreamed via the Council's YouTube channel.

Members attending by means of audio link or audiovisual link are able to be counted as present for the purposes of a quorum and able to vote. The recently enacted Local Government Electoral Legislation Act has made these emergency provisions permanent, and this came into effect in October 2024. Standing Orders have been amended to reflect any changes.

OPENING KARAKIA

Whakataka te hau ki
te uru

Cease the winds from
the west

Whakataka te hau ki
te tonga

Cease the winds from
the south

Kia mākinakina ki uta

Let the breeze blow over
the land

Kia mātaratara ki tai

Let the breeze blow over
the sea

E hī ake ana te
atakura

Let the red-tipped dawn
come with a sharpened
air

He tio, he huka, he
hau hū

A touch of frost, a
promise of a glorious
day

Tīhei mauri ora!

**MINUTES OF AN ORDINARY MEETING OF THE
FINANCE & PERFORMANCE COMMITTEE
HELD IN THE COUNCIL CHAMBER
ON WEDNESDAY 2 APRIL 2025
COMMENCING AT 9AM**

PRESENT

Mayor Sam Broughton, Councillors S N O H Epiha (Chairperson), P M Dean (online), D Hasson, M B Lyall, L L Gliddon, S G McInnes, G S F Miller (Deputy Chairperson), R H Mugford, E S Mundt, N C Reid & Ms M McKay

IN ATTENDANCE

Messrs. T Mason (Executive Director Infrastructure and Property), S Gibling (Executive Director People, Culture and Capability), R Love (Executive Director Development and Growth), M McGrath (Chief Digital Officer), N Koch (Head of Financial Control), C Warr (Horizontal Infrastructure Projects Lead), Peter Edghill (Capital and Projects Accountant), R Allen (Head of Acquisitions, Disposals and Leasing)
Mesdames A Sneddon (Chief Financial Officer), D Kidd (Executive Director Community Services and Facilities), B Hammond (Head of Financial Operations), R Phillips (Commercial Manager), S O'Connor (Senior Finance Business Partner), H Tate (Communications Advisor), T Davel (Senior Governance Advisor) and M Mordaunt (Executive Assistant)

The meeting was livestreamed.

Councillor Epiha presided as Chairperson and welcomed everyone to the meeting.

APOLOGIES

None noted.

IDENTIFICATION OF ANY EXTRAORDINARY BUSINESS

None.

CONFLICTS OF INTEREST

None.

PUBLIC FORUM

None.

CONFIRMATION OF MINUTES

1. Minutes of the ordinary meeting of the Finance and Performance Committee held in the Council Chamber on Wednesday 5 February 2025

Moved – Councillor Miller / **Seconded** – Mayor Broughton

‘That the Finance and Performance Committee confirms the minutes of the ordinary meeting of the Committee held on Wednesday 5 February 2025.’

CARRIED

REPORTS

1. Chairperson Report

Chairperson's Report

The Chairperson thanked the CFO and her team for providing these reports whilst dealing with a number of challenges and congratulations on the adoption of the audit report.

Moved – Councillor Epiha / **Seconded** – Mayor Broughton

‘That the Finance & Performance Committee receives the Chairperson's (verbal) report.’

CARRIED

2. Chief Financial Officer

Chief Financial Officer's Report

The CFO recognised that insurance costs have been increasing, so will be holding an insurance workshop with all of Council and Audit & Risk before FYE, to consider how to reduce premiums. The CFO confirmed an introductory meeting will be held with the new Audit Director, CE and CFO whereupon they will also review the scope of the audit for next year. The Development Contributions report is still a work in progress to ensure clear transparency for the committee. The CFO referred to the financial hygiene project and the new ERP will take longer to implement, in the interim while planning for the next AP and LTP, will look to reprioritize projects.

Moved – Councillor McInnes / **Seconded** – Councillor Mugford

‘That the Finance & Performance Committee receives the Chief Financial Officer's (verbal) report.’

CARRIED

3. Head of Financial Control and Senior Finance Business Partner

Selwyn District Council Financials for the Period to 28 February 2025

Staff spoke to the dashboard report explaining areas where budgets were over run. Noted in the report that carriageway lighting was incorrectly recorded, the favourable variance is network and asset management. To questions received prior to the meeting, staff clarified that rates penalties were budgeted based on the prior year actual penalties with information available at time of budgeting. Details were provided for the \$3million budget of other gains. A councillor queried the foodstuffs subsidies expected and staff

clarified that Foodstuffs contribute to the infrastructure required to prepare their site, this will be paid at the end of the construction project. To a question from a councillor, the CFO responded that future dashboard reports will include percentage of rates penalties received. To a question from a councillor, the CFO confirmed any increased funding requests would be brought to the next meeting.

Staff spoke to the balance sheet and the work in progress to clean up the mapping of the GL accounts to align with the Annual Report. Variance between Actuals and Budget does not make sense due to the incorrect phasing of the Budget set last year. Staff are confident that the actuals are accurate. The incorrect budget phasing will cause a variance to actuals until June 2025 as the FY25 Budgets cannot be amended.

A councillor raised queries about mapping errors. The CFO discussed the historical issues around reporting on a cash accounting basis and not using an accrual basis, the finance team is working through this. The CFO emphasised she is comfortable with financial position being reported. The CE noted that progress had been made on this work, but further discussions are needed for the next LTP. The CE reviewed that the finance team have been unpacking 10-15 years historical financial issues, the number of cost centres is a huge amount of work which can't be fixed overnight or within a year.

Moved – Councillor Lyall / **Seconded** – Councillor Mundt

'That the Finance and Performance Committee receives for information the report – Selwyn District Council Finance and Performance Report for the period ended 28 February 2025'.

CARRIED

4. Horizontal Infrastructure Projects Lead

Organisational Projects and Performance Report, YTD February 2025

Executive Director of Infrastructure & Property introduced the report and thanked the team for their hard work. It was noted the improvements in systems and processes, including forecasting and delivering to forecast. The report lists the expectation to deliver around 91% of budget which is optimistic, will likely be closer to 80%, this is higher than delivered previously.

Staff presented their report covering areas of improvement requested at previous meetings and commented that are on track with forecast with variances noted in the report.

Councillors discussed Development Contributions for Kakaha Park and Lincoln Reserve extension and that growth should be funding growth.

The Mayor asked whether it is possible to over deliver on projects i.e. 102%? The Executive Director of Infrastructure & Property responded that we're operating within budget constraints, but we do bring projects forward, whilst balancing to budget. We are focusing on delivering 100% on LTP.

A Councillor queried the additional risk allowed for within the Ellesmere Road contract. Staff clarified that the contractor invoiced for works done, and this contract had risk built in due to the conditions of the site.

A councillor queried what happens what projects are delayed. Staff confirmed the Forward Works Planner highlights these delays and resources are redistributed but there may be some down time.

There was discussion around the report showing the percentage of projects completed versus the dollar value of percentage completion. The CE commented that this is an important communication piece for this committee and the community around how LTP projects are tracking.

Moved – Councillor Epiha / **Seconded** – Councillor Lyall

‘That the Finance and Performance Committee receive for information the Organisational Projects and Performance Report for the reporting period covering YTD February 2025.’

CARRIED

5. Head of Financial Control and Capital & Projects Accountant

Summary of Development Contributions (DCs) movements for the period to 28 February 2025

Staff spoke to their report, highlighting the projects that have been completed ahead of budget due to accelerated projects and the areas where DC's haven't been received. It was explained that we may not achieve what has been budgeted, as when developers submit requests they can take up to 1 to 2 more years before completion, which creates a deficit in the DC's collected. The reserves drop of \$1.3m was purchasing for Kakaha Park. The highest deficit is seen in water due to sewerage upgrades which is the highest contributor to costs.

Staff clarified that DC's are held for 10 years which ensures these are spent within the legislative timeframe and they are managed financially so that they are ringfenced.

A Councillor questioned how the catchment areas are split within the tables in the report. The CFO noted this will be reviewed for the next meeting.

Moved – Councillor Lyall / **Seconded** – Mayor Broughton

‘That the Finance and Performance Committee receive for information the Summary of Development Contributions (DCs) movements for the period to 28 February 2025 Report.’

CARRIED

GENERAL BUSINESS

None.

MATTERS RAISED IN PUBLIC FORUM

No public forum.

RESOLUTION TO EXCLUDE THE PUBLIC

Moved – Mayor Broughton / **Seconded** – Councillor Reid

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

General subject of each matter to be considered		Reasons for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	Date information can be released
1.	Lease Report and Investment Update	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>	

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

1	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)
1	Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or	Section 7(2)(i)

that appropriate officers remain to provide advice to the Committee.'

CARRIED

The public meeting moved into Public Excluded at 10.37am

With no further business being discussed, the meeting closed at 11.17am

DATED this day of 2025

CHAIRPERSON

ACTIONS PUBLIC Finance & Performance

Item & meeting referred from	Action & due	Status
Investment Property report (25/10/2023)	Report on way forward	April



**Council Committee
Terms of Reference**

For the 2022-2025 Triennium

Adopted by Selwyn District Council

14 December 2022

List of Committees

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INTRODUCTION

1. General Principles of Delegation

This document sets out the terms of reference and delegations for Selwyn District Council, and its committees and subcommittees. It also sets out the responsibilities of and delegations associated with certain roles, including the Mayor, Deputy Mayor, Chief Executive, Committee and Subcommittee Chairs and Deputy Chairs.

The Council's functions are wide-ranging, and it has obligations and powers under many statutes and regulations.

These terms of reference are intended to allow the Council to ensure that its powers and functions are exercised at a level commensurate with efficiency and effectiveness and the significance of the power or function.

2. Establishment of Committees

Procedures, responsibilities, and accountabilities

Subject to the following limitations, the committees of the whole shall have power to act in all matters concerning the functions listed in their respective delegations, provided they do not conflict with stated policy of Council. In respect of matters requiring financial input the committee's power is limited to the extent that provision has been made in the annual budgets and in the Long-Term Plan.

