

# SOUTH WAIRARAPA DISTRICT COUNCIL

25 OCTOBER 2017

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## AGENDA ITEM D3

### CHIEF EXECUTIVE OFFICER REPORT

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#### **Purpose of Report**

To report to Council on general activities.

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the Chief Executive Officer Report.*

#### **1. Executive Summary**

Finalisation of the 2016/17 Annual Report is progressing to plan, and is presented to this meeting for approval. The audit team have completed their field work, and final matters are being resolved. As is usual these days, only minor matters have been raised through the audit process, this is testament to the systems and processes we have in place, particularly in Jennie and Kyra's teams, but also including the more onerous requirements placed on us in the three waters space, Lawrence's team.

The recent SOLGM conference held in Rotorua provided some useful thoughts as we continue with our Long Term Plan preparations. The theme "Today: Tomorrow Transforming today's vision into tomorrow's reality" is quite pertinent given our current approach.

One of "Today's vision's" nearly ten years ago was the Waihinga Centre, and this progresses nicely into reality.

## 2. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output.

GOVERNANCE, LEADERSHIP AND ADVOCACY MEASURING SERVICE DELIVERY PERFORMANCE					
SERVICE LEVEL	KEY PERFORMANCE INDICATORS		2016/17	2016/17	COMMENTS
			TARGET	ACTUAL	
Opportunities are provided for the community to have its views heard	Ratepayers and residents feel they can contact a Council member to raise an issue or problem		75%	79%	The National Research Bureau (NRB) Customer Satisfaction survey was carried out late 2016. In addition to the 79% (2014:73% 2011 75%) positive response, 13% (2014; 16% 2011 14%) felt they were unable to comment.
	Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views		72%	63%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 63% (2014; 62% 2011 55%) positive response, 23% (2014:21% 2011 28%) felt they were unable to comment.
Council determines what activities it should engage in through consultation and regulatory requirements then sets clear direction	Ratepayers and residents are satisfied with Council's decisions and actions		80%	70%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 70% (2014; 76% 2011 73%) positive response, 14% (2014; 8% 2011 9%) felt they were unable to comment.
	Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)		79%	65%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 65% (2014; 64% 2011 59%) positive response, 14% (2014; 14% 2011 9%) felt they were unable to comment.
Community Boards make decisions that consider local issues	Community Board decision - making reports on local issues		90%	Greytown 98% Featherston 97% Martinborough 97%	This measure reports on the percentage of resolutions made that relate solely to local issues. (year ended 30 June 2016)
	% of ratepayers and residents who know how to contact a community board member		68%	69%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 69% (2014; 64% 2011 59%) positive response, 0% (2014; 14% 2011 9%) felt they were unable to comment.
Opportunities are available to raise local issues and understand what will happen as a result	Ratepayers and residents satisfied with the way Council involves the public in the decision it makes		70%	47%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 47% (2014; 49% 2011 50%) positive response, 31% (2014; 26% 2011 25%) indicated they were neither satisfied nor dissatisfied, and 5% (2014; 5% 2011 5%) felt they were unable to comment.
Opportunities are available to raise issues relating to Maori through the Maori Standing Committee	The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications		100% applicable applications	100%	Maori Standing Committee met on 6 occasions. In total 5 resource consent applications were considered, however due to the timing of the meetings 1 was considered outside normal meetings.(Year ended 30 June 2016)

## **2.1 Local Government Commission**

The Local Government Commission released their "Final Proposal For A Wairarapa District Council" on 18 July.

A valid petition has been received and a binding poll will be held closing midday 12 December 2017. It will be good to have this matter resolved one way or the other.

## **3. Strategic Planning and Policy Development**

### **3.1 Meetings/Conferences**

#### **3.1.1. Chief Executive Forum**

One CE forum was held; topics included NZTA update; City/Region Deal; and a couple of discussions from Wellington Water.

The City Deals involve the devolution of money and powers to a local level (from Central to Local Government on an agreed basis) as well as negotiated bespoke variations to national policies, where local performance could be improved or solutions need to be tailored to local conditions.

Central Government officials are travelling to the UK shortly to observe City Deals in operation, so it would appear there is some commitment to this approach. The Wairarapa Councils will be involved in these discussions, not only through our participation from a regional perspective, but from an individual Wairarapa perspective (which will still need to be as part of the regional initiative).

#### **3.1.2. Mayoral Forum**

No Mayoral forum was held during the reporting period.

#### **3.1.3. Community Boards**

A further round of Community Board meetings were held.

## **4. Corporate**

### **4.1 Financial Statement**

Financial statements for the year ended 30 June 2017 will be available on Friday.

As discussed in the Executive Summary, the audit process has again progressed well this year with no substantive issues raised.

Additional commentary will be available when the financials are released; however they differ very little from that discussed during the year.

A draft was presented and discussed at the last audit and risk committee.

## 4.2 Occupational Health and Safety

We continue to make good progress on health and safety matters.

Attached as appendix 1 is the report for the period.

I have also included some background information as a refresher for councillors. No action is required from this, it is simply an update.

## 4.3 Waihinga Centre/Martinborough Town Hall

The project continues as planned, completion as previously advised will be somewhere around May next year.

Fortnightly construction team meetings continue to be held, ensuring the project is monitored closely. The construction team includes Mayor Napier, Vicky Read (Waihinga Trust / users rep), Max Stevens (Waihinga Trust / user rep), David Borman (SWDC project Manager), Mike Arnopp (Riggs) and I. The pleasing aspect of this group is we are all working toward a common goal, having an excellent facility for the best price.

