

Supplementary Papers Council Meeting 13 February 2017

Date: Monday 13 February 2017
Time: 10 am
Venue: Town Hall Meeting Room, Dargaville

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Performance Reporting

Quarterly Performance Measures October to December 2016

Chief Executive: 2002.02.17

The Quarterly Performance Report measures Council's performance on its activities as adopted in Council's 2015/2025 Long Term Plan. The Long Term Plan outlines for each activity an improvement programme from year one to year ten, with focus on years one to three.

The Plan also outlines performance measures. These measures are based on performance indicators and levels of service. Most of the measures are based on levels of service statements, some annually and some quarterly. In the Regulatory sphere some targets are specified in a different way because of legislative requirements.

Council contracts Key Research Group to undertake an annual Residents Survey with quarterly updates. The figures contained within this quarterly performance report the first of the updates undertaken in October 2016.

The Quarterly Performance Measures Report from October to December 2016 is attached.

Recommended

That the Quarterly Performance Measures October to December 2016 be received.



Quarterly Performance Measures

Second Quarter Ending 31 December 2016

Quarterly Performance Measures – for the second quarter ending 31 December 2016

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1 Introduction

This Quarterly Performance Report measures Council's performance on its activities as adopted in Council's 2015/2025 Long Term Plan. The report is based on the level of service statements, planned improvements and changes as per year two of the Long Term Plan. It also includes highlights and risks associated with each of the activities.

Performance measures were identified in 2015 when setting the Long Term Plan. These apply over the three year period and should then be reviewed as part of the Long Term Plan cycle.

The 2015/2025 Long Term Plan bases the measures on an annual target. The performance report measures progress quarterly with some targets added from the first quarter (July to September) with this quarter (October to December) to give a year to date measure.

2 Report by Activity

Community Activities

What has changed?

There was a delay in the delivery of the Reserve Management Plan development programme due to the delay in finalising the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan.

Additional community engagement programmes for the Library have been identified, however the lack of space and associated health and safety issues have limited them from occurring.

Highlights

Community Assistance – Funding via contracts for service has been awarded to Progressive Paparua and Paparua Lions for maintenance of the walkway to Paparua Pa site, Environmental Education for the Paper4Trees Waste Minimisation and Recycling Project and the North Kaipara Maori Wardens Association to lock the Taha Awa Gardens gates.

Reserves and Open Space – At Kai Iwi Lakes (Taharoa Domain), development continues with the walkway/cycleway around Lake Taharoa complete and wayfinder markers installed. The campgrounds have been very busy and revenue is \$50,000 up on the same time last year.

The first quarterly meeting between Council and the Dargaville Gardens Trust was held under the new regime. Council now leases the gardens from the Trust and has a management role while the Trust now focuses on providing an overview and implementing development projects.

A partnership project with Northland District Health Board to install free drinking fountains in Dargaville and Ruawai was completed.

Good progress has been made at Mangawhai Community Park development with improvements made to shared car parks at MAZ and adjacent to the Museum.

Library – Dargaville Public Library's issues are up on last year. Our Digital Services have shown a marked uptake over the last six months.

Our Storywalk® has given us a new outlet for promoting library services to the public, by taking a story to a community event.

The 2016 – 17 School Holiday Summer Reading programme has been a success with 61 participants.

Community Housing – Mangawhai units continue to be well managed and minor maintenance matters were finalised and completed.

Risks and Issues

Community Assistance – The community applies for more funding than is available and expectations exceed Council's ability to deliver.

Reserves and Open Space – Managing health and safety risks while making it easy to join in is a challenge for Council. To reduce this risk, Council is planning to train some community members so they can be available to help groups with traffic management plans.

Library – Staffing may be an issue as we recruit a new Tech Services Librarian.

Community Housing – We have had to forecast unbudgeted expenditure on the Ruawai and Dargaville units for refurbishment of three units. This was a legacy issue that predated the handover to the Dargaville Community Development Board.

Community Assistance						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Implementing the Community Assistance Policy including Grants, Contract for Service, Licence to Occupy and the Mangawhai Endowment Lands Account.	Contract for Service, Operational and Capital Grants, Mangawhai Endowment Lands Account (MELA) applications called for and processed within timeframes	New measure from 2015/2016	50%	100% achieved	50%	Availability of Contract for Service and MELA fund advertised on time. Processing of other applications on track.

Reserves and Open Space						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
To provide and enhance open spaces, linkages and facilities to promote community well-being and enjoyment.	Percentage of residents who are very/fairly satisfied with their local parks and sports fields		84%	85%	84%	Year to date performance is tracking slightly below the annual target. Year to date performance measure includes those residents that were “ <i>somewhat satisfied</i> ” with the service.

Reserves and Open Space						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	Percentage of residents who are very/fairly satisfied with their public conveniences		72%	65%	72%	Year to date performance is above the annual target reflecting the investment in public toilets. Year to date performance measure includes those residents that were “ <i>somewhat satisfied</i> ” with the service.
	User satisfaction with cleanliness and lack of litter and graffiti		70%	70%	70%	Year to date performance is tracking on target. Year to date performance measure includes those residents that were “ <i>somewhat satisfied</i> ” with the service.
	Parks Maintenance Contract measures are met	New measure 2015/2016	100%	100% Achieved	100%	Achieved.
	An active sports park within a 40 minute drive of all residents (not all belonging to Council) with toilet and changing facilities	New measure 2015/2016	Not achieved	Achieved	Not achieved	No changing room facilities are available at Memorial Park. Work estimated to start March 2017.

Reserves and Open Space						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	Coastal access and esplanade reserves in urban areas already developed or zoned for residential development in the District Plan, with carparking areas	New measure 2015/2016	Achieved	Achieved	Achieved	Car parking enhanced at Robert Street and support provided for Back Bay extension in Mangawhai. Additional car parking provided at Baylys Beach.
	A local purpose reserve within 15 minute walk of residents in urban areas already developed or zoned for residential development in the District Plan	New measure 2015/2016	No measure as yet	Achieved	No measure as yet	To be determined as part of the classification of reserves as part of omnibus RMP.
	A public toilet in shopping areas servicing an urban population over 2,000	New measure 2015/2016	100%	100% Achieved	100%	Achieved.

Community Housing						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
To provide housing suitable for the elderly who have difficulty providing it themselves.	Percentage of tenants satisfied with standard of accommodation and services	Annual Tenant Survey	No measure as yet	95%	No measure as yet	Annual Survey not yet undertaken.
	Percentage of tenants who rate response to request for service as excellent/good	Annual Tenant Survey	Not applicable	90%	Not available	Annual Survey not yet undertaken. Has been included in the Contract for Service with Dargaville Community Development Board.
		Nil net cost to ratepayers for Council's housing services	Not achieved	Zero	Not achieved	A substantial backlog of maintenance has been attended to this year which required more budget.
		Annual occupancy rate	90%	90%	90%	Achieved.
	Compliance with the Memorandum of Understanding (MOU) with Housing New Zealand for the management (not necessarily by Council) of Dargaville, Ruawai and Mangawhai community housing	New measure 2015/2016	100%	100%	100%	Mostly the MOU deals with the refurbishment of the units. It was agreed back in approximately 2009. The management of the Dargaville and Ruawai units were successfully handed over to the Dargaville Community Development Board in early December 2015.

Libraries						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Accessibility To provide accessible library services to the residents of Kaipara.	Percentage of households that have used the District's libraries in the past 12 months		97%	60%	97%	Achieved. Current performance measure includes those residents that were "somewhat satisfied" with the service.
Quality To provide a range of quality resources and material relevant to the residents of Kaipara.	Percentage of library users who are very/fairly satisfied with Kaipara district's library services		97%	81%	97%	Achieved. Current performance measure includes those residents that were "somewhat satisfied" with the service.
		To comply with Library and Information Association of New Zealand Aotearoa (LIANZA) guidelines for populations of 5,000 or more, the Public Library in Dargaville is open for 43 hours per week including Saturdays.	Achieved	Achieved	Achieved	Dargaville Public Library meets guidelines.

Regulatory Management

What has changed?

Building Control –The Quarter ending in December 2016 finished with a yearly total of 806 consents. This is the highest number of annual consent applications to date in Kaipara. In 2015 there were 730 so an increase of 76. The collaboration the BCA has as a result of Alpha-One consenting system has grown with Napier and Tauranga adopting the system and due to go live in February 2017. This creates opportunities of resource sharing as we currently do with Selwyn and Buller. The Collaboration work with FNDC and WDC is disadvantaged by the use of different processing/inspection systems and WDC and FNDC are investigating the value of adopting Alpha as well. There is no better system in the country at present as attested by independent professional reviews. It is hoped the northern neighbouring BCA's recognise the major opportunities and instant collaboration position this would put us in. The last quarter also saw the BCA maintain in excess of 99% meeting statutory timeframes.

Resource Consents – The team continues to meet its targets with the assistance of external consultants and contractors. It is hoped recruitment of a Senior Planner will reduce consultant spend in the next quarter.

Regulatory – The fencing of swimming pool inspection functions are currently being transferred to the Regulatory Team, and along with cross skilling of team members in various regulatory functions, it is anticipated there will be greater efficiency and resilience. The shared service agreement with Whangarei has resulted in the joint procurement of Armourguard as new contractors for animal control, parking and noise enforcement. The recent customer service survey has shown an increased customer satisfaction of this function by 8%. Bylaws and Monitoring functions have had additional resources approved and implementation is currently underway to carry out the waste water bylaw monitoring.

Fees and Charges - Fees and Charges throughout Council have been reviewed and implemented for this financial year.

Highlights

Building Control - The Building Team is successfully maintaining statistics.

Resource Consents - A new Graduate Planner joined the team in December 2016. The workload of consents, LIMs, service requests and PIMs is consistently high but the team has managed the workload well despite capacity challenges. Ad hoc customer feedback continues to be largely positive.

Regulatory - Preparation for the peak seasonal activities including the Northern Base festival, Recreational water testing and Mangawhai markets have gone reasonably well to date. The waste water bylaw officer job description and advertisement are ready to go as soon as the processes are in place. The number of Alcohol applications are constantly turned over within minimum timelines to meet targets and customer expectations. The number of food control plans (for food premises) are on the rise and on target during the transitional phase. The extended building consent service has improved and is successful to include the regulatory department for their input into the consent process.

Risks and Issues

Building Control - Increasing number of building consents is placing pressure on ensuring statutory timeframes and compliance is met.

Resource Consents - The increase in subdivision proposals which do not comply with the District Plan has increased the number of notified consents. Four consents were notified for submissions in the quarter, some attracting debate among the communities affected. More controversial proposals are expected in the next quarter.

Regulatory - The transition of our Noise, Parking and Animal Control contract from Environmental Northland Limited (ENL) to Armourguard has gone reasonably smoothly however there is still some expected and ongoing training to be held so as to iron out issues as they arise.

Building Control Inspections, Compliance and Enforcement						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Customer Benefits Ensure effective response to customer enquiries about building standards.	Percentage of customers who rate Request for Service responses as excellent/good		No measure as yet	85%	No measure as yet	Annual survey not yet undertaken.
Responsiveness To process applications in accordance with statutory timeframes.		Percentage of Building Consents processed within 19 working days	100%	95%	100%	Achieved. Lost Senior Processor in last quarter. Yet to find suitable replacement.
		Percentage of Project Information Memoranda processed within 19 working days	100%	95%	100%	Achieved. Two new Building support staff. Training to learn tasks. Restructure of Building Team approved
		Percentage of Code Compliance Certificates (CCC) issued within 20 working days	100%	100%	100%	Achieved. Inspection resources operating well with two new inspectors recently gaining competency

Building Control Inspections, Compliance and Enforcement						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Quality Monitoring Building Consent applications and inspections to ensure projects comply with New Zealand Building Code.		Advise building owners/occupiers of the expiry date of their Warrant of Fitness 1 month before the expiry date	100%	95%	100%	Achieved. New casual Assistant Compliance Officer with good administration skills has brought this up to date.
	New measure from 2015/2016	All new buildings in the Kaipara district for which Building Consent has been issued comply with the New Zealand Building Code (includes approval of building plan, as well as confirmation that the resulting building matches the approved plans)	100%	97%	100%	Achieved. All Code Compliance Certificates are issued based on reasonable grounds that the consented building work complies with the building consent and that the building consent complies with the NZ Building Code.
	New measure from 2015/2016	Buildings under construction inspected to ensure that code compliance is achieved	100%	80%	100%	Achieved. All consented building work is assigned the required inspections at the time of issuing consent to ensure compliance is achieved.

Building Control Inspections, Compliance and Enforcement						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	New measure from 2015/2016	Illegal activity/unauthorised work complaints investigated within 3 working days	90%	92%	90%	Not achieved. Below target at times due to peaks of SRs and complex investigation work. Investigations are in order of priority. However, contact is generally made within 3 working days.

Resource Consents, Monitoring and Enforcement						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Customer Benefits Ensure effective response to customer enquiries about District Plan/Resource Consent requirements.	Percentage of customers who rate Request for Service responses as excellent/good		No measure available as yet	85%	No measure available as yet	Annual survey not yet undertaken.
Responsiveness To process applications in accordance with statutory timeframes.		Percentage of non-notified resource consents processed within 18 working days	96%	95%	96%	Achieved. The team consistently meets statutory timeframes despite the increased workload.

Resource Consents, Monitoring and Enforcement						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
		Percentage of resource consents notified by Council that is subject to objections/appeals against consent conditions	1%	1%	1%	There are currently 5 live 357A objections to consent conditions that Council is attempting to resolve. Appeals are outside Council control as they can be economically beneficial to do so.
		Percentage of Land Information Memoranda (LIM) processed within 10 working days	98%	100%	99%	Not achieved. An application received in October was missed and was processed in 13 days.
Quality Resolving of complaints concerning breaches of conditions of resource consent and other non-compliance with the District Plan.		Percentage of complaints concerning breaches of resource consent conditions for earthworks and/or sediment control that are resolved to ensure compliance within 5 working days	100%	95%	100%	There were 2 complaints concerning breaches of resource consent conditions related to sediment control – both were contained within 5 working days

Resource Consents, Monitoring and Enforcement						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	New measure from 2015/2016	Percentage of complaints regarding unconsented works and non-compliance with the District Plan and resource consent investigated within 5 working days	100%	90%	100%	There was 1 complaint relating to non-compliance with the District Plan and 2 complaints relating to unconsented works. Both were investigated within 5 working days.
	New measure from 2015/2016	Percentage of all new granted resource consents are audited each year to ensure they comply with relevant conditions	67%	15%	67%	43 of the 64 newly granted resource consents with conditions that are required to be monitored, have been audited.

Environmental Health						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Health and Safety Customer Service Regulate commercial operations to protect public health.		Percentage of food premises inspected at least once per year	30%	100%	71%	On track. Target achieved for this quarter.
		Percentage of alcohol premises inspected at least once per year	36%	100%	76%	On track. Target achieved for this quarter.
Reliability Respond to environmental health issues in the interest of protecting public health.	Percentage of customers who rate Requested for Service responses are excellent/good		No measure available as yet	85%	No measure available as yet	Annual Survey not yet undertaken.

Animal Management						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Reliability Respond to animal management issues.	Percentage of customers who rate Requests for Service responses as excellent/good		71%	85%	71%	Up 8% from the 2016 figures and the new contractor anticipates further improvement to achieve the set performance measure.
	Percentage of priority response times being met	New measure from 2015/2016	100%	86%	100%	Performance measures achieved.

Emergency Management

What has changed?

Staff continue to train in emergency management systems and new resources to meet new standards have been obtained.

A radio repeater and recorder with digital and internet capability are no longer required due to the reorganisation of urban and rural fire forces into a national service that becomes responsible for Rural Fire from 01 July 2017.

Highlights

Rural Fire – Work continues on the transition of Rural Fire to Fire and Emergency NZ (FENZ).

CDEM – Tsunami Warning was issued as a result of Kaikoura earthquake, triggering an initial evacuation of at risk areas on 14 November 2016.

Risks and Issues

Rural Fire – A very dry summer has raised the risk of major rural or forest fires throughout the District.

Civil Defence

Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Reliability To build a resilient and safer Kaipara District and communities' understanding and		Number of Civil Defence training exercises conducted per annum	1	1	1	Achieved. National Exercise "Tangaroa" completed over 3 days during August and September.

managing their hazards and risks.		Time taken to activate the Emergency Operations Centre after the notification of a local Civil Defence emergency	Not yet Measured	< 1 hour	Not yet Measured	It has not been necessary to activate the EOC for any event this year.
	3 yearly updating and reviewing of Kaipara Community Response Plans. Plans will be displayed on Regional Council's website and a link from Kaipara	New measure from 2015/2016	3	4 plans updated and reviewed per year.	3	On track. A new plan has been developed for Pouto and review underway of Kaiwaka and Mangawhai CRP.

Rural Fire						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Health and Safety To protect life and property from rural fires with trained personnel within the Kaipara District Rural Fire Authority Area.		Percentage of firefighters who meet the National Rural Fire Authority Training Standards	100%	80%	100%	All Firefighters have been trained to the required standard
Health and Safety Fire safe behaviour and practices through public education and rural fire co-ordination.	The number of public awareness campaigns run each year	New measure from 2015/2016	1	At least 1 campaign per year	1	Achieved. A campaign was run during December.

Flood Protection and Control Works

What has changed?

Development of the Asset Management Plans for the remaining 28 Land Drainage areas is underway. An engineering report into potential climate change will be taken into consideration as part of the Asset Management Plans.

Election of the Raupo Drainage District Committee members has been completed as part of the new Councils governance review.

Highlights

Condition assessments of 20 tidal floodgates in the Raupo district have been completed and Council is currently awaiting results.

Round 1 of the drainage spraying in the district has now been completed.

Risks and Issues

Continued monitoring of floodgates are important to ensure no tidal intrusions.

Flood Protection and Control Works

Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Reliability Monitor drainage of rivers and streams. Ensure minimal flood risk and coastal erosion to the community.	New measure from 2015/2016	The number of schemes maintained to their full service potential	100%	100% of schemes maintained to ensure that they provide protection to the agreed standard and the scheme assets are maintained as established in the	100%	Achieved.

Flood Protection and Control Works						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
				Adopted Asset Management Plans		
	New measure from 2015/2016	Non-performance of drainage network due to poor monitoring or maintenance causing an inability to contain a 1 in 5 year flood as measured by public feedback i.e Service Requests that result in additional cleaning to drains needed	0	<5 service request per year	0	Achieved.
		Council inspection of drainage network to ensure that a 1 in 5 year flood is contained by the network	Minimum yearly inspections and targeted maintenance completed	Twice yearly inspections	Achieved	Achieved.
		Targeted maintenance of the stopbank in the Raupo Drainage District to prevent tidal flows from inundating private property during high tide and/or when the river is in flood	Minimum yearly inspections and targeted maintenance completed	Minimum yearly inspections and targeted maintenance completed	Achieved	Achieved.

District Leadership

What has changed?

In October 2016 Kaipara held its first elections since 2010. These were keenly contested and resulted in 8 Councillors and the Mayor being sworn in in late October to begin induction and orientation. A governance review with the new Council has been completed and training plans are underway. A Code of Conduct Elected Members Policy was adopted in December.

District Plan Change on the Fire Rule has been publicly notified.

Highlights

Community Planning – Council and the NZ Transport Agency (NZTA) both adopted the Kaiwaka Improvement Plan which is the end of a project that started back in 2015 when the community raised the state highway safety issues as part of the community planning programme. Implementing the short term projects is now the focus of both organisations.

Corporate Planning – No highlights.

Governance – Return to democracy in October.

Risks and Issues

Community Planning – The slow plan change process frustrates users and community expectations exceed Council's ability to deliver.

Corporate Planning – No risks.

Governance – No risks.

Governance						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Compliance with legal requirements (as stipulated in the Local Government Act 2002 and Local Government Official Information and Meetings Act 1978 (LGOIMA)) around formal meetings of Council and its Committees.	New measure from 2015/2016	Meetings of Council and Committees are correctly convened and legislatively compliant	Achieved	All	Achieved	
Elected Members/ Commissioners are provided with detailed, accurate and relevant information.		Comprehensive reporting to Council and Committee meetings uses approved systems and processes	Achieved	All	Achieved	Have introduced a portal for communications and protocols around constituent engagement and support.
		Commissioners/Elected Members are satisfied with the level of support and service provided by others	Not measured as yet	Increasing trend	Not measured as yet	No further survey has been undertaken for this year.

Governance						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
		Percentage of residents that are very/fairly satisfied with how rates are spent on services and facilities provided by Council	43%	65%	43%	Not achieved. Current performance measure includes those residents that were “ <i>somewhat satisfied</i> ” with the service.
That the Elected Members/Commissioners identify and respond to external risks or mitigate effects on the community.	Percentage of residents that are very/fairly satisfied with the way Council involves the public in decision-making		44%	37%	44%	Achieved. Current performance measure includes those residents that were “ <i>somewhat satisfied</i> ” with the service.
A proactive programme to develop good relationships with the community and mana whenua.	Of those residents which have a view, the percentage of residents and non-resident ratepayers who have some level of confidence in Council to make plans for the future that are in the best interest of the District		39%	Increasing Trend	39%	Not achieved. Down 1% from June 2016 results. Current performance measure includes those residents that were “ <i>somewhat satisfied</i> ” with the service.

Governance						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	Percentage of residents who rate the performance of Commissioners/Elected Members as very good/fairly good		50%	47%	50%	Achieved. Current performance measure includes those residents that were “ <i>somewhat satisfied</i> ” with the service.
	That the Mana Whenua Forum meets regularly		Not met this year	4 times per year	Not met this year	Given the election of a new Council in October, the Mana Whenua Forum have not met in this financial year yet. A meeting is planned for March regarding the draft Annual Plan.
The transition from Commissioners back to Elected Members is successful.	New measure from 2015/2016	Committees Governance Structures are reviewed and adopted by the new Council	Achieved	Yes	Achieved	The November Council meeting agreed a new Committee Structure.

Governance						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	New measure from 2015/2016	Good levels of participation in elections	Achieved	Over 45%	Achieved	Excellent participation levels as Kaipara's voter turnout was 47% against a national average for Local Body Elections of 42%.
Processes established and maintained that provide opportunities for Maori to participate in decision making (Section 81 LGA 2002).	Iwi Relationship Plan is developed and used	New measure from 2015/2016	Achieved	Mana Whenua Forum meets 4 times per year	Achieved	Given the election of a new Council in October, the Mana Whenua Forum have not met in this financial year yet. A meeting is planned for March regarding the draft Annual Plan.
	Participation in Iwi Chief Executives Forum	New measure from 2015/2016	Achieved	Chief Executive attends at least 2 meetings per year	Achieved	Achieved.
	Maori Staff Group	New measure from 2015/2016	Achieved	Meets 4 times per year	Achieved	Achieved.

Community Planning						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Community Action Plans produced to build community trust in Council.	Number of Community Planning meetings held and Community Actions Plans developed	New measure from 2015/2016	Not achieved	4 per year	Not achieved.	Given the election of a new Council in October, a new community planning programme is being agreed with the new Council before proceeding with Community Action Plans.
All statutory required plans and documents are produced in accordance with legislative process and requirements e.g. District Plan, Reserve Management Plans and Asset Management Plans, Gambling Policy.	New measure from 2015/2016	District Plan; percentage of Building Consents that do not require a Resource Consent	Not achieved	40%	Not achieved	49% of building consents required a resource consent.
	New measure from 2015/2016	Reserve Management Plans for all reserves in the District	Not achieved	40%	Not achieved	Progress is being made on developing an omnibus Reserve Management Plan, which groups reserves based on their use or character.
Community Development Fund is distributed through Community Planning and is recorded, reported and within budget.	Percentage of Community Development Fund distributed		Achieved	100%	Achieved	Achieved. The main focus for the fund has been the development and implementation of the Kaiwaka Safety Improvement Plan and the Dargaville Placemaking Plan. Council has received a report on each plan and supported the proposed recommendations.

Corporate Planning						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Legal compliance of all statutory plans in accordance with the Local Government Act, with unqualified audit opinions.	New measure from 2015/2016	Council has adopted Long Term Plan/Annual Plan at 30 June each year	On track	Achieved	On track	Not achieved. The 2016/17 Draft Annual Plan process is on track
	New measure from 2015/2016	Organisation has a Business Plan to implement Annual Plan / Long Term Plan by October each year	Achieved	Achieved	Achieved	Achieved
	New measure from 2015/2016	Council is a 'going concern'	Achieved	Council has adopted Annual Report at 31 October each year with a clean audit report	Achieved	The 2015/16 Annual Report was adopted last quarter, 26 September 2016.

Solid Waste
What has changed?
Bickerstaffe Road landfill has now been consented for remedial work. Work is underway to get the Dargaville closed landfill consent renewed.

Highlights
The removal and closure of three troublesome collection points – Waihue, Omamari, and Tangowahine has seen a large reduction in illegal dumping at these areas.
Risks and Issues
A major change for solid waste activity has been the closure of private recycling and green waste collection centre in Dargaville. This has seen a large increase in traffic at the Dargaville Transfer Station. Work is under way to make some immediate operational changes that will improve the safety of the general public and contractors. Options are being assessed to improve this recycling facility to ensure it is fit for purpose in the longer term.
Illegal dumping remains an issue.

Solid Waste						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to date	Comment
	Customer	Technical				
Reliability To provide community regular kerbside collections.	Percentage of residents who are satisfied with rubbish collection measures by the number of complaints per calendar year regarding collection as a percentage of the total service requests	New measure from 2015/2016	99.4%	73% satisfied	99.15%.	Achieved. 17 requests relating to rubbish collection were received this quarter from a total of 2,945 received by Council. Year to date equates to less than 1% of complaints.

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Quarterly performance measures Sept - Dec 2016-Final

Solid Waste						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to date	Comment
	Customer	Technical				
To ensure that closed landfill activities meet legislative compliance.	New measure from 2015/2016	Percentage of compliance with our resource consents	100%	100%	100%	There have been no consent compliance issues raised by NRC.
To encourage recycling and reduction of waste to landfill.	New measure from 2015/2016	Percentage of residents who are very/fairly satisfied with recycling collection in the annual Communitrak Survey	70%	52 %	70%	Achieved. No longer a Communitrak Survey, now called the Customer Perceptions Survey. Current performance measure includes those residents that were "somewhat satisfied" with the service.
		Reduction in amount of waste to landfill from recycling activities with a percentage drop from year to year being a total of 3% less in 3 years.	13.6% recycled	1% less than previous year	12.2% recycled of total refuse	In 2015/16 12.8% was diverted to recycling. Last quarter 10.8% was diverted to recycling giving the average year to date. On track to meet annual target.

Solid Waste						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to date	Comment
	Customer	Technical				
	New measure from 2015/2016	Baseline measurement for recycling in 2014 is 530 tonnes of recycling diverted from landfill.	171	Increasing trends of tonnes recycled.	278	Year to date 278 tonnes diverted from 2,138 tonnes of general refuse. In 2015/16 the total was 521 tonnes diverted from 4,084 tonnes of general refuse. On track to meet annual target.

The Provision of Roads and Footpaths

What has changed?

We have completed the Bridge numbering project, as well as progressing on the RAMM validation of our data as part of the improved AMP for the next funding cycle. The Black Swamp Road seal extension contract has been awarded, with construction due to start early 2017.

Highlights

With most of the Kaipara District Council Roading Team now completely established in the Northland Transportation Alliance (NTA) office, a number of shared work streams have now been started that include:

- Unsealed Road Strategy
- Maintenance Intervention Strategy – Sealed Roads
- Asset Management Plans (AMP)
- Forestry Roads Strategy
- Engineering Standards review
- NZTA (State Highway) Memorandum of Understanding (MoU)

Several benefits have been identified by combining activities. For example, the high speed data collection that was done under the NTA umbrella (saving KDC 10% on cost) rather than doing it as an individual council. As we progress there will be further improvements highlighting the benefits of our decision to pool resources and skills that the NTA will bring to further fruition.

Risks and Issues

IT connectivity issues earlier experienced with the initial NTA set-up have predominantly been resolved.

A couple of our key team members have resigned, so we currently have positions advertised with temporary staff & consultants providing assistance.

The Provision of Roads and Footpaths						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Safety The transportation network is designed and managed for safe use with low crash and injury rates.	Number of road fatalities and serious injuries caused by road factors	New measure from 2015/2016	Zero	12 per year	Zero	Achieved. There have been two crashes reported year to date, none of these were caused by road factors.
Road condition (smoothness) The average quality of ride on a sealed local road network, measured by smooth travel exposure.	New measure from 2015/2016	Smoothness within average range as below: <90 smooth 90-110 average >110 rough	95	90-110	95	Achieved. Taken from 2016/17 data. Measure undertaken annually
Road Condition (Pavement Integrity Index) Pavement Integrity Index (PII) is a combined index of the pavement faults in sealed road surfaces. It is a 'weighted sum' of the pavement effects divided by total length.		PII within average range as below: <7 poor >10 good >11 very good	10.8	7-10	10.8	Achieved. Taken from 2016/17 data. Measure undertaken annually.

The Provision of Roads and Footpaths						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Road Maintenance The percentage of the sealed local road network that is resurfaced (this is based on a design life of 15 years).	New measure from 2015/2016	Minimum reseal percentage of the total sealed length of the network that will be undertaken each year to keep up with surface determination rates	4.65%	6.8%	4.65%	4.65 % completed over six months and on track to complete by 30 June 2017.
Footpaths The percentage of footpaths within the District that fall within the level of service as determined by the condition rating (facilities are up-to-date, in good condition and 'fit for purpose').	Percentage of residents who are very/fairly satisfied with footpaths		71%	73%	71%	Not achieved. However 71% is an improvement from 59% as at 30 June 2016. Current performance measure includes those residents that were "somewhat satisfied" with the service.
Response to service requests	Percentage of customer service requests, approved for action, closed (customer informed of intended work schedule) within the target day timeframes set	New measure from 2015/2016	97.3%	90%	97.3%	Achieved. Results collated from KDC MagiQ system compliance report. Total requests received year to date: 1,189.

The Provision of Roads and Footpaths						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Road Maintenance The length of the unsealed*local road network that is graded. *One Network Road Classification (ONRC)	New measure from 2015/2016	The length of the unsealed local road network that is graded per annum for Secondary Collector	58.6km	140km minimum	124.6 km	66km was completed in the first quarter and on track to complete by 30 June 2017 Routine grading was stopped in November due to dry conditions with grading only occurring on isolated areas across the network as weather permitted.
	New measure from 2015/2016	The length of the unsealed local road network that is graded per annum for Access	786.5km	1,200km minimum	1,536.5km	Achieved. 750km was completed in the first quarter.
	New measure from 2015/2016	The length of the unsealed local road network that is graded per annum for Access (Low Volume)	645.7km	750km minimum	1,370.7km	Achieved. 725km was completed in the first quarter.

Sewerage and the Treatment and Disposal of Sewage

What has changed?

The 2016/2017 District wide Capital Works programme has been developed and the works for this year include pipe renewals in various areas of Dargaville. These renewals have been determined as needing replacement due to the age and condition of the infrastructure and are currently in the tender process.

Quotes are being requested for the SCADA upgrade at Maungaturoto to incorporate into the centralised SCADA system.

Planned construction of a pump station on Estuary Drive in Mangawhai will allow for more capacity to meet the growing demand.

Highlights

Installation of a Magflow at the Kaiwaka Wastewater Treatment Pond to measure the inflow of wastewater into the pond, will assist in the investigations into the high faecal coliform levels.

Risks and Issues

Continued non-compliance of the Kaiwaka and Te Kopuru Wastewater Ponds resource consent limits.

Sewerage and the Treatment and Disposal of Sewage						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
System and adequacy Legal compliance with all resource consents for discharges into the environment from Council systems. The exception, provided for in the consent, is severe weather events and power failure.	New measure from 2015/2016	The number of dry weather sewerage overflows from Council's sewerage systems, expresses per 1,000 sewerage connections to that sewerage system. The resource consents provided for severe weather events and power failure exceptions.	0	0	0	Achieved.
Discharge Compliance Compliance with Council's resource consents for discharge from its sewerage system.	New measure from 2015/2016	The number of abatement notices received by Council in relation to its resource consents for discharge from its sewerage system.	0	0	0	Achieved.
	New measure from 2015/2016	The number of infringement notices received by Council in relation to its resource consents for discharge from its sewerage system.	0	0	0	Achieved.

Sewerage and the Treatment and Disposal of Sewage						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	New measure from 2015/2016	The number of enforcement received by Council in relation to its resource consents for discharge from its sewerage system.	0	0	0	Achieved.
	New measure from 2015/2016	The number of convictions received by Council in relation to its resource consents for discharge from its sewerage system.	0	0	0	Achieved.
Fault response times Where Council attends to sewerage overflows resulting from a blockage or other fault in Council's sewerage system.	<i>Attendance time:</i> from the time that Council received notification to the time that service personnel reach the site.	New measure from 2015/2016	86%	1 hour	86%	Not achieved. Out of 7 of the requests, 6 were attended to within 1 hour.
	<i>Resolution time:</i> from the time that Council receives notification to the time that service personnel confirm	New measure from 2015/2016	Average time was 23 hrs 42 mins	4 hours for minor blockages, 3 days for significant blockages	Average time is 17 hrs 4 mins	Partially achieved. None of the minor blockages were resolved within 4 hours however all were resolved within 24 hours.

Sewerage and the Treatment and Disposal of Sewage						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	resolution of the blockage or other fault.					100% of the significant blockages were resolved within the timeframe. Last quarter the average resolution time was 9 hours 86 minutes for all blockages.
Customer satisfaction The total number of sewerage system complaints received by Council.	The total number of complaints received by Council about sewage odour. Expressed per 1,000 sewerage connections to that sewerage system.	New measure from 2015/2016	0.4	16	1.3	Achieved.
	The total number of complaints received by Council about sewage system faults expressed per 1,000 sewerage connections to that sewerage system.		2.4	16	3.3	Achieved.

Sewerage and the Treatment and Disposal of Sewage						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	The total number of complaints received by Council about sewerage system blockages. Expressed per 1,000 sewerage connections to that sewerage system.	New measure from 2015/2016.	3.7	15	7.2	Achieved.
	Council's response time to complaints regarding its sewerage system.	New measures from 2015/2016	Not achieved	1 hour	Not achieved	Non-urgent complaints have not been measured. Investigating options to upgrade software to allow measurement.

Stormwater Drainage
<p>What has changed?</p> <p>Asset group renewals as part of the 2016/2017 Capital Works programme have been developed and the works included for this year include pipe renewals in Dargaville and Baylys Beach. These renewals are in the tender stage. Consultation with residents is underway on a proposed detention pond for Baylys Beach. Development of the Mangawhai Stormwater Management Plan has been awarded as part of the Mangawhai Town Plan project.</p>

Highlights
Increased maintenance of the Stormwater system has reduced system performance complaints.
Risks and Issues
No risks

Stormwater Drainage						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
<p>System Adequacy</p> <p>To provide Stormwater drainage systems in urban areas with the capacity to drain water from rainfall events with a 1 in 10 year rain event.</p>	New measure from 2015/2016	Number of flooding events that occur in the Kaipara district	1	2	1	Achieved.
<p>Discharge Compliance</p> <p>Compliance with Council's resource consents for discharge from its Stormwater system.</p>	New measure from 2015/2016	For each flooding event the number of habitable floors affected (expressed per 1,000 properties connected to Council's Stormwater system)	0.2	10	0.2	Achieved.

Stormwater Drainage						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	New measure from 2015/2016	The number of abatement notices received by Council in relation to those resource consents	0	0	0	Achieved.
	New measure from 2015/2016	The number of infringement notices received by Council in relation to those resource consents	0	0	0	Achieved.
	New measure from 2015/2016	The number of enforcement notices received by Council in relation to those resource consents	0	0	0	Achieved.
	New measure from 2015/2016	The number of convictions received by Council in relation to those resource consents	0	0	0	Achieved.
Response Times The median response time to attend to a flooding event.	The time from when Council receives notification to the time that service personnel reach the site	New measure from 2015/2016	1 hour	2 hours for urgent events	1 hour	Achieved.

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Quarterly performance measures Sept - Dec 2016-Final

Stormwater Drainage						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Customer Satisfaction The total number of Stormwater system complaints received by Council.	The number of complaints received by Council about the performance of its Stormwater system, expressed per year	New measure from 2015/2016	5	18	15	Achieved. 10 complaints were received from 01 July to 30 September 2016 totalling 15 so far this year.

Water Supply

What has changed?

The 2016/2017 Capital Works improvement programme has been developed and the works for this year include pipe renewals in Dargaville, Baylys Beach, Maungaturoto and Ruawai. The Ruawai watermain renewal is now complete and the Baylys Beach watermain renewal is 75% complete.

The upgrade at the Mangawhai Water Treatment Plant to improve treatment capability is complete with the telemetry work only to be done.

Internal monitoring of water take consents and Drinking Water Standards of all water schemes continues.

Highlights

The upgrade of the Mangawhai Water Treatment Plant to meet the Drinking Water Standards is in the final stages.

Risks and Issues

The dry weather is putting pressure on the Dargaville & Baylys Beach raw water supply which may lead to the implementation of water restrictions in accordance with Council's drought management plan.

Water Supply

Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Safety of drinking water in accordance with NZDWS 2005 (2008).		The extent to which Council's drinking water supply complies with Part 4 of the NZDWS (bacteria compliance criteria)	Dargaville Maungaturoto Ruawai	Dargaville Maungaturoto Ruawai	Dargaville Maungaturoto Ruawai	Achieved.

Water Supply						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
		The extent to which Council's drinking water supply complies with Part 5 of the NZDWS (protozoa compliance criteria)	Dargaville Ruawai	Dargaville Maungaturoto Ruawai	Dargaville Ruawai	Maungaturoto not achieved. UV plant at Maungaturoto WTP required some SCADA works which was implemented in December 2016. Plant should comply from January 2017 onwards.
Maintenance of the reticulation network.		The percentage of real water loss from Council's networked reticulation system. Source: Water Balance and Review for Kaipara District Council dated January 2013 Note: Nationally adopted practices for calculating a water balance (this includes the infrastructure Leakage Index) have been used in this exercise	Not measured as yet	Dargaville 28% Maungaturoto 33% Ruawai 33% Mangawhai 65% (Annual target)	Not measured as yet	The Water balance reporting results will be available next quarter.

Water Supply						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Fault response times Where Council attends a callout in response to a fault or unplanned interruption to its networked reticulated system.	The median response time for attendance for urgent callouts: from the time that Council receives notification to the time that service personnel reach the site	New measure from 2015/2016	40 mins	1hr	40 mins	Achieved.
	The median response time for resolution of urgent callouts: from the time that Council receives notification to the time that service personnel reach the site	New measure from 2015/2016	40 mins	2 hours	40 mins	Achieved. 4 urgent call outs were received this quarter.

Water Supply						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	The median response time for attendance for non-urgent callouts: from the time that Council receives notification to the time that service personnel reach the site	New measure from 2015/2016	1 hr 28 mins	2 hours	1 hr 28 mins	Achieved.
	The median response time for resolution of non-urgent callouts: from the time that Council receives notification to the time that service personnel confirm resolution of the fault	New measure from 2015/2016	2 days, 23 hrs, 38 mins	3 days	1 day, 16 hrs, 37 mins	Achieved. Last quarter the median response time was 8.58 hours

Water Supply						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
Customer Satisfaction The total number of water supply complaints received by Council.	The total number of complaints for the District received by Council about drinking water clarity	New measure from 2015/2016	4	5	10	Not achieved. Very Low target = 1 person per scheme per year
	The total number of complaints for the District received by Council about drinking water taste	New measure from 2015/2016	0	6	0	Achieved.
	The total number of complaints for the District received by Council about drinking water odour	New measure from 2015/2016	0	6	0	Achieved.

Water Supply						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	The total number of complaints for the District received by Council about drinking water pressure or flow	New measure from 2015/2016	3	18	6	Achieved.
	The total number of complaints for the District received by Council about drinking water continuity of supply	New measure from 2015/2016	10	8	20	Not achieved. 10 Service Requests were received last quarter as a result of a major Maungaturoto water leak and 10 this quarter as a result of the Ruawai watermain upgrade, both affecting ongoing supply.

