

**Manawatu Community Trust**  
**2020/2021**

**STATEMENT OF INTENT – *Management Comments for Six Months to 31 December 2020***

This Statement of Intent covers the year 1 July 2020 to 30 June 2021

**PURPOSE**

The purpose of this statement of intent is to

- (a) state publicly the activities and intentions of this council-controlled organisation for the year and the objectives to which those activities will contribute; and
- (b) provide an opportunity for shareholders<sup>1</sup> to influence the direction of the organisation; and
- (c) provide a basis for the accountability of the directors<sup>2</sup> to their shareholders for the performance of the organisation.

**OBJECTIVES OF THE COUNCIL CONTROLLED ORGANISATION**

1. Section 59 of the Local Government Act 2002 provides:

**Principal objective of a council-controlled organisation**

- (1) The principal objective of a council-controlled organisation is to

- (a) achieve the objectives of its shareholders, both commercial and non-commercial, as specified in the statement of intent; and
- (b) be a good employer; and
- (c) exhibit a sense of social and environmental responsibility by having regard to the interests of the community in which it operates and by endeavouring to accommodate or encourage these when able to do so; and
- (d) if the council-controlled organisation is a council-controlled trading organisation, conduct its affairs in accordance with sound business practice.

- (2) In subsection (1)(b), good employer has the same meaning as in clause 36 of Schedule 7 of the Local Government Act 2002.

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<sup>1</sup> 'Shareholders' include any partners, joint venture partners, members or other persons holding equity securities in relation to the organisation. In this case the shareholders will be the Mayor and the Councillors of the Manawatu District Council.

<sup>2</sup> 'Directors' and the 'Board' include trustees, managers or office holders (however described in the organisation).

## NATURE AND SCOPE OF ACTIVITIES

### Nature

The Nature of the Trust is to promote and provide housing and wellbeing services that are relevant and meet long term community needs.

### Scope

The Trust is a robust, professional, and viable organisation that is providing a modern healthy living environment, up to date, good quality, sustainable housing and health facilities that address the needs of the community to enhance the long term wellbeing of Manawatu residents.

## OBJECTIVES OF THE MANAWATU COMMUNITY TRUST

The objectives of the Manawatu Community Trust as identified in its Deed of Trust are:

1. Any charitable purpose within the Manawatu District
2. To create a fund to be used for:
  - 2.1 The promotion of any purpose or purposes within the Manawatu District for the relief of poverty and for the benefit of the residents of the Manawatu District.
  - 2.2 The promotion and provision of housing for the elderly and disabled residents of the Manawatu District.
  - 2.3 The promotion of health services for the residents of the Manawatu District.
  - 2.4 The promotion of wellbeing services for residents of the Manawatu District – these services shall include services promoting the improvement of the lifestyle, health and welfare of residents in the Manawatu District and creating a sense of community for the benefit of the residents of the Manawatu District.
  - 2.5 To accept gifts and grants of whatever description, provided that any private benefit conferred on any individual is incidental to the above purposes.

## GOVERNANCE

Five Trustees have been appointed by the Manawatu District Council to the Trust with terms as set out below.

- **John Culling**, Chairperson reappointed, 3 years 1 July 2017 – 31 March 2021
- **Mary Ann Baskerville-Davies**, reappointed, 3 years 1 July 2017 – 31 March 2021
- **Colin McJannett**, reappointed, 3 years from 1 July 2018 to 30 June 2021
- **Tony Murphy**, reappointed for 3 years from 1 July 2019 – 30 June 2022
- **Tyson Schmidt**, reappointed for 3 years from 1 July 2019 – 30 June 2022

The Trust meets on a regular basis with the Trust Manager to conduct the Operational business of the Trust.

## ESTIMATE OF THE AMOUNT OR PROPORTION OF ACCUMULATED PROFITS AND CAPITAL RESERVES THAT IS INTENDED TO BE DISTRIBUTED TO THE SHAREHOLDERS

The Trust uses accumulated profits and capital reserves for the development of and to increase assets, therefore there are no accumulated profits and capital reserves intended to be distributed to the shareholders.

### 1 JULY 2020 TO 30 JUNE 2023 THREE YEAR PERFORMANCE TARGETS AND OTHER MEASURES BY WHICH THE PERFORMANCE OF THE TRUST MAY BE JUDGED IN RELATION TO ITS OBJECTIVES:

#### 1. A housing portfolio that provides a modern, healthy living environment for the elderly and the disabled

##### a. Refurbishments

**Objective:** The promotion and provision of housing for the elderly and disabled residents in the Manawatu district

**Baseline:** All occupied flats meet or exceed healthy Living Standard Regulations

**Measure:** Carry out refurbishment or complete upgrades on flats to ensure that they meet appropriate standards.

**Target:** 8 flats per annum.

**Management Comment:** *5 units have been refurbished in the 6 months to 31 December 2020.*

##### b. Additional Housing Stock

**Baseline:** Strategic planning extends beyond 5 years.

**Measure:** Strategic Plan and cash flow beyond 5 years updated and actively followed.

**Target:** . Have at least 10 new units constructed and occupied by June 2021.

**Management Comment:** *Planning for the Corrick Development, which will involve 12 new units, is well underway and we hope that construction will start by August 2021.*