The financial summary, attached as Appendix 2, is reviewed by the construction committee and also presented and discussed at the audit and risk meeting. This summary includes variations to the original programme; variations are approved at the construction team meetings.

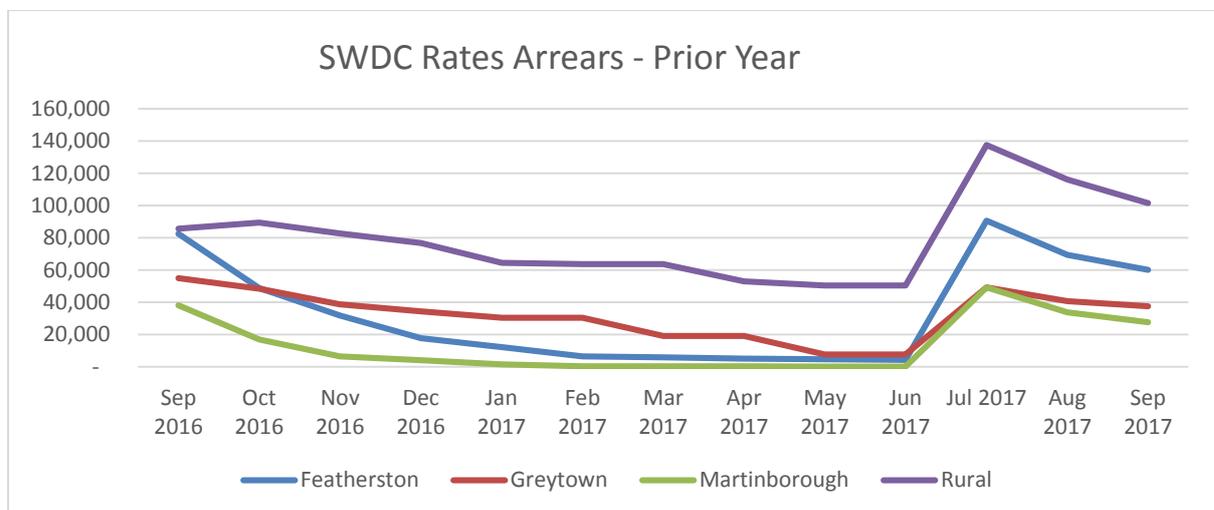
The project is progressing well, and there are no red or even orange flags at this stage.

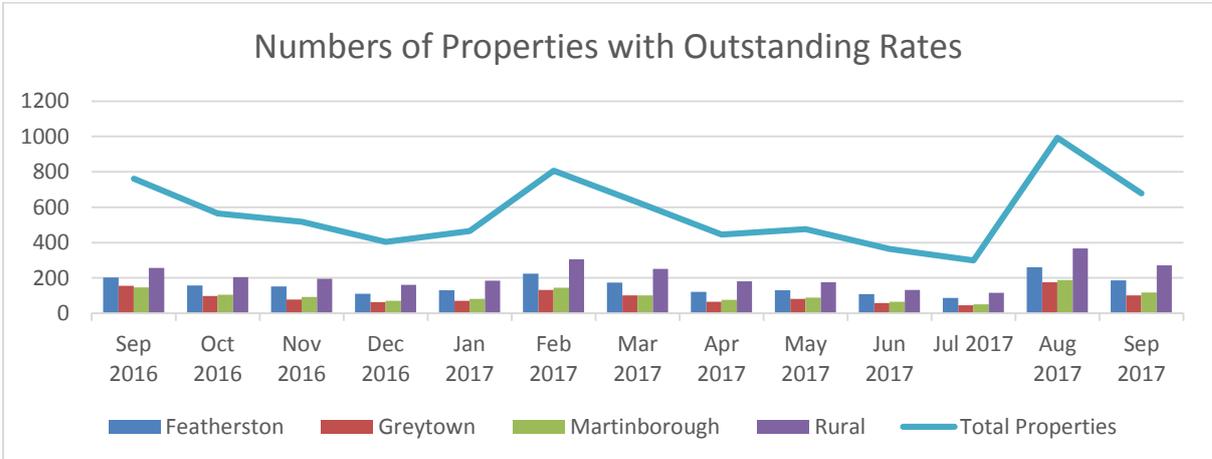
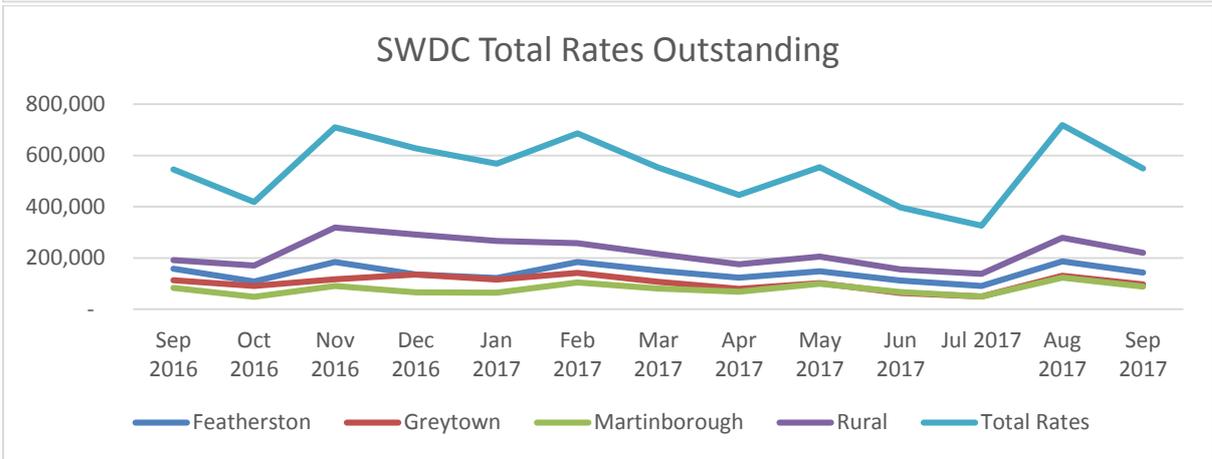
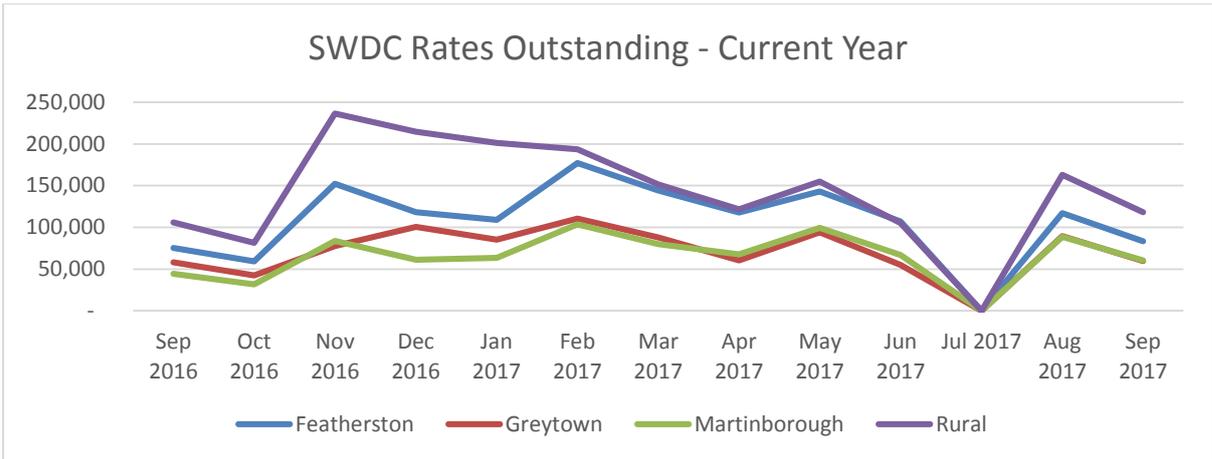
## 4.4 Rates Arrears (Incl. GST)

