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## NOTICE OF MEETING

**Notice is hereby given of the Meeting  
of the Finance and Projects Committee  
to be held in the Council Chamber, First Floor,  
Te Hīnaki Civic Building, 101 Esk Street, Invercargill  
on Tuesday 20 February 2024 at 3.00 pm**

Cr G M Dermody (Chair)  
Mayor W S Clark  
Cr A J Arnold  
Cr R I D Bond  
Cr T Campbell  
Cr D J Ludlow  
Cr I R Pottinger  
Cr L F Soper  
Cr B R Stewart

MICHAEL DAY  
CHIEF EXECUTIVE

## Finance and Projects Committee - Public

20 February 2024 03:00 PM

Agenda Topic	Page
1. Apologies	
2. Declaration of Interest	
a. Members are reminded of the need 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.	
b. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.	
3. Public Forum	
4. <a href="#">Minutes of the Finance and Projects Committee Meeting Held on 19 December 2023 (A5106670)</a>	5
5. <a href="#">Financial Update – January 2024 (A5195249)</a>	11
6. Public Excluded Session	

**Public Excluded Session**

Moved , seconded that the public be excluded from the following parts of the proceedings of this meeting, with the exception of staff and elected members of Environment Southland, namely:

- a) Minutes of the Public Excluded Session of the Finance and Projects Committee Held on 19 December 2023
- b) Presentation and Update from Environment Southland (Verbal)
- c) Strategic Capital Projects Report
- d) Invercargill Central Limited Monitoring Report

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

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
a) Minutes of the Public Excluded Session of the Finance and Projects Committee Held on 19 December 2023	<p><b>Section 7(2)(a)</b> Protect the privacy of natural persons, including that of deceased natural persons</p> <p><b>Section 7(2)(h)</b> Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p><b>Section 7(2)(i)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7
b) Presentation and Update from Environment Southland (Verbal)	<b>Section 7(2)(c)</b> Protect Information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information (i) would	<b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; and would be likely otherwise to damage the public interest

- c) Strategic Capital Projects Report

**Section 7(2)(b)(ii)**

Protect the information where the making available of the information would be unlikely unreasonably to prejudice the commercial position of the person who supplies or who is the subject of the information

**Section 48(1)(a)**

That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

**Section 7(2)(i)**

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

- d) Invercargill Central Limited Monitoring Report

**Section 7(2)(h)**

Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities

**Section 48(1)(a)**

That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

**Section 7(2)(i)**

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

**MINUTES OF FINANCE AND PROJECTS COMMITTEE, HELD IN THE COUNCIL CHAMBERS,  
FIRST FLOOR, TE HĪNAKI CIVIC BUILDING, 101 ESK STREET, INVERCARGILL ON TUESDAY  
19 DECEMBER 2023 AT 3.00 PM**

**Present:** Cr G M Dermody (Chair)  
Cr A J Arnold  
Cr R I D Bond  
Cr T Campbell  
Cr D J Ludlow  
Cr I R Pottinger  
Cr L F Soper  
Cr B R Stewart

**In Attendance:** Cr A H Crackett  
Mrs P Coote – Kaikaunihera Māori – Awarua  
Mr M Day - Chief Executive  
Ms E Moogan - Group Manager - Infrastructure  
Mrs P Christie - Group Manager - Finance and Assurance  
Ms T Hurst - Group Manager - Community Engagement and Corporate Services  
Mr J Shaw - Group Manger - Consenting and Environment  
Mr R Capil - Group Manager – Community Spaces and Places  
Mr M Morris - Manager - Governance and Legal  
Ms R Suter - Manager - Strategy and Policy  
Ms L Knight - Manager - Strategic Communications  
Mr G Caron - Digital and Communications Advisor  
Ms M Sievwright - Executive Support

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## 1. Apologies

Mayor Clark, on official council business and Cr Boyle.

Moved Cr Soper, seconded Cr Bond and **RESOLVED** that the apologies be accepted.

## 2. Declaration of Interest

Nil.

## 3. Public Forum

Nil.

#### 4. 2023/2024 Quarter One Performance Update

A5032689

Ms Rhiannon Suter and Ms Chami Abeysinghe from Great South spoke to the non-financial aspects of the report.