#### 2. Be responsive to urgent maintenance requirements or resident health and safety needs

**Objective:** The promotion and provision of housing for the elderly and disabled residents in the Manawatu district

**Baseline:** Residents receive prompt and appropriate responses to maintenance requests.

##### Measures:

1. Maintenance requests from tenants are recorded electronically and are responded to in accordance with their priority.
2. Service Contractors are engaged with regard to their ability to provide prompt and reliable services to our tenants.

**Targets:**

1. A permanent handyperson is employed to undertake all general maintenance requests as required.
2. Service contractors are engaged in accordance with the priority of the maintenance request.
3. All maintenance requests are electronically monitored to ensure efficiency and appropriateness.

***Management Comment: There have been several urgent incidents during the last 6 months, all involving burst pipes. In all these cases the Trust has responded immediately and has had a very quick response from their plumbing contractors.***

***The maintenance app which the Trust has developed has allowed the Trust to monitor all maintenance requests, urgent or otherwise, very closely.***

**3. Maintain a high occupancy level**

**Objective:** The promotion and provision of housing for the elderly and disabled residents in the Manawatu district

**Baseline:** From year ending June 2018 - 97%

**Measure:** Average annual month end occupancy level

**Target** 97%

***Management Comment: The average occupancy from July 20 to Dec 20 is 96%.***

**4. Facilitate the redevelopment of Clevely Wing in Duke Street**

**Objective:** The promotion of health and welfare services for the residents of the Manawatu District

**Baseline:** The Clevely wing is productively used.

**Measure:** The redevelopment of Clevely Wing

**Target:** Clevely wing productively operational by June 2023

***Management Comment: Negotiations for the renovation of the Clevely Wing are well advanced, and the Trust hopes to have an Agreement to Lease signed in the near future, with construction possibly starting in July 2021.***

## 5. The Manawatu Community and Development

**Objective:** The promotion of wellbeing services for residents of the Manawatu District. These services shall include services promoting the improvement of lifestyle, health, and welfare of residents in the Manawatu District and creating a sense of community for the benefit of the residents of the Manawatu District.

**Baseline:** Review the recommendations made in Trust and District research reports alongside the Trust's strategic and operational planning process. (E.g. 'Encouraging Change' and 'Community wellbeing of the older persons living in Feilding')

**Measure:** Collaborate with groups working with older persons to explore where opportunities exist to improve or provide wellbeing services.

**Target:** Develop and maintain working project partnerships consistent with the Trusts vision with two other community groups by June 2023.

***Management Comment: The Trust continues to work co-operatively with Manchester House and Neighbourhood Support.***

## 6. Manawatu District Council Partnership

**Objective:** Collaborate with the MDC in defining, developing and refining a strategy to address housing needs for elderly and disabled residents in the Manawatu district.

**Baseline** Availability of suitable land and residential planning regulations have been assessed.

**Measure:** Agreements reached on cooperative goals.

**Target:** MCT has access to land for development by June 2023

## ACCOUNTING POLICIES

**Objective:** Comply with all legislative and regulatory provisions relating to its operations and performance.

The Trust will comply with current accounting policies.

- a. Ensure that a positive financial return on investment in line with the nature and condition of the Trust's assets is achieved for re-investment and repayment of Capital Loans.

**Baseline:** from year ending June 2019, 54% of housing rental income was spent on capital improvements and major maintenance.

**Measure:** Actual percentage of housing rental income for the year spent on capital improvements and major maintenance

**Target:** The level of housing rental income for the year to be spent on capital improvements and major maintenance to be 45-55%

***Management Comment: The level of income spent on capital and major maintenance for the 6 months to Dec 20 is 44.8%. Significant maintenance issues due to the age of some of our housing stock have come to light, which will have to be remedied in the near future. This maintenance will be carried out as tradespeople and materials become available.***

- b. Provide financial Reporting to the Manawatu District Council as required. The Trust will apply the PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting - Accrual (Public Sector).

**Baseline:** From year ending June 2018, Annual report submitted by 30 September and six-monthly report submitted by 28 February

**Measure:** Each report is prepared and presented before due date.

**Target:** Report as at 30 June and as at 31 December - reported by 30 September and 28 February, respectively.

- c. Maintain the percentage of consolidated Trust funds in relation to total assets be no less than 60%

**Baseline:** From year ending June 2019 79.8%

**Measure:** Actual percentage as evidenced in the annual financials as at 30 June.

**Target:** The percentage of consolidated trust funds in relation to total assets be no less than 60%

***Management Comment: The percentage of consolidated trust funds in relation to total assets is 81%***

Tyson Schmidt  
Chairperson  
Manawatu Community Trust