The continued good work on the rates debt front shows in the trends. As previously discussed, these trends are very sensitive and can change, however our consistent approach appears to be paying dividends.

Total rates outstanding is slightly down on the same period last year.

Total outstanding is very similar to the same time last year, we continue to monitor the situation closely.





## 4.5 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
13 September 17	Collecting a range of data about Municipal Water Supply Bores in NZ.	Details provided.
3 September 17	Method of euthanizing dogs impounded.	Vet by injection.
10 October 17	How much revenue has the council collected annually in fines per financial year, since the 1st July 2013? Please provide the figures in categories for fines relating to vehicles, noise, animals and other matters.	
11 October 17	Details as to funding spent on legal services including in-house legal team.	

We continue to charge for those requests that require more than 1 hour and 20 pages of material. This charging regime is standard and used by central Government.

## 5. Appendices

Appendix 1 – Health and Safety Report

Appendix 2 – Waihinga Centre Financial Summary

Contact Officer: Paul Crimp, Chief Executive Officer

# **Appendix 1 – Health and Safety Report**

# South Wairarapa District Council Health and Safety Reporting

## PURPOSE OF THE DISCUSSION

To present to Council an approach for on-going reporting of Health and Safety matters.

## HEALTH AND SAFETY AT WORK ACT

The Health and Safety at Work Act states Council must provide a safe work environment. Council has a primary duty of care to protect the worker and ensure no-one is harmed by the work.

### Councillors due diligence obligations

Councillors are "officers" of a PCBU and must exercise due diligence. This means making sure that council has appropriate systems and is actively monitoring and evaluating how health and safety is managed.

Councillors due diligence obligations are:

- Keep up to date knowledge of H&S matters
- Understand Council and associated hazards and risks
- Make available resources and process, and ensure they are being used to eliminate or minimise risk
- Have process to receive and consider information regarding incidents, hazards and risks with timely response
- Have effective compliance processes

And to verify the systems and processes are in place and working.

### Health and safety guide – good governance for directors

Institute of Directors (IOD) in collaboration with WorkSafe NZ, have developed a "Health and Safety Guide: Good Governance for Directors" [Health and safety - Institute of Directors in New Zealand](#), which may be considered the definitive "good practice" expected of officers in meeting their due diligence obligations. The goal for council to have an integrated approach to health and safety – strategic and linked to business excellence. Attachment one – Safety Governance Pathway.

### Practical due diligence

A theoretical knowledge of how work is performed is no substitute for understanding. Councillors should see for themselves how work is done, talk to workers about their experiences, the tools and processes available to them, and satisfy themselves that the council is investing in the right equipment, and that the safety messages are getting through. The new act puts a large emphasis on worker engagement, councillors should consider inviting H&S at work team members to a council meeting every now and then to hear their perspective.

## PROPOSED HEALTH AND SAFETY REPORTING

Regular reports will assist Councillors to meet their obligations under the Act and will show Council's progress in compliance.

