

I hereby give notice of the following Ordinary meeting:

<b>Meeting:</b>	Kaipara District Council
<b>Date</b>	Monday 08 May 2017
<b>Time</b>	09.00 am
<b>Venue</b>	Kaiwaka Hall, Kaiwaka – Mangawhai Road, Kaiwaka.

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## Open Agenda

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### Membership

Chair: Mayor Greg Gent

Members: Councillor Peter Wethey (Deputy Mayor)

Councillor Anna Curnow

Councillor Victoria Del la Varis-Woodcock

Councillor Julie Geange

Councillor Libby Jones

Councillor Karen Joyce-Paki

Councillor Jonathan Larsen

Councillor Andrew Wade

Seán Mahoney  
**Democratic Services Manager**  
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**Ordinary Meeting of Kaipara District Council, Monday 8 May 2017 in Kaiwaka****1 Opening****1.1 Karakia****1.2 Present****1.3 Apologies****1.4 Confirmation of Agenda**

The Committee to confirm the Agenda.

**1.5 Conflict of Interest Declaration**

Elected Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as Mayor and Councillors and any private or other external interest they might have. It is also considered best practice for those members to the Executive Team attending the meeting to also signal any conflicts that they may have with an item before Council.

**1.6 Resolution Register and Action Tracker**

Meeting Date	Item Number	Item Name	Resolution Number	Details	Assigned	Status	Comments
9/11/2016	4.1	Standing Order Adoption	3	Adopts the proposed Kaipara District Council Standing Orders and publishes them on the Kaipara District Council website.	SM	complete	
9/11/2016	5.1	Kaipara District Council schedule of meetings for 2017	11	Adopts the proposed Kaipara District Council meeting schedule for 2017, detailed in the above-mentioned report and set out below, and publishes it on the Kaipara District Council website Meeting dates Holds its Ordinary meetings of Council at 10.00am according to the schedule as follows: Monday 13 February 2017 Monday 14 August 2017 Tuesday 14 March 2017 Monday 11 September 2017 Thursday 13 April 2017 Monday 09 October 2017 Monday 08 May 2017 Tuesday 14 November 2017 Monday 12 June 2017 Monday 11 December 2017 Tuesday 11 July 2017 Holds its meetings of the Audit, Risk and Finance Committee (time and venue to be advised) on the following dates: Tuesday 14 March 2017 Tuesday 26 September 2017 Monday 08 May 2017 Monday 11 December 2017  Holds its meetings of the Taharoa Domain Governance Committee at 2.00pm in the Northern Wairoa War Memorial Hall conference room, Dargaville on the following dates: Thursday 09 February 2017 Thursday 10 August 2017 Thursday 11 May 2017 Monday 11 December 2017 Holds combined meetings of the Harding Park Committee Pou Tu Te Rangī Joint Management Committee at 2.00pm in the Northern Wairoa War Memorial Hall conference room, Dargaville on the following dates: Thursday 16 March 2017 Thursday 21 September 2017 Thursday 15 June 2017 Tuesday 21 November 2017 Holds its meetings of the Raupo Drainage Committee at 10.00am in the Raupo Drainage Board Office, Wharf Road, Ruawai on the following dates: Friday 17 February 2017 Wednesday 16 August 2017 Friday 19 May 2017 Thursday 16 November 2017 Holds its meetings of the Mangawhai Community Park Governance Committee at 10.00am in the Council Offices, Mangawhai on the following dates: Monday 20 February 2017 Monday 21 August 2017	SM	complete	
13/12/2016	5.1	Jessie Trust Limited, Mangawhai Development Agreement	10	Resolves to enter into a Development Agreement with The Jessie Trust Limited for the provision, supply or exchange of infrastructure, land or money to provide network infrastructure, community infrastructure and reserves related to its proposed Moir Point Development in Estuary Drive, Mangawhai as proposed in Attachment 1 of the above mentioned report, and subject to the amendments annexed as Attachment 2 of the above mentioned report; and	CM/VA	Complete	
13/12/2016	5.1	Jessie Trust Limited, Mangawhai Development Agreement	11	Delegates authority to the Chief Executive to finalise Council's amendments to the proposed Development Agreement and to execute the Development Agreement on Council's behalf.	CM/VA	Complete	
13/12/2016	5.3	Community Planning Programme Round Two	17	Endorses and supports Round Two of Council's Community Planning Programme as amended.	VA		
13/12/2016	5.4	Council appointments to the Kaipara Community Health Trust	20	Re appoints Councillor Anna Cumow to the Kaipara District Health Trust as the Central Ward appointee with effect from 01 December 2016 for a period of three months whilst the position is advertised; and	SM	complete	



13/12/2016	5.4	Council appointments to the Kaipara Community Health Trust	21	Re appoints Brenda Jackson to the Kaipara District Health Trust as the West Coast Ward appointee with effect from 01 December 2016 for a period of three months whilst the position is advertised.	SM	complete	
13/12/2016	6.1	Code of Conduct Elected Members	24	Revokes the "Code of Conduct Commissioners 2013/2014" adopted on 29 April 2014; and	SM	complete	
13/12/2016	6.1	Code of Conduct Elected Members	25	Adopts the Code of Conduct Elected Members 2016 as amended at the meeting.	SM	complete	
13/12/2016	6.3	Mangawhai Wastewater Irrigation Scheme – Financial Delegation	33	Delegates authority to the Chief Executive and Mayor to commit Council to financial transactions (or projects consisting of multiple transactions) relating to capital expenditure for the extension of the Mangawhai wastewater irrigation scheme up to the Annual Plan budget of \$445,000 plus GST, subject to compliance with Council's Procurement Policy and any other applicable policies or procedures.	CM		Works in progress
13/12/2016	6.4	Kaipara District Easter Sunday Shop Trading Policy	37	Appoints Councillors Cumow, Geange and Joyce Paki to hear the submissions.	VA	complete	
13/02/2017	5.4	Fees and Charges 2017/2018 : Annual Review	12	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.	FM	pending	out for public consultation
13/02/2017	6.1	Water Supplies – Water Restrictions	16	Delegate's authority to the Chief Executive and the Mayor to impose further water restrictions, if required, as per the Drought Management Plans for Dargaville and Maungaturoto and in accordance with Clauses 1609.2 and 1609.5 of Kaipara District Council's General Bylaws 2008.	CM		
13/02/2017	6.2	Reserve status land exchange - Mangawhai Golf Course driving range and Greenview Heights section	20	Seeks the approval of the Minister of Conservation to the exchange the Greenview Heights section for a 1.84ha portion of Mangawhai Community Park; and	JB	in progress	
13/02/2017	6.2	Reserve status land exchange - Mangawhai Golf Course driving range and Greenview Heights section	21	Delegates to the Chief Executive responsibility for seeking the consent of the Minister of Conservation to the exchange.	JB		
13/02/2017	6.3	Triennial Agreement 2017	25	Delegates to the Chief Executive and the Mayor to make any minor amendments necessary to enable the final agreement to be signed at the Mayoral forum on 24 February 2017.	SM	complete	
13/02/2017	6.4	Establishment of Older Persons Committee	28	Will look at other ways of engaging with older members of the community.	SM		
13/02/2017	6.5	Citizens Awards Committee	32	Appoints Councillors Wade, Cumow and Wethey to sit on the 2017 Committee.	SM	complete	
13/02/2017	6.7	Dargaville Library : Library+ Concept (late item)	36	Directs the Chief Executive to investigate proposed options for the relocation of the Dargaville Public Library including greenfield, research and develop a proposal for the Library+ concept, and reports back to Council.	VA/DA		May Council Meeting
14/03/2017	5.1	Annual Plan 2017/2018 material - source documents	3	Amends the Uniform Annual General Charge from \$748 to \$728 to manage the impact of rates movements across different ratepayer categories while remaining within current policy settings, and	GC	Complete	

14/03/2017	5.1	Annual Plan 2017/2018 material - source documents	4	Adopts the draft source documents (as amended for the \$728 uniform annual general charge and amended as required to result in an overall rates increase of 2.65%) for the Annual Plan 2017/2018 Consultation Document, as required by the Local Government Act 2002, as attached to the above-mentioned report i.e.: <input type="checkbox"/> proposed statements of financial and capital performance; <input type="checkbox"/> proposed funding impact statements; <input type="checkbox"/> prospective financial statements; <input type="checkbox"/> proposed capital expenditure programme - summary; <input type="checkbox"/> proposed capital expenditure programme - detail; <input type="checkbox"/> proposed rates summary (uniform annual general charge \$748); <input type="checkbox"/> proposed rating sample properties (uniform annual general charge \$748); <input type="checkbox"/> illustrative rates summary (comparison of a uniform annual general charges of \$728 and \$708 compared with \$748); <input type="checkbox"/> rating sample properties (uniform annual general charge \$728); <input type="checkbox"/> proposed funding impact statement (rating tools); and <input type="checkbox"/> proposed funding impact statement (rating tools) - maps.	GC	Complete	
14/03/2017	5.2	Annual Plan 2017/2018 material – approval of consultation document	7	Adopts the Consultation Document for Annual Plan 2017/2018 – year three - Long Term Plan 2015/2025 for public engagement, subject to any amendments resolved by Council and any minor amendments identified in the editing process; and	GC	Complete	
14/03/2017	6.1	Petition Comes Road, Mangawhai	13	Requests that the Chief Executive reports back to Council with the history and details of the current situation.	SM		May Council Meeting
14/03/2017	6.2	Petition Shops to Sands Bus Service, Mangawhai	17	Requests that the Chief Executive reports back to Council on a response to the Petitioner.	SM		May Council Meeting

14/03/2017	6.3	Kaipara District Easter Sunday Shop Trading Policy Adoption	24	<p>Adopts the draft Easter Sunday Shop Trading Policy as final with amendments to the draft Policy as outlined below (final wording of the Policy is shown in attachment 3 of the above mentioned report):</p> <ul style="list-style-type: none"> <li>• Move Section 2, 'Objective' to Section 1, and reword as follows, 'The objective of the Easter Sunday Shop Trading Policy (the Policy) is to allow shops the choice to trade on Easter Sunday if they wish to. The Policy neither requires shops to open nor employees to work nor individuals to shop on Easter Sunday'; and</li> <li>• From Section 3, 'Policy Statement' delete the following words 'OR Kaipara District Council will permit shop trading in the following parts of the Kaipara district on Easter Sunday as provided for under the Shop Trading Hours Act 1990 (map to be attached)'; and</li> <li>• In Section 3, 'Policy Statement' reword as follows: 'Kaipara District Council will permit shops to trade in the whole of the Kaipara district on Easter Sunday as provided for under the Shop Trading Hours Act 1990 (see attached map)'; and</li> <li>• In Section 4.1(c), 'Exemptions', reword as follows: 'compel shop employees or require shop employees to work on Easter Sunday. For the avoidance of doubt, shop employees' rights are governed by the Act'; and</li> <li>• In section 5.2, 'Definitions', amend 'district' to 'Kaipara District'; and</li> <li>• Appends an appropriate map to the policy to show where the Kaipara District Council Easter Sunday Shop Trading Policy applies.</li> </ul>	HA	Complete	
14/03/2017	6.5	Local Governance Statement	27	Delegate to the Mayor and Chief Executive the authority to approve any minor editorial changes that may be required to the final document; and	SM	Completed	
14/03/2017	6.5	Local Governance Statement	28	Adopts the Local Governance Statement for the 2016-2019 Triennium.	SM	Completed	
14/03/2017	6.6	Council Appointments to the Kaipara Community Health Trust	31	Re appoints Anna Cumow to the Kaipara District Health Trust as the Central Ward appointee with effect from 01 December 2016; and	SM	complete	
14/03/2017	6.6	Council Appointments to the Kaipara Community Health Trust	32	Re-appoints Brenda Jackson to the Kaipara District Health Trust as the West Coast Ward appointee with effect from 01 December 2016.	SM	complete	

04/04/2017	5.1	Community Assistance Policy: Operational Discretionary Grant Recommendations March 2017	3	Approves the following Operational Discretionary Grants applications: Northland Chamber of Commerce \$5,000.00 Pouto Landcare \$6,000.00 Northern Wairoa Maori, Maritime and Pioneer Museum \$5,994.28 Maungaturoto Library \$519.80 Dargaville and Districts Citizen's Advice Bureau \$5,000.00 Northern Wairoa A&P Association \$2,000.00 Christmas in the Gardens \$500.00 Mountains to Sea Conservation Trust \$4,200.00 Creative Northland \$2,000.00 Mangawhai Museum and Historical Society \$2,197.65 Mangawhai Activity Zone Charitable Trust \$525.00 Kumarani Productions *\$2,630.00 Subtotal \$36,566.73 (Less *Kumarani hall hire and photocopying; to be absorbed into existing budgets so cost neutral for Council) -\$2,630.00 Total recommended allocation from Grants budget \$33,936.73	PGS		
04/04/2017	5.1	Community Assistance Policy: Operational Discretionary Grant Recommendations March 2017	4	That Kaipara District Council form a sub-committee of one Councillor from each ward to consider Community Capital Grant applications and Contracts for Service applications under the current Community Assistance Policy.	PGS		To meet in May
04/04/2017	6.1	Baylys Beach Community Centre/Public Toilets Encumbrance	7	Recommends that the encumbrance registered on the title of 52 Seaview Road, Dargaville, permitting Council to develop public toilets, is removed; and	SH		
04/04/2017	6.1	Baylys Beach Community Centre/Public Toilets Encumbrance	8	That a budget of \$70,000 is provided in the draft Long Term Plan 2018/2028 for a Baylys Beach Public Toilet Boardwalk to ensure the toilets are usable by people with physical disabilities.	SH		
04/04/2017	6.2	Maungaturoto Residents Association Development Agreement and Draft Licence to Occupy to Build a Playground in View Street, Maungaturoto	11	Approves the terms and conditions as outlined in the above mentioned report for a Development Agreement and Licence to Occupy with the Maungaturoto Residents Association in View Street, Maungaturoto (Lot 34 PT 33 35 36 DP 8374 BLK VIII WAIPU SD); and	SH		
04/04/2017	6.2	Maungaturoto Residents Association Development Agreement and Draft Licence to Occupy to Build a Playground in View Street, Maungaturoto	12	Delegates the Kaipara District Council's Chief Executive to finalise and sign the Development Agreement and Licence to Occupy with the Maungaturoto Residents Association.	SH		
<b>PUBLIC EXCLUDED:</b>							
04/04/2017	8.1	Kaipara District Council Resource Management Commissioner Pool : Additional Planning Commissioners Approval	19	Appoints Bill Smith, Bronwyn Hunt, Mark Farnsworth, Michael Campbell, Michael Lester and Philip Brown to Council's Hearing Commissioner Pool for Resource Management Act matters.	HA		
04/04/2017	8.1	Kaipara District Council Resource Management Commissioner Pool : Additional Planning Commissioners Approval	20	That the Council's Hearings Commissioner Pool be reviewed every three years.	HA		
04/04/2017	8.2	CON682 Road Maintenance: Awarding Separable Portion 4	26	Resolves to award Broadspectrum (NZ) Ltd Separable Portion 4 of Contract 682 (CON682) effective 01 July 2017 to 30 June 2018.	CM		

04/04/2017	8.3	Forestry – EOI Evaluation	32	Negotiates with the recommended bidder(s) in order to determine if an acceptable price for the purchase of the forests can be agreed; and	JB		
04/04/2017	8.3	Forestry – EOI Evaluation	33	Directs the Chief Executive to negotiate with the recommended bidder(s) for a conditional Sale and Purchase Agreement for the possible sale of Council's forests.	JB		
04/04/2017	8.3	Forestry – EOI Evaluation	34	Requests that the Chief Executive bring any finalised conditional Sale and Purchase Agreement back to Council for approval or report if an agreement with recommended bidders cannot be concluded.	JB		

# Kaipara District Council Action Tracker 28 April 2017

No	Date	Issue	Responsible	Action/Status/Update	Completed by	Status
3	25-Oct-16	Get a baseline of community feedback and view of council	PM	Council to be presented with community satisfaction survey in July		Jun-17 Open
4	25-Oct-16	Settling CE performance targets	SM	Agenda item for R&D Cttee	TBC	Open
9	25-Oct-16	Presentation of current financial reporting	GC	Session held in November 16		Nov-16 Closed
13	25-Oct-16	how to stay engaged with communications	PM	Comms Strategy to be presented in June		Jun-17 Open
16	25-Oct-16	Bring cttee structure paper to next council meeting	SM	On 9 Nov agenda		Closed
25	26-Oct-16	Remuneration and employment policy	PM	To be incorporated into LTP		Open
26	26-Oct-16	Gifts Policy	SM	Approved at Dec meeting		Dec-16 Closed
30	26-Oct-16	Community assets / receivables	VA	Report sent to Councillors		Nov-16 Closed
31	26-Oct-16	Copy of community action plans	VA	Circulated 28.10.16		Oct-16 closed
38	31-Oct-16	Media Training for Elected Members	SM	LGNZ webinar details circulated		Nov-16 closed
39	31-Oct-16	Rates Remissions Policy / framework	GC	Report from Revenue Manager circulated 3 Nov		Nov-16 Closed
42	2-Nov	Citizens Awards policy needed	SM	On Feb council agenda		closed
44	7-Nov	Hold AGMs in November of each year ( east & West )	SM			open
47	7-Nov	Create a cycle of policy review for Council	DM	Paper coming to June Council		Jun-17 open
49	7-Nov	How do we ensure the contracted out services are cost effective ?	GS	Section 17 a process reviews as they become necessary		closed
59	13-Dec	Register of interest to be tabled 2 a year	SM	March and September		ongoing
61	13-Dec	materiality of by-law infringements trends etc	FM	included in May council CE report		May-17 open
71	march	Relook at seal extension policy	CM	Potential options to be presented to Council		Jun-17 open
72	march	Briefing on Dargaville Water how it works etc	CM	Session was set for 4 April needs rescheduling		ongoing
73	march	District Plan briefing	VA	to follow May Council		May-17 open
74	4-Apr	MCWWS / Opus what is the brief for extension project	CM	to come back to Council when finalised	later in year	open
78	4-Apr	What is the significance of non-compliance in Mangawhai ?	FM			open
79	4-Apr	Breakdown of Maoriland rating issues and approaches available for Council	GC	Wider paper on Maori Land Issues and options		Sep-17 open
80	4-Apr	Development Contributions - what if anything is at financial risk over the 10 years	GC			Jun-17 open

## **2 Deputations and presentations**

John Blackwell – Federated Farmers (relates item 7.1)

Mangawhai Community Planning Group

Carnes Road Residents ( relates Item 7.4)

Gregory Trichon – Atkin Road

## **3 Confirmation of Minutes**

### **3.1 Council Minutes 04 April 2017**

**Democratic Services Manager 1601.21**

#### **Recommended**

*That the unconfirmed Minutes of the meeting of Kaipara District Council held 04 April 2017, be confirmed as a true and correct record.*

## **Kaipara District Council**

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# **Minutes**

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<b>Meeting:</b>	Kaipara District Council
<b>Date</b>	Tuesday 04 April 2017
<b>Time</b>	Meeting commenced at 10.00 am Meeting concluded at 1.50 pm
<b>Venue</b>	Conference Room, Northern Wairoa War Memorial Hall (Dargaville Town Hall), Hokianga Road, Dargaville
<b>Status</b>	Unconfirmed

### **Membership**

Chair: Mayor Greg Gent

Members: Councillor Peter Wethey (Deputy Mayor)

Councillor Anna Curnow

Councillor Victoria Del la Varis-Woodcock

Councillor Julie Geange

Councillor Libby Jones

Councillor Karen Joyce-Paki

Councillor Jonathan Larsen

Councillor Andrew Wade

Seán Mahoney  
**Democratic Services Manager**  
09 439 3602  
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**Kaipara District Council Minutes of meeting Tuesday 04 April 2017 in Dargaville**
**1 Opening**
**1.1 Karakia**

Councillor Del La Varis-Woodcock opened with a Karakia.

**1.2 Present**

Mayor Greg Gent, Councillors Peter Wethey (Deputy Mayor), Anna Curnow, Victoria Del la Varis-Woodcock, Julie Geange, Libby Jones, Karen Joyce-Paki, Jonathan Larsen, Andrew Wade.

**In Attendance**

Name	Designation	Item(s)
Graham Sibery	Chief Executive	All
Glennis Christie	General Manager Finance	All
Curt Martin	General Manager Infrastructure	All
Fran Mikulicic	General Manager Planning and Regulatory	All
Duncan McAulay	General Manager Strategy and Performance	4-10
Venessa Anich	General Manager Community	All
Peter Marshall	General Manager Corporate Services	All
Heidi Clark	Communication Manager	All
Rick Groufsky	Financial Services Manager	All
Sue Hodge	Parks and Community Manager	4-10
John Burt	Property and Commercial Advisor	8.3
Sean Mahoney	Democratic Services Manager	All
Lisa Hong	Administration Assistant	All (Minute-taker)

**Apologies**

Nil.

**1.3 Confirmation of Agenda**

The Committee confirmed the Agenda.

**1.4 Conflict of Interest Declaration**

5.1 Councillor Joyce-Paki declared an interest in the Pouto Landscape application being on DOC land.

Councillor Geange declared an interest in Dargaville Rugby and Sports Club.

6.1 Councillor Wade declared an interest in the Baylys Beach Surf Lifesaving Club.

## 2 Deputations and presentations

Nil

## 3 Confirmation of Minutes

### 3.1 Council Minutes 14 March 2017

Democratic Services Manager 1601.21

Amendments:

Page	Item	Report	Amendment
4	2	Deputations and Presentations	"Sue Rokstad spoke in the public forum about the state of Notorious Road Wests Roding."

Moved Larsen/Wade

*That the unconfirmed Minutes of the meeting of Kaipara District Council held 14 March 2017, as amended, be confirmed as a true and correct record.*

Carried

## 4 Performance Reporting

### 4.1 Chief Executive's Report February 2017

Chief Executive 2002.02.17/February

Moved Geange/Curnow

*That Kaipara District Council receives the Chief Executive's Report for February 2017.*

Carried

The meeting adjourned at 11.20 am.

The meeting recommenced at 11.25 am.

## 5 Recommendation Papers

### 5.1 Community Assistance Policy: Operational Discretionary Grant Recommendations March 2017

Community Funding Advisor 2109.01.02.04

Moved Gent/Wethey

That Kaipara District Council:

- 1 Receives the Community Funding Advisor's report 'Community Assistance Policy: Operational Discretionary Grant Recommendations March 2017' dated 24 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 Approves the following Operational Discretionary Grants applications:

Organisation	Amount
Northland Chamber of Commerce	\$5,000.00
Pouto Landcare	\$6,000.00
Northern Wairoa Maori, Maritime and Pioneer Museum	\$5,994.28
Maungaturoto Library	\$519.80
Dargaville and Districts Citizen's Advice Bureau	\$5,000.00
Northern Wairoa A&P Association	\$2,000.00
Christmas in the Gardens	\$500.00
Mountains to Sea Conservation Trust	\$4,200.00
Creative Northland	\$2,000.00
Mangawhai Museum and Historical Society	\$2,197.65
Mangawhai Activity Zone Charitable Trust	\$525.00
Kumarani Productions	*\$2,630.00
<b>Subtotal</b>	<b>\$36,566.73</b>
<b>(Less *Kumarani hall hire and photocopying; to be absorbed into existing budgets so cost-neutral for Council)</b>	<b>-\$2,630.00</b>
<b>Total recommended allocation from Grants budget</b>	<b>\$33,936.73</b>

Carried

Councillors Geange and Jones wished to record their votes against the motion.