All Committees of the Whole:

- a) Shall be responsible for planning, reviewing and implementation of functions, duties, and powers in respect of their delegations
- b) Shall be responsible for monitoring performance (including budget and performance targets) for their areas of responsibility
- c) Have delegated power to appoint subcommittees and to delegate their powers to that subcommittee.
- d) May delegate their powers to an officer of the Council
- e) Can delegate any of its powers to any joint committee established for any relevant purpose under clause 32, Schedule 7 of the Local Government Act 2002 (LGA)
- f) Any committee of the whole has the power to adopt the Special Consultative Procedure provided for in Section 83 to 88 of the LGA in respect of matters under its jurisdiction. (This allows for setting of fees and bylaw making processes up to but not including adoption)
- g) All committees of the whole shall undertake such other functions as may be delegated by Council from time to time and are able to provide recommendations to council where appropriate

- h) When an Act or Regulation empowers 'the Council' to carry out a decision-making function, that decision must be made by way of resolution of the full council unless the Act or Regulation permits delegation to a committee, subcommittee or officer
- i) Council cannot delegate any of the following matters to committees, subcommittees or any other subordinate decision-making body (Clause 32(1)(a)- (h) of Schedule 7 of the Act):
 - a) the power to make a rate
 - b) the power to make a bylaw
 - c) the power to borrow money, or purchase or dispose of assets, other than in
 - d) accordance with the long-term plan
 - e) the power to adopt a long-term plan, annual plan or annual report
 - f) the power to appoint a chief executive
 - g) the power to adopt policies required to be adopted and consulted on under the Local Government 2002 in association with the long-term plan or developed for the purpose of the local governance statement
 - h) the power to adopt a remuneration and employment policy.
- j) The power to make or alter any council policy is limited to those instances where that power has been specifically delegated to the committee
- k) Any committee of the whole can approve submissions on legislation
- l) All Council committees will follow Tikanga and will open and close with a karakia

3. Committees

Committee includes, in relation to the Council:

- a) A committee comprising all the members of the Council;
- b) A standing committee or special committee appointed by the Council;
- c) A standing committee or special committee appointed by the Mayor;
- d) A joint committee appointed under clause 30 of Schedule 7 of the Local Government Act 2002;
- e) Any subcommittee of a committee described in items (a) (b), (c) or (d) of this definition; or
- f) A subordinate decision-making body, including Subcommittees and Forums

The terms of reference and delegations to Committees and Subcommittees are set out in full in this document. In respect of committees and subcommittees:

- a) The committees have no decision making powers other than those set out in these terms of reference
- b) Any committee may request expert advice through the Chief Executive where necessary

- c) The committees may make recommendations to their governing committee or Council, or Chief Executive as appropriate

4. Working groups

Working groups may be recommended by committees and subcommittees for Council approval. Working groups are set up to investigate a specific issue within their area of focus and report back within a specific timeframe. Working groups are made up of members of the committee or subcommittee. Working groups do not have decision making power. Working groups enable Councillors to work constructively and collegially together to consider an issue and collectively work on solutions.

5. Quorum

Unless otherwise specified, a quorum is defined as a half, if the total number of members is even or a majority, if the total number of members is odd. The quorum for committees and subcommittees are stated in the relevant terms of reference. The Mayor is included in calculating the quorum and is counted towards the quorum when present. Appointed members are included in calculating the quorum and are counted towards the quorum when present.

6. Ambiguity and Conflict

In the event of ambiguity or conflict between any of the provisions contained in these terms of reference, the Chief Executive can provide advice. If the ambiguity or conflict results in uncertainty or dispute as to which chairperson, committee or subcommittee has the delegation to act in respect of a particular matter, then the Mayor will decide in consultation with the Deputy Mayor and having received advice from the Chief Executive. The decision of the Mayor will be final and binding.

In resolving ambiguity or conflict in the allocation of matters to committees, the guiding principle is that the primary outcome of the decision required should determine which committee deals with the matter.

FINANCE AND PERFORMANCE COMMITTEE - TERMS OF REFERENCE

The Finance and Performance Committee shall be a Committee of Council, established by Council and is a Committee of the whole. The existence of the Committee does not remove from council any of its legal obligations or responsibilities.

Chair:	Councillor Epiha
Deputy Chair:	Councillor Miller
Members:	All Councillors Ms Megan McKay (Te Taumutu Rūnanga) Representative from Te Ngāi Tūāhuriri Rūnanga
Quorum:	Six (being a majority of the members physically present where the numbers of members are uneven, as per S.O 11.1(b))
Meeting Cycle:	Eight weekly or as required
Delegations Powers:	The Committee has the powers necessary to perform its responsibilities within the approved Long Term Plan and Annual Budgets
Reporting Officer:	Executive Director Enabling Services

1 Purpose

The purpose of the Finance and Performance Committee is to:

- partner with Te Taumutu Rūnanga and Te Ngāi Tūāhuriri Rūnanga
- enable, monitor, and review progress and performance of the Council in delivering its long-term and annual plans
- ensure risks are effectively identified and managed
- empower Council Officers to execute their responsibilities effectively, transparently and with integrity
- ensure compliance with applicable laws, regulations, and best practice

The Committee will request information and reports from staff on matters achieve its purpose.

The Council delegates to the Finance and Performance Committee authority to oversee and make decisions on:

2 Monitoring financial performance (capital programme, operational expenditure, and income)

- 2.1 Monitoring the Council's performance including inquiring into any material variations from budget, financial strategy parameters and other targets set out in the long-term plan and / or annual plan
- 2.2 Monitoring the Council's performance against any benchmarks set under relevant legislation
- 2.3 As may be required from time-to-time approving budget variations and any reprogramming of capex for a project or programme provided that:

- the overall budget for the Activity Group is met from savings and efficiencies within the Activity Group
- the overall budget for capex is not exceeded

Where this is not the case, the Committee must recommend to Council that additional funding is approved (outside the annual plan or long-term plan process)

- 2.4 Approve any capital or other carry forward requests, including the use of operating surpluses as the case may be

3 Capital programme and procurement

- 3.1 Approved capital programme business and investment cases and any associated operational expenditure in Council's long-term plan
- 3.2 Monitoring the delivery (cost, time, and quality) of significant capital projects.
- 3.3 Approve the procurement plans (where applicable), preferred supplier and contracts for all capital expenditure where the value of the contract exceeds \$1m (noting that the Committee may delegate authority for approval of the preferred supplier and / or contract to the Chief Executive provided the procurement policy is followed)

4 Property

- 4.1 Approve the purchase or dispose of property where required for the delivery of the capital programme in according with the Council's long-term plan and where those acquisitions or disposals have not been delegated to another decision-making body of the Council or staff
- 4.2 Approve new leases and lease renewals (of non-reserve land) in accordance with the annual plan or long-term plan
- 4.3 Ensure all leases are current and property is managed in accordance with party agreements

5 Development Contributions

- 5.1 Exercise all of the Council's powers in relation to development of contributions, other than those delegated to the Chief Executive and Council officers as set out in the Council's Delegations Manual

6 Insurance

- 6.1 All insurance matters including considering legal advice from the Council's Legal and other advisors, approving further actions in relation to the issues, and authorising the taking of formal actions (Sub-delegated to the Audit and Risk Subcommittee as per the Subcommittees Terms of Reference)

7 Loan and Debt Write-offs

- 7.1 Approving debt write-offs where those debt write-offs are not delegated to staff
- 7.2 Approving amendments to loans in accordance with Council's long-term plan

8 Non-Financial Performance (Section 17a)

- 8.1 Monitoring the Council's performance against long term plan and annual plan key performance indicators and inquiring into any material variations

- 8.2 Amending levels of service targets, unless the decision is precluded under s97 of the Local Government Act 2002 (LGA 2002)
- 8.3 Exercising all the Council's powers under section 17a of the Local Government Act 2002, relating to service delivery reviews and decisions not to undertake a review

9 Annual plan and long-term plan

- 9.1 Recommending service level changes and new initiatives to the long-term plans and annual plans processes within its core area of focus
- 9.2 Provides oversight and monitors the development of the long-term plan (including associated strategies and policies) and annual plan

10 Council Investments

- 10.1 Monitoring the financial and non-financial performance of the Council's investments and Council Controlled Organisations (CCO)
- 10.2 Ascertain and outline the Council's key priorities for each CCO to address in their Statement of Intent, in an annual Letters of Expectations and issue these letters
- 10.3 Make governance decisions related to the CCOs under sections 65 to 72 of the LGA 2002
- 10.4 Exercising the Council's powers shareholder in relation to:
 - 10.4.1 (Without limitation) the modification of constitutions and/or trust deeds, and other governance arrangements, granting shareholder approval of major transactions, appointing directors and approving policies related to Council Controlled Organisations; and
 - 10.4.2 In relation to the approval of Statements of Intent and their modification (if any)
- 10.5 Recommending to Council the acquisition or disposal of assets
- 10.6 Monitoring the performance of the investment portfolio in relation to Council's expected rates of return, and market rate of return

11 Submissions

- 11.1 The Council delegates the Committee to consider and approve draft submissions on behalf of the Council on topics within its Terms of Reference.
- 11.2 Where the timing of the consultation does not allow for consideration of a draft submission by the Council or relevant Committee, the draft submission can be considered an approved-on behalf of the Council

12 Chairperson may refer urgent matters to the Council

- 12.1 As may be necessary from time to time, the Committee Chairperson is authorised to refer urgent matters to the Council for decision, where this Committee would ordinarily have considered the matter. To exercise this authority:
 - 12.1.1 the Committee Advisor must inform the Chairperson in writing of the reasons while this referral is necessary
 - 12.1.2 the Chairperson must then respond to the Committee Advisor in writing of their decision
- 12.2 If the Chairperson agrees to refer the report to the Council, then Council may then assume decision-making authority for that specific report

13 Urgent matters referred from the Council

13.1 As may be necessary from time to time, the Mayor is authorised to refer urgent matters to this Committee for decision, where the Council would ordinarily have considered the matter, except for those matters listed in the limitations below. To exercise this authority:

13.1.1 The Committee Advisor must inform the Mayor and Chief Executive in writing the reasons why the referral is necessary.

13.1.2 The Mayor and Chief Executive must respond in writing with their decision.

13.2 If the Mayor and Chief Executive agrees to refer the report to the Committee, the Committee may then assume decision-making authority for that specific report.

14 Limitations

14.1 The general delegations to this Committee exclude any decision-making powers that are delegated to a Community Board, another Committee of Council or joint Committee

14.2 The Council retains the authority to adopt policies, strategies and bylaws

14.3 Council cannot delegate any of the following matters to committees, subcommittees or any other subordinate decision-making body (Clause 32(1)(a)- (h) of Schedule 7 of the Act):

15 Compliance with Legislation, Standards and Best Practice Guidelines

15.1 Review the effectiveness of the system for monitoring Council's compliance with laws, Council's own standards and best practice guidelines

16 Terms of Reference Review Process

16.1 On an annual basis the Committee will review its terms of reference to ensure all relevant legislation is acknowledged and incorporated

16.2 At the commencement of each calendar year the Committee will develop its work programme for the year ahead. The work programme will include linkage to Council's Long-term Plan and Annual Plan key activities and projects, the CEO's agreed KPIs and to risk assessment

TERMS OF REFERENCE REVIEW TABLE

Date of review	Status / summary of changes made
November 2022	TOR established
14 December 2022	Adopted by Council
1 March 2023	Adopted by the Committee
11 October 2023	Amended and adopted by Council
	Adopted by the Committee

REPORT

TO: Chief Executive Officer

FOR: Finance and Performance Committee – 4 June 2025

FROM: Neil Koch - Head of Financial Control
Beka Hammond - Head of Financial Operations

DATE: 21 May 2025

SUBJECT: **Selwyn District Council Financials for the period to 30 April 2025**

RECOMMENDATION

'That the Finance and Performance Committee receives for information the report – Selwyn District Council Finance and Performance Report for the period ended 30 April 2025.

1. PURPOSE

The purpose of this report is to provide the Finance and Performance Committee with a summary of the financial and operational performance against the planned performance highlighting any material variances.