### Health and Safety strategy

The Committee will be updated on the implementation of the Council's Health and Safety Strategy.

There is continued good progress with health and safety work plan which is regularly reviewed by the Health and at Work Team who check progress.

### Resourcing

The Council will be told about any resourcing issues, new resources or changes to resources that have been made.

### Health and Safety – driving continuous improvement (lead indicators)

Lead indicators are a measure preceding or indicating a future event, they measure the presence of safety. Lead indicators improve safety through insight and prevention and will show that we are taking pro-active steps. The IOD's safety governance pathway shows organisations who are in the first stages of the pathway, compliance, focus on lag indicators as opposed to lead indicators. The following are examples of what will be reported relating to lead indicators.

- Training
- Safety meetings
- Near miss reports
- Employee representation
- Engagement in safety
- Employee audits and observations
- Housekeeping
- Equipment and machinery maintenance
- Wellness

### **Health and Safety - Lag indicators**

Lag indicators show a company's incidents in the form of past statistics.

Examples of what will be reported includes:

- Non-injury incidents
- Accidents resulting in injury

Including actions taken – investigations, recommendations either considered or under consideration.

All accident and near miss reports are referred to the Health and Safety at Work Team and Management, who review and satisfy themselves appropriate actions have been taken and where necessary, appropriate additional controls have been put in place.

### **Engaging with our people**

The Health and Safety at Work Team are meeting regularly and we will be providing reporting on what they have been doing.

### **Working with our Contractors**

The health and safety at Work Act requires PCBUs to Consult, cooperate and coordinate activities. Each party must communicate their respective risks and agree the controls to manage the risks.

We will provide updates on any relevant activities with contractors.

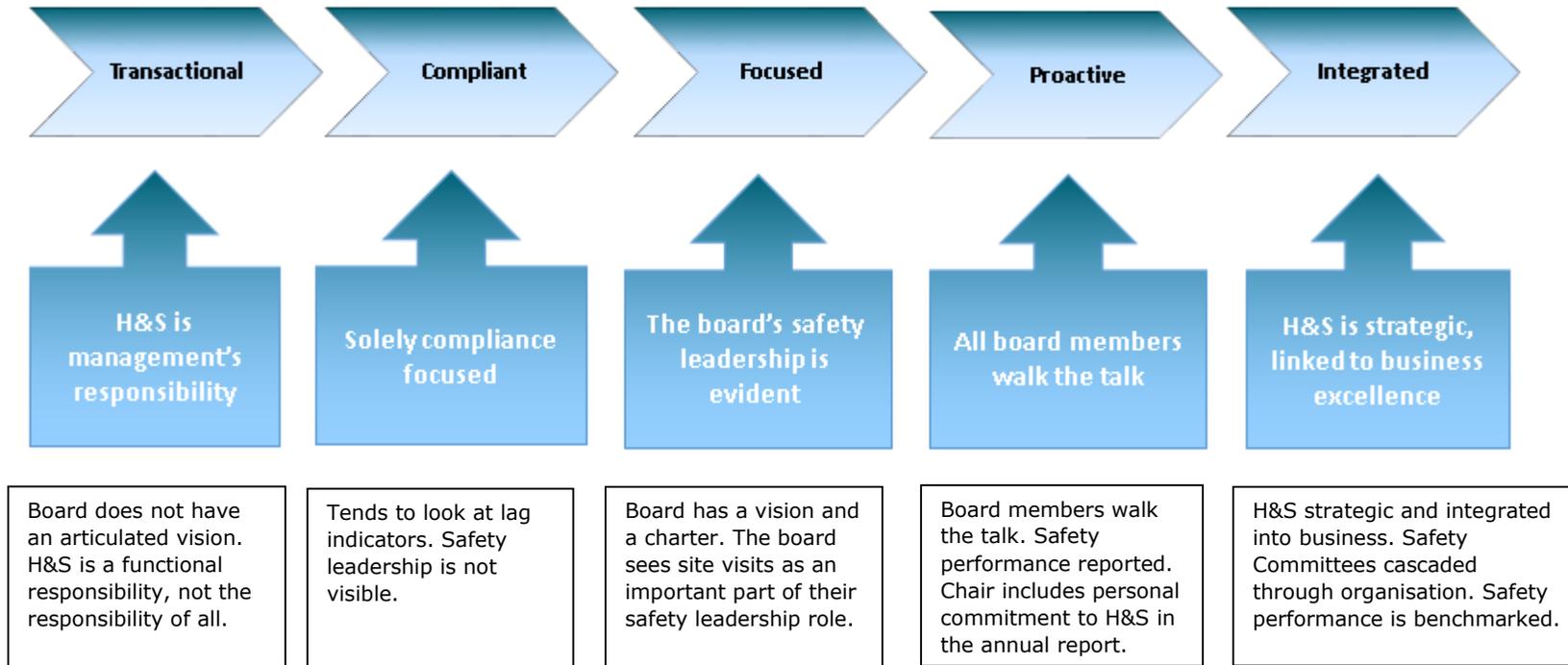
### **Risk management**

We will be providing updates on how we are managing our biggest risks. To give you the assurance that we understand our biggest risks, what controls and reduction measures are required, and actions we are taking.

### **DISCUSSION OUTCOME**

Council agrees that the reporting approach outlined is acceptable for the on-going reporting of health and safety matters.

