

**REPORT OF THE FINANCE AND POLICY  
COMMITTEE MEETING HELD FOLLOWING THE  
ENVIRONMENTAL SERVICES COMMITTEE AT  
10.45AM ON WEDNESDAY 16 MARCH 2005 IN  
MEMORIAL HALL SUPPER ROOM, ESPLANADE,  
KAIKOURA.**

**PRESENT:** Councillor J Macphail (Chair), Mayor K Heays, Councillors M Pablecheque, B Seddon, J Difer, B Woods, M McChesney, S Thomas.

**IN ATTENDANCE:** S Grant (Chief Executive Officer), L Copping (Executive Officer), S Poulsen (Financial Services Officer), C Barker (Library Manager)

**1. MINUTES ACTION LIST**

**Report on Return of Assets**

A report summarizing the return on Council's main properties was included in the agenda as requested at the meeting of 17 February. Councillor Pablecheque suggested the walkway access be subdivided from Council's property at 20 Beach Road, since Council had purchased the property with that intention.

Councillor Seddon agreed with Councillor Pablecheque. Councillor Thomas suggested perhaps the walkway could be sealed while the footpath upgrades were being undertaken.

**2. FINANCIAL SERVICES REPORTS**

The financial reports were presented by the Chief Executive Officer. He advised under a new regime, invoices for financial contributions were now being issued at the time resource consents were issued whereas previously invoices for financial contributions had not been struck until the works were completed.

He advised there were two aspects to financial contributions: reserve contributions, which were based on a percentage of the value of the land and financial contributions which were a flat fee.

The Chief Executive Officer advised Council was looking at developing a contributions policy in terms of the Local Government Act that would fit into the Long Term Council Community Plan that would benefit new facilities such as a new library, sports hall, or swimming pool.

**Statement of Cashflow**

The Chief Executive Officer advised cash had decreased for the year to date, noting cash from operations remained positive but significantly less than the result at the same time last year due to large payments to suppliers and money spent on capital works such as Fernleigh Water Scheme, West End Upgrade, Footpath Upgrades and Streetlight Upgrades.

The Chief Executive Officer advised capital works had all been provided for by way of loans however while terms and conditions for the loans had been agreed with the bank, to date Council had not drawn on the loans.

Councillor Woods suggested it may be time Council started noting on it's invoices that interest would be charged if not paid on the due date.

### **Library Report**

The Library Report was presented by the Library Manager. She advised renewals were up, as was internet revenue.

She advised staff were busy assigning genre labels to the Adult Fiction collection in an effort to aid readers in their selection. She advised it would be an ongoing project and was being well received by Library patrons.

*Moved by Councillor Woods, seconded by Councillor Pablecheque and resolved that the Finance Report, Statement of Financial Position, Statement of Financial Performance, Corporate Services Budget Reports and Library Report be received.*

### **3. KAIKOURA MEMORIAL HALL FUNDING REQUEST**

The Chief Executive Officer advised a letter of request had been received from the Memorial Hall Committee for Council to underwrite funding to \$30,000.

He advised to date the Memorial Hall Committee had obtained funding from the Community Trust for \$56,000 but still required a further \$30,000 to complete the proposed works prior to the 25<sup>th</sup> jubilee celebrations in June 2005.

The Chief Executive Officer advised while Council had no funds allocated for this in the current financial year, Council could assist by either raising a loan or funding the capital works from the reserves contributions account. He advised the Memorial Hall Committee were continuing to apply for funds, however in order to continue the project he asked Council to consider funding it.

*Moved by Councillor Diver, seconded by Councillor McChesney and resolved that Council underwrite the ongoing upgrading of the Memorial Hall to a maximum of \$30,000 and that any funds required be funded from the reserves contributions account.*

***Discussion:***

Mayor Heays advised he had recently been working with the Memorial Hall committee and could see no reason why they would not be successful in raising the balance of funds required.

***The motion was put and carried.***

**4. LIFE EDUCATION TRUST FUNDING REQUEST**

The Finance Officer advised Council had received an application for funding from the Life Education Trust to enable them to provide a health based programme to primary schools in the Kaikoura District.

The programme had been delivered in the Kaikoura district annually for the past four years and had in the past been supported by the Safer Community Council.

The Finance Officer advised there was currently \$12,850 remaining in the Safer Community Discretionary fund and asked that Council consider providing funding for the programme again this year.

***Moved by Councillor McChesney, seconded by Councillor Seddon and resolved that Council provide a grant of up to \$1,000.00 to be funded from the Safer Community Council's discretionary fund.***

***Discussion:***

Councillor Woods suggested Kaikoura High School be approached to help fund it as well, as the programme was also youth focused, suggesting Ralph's Trust may be able to help fund it.

Councillor Diver advised he felt the Safer Community Council fund should fund it. He noted Ralph's Trust was not available for this type of activity noting it had originally been set up with funds given to the schools of Kaikoura with the intention to set up a boarding house. He advised the nature of the trust had since been changed by the trustees in order for outdoor equipment to be purchased.

***There being no further business the meeting closed at 11.30am.***