This report covers the year-to-date period ended April and is based on the Council's monthly management accounting and performance information. It does not include technical accounting adjustments; these are made at the end of the year to comply with accounting standards. The expenditure information is accrual-based and does not include depreciation.

2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

This report is not considered to be significant in the context of the Council's Significance Policy as it is for the Council's information.

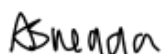


Beka Hammond
HEAD OF FINANCIAL OPERATIONS



Niel Koch
HEAD OF FINANCIAL CONTROL

Endorsed For Agenda



Allison Sneddon
CHIEF FINANCIAL OFFICER

DASHBOARD (see separate handout preceding this paper)**FORECAST**

The dashboard's forecast uses year to date (YTD) actuals and forecast May and June budgets to give a projected full year revenue and expenditure forecast.

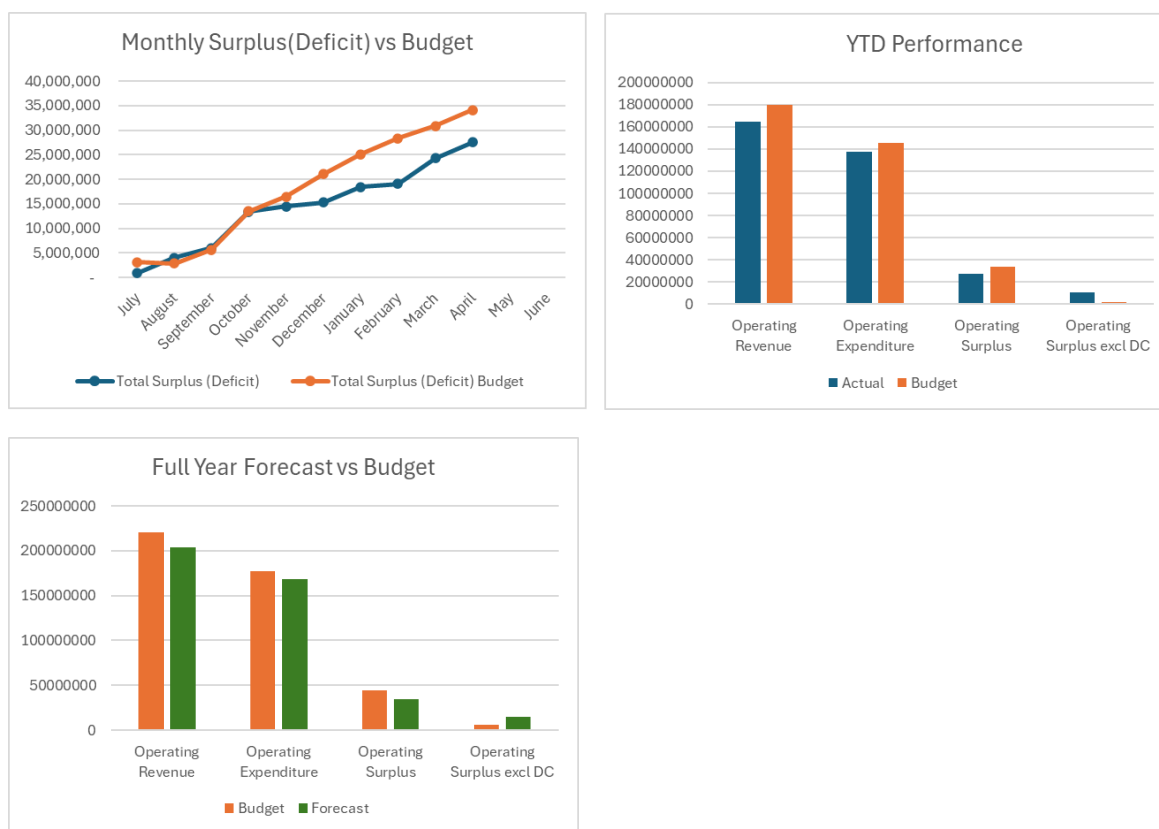
RATES AND PENALTIES

A page has been added to the dashboard which shows YTD rates and penalties against budget and prior year. A breakdown of rates owing has also been included.

DEVELOPMENT CONTRIBUTIONS

Development contributions of \$16.8m have been received YTD to April. The dashboard displays the split by contribution types and wards.

Further comment has been included below the (surplus)/deficit before depreciation, amortisation & tax about development contributions received.

SURPLUS /(DEFICIT) BEFORE DEPRECIATION, AMORTISATION & TAX

Selwyn District Council	2024/25	2024/25	2024/25	2024/25	2024/25	2023/24
Account Group Details	YTD	YTD	YTD	Full Year	Full Year	Full Year
For Period 2024/25	Actual	Budget	Variance	Budget	Forecast	Actual
April	April	April	April			
Revenue						
General rates	36,078,138	36,196,620	(118,482)	43,435,927	43,338,688	34,710,284
Targeted rates	58,985,167	59,170,231	(185,064)	71,159,214	70,872,222	60,898,216
Rates penalties	414,163	333,330	80,833	400,000	514,681	495,254
Subsidies and grants	14,921,815	19,658,795	(4,736,980)	23,600,143	20,201,763	26,930,533
Fees and charges	34,020,772	29,087,443	4,933,329	34,604,819	39,144,191	34,626,283
Investment revenue	3,102,488	2,784,785	317,703	5,963,000	6,113,310	7,525,413
Other gains	20,852	-	20,852	3,005,386	3,005,387	(1,702,709)
Other revenue	332,321	291,670	40,651	350,000	364,765	273,405
Total Revenue (Excl. Development Contributions)	147,875,716	147,522,874	352,842	182,518,489	183,555,006	163,756,678
Development and financial contributions	16,794,492	31,926,230	(15,131,738)	38,311,497	23,866,192	14,913,802
Total Revenue	164,670,208	179,449,104	(14,778,896)	220,829,986	207,421,197	178,670,480
Expenditure						
Personnel costs	37,583,820	39,031,751	1,447,931	46,743,957	45,441,495	41,696,621
Elected members' remuneration	698,441	675,040	(23,401)	810,055	831,161	799,178
Maintenance expenditure	44,481,435	44,602,812	121,377	53,717,300	53,793,476	47,578,384
Consulting, legal and professional services	7,059,063	5,201,560	(1,857,503)	6,258,145	8,007,584	8,175,083
Overheads	8,710,533	8,828,661	118,128	9,775,191	9,535,886	9,163,394
Other expenditure	21,809,840	25,135,118	3,325,278	29,451,412	26,402,206	18,084,239
Finance costs	7,177,855	7,393,370	215,515	8,566,460	8,400,478	5,099,963
Operating projects	9,622,509	14,442,083	4,819,574	21,549,054	17,654,898	15,612,376
Total Expenditure	137,143,498	145,310,395	8,166,897	176,871,574	170,067,185	146,209,238
Total Surplus (Deficit) Excl. Development Contributions	10,732,218	2,212,479	8,519,739	5,646,915	13,487,821	17,547,440
Total Surplus (Deficit)	27,526,710	34,138,709	(6,611,999)	43,958,412	37,354,012	32,461,242

This month some general ledger codes have been re-categorised to more appropriate activity codes as part of the financial hygiene project. As a result, there has been some movement in actuals and budgets between revenue and expense activities, but the surplus/deficit remains the same.

A **full year forecast** has been added to the financial table using YTD actuals and forecast budgets for May and June to give a projected full year forecast surplus of \$34.8m against a full year budget of \$44m. The main variance to the full year forecast is development contributions which are predicted to be \$18.2m under budget for the year. Excluding development contributions, the Council operating surplus is forecast to be \$9m favourable to budget.

- Full year forecast operating revenue is expected to be broadly in keeping with the budget of \$183m.
- Full year forecast operating expenditure of \$168.5m is expected to be favourable to budget by \$8.3m. Savings are forecast in personnel costs, operating projects, and other expenditure, offset by additional costs in consulting, legal and professional services.

Surplus/(Deficit) for the period ended 30 April 2025. The Council's YTD net operating surplus is \$27.6m, unfavourable to budget by \$6.6m. Excluding Development Contributions the Council's operating surplus is \$10.7m, favourable to budget by \$8.5m

Operating Revenue for the YTD period ended 30 April was \$164.7m, unfavourable to budget by \$14.8m. Total year to date operating revenue excluding development contributions was \$147.9m, favourable to budget by \$0.4m. The main YTD variances excluding development contributions are:

- General rates: \$118k unfavourable to budget due to timing of general-purpose rates, the revenue is expected to align to budget by June year end.
- Targeted rates: \$185k unfavourable to budget due to timing of billing for metered water charges, the rates revenue is expected to align to budget by June year end.

- Penalties of \$414k are \$80k greater than budget. A rates penalty of 5% is charged on instalments not paid in full by the due date. Various reasons are given by rate payers for non-payment, including cost of living, loss of job, health, and reluctance to pay.
- Subsidies and grants: \$4.7m unfavourable to budget mainly due to budgeted NZTA capital subsidies not being received as a result of the reduced National Land Transport Fund (NLTF) allocation. The full year NZTA capital receipts are forecast to be under budget by \$4m. The subsidy of approximately \$1m expected to be received from Foodstuffs in June for the Levi/Lowes Road intersection project will contribute towards reducing the YTD variance.
- Fees and charges: \$4.9m favourable to budget due to increased resource consent fees (\$1.3m), building consents (\$416k), dumping fees (\$1.1m), and building accreditation levies (\$271k). The increases in resource consent and building consent revenue are mostly offset by additional consulting spend.
- Investment revenue: \$318k favourable to budget due to increased interest revenue.

Operating Expenditure for the YTD period ended 30 April 2025 was \$137.1m, favourable to budget by \$8.2m. The main YTD variances to budget are:

- Personnel costs collectively are \$1.4m favourable to budget due to vacancies and seasonal factors. Some of the savings were used to cover consultant costs while permanent roles were being filled. This variance is expected to remain by year end.
- Maintenance expenditure: \$121k collectively favourable to budget mainly due to favourable variances in general and township maintenance \$700k. Seasonal general maintenance and headworks for land drainage cost \$688k, offset by unfavourable variances in refuse collection and tonnage charges, being higher than projected \$378k and roading winter seasonal costs \$941k.
- Consulting, legal, and professional services were \$1.9 million unfavourable to budget. However, this was partly balanced by lower personnel costs. Additionally, \$1.2 million of these costs are directly offset by higher fees and charges from building and resource consent fees.
- Other expenditure: \$3.3m favourable across activities such as network and asset management costs, monitoring water quality, conference, and training. Significant favourable variances are expected to remain through to year end based on year-to-date spending patterns.
- Finance costs: \$216k favourable to budget due to less external borrowings drawn down. This variance is expected to narrow as we progress to year end and incur more borrowing costs.
- Operating projects: \$4.8m favourable to budget most significantly in the sub-departments of Land Drainage, Community & Economic Development, Strategy & Performance, Reserves, Community Centres and Property.