Attachment 1. **INSTITUTE OF DIRECTORS SAFETY GOVERNANCE PATHWAY – Dr Kirstin Ferguson**



# South Wairarapa District Council Health and Safety Report

## HEALTH AND SAFETY STRATEGY

We are progressing well with implementing the health and safety strategy as seen in the Health and Safety Strategy on a page (attachment 1). Council have made good progress with the health and safety work plan which is reviewed by the Health and Safety at Work Team.

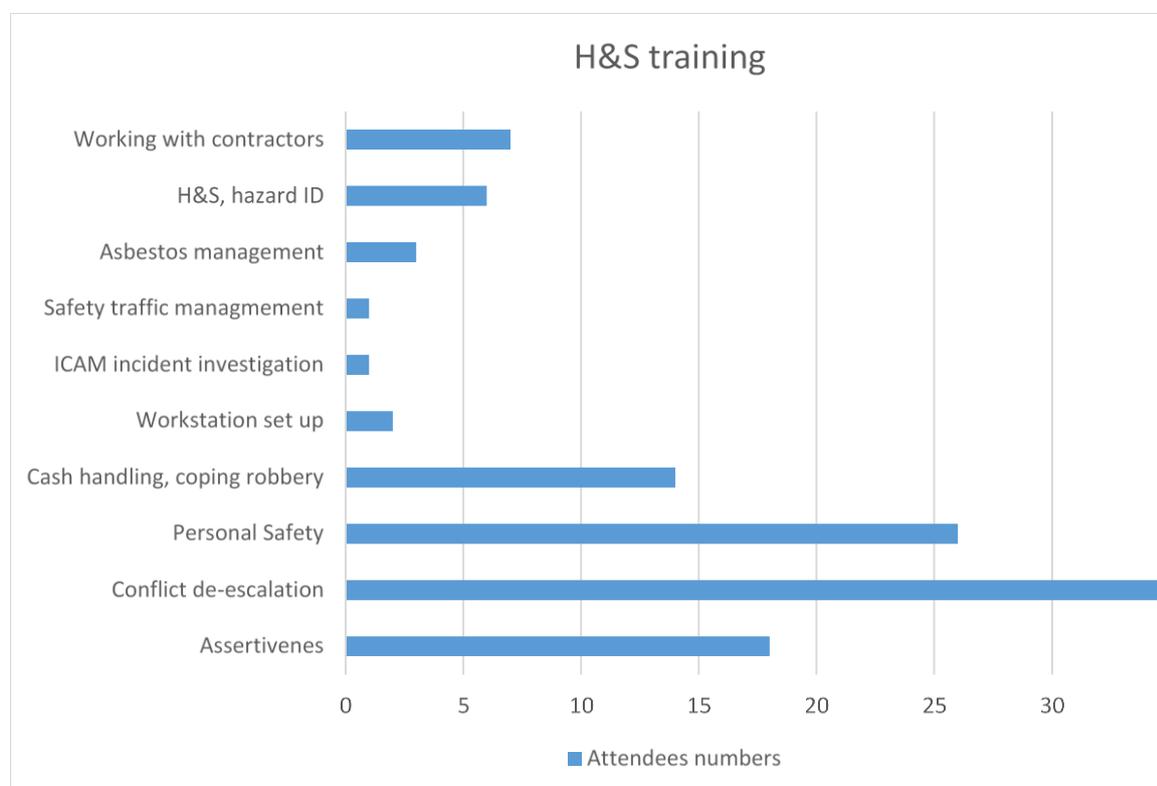
## RESOURCING

There are no health and safety resourcing issues. Julie Wallace is back on board as an independent contractor to assist with all health and safety matters, initially two days a week, reverting to 1 day when we have the major initiatives underway.

## HEALTH AND SAFETY – DRIVING CONTINUOUS IMPROVEMENT (lead indicators)

### Training

SWDC are continuing to review health and safety training needs and invest in training our people. The following training was undertaken in the last 12 months:



### Engaging with our people

We have recently refreshed our Health and Safety at Work Team, with representation from across the business, including a senior manager authorised to make decisions on behalf of council. Minutes from the monthly team meetings are emailed to all staff. Recently the team have:

- Reviewed SWDC Health and safety policy
- Reviewed and made recommendations on Pandemic policy
- Had a training session on hazard and risk assessment
- Reviewed incidents and hazards and made recommendations on controls.

A monthly staff newsletter is sent to all staff highlighting health and safety matters.

### Staff observations

- Two Council staff observed a sub-contractor working unsafely on a roof. Council requested an explanation, resulting in Council's main contractor no longer engaging the sub-contractor on Council work.
- Staff observations at the dog pound have resulting in a number of improvements.

## **Near Miss reports**

4 near miss's reported in the period 1 April 2017 – 20 September 2017. H&S at Work team reviewed, recommendations made, and actions taken.

### **Wellness**

- All staff continue to be offered flu injections.
- Work has been done to relieve pressure on Bylaws officers through changes to rosters and vehicle availability.

### **Vehicle safety**

- Council have upgraded three vehicles in the fleet to newer safer models.
- Staff using council vehicles undertake a pre-start vehicle check.

### **Working with our Contractors**

Council are implementing a contractor management system as shown in attachment 2.

- Contractors have been asked to provide details of their health and safety systems which council staff are evaluating. Contractors are being asked to demonstrate:
  - They have a health and safety system
  - Their people and sub-contractors are competent to do the job
  - Equipment they use is safe and maintained
  - They know the risks and how to manage them
  - The talk to other PCBUs on site
  - They talk to council about incidents, accidents and learnings.

Approved contractors will sign a contractor agreement. Where possible, council will assist smaller contractors identifying hazards and confirming controls are in place to manage risks. Council are working through a response to contractors who have failed to engage in the process.

