



R E P O R T	TO	Planning & Finance Committee
	FROM	Corporate Services Manager
	FILE REF	01.012.024 – 00194365.rtf
	DATE	8 July, 2004
	SUBJECT	Monthly Report

RECOMMENDATION:

The report on the operations of the Corporate Services Department for May 2004 be received.

Regional Valuation Database

This project is progressing well.

Review of ownership structures is about to take place.

Our internal process review has commenced. We will look to maximise advantage from Council's involvement in the Regional initiative by implementing process improvement.

Piloting of the system is still scheduled for late July.

Annual Report – 2003/04

Audit NZ is scheduled to commence their fieldwork in the next week. This is their first visit related to the audit of Council's Annual Report for the year ended 30 June 2003.

Phone System

Other than one site visit to a Council no progress has been made in the last few weeks towards this project.

Information Systems

Systems have been performing adequately.

Virus and worm activity continues to be an irritant. There doesn't appear to be any reduction in the volume of viruses being received. There have not been any identified infections of our site.

GIS/AMS – Geographical Information System/Asset Management System

Over the last few weeks the team has been testing a new client interface to the GIS. The new interface offers a number of functions that will provide benefit to more advanced users. We expect that user feedback will be complete by the end of June.

The team has also been working on testing advanced features in the Asset Management Systems specifically related to contract management.

Financial Statements

Attached are the Statements of Net Cost of Service, Statement of Support Costs, Statement of Financial Performance for the 11 months ended 31 May 2004 and Statement of Financial Position as at 31 May 2004.

Net Support costs are \$50,000 under year to date budget. The main reason for the change from last month is that the cost of ACC was less than budgeted for. The main cost centre under budget is Human Resources. Our training budget is well underspent.

External recoveries are under budget and the principle reason is the elimination of the recovery ex Environment Waikato once they implemented direct rating from 1 July 2003.

Re the Summary Statement of Cost of Services.

Total Cost of Service is down by \$408,000 (\$314,000) or 2.6% (2.2%). Roading and Wastewater are the main areas under spent while Parks & Reserves are over budget.

Revenue is currently \$224,000 (\$241,000) over budget or 2.0% (2.3%). Solid Waste recoveries and Consent/LIM activity are the main contributors to this result.

The Statement of Financial Position shows our cashflow position is very healthy. This is the combination of a few factors but the principal ones are property sales and deferred capital expenditure eg Waihi Wastewater Treatment Plant.

We have revised our timing of the use of the forecasting capability within our financial software. It is not likely to be fully implemented and staff trained in its use until September 2004. First forecasts are expected in October/November 2004.

Rex Leonhart
Corporate Services Manager