BALANCE SHEET

Selwyn District Council		2024/25			2024/25	2023/24
Account Group Details		YTD			Full Year	Full Year
For Period 2024/25		Actuals	Budgets	Variance	Budgets	Actuals
April	Notes	April	April	April		
		\$000	\$000	\$000	\$000	\$000
Current Assets						
Cash and cash equivalents		13,458	18,272	(4,814)	21,926	27,399
Trade and other receivables	1	40,024	11,667	28,357	14,000	24,646
Other current assets	2	28	8,359	(8,330)	10,030	15,207
Total Current Assets		53,510	38,297	15,213	45,956	67,252
0						
Non Current Assets						
Property, plant and equipment	3	2,873,745	2,583,703	290,043	3,113,752	2,775,258
Investment in CCOs and other similar entities	4	202,757	163,004	39,753	195,605	202,757
Other non-current assets		6,195	2,208	3,987	2,650	16,461
Total Non Current Assets		3,082,697	2,748,915	333,782	3,312,006	2,994,476
0						
Total Assets		3,136,207	2,787,212	348,995	3,357,963	3,061,728
0						
Current Liabilities						
Trade Payables and revenue received in advance	5	(51,664)	(24,771)	(26,892)	(29,726)	(40,310)
Other current liabilities		(567)	(1,062)	495	(1,274)	(1,769)
Total Current Liabilities		(52,230)	(25,833)	(26,397)	(31,000)	(42,080)
0						
Non Current Liabilities						
Borrowings and other financial liabilities	6	(239,561)	(243,296)	3,735	(295,913)	(195,019)
Development contributions	7	(7,971)	(20,909)	12,938	(13,696)	(32,772)
Total Non Current Liabilities		(247,532)	(264,205)	16,673	(309,609)	(227,791)
0						
Total Liabilities		(299,762)	(290,038)	(9,724)	(340,609)	(269,871)
0						
Total Equity		(2,836,445)	(2,497,173)	(339,272)	(3,017,353)	(2,791,857)
Total Equity and Liabilities		(3,136,207)	(2,787,212)	(348,995)	(3,357,963)	(3,061,728)

Notes to the Balance Sheet:

1. **Trade and other receivables** of \$40.0m have increased by \$15.4m from June 2024 and are \$28.4m higher than budget due to quarterly rates invoiced in April, due in May and a straight-lined Rates debtors' budget. Other debtors continue to track under budget.
2. **Other current assets** of \$28k have decreased by \$15.2m from June 2024 due to the maturity of a \$10m term deposit, plus annual reclassification in the June 2024 financials for external reporting related to derivatives. The current value solely refers to Inventory.
3. **Property, plant, and equipment** of \$2.87b have increased by \$98.5m from June 2024. The \$290m variance to budget is due to the full year FY25 Budget closing balance being straight-lined, rather than current year phased movement, i.e.:
 - April YTD Budget loaded = \$3.1b FY25 Budget / 12 x 10 = \$2.58b
 - Feb YTD Budget loaded = \$3.1b FY25 Budget / 12 x 8 = \$2.07b (as disclosed in previous F&P report, which reflected the \$790m YTD variance between actuals and budget)

Unfortunately, the budget loaded cannot be amended after it is set.

However, current year movement is complete, accurate and reflective of total Capital expenditure less depreciation.

4. **Investment in CCOs and other similar entities** of \$202.8m are \$39.8m higher than budget due to the FY24 revaluation increase not included in the budget, since the budget was set prior to receiving the final valuation. There is no current year movement as the revaluation is only done at year end.
5. **Trade payables and revenue received in advance** of \$51.7m have increased by \$11.4m from June 2024 and are \$26.9m higher than budget. This is predominantly driven by increased accruals (\$37.8m vs budget of \$5.6m) resulting from Finance and business units working collaboratively to ensure goods/services delivered, not yet invoiced, are accounted for. Outstanding Creditors balances of \$5.7m are currently well below the budgeted \$13m.
6. **Borrowings and other financial liabilities** of \$239.6m have increased by \$44.5m from June 2024 to fund capital expenditure and are \$3.7m under budget. Development Contributions received are lower than budgeted, resulting in higher borrowing to bridge the shortfall – refer to *note 7 on Development Contributions* for more information.
7. The **Development contributions** balance of \$8.0m have decreased by \$24.8m from June 2024 mainly due to net spend in the Sewerage (\$16.9m) and Water (\$9.6m) catchments over the course of this financial year. We are currently on budget for DC related spend, however receipts are \$15.1m under budget year to date. This is due the difficulty in estimating when Developers would proceed to paying their DCs.

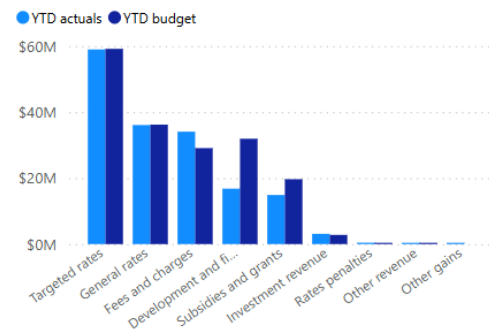
Refer to the “*Summary of Development Contributions (DCs) movements for the period to 30 April 2025*” report for more detail.

Organisational overview

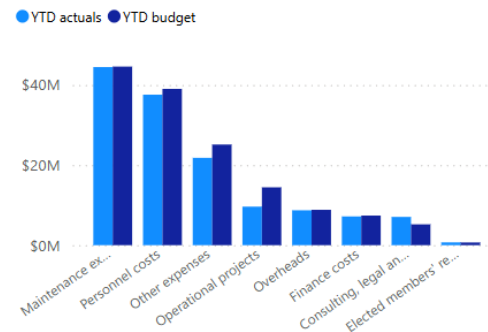
as at 30 April 2025

Comparison of actuals to budgets

Revenue YTD actual



Expenditure YTD actual



Development Contributions 2024/25

Account	Malvern	Ellesmere	Springs	Rolleston	Total
Community	(\$10,595)	(\$2,702)	(\$2,071)	(\$31,023)	(\$46,391)
Reserve	(\$1,160,819)	(\$165,285)	(\$829,917)	(\$2,465,272)	(\$4,621,293)
Roading	(\$375,965)	(\$85,978)	(\$288,191)	(\$1,545,058)	(\$2,295,192)
Sewerage	(\$1,387,819)	(\$44,851)	(\$574,937)	(\$4,303,183)	(\$6,310,790)
Stormwater	\$0	\$0	(\$369,064)	\$0	(\$369,064)
Water	(\$1,458,602)	\$0	(\$334,124)	(\$1,359,034)	(\$3,151,760)
Total	(\$4,393,800)	(\$298,816)	(\$2,398,304)	(\$9,703,570)	(\$16,794,490)

The dashboard displays the split by contribution types and wards. A separate paper covers the development contributions component.

Revenue

Month

Year to date

Full year (forecast)

Revenue April 2025	Year to date revenue	Projected revenue 2024/25
\$16.5M	\$164.7M	\$203.3M
Budget April 2025	Year to date budget	Revenue budget 2024/25
\$17.8M	\$179.4M	\$220.8M
Variance April 2025	Year to date variance	Projected variance
(\$1.4M)	(\$14.8M)	(\$17.5M)

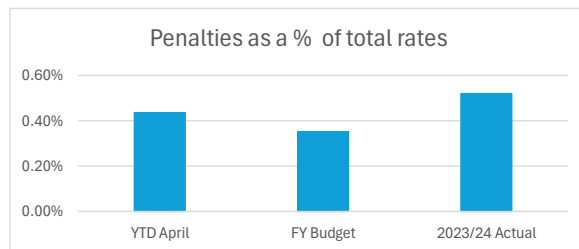
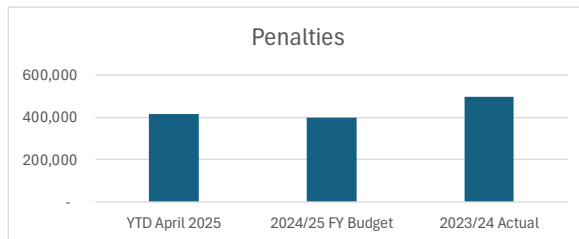
Expenditure

Expenditure April 2025	Year to date expenditure	Projected expend. 2024/25
\$13.2M	\$137.1M	\$168.5M
Budget April 2025	Year to date budget	Expend. budget 2024/25
\$14.5M	\$145.3M	\$176.9M
Variance April 2025	Year to date variance	Projected variance
\$1.4M	\$8.2M	\$8.3M

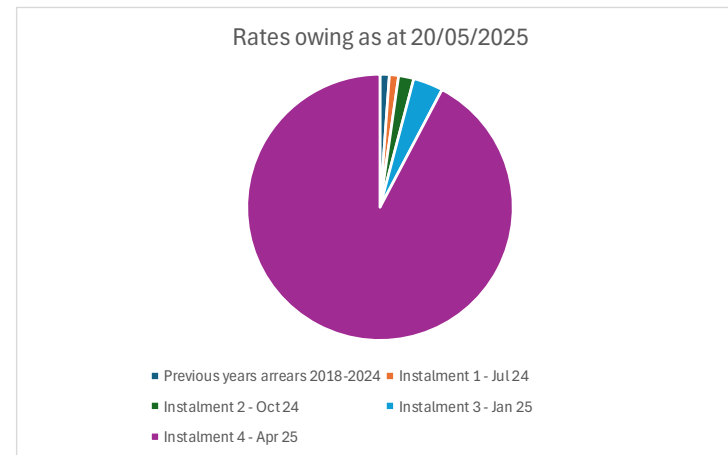
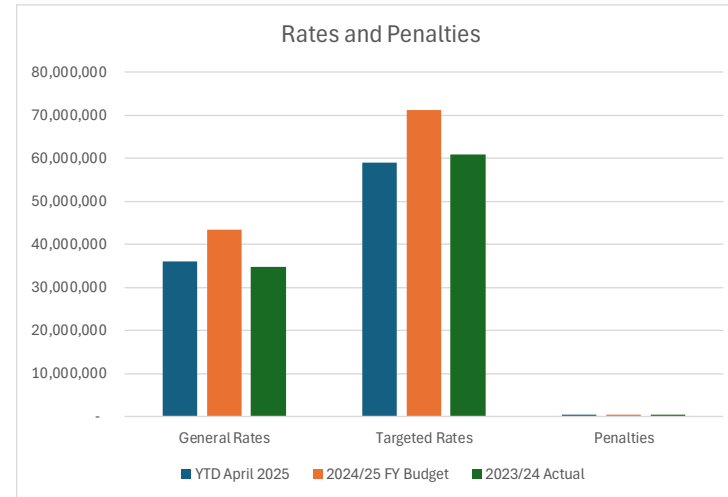
Rates and Penalties

	YTD April	2024/25 FY Budget	2023/24 Actual
General Rates	36,078,138	43,435,927	34,710,284
Targeted Rates	58,985,167	71,159,214	60,898,216
Penalties	414,163	400,000	495,254
% of total rates	0.44%	0.35%	0.52%

Rates are payable in four instalments. 5% rates penalty is charged on instalments not paid in full by the due date.