Mrs Christie in discussing the financial performance for the first quarter, said excluding depreciation there was a surplus of \$4 million which was better than forecast, however this was expected to drop as the financial year progresses.

Ms Abeysinghe said quarter one had been a standard business as usual and Great South was on target to achieve its KPIs. The regional business development growth initiatives had changes to Great South staffing in this area, and had not yet been replaced.

Note: Cr Arnold arrived at 3.07 pm.

In response to a question regarding Great South no longer managing the business mentors in Southland, it was noted this was a national decision to not manage and business managers were delivering this themselves.

In response to a question regarding the influx of international visitors and where the visitor centre was, it was noted there was no centre. Great South were looking into this. Visitor Information New Zealand had looked at how visitor centres should be operational. They had placed emphasis on how international visitors should be targeted.

Note: Cr Stewart arrived at 3.13 pm.

Great South were looking at tourism post Covid, it was noted there were projects which would come through the Murikihu Destination Strategy, however given numbers were growing it was agreed there was a need to have a visitor centre. Great South could not predetermine a report but would need to be in a different form than in conformance with an I-Site. Need to give information to people coming here. A comprehensive report would be presented to Council in February.

Moved Cr Ludlow, seconded Cr Soper and **RESOLVED** that the Finance and Projects Committee:

1. Receives the report "2023/2024 Quarter One Performance Update" and the Quarter One Performance Report (A5032689).
2. Note that 73 of 99 measures (74%) of the level of service performance are on track to be achieved, compared to 71 of 99 in Q1 of 2022/2023 (72%).
3. Note that there are seven measures which are being watched as potential risks and a further eight measures which have already failed or are very unlikely to be met in 2023/2024.
4. Note the performance report contains provisional.

### **Recommends to Council**

5. To approve the forecast changes outlined in the Schedule of Forecast Changes in the Quarter One Performance Report (A5032689). These relate to the restatement of the opening balance figures in the forecast to align with the closing balances in the annual report 2022/2023.

## **5. Financial Update – November 2023**

A5080649

Mrs Patricia Christie took the meeting through the report.

In response to a question regarding how much of the \$60 million net debt was income received, it was noted that it would not be that much. It was a true reflection of net debt.

In response to a question regarding the ICL loan, it was noted the December drawdown had happened today.

Moved Cr Campbell, seconded Cr Stewart and **RESOLVED** that the Finance and Projects Committee:

1. Receives the report "Financial Update – November 2023".
2. Note the current state of Council finances.

## **6. Strategic Capital Projects Report**

A5076737

Mr Lee Butcher spoke to his report.

In response to a question regarding the museum storage and whether it was going according to schedule, it was noted the relocation process was on track. The movement using Crown was ahead of schedule for the test period and were planning on three to four movements per day and had achieved five on some days. A fortnightly report would be available if requested.

Note: Mrs Coote arrived at 3.24 pm

In response to a question regarding costs for Rugby Park, it was noted this was done in tranches. The roof had been put aside as it had not been approved as yet.

In response to a question regarding the naming protocol for the storage facility at Tisbury and the fact it would not be named until after the opening ceremony, it was noted the opening ceremony had been delayed due to scheduling of dignitaries, and was scheduled for February 2024.

Moved Cr Stewart, seconded Cr Campbell and **RESOLVED** that the Finance and Projects Committee:

1. Receives the report "Strategic Capital Projects Report".
2. Receives the 'ICC PMO Programme Dashboard' attached.
3. Notes the current status of the projects, including project risk assessment.

**7. Minutes of the Meeting of Finance and Projects Committee held on Tuesday 17 October 2023**

A4949800

Moved Cr Ludlow, seconded Cr Soper and **RESOLVED** that the Minutes of the Finance and Projects Committee held on Tuesday 17 October 2023 be confirmed.

**8. Minutes of the Extraordinary Meeting of Finance and Projects Committee held on Tuesday 14 November 2023**

A5009412

Moved Cr Soper, seconded Cr Ludlow and **RESOLVED** that the Extraordinary Minutes of the Finance and Projects Committee held on Tuesday 14 November 2023 be confirmed.