## **HEALTH AND SAFETY ACCIDENT & INCIDENT REPORTING (Lag indicators)**

- 3 non-injury contractor incidents reported during the period 1 April 2017 – 16 October 2017.
- 2 accidents resulting in minor injury reported during the period 1 April 2017 – 16 October 2017.

All accident and near miss reports are referred to the Health and Safety at Work Team and Management, who review and satisfy themselves appropriate actions have been taken and where necessary, appropriate additional controls have been put in place.

## RISK MANAGEMENT

Work on hazard registers is ongoing, controls are periodically reviewed by the H&S at Work Team, and staff are encouraged to report new hazards through the monthly newsletter and staff meetings. Hazard registers for the swimming pool and holiday park require completing before the new season commences.

We will be providing updates on how we are managing our biggest risks. To give you the assurance that we understand our biggest risks, what controls and reduction measures are required, and actions we are taking.

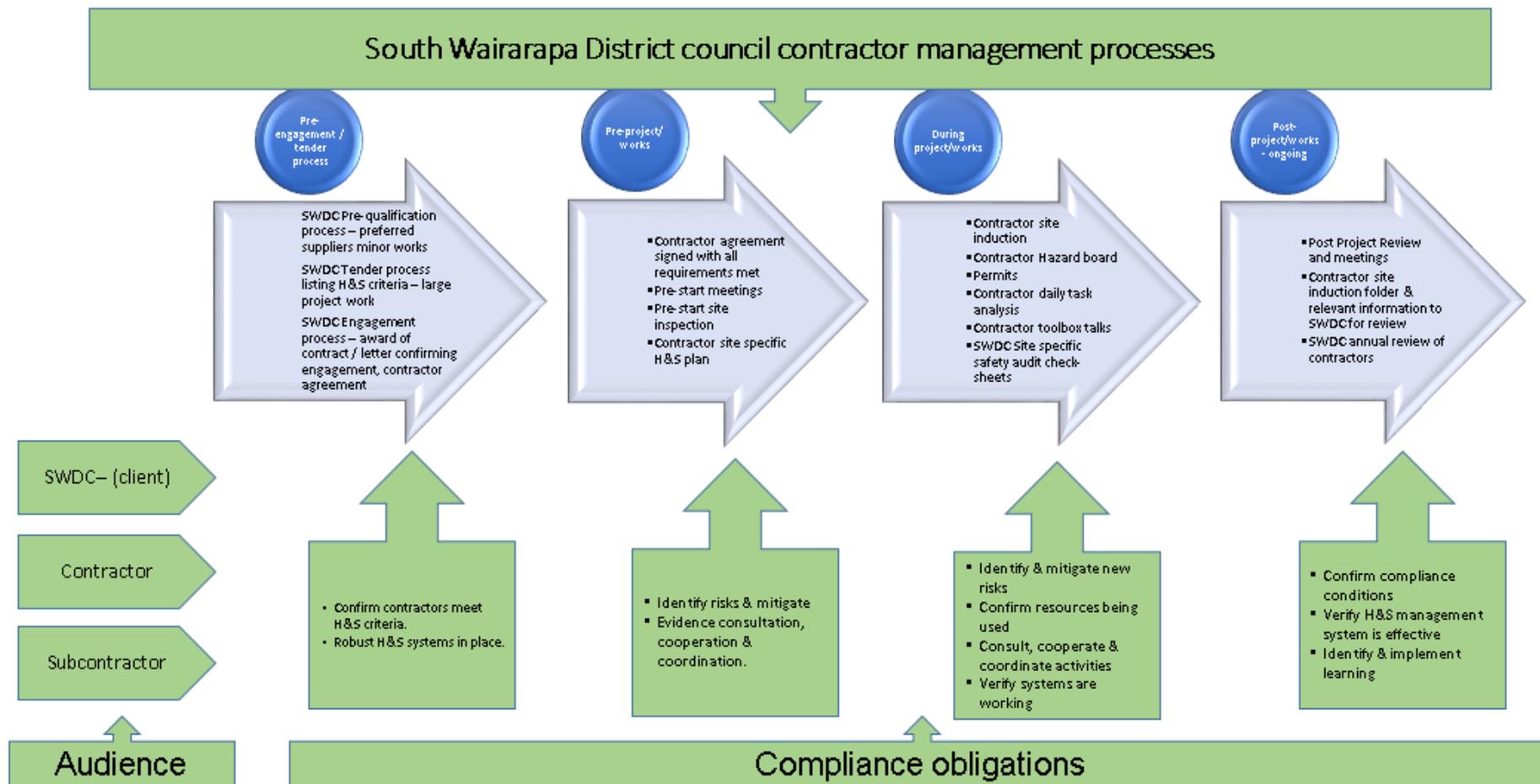
Here is an update on two key risks we are currently focussing on:

Risk	Description of risk	Controls and reduction measures	Actions
<b>Contractors</b>	<p>Contractors undertake a number of high risk activities for Council. We have little control over Contractors staff and work standards while they are working for Council.</p> <p>We rely on them employing staff who are competent and trained, while observing safe work practices.</p>	<p>Contractors working for Council have robust health and safety systems in place, and understand their obligations. Contractors will be fully briefed, responsibilities assigned, and work will be periodically assessed to ensure agreed controls are being managed.</p>	<p>Contractor management system designed.</p> <p>Contractors asked to provide their H&amp;S systems for checking by Council.</p> <p>Once approved, contractors will be asked to sign a contractor agreement.</p> <p>Contractor pre-start briefings and inductions have been developed and provided to appropriate staff.</p> <p>Site safety audit checklists have been developed and provided to appropriate council staff.</p>
<b>Lone / remote workers</b>	<p>It is not always possible for staff to work in teams or even in pairs. Often staff are required to work alone and remotely, where in some cases poor cell phone coverage is an additional factor.</p>	<p>All staff who work remotely or alone will be provided with cell phones. They will be required to sign out before they leave, including their intended location and expected time of return. This will be monitored and action taken in line with an emergency response plan if help is summoned or they fail to return by the expected time. They will be required to sign in when they return. They will be provided with a device to summon assistance which do not require cell phone coverage.</p> <p>Vehicles will be fitted with GPS.</p>	<p>Staff who work remotely or alone to have access to cell phones. Sign out/in systems in place and being used.</p> <p>Monitoring of sign out/in system to be assigned.</p> <p>Remote contact device currently being investigated.</p> <p>Vehicle GPS currently being investigated.</p> <p>Emergency Action Plans being developed and to be implemented once assistance device available.</p>



## South Wairarapa District Council – Strategy on a page

	Organisational Environment	Hazard & Risk Assessment	Worker Engagement	Business Processes	Accident & Incident Management	Monitoring & Reporting	Safety Conscious Culture
Opportunity	Collectively we demonstrate the importance of managing H&S across our value chain.	We understand all the hazards our workers and visitors can be exposed to.	Staff see themselves as part of the solution.	South Wairarapa District Council does no harm or has no harm done by others.	We learn from our mistakes.	We have a clear view of positive or negative trends.	Our culture supports a safe and healthy work environment.
Objectives	To document our Health & Safety (H&S) expectations, enabling us to identify & acknowledge safety behaviours & hold people to account.	To ensure our workers & visitors are safe on Council worksites.	To engage staff & contractors in actively managing H&S risks.	To evidence consultation, cooperation & coordination over shared matters. To verify workers are competent to work safely. Ensure legislative compliance.	To ensure all accidents & incidents are promptly reported, fully investigated, & learning is incorporated into injury prevention initiatives & wellbeing initiatives.	To enable Council to understand how well the H&S risks are being managed, & drive continuous improvement in creating a healthy & safe workplace.	The organisation demonstrates leadership, engagement, organisation commitment & the capacity & capability to deliver healthy & safe outcomes for staff & visitors.
Initiatives	<ul style="list-style-type: none"> <li>✓ Develop an annual H&amp;S strategy.</li> <li>✓ Review &amp; revise the H&amp;S policy manual &amp; provide training.</li> <li>✓ Incorporate key policies, processes &amp; relevant procedures into a staff induction handbook. ROLLOUT</li> <li>✓ Update H&amp;S clause in position descriptions.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Undertake a baseline assessment of all hazards &amp; risks.</li> <li>✓ Develop system to ensure hazards are promptly reported, mitigated, communicated &amp; understood by all stakeholders.</li> <li>✓ Develop training to key managers to ensure they understand &amp; fulfil their hazard management duties.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Establish a H&amp;S committee, &amp; give them:                             <ul style="list-style-type: none"> <li>✓ a charter</li> <li>✓ full training</li> <li>✓ information on H&amp;S performance</li> </ul> </li> <li>✓ mandate to develop H&amp;S injury prevention initiatives.</li> <li>✓ Put H&amp;S on all staff meeting agendas.</li> </ul>	<ul style="list-style-type: none"> <li>➢ Develop processes to consult, cooperate &amp; coordinate activities with other duty holders. CONTRACTOR MGMT</li> <li>✓ Develop processes to confirm workers are competent to work safely.</li> <li>➢ Review emergencies, develop plans, communication protocols for staff, trial evacuations.</li> <li>✓ Train first aiders.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Require all accidents &amp; incidents be reported &amp; hold people to account. Update all supporting documentation.</li> <li>✓ Update reporting &amp; investigation processes.</li> <li>➢ Require contractors report all H&amp;S information on other client sites. CONTRACTOR MGMT</li> <li>✓ Maintain an incident &amp; accident register for each site.</li> <li>✓ Investigate, learn from &amp; review incidents.</li> </ul>	<ul style="list-style-type: none"> <li>➢ Document safe operating procedures, train, monitor compliance &amp; trends.</li> <li>➢ Ensure visibility over contractors key risk indicators &amp; take action as appropriate. CONTRACTOR MGMT.</li> <li>➢ Senior managers visit sites &amp; confirm H&amp;S systems are working. CONTRACTOR MGMT</li> </ul>	<ul style="list-style-type: none"> <li>✓ Create a H&amp;S vision.</li> <li>✓ Ensure the H&amp;S strategy is consistent with &amp; supports Council's vision &amp; values.</li> <li>➢ Embed an awareness of the importance of H&amp;S throughout the organisation. ONGOING</li> </ul>
Measures	<ul style="list-style-type: none"> <li>▪ Demonstrable understanding by Council staff of the Council's H&amp;S expectations, evidenced by MCG's Safety Culture Survey.</li> <li>▪ Demonstrable commitment by management, staff &amp; contractors to adhere to the organisation's safety expectations, as evidenced by the results in the performance management reviews.</li> <li>▪ No lost time injuries by staff or contractors working for Council</li> <li>▪ No personal grievances.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Comprehensive hazard register for all sites.</li> <li>▪ A risk assessment completed on all hazards.</li> <li>▪ Appropriate mitigations communicated to staff.</li> <li>▪ Increased reporting of hazards.</li> <li>▪ A reduction in the number of incidents and accidents.</li> <li>▪ No successful personal grievances or claims of bullying.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Demonstrably active Health &amp; Safety Committee.</li> <li>▪ More comprehensive reporting of health &amp; safety issues.</li> <li>▪ Evidence of regular discussions with staff on health &amp; safety matters.</li> </ul>	<ul style="list-style-type: none"> <li>▪ No incidents or accidents in the office, in vehicles, or at other Council-controlled facilities</li> <li>▪ No incidents or accidents arising from goods or services supplied by third parties.</li> <li>▪ All staff confirming in writing their understanding of Council's health &amp; safety policies &amp; procedures.</li> <li>▪ Legislative compliance.</li> <li>▪ Positive feedback from emergency services on the effectiveness of South Wairarapa District Council's emergency processes.</li> </ul>	<ul style="list-style-type: none"> <li>▪ No injuries sustained while at work.</li> <li>▪ Hazard registers updated with learnings from incidents.</li> <li>▪ Staff understand new risks &amp; how to keep themselves safe.</li> <li>▪ No health &amp; safety issues reported in exit interviews.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Observable compliance with Council's health &amp; safety policy, processes &amp; systems.</li> <li>▪ Demonstrable compliance with the Health &amp; Safety at Work Act requirements of PCBUs &amp; officers.</li> <li>▪ A measurable improvement in the KRIs.</li> <li>▪ Improvement in MCG's Safety Culture Maturity Assessment responses recorded by staff.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Active participation by staff &amp; contractors in promoting safety &amp; health throughout the organisation.</li> <li>▪ Improvement in the Safety Culture Maturity Assessment responses recorded by staff.</li> </ul>