Rates owing as at 20/05/2025	
Previous years arrears 2018-2024	352,614
Instalment 1 - Jul 24	348,133
Instalment 2 - Oct 24	574,504
Instalment 3 - Jan 25	1,129,361
Instalment 4 - Apr 25	28,735,463
	31,140,075



REPORT

TO: Chief Executive

FOR: Finance and Performance Committee Meeting

FROM: Cameron Warr – Horizontal Infrastructure Projects Lead
Peter Edghill – Capital & Projects Accountant

DATE: 22 May 2025

SUBJECT: **ORGANISATIONAL PROJECTS AND PERFORMANCE:
YTD APRIL 2025**

RECOMMENDATION

'That Finance and Performance Committee receives for information the report - Organisational Projects and Performance Report for the reporting period covering YTD April 2025.

1. PURPOSE

The purpose of this report is to provide the Committee with an update on the status of the Council's capital project expenditure and major project portfolio.

2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

This report is for information only and is therefore considered to be of low significance in the context of the Council's Significance and Engagement Policy.

3. ORGANISATIONAL PROJECTS

The Council Projects Programme Total for FY 2024/25 is \$181,488,473. This can be further broken down as per Table 1 showing the % complete as per April 2025.

For future reporting, the financial year expenditure has been classified into the following project types where:

- Capital Projects are projects that lead to the creation of a capitalisable asset.
- Operational Projects are a process/task/initiative that adds value to or improves day-to-day operations with a distinct timeframe.
- Emergency Funding.
- NLTP is as per the decision made by Council Nov 2024.

Project Types	Budget ('000s)	Budget Savings to date (\$M)	Carry Forward Estimated (\$M)	Apr YTD Complete (\$M)
Capital Projects	\$155.3	\$9.8	\$27.7	\$105.4
NLTP (Nov. 2024)	\$3.7	\$3.7	\$0.0	
Total Capital Projects	\$159.0	\$13.5	\$27.7	\$105.4
Operational Projects/ BAU (Cost Reallocations)	\$21.6	\$1.3	\$0.0	\$9.5
Emergency Funding	\$0.4	\$0.1	\$0.0	\$0.3
Total Operational Projects	\$22.0	\$1.5	\$0.0	\$9.8
TOTAL	\$181.0	\$14.9	\$27.7	\$115.2

Table 1. FY2024/25 Budget breakdown estimated Carry forward and % complete (YTD April 2025).

- \$1M of Emergency funding budget was pushed out to next year to allow \$1M of Reseal & Renewals transport budget to be brought forward into the current year. This was done before the flooding event occurred. We are currently identifying how much of the Emergency funding budget will need to be brought back into this year.
- The Operational Projects budget dropped by \$0.5M due to budget being moved to an operating expense code to fund the Canterbury Museum upgrade.

The remainder of report focuses on capital project expenditure only.

Figure 1 below represents our actuals for Capital Projects to date along with our forecasted figures as of April 25 Year to Date (YTD).

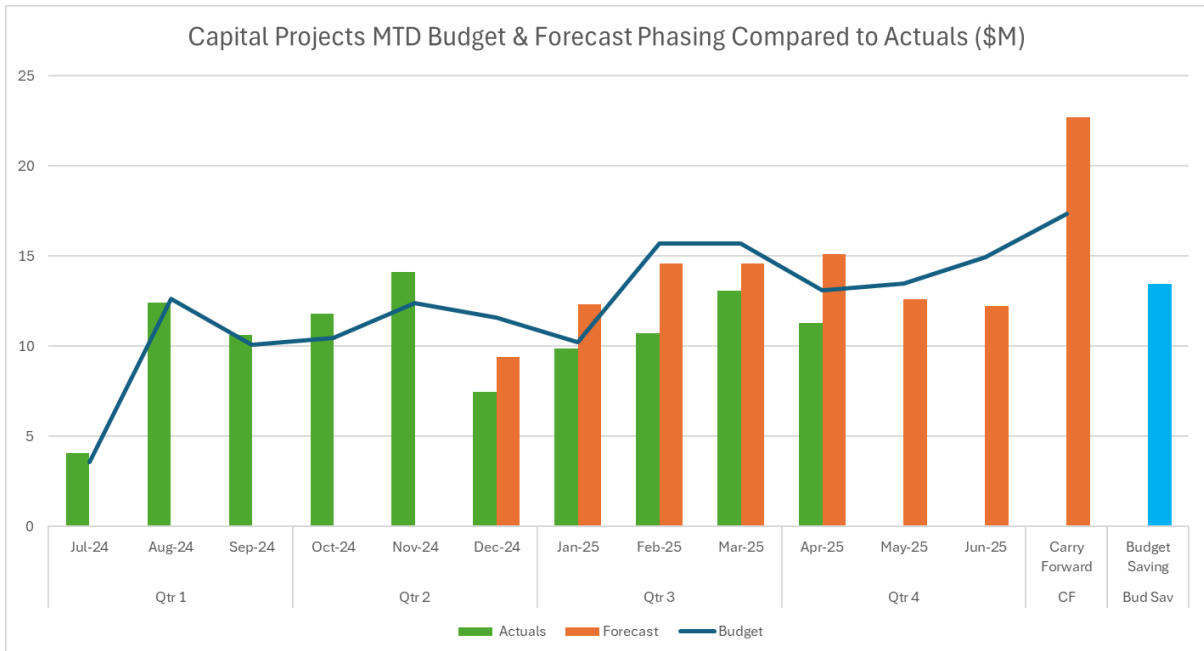


Figure 1. FY2024/25 Capital Projects Actuals vs Forecast

It is to be noted that Budgets were baselined in October 2024 and the Forecast is as per March 2025 with April being actuals and accruals.

For the capital projects, the variation between forecast and actual spend for quarter 2 & 3 has mainly been in the areas of Wastewater projects, Transport projects, Reserve projects and Resource Recovery in the projects.

Wastewater Projects

- Ellesmere to Pines Wastewater Pipeline as the full budget savings including project risk had not been realised. The overall budget saving for the project is being realised and savings will be deducted from future payment claims.
- Southeast Pump Station. Programme had to change to suit site conditions due to design changes. Progress spend will catchup during the remainder of FY.
- Pines 120. Commissioning delays for part of new plant (mechanical thickeners leading to refurbished digester) delayed and this delayed progress payment. Progress spend will catchup during the remainder of FY (Accelerated programme for the last four months of the project. Completion Sept 2025).

Transport Projects

- Levi Road Intersection Upgrade as there were delays to the start of project due to unforeseen service utility clashes. Project is back on track with completion anticipated for May/June 2025 and progress spend will catchup during the remainder of FY.
- Lincoln Town Centre – carpark as there were delays to the start of project due to scope changes which has resulted in value engineering. Project is back on track with completion anticipated for August 2025. Progress spend will catchup during the remainder of FY with some carry forward into next FY.
- Weedons Ross Road Seal widening – Delayed contract appointment. Work on track to be completed May 2025.
- Ellesmere Road Seal Widening – Ontrack to be completed before the end of year.

Facilities Projects

- Lincoln Library – Exterior Repairs – Delays on scoping work and works now planned to start end May 2025.
- SDC HQ – Extend Car Compound – Project delayed due to design and approvals, tendering starting in July 2025, with to be completed in summer months.
- Leeston Domain – Irrigation – Project finished ahead a schedule in March 2025 and therefore April's expenditure was not in line with the forecast.

Reserve Projects

- Foster Park Development (Youth and Central Zone) – The project is on track and still due for completion in August 2025. The project was over forecast and needs realignment with future expenditure.
- Lincoln Reserve Extension – Contamination works were completed ahead of schedule in March 2025. We are now in a long consultation, stakeholder engagement and reporting phase and therefore April's expenditure was not in line with the forecast.

Resource Recovery Projects

- Delays due to procurement of plant. This is now expected in May 2025. Progress spend will carry forward into next FY.

4. PROGRESS AND EXPENDITURE

Reviewing the April YTD costs of \$105M, the budget savings to date have been \$13.5M. This brings the revised Capital target budget to \$145.6M which represents 72% capital spend progress. To date, \$22.7M capital carry forward is anticipated into FY 2025/26. We are also expecting to carry forward some of the savings from Ellesmere to Pines pipeline project.

Financial Summary – Capital Projects

Apr MTD Actuals (\$M)	Apr MTD Budget (\$M)	Apr MTD Bud Var (\$M)	Apr YTD Actuals (\$M)	Apr YTD Budget (\$M)	Apr YTD Bud Var (\$M)
\$11.3	\$13.1	\$1.8	\$105.4	\$115.5	\$10.1

Total Capital Annual Budget including NLTP (\$M)	Budget Savings including NLTP (\$M)	Budget Saving % of Capital Annual Budget	Capital Forecast Carry Forward (\$M)	Carry Forward % of Capital Annual Budget
\$159.0	\$13.5	8%	\$27.7	17%

**Capital Target Budget is defined as the original Capital Budget for the year less any budget savings found*

Capital Target Budget (\$M)	% Spend Apr YTD Actual	Capital Forecasted Final Spend FY 24/25 (\$M)	% Forecasted Final Spend of Capital Target Budget
\$145.6	72%	\$125.2	86%

- We are currently tracking \$37M ahead on capital spend compared to the average YTD spend of the last 2 years at this time of year.
- Expected carry forwards have increased as we are closer to financial year end and have gained better clarity over what is achievable in the remaining months.
- Once we have May's results the carry forwards will be critically analysed to only include budgets that are necessary to complete our capital works programme.

Capital Forecast Carry Forward

- A portion of the budget savings on the Ellesmere to Pines Pipeline project will also be carried forward on top of this figure to be used on the Edwards Road & Southeast pump stations.

Delivery Area	Previous F&P Report (\$M)	Current Expected CF (\$M)	Comments
5 Waters	7.3	7.5	Delays due to land purchases, consents and community consultation requirements.
Parks & Reserves	2.5	6.6	Youth and Central Zone in Construction phase expected completion August 2025. Some of our larger projects are still in design with construction set to begin in the next financial year.
Transport	2.0	4.1	Expected to decrease as seasonal work should lead to higher spend in the last two months.
Facilities	1.5	3.2	Some of our larger projects are still in design or have had delays due to scoping issues. Construction is set to begin in the next financial year.
Resource Recovery	0.5	1.2	Plant & equipment due early June. Remaining funds required next FY to complete project.
Provisional	0.0	5.0	This carry forward figure is based on looking at our average spend across the year and extrapolating expected spend for the remaining two months.
Grand Total	13.8	27.7	

Table 2 – Expected Capital Forecast Carry Forward by Delivery Area

Projected Capital Forecast Budget Savings

A summarised breakdown of the top budget savings for the different areas can be found in Table 3 below. Savings account for approximately 9% of capital budget. These savings have been realised.

Delivery Area	Budget Savings (\$M)	Comments
5 Waters	6.0	Predominantly Ellesmere to Pines Wastewater pipeline. A portion of these savings will be carried forward.
Transport	4.3	Predominantly NLTP based on Nov 24 decision
Facilities	2.9	Predominantly BAU that have not required renewal
Parks & Reserves	0.2	Predominantly land purchase savings
Grand Total	13.4	

Table 3 – Capital Forecast Budget Savings by Delivery Area

Phasing and Spend YTD

Figures 2 & 3 show the capital works spread over the annual year by the different capital delivery areas.