**9. Public Excluded Session**

Moved Cr Stewart, seconded Cr Campbell and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:

- a. Confirmation of Minutes of the Public Excluded Session of the Finance and Projects Committee Held on 17 October 2023
- b. Confirmation of Minutes of the Public Excluded Session of the Extraordinary Meeting of the Finance and Projects Committee Held on 14 November 2023
- c. Financial Update – November 2023
- d. Invercargill Central Limited Monitoring

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



<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
<p>a. Confirmation of Minutes of the Public Excluded Session of the Finance and Projects Committee Held on 17 October 2023</p>	<p><b>Section 7(2)(a)</b> Protect the privacy of natural persons, including that of deceased natural persons</p> <p><b>Section 7(2)(h)</b> Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p><b>Section 7(2)(i)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7</p>
<p>b. Confirmation of Minutes of the Public Excluded Session of the Extraordinary Meeting of the Finance and Projects Committee Held on 14 November 2023</p>	<p><b>Section 7(2)(i)</b> Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p><b>Section 7(2)(a)</b> Protect the privacy of natural persons, including that of deceased natural persons</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7</p>
<p>c. Financial Update – November 2023</p>	<p><b>Section 7(2)(h)</b> Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	<p><b>Section 48(1)(a)</b> That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7</p>

**Section 7(2)(i)**

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

- d. Invercargill Central Limited Monitoring

**Section 7(2)(h)**

Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities

**Section 48(1)(a)**

That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7

**Section 7(2)(i)**

Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

There being no further business, the meeting finished at 3.42 pm.

## FINANCIAL UPDATE – JANUARY 2024

<b>To:</b>	Finance and Projects
<b>Meeting Date:</b>	Tuesday 20 February 2024
<b>From:</b>	Jaimee Botting – Manager – Financial Planning Stephanie Roberts – Manager - Financial Services
<b>Approved:</b>	Patricia Christie – Group Manager Finance and Assurance
<b>Approved Date:</b>	14 February 2024
<b>Open Agenda:</b>	Yes
<b>Public Excluded Agenda:</b>	No

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### Purpose and Summary

The purpose of this report is to provide an update on Council's financial position including, net debt and Treasury update to 31 January 2024

### Recommendations

That the Finance and Project Committee:

1. Receives the report "Financial Update – January 2024".
2. Notes the current net debt and treasury position.
3. Notes that it has reviewed the sensitive expenditure listing provided.

### Background

This report provides the Committee with an update on key financial issues and areas for Council including the regular reporting of net debt of Council (borrowings and investments) and debt owed to Council (Debt Management) on alternating months.

### Issues

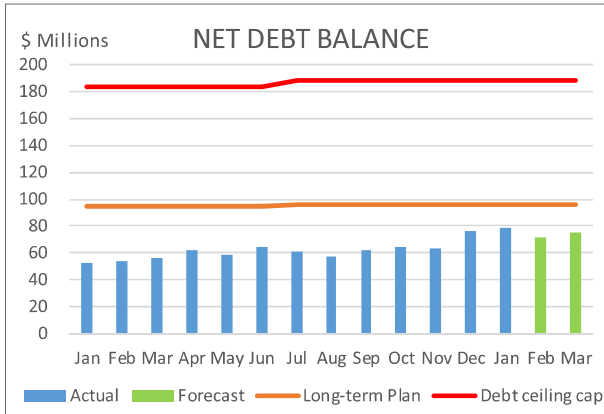
#### Net debt and Treasury update

At 31 January 2024 Council had borrowings and other debt of \$134.7 million and cash and cash investments of \$56.4 million. These generated a net debt balance of \$78.3 million. The highlights of Council's net debt position as at 31 January 2024 are provided below.