Water Supply						
Levels of Service Statement	Performance Measures		Current Performance	LTP Year 2 Annual Target	Year to Date	Comment
	Customer	Technical				
	Council's response time to complaints regarding Council's water supply clarity, taste, odour, pressure and continuity of supply.	New measure from 2015/2016	4 hours 24 mins	<24 hours	4 hours 24 mins	Achieved.
Demand Management		The average consumption of drinking water per day per resident within Kaipara district = billed metered consumption (m ³) × 1,000 numbered connections × 365 × 2.5 (occupancy rate)	Not measured as yet	Dargaville 275 Maungaturoto 340 Ruawai 130 Glinks Gully 52 Mangawhai 230 (Annual target).	Not measured as yet	The results will be available next quarter.
		Water take consents	100%	100% compliance with NRC water take consents	100%	Achieved.

File number: 2302.22.01 **Approved for agenda**
Report to: Council
Meeting date: **13 February 2017**
Subject: **Scene setting for the Long Term Plan 2018/2028**
Date of report: 26 January 2017
From: Glennis Christie, General Manager Finance
 Duncan McAulay, General Manager Strategy and Performance

Report purpose **Decision** **Recommendation** **Information**
Assessment of significance **Significant** **Non-significant**

Summary

The Local Government Act 2002 requires Council to have a Long Term Plan at all times. The current Long Term Plan was adopted in June 2015 and covers the 10 year period from 01 July 2015 to 30 June 2025 (LTP15).

The next Long Term Plan is due for adoption in June 2018 and will cover the 10 year period from 01 July 2018 to 30 June 2028. There is an extensive lead time required to prepare and adopt the Long Term Plan 2018/2028 (LTP18). Preparation starts now as views are sought from the Mayor and Councillors. Strategies, policies and plans will be reviewed, updated and presented to Council for adoption over the course of this calendar year. Public consultation on various proposals will follow, culminating with the formal special consultative process on the 'Consultation Document'. Following consideration of the feedback, Council will adopt the Long Term Plan 2018/2028 in June 2018.

A practical approach is that the initial draft material for LTP18 will build on LTP15, incorporate updates and changes since adoption in June 2015 and add new initiatives that are coming on stream. However, it will all be up for review and change at the direction of Council.

Financially, the levers for change are the level of rates and debt parameters together with the service levels for each activity and the speed with which asset renewals are done. Additionally, Council may wish to change policy direction, for example in the rates policy area. Generally, a change in one area will impact negatively in another area and judgment about balance is required.

Advice from the Mayor and Councillors early in the process will help streamline the process and promote a better outcome for the community.

Recommendation

That Kaipara District Council:

- 1 *Receives the General Manager Finance/General Manager Strategy and Performance's report 'Scene setting for the Long Term Plan 2018/2028' dated 26 January 2017; and*
- 2 *Provides feedback to the Chief Executive about appropriate levels for rates and debt, adequacy of service levels, the speed at which the backlog of renewals is being addressed and views about the current rating policies, being mindful that some objectives will conflict and there need to be a balance overall.*

Reason for the recommendation

To begin the Long Term Plan 2018/2028 process, Council needs to provide guidance to officers so that strategies, policies and plans together with options can be prepared accordingly.

Reason for the report

This report sets the scene for the coming Long Term Plan 2018/2028 (LTP18) process and asks for feedback from the Mayor and Councillors in order to progress the process.

For this purpose, the report provides a high level summary of the current Long Term Plan 2015/2025 (LTP15), outlines subsequent updates and changes and notes major new initiatives that need to be incorporated in the next Long Term Plan (LTP) in order to progress them. The material supporting an LTP is outlined together with key areas that Council will need to review and amend if appropriate.

Background

The Local Government Act 2002 requires Council to have an LTP at all times. The current LTP was adopted in June 2015 and covers the 10 year period from 01 July 2015 to 30 June 2025.

The next LTP is due for adoption in June 2018 and will cover the 10 year period from 01 July 2018 to 30 June 2028. There is an extensive lead time required to prepare and adopt the LTP18. Preparation starts now as views are sought from the Mayor and Councillors. Strategies, policies and plans will be reviewed, updated and presented to Council for adoption over the course of this calendar year. Public consultation on various proposals will follow, culminating with the formal special consultative process on the 'Consultation Document'. Following consideration of the feedback, Council will adopt the LTP18 in June 2018.

Key elements of the legislation from the Local Government Act 2002 (LGA) for the LTP are:

- Section 93: describes the purpose of the LTP, refers to the mandatory content (schedule 10, part 1) and requires the special consultative procedure to adopt the Plan; and
- Sections 93A—93G: set out requirements of the LTP special consultative procedure, the purpose, content and form of the consultation document that is required for consultation for the LTP and the material that is required to support the LTP consultative procedure to adopt the Plan.

This initial report is concerned about the process for preparing material that will be used to support the consultation document and the LTP. Subsequent reports to Council will provide more detail and cover off specific consultation requirements.

Issues

A practical approach is that the initial draft material for LTP18 will build on LTP15, incorporate updates and changes since adoption in June 2015 and add new initiatives that are coming on stream.

However, it will all be up for review and change at the direction of Council.

At a high level, for LTP18, Council needs to consider the appropriate levels of service for each of Council's activities, how fast the backlog of renewals is cleared, what level of debt is supportable and how we fund it. Additionally, funding and rating policies need to be reviewed.

Generally, a change in one area will impact negatively in another area and judgment about balance is required.

Early Council guidance to officers will enable draft material to be prepared accordingly and give more time for consideration.

The following sections summarise or outline key aspects of LTP15 and update on changes from when LTP15 was adopted in June 2015, note significant new initiatives not yet incorporated in the LTP, outline some key areas for Council review and set out a high level indicative timetable.

Summary of the Long Term Plan 2015/2025

The aim of the LTP15¹ was to produce a balanced, statutorily compliant plan that would deliver affordable rates, maintain basic service levels, reduce the debt requirement to \$60 million by 2025, fully fund depreciation by 2022, maintain ongoing asset renewals and clear the asset renewal backlog by 2045 and begin funding reserves. More specifically:

1 Rates

- Average rates increase 3.67% over the 10 years of LTP15.
- Rate increases projected for first 3 years: 2015/2016 3.47% base plus 1.47% for new forestry rate (4.94% all up), 2016/2017 3.45% and 2017/2018 3.65%.
- From year 2 (2016/2017), rate increases will remain within the projected Local Government Cost Index (LGCI) plus 2% for the remainder of the plan.
- Wastewater, stormwater and water scheme targeted rates are calculated based on some averaging of all the schemes and some individual scheme-based costs². All stormwater schemes have an element of general rates funding. The Mangawhai wastewater targeted rates also have an element of general rates funding.

2 Basic levels of service

- Our levels of service are set out in the current LTP. The aim is to balance conflicting objectives while progressing the Community Outcomes for the district, which are encapsulated in the aspiration for the district, 'Kaipara – where it is easy to live'.
- There are 10 activity groups: community activities, regulatory management, emergency management, flood protection and control works, district leadership, solid waste, the provision of roads and footpaths, sewerage and the treatment and disposal of sewerage, stormwater drainage and water supply. These activities are largely mandatory, a function of legislative requirement, although in most areas, to a greater or lesser extent, there is a degree of discretion.
- The approach to water services is to:
 - Have no new schemes for wastewater, stormwater and water supply;

¹ or referred to as the plan

² The Te Kopuru wastewater scheme is an exception to this.

- Expand the connections to the Mangawhai Community Wastewater Scheme (MCWWS) where feasible; and
- Address backlog of renewals.
- The approach to roads is to:
 - Only do work that gets a subsidy from NZ Transport Agency (NZTA). This means no seal extensions unless they are funded by development contributions or funded by local residents;
 - Widen unsealed roads that have a high volume of use, maintain the current service levels and do small safety improvements; and
 - Address maintenance issues of roads used heavily by logging trucks (funded in part by a forestry targeted rate until 2021).
- The approach to parks and reserves is to:
 - Focus on the three priority parks, Taharoa Domain, Harding Park/Pou Tu Te Rangi and Mangawhai Community Parks. New works are funded by financial contributions for reserves collected from new development, not from rates; and
 - Of the funds for financial contributions for reserves collected, 60% will be spent locally and 40% will be spent on parks and facilities with district-wide importance.
- The approach to libraries and community assistance is to:
 - Provide one library at Dargaville and assist volunteer community libraries at current funding levels;
 - Administer grants, contracts for service, licences to occupy and the Mangawhai Endowment Lands Account (MELA) in accordance with the Community Assistance Policy and at current levels;
 - Support volunteering and working in partnership with communities.

3 Debt

At 30 June 2015, debt was \$75.9 million. Debt projected for 30 June 2025 was \$53 million with the debt requirement³ estimated at \$61 million.

4 Fully funding depreciation

Fully funding of depreciation is being progressively managed. The LTP15 projected this to be complete in 2022. Funding depreciation builds reserves that are used to fund renewals as they fall due.

5 Asset renewals (ongoing and backlog)

Infrastructure spending is Council's biggest spend. The funding from Council comes predominantly from rates.⁴ There are significant issues facing Council and ratepayers because Council's infrastructure is getting old and is in need of costly renewal.

³ projected debt plus some capacity to fund reserves

⁴ NZTA subsidise 61%.

Fully funding depreciation will provide for ongoing renewals. However, currently there is a significant backlog. The Infrastructure Strategy, which looks at infrastructure requirements over a period of 30 years, provides for the backlog to be cleared over 30 years.

Capital expenditure requirements for the 10 years of the LTP15 and the 30 years of the Infrastructure Strategy are set out in the table. The expenditure is predominantly for asset renewals.

Infrastructure activity	Capital expenditure: 10 years of the LTP15 (\$million)	Capital expenditure: 30 years of the Infrastructure Strategy (\$million)
Water supply	20.9	110.5
Wastewater	16.6	96.0
Stormwater	5.3	31.4
Flood management	0.0	1.6
Roads and footpaths	123.1	459.7
Total	\$165.9	\$699.2

6 Funding reserves

Reserves are created where Council collects funds for a particular purpose but does not immediately spend them for that purpose. At 30 June 2015, these reserves were largely unfunded⁵. The LTP provided for progressively funding these reserves. In practical terms, this meant creating debt capacity for when they were needed (hence the difference between debt requirement and projected debt referred to in the debt note in item 3 above).

Update - changes from LTP15

These are normal changes as a result of time and updated or new information.

1 Year 1 (2015/2016): last financial year

- Debt was reduced by \$10.9 million to \$64.9 million, compared to the planned reduction of \$1.3 million to \$74.5 million, primarily as a result of the Office of the Auditor-General settlement, property sales and increased development contributions.
- As a consequence, debt projected for 30 June 2025 is now in the order of \$43 million (compared with \$53 million in LTP15). Based on updated information on the actual level of reserves, the debt requirement for 30 June 2025 remains in the order of \$60 million.
- Service delivery models were changed for roading and some areas in regulatory as work was brought in-house rather than contracted out. This generated reclassification of additional salaries and less external consultants. It was largely an exercise to increase effectiveness and efficiencies and for risk management purposes.

⁵ The funds were used to offset debt on a temporary basis.

2 Year 2 (2016/2017): this financial year

- Actual rate increase was 2.94% rather than the 3.45% projected in LTP15. Over the balance of LTP15 this means, all things being equal, there is a reduction in rates revenue of \$1.7 million.
- The uniform annual general charge (UAGC) stayed constant at \$708. Current policy is that the UAGC will be close to the maximum allowable. The maximum allowable last year was \$731. The impact is distributional, favouring those with comparatively lower valued properties. There is no overall financial impact.
- The debt reduction to \$64.9 million resulted in an average of \$487,000 saving over the remaining 9 years of the plan based on information at the time.
- For the Annual Plan 2016/2017, projected savings from debt reduction and the change in service delivery models in the previous year were redeployed to priority areas, such as IT and asset condition surveys, funding depreciation for renewals⁶ and increasing debt capacity.
- The level and nature of reserves has been established.

3 Year 3 (2017/2018): next financial year

- No significant deviations from year 3 of LTP15 are projected at this point, other than the ones noted above.

Significant new initiatives since LTP15 was adopted that will need to be accommodated in the next LTP if they are to be progressed

These are initiatives that are likely to impact on the next LTP (i.e. LTP18) in a significant way.

1 Mangawhai Community Wastewater Scheme (MCWWS) extension

Since the LTP was adopted in June 2015, extensive work has been undertaken on the need to extend and plan for the future of the MCWWS. An advisory panel was set up to review options, provide professional expertise and to facilitate community engagement. This culminated in a report to Council dated July 2015. This work now needs to be clearly articulated and will become an integral part of the next LTP process. The proposal that needs to be formulated needs to take into account projected growth, significant spending on disposal, treatment and the reticulation, and funding options in the context of a time horizon of a minimum of 30 years. The current plan has a modest provision in the order of \$2.7 million in the latter part of the plan. This will almost certainly be revised upwards with appropriate funding sources to be identified.

2 Mangawhai Town Plan

A review of future requirements for Mangawhai in terms of the District Plan and infrastructural needs as a result of growth is underway. This is separate, but related, to the MCWWS extension project outlined above.

⁶ where funded by general rates

A new community advisory panel has been set up to identify and review options, provide professional expertise and to facilitate community engagement with a view to reporting back to Council in due course.

There may be a recommendation to change aspects of the District Plan and/or to provide for additional infrastructure expenditure that will need to be factored into the new LTP. At this point, there is minimal funding for new work in LTP15.

Any proposal will need to be formulated and costed with funding identified for consultation with the next LTP process.

Choices for the next Long Term Plan (i.e. LTP18)

While draft material will be prepared based on current policy settings and knowledge and direction provided by Council, Council should review all aspects of the Long Term Plan. Changes should be made as appropriate. Key areas include:

1 Community outcomes

These describe what Council is seeking to achieve for the district and its community. Each Council will have its own view and they may or may not change with each Long Term Plan. (Reference: schedule 10, part 1, clause 1, LGA)

2 Financial strategy

The financial strategy sets out the expenditure and funding requirements for Council activities (both capital and operational) for the 10 years of the plan. It outlines key aspects of significant factors and assumptions that have been used in the preparation of the strategy. The purpose of a financial strategy is to facilitate prudent financial management and to provide context for consultation on proposals for funding and expenditure by making transparent the overall effects on services, rates, debt and investments. (Refer to section 101A, LGA for further details.)

3 Infrastructure Strategy

The Infrastructure Strategy sets out significant issues, options and requirements for infrastructure over a period of 30 years. It covers off stewardship obligations of Council in relation to key network assets. (Refer section 101B, LGA for further details.)

4 Asset Management Plans (AMPs)

AMPs set out the requirement for managing assets in detail. They discuss key elements affecting the management of Council's assets including the legislative framework, links to community outcomes, the proposed levels of service, performance measures and demand, environment and service management as applicable. They are used to inform the activity statements, the Infrastructure Strategy and, in turn, the financial strategy.

5 Group activity statements (and associated activity profiles)

These describe the business of Council, why and how we do it. They also set out the cost of activities (operational and capital expenditure), how we fund it and any significant negative

effects the activity may have on the community. Activity profiles provide more detail to support the activity statements. (Refer schedule 10, part 1, clause 2, LGA for further details.)

6 Key policies such as:

i Significance and engagement policy (S&EP)

The S&EP sets out Council's approach to assessing the significance of proposals and decisions and how it will engage or consult with the community as a result. (Refer section 76AA, LGA for further details.)

ii Revenue and financing policy (R&FP) and the associated component analysis

The R&FP describes Council's policies in regards to funding expenditure from available sources of funds. The policy also set out consideration of why the sources of funding are appropriate. The component analysis supports the R&FP by providing the detail required in order to be compliant with the legislation. (Refer sections 103 and 101(3), LGA for further details.)

iii Development contributions (DC) policy

The DC policy provides comprehensive detail requirement by the LGA to support development contributions for funding capital expenditure for growth-related activities. (Refer section 106, LGA for further details.)

7 Financial statements and funding impact statements (FIS)

The outcome of the activities, strategies and policies outlined above feeds through to the prospective financial statements and FISs. A comprehensive set of financials is required that complies with generally accepted accounting practice (GAAP) per section 111, LGA and includes information required by schedule 10, part 1, clauses 5, 12, 13 and 15(1) and (2), LGA.

8 Funding impact statement (rating tools).

This statement sets out rating information based on policies and strategies in place. It needs to include information required by schedule 10, part 1, clause 15(3) – 15 (6), LGA.

9 Rating policies

These set out Council's policies in regard to rates remissions and postponements, including those on Maori freehold land. (Reference: sections 102(2)(e) and 102(3), LGA.)

10 Fees and charges

Under various Acts including the LGA and the Resource Management Act 1991 (RMA), Council may recover the reasonable costs it incurs in providing services or activities. This translates to fees and charges, which are reviewed annually and formally consulted on. Fees and charges support some of the revenue items in the financial statements.

Collectively these documents are known as source documents and need to be adopted by Council and be available for the public to review prior to preparing any submissions on the plan. The full content requirements for LTPs are set out in part 1 of schedule 10 of the LGA. Others, such as AMPs

and activity profiles are an implicit requirement; they need to be produced in order to provide information for activity statements and financial statements, for example.

The list of policies that need to be produced are referred to in sections 101A (financial strategy), 101B (infrastructure strategy) and 102 (funding and financial policies) of the LGA. Not all of these policies need to be consulted on and equally not all of the policies need to be included in the LTP. Currently, the optional policies are incorporated to provide a comprehensive picture in one document of all key policies for ratepayers, residents and other stakeholders.

At a high level, Council needs to consider the appropriate levels of service for each of the activities, how fast the backlog of renewals is cleared, what level of debt is supportable and how we fund it. Funding and rating policies need to be reviewed. Flagged for review already are water, wastewater and stormwater charges; there was feedback from the previous Annual Plan that needs to be considered and new initiatives and the impact on Council will need to be reviewed carefully.

Early Council guidance to officers will enable draft material to be prepared accordingly and give more time for consideration.

Indicative timetable for the next Long Term Plan (i.e. LTP 2018/2028 (LTP18))

Officers will be preparing a timetable for a later Council meeting. Indicatively, key elements and timing are:

Scene setting	February 2017 (this report)
Review and preparation of underlying strategies, policies and plans for Council review (Council to consider progressively, some consultation may be undertaken)	Now until July/August 2017
Review and preparation of financial statements and key strategies and policies (e.g. financial strategy, infrastructure strategy, revenue and financing policy, funding impact statements (financial and rating tools)) (Some consultation may be undertaken)	September 2017 to December 2017 or February 2018 Council to review and adopt in December 2017 or February 2018
Preparation of consultation document	September 2017 to December 2017 or February 2018 Council to review and adopt February 2018 or March 2018
Formal consultation of consultation document and consideration of feedback	March 2018 or April 2018 to May 2018
Adoption of Long Term Plan by Council	June 2018

Factors to consider

Community views

The Long Term Plan is one of the most important documents Council has and the process itself is designed to engage and consult with the community. The community would expect that a robust and comprehensive process is put in place and that each element is given due consideration by Council. Members of the community will be provided with the opportunity to express their views in relation to Council's proposals progressively over the process.

Policy implications

This report seeks the preliminary views of the Mayor and Councillors in respect of policies incorporated in the current LTP.

Financial implications

This report seeks the preliminary views of the Mayor and Councillors in respect of financial parameters in the LTP.

Legal/delegation implications

There are no legal or delegation implications as a result of receiving this report.

Options

The following options exist:

Option A: Provide feedback at the time.

Under this option, Council would receive the report and provide feedback at the time.

Option B: Provide feedback at a later date.

Under this option, Council would delay giving feedback until a later date.

Assessment of options

Early Council guidance to officers will enable draft material to be prepared accordingly and give more time for consideration in later stages of the process. Providing initial feedback at the time does not negate providing feedback throughout the process.

Assessment of significance

While the decision to adopt the Long Term Plan itself is of a high degree of significant in terms of Council's significance and engagement policy, this report (an information report) is not significant.

Recommended option

The recommended option is **Option A**.

Next step

Incorporate any Council feedback into draft documents.

File number: 2302.21.01 **Approved for agenda**
Report to: Council
Meeting date: **13 February 2017**
Subject: **Annual Plan 2017/2018- draft material- source documents**
Date of report: 01 February 2017
From: Glennis Christie, General Manager Finance
Report purpose **Decision** **Recommendation** **Information**
Assessment of significance **Significant** **Non-significant**

Summary

Council is working towards adopting its Annual Plan 2017/2018 in June 2017. The Local Government Act 2002, as amended in 2015, places more emphasis on the Long Term Plan than previously. The Annual Plan for 2017/2018 is the third year of Council's Long Term Plan 2015/2025. Councils are required to show how the Annual Plan differs from the Long Term Plan; if the changes are significant or material, consultation is required.

Preliminary draft budgets for the Annual Plan 2017/2018 have been prepared based on the strategy outlined below. The Mayor and Councillors are asked to review the material and provide feedback to officers so that the next draft can be adopted at the March 2017 Council meeting.

While there will be changes to the Annual Plan, it is not anticipated that there will be material or significant changes proposed in the draft Annual Plan. However, Council would want to provide an opportunity for community engagement and feedback. For this reason we are preparing source documents to support a consultation document which indicate variations and proposals for the community to consider and provide feedback on prior to adoption of the Annual Plan in June 2017. Council will need to adopt these source documents prior to the adoption of the consultation document that will be used for community engagement and feedback.

The variations in the Plan are, in effect, updates as a result of progress over the last 24 months. Council has invested significantly in preparing the organisation for a return to democracy; historical issues have been largely dealt with, debt reduced by approximately \$11 million in the 2015/2016 year and organisational competency and capacity has been lifted to ensure more effective and efficient delivery of core services, particularly in the customer services and capital programme areas.

In essence the strategy has been to redeploy gains and savings to high priority areas where previously it was unaffordable.

This has led to updates throughout the budgets for 2015/2016 and for 2017/2018, most notably, the reduction in finance costs (as a result of the debt reduction), salaries and consultants (as a result of changed business models, bringing staff in-house and reducing reliance on consultants), rationalisation of the capital expenditure programme (substituting higher priority expenditure and deferring lower priority expenditure across the first three years of the Long Term Plan). The gains

have been re-invested in areas which will fast-track our knowledge of assets and renewals programme, maintain a prudent level of funding for our assets, continuing to reduce debt and support the organisation without needing to increase rates beyond the level set out in the Long Term Plan 2015/2025. We have been able to utilise our improved financial capacity and flexibility to further our current community goals.

Most of the key movements that impact on the draft Annual Plan 2017/2018 relate to the changes which occurred in the 2015/2016 year. For 2017/2018 it is more business as usual with gains consolidated, continual improvements being made throughout the organisation and any savings redeployed to higher priority areas.

Overall the proposed budget for the Annual Plan 2017/2018 is projecting \$46.4 million for operational expenditure (compared with \$46.1 million for the same year of the Long Term Plan), \$18.9 million for capital expenditure (compared with \$13.8 million for the same year of the Long Term Plan) and a rates increase of 3.65% (which is the same for the 2017/2018 year of the Long Term Plan). The rates increase of 3.65% is made up of a 1.85% increase in the general rate and an 8.65% increase in targeted rates (which in turn reflects the funding of expenditure on the network infrastructure).

The source documents for 2017/2018 attached to this report are as follows:

- proposed statements of financial and capital performance;
- proposed funding impact statements;
- prospective financial statements;
- proposed capital expenditure programme – summary;
- proposed capital expenditure programme – detail;
- proposed rates summary (uniform annual general charge \$748);
- proposed rating sample properties;
- illustrative rates summary (comparison of uniform annual general charges of \$728 and \$708 compared with \$748);
- proposed funding impact statement (rating tools); and
- proposed funding impact statement (rating tools) – maps.

A separate item on this agenda is for the preliminary draft of the Consultation Document. It is based on the source documents attached to this report and is also provided for review.

Recommendation

That Kaipara District Council:

- 1 *Receives the General Manager Finance's report 'Annual Plan 2017/2018- draft material- source documents' dated 01 February 2017; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Reviews and provides feedback to officers on the preliminary draft source documents for the*

Annual Plan 2017/2018 Consultation Document, as required by the Local Government Act 2002, the following as attached to the above-mentioned report i.e:

- *proposed statements of financial and capital performance;*
- *proposed funding impact statements;*
- *prospective financial statements;*
- *proposed capital expenditure programme – summary;*
- *proposed capital expenditure programme – detail;*
- *proposed rates summary (uniform annual general charge \$748);*
- *proposed rating sample properties;*
- *illustrative rates summary (comparison of a uniform annual general charges of \$728 and \$708 compared with \$748);*
- *proposed funding impact statement (rating tools); and*
- *proposed funding impact statement (rating tools) – maps.*

Reason for the recommendation

Council needs an opportunity to review the source documents and provide feedback to officers so that they can be finalised for adoption.

Reason for the report

For Council to consider the preliminary draft source documentation and provide feedback to officers prior to finalisation for the March 2017 Council meeting. The material will then be adopted and will support the Annual Plan 2017/2018 Consultation Document as required by the Local Government Act 2002 (LGA)¹.

Background

The LGA requires councils to prepare and adopt an Annual Plan for each financial year. The LGA also requires councils to have always an adopted Long Term Plan (LTP) covering 10 consecutive years.

The current Long Term Plan was prepared in 2014/2015, adopted in June 2015 and covers the 10 years from 01 July 2015 to 30 June 2025.

The Local Government Act 2002, as amended in 2015, places more emphasis on the Long Term Plan than previously. The Annual Plan for 2017/2018 is the third year of Council's Long Term Plan 2015/2025. Councils are required to show how the Annual Plan differs from the Long Term Plan; if the changes are significant or material, consultation is required.

While there will be changes to the Annual Plan, it is not anticipated that there will be material or significant changes proposed in the draft Annual Plan. However, Council would want to provide an opportunity for community engagement and feedback. For this reason we are preparing source documents to support a consultation document which indicate variations and proposals for the

¹ The Consultation Document will be used for the public feedback process in April 2017. The feedback will be considered by council in May 2017. Changes will be incorporated in the Annual Plan 2017/2018 which is due for adoption in June 2018. This is the subject of a separate report on this agenda.

community to consider and provide feedback on prior to adoption of the Annual Plan in June 2017.

The LGA requires the adoption of the source documentation before it adopts a consultation document. This report therefore precedes a recommendation to adopt the consultation document.

Variations from the 2017/2018 year of the Long Term Plan that have been incorporated in the proposed Annual Plan are set out in the sections below.

Overview

Overall, there is no material or significant change to our proposed budgets for the Annual Plan 2017/2018 compared with our Long Term Plan for that year. However, there are a number of movements within the revenue and expenditure items.

The variations in the plan are, in effect, updates as a result of progress over the last 24 months. Council has invested significantly in preparing the organisation for a return to democracy; historical issues have been largely dealt with, debt reduced by approximately \$11 million in the 2015/2016 year and organisational competency and capacity has been lifted to ensure more effective and efficient delivery of core services, particularly in the customer services and capital programme areas.

In essence the strategy has been to redeploy gains and savings to high priority areas where previously it was unaffordable.

This has led to updates throughout the budgets for 2016/2017 and for 2017/2018, most notably, the reduction in finance costs (as a result of the debt reduction), salaries and consultants (as a result of changed business models, bringing staff in-house and reducing reliance on consultants), rationalisation of the capital expenditure programme (substituting higher priority expenditure and deferring lower priority expenditure across the first three years of the Long Term Plan). The gains have been reinvested in areas which will fast-track our knowledge of assets and renewals programme, maintain a prudent level of funding for our assets, continuing to reduce debt and support the organisation without needing to increase rates beyond the level set out in the Long Term Plan 2015/2025. We have been able to utilise our improved financial capacity and flexibility to further our current community goals.

Overall the proposed budget for the Annual Plan 2017/2018 is projecting \$46.4 million for operational expenditure (compared with \$46.1 million for the same year of the Long Term Plan), \$18.9 million for capital expenditure (compared with \$13.8 million for the same year of the Long Term Plan) and a rates increase of 3.65% (which is the same for the 2017/2018 year of the Long Term Plan). The rates increase of 3.65% is made up of a 1.85% increase in the general rate and an 8.65% increase in targeted rates (which in turn reflects the funding of expenditure on the network infrastructure).

The source documents for 2017/2018 attached to this report are as follows:

- proposed statements of financial and capital performance;
- proposed funding impact statements;
- prospective financial statements;
- proposed capital expenditure programme - summary;
- proposed capital expenditure programme - detail;

- proposed rates summary (uniform annual general charge \$748);
- proposed rating sample properties;
- illustrative rates summary (comparison of a uniform annual general charges of \$728 and \$708 compared with \$748);
- proposed funding impact statement (rating tools); and
- proposed funding impact statement (rating tools) – maps.

Comparatives for the Annual Plan 2016/2017 have been provided to give additional information. This is particularly relevant where there have been movements between the 2016/2017 and 2017/2018 years.

Most of the material, except the rating sample properties and the funding impact statement (rating tools), includes the 2017/2018 year of the Long Term Plan and the proposed Annual Plan and the variation between them.

Operational revenue and expenditure

There are three key drivers behind our changes in operational revenue and expenditure. They are changes relating to debt, increased organisational efficiencies and capacity and refined expenditure priorities.

Most of the key movements that impact on the draft Annual Plan 2017/2018 relate to the changes which occurred in the 2015/2016 year. For 2017/2018 it is more business as usual with gains consolidated, continual improvements being made throughout the organisation and any savings redeployed to higher priority areas.

A summary of movements between the draft budget proposed for the Annual Plan 2017/2018 compared with the Annual Plan 2016/2017 and year three of the LTP (i.e. for 2017/2018) and rationale are set out below. The comparison against this year's Annual Plan (i.e. for the 2016/2017 year) provides context. The comparison against the LTP for the same year (i.e. 2017/2018) is the new legal requirement introduced in 2015.

	Annual Plan 2016/2017 ²	Long Term Plan 2017/2018 ³	Proposed Annual Plan 2017/2018
Total land rates ⁴	\$28.672 million 2.94% increase	\$29.864 million 3.65% increase	\$29.718 million 2.94% increase
General rates	\$21.089 million 2.36% increase UAGC \$708 ⁵	\$21.441 million 3.33% increase	\$21.479 million 1.85% increase UAGC \$748 (being the maximum setting per current policy)

² Percentage increases are over the previous year's Annual Plan (i.e. Annual Plan 2015/2016)

³ Percentage increases are over the Long Term Plan 2015/2025 projection for the previous year (i.e. 2016/2017)

⁴ Excludes targeted rates for water by meter

⁵ The current policy setting is that the UAGC will be set at close to the maximum allowable. In 2016/2017 the maximum would have been \$734.

	Annual Plan 2016/2017 ²	Long Term Plan 2017/2018 ³	Proposed Annual Plan 2017/2018
Targeted rates (excluding water)	\$7.583 million 4.61% increase	\$8.423 million 4.48% increase	\$8.239 million 8.65% increase relating to increased funding of depreciation and renewals. Less than originally projected in LTP15.
Water rates	\$2.866 million 9.67% decrease	\$2.885 million 1.87% decrease	\$3.239 million 13.01% increase
Operational subsidies and grants	\$5.302 million	\$4.847 million	\$5.895 million This reflects subsidy on maintenance expenditure which is higher than originally projected.
Activity revenue	\$4.043 million	\$4.091 million	\$4.917 million The increase reflects higher levels of activity. The key contributors are for camping ground revenue, building consents and resource consents.
Employee benefits	\$8.614 million	\$6.978 million	\$9.458 million The Annual Plans for both 2016/2017 and for 2017/2018 reflect the changed business models bringing knowledge, capability and accountability in-house. To some extent there is an offset in other direct expenses, although the initiatives were largely for effectiveness, efficiency and risk management purposes.
Interest expense	\$3.440 million	\$4.166 million	\$3.369 million The Annual Plans for both 2016/2017 and for 2017/2018 reflect the lower balance and benefits from borrowing via the Local Government Funding Agency (LGFA).
Other direct operating costs	\$22.987 million	\$24.825 million	\$23.793 million Lower than projected in the LTP, this reflects the changed business models as indicated employee benefits above. The levels above 2016/2017 reflect

	Annual Plan 2016/2017 ²	Long Term Plan 2017/2018 ³	Proposed Annual Plan 2017/2018
			increased activity levels.
Subsidies and grants - capital	\$6.356 million	\$5.959 million	\$7.968 million This reflects subsidy on capital expenditure. In 2016/2017 the levels are higher than originally projected for this year.
Growth expenditure	\$1,167 million	\$0.538 million	\$1.340 million Additional growth expenditure has been required for the MCWWS ⁶ (\$0.4 million) and roading (\$0.6 million). The balance is in the community activities area.
Level of service expenditure	\$2.789 million	\$2.321 million	\$5.288 million Additional level of service expenditure is in community activities (\$1.0 million), solid waste (\$0.6 million), roading (\$3 million), water (\$0.3 million) with the balance spread across the remaining activities.
Renewal expenditure	\$11.909 million	\$10.971 million	\$12.320 million The increases over the LTP level are a concerted effort to fast-track the renewal programme where possible.
Operating funds	(\$1.063 million)	(\$1.597 million)	(\$3.902 million). These reflect in part the use of prior period funds for current expenditure.
Funded depreciation	\$4.626 million out of \$9.599 million	\$4.856 million out of \$10.137 million	\$4.891 million out of \$9.755 million This reflects current policy to step up the funded depreciation levels over time for affordability reasons.
Debt	\$64.748 million	\$70.675 million	\$61.669 million The reduced debt is partly from the \$11 million repaid last financial year

⁶ Mangawhai Community Wastewater Scheme (MCWWS)

	Annual Plan 2016/2017 ²	Long Term Plan 2017/2018 ³	Proposed Annual Plan 2017/2018
			and the \$3 million planned for 2017/2018.

Activity revenue and expenditure

An overview of the changes for each of the activities is set out below.

- Community activities
 - Operating revenue and expenditure is at levels comparable with both the LTP and the Annual Plan 2016/2017.
 - The Annual Plan programme provides for increased capital expenditure over both the LTP and the Annual Plan 2016/2017 to utilise previously accumulated financial contributions reserve funding.
- District leadership
 - Activity costs and employee benefits have increased which in turn has increased the level of rates required for this activity. Both increases are driven by the need for increased organisational capability, particularly in the IT software for service support and in the case of employee benefits for additional planning staff to support the District Plan changes, including the implementation of the Regional Policy Statement and the Mangawhai Town Plan.
 - Capital expenditure is at comparable levels with the LTP, slightly lower than the Annual Plan 2016/2017.
- Emergency management
 - Expenditure is at levels comparable with the LTP and the Annual Plan 2016/2017.
- Flood protection
 - Operational expenditure is at levels comparable with the LTP and the Annual Plan 2016/2017.
 - Additional growth and service level capital expenditure is planned. The programme outlines works to be undertaken and funded from accumulated reserves.
- Regulatory
 - Operational revenues and expenditure have changed from the LTP for several reasons:
 - The business model was changed in several areas (e.g. Health and Alcohol licencing, processing consents) for improved efficiency, ownership, accountability and/or risk mitigation reasons. Overall employee benefits increased and reliance on consultants was reduced;
 - Demand-driven reasons, where an increase was matched by increased revenue;
 - Where an activity was not functioning correctly or where it was demand or legislatively driven but not matched by increased revenue. Overall this leads to increased employee costs.

- Solid waste
 - Operational changes to this activities are largely the result of the rationalisation of the roading and solid waste budgets;
 - The \$0.600 million of capital expenditure relates to the capping of the closed Awakino Landfill to ensure compliance with its resource consents, and to provide a cost-efficient onsite leachate management system at the Hakaru Landfill.
- Sewerage and the treatment and disposal of sewage
 - The decrease in activity costs and consequentially the rates level is a result of the lower interest costs as the debt that was repaid was attributed to the Mangawhai Community Wastewater Scheme district-wide ratepayer debt;
 - Renewal expenditure is at comparable levels with those projected in the LTP and Annual Plan for 2016/2017 with growth expenditure higher than projected in the LTP as additional work is required for a pump station and rising mains in Mangawhai reaching its design capacity.
- Stormwater
 - Levels of expenditure for stormwater are at level comparable to both the LTP and the Annual Plan 2016/2017.
- Roads and footpaths
 - Operational changes to this activity are largely the result of the new business model for the Roading activity. The rationalisation of the roading and solid waste budgets also contribute as there are reclassifications from one to the other.
 - The roading programme has been reprioritised to reflect the approved NZTA funding programme together with proposed additional works that are subject to approval of increased funding from the NZTA. Council's share of cost for the additional work is being funded from funds from previous years.
- Water supply
 - Activity costs have increased largely due to progressing asset condition surveys and redistribution of the costs in the new maintenance contract.
 - Capital expenditure overall is at the same levels as previously projected.

Impact on rates⁷

Year three of the Long Term Plan proposed an overall increase in rates of 3.65% from the 2016/2017 to 2017/2018 year. The preliminary draft budget has incorporated this same level, continuing to redeploy savings into high priority areas. The draft Annual Plan 2017/2018 budget proposes a 3.65% increase overall, made up of a 1.85% increase in the general rate and an 8.65% increase in targeted rates. The targeted rate increase reflects the funding of expenditure on network infrastructure and is impacted by the gradual increase in the funding of depreciation, the level of renewals and maintenance and internal charges.

⁷ Note: QV is currently amalgamating properties where there is common ownership. Although it is not possible to estimate the quantum at this point, the review is likely to lead to a higher per unit Uniform Annual General Charge (UAGC).

The level of the uniform annual general charge (UAGC) is currently set at the maximum within the policy: at \$748. In 2015/2016 it was \$708; Council's policy is that the level should be set at close to the maximum allowable under the Local Government (Rating) Act 2002. This was slightly less than the maximum. (In the ordinary course of events the UAGC for 2016/2017 would have been set at \$734.)

Historically, part of the UAGC has been attributed to the Mangawhai Community Wastewater Scheme (MCWWS). In 2015/2016 \$237 of the UAGC was attributable to district-wide funding of the MCWWS debt, in 2015/2016 it was \$237, for 2016/2017 the figure was \$183 and for the draft budget for the 2017/2018 year it is \$173⁸.

The level of the UAGC was used last year to manage the relativity between different ratepayer groups.

Mechanisms to manage the level may include utilisation of prior period reserves if available or deferring or cutting expenditure. Over the next month, in addition to further review of the preliminary draft, officers will review possibilities in this area.

Overall, it needs to be remembered that reducing the level of rates removes revenue for the balance of the Long Term Plan; short term gains may lead to a dramatic catch-up in later years. Options for later years will also diminish as a result. This will need to be factored into the review of the Long Term Plan which is due to start shortly⁹.

The Mayor and Councillors are asked to review the material and provide feedback to officers so that the next draft can be adopted at the March 2017 Council meeting.

Debt and prior years funds

The preliminary draft budget projects that close to \$3 million is repaid off debt. This is in line with current policy. In addition, prior years' funds are progressively being utilised over this year i.e. 2016/2017, and 2017/2018 to fund capital expenditure. To some extent this is a timing issue and Council needs to preserve its debt requirement level to accommodate draws on the funds in future years.

Factors to consider

Community views

The community may have views on the position put forward in the Annual Plan source documentation. Once reviewed and adopted next month, the consultation feedback process allows for the community to present their views before the final Annual Plan is completed and adopted in June 2017.

Policy implications

There are no policy implications.

⁸ The lower values each year reflect the lower debt and interest costs attributable to the district-wide ratepayers.

⁹ This review will also need to factor in expenditure for new initiatives or additional stages that are not already incorporated in the long Term Plan. There is also a need to review the speed of backlog renewals.

Financial implications

Financial implications are discussed in this report and set out in the attachments.

Legal/delegation implications

The adoption by Council of the source and consultation documentation is required by the Local Government Act 2002.

Options

The following options exist:

Option A: *Review and provide feedback on the draft source documentation for the Annual Plan.*

Under this Option Council would review and provide feedback on the draft Annual Plan source documentation.

Officers would then prepare source documentation for adoption at the next Council meeting in March 2017.

Option B: *Do nothing.*

Under this option Council would not adopt the source documents. Officers would continue to prepare the material based on the position set out in this paper.

Assessment of options

A review of the preliminary draft budgets would mean that staff can proceed with the finalisation of the source documentation with more confidence than otherwise. This does not preclude making specific requests to amend prior to the finalisation.

Assessment of significance

A review of preliminary source documentation does not constitute a significant decision in terms of Council's Significance and Engagement Policy.

Recommended option

The recommended option is **Option A**.