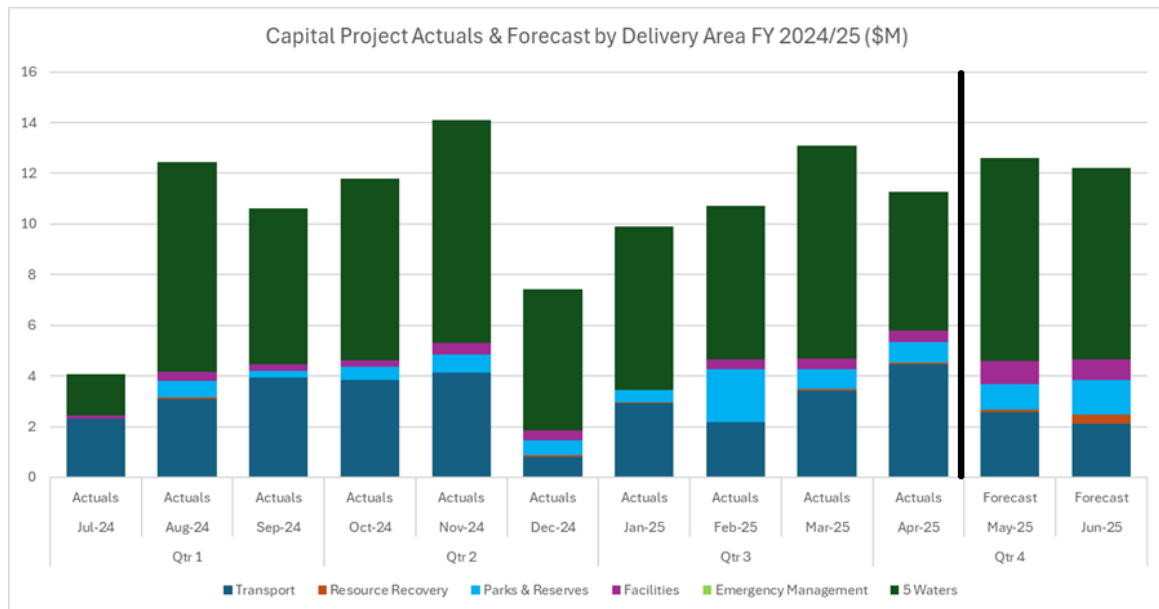


Figure 2. Phasing of month to date actuals & forecast for capital projects by delivery area

Water (61%) and Transport (29%) projects continue to feature as Council's larger portfolios for our delivery programme. Together they make up 90% of our Capital spend YTD.

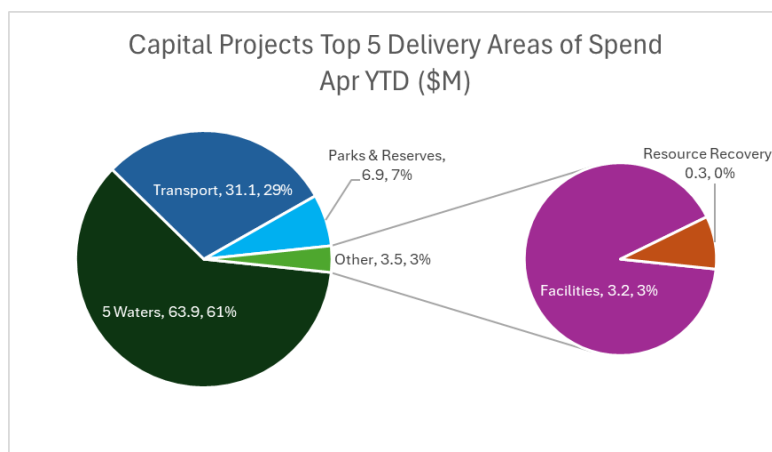


Figure 3. Capital Projects Top 5 Areas of Spend in Apr 25 YTD

Capital Forecast Spend May 25 to Jun 25

For the coming months, May to June 2025, the top projects with forecasted spend and delivery can be seen as per Table 4 and Figure 4.

Delivery Area	Project	Forecasted Spend (\$M)
5 Waters	Rolleston Growth – Water trunk mains (Izone to Dunns Rd)	2.8
	SSS - Conveyance and Pumping	2.1
	West Melton Growth (Ridgeland way WTP)	1.9
	Pines WWTP – Solid stream upgrade & Design for inlet works	1.7
	Water - Capital Improvements District wide	1.6
	Kirwee Growth	0.9
	WW Capital Improvements District wide	0.9
	Water - Capital Works District wide	0.9
	Ellesmere WW Pipeline	0.9
	Lincoln Town Centre – WW relining	0.8
5 Waters Total		14.5
Transport	Lincoln Town Centre – Carparks and Design	1.2
Transport Total		1.2
Grand Total		15.7

Table 4 – Top Forecasted Spend (Over 500k) by Delivery Areas for May 25 to Jun 25

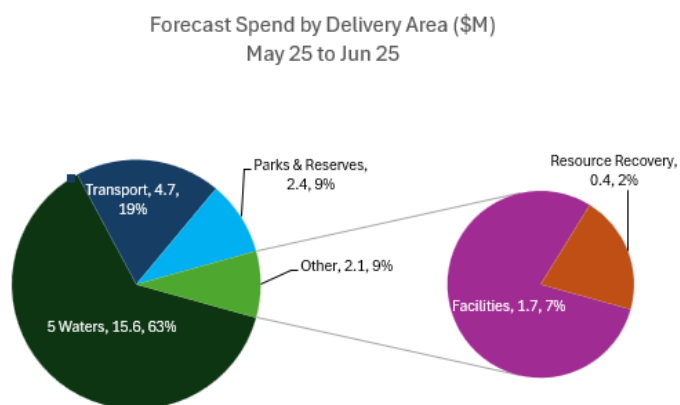


Figure 4. Capital Forecast Spend by Delivery Areas May 25 to Jun 25

Project Report Tracking for Key Projects

The project report tabled below, Table 5, currently highlights key projects based on 2024-34 Long-Term Plan delivery. The previous project portfolio issues and risks can be found in the Appendix to the report.

Project	Practical Completion		Project Budget (\$M)			Project Progress	
	Plan	Forecast Final	Plan	Actual to date	EAC	Stage	Status
The Pines WWTP	Jun-25	Aug-25	\$37.3	\$24.2	\$37.3	Construction	On Track
Edwards Road WW PS	Dec-26	Dec-26	\$14.1	\$0.1	\$14.1	Design	On Track
South East WW PS	Nov -25	Nov -25	\$7.4	\$4.2	\$7.4	Construction	On Track
Ellesmere to Pines WW Pipeline	Dec-24	Jun-25	\$35.6	\$25.4	\$28.5	Construction	On Track
Prebbleton Roundabouts (x4)	Jun-25	Complete	\$31.5	\$32.1	\$33.4-33.9	Defects Period	Moderate
Levi Road intersection upgrade	Jun- 25	Jun- 25	\$5.3	\$4.8	\$5.3	Construction	On Track
District Park – Stage 1	2034	2034	\$28.1	\$0.2	\$28.1	Design	On Track
Waihora Whata Rau (3 Yrs)	Jun-27	Jun-28	\$17.3	\$2.6	\$17.3	Design	Minor
Lincoln Reserve Extension	Jun-27	Jun-27	\$11.3	\$2.9	\$11.3	Design	On Track
Lincoln Town Centre	Jun -30	Jun -30	\$46.3	\$2.2	\$46.3	Design	On Track
Prebbleton Reservoir and pipework	Mar-25	Apr-25	\$5.7	\$5.5	\$5.7	Construction	Minor

Table 5 – Key community projects progress.

Legend:

On Track	The project is tracking to plan
Minor	Minor issues or risks have been identified and are being managed
Moderate	Issues have been identified that could impact the project outcomes, programme and/or budget
Significant	Issues have had a material impact on programme, budget, scope, and/or reputation

Master Project Programme (MPP)

The new portfolio capital expenditure repository & tracking system (Apex2) is now active as planned. To compliment this, the development of a Master Project Programme (MPP) is advancing and is essential for understanding the impact and demands of our programmes to better inform delivery strategies, resource management, risks management and overall sequencing of activity. This will provide better insight into the work that is planned and completed for the reporting period as well as expenditure. Training and iterative changes are being focussed on each month to help improve on the forecasting and reporting that is produced. Currently further dashboard reporting is expected to be introduced in the next financial year. We are working with Digital Services to roll APEX over to the next financial year whilst making changes to allow it to properly interact with the new project's module being introduced into MagiQ as part of the Financial Hygiene project.

5. FUNDING IMPLICATIONS

Further adjustments to the funding and project timing would be considered in due course, if required.

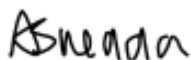


Cameron Warr
**HORIZONTAL INFRASTRUCTURE
PROJECTS LEAD**



Peter Edghill
CAPITAL AND PROJECTS ACCOUNTANT

Endorsed For Agenda



Allison Sneddon
CHIEF FINANCIAL OFFICER



Tim Mason
**EXECUTIVE DIRECTOR
INFRASTRUCTURE AND PROPERTY**

APPENDIX & GLOSSARY

PROJECT

A project is temporary endeavour with a finite start and end, dedicated resources, and a specific and measurable outcome.

Typically projects at SDC relate to new assets or major renewals, where the cost of the renewals can be capitalised. Maintenance functions are typically considered as business as usual (BAU), except where the nature of the work in respect of scale, budget or risk is beyond the capacity of BAU team, and the renewal extends the life of the asset and impacts valuation. In this case, the maintenance work is treated as a project.

PROGRAMME

A programme is a group of dependency related projects which together generate a specific and measurable outcome. Typically programmes at SDC are geographically co-located (e.g. Rolleston Town Centre, Foster Park).

PORTFOLIO

A portfolio consists of multiple unrelated projects and programmes which together generate a specific and measurable outcome for an organisation at a strategic level.