**ICC TREASURY REPORT**

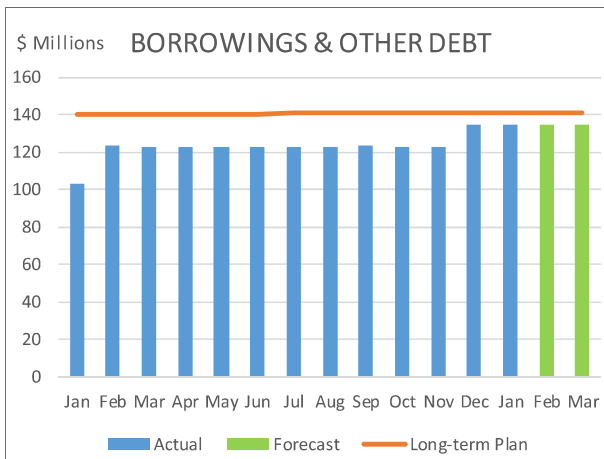
As at 31 January 2024

Credit Rating	Net Debt Balance	<i>Borrowings &amp; other debt</i>
<b>AA+</b>	<b>\$78m</b>	\$135m
		<i>LESS: Cash &amp; Cash Investments</i>
		\$56m



Debt ceiling cap is set at 1.5 times total revenue.

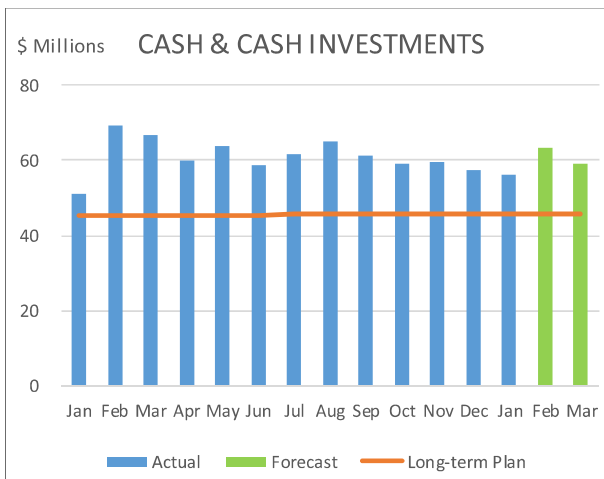
This is to allow capacity to cover any significant expenditure from an extraordinary event in the future.



December 2023: \$10 million raised from LGFA to cover capital expenditure in Jul-Dec 2023

February 2023: \$15 million raised from LGFA to cover capital expenditure to June 2023

Forecast: A further draw down is expected in Q4 to cover Jan-Jun 2024 capital expenditure



Feb 2023: \$15 million raised from LGFA to cover the capital expenditure to June 2023.

Forecast: Continuation of short term advance investments to Invercargill Central Limited and an increase in cash on hand from the quarter three rating instalment due February.

## Net Debt Breakdown

### Borrowings & other debt

			Note
<b>Borrowings</b>			
<u>Party</u>	<u>Maturity date</u>	<u>Interest rate</u>	
LGFA	Feb-24	5.65% Fixed	\$24,670,000 <sup>A</sup>
LGFA	Feb-24	5.76% Fixed	\$5,820,000 <sup>A</sup>
LGFA	Apr-24	5.80% Fixed	\$30,000,000
LGFA	Apr-24	6.15% Floating	\$10,000,000
LGFA	Apr-25	1.49% Fixed	\$15,000,000
LGFA	Oct-25	0.59% Fixed	\$8,500,000
LGFA	Apr-26	1.09% Fixed	\$10,000,000
LGFA	Apr-26	6.03% Floating	\$10,000,000
LGFA	Apr-27	2.62% Fixed	\$10,000,000
LGFA	May-28	4.06% Fixed	\$10,000,000
Accrued interest payable			\$1,837,004
<b>Total</b>			<b>\$135,827,004</b>
<b>Other debt</b>			
LGFA Borrower Notes			(\$1,432,500)
Environment Southland -Clean Air Scheme			\$200,000
Financing Lease - Canon			\$136,335 <sup>B</sup>
<b>Total</b>			<b>(\$1,096,165)</b>
<b>TOTAL BORROWINGS &amp; OTHER DEBT</b>			<b><u>\$134,730,839</u></b>