# **Appendix 2 – Waihinga Centre Financial Summary**

**SWDC**  
**Waiinga Centre**  
**Project forecast - Actuals to August 2017**

Per Council decision 18.1.2017

\$ 5,132,010

<u>Made up as follows:</u>	Budget	Invoiced to 31.8.2017	Invoices to come	Forecast spend
<b>Rigg Zschokke Construction Contract</b>	4,223,709	488,543	3,735,166	4,223,709
Rigg Zschokke Agreed Variations*		34,383	28,089	62,472
		<u>522,926</u>	<u>3,763,255</u>	<u>4,286,181</u>
<b>Professional fees (design team) to Jan-17</b>	509,459			
Adamsons Survey		6,581		
Engeo Geotech		17,160		
Holmes Consulting - Design & Fire		137,425		
HVAC Design		14,175		
Perception Planning		6,918		
Warren and Mahoney - Design		327,200		
		<u>509,459</u>	-	<u>509,459</u>
<b>Other fees to Jan-17 (including SGL, QS)</b>	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	-	<u>268,343</u>
<b>Architect &amp; Engineer construction monitoring</b>	80,000			
Holmes Consulting - Construction Monitoring		32,397	15,103	
Warren and Mahoney - Site Monitoring		22,933	18,067	
Warren and Mahoney - Variations*		11,578		
		<u>66,907</u>	<u>33,170</u>	<u>100,078</u>
<b>Development &amp; Design Variations**</b>		69,504	12,531	82,034
<b>QS Services to completion</b>	50,000			
Venture Consulting		5,000	25,000	
Clendon Burns & Park		13,438	3,562	
		<u>18,438</u>	<u>28,562</u>	<u>47,000</u>
<b>Budgeted Core costs</b>	5,132,010			
Plus Contingency	200,000			162,084
<b>Overall budget</b>	<b>\$ 5,332,010</b>	1,455,576	3,837,518	<b>\$ 5,294,094</b>

**\*Construction Variations to date:**

	Invoiced to 31.8.2017	Invoices to come	Forecast spend
<b>Rigg Zschokke</b>			
Removal of asbestos	7,310		
Insurance obtained directly		(20,000)	
JLT Insurance	20,108		
Concrete Foundation to supper room well	6,965		
Replace piles and joists supper room		7,500	
Replace ceiling joists supper room		2,500	
Temporary structural support		9,500	
Concrete under existing foundation		1,000	
Site concrete under existing beams		500	
Supper room lintel beams		500	
Supper room framing connection to external wall		1,000	
Extend concrete overlay to areas of demolished chimney		3,500	
Retain brick wall to supper room		(1,500)	
Overlay existing stage floor		5,000	
Remove existing structural steel bracing		5,000	
Supper room brick wall connections		1,000	
Toilet to back of house		3,704	
Delete recessed floors to toilets, tiles to floor		(1,000)	
Foundation and wall plaster where chimney removed		2,000	
Holmes Construction issue		4,000	
Foundation beam kitchen		3,885	
	<u>34,383</u>	<u>28,089</u>	<u>62,472</u>
<b>Warren and Mahoney</b>			
Alternative cladding product (Rodeca)	10,678		
Additional monitoring costs		6,000	
Revision re additional toilet	900		17,578
JNL and Other Savings	To be confirmed		

**\*\*Development & Design Variations:**

SGL	5,500		
Engeo Geotech	11,460	1,380	
Holmes Consulting - Design & Fire	8,475		
HVAC Design	2,515	6,150	
Rawlinsons (Quantity Surveyers)	5,000		
Warren and Mahoney - Design(SWDC excl from original budget)	36,554	5,001	
	<u>69,504</u>	<u>12,531</u>	<u>82,034</u>

**Net cost/(savings) from Variations:**

**162,084**