Attachments

- 2017/2018 proposed statements of financial and capital performance
- 2017/2018 proposed funding impact statements
- 2017/2018 prospective financial statements
- 2017/2018 proposed capital expenditure programme - summary
- 2017/2018 proposed capital expenditure programme - detail
- 2017/2018 proposed rates summary (uniform annual general charge \$748)
- 2017/2018 proposed rating sample properties
- 2017/2018 illustrative rates summary (comparison of a uniform annual general charges of \$728 and \$708 compared with \$748)
- 2017/2018 proposed funding impact statement (rating tools)
- 2017/2018 proposed funding impact statement (rating tools) – maps

Kaipara District Council
Prospective Statement of Financial Performance
 Whole of Council

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Operating revenues				
Rates (General)	21,089	21,442	21,479	37
Rates (Targeted)	10,449	11,283	11,478	195
Rates (Penalties)	750	789	750	-39
Subsidies and Grants - Operational	5,302	4,847	5,895	1,048
Activity Revenue	4,043	4,115	4,917	802
Investment Income	25	50	20	-30
Other Income	278	315	282	-33
Total operating revenues	41,936	42,841	44,821	1,980
Activity costs (excl. Depreciation)				
Other direct operating costs	22,987	24,825	23,793	-1,031
Employee benefits	8,614	6,978	9,458	2,480
Finance costs	3,440	4,166	3,369	-798
Total activity costs (excl. Depreciation)	35,042	35,969	36,620	651
Activity operating surplus/(deficit) (before Depreciation)	6,894	6,872	8,201	1,328
Depreciation	9,600	10,137	9,755	-381
Activity operating surplus/(deficit) (after Depreciation)	-2,705	-3,264	-1,555	1,710
Capital funding revenues				
Subsidies and Grants - Capital	6,355	5,959	7,968	2,009
Contributions	1,190	925	1,188	263
Total capital funding revenues	7,545	6,884	9,156	2,272
Accounting operating surplus/(deficit)	4,840	3,619	7,601	3,982
Other gains/(losses)				
Revaluation gains/(losses)	13,571	14,824	14,922	98
Provisions	90	88	84	-4
Comprehensive Surplus/(Deficit)	18,501	18,532	22,607	4,075

Kaipara District Council
Prospective Statement of Capital Performance
 Whole of Council

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Capital funding				
Activity Operating Surplus/(Deficit) (before Depreciation)	6,894	6,872	8,201	1,328
Subsidies and Grants - Capital	6,355	5,959	7,968	2,009
Contributions	1,190	925	1,188	263
Loans	-564	-1,673	-2,461	-789
Sale of assets	150	150	150	0
Total capital funding	14,025	12,233	15,045	2,812
Capital Payments				
Capital expenditure - to meet additional demand	1,167	538	1,340	802
Capital expenditure - to improve the level of service	2,788	2,321	5,288	2,967
Capital expenditure - to replace existing assets	11,908	10,971	12,320	1,348
Operating funds	-1,838	-1,597	-3,902	-2,305
Provisions	0	0	0	0
Total capital payments	14,025	12,233	15,045	2,812
Surplus/(deficit) after capital expenditure	0	0	0	0

Kaipara District Council
Prospective Statement of Financial Performance
Community Activities

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Operating revenues				
Rates (General)	3,492	3,414	3,548	134
Rates (Targeted)	282	282	282	0
Subsidies and Grants - Operational	50	52	50	-2
Activity Revenue	753	1,197	852	-344
Investment Income	0	0	0	0
Other Income	0	0	0	0
Total operating revenues	4,577	4,944	4,732	-212
Activity costs (excl. Depreciation)				
Other direct operating costs	3,641	3,742	3,738	-4
Employee benefits	589	800	667	-133
Finance costs	62	61	55	-6
Total activity costs (excl. Depreciation)	4,292	4,604	4,460	-144
Activity operating surplus/(deficit) (before Depreciation)	285	341	272	-69
Depreciation	154	180	167	-13
Activity operating surplus/(deficit) (after Depreciation)	131	161	105	-56
Capital funding revenues				
Contributions	500	525	500	-25
Total capital funding revenues	500	525	500	-25
Accounting operating surplus/(deficit)	631	686	605	-81
Other gains/(losses)				
Revaluation gains/(losses)	0	0	0	0
Provisions	0	0	0	0
Comprehensive Surplus/(Deficit)	631	686	605	-81

Kaipara District Council
Prospective Statement of Capital Performance
 Community Activities

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Capital funding				
Activity Operating Surplus/(Deficit) (before Depreciation)	285	341	272	-69
Contributions	500	525	500	-25
Loans	6	-101	-105	-4
Sale of assets	0	0	0	0
Total capital funding	791	765	667	-97
Capital Payments				
Capital expenditure - to meet additional demand	230	0	350	350
Capital expenditure - to improve the level of service	815	489	1,155	666
Capital expenditure - to replace existing assets	313	223	333	109
Operating funds	-566	52	-1,170	-1,222
Provisions	0	0	0	0
Total capital payments	791	764	667	-97
Surplus/(deficit) after capital expenditure	0	0	0	0

Kaipara District Council
Prospective Statement of Financial Performance
District Leadership

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Operating revenues				
Rates (General)	4,178	3,741	5,332	1,591
Rates (Penalties)	750	789	750	-39
Subsidies and Grants - Operational	26	0	0	0
Activity Revenue	159	68	160	92
Investment Income	25	50	20	-30
Other Income	273	315	277	-38
Total operating revenues	5,411	4,963	6,538	1,576
Activity costs (excl. Depreciation)				
Other direct operating costs	455	401	275	-126
Employee benefits	4,739	4,307	4,955	647
Finance costs	-54	-212	-91	121
Total activity costs (excl. Depreciation)	5,140	4,496	5,138	642
Activity operating surplus/(deficit) (before Depreciation)	271	467	1,400	933
Depreciation	357	409	410	1
Activity operating surplus/(deficit) (after Depreciation)	-86	58	990	932
Capital funding revenues				
Contributions	0	0	0	0
Total capital funding revenues	0	0	0	0
Accounting operating surplus/(deficit)	-86	58	990	932
Other gains/(losses)				
Revaluation gains/(losses)	13,571	14,824	14,922	98
Provisions	89	85	81	-4
Comprehensive Surplus/(Deficit)	13,574	14,967	15,992	1,025

Kaipara District Council
Prospective Statement of Capital Performance
 District Leadership

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Capital funding				
Activity Operating Surplus/(Deficit) (before Depreciation)	271	467	1,400	933
Contributions	0	0	0	0
Loans	234	-161	-1,129	-968
Sale of assets	150	150	150	0
Total capital funding	655	456	421	-35
Capital Payments				
Capital expenditure - to meet additional demand	0	0	0	0
Capital expenditure - to improve the level of service	401	154	149	-5
Capital expenditure - to replace existing assets	241	231	226	-5
Operating funds	13	71	45	-25
Provisions	0	0	0	0
Total capital payments	655	456	420	-35
Surplus/(deficit) after capital expenditure	0	0	0	0

Kaipara District Council
Prospective Statement of Financial Performance
Emergency Management

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Operating revenues				
Rates (General)	183	223	190	-33
Subsidies and Grants - Operational	0	0	0	0
Activity Revenue	118	125	118	-6
Other Income	0	0	0	0
Total operating revenues	302	348	308	-39
Activity costs (excl. Depreciation)				
Other direct operating costs	302	348	308	-39
Employee benefits	0	0	0	0
Finance costs	0	0	0	0
Total activity costs (excl. Depreciation)	302	348	308	-39
Activity operating surplus/(deficit) (before Depreciation)	0	0	0	0
Depreciation	0	0	0	0
Activity operating surplus/(deficit) (after Depreciation)	0	0	0	0
Capital funding revenues				
Subsidies and Grants - Capital	115	0	0	0
Total capital funding revenues	115	0	0	0
Accounting operating surplus/(deficit)	115	0	0	0
Other gains/(losses)				
Revaluation gains/(losses)	0	0	0	0
Provisions	0	0	0	0
Comprehensive Surplus/(Deficit)	115	0	0	0

Kaipara District Council
Prospective Statement of Capital Performance
 Emergency Management

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Capital funding				
Activity Operating Surplus/(Deficit) (before Depreciation)	0	0	0	0
Subsidies and Grants - Capital	115	0	0	0
Loans	0	0	0	0
Sale of assets	0	0	0	0
Total capital funding	115	0	0	0
Capital Payments				
Capital expenditure - to meet additional demand	0	0	0	0
Capital expenditure - to improve the level of service	0	0	0	0
Capital expenditure - to replace existing assets	153	0	0	0
Operating funds	-38	0	0	0
Provisions	0	0	0	0
Total capital payments	115	0	0	0
Surplus/(deficit) after capital expenditure	0	0	0	0

Kaipara District Council
Prospective Statement of Financial Performance
 Flood Protection and Control Works

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Operating revenues				
Rates (General)	14	15	15	-1
Rates (Targeted)	623	642	638	-4
Activity Revenue	8	8	8	0
Total operating revenues	646	666	661	-5
Activity costs (excl. Depreciation)				
Other direct operating costs	393	495	437	-58
Employee benefits	0	0	0	0
Finance costs	0	0	0	0
Total activity costs (excl. Depreciation)	393	495	437	-58
Activity operating surplus/(deficit) (before Depreciation)	253	171	223	53
Depreciation	102	108	104	-3
Activity operating surplus/(deficit) (after Depreciation)	151	63	119	56
Capital funding revenues				
0	0	0	0	0
Total capital funding revenues	0	0	0	0
Accounting operating surplus/(deficit)	151	63	119	56
Other gains/(losses)				
Revaluation gains/(losses)	0	0	0	0
Provisions	0	0	0	0
Comprehensive Surplus/(Deficit)	151	63	119	56

Kaipara District Council
Prospective Statement of Capital Performance
 Flood Protection and Control Works

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Capital funding				
Activity Operating Surplus/(Deficit) (before Depreciation)	253	171	223	53
0	0	0	0	0
Loans	0	0	0	0
Sale of assets	0	0	0	0
Total capital funding	253	171	223	53
Capital Payments				
Capital expenditure - to meet additional demand	0	0	0	0
Capital expenditure - to improve the level of service	170	0	40	40
Capital expenditure - to replace existing assets	434	0	130	130
Operating funds	-351	171	53	-117
Provisions	0	0	0	0
Total capital payments	253	171	223	53
Surplus/(deficit) after capital expenditure	0	0	0	0

Kaipara District Council
Prospective Statement of Financial Performance
 Regulatory Management

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Operating revenues				
Rates (General)	857	483	1,087	604
Rates (Penalties)	0	0	0	0
Activity Revenue	2,893	2,616	3,675	1,059
Other Income	5	0	5	5
Total operating revenues	3,755	3,099	4,767	1,668
Activity costs (excl. Depreciation)				
Other direct operating costs	1,657	1,654	2,154	499
Employee benefits	2,096	1,440	2,599	1,160
Finance costs	0	0	0	0
Total activity costs (excl. Depreciation)	3,753	3,094	4,753	1,659
Activity operating surplus/(deficit) (before Depreciation)	2	5	14	9
Depreciation	14	15	14	-1
Activity operating surplus/(deficit) (after Depreciation)	-12	-10	0	10
Capital funding revenues				
0	0	0	0	0
Total capital funding revenues	0	0	0	0
Accounting operating surplus/(deficit)	-12	-10	0	10
Other gains/(losses)				
Revaluation gains/(losses)	0	0	0	0
Provisions	0	0	0	0
Comprehensive Surplus/(Deficit)	-12	-10	0	10

Kaipara District Council
Prospective Statement of Capital Performance
 Regulatory Management

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Capital funding				
Activity Operating Surplus/(Deficit) (before Depreciation)	2	5	14	9
0	0	0	0	0
Loans	0	0	0	0
Sale of assets	0	0	0	0
Total capital funding	2	5	14	9
Capital Payments				
Capital expenditure - to meet additional demand	0	0	0	0
Capital expenditure - to improve the level of service	0	0	0	0
Capital expenditure - to replace existing assets	0	0	0	0
Operating funds	2	5	14	9
Provisions	0	0	0	0
Total capital payments	2	5	14	9
Surplus/(deficit) after capital expenditure	0	0	0	0

Kaipara District Council
Prospective Statement of Financial Performance
 Sewerage and the Treatment and Disposal of Sewage

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Operating revenues				
Rates (General)	1,925	2,586	2,050	-536
Rates (Targeted)	5,208	5,775	5,561	-214
Activity Revenue	9	10	9	-1
Investment Income	0	0	0	0
Total operating revenues	7,142	8,371	7,621	-750
Activity costs (excl. Depreciation)				
Other direct operating costs	3,319	3,242	3,299	57
Employee benefits	0	0	0	0
Finance costs	2,816	3,685	2,860	-826
Total activity costs (excl. Depreciation)	6,135	6,927	6,159	-768
Activity operating surplus/(deficit) (before Depreciation)	1,007	1,444	1,462	18
Depreciation	1,302	1,403	1,321	-81
Activity operating surplus/(deficit) (after Depreciation)	-296	41	141	100
Capital funding revenues				
Subsidies and Grants - Capital	0	0	0	0
Contributions	350	350	350	0
Total capital funding revenues	350	350	350	0
Accounting operating surplus/(deficit)	54	391	491	100
Other gains/(losses)				
Revaluation gains/(losses)	0	0	0	0
Provisions	-130	-130	-130	0
Comprehensive Surplus/(Deficit)	-76	261	361	100

Kaipara District Council
Prospective Statement of Capital Performance
Sewerage and the Treatment and Disposal of Sewage

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Capital funding				
Activity Operating Surplus/(Deficit) (before Depreciation)	1,007	1,444	1,462	18
Subsidies and Grants - Capital	0	0	0	0
Contributions	350	350	350	0
Loans	-26	-628	-719	-91
Sale of assets	0	0	0	0
Total capital funding	1,330	1,165	1,093	-73
Capital Payments				
Capital expenditure - to meet additional demand	579	43	390	347
Capital expenditure - to improve the level of service	174	37	35	-2
Capital expenditure - to replace existing assets	493	481	450	-31
Operating funds	84	604	218	-386
Provisions	0	0	0	0
Total capital payments	1,330	1,165	1,093	-72
Surplus/(deficit) after capital expenditure	0	0	0	0

Kaipara District Council
Prospective Statement of Financial Performance
Solid Waste

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Operating revenues				
Rates (General)	828	1,052	1,211	159
Activity Revenue	79	67	79	11
Investment Income	0	0	0	0
Total operating revenues	906	1,119	1,289	170
Activity costs (excl. Depreciation)				
Other direct operating costs	-592	366	975	610
Employee benefits	1,190	431	0	-431
Finance costs	25	26	23	-3
Total activity costs (excl. Depreciation)	623	822	998	176
Activity operating surplus/(deficit) (before Depreciation)	283	297	291	-6
Depreciation	0	0	6	6
Activity operating surplus/(deficit) (after Depreciation)	283	297	285	-12
Capital funding revenues				
Contributions	0	0	0	0
Total capital funding revenues	0	0	0	0
Accounting operating surplus/(deficit)	283	297	285	-12
Other gains/(losses)				
Revaluation gains/(losses)	0	0	0	0
Provisions	131	133	133	0
Comprehensive Surplus/(Deficit)	414	430	418	-12

Kaipara District Council
Prospective Statement of Capital Performance
Solid Waste

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Capital funding				
Activity Operating Surplus/(Deficit) (before Depreciation)	283	297	291	-6
Contributions	0	0	0	0
Loans	-33	-34	-35	-1
Sale of assets	0	0	0	0
Total capital funding	250	263	256	-7
Capital Payments				
Capital expenditure - to meet additional demand	0	0	0	0
Capital expenditure - to improve the level of service	0	0	600	600
Capital expenditure - to replace existing assets	0	0	0	0
Operating funds	250	263	-344	-607
Provisions	0	0	0	0
Total capital payments	250	263	256	-7
Surplus/(deficit) after capital expenditure	0	0	0	0

Kaipara District Council
Prospective Statement of Financial Performance
Stormwater Drainage

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Operating revenues				
Rates (General)	162	193	207	14
Rates (Targeted)	1,079	1,320	1,368	48
Activity Revenue	0	0	0	0
Investment Income	0	0	0	0
Total operating revenues	1,241	1,513	1,575	62
Activity costs (excl. Depreciation)				
Other direct operating costs	631	619	733	114
Employee benefits	0	0	0	0
Finance costs	226	229	189	-40
Total activity costs (excl. Depreciation)	857	848	923	74
Activity operating surplus/(deficit) (before Depreciation)	385	664	652	-12
Depreciation	369	394	370	-24
Activity operating surplus/(deficit) (after Depreciation)	15	271	282	11
Capital funding revenues				
Contributions	16	15	14	-1
Total capital funding revenues	16	15	14	-1
Accounting operating surplus/(deficit)	31	285	296	11
Other gains/(losses)				
Revaluation gains/(losses)	0	0	0	0
Provisions	0	0	0	0
Comprehensive Surplus/(Deficit)	31	285	296	11

Kaipara District Council
Prospective Statement of Capital Performance
Stormwater Drainage

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Capital funding				
Activity Operating Surplus/(Deficit) (before Depreciation)	385	664	652	-12
Contributions	16	15	14	-1
Loans	-323	-314	-314	0
Sale of assets	0	0	0	0
Total capital funding	77	365	352	-13
Capital Payments				
Capital expenditure - to meet additional demand	38	40	38	-3
Capital expenditure - to improve the level of service	10	0	0	0
Capital expenditure - to replace existing assets	210	342	320	-22
Operating funds	-180	-17	-5	12
Provisions	0	0	0	0
Total capital payments	78	365	352	-13
Surplus/(deficit) after capital expenditure	0	0	0	0

Kaipara District Council
Prospective Statement of Financial Performance
The Provision of Roads and Footpaths

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Operating revenues				
Rates (General)	9,450	9,734	7,839	-1,895
Rates (Targeted)	390	404	390	-14
Subsidies and Grants - Operational	5,226	4,795	5,845	1,049
Activity Revenue	0	0	0	0
Investment Income	0	0	0	0
Other Income	0	0	0	0
Total operating revenues	15,066	14,934	14,074	-859
Activity costs (excl. Depreciation)				
Other direct operating costs	11,886	12,758	10,148	-2,610
Employee benefits	0	0	1,237	1,237
Finance costs	60	62	55	-7
Total activity costs (excl. Depreciation)	11,946	12,820	11,440	-1,380
Activity operating surplus/(deficit) (before Depreciation)	3,119	2,114	2,634	520
Depreciation	6,175	6,425	6,233	-193
Activity operating surplus/(deficit) (after Depreciation)	-3,056	-4,311	-3,598	713
Capital funding revenues				
Subsidies and Grants - Capital	6,241	5,959	7,968	2,009
Contributions	324	36	325	289
Total capital funding revenues	6,565	5,995	8,293	2,298
Accounting operating surplus/(deficit)	3,509	1,683	4,694	3,011
Other gains/(losses)				
Revaluation gains/(losses)	0	0	0	0
Provisions	0	0	0	0
Comprehensive Surplus/(Deficit)	3,509	1,683	4,694	3,011

Kaipara District Council
Prospective Statement of Capital Performance
The Provision of Roads and Footpaths

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Capital funding				
Activity Operating Surplus/(Deficit) (before Depreciation)	3,119	2,114	2,634	520
Subsidies and Grants - Capital	6,241	5,959	7,968	2,009
Contributions	324	36	325	289
Loans	-78	-80	-82	-2
Sale of assets	0	0	0	0
Total capital funding	9,606	8,029	10,845	2,816
Capital Payments				
Capital expenditure - to meet additional demand	310	455	562	107
Capital expenditure - to improve the level of service	1,186	1,630	3,013	1,383
Capital expenditure - to replace existing assets	9,125	8,699	10,081	1,382
Operating funds	-1,014	-2,755	-2,811	-56
Provisions	0	0	0	0
Total capital payments	9,607	8,029	10,845	2,816
Surplus/(deficit) after capital expenditure	0	0	0	0

Kaipara District Council
Prospective Statement of Financial Performance
Water Supply

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Operating revenues				
Rates (General)	0	0	0	0
Rates (Targeted)	2,866	2,860	3,239	379
Subsidies and Grants - Operational	0	0	0	0
Activity Revenue	23	25	15	-9
Investment Income	0	0	0	0
Other Income	0	0	0	0
Total operating revenues	2,890	2,885	3,254	370
Activity costs (excl. Depreciation)				
Other direct operating costs	1,295	1,200	1,726	525
Employee benefits	0	0	0	0
Finance costs	305	315	278	-37
Total activity costs (excl. Depreciation)	1,600	1,516	2,004	488
Activity operating surplus/(deficit) (before Depreciation)	1,289	1,369	1,251	-118
Depreciation	1,126	1,203	1,129	-74
Activity operating surplus/(deficit) (after Depreciation)	163	166	122	-45
Capital funding revenues				
Contributions	0	0	0	0
Total capital funding revenues	0	0	0	0
Accounting operating surplus/(deficit)	163	166	122	-45
Other gains/(losses)				
Revaluation gains/(losses)	0	0	0	0
Provisions	0	0	0	0
Comprehensive Surplus/(Deficit)	163	166	122	-45

Kaipara District Council
Prospective Statement of Capital Performance
 Water Supply

For period commencing: July	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance 2017-2018 \$'000
Capital funding				
Activity Operating Surplus/(Deficit) (before Depreciation)	1,289	1,369	1,251	-118
Contributions	0	0	0	0
Loans	-347	-354	-77	277
Sale of assets	0	0	0	0
Total capital funding	942	1,015	1,174	159
Capital Payments				
Capital expenditure - to meet additional demand	10	0	0	0
Capital expenditure - to improve the level of service	33	11	296	285
Capital expenditure - to replace existing assets	940	995	781	-214
Operating funds	-40	10	97	87
Provisions	0	0	0	0
Total capital payments	943	1,015	1,174	158
Surplus/(deficit) after capital expenditure	0	0	0	0

Kaipara District Council
Funding Impact Statement
 Whole of Council

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017	2017-2018	2017-2018	2017-2018
	\$'000	\$'000	\$'000	\$'000
Operating funding				
Sources of operating funding				
General rates, uniform annual general charges, rate penalties	21,839	22,231	22,229	-2
Targeted rates	10,449	11,283	11,478	195
Subsidies and grants for operating purposes	5,302	4,847	5,895	1,048
Fees and charges	4,043	4,115	4,917	802
Interest and dividends from investments	25	50	20	-30
Local authorities fuel tax, fines, infringement fees and other receipts	278	315	282	-33
Total operating funding	41,936	42,841	44,821	1,980
Application of operating funding				
Payments to staff and suppliers	31,601	31,803	33,252	1,449
Finance costs	3,440	4,166	3,369	-798
Other operating funding applications	0	0	0	0
Total applications of operating funding	35,041	35,969	36,620	651
Surplus (deficit) of operating funding	6,895	6,872	8,201	1,328

Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	6,355	5,959	7,968	-2,009
Development and financial contributions	1,190	925	1,188	-263
Increase (decrease) in debt	1,313	68	-2,461	-2,530
Gross proceeds from sale of assets	150	150	150	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
Total sources of capital funding	9,008	7,102	6,845	-257

Applications of capital funding

Capital expenditure				
- to meet additional demand	1,167	538	1,340	802
Capital expenditure				
- to improve the level of service	2,788	2,321	5,288	2,967
Capital expenditure				
- to replace existing assets	11,908	10,971	12,320	1,348
Increase (decrease) in reserves	40	144	-3,902	-4,046
Increase (decrease) of investments	0	0	0	0
Total applications of capital funding	15,903	13,975	15,045	1,071

Surplus (deficit) of capital funding

	-6,895	-6,872	-8,201	-1,328
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Funding Balance

	0	0	0	0
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Kaipara District Council

Funding Impact Statement - Activities

Community Activities

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Operating funding				
Sources of operating funding				
General rates, uniform annual general charges, rate penalties	3,492	3,414	3,548	134
Targeted rates	282	282	282	0
Subsidies and grants for operating purposes	50	52	50	-2
Fees and charges	753	1,197	852	-344
Internal charges and overheads recovered	298	350	318	-32
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0
Total operating funding	4,875	5,294	5,050	-244
Application of operating funding				
Payments to staff and suppliers	3,773	4,009	3,923	-86
Finance costs	62	61	55	-6
Internal charges and overheads applied	755	883	800	-83
Other operating funding applications	0	0	0	0
Total applications of operating funding	4,590	4,953	4,777	-176
Surplus (deficit) of operating funding	285	341	272	-69

Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	0	0	0	0
Development and financial contributions	500	525	500	-25
Increase (decrease) in debt	6	-101	-105	-4
Gross proceeds from sale of assets	0	0	0	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
<i>Total sources of capital funding</i>	506	423	395	-28

Applications of capital funding

Capital expenditure				
- to meet additional demand	230	0	350	350
Capital expenditure				
- to improve the level of service	815	489	1,155	666
Capital expenditure				
- to replace existing assets	313	223	333	109
Increase (decrease) in reserves	-566	52	-1,170	-1,222
Increase (decrease) of investments	0	0	0	0
<i>Total applications of capital funding</i>	791	764	667	-97

Surplus (deficit) of capital funding

-285	-341	-272	69
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Funding Balance

0	0	0	0
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Kaipara District Council

Funding Impact Statement - Activities

District Leadership

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Operating funding				
Sources of operating funding				
General rates, uniform annual general charges, rate penalties	4,928	4,530	6,082	1,552
Targeted rates	0	0	0	0
Subsidies and grants for operating purposes	26	0	0	0
Fees and charges	159	68	160	92
Internal charges and overheads recovered	5,220	5,229	5,994	765
Local authorities fuel tax, fines, infringement fees and other receipts	298	365	297	-68
Total operating funding	10,631	10,191	12,532	2,340
Application of operating funding				
Payments to staff and suppliers	10,195	9,707	10,964	1,257
Finance costs	-54	-212	-91	121
Internal charges and overheads applied	219	230	260	29
Other operating funding applications	0	0	0	0
Total applications of operating funding	10,361	9,725	11,132	1,407
Surplus (deficit) of operating funding	271	467	1,400	933

Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	0	0	0	0
Development and financial contributions	0	0	0	0
Increase (decrease) in debt	235	-158	-1,129	-972
Gross proceeds from sale of assets	150	150	150	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
Total sources of capital funding	385	-8	-979	-972

Applications of capital funding

Capital expenditure				
- to meet additional demand	0	0	0	0
Capital expenditure				
- to improve the level of service	401	154	149	-5
Capital expenditure				
- to replace existing assets	241	231	226	-5
Increase (decrease) in reserves	14	74	45	-29
Increase (decrease) of investments	0	0	0	0
Total applications of capital funding	656	459	420	-39

Surplus (deficit) of capital funding

-271	-466	-1,399	-933
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Funding Balance

0	0	0	0
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Kaipara District Council

Funding Impact Statement - Activities

Emergency Management

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Operating funding				
Sources of operating funding				
General rates, uniform annual general charges, rate penalties	183	223	190	-33
Targeted rates	0	0	0	0
Subsidies and grants for operating purposes	0	0	0	0
Fees and charges	118	125	118	-6
Internal charges and overheads recovered	0	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0
Total operating funding	302	348	308	-39
Application of operating funding				
Payments to staff and suppliers	260	300	266	-34
Finance costs	0	0	0	0
Internal charges and overheads applied	42	48	43	-5
Other operating funding applications	0	0	0	0
Total applications of operating funding	302	348	308	-39
Surplus (deficit) of operating funding	0	0	0	0

Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	115	0	0	0
Development and financial contributions	0	0	0	0
Increase (decrease) in debt	0	0	0	0
Gross proceeds from sale of assets	0	0	0	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
Total sources of capital funding	115	0	0	0

Applications of capital funding

Capital expenditure				
- to meet additional demand	0	0	0	0
Capital expenditure				
- to improve the level of service	0	0	0	0
Capital expenditure				
- to replace existing assets	153	0	0	0
Increase (decrease) in reserves	-38	0	0	0
Increase (decrease) of investments	0	0	0	0
Total applications of capital funding	115	0	0	0

Surplus (deficit) of capital funding

Funding Balance

0	0	0	0
0	0	0	0

Kaipara District Council

Funding Impact Statement - Activities

Flood Protection and Control Works

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Operating funding				
Sources of operating funding				
General rates, uniform annual general charges, rate penalties	14	15	15	-1
Targeted rates	623	642	638	-4
Subsidies and grants for operating purposes	0	0	0	0
Fees and charges	8	8	8	0
Internal charges and overheads recovered	4	4	4	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0
Total operating funding	650	670	665	-5
Application of operating funding				
Payments to staff and suppliers	339	433	367	-65
Finance costs	0	0	0	0
Internal charges and overheads applied	59	67	74	7
Other operating funding applications	0	0	0	0
Total applications of operating funding	397	500	441	-58
Surplus (deficit) of operating funding	253	171	223	53

Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	0	0	0	0
Development and financial contributions	0	0	0	0
Increase (decrease) in debt	0	0	0	0
Gross proceeds from sale of assets	0	0	0	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
Total sources of capital funding	0	0	0	0

Applications of capital funding

Capital expenditure				
- to meet additional demand	0	0	0	0
Capital expenditure				
- to improve the level of service	170	0	40	40
Capital expenditure				
- to replace existing assets	434	0	130	130
Increase (decrease) in reserves	-351	171	53	-117
Increase (decrease) of investments	0	0	0	0
Total applications of capital funding	253	171	223	53

Surplus (deficit) of capital funding

Funding Balance

-253	-171	-223	-53
0	0	0	0

Kaipara District Council

Funding Impact Statement - Activities

Regulatory Management

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Operating funding				
Sources of operating funding				
General rates, uniform annual general charges, rate penalties	857	483	1,087	604
Targeted rates	0	0	0	0
Subsidies and grants for operating purposes	0	0	0	0
Fees and charges	2,893	2,616	3,675	1,059
Internal charges and overheads recovered	623	599	389	-210
Local authorities fuel tax, fines, infringement fees and other receipts	5	0	5	5
Total operating funding	4,378	3,698	5,156	1,458
Application of operating funding				
Payments to staff and suppliers	3,369	2,725	4,155	1,429
Finance costs	0	0	0	0
Internal charges and overheads applied	1,007	968	987	20
Other operating funding applications	0	0	0	0
Total applications of operating funding	4,376	3,693	5,142	1,449
Surplus (deficit) of operating funding	2	5	14	9

Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	0	0	0	0
Development and financial contributions	0	0	0	0
Increase (decrease) in debt	0	0	0	0
Gross proceeds from sale of assets	0	0	0	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
Total sources of capital funding	0	0	0	0

Applications of capital funding

Capital expenditure				
- to meet additional demand	0	0	0	0
Capital expenditure				
- to improve the level of service	0	0	0	0
Capital expenditure				
- to replace existing assets	0	0	0	0
Increase (decrease) in reserves	2	5	14	9
Increase (decrease) of investments	0	0	0	0
Total applications of capital funding	2	5	14	9

Surplus (deficit) of capital funding

	-2	-5	-14	-9
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Funding Balance

	0	0	0	0
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Kaipara District Council

Funding Impact Statement - Activities

Sewerage and the Treatment and Disposal of Sewage

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Operating funding				
Sources of operating funding				
General rates, uniform annual general charges, rate penalties	1,925	2,586	2,050	-536
Targeted rates	5,208	5,775	5,561	-214
Subsidies and grants for operating purposes	0	0	0	0
Fees and charges	9	10	9	-1
Internal charges and overheads recovered	0	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0
Total operating funding	7,142	8,371	7,621	-750
Application of operating funding				
Payments to staff and suppliers	2,430	2,361	2,317	-43
Finance costs	2,816	3,685	2,860	-826
Internal charges and overheads applied	889	881	982	101
Other operating funding applications	0	0	0	0
Total applications of operating funding	6,135	6,927	6,159	-768
Surplus (deficit) of operating funding	1,007	1,444	1,462	18

Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	0	0	0	0
Development and financial contributions	350	350	350	0
Increase (decrease) in debt	-26	-628	-719	-91
Gross proceeds from sale of assets	0	0	0	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
Total sources of capital funding	323	-279	-370	-91

Applications of capital funding

Capital expenditure				
- to meet additional demand	579	43	390	347
Capital expenditure				
- to improve the level of service	174	37	35	-2
Capital expenditure				
- to replace existing assets	493	481	450	-31
Increase (decrease) in reserves	84	604	218	-386
Increase (decrease) of investments	0	0	0	0
Total applications of capital funding	1,330	1,165	1,093	-72

Surplus (deficit) of capital funding

	-1,007	-1,444	-1,462	-18
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Funding Balance

	0	0	0	0
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Kaipara District Council

Funding Impact Statement - Activities

Solid Waste

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Operating funding				
Sources of operating funding				
General rates, uniform annual general charges, rate penalties	828	1,052	1,211	159
Targeted rates	0	0	0	0
Subsidies and grants for operating purposes	0	0	0	0
Fees and charges	79	67	79	11
Internal charges and overheads recovered	552	539	0	-539
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0
Total operating funding	1,459	1,658	1,289	-368
Application of operating funding				
Payments to staff and suppliers	1,021	1,201	732	-470
Finance costs	25	26	23	-3
Internal charges and overheads applied	130	134	244	110
Other operating funding applications	0	0	0	0
Total applications of operating funding	1,176	1,361	998	-363
Surplus (deficit) of operating funding	283	297	291	-6

Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	0	0	0	0
Development and financial contributions	0	0	0	0
Increase (decrease) in debt	-33	-34	-35	-1
Gross proceeds from sale of assets	0	0	0	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
Total sources of capital funding	-33	-34	-35	-1

Applications of capital funding

Capital expenditure				
- to meet additional demand	0	0	0	0
Capital expenditure				
- to improve the level of service	0	0	600	600
Capital expenditure				
- to replace existing assets	0	0	0	0
Increase (decrease) in reserves	250	263	-344	-607
Increase (decrease) of investments	0	0	0	0
Total applications of capital funding	250	263	256	-7

Surplus (deficit) of capital funding

Funding Balance

-283	-297	-291	6
0	0	0	0

Kaipara District Council

Funding Impact Statement - Activities

Stormwater Drainage

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000

Operating funding

Sources of operating funding

General rates, uniform annual general charges, rate penalties	162	193	207	14
Targeted rates	1,079	1,320	1,368	48
Subsidies and grants for operating purposes	0	0	0	0
Fees and charges	0	0	0	0
Internal charges and overheads recovered	0	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0
Total operating funding	1,241	1,513	1,575	62

Application of operating funding

Payments to staff and suppliers	445	433	508	75
Finance costs	226	229	189	-40
Internal charges and overheads applied	186	186	225	39
Other operating funding applications	0	0	0	0
Total applications of operating funding	857	848	923	74

Surplus (deficit) of operating funding	385	664	652	-12
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Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	0	0	0	0
Development and financial contributions	16	15	14	-1
Increase (decrease) in debt	-323	-314	-314	0
Gross proceeds from sale of assets	0	0	0	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
Total sources of capital funding	-307	-299	-300	-1

Applications of capital funding

Capital expenditure				
- to meet additional demand	38	40	38	-3
Capital expenditure				
- to improve the level of service	10	0	0	0
Capital expenditure				
- to replace existing assets	210	342	320	-22
Increase (decrease) in reserves	-180	-17	-5	12
Increase (decrease) of investments	0	0	0	0
Total applications of capital funding	78	365	352	-13

Surplus (deficit) of capital funding

-385	-665	-652	12
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Funding Balance

0	0	0	0
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Kaipara District Council

Funding Impact Statement - Activities

The Provision of Roads and Footpaths

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Operating funding				
Sources of operating funding				
General rates, uniform annual general charges, rate penalties	9,450	9,734	7,839	-1,895
Targeted rates	390	404	390	-14
Subsidies and grants for operating purposes	5,226	4,795	5,845	1,049
Fees and charges	0	0	0	0
Internal charges and overheads recovered	0	0	2,528	2,528
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0
Total operating funding	15,066	14,934	16,602	1,668
Application of operating funding				
Payments to staff and suppliers	8,939	9,890	10,158	268
Finance costs	60	62	55	-7
Internal charges and overheads applied	2,948	2,868	3,755	887
Other operating funding applications	0	0	0	0
Total applications of operating funding	11,946	12,820	13,968	1,148
Surplus (deficit) of operating funding	3,119	2,114	2,634	520

Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	6,241	5,959	7,968	2,009
Development and financial contributions	324	36	325	289
Increase (decrease) in debt	-78	-80	-82	-2
Gross proceeds from sale of assets	0	0	0	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
Total sources of capital funding	6,487	5,915	8,211	2,296

Applications of capital funding

Capital expenditure				
- to meet additional demand	310	455	562	107
Capital expenditure				
- to improve the level of service	1,186	1,630	3,013	1,383
Capital expenditure				
- to replace existing assets	9,125	8,699	10,081	1,382
Increase (decrease) in reserves	-1,014	-2,755	-2,811	-56
Increase (decrease) of investments	0	0	0	0
Total applications of capital funding	9,607	8,029	10,845	2,816

Surplus (deficit) of capital funding

	-3,119	-2,114	-2,634	-520
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Funding Balance

	0	0	0	0
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Kaipara District Council

Funding Impact Statement - Activities

Water Supply

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Operating funding				
Sources of operating funding				
General rates, uniform annual general charges, rate penalties	0	0	0	0
Targeted rates	2,866	2,860	3,239	379
Subsidies and grants for operating purposes	0	0	0	0
Fees and charges	23	25	15	-9
Internal charges and overheads recovered	0	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0
Total operating funding	2,890	2,885	3,254	370
Application of operating funding				
Payments to staff and suppliers	830	745	1,126	381
Finance costs	305	315	278	-37
Internal charges and overheads applied	465	456	600	144
Other operating funding applications	0	0	0	0
Total applications of operating funding	1,600	1,516	2,004	488
Surplus (deficit) of operating funding	1,289	1,369	1,251	-118

Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	0	0	0	0
Development and financial contributions	0	0	0	0
Increase (decrease) in debt	-347	-354	-77	277
Gross proceeds from sale of assets	0	0	0	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
Total sources of capital funding	-347	-354	-77	277

Applications of capital funding

Capital expenditure				
- to meet additional demand	10	0	0	0
Capital expenditure				
- to improve the level of service	33	11	296	285
Capital expenditure				
- to replace existing assets	940	995	781	-214
Increase (decrease) in reserves	-40	10	97	87
Increase (decrease) of investments	0	0	0	0
Total applications of capital funding	943	1,015	1,174	158

Surplus (deficit) of capital funding

	-1,289	-1,369	-1,251	118
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Funding Balance

	0	0	0	0
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Statement of Comprehensive Revenue and Expense

Whole of Council

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017	2017-2018	2017-2018	2017-2018
	\$'000	\$'000	\$'000	\$'000
Revenue				
Rates	32,288	33,514	33,707	-194
Subsidies and grants	11,657	10,806	13,863	-3,057
Activity Revenue	4,043	4,115	4,917	-802
Contributions	1,190	925	1,188	-263
Investments and other income	392	459	391	68
Total revenue	49,570	49,818	54,066	-4,248
Expenses				
Activity costs	22,987	24,821	23,790	-1,031
Employee benefits	8,614	6,986	9,466	2,480
Finance costs	3,440	4,166	3,369	-798
Depreciation	9,600	10,137	9,755	-381
Total expenses	44,640	46,110	46,380	270
Surplus/(deficit) for the period	4,930	3,708	7,685	-4,518
Other comprehensive revenue and expense (Items that will not be reclassified subsequently to surplus or deficit)				
Gain/(loss) on revaluation	13,571	14,824	14,922	-98
Total comprehensive revenue and expense for the period	18,501	18,532	22,607	-4,616