### LESS: Cash & Cash Investments

			Note
<b>Cash and cash equivalents</b>			<b>\$5,805,454</b>
<b>Term Deposits</b>			
<u>Party</u>	<u>Maturity date</u>	<u>Interest rate</u>	
BNZ	Apr-24	6.15%	\$4,292,172
SBS	Jul-24	6.50%	\$4,305,546
WP	Oct-24	5.90%	\$5,395,166
SBS	Jan-25	6.36%	\$4,467,146
SBS	Jan-25	6.36%	\$132,649
Accrued interest receivable			\$442,487
<b>Total</b>			<b>\$19,035,166</b>
<b>Other Investments</b>			
Share investments			\$1,061,176
Loan advances issued - Invercargill Central Limited			\$30,490,000 <sup>C</sup>
Loan advances issued - Other			\$49,180
<b>Total</b>			<b>\$31,600,355</b>
<b>TOTAL CASH &amp; CASH INVESTMENTS</b>			<b><u>\$56,440,975</u></b>

**NET DEBT BALANCE** **\$78,289,864**

<sup>A</sup> The loan of \$30.49 million has been used to fund the ICL advance investment.

<sup>B</sup> The Council has entered into a 5 year finance lease agreement with Canon to supply copier machines

<sup>C</sup> As of 31st of January 2024, the outstanding loan balance advanced to ICC amounted to \$30.49 million. The current lending limit that ICC can extend to ICL is \$31.45 million.

### **Sensitive Expenditure**

In accordance with Council's Sensitive Expenditure policy the list of sensitive expenditure for the Mayor, Councillors, Chief Executive and Executive Leadership Team is reported to the Finance and Projects Committee. The table below covers the period from September - December 2023.

It is noted that some of this expenditure relates to periods prior to September 2023 however, due to delays in the processing of credit cards and airfares these costs appear in this report.

Sensitive expenditure is broadly defined in the Sensitive Expenditure Policy and for the purpose of reporting sensitive expenditure is interpreted to include; travel, meals, training and hospitality for Mayor, Councillors, Chief Executive and Executive Leadership Team.

**Sensitive Expenditure**

<b>Cost Centre</b>	<b>Period Expense Recorded</b>	<b>Transaction Amount</b>	<b>Who</b>	<b>Expense Type</b>	<b>Description</b>	<b>Supplier</b>
Chief Executive Office	Sep-23	100.00	Michael Day	Courses and Seminars	Lets Build Consensus on FFLG event	Local Government New Zealand
Chief Executive Office	Oct-23	778.26	Michael Day	Hotel Accommodation	LGNZ 26-29 July Crowne Plaza Christchurch	Crown Plaza Christchurch
Chief Executive Office	Oct-23	869.22	Andrew Cameron	Airfares	Finance Meeting - Wellington	Air New Zealand
Chief Executive Office	Oct-23	869.22	Michael Day	Airfares	Finance Meeting - Wellington	Air New Zealand
Chief Executive Office	Nov-23	464.87	Michael Day	Airfares	Rural and Provincial Conference	Air New Zealand
Chief Executive Office	Nov-23	822.26	Michael Day	Airfares	Taituara Conference	Air New Zealand
Chief Executive Office	Nov-23	735.30	Michael Day	Airfares	LGNZ Conference	Air New Zealand
Chief Executive Office	Nov-23	175.65	Michael Day	Coffee	Nespresso Coffee Capsules	Nespresso New Zealand
Chief Executive Office	Nov-23	176.71	Michael Day	Car Hire	Napier - LGNZ Conference	Ezi Car Rental
Chief Executive Office	Dec-23	45.57	Michael Day	Taxis	Executive H&S Leadership	BNZ Credit Card July / Aug 2023
Chief Executive Office	Dec-23	52.70	Michael Day	Taxis	Finance Meeting - Wellington	BNZ Credit Card July / Aug 2023
Chief Executive Office	Dec-23	44.43	Michael Day	Taxis	Future for Local Government - Choose Localism seminar	BNZ Credit Card Aug / Sep 2023
Chief Executive Office	Dec-23	44.00	Michael Day	Taxis	Future for Local Government - Choose Localism seminar	BNZ Credit Card Aug / Sep 2023
Chief Executive Office	Dec-23	141.91	Michael Day	Accommodation	LGNZ Choose Localism Seminar - Future for Local Government	BNZ Credit Card Aug / Sep 2023
Chief Executive Office	Dec-23	108.30	Michael Day	Courses and Seminars	LGNZ Choose Localism Seminar - Future for Local Government	BNZ Credit Card Aug / Sep 2023
Chief Executive Office	Dec-23	15.65	Michael Day	Airfares	Change Fee	Air New Zealand