Moved Jones/Wethey

That Kaipara District Council form a sub-committee of one Councillor from each ward to consider Community Capital Grant applications and Contracts for Service applications under the current Community Assistance Policy.

Carried

## 6 Decision Papers

### 6.1 Baylys Beach Community Centre/Public Toilets Encumbrance

Parks and Community Manager 4602.02

Moved Curnow/Joyce-Paki

*That Kaipara District Council:*

- 1 *Receives the Parks and Community Manager's report 'Baylys Beach Community Centre/Public Toilets Encumbrance; dated 20 March 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 *Recommends that the encumbrance registered on the title of 52 Seaview Road, Dargaville, permitting Council to develop public toilets, is removed; and*
- 4 *That a budget of \$70,000 is provided in the draft Long Term Plan 2018/2028 for a Baylys Beach Public Toilet Boardwalk to ensure the toilets are usable by people with physical disabilities.*

**Carried**

### 6.2 Maungaturoto Residents Association Development Agreement and Draft Licence to Occupy to Build a Playground in View Street, Maungaturoto

Parks and Community Manager 4602.02

Moved Curnow/Jones

*That Kaipara District Council:*

- 1 *Receives the Parks and Community Manager's report 'Maungaturoto Residents Association Development Agreement and Licence to Occupy – View Street, Maungaturoto' dated 27 March 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 *Approves the terms and conditions as outlined in the above-mentioned report for a Development Agreement and Licence to Occupy with the Maungaturoto Residents Association in View Street, Maungaturoto (Lot 34 PT 33 35 36 DP 8374 BLK VIII WAIPU SD); and*

- 4 *Delegates the Kaipara District Council's Chief Executive to finalise and sign the Development Agreement and Licence to Occupy with the Maungaturoto Residents Association.*

**Carried**

## **7 Information Papers**

### **7.1 Kai Iwi Lakes (Taharoa Domain) Bylaw Update**

**Policy Manager 3216.0**

**Moved Curnow/Jones**

*That Kaipara District Council receives the Policy Manager's report 'Kai Iwi Lakes (Taharoa Domain) Bylaw Update' dated 20 March 2017 and the information contained therein.*

**Carried**

### **7.2 Draft 2017 Walking and Cycling Strategy**

**Parks and Community Manager 4101.01**

**Moved Larsen/Wade**

*That Kaipara District Council:*

- 1 *Receives the Parks and Community Manager's report 'Draft 2017 Walking and Cycling Strategy' dated 20 March 2017; and*
- 2 *Receives the draft Walking and Cycling Strategy, circulated as Attachment 1 to the above-mentioned report.*

**Carried**

## 8 Public Excluded Council Minute Items: 04 April 2017

The meeting went into Public Excluded session at 12.22pm.

**Moved Del la Varis/Joyce-Paki**

*That the public be excluded from the following part of the proceedings of this meeting namely:*

- *Kaipara District Council Resource Management Commissioner Pool : Additional Planning Commissioners Approval*
- *CON682 Road Maintenance: Awarding Separable Portion 4*
- *Forestry – EOI Evaluation*

*The general subject matter of each matter to be considered while the public is excluded, the reasons for passing this resolution in relation to each matter and the specific grounds under s48(1) of the Local Government Official Information and Meetings Act, 1987 for the passing of this resolution are as follows:*

<b>General subject of each matter to be considered:</b>	<b>Reason for passing this Resolution</b>	<b>Ground(s) under Section 48(1) for the passing this resolution:</b>
<i>Kaipara District Council Resource Management Commissioner Pool : Additional Planning Commissioners Approval</i>	<i>Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>	<i>Section 48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</i>
<i>CON682 Road Maintenance: Awarding Separable Portion 4</i>	<i>Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>	<i>Section 48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</i>
<i>Forestry – EOI Evaluation</i>	<i>Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>	<i>Section 48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</i>

**Carried**

## 9 Open Council Minutes Tuesday 04 April 2017

The meeting moved back into Open Session at 1.20 pm.

**Moved Gent/Geange**

*That the public be re-admitted to the meeting and resolutions made whilst in Public Excluded be confirmed in Open Meeting once the relevant parties have been informed.*

**Carried**

### 9.1 Kaipara District Council Resource Management Commissioner Pool : Additional Planning Commissioners Approval (agenda item 8.1)

**Policy Manager 3825.01**

Two Motions to this item.

**Moved (1) Larsen/Geange**

*That Kaipara District Council:*

- 1 *Receives the Policy Manager's report 'Kaipara District Council Resource Management Commissioner Pool : Additional Planning Commissioners Approval' dated 21 March 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 *Receives the curriculum vitae of Bill Smith, Bronwyn Hunt, Mark Farnsworth, Michael Campbell, Michael Lester and Philip Brown, as circulated with the above-mentioned report; and*
- 4 *Appoints Bill Smith, Bronwyn Hunt, Mark Farnsworth, Michael Campbell, Michael Lester and Philip Brown to Council's Hearing Commissioner Pool for Resource Management Act matters.*

**Carried**

**Moved (2) Larsen/Geange**

*That Kaipara District Council:*

- 1 *Receives the Policy Manager's report 'Kaipara District Council Resource Management Commissioner Pool : Additional Planning Commissioners Approval' dated 21 March 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 *Receives the curriculum vitae of Bill Smith, Bronwyn Hunt, Mark Farnsworth, Michael Campbell, Michael Lester and Philip Brown, as circulated with the above-mentioned report; and*
- 4 *That the Council's Hearings Commissioner Pool be reviewed every three years.*

**Carried**

## 9.2 CON682 Road Maintenance: Awarding Separable Portion 4 (Agenda Item 8.2)

**Roading Maintenance Engineer 4107.682**

**Moved Geange/Curnow**

*That Kaipara District Council:*

- 1 *Receives the Roading Maintenance Engineer's report 'CON682 Road Maintenance: Awarding Separable Portion 4' dated 27 March 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 *Resolves to award Broadspectrum (NZ) Ltd Separable Portion 4 of Contract 682 (CON682) effective 01 July 2017 to 30 June 2018.*

**Carried**

## 9.3 Forestry – EOI Evaluation (Agenda Item 8.3)

**Property and Commercial Advisor 5105.12**

Three Motions to this item.

**Moved (1) Del la Varis/Joyce-Paki**

*That Kaipara District Council resolves that if the Hills and Monteiths forestry blocks are intended to be sold, then they are subject to a public consultation process first.*

**Carried**

Mayor Gent, Councillors Larsen and Wethey wished their votes against to be recorded.

**Moved (2) Wethey/Curnow**

*That Kaipara District Council rescinds the previous motion “That Kaipara District Council resolves that if the Hills and Monteiths forestry blocks are intended to be sold, then they are subject to a public consultation process first.”*

**Carried**

Councillors Del La Varis – Woodcock and Joyce-Paki wished their votes against to be recorded.

**Moved (3) Gent/Geange**

*That Kaipara District Council:*

- 1 *Receives the Property and Commercial Advisor’s report ‘Forestry – EOI Evaluation’ dated 28 March 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 *In accordance with its Property Disposal and Acquisition Policy, determines that in principle the forests including the Hills and Monteiths land may be surplus (or under-performing) to Council requirements and potentially can be sold, subject to establishing easements for recreational use in the Hills and Monteiths blocks; and*
- 4 *Negotiates with the recommended bidder(s) in order to determine if an acceptable price for the purchase of the forests can be agreed; and*
- 5 *Directs the Chief Executive to negotiate with the recommended bidder(s) for a conditional Sale and Purchase Agreement for the possible sale of Council’s forests; and*
- 6 *Requests that the Chief Executive bring any finalised conditional Sale and Purchase Agreement back to Council for approval or report if an agreement with recommended bidders cannot be concluded.*

**Carried****10 Closure**

The meeting closed at 1:50pm.

**Confirmed** .....

**Chair** .....

## **4 Performance Reporting**

### **4.1 Chief Executive's Report March 2017**

Chief Executive: 2002.02.17/March

A copy of the Chief Executive's Report for March 2017 is attached.

#### **Recommended**

*That Kaipara District Council receives the Chief Executive's Report for March 2017.*



**Monday 08 May 2017**

## **Chief Executive's Report**

### **➤ Part 1 : Activities Report**

- (a) CE Overview**
- (b) Summary of Activity**
- (c) Contract Acceptances**
- (d) Contracts signed under CE delegation**
- (e) Looking Forward**

### **➤ Part 2 : Financial Report**



Kaipara te Oranganui

**KAIPARA  
DISTRICT**

Two Oceans Two Harbours

# **Chief Executive's Report**

**For the month of March 2017**

## **Part One**

- a) Chief Executive's overview**
- b) Activities report**
- c) Contract acceptances**
- d) Contracts signed under Chief Executive delegation**
- e) Looking forward**

## **Part One:**

### **a) Chief Executive Overview – March**

March and April saw community meetings to consult on the Annual Plan. These involved both elected members and Council officers at seven locations across the District. Feedback on responses is being collated and will be reported to Council at its May meeting. Early preparations for the more intensive 2018/2028 Long Term Plan process reviewing the 10 year plan are underway in parallel.

Capital works projects continued on both the road and water networks with related capital expenditure being closely tracked against budget. The dry construction season is the busiest time of the year for infrastructure works aside from heavy metalling on the road network, which is best conducted with a sufficient level of moisture. Certain projects, for example tidal floodgates, are further constrained due to tidal cycles. Active management of these capital works projects continues to be a high priority for the Infrastructure Team.

The outturn on Council finances is reported monthly and there are two detailed forecasts during the financial year to take account of emerging results, changes in year, emerging requirements, etcetera. Forecast 2 has now been completed based on financial results to the end of February and will be reported to Council at its May meeting. Council is heading towards the end of the year in a strong financial position.

Council delivery of services to meet statutory timeframes in areas such as resource consents, building consents, and LIMs is being consistently delivered despite significant volumes as growth activity continued. Changes to the Building Act come into force in July and these have been anticipated after a successful IANZ audit in late 2016. Other legislative change has increased workloads for the Regulatory Team around food hygiene but these are also well advanced.

Community activity included attendance at the Northland Field Days in Dargaville. Amongst other benefits, this presented an opportunity to promote a survey of library users which achieved a high response rate. Survey results inform possible future library plans and Council will receive a report on potential changes at its May meeting. The Dargaville Library continues to be popular as does the Wi-Fi service now provided at some of our community libraries.

As the summer season closes on key leisure facilities, such as the Kai Iwi Lakes campgrounds and Dargaville swimming pool, results for the year will be reviewed by the Community Team to inform future plans and budgets. In particular the Kai Iwi Lakes campground has been popular.

Water restrictions were lifted in mid-March. Nature then reversed itself and provided heavy rainfall. The result included slips on the road network. Remedial works were required but Kaipara fortunately avoided the heavier cyclone related rainfall that hit other parts of country.

Contractor performance continues to be monitored closely. This includes performance of the parks maintenance contract which is coming due for renewal. A service delivery review has therefore been undertaken to inform the procurement process and the findings will be presented to Council at the May meeting.

A draft Mangawhai Town Plan and report will be presented to Council at the June meeting.

## b) Activities Report

### 1 Community Activities

#### Community Planning

Council had a stall at the Northland Field Days held in Dargaville from 2 to 5 March. The Mayor, together with Councillors and Council staff were on site to meet with members of the public as they stopped in. Concept plans for the Dargaville riverside path and surveys regarding the Dargaville Library were available. The Library was very popular and generated the majority of visitors. Recycling was also promoted and yellow recycling bags were handed out, which was well received. A total of 130 visited the site and engaged with staff over this time.



Actions from the Kaiwaka Township Improvement Plan continue to be progressed, with designs received to improve public space near the river. The underpass and walkway under Mountain Creek Bridge are now complete.

Staff are also working with the Kaiwaka community to place a bus shelter on the reserve at the corner of Settlement and Puawai Roads.

#### Community Funding

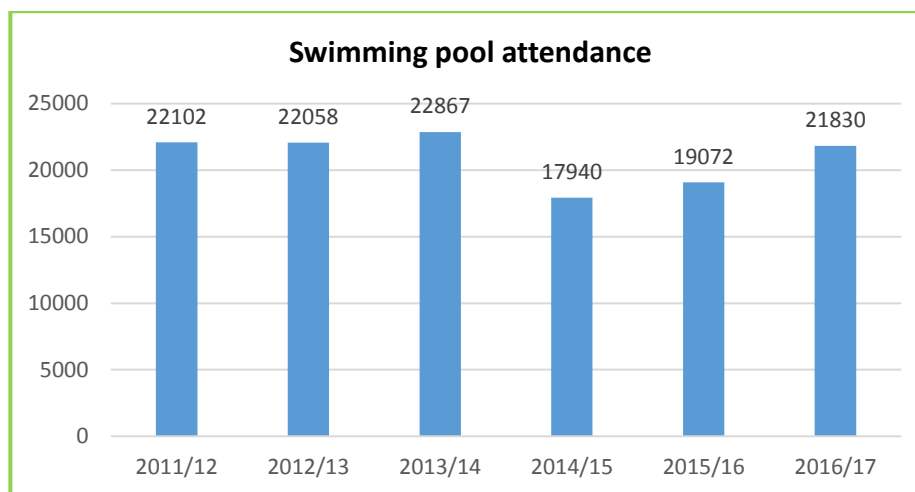
The new Mangawhai Endowment Lands Account Committee, consisting of the three Otamatea Councillors, met at the end of March to allocate funding to Mangawhai community groups. A total of approximately \$170,000 was allocated to 11 community groups from the Mangawhai area.

Some examples of the projects funded include:

- investigation into a wharf in Mangawhai Village by the Mangawhai Harbour Restoration Society;
- continuation of a walking and cycling track along the harbours edge by the Mangawhai Recreational Charitable Trust; and
- funding to continue with planting and preservation of heritage features in Mangawhai Community Park, by the Friends of the Park.

Attendance figures at the Kauri Coast Community Pool for March are 25% up on the same time last year. This increase is due to the number of carnivals and bookings over the month. Overall attendance has increased for

the last three years after a significant drop off in 2014/2015 with the April figures yet to come. The 2016/2017 season will end on 17 April (Easter Monday).



## Reserves and Open Spaces

A project to clear the Kainui and Pearson Street Esplanade Reserves in Mangawhai to allow for increased public access continues to progress, with survey plans received signaling some private encroachments. In early April meetings were held with both Te Uri o Hau regarding archaeological sites in this area and with the local community to discuss plans and desired outcomes.

A draft version of a walking and cycling strategy for the Kaipara district was presented to Council. Feedback on this early report was to focus on a few key iconic projects that would support economic growth of the district, as well as enabling better walking and cycling access for communities across the Kaipara.

The Kaiwaka public toilet upgrade, which included an onsite water tank and larger pump to cope with demand, is now complete.

There have been some illegal works on an esplanade reserve near Pahi. This has been investigated and a trespass order has been issued.

Building on the positive feedback from the Sellars Reserve toilet mural in Mangawhai, a second project was completed during Easter at the Mangawhai Activity Zone. Below is the view of the front of the toilet.



## Taharoa Domain

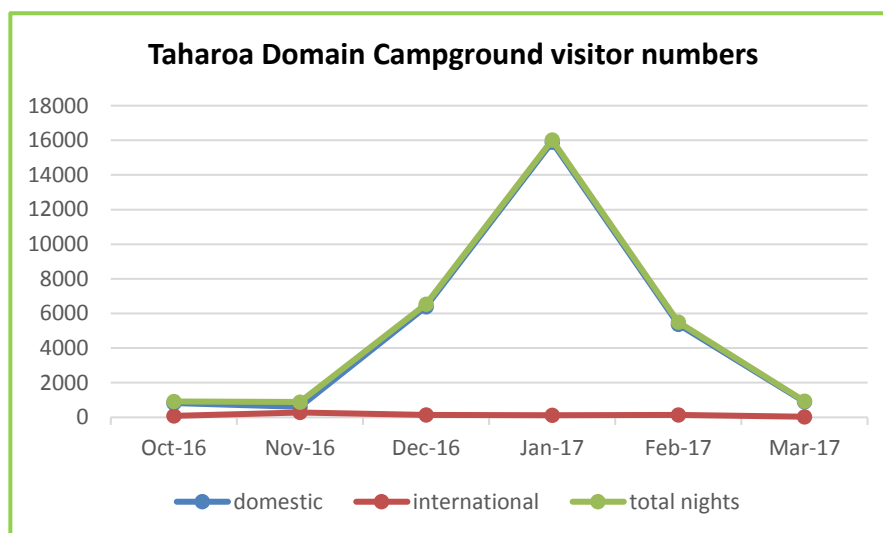
March was quieter than usual at Kai Iwi Lakes, due to the poor weather. However, heavy rain tested the new stormwater detention ponds which worked well.



Dargaville Primary School visited for a week with their year 5 and 6 school camp and there has been a steady number of day visitors every Sunday, particularly for people using the lakes to train for triathlons.

Acacia trees are continuing to be cleared around Lake Kai Iwi and areas have been sprayed in preparation for the new planting that will take place in April.

Easter weekend was fully booked. Campers are eagerly awaiting to book for next summer and the online booking system will be open from 01 July. Below is a graph of the visitor numbers since October 2016.



## Library

### Community Connections

Library staff joined Tangowhine School to teach the students how to access the Library's digital services. We plan to offer this service across the Kaipara as it promotes membership and encourages students to make the most of our online resources.

### Library Redevelopment

We received 391 completed surveys, after promotions at the Northland Field Days, Countdown Dargaville, Council's Dargaville reception, the Library and online. The results feed into the Library + Report to be presented to Council. The survey prize of a tablet was won by five year old Pearl Clark of Baylys Beach.



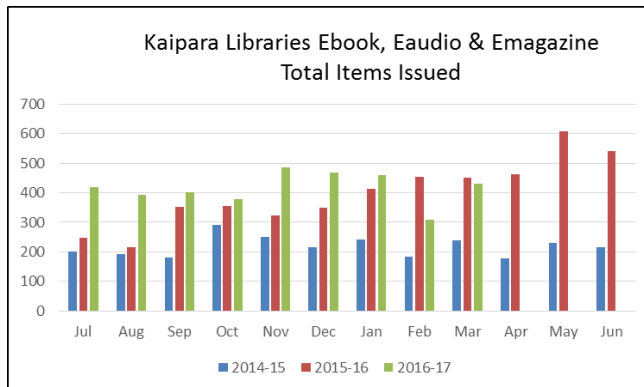
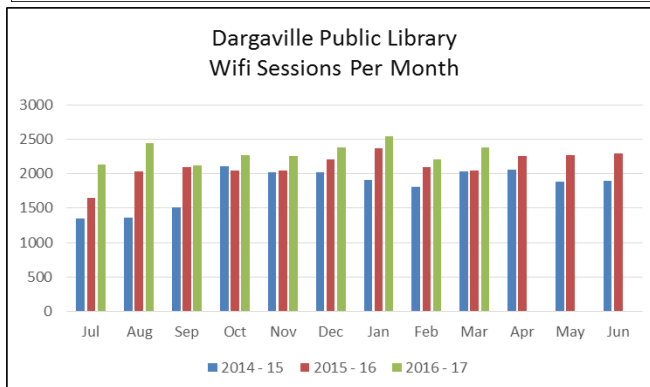
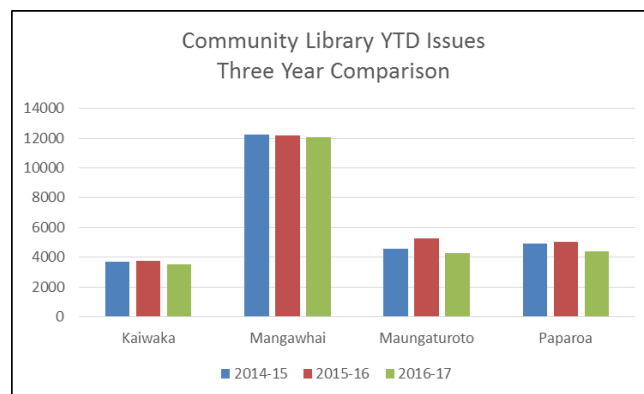
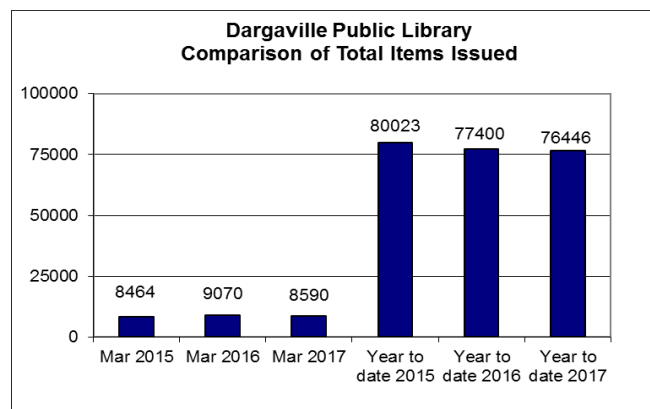
### Community Libraries

Maungaturoto library has joined Mangawhai and Kaiwaka in providing free Wi-Fi to residents.

At the annual Community Library Managers meeting we discussed succession planning and delegation for managers and training for volunteers. We had an update on the proposed new library management system and reviewed collection issue reports.

### Statistics

- Borrowing in all Kaipara libraries was down slightly on previous years;
- Wi-Fi increased in usage; and
- Our e-lending picked back up in March.



## Plan Changes and Bylaws

- District Plan Change 3 – North Coast Developments, Mangawhai – to rezone residential land on Molesworth Drive opposite to the Museum, from Residential to Commercial – is proceeding. The hearing has been held and was adjourned. Following further amendments to the proposed rules from the applicant the hearing was closed on 26 April. A decision from the Commissioners is expected in due course.
- District Plan Change 4 - The Fire Rule – the Section 42a Report is largely completed and a hearing is now set down for late June and will be heard by a panel of two Hearings Commissioners.
- Kai Iwi Lakes Bylaw – Staff are working on a joint Bylaw process with NRC for the water and land based activities to reflect the new Reserve Management Plan. A joint NRC/KDC/Iwi Hearing Panel is proposed and there are processes to complete before the 2017/2018 season.
- MTP – Planning Technical Report - The report was presented to the Advisory Panel members on 24 April. Fuller reporting is expected to follow to Council from the Advisory Panel.

## 2 Roads and footpaths

### Achievements during the period to mid-April

Rainfall events have caused some disruption to the roading network. Slips on Bull and Central Roads resulted in traffic disruptions whilst a slip on the Mangawhai Road has resulted in the closure of the road shoulder.



***Central Road Slip***



***Mangawhai Road Slip***



***Bull Road Slip***

Council's one-lane bridge No. 263 on Swamp Road was closed to traffic as a result of severe structural damage to the bridge's western timber piers and bearer (the eastern (other) pier has previously been renewed with steel I-beam footings and vertical stiffeners). It is suspected that the damage was due to the recent passage of a heavy vehicle, but it is conceivable that it could have occurred over a period under several heavy loads (the bridge is weight-restricted).

Fortunately the rotting timber piers and bearer were previously identified as part of Council's bridge inspection programme and the remedial works are included in Contract 856 which has been awarded. Commencement of the contract works is dependent on KiwiRail issuing a permit to work within the rail corridor.



***Bridge No. 263 on Swamp Road – damage to western piers and bearer***



Oruawharo Road was also temporarily closed due to a large fallen tree.