LOW RISK / HIGH RISK PROJECTS / PROGRAMMES:

	Low Risk	High Risk
Property, infrastructure, or IT project classification	Renewal of existing asset	New / expansion of an existing asset
Business change project classification	Minimal disruption to operations; minimal risk of failure	Change, or risk of failure will impact operations
Local community interests	Minimal impact on community, iwi, local businesses	Project will impact, or will be impacted by, stakeholders beyond the control of SDC.
Project risks	Project risks are easily managed and within the capability and control of the project manager and project sponsor.	Project risks may be beyond the control of the project manager and the project sponsor, or there are risks that are unknown at this stage.
Reputation other	Minimal risk to reputation	Risk of reputation damage that needs to be carefully managed.
Budget	<\$1,000,000 for P&I Projects	>\$1,000,000 for P&I Projects
Measures	Cost, programme, scope, risk	Cost, programme, scope, risk, quality, benefits

PROJECT PORTFOLIO ISSUES AND RISKS

Issues

The following issues previously identified have been successfully managed and closed since the May Report:

Issue	Status	Commentary
Ongoing issues with misalignment between budget planning and project delivery.	Monitor	This was addressed through the Capex do-ability work undertaken with the Long-Term Plan. Continuously improving budgeting and planning processes remains a focus with a number of initiatives underway.
Large scale projects delayed by stakeholders and consenting partners. These are issues beyond the control of SDC, but improved risk and issue identification and management is being implemented to anticipate and plan for these events.	Monitor	There is an increased attention and focus on to risk and issue management. This work will be ongoing. Relationship building with ECAN and Rūnanga continues.
Procurement and approval delays. A procurement strategy is being undertaken to streamline and advance procurement activities earlier in the project to reduce unnecessary delays.	Monitor	There are a number of initiatives in progress. A more streamlined process for tenders that comply with procurement policy. Procurement papers have recently been presented to Council. Master Project Programme will better inform planning processes
Timeliness and accuracy of project reporting	Under Action	There are a number of initiatives underway that will build better efficiency and accuracy into our reporting and project finance practices. These include: The recently completed Apex project reporting platform. The Finance Hygiene project will help to remedy/improve project accounting practices within MAGIQ as well as supporting practices and process. Design and delivery of a Master project programme

Risks

The following risks are current and are updated during the financial year:

'If'	'Then'	Risk Treatment	Action
Supplier constraints on imported goods (especially war impacted countries) continue	Project costs could escalate and/ or <u>delays</u> may occur	Accept	Improved risk management at a project level, particularly through planning phases
Increases in the cost of materials	Project costs could escalate	Mitigate	Improvement in regular cost estimating practice to anticipate fluctuations
Exchange rate fluctuations	Project costs could escalate	Mitigate	Increase focus on commercial acumen
Legislation changes	Changes to LTP programme of work and associated budgets maybe necessary (LTP Amendment)	Accept	Careful monitoring of the legislative landscape. Early impact analysis and reporting proposed reforms on legal advisory services to keep decision makers informed
Consenting delays	Project costs could escalate and/ or delays may occur	Mitigate	Improved risk management and planning at a project level
Capex do-ability plans and forecasts are compromised	Debt levels could be impacted Ability to support growth initiatives could be delayed Reputational damage	Mitigate	Continue strengthening capability and performance initiatives through Financial and Reporting Systems, Procurement efficiency gains, Developing staff capability, Supply chain relationships Close cycle monitoring and reporting
Anticipated funding from external providers does not materialise	Change will be required to the work programme and potentially some projects will not progress	Accept	Alternative options will be evaluated and provided to council for decision making

REPORT

TO: Chief Executive Officer

FOR: Finance and Performance Committee

FROM: Niel Koch - Head of Financial Control
Peter Edghill - Capital and Projects Accountant

DATE: 11 March 2025

SUBJECT: **Summary of Development Contributions (DCs) movements for the period to 28 February 2025**

RECOMMENDATION

'That the Finance and Performance Committee receives for information the report – Summary of DC movements for the period to 28 February 2025.

1. PURPOSE

The purpose of this report is to provide the Finance and Performance Committee with a summary of the income received from DCs and spend on DC funded projects for the current financial year up to the period ending 28 February 2025.

The tables below show the net balance between DCs received and spent per catchment and DC type. Results are represented in the accounting format with:

- Black numbers showing more DCs collected in the period than spent on DC funded projects.
- Red bracketed numbers represent higher spend on DC funded projects for the period.

Refer to **Table 1** for the townships included in each of the labelled catchments. DCs are recognised under different catchments based on their types.

2. SIGNIFICANCE ASSESSMENT/COMPLIANCE STATEMENT

This report is not considered to be significant in the context of the Council's Significance Policy, as it is for the Council's information.



Niel Koch
HEAD OF FINANCIAL CONTROL



Peter Edghill
CAPITAL PROJECTS ACCOUNTANT

Endorsed For Agenda



Allison Sneddon
CHIEF FINANCIAL OFFICER

DC POLICY – SUMMARY

Per the Council's DC Policy (Policy) adopted in July 2024, DCs may be sought by the Council under Part 8, Subpart 5 of the Local Government Act 2002 (the Act). DCs apply to developments within the areas in the catchments discussed further in this paper. The basis of the methodology is the household unit equivalent (HUE). HUE conversion factors are also defined by the Policy and vary across different DC types and the townships.

Table 1: DC – CATCHMENT AREAS BREAKDOWN

Sewerage DC	Roading DC	Reserve/ Community DC	Water/ Stormwater DC	Townships
Selwyn	Eastern	Eastern	Springs	Lincoln
				Prebbleton
				Springston
				Tai Tapu
			Rolleston	Rolleston
	Non-Eastern	North West	Malvern	West Melton
				Arthur's Pass
				Castle Hill
				Coalgate
				Darfield
				Glentunnel
				Hororata
				Kirwee
				Lake Coleridge
				Sheffield
				Springfield
				Terrace Downs
				Waddington
				Whitecliffs
		South West	Ellesmere	Doyleston
				Dunsandel
				Leeston
				Rakaia Huts
				Southbridge

As per **Table 1**, the catchment areas across various DC types (Sewerage, Roothing, Reserve/Community, Water) do not always match and some townships may sit in different catchments for the purposes of different DC types.

Table 2: DC – CUMULATIVE BALANCES SUMMARY (DCs Received & Spent)

DC Type (\$000's)	2024/25 YTD Actuals November	2024/25 YTD Actuals December	2024/25 YTD Actuals January	2024/25 YTD Actuals February	2024/25 YTD Budget February
Community	(50)	(51)	(50)	(53)	959
Reserves	1,637	1,583	1,673	232	1,854
Roading	412	517	424	522	(327)
Sewerage	(9,555)	(10,142)	(13,249)	(14,806)	(3,383)
Stormwater	357	360	364	364	86
Water	(3,794)	(5,252)	(6,342)	(9,173)	(4,993)
Grand Total	(10,993)	(12,985)	(17,181)	(22,913)	(5,804)

- DCs of \$11.1m have been received Year to Date (YTD) 28 February 2025.
- \$34m was spent on DC funded projects.
- The table shows the YTD balances of DCs and spend per DC type.
- The net DC movement is \$22.9m YTD 28 February 2025. This means that the DCs spent for the YTD period exceeded the DCs collected.
- The \$17.1m difference in position from budget YTD is primarily due to a timing difference of when we budgeted DCs would be received to the value of \$14.4m less than expected.
- The large spend in Water and Sewerage DC projects primarily comes from the Ellesmere to Pines WW Pipeline, The Pines WWTP, Prebbleton Reservoir and Pipework & South East WW Pump Station projects.
- DCs were being held in Equity but have now been reclassified as Liabilities in the balance sheet.

Table 3: PER RESERVE/COMMUNITY CATCHMENT

Catchment	DC Type (\$000's)	2024/25 YTD Actuals November	2024/25 YTD Actuals December	2024/25 YTD Actuals January	2024/25 YTD Actuals February	2024/25 YTD Budget February
Eastern	Community	(35)	(35)	(34)	(39)	585
	Reserves	1,534	1,549	1,663	288	1,561
North West	Community	(0)	(0)	(0)	2	261
	Reserves	35	(1)	(5)	(40)	96
South West	Community	(14)	(15)	(16)	(16)	112
	Reserves	69	34	15	(16)	197
Grand Total		1,587	1,532	1,623	179	2,813

- Reserve/Community DCs received are \$2.3m under what was budgeted.

- Eastern Reserves DCs dropped in February due to an extension of land purchase for Kakaha park.

Table 4: PER ROADING CATCHMENT

Catchment	DC Type (\$000's)	2024/25 YTD Actuals November	2024/25 YTD Actuals December	2024/25 YTD Actuals January	2024/25 YTD Actuals February	2024/25 YTD Budget February
Eastern	Roading	435	543	469	605	(89)
Non-Eastern	Roading	(23)	(27)	(45)	(82)	(238)
Grand Total		412	517	424	522	(327)

Table 5: PER WATER CATCHMENT

Catchment	DC Type (\$000's)	2024/25 YTD Actuals November	2024/25 YTD Actuals December	2024/25 YTD Actuals January	2024/25 YTD Actuals February	2024/25 YTD Budget February
Ellesmere	Water	(225)	(258)	(478)	(478)	(23)
Malvern	Water	409	309	435	63	(39)
Rolleston	Water	(851)	(1,748)	(2,415)	(4,123)	(1,234)
Springs	Stormwater	357	360	364	364	86
	Water	(3,127)	(3,555)	(3,885)	(4,635)	(3,698)
Selwyn	Sewerage	(9,555)	(10,142)	(13,249)	(14,806)	(3,383)
Grand Total		(12,992)	(15,034)	(19,228)	(23,615)	(8,290)

- The \$18.8m spent on Sewerage related projects was incurred primarily on the Ellesmere to Pines WW Pipeline and the Pines WWTP.
- The \$3.7m spent under Springs Water was primarily incurred on the Prebbleton Reservoir and Pipework project.
- The variance to budget is due to the following:
 - Only \$5.9m of DCs were collected compared to the budgeted \$17.8m.
 - We have also incurred \$3.7m more costs than budgeted YTD due to timing of works being different from the phased budget.

Table 6: CUMULATIVE BALANCES SUMMARY (BALANCE SHEET)

This table shows opening balances of the last 3 years along with our February 2025 YTD balance:

DC Type (\$000's)	Catchment	2021/22 Balance	2022/23 Balance	2023/24 Balance	2024/25 YTD Balance February	2024/25 YTD Budget February
Community	Eastern	0	0	0	(39)	585
	North West	0	0	0	2	261
	South West	0	0	0	(16)	112
Community Total		0	0	0	(53)	959
Reserves	Eastern	37,231	39,234	32,547	32,835	34,108
	North West	1,775	1,916	2,040	2,000	2,137
	South West	447	429	1,042	1,027	1,239
Reserves Total		39,453	41,579	35,630	35,862	37,484
Roothing	Eastern	9,063	11,861	12,430	13,034	12,340
	Non-Eastern	0	0	0	(82)	(238)
Roothing Total		9,063	11,861	12,430	12,952	12,102
Sewerage	Selwyn	(3,518)	(6,580)	(10,737)	(25,543)	(14,121)
Sewerage Total		(3,518)	(6,580)	(10,737)	(25,543)	(14,121)
Stormwater	Springs	(1,216)	(952)	(980)	(617)	(894)
Stormwater Total		(1,216)	(952)	(980)	(617)	(894)
Water	Ellesmere	(327)	(648)	(1,946)	(2,424)	(1,969)
	Malvern	(289)	1,661	(2,140)	(2,078)	(2,179)
	Rolleston	3,124	2,016	1,926	(2,197)	692
	Springs	1,437	1,140	(1,498)	(6,133)	(5,196)
Water Total		3,946	4,170	(3,658)	(12,831)	(8,651)
Grand Total		47,728	50,077	32,683	9,770	26,879

- Balances in negative show areas where we have invested in growth/upgrade projects in the past and are now collecting DCs to recover those costs.
- Positive balances on the other hand show areas where we have gathered DCs which will be spent on future growth and upgrade projects.
- Community balances for previous years sit at \$0 due to it being combined with Reserve DCs prior to this year.
 - Currently we are unable to split out any DCs received prior to the current year between Community and Reserves.
- Reserve DCs are often in a positive balance as they are received when land is split or subdivided before any work has been completed:
 - Over the last 5 years we have spent over \$40m on reserves which means we have no reserves in our balance that were collected more than 5 years ago.
- Our Eastern Reserve DC balance currently sits at a \$32.8m positive:

- Over the next 3 years our LTP shows that we will be investing \$20m into Eastern Reserve projects.
- With \$50m planned to be spent over the next 10 years.
- Our Eastern Roothing DCs also have a high balance of \$13m:
 - LTP shows plans to spend \$8m in DC funding over the next 3 years.
 - \$25m is expected to be spent over the next 10 years.