<b>Cost Centre</b>	<b>Period Expense Recorded</b>	<b>Transaction Amount</b>	<b>Who</b>	<b>Expense Type</b>	<b>Description</b>	<b>Supplier</b>
Chief Executive Office	Jan-24	113.91	Michael Day	Airfares	Napier Conference November 23	Air New Zealand
Chief Executive Office	Jan-24	-378.26	Michael Day	Airfares	Flight cancelled November 23	Air New Zealand
Chief Executive Office	Jan-24	-102.26	Michael Day	Airfares	Flight cancelled November 23	Air New Zealand
Chief Executive Office	Jan-24	216.58	Michael Day	Courses and Seminars	FFLG Conference (Michael and Nobby)	BNZ Credit Card Sep / Oct M Day
Chief Executive Office	Jan-24	1,160.00	Michael Day	Courses and Seminars	Taituara Conference 22-24 November Hastings	BNZ Credit Card Sep / Oct M Day
Councillors	May-23	367.55	Councillors	Catering	Workshops	R & R Trading 2
Councillors	Jun-23	394.78	Councillors	Event costs	Zone 5 & 6 Meeting	Clutha District Council
Councillors	Jul-23	38.00	Sister City Delegation	Airfares	Coach transfer	New Zealand Travel Brokers Limited
Councillors	Jul-23	2,846.34	Sister City Delegation	Hotel Accommodation Japan	King Ambassador Hotel	New Zealand Travel Brokers Limited
Councillors	Jul-23	250.00	Sister City Delegation	Airfares	Date Change - Trish Boyle	New Zealand Travel Brokers Limited
Councillors	Jul-23	3,150.44	Sister City Delegation	Hotel Accommodation	Novotel Auckland Airport	New Zealand Travel Brokers Limited
Councillors	Jul-23	655.65	Sister City Delegation - Campbell	Hotel Accommodation	Mitsu Garden	New Zealand Travel Brokers Limited
Councillors	Jul-23	1,034.46	Sister City Delegation	Coach Transfer	One way coach transfer	New Zealand Travel Brokers Limited
Councillors	Aug-23	165.22	Mayor and Councillors	Catering	Workshops	R & R Trading 2
Councillors	Aug-23	637.83	Trish Boyle	Courses and Seminars	MGD Course - accommodation Christchurch	Novotel Christchurch
Councillors	Sep-23	220.44	Mayor and Councillors	Catering	Workshops	R & R Trading 2



<b>Cost Centre</b>	<b>Period Expense Recorded</b>	<b>Transaction Amount</b>	<b>Who</b>	<b>Expense Type</b>	<b>Description</b>	<b>Supplier</b>
Councillors	Sep-23	467.39	Mayor and Councillors	Catering	Workshops	R & R Trading 2
Councillors	Sep-23	177.48	Mayor Clark	Accommodation	Hydrogen Summit	Ibis and Novotel
Councillors	Sep-23	19.00	Sister City Delegation	Airfares	Additional charge	Air New Zealand
Councillors	Sep-23	19.00	Sister City Delegation	Airfares	Additional charge	Air New Zealand
Councillors	Sep-23	19.00	Sister City Delegation	Airfares	Additional charge	Air New Zealand
Councillors	Sep-23	101.74	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Sep-23	70.96	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Sep-23	16,342.44	Councillors	Courses and Seminars	Westlake Governance	Westlake Governance
Councillors	Sep-23	127.83	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Sep-23	52.17	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Sep-23	42.26	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Sep-23	34.09	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Sep-23	52.17	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Sep-23	82.26	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Oct-23	794.78	Ria Bond	Courses and Seminars	Accommodation LGNZ - Crowne Plaza	Crowne Plaza Christchurch
Councillors	Oct-23	999.13	Ian Pottinger	Courses and Seminars	Accommodation LGNZ - Crowne Plaza	Crowne Plaza Christchurch