***Oruawharo Road - closed due to tree fall***

Further rainfall has allowed grading of the unsealed network to continue, and commencement of the second half of Council's heavy metalling programme.

Pre-reseal repairs were concluded in the south with 87m<sup>2</sup> of sealed dig outs and 5,096m<sup>2</sup> of stabilised repairs being completed on Baldrock Road. Associated improvements for the 2017 unsealed rehabilitation sites continued with sight improvements and slip repair works continuing on Houto Road and commencing on Arcadia and Bull Roads.

One tender was received for the Contract 855 Tangowahine Valley Road Bridge Strengthening contract and after consideration this contract was re-tendered.

Bridge Inspections for the year have been completed with a report expected in May.

## Capital Projects

### ***Progress on capital projects (to mid-April)***

Category	Project Name	Status NB: PCC = Practical completion	Physical Works Complete (%)	Actual Cost vs Contract Price (%)	Physical Works Completion Due	Contract Value \$000's
<b>Minor Improvements</b>	794 Pouto Road bridge replacement	PCC	100%	Final claim outstanding	February 2016	\$134
	799 Parore/Waihue Intersection Wairere-Causar-Paparoa Station intersection	Guardrail required.	95%	In progress	March 2017	\$323
	812 Arapohue Road culvert replacement 2016/17	PCC	100%	Final claim outstanding	April 2017	\$127
	836 Arapohue Slips	Awarded to The Rintoul Group.	15%	In progress	June 2017	\$322
	855 Tangowahine Valley Road bridge strengthening	One Tender received and rejected. Retendered	0%	N/A	June 2017	N/A

Category	Project Name	Status NB: PCC = Practical completion	Physical Works Complete (%)	Actual Cost vs Contract Price (%)	Physical Works Completion Due	Contract Value \$000's
	830 Gorge Road Footpath	Physical Works commencing	30%	In progress	May 2017	\$74
	856 Swamp Road Bridge refurbishment	Awarded to The Rintoul Group.	0%	In progress	June 2017	\$105
<b>Seal Extensions</b>	806 Black Swamp Road	Awaiting good weather for sealing	90%	In progress	March 2017	\$781
<b>Heavy Metalling</b>	2016/17 Heavy Metalling Round (under Contract 682)	Back underway following the Summer Season	70%	In progress	June 2017	\$1,828
<b>Resurfacing</b>	725 Reseals 2013/18	2016/17 round complete	100%	105% Additional area resealed	March 2017	\$1,014
<b>Pavement Rehabilitation 2016/17</b>	814 Dunn, Robertson, Whenuani Reserve, Whitcombe	Robertson, Whenuani Reserve, Whitcombe and Dunn Road north completed	20%	In progress	March 2017	\$743
	815 Mangawhai, Tinopai	Mangawhai – completed Tinopai – pavement due to be stabilised	85%	In progress	March 2017	\$788

### Overweight Permits

Four new overweight permits were issued in March compared with five in February.

### Road Safety

Road Toll	Total for all 2011	Total for all 2012	Total for all 2013	Total for all 2014	Total for all 2015	Total for all 2016	End of March 2016	End March 2017	Annual Average 2006 to 2010
Whangarei	1	6	9	10	11	9	4	4	13
Kaipara	0	4	3	1	2	9	3	1	4
Far North	6	4	9	7	10	9	2	4	13
Totals	7	14	21	18	23	27	9	8	30

### Young Driver Learner Licence programme

Learner Licence Courses are provided through Te Roroa Learning Assistance with 5 programmes of 5 days with a maximum of 20 participants in each programme. Learner Licence Programmes are offered in both Dargaville

and Maungaturoto and run when a minimum of 14 registrations have been received:

Month	Course N°	Location	Registered	Passed	Goal 75%
September	1	Dargaville	12	12	9
December	2	Dargaville	16	12	12
April	3	Dargaville	18		14
April	4	Dargaville	16		12
May	5	Maungaturoto	14		11
<b>Total YTD</b>	<b>3</b>		<b>76</b>	<b>24</b>	<b>57</b>

### 3 Solid Waste

During the period mid-April 2017 the construction of a recycled bottle collection area was completed at the Dargaville Transfer Station. This has meant that capacity for glass collection and storage at the transfer station has now been increased and Kaipara Refuse is no longer required to transport the recycled bottles on a daily basis to its Ruawai Depot, providing operational savings.



*Dargaville Transfer Station – recycling storage bays*

Kerbside collection points are becoming an issue, in particular where there are holiday homes in the Mangawhai area, as people are putting their refuse out too early for collection. This has been identified by both the number of service requests received and the refuse contractor who is having to clean up additional mess that is made by animals pulling the bags apart. Signage has been placed in the worst areas advising people of the requirement to place refuse for collection no earlier than 24 hours prior to collection day. To date this appears to be working but we will be monitoring this going forward and if the problem persists Council will need to consider alternative actions.

Two reports to Council with regards to the draft Waste Minimisation and Management Plan and transfer station gate charges and general refuse bag prices have been included on the agenda for the May Council meeting.

### 4 Water Supply, Wastewater and Stormwater

#### Achievements during the period to mid-April

The recent recurring rain events have resulted in stormwater ponding in areas in Mangawhai Heads that generally rely on ground soakage. This is likely due to the ground being saturated and the groundwater not being able to soak away sufficiently between the storm events.

Surcharging of stormwater manholes and overland flow paths being blocked by residents in Parklands Avenue has also resulted in nuisance ponding of stormwater.



**Obstructed overland flow path**



**Obstructed overland flow path**



**Unobstructed overland flow path**

The rainfall events also saw an increase in the inflows to Council's wastewater treatment plants however no major issues were recorded.

Inflow for March at the Mangawhai plant was 18,196m<sup>3</sup> compared with inflows in March 2016 of 13,446 m<sup>3</sup>. Plant inflows peaked on 26 March at 1,690m<sup>3</sup> (compared with a peak inflow of 819m<sup>3</sup> in March 2016) relating to 66mm of rain falling on that day.

An option to complete the full 355m of the Parore Street Stormwater Upgrade (Contract 850) as a single contract this financial year has been identified which would achieve estimated savings of \$142,000. A separate paper has been included on the Council agenda for consideration.

## Capital Works

**Table 1 Progress on capital projects:**

Category	Project Name	Status NB: PCC = Practical completion	Physical Works % Complete	Contract Value \$000	Contract Price vs Actual Cost %	Physical Works Completion Due
<b>Water</b>	827 - renewal of 4.5kms of the Baylys Beach bulk watermain	Construction complete. Correct AsBuilts to be supplied	95%	518	Final claim outstanding	March 2017
	849 Dargaville water supply renewals)	Construction	45%	208	In progress	June 2017

Category	Project Name	Status NB: PCC = Practical completion	Physical Works % Complete	Contract Value \$000	Contract Price vs Actual Cost %	Physical Works Completion Due
	838 – renewal of 110m of the Ruawai water supply main	Completed	100%	41	112% - \$5,000 more than budget due to an extra sluice valve required	December 2016
	840 - Mangawhai Water Treatment Plant Upgrade	Plant has been commissioned.	100%	244	97%	March 2017
	842 and 843 - Installation of backflow preventers.	87 out of 110 backflow prevention devices have been installed.	79%	51	In progress	April 2017
<b>Wastewater</b>	848 - Dargaville wastewater renewals	Construction	50%	361	In progress	May 2017
	847 - Mangawhai Community Wastewater Scheme irrigation extension.	Construction	60%	256	In progress	April 2017
	Maungaturoto Oxidation Pond Desludging	Tender Evaluation	5%	Not yet awarded		June 2017
	Estuary Drive pump stations	Construction	25%	242	In progress	June 2017
<b>Stormwater</b>	Property purchase	Completed	100%	298	100%	November 2016
	850 - Dargaville stormwater renewals	Construction	25%	177	In progress	May 2017

## 5 Land Drainage

### Raupo Drainage District

The replacement of Floodgate N°38 in the Ruawai boat marina has been completed. Crompton Engineering has completed works on the inner sluice gate and installed it to the new structure.

The planned replacement of Floodgate N°53 has been delayed due to recent weather events and issues with access due to minor slips along Floodgate Road. Construction of the precast concrete panels for this floodgate have been completed.



The replacement of the wing walls of Floodgates N°39 and N°1 are still planned subject to weather.

Drain spraying in the Raupo District is presently underway.

### Progress on capital projects

Category	Project Name	Status	Physical Works Complete (%)	Contract Value \$000	Actual Cost vs Contract Price (%)	Physical Works Completion Due
Land Drainage	813 - renewal of Floodgate N°.38 (Raupo Drainage District)	Complete	100%	90	Final claim outstanding	March 2017
	833 - renewal of Floodgate N°.53 (Raupo Drainage District)	Construction	20%	104	In progress	April 2017

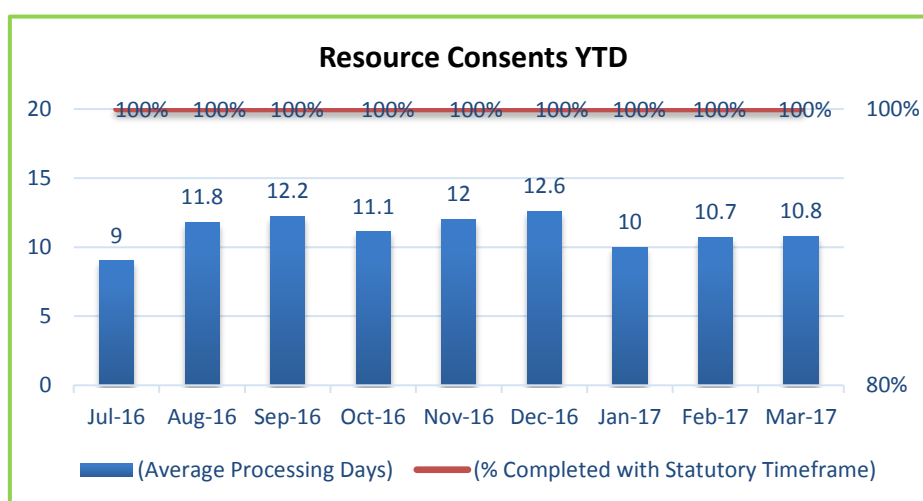
## 6 Regulatory

### Resource Management

During March, 34 resource consent applications were processed to a decision with 100% in accordance with the statutory timeframe. Over this period 47 resource consents were received for processing and 52 consents are outstanding.

One notified consent for a 10 lot non-complying subdivision on Cove Road, Mangawhai was granted during the period (150256) and a hearing was held for a notified 32 lot subdivision on Cove Road on 10 March 2017 (160216). The decision on this consent is yet to be released. Council planners and contractors have identified several consents for limited or public notification in the next two months.

Average working days continue to track below the KPI of 15 days and consents are consistently issued within 20 day statutory timeframes.



The Regulatory Officer has issued 11 x 224 certificates for completed subdivisions, creating 26 additional lots, 13 in Mangawhai and 13 in Otamatea.

## Building Control

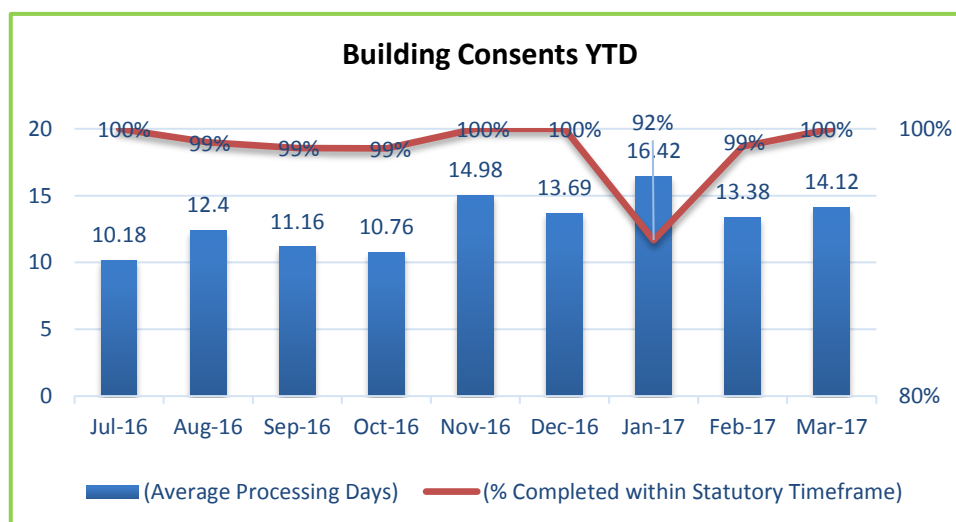
During March, 60 building consent applications were received. The combined value totals \$7,554,905. There were 67 PIM applications received over this period.

Significant changes to the Building Consent Authority Accreditation Scheme are pending with most due to become law on 01 July 2017. The Ministry of Business, Innovation and Employment (MBIE) is taking primary responsibility for IANZ Auditing.

There are industry meetings with BCA clusters around the country to explain and discuss the impact of these changes. Changes include:

- Fairer IANZ 'Fee for service';
- Frequency of Audits to reward high performing BCAs;
- National Competency assessment alignment; and
- Reporting to Chief Executive Officers and responsibilities.

Average working days are within statutory timeframes.



Currently there are 11 issues. Six of these relate to consented 'sheds' having kitchens installed and turned into dwellings. The Building Manager has issued a formal notice to a Licenced Building Practitioner designer who has been designing special engineering and is not a Chartered Professional engineer (CPENG). After requesting our CPENG contractor to review his work, it was recommended to refuse any further special engineering designs at the consent application stage unless accompanied with a producer statement (PS2) design review from a CPENG.

All Territorial Authorities (TA) must register Earthquake Prone Buildings (EQPB) on the MBIE website and have nominated all responsible staff by 13 April 2017. The TA must then proactively identify any EQPB's in the district and follow the new legislation.

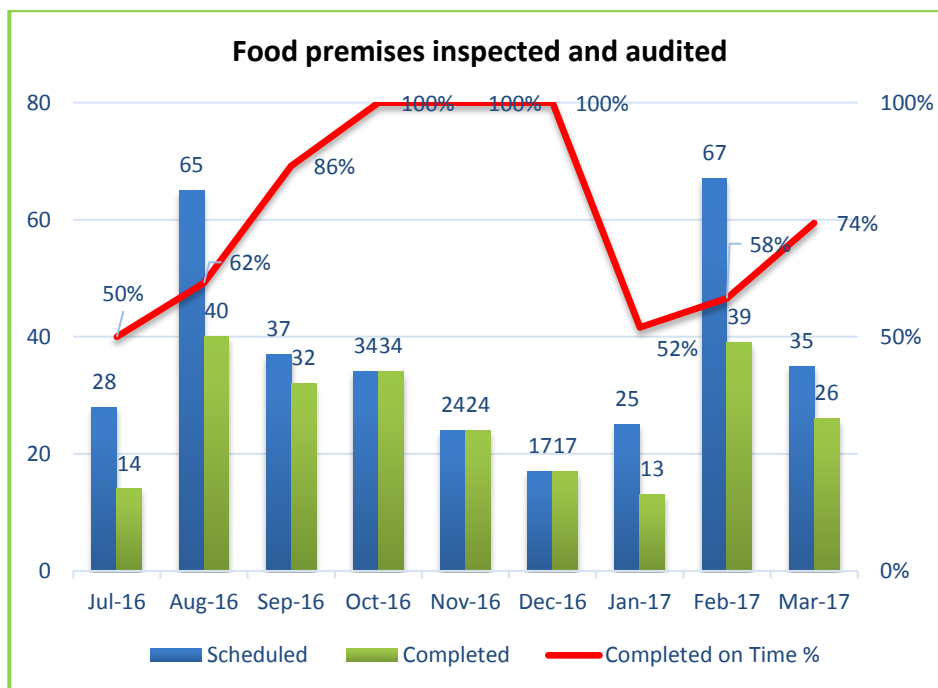
## Regulatory

### Health

During this period the Environmental Health Officer (EHO) has continued to carrying out the food safety audits and food hygiene inspections in parallel. Two new food control plans have signed up. The EHO continues assisting the Monitoring Officer's response to nuisance complaints received during the month.

The Food Hygiene Regulations 1974 have been replaced with the Food Act 2014 and all food operators are required to transition onto Food Control Plans by March 2019. We are well on our way to meeting this target with a total of 94 food operators currently signed up to food control plans (of approximately 150 in total to transition).

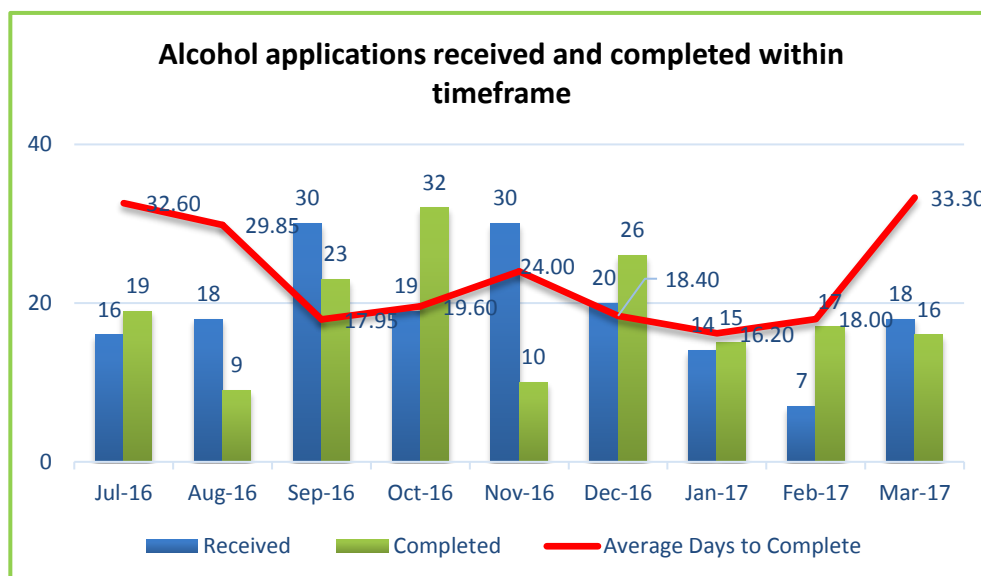
The Environmental Health Team is meeting the target transition period from the Food Hygiene Regulations to the Food Act as per the graph below.



## Alcohol

The average number of working days for issued applications for March was 33.3 days.

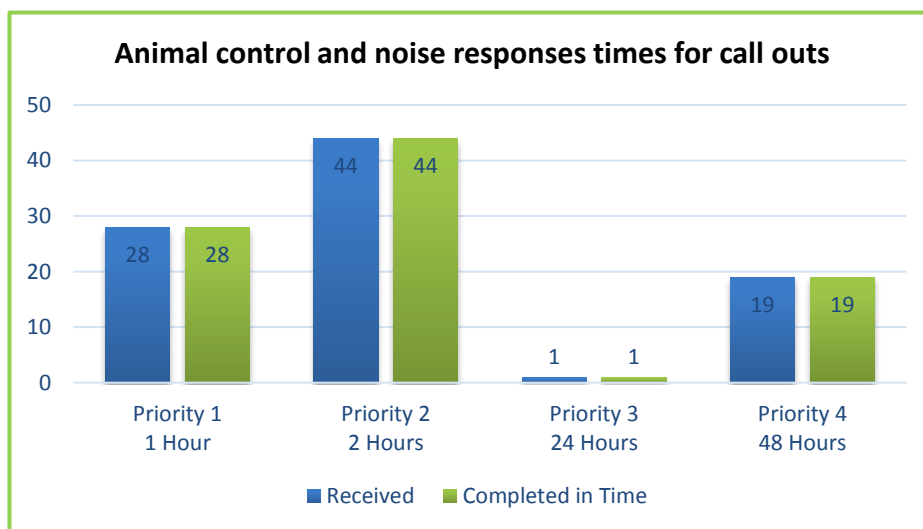
Alcohol applications processing times for were higher in March due to two applications running over 50 days which were waiting on Police reports as per graph below.



## Animal Control, Noise and Parking Management

There was an increase in the number of wandering dogs and complaints received about barking dogs. During the reporting month 14 dogs were impounded with 9 being transferred to the SPCA as suitable for rehoming. There have been two serious dog attacks, one involving multiple bites on a person (remains under investigation) and the other involving the death of a pet goat which has progressed to legal advice prior to proceeding with prosecution. Both dogs are currently impounded.

The contractor, Armourguard, is currently meeting its service request targets and performing well as per the graph below.



## Monitoring and Compliance

The Fencing of Swimming Pools Act 1987 was repealed on 01 January 2017 and the function has been incorporated into the Building Act 2004 (BA). The new provisions of the BA are in force but, the *acceptable solutions* are still in draft form. Despite the *acceptable solutions* not being released by central government, we continue to make good progress meeting compliance with the full register of swimming pools.

## Enforcement

There were 106 investigations carried out in March 2017.

Activity	Received	Enforcement	Informally Resolved
Bylaws	18	2	16
District Plan	16	1	15
Resource Management Act	24	2	22
Water	1	0	1
Roading	13	2	11
Civil	4	0	4
Building Consents	13	0	13
Litter	6	6	0
Parks and Reserves	1	0	1
Queries	10	0	10
<b>Total</b>	<b>106</b>	<b>13</b>	<b>93</b>

Bylaw investigations related to gorse on private land, poultry-keeping, stock effluent on a road, several smoke nuisance complaints and fires lit during a prohibited fire season, caravans on a road reserve, vehicles for sale parked on a road reserve, an illegally parked bus causing a traffic hazard, a diesel spill, an illegal vehicle crossing and freedom camping.

District Plan investigations included non-complying remote advertising signs and real estate signs, earthworks and vegetation clearance on a section, noise nuisances and a holiday home potentially operating as an events centre.

RMA investigations included several landscape and enhancement planting inspections, a site compliance inspections of illegal vehicle crossing installations, earthworks, a dust nuisance at a proposed subdivision, noise nuisances and concerns about the expansion of a quarry and a stormwater discharge.

Roading investigations included damage to a road, stock movements causing a nuisance and damage to a road, compliance inspections of illegal vehicle crossing installations, truck movements on a road restricting heavy vehicles, a burnt-out car wreck on a road reserve, a fenced-off road reserve used for grazing, gravel and silt run-off from a business driveway and metal and sediment washout onto a road.

Building investigations included reinstatement of the exteriors of relocated dwellings, an unconsented building activity and a modified container without a building consent.

Civil investigations included farm machinery and equipment placed on Department of Conservation (DOC) land, a caravan owner entering private land to move his vehicle, a stormwater discharge causing a nuisance on a neighbouring property and an encroachment on a residential property.

Parks and reserves request related to an overgrown public section referred to the Parks and Reserves Team to mow.

Water request from a business owner who was referred to a Council stormwater engineer regarding a property Council recently purchased likely to be used for stormwater collection and disposal.

Queries related to conditions of a resource consent, freedom camping, a water channel excavated on DOC land, occupancy of a boat shed, a breach of the front yard setback rule, vegetation clearance, activities on a rural property including earthworks, District Plan noise restrictions and the likelihood of a fill activity on a private property having an impact on the integrity of Bullet Point stability. We also provided a report on all smoke nuisance complaints received between 2012 and 2017 to NRC. The data will be utilised for their proposed Regional Plan in terms of air quality rules on smoke nuisances.