REPORT

TO: Chief Executive

FOR: Finance and Performance Committee – 4 June 2025

FROM: Rob Steel - Performance & Delivery Lead
Yuwei Li - Transportation Asset Planning Manager

DATE: 26 May 2025

SUBJECT: **Non-Financial Rooding Condition Report**

RECOMMENDATION

“That the Finance and Performance Committee receives the Selwyn District Council Rooding Condition Report.”

1. PURPOSE

- The purpose of this report is to provide the Finance and Performance Committee with some key information on the districts rooding condition and how it compares with other Councils.

2. SUMMARY

- Over the last few years Selwyn district’s road conditions have been improving due to greater investment in resurfacing and rehabilitation.
- Relative to other Council’s Selwyn district’s road condition (Transport Insights) is on a par with its neighbours.

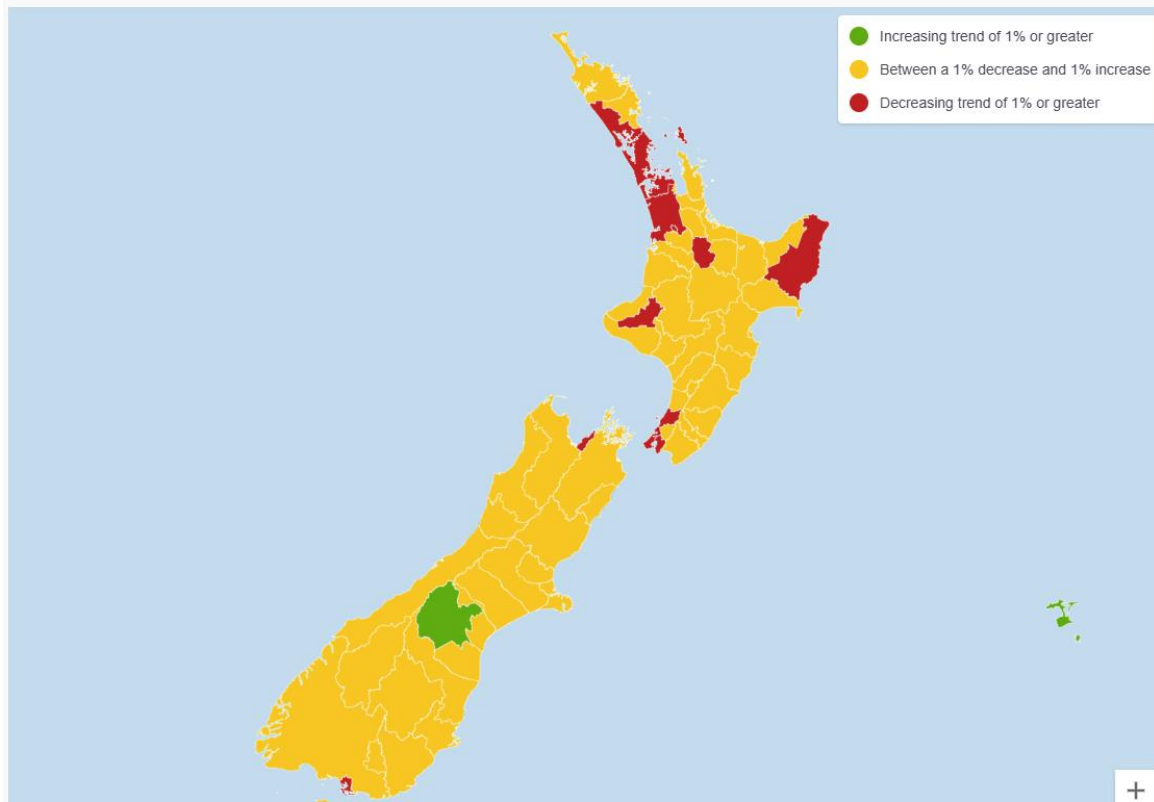
3. HISTORY / BACKGROUND

- At the end of June, the Department of Internal Affairs (DIA) will release data on how Councils are performing relative to their peers. This will include data on road conditions within each territorial authority to enable ratepayers to compare council’s relative performance. This report provides Council with a preview of what might be released by DIA in June.

4. DISCUSSION

- The data collected by NZTA is published via Transport Insights page to enable some comparison. The map (on page 2) gives a snapshot on road condition, in terms of ride quality, between different Councils across New Zealand. This shows, in amber, that most Councils (including Selwyn District Council) road condition is remaining broadly static i.e. neither significantly improving or deteriorating. However, this metric could be easily affected by council's frequency of ride quality data collection.

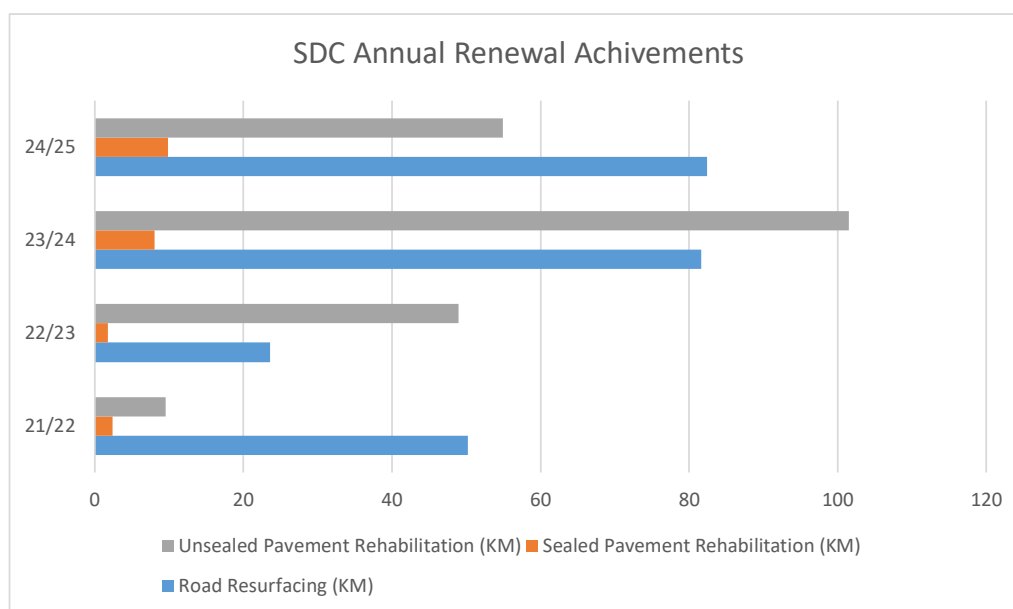
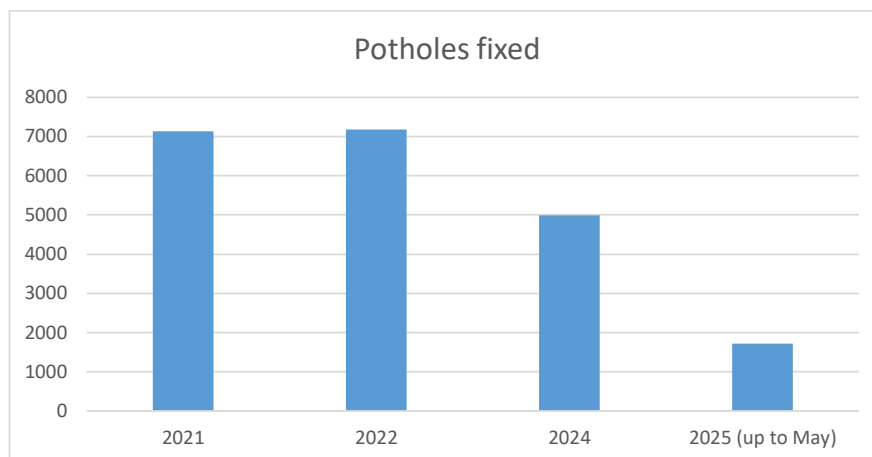
Road Condition ⓘ



Source: [Transport Insights](#)

Selwyn District road condition (excluding State Highways)

- Another approach is to use data collected by Selwyn District Council on road condition.
- New roads are likely to have few potholes but as roads age and condition deteriorates (due to use and weather) they become more susceptible to damage leading to an increase in the number of potholes. The number of potholes the Council repairs each year is a good indicator on the Selwyn District Council's road condition.
- The graph below shows the number of potholes Council has repaired annually over the last three years plus this year. It shows a steady decline in potholes, which has corresponded with an increase in the roading network investment as illustrated in the second graph on page 3.



Investment in our road network

- Currently Selwyn District Council is resurfacing 5% of our sealed roads (excluding State Highways), which is meeting our target in the Long Term Plan 2024 – 2034 (LTP 2024); rehabilitating (rebuilding) approximately 0.6% of sealed roads; and rehabilitating 10% of unsealed roads per annum.
- These renewals are fit-for-purpose to deliver on levels of service agreed in the LTP 2024, whilst remaining affordable for ratepayers considering the co-funding available from NZTA.
- On 13 November 2024, Selwyn District Council received a letter from NZTA, communicating the Minister of Transport's expectations that councils, in the long term, increase investment in their resurfacing and rehabilitation programmes. As shown in the graph above Selwyn District Council is already delivering on these expectations.

5. SIGNIFICANCE ASSESSMENT / COMPLIANCE STATEMENT

- This report is not considered to be significant in the context of the Council's Significance & Engagement Policy as it is for the Council's information.



Rob Steel
PERFORMANCE DELIVERY LEAD



Yuwei Li
TRANSPORTATION ASSET PLANNING MANAGER

Endorsed For Agenda



Allison Sneddon
CHIEF FINANCIAL OFFICER

RESOLUTION TO EXCLUDE THE PUBLIC**Recommended:**

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

General subject of each matter to be considered		Reasons for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution	Date information can be released
1.	Public Excluded Report – Lease Report and Investment Update	<i>Good reason to withhold exists under Section 7</i>	<i>Section 48(1)(a)</i>	

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

1	Enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities; or	Section 7(2)(h)
1	Enable the local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or	Section 7(2)(i)

2 *that appropriate officers remain to provide advice to the Committee.'*

CLOSING KARAKIA

Unuhia, unuhia

Te pou, te pou

Kia wātea, kia
wātea

Āe, kua wātea

Remove, uplift

The posts

In order to be
free

Yes, it has been
cleared