Kaipara District Council
Statement of Financial Position

As at 30 June	Annual Plan 2016-2017 \$'000	LTP 2017-2018 \$'000	Annual Plan 2017-2018 \$'000	Variance LTP to AP 2017-2018 \$'000
Net assets/equity				
Accumulated comprehensive revenue and expense	375,619	379,998	390,295	10,297
Asset revaluation reserves	210,459	199,583	225,381	25,798
Restricted reserves	5,692	5,618	5,692	74
Council created reserves	-18,408	-18,444	-19,414	-970
Total net assets/equity	573,362	566,755	601,953	35,199
<i>represented by</i>				
Current assets				
Cash and Cash Equivalents	682	410	480	70
Accrued Revenue	1,946	2,700	1,946	-754
Non Current Assets Held for Sale	210	0	186	186
Other Financial Assets - Current	115	2	115	113
Trade and Other Receivables	7,410	8,100	7,868	-232
Total current assets	10,363	11,212	10,595	-617
<i>less</i>				
Current liabilities				
Employee Entitlements	413	438	452	15
Provisions - Current	188	0	139	139
Trade and Other Payables	9,386	7,884	9,983	2,099
Public debt	1,064	3,539	21,748	18,210
Total current liabilities	11,051	11,861	32,323	20,462
Working capital /(deficit)	-688	-648	-21,728	-21,079
<i>plus</i>				
Non current assets				
Property, plant, equipment	643,649	638,145	670,009	31,864
Biological Assets	2,786	2,557	3,644	1,087
Cash and Cash Equivalents - Non current	560	0	688	688
Derivative Financial Assets	0	85	0	-85
Other Financial Assets - Non Current	273	148	276	128
Total non current assets	647,268	640,934	674,617	107,196
<i>less</i>				
Non current liabilities				
Public debt	63,684	67,136	39,921	-27,215
Derivative Financial Liabilities	5,243	2,648	6,448	3,800
Provisions - Non Current	4,291	3,748	4,567	819
Total non current liabilities	73,218	73,531	50,936	-22,595
Net assets	573,362	566,755	601,953	35,199

Kaipara District Council
Prospective Statement of Cash Flows

For period commencing:	Annual Plan	LTP	Annual Plan
1 July	2016-2017	2017-2018	2017-2018
	\$'000	\$'000	\$'000
Operating Activities			
Cash provided from:			
Rates	32,288	33,514	33,707
Fees, Charges and Other	5,510	5,355	6,386
Grants and Subsidies	11,657	10,806	13,863
Interest Received	25	50	20
<i>sub total</i>	<u>49,481</u>	<u>49,725</u>	<u>53,977</u>
Cash applied to:			
Suppliers and Employees	31,552	31,810	34,477
Taxes (including the net effect of GST)	0	0	0
Interest Expense	3,440	4,166	3,367
<i>sub total</i>	<u>34,992</u>	<u>35,976</u>	<u>37,844</u>
Net Cash from/(to) Operating Activities	<u>14,489</u>	<u>13,749</u>	<u>16,133</u>
Investing Activities			
Cash provided from:			
Sale of Property, Plant and Equipment	150	150	150
<i>sub total</i>	<u>150</u>	<u>150</u>	<u>150</u>
Cash applied to:			
Property, Plant and Equipment Purchases	15,863	13,830	18,947
<i>sub total</i>	<u>15,863</u>	<u>13,830</u>	<u>18,947</u>
Net Cash from/(to) Investing Activities	<u>-15,713</u>	<u>-13,680</u>	<u>-18,797</u>
Financing Activities			
Loan Repayments (Net)	-213	-1,875	2,461
Net Cash from/(to) Financing Activities	<u>-213</u>	<u>-1,875</u>	<u>2,461</u>
Net Increase/(Decrease) in cash held	<u>-1,436</u>	<u>-1,807</u>	<u>-202</u>
Cash at 1 July	2,119	2,216	682
Cash at 30 June	682	410	480

Statement of Changes in Net Assets/Equity

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Balance at 1 July	554,861	548,223	579,346	31,123
Comprehensive revenue and expense				
Surplus/(deficit) for the period	4,930	3,708	7,685	3,978
Other comprehensive revenue and expense				
Surplus on Revaluation of Infrastructure	13,571	14,824	14,922	98
Total comprehensive revenue and expense	18,501	18,532	22,607	4,075
Balance at 30 June	573,362	566,755	601,953	35,198

Kaipara District Council
Funding Impact Statement
 Whole of Council

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017	2017-2018	2017-2018	2017-2018
	\$'000	\$'000	\$'000	\$'000
Operating funding				
Sources of operating funding				
General rates, uniform annual general charges, rate penalties	21,839	22,231	22,229	-2
Targeted rates	10,449	11,283	11,478	195
Subsidies and grants for operating purposes	5,302	4,847	5,895	1,048
Fees and charges	4,043	4,115	4,917	802
Interest and dividends from investments	25	50	20	-30
Local authorities fuel tax, fines, infringement fees and other receipts	278	315	282	-33
Total operating funding	41,936	42,841	44,821	1,980
Application of operating funding				
Payments to staff and suppliers	31,601	31,803	33,252	1,449
Finance costs	3,440	4,166	3,369	-798
Other operating funding applications	0	0	0	0
Total applications of operating funding	35,041	35,969	36,620	651
Surplus (deficit) of operating funding	6,895	6,872	8,201	1,328

Kaipara District Council
Funding Impact Statement
 Whole of Council

For period commencing:	Annual Plan	LTP	Annual Plan	Variance LTP to AP
1 July	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Capital funding				
Sources of capital funding				
Subsidies and grants for capital expenditure	6,355	5,959	7,968	-2,009
Development and financial contributions	1,190	925	1,188	-263
Increase (decrease) in debt	1,313	68	-2,461	-2,530
Gross proceeds from sale of assets	150	150	150	0
Lump sum contributions	0	0	0	0
Other dedicated capital funding	0	0	0	0
Total sources of capital funding	9,008	7,102	6,845	-257
Applications of capital funding				
Capital expenditure				
- to meet additional demand	1,167	538	1,340	802
Capital expenditure				
- to improve the level of service	2,788	2,321	5,288	2,967
Capital expenditure				
- to replace existing assets	11,908	10,971	12,320	1,348
Increase (decrease) in reserves	40	144	-3,902	-4,046
Increase (decrease) of investments	0	0	0	0
Total applications of capital funding	15,903	13,975	15,045	1,071
Surplus (deficit) of capital funding	-6,895	-6,872	-8,201	-1,328
Funding Balance	0	0	0	0

Kaipara District Council
**Reconciliation of Funding Impact Statement
to Statement of Comprehensive Revenue and Expense**

For period commencing:	Annual Plan	LTP	Annual Plan
1 July	2016-2017	2017-2018	2017-2018
	\$'000	\$'000	\$'000
Revenue			
Statement of Comprehensive Revenue and Expense			
	Total revenue	49,570	49,818
	49,570	49,818	54,066
Funding Impact Statement			
	Total operating funding	41,936	42,841
	Total sources of capital funding	7,545	6,884
	add Provisions	89	94
	Total revenue	49,570	49,818
	49,570	49,818	54,066
Expenses			
Statement of Comprehensive Revenue and Expense			
	Total expenses	44,640	46,110
	44,640	46,110	46,380
Funding Impact Statement			
	Total applications of operating funding	35,042	35,969
	add Depreciation expense	9,600	10,137
	add Provisions	-1	5
	Total expenses	44,640	46,110
	44,640	46,110	46,380

Kaipara District Council
Statement of Financial Reserves

For the year ended:	Annual Plan	LTP	Annual Plan
30 June	2016-2017 \$'000	2017-2018 \$'000	2017-2018 \$'000
Accumulated Funds			
Opening Balance	370,729	376,434	391,865
Transfers In	5,002	3,777	7,413
Transfers Out	-7,696	-7,847	-8,983
Accumulated Funds	375,619	379,998	390,295
Asset Revaluation Reserves			
Opening Balance	196,754	184,759	210,459
Transfers In	13,571	14,824	14,922
Transfers Out	134	0	0
Asset Revaluation Reserves	210,459	199,583	225,381
Restricted Reserves			
Opening Balance	5,692	5,618	5,692
Transfers In	0	0	0
Transfers Out	0	0	0
Restricted Reserves	5,692	5,618	5,692
Council Created Reserves			
Opening Balance	-18,448	-18,588	-18,593
Transfers In	5,807	6,105	6,316
Transfers Out	-5,767	-5,961	-7,138
Council Created Reserves	-18,408	-18,444	-19,414

Kaipara District Council
Statement of Reserves Funds

For the year ended:	Community Activities	Regulatory Management	Emergency Management	Flood Protection and Control Works	District Leadership	Solid Waste	The Provision of Roads and Footpaths	Sewerage and the Treatment and Disposal of Sewage	Stormwater Drainage	Water Supply
30 June	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000	2017-2018 \$'000
Council Created Reserves										
Depreciation Reserve										
<i>Opening Balance</i>	55	0	26	29	-1,141	0	2,052	718	190	768
Deposited	139	14	0	104	400	2	2,435	569	301	878
Withdrawn	-299	0	0	-20	-110	0	-2,435	-345	-293	-781
<i>Closing Balance</i>	-105	14	26	113	-851	2	2,052	942	198	866
Development Contribution Reserve										
<i>Opening Balance</i>	0	0	0	0	-12	0	86	-25,121	16	29
Deposited	0	0	0	0	0	0	285	350	14	0
Withdrawn	0	0	0	0	0	0	-423	-390	-38	0
<i>Closing Balance</i>	0	0	0	0	-12	0	-53	-25,162	-8	29
Financial Contribution Reserve										
<i>Opening Balance</i>	2,763	0	0	0	0	0	576	0	0	0
Deposited	500	0	0	0	0	0	40	0	0	0
Withdrawn	-1,475	0	0	0	70	0	0	0	0	0
<i>Closing Balance</i>	1,788	0	0	0	70	0	616	0	0	0
Provision Expenditure Reserve										
<i>Opening Balance</i>	0	0	0	0	0	503	0	56	0	0
Deposited	0	0	0	0	0	250	0	34	0	0
Withdrawn	0	0	0	0	0	-600	0	0	0	0
<i>Closing Balance</i>	0	0	0	0	0	153	0	90	0	0
Restricted Council Reserves										
Restricted Reserve										
<i>Opening Balance</i>	0	0	0	0	5,692	0	0	0	0	0
Deposited	0	0	0	0	0	0	0	0	0	0
Withdrawn	0	0	0	0	0	0	0	0	0	0
<i>Closing Balance</i>	0	0	0	0	5,692	0	0	0	0	0

Kaipara District Council
Rating Base Information

At end of preceding financial year:	Annual Plan	LTP	Annual Plan
	2016-2017	2017-2018	2017-2018
Rating Units	14,288	14,359	14,486

Kaipara District Council
Annual Plan 2017-2018

Attachment 3

Proposed capital expenditure programme - summary	Annual Plan 2017-2018 \$'000	LTP 2017-2018 \$'000	Variance \$'000
Whole of Council	18,947	13,830	5,117
Community Activities	1,838	712	1,126
District Leadership	375	385	(10)
Water Supply	1,077	1,006	71
Sewerage and the Treatment and Disposal of Sewage	875	561	314
Stormwater Drainage	358	382	(25)
Flood Protection and Control Works	170		170
Solid Waste	600		600
The Provision of Roads and Footpaths	13,656	10,784	2,872

Kaipara District Council
Annual Plan 2017-2018

Attachment 4

Proposed capital expenditure programme - detail	Annual Plan 2017-2018 \$'000	LTP 2017- 2018 \$'000	Variance \$'000
Whole of Council	18,947	13,830	5,117
Community Activities	1,838	712	1,126
Kai Iwi Lakes:- Camp Ground	150	157	(7)
Kai Iwi facilities	✓	✓	
Elderly Housing General	15	16	(1)
Elderly Housing Renewals	✓	✓	
District Parks & Reserves	330	232	98
Playgrounds New	✓	✓	
Playgrounds renewals	✓	✓	
Taharoa Domain - implement Reserve Management Plan	✓		
Park Improvements (furniture/carpark/lighting/paths)	✓		
Community Infrastructure - District	✓		
Reserves Acquisitions		✓	
District Public Toilet Amenities	180	190	(10)
Public Toilet - Jaycee Park	✓		
Public Toilets renewals - Glinks Gully and Pahi	✓		
Public Toilets new		✓	
Public Toilets renewals		✓	
Libraries	63	65	(3)
Library Book replacements	✓	✓	
Mangawhai Parks & Reserves	520		520
Community Infrastructure - Mangawhai	✓		
Mangawhai Community Park - implement Master Plan	✓		
Mangawhai Heads to Alamar Crescent walkway	✓		
Walkway capacity projects for tracks and walkway		✓	
Dargaville Halls	50	52	(2)
Building Renewal and Earthquake stabilisation	✓	✓	
Taharoa Domain	190		190
Implement Reserve Management Plan	✓		
New tractor	✓		
Public Toilets - Lake Waikare	✓		
Harding Park	100		100
Implement Reserve management Plan	✓		
Dargaville Parks & Reserves	240		240
Community Infrastructure - Dargaville	✓		
Cycleway/Walkway - develop and implement strategy	✓		
Dargaville Placemaking - additional costs	✓		

Kaipara District Council
Annual Plan 2017-2018

Attachment 4

Proposed capital expenditure programme - detail	Annual Plan 2017-2018 \$'000	LTP 2017- 2018 \$'000	Variance \$'000
District Leadership	375	385	(10)
Communications & Customer Services	21	21	0
Replaced equipment	✓	✓	
Information Services	199	165	34
Data Warehouse and Management Reporting		✓	
Library Systems		✓	
Replaced equipment	✓	✓	
Electronic Document and Records Management	✓		
Magawhai server room and recabling	✓		
New Equipment	✓		
NTA Development	✓		
Agenda / Report Management		✓	
Website development		✓	
Council Offices:- Dargaville	55	93	(38)
Civic buildings renewals	✓	✓	
Dargaville Offices equipment renewal	✓	✓	
Corporate Services	100	106	(6)
Fleet Replacement	✓	✓	
Water Supply	1,076	1,006	70
Dargaville Water Supply	839	790	49
Baylys trunk main Stage 2: Replace 3km of balance 5km 150mm AC	✓	✓	
P5: AC 300mm Renewal - Beach Rd - 406m	✓	✓	
Take consent compliance	✓	✓	
Compliance Drinking water standards (renewal)	✓	✓	
Backwash Discharge WTP	✓		
Maungatoroto Water Supply	193	167	26
NZDWS compliance	✓	✓	
Water take consent compliance	✓	✓	
Backwash Discharge WTP	✓		
AC 200mm Renewal - Raw water main - 2nd 400m of 8Km		✓	
Mangawhai Water Supply	1	2	(1)
Water take consent compliance	✓	✓	
Ruawai Water Supply	42	45	(4)
NZDWS compliance	✓	✓	
Replace balance (4th Stage)3km retic of 100-150mm dia to meet fire flow	✓	✓	
Glinks Gully Water Supply	1	2	(1)
Water take consent compliance	✓	✓	

Kaipara District Council
Annual Plan 2017-2018

Attachment 4

Proposed capital expenditure programme - detail	Annual Plan 2017-2018 \$'000	LTP 2017- 2018 \$'000	Variance \$'000
Sewerage and the Treatment and Disposal of Sewage	875	561	314
Dargaville Wastewater Scheme	430	458	(28)
P8: AC 150mm Renewal - Gordan; Bowan; Churchill; Jervois; Onslow; Grey - 1500m	✓		
P9a: AC 150mm Renewal - Montgomery; Huia; Tui - 1000m	✓		
Pumpstaiions Renewal - pumps; elect & mech	✓	✓	
Renewal of reticulation areas		✓	
Mangawhai Wastewater Scheme	390	45	345
Additional Capacity for Growth - Council Contribution	✓		
Upgrade PS-VA	✓		
Disposal system improvements and expansion		✓	
Kiwaka Wastewater Scheme	3		3
Environmental compliance	✓		
Maungaturoto Wastewater Scheme	53	58	(6)
Environmental compliance	✓		
Pumpstation Storage	✓	✓	
Reticulation renewal	✓	✓	
Stormwater Drainage	358	382	(25)
Dargaville Stormwater Scheme	250	265	(15)
P3: Conc Pipe (no joint) Renewal - Haimona St - dia 225; 375; 425mm; length 600m	✓		
Pipeline renewal - Various		✓	
Baylys Stormwater Scheme	20	22	(2)
Renewals	✓	✓	
Mangawhai Stormwater Scheme	88	95	(8)
Additional Capacity for Growth - Council Contribution	✓		
All Asset Groups Renewal & consent related projects (renewal)	✓	✓	
Flood Protection and Control Works	170	0	170
Land Drainage:- District Wide	30		30
Floodgate Replacements	✓		
Raupo Land Drainage Scheme	140		140
Stop bank improvements	✓		
Floodgate Replacement	✓		
Solid Waste	600	0	600
District Closed Landfills	600		600
Awakino Consent	✓		
Hakaru Leachate Improvements	✓		

Kaipara District Council
Annual Plan 2017-2018

Attachment 4

Proposed capital expenditure programme - detail	Annual Plan 2017-2018 \$'000	LTP 2017- 2018 \$'000	Variance \$'000
The Provision of Roads and Footpaths			
Bridges and Structures	836	452	384
Bridges and Structures	✓		
Kaikohe bridge no 89	✓		
Settlement Road bridge no 249	✓		
266 Taipuha Station road bridge		✓	
NZTA Revision		✓	
Possible sites yet unidentified		✓	
Road Works:- Unsealed	2,125	2,078	47
Tokatoka Road	✓		
Testing Various Sites	✓		
Bickerstaffe Road	✓		
Causer Road	✓		
FR Avoca Road	✓		
FR Waihue Road	✓		
FR Waimata Road	✓		
Gorge Road	✓		
Oparakau Road	✓		
Pouto Road section	✓		
Kirikopuni Valley Road		✓	
Hoanga Road		✓	
Mangatu Road		✓	
Maropiu Road		✓	
Maropu Settlement Road		✓	
Mititai Road		✓	
Mt Wesley Coast Road		✓	
NZTA Revision		✓	
Road renewal - forestry related		✓	
Settlement Road		✓	
Te Kowhai Road		✓	
Turiwiri West Road		✓	
Waihue Road		✓	
Road Works:- Minor Improvements	4,761	2,505	2,256
Cames Road route treatment	✓		
Cove Road E&W Barrier kerb - West	✓		
Cove Road E&W Guardrail - East	✓		
Cove Road E&W signs and delineation - West	✓		
Pouto Road sighthtrails; guardrails	✓		
Settlement Road	✓		
Tinopai Road - seal widening	✓		
Bee Bush / Aropohue / Hoyle Intersection	✓		
Collector Roads Safety Improvements	✓		
Eveline St turning area improve drainage	✓		
Garbolino Slip	✓		
Guardrail replacements	✓		
LED conversion of streetlights	✓		

Kaipara District Council
Annual Plan 2017-2018

Attachment 4

The Provision of Roads and Footpaths			
Mangawhai Rd seal widening associated with Rehab	✓		
Mangawhai Rd slip #1 RP727-790	✓		
Mangawhai Town Impvmts	✓		
Molesworth Drive path Stage 1	✓		
Opanaki Rd Slip (1) RP 1230	✓		
Opanaki Rd Slip (2) RP 2208	✓		
Opanaki Rd Slip (2) RP 4434-4460	✓		
Opanaki Rd Slip (2) RP 8511	✓		
Paparoa-Oakleigh Rd Corner Easing #1 RP6770	✓		
Paparoa-Oakleigh Rd Corner Easing #2 RP3500	✓		
Paparoa-Oakleigh Rd Corner Easing #3 RP4000	✓		
Paparoa-Oakleigh Rd Corner Easing #4 RP5800	✓		
Primary Collectors Signage and Deliniation	✓		
Tara Road f/p safety impvmt	✓		
Tara Road flooding	✓		
Tara Road flooding Invest	✓		
Turkey Flat / Tatariki Spur Rd Intersection	✓		
Waihue Rd pavement widening	✓		
Waihue Rd Slip c/over from 16/17	✓		
Baylys Coast Road hazard identification		✓	
Cames Road route treatment		✓	
Cove Road E&W Barrier kerb - West		✓	
Cove Road E&W Guardrail - East		✓	
Cove Road E&W signs and delineation - West		✓	
Mangatu Road - in association with heavy metalling		✓	
Mangawhai Road - Seal widening		✓	
Miscellaneous - Sites yet to be determined (Potential Bridge/Culvert replacements)		✓	
Parore West Rd/Waihue Rd intersection		✓	
Pouto Road sighthtrails, guardrails		✓	
Settlement Road		✓	
Tinopai Road - seal widening		✓	
Waihue Road - in association with heavy metalling		✓	
Footpaths and Berms	62	62	0
Paparoa Parking area to Wharf	✓	✓	
Emergency Works and Preventative Maintenance	320	311	9
Emergency Works (local share)	✓		
Potential future sites (Storm damage)	✓	✓	
Mangawhai Road 1		✓	
Mangawhai Road 2		✓	
Roading Community Programmes and Road Safety	130	129	1
Road Safety Promotion (Roadsafe Northland)	✓	✓	
Roading Infrastructure:- Unsubsidised	760	724	36
Settlement Road - Seal Extension	✓	✓	
TBA - Seal widening	✓	✓	
Settlement Road Seal Extension	✓	✓	
Removal of Dangerous trees	✓		
Road Works:- Drainage	410	424	(14)
Various - Major Drainage	✓	✓	

Kaipara District Council
Annual Plan 2017-2018

Attachment 4

The Provision of Roads and Footpaths			
NZTA Revision		✓	
Road Works:- Sealed Resurfacing	1,164	1,208	(44)
Various Roads	✓		
Various sites	✓	✓	
NZTA Revision		✓	
Road Works:- Sealed	2,898	2,695	203
Ararua Road	✓	✓	
Tinopai Road	✓	✓	
Dunn Road	✓	✓	
17/18 Pre-reseal catch up round	✓		
Mangawhai Rd RP700-1393	✓	✓	
Robertson Rd RP202-1057	✓	✓	
Waihue Road (1) RP9330-10170	✓	✓	
Waihue Road (2) RP10596-10961	✓		
NZTA Revision		✓	
Oneriri Road		✓	
Onslow road		✓	
Rehabilitation & Drainage Renewals		✓	
West Coast Road		✓	
Traffic Services	190	196	(6)
Traffic Services	✓		
NZTA Revision		✓	
	13,656	10,784	2,872

Summary

2017-2018 proposed rates summary (uniform annual general charge \$748)
Effect of changes to Rating by Category

Rates set (incl GST)*	2016/2017	2017/2018 LTP Y3		2017/2018 - Max UAGC \$748	
	\$	Movement \$ %	Total \$	Movement \$ %	Total \$
Commercial	905,800	24,300 2.7%	930,100	38,800 4.3%	944,600
Dairy	3,786,900	-19,800 -0.5%	3,767,100	-98,000 -2.6%	3,688,900
Forestry exotic	790,100	8,400 1.1%	798,500	-12,500 -1.6%	777,600
Forestry indigenous	29,000	1,400 4.8%	30,400	1,400 4.8%	30,400
Horticultural	349,600	2,900 0.8%	352,500	-6,000 -1.7%	343,600
Industrial	437,900	-4,200 -1.0%	433,700	6,400 1.5%	444,300
Lifestyle <2 ha	2,538,200	130,200 5.1%	2,668,400	139,400 5.5%	2,677,600
Lifestyle >=2 ha	3,876,200	70,100 1.8%	3,946,300	73,300 1.9%	3,949,500
Mining	18,200	300 1.6%	18,500	400 2.2%	18,600
Other	444,100	69,900 15.7%	514,000	72,500 16.3%	516,600
Pastoral	5,731,600	22,900 0.4%	5,754,500	-18,600 -0.3%	5,713,000
Residential	13,985,600	1,065,500 7.6%	15,051,100	1,005,200 7.2%	14,990,800
Specialty	28,000	200 0.7%	28,200	-500 -1.8%	27,500
Utilities	50,300	1,700 3.4%	52,000	2,100 4.2%	52,400
.					
Total incl GST	32,971,500	1,373,800 4.2%	34,345,300	1,203,900 3.7%	34,175,400
Total excl GST	28,670,900		29,865,500		29,717,700

* General rates and targeted rates (excludes water by metre)

Summary

2017-2018 proposed rates summary (uniform annual general charge \$748)
Effect of changes to Rating by Average Property

Rates set (incl GST) *	2016/2017 \$	2017/2018 LTP Y3		2017/2018 - Max UAGC \$748		
		Movement \$ %	Total \$	Movement \$ %	Total \$	
<u>Residential</u>						
Mangawhai	2,960	342 11.5%	3,302	262 8.8%	3,222	
Dargaville	1,960	-37 -1.9%	1,922	18 0.9%	1,978	
Maungaturoto	1,978	191 9.6%	2,169	180 9.1%	2,159	
Baylys	1,174	99 8.4%	1,273	137 11.7%	1,311	
Te Kopuru	1,395	217 15.5%	1,612	110 7.9%	1,505	
Ruawai	957	40 4.2%	997	39 4.1%	996	
Tinopai	1,054	36 3.4%	1,089	37 3.5%	1,090	
Paparoa	937	37 4.0%	975	38 4.0%	975	
Kaiwaka	1,869	64 3.4%	1,933	168 9.0%	2,037	
Pahi	1,006	36 3.6%	1,042	37 3.7%	1,043	
Glinks Gully	2,501	340 13.6%	2,841	228 9.1%	2,729	
<u>Lifestyle</u>						
Mangawhai >=2 ha	2,203	-44 -2.0%	2,159	63 2.9%	2,267	
Kaiwaka >=2 ha	1,563	29 1.9%	1,592	32 2.0%	1,594	
Maungaturoto <2 ha	1,309	-178 -13.6%	1,131	-177 -13.5%	1,132	
Paparoa >=2 ha	1,188	34 2.9%	1,222	35 3.0%	1,224	

Sample properties

	2016/2017 - Current year									2017/2018 - Revaluation, quantum and policy changes									\$ change	% change	
	Value-based general rate	UAGC	Value-based roading rate	UAC - roading	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Remission (wastewater & stormwater)	Total				
Residential property in Mangawhai – land value \$131,000																					
Lower value property	390	708	-	-	119	1,108	-	74	2,400	387	748	137	1,302	0	72	0	2,646	246	10%		
Residential property in Mangawhai – land value \$185,000																					
Median value property	551	708	-	-	169	1,108	-	74	2,610	546	748	194	1,302	0	72	0	2,862	252	10%		
Residential property in Mangawhai – land value \$275,000																					
Average value property	820	708	-	-	251	1,108	-	74	2,960	812	748	288	1,302	0	72	0	3,222	262	9%		
Residential property in Mangawhai – land value \$770,000																					
Extra high value property	2,295	708	-	-	702	1,108	-	74	4,886	2,273	748	806	1,302	0	72	0	5,201	315	6%		
Residential property in Dargaville – land value \$51,000																					
Lower value property	152	708	-	-	141	924	-	0	1,925	151	748	194	845	0	0	0	1,937	12	1%		
Residential property in Dargaville – land value \$59,000																					
Median value property	176	708	-	-	163	924	-	0	1,971	174	748	224	845	0	0	0	1,991	20	1%		
Residential property in Dargaville – land value \$57,000																					
Average value property	170	708	-	-	157	924	-	0	1,960	168	748	216	845	0	0	0	1,978	18	1%		
Residential property in Dargaville – land value \$81,000																					
Extra high value property	241	708	-	-	224	924	-	0	2,097	239	748	307	845	0	0	0	2,140	42	2%		
Residential property in Maungaturoto – land value \$73,000																					
Lower value property	218	708	-	-	-	1,108	-	-70	1,963	215	748	0	1,180	0	0	0	2,144	181	9%		
Residential property in Maungaturoto – land value \$76,000																					
Median value property	226	708	-	-	-	1,108	-	-70	1,972	224	748	0	1,180	0	0	0	2,153	180	9%		
Residential property in Maungaturoto – land value \$78,000																					
Average value property	232	708	-	-	-	1,108	-	-70	1,978	230	748	0	1,180	0	0	0	2,159	180	9%		
Residential property in Maungaturoto – land value \$90,000																					
Extra high value property	268	708	-	-	-	1,108	-	-70	2,014	266	748	0	1,180	0	0	0	2,194	180	9%		
Residential property in Baylys – land value \$71,000																					
Lower value property	212	708	-	-	126	-	-	0	1,046	210	748	199	0	0	0	0	1,156	111	11%		
Residential property in Baylys – land value \$85,000																					
Median value property	253	708	-	-	151	-	-	0	1,112	251	748	238	0	0	0	0	1,237	125	11%		
Residential property in Baylys – land value \$98,000																					
Average value property	292	708	-	-	174	-	-	0	1,174	289	748	274	0	0	0	0	1,311	137	12%		
Residential property in Baylys – land value \$153,000																					
Extra high value property	456	708	-	-	271	-	-	0	1,435	452	748	428	0	0	0	0	1,628	192	13%		

Sample properties

	2016/2017 - Current year									2017/2018 - Revaluation, quantum and policy changes									\$ change	% change
	Value-based general rate	UAGC	Value-based roading rate	UAC - roading	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Remission (wastewater & stormwater)	Total			
	Residential property in Te Kopuru – land value \$30,000																			
Lower value property	89	708	-	-	43	533	-	0	1,373	89	748	69	573	0	0	0	1,478	106	8%	
	Residential property in Te Kopuru – land value \$34,000																			
Median value property	101	708	-	-	49	533	-	0	1,391	100	748	78	573	0	0	0	1,499	109	8%	
	Residential property in Te Kopuru – land value \$35,000																			
Average value property	104	708	-	-	50	533	-	0	1,395	103	748	80	573	0	0	0	1,505	110	8%	
	Residential property in Te Kopuru – land value \$53,000																			
Extra high value property	158	708	-	-	76	533	-	0	1,474	156	748	121	573	0	0	0	1,599	125	8%	

Sample properties

	2016/2017 - Current year									2017/2018 - Revaluation, quantum and policy changes									\$ change	% change
	Value-based general rate	UAGC	Value-based roading rate	UAC - roading	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Remission (wastewater & stormwater)	Total			
Residential property in Ruawai – land value \$25,000																				
Lower value property	75	708	-	-	-	-	122	37	941	74	748	0	0	122	36	0	980	39	4%	
Residential property in Ruawai – land value \$27,000																				
Median value property	80	708	-	-	-	-	132	37	957	80	748	0	0	132	36	0	996	39	4%	
Residential property in Ruawai – land value \$27,000																				
Average value property	80	708	-	-	-	-	132	37	957	80	748	0	0	132	36	0	996	39	4%	
Residential property in Ruawai – land value \$32,000																				
Extra high value property	95	708	-	-	-	-	156	37	996	94	748	0	0	156	36	0	1,035	39	4%	
Residential property in Tinopai – land value \$90,000																				
Lower value property	268	708	-	-	-	-	-	0	976	266	748	0	0	0	0	0	1,014	37	4%	
Residential property in Tinopai – land value \$113,000																				
Median value property	337	708	-	-	-	-	-	0	1,045	334	748	0	0	0	0	0	1,082	37	4%	
Residential property in Tinopai – land value \$116,000																				
Average value property	346	708	-	-	-	-	-	0	1,054	342	748	0	0	0	0	0	1,090	37	3%	
Residential property in Tinopai – land value \$185,000																				
Extra high value property	551	708	-	-	-	-	-	0	1,259	546	748	0	0	0	0	0	1,294	35	3%	
Residential property in Paparoa – land value \$69,000																				
Lower value property	206	708	-	-	-	-	-	0	914	204	748	0	0	0	0	0	952	38	4%	
Residential property in Paparoa – land value \$74,000																				
Median value property	221	708	-	-	-	-	-	0	929	218	748	0	0	0	0	0	966	38	4%	
Residential property in Paparoa – land value \$77,000																				
Average value property	229	708	-	-	-	-	-	0	937	227	748	0	0	0	0	0	975	38	4%	
Residential property in Paparoa – land value \$113,000																				
Extra high value property	337	708	-	-	-	-	-	0	1,045	334	748	0	0	0	0	0	1,082	37	4%	
Residential property in Kaiwaka – land value \$62,000																				
Lower value property	185	708	-	-	70	837	-	0	1,799	183	748	90	941	0	0	0	1,962	163	9%	
Residential property in Kaiwaka – land value \$65,000																				
Median value property	194	708	-	-	73	837	-	0	1,811	192	748	94	941	0	0	0	1,975	164	9%	
Residential property in Kaiwaka – land value \$79,000																				
Average value property	235	708	-	-	89	837	-	0	1,869	233	748	115	941	0	0	0	2,037	168	9%	
Residential property in Kaiwaka – land value \$113,000																				
Extra high value property	337	708	-	-	127	837	-	0	2,009	334	748	164	941	0	0	0	2,187	178	9%	

Sample properties

	2016/2017 - Current year									2017/2018 - Revaluation, quantum and policy changes							\$ change	% change	
	Value-based general rate	UAGC	Value-based roading rate	UAC - roading	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Remission (wastewater & stormwater)			Total
Residential property in Pahi – land value \$83,000																			
Lower value property	247	708	-	-	-	-	-	0	955	245	748	0	0	0	0	0	993	38	4%
Residential property in Pahi – land value \$95,000																			
Median value property	283	708	-	-	-	-	-	0	991	280	748	0	0	0	0	0	1,028	37	4%
Residential property in Pahi – land value \$100,000																			
Average value property	298	708	-	-	-	-	-	0	1,006	295	748	0	0	0	0	0	1,043	37	4%
Residential property in Pahi – land value \$162,000																			
Extra high value property	483	708	-	-	-	-	-	0	1,191	478	748	0	0	0	0	0	1,226	35	3%
Residential property in Ginks Gully – land value \$235,000																			
Lower value property	700	708	-	-	-	1,108	-	0	2,516	694	748	0	1,302	0	0	0	2,744	228	9%
Residential property in Ginks Gully – land value \$245,000																			
Median value property	730	708	-	-	-	1,108	-	0	2,546	723	748	0	1,302	0	0	0	2,773	227	9%
Residential property in Ginks Gully – land value \$230,000																			
Average value property	685	708	-	-	-	1,108	-	0	2,501	679	748	0	1,302	0	0	0	2,729	228	9%
Residential property in Ginks Gully – land value \$255,000																			
Extra high value property	760	708	-	-	-	1,108	-	0	2,576	753	748	0	1,302	0	0	0	2,803	227	9%
Lifestyle property in Mangawhai – land value \$165,000, 0.47ha																			
Lower value property	492	708	-	-	150	-	74	1,424	487	748	173	0	0	74	0	0	1,482	58	4%
Lifestyle property in Mangawhai – land value \$205,000, 0.59ha																			
Median value property	611	708	-	-	187	-	74	1,580	605	748	215	0	0	74	0	0	1,642	62	4%
Lifestyle property in Mangawhai – land value \$257,000, 2.5ha																			
Average value property	1,187	708	-	-	234	-	74	2,203	1,176	748	269	0	0	74	0	0	2,267	63	3%
Lifestyle property in Mangawhai – land value \$650,000, 9.5ha																			
Extra high value property	3,003	708	-	-	593	-	74	4,377	2,974	748	681	0	0	74	0	0	4,476	99	2%
Lifestyle property in Kaiwaka – land value \$145,000, 1.6ha																			
Lower value property	432	708	-	-	-	-	0	1,140	428	748	0	0	0	0	0	0	1,176	36	3%
Lifestyle property in Kaiwaka – land value \$175,000, 1.6ha																			
Median value property	808	708	-	-	-	-	0	1,516	517	748	0	0	0	0	0	0	1,265	-252	-17%
Lifestyle property in Kaiwaka – land value \$185,000, 5.9ha																			
Average value property	855	708	-	-	-	-	0	1,563	846	748	0	0	0	0	0	0	1,594	32	2%
Lifestyle property in Kaiwaka – land value \$280,000, 9.1ha																			
Extra high value property	1,293	708	-	-	-	-	0	2,001	1,281	748	0	0	0	0	0	0	2,029	28	1%

Sample properties

	2016/2017 - Current year									2017/2018 - Revaluation, quantum and policy changes									\$ change	% change
	Value-based general rate	UAGC	Value-based roading rate	UAC - roading	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Remission (wastewater & stormwater)	Total			
	Lifestyle property in Maungaturoto – land value \$98,000, 0.6ha																			
Lower value property	292	708	-	-	-	-	-	0	1,000	289	748	0	0	0	0	0	1,037	37	4%	
	Lifestyle property in Maungaturoto – land value \$116,000, 1.3ha																			
Median value property	346	708	-	-	-	-	-	0	1,054	342	748	0	0	0	0	0	1,090	37	3%	
	Lifestyle property in Maungaturoto – land value \$130,000, 1.8ha																			
Average value property	388	708	-	-	-	-	-	0	1,096	384	748	0	0	0	0	0	1,132	36	3%	
	Lifestyle property in Maungaturoto – land value \$215,000, 12.2ha																			
Extra high value property	993	708	-	-	-	-	-	0	1,701	984	748	0	0	0	0	0	1,732	30	2%	
	Lifestyle property in Molesworth – land value \$240,000, 1.9ha																			
Lower value property	715	708	-	-	-	-	-	74	1,497	708	748	0	0	0	72	0	1,529	31	2%	
	Lifestyle property in Molesworth – land value \$285,000, 4.0ha																			
Median value property	1,317	708	-	-	-	-	-	74	2,098	1,304	748	0	0	0	72	0	2,124	26	1%	
	Lifestyle property in Molesworth – land value \$430,000, 1.5ha																			
Average value property	1,986	708	-	-	-	-	-	74	2,768	1,269	748	0	0	0	72	0	2,089	-679	-25%	
	Lifestyle property in Molesworth – land value \$1950,000, 5.0ha																			
Extra high value property	9,008	708	-	-	-	-	-	74	9,790	8,921	748	0	0	0	72	0	9,741	-48	0%	
	Lifestyle property in Paparoa – land value \$76,000, 0.59ha																			
Lower value property	226	708	-	-	-	-	-	0	934	224	748	0	0	0	0	0	972	38	4%	
	Lifestyle property in Paparoa – land value \$91,000, 3.5ha																			
Median value property	420	708	-	-	-	-	-	0	1,128	416	748	0	0	0	0	0	1,164	36	3%	
	Lifestyle property in Paparoa – land value \$104,000, 4.0ha																			
Average value property	480	708	-	-	-	-	-	0	1,188	476	748	0	0	0	0	0	1,224	35	3%	
	Lifestyle property in Paparoa – land value \$229,000, 10.0ha																			
Extra high value property	1,058	708	-	-	-	-	-	0	1,766	1,048	748	0	0	0	0	0	1,796	30	2%	
	Pastoral property in Waipoua – land value \$301,000																			
Lower value property	1,390	708	-	-	-	-	-	0	2,098	1,377	748	0	0	0	0	0	2,125	27	1%	
	Pastoral property in Kaihu – land value \$470,000, 100ha																			
Median value property	2,171	708	-	-	-	-	-	0	2,879	2,150	748	0	0	0	0	0	2,898	19	1%	
	Pastoral property in Pouto Peninsula – land value \$665,000, 67ha																			
Average value property	3,072	708	-	-	-	-	329	0	4,109	3,042	748	0	0	350	0	0	4,140	31	1%	
	Pastoral property in Kaiwaka – land value \$1.890,000, 235ha																			
Extra high value property	8,731	708	-	-	-	-	-	0	9,439	8,647	748	0	0	0	0	0	9,395	-44	0%	

Sample properties

	2016/2017 - Current year									2017/2018 - Revaluation, quantum and policy changes									\$ change	% change
	Value-based general rate	UAGC	Value-based roading rate	UAC - roading	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Remission (wastewater & stormwater)	Total			
	Dairy property in Maungaturoto – land value \$530,000, 51ha																			
Lower value property	2,448	708	-	-	-	-	0	3,156	2,425	748	0	0	310	0	0	0	3,483	327	10%	
	Dairy property in Tokatoka – land value \$790,000, 70ha																			
Median value property	3,649	708	-	-	-	1,833	37	6,227	3,614	748	0	0	1,875	36	0	0	6,273	46	1%	
	Dairy property in Pouto – land value \$950,000, 76ha																			
Average value property	4,388	708	-	-	-	2,205	0	7,301	4,346	748	0	0	795	0	0	0	5,889	-1,412	-19%	
	Dairy property in Ruawai – land value \$2,770,000, 247ha																			
Extra high value property	12,796	708	-	-	-	766	0	14,270	12,673	748	0	0	3,809	36	0	0	17,266	2,996	21%	
	Horticultural property in Central – land value \$320,000																			
Average value property	1,478	708	-	-	-	227	0	2,413	1,464	748	0	0	225	0	0	0	2,437	23	1%	
	Forestry Exotic property in Waipoua – land value \$360,000, 293ha																			
Average value property	1,663	708	-	-	-	-	2,818	5,189	1,647	748	0	0	0	2,908	0	0	5,303	114	2%	
	Commercial property in Dargaville – land value \$77,000																			
Lower value property	356	708	-	-	213	924	0	2,201	352	748	292	845	0	0	0	0	2,237	37	2%	
	Commercial property in Dargaville – land value \$120,000																			
Median value property	554	708	-	-	331	1,387	0	2,980	549	748	455	1,268	0	0	0	0	3,020	40	1%	
	Commercial property in Dargaville – land value \$150,000																			
Average value property	693	708	-	-	414	1,849	0	3,664	686	748	569	1,690	0	0	0	0	3,694	30	1%	
	Commercial property in Dargaville – land value \$365,000																			
Extra high value property	1,686	708	-	-	1,008	3,697	0	7,099	1,670	748	1,385	3,380	0	0	0	0	7,183	84	1%	
	Commercial property in Maugaturoto – land value \$93,000																			
Average value property	430	708	-	-	-	702	0	1,840	425	748	0	1,180	0	0	-337	0	2,016	176	10%	
	Commercial property in Mangawhai – land value \$410,000																			
Average value property	1,894	708	-	-	374	2,216	74	5,265	1,876	748	429	2,604	0	72	0	0	5,729	464	9%	
	Industrial property in Dargaville – land value \$115,000																			
Average value property	531	708	-	-	317	924	0	2,481	526	748	436	845	0	0	0	0	2,556	74	3%	