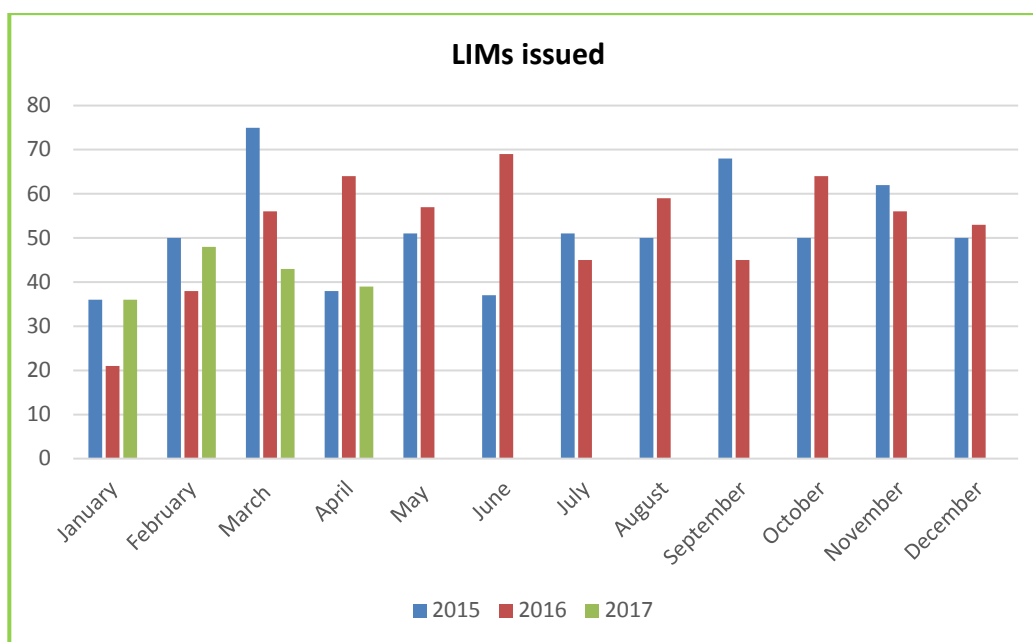
Six litter infringement notices were issued for illegal dumping of household refuse.

## **7 LIMs Overview**

A Land Information Memorandum (LIM) is a property information report compiled by Council.

It is typically obtained by a potential buyer when looking to purchase a property and must be issued within 10 working days of receipt.

In March 60 LIM applications were processed all on time taking 7 working days on average.



## 8 LGOIMA Overview – 18 March – 26 April 2017

Below is a list of requests received for information under the Local Government Official Information and Meeting Act 1987. Information requested as a LGOIMA must be answered in 20 working days from the day of receipt

All requests were processed within statutory timeframes.

Name	Subject
NZ First	Council workings regarding China Rail
Steve Cross – Nelson Ratepayers Assoc.	Information about Council workshops
NZ Herald	Staff earning less than \$20.20 per hour
Clive Boonham	Legal advice for Plan Change 4
NZ Institute Animal Management	Impounding Stock
Taxpayers Union	Expenditure on rural fire protection
Taxpayers Union	Information relating to Audit and Risk, Advertising, code of conduct, staff performance and remuneration of elected officials
Taxpayers Union	Expenditure on Economic promotion and tourism
Taxpayers Union	average residential costs
Gordon Pryor	Historic Road Stopping in Mangawhai
Andrea Vance - TVNZ	Challenges to parking tickets
Jeremy Browne – Solicitor Henderson Reeves	Rates information for Mark Molloy
Ali Outram	RMA Section 33 transfers
Bruce Rogan	Information on withdrawal of Crown Manager
Clive Boonham	Information on withdrawal of Crown Manager

## 9 Corporate Services

### Human Resources

As at 16 April employment related data:

	Annual Plan Budget	Actual	Variance
Head Count	115	108	7
Full Time Equivalent	111.7	104.7	7
Employment Costs (YTD to 31 March)	\$6.49m	\$6.61m	\$0.12m

The following appointments were made during March/April :

- Roding Contracts Administrator; and
- Library Assistant/Technical Support.

The following positions were vacated during March/April:

- Roding Administrator;
- Administration and Property Support Officer; and
- Waters Asset Information Officer.

### Health and Safety

There were five minor accidents reported by Council staff and contractors during March. One contractor accident resulted in a hand injury requiring a splint and a period of restricted duties.

There were also four incidents or near misses reported by Council contractors.

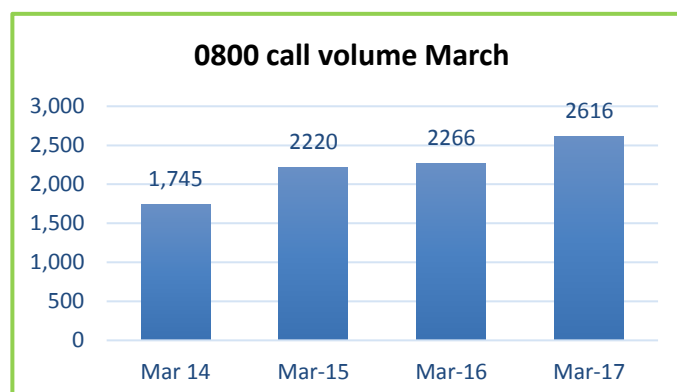
Council officers conducted twenty audits of contractor activities during March and early April. Only one audit of a mowing sub-contractor identified significant safety issues and these have been raised with the main contractor for resolution.

### Customer Services

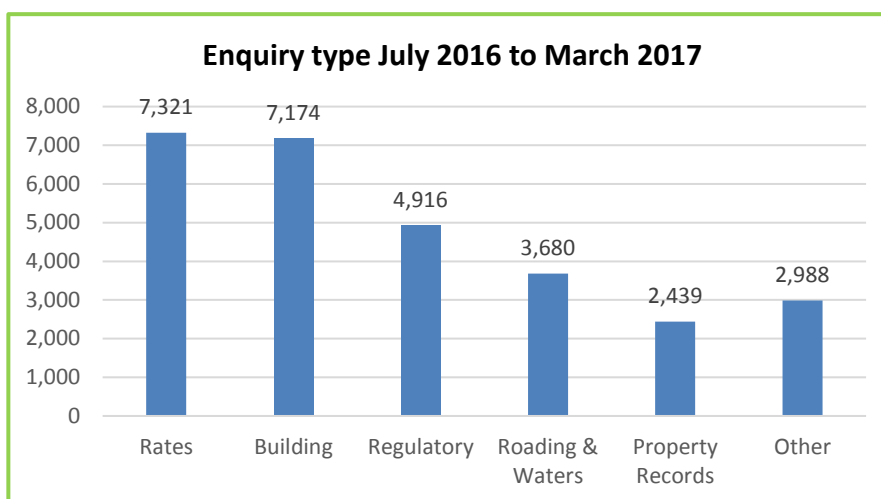
#### Interaction Volume and Measures

The volume of Customer enquiries continues to grow along with business activity across the district. Until new customer service software becomes available later this year, the only definitive measure of enquiry volume is the number of customers calling our 0800 number which has grown by approximately 45% over the last 3 years.

For the month of March 2017, 0800 call data compared with the previous two years is as follows:



Customer enquiry types for the year to 31 March 2017 are reported below:



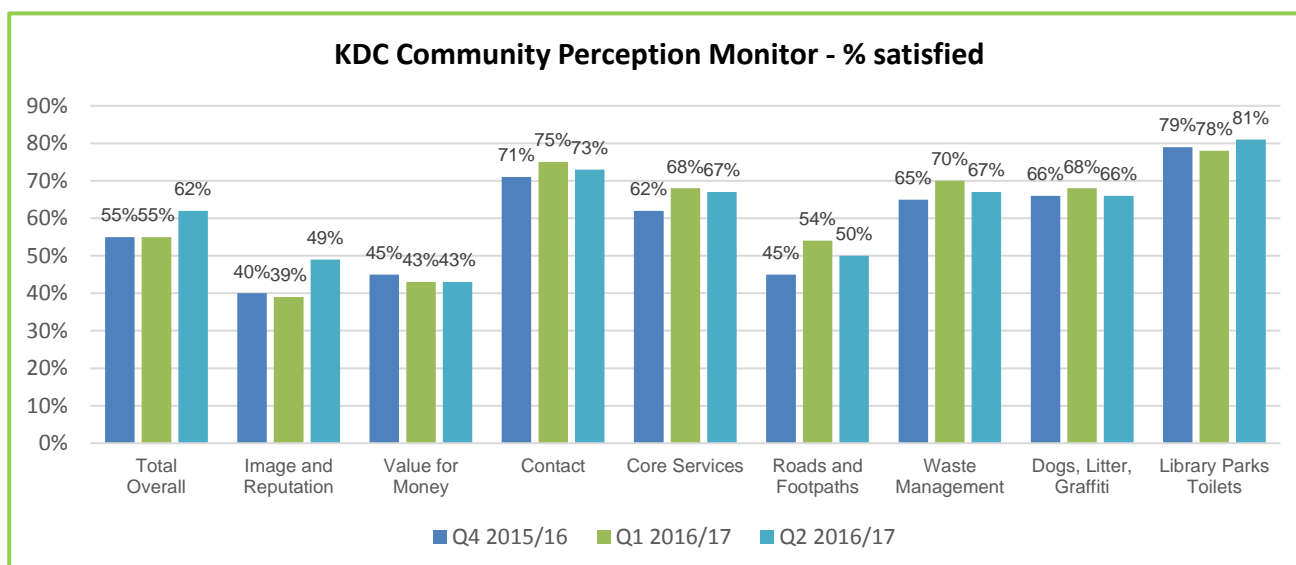
Customer contact was higher in March 2017 with many enquiries regarding Council seeking feedback on a number of topics such as the 2017/2018 Annual Plan, Fees and Charges, Library proposal, grants and the lifting of fire and water restrictions. Customer services also supported Council's presence at the Northland Field Days in early March.

Customer service staff are continuing to receive regular feedback from customers experiencing extended telephone wait times when calling Council. Efforts are being made to minimise wait times within available resourcing, but growing call volumes, especially at peak times, continues to create customer frustration. The introduction of new telephone and customer service technology later this year will provide data and will aid in improving the customer experience.

## Communications

The Communications Manager is providing support for the Annual Plan 2017/2018 community feedback process including the co-ordination of responses to the feedback received.

A summary of the Community Perceptions Survey comparing last year's results with updates for the first two quarters of this financial year as per the graph below. The next quarterly survey results are due in May.





## Information services

There are a number of projects underway which are designed to enhance Council's capability to conduct its core business. These include the implementation of a new Financial Planning and Reporting Module, the redevelopment of the Council's website, Planning for an Electronic Document Record Management System and the introduction of Electronic Purchase Orders. Two projects (the replacement of the PABX telephone system and the installation of Customer Service Software) require new network infrastructure to guarantee call quality and a contract has now been let to implement a suitable Wide Area Network. Given that Far North District Council recently reconfirmed their commitment to the joint procurement of the Customer Service Software, these projects can now proceed to implementation.

An appointment has been made to the vacant IT Manager position with the successful candidate commencing on 26 April.

## c) Contract acceptances

### Contract 854 – CCTV Dargaville Wastewater and Stormwater 2016/2017

Awarded to Hydrotech Ltd for the tender price of \$48,061.20 (GST excl)

Lowest price conforming of two tenders (three received, one tender dismissed due to non-conformance) and within approved terms of Council's 2016/2017 Water Services budget.

## d) Contracts signed under Chief Executive delegation

Nil

## e) Looking forward

1	Monday 12 June	Audit, Risk and Finance	Mangawhai – 2.00pm
2	Thursday 15 June	Harding Park/Pou Tu Te Rangi	Dargaville – 2.00pm
3	Monday 26 June	Taharoa Domain Governance	Dargaville – 10.30am
4	Monday 26 June	Ordinary Council Meeting	Dargaville – 12.30pm
5	Tuesday 11 July	Ordinary Council Meeting	TBC – 10.00 am
6	Thursday 10 August	Taharoa Domain Governance	Dargaville – 2.00pm
7	Monday 14 August	Ordinary Council Meeting	Dargaville – 10.00am

# **Chief Executive's Report**

## **Part Two - Financial Report**

❖ **31 March 2017**

## March 2017 Financial Report

This report covers:

- Whole of Council Overview;
- Statement of Operating and Capital Performance including commentary on activities;
- Statement of Financial Position;
- Cash Flow; and
- Treasury management

### Whole of Council Overview

Key Indicators for year to date March are set out in the tables below.

	Year to Date March 2017			Indicator	Full Year	
	Actual \$000's	Budget \$000's	Variance \$000's		Budget \$000's	Forecast \$000's
Total Rates	24,749	24,183	566	●	32,287	32,331 ↑
Operating Subsidies and Grants	3,744	3,314	430	●	5,302	4,442 ↓
Activity Revenue and Other Income	4,386	3,750	636	●	4,346	5,195 ↑
<b>Total Operating Income</b>	<b>32,879</b>	<b>31,247</b>	<b>1,632</b>	●	<b>41,935</b>	<b>41,968 ↑</b>
Employee Benefits	6,609	6,486	(123)	●	8,614	8,918 ↑
Contractors	6,261	7,112	851	●	9,913	8,505 ↓
Professional Services	2,654	3,592	938	●	4,768	4,910 ↑
Repairs and Maintenance	2,262	2,083	(179)	●	2,798	3,161 ↑
Finance Costs	2,252	2,580	328	●	3,440	3,335 ↓
Other Operating Costs	3,548	4,167	619	●	5,507	6,065 ↑
<b>Total Operating Costs</b>	<b>23,586</b>	<b>26,020</b>	<b>2,434</b>	●	<b>35,040</b>	<b>34,894 ↓</b>
<b>Operating Surplus / (Deficit) before Depreciation</b>	<b>9,293</b>	<b>5,227</b>	<b>4,066</b>	●	<b>6,895</b>	<b>7,074 ↑</b>
Capital Subsidies	3,407	5,387	(1,980)	●	6,355	6,749 ↑
Contributions	2,127	892	1,235	●	1,190	1,237 ↑
Other Capital revenue	452	1	451	●	150	273 ↑
<b>Total Capital Revenue</b>	<b>5,986</b>	<b>6,280</b>	<b>(294)</b>	●	<b>7,695</b>	<b>8,259 ↑</b>
Capital Expenditure	8,559	12,453	3,894	●	15,863	18,055 ↑
Other Capital Payments						
<b>Total Capital Payments</b>	<b>8,559</b>	<b>12,453</b>	<b>3,894</b>	●	<b>15,863</b>	<b>18,055 ↑</b>
<b>Subtotal Capital</b>	<b>(2,573)</b>	<b>(6,173)</b>	<b>3,600</b>	●	<b>(8,168)</b>	<b>(9,796) ↑</b>
<b>Surplus / (Deficit) before Loan Payments and Depreciation</b>	<b>6,720</b>	<b>(946)</b>	<b>7,666</b>	●	<b>(1,273)</b>	<b>(2,722) ↑</b>

	June 2016	March 2017	June 2017
Public Debt	64,961	51,400	64,748

Key ● Favourable ● Unfavourable within 10% of Budget ● Unfavourable over 10% of Budget

- Attachments**
- |   |   |   |                                 |
|---|---|---|---------------------------------|
| 1 | Statement of Operating and Capital Performances | 2 | Statement of Financial Position |
| 3 | Cash Flow                                       | 4 | Treasury positions              |

## Statement of Operating and Capital Performance

**Rates Revenue:** Rates including penalties totalling \$4,000 were remitted in accordance with Council policy e.g. Uniform Annual General Charges (UAGCs) and Uniform Annual Charges (UACs) for contiguous properties. In total Rates penalties are now \$355,000 above budget, however an adjustment for statute barred debts at year end will bring penalties for the year close to the budget of \$750,000.

**Other Operating Revenues:** Regulatory income for March is above budget in both building control and resource consents. Kai Iwi Lakes Campground is \$14,000 above budget for March. NZ Transport Agency (NZTA) operating subsidies are below budget for March reflecting the slowdown of maintenance works. For the year to date March all areas of revenue are ahead of budget except roading subsidies which are on budget.

**Operating Costs:** Contractor costs for March are below budget due to the reduced roading maintenance spend. This lower spend has also impacted on the March year to date costs which are below budget. In addition contractor costs within regulatory and emergency management are below budget.

Professional services costs in March are below budget by \$63,000 with lower costs in all activities partially offset by costs incurred for the Mangawhai Town Plan. For the year to date March professional services costs are \$938,000 below budget mainly due to lower costs within IT, planning, wastewater engineering and roading.

Repairs and maintenance costs are below budget for the month by \$21,000 due to higher water supply costs of \$34,000 partially offset by lower costs in the other waters activities and community activities. The higher water supply costs are due to the new contract and will continue and the community activity costs are seasonal and will revert to budget in the coming months.

Other operating costs are below budget for the March month and year to date. This relates to lower computer and telephony costs, property costs and rates remissions all under budget and partially offset by write-offs in regulatory which are ahead of budget.

The reclassification in October of professional charges relating to the treatment of costs from the Northland Transportation Alliance (NTA) accounts for much of the lower than budget activity costs for the year to date December. Council costs were previously coded as external and now have been more correctly classified as internal. The offset is in internal recoveries which are above budget due to the new arrangements for the NTA. An additional effect of the new arrangements is that there is a reclassification between solid waste and roading.

Employee benefits are above budget for the month and for the year to date March. This is expected and was included in forecast one. The higher costs are predominately in regulatory to cope with continued growth and is covered by increased revenue.

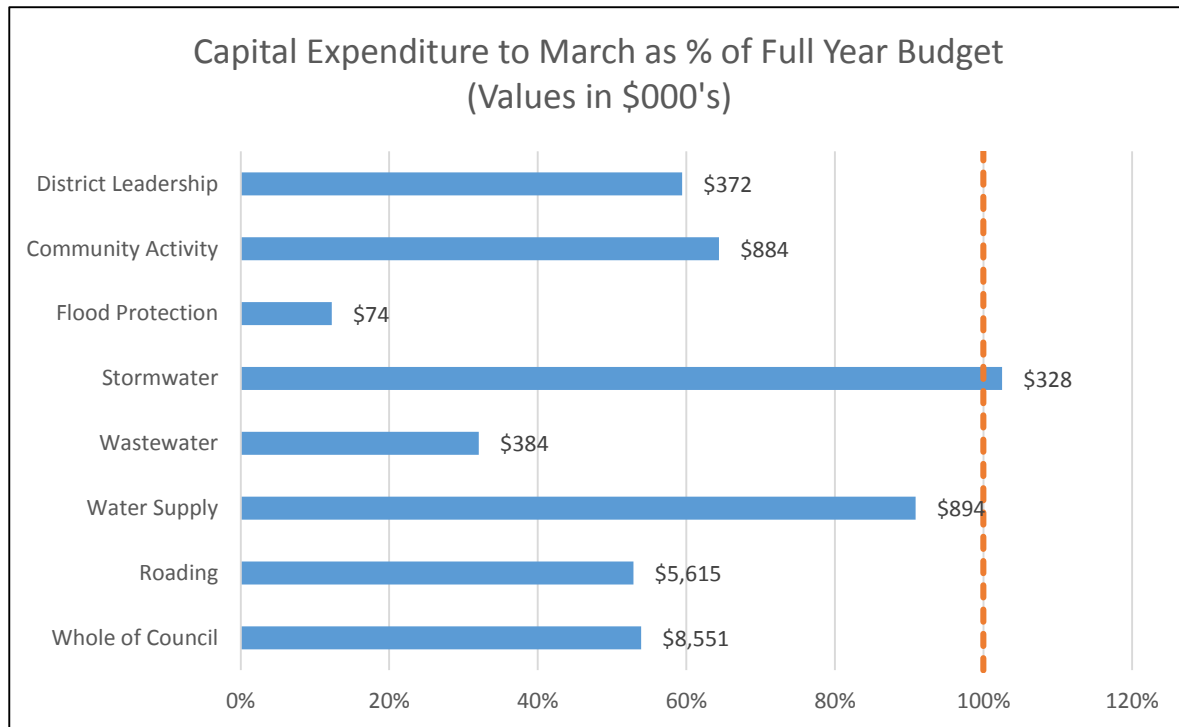
Finance costs for the year to date March of \$2,252,000 are \$328,000 below budget reflecting the lower intra year loan balance.

**Capital Revenue and Costs:** Subsidies within roading are above budget for the month, signifying an increase in activity, and remain below budget year to date March reflecting the earlier low capital expenditure spend. The subsidies directly relate to the volume of work performed.

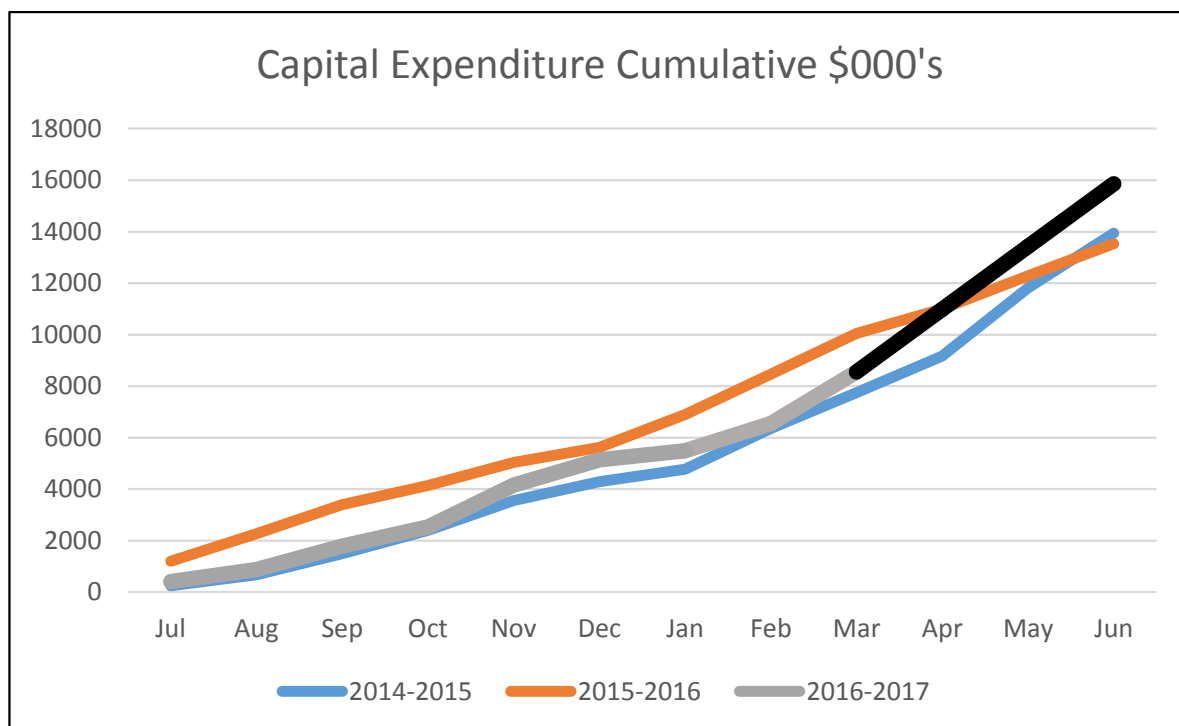
Council capital expenditure was \$2.0 million in March marking a significant increase over prior months. For the year to date March capital expenditure is \$8.6 million and below budget by \$3.9 million. The spend to date is 54% of the year's budget. The major expenditure over the coming months will be roading and other infrastructure and should see high levels achieved.

