

Reserves Contributions (Use of) Policy



RESERVE CONTRIBUTIONS (USE OF) POLICY			
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1. Background

1.1 Financial contributions

Financial contributions are a type of levy applied to offset the effects of growth. Council has a Financial Contributions Chapter in its District Plan. This outlines how much can be imposed on land developers when a resource (land use or subdivision) consent is approved. The District Plan relies on the provisions of the Resource Management Act to define how financial contributions can be spent.

Reserve contributions are a subset of financial contributions.

Section 108(10)(a) of the Resource Management Act 1991 (the Act) allows Council to include conditions in resource consents that are imposed in accordance with the purposes specified in the district plan.

- a) Section 22.2.1 of the Kaipara operative district plan 2013 allows for the collection of financial contributions for reserves for the following purposes -Creating open space (including recreation areas, visual buffers and amenity areas) through reserve contributions.
- b) Adding capacity to or otherwise enhancing existing open spaces (including recreation areas, visual buffers and amenity areas) through reserve contributions.
- c) Giving public access to coastal areas, reserves, bush areas or areas of special character through reserve contributions.

1.2 Reserve contributions

Council may require a financial contribution in cash or land towards the establishment and/or upgrading of reserves and public open space areas as a condition of land use consent or subdivision consent.

Section 22.6.6 of the operative Kaipara District Plan 2013 details the purpose of reserve contributions:

“By requiring developments to pay their fair and reasonable share of the costs of purchasing land for reserves or upgrading existing reserves.

New developments generate an increase in demand for, and usage of, reserves, open space and public recreation facilities. All new developments will be required to contribute towards the costs of acquiring new, or upgrading existing reserves, open space or facilities, in accordance with Council’s Reserves and Open Space Strategy.

Financial contributions for reserves will only be used for the purchase and development of new reserves or for the improvement and development of existing ones. The maintenance of reserves and recreational facilities is funded through rates.”

Any **reserve contribution** required as a condition of land use consent or subdivision consent may be in the form of:

- a) Land to be set aside and vested in Council for reserve or public open space purposes; or

- b) A cash contribution to Council for it to carry out works relating to developing or upgrading reserves or public open spaces in the district.

In addition, under Section 108 of the Act, Council can require as a resource consent condition works on any reserve or public open space. Such works may include but are not limited to:

- a) Fencing
- b) Landscaping including grassing and tree planting
- c) Provision of play equipment and other recreational facilities (including tables/chairs); and
- d) Provision of footpaths and walking tracks.

When the contributions are taken as land vested in Council:

- a) There must be a demonstrable current or foreseen future shortage of open space in a particular area; and
- b) The land must be suitable for the intended purpose.

2. Objectives of this Policy

The objectives of this Policy are:

- a) For Council or a committee of Council to define the priorities it has for the use of reserve contributions.
- b) To use these priorities to determine projects of greatest benefit to the community.
- c) To ensure that adequate reserves and recreational facilities are provided for in growth areas.
- d) To ensure that new facilities and the upgrading of existing facilities in growth areas are funded by growth when possible.

3. Definitions

Reserve contributions: a mechanism in the District Plan that allows for the collection of levies from developers, so that Council can develop or upgrade reserves and other public open spaces.

Open space: recreational areas, visual buffers and amenity areas (as described in the Act).

Local: the district has been divided up into four catchments described as Dargaville and Surrounds; Maungatūroto, Paparoa, Tinopai and Surrounds; Kaiwaka and Surrounds; Mangawhai and Surrounds. Reserve contributions catchment areas are depicted in Appendix A.

4. Eligibility criteria

4.1 Criteria for eligibility for use of reserves contributions

When assessing proposals for the use of reserve contributions, Council will have regard to the following criteria:

- a) Creating public open spaces (including recreation areas, visual buffers and amenity areas).

- b) Adding capacity to or otherwise enhancing existing public open spaces (including recreation areas, visual buffers and amenity areas). This can include:
 - bringing existing reserves up to a minimum standard for public use e.g. supplying public toilets in recreation reserves;
 - landscaping; and
 - providing equipment e.g. seats, barbecues, playground equipment.
- c) Giving public access to coastal areas, reserves, bush areas or areas of special character. This is typically through:
 - the development of walking tracks and cycleways; and
 - the purchase of land that connects two public areas otherwise not accessible to the public
 - Carparking adjacent to recreational areas.
- d) Within each catchment, consideration will be given to the amount of funds collected in the locality of a proposed project.
- e) Consideration will be given to projects that add amenity to the parks and reserves that are lacking in amenities.

All allocations will be judged against their fit with these criteria. The funds will not be used for normal asset management (maintenance, repairs and renewals).

Unallocated remaining district-wide reserves will be reallocated to the catchment areas from which they were collected on a pro-rata percentage basis.

5. Distribution of reserve contributions

Council will apply reserve contributions to the catchment area within which the funds were collected. The use of reserve contribution funds will be approved by elected Council through the Long Term Plan or by resolution of Council.

6. Record keeping

Council will keep up to date records of all reserve contributions funds received and spent itemised by catchment area. The record will include the following information:

- Date of receipt of funds
- Date of decision to allocate funds to a project
- Resource consent number of applicant making payment
- Address of property of applicant making payment
- Amount paid
- Annual reconciliation of fund received and expended.