Summary

**Illustrative rates summary (comparing the Uniform General Charge of \$708 and \$728 with \$748)
Effect of changes to Rating by Category**

Rates set (incl GST)*	2016/2017	2017/2018 LTP Y3		2017/2018 - Max UAGC \$748			2017/2018 - UAGC \$728			2017/2018 - Curr UAGC \$708		
	\$	Movement \$ %	Total \$	Movement \$ %	Total \$	Movement \$ %	Total \$	Movement \$ %	Total \$			
Commercial	905,800	24,300 2.7%	930,100	38,800 4.3%	944,600	34,800 3.8%	940,600	33,100 3.7%	938,900			
Dairy	3,786,900	-19,800 -0.5%	3,767,100	-98,000 -2.6%	3,688,900	-1,300 0.0%	3,785,600	43,400 1.1%	3,830,300			
Forestry exotic	790,100	8,400 1.1%	798,500	-12,500 -1.6%	777,600	-7,600 -1.0%	782,500	-5,000 -0.6%	785,100			
Forestry indigenous	29,000	1,400 4.8%	30,400	1,400 4.8%	30,400	1,200 4.1%	30,200	1,000 3.4%	30,000			
Horticultural	349,600	2,900 0.8%	352,500	-6,000 -1.7%	343,600	2,000 0.6%	351,600	3,600 1.0%	353,200			
Industrial	437,900	-4,200 -1.0%	433,700	6,400 1.5%	444,300	3,500 0.8%	441,400	1,800 0.4%	439,700			
Lifestyle <2 ha	2,538,200	130,200 5.1%	2,668,400	139,400 5.5%	2,677,600	106,000 4.2%	2,644,200	83,300 3.3%	2,621,500			
Lifestyle >=2 ha	3,876,200	70,100 1.8%	3,946,300	73,300 1.9%	3,949,500	52,400 1.4%	3,928,600	48,200 1.2%	3,924,400			
Mining	18,200	300 1.6%	18,500	400 2.2%	18,600	100 0.5%	18,300	0 0.0%	18,200			
Other	444,100	69,900 15.7%	514,000	72,500 16.3%	516,600	69,600 15.7%	513,700	68,200 15.4%	512,300			
Pastoral	5,731,600	22,900 0.4%	5,754,500	-18,600 -0.3%	5,713,000	48,500 0.8%	5,780,100	111,800 2.0%	5,843,400			
Residential	13,985,600	1,065,500 7.6%	15,051,100	1,005,200 7.2%	14,990,800	892,800 6.4%	14,878,700	813,200 5.8%	14,798,800			
Specialty	28,000	200 0.7%	28,200	-500 -1.8%	27,500	100 0.4%	28,100	300 1.1%	28,300			
Utilities	50,300	1,700 3.4%	52,000	2,100 4.2%	52,400	1,400 2.8%	51,700	900 1.8%	51,200			
.												
Total incl GST	32,971,500	1,373,800 4.2%	34,345,300	1,203,900 3.7%	34,175,400	1,203,500 3.7%	34,175,300	1,203,800 3.7%	34,175,300			
Total excl GST	28,670,900		29,865,500		29,717,700		29,717,700		29,717,700			

* General rates and targeted rates (excludes water by metre)

Summary

**Illustrative rates summary (comparing the Uniform General Charge of \$708 and \$728 with \$748)
Effect of changes to Rating by Average Property**

Rates set (incl GST) *	2016/2017 \$	2017/2018 LTP Y3			2017/2018 - Max UAGC \$748			2017/2018 - UAGC \$728			2017/2018 - Curr UAGC \$708		
		Movement		Total	Movement		Total	Movement		Total	Movement		Total
		\$	%	\$	\$	%	\$	\$	%	\$	\$	%	\$
<u>Residential</u>													
Mangawhai	2,960	342	11.5%	3,302	262	8.8%	3,222	126	4.2%	3,086	121	4.1%	3,081
Dargaville	1,960	-37	-1.9%	1,922	18	0.9%	1,978	-1	0.0%	1,959	-18	-0.9%	1,942
Maungaturoto	1,978	191	9.6%	2,169	180	9.1%	2,159	284	14.3%	2,262	268	13.5%	2,246
Baylys	1,174	99	8.4%	1,273	137	11.7%	1,311	119	10.2%	1,293	105	8.9%	1,279
Te Kopuru	1,395	217	15.5%	1,612	110	7.9%	1,505	90	6.5%	1,485	72	5.2%	1,467
Ruawai	957	40	4.2%	997	39	4.1%	996	20	2.1%	976	1	0.1%	958
Tinopai	1,054	36	3.4%	1,089	37	3.5%	1,090	19	1.8%	1,073	5	0.5%	1,059
Paparoa	937	37	4.0%	975	38	4.0%	975	19	2.1%	957	4	0.4%	941
Kaiwaka	1,869	64	3.4%	1,933	168	9.0%	2,037	150	8.0%	2,019	134	7.2%	2,003
Pahi	1,006	36	3.6%	1,042	37	3.7%	1,043	19	1.9%	1,025	5	0.5%	1,011
Glinks Gully	2,501	340	13.6%	2,841	228	9.1%	2,729	212	8.5%	2,713	205	8.2%	2,706
<u>Lifestyle</u>													
Mangawhai >=2 ha	2,203	-44	-2.0%	2,159	63	2.9%	2,267	52	2.3%	2,255	53	2.4%	2,257
Kaiwaka >=2 ha	1,563	29	1.9%	1,592	32	2.0%	1,594	18	1.1%	1,580	13	0.8%	1,576
Maungaturoto <2 ha	1,309	-178	-13.6%	1,131	-177	-13.5%	1,132	-194	-14.8%	1,114	-207	-15.8%	1,102
Paparoa >=2 ha	1,188	34	2.9%	1,222	35	3.0%	1,224	19	1.6%	1,207	7	0.6%	1,196

* General rates and targeted rates (excludes water by metre)



Funding Impact Statement - Rating Tools

Funding Impact Statement - Rating Tools

The Whole of Council Funding Impact Statement as required under the Local Government (Financial Reporting and Prudence) Regulations 2014 is set out below.

For period commencing:	Annual Plan	LTP	Annual Plan
1 July	2016-2017	2017-2018	2017-2018
	\$'000	\$'000	\$'000

Operating funding

Sources of operating funding

General rates, uniform annual general charges, rate penalties	21,839	22,231	22,229
Targeted rates	10,449	11,283	11,478
Subsidies and grants for operating purposes	5,302	4,847	5,895
Fees and charges	4,043	4,115	4,917
Interest and dividends from investments	25	50	20
Local authorities fuel tax, fines, infringement fees and other receipts	278	315	282

Total operating funding **41,936** **42,841** **44,821**

Application of operating funding

Payments to staff and suppliers	31,601	31,803	33,252
Finance costs	3,440	4,166	3,369
Other operating funding applications	0	0	0

Total applications of operating funding **35,041** **35,969** **36,620**

Surplus (deficit) of operating funding **6,895** **6,872** **8,201**

For period commencing:	Annual Plan	LTP	Annual Plan
1 July	2016-2017	2017-2018	2017-2018
	\$'000	\$'000	\$'000

Capital funding

Sources of capital funding

Subsidies and grants for capital expenditure	6,355	5,959	7,968
Development and financial contributions	1,190	925	1,188
Increase (decrease) in debt	1,313	68	-2,461
Gross proceeds from sale of assets	150	150	150
Lump sum contributions	0	0	0
Other dedicated capital funding	0	0	0

Total sources of capital funding **9,008** **7,102** **6,845**

Applications of capital funding

Capital expenditure - to meet additional demand	1,167	538	1,340
Capital expenditure - to improve the level of service	2,788	2,321	5,288
Capital expenditure - to replace existing assets	11,908	10,971	12,320
Increase (decrease) in reserves	40	144	-3,902
Increase (decrease) of investments	0	0	0

Total applications of capital funding **15,903** **13,975** **15,045**

Surplus (deficit) of capital funding **-6,895** **-6,872** **-8,201**

Funding Balance **0** **0** **0**

The following information sets out the revenue and financing mechanisms that the Council will use, including information about the different rates the Council will set for 2017/2018.

The Definition of a Separately Used or Inhabited Part of a Rating Unit (SUIP)

Council will apply uniform charging on a Separately Used or Inhabited Part of a Rating Unit (SUIP) basis for the following rates:

- Wastewater Network Targeted Rates on residential properties.

Separately Used or Inhabited Part of a Rating Unit includes any portion inhabited or used by a person other than the owner, and who has the right to use or inhabit that portion by virtue of a tenancy, lease, licence or other agreement. For the purpose of this Policy, vacant land and vacant premises offered or intended for use or habitation by a person other than the owner and usually used as such are defined as 'used'. For the avoidance of doubt, a rating unit that has a single use or occupation is treated as having one Separately Used or Inhabited Part.

The following are examples of rating units with more than one Separately Used or Inhabited Part where the above requirements are met:

- Single dwelling with flat attached;
- Two or more houses, flats or apartments on one Certificate of Title (rating unit);
- Business premise with flat above;
- Commercial building leased to multiple tenants;
- Farm property with more than one dwelling;
- Council property with more than one lessee; and
- Where part of a rating unit is subject to a right of exclusive occupation.

Background

General rates are appropriate for funding activities or providing services where there is a significant public good element or where a private good generates positive externalities or benefits for the wider community. General rates can also be appropriate in situations where funding a capital project, where imposing the cost on those who would benefit from the project, would otherwise place too great a burden on them.

Local authorities can set general rates either as a uniform or differential rate on property value (land, capital or annual value) and/or a Uniform Annual General Charge (UAGC) on a fixed amount per rating unit or SUIP.

Council will apply a differential rate in the dollar on land value. The UAGC will continue to be applied to each rating unit.

Activities Funded

All activities that are not funded by Fees and Charges, targeted rates, borrowings or any other income are funded out of the general rates.
 (Please refer to the Revenue and Financing Policy prepared for the Long Term Plan 2015/2025 for a full list of activities funded by general rates.)

Land Liable for the Rate

All land within the Kaipara District is liable for the rate.

Rates Differential Definitions

The Council has defined its rates differential categories using land use classifications.

The definition for each rates differential category is listed in the table below.

Differential Category	Definition
Residential and small sized lifestyle properties	All land that is used exclusively, or almost exclusively, for residential purposes including investment flats or used for lifestyle purposes and is less than two hectares.
Other	All land that is not defined elsewhere. It includes land used exclusively, or almost exclusively, for dairy, horticultural, forestry, pastoral and specialist purposes, commercial, industrial or mining purposes, and as a utility asset. Commercial includes rest homes and short stay accommodation such as motels and hotels.

How the rate is assessed

The general rate is assessed on all rating units in the district on the following basis:

- A fixed amount per rating unit of \$748.00 (UAGC) including GST. Please note this includes a \$165.29 (including GST) contribution towards the capital costs of the Mangawhai Community Wastewater Scheme (MCWWS);
- A differential rate in the dollar on land value.

Differential Category	Number of rating units (UAGC)	Rates Differential	Land value rate in the dollar for 2017/2018 (incl GST)	Revenue value-based rate (excl GST)	Revenue from UAGC (excl GST)
Residential and small sized lifestyle properties	8,739	100%	0.002918	\$3, 381,200	\$5,684,200
Other	4,826	155%	0.004523	\$9,274,900	\$3,139,000
All properties	13,565	-		\$12,656,100	\$8,823,200

Where two or more contiguous rating units are owned by the same person or persons, and are used jointly as a single unit, the ratepayer is liable for only one UAGC, which is in line with section 20 of the Local Government (Rating) Act 2002.

In total, general rates will generate \$21.479 million (excluding GST) in 2017/2018. Collectively, general rates represent 65% of the Council's total rates revenue.

Targeted Rates

Targeted rates may be used to fund specific Council activities. Targeted rates are appropriate for services or activities where a specific group of ratepayers benefit from that service or where the revenue collected is targeted towards funding a specific type of expenditure.

Lump sum contributions will not be invited in relation to any of the Council's targeted rates.

Wastewater Targeted Rates – All Networks

Background

The Council provides wastewater collection and treatment systems in Dargaville, Glinks Gully, Te Kopuru, Maungaturoto, Kaiwaka and Mangawhai. It will set a targeted rate for each wastewater network on land connected or able to be connected to the relevant wastewater network. The six targeted rates will generate around \$5.2 million (excluding GST) in rates revenue in 2017/2018.

For 2017/2018, \$2.1 million of costs associated with the Mangawhai wastewater treatment plant, reticulation and dam are included in the calculation of the general rate. The remaining costs related to wastewater are separated into defined operating and defined capital costs. Defined operating costs are operational costs excluding interest and depreciation and defined capital costs are capital costs (i.e. including loan repayments) plus interest and funded depreciation.

For the purposes of calculating each targeted rate, except the Te Kopuru network, defined operating costs are aggregated across all wastewater schemes and divided by the total number of wastewater charges (connected equivalent) for properties connected and capable of connection to the networks. For 2017/2018, this figure is calculated at \$579.40 (including GST). The defined capital costs for each respective network are added onto the average defined operating costs.

For affordability reasons, Council has calculated the targeted rate for the Te Kopuru network separately on a scheme basis pending an investigation of alternative options. Alternatives for Glinks Gully will also be investigated, however for affordability reasons this scheme has been calculated in the same manner as all other schemes (except Te Kopuru).

Activities funded

The expenses in maintaining the wastewater treatment plant, pump stations, reticulation repairs and minor upgrades including renewals of the respective systems.

Land liable for the rates

The targeted rates apply to all properties connected or capable of connection to the following wastewater networks:

- Dargaville
- Glinks Gully
- Te Kopuru
- Maungaturoto
- Kaiwaka
- Mangawhai

Maps of the respective wastewater networks can be viewed in the Appendix (pages 1 to 6) of this document.

How the rates are assessed

The rates are assessed on a differential basis. The Council has defined its differential categories using the use to which a rating unit is put (as a residence or not) and whether the service is provided or available. The liability factors used are per SUIP of a rating unit for properties used primarily as a residence, and per rating unit and per pan or urinal for all other properties.

The targeted rates are assessed on the following basis:

Properties not connected to the wastewater network as at 30 June 2017 but are capable of being connected (i.e. service available)

- A fixed amount per SUIP to all units used primarily as a residence; and
- A fixed amount per rating unit to all other units.

Properties that are connected to the wastewater network as at 30 June 2017 (i.e. service provided)

- A fixed amount per SUIP to all units used primarily as a residence;
- A fixed amount per rating unit to all other units; and
- An additional charge per pan (urinal or water closet) to all other units for each pan after the second.

Properties capable of connection are defined as being within 30 metres of a public sewerage drain to which it is capable of being effectively connected, either directly or through a private drain.

The fixed amount for units that are not connected to the relevant wastewater network as at 30 June 2017 but are capable of being connected is equivalent to 75% of the corresponding fixed amount applied to properties connected to the wastewater network.

The additional pan charge for connected non-residential units with three or more pans is equivalent to 50% of the corresponding fixed amount applied to properties connected to the wastewater network.

A table of the rates

Wastewater Network	Primary use of land	Units connected to the relevant wastewater network		Units capable of connection to the relevant wastewater network, as at 30 June 2017 ¹		Units connected to the relevant wastewater network, not primarily used as a residence ²		All units
		Number of units	Charge ³ (incl GST)	Number of units or SUIPs	Charge ³ (incl GST)	Number of pans	Charge per pan (incl GST)	Number of units Contribution to wastewater targeted rate (excl GST)
Dargaville	Residence	1,812	\$845.00	121	\$633.80	0		\$1,415,000
	Other	298	\$845.00	49	\$633.80	487	\$422.50	\$408,000
Total								\$1,823,000
Glinks Gully	Residence	24	\$1,301.90	1	\$976.40	0		\$28,000
	Other	1	\$1,301.90	0	\$976.40	0	\$650.95	\$1,100
Total								\$29,100
Kaiwaka	Residence	143	\$941.10	20	\$705.80	0		\$129,300
	Other	28	\$941.10	1	\$705.80	26	\$470.55	\$34,200
Total								\$163,500
Mangawhai	Residence	1,888	\$1,301.90	430	\$976.40	0		\$2,508,100
	Other	44	\$1,301.90	20	\$976.40	118	\$650.95	\$127,900
Total								\$2,636,000
Maungaturoto Township and Maungaturoto Station Village	Residence	320	\$1,180.30	25	\$885.20	0		\$347,700
	Other	62	\$1,180.30	16	\$885.20	96	\$590.15	\$127,900
Total								\$472,900
Te Kopuru	Residence	187	\$573.20	22	\$429.90	0		\$102,400
	Other	10	\$573.20	3	\$429.90	9	\$286.6	\$7,400
Total								\$109,800

¹ Situated within 30 metres of a public sewerage drain to which it is capable of being effectively connected, either directly or through a private drain.

² This is an additional pan charge for the third or more pan. It is in addition to the fixed amount per SUIP that applies to all connected properties of the relevant wastewater network as at 30 June 2017.

³ Fixed amount per SUIP for units used primarily as a residence and fixed amount per rating unit for other units. The fixed amount per SUIP and per rating unit are the same amount.

Wastewater Targeted Rate – Mangawhai Wastewater Capital Contribution A

Background

The Council introduced and reinstated six targeted rates in 2013/2014 to fund the capital cost of the Mangawhai Community Wastewater Scheme (MCWWS) and to ensure equity amongst current and future users of the Scheme. The Mangawhai Wastewater Capital Contribution A targeted rate applies to those who prior to 30 June 2013 had not previously been invoiced for any capital contribution, either as a targeted rate or as a development contribution and were charged the targeted rate in 2013/2014.

Activities funded

Capital expenses in developing the wastewater treatment plant and pump stations to provide wastewater services to the Mangawhai area.

Land liable for the rate

The targeted rate applies to all properties connected or capable of connection to the Mangawhai wastewater network as at 30 June 2013, where there had been no previous targeted rate for the capital costs of the Scheme set on the property (previously known as a “one-off targeted rate”) or where Council had not invoiced the land for a development contribution.

A map of Mangawhai Wastewater Capital Contribution A and the affected properties can be viewed in the Appendix (pages 7 to 12) of this document.

How the rates are assessed

The targeted rate is a fixed amount per rating unit to all land liable for the rate within the Mangawhai wastewater network of \$676.00 (including GST). This amount is calculated from a principal amount of \$8,397 (including GST), payable over 30 years from 01 July 2013 at annuity interest of 6.99%. The Council's Early Payment of Rates for Subsequent Years Policy applies to this rate. In addition, a postponement policy has been adopted for those ratepayers with undeveloped sections who wish to defer payment to a later date.

The rate will generate around \$241,600 (excluding GST) in rates revenue in 2017/2018.

Wastewater Targeted Rate – Mangawhai Wastewater Capital Contribution D

Background

The Council introduced and reinstated six targeted rates in 2013/2014 to fund the capital cost of the Mangawhai Community Wastewater Scheme (MCWWS) and to ensure equity amongst current and future users of the Scheme. The Mangawhai Wastewater Capital Contribution D targeted rate represents the next instalment of 25 of the initial capital contribution to the Scheme for those who have been invoiced for previous instalments (or an equivalent amount).

Activities funded

Capital expenses in developing the wastewater treatment plant and pump stations to provide wastewater services to the Mangawhai area.

Land liable for the rate

The targeted rate applies to all properties connected or capable of connection to the Mangawhai wastewater network as at 30 June 2012, whereas at 30 June 2013 the property had been invoiced for four instalments, amounting to \$2,186.50 including GST, (or the equivalent) and had not subsequently paid the initial capital contribution in full.

A map of the Mangawhai wastewater network and the affected properties can be viewed in the Appendix (pages 13 and 14) of this document.

How the rates are assessed

The targeted rate is a fixed amount per rating unit to all land liable for the rate within the Mangawhai wastewater network of \$569.95 (including GST). This amount is calculated from a principal amount of \$6,210.50 (including GST), payable over 21 years from 01 July 2013 at annuity interest of 6.99%. The Council's Early Payment of Rates for Subsequent Years Policy applies to this rate.

The rate will generate around \$22,300 (excluding GST) in rates revenue in 2017/2018.

Wastewater Targeted Rate – Mangawhai Wastewater Capital Contribution E

Background

The Council introduced and reinstated six targeted rates in 2013/2014 to fund the capital cost of the Mangawhai Community Wastewater Scheme (MCWWS) and to ensure equity amongst current and future users of the Scheme. The Mangawhai Wastewater Capital Contribution E targeted rate represents the next instalment of 25 of the initial capital contribution to the Scheme for those who have been invoiced for previous instalments (or an equivalent amount).

Activities funded

Capital expenses in developing the wastewater treatment plant and pump stations to provide wastewater services to the Mangawhai area.

Land liable for the rate

The targeted rate applies to all properties connected or capable of connection to the Mangawhai wastewater network as at 30 June 2012, whereas at 30 June 2013 the property had been invoiced for three previous instalments, amounting to \$1,668.90 including GST, (or the equivalent) and had not subsequently paid the initial capital contribution in full.

A map of the Mangawhai wastewater network and the affected properties can be viewed in the Appendix (pages 15 and 16) of this document.

How the rates are assessed

The targeted rate is a fixed amount per rating unit to all land liable for the rate within the Mangawhai wastewater network of \$606.31 (including GST). This amount is calculated from a principal amount of \$6,728.10 (including GST), payable over 22 years from 01 July 2013 at annuity interest of 6.99%. The Council's Early Payment of Rates for Subsequent Years Policy applies to this rate.

The rate will generate around \$47,500 (excluding GST) in rates revenue in 2017/2018.

Wastewater Targeted Rate – Mangawhai Wastewater Capital Contribution F

Background

The Council introduced and reinstated six targeted rates in 2013/2014 to fund the capital cost of the Mangawhai Community Wastewater Scheme (MCWWS) and to ensure equity amongst current and future users of the Scheme. The Mangawhai Wastewater Capital Contribution F targeted rate represents the next instalment of 25 of the initial capital contribution to the Scheme for those who have been invoiced for previous instalments (or an equivalent amount).

Activities funded

Capital expenses in developing the wastewater treatment plant and pump stations to provide wastewater services to the Mangawhai area.

Land liable for the rate

The targeted rate applies to all properties connected or capable of connection to the Mangawhai wastewater network as at 30 June 2012, whereas at 30 June 2013 the property had been invoiced for two previous instalments, amounting to \$1,135.70 including GST, (or the equivalent) and had not subsequently paid the initial capital contribution in full.

A map of the Mangawhai wastewater network and the affected properties can be viewed in the Appendix (pages 17 and 18) of this document.

How the rates are assessed

The targeted rate is a fixed amount per rating unit to all land liable for the rate within the Mangawhai wastewater network of \$643.26 (including GST). This amount is calculated from a principal amount of \$7,261.30 (including GST), payable over 23 years from 01 July 2013 at annuity interest of 6.99%. The Council's Early Payment of Rates for Subsequent Years Policy applies to this rate.

The rate will generate around \$15,100 (excluding GST) in rates revenue in 2017/2018.

Stormwater Targeted Rates – All Networks

Background

Council provides urban stormwater networks in Baylys, Dargaville, Kaiwaka, Mangawhai and Te Kopuru. Stormwater systems predominantly incorporated into the road network are provided in Glinks Gully, Kelly's Bay, Pahi, Whakapirau, Tinopai, Papanoa and Maungaturoto. Stormwater for Ruawai is incorporated in the Raupo Drainage District.

Council has set rates so that 10% of the stormwater network costs are funded by all ratepayers through the general rate. The remaining 90% of costs continue to be funded by the targeted rate.

Operating costs for stormwater (except interest and depreciation) are split evenly between individual networks based upon land values. The operating costs (excluding interest and depreciation) are then combined with the capital costs (including interest, funded depreciation and loan repayments) in each individual scheme to calculate the rate payable for those connected to each scheme. This reflects a move towards 'equalising' the rate payable for the service being received irrespective of location. This approach recognises the argument that the service being received by the end user is the 'same' irrespective of location and hence the costs should be similar.

Activities funded

The expenses in running and maintaining the following stormwater networks:

- Baylys
- Dargaville
- Te Kopuru
- Kaiwaka
- Mangawhai

Land liable for the rates

The targeted rates apply to all land in the following stormwater networks:

- Baylys
- Dargaville
- Te Kopuru
- Kaiwaka
- Mangawhai

Maps of the areas of the respective stormwater networks can be viewed in the Appendix (pages 19 to 23) of this document.

How the rates are assessed

The targeted rates are assessed on the land value of all rating units located within the stormwater networks and applied as a uniform rate in the dollar on land value.

Stormwater Network	Rate in the Dollar on Land Value for 2017/2018 (including GST)	Level of Stormwater Targeted Rates (excluding GST)
Baylys	0.002797	\$69,400
Dargaville	0.003795	\$552,700
Kaiwaka	0.001452	\$16,600
Mangawhai	0.001047	\$710,700
Te Kopuru	0.002291	\$18,500
Total		\$1,367,900

Land Drainage Scheme Targeted Rate – Raupo

Background

Kaipara District is a rural production area that supports farming and cropping communities on low-lying land near rivers, streams and canals. These communities are prone to flooding during heavy weather events and tidal fluctuations. Land drainage work is undertaken to maintain and improve the current capacity of its land drainage network and stopbanks. This is likely to improve the productivity of land normally affected by high groundwater levels or ponded water following heavy rainfall events and tidal fluctuations.

Activities funded

The targeted rate for the Raupo Land Drainage Scheme is used to fund the operations in maintaining the Raupo Land Drainage Scheme. This includes maintenance of drains and outlets by weedspraying and machine cleaning, maintenance and, if necessary, replacement of floodgates.

Land liable for the rate

All land located within the Raupo Land Drainage Scheme.

A map of the Raupo Land Drainage Scheme and the areas where the differentials apply can be viewed in the Appendix (pages 24 to 26) of this document.

How the rate is assessed

The targeted rate is assessed on the following basis:

- A differential rate in the dollar on land value across all properties located within the Raupo Land Drainage Scheme area.

The table below shows the rates differentials that the Council has applied in 2017/2018.

Rates differential definitions and rates

The Council has defined its rates differential categories based on the location of the land within the scheme.

Differential Category	Differential Factor	Estimated Rate in the Dollar on Land Value for 2017/2018 (including GST)	Revenue from Land Drainage Scheme Targeted Rate (excluding GST)	Share of Land Drainage Scheme Targeted Rate
Raupo District A	49%	0.002373	\$314,500	91%
Raupo District B	28%	0.001375	\$1,700	<1%
Raupo Township	100%	0.004878	\$31,300	9%
All properties	-		\$347,500	100%

Land Drainage Targeted Rates – Other Schemes

Background

Kaipara District is a rural production area that supports farming and cropping communities on low-lying land near rivers, streams and canals. These communities are prone to flooding during heavy weather events and tidal fluctuations. Land drainage work is undertaken to maintain and improve the current capacity of its land drainage network and stopbanks. This is likely to improve the productivity of land normally affected by high ground water levels or ponded water following heavy rainfall events and tidal fluctuations.

Land drainage work is undertaken in 28 other drainage districts of various sizes with administrative and technical support from Council. Each of these schemes is self-funding.

Activities funded

The targeted rates for each land drainage scheme are used to fund the operations in maintaining the 28 respective schemes. This includes maintenance of drains and outlets by weedspraying and machine cleaning, maintenance and if necessary replacement of floodgates, drain cleaning and stopbank maintenance.

Land liable for the rates

The targeted rates apply to all land in each of the following land drainage schemes:

- Aoroa
- Awakino Valley
- Koremoa
- Otiria
- Tatarariki N°2
- Arapohue N°1
- Greenhill
- Mangatara
- Owairangi
- Tatarariki N°3
- Arapohue N°2
- Hoanga
- Manganui
- Tangowahine N°1
- Tikinui
- Aratapu Swamp
- Horehore
- Mititai
- Tangowahine N°2
- Whakahara
- Aratapu Village
- Kaihu
- Notorious
- Tangowahine Valley
- Awakino Point
- Kopuru Swamp
- Oruariki
- Tatarariki N°1

Maps of the areas of the respective land drainage schemes can be viewed in the Appendix (pages 27 to 54) of this document.

How the rates are assessed

The targeted rate for each land drainage scheme is assessed as a uniform rate in the dollar on land value.

A table of the rates

Land Drainage Scheme	Rate in the Dollar on Land Value for 2017/2018 (including GST)	Revenue From Land Drainage Targeted Rates (excluding GST)
Aoroa	0.001743	\$2,600
Arapohue N°1	0.000399	\$3,600
Arapohue N°2	0.000562	\$5,700
Aratapu Swamp	0.001596	\$32,900
Aratapu Village	0.000569	\$4,100
Awakino Point	0.000601	\$9,500
Awakino Valley	0.000496	\$29,900
Greenhill	0.000270	\$2,100
Hoanga	0.002182	\$20,500
Horehore	0.000702	\$27,800

Land Drainage Scheme	Rate in the Dollar on Land Value for 2017/2018 (including GST)	Revenue From Land Drainage Targeted Rates (excluding GST)
Kaihu	0.000487	\$27,900
Kopuru Swamp	0.001295	\$12,200
Koremoa	0.000493	\$3,800
Mangatarā	0.000507	\$12,300
Manganui	0.000094	\$8,200
Mititai	0.000554	\$4,600
Notorious	0.000837	\$16,600
Oruariki	0.001289	\$15,300
Otiria	0.000585	\$3,100
Owairangi	0.000526	\$5,600
Tangowahine N°1	0.001314	\$8,400
Tangowahine N°2	0.000744	\$3,600
Tangowahine Valley	0.000380	\$5,800
Tatarariki N°1	0.000502	\$5,700
Tatarariki N°2	0.001373	\$7,100
Tatarariki N°3	0.000592	\$6,200
Tikinui	0.000953	\$2,600
Whakahara	0.000442	\$2,600
Total		\$290,300

Water Supply Targeted Rate

Background

Council provides reticulated water supplies to Dargaville (including Baylys), Glinks Gully, Ruawai, Maungaturoto (Station Village), Maungaturoto (Township) and Mangawhai.

Operating costs (excluding interest and depreciation) for water supply are to be split evenly between individual networks based upon usage. The operating costs (excluding interest and depreciation) are then combined with the capital costs (including interest, funded depreciation and loan repayments) in each individual scheme to calculate the rate payable for those connected to each scheme. This reflects a move towards 'equalising' the rate payable for the service being received irrespective of location. This approach recognises the argument that the service being received by the end user is the 'same' irrespective of location and hence the costs should be similar.

Activities funded

The expenses in maintaining each of the water supply networks. In particular, the costs associated in treating the water for domestic consumption.

Land liable for the rates

The targeted rates apply to all land in defined areas in the following water supply networks:

- Dargaville (including Baylys)
- Glinks Gully
- Ruawai
- Maungaturoto (Station Village)
- Maungaturoto (Township)
- Mangawhai

Maps of the areas of the respective water supply networks can be viewed in the Appendix (pages 55 to 59) of this document.

Rates differential definitions

These rates are assessed on a differential basis. The Council has defined its rates differential categories based on the provision or availability to the land of the water supply service provided by, or on behalf of, the Council.

The definition for each rates differential category is listed in the table below.

Differential category	Definition
Metered properties	Land that is connected to the relevant water supply network as at 30 June 2017 irrespective of how much water is consumed.
Other properties	Land that is not connected to the relevant water supply network as at 30 June 2017, but is situated within 30 metres of a water supply network to which it is capable of being effectively connected.

How the rates are assessed

The targeted rate for each water supply network is assessed on the following differential basis:

Metered properties:

- A scale of charges based on the per cubic metre amount of water consumed. The charge for up to the first cubic metre of water consumed is calculated on 25% of the average defined operating costs across all water supply networks plus a portion of the scheme specific defined capital costs.

Other properties:

- A fixed amount per rating unit. The rate set is equivalent to 75% of the volumetric charge for a metered property in the same water supply network for the first cubic metre of water consumed.

A fixed amount per rating unit does not apply to properties that are not connected to the Mangawhai water supply network as at 30 June 2017 as the Council has no intention of providing a reticulated water supply service beyond those properties connected as at June 2016.

The table below lists the water charges and rates that will apply:

	Metered Properties		Other properties	All units
	Volumetric Charge (up to and including the first cubic metre) (including GST)	Volumetric Charge(per cubic metre beyond the first cubic metre) (including GST)	Fixed amount per Rating Unit (including GST)	Revenue From Water Supply Targeted Rate (excluding GST)
Dargaville	\$133.60	\$2.68	\$100.02	\$2,115,000
Glinks Gully	\$431.93	\$1.61	\$323.94	\$37,400
Mangawhai	\$133.60	\$3.37	N/A	\$22,400
Maungaturoto (Station Village)	\$225.55	\$3.23	\$169.17	\$30,800
Maungaturoto (Township)	\$238.95	\$3.04	\$179.21	\$417,300
Ruawai	\$185.32	\$3.38	\$138.99	\$129,800
All water supply networks				\$2,752,700

Mangawhai Harbour Restoration Targeted Rate

Background

The targeted rate for the Mangawhai Harbour Restoration commenced on 01 July 1996. It funds a grant to the Mangawhai Harbour Restoration Society to assist it in servicing a loan to finance rectification of the collapse of the geomorphyl and ecological structure of the Mangawhai Harbour.

Activities funded

In addition to servicing a loan to the Mangawhai Harbour Restoration Society for rectification of the collapse of the geomorphyl and ecological structure of the Mangawhai Harbour, the grant funded by the targeted rate also funds an enhanced harbour dredging programme and includes operating costs of a works nature, such as replanting.

Land liable for the rate

All land that is located within the Mangawhai Harbour Restoration area.

A map of the Mangawhai Harbour Restoration area can be viewed in the Appendix (page 60) of this document.

How the rate is assessed

The targeted rate is assessed as a fixed amount per rating unit to all units located within the Mangawhai Harbour Restoration Area of \$72.12 (including GST).

Where two or more contiguous rating units are owned by the same person or persons, and are used jointly as a single unit, the ratepayer is liable for only one targeted rate on a fixed amount basis, which is in line with section 20 of the Local Government (Rating) Act 2002.

The rate will generate around \$267,000 (excluding GST) in rates revenue in 2017/2018.

Ruawai Tokatoka Hall Targeted Rate

Background

The Ruawai Tokatoka Hall rate was introduced in 2009/2010 to fund the maintenance of the Ruawai Tokatoka Community Hall. The targeted rate is consistent with Council's Halls Policy that community halls be managed and maintained by the community.

Activities funded

The operating costs of maintaining the Ruawai Tokatoka Hall.

Land liable for the rate

All land that is located within the Ruawai Tokatoka Hall Targeted Rate area.

A map of the Ruawai Tokatoka Hall Targeted Rate area can be viewed in the Appendix (page 61) of this document.

How the rate is assessed

The targeted rate is assessed on the following basis:

- a fixed amount per rating unit to all units located within the Ruawai Tokatoka Hall Targeted Rate area of \$36.32 (including GST).

Where two or more contiguous rating units are owned by the same person or persons, and are used jointly as a single unit, the ratepayer is liable for only one targeted rate on a fixed amount basis, which is in line with section 20 of the Local Government (Rating) Act 2002.

The rate will generate around \$15,000 (excluding GST) in rates revenue.

Forestry Roding Targeted Rate

Background

The Forestry Roding Targeted Rate will be introduced in 2017/2018 for six years to 2021 in order to partially fund the impact of forestry and logging trucks and maintain current standards on Council roads. The NZ Transport Agency will also contribute.

Activities funded

The costs of funding the impact of forestry and logging trucks and maintaining current standards on Council roads.

Land liable for the rate

All land that is located within the Forestry Roding Targeted Rate area.

A map of the Forestry Roding Targeted Rate area can be viewed in the Appendix (pages 61 and 62) of this document.

How the rate is assessed

The targeted rate is assessed on the following basis:

- A rate in the dollar on land value across all properties categorised as Exotic Forestry (i.e. those in the Forestry Roding Targeted Rate area) of \$0.008077 (including GST).

The rate will generate around \$390,000 (excluding GST) in rates revenue.

Rating Information

Due Date for Payment of Rates

All rates, with the exception of water charges for metered properties, will be payable in four instalments due on:

Instalment Number	Due Date
Instalment One	20 August 2017
Instalment Two	20 November 2017
Instalment Three	20 February 2018
Instalment Four	20 May 2018

Water charges – metered properties

Water meters are read and invoices sent on a six-monthly cycle. The amount payable is due on the 20th of the month following the month that the invoice was dated.

Penalties

Pursuant to section 132 and to sections 57 and 58 of the Local Government (Rating) Act 2002, the Council delegates the authority to the Revenue Manager and the Revenue Operations Officer to apply the following penalties on unpaid rates:

- a) A penalty of 10% of the rates (other than water-by-meter rates) assessed in the 2017/2018 financial year that are unpaid after the due date for each instalment will be added on the relevant penalty date for each instalment stated below, except where a ratepayer has entered into an arrangement by way of direct debit authority, or an automatic payment authority, and honours that arrangement. For each instalment the date the penalty will be added is as follows:

Instalment Number	Penalty Date
Instalment 1	22 August 2017
Instalment 2	21 November 2017
Instalment 3	21 February 2018
Instalment 4	22 May 2018; and

- b) A penalty of 10% of the amount of all rates (including any penalties) from any previous financial years that are unpaid on 3 July 2017 will be added on 4 July 2017; and

- c) A penalty of 10% of the amount of all rates to which a penalty has been added under (b) and which are unpaid on 3 January 2018 will be added on 4 January 2018; and
- d) Water charges – metered properties

A penalty of 10% of the water-by-meter rates charged per invoice that are outstanding after the due date for payment will be added on the relevant penalty date for each billing month and area stated below, except where a ratepayer has entered into an arrangement by way of direct debit authority, or an automatic payment authority, and honours that arrangement. For each billing month and area, the date the penalty will be added is as follows:

Billing month	Area	Penalty date
July 2017 January 2018	Dargaville (Hokianga Road and side streets) and Glinks Gully	22 August 2017 21 February 2018
August 2017 February 2018	Dargaville (Station and Beach Roads) and Mangawhare	21 September 2017 21 March 2018
September 2017 March 2018	Dargaville Township East	24 October 2017 23 April 2018
October 2017 April 2018	Dargaville (Awakino Road and Main Street) and Ruawai	21 November 2017 22 May 2018
November 2017 May 2018	Dargaville (Ranfurlly, Plunket and Tirarau Streets) and Maungaturoto Railway; Maungaturoto Township, and Mangawhai	21 December 2017 21 June 2018
December 2017 June 2018	Dargaville (out of Borough - Kaihu etcetera), Awakino Point and Baylyls	23 January 2018 23 July 2018

Payment of Rates

Rates payments can be made:

1. By direct debit.
2. By online banking.
3. By telephone banking.
4. By credit card online, *MasterCard and Visa only*.
5. By automatic payment.
6. In person (EFTPOS, MasterCard, Visa, cheque or cash). Payment of rates will be accepted during normal business hours at either of the following two Council offices:

Dargaville: 42 Hokianga Road;

Mangawhai: Unit 6, The Hub, 6 Molesworth Drive

7. By mail to:
The Chief Executive
Kaipara District Council
Private Bag 92201
Auckland 1020

Any payments of rates due will be credited first to the oldest amounts due.

Sample Properties

The following table calculates the impact of Council’s rating policy on properties:

- in different locations within the district
- with different land uses (residential, dairy, commercial, etcetera); and
- with different land values.

The land values presented in the table are representative of the land values in that location and for that land use.

Unless stated otherwise only one wastewater charge applies in the sample properties. For the reasons above the information should be treated as indicative.

Please note that the indicative rates on properties liable for the Mangawhai Wastewater Capital Contribution targeted rates would vary from the amounts shown in the schedule by the addition of one of the following amounts depending on which rate is applied: \$676.00 in the case of Capital Contribution A, \$569.95 in the case of Capital Contribution D, \$606.31 in the case of Capital Contribution E and \$643.26 in the case of Capital Contribution F.

Indicative rates are inclusive of GST.

Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Total	\$ change	% change
2016/2017						2017/2018									
Residential property in Mangawhai – land value \$131,000															
390	708	119	1,108	0	74	2,400	387	748	137	1,302	0	72	2,646	246	10%
Residential property in Mangawhai – land value \$185,000															
551	708	169	1,108	0	74	2,610	546	748	194	1,302	0	72	2,862	252	10%
Residential property in Mangawhai – land value \$275,000															
820	708	251	1,108	0	74	2,960	812	748	288	1,302	0	72	3,222	262	9%
Residential property in Mangawhai – land value \$770,000															
2,295	708	702	1,108	0	74	4,886	2,273	748	806	1,302	0	72	5,201	315	6%
Residential property in Dargaville – land value \$51,000															
152	708	141	924	0	0	1,925	151	748	194	845	0	0	1,937	12	1%
Residential property in Dargaville – land value \$59,000															
176	708	163	924	0	0	1,971	174	748	224	845	0	0	1,991	20	1%

Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Total	\$ change	% change		
2016/2017							2017/2018										
Residential property in Dargaville – land value \$57,000																	
170	708	157	924	0	0	1,960	168	748	216	845	0	0	1,978	18	1%		
Residential property in Dargaville – land value \$81,000																	
241	708	224	924	0	0	2,097	239	748	307	845	0	0	2,140	42	2%		
Residential property in Maungaturoto – land value \$73,000																	
218	708	0	1,108	0	-70	1,963	215	748	0	1,180	0	0	2,144	181	9%		
Residential property in Maungaturoto – land value \$76,000																	
226	708	0	1,108	0	-70	1,972	224	748	0	1,180	0	0	2,153	180	9%		
Residential property in Maungaturoto – land value \$78,000																	
232	708	0	1,108	0	-70	1,978	230	748	0	1,180	0	0	2,159	180	9%		
Residential property in Maungaturoto – land value \$90,000																	
268	708	0	1,108	0	-70	2,014	266	748	0	1,180	0	0	2,194	180	9%		
Residential property in Baylys – land value \$71,000																	
212	708	126	0	0	0	1,046	210	748	199	0	0	0	1,156	111	11%		
Residential property in Baylys – land value \$85,000																	
253	708	151	0	0	0	1,112	251	748	238	0	0	0	1,237	125	11%		
Residential property in Baylys – land value \$98,000																	
292	708	174	0	0	0	1,174	289	748	274	0	0	0	1,311	137	12%		
Residential property in Baylys – land value \$153,000																	
456	708	271	0	0	0	1,435	452	748	428	0	0	0	1,628	192	13%		
Residential property in Te Kopuru – land value \$30,000																	
89	708	43	533	0	0	1,373	89	748	69	573	0	0	1,478	106	8%		
Residential property in Te Kopuru – land value \$34,000																	
101	708	49	533	0	0	1,391	100	748	78	573	0	0	1,499	109	8%		
Residential property in Te Kopuru – land value \$35,000																	
104	708	50	533	0	0	1,395	103	748	80	573	0	0	1,505	110	8%		
Residential property in Te Kopuru – land value \$53,000																	
158	708	76	533	0	0	1,474	156	748	121	573	0	0	1,599	125	8%		
Residential property in Ruawai – land value \$25,000																	
75	708	0	0	122	37	941	74	748	0	0	122	36	980	39	4%		

Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Total	\$ change	% change
2016/2017							2017/2018								
Residential property in Ruawai – land value \$27,000															
80	708	0	0	132	37	957	80	748	0	0	132	36	996	39	4%
Residential property in Ruawai – land value \$27,000															
80	708	0	0	132	37	957	80	748	0	0	132	36	996	39	4%
Residential property in Ruawai – land value \$32,000															
95	708	0	0	156	37	996	94	748	0	0	156	36	1,035	39	4%
Residential property in Tinopai – land value \$90,000															
268	708	0	0	0	0	976	266	748	0	0	0	0	1,014	37	4%
Residential property in Tinopai – land value \$113,000															
337	708	0	0	0	0	1,045	334	748	0	0	0	0	1,082	37	4%
Residential property in Tinopai – land value \$116,000															
346	708	0	0	0	0	1,054	342	748	0	0	0	0	1,090	37	3%
Residential property in Tinopai – land value \$185,000															
551	708	0	0	0	0	1,259	546	748	0	0	0	0	1,294	35	3%
Residential property in Paparoa – land value \$69,000															
206	708	0	0	0	0	914	204	748	0	0	0	0	952	38	4%
Residential property in Paparoa – land value \$74,000															
221	708	0	0	0	0	929	218	748	0	0	0	0	966	38	4%
Residential property in Paparoa – land value \$77,000															
229	708	0	0	0	0	937	227	748	0	0	0	0	975	38	4%
Residential property in Paparoa – land value \$113,000															
337	708	0	0	0	0	1,045	334	748	0	0	0	0	1,082	37	4%
Residential property in Kaiwaka – land value \$62,000															
185	708	70	837	0	0	1,799	183	748	90	941	0	0	1,962	163	9%
Residential property in Kaiwaka – land value \$65,000															
194	708	73	837	0	0	1,811	192	748	94	941	0	0	1,975	164	9%
Residential property in Kaiwaka – land value \$79,000															
235	708	89	837	0	0	1,869	233	748	115	941	0	0	2,037	168	9%

Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Total	\$ change	% change
2016/2017							2017/2018								
Residential property in Kaiwaka – land value \$113,000															
337	708	127	837	0	0	2,009	334	748	164	941	0	0	2,187	178	9%
Residential property in Pahi – land value \$83,000															
247	708	0	0	0	0	955	245	748	0	0	0	0	993	38	4%
Residential property in Pahi – land value \$95,000															
283	708	0	0	0	0	991	280	748	0	0	0	0	1,028	37	4%
Residential property in Pahi – land value \$100,000															
298	708	0	0	0	0	1,006	295	748	0	0	0	0	1,043	37	4%
Residential property in Pahi – land value \$162,000															
483	708	0	0	0	0	1,191	478	748	0	0	0	0	1,226	35	3%
Residential property in Ginks Gully – land value \$235,000															
700	708	0	1,108	0	0	2,516	694	748	0	1,302	0	0	2,744	228	9%
Residential property in Ginks Gully – land value \$245,000															
730	708	0	1,108	0	0	2,546	723	748	0	1,302	0	0	2,773	227	9%
Residential property in Ginks Gully – land value \$230,000															
685	708	0	1,108	0	0	2,501	679	748	0	1,302	0	0	2,729	228	9%
Residential property in Ginks Gully – land value \$255,000															
760	708	0	1,108	0	0	2,576	753	748	0	1,302	0	0	2,803	227	9%
Lifestyle property in Mangawhai – land value \$165,000, 0.47ha															
492	708	150	0	0	74	1,424	487	748	173	0	0	74	1,482	58	4%
Lifestyle property in Mangawhai – land value \$205,000, 0.59ha															
611	708	187	0	0	74	1,580	605	748	215	0	0	74	1,642	62	4%
Lifestyle property in Mangawhai – land value \$257,000, 2.5ha															
1,187	708	234	0	0	74	2,203	1,176	748	269	0	0	74	2,267	63	3%
Lifestyle property in Mangawhai – land value \$650,000, 9.5ha															
3,003	708	593	0	0	74	4,377	2,974	748	681	0	0	74	4,476	99	2%
Lifestyle property in Kaiwaka – land value \$145,000, 1.6ha															
432	708	0	0	0	0	1,140	428	748	0	0	0	0	1,176	36	3%
Lifestyle property in Kaiwaka – land value \$175,000, 1.6ha															
808	708	0	0	0	0	1,516	517	748	0	0	0	0	1,265	-252	-17%

Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Total	\$ change	% change
2016/2017							2017/2018								
Lifestyle property in Kaiwaka – land value \$185,000, 5.9ha															
855	708	0	0	0	0	1,563	846	748	0	0	0	0	1,594	32	2%
Lifestyle property in Kaiwaka – land value \$280,000, 9.1ha															
1,293	708	0	0	0	0	2,001	1,281	748	0	0	0	0	2,029	28	1%
Lifestyle property in Maungaturoto – land value \$98,000, 0.6ha															
292	708	0	0	0	0	1,000	289	748	0	0	0	0	1,037	37	4%
Lifestyle property in Maungaturoto – land value \$116,000, 1.3ha															
346	708	0	0	0	0	1,054	342	748	0	0	0	0	1,090	37	3%
Lifestyle property in Maungaturoto – land value \$130,000, 1.8ha															
388	708	0	0	0	0	1,096	384	748	0	0	0	0	1,132	36	3%
Lifestyle property in Maungaturoto – land value \$215,000, 12.2ha															
993	708	0	0	0	0	1,701	984	748	0	0	0	0	1,732	30	2%
Lifestyle property in Paparua – land value \$76,000, 0.59ha															
226	708	0	0	0	0	934	224	748	0	0	0	0	972	38	4%
Lifestyle property in Paparua – land value \$91,000, 3.5ha															
420	708	0	0	0	0	1,128	416	748	0	0	0	0	1,164	36	3%
Lifestyle property in Paparua – land value \$104,000, 4.0ha															
480	708	0	0	0	0	1,188	476	748	0	0	0	0	1,224	35	3%
Lifestyle property in Paparua – land value \$229,000, 10.0ha															
1,058	708	0	0	0	0	1,766	1,048	748	0	0	0	0	1,796	30	2%
Pastoral property in Waipoua – land value \$301,000															
1,390	708	0	0	0	0	2,098	1,377	748	0	0	0	0	2,125	27	1%
Pastoral property in Kaihu – land value \$470,000, 100ha															
2,171	708	0	0	0	0	2,879	2,150	748	0	0	0	0	2,898	19	1%
Pastoral property in Pouto Peninsula – land value \$665,000, 67ha															
3,072	708	0	0	329	0	4,109	3,042	748	0	0	350	0	4,140	31	1%
Pastoral property in Kaiwaka – land value \$1,890,000, 235ha															
8,731	708	0	0	0	0	9,439	8,647	748	0	0	0	0	9,395	-44	0%

Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates & remission	Total	Value-based general rate	UAGC	Stormwater	Wastewater	Land drainage	Other rates	Total	\$ change	% change		
2016/2017							2017/2018										
Dairy property in Maungaturoto – land value \$530,000, 51ha																	
2,448	708	0	0	0	0	3,156	2,425	748	0	0	310	0	3,483	327	10%		
Dairy property in Tokatoka – land value \$790,000, 70ha																	
3,649	708	0	0	1,833	37	6,227	3,614	748	0	0	1,875	36	6,273	46	1%		
Dairy property in Pouto – land value \$950,000, 76ha																	
4,388	708	0	0	2,205	0	7,301	4,346	748	0	0	795	0	5,889	-1,412	-19%		
Dairy property in Ruawai – land value \$2,770,000, 247ha																	
12,796	708	0	0	766	0	14,270	12,673	748	0	0	3,809	36	17,266	2,996	21%		
Horticultural property in Central – land value \$320,000																	
1,478	708	0	0	227	0	2,413	1,464	748	0	0	225	0	2,437	23	1%		
Forestry Exotic property in Waipoua – land value \$360,000, 293ha																	
1,663	708	0	0	0	2,818	5,189	1,647	748	0	0	0	2,908	5,303	114	2%		
Commercial property in Dargaville – land value \$77,000																	
356	708	213	924	0	0	2,201	352	748	292	845	0	0	2,237	37	2%		
Commercial property in Dargaville – land value \$120,000																	
554	708	331	1,387	0	0	2,980	549	748	455	1,268	0	0	3,020	40	1%		
Commercial property in Dargaville – land value \$150,000																	
693	708	414	1,849	0	0	3,664	686	748	569	1,690	0	0	3,694	30	1%		
Commercial property in Dargaville – land value \$365,000																	
1,686	708	1,008	3,697	0	0	7,099	1,670	748	1,385	3,380	0	0	7,183	84	1%		
Commercial property in Mangawhai – land value \$410,000																	
1,894	708	374	2,216	0	74	5,265	1,876	748	429	2,604	0	72	5,729	464	9%		
Industrial property in Dargaville – land value \$115,000																	
531	708	317	924	0	0	2,481	526	748	436	845	0	0	2,556	74	3%		

File number: 2302.21.01 **Approved for agenda**
Report to: Council
Meeting date: 13 February 2017
Subject: Annual Plan 2017/2018 – draft material- consultation document
Date of report: 01 February 2017
From: Glennis Christie, General Manager Finance
Report purpose Decision Recommendation Information
Assessment of significance Significant Non-significant

Summary

Under section 95 of the Local Government Act 2002 a local authority must prepare and adopt an Annual Plan for each financial year. The Annual Plan for 2017/2018 is the third year of Council's Long Term Plan 2015/2025. Councils are required to show how the Annual Plan differs from the Long Term Plan; if the changes are significant or material, consultation is required.

While it is not anticipated that there will be material or significant changes proposed in the Annual Plan, Council and the community would want an opportunity for community engagement and feedback. For this reason a consultation document has been prepared for community consideration.

The draft consultation document has been prepared based on the preliminary draft budgets for Annual Plan 2017/2018 and source documents included in a separate report on this agenda. The Mayor and Councillors are asked to review the material and provide feedback to officers so that the next draft can be adopted at the March 2017 Council meeting.

The consultation document needs to identify differences, if any, between the proposed Annual Plan and what is described in the Long Term Plan which was adopted on 30 June 2015. Like the consultation document for the Long Term Plan, the Annual Plan document needs to be written in a concise and simple manner as possible.

This consultation document will be publicised and community feedback sought with round table meetings occurring across the district during the first two weeks from Tuesday 04 April to Wednesday 12 April 2017. Prior to this period, a Hui will be held on Thursday 30 March 2017.

These meetings will be used as a platform to discuss and seek feedback from the community on, for example:

- Council's Capital Expenditure Programme;
- The level of the Uniform Annual General Charge (UAGC), at \$748 or \$708 or some other level;
- Reinvesting gains and savings into:
 - Progressing outstanding work
 - Increasing organisational capability
- Preserving the level of rates for the future to ensure that our current service levels are maintained, provide for high priority future spending (such as the renewals programme and

infrastructure requirements) and to reduce our debt to ensure we have the debt capacity for when it is needed; and

- Any other issues that they would like to give feedback about.

Council will also be taking the opportunity to discuss other work under development. For the 2017/2018 year this is predominantly related to the next Long Term Plan, for the 10 years from 2018 to 2028. Preliminary feedback would be welcome on such topics as:

- Mangawhai Community Wastewater Scheme;
- Mangawhai Town Plan;
- Dargaville Library + redevelopment concept;
- Current strategies, policies and plans;
- Activity service levels.

Recommendation

That Kaipara District Council:

- 1 *Receives the General Manager Finance's report 'Annual Plan 2017/2018 – draft material-consultation document' dated 01 February 2017; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of section 79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Reviews and provides feedback to officers on the preliminary draft Consultation Document for Annual Plan 2017/2018 - year three - Long Term Plan 2015/2025 as required by the Local Government Act 2002, in order that the document can be finalised for adoption at the March 2017 Council meeting prior to being released for public feedback; and*
- 4 *Notes the proposed public feedback period, the Hui and the community round table sessions as set out below:*

Public Engagement

The consultation period is proposed to run from Monday 27 March to 4.30pm Tuesday 18 April 2017, with the feedback being received in a variety of ways, including by email, online, letter or collected at community meetings.

Hui

- *Dargaville Town Hall (Northern Wairoa War Memorial Hall) Thursday 30 March 2017, noon-2pm*

Community round table meetings

- *Maungaturoto Centennial Hall Tuesday 04 April 2017, 6pm-8pm*
- *Northern Wairoa War Memorial Hall (Dargaville Town Hall) Wednesday 05 April 2017, 6pm-8pm*

- *Mangawhai Domain Hall Friday 07 April 2017, 6pm-8pm*
- *Kaiwaka Sports Complex Wednesday 12 April 2017, 6pm-8pm*
- *Ruawai/Tokatoka War Memorial Hall Thursday 13 April 2017, 10.00am – noon*
- *Kaihu War Memorial Hall Thursday 13 April 2017, 1.30pm – 3.30pm; and*
- *Paparoa War Memorial Thursday 13 April 2017, 6pm-8pm*

Reason for the recommendation

Council needs an opportunity to review the consultation document for the Annual Plan and provide feedback to officers so that it can be finalised for adoption in March 2017. The recommendations also set out the proposed dates for public feedback.

Reason for the report

For Council to consider the draft consultation document and provide feedback to officers prior to finalisation for the March 2017 Council meeting. The consultation document will then be adopted and be used to engage with the community on the contents in accordance with the Local Government Act 2002 (LGA). The report also outlines the proposed public feedback process and timing.

Background

The key legislation for Council's Annual Plan consultation is section 95 of the Local Government Act 2002 (**Attachment 1**). This piece of legislation sets out the context and content by which consultation occurs with the community.

There is now a focus on highlighting for the community any significant or material differences between the 2017/2018 year in the Long Term Plan 2015/2025 that was adopted in 2015 and what is currently proposed for the 2017/2018 year. These changes are to be set out in the consultation document for 2017/2018 (which is the precursor to the Annual Plan 2017/2018).

Feedback on the consultation document, once finalised, can be received in a variety of ways, including by email, online, letter or collected at community meetings. The consultation period is proposed to run from Monday 27 March to 4.30pm Tuesday 18 April 2017.

The feedback will be considered by Council in May 2017. Changes will be incorporated in the Annual Plan 2017/2018 which is due for adoption in June 2017.

Variations between proposed Annual Plan 2017/2018 budget and Long Term Plan 2015/2025

Overall, there are not expected to be material or significant changes to our proposed Annual Plan 2017/2018 compared with the year three Long Term Plan.

There are movements to internal budgets as a result of progress over the previous 24 months. Internal investment has been made in preparing for return to democracy, legacy issues will continue but have largely been dealt with and debt reduced by approximately \$11 million in the 2015/2016 year. Internal capacity has been strengthened to ensure less reliance on external consultants. Through rationalisation of the capital expenditure programme, gains have been made to ensure a prudent level of funding for assets and organisation support without needing to increase rates or debt.

Most of the key movements that impact on the draft budgets for the Annual Plan 2017/2018 year relate to changes that occurred in the 2015/2016 year. For 2017/2018 it is more business as usual with gains consolidated, continual improvements being made throughout the organisation and any savings redeployed to higher priority areas.

Overall the proposed budget for the Annual Plan 2017/2018 is projecting \$46.4 million for operational expenditure (compared with \$46.1 million for the same year of the Long Term Plan), \$18.9 million for capital expenditure (compared with \$13.8 million for the same year of the Long Term Plan) and a rates increase of 3.65% (which is the same for the 2017/2018 year of the Long Term Plan). The rates increase of 3.65% is made up of a 1.85% increase in the general rate and an 8.65% increase in targeted rates (which in turn reflects the funding of expenditure on the network infrastructure).

Further detail is set out in the report on this agenda titled '*Annual Plan 2017/2018- draft material - source documents*'.

The indicative draft consultation document (**Attachment 2**) has been prepared based on the preliminary draft budgets for Annual Plan 2017/2018 and source documents included in the report referred to above.

The Mayor and Councillors are asked to review the material and provide feedback to officers so that the next draft can be adopted at the March 2017 Council meeting.

Public Engagement

Part of the consultation will occur through a series of community meetings. Prior to these meetings, a Hui will be held at Dargaville.

These are scheduled to occur at:

Hui

- Dargaville Town Hall (Northern Wairoa War Memorial Hall) Thursday 30 March 2017, noon-2pm

Community round table meetings

- Maungaturoto Centennial Hall Tuesday 04 April 2017, 6pm-8pm
- Northern Wairoa War Memorial Hall (Dargaville Town Hall) Wednesday 05 April 2017, 6pm-8pm
- Mangawhai Domain Hall Friday 07 April 2017, 6pm-8pm
- Kaiwaka Sports Complex Wednesday 12 April 2017, 6pm-8pm
- Ruawai/Tokatoka War Memorial Hall Thursday 13 April 2017, 10.00am –noon
- Kaihu War Memorial Hall Thursday 13 April 2017, 1.30pm – 3.30pm; and
- Paparoa War Memorial Thursday 13 April 2017, 6pm-8pm.

These meetings will be used as a platform to discuss and seek feedback from the community on, for example:

- Council's Capital Expenditure Programme;
- The level of the Uniform Annual General Charge (UAGC), at \$748 or \$708 or some other level;
- Reinvesting gains and savings into:
 - Progressing outstanding work
 - Increasing organisational capability

- Preserving the level of rates for the future to ensure that our current service levels are maintained, provide for high priority future spending (such as the renewals programme and infrastructure requirements) and to reduce our debt to ensure we have the debt capacity for when it is needed; and
- Any other issues that they would like to give feedback about.

Council will also be taking the opportunity to discuss other work under development. For the 2017/2018 year this is predominantly related to the next Long Term Plan, for the 10 years from 2018 to 2028.

Preliminary feedback would be welcome on such topics as:

- Mangawhai Community Wastewater Scheme;
- Mangawhai Town Plan;
- Dargaville Library + redevelopment concept;
- Current strategies, policies and plans;
- Activity service levels.

Factors to consider

Community views

Community feedback will be sought through the Annual Plan Consultation Document, once finalised, and reviewed prior to adoption of Annual Plan by Council.

Policy implications

Policy is set out in the underlying Long Term Plan 2015/2025. The draft consultation document is consistent with those policies. The next substantive review will be as part of the Long Term Plan 2018/2028 process.

Financial implications

The draft consultation document includes all the levels of service and their costs, together with the source of funds to pay for these services. They will be used, once finalised and inclusive of any amendments from feedback from the communities of Kaipara, to set the rates for the 2017/2018 financial year.

Legal/delegation implications

The preparation and adoption of consultation document is required under the Local Government Amendment Act 2014.

Options

The following options exist:

Option A: Review and provide feedback on the draft consultation document for the Annual Plan.

Under this Option Council would review and provide feedback on the draft consultation document for the Annual Plan.

Officers would then finalise the consultation document for adoption at the next Council meeting in March 2017.

Option B: Do nothing.

Under this option Council would not provide any feedback at this point. Officers would finalise the consultation document based on the draft attached to this report.

Assessment of options

A review of the preliminary draft consultation document would mean that staff can proceed with the finalisation of the consultation document with more confidence than otherwise. This does not preclude making specific requests to amend prior to the finalisation.

Assessment of significance

A review of the preliminary consultation document does not constitute a significant decision in terms of Council's Significance and Engagement Policy.

Recommended option

The recommended option is **Option A**.

Attachments

1. Section 95 Local Government Act 2002
2. Moving On – Consultation document for Annual Plan 2017/2018 year three – Long Term Plan 2015/2025 – **distributed under separate cover**

Local Government Act 2002**Section: 95 Annual plan**

- (1) A local authority must prepare and adopt an annual plan for each financial year.
- (2) Subject to subsection (2A), a local authority must consult in a manner that gives effect to the requirements of section 82 before adopting an annual plan under this section.
- (2A) Subsection (2) does not apply if the proposed annual plan does not include significant or material differences from the content of the long-term plan for the financial year to which the proposed annual plan relates.
- (3) An annual plan must be adopted before the commencement of the year to which it relates.
- (4) Despite subsection (1), for the first year to which a long-term plan under section 93 relates, the financial statement and funding impact statement included in that long-term plan in relation to that year must be regarded as the annual plan adopted by the local authority for that year.
- (5) The purpose of an annual plan is to—
- (a) contain the proposed annual budget and funding impact statement for the year to which the annual plan relates; and
 - (b) identify any variation from the financial statements and funding impact statement included in the local authority's long-term plan in respect of the year; and
 - (c) provide integrated decision making and co-ordination of the resources of the local authority; and
 - (d) contribute to the accountability of the local authority to the community.
- (6) Each annual plan adopted under this section must—
- (a) be prepared in accordance with the principles and procedures that apply to the preparation of the financial statements and funding impact statement included in the long-term plan; and
 - (b) contain appropriate references to the long-term plan in which the local authority's activities for the financial year covered by the annual plan are set out; and
 - (c) include the information required by Part 2 of Schedule 10.
- (6A) Except where subsection (5) requires otherwise, the local authority must comply with subsection (6)(b) and (c) by means of reference to, rather than duplication of, the long-term plan.
- (7) A local authority must, within 1 month after the adoption of its annual plan,—
- (a) make its annual plan publicly available; and
 - (b) send copies of that plan to—
 - (i) the Secretary; and
 - (ii) the Auditor-General; and

(iii) the Parliamentary Library.

95A Purpose and content of consultation document for annual plan

(1) The purpose of the consultation document under section 82A(3) is to provide a basis for effective public participation in decision-making processes relating to the activities to be undertaken by the local authority in the coming year, and the effects of those activities on costs and funding, as proposed for inclusion in the annual plan, by—

(a) identifying significant or material differences between the proposed annual plan and the content of the long-term plan for the financial year to which the annual plan relates; and

(b) explaining the matters in paragraph (a) in a way that can be readily understood by interested or affected people; and

(c) informing discussions between the local authority and its communities about the matters in paragraph (a).

(2) The content of the consultation document must be such as the local authority considers on reasonable grounds will achieve the purpose set out in subsection (1), and must—

(a) explain identified differences, if any, between the proposed annual plan and what is described in the long-term plan in relation to the financial year to which the annual plan relates, including (but not limited to)—

(i) an explanation of any significant or material variations or departures from the financial statements or the funding impact statement; and

(ii) a description of significant new spending proposals, the costs associated with those proposals, and how these costs will be met; and

(iii) an explanation of any proposal to substantially delay, or not proceed with, a significant project, and the financial and service delivery implications of the proposal; and

(b) outline the expected consequences of proceeding with the matters referred to in paragraph (a), including the implications for the local authority's financial strategy.

(3) The consultation document—

(a) must be presented in as concise and simple a manner as is consistent with this section; and

(b) without limiting paragraph (a), must not contain, or have attached to it—

(i) a draft of the annual plan as proposed to be adopted; or

(ii) a full draft of any policy; or

(iii) any detailed information, whether described in Part 2 of Schedule 10 or otherwise, that is not necessary or desirable for the purposes of subsections (1) and (2); and

(c) must state where members of the public may obtain the information held by the local authority that is relied on by the content of the consultation document, including by providing links or references to the relevant information on an Internet site maintained by or on behalf of the local authority; and

(d) may be given the title of the local authority's choice, provided that the title or subtitle make reference to this being a consultation document for the proposed annual plan for the relevant year.

(4) The local authority must adopt the information that is relied on by the content of the consultation document, as referred to in subsection (3)(c), before it adopts the consultation document.

(5) For the purposes of this section, a difference, variation, or departure is material if it could, itself or in conjunction with other differences, influence the decisions or assessments of those reading or responding to the consultation document.

File number: 2301.07 **Approved for agenda**
Report to: Council
Meeting date: **Monday 13 February 2017**
Subject: **Fees and Charges 2017/2018: Annual Review**
Date of report: 07 February 2017
From: Fran Mikulicic, General Manager Planning and Regulatory
Report purpose **Decision** **Recommendation** **Information**
Assessment of significance **Significant** **Non-significant**

Summary

The purpose of this report is to advise Council of the annual review of the Fees and Charges to ensure they align with the Long Term Plan (LTP) budget and financing policy. This prediction is based on an analysis of actual, forecast and budgeted fee income and costs after taking into account savings and efficiencies within the departments. It is recommended that Council approves the schedule of Fees and Charges 2017/2018 circulated with Council's Agenda for Monday 13 February 2017 (with the report 'Fees and Charges 2017/2018 : Annual Review' as **Attachment 1**) to be included in the budgeting and planning process so that the community may comment and make submissions.

Recommendation

That Kaipara District Council:

- 1 *Receives the General Manager Planning and Regulatory's report 'Fees and Charges 2017/2018 : Annual Review' dated 07 February 2017; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Adopts the proposed draft Fees and Charges 2017/2018 as outlined in the schedule included in the Agenda for this Council meeting held 13 February 2017 (circulated with the above-mentioned report 'Fees and Charges 2017/2018: Annual Review' as Attachment 1), for the purpose of incorporating these into the draft Annual Plan 2017/2018 and allowing community comments to be received through the special consultative procedure.*

1 Reason for the report

The purpose of this report is to advise Council of the outcome of the review of the Fees and Charges and to recommend an annual adjustment and some specific changes necessary to ensure the fees are appropriate, fair and cover expenses.

2 Issues

Most fees were last increased at the beginning of the current financial year 2016/2017. Each year fees should be assessed and adjusted with implementation dates of any changes in fees ideally being

01 July. This would allow the fees to be advertised at the beginning of that calendar year as part of the annual planning process and the consequences measured before budgets are set.

For the coming 2017/2018 financial year, senior management want to ensure the analysis is carried out in time to include the results in the annual planning process. Therefore this report brings the results of the Fees and Charges analysis to the attention of Council as early as possible for its consideration. Council's funding policy is based on a user-pays approach for most of the regulatory activities although sale of alcohol fees and parking infringements are currently set by legislation.

This review has raised some funding gaps in the fees which need to be resolved. It is acknowledged that any significant increase in fees has the risk of antagonising the community. It is further noted that many of the current Fees and Charges Kaipara District Council (KDC) has are lower than the other councils in the region. It is appropriate to review the fees annually to reduce the need to make significant changes every other year or to make the ratepayer fund more than the appropriate portion of these activities. Now that these fees are almost realigned it is prudent to have small annual increases to cover inflationary pressures.

3 Suggested changes to Fees and Charges

3.1 Background

On average all Fees and Charges over \$200.00 are suggested to increase by 2%. Last year there was no increase to the Fees under \$200.00 as any rounding to the nearest \$5.00 would have resulted in returning the fee to the initial amount if a 2% increase was added. This year most of those fees under \$200 are proposed to increase by 4% so they can be rounded up.

3.2 Health Licence Fees

A 2% increase has been proposed but further investigation is currently underway to determine if the fees are meeting the new legislative requirement or if they need further adjustment. If further adjustment is required these will be suggested at the next Council meeting. A market organisers licence and water tank testing are proposed new fees this year.

3.3 Building

A new fee for decommissioning of a private wastewater system has been added. Building enquiries and pre-application meetings with a Council Professional has been changed from the first 30 minutes being free to the first 15 minutes being free. In the 2015/2016 financial year it was only 15 minutes and it is proposed to return to charging after the first 15 minutes again.

3.4 Resource Management

Resource management enquiries and pre-application meetings with a Council Professional has been changed from the first 30 minutes being free to the first 15 minutes being free. In the 2015/2016 financial year it was only 15 minutes and it is proposed to return to charging after the first 15 minutes again.

"Non-Notified Land Use" for "Fire Safety Breach only" is proposed to drop from a rate of \$1,000 to \$900 due to proposed efficiencies currently being worked on. This results in a reduction of \$100 from what was previously charged under the current initial base fees. A reduction in the time to process

these types of applications is proposed due to efficiencies which are underway following a review of the planning processes.

The most significant change in the resource consents area is the change to a “Notice of a requirement for a designation” (notified and non-notified). This more accurately addresses the amount required to process Designation changes as these are often complex including the need to progress through consultation if notified.

3.5 Dog, Stock, Noise and Parking

Dog registrations did not increase last year. This year they are proposed to increase for “working dogs” from \$50 to \$52 and for “non-working dogs” from \$60 to \$62. Late registration fees increase by \$3 so that “non-working dogs” increase from \$90 to \$93. It is important to note that legislation only allows a late dog registration fee to be the registration fee plus up to 50%. Therefore to clarify the late fee for registering a “working dog” a new fee has been added of \$78. There are a few other minor changes suggested in the attached schedule based on a 2% average increase.

3.6 Rooding

It was specifically requested by the Rooding team that fees for an application for a RAPID number and an application for “No Spray Zone” on the side of the roads be included. Also an additional fee for recovering expenses for inspecting stock underpasses has been proposed.

3.7 Water Connection Fees

The Three Waters team only requested one set of change in addition to the 2% increase. This is for the “Normal Residential Water Connection” fees. These changes are related to the new contract price for these services to be carried out. The attached schedule illustrates the proposal to increase two of these fees and to reduce two of these fees.

3.8 Community Housing Charges

Due to Community Housing increases being governed by Consumer Price Index (CPI), it is recommended to carry out a minimal increase to the Community Housing Charges. The adjustment per week would be \$1.00 for each unit.

3.9 Northern Wairoa War Memorial Hall Hire (Dargaville Town Hall)

A number of changes have been made to the hall hire for the above facility. These have been suggested to improve efficiency of hiring different areas of the hall and to cover the true costs for hiring the kitchen area. Some costs have increased while others have decreased (see attached schedule for further detail).

3.10 Dargaville Library Charges and General Fees

Reductions are proposed to the colour photocopying and scanning fees. A comparison with other councils has shown that these fees are significantly higher than other councils charge throughout New Zealand.

3.11 Local Government Official Information and Meetings Act (LGOIMA) Requests

A new fee is proposed to cover the costs involved with collecting large amounts of information under the LGOIMA legislation.

4 Factors to consider

Community views

The views of the community are to be obtained through the formal public submissions process once these draft Fees and Charges are approved for consultation.

Policy implications

There are no obvious policy implications however the setting of a new Annual Plan has a consequence on the Fees and Charges required to recover sufficient revenue to operate the use-pays sections of the Council business.

Financial implications

Sufficient revenue must be obtained through the Fees and Charges to recover a certain percentage of the costs to operate that part of the business as proposed in the revenue and funding policies and budgets being set by the new Annual Plan. Changes to legislations; additional requirements on Council by central government; increasing customer demands for service; changes in technology; as well as general inflation, all put pressure on the organisations provision of service. Additional efficiencies and process improvements manage to meet some of these added costs, expectations and requirements, however, as is highlighted above, there are some areas of the business that need Fees and Charges to increase so they can obtain the amount of cost recovery anticipated in the Annual Plan.

Legal/delegation implications

There are no obvious legal or delegation implications apart from the Resource Management Fees and Charges needing to be consulted on and formal submissions being able to be made and the need with these fees to follow a hearing process if requested.

5 Options

There are three options provided below to assist Council's decision-making. Even if Council does not want to increase the Fees and Charges, there is still the need to adopt these current fees for the 2017/2018 financial year as the current charges cease in 2017.

Option A: Status quo. Do not increase the Fees and Charges, instead keep the charging schedule from 2016/2017 and retitle these for the 2017/2018 financial year.

Option B: Approve the consultation on the increased Fees and Charges proposed in the schedule for Fees and Charges 2017/2018 which was circulated with the Council Agenda for the meeting held 13 February 2017.

Option C: Make changes to the amounts/percentage increases to some or all of the Fees and Charges in the circulated schedule for Fees and Charges 2017/2018 and approve the changes for consultation.

6 Assessment of options

If Option A was to be taken then there is a risk that some customers may continue to get a rude surprise when, for instance, final resource consent invoices are sent out.

Option B allows for small incremental adjustments to be made annually so there are minimal large jumps in costs for users of our services.

Option C could result in either of the outcomes noted in Option A or B to occur depending on the severity of change that was suggested. However, Council may have additional valuable information which has not already been provided in the drafting of these Fees and Charges which requires further changes to be made.

7 Assessment of significance

Medium level of significance as the outcome of this will still need to be consulted on.

8 Recommended option

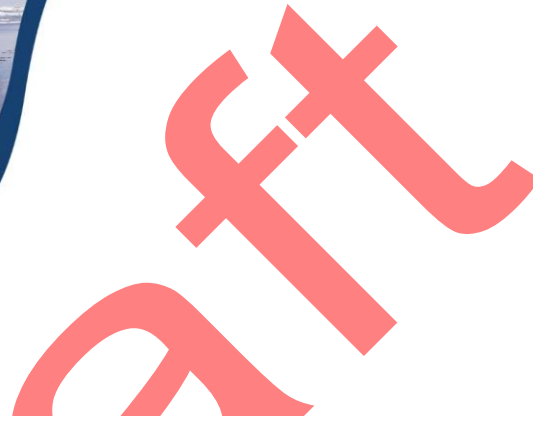
The recommended option is **Option B** unless Council provides additional valuable information at the meeting requiring changes to the schedule, in which case Option C would be more appropriate.

9 Next step

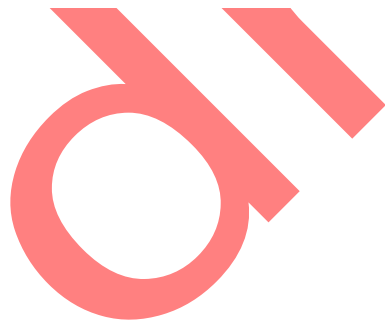
If the Fees and Charges schedule is approved for consultation then, along with any further consultation for the Annual Plan, the documents should be provided to the public to make formal submissions on.

10 Attachment

- Attachment 1 - The draft Schedule for Fees and Charges 2017/2018.



Fees and Charges 2017/2018



Kaipara te Oranga hui
**KAIPARA
DISTRICT**
Two Oceans Two Harbours

draft

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NOTE: All fees include GST unless otherwise specified (Sale of Alcohol fees and charges are GST exclusive)

Health Licence Fees

- NB** New Licences applied for between 01 July to 31 December - 100% of fee
 New Licences applied for between 01 January to 30 June - 50% of fee
 Any New Licence for a six month period - 50% of appropriate fee
 Annual Licence Fees paid after 31 August - Annual Fee plus 10%
 Annual Licence Fees paid after 31 December – Annual Fee plus 20%
 Administration Fees – no reductions

Category	Description	Inspections per year	Annual Inspection Fee \$	Annual Audit Fee per premises \$
	Note: Annual Inspection Fees apply unless the premises is formally exempt by the Ministry for Primary Industries (MPI) prior to 01 July 2015 under a Food Control Plan.			
1A	Low risk premises including Hairdressers	1	350355 .00	320325 .00
1	Low risk premises Food and Liquor	1	495505 .00	450460 .00
1+	Food and Liquor	1	625640 .00	570580 .00
2	High risk Food only premises and larger camp grounds over 50 persons	2	840855 .00	770785 .00
2+	High risk Food manufacturing with packaging and Liquor premises only	2	930950 .00	850870 .00
				1,0301,050 .0
3	Large restaurants seating 100+ patrons and supermarkets	3	1,1301,150 .00	0
E1	Very small club no restaurant facilities with low membership	1	385390 .00	350355 .00
E1+	Moderately sized club no restaurant facilities however has kitchen and bar area, no preparation or sale of food on a regular basis	1	540520 .00	465475 .00
E2	Larger clubs restaurant facilities for serving meals with separate kitchen, dining room and bar	2	765780 .00	700715 .00

Food Control Plans under the new Food Act 2014

Premises transition to Food Control Plan (initial fee) plus hourly rate of Environmental Health Officer at ~~\$145150~~.00 per hour \$300.00

FEES AND CHARGES

Cancellation of a pre-booked Food Control Plan audit \$~~145,150.00~~

Other Licence Fees

Description	Annual Fee \$
Mobile Shop A vehicle whether self-propelled or not, standing in or on a road and from which fruit and vegetables only are offered or exposed for sale and does not include the consumption of food in or at the vehicle	325,330.00
A vehicle whether self-propelled or not, standing in or on a road and from which pre-packaged non-perishable foods only are offered or exposed for sale and does not include the consumption of food in or at the vehicle	435,445.00
A vehicle whether self-propelled or not, standing in or on a road and from which food preparation onsite for the purpose of selling only are offered or exposed for sale and does not include the consumption of food in or at the vehicle	760,775.00
Endorsement of current mobile shop licence provided from another territorial authority (administration fee only)	100.00
Description	Per Occasion \$
Itinerant Traders Not a resident in the District for six months prior to the application date; not owning or having entered into a binding lease in writing in the District for at least six months; carries on or engages in any business in the District involving the sale or hire or exposure for sale or hire of goods	430,135.00
Hawkers Includes any person who carries or takes about any goods, wares or merchandise, for sale or hire not in response to any invitation to call and goods carried or taken about by that person, does not trade directly from a vehicle	50.00
Stand or Stall Traders Means a stand or stall structure or contrivance from which any goods, merchandise or service is offered for distribution or sale and which is erected, placed or maintained in or on a public place	50.00

Other Related Fees

Description	Annual Fee \$
Re-inspection or Re-audit Fee	\$200 plus any other additional fees charged to Council
Transfer of Licence Fee when business is sold or transferred to another name	55.00
Duplicate Licence Fee in the event of the loss or damage to existing licence	30.00
Swimming pool water testing	100.00
<u>Tank water testing</u>	<u>150.00</u>
Offensive Trade Licence	460 <u>165.00</u>
<u>Market Organisers Licence (Pro-rata reduction in fee may apply for small market or one off event)</u>	<u>300.00</u>

Sale of Alcohol Fees (Excludes GST)

Note: The Fees and Charges set out below are set by statute and are likely to be changed by central government during 2016/2017. Please contact Council for the most up-to-date fees. It is also important to note that all the sale of alcohol fees are exclusive of GST.

New Liquor Licensing fees were introduced on 18 December 2013 under the Sale and Supply of Alcohol Act 2012.

Applicants for a Premises Licence will be required to use a three-step process to determine their premises' cost/risk rating which then determines their fee category and then their fee amounts for both the three-yearly licence application fee and the annual licence fee.

Premises Licences (On, Off, Club Licences).

1 Framework for determining cost/risk rating

Type of Licensed Premises	Weighting	Latest alcohol sales time	Weighting	Number of enforcements in the last 18 months	Weighting
Liquor Store, Supermarket, Grocery Off-licence	15	On-licences and Clubs before 2.01am; Off-licences before 10.01pm	0	0	0
Night Clubs, Taverns, Adult premises, "Class 1" Restaurants	15	On-licences and Clubs 2:01am-3:01am; Off-licences 10:01pm and later	3	1	10
Off-licence in a Tavern	10	On-licences and Clubs - all other closing times	5	2 or more	20
Hotels, Function Centres, "Class 1" Clubs, "Class 2" Restaurants, Universities, and Polytechnics	10				
Remote sales, "Class 2" Clubs, "Class 3" Restaurants, Other	5				
Theatres/cinemas, Wine cellar doors, BYO Restaurants, "Class 3" Clubs					

Definitions:

- Class 1 restaurants – restaurants with a significant separate bar area which, in the opinion of the relevant territorial authority (TA), operate that bar at least one night a week in the nature of a tavern, such as serving alcohol without meals to tables situated in the bar area.
- Class 2 restaurants – restaurants that have a separate bar (which may include a small bar area) but which, in the opinion of the relevant TA, do not operate that area in the nature of tavern at any time.
- Class 3 restaurants – restaurants that only serve alcohol to the table and do not have a separate bar area.
- Class 1 clubs – clubs which, in the opinion of the TA, are large clubs (with 1,000 or more members of drinking age) and which, in the opinion of the relevant TA, operate in the nature of a tavern (for example a large working men's club, combined clubs, or large 'cossie' clubs).
- Class 2 clubs – clubs which do not fit class 1 or class 3 definitions (for example larger sports clubs, medium-sized Returned Services Association (RSA), many provincial social clubs).
- Class 3 clubs - clubs which, in the opinion of the TA, are small clubs (with up to 250 members of drinking age) and which operate a bar for 40 hours or less per week (for example small sports clubs like bowling clubs, golf clubs, bridge clubs, and small RSAs).
- Enforcement – has the same meaning as a “Holding” under section 288 of the Act, or a previous offence for which a holding may have been issued if the offence had occurred before 18 December 2013.

2 Fees category

The “total rating” is the premises cost/risk rating from table 1.

Total Rating	Fee Category
0-2	Very low
3-5	Low
6-15	Medium
16-25	High
26 plus	Very High

3 Fee amounts

Using the premises cost/risk rating to determine the fee category, estimate the fee payable.

Fee category	Application fee (excludes GST)	Annual fee (excludes GST)
	Total amount payable by applicant	Total amount payable by licensee
Very low	\$320	\$150
Low	\$530	\$340
Medium	\$710	\$550
High	\$890	\$900
Very high	\$1,050	\$1,250

Special Licences (excluding GST)

The default fees for Special Licences are:

- \$55 for one or two events covered by the licence that are of a 'small size';
- \$180 for three to 12 events covered by the licence that are of a 'small size', or one to three events that are of a 'medium size'; and
- \$500 for all other Special Licences, including licences for events that are of a 'large size'.

Other fees (excluding GST)

Application type	Total amount payable	Amount of total fee transferred/paid to ARLA
Manager's Certificate application	\$275	\$25
Temporary authority	\$258	n/a
Temporary licence	\$258	n/a
Appeal to Alcohol Regulatory and Licensing Authority (ARLA)	\$450	n/a (paid directly to ARLA)
Extract of register (ARLA or District Licensing Committees (DLC))	\$50	\$50 if an extract is sought from the ARLA register
Permanent Club Charter (annual fee due on 30 June of each year and paid to ARLA)	\$920	\$920
RM/Building certificate (s.100 f of the Sale and Supply of Alcohol Act 2012) for new and renewal of premises licences	\$200	n/a

Building Control Fees

Certificate of Acceptance S97(d) and (e) fee is calculated in two parts:

Part a) the fee payable under the current schedule had consent been sought; and

Part b) \$200.00 or 50% of the fee (Part a) whichever is the greater.

Building Consents – Dwellings/Other Buildings

Category	Fee \$
Project Information Memorandum (PIM). PIM application fee if applied for separate to Building Consent	460165.00
Domestic Fireplaces, Removal, Demolition Building Works, Connection to Reticulated Wastewater System and Private Wastewater System Installation (includes inspections, AlphaOne, District Plan review/PIM and GST)	400.00

Producer Statement

Where a Producer Statement for the installation of a solid fuel heater is to be provided by a certified installer certified by the New Zealand Home Heating Association and they confirm the required installation of smoke alarms, then the inspection component in this instance will be waived.

Building Works (note any additional or re-inspections may be charged in addition to the fees below)

Category	Fee \$
Building Works e.g. garages, carports, decks swimming/spa pools etcetera valued up to \$5,000	870890.00
Building Works e.g. garages, carports, decks swimming/spa pools etcetera valued up to \$5,001 - \$10,000	4,4201,140.00
Building Works e.g. garages, alterations, swimming/spa pools etcetera valued \$10,001 - \$19,999	4,6251,660.00
Simple Buildings, Dwelling Additions valued \$20,000 - \$50,000	2,2252,270.00*
Simple Buildings, Dwelling Additions valued \$50,001 - \$100,000	2,7802,835.00*
Dwellings and some Commercial Buildings etcetera - \$100,001 - \$250,000	3,3853,455.00*

FEES AND CHARGES

Category	Fee \$
Dwellings and Commercial Buildings etcetera - \$250,001 - \$500,000	4,385 4,475.00*
Dwellings, Commercial and Industrial Development - \$500,001 - \$900,000	6,020 6,140.00*
Other Building Work valued over - \$900,000	7,850 8,000.00*

Building Consents – Industry Levies*

*Fees above marked * must include BRANZ and DBH levies (This applies to all building work \$20,000 and over)			Fee \$
Building Research Authority of New Zealand Levy	Fee set in BRANZ Regulations	\$1.00 per \$1,000 for building work valued at \$20,000 and over	
Department of Building and Housing Levy	Fees set in DBH MBIE Levy	\$2.01 per \$1,000 for building work valued at \$20,000 and over	

Building Consents – Notice to Fix Fees, Producer Statement Inspection, and Other Building Fees

Description	Fee \$
Amendments Fee Per occasion Note: one amendment may incorporate several changes	445 150.00
Building Consent Exemption Applications made under section K(i) or (ii) of Schedule 1 of the Building Act 2004 - "example" farm building in remote area of farm	245 250.00
Compliance Schedule and Compliance Schedule Statement Setting up Compliance Schedule with Specified Systems; and Issuing of the Compliance Schedule Statement	295 300.00
Re-opening of old Building Consents 5+ years old Administration fee	85 90.00
Inspection fee if required	445 150.00

FEES AND CHARGES

Description		Fee \$
Certificate of Public Use (CPU)	Public buildings with no Code Compliance Certificate	499 200.00
	Public buildings with no Code Compliance Certificate requiring one inspection	265 270.00
	Any outstanding fees such as development contributions would need to be settled prior to the issuing of a CPU.	
Section 72 Certificate	Registering hazard on Title	255 260.00
Section 75 Certificate	Amalgamation of two Titles	255 260.00
Sections 33(1)(b)(ii) and 45(1)(c)	Certificate of Title	35.00
	Each additional attachment to the Title	5.00
Extension of time	Per occasion for each request for extension of time (Sections 52(b) and 93(2)(b))	100.00
Other Certificates	Any other certificates, authorities, requirement or action requested of Council under provisions of the Building Act 2004	100.00
Notice to Fix	Includes one inspection to recheck	220 225.00
	plus disbursements including consultant	
	Further inspections will be charged at the standard rate per inspection	445 150.00
<u>Decommissioning of a Private Wastewater System</u>		<u>245.00</u>
Inspection Fees	Standard inspection per occasion or re-inspection as required	445 150.00
	Building Warrant of Fitness Inspection	445 150.00
	Building Warrant of Fitness Renewal	440 115.00
	Fencing of Swimming Pool Inspection	445 150.00
Building enquiries and pre-application meetings with a Building Inspector	First 30 15 minutes free, thereafter \$ 445 150.00 per hour	

Notes:

- 1 Payment of the full fee will be required on submission of the application. If further costs are incurred in the process, through use of external consultants, this will be invoiced separately. The balance of any fees due for additional inspections or other disbursements including Consultant's fees will need to be paid before the Code Compliance Certificate is issued.
- 2 The Administration component includes a ~~\$550~~.00 fee for issuing the Code Compliance Certificate.
- 3 May require additional inspections from those specified depending on the Building Consent.
- 4 Where no PIM application has been made in conjunction with a Building Consent application and the work relates to a new building, or increase the footprint of the building, a District Plan Assessment fee will need to be paid.
- 5 For second and subsequent dwellings on a site a **Development Contribution** is payable.
- 6 All commercial building applications are lodged using initial fixed fees which will have actual and reasonable costs charged in addition to the lodgement amount.

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Resource Management Fees

Resource Consents

Note: All application fees as set out below are the charges fixed pursuant to s36(1) of the Resource Management Act 1991. Where these initial charges do not meet the actual and reasonable costs associated with processing the application, an additional charge may be made in accordance with s36(3) of the Act. Such additional charge may include but are not limited to any or all of the cost to Council of external advice (which will be charged at the Consultants' charge out rate plus 10%); staff time at hourly rate plus overheads; materials, hall hire and other sundry items.

Upon request, Council will provide an estimate of any additional charge likely to be imposed under s36(3).

In-house Council professional fees are as follows:

- General Manager/Resource Consents Manager \$~~175~~180.00 per hour
- Principal Planner/Senior/Team Leader \$~~465~~170.00 per hour
- Engineer \$~~465~~170.00 per hour
- Resource Consent Planner \$~~445~~150.00 per hour
- Monitoring Inspector \$~~445~~150.00 per hour
- Building Officer \$~~445~~150.00 per hour
- Environmental Health Officer \$~~445~~150.00 per hour
- Administrator \$~~359~~90.00 per hour

External professional fees are set by the consultant (in conjunction with Kaipara District Council). These hourly rates will be passed on to the applicant as charged to Council plus 10% where specialist expertise is required in the assessment of applications.

FEES AND CHARGES

Description		Fee \$
Resource management enquiries and pre-application meetings with a Council professional		First 1530 minutes free, thereafter hourly rate per professional as indicated above
1	Non-notified subdivisions	
	1 and 2 lots	3,000.00
	3 to 5 lots	4,500.00
	6 to 7 lots	6,000.00
	8 to 10 lots	7,000.00
	11 to 15 lots	9,500.00
	16 to 20 lots	12,000.00
	21+ lots	14,500.00
2	Notification – two times the non-notified fee (i.e. non-notified fee is half the notified fee)	
3	District Land Registrar approval of amalgamation condition	470 175.00
4	Land Use Consents – non-notified	
	Fire safety breach only	1,000 900.00
	Minor Works (single bulk and location breach with no engineering assessment required or signs)	1,200.00
	Permeable surface or earthworks	2,800.00
	Land Use Consents – Other non-notified	3,000.00
5	Notified Land Use Consents are two times the non-notified fee (i.e. the non-notified fee is half the notified fee)	
6	Rejection of incomplete applications (s88)	440.00

FEES AND CHARGES

Description	Fee \$
7 Hearing fees – all applications (excluding objection hearings)	
(a) Independent Commissioner sitting with Councillor/Commissioner – up to two hours) minimum charge)	1,560 1,590.00
Cost per additional hour	530 540.00
Plus Commissioner's fee	As charged to Council
Or	
(b) Independent Commissioner up to two hours (minimum charge)	1,490 1,520.00
Cost per additional hour	460 470.00
Plus Commissioner's fee	As charged to Council
Note: Where an Independent Commissioner is requested, any additional costs will be apportioned between the parties in accordance with s36(1)(aa) and (ab).	
8 Consent extensions (s125)	1,200.00
9 Change or cancellation of conditions (s127)	1,200.00
10 Vary or cancel Consent Notice (s221[3])	1,200.00
11 Objection against consent conditions (s357A)	Nil
12 Certificate of Compliance (s139) or Existing Use Certificate	930 950.00
13 Earthworks Management Plans	As charged to Council + \$220 225.00 administration charge
14 Rights of Way (s348 of Local Government Act) lodgement fee (any further costs may be charged)	960 980.00 plus any charges to Council
15 Revocation of Right of Way	460 165.00 plus any charges to Council

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Resource Consent Post Approval

Description	Fee \$
Certificates ** (e.g. consent notices, survey plan approvals, covenants, easements etcetera) *Note there will be a minimum charge of one hour per certificate + Balance to be paid before certificate released	8590.00 per hour plus any charges to Council
Bond administration fee Note: There will be a minimum charge of one hour.	8590.00 per hour plus any charges to Council
Vehicle Crossing Permit <u>for vested roads only</u> (Processing, Pre-approval inspection)	340345.00
Resource Consent post-approval inspections, <u>vehicle crossing inspections for private roads</u> and plan reviews	Council's professional fees per hour plus any charges to Council

Designations and Heritage Orders

Note: The charges shown relating to designations and heritage orders are administration charges only. Additional charges will be made for consultants and/or experts time as applicable.

Description	Fee \$
Notice of a requirement for a Designation (non-notified)	1,1103,000.00
Notice of a requirement for a Designation (notified)	2,2906,000.00
Outline Plan	1,2401,265.00
Notice of a Heritage Order	1,1101,130.00
Alterations to Designation or Heritage Order	440450.00
Removal of Designation	170175.00
Removal of Building Line Restriction	210215.00 plus any charges to Council

Changes to District Plan

Description	Fee \$
Request to initiate change	10,000.00
<p>Note: This includes a \$2,065.00 administration charge. Additional charges will be made for the actual and reasonable costs involved as applicable.</p>	

Monitoring, Compliance and Enforcement Fees (excluding Engineering Inspections)

Description	Fee \$
Where monitored by Consultant or Contractors	8590.00 per hour plus any charges to Council
Where monitored by Council staff (not restricted to Resource Management Act monitoring)	145150.00 per hour
At the time of granting Resource Consent an initial assessment of the number of inspections required will be made and payment will be due at the issuing of the Council's decision. If additional inspections are required above those initially assessed then these will be charged at the time of the inspection.	(inclusive of travelling costs) applicable for each inspection
Abatement Notice fee recovery costs	145150.00

Information Requests

Description	Fee \$
New Land Information Memorandum (LIM)	289 285.00
Property Enquiries (Not LIM)	65.00
Photocopies of maps etcetera	Cost of photocopying or printing
Charges made on Council by other bodies	8590 .00 per hour plus any charges to Council
Certificate pursuant to Overseas Investment Regulations Note: There will be a minimum charge of one hour and the balance is to be paid before the certificate will be released.	8590 .00 per hour plus any charges to Council
Certificate for Licensed Motor Vehicle Dealers Note: There will be a minimum charge of one hour and the balance is to be paid before the certificate will be released.	430135 .00 per hour plus any charges to Council
Any other certificates, authorities, requirement or action requested of Council under the Resource Management Act or other legislation Note: There will be a minimum charge of one hour.	Council's professional fee per hour plus any charges to Council
Assets enquiries prior to resource consent lodgement	8590 .00 per hour plus any charges to Council
Valuation for Reserves Contributions Note: There will be a minimum charge of one hour.	8590 .00 per hour plus any charges to Council

Development Contributions

For development anywhere in the District a Development Contribution may be payable if the effect of the development is for the Council to incur capital expenditure to provide new or additional infrastructure assets or assets of increased capacity.

The Policy helps Council to fund the capital expenditure needed to provide infrastructure capacity for new growth. Some Development Contributions apply across the District while other contributions apply only to particular areas

Description	Fee \$
Application to postpone or remit payment of Development Contributions	2,4702,520.
<ul style="list-style-type: none"> • Administration - (350370.00) • Processing/reporting - (590610.00) • Hearing (minimum one hour) - (1,4801,540.00) 	Plus \$ 430440.00 per subsequent hour of Hearing

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Dog, Stock and Noise Charges**Dog Control Fees**

Description	Annual Fee \$
Dog Registration per non-working dog (if paid by 31 August 2017 6)	6062 .00
Dog Registration per working dog as defined under the Dog Control Act 1996 (if paid by 31 August 2017 6)	5052 .00
Dog Registration per dog for 20 or more dogs registered to the same owner (if paid by 31 August 2017 6)	5052 .00
Dog Registration fee for any non-working dog/s registered after 31 August 2017 6	9093 .00
Dog Registration for working dogs registered after 31 August 2017	78 .00
Replacement Tags (r Repeat requests for tag replacements)	2.00
Transfer from another country (pro-rata for balance of licenced term registration year)	Pro-rata
Re-homed or rescued dog registered after 31 August	9093 .00
Registration of re-homed or rescued dog registered after 31 August where new owner produces:	6062 .00
<ul style="list-style-type: none"> • Proof of acquisition of dog from SPCA; or • Proof of acquisition of dog from Pound; or • Vet bill to prove treatment/examination of injured/found dog. 	
Surcharges and other fees as set by the Dog Control Act 1996	
Probationary Owners (Registration fee plus 50%)	9093 .00
Dangerous Dogs (Registration fee plus 50%)	9093 .00
Failure to comply with the Dog Control Act or Bylaw	300.00
Keeping an unregistered dog	300.00
Fraudulent sale or transfer of a dangerous dog	500.00
Failure to keep a dog under control	200.00
Allowing dangerous dogs at large unmuzzled	300.00
Microchipping dog	as charged to Council plus 10%

Fees for Impounding Dogs and Sustenance of Dogs in the Pound (including the transporting of animals from Dargaville to Whangarei pound)

Description	Fee \$
Transport to Whangarei - per occasion	270 275.00
First impounding in the current financial year of a dog registered to a probationary dog owner	445 120.00
Second impounding in the current financial year of a dog registered to a probationary dog owner	465 170.00
Third impounding in the current financial year of a dog registered to a probationary dog owner	245 220.00
Sustenance fees - Per dog per day or part thereof in the pound	26 27.00

Other Charges

Description	Fee \$
Permit to keep more than two dogs in a residential area As a once only charge for the duration of the time more than two dogs reside on the property	70 75.00

Stock Control Fees

Description	Fee \$
Stock Impounding Fees Transport of stock (truck) actual cost plus fee per animal	445 120.00
Stock Sustenance Fees Daily sustenance for horses and cattle per animal	45 47.00
Daily sustenance for other animals per animal	35 37.00

Stock Droving Fees

Description	Fee \$
Callout and Droving Normal hours (0500-1700) per hour per person	70 75.00
Hours between 1700-2200 per hour per person	80 85.00
Hours between 2200-0500 per hour per person	425 130.00
Weekends and Public Holidays per hour per person (e.g. If Friday is a Public Holiday then the Public Holiday charge starts from 1700 Thursday night and ends 0500 the first normal days e.g. Monday morning)	425 130.00
Plus mileage from boundaries of Dargaville and Mangawhai based on AA Approved per kilometre	1.00

Stationary Vehicle Charges

Parking Fees

Description		Fee \$
P10	Up to 30 minutes	10.00
P10	More than 30 minutes but no more than 1 hour	15.00
P10	More than 1 hour but not more than 2 hours	20.00
P10	More than 2 hours but not more than 4 hours	30.00
P10	More than 4 hours but no more than 6 hours	40.00
P10	More than 6 hours	57.00
P60	Up to 30 minutes	10.00
P60	More than 30 minutes but no more than 1 hour	15.00
P60	More than 1 hour but not more than 2 hours	20.00
P60	More than 2 hours but not more than 4 hours	30.00
P60	More than 4 hours but no more than 6 hours	40.00
P60	More than 6 hours	57.00

Unregistered and Unlicensed Motor Vehicle Fees

Description		Fee \$
C101	No current Warrant of Fitness – Private	200.00
C201	No current Warrant of Fitness – Commercial	600.00
P401	Unregistered motor vehicle	200.00
P402	Unlicensed motor vehicle	200.00
P403	Registration plates not affixed in prescribed manner	200.00
P404	Displayed other than authorised registration plate	Ind 200.00*

FEEES AND CHARGES

Description		Fee \$
P405	Displayed other than authorised motor vehicle licence	Ind 200.00*
P406	Displayed item likely to be mistaken for plate or licence	Ind 200.00*
P407	Displayed item with intent to deceive	Ind 200.00*
P408	Obscured or indistinguishable registration plate	Ind 200.00*
P409	Obscured or indistinguishable licence label	Ind 200.00*
P410	Used vehicle label not affixed in prescribed manner	Ind 200.00*
P411	Current licence label not affixed in prescribed manner	200.00*

Note *Where this is a corporate-owned vehicle the charge is \$1,000 rather than the \$200.00

Illegal Parking Fees

Description	Fee \$
Parked on a clearway per occasion	60.00
Parked on broken yellow line	60.00
Inconsiderate parking	60.00
Double parked	60.00
Parked on a bus stop	40.00
Parked on a loading zone	40.00
Parked on a mobility stand	150.00
Parked within 500 millimetre meters of a fire hydrant	40.00
Parked obstructing a vehicle entrance	40.00
Incorrect kerb parking	40.00

Bylaw Fees and Charges

Description	Fee \$
Use of public land for events or for commercial vendor activities <i>Note: In high demand areas Council may run a competitive bid process to determine appropriate fees.</i>	Minimum fee 540 550.00
Amusement Gallery (licence under Part 6 Kaipara District Council General Bylaws 2008)	745 730.00
Bus Stop and Taxi Stand	0.00
Temporary Street Closure	
• Closures for hill climbs, car rallies and similar	Initial deposit 590 600.00 + Bond 5,710 5,825.00
• Closures for processions etcetera in urban areas <i>(this fee may be reduced at Council's discretion to assist charity events)</i>	Initial deposit 285 290.00
Class 4 Gambling Venue and Board Venue Application (under Part 7 Kaipara District Council Class 4 Gambling Venue Policy)	745 730.00

Amusement Devices Regulations

Description	Fee \$
For one device, for the first seven days of proposed operation or part thereof	10.00
For each additional device operated by the same owner, for the first seven days or part thereof	2.00
For each device, \$1.00 for each further period of seven days or part thereof	1.00

Litter Infringement Fines

Description	Fee \$
Depositing litter or having deposited litter of less than one litre in volume, and leaving it in or on a public place, or in or on private land without the consent of its occupier.	440 120.00
Depositing litter or having deposited litter of more than one litre and less than 20 litres* in volume, and leaving it in or on a public place, or in or on private land without the consent of its occupier.	200.00
Depositing litter or having deposited litter of more than 20 litres* and less than 120 litres** in volume and leaving it in or on a public place, or in or on private land without the consent of its occupier.	300.00
Depositing litter or having deposited litter of more than 120 litres** in volume and leaving it in or on a public place, or in or on private land without the consent of its occupier.	400.00
Depositing animal remains or having deposited animal remains and leaving them in or on a public place, or in or on private land without the consent of its occupier.	400.00

*20 litres is the approximate maximum capacity of two standard supermarket bags in normal conditions

**120 litres is the approximate maximum capacity of a standard "wheelie bin" in normal conditions

Community Assets Fees and Charges

Roading

Description	Fee \$
Vehicle crossing permit, including processing and pre-approval inspection, pre-pour and final inspection	475 485.00
Vehicle Crossing additional inspection	445 150.00
Application for a RAPID number	40.00
Application for No Spray Zone - Urban	180.00
- Rural	215.00
Stock Underpass inspection	245.00
	Plus mileage

Road Stopping and Road Signage

Description	Fee \$
Administration costs	365 370.00
External charges	as charged to Council
Note: These charges will apply where the intended road stopping is for private benefit.	

Road Corridor Access Request Fees (Utilities Access Act 2010)

Description	Fee \$
Basic Fee	
Standard Processing Fee	95 100.00

FEEs AND CHARGES

Description	Fee \$
Inspection Fees (based on length of excavation)	
Minimum Fee	95 100.00
Up to 200 metres (fee per metre)	1.60
200 metres + (fee per metre)	1.05
Additional Non-Compliance Fees	
Late Notice (per notice)	325 330.00
Further Delay (per day)	35 37.00
Extra Processing (per notice)	95 100.00
Follow-up Inspections (per inspection)	440 145.00
Notes:	
1	Inspection fee. Will only be charged if inspections are made. Late Notice fee. Only applies where a 'Road Work Notice' is not obtained within the required time. It will not be charged if repair is a result of an emergency event.
2	Further delay fee. Only applies once the Principal or their Contractor has been notified of the need of a Road Work Notice and further delays occur in the obtaining of a notice.
3	Extra processing fee. Only applies where the information required to be supplied is either incomplete, not correct, or is not supplied within the required time.
4	Follow-up Inspection fee. Only applies where a further inspection is required to ensure faulty work is remedied.
5	Good work or faulty work is identified during inspections and is assessed using the requirements of the National Code of Practice for Utilities Access to the Transport Corridors.
6	No fees will be charged for works carried out by contractors working on Council Utilities Maintenance or Construction Contracts.
Overweight Permit	
	Fee \$
Overweight permit (annual permit for vehicles carrying weight in excess of 8.2 tonnes per axle)	420 125.00

Refuse Collection and Disposal

Description	Fee \$
Two refuse collection contracts are operational in the District, one east of Ruawai and one covering Ruawai Township and the area west of Ruawai. The Contractors use a pre-printed bag system and the charges for these are as set by the Contractor (in conjunction with Council).	
Illegally Dumped Litter Fee	Removal of illegally dumped rubbish by Contractor where offender identified As per Litter Infringement Fines

Stormwater Disposal

Description	Fee \$
Inspection fees	355360.00
Connection fee	As charged to Council + 15%
Connections to public infrastructure are undertaken by Council Contractors.	
The connection fee is costed for a standard residential connection. It includes a "y" junction and piping to the boundary.	
If a connection is not standard or the distance from the main to the boundary exceeds 2.0 metres, Council reserves the right to recover actual costs.	

Wastewater Disposal

Description	Fee \$
Inspection fees	345320.00
Connection fee	As charged to Council + 10%
Connections to public infrastructure are undertaken by Council Contractors.	
The connection fee is costed for a standard residential connection. It includes a "y" junction and piping to the boundary.	

Rates Postponement Fees

Description	Fee \$
Statutory Land Charge	
Preparation and registration of a Statutory Land Charge	8590.00 per hour** **plus any charges to Council plus 10% of the amount postponed for the first year of postponement and thereafter at 6.99% of the amount postponed
Preparation and registration of the release of a Statutory Land Charge	8590.00 per hour + charges to Council

Water Supply Fees

Description	Fee \$
Water connection fees	
Provide 20 millimetre meter <u>and non-testable backflow preventer</u>	265275.00
Provide 25 millimetre meter <u>and non-testable backflow preventer</u>	520520.00
Normal residential connection with testable backflow preventer	
Provide 20 millimetre connection, testable backflow preventer and meter	4,840.00 <u>1,650.00</u>
Provide 25 millimetre connection, testable backflow preventer and meter	2,270.00 <u>2,040.00</u>
Normal residential connection with non-testable backflow preventer	
Provide 20 millimetre connection, non-testable backflow preventer and meter	4,325.00 <u>1,400.00</u>
Provide 25 millimetre connection, non-testable backflow preventer and meter	4,730.00 <u>1,820.00</u>

Notes

- 1 The Council's Contractor will provide all necessary components to complete the connection from the main to the property boundary. If the distance from the main to the boundary exceeds 2.0 metres, Council reserves the right to recover actual costs.
- 2 The Council's Contractor will provide the meter and install onto an existing connection at the boundary.
- 3 The Council's Contractor will only make the physical connection to the Council main and install the toby/anglemain valve. The applicant will carry out all other physical works.
- 4 This section applies where applicable to all connections.
- 4a Where a larger meter is required a deposit of \$1,545.00 will need to be paid prior to work commencing.
- 4b Where a connection is not straightforward (e.g. crossing a road or lifting cobblestones) a deposit of \$1,030.00 will be required and the balance paid on completion of the job.
- 4c Where land is being subdivided it is the subdivider's responsibility to provide a water connection to each lot. In all cases connection to the Council main will be done by Council's Contractor on a charge-up basis. A deposit of \$1,030.00 will be required before any work is done, the balance of the cost to be paid at the completion of the job.

Other Connection/Disconnection Fees

Description	Fee \$
Annual inspection fee for backflow preventer	7075.00
Water reconnection fee or removal of water flow restrictor	270275.00
Water disconnection fee	270275.00

Water Meter Reading Fees

Description	Fee \$
Water meter testing fee (<i>if requested by the consumer and not found faulty</i>)	440 145.00
Water meter check reading (<i>if found to be incorrect, fee to be refunded</i>)	70 75.00
Final water meter reading	40.00

Community Housing Charges

Description	Fee \$
Fagan Place Mangawhai	per week 441 142.00*
Kauri Court Dargaville	per week 426 127.00*
Awakino Road Dargaville	per week 426 127.00*
Bledisloe Street Ruawai	per week 426 127.00*

*The fee will be increased by CPI plus minor rounding annually from 2016.

Cemeteries

Description	Fee \$
a) Plot Purchase	
For purchase of each 2.4 x 1.2 metre plot with exclusive right of burial in perpetuity (includes maintenance)	4,390 <u>1,420</u> .00
For any child up to eleven years (Mt Wesley Cemetery only)	355 <u>360</u> .00
b) Interment Fees	
Single depth burial of any person up to eleven years	355 <u>360</u> .00
Single depth burial of any person twelve years of age and over	640 <u>655</u> .00
Extra depth	800 <u>815</u> .00
Stillborn and newborn	470 <u>175</u> .00
Additional fees for any interment taking place on Saturday or Sunday	295 <u>300</u> .00
Additional fees for any interment taking place on a Public Holiday	445 <u>425</u> .00
c) Other Fees	
Ash burial taking place on a Public Holiday	470 <u>175</u> .00
Interment of Ashes (digging fee)	440 <u>115</u> .00
Disinterment of any body in the cemetery	1,855 <u>1,890</u> .00
Out of District fee (at Council's discretion)	365 <u>370</u> .00
Ash Wall purchase of plaque (no interment)	295 <u>300</u> .00
Ash Plot (purchase and maintenance)	355 <u>360</u> .00
Oversize casket	470 <u>175</u> .00
Breaking concrete (works to concrete berms, headstones, plaques etcetera, at the customer's request)	470 <u>175</u> .00

Campgrounds

Fees at Council's campgrounds vary from camp to camp and are subject to change without notice. Further details may be obtained from Council's Customer Service Centres.

Dargaville Town Hall (Northern Wairoa War Memorial Hall) Hire Costs

Area	Private / profit-making rate	Community group rate	Social service / voluntary rate
Hall Auditorium (includes entry via the foyer and dressing rooms if required)	\$200 per day OR \$50 per hour	\$80 per day OR \$20 per hour	\$40 per day OR \$10 per hour
Conference Room (includes use of kitchen for light refreshments) (does not include use of the kitchen)	\$100 per day OR \$25 per hour	\$60 per day OR \$15 per hour	\$30 per day OR \$10 per hour
Conference Room and Kitchen (no cooking – for tea, coffee and light refreshments only)	\$120 per day OR \$30 per hour	\$70 per day OR \$17.50 per hour	\$35 per day OR \$10 per hour
Kitchen (alone)	\$60-100 per day OR \$20-25 per hour	\$40-60 per day OR \$12-15 per hour	\$20-30 per day OR \$10 per hour
Whole Facility	\$450-380 per day OR \$100-80 per hour	\$250-180 per day OR \$60-50 per hour	\$150-80 per day OR \$30-20 per hour

All hires will include shared use of the foyer. ANZAC Theatre operates most days with multiple screenings throughout the day. The Citizens Advice Bureau and the Community Wellness for Older Adults also use part of the foyer and the kitchen and toilet facilities for a few hours during work days.

Hirers will be billed/invoiced directly for any damage and cleaning costs. A Bond Authorisation Form with a cheque or credit card information for \$400 (for whole facility) or \$200 (for partial use) will be required for most hirers. A bond may be required in some circumstances.

These fees and charges can be varied at the discretion of Council for exceptional circumstances.

For more information, please contact Council's Administration Team at administrationrequests@kaipara.govt.nz. Contact the Council's Customer Service Centre for more information

Field Code Changed

Hire Charge Guidelines

1 Definition of Private or Profit-Making

- Any private function, not open to the public.
- Any function or activity run for the profit of a business, private individual, family or Family Trust or firm.
- Any Government department.
- All Churches and political parties, union or employer organisations.

2 Definition of Community Group

- All non-profit-making groups; all income used for groups aims.
- Be open to all members of the target community without restriction of religious or political belief.
- All groups operating a service or activity beneficial to the community; providing a recreation, cultural or community service or activity.
- Schools from within local area / District boundaries.
- Have no other source of income other than members' fees, fundraising and grants.

3 Definition of Social Service and Voluntary

Those groups which primarily exist to provide social services to address particular needs in the community.

Those groups which primarily exist to provide a co-ordinating function for a number of common interest community groups, working in partnership with Council.

Examples include: Youth Aide, Blue Light, OSCAR, Regional Sports Trusts, Blood Donor Collection, Mental Health, Shared Vision, Council's Health Forum and Youth Forum.

Activities and functions organised by partners in conjunction with Council's projects and / or programmes.

4 Council Reserve of Rights

Council reserves the right to amend Charges, Hire Guidelines and Conditions of Hire from time to time without notice.

The status of some groups or organisations can change depending on the project, programme or activity requiring facilities. Council reserves the right to decide which rate type is applicable on the merits of any such applications.

Example: A Church wanting to run a youth event for the benefit of local youth or community open to all, any fees charged are to cover costs or for the benefit of the community and not as profit, is different to the same Church wanting to hire facilities for their Church services or run house.

Dargaville Library Charges

Description		Fee \$
Membership	Dargaville Public Library is free for Kaipara residents and ratepayers	
	Extra card (adult member)	2.00
	Extra card (junior member)	1.00
	Borrower outside Kaipara District (six months subscription)	15.00
	Borrower outside Kaipara District (12 months subscription)	30.00
	Visitor to Kaipara District (up to three months)	20.00
		(\$10.00 refundable)
Rental Items	Best Sellers	3.00 for 1 week
	DVDs	3.00 for 1 week
	Rental Fiction	1.00 for 3 weeks
Overdue Fees*	Late return fee for DVDs and Best Sellers	1.00 per day
	Third and final overdue notice fee	5.00
Printing and Photocopying	A4 black and white	0.20 per page
	A3 black and white	0.40 per page
	A4 colour	3.50 2.00 per page
	A3 colour	6.00 4.00 per page
Facsimile	A4 sent nationally	1.00 per page
	A4 sent internationally	3.00 per page
Scanning to email		2.00 per page 1.00 up to 10 pages 1.00 per 10 pages thereafter
Printing from internet computer	A4	0.20 per page

FEEs AND CHARGES

Description		Fee \$
Interloans	From libraries with reciprocal agreement	\$5.00 for 4 weeks unless notified of another date
	From libraries without reciprocal agreement	\$20.00
Lost/damaged items		replacement cost or repair fee charged per item plus \$6.00 administration fee
Extra costs for international or urgent interloans will be passed on to the customer.		
* All overdue fees are to stand regardless of customer.		

General Fees

Description		Fee \$
Photocopying: black and white	A4 per page	0.20
	A3 per page	0.40
Photocopying: colour	A4 per page	3.50 2.00
	A3 per page	6.00 4.00
General Bylaws	Per section	7.50
	Full bound copy	54.00
2013 Operative District Plan	Text and Maps	469 470.00
Engineering Standards	Full bound copy	55.00
Council information provided on DVD		40.00 per DVD
File Search, Customer Enquiries etcetera		first 15 minutes free then \$85 90.00 per hour plus the cost per page

Local Government Official Information and Meetings
Act (LGOIMA) requests

First hour free
then \$76.00 per hour plus photocopying as per above rates

draft

File number: 2124.04.06

Approved for agenda
Report to: Council

Meeting date: 13 February 2017

Subject: Dargaville Library : Library+ Concept

Date of report: 31 January 2017

From: Venessa Anich / Duncan McAulay

General Manager Community / General Manager Strategy and Performance

Report purpose **Decision** **Recommendation** **Information**
Assessment of significance **Significant** **Non-significant**

Summary

This paper launches the Library+ concept for Dargaville, addressing the need for more and better library space, digital deprivation and economic development.

The current Dargaville Library premises are too small and cramped to provide for the current usage, let alone ensure growth and development in the future. These problems have contributed to social issues the Library faces in its current location. The emergence of digital deprivation in Dargaville, and the popularity of the digital services the Dargaville Library currently offers, has also motivated this report, which aims to counter these emergent issues through recommendations in the form of the Library+ concept.

The Library+ concept is vital in contributing to the social well-being of the community, supporting and encouraging economic development, bridging the digital divide, countering the effects of digital deprivation and revitalising Dargaville. The Library+ concept will enable the Kaipara District Council to develop a sustainable community facility which acts as a landmark, and extends a welcome to the community and visitors alike.

Recommendation

That Kaipara District Council:

- 1 *Receives the General Manager Community's and General Manager Strategy and Performance's report 'Dargaville Library : Library+ Concept dated 31 January 2017; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Agrees with the benefits that can be delivered through the Library+ concept; and*
- 4 *Directs Council staff to investigate proposed options for the relocation of the Dargaville Public Library, research and develop a proposal for the Library+ concept, and reports back to Council.*

Reason for the recommendation

To gain Council's in principle approval to research a proposal to relocate the Dargaville Library and deliver the benefits of the Library+ concept, as outlined in this Report.

Reason for the report

This report is intended to inform Council of the need for development of the Library, identify issues and opportunities that arise from implementing the Library+ concept and seeks a recommendation that Council staff explore options and report back to Council on their findings.

Background

The current Dargaville Library premises are too small to accommodate the requirements of a library today, let alone develop or future-proof the facility for tomorrow. The available space limits the book collection, the number of PCs and the users of the Library. Therefore, the services that the Library can offer i.e. Information Communications Technology services, meeting space and room to relax, is restricted. There has been great success in programmes run by the Dargaville Library (i.e. the Stepping Up computer programmes, school holiday programmes), however the lack of space has severely restricted the ability for these programmes to operate at desired capacity.

The inadequate and unsuitable floor space exacerbates social issues and restricts Council from playing a proactive role in properly addressing digital deprivation in the community and contributing to economic development of the Kaipara.

The Dargaville Library, as measured by the Annual Residents Survey, is the most popular facility/service. There is no doubting the popularity of the Dargaville Library. There are 5,015 active borrowers, and in the year there 2015/2016 there were 141,567 items issued. The popularity of the Dargaville Library can be measured by other statistics (2015/2016), including 329 home delivery items, 238 free adult computer classes attended, 679 new members, 4,771 e-books and audio books issued, 11,062 free computer sessions, 23,098 WiFi sessions and 57,117 visitors through the door.

Libraries change lives and, in a Dargaville context, the greatest impact will be the ability to digitally enable and empower the community. Those in need of a digital environment range from residents that do not have household access to the Internet (2013 Census: 44% for Kaipara, versus 23% nationally) to tourists travelling the Twin Coast Discovery Highway. Both ends of this spectrum are an integral part of ensuring economic development for Dargaville, and the Kaipara district as a whole.

The Dargaville Library provides a large range of collections and services, including rental fictions, DVDs, magazines, newspapers, music CDs, focused junior and teenager collections, general fiction and non-fiction, large print, talking books, e-books, e-magazines, free internet, free WiFi, photocopying, printing and faxing.

The Dargaville Library has previously been approved to spend up to \$80,000 on a redevelopment of the existing space at 71 Normanby Street. These funds are intended to directly counter the security incidences (in 2014 and continuing) which pose a health and safety risk, and the need for a redesign to address community and staff concerns about a lack of space.

Subsequent to this approval, our thinking has advanced to a concept which will proactively address the issues such as digital deprivation and provide increased opportunities. This has seen work begin on the development of the 'Library+ concept. The Library+ concept is intended to counter digital deprivation in the Kaipara, contribute to economic development, community well-being and the revitalisation of Dargaville.

Issues

There are clear issues and constraints upon the Library's performance and development as a result of the location at 71 Normanby Street. However, these issues give rise to opportunities and these aspirational outcomes and objectives are discussed below.

Security and safety concerns

Following a number of incidents in 2014, security consultants and a library design consultant (**Attachment 1** LDC report dated 14 October 2015) were instructed to review the Dargaville Library and make recommendations. These focused on the need for a safe space, both for staff and customers. Of particular concern were:

- The current premises has the children's area directly next to a busy intersection. This could be addressed by automatic doors, with sensors located at a higher level to avoid children triggering them.
- The space needs to be better designed, to allow for passive surveillance of the Dargaville Library. With the current premises, this is not possible while still holding materials for the community. There is a lack of direct sight lines.

The wider national context of security and safety concerns (i.e. Ashburton WINZ incident and new legislation) has also promoted the review of risk and best practice across community facilities. The Library+ concept would allow for development and design to counter security and safety concerns.

Constrained and cramped space

The Library and Information Association of New Zealand Aotearoa's Standards for Public Libraries 2003 (LIANZA) recommends that for libraries servicing populations of more than 3,000 and under 10,000 there should be 700m² of floor space, in order to provide efficient, flexible, attractive, functional and expandable services to the community.

At some 266m², the current location is clearly not meeting these standards. This is evident in the crowding of shelves and books (with recommendations made by the library design consultant to lower shelves to a maximum height of four shelves for adults, and three shelves for children) and complaints received by customers. There are currently issues with staff needing to dart around customers who are browsing the collections and shelves are too close together, rather than the recommended 1300mm minimum. This acts as a deterrent to both existing and new customers. A 2015 review of the Library by the library design consultant particularly highlighted these issues:

- Limited seating, both for users wishing to read or browse books, or for people who are working on their own personal devices.

- Over-stocked areas due to the lack of space. This involves constant 'weeding' of the collection and limits the selection available for the community.
- Children's area and large print collections poorly located in small spaces that do not reflect the importance and use of these areas.

The recommendation was to create spaces that are more open for social engagement and allow for complementary spaces that create areas for quiet reading and work.

The Library Redevelopment (approved in 2016) budgeted \$80,000 in funds to address issues highlighted in reports regarding digital growth, security concerns and the lack of space. In addition, there is \$7,000 budgeted for planning and design. This budget will allow for measures to be undertaken in the existing location. As stated, this will not allow the library to develop in any way to meet the community's needs or to provide for ongoing social, economic and cultural well-being.

Opportunities

Libraries as a community taonga

Public libraries are a 'high-use community asset' which can provide a variety of functions. They do not operate solely as 'book barns' but are now being seen as a community hub, offering space for a variety of functions. The implementation of the Library+ concept is expected to address the following objectives, in regards to consideration of how space can be used to enhance community cohesion and contribute to a stronger community:

- School holiday programmes had to limit to 20 children in 2016, because space was not adequate to host more. It is intended that more space will allow development of these well-received community programmes;
- Become a 'community living room', supporting the social well-being of the community, now and in the future. This will provide a space for people to read, learn, teach and interact;
- Dedicated areas for children, teenagers and adults;
- Providing break-out study spaces to contribute to the learning ecosystem;
- Providing space for growing library collections, including the ability to host visiting collections;
- Providing more room for the free computers and room for people with their own devices who wish to access the free WiFi.

Digital deprivation

One of the most pressing issues that can be addressed by implementing the Library+ concept, is the digital deprivation present in the Kaipara district. The need for people to become digitally proficient has developed with unprecedented movement over the last 10 years. The Government has committed to 'Result Area 10', with the goal that by 2017 an average of 70% of New Zealand's most common transactions with Government will be completed in a digital environment. This highlights how important access to the internet is for members of the community.

This issue can be addressed by opportunities that the Library+ concept would directly address, such as the following:

- Public libraries around New Zealand recognise the importance of digital literacy in youth as contributing greatly to future success in education and employment. Auckland Libraries run gaming and coding workshops, and Whangarei Library provides a programme called 'Raspberry Pi', which teaches children basic coding. These skills are essential in providing the next generation with the tools they need for success. There has been discussion with Whangarei District Council about resource-sharing with regards to this programme. Websites like Code Academy (which provides free online training courses in coding) could be undertaken by children as part of the Library+ concept. This would allow them to participate in self-directed, extra-curricular study which would benefit them greatly and contribute to community development.
- The majority of elderly people in the Kaipara will need to interact with the Internet at some time in their lives, be it to pay a bill online, sending or receiving emails or filling in forms for Government-related purposes (i.e. pension, WINZ benefit). In having a safe space for these members of the community to come and comfortably learn to undertake these tasks, with staff members who can assist them, is an invaluable resource in developing social capital within the community.
- Continue to provide a free wireless internet zone around the Dargaville Library and expand this to community libraries, currently being trialled at Mangawhai and Kaiwaka community libraries.
- Developing literacy skills and improved ICT understanding across generations. The Dargaville Library already supports the 'Stepping Up' programme, which provides adults with free computer classes to build their digital skills (i.e. computer basics, Word, Google, Spreadsheets and using the internet for employment). By expanding the space available for similar programmes, more residents could branch the digital divide and be provided with the tools to empower them in a digital age.
- The Library+ concept could work in conjunction with agencies such as WINZ, to facilitate career-focused workshops (i.e. CV-writing) in a safe, community-focused space.

Working with children and families

By dedicating more space to areas for children and teenagers, and allowing for development of school holiday and after-school programmes, library staff can directly work with children and family to create and nurture readers at a young age. This will allow a strengthening of literacy in children, and support creativity and learning through play, giving children life skills. After-school programmes can be directly linked to improving literacy and learning in young people. The Dargaville Library has a chance to be utilised as a de-facto youth centre (i.e. warm and dry in winter, with free WiFi that brings them in).

Economic development

The Library+ concept is intended to support and contribute to economic development in the following ways:

- By empowering the community digitally, it will develop skills in residents that are essential in a modern workplace. This is both in adults and providing these skills and abilities in children.

- It will become a landmark which will draw in visitors. There is the potential for an i-Site to be located in the Library, which would provide visitors with information on all that the Kaipara has to offer.
- The Library+ concept could provide space for people to work remotely, providing technical infrastructure to complement evolving business models. This includes employment that is possible remotely, such as graphic design, web design etcetera and small businesses that exist on the Internet, such as online stores. This could mean that Library+ concept provides for several computers equipped with high-performing professional software (i.e. Adobe Creative Suite) that could be utilised by the community to support economic development.
- The Library+ concept also allows for collaboration with tangata whenua, which will provide a uniquely Kaipara element, which will act as an attraction for visitors who are interested in Maori culture.

Local authorities in New Zealand are recognising the direct link between a functioning library space and their community's economic well-being. An investment in the Library is an investment in the community. Libraries provide research services to businesses large and small, and can provide incubator services for start-up, including access to council support, meeting spaces, access to technology and access to databases.

Revitalising Dargaville

The Library+ concept could play a part to revitalise Dargaville. It could provide a multifunctional, modern, purpose-built space that the community can be proud of which will have the ability to impact and interact with all members of the community. It will deliver a sustainable community facility, providing an 'anchor' building that extends a welcome to the community and visitors alike and will be at the forefront of Dargaville.

Community cohesion

The Library+ concept, which will allow for a focus on providing traditional library services while contributing to digital development and enablement, will also allow for cohesion between the community libraries. This may be by way of advancing technological capabilities (i.e. increase e-books for residents based in other parts of the district), extending free WiFi zones to community libraries, encouraging users to utilise library inter-loan services and a home delivery model to address residents who are increasingly home-bound.

The Library+ concept could also contribute to community cohesion through other methods including:

- Providing space to host visiting exhibitions (i.e. author tours) and a space for groups to showcase their work (i.e. local artworks);
- Providing space for community collaboration i.e. sharing facilities and resources with other groups that perform services within the community (Te Roroa Learning Centre, Maori Wardens, charitable groups and trusts etcetera);
- Providing potential office space, research and meeting rooms. These meeting rooms could be used, among other purposes, for Council meetings which may be better suited to a more neutral location than Council offices (i.e. meetings with Tangata Whenua);

- Providing space to accommodate outreach programmes that ensure all community members can access services and participate actively in community life.

Factors to consider

Community views

The Dargaville Library is one of the most successful Council service/facilities, as measured by the Annual Residents Survey. Libraries are one of the most trusted places in every community, with a focus on listening to users and meeting their needs ensuring that libraries remain trusted and connected.

The Library+ concept would directly address complaints made by members of the community about the lack of space, which have plagued the Dargaville Library since relocation to their current premises in 2010. This is not just space for books, but also conflict between computer users and non-fiction browsers, space for children, space for users to sit and read or to bring in their own devices and utilise the quiet study space that the Library is currently too restricted to provide.

There is the potential here for Council to share in the goodwill that the Dargaville Library has. By addressing and reacting to problems and public feedback, Council will show that they are committed to the community and willing to invest in the revitalisation of Dargaville.

Policy implications

The decision to endorse the Library+ concept and to support the relocation and redevelopment of the Dargaville Library is one that can be made today, and is what we are seeking. However, when further reports are received, and a location is recommended, it is likely that this will be a significant decision, due to the financial implications. It will likely that this will require public consultation and to be addressed in the Long Term Plan 2018/2028.

Financial implications

The \$80,000 CAPEX has already been budgeted and the \$7,000 for planning and design is from the 2016/2017 year and is therefore not within the scope of this examination of financial implications.

The existing premises are owned by Council and have a 2014 QV of \$395,000. Council staff have already identified a number of buildings which could be examined as further options and assessed for their suitability:

- Possible location 1 is 400m² and has a QV of \$420,000. This may cost twice as much to develop it as fit-for-purpose however would need to be further researched. It has the potential to be a stunning heritage centre-piece for Dargaville;
- Possible location 2 is 800m² and has an asking price of \$299,000. This building has a great location in regards to its connection with the river, as highlighted in the Dargaville Place Making Project. This building would require a substantial amount of work to re-purpose it as a library.
- Possible location 3 is approximately 850m² and has a QV of \$550,000. This building would provide ample space to address the issues identified above. This building would also require a substantial amount of work to re-purpose it, but provides a great corner location on a well-utilised intersection.

The purchase or lease and subsequent development of a new location for the Library will be several hundred thousand dollars. This cost could be eventually offset by the sale of the existing premises. There is also the potential for generous local donors to contribute and for funding to be sought through organisations such as the ASB Community Trust and the Lottery Community Facilities Fund. There may also be other forms of funding grants which can be researched further. This approach would benefit from a partnership with a community trust. The Dargaville Library brings in approximately \$20,000 a year in revenue.

Kaipara's current spending on libraries is well under half the amount spent by its peers, so any extra investment will align Kaipara with other rural areas with similar populations (i.e. Hauraki, Tararua and South Waikato).

However, justification of these estimates is best addressed by considering the broader picture, the Library+ concept. It will enable economic development by empowering members of the community, by addressing the digital deprivation which underpins all the wrong statistics in the Kaipara.

Legal/delegation implications

There are no legal or delegation implications from this report.

Options

The following are considered the options available to Council to make a recommendation on. The redevelopment of the existing premises utilising the original \$80,000 has already been approved, therefore the options are whether to only use that original fund or whether to research into possible options around the town centre and to move into the next stage of the Library+ concept.

Option A: Council to agree in principle to support Library+ concept and staff to research options.

Option B: Council to not agree to support Library+ concept.

Assessment of options

Option A: This will allow Council to meet all the issues and capitalise on all the opportunities as addressed above. It is intended that the original budget for redevelopment be used to secure a short term solution, while long term options are identified and analysed by Council officers. This will involve the further consideration of buildings around the Dargaville area, obtaining plans and quotes on the development and design of these spaces to make them fit-for-purpose, and providing a report to Council on the recommended option.

Option B: The funds which have already been budgeted will allow for some changes to be made, but they are a drop in the bucket at combating the issues the Dargaville Library faces. This money will allow for a measure of temporary relief with regards to security and space issues, but will limit the ability for digital deprivation to be addressed, nor provide the opportunities listed throughout this report. Collection capacity issues will continue to arise and customers will continue to be frustrated with the lack of space. It is unlikely that resident or tourist interest in the Dargaville Library will grow.

Assessment of significance

This report does not trigger Council's Significance and Engagement Policy.

Recommended option

The recommended option is **Option A**.

Next step

Council officers will further consider and examine buildings around the Dargaville area, which would be suitable for housing the relocated and redeveloped Dargaville Library+. This will involve obtaining plans and quotes, both for purchase or lease of the building, and development and design of the spaces to make them fit-for-purpose.

Council officers will report back to Council on the outcome of this research.

Attachments

- Library Design Consultant Report dated 14 October 2015

<p>Nicki Moen RLIANZA ALIANZA Library Planning Consultant</p>	<p>Postal address: PO Box 204, Tai Tapu 7645 Telephone: 027 371 3800 Email: nicki.moen@xtra.co.nz</p>
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14 October 2015

Venessa Anich, General Manager Community
Kaipara District Council
Private Bag 1001
Dargaville 034

Dear Venessa

Re: Dargaville Library health and safety issues

Thank you for inviting me to work with you to resolve some of the immediate health and safety issues that the library staff and library customers have been facing at the Dargaville library.

Background

Lisa initially made contact with me earlier this year to see if I was available to advise on how to make the Dargaville Library safer for staff and users: "Over the past few months we have had some troublesome incidents and currently have a temporary security guard arrangement. My executive has asked me to look at all areas of the library and how we can make changes working towards not having a security guard at the door fulltime."

I visited the library for a day in June and talked with staff in order to better understand the situation. During that visit I was also able to see how cramped the library is and how this might be contributing to the current situation.

The purpose of this letter, therefore, is to summarise what I observed to be the key issues contributing to the current situation, and to recommend options for the future.

My expertise

In considering the content of this letter it may be useful for council to understand a little about my background.

I am a registered library and information professional currently free-lancing as a library planning consultant. While not a architectural or interior design professional, I work closely with public library managers and other council officers providing advice around public library services, including the development of contemporary library spaces. I worked for Christchurch City Libraries for 22 years and, in 2007, left to set up my own business as a library consultant. In the past 12 months I have been involved in a wide range of projects including the following:

- Development of the business case for Christchurch City Council's new Central Library
- Development of the design brief and also the business case for Te Awahou Nieuwe Stroom in Foxton. This project is being lead by Horowhenua District Council and will see the creation of an integrated library, community centre, Iwi gallery and the National Dutch Museum
- Completion of the Libraries Future Direction Review for Manawatu District Council and providing leadership in implementing the recommendations

- Preparation of design briefs for Marlborough District Council's new libraries in Picton and Blenheim, and Selwyn District Council's new library in Rolleston
- Providing assistance to Tasman District Libraries in their procurement of RFID technologies
- Preparing feasibility studies for new libraries in Opotiki, Masterton and Hawera
- Assisting Central Hawkes Bay District Council to consider future options for its two libraries, and assisting Ruapehu District Council in the development of their relocated library in Taumarunui

I make a significant annual investment in my own learning and development. I have just returned from a library conference in Aarhus, Denmark and was thrilled to be able to experience Aarhus's new library, DOKK1, and also to visit several other new Danish Libraries and observe some exciting developments in library services. Last year I joined a group of library managers from Victoria and we toured libraries in France and the UK and also attended the IFLA conference, which was held in Lyon.

Key trends in public libraries

It is useful to understand the current state of the library, and the future potential of the service, in the broader context of public library service development.

Both nationally and internationally, public libraries are transitioning from being primarily lending and book focused institutions to destinations for people engagement and places that provide a much wider range of resources and activities.

New Zealand has a key strategic document that informs current thinking about our libraries: *Public Libraries of New Zealand – a strategic Framework for Public Libraries 2012 – 2017*. This framework sets a vision and confirms the key roles that libraries play in their community.¹ The strategic framework also includes a summary of the key “shifts” in public libraries – the move they are making from the “information age” to the “knowledge society”:

- As places for people engagement and as multi-use facilities
- Environments for facilitating access to digital content and for creating new content
- Local platforms for creativity, connection and innovation
- Workplaces where librarians are moving from managing transactions to being enablers and teachers of skills, and providers of a range of events, exhibitions and activities

Key trends relevant to your situation:

I suggest that there are three key trends that will be relevant to you in planning your approach to the current situation. Consideration of these trends may help inform the future of your library services:

1. Public libraries are now recognised as **key community centres for “people engagement”**, with many local authorities recognising that the investment in high profile, spacious and well designed modern library facilities will result in greater community cohesion and, ultimately, stronger communities. We continue to see, even during times of recent economic hardship, some outstanding developments of library spaces throughout New Zealand. Many local authorities are recognising the

¹ http://www.publiclibraries.co.nz/wp-content/uploads/2014/01/NZ_Public_Libraries_Strategic_Framework.pdf

direct link between modern library spaces and their community and economic wellbeing aspirations – and investing in libraries because of this.

2. **Technology is developing and will continue to do so at a rapid pace** – with libraries playing an important role in supporting everyone to fully participate in the evolving digital world. Working with the community on all things digital is now a core role of libraries, enabling everyone to participate in the knowledge economy and, ultimately, supporting innovation and a positive sense of individual and community identity. You will be well aware of this in your library – with the high demand for free Internet, wifi access, and support to develop digital literacy skills. It is important to understand that this pace of change will not slow down.
3. Public libraries, like any other business, **continue to look for ways of doing things more efficiently and effectively**. Obviously the economic constraints of recent years have meant that public libraries need to look for opportunities to work with others (the National Library provided APNK is a good example of this), but also libraries are rethinking processes and procedures and utilising new technology to radically change how libraries operate on a day-to-day basis. Examples of this include using RFID enabled self service kiosks to manage issues and returns; reducing backroom tasks including outsourcing collection management activities to third party suppliers; redirecting staff effort and skill to more front-facing roles including the planning and delivering programmes and events; working with community partners to provide relevant community based services, and so on.

The public library needs to be a quality destination that is a place for information, learning, play, creativity, conversation, quiet time, innovation and so on. The challenge is to be relevant to everyone in the community and also to be responsive to change.

Your immediate challenge is how to fit all of this into one (comparatively small) space and to provide an environment which is safe, accessible, stimulating, well resourced, and relevant to everyone in your community.

There is perhaps one additional key consideration as you move forward with your planning and that is about community identity and pride. We now have numerous examples in New Zealand where modern public library environments are highly valued as community living rooms. It is evident that people are taking ownership of these modernised facilities and are using them in new ways. They have become increasingly busy, dynamic and multi-use community places. They essentially are “destinations of choice’ for their local community.



Observations

When I visited the library I talked to Lisa about my initial observations, as those first impressions are always valuable when determining which issues are of key concern. Once I had observed the cramped conditions and lack of direct sight lines, I could understand why there might be some problems managing customer behaviour in the library.

Importantly, the high book stacks, closely located bays, and fully loaded shelves provide poor line of site and create significant obstacles within the small space.

I outlined my impressions as I was shown around the library:

- The outside of the library looked in poor condition, dated, and it was difficult for me to locate the library
- The corner location is good, but I could imagine that access into the library off that corner could be difficult and cause some safety issues, particularly for young children
- I noted that the library entrance looked like it was in need of renovation/repair and potentially was a poor use of space
- When I stepped into the library it felt cramped and cluttered and I noticed that seating wasn't immediately available
- I could immediately see that the book stacks were high, full, and positioned very close together
- I observed the potential for natural light in the library but noticed that some windows were covered and that the light fittings looked old and probably were unsatisfactory for a library environment
- I observed there was limited seating in the library and that all seats were occupied throughout the day. Several people were using wifi
- The service counter looked old fashioned while the staff workroom looked more spacious by comparison, and well equipped
- There was an absence of self service technology (common now in small and large libraries)
- I thought the staff workroom looked to be the best space in the library – the corner location appeared to make it a more pleasant environment than other parts of the library
- The non-fiction area was very cramped and potentially over-stocked (I demonstrated how the staff could weed to reduce the collection overall)
- The children's area and also the large print collection (both traditionally high use collections) were poorly located in small spaces
- The staffroom was also outdated with little provision of comfortable seating for staff breaks

However, it is important to note that all of the staff made me feel welcome and were very open with their ideas and concerns. I would appreciate it if you would pass on this compliment to them.

Options and considerations

It seems that you have a number of options to consider as you plan for the next stages of your library service and, importantly, the safety and functionality of the library space you provide to the community.

Lisa has indicated that there might be two options under consideration:

- To rearrange and refurbish the existing space

- To relocate into a new space

Comment about re-locating to a new larger space

I think, given the size of your population, the potential profile of the existing library, and the funds you might currently have available, that it would be feasible to successfully invest in upgrading the current space to meet the immediate and shorter-term needs of your community.

The second option, to move to a larger space, would require a larger financial investment and may be an option to aspire to in the medium term. Importantly, any contemplation of a move to a new facility should follow careful planning and feasibility work as the cost of such a move and adequate fit-out is not insignificant.

If we consider those trends highlighted earlier in this letter (the library as a valued space for community/people engagement; designed to accommodate the rapid growth of technology; flexibility for doing things differently with greater efficiencies; and a destination that generates huge community pride and sense of identity), then the following should be considered:

- Would the new location be suitable for creating a facility that places the library in the “heart of the community”, as the “community living room”?
- Are you considering a number of location options or only those that are immediately available? Is this the best decision longer-term?
- Have you considered the advantages of investing in a new purpose built facility over an existing facility?
- Would the location of the library, and the look and feel of the space, inspire a sense of community pride (such as what happened when Te Takere was opened in Levin)?
- Will you be able to offer a wider range of experiences for your community or will you just be adding more space (fit-for purpose and well equipped facilities)?
- Are you confident that you know what direction you would like the library to follow in the future, and that a new space would help you achieve your aspirations (the important feasibility planning)?
- Have you identified other partners that you could share this space with, or work alongside, to enhance the overall experience?
- Have you the funds to invest in the technology and equipment that ideally should be integrated into a larger multi-use community facility – or is it better to plan for this and work towards a seamlessly integrated solution?
- Will a new larger space necessarily provide operational efficiencies and be sustainable longer term? (Feasibility undertaken?)
- Have you checked with the community about their aspirations?

That all said, a larger space would probably help resolve your current health and safety issues, or at least those directly related to the cramped conditions in your library.

My recommendation would be that you immediately invest in modernising your current library space (making it comfortable, relevant to today’s requirements, and safe for your users), and that you consider undertaking a careful planning process (consultation, feasibility, design brief, and also fundraising planning) for a new library (either a renovation or purpose built) that will meet the future needs of your community.

Potential enhancements to the current space

Reducing the size of the collection

Lisa has already begun a significant weed of the library collection. I had suggested that the adult fiction and non-fiction collections could be significantly reduced, simply because there is not the space to accommodate these collections at their current size. This would be in line with accepted professional practice where staff work to retain what we refer to as a “steady state” collection. It is timely to reconsider the ideal holdings total for Dargaville Library and it is appropriate that this total holding/volume will have reduced in recent years. This doesn't mean a reduction in annual spending, but it does mean more intensive and regular management of the collection (many libraries, particularly those subscribing to the Kotui partnership, now subscribe to Collection HQ software that provides an in-depth online analysis of the collection at any time)

- Non-fiction collections in libraries the size of Dargaville should be current and popular, not in depth and “just in case” collections. Libraries provide digital resources to complement hard copy collections and librarians can assist customers to find appropriate on-line information
- Some libraries have reduced their non-fiction collections and offer inter-library loans at reduced or no cost
- Several libraries within a wider region offer reciprocal (free) borrowing from neighbouring libraries
- A smaller collection tends to be borrowed more as it is easier to display items, similar to what we would see in bookshops
- It is always a challenge for smaller libraries to accommodate full series collections and this requires careful consideration. I recommended culling some series
- Shelving suppliers offer excellent display solutions including options for front facing display, and shelf bins for accommodating paperbacks. These options should be explored

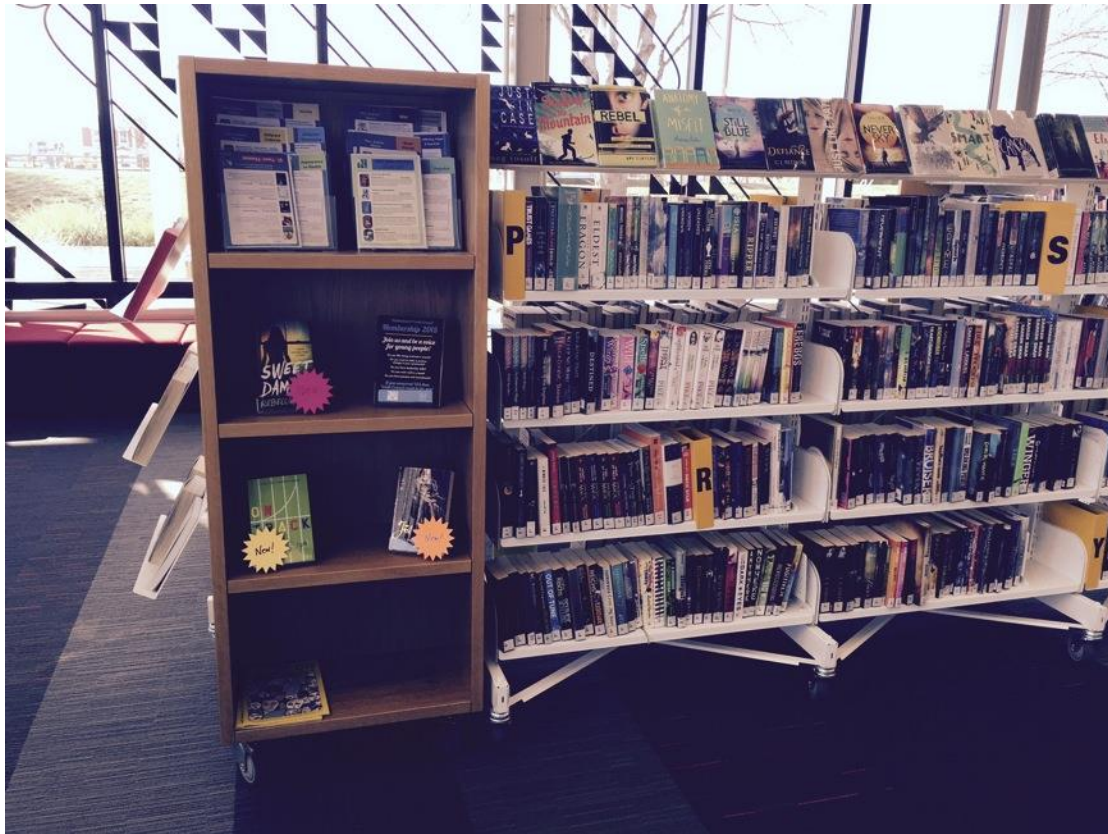
Investing in new shelving throughout the library

Dargaville Library's shelving is high and tightly packed and probably is in need of renewal. I explained to Lisa that reducing the height of the shelving (to a maximum of 4 shelves for adult collections and 3 shelves for children's collections), rearranging the layout, and providing more space between bays (ideally a minimum of 1,300mm) will help give a greater sense of space in the library and make it easier for customers to browse the shelves.

Some points to note:

- New shelving is in metric measurements and it is sensible to replace all shelves rather than to try and combine metric and imperial shelving. Once you have purchased new shelving, you can add to it as needed
- Bottom shelves can tilt upwards to provide easier access (and vacuuming underneath)
- Front facing display shelves can be integrated into the bays (I usually calculate 20% as front facing)
- Display shelving can be added to the end of bays (a neater look than the mix of end bay display solutions I often see in libraries)
- Colour choice is important – preferably a neutral tone that is timeless (cream is regularly used but I note that new libraries are using dark grey or brown)
- It is possible to put shelving on wheels and this allows you to make more flexible use of your space. Note, however, that one or two bays are easier to move
- New shelving has appropriate bracing for earthquakes – an important health and safety consideration





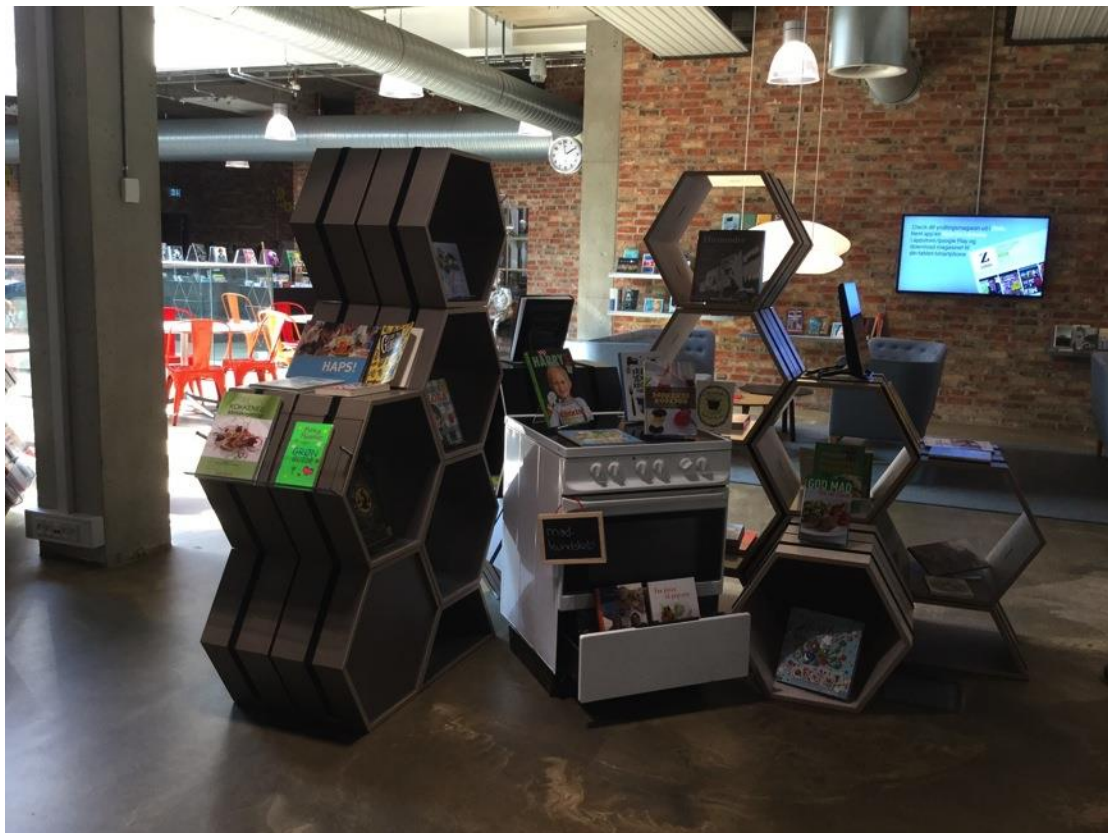
Shelving at Te Takere in Levin, Devonport, and Kaiapoi Libraries.

Rearranging the layout of the library

Lisa and I discussed various options for rearranging the layout of the library and I'm aware that she has made excellent progress thinking about this.

- Create good sight lines throughout the library
- Position your service desk in an area that makes staff accessible and present – this in itself is good for behaviour management and, importantly, provides your visitors with a friendly point of contact
- Think about good retail and hospitality examples – there are no rules – your opportunity is to create a modern and welcoming space for your community
- Create spaces that are more open for social engagement, and also create areas for quiet reading and work
- Look at the potential you current staff work area offers – many new library spaces are significantly reducing staff areas and redirecting staff to the public area – this is a key factor to consider in terms of your health and safety issues. Backroom work has significantly reduced in libraries. Several now use hot-desking. Your service counter can also be a workspace
- Focus on creating one excellent display area rather than multiple displays (think retail)
- Consider the special needs of children and families, and also your older population – in terms of shelving, lighting, access, safety and comfort
- Contain community notices in one area only, and consider a digital display of these
- Retain hardcopy newspapers but also promote online resources – think about morning sun and the potential social connections made around the newspaper area – can this area be transformed for a different use later in the day
- Look critically at signage – we tend to over sign – most of us can find what we need, especially in a library the size of yours. Get someone from outside the library to critically look at it with you
- Provide small elements such as flowers or objects that give your library a special identity and signal the tone you would like (don't over clutter!)





Displays at Herring Library, Denmark.





Devonport Library Display.

Maintenance

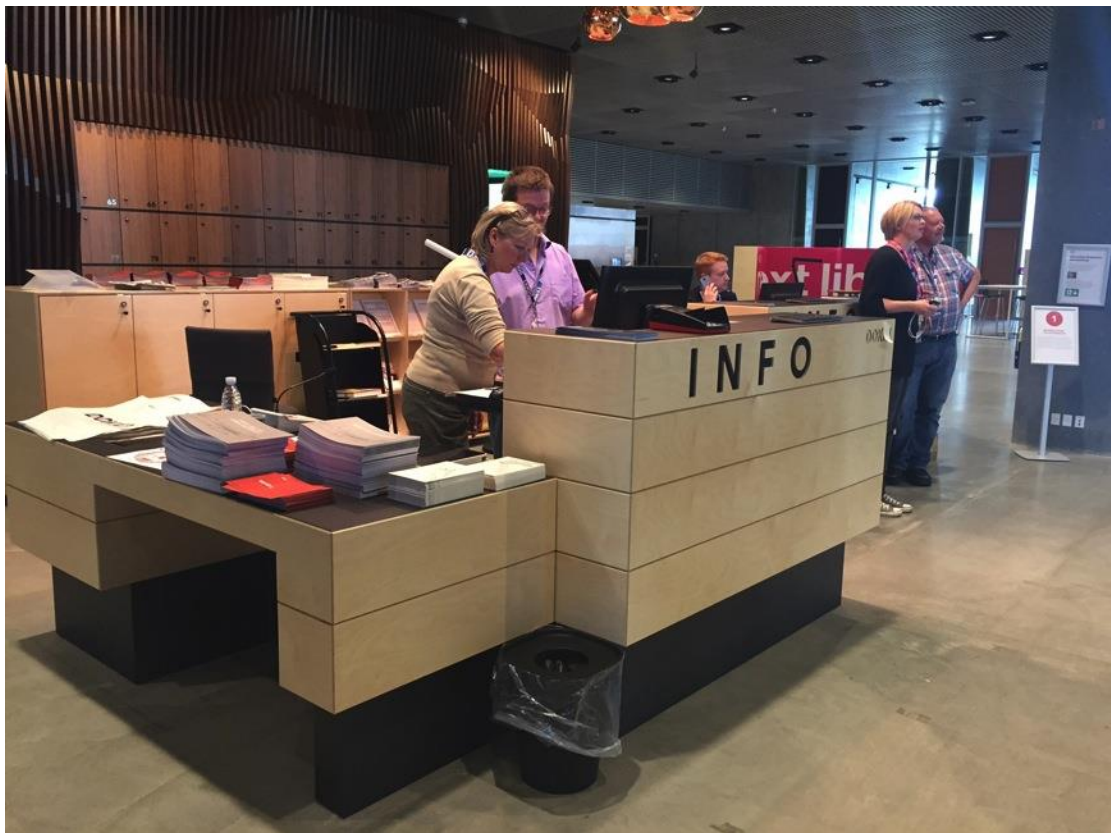
I observed that the exterior of the building needed attention. This would be a great opportunity to rebrand the library. Is there someone local who could suggest something special you could do to give the building a positive lift and signal the value of this community resource?

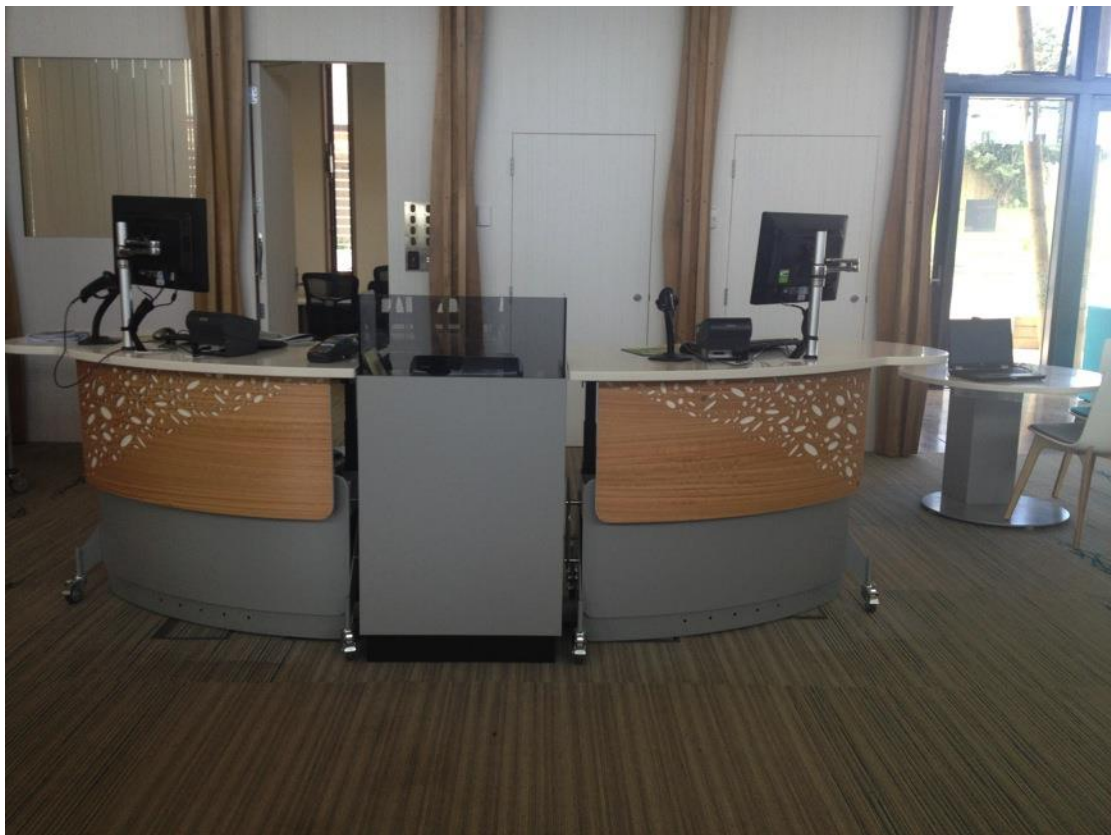
- The entrance also needs attention. Automatic doors are important for access, and you can place sensors higher to ensure children are safe
- New lighting would make a huge difference to how the library feels inside and you could use the lighting to enhance safety in the building

Service counter and furniture

A new counter and new furniture, along with the shelving are your big-ticket items. Most new libraries have comparatively open counters where staff can work alongside of customers. I appreciate that your staff like the security of a counter between them and the customer – and it would be good to get professional design help with this. I suggested that you could also have high seating incorporated into your counter – where people could use their tablets.

Furniture should be easily moved and accommodate a range of styles. It is amazing the difference a few new pieces makes to the environment, especially with a clever choice of coverings. I always enjoy seeing how customers move the furniture to suit their particular needs. This is, I think, a sign of successful design.







Furniture at Herning and Aarhus in Denmark, and Waiheke Library.

In summary

I encourage you to make an immediate investment in rearranging and modernising your current library space:

- Undertake basic maintenance such as painting, lighting and the entrance doors
- Reduce the size of the collection and rearrange the layout of the library
- Purchase new shelving, new furniture and a new counter
- Consideration more in-depth longer term service planning, including a new larger library – potentially a multi-use community space

Thank you for the opportunity to work with you to resolve the issues associated with your community's library. I wish you all the very best in the future.

Kind regards

Nicki Moen RLIANZA ALIANZA
Library Planning Consultant