The following graph displays the % complete for Council and each activity compared with Budget.

Stormwater includes the Pohutukawa Road purchase carried forward from 2015/2016.



The below graph compares the last three year's capital expenditure with the black line being the spend required to reach budget.



Development contributions receipts for the month were \$379,000 and now total \$969,000 so far for the year. The actual receipts are made up of Mangawhai Community Wastewater Scheme (MCWWS) \$872,000, roading \$88,000 and other schemes \$9,000.

Financial contributions of \$541,000 were received in March bringing total contributions to \$1,158,000 for the year to date March. With the continued high levels of activity both contributions totals are now above the full year budget and will be revised upward in forecast Two.

No further land was sold in March. Sales for the year to date are:

- 27 Wharfedale Crescent, Mangawhai                      \$124,000
- 250 Molesworth Drive, Mangawhai                      \$327,000

Total land sales are currently \$451,000 against a full year budget of \$150,000.

Forecast Two is being prepared from the February result and will be reported to the May Council meeting.

### **Statement of Financial Position**

Trade and Other Payables have decreased with an accounting entry made to release the March rates billings.

### **Public Debt**

Public debt has been temporarily reduced to \$51.4 million with the use of the cash held at year end and surplus cash received for the year to date. As the year progresses requirements for committed capital expenditure will reverse this trend. The debt level will be reviewed as part of Forecast Two.

Attached is the Treasury policy, interest rate and funding positions for the treasury management operations. The all up cost of debt was 5.9% at the end of March.

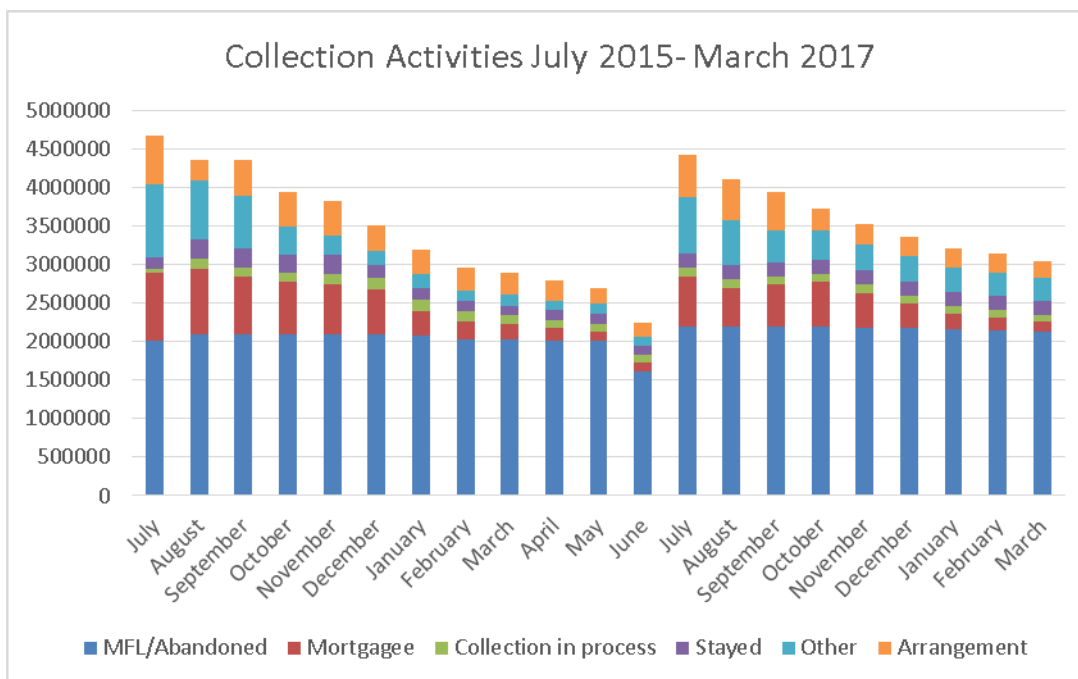
### **Commentary on Activities**

Commentaries are now included on the relevant Statement of Operating and Capital Performance included with this report.

### **Debtors**

Land rates arrears over \$200 (prior years) at 31 March 2017 are \$0.9 million excluding \$2.0 million arrears for Maori Freehold and Abandoned Land. At 30 June the arrears were \$2.6 million.

The below graph represents land rates arrears collection activities, in July 2016, the 2015/2016 current arrears were restated as prior years arrears.



Other debtors' arrears (older than 30 days) comprising mainly water rates debt, are \$0.5 million. The level of arrears has reduced by \$104,000 from February. Debt enforcement of regulatory and water rate arrears continues.

The table below is a summary of aged debtors at 31 March 2017.

Other Debtors	30 Days		60 Days		90 days		Total Arrears	
Aged Arrears at 28 February 2017	\$	Number	\$	Number	\$	Number	\$	Number
Resource Consents	1,000	7	1,000	5	63,000	34	65,000	46
Licensing, compliance, pools	2,000	9	-	1	15,000	33	17,000	43
Building Consents	4,000	7	-	1	158,000	15	162,000	23
Sundry debtors - housing	-	-	-	-	-	1	-	1
Sundry debtors	33,000	12	6,000	9	96,000	17	135,000	38
Water rates	14,000	88	28,000	114	378,000	486	420,000	688
<b>Total</b>	<b>54,000</b>	<b>123</b>	<b>35,000</b>	<b>130</b>	<b>710,000</b>	<b>586</b>	<b>799,000</b>	<b>839</b>

For the period ended:		This Month				Year To Date				Whole Year Annual Plan	Commentary	Year To Date				Whole Year	
31 March 2017		Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		Actual \$'000	Forecast One \$'000	Variance \$'000 %		Forecast One \$'000	
Statement of Operating and Capital Performance																	
Whole of Council																	
Operating Revenues																	
Rates (General)	1,767	1,755	12	0.7%	15,901	15,818	82	0.5%	21,083	<b>Whole of Council</b>  User fees and charges are for March are above budget due to higher Kai Iwi Camp revenues and regulatory charges. Subsidies for March are below budget reflecting a slowdown in roading maintenance.  Contractor costs for the month are \$302,000 below budget due to lower costs mainly in Roading. Professional services are below budget in March by \$63,000 with the higher costs for the Mangawhai Town Plan being offset by savings in all other activities. Repairs and maintenance are below budget by \$21,000 in the month due to the higher costs in the water supply contract of \$34,000 being offset by lower costs in the other water activities and community activity. Other costs are below budget due to lower property costs and rates remissions. Finance costs continue below budget.  Capital subsidies are on budget for the month but remain below budget for the year to date March and relate to the level of roading capital works. Receipts for both development and financial contributions have been high for the month. The capital works completed in March totalled \$2.0 million and at \$8.5 million for the year to date is 54% of the year's budget. Finalising and agreeing the Mangawhai Town Plan may delay some projects and roading could finish the year below budget.  For more detail please refer to main financial commentary.	15,901	15,852	48	0.3%	21,122		
Rates (Targeted)	830	875	-45	-5.2%	7,931	7,802	129	1.7%	10,449		7,931	7,850	81	1.0%	10,464		
Rates (Penalties)	-4	62	-67	-107.0%	917	562	355	63.0%	750		917	750	167	22.2%	750		
User Fees and Charges	407	301	106	35.2%	3,553	2,772	781	28.2%	3,635		3,553	3,493	60	1.7%	4,436		
Other Revenue	90	33	57	170.7%	576	309	268	86.6%	408		576	363	214	58.8%	459		
Subsidies and Grants - Operational	203	442	-239	-54.1%	3,744	3,756	-12	-0.3%	5,302		3,744	3,603	142	3.9%	4,442		
Investments and Other Income	26	25	1	2.1%	257	227	30	13.3%	303		257	226	31	13.8%	300		
<b>Total Operating Revenues</b>	<b>3,318</b>	<b>3,494</b>	<b>-176</b>	<b>-5.0%</b>	<b>32,879</b>	<b>31,247</b>	<b>1,633</b>	<b>5.2%</b>	<b>41,930</b>		<b>32,879</b>	<b>32,138</b>	<b>742</b>	<b>2.3%</b>	<b>41,973</b>		
Operating Costs (excl. Depreciation)																	
Contractors	513	815	302	37.0%	6,261	7,112	851	12.0%	9,913		6,261	6,700	439	6.6%	8,505		
Professional Services	321	384	63	16.4%	2,654	3,592	938	26.1%	4,768	2,654	3,508	854	24.3%	4,910			
Repairs and Maintenance	217	238	21	8.6%	2,262	2,083	-179	-8.6%	2,798	2,262	2,331	69	2.9%	3,161			
Other Operating Costs	273	411	138	33.5%	3,548	4,167	619	14.8%	5,507	3,548	3,810	262	6.9%	6,066			
Employee Benefits	747	714	-34	-4.7%	6,609	6,486	-123	-1.9%	8,614	6,609	6,673	64	1.0%	8,918			
Finance costs	209	287	78	27.1%	2,252	2,580	328	12.7%	3,440	2,252	2,475	223	9.0%	3,335			
<b>Total Operating Costs (excl. Depreciation)</b>	<b>2,280</b>	<b>2,847</b>	<b>567</b>	<b>19.9%</b>	<b>23,586</b>	<b>26,020</b>	<b>2,434</b>	<b>9.4%</b>	<b>35,040</b>	<b>23,586</b>	<b>25,497</b>	<b>1,911</b>	<b>7.5%</b>	<b>34,894</b>			
<b>Operating Surplus/(Deficit)</b> (before Depreciation)	<b>1,038</b>	<b>648</b>	<b>390</b>	<b>60.3%</b>	<b>9,293</b>	<b>5,226</b>	<b>4,066</b>	<b>77.8%</b>	<b>6,890</b>	<b>9,293</b>	<b>6,640</b>	<b>2,652</b>	<b>39.9%</b>	<b>7,079</b>			
Capital Funding																	
Subsidies and Grants - Capital	977	958	20	2.1%	3,407	5,387	-1,980	-36.8%	6,355	<b>Whole of Council</b>  For more detail please refer to main financial commentary.	3,407	5,875	-2,468	-42.0%	6,749		
Development Contributions	379	56	324	582.4%	969	487	481	98.8%	650		969	497	472	95.0%	701		
Financial Contributions	541	45	496	1101.3%	1,158	405	753	186.0%	540		1,158	392	766	195.5%	537		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Sale of Assets	0	0	0	0.0%	451	0	451	0.0%	150		451	123	328	265.6%	273		
<b>Total Capital Funding</b>	<b>1,897</b>	<b>1,058</b>	<b>839</b>	<b>79.3%</b>	<b>5,986</b>	<b>6,280</b>	<b>-294</b>	<b>-4.7%</b>	<b>7,695</b>		<b>5,986</b>	<b>6,887</b>	<b>-902</b>	<b>-13.1%</b>	<b>8,260</b>		
<b>Total Capital Funding and Operating Surplus</b>	<b>2,935</b>	<b>1,706</b>	<b>1,229</b>	<b>72.0%</b>	<b>15,278</b>	<b>11,506</b>	<b>3,772</b>	<b>32.8%</b>	<b>14,585</b>	<b>15,278</b>	<b>13,528</b>	<b>1,750</b>	<b>12.9%</b>	<b>15,339</b>			
Capital Payments																	
Capital Expenditure	2,009	2,324	315	13.5%	8,559	12,453	3,894	31.3%	15,863	8,559	14,123	5,564	39.4%	18,055			
<b>Total Capital Payments</b>	<b>2,009</b>	<b>2,324</b>	<b>315</b>	<b>13.5%</b>	<b>8,559</b>	<b>12,453</b>	<b>3,894</b>	<b>31.3%</b>	<b>15,863</b>	<b>8,559</b>	<b>14,123</b>	<b>5,564</b>	<b>39.4%</b>	<b>18,055</b>			
Funding Surplus/(Deficit) - prior to reserve allocations and before Depreciation, Provisions and Operating Funds																	
	<b>926</b>	<b>-618</b>	<b>1,544</b>	<b>-250%</b>	<b>6,719</b>	<b>-947</b>	<b>7,666</b>	<b>-810%</b>	<b>-1,278</b>	<b>6,719</b>	<b>-595</b>	<b>7,314</b>	<b>-1230%</b>	<b>-2,716</b>			
Non Cash Accounts																	
Depreciation	802	800	-2	-0.2%	7,202	7,200	-2	0.0%	9,600	7,202	7,200	-2	0.0%	9,600			
Provisions	0	0	0	100.0%	32	1	-31	-5267.5%	90	32	60	29	47.2%	60			
Vested Assets	0	0	0	0.0%	32	0	-32	0.0%	0	32	0	-32	0.0%	0			
<b>Total Memo Accounts</b>	<b>802</b>	<b>800</b>	<b>2</b>	<b>0.2%</b>	<b>7,265</b>	<b>7,200</b>	<b>65</b>	<b>0.9%</b>	<b>9,689</b>	<b>7,265</b>	<b>7,260</b>	<b>5</b>	<b>0.1%</b>	<b>9,659</b>			



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31 March 2017		Actual \$'000	Budget \$'000	Variance \$'000	%	Actual \$'000	Budget \$'000	Variance \$'000	%	Budget \$'000		Actual \$'000	Forecast One \$'000	Variance \$'000	%	Forecast One \$'000	
Statement of Operating and Capital Performance																	
Community Activities																	
Operating Revenues																	
Rates (General)	291	289	2	0.6%	2,619	2,623	-4	-0.2%	3,491	Community Activities  User fees and charges are above budget for the month by \$16,000. This relates to Kai Iwi Camp fees above budget for March as bookings are made for Easter. For the year to date Camp revenues are \$384,000 which is \$153,000 above budget and higher than the whole of last year. The balance of fees and charges relates to social housing and ground leases which are close to budget.  Other revenue is reimbursement for costs associated with leased properties.  Professional services are above budget for the month as the Mangawhai Town plan is progressed. For the year to date March, costs are \$95,000 below budget. This relates to district planning costs and Taharoa Domain.  Repairs and maintenance is below budget by \$13,000 for the month as the summer peak slows. For the year to date March costs are above budget by \$161,000. Higher costs at Kai Iwi, Taharoa, Mangawhai and Dargaville parks and also social housing account for this. A portion of the cost is seasonal and will reduce in the coming months.  Higher employee costs at Kai Iwi over the summer have impacted on the employee budget.  Financial contributions received in March were \$474,000. This brings the year to date total to \$1,068,000. Timing of receipts is difficult to predict.  Capital expenditure of \$58,000 was incurred in March. The year to date March spend now stands at \$891,000, which is 49% of the year's forecast. This is expected to catch up over the balance of the year except for projects impacted by the Mangawhai Town Plan which will most likely be held until the plan is finalised.	2,619	2,629	-10	-0.4%	3,501		
Rates (Targeted)	24	23	0	0.8%	213	212	1	0.5%	282		213	212	1	0.5%	282		
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
User Fees and Charges	76	60	16	27.4%	762	598	164	27.4%	734		762	616	146	23.8%	752		
Other Revenue	5	1	4	300.0%	110	15	95	640.8%	19		110	48	62	128.8%	52		
Subsidies and Grants - Operational	0	4	-4	-88.4%	47	38	10	25.8%	50		47	32	15	48.3%	50		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Total Operating Revenues	396	378	18	4.8%	3,751	3,485	266	7.6%	4,576		3,751	3,536	215	6.1%	4,637		
Operating Costs (excl. Depreciation)																	
Contractors	22	34	12	36.3%	302	318	16	5.0%	423		302	303	1	0.2%	407		
Professional Services	53	29	-24	-81.3%	174	270	95	35.4%	358	174	223	49	21.9%	345			
Repairs and Maintenance	64	78	13	16.9%	901	740	-161	-21.8%	1,017	901	801	-100	-12.5%	1,075			
Other Operating Costs	56	112	55	49.6%	1,335	1,358	23	1.7%	1,843	1,335	1,513	178	11.8%	1,884			
Employee Benefits	56	49	-8	-15.8%	470	444	-26	-5.9%	589	470	464	-6	-1.3%	601			
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Operating Costs (excl. Depreciation)	252	302	49	16.4%	3,183	3,130	-53	-1.7%	4,229	3,183	3,304	122	3.7%	4,311			
Operating Surplus/(Deficit) (before Depreciation)	144	76	68	88.7%	568	355	213	59.9%	346	568	232	337	145.2%	326			
Capital Funding																	
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Development Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Financial Contributions	474	42	433	1038.7%	1,068	375	693	184.8%	500	1,068	371	697	187.8%	496			
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Capital Funding	474	42	433	1038.7%	1,068	375	693	184.8%	500	1,068	371	697	187.8%	496			
Total Capital Funding and Operating Surplus	618	118	500	424.4%	1,636	730	906	124.0%	846	1,636	603	1,033	171.4%	822			
Capital Payments																	
Capital Expenditure	58	215	157	73.0%	891	787	-105	-13.3%	1,373	891	1,131	240	21.2%	1,809			
Total Capital Payments	58	215	157	73.0%	891	787	-105	-13.3%	1,373	891	1,131	240	21.2%	1,809			
Funding Surplus/(Deficit) - prior to reserve allocations and before Depreciation, Provisions and Operating Funds																	
	560	-97	657	-680%	745	-56	801	-1426%	-527	745	-528	1,273	-241%	-987			
Non Cash Accounts																	
Depreciation	13	13	0	0.0%	115	115	0	0.0%	154	115	115	0	0.0%	154			
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Vested Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Memo Accounts	13	13	0	0.0%	115	115	0	0.0%	154	115	115	0	0.0%	154			

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31 March 2017		Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		Actual \$'000	Forecast One \$'000	Variance \$'000 %		Forecast One \$'000
Statement of Operating and Capital Performance																
District Leadership																
Operating Revenues											District Leadership					
Rates (General)	358	348	10	2.8%	3,217	3,131	86	2.7%	4,175	Other revenue year to date March includes payment of \$34,000 for the insurance claim relating to the burglary earlier in the year, recoveries for accounting services to the NTA of \$36,000, water penalties of \$38,000 and a wash up of recoveries for the local body elections \$28,000 relating to NRC and Health Board.  Professional services are below budget for March by \$59,000 and year to date by \$561,000. Lower costs incurred in forward planning and management services are the main factors.  Other operating costs continue below budget for the month and year to date. The main areas under budget are computing and telephony, accounting services, grants and rates remissions. Staff training is ahead of budget and partially offsets these lower costs. The increased training was incorporated into forecast one.  Finance costs are below budget due to reduced intra year loan balances.  There have been two land sales totalling \$451,000 so far this year.  Capital expenditure of \$42,000 was incurred in March.	3,217	3,162	56	1.8%	4,210	
Rates (Targeted)	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0	
Rates (Penalties)	-4	62	-67	-107.0%	917	562	355	63.0%	750		917	750	167	22.2%	750	
User Fees and Charges	8	7	1	13.4%	50	65	-15	-22.5%	86		50	50	0	-0.5%	78	
Other Revenue	35	6	29	475.6%	218	55	163	298.2%	73		218	97	121	123.9%	116	
Subsidies and Grants - Operational	0	0	0	0.0%	0	26	-26	-100.0%	26		0	0	0	0.0%	0	
Investments and Other Income	26	25	1	3.5%	251	223	28	12.6%	298		251	221	30	13.7%	294	
Total Operating Revenues	422	448	-26	-5.9%	4,654	4,063	591	14.5%	5,408		4,654	4,280	373	8.7%	5,448	
Operating Costs (excl. Depreciation)											48	57	9	15.9%	75	
Contractors	5	5	1	17.0%	48	50	2	3.9%	66		1,162	1,599	437	27.3%	2,200	
Professional Services	131	190	59	31.1%	1,162	1,723	561	32.6%	2,298		72	127	54	42.9%	179	
Repairs and Maintenance	6	14	8	56.8%	72	136	64	47.0%	179		-1,915	-1,735	180	-10.4%	-2,009	
Other Operating Costs	-249	-175	74	-42.6%	-1,915	-1,539	376	-24.4%	-2,087		3,554	3,571	17	0.5%	4,782	
Employee Benefits	402	393	-8	-2.1%	3,554	3,614	60	1.7%	4,740	2,252	2,475	223	9.0%	3,335		
Finance costs	209	287	78	27.1%	2,252	2,580	328	12.7%	3,440	5,173	6,094	921	15.1%	8,563		
Total Operating Costs (excl. Depreciation)	503	715	212	29.7%	5,173	6,564	1,391	21.2%	8,635	-519	-1,813	1,294	-71.4%	-3,115		
Operating Surplus/(Deficit) (before Depreciation)	-81	-266	186	-69.7%	-519	-2,501	1,982	-79.2%	-3,227	0	0	0	0.0%	0		
Capital Funding											0	0	0	0.0%	0	
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Development Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Financial Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Sale of Assets	0	0	0	0.0%	451	0	451	0.0%	150	451	123	328	265.6%	273		
Total Capital Funding	0	0	0	0.0%	451	0	451	0.0%	150	451	123	328	265.6%	273		
Total Capital Funding and Operating Surplus	-81	-266	186	-69.7%	-68	-2,501	2,433	-97.3%	-3,077	-68	-1,690	1,622	-96.0%	-2,842		
Capital Payments											372	749	377	50.3%	832	
Capital Expenditure	42	54	13	23.0%	372	721	349	48.4%	626	372	749	377	50.3%	832		
Total Capital Payments	42	54	13	23.0%	372	721	349	48.4%	626	372	749	377	50.3%	832		
Funding Surplus/(Deficit) - prior to reserve allocations and before Depreciation, Provisions and Operating Funds											-440	-2,439	1,998	-82%	-3,674	
Non Cash Accounts											268	268	0	0.0%	357	
Depreciation	30	30	0	0.0%	268	268	0	0.0%	357	0	0	0	0.0%	89		
Provisions	0	0	0	0.0%	0	0	0	0.0%	89	0	0	0	0.0%	0		
Vested Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Total Memo Accounts	30	30	0	0.0%	268	268	0	0.0%	446	268	268	0	0.0%	446		

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31 March 2017		Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		Actual \$'000	Forecast One \$'000	Variance \$'000 %		Forecast One \$'000	
Statement of Operating and Capital Performance																	
Emergency Management																	
Operating Revenues																	
Rates (General)	15	15	0	0.0%	138	137	0	0.0%	183	Emergency Management  Little activity in the month or year to date.	138	137	0	0.0%	188		
Rates (Targeted)	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
User Fees and Charges	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Other Revenue	0	10	-10	-100.0%	3	89	-86	-97.2%	118		3	62	-59	-95.9%	91		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Total Operating Revenues	15	25	-10	-39.2%	140	226	-86	-38.1%	302		140	199	-59	-29.7%	280		
Operating Costs (excl. Depreciation)																	
Contractors	1	4	3	76.7%	26	41	15	37.0%	54		26	90	65	71.3%	104		
Professional Services	6	3	-2	-70.7%	29	31	2	5.1%	41		29	29	0	-0.4%	47		
Repairs and Maintenance	0	4	4	97.1%	20	38	18	46.3%	50		20	36	16	43.2%	48		
Other Operating Costs	8	12	4	34.8%	50	117	67	57.0%	155		50	74	24	31.9%	96		
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Total Operating Costs (excl. Depreciation)	15	24	9	37.6%	126	228	101	44.6%	301		126	230	104	45.1%	294		
Operating Surplus/(Deficit) (before Depreciation)	0	1	-1	-66.2%	14	-1	15	-1181.7%	1		14	-30	44	-145.7%	-14		
Capital Funding																	
Subsidies and Grants - Capital	0	10	-10	-100.0%	0	86	-86	-100.0%	115	0	0	0	0.0%	0			
Development Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Financial Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Capital Funding	0	10	-10	-100.0%	0	86	-86	-100.0%	115	0	0	0	0.0%	0			
Total Capital Funding and Operating Surplus	0	11	-10	-95.7%	14	85	-71	-83.6%	116	14	-30	44	-145.7%	-14			
Capital Payments																	
Capital Expenditure	0	0	0	0.0%	0	0	0	0.0%	153	0	0	0	0.0%	0			
Total Capital Payments	0	0	0	0.0%	0	0	0	0.0%	153	0	0	0	0.0%	0			
Funding Surplus/(Deficit) - prior to reserve allocations and before Depreciation, Provisions and Operating Funds																	
	0	11	-10	-96%	14	85	-71	-84%	-37	14	-30	44	-146%	-14			
Non Cash Accounts																	
Depreciation	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Vested Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Memo Accounts	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			

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31 March 2017		Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		Actual \$'000	Forecast One \$'000	Variance \$'000 %		Forecast One \$'000	
Statement of Operating and Capital Performance																	
Flood Protection and Control Works																	
Operating Revenues																	
Rates (General)	1	1	0	0.0%	11	11	0	0.0%	14	Flood Protection  Spraying work and drainage in March was split between the Raupo area, Awakino and three other land districts. The extra costs in Hoanga and Awakino for urgent repairs earlier in the year are offset by lower costs in other areas.  The second floodgate in Raupo was delayed and now expected to start in April.	11	11	0	0.0%	19		
Rates (Targeted)	52	52	0	0.5%	470	467	2	0.5%	623		470	468	2	0.3%	624		
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
User Fees and Charges	1	1	0	-31.7%	7	5	2	45.0%	8		7	5	2	40.9%	8		
Other Revenue	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Total Operating Revenues	54	54	0	-0.1%	488	483	5	1.0%	646		488	484	4	0.7%	652		
Operating Costs (excl. Depreciation)																	
Contractors	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Professional Services	-1	0	1	0.0%	2	5	3	52.3%	5	2	0	-2	-1120.8%	5			
Repairs and Maintenance	29	28	-1	-5.4%	227	249	22	8.7%	325	227	247	20	8.0%	357			
Other Operating Costs	5	5	0	2.5%	46	48	2	3.4%	62	46	46	0	-0.2%	62			
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Operating Costs (excl. Depreciation)	33	33	0	-1.1%	276	302	26	8.6%	392	276	293	17	5.9%	424			
Operating Surplus/(Deficit) (before Depreciation)	21	22	0	-2.1%	212	181	31	16.9%	254	212	191	21	11.0%	228			
Capital Funding																	
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Development Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Financial Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Capital Funding	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Capital Funding and Operating Surplus	21	22	0	-2.1%	212	181	31	16.9%	254	212	191	21	11.0%	228			
Capital Payments																	
Capital Expenditure	5	40	35	87.0%	74	384	310	80.7%	604	74	344	270	78.4%	674			
Total Capital Payments	5	40	35	87.0%	74	384	310	80.7%	604	74	344	270	78.4%	674			
Funding Surplus/(Deficit) - prior to reserve allocations and before Depreciation, Provisions and Operating Funds																	
	16	-18	34	-187%	137	-203	340	-168%	-350	137	-153	291	-189%	-446			
Non Cash Accounts																	
Depreciation	10	8	-2	-22.7%	78	76	-2	-2.5%	102	78	76	-2	-2.5%	102			
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Vested Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Memo Accounts	10	8	2	22.7%	78	76	2	2.5%	102	78	76	2	2.5%	102			

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For the period ended:		This Month				Year To Date				Whole Year Annual Plan	Commentary	Year To Date				Whole Year	
31 March 2017		Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		Actual \$'000	Forecast One \$'000	Variance \$'000 %		Forecast One \$'000	
Statement of Operating and Capital Performance																	
Regulatory Management																	
Operating Revenues																	
Rates (General)	71	71	0	0.0%	643	642	0	0.0%	856	<b>Regulatory</b>  User fees and charges for March were ahead of budget by \$89,000 with both resource consents and building control ahead. Higher levels of activity are now being seen again after the Christmas hiatus. Both areas remain above budget for the year to date March. Environmental and animal management is above budget by \$15000 in March and ahead of budget by \$75,000 for the year to date.  Contractor costs are below budget. Much of the costs relate to resource consents and are absorbed into professional services. Professional services are ahead of budget by \$30,000 for the month and \$222,000 for the year to date March. Outside services are used to augment staff because of the high levels of activity. Other operating costs are close to budget for the month and above budget by \$36,000 for the year to date. This is mainly due to write offs resolving historical debt issues.  Employee costs continue above budget reflecting higher staff costs to ensure consents are within set timeframes. Costs are covered by increased revenues.	643	642	0	0.0%	862		
Rates (Targeted)	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	-100.0%	0		
User Fees and Charges	320	231	89	38.6%	2,722	2,085	637	30.6%	2,782		2,722	2,810	-88	-3.1%	3,579		
Other Revenue	24	10	14	142.9%	97	84	12	14.8%	112		97	70	27	39.0%	94		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Investments and Other Income	0	0	0	-100.0%	5	3	2	64.5%	5		5	5	1	16.4%	6		
Total Operating Revenues	415	313	103	32.9%	3,467	2,815	652	23.2%	3,755		3,467	3,527	-59	-1.7%	4,541		
Operating Costs (excl. Depreciation)																	
Contractors	25	42	17	40.2%	171	379	208	54.8%	504		171	323	152	47.1%	457		
Professional Services	64	34	-30	-88.5%	529	307	-222	-72.6%	408	529	606	77	12.8%	826			
Repairs and Maintenance	0	0	0	100.0%	0	1	1	100.0%	1	0	0	0	100.0%	0			
Other Operating Costs	51	64	13	20.4%	589	563	-26	-4.6%	742	589	576	-13	-2.2%	782			
Employee Benefits	192	178	-14	-7.9%	1,697	1,589	-108	-6.8%	2,096	1,697	1,739	42	2.4%	2,335			
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Operating Costs (excl. Depreciation)	332	318	-14	-4.3%	2,986	2,838	-148	-5.2%	3,750	2,986	3,244	259	8.0%	4,400			
Operating Surplus/(Deficit) (before Depreciation)	83	-6	89	-1606.0%	481	-22	504	-2246.2%	5	481	282	199	70.6%	141			
Capital Funding																	
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Development Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Financial Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Capital Funding	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Capital Funding and Operating Surplus	83	-6	89	-1606.0%	481	-22	504	-2246.2%	5	481	282	199	70.6%	141			
Capital Payments																	
Capital Expenditure	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Capital Payments	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Funding Surplus/(Deficit) - prior to reserve allocations and before Depreciation, Provisions and Operating Funds																	
	83	-6	89	-1606%	481	-22	504	-2246%	5	481	282	199	71%	141			
Non Cash Accounts																	
Depreciation	1	1	0	0.0%	11	11	0	0.0%	14	11	11	0	0.0%	14			
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Vested Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Total Memo Accounts	1	1	0	0.0%	11	11	0	0.0%	14	11	11	0	0.0%	14			

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31 March 2017		Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		Actual \$'000	Forecast One \$'000	Variance \$'000 %		Forecast One \$'000	
Statement of Operating and Capital Performance																	
Sewerage and the Treatment and Disposal of Sewage																	
Operating Revenues																	
	Rates (General)	160	160	0	0.0%	1,443	1,443	0	0.0%	1,924	<b>Wastewater</b>  Operating costs overall are below budget by \$37,000 for the month of March and \$292,000 for the year to date as few professional services costs have been incurred so far this year.  Capital works are about to increase with projects in Dargaville and Mangawhai commencing in March and \$215,000 being spent. The tender for desludge in Maungaturoto is proceeding.  Development contributions of \$352,000 were received in March bringing totals received to \$872,000 for the year so far for the Mangawhai Community Wastewater Scheme.	1,443	1,443	0	0.0%	1,929	
	Rates (Targeted)	444	439	6	1.3%	3,963	3,871	92	2.4%	5,208		3,963	3,883	80	2.1%	5,221	
	Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0	
	User Fees and Charges	1	0	1	0.0%	4	2	2	79.9%	2		4	0	4	1665.4%	0	
	Other Revenue	22	0	22	0.0%	52	7	45	643.7%	7		52	23	29	126.6%	23	
	Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0	
	Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0	
	<b>Total Operating Revenues</b>	<b>627</b>	<b>599</b>	<b>28</b>	<b>4.7%</b>	<b>5,463</b>	<b>5,323</b>	<b>140</b>	<b>2.6%</b>	<b>7,142</b>		<b>5,463</b>	<b>5,349</b>	<b>113</b>	<b>2.1%</b>	<b>7,173</b>	
Operating Costs (excl. Depreciation)																	
	Contractors	92	95	3	3.0%	833	867	34	4.0%	1,154		833	850	17	2.0%	1,137	
	Professional Services	12	25	13	51.2%	50	261	211	80.9%	336	50	149	99	66.5%	224		
	Repairs and Maintenance	35	63	28	43.9%	451	531	80	15.1%	710	451	532	81	15.2%	710		
	Other Operating Costs	99	92	-7	-7.2%	861	828	-33	-4.0%	1,118	861	839	-22	-2.6%	1,130		
	Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
	Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
	<b>Total Operating Costs (excl. Depreciation)</b>	<b>238</b>	<b>275</b>	<b>37</b>	<b>13.4%</b>	<b>2,195</b>	<b>2,487</b>	<b>292</b>	<b>11.8%</b>	<b>3,318</b>	<b>2,195</b>	<b>2,370</b>	<b>176</b>	<b>7.4%</b>	<b>3,201</b>		
	<b>Operating Surplus/(Deficit)</b> <small>(before Depreciation)</small>	<b>389</b>	<b>324</b>	<b>65</b>	<b>20.0%</b>	<b>3,268</b>	<b>2,836</b>	<b>432</b>	<b>15.2%</b>	<b>3,824</b>	<b>3,268</b>	<b>2,979</b>	<b>289</b>	<b>9.7%</b>	<b>3,972</b>		
Capital Funding																	
	Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
	Development Contributions	352	29	323	1109.3%	872	262	610	232.8%	349	872	316	556	175.7%	404		
	Financial Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
	Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
	Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
	<b>Total Capital Funding</b>	<b>352</b>	<b>29</b>	<b>323</b>	<b>1109.3%</b>	<b>872</b>	<b>262</b>	<b>610</b>	<b>232.8%</b>	<b>349</b>	<b>872</b>	<b>316</b>	<b>556</b>	<b>175.7%</b>	<b>404</b>		
	<b>Total Capital Funding and Operating Surplus</b>	<b>741</b>	<b>353</b>	<b>388</b>	<b>109.8%</b>	<b>4,140</b>	<b>3,098</b>	<b>1,042</b>	<b>33.6%</b>	<b>4,173</b>	<b>4,140</b>	<b>3,295</b>	<b>845</b>	<b>25.6%</b>	<b>4,376</b>		
Capital Payments																	
	Capital Expenditure	215	93	-122	-131.7%	384	694	310	44.6%	1,198	384	1,173	789	67.2%	1,807		
	<b>Total Capital Payments</b>	<b>215</b>	<b>93</b>	<b>-122</b>	<b>-131.7%</b>	<b>384</b>	<b>694</b>	<b>310</b>	<b>44.6%</b>	<b>1,198</b>	<b>384</b>	<b>1,173</b>	<b>789</b>	<b>67.2%</b>	<b>1,807</b>		
Funding Surplus/(Deficit) - prior to reserve allocations and before Depreciation, Provisions and Operating Funds																	
		<b>526</b>	<b>260</b>	<b>265</b>	<b>102%</b>	<b>3,756</b>	<b>2,404</b>	<b>1,352</b>	<b>56%</b>	<b>2,975</b>	<b>3,756</b>	<b>2,123</b>	<b>1,633</b>	<b>77%</b>	<b>2,569</b>		
Non Cash Accounts																	
	Depreciation	109	109	0	0.0%	977	977	0	0.0%	1,302	977	977	0	0.0%	1,302		
	Provisions	0	-11	-11	100.0%	0	-97	-97	100.0%	-130	0	-5	-5	100.0%	-127		
	Vested Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
	<b>Total Memo Accounts</b>	<b>109</b>	<b>98</b>	<b>11</b>	<b>11.1%</b>	<b>977</b>	<b>879</b>	<b>97</b>	<b>11.1%</b>	<b>1,172</b>	<b>977</b>	<b>972</b>	<b>5</b>	<b>0.5%</b>	<b>1,175</b>		

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31 March 2017		Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		Actual \$'000	Forecast One \$'000	Variance \$'000 %		Forecast One \$'000
Statement of Operating and Capital Performance																
Solid Waste																
Operating Revenues											<b>Solid Waste</b>  Operating costs are below budget as the new roading shared service is rolled out and costs have been reclassified. Most of the employee budget has been transferred to roading. Internal charges reflect the internal labour costs now being accounted for in a similar manner to roading.  Costs for contractors directly associated with solid waste are tracking slightly below budget for the year to date. Management services are below budget however they are expected to be spent later in the year on the Hakaru options.					
Rates (General)	69	69	0	0.0%	621	621	0	0.0%	828	621		621	0	0.0%	833	
Rates (Targeted)	0	0	0	0.0%	0	0	0	0.0%	0	0		0	0	0.0%	0	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0	0		0	0	0.0%	0	
User Fees and Charges	0	0	0	0.0%	0	0	0	0.0%	0	0		0	0	0.0%	0	
Other Revenue	0	7	-6	-96.2%	41	59	-18	-30.8%	79	41		42	-1	-2.5%	62	
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0	0		0	0	0.0%	0	
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0	0		0	0	0.0%	0	
<b>Total Operating Revenues</b>	<b>69</b>	<b>76</b>	<b>-6</b>	<b>-8.3%</b>	<b>662</b>	<b>680</b>	<b>-18</b>	<b>-2.6%</b>	<b>906</b>	<b>662</b>		<b>663</b>	<b>-1</b>	<b>-0.1%</b>	<b>894</b>	
Operating Costs (excl. Depreciation)																
Contractors	38	32	-6	-19.2%	370	371	2	0.5%	477	370		350	-19	-5.6%	453	
Professional Services	6	4	-2	-58.4%	26	82	56	67.9%	95	26		57	30	53.6%	100	
Repairs and Maintenance	1	0	-1	0.0%	1	5	4	86.0%	9	1		1	0	15.8%	5	
Other Operating Costs	28	29	2	5.6%	282	335	53	15.9%	402	282		325	43	13.2%	400	
Employee Benefits	0	94	94	100.0%	13	839	826	98.5%	1,190	13		15	2	15.4%	15	
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0		0	0	0.0%	0	
<b>Total Operating Costs (excl. Depreciation)</b>	<b>72</b>	<b>159</b>	<b>87</b>	<b>54.8%</b>	<b>691</b>	<b>1,633</b>	<b>941</b>	<b>57.7%</b>	<b>2,172</b>	<b>691</b>		<b>748</b>	<b>56</b>	<b>7.5%</b>	<b>972</b>	
<b>Operating Surplus/(Deficit)</b> (before Depreciation)	<b>-2</b>	<b>-83</b>	<b>81</b>	<b>-97.0%</b>	<b>-30</b>	<b>-953</b>	<b>923</b>	<b>-96.9%</b>	<b>-1,266</b>	<b>-30</b>	<b>-85</b>	<b>55</b>	<b>-65.1%</b>	<b>-78</b>		
Capital Funding																
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Development Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Financial Contributions	-24	0	-24	0.0%	0	0	0	0.0%	0	0	1	-1	-100.0%	1		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
<b>Total Capital Funding</b>	<b>-24</b>	<b>0</b>	<b>-24</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>-1</b>	<b>-100.0%</b>	<b>1</b>		
<b>Total Capital Funding and Operating Surplus</b>	<b>-27</b>	<b>-83</b>	<b>57</b>	<b>-68.0%</b>	<b>-30</b>	<b>-953</b>	<b>923</b>	<b>-96.9%</b>	<b>-1,266</b>	<b>-30</b>	<b>-84</b>	<b>54</b>	<b>-64.7%</b>	<b>-77</b>		
Capital Payments																
Capital Expenditure	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
<b>Total Capital Payments</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>		
Funding Surplus/(Deficit) - prior to reserve allocations and before Depreciation, Provisions and Operating Funds											<b>-30</b>	<b>-84</b>	<b>54</b>	<b>-65%</b>	<b>-77</b>	
Non Cash Accounts																
Depreciation	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Provisions	0	11	11	100.0%	0	98	98	100.0%	131	0	65	65	100.0%	98		
Vested Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
<b>Total Memo Accounts</b>	<b>0</b>	<b>11</b>	<b>-11</b>	<b>-100.0%</b>	<b>0</b>	<b>98</b>	<b>-98</b>	<b>-100.0%</b>	<b>131</b>	<b>0</b>	<b>65</b>	<b>-65</b>	<b>-100.0%</b>	<b>98</b>		

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For the period ended:		This Month				Year To Date				Whole Year Annual Plan	Commentary	Year To Date				Whole Year	
31 March 2017		Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		Actual \$'000	Forecast One \$'000	Variance \$'000 %		Forecast One \$'000	
Statement of Operating and Capital Performance																	
Stormwater Drainage																	
Operating Revenues																	
Rates (General)	14	13	0	1.8%	122	122	-1	-0.6%	162	<b>Stormwater</b>  Operating costs are below budget overall. Costs are being minimised with the new contractor and lower professional fees.  The major project carried forward from last year has now eventuated with the Pohutakawa Road flooding project land purchased. Work has also commenced on the Dargaville pipe renewals with activity expected to increase. The Mangawhai projects are likely to be carried forward while awaiting the finalisation of the Mangawhai Town Plan.	122	120	1	1.2%	165		
Rates (Targeted)	90	90	1	0.9%	814	810	3	0.4%	1,079		814	809	5	0.6%	1,078		
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
User Fees and Charges	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Other Revenue	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0		
<b>Total Operating Revenues</b>	<b>104</b>	<b>103</b>	<b>1</b>	<b>1.0%</b>	<b>935</b>	<b>932</b>	<b>3</b>	<b>0.3%</b>	<b>1,241</b>		<b>935</b>	<b>929</b>	<b>6</b>	<b>0.7%</b>	<b>1,243</b>		
Operating Costs (excl. Depreciation)																	
Contractors	4	2	-2	-137.1%	4	28	24	86.1%	33		4	10	6	60.5%	15		
Professional Services	-1	11	12	109.3%	31	111	80	71.8%	147	31	85	54	63.4%	122			
Repairs and Maintenance	15	19	4	20.0%	113	177	64	36.0%	240	113	147	34	23.2%	211			
Other Operating Costs	17	17	-1	-3.8%	161	159	-2	-1.1%	209	161	155	-6	-4.2%	204			
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
<b>Total Operating Costs (excl. Depreciation)</b>	<b>35</b>	<b>49</b>	<b>13</b>	<b>27.2%</b>	<b>309</b>	<b>475</b>	<b>166</b>	<b>34.9%</b>	<b>630</b>	<b>309</b>	<b>397</b>	<b>88</b>	<b>22.1%</b>	<b>552</b>			
<b>Operating Surplus/(Deficit)</b> <small>(before Depreciation)</small>	<b>68</b>	<b>54</b>	<b>14</b>	<b>26.4%</b>	<b>626</b>	<b>457</b>	<b>169</b>	<b>36.9%</b>	<b>611</b>	<b>626</b>	<b>532</b>	<b>94</b>	<b>17.6%</b>	<b>691</b>			
Capital Funding																	
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Development Contributions	2	3	0	-17.2%	9	12	-3	-26.3%	16	9	9	0	2.4%	12			
Financial Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
<b>Total Capital Funding</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>-17.2%</b>	<b>9</b>	<b>12</b>	<b>-3</b>	<b>-26.3%</b>	<b>16</b>	<b>9</b>	<b>9</b>	<b>0</b>	<b>2.4%</b>	<b>12</b>			
<b>Total Capital Funding and Operating Surplus</b>	<b>71</b>	<b>57</b>	<b>14</b>	<b>24.3%</b>	<b>635</b>	<b>469</b>	<b>165</b>	<b>35.3%</b>	<b>627</b>	<b>635</b>	<b>541</b>	<b>94</b>	<b>17.4%</b>	<b>704</b>			
Capital Payments																	
Capital Expenditure	-6	43	49	114.0%	328	147	-181	-123.3%	320	328	386	58	15.0%	568			
<b>Total Capital Payments</b>	<b>-6</b>	<b>43</b>	<b>49</b>	<b>114.0%</b>	<b>328</b>	<b>147</b>	<b>-181</b>	<b>-123.3%</b>	<b>320</b>	<b>328</b>	<b>386</b>	<b>58</b>	<b>15.0%</b>	<b>568</b>			
Funding Surplus/(Deficit) - prior to reserve allocations and before Depreciation, Provisions and Operating Funds																	
	<b>77</b>	<b>14</b>	<b>63</b>	<b>452%</b>	<b>306</b>	<b>322</b>	<b>-16</b>	<b>-5%</b>	<b>308</b>	<b>306</b>	<b>155</b>	<b>152</b>	<b>98%</b>	<b>135</b>			
Non Cash Accounts																	
Depreciation	31	31	0	0.0%	277	277	0	0.0%	369	277	277	0	0.0%	369			
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
Vested Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0			
<b>Total Memo Accounts</b>	<b>31</b>	<b>31</b>	<b>0</b>	<b>0.0%</b>	<b>277</b>	<b>277</b>	<b>0</b>	<b>0.0%</b>	<b>369</b>	<b>277</b>	<b>277</b>	<b>0</b>	<b>0.0%</b>	<b>369</b>			