<b>Cost Centre</b>	<b>Period Expense Recorded</b>	<b>Transaction Amount</b>	<b>Who</b>	<b>Expense Type</b>	<b>Description</b>	<b>Supplier</b>
Councillors	Oct-23	760.00	Grant Dermody	Courses and Seminars	Accommodation LGNZ - Crowne Plaza	Crowne Plaza Christchurch
Councillors	Oct-23	190.43	Trish Boyle	Airfares	MGD Course	Air New Zealand
Councillors	Oct-23	56.96	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Oct-23	232.70	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Oct-23	70.87	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Oct-23	164.87	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Oct-23	550.00	Mayor and Councillors	Catering	Workshops	R & R Trading 2
Councillors	Oct-23	256.96	Mayor and Councillors	Catering	Workshops	R & R Trading 2
Councillors	Oct-23	555.22	Mayor and Councillors	Catering	Workshops	R & R Trading 2
Councillors	Oct-23	-6.37	Mayor and Councillors	Catering	Workshops	R & R Trading 2
Councillors	Oct-23	33.91	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Oct-23	226.17	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Oct-23	50.52	Darren Ludlow	Taxis	20 October 23 Airport to Hotel - Wellington	D J Ludlow
Councillors	Oct-23	32.61	Darren Ludlow	Car Parking	Expense Claim	D J Ludlow
Councillors	Nov-23	76.52	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Nov-23	292.61	Mayor and Councillors	Catering	Workshops	R & R Trading 2

<b>Cost Centre</b>	<b>Period Expense Recorded</b>	<b>Transaction Amount</b>	<b>Who</b>	<b>Expense Type</b>	<b>Description</b>	<b>Supplier</b>
Councillors	Nov-23	253.04	Mayor and Councillors	Catering	Workshops	R & R Trading 2
Councillors	Nov-23	340.87	Mayor and Councillors	Catering	Workshops	R & R Trading 2
Councillors	Nov-23	286.96	Mayor and Councillors	Catering	Workshops	R & R Trading 2
Councillors	Nov-23	311.74	Mayor and Councillors	Catering	Workshops	R & R Trading 2
Councillors	Nov-23	900.00	Alex Crackett	Courses and Seminars	Young Elected Members Hui	Local Government New Zealand
Councillors	Nov-23	41.74	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Nov-23	52.26	Trish Boyle	Taxis	1 September MGD training	Trish Boyle
Councillors	Nov-23	289.57	Mayor and Councillors	Catering	Council meeting	R & R Trading 2
Councillors	Dec-23	69.57	Youth Council	Catering	Meeting catering	BNZ Credit Card Jul / Aug 2023
Councillors	Dec-23	65.27	Youth Council	Catering	Meeting catering	BNZ Credit Card Jul / Aug 2023
Councillors	Dec-23	95.65	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Dec-23	65.22	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Dec-23	86.09	Mayor and Councillors	Catering	Council meeting	Charlies Kitchen
Councillors	Dec-23	286.09	Mayor and Councillors	Catering	Council meeting	R & R Trading 2
Councillors	Jan-24	64.64	Darren Ludlow	Taxis	Taxi October 2023 Charges	
Councillors	Jan-24	551.13	Alex Crackett	Airfares	YEM Hui November 23	Air New Zealand
Councillors	Jan-24	208.52	Alex Crackett	Airfares	YEM Hui November 23	Air New Zealand
Councillors	Jan-24	-102.26	Mayor Clark	Airfares	Flight cancelled November 23	Air New Zealand

<b>Cost Centre</b>	<b>Period Expense Recorded</b>	<b>Transaction Amount</b>	<b>Who</b>	<b>Expense Type</b>	<b>Description</b>	<b>Supplier</b>
Finance and Assurance office	Oct-23	869.22	Patricia Christie	Airfares	Finance Meeting - Wellington	Air New Zealand
Mayor	May-23	144.00	Mayor Clark	Hotel Accommodation	Coronation of King Charles III	Ibis and Novotel
Mayor	Jul-23	203.48	Mayor and Councillors	Catering	Mayor Meetings	R & R Trading 2
Mayor	Jul-23	4,041.60	Council	Professional Membership	Mayor Taskforce for Jobs	Local Government
Mayor	Jul-23	-2,199.64	Sister City Delegation	Airfares	Refund	New Zealand Travel Brokers Limited
Mayor	Jul-23	2,538.00	Sister City Delegation	Airfares	Recharging airfare difference and service fee for Mayor Clark and K Carter	New Zealand Travel Brokers Limited
Mayor	Jul-23	1,100.61	Sister City Delegation	Hotel Accommodation Japan	Sister City Trip	New Zealand Travel Brokers Limited
Mayor	Aug-23	76.12	Mayor Clark	Meals	Local Government NZ 24 May 2023	Expense Claim
Mayor	Aug-23	58.50	Mayor Clark	Meals	Japan	Expense Claim
Mayor	Aug-23	497.65	Mayor Clark	Gifts	Gift for Kumagaya	Pohutukawa Gallery
Mayor	Sep-23	390.44	Mayor and Councillors	Catering	Mayor Meetings	R & R Trading 2
Mayor	Sep-23	136.17	Mayor Clark	Hotel Accommodation	Ibis - Local Government Meeting	Ibis and Novotel
Mayor	Sep-23	100.00	Mayor Clark	Courses and Seminars	Future for local Government	Local Government
Mayor	Sep-23	32.61	Mayor Clark	Meals	Expense Claim	Nobby Clark
Mayor	Sep-23	138.00	Mayor Clark	Taxis / Bus / Parking	Expense Claim	Nobby Clark
Mayor	Oct-23	767.48	Mayor Clark	Airfares	LG meeting August 2023	Air New Zealand

<b>Cost Centre</b>	<b>Period Expense Recorded</b>	<b>Transaction Amount</b>	<b>Who</b>	<b>Expense Type</b>	<b>Description</b>	<b>Supplier</b>
Mayor	Oct-23	55.00	Mayor Clark	Professional Membership	Southland Justices of the Peace 2023/24	Southland Justice
Mayor	Nov-23	128.66	Mayor Clark	Gifts	Gifts for Japanese Cycling Team	
Mayor	Nov-23	391.31	Mayor Clark	Flowers	Armistice Day Wreaths x 3	Ambrosia Design
Mayor	Nov-23	464.35	Mayor Clark	Airfares	Rural and Provincial Conference	Air New Zealand
Mayor	Dec-23	745.00	Mayor Clark	Courses and Seminars	Queenstown	BNZ Credit Card July / Aug 2023
Mayor	Dec-23	86.96	Mayor Clark	Gifts	SGHS Competition Sponsorship - 4 \$25 gift cards from Whitcoulls	BNZ Credit Card July / Aug 2023
Mayor	Dec-23	104.35	Sister City Delegation	General Expenses	Extra baggage costs for additional gifts	BNZ Credit Card July / Aug 2023
Mayor	Dec-23	749.41	Sister City Delegation	General Expenses	Purchase additional suitcase for additional gifts	BNZ Credit Card July / Aug 2023
Mayor	Dec-23	5,165.67	Sister City Delegation	Hotel Accommodation	Kumagaya Japan	BNZ Credit Card July / Aug 2023
Mayor	Dec-23	16.54	Sister City Delegation	Hotel Accommodation	Additional tax at Tokyo Hotel	BNZ Credit Card July / Aug 2023
Mayor	Dec-23	400.02	Sister City Delegation	Meals	Dinner for members on first night going to Kumagaya	BNZ Credit Card July / Aug 2023
Mayor	Dec-23	2.37	Sister City Delegation	Hotel Accommodation	Additional tax at Tokyo Hotel	BNZ Credit Card July / Aug 2023
Mayor	Dec-23	15.65	Mayor Clark	Airfares	Ticket Change	Air New Zealand
Mayor	Jan-24	-378.26	Mayor Clark	Airfares	Refund flights 2/11 November 23	Air New Zealand

### **Next Steps**

Council's net debt position will continue to be monitored with the next update due in April 2024.

### **Attachments**

Not applicable.