**Kaipara District Council**  
Financial Reporting

For the period ended:		This Month				Year To Date				Whole Year Annual Plan	Commentary	Year To Date				Whole Year
31 March 2017		Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		Actual \$'000	Forecast One \$'000	Variance \$'000 %		Forecast One \$'000
Statement of Operating and Capital Performance																
The Provision of Roads and Footpaths																
Operating Revenues																
	Rates (General)	788	787	0	0.0%	7,088	7,087	0	0.0%	9,450	Operational subsidies are \$0.2 million below budget for the month reflecting a slowdown in maintenance works which was included in forecast one. Subsidies are now on budget for the year to date reflecting higher maintenance costs earlier in the year.  Contractor costs are below budget for the month by \$0.3 million as the physical works slow. Year to date costs are below budget by \$0.5 million. Professional costs are tracking below budget as less reliance on outside engineering services grows.  Capital subsidies are on budget for the month and below budget by \$1.9 million for the year to date. Capital works costs are on budget for March and below budget by \$3.4 million for the year to date. The forecast capital works costs were \$10.9 million for the year. With \$4.0 million completed and contracts let for the sealed network \$3.1 million and minor improvements \$2.5 million, all commenced in late January, progress will accelerate. In addition a further \$0.9 million is being scoped, designed and tendered. There is a risk not all this work will be complete by June. A number of savings have been made on the recent tenders totalling around \$0.5 million which will reduce the forecast cost for the year. Forecast two which will be completed after the February month end will better confirm the year end position which could be as much as \$1.0 million below budget and forecast.  A total of \$88,000 of development contributions has been received.  Internal Charges, Recoveries and Employee Benefits The Northland Transport Alliance (NTA) has changed the costing structure for roading. The NTA has brought in-house many of the costs previously incurred with professional engineers. The reclassification in October of professional charges relating to the treatment of costs from the Northland Transport Alliance (NTA) accounts for much of the lower than budget activity costs for the year to date January. Council costs were previously coded as external and now have been more correctly classified as internal. The offset is in internal recoveries which are above budget due to the new arrangements for the Northern Transport Alliance. An additional effect of the new arrangements means there is a reclassification between solid waste and roading.  The changes above will streamline both Roading and Solid Waste costs and require less interdepartmental charging.	7,088	7,087	0	0.0%	9,455
	Rates (Targeted)	33	33	0	0.0%	293	293	0	0.0%	390		293	293	0	0.0%	390
	Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0
	User Fees and Charges	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	17.9%	0
	Other Revenue	5	0	5	0.0%	51	0	51	0.0%	0		51	19	32	167.8%	19
	Subsidies and Grants - Operational	202	438	-236	-53.8%	3,697	3,692	5	0.1%	5,226		3,697	3,571	126	3.5%	4,392
	Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0		0	0	0	0.0%	0
	Total Operating Revenues	1,027	1,258	-230	-18.3%	11,128	11,072	56	0.5%	15,065		11,128	10,970	158	1.4%	14,256
Operating Costs (excl. Depreciation)																
	Contractors	314	586	272	46.5%	4,347	4,893	546	11.2%	6,982	4,347	4,555	207	4.6%	5,638	
	Professional Services	42	76	34	45.2%	602	683	81	11.8%	911	602	663	61	9.3%	891	
	Repairs and Maintenance	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0	
	Other Operating Costs	204	202	-3	-1.3%	1,673	1,814	141	7.8%	2,417	1,673	1,542	-130	-8.5%	2,880	
	Employee Benefits	98	0	-98	0.0%	875	0	-875	0.0%	0	875	884	9	1.0%	1,183	
	Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0	
	Total Operating Costs (excl. Depreciation)	657	863	206	23.9%	7,497	7,390	-108	-1.5%	10,310	7,497	7,645	147	1.9%	10,593	
	Operating Surplus/(Deficit)	370	394	-24	-6.1%	3,631	3,682	-51	-1.4%	4,756	3,631	3,325	305	9.2%	3,663	
(before Depreciation)																
Capital Funding																
	Subsidies and Grants - Capital	977	948	29	3.1%	3,407	5,301	-1,894	-35.7%	6,241	3,407	5,875	-2,468	-42.0%	6,749	
	Development Contributions	25	24	1	4.0%	88	213	-126	-58.9%	284	88	172	-84	-49.0%	284	
	Financial Contributions	90	3	87	2606.7%	90	30	60	200.7%	40	90	20	70	351.1%	40	
	Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0	
	Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0	
	Total Capital Funding	1,092	975	117	12.0%	3,585	5,545	-1,959	-35.3%	6,565	3,585	6,067	-2,482	-40.9%	7,074	
	Total Capital Funding and Operating Surplus	1,462	1,370	93	6.8%	7,216	9,227	-2,010	-21.8%	11,320	7,216	9,392	-2,176	-23.2%	10,737	
Capital Payments																
	Capital Expenditure	1,586	1,613	27	1.7%	5,615	9,021	3,406	37.8%	10,621	5,615	9,399	3,784	40.3%	10,948	
	Total Capital Payments	1,586	1,613	27	1.7%	5,615	9,021	3,406	37.8%	10,621	5,615	9,399	3,784	40.3%	10,948	
Funding Surplus/(Deficit) - prior to reserve allocations and before Depreciation, Provisions and Operating Funds																
		-123	-244	120	-49%	1,601	205	1,396	679%	700	1,601	-6	1,608	-25128%	-211	
Non Cash Accounts																
	Depreciation	515	515	0	0.0%	4,632	4,632	0	0.0%	6,175	4,632	4,632	0	0.0%	6,175	
	Provisions	0	0	0	0.0%	32	0	-32	0.0%	0	32	0	-32	0.0%	0	
	Vested Assets	0	0	0	0.0%	32	0	-32	0.0%	0	32	0	-32	0.0%	0	
	Total Memo Accounts	515	515	0	0.0%	4,695	4,632	64	1.4%	6,175	4,695	4,632	64	1.4%	6,175	

**Kaipara District Council**  
Financial Reporting

For the period ended:		This Month				Year To Date				Whole Year Annual Plan	Commentary	Year To Date				Whole Year
31 March 2017		Actual \$'000	Budget \$'000	Variance \$'000 %		Actual \$'000	Budget \$'000	Variance \$'000 %		Budget \$'000		Actual \$'000	Forecast One \$'000	Variance \$'000 %		Forecast One \$'000
Statement of Operating and Capital Performance																
Water Supply																
Operating Revenues											Water Supply  Rates revenue for the year to date March is on budget with water billings tracking close to budget.  Operating costs are higher due to the work required to locate and repair a leak in Maungaturoto earlier in the year and costs incurred in Dargaville and Ruawai due to the contract rates in the water services contract. The higher contractor costs are partially offset by lower professional services and property costs.  Capital expenditure costs in March include continuing work in Mangawhai and Dargaville.  To date \$0.9 million has been spent within water supply which is approximately 59% of the year's plan. Two projects in Dargaville and Maungaturoto are commencing and both expected to be complete by year end.					
Rates (General)	0	0	0	0.0%	0	0	0	0.0%	0	0		0	0	0.0%	5	
Rates (Targeted)	187	239	-52	-21.9%	2,179	2,150	30	1.4%	2,866	2,179		2,186	-7	-0.3%	2,869	
Rates (Penalties)	0	0	0	0.0%	0	0	0	0.0%	0	0		0	0	0.0%	0	
User Fees and Charges	1	2	-1	-40.6%	7	17	-10	-58.7%	23	7		12	-5	-40.4%	18	
Other Revenue	0	0	0	0.0%	5	0	5	0.0%	0	5		2	3	150.0%	2	
Subsidies and Grants - Operational	0	0	0	0.0%	0	0	0	0.0%	0	0		0	0	0.0%	0	
Investments and Other Income	0	0	0	0.0%	0	0	0	0.0%	0	0		0	0	0.0%	0	
Total Operating Revenues		188	241	-53	-22.0%	2,192	2,167	25	1.1%	2,889		2,192	2,200	-8	-0.4%	2,894
Operating Costs (excl. Depreciation)																
Contractors	13	14	1	8.6%	160	164	4	2.6%	220	160	161	2	1.0%	220		
Professional Services	10	11	1	12.3%	48	120	72	59.9%	169	48	96	48	49.8%	150		
Repairs and Maintenance	66	32	-34	-106.8%	476	206	-270	-130.7%	268	476	440	-36	-8.2%	575		
Other Operating Costs	54	53	-1	-2.7%	465	484	18	3.7%	637	465	474	9	1.8%	629		
Employee Benefits	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Finance costs	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Total Operating Costs (excl. Depreciation)		143	110	-33	-29.9%	1,149	974	-175	-18.0%	1,294	1,149	1,171	22	1.9%	1,574	
Operating Surplus/(Deficit) (before Depreciation)		45	131	-86	-65.6%	1,042	1,193	-151	-12.6%	1,595	1,042	1,029	14	1.3%	1,320	
Capital Funding																
Subsidies and Grants - Capital	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Development Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Financial Contributions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Rates (Capital)	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Sale of Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Total Capital Funding		0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0	
Total Capital Funding and Operating Surplus		45	131	-86	-65.6%	1,042	1,193	-151	-12.6%	1,595	1,042	1,029	14	1.3%	1,320	
Capital Payments																
Capital Expenditure	109	266	157	58.9%	894	699	-196	-28.0%	984	894	941	47	5.0%	1,418		
Total Capital Payments		109	266	157	58.9%	894	699	-196	-28.0%	984	894	941	47	5.0%	1,418	
Funding Surplus/(Deficit) - prior to reserve allocations and before Depreciation, Provisions and Operating Funds																
		-64	-135	71	-52%	148	494	-346	-70%	612	148	87	61	69%	-97	
Non Cash Accounts																
Depreciation	94	94	0	0.0%	844	844	0	0.0%	1,126	844	844	0	0.0%	1,126		
Provisions	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Vested Assets	0	0	0	0.0%	0	0	0	0.0%	0	0	0	0	0.0%	0		
Total Memo Accounts		94	94	0	0.0%	844	844	0	0.0%	1,126	844	844	0	0.0%	1,126	

As at	Last Month 28/02/2017	This Month 31/03/2017		2016-2017 Annual Plan \$'000	2016-2017 Forecast One \$'000
31 March 2017	Actual \$'000	Actual \$'000	Movement \$'000		
<b>Statement of Financial Position</b>					
<b>Whole of Council</b>					
<b>Equity</b>					
Accumulated Funds	377,951	380,084	2,133	375,619	381,603
Restricted Reserves	5,673	5,673	0	5,692	5,692
Asset Revaluation Reserve	197,939	197,939	0	210,459	210,459
Council Created Reserves	-16,965	-16,965	0	-18,408	-18,408
<b>Total Equity</b>	<b>564,597</b>	<b>566,731</b>	2,133	<b>573,362</b>	<b>579,346</b>
<b>represented by</b>					
<b>Current Assets</b>					
Cash and Cash Equivalents	451	151	-301	682	4,909
Other Financial Assets	115	115	0	115	115
Trade and Other Receivables	4,550	5,081	531	7,410	7,480
Accrued Revenue	1,701	2,102	401	1,946	1,946
Non Current Assets Held for Sale	186	186	0	210	186
<b>Total Current Assets</b>	<b>7,003</b>	<b>7,634</b>	631	<b>10,363</b>	<b>14,636</b>
<i>less</i>					
<b>Current Liabilities</b>					
Trade and Other Payables	9,197	7,299	-1,898	9,386	9,492
Provisions	139	139	0	188	139
Employee Entitlements	317	422	105	413	441
Public Debt	6,900	8,400	1,500	1,064	21,748
<b>Total Current Liabilities</b>	<b>16,553</b>	<b>16,260</b>	-293	<b>11,051</b>	<b>31,820</b>
<b>Working Capital / (Deficit)</b>	<b>-9,550</b>	<b>-8,626</b>	924	<b>-688</b>	<b>-17,184</b>
<i>plus</i>					
<b>Non Current Assets</b>					
Property, Plant & Equipment	623,736	624,945	1,209	643,649	646,029
LGFA Borrower notes	688	688	0	560	688
Biological Assets	3,466	3,466	0	2,786	3,555
Derivative Financial Assets	0	0	0	0	0
Other Financial Assets	276	276	0	273	276
<b>Total Non Current Assets</b>	<b>628,166</b>	<b>629,375</b>	1,209	<b>647,268</b>	<b>650,548</b>
<i>less</i>					
<b>Non Current Liabilities</b>					
Public Debt	43,000	43,000	0	63,684	43,000
Provisions	4,570	4,570	0	4,291	4,570
Derivative Financial Liabilities	6,448	6,448	0	5,243	6,448
<b>Total Non Current Liabilities</b>	<b>54,018</b>	<b>54,018</b>	0	<b>73,218</b>	<b>54,018</b>
<b>Net Assets</b>	<b>564,597</b>	<b>566,731</b>	2,133	<b>573,362</b>	<b>579,346</b>
	0	0		0	0
Net Debt (Loans less bank)	49,449	51,249		64,066	59,839

## Attachment 3

For the year ended:	YTD Actual	Annual Plan	Forecast One
31 March 2017	2016-2017 \$'000	2016-2017 \$'000	2016-2017 \$'000

### Cash Flow Statement

#### Cash Flow from Operating Activities

##### Receipts:

Rates	25,202	32,288	32,331
Fees, charges and other	7,014	5,511	6,407
Grants and subsidies	7,152	11,657	11,191
Interest received	9	25	25
<i>sub total</i>	<b>39,377</b>	<b>49,481</b>	<b>49,954</b>

##### Payments:

Suppliers and employees	22,448	31,552	30,872
Taxes (including the net effect of GST)	-19	0	0
Interest expense	2,252	3,440	3,335
<i>sub total</i>	<b>24,681</b>	<b>34,992</b>	<b>34,207</b>

#### Net Cash Flow from/(to) Operating Activities

<b>14,696</b>	<b>14,489</b>	<b>15,747</b>
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#### Cash Flow from Investing Activities

##### Receipts:

Sale of Property, plant and equipment	451	150	273
<i>sub total</i>	<b>451</b>	<b>150</b>	<b>273</b>

##### Payments:

LGFA Borrower notes	128	0	128
Property, plant and equipment purchases	8,591	15,863	18,055
<i>sub total</i>	<b>8,719</b>	<b>15,863</b>	<b>18,183</b>

#### Net Cash Flow from/(to) Investing Activities

<b>-8,268</b>	<b>-15,713</b>	<b>-17,910</b>
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#### Cash Flow from Financing Activities

##### Receipts:

Loans raised (Net)	0	0	0
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##### Payments:

Loans repayment (Net)	-13,561	-213	-213
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#### Net Cash Flow from/(to) Financing Activities

<b>-13,561</b>	<b>-213</b>	<b>-213</b>
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#### Net Increase/(Decrease) in cash and cash equivalents

<b>-7,133</b>	<b>-1,437</b>	<b>-2,376</b>
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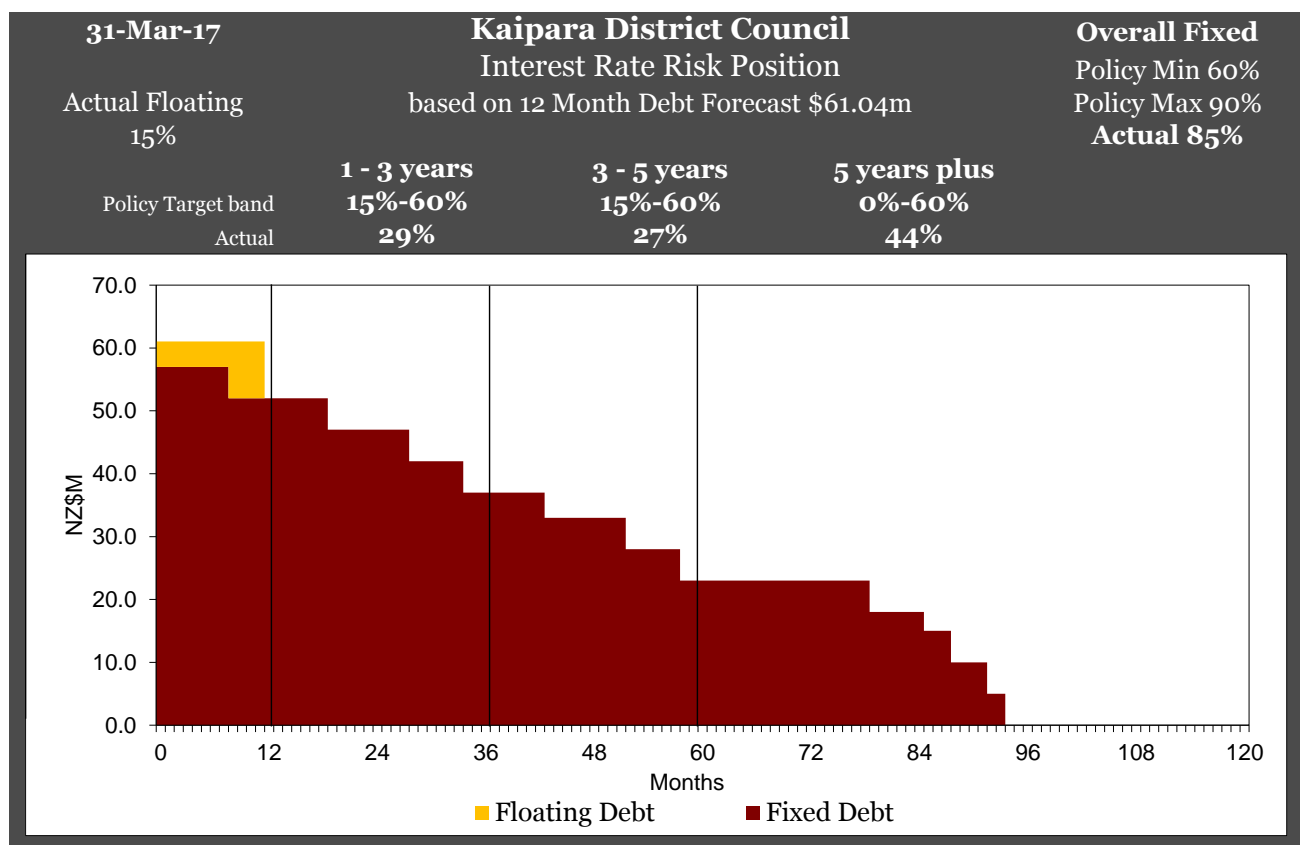
#### Cash and cash equivalents at beginning of period

7,285	2,119	7,285
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#### Cash and cash equivalents at end of period

151	682	4,909
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Kaipara District Council Interest Rate Position			
<b>12 Month Forecast Core Debt:</b>		<b>61.0</b>	<b>31-Mar-17</b>
Policy Limits	60% - 90%		
Overall Fixed:Floating Mix	<b>85.19%</b>		
Policy Compliance	Y		
<b>Fixed Rate Maturity Profile:</b>			
Years	<b>1 - 3 years</b>	<b>3 - 5 years</b>	<b>5 years plus</b>
Policy Limits	15% - 60%	15% - 60%	0% - 60%
Actual Hedging	<b>29%</b>	<b>27%</b>	<b>44%</b>
Policy Compliance	Y	Y	Y
<b>Liquidity Ratio:</b>		110%	
Actual	<b>142.59%</b>		
Policy Compliance	Y		
<b>Funding Maturity Profile:</b>			
Years	<b>0 - 3 years</b>	<b>3 - 5 years</b>	<b>5 years plus</b>
Policy Limits	15% - 60%	15% - 60%	10% - 40%
Actual Hedging	<b>48%</b>	<b>34%</b>	<b>18%</b>
Policy Compliance	Y	Y	Y
<b>Weighted Average Duration:</b>			
Funding	<b>3.03 Years</b>		
Fixed Rate Portfolio (swaps and fixed rate loans)	<b>4.66 Years</b>		
<b>Weighted average fixed rate on current borrower swaps*:</b>			
Swap Portfolio	<b>4.43%</b>	* Note: non-active forward starts are not included.	



#### Interest Rate Risk Position

The interest rate risk position visually represents the Council's interest rate position within approved interest rate control limits as set out in the treasury policy document. The chart takes a snapshot of the risk position as at the reporting date.

The brown part of the graph shows the amount of debt which is fixed - (this includes fixed rate bonds together with payer swaps) meaning debt which gets repriced in one years time or later. The top of the red area represents the forecast debt in a year's time. The yellow area therefore illustrates the amount of debt deemed floating rate and will include any forecast debt that has not been pre-hedged. Any existing loans or financial instruments which will be repriced within the next 12 months are included in the red area.

The key areas of focus are;

#### Fixed Rate Percentage Limit: (wholesale interest rate certainty)

The fixed rate percentage calculation is the total amount of fixed rate debt/interest rate hedges over the 12 month forecast net debt amount.

#### Fixed Rate Maturity Limits: (spreading of wholesale interest rate maturity risks)

Fixed rate repricing maturity dates are spread based on defined maturity band limits, 1 - 3 years, 3 - 5 years and 5 - 10 years. Minimum and maximum percentage limits within each time band ensure a spread of maturities and reduces the risk of maturity concentrations.

31-Mar-17

# Kaipara District Council

## Funding & Liquidity Risk Position

Committed Loan/Stock/Facilities/Investments \$72.3m

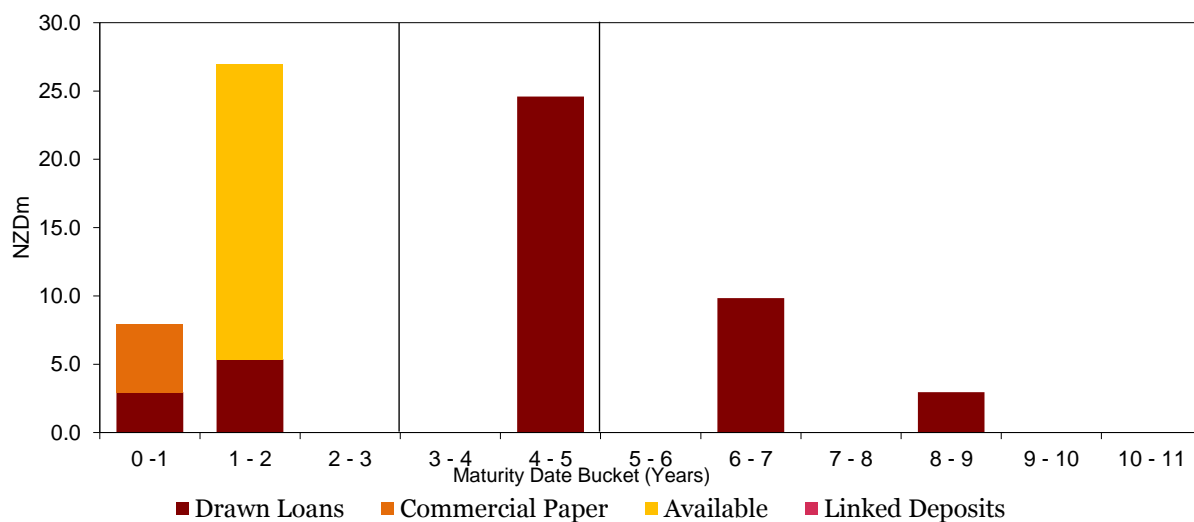
Current External Debt \$50.7m

Current Net Debt \$50.7m

Policy Liquidity Ratio  $\geq 110\%$

Actual Liquidity Ratio 143%

	0 - 3 years	3 - 5 years	5 years plus
Policy Target Band	15%-60%	15%-60%	10%-40%
Actual	48%	34%	18%



## **5 Financial Performance**



**File number:** 2303.22

**Approved for agenda** ☒
**Report to:** Council

**Meeting date:** 08 May 2017

**Subject:** Forecast Two 2016/2017

**Date of report:** 20 April 2017

**From:** Rick Groufsky, Financial Services Manager

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

### Summary

The starting point for Forecast Two 2016/2017 is the Annual Plan 2016/2017 which in turn sits within the Long term Plan 2015/2025, our current Long Term Plan.

Council's current financial management policy stance is to progressively move towards a more prudent and sustainable long term financial management position, in particular to fund current operating costs out of current income, reduce debt, increase financial resilience and improve the way Council delivers services and manages assets over time.

This second forecast for 2016/2017 incorporates the actual results of the Annual Report 2015/2016, a comprehensive review of all budgets and actual revenues and expenditure for the year to date as at 28 February 2017.

Key movements in planned operating performance are:

- Increased revenues of \$0.2 million with the high level of resource and building consents forecast at \$0.7 million, Kai Iwi camping fees and other recoveries \$0.4 million and lower roading subsidies (\$0.9 million);
- Reduced operating costs of \$1.6 million due to roading \$1.4 million, professional and other costs \$0.5 million, and interest costs \$0.3 million. These reduced costs are partially offset by increases in repairs and maintenance \$0.4 million and employee costs \$0.2 million;
- Increased capital funding of \$1.5 million due to increased financial and development contributions \$1.6 million, sale of assets \$0.3 million, partially offset by reduced roading subsidies \$0.4 million; and
- Increased capital expenditure of \$0.2 million. The Annual Plan budget was \$15.9 million. There was an additional \$1.5 million brought forward from prior years and \$0.3 million approved separately for the Kai Iwi Lakes Water Ski Club building. A proposal to carry forward \$0.7 million to 2017/2018 is included in the forecast, leaving a \$0.9 million reduction in capital spending. The reduction relates to projects awaiting finalisation of the Mangawhai Town Plan, no replacement fire engine, fewer floodgates and savings and reductions in roading. Partially offsetting these is an increase in water supply projects and a stormwater project in Dargaville brought forward from future years.

Debt in the Annual Plan was projected to reduce to \$64.7 million. The operating surpluses, property sales and development contributions for MCWWS will allow a further reduction of \$2.6 million bringing the forecast year end debt balance to \$62.1 million.

While we planned to reduce debt over the life of the Long Term Plan, last year we were able to accelerate the debt repayment programme. This accelerated debt reduction is forecast to continue for the 2016/2017 forecast year as well as the proposed Annual Plan 2017/2018 year. This acceleration of debt requires an approval by Council for a temporary suspension of the maximum fixed rate position of our debt portfolio in order that we remain within policy.

This forecast will form the basis of the financials for the Annual Plan 2017/2018 which will require consequential updates to the Annual Plan prior to adoption in June 2017.

### **Recommendation**

*That Kaipara District Council:*

- 1 *Receives the Financial Services Manager's report 'Forecast Two: 2016/2017' dated 20 April 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 provisions of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Approves the forecast as set out in the forecast sections in the above-mentioned report and its attachments, and determines that no further action is required at this point in time; and*
- 4 *Notes that the revised forecast shows increased operating revenues of \$0.2 million, reduced operating costs of \$1.6 million, increased capital funding of \$1.5 million and increased capital expenditure of \$0.2 million; and*
- 5 *Approves the revised capital expenditure schedules listed in Attachment 4 to the above-mentioned report and the carry forwards to the Annual Plan 2017/2018; and*
- 6 *Notes that forecast debt is currently projected in the order \$62.1 million which is a reduction from the Annual Plan of \$2.8 million compared with the planned \$0.2 million due to release of available general reserves, property sales and development contribution payments for Mangawhai Community Wastewater Scheme (MCWWS); and*
- 7 *Approves a temporary suspension of the maximum fixed rate position of the debt portfolio, in accordance with section 6.6 of the Treasury policy, to be reviewed no later than 31 October 2017.*

### **Reason for the recommendation**

It is prudent financial management for Council to monitor and update financial projections as new information comes to hand and to take remedial action as required.

### **Reason for the report**

This report outlines the results of Forecast Two and requests Council to consider and approve the forecast.

## Background

The starting point for Forecast Two 2016/2017 is the Annual Plan 2016/2017.

Council's current financial management policy stance is to progressively move towards a more prudent and sustainable long term financial management position, in particular to fund current operating costs out of current income, reduce debt, increase financial resilience and improve the way Council delivers services over time. Having a surplus overall and decreasing debt each year is a specific focus. Our financial ratios are well within the parameters set by the Local Government Funding Agency (LGFA) and we planned to continue our debt reduction throughout the life of the current Long Term Plan. Last year we were able to accelerate the debt repayment programme. This accelerated debt reduction is forecast to continue for the 2016/2017 forecast year as well as the proposed Annual Plan 2017/2018 year.

## Forecast Two results

The results of Forecast Two are set out in the sections below. The forecast incorporates the actual results from the Annual Report 2015/2016, and will provide the starting point for the Annual Plan 2017/2018 source documents. Council staff have a reasonable level of confidence in the data at this point but note there are some areas that need constant monitoring. Forecast Two is based on actuals to the end of February 2017.

### Forecast Overview

The key variances are set out below.

Variances \$000's		
<b>Operating Revenues Increases</b>		
Targeted rates	137	Water supply charges and Mangawhai wastewater
User fees and charges	686	Regulatory revenue
	146	Kai Iwi Camp fees
Other revenue	156	Recoveries -Mangawhai Camp, NTA and insurance less emergency management.
Subtotal	1,125	
<b>Decreases</b>		
Subsidies	907	Roading
All other	16	
Total	202	
<b>Operating Costs Decreases</b>		
Contractor costs	1,202	Roading
	178	Regulatory
Professional services costs	397	District Leadership
	227	Three waters
Other operating costs	233	Roading
Finance Costs	307	District Leadership - lower interest
All other	116	
Subtotal	2,660	
<b>Increases</b>		
Professional services	367	Regulatory
Repairs & maintenance	312	Water Supply
	155	Community Activities
Employee benefits	227	Regulatory
Total	1,599	

**Capital Funding Increases**

Development contributions	650	Mangawhai Wastewater
Financial contributions	960	Community Activities
Sale of assets	301	District Leadership
Subtotal	1,911	

**Decreases**

Subsidies	421	Roading
Total	1,490	

**Capital Expenditure Increase** 172

**Explanation of changes:**
**Increased / (Reduced) Operating Revenues**

Regulatory of \$0.7 million made up of Building Control \$0.3 million, Resource Consents \$0.3 million and licences and registrations of \$0.1 million. This reflects the higher levels of activity in areas.

Higher utilisation and increased fees at Kai Iwi Lakes campground have resulted in an increase of revenue of \$0.1 million.

Reimbursement of fees for the Mangawhai campground \$0.1 million, services provided to NTA and an insurance claim \$0.1 million and higher petrol tax revenue make up the increased recoveries.

Lower maintenance roading works in the current year have offset higher costs last year have reduced the subsidies by \$0.9 million.

**Reduced / (Increased) Operating Costs**

Contractor costs have reduced due to lower roading maintenance expenditure in the year \$1.2 million. The balance is lower costs within waters and emergency management partially offset by higher costs in regulatory.

Professional services costs have been reduced by \$0.3 million mainly due to a reduction in planning forecast expenditure. An allowance has been made for the legal and associated costs for work due to the current KDC/NRC case with MRRA. The decision is not expected until May at which time the need and adequacy of the costs will be crystallised. Higher costs within regulatory are offset by lower costs within the waters.

Repairs and maintenance costs have increased by \$0.4 million. The main factor is the increased costs in the water supply contract of \$0.3 million which commenced this year. Higher costs in community activities for Kai Iwi Campground, parks and reserves and social housing make up the balance.

Other operating costs have reduced by \$0.2 million and relate to lower internal costs being charged within roading.

Employee benefits have increased by \$0.2 million due to higher costs within regulatory in both building control and resource consent due to additional staff required for the higher levels of activity.

The cash holdings at year end have allowed for lower debt during the year. This in turn has reduced interest costs and there is a forecast saving of \$0.3 million for the year.

### Increased / (Reduced) Capital Funding

Roading subsidies have reduced by \$0.4 million due to lower capital expenditure.

Both Development and Financial Contributions have increased, by \$0.6 million and \$0.9 million respectively. This is due to continuing high levels of development activity within the district.

Two land sales have been settled in the year. Nothing else is expected before 30 June 2017.

### Increased Capital Expenditure

The overall capital budget for the year is forecast to increase by \$0.1 million to \$16.0 million.

	\$ million
Annual Plan capital expenditure	15.9
Brought forward as approved by Council at the July 2016 meeting	1.5
Specific approval – Ski Club Building	0.3
Less capital expenditure proposed to be carried forward to 2017/2018 (See Attachment 4)	(0.7)
Decrease in other capital expenditure 2016-2017	<u>(0.8)</u>
	\$16.0

The main other decreases are:

- Community Activities. A number of projects in Mangawhai have not proceeded while the Mangawhai Town Plan is finalised. These are generally funded through financial contributions and have been re-budgeted in next financial year. A reduction of \$0.2 million;
- Emergency Management. A replacement fire engine was planned. The restructure of the Fire Service has resulted in no requirement for the engine to be replaced. Reduction \$0.1 million;
- Flood Protection. The Annual Plan had an ambitious target of six floodgates being replaced or partially replaced. This has been reduced to four. Reduction \$0.1 million;
- Roothing is a \$1.0 million reduction. A number of savings have been made on tenders totalling around \$0.5 million. In addition some of the budgeted works will not be completed this year. The funding subsidy from NZTA runs for three years and any shortfall should be caught up next year.

Partially offsetting the decreases are increases for:

- Water Supply is a \$0.3 million increase due to additional work on the Mangawhai supply upgrade.
- Stormwater has a project in Dargaville brought forward to allow efficiencies to be made and complete the work earlier than originally planned. The amount brought forward is \$0.3 million

### Forecast Two: Cash Impact and Risk

We are currently forecasting debt to be \$61.2 million at 30 June 2017, a reduction of \$2.8 million compared with the planned \$0.2 million. The \$61.2 million represents a transparent view of Council's commitments under current policy settings and where the debt should be at 30 June 2017. In turn the forecast cash

balance of \$6.1 million represents our funded reserves<sup>1</sup> which during the year are released to offset debt and to reduce the interest expenses until such time as there are needed for the purpose they were collected for.

### Debt

The proposed debt reduction is made up as follows:

Annual Plan balance 30 June 2017	\$64.7 million
Release higher revenue current year	\$ 0.2 million
Release lower operating costs current year	\$ 1.6 million
Release higher DC's received for MCWWS	\$ 0.6 million
Release higher land sales	\$ 0.3 million
Early release of prior year reserves in Draft Annual Plan 2017/2018	<u>\$ 0.6 million</u>
Subtotal of reductions	\$ 3.3 million
Hold funds for capex carry forwards	<u>\$ 0.7 million</u>
Forecast two debt balance 30 June 2017	\$62.1 million

### Cash

Cash is collected by Council with an obligation for future works to be completed. Examples are financial and development contributions, provisions for future expenditure, depreciation funded for replacements and targeted rates surpluses. It is appropriate to hold this money to reflect the future requirement.

At 30 June 2016 the following balances were funded:

Financial contributions	\$1.1 million
Depreciation reserve	\$1.8 million
Future expenditure provision	\$0.3 million
Targeted rates	<u>\$0.9 million</u>
A total of	\$4.1 million

To this add the estimated increase of funded reserves to be collected in 2016/2017.

Financial contributions	\$1.5 million
Non MCWWS development contributions <sup>2</sup>	\$0.2 million
Future expenditure provision	\$0.3 million
Funding for proposed carried forward works	<u>\$0.7 million</u>
Total	\$2.7 million

This suggests a cash requirement in the order of \$6.8 million. While there are numerous factors influencing the cash balance, it is considered the current forecast balance of \$6.1 million is adequate and reflects the increasing funding obligations.

<sup>1</sup> In addition, we have \$10.7 million unfunded reserves.

<sup>2</sup> The money received for development contributions for MCWWS are released to repay the debt.

## **Annual Plan 2017/2018 and Long Term Plan 2018/2028**

The effect of the changes above will have a roll-on effect into the Annual Plan 2017/2018. The immediate change will be to debt reducing to \$59.7 million, being 30 June 2017 balance of \$62.1 million less lower repayments of \$2.4 million to account for the early repayment above.

The net figure at 30 June 2018 will be in the order of \$57 million which will mean that our Treasury policy limit for maximum fixed borrowing will be breached unless Council resolves to temporarily suspend the limit in terms of clause 6.6 of the treasury policy.<sup>3</sup> A similar approved out of policy position was contemplated in 2015/2016 for the same reason i.e. the acceleration of debt repayment. This estimated position will be reviewed in June when the Annual Plan for 2017/2018 is finalised and adopted. The maximum policy limit for fixed borrowing will naturally come back into policy in October 2017 unless further debt than is currently projected is retired.

The level of debt and reserves over the longer term will be reviewed as part of the Long Term Plan for 2018/2028.

Note: Forecast Two is based on information correct at the time of presentation and may change as further information becomes available.

### **Factors to consider**

#### ***Community views***

Council's financial position and the need for improvement is an issue that the community has a clear interest in.

#### ***Policy implications***

This forecast indicates that Council is progressing in accordance with the direction set in the Long Term Plan 2015/2025.

#### ***Financial implications***

Financial implications are discussed in the above Forecast sections.

#### ***Legal/delegations implications***

The Forecast is an operational practice that has not generated the requirement for a significant decision and as such is within the ambit of Council to approve.

### **Options**

The options available to Council are:

#### ***Option A: Accept Forecast Two***

Under this option Council would accept the Forecast Two model which would then give staff authority to proceed on that basis.

This is the recommended option, given that the Forecast represents the more accurate picture of Council's current position and provides more operational certainty going forward.

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<sup>3</sup> The alternative is to crystallise losses which is not recommended.

### **Option B:**

Additional debt could be released in anticipation of the debt reduction planned for 2017/2018. It is unlikely that the financial and non-MCWWS development contributions and other cash held will not all be spent in the next financial year. This cash could be used to further reduce debt this financial year. This is not recommended as it reduces Council's transparency and flexibility for limited gained. Further, if debt is later increased it could send negative signals to Council's stakeholders.

### **Option C: Reject Forecast Two**

Under this option Council would not approve the Forecast. This approach is not recommended as it is important to factor in new data, agree on amended courses of action and to monitor Council's financial position from the most up-to-date knowledgebase.

### **Assessment of significance**

Under the Council's Significance and Engagement Policy, a decision in accordance with the recommendation is not considered to have a high degree of significance. The forecast process is a routine business practice issue.

Council staff are satisfied that the decision-making requirements of the Local Government Act 2002 have been met.

### **Recommended option**

Option A, Accept Forecast Two is the recommended option.

### **Attachments**

- Attachment 1: Statements of Financial Performance and Capital Performance
- Attachment 2: Statement of Financial Position
- Attachment 3: Statement of Cash Flows
- Attachment 4: Capex projects and carry forward



For the period ended:	Whole Year Annual Plan	Whole Year	Commentary
28 February 2017	Budget \$'000	Forecast Two \$'000	

## Statement of Operating and Capital Performance

### Whole of Council

#### Operating Revenues

Rates (General)	21,083	21,050
Rates (Targeted)	10,449	10,586
Rates (Penalties)	750	751
User Fees and Charges	3,635	4,470
Other Revenue	408	564
Subsidies and Grants - Operational	5,302	4,373
Investments and Other Income	303	338
<b>Total Operating Revenues</b>	<b>41,930</b>	<b>42,132</b>

#### Operating Costs (excl. Depreciation)

Contractors	9,913	8,523
Professional Services	4,768	4,472
Repairs and Maintenance	2,798	3,191
Other Operating Costs	5,507	5,274
Employee Benefits	8,614	8,849
Finance costs	3,440	3,133
<b>Total Operating Costs (excl. Depreciation)</b>	<b>35,040</b>	<b>33,441</b>

#### Operating Surplus/(Deficit)

(before Depreciation)

**6,890**      **8,691**

#### Capital Funding

Subsidies and Grants - Capital	6,355	5,934
Development Contributions	650	1,300
Financial Contributions	540	1,500
Rates (Capital)	0	0
Sale of Assets	150	451
<b>Total Capital Funding</b>	<b>7,695</b>	<b>9,185</b>

#### Total Capital Funding and Operating Surplus

**14,585**      **17,876**

#### Capital Payments

Capital Expenditure	15,863	16,035
<b>Total Capital Payments</b>	<b>15,863</b>	<b>16,035</b>

#### Funding Surplus/(Deficit) - prior to reserve

allocations and before Depreciation, Provisions and Operating Funds

**-1,278**      **1,841**

#### Non Cash Accounts

Depreciation	9,600	9,600
Provisions	90	34
Vested Assets	0	32
<b>Total Memo Accounts</b>	<b>9,689</b>	<b>9,666</b>

#### Whole of Council

Targeted Rates \$137k. Water supply charges and Mangawhai wastewater.

User Fees and Charges \$835k. Regulatory increase \$686k, Kai Iwi camp fees increase \$146k, all other \$3k.

Other Revenue \$156k. Recoveries for Mangawhai Camp, NTA and insurance claim. Less emergency management lower recoveries.

Subsidies and Grants – Operational decrease \$929k. Roading decrease \$907k, all other \$22k.

Contractors decrease \$1,390k. Roading decrease \$1,202k, Regulatory decrease \$178k, all others decrease \$10k.

Professional Services decrease \$296k. Decreases in District Leadership \$397 and three waters \$227 and others \$39k. Partially offset by increased regulatory \$367k.

Repairs and Maintenance increase \$393k. Increase in water supply \$312k and community activities \$155k. Partially offset by other decreases of \$74k.

Other Operating Costs decrease \$233 in roading

Employee Benefits increase \$235k. Regulatory \$227k, all other increase \$8k.

Finance Costs decrease \$307k in district leadership.

Subsidies and Grants – Capital decrease \$307k in roading and \$114k in emergency management.

Development contributions increase \$650k in wastewater (MCWWS) contributions.

Financial contributions increase \$960k in community activities.

Sales of assets increase \$301k in district leadership sale of properties.

Capital Expenditure increase \$172k. See activities for detail.

For the period ended:	Whole Year Annual Plan	Whole Year	Commentary
28 February 2017	Budget \$'000	Forecast Two \$'000	

## Statement of Operating and Capital Performance

### Community Activities

#### Operating Revenues

Rates (General)	3,491	3,490
Rates (Targeted)	282	283
Rates (Penalties)	0	0
User Fees and Charges	734	897
Other Revenue	19	110
Subsidies and Grants - Operational	50	54
Investments and Other Income	0	0
<b>Total Operating Revenues</b>	<b>4,576</b>	<b>4,834</b>

#### Operating Costs (excl. Depreciation)

Contractors	423	420
Professional Services	358	323
Repairs and Maintenance	1,017	1,172
Other Operating Costs	1,843	1,777
Employee Benefits	589	614
Finance costs	0	0
<b>Total Operating Costs (excl. Depreciation)</b>	<b>4,229</b>	<b>4,307</b>

#### Operating Surplus/(Deficit)

(before Depreciation)

**346** **527**

#### Capital Funding

Subsidies and Grants - Capital	0	0
Development Contributions	0	0
Financial Contributions	500	1,453
Rates (Capital)	0	0
Sale of Assets	0	0
<b>Total Capital Funding</b>	<b>500</b>	<b>1,453</b>

#### Total Capital Funding and Operating Surplus

**846** **1,979**

#### Capital Payments

Capital Expenditure	1,373	1,476
<b>Total Capital Payments</b>	<b>1,373</b>	<b>1,476</b>

#### Funding Surplus/(Deficit) - prior to reserve

allocations and before Depreciation, Provisions and Operating Funds

**-527** **503**

#### Non Cash Accounts

Depreciation	154	154
Provisions	0	0
Vested Assets	0	0
<b>Total Memo Accounts</b>	<b>154</b>	<b>154</b>

#### Community Activities

Operating Revenues increase \$258k

User fees and charges increase \$163k. Higher revenue from Kai Iwi camp fees \$146k, all other \$17k.

Other revenue increase of \$91k from Mangawhai camp reimbursements.

Operating Cost increase \$78k

Repairs and Maintenance increase \$155k (Dargaville Housing \$40k, Reserves \$75k, Kai Iwi Lakes \$22k, Other \$18k)

Grants decrease \$55k (Placemaking \$20k, Halls \$13k, Libraries \$14k, Other \$8k)

All other decrease \$23k

Capital Funding increase \$953k

Higher financial contributions from increased activity

Capital Expenditure

Increase \$103k (ex-Ski Club Building \$261k, Dargaville Placemaking \$105k, less projects delayed awaiting completion of Mangawhai Town Plan \$263k)

For the period ended:	Whole Year Annual Plan	Whole Year	Commentary
28 February 2017	Budget \$'000	Forecast Two \$'000	

## Statement of Operating and Capital Performance

### District Leadership

#### Operating Revenues

Rates (General)	4,175	4,256
Rates (Targeted)	0	0
Rates (Penalties)	750	751
User Fees and Charges	86	77
Other Revenue	73	205
Subsidies and Grants - Operational	26	0
Investments and Other Income	298	330
<b>Total Operating Revenues</b>	<b>5,408</b>	<b>5,620</b>

#### Operating Costs (excl. Depreciation)

Contractors	66	67
Professional Services	2,298	1,901
Repairs and Maintenance	179	179
Other Operating Costs	-2,087	-2,014
Employee Benefits	4,740	4,731
Finance costs	3,440	3,133
<b>Total Operating Costs (excl. Depreciation)</b>	<b>8,635</b>	<b>7,998</b>

#### Operating Surplus/(Deficit)

(before Depreciation)

**-3,227**      **-2,378**

#### Capital Funding

Subsidies and Grants - Capital	0	0
Development Contributions	0	0
Financial Contributions	0	0
Rates (Capital)	0	0
Sale of Assets	150	451
<b>Total Capital Funding</b>	<b>150</b>	<b>451</b>

#### Total Capital Funding and Operating Surplus

**-3,077**      **-1,927**

#### Capital Payments

Capital Expenditure	626	627
<b>Total Capital Payments</b>	<b>626</b>	<b>627</b>

#### Funding Surplus/(Deficit) - prior to reserve

allocations and before Depreciation, Provisions and Operating Funds

**-3,703**      **-2,554**

#### Non Cash Accounts

Depreciation	357	357
Provisions	89	89
Vested Assets	0	0
<b>Total Memo Accounts</b>	<b>446</b>	<b>446</b>

#### District Leadership

Operating Revenue increase \$212k

Higher rates \$81k, higher petrol tax revenue \$30k, Recoveries from NTA and insurance \$132k, Grants decrease \$26k, other decrease \$5k

Operating Costs decrease \$638k

Professional services decrease \$397k (Forward planning \$348k, others \$49k)

Other operating costs increase \$73k. Higher communications and software costs.

Finance Costs decrease \$307k, lower interest costs.

Capital funding increase \$301k

Increased sale of assets from two properties sold.

Capital Expenditure Increase \$1k (Offices increase \$65k and website increase \$59k. Offset by decreases in district leadership \$54k, IT \$40K and other \$29k)

For the period ended:	Whole Year Annual Plan	Whole Year	Commentary
28 February 2017	Budget \$'000	Forecast Two \$'000	

**Statement of Operating and Capital Performance****Emergency Management****Operating Revenues**

Rates (General)	183	188
Rates (Targeted)	0	0
Rates (Penalties)	0	0
User Fees and Charges	0	0
Other Revenue	118	22
Subsidies and Grants - Operational	0	0
Investments and Other Income	0	0
<b>Total Operating Revenues</b>	<b>302</b>	<b>211</b>

**Operating Costs (excl. Depreciation)**

Contractors	54	97
Professional Services	41	47
Repairs and Maintenance	50	36
Other Operating Costs	155	86
Employee Benefits	0	0
Finance costs	0	0
<b>Total Operating Costs (excl. Depreciation)</b>	<b>301</b>	<b>267</b>

**Operating Surplus/(Deficit)**

(before Depreciation)

**1**      **-56****Capital Funding**

Subsidies and Grants - Capital	115	0
Development Contributions	0	0
Financial Contributions	0	0
Rates (Capital)	0	0
Sale of Assets	0	0
<b>Total Capital Funding</b>	<b>115</b>	<b>0</b>

**Total Capital Funding and Operating Surplus****116**      **-56****Capital Payments**

Capital Expenditure	153	0
<b>Total Capital Payments</b>	<b>153</b>	<b>0</b>

**Funding Surplus/(Deficit) - prior to reserve**

allocations and before Depreciation, Provisions and Operating Funds

**-37**      **-56****Non Cash Accounts**

Depreciation	0	0
Provisions	0	0
Vested Assets	0	0
<b>Total Memo Accounts</b>	<b>0</b>	<b>0</b>

**Emergency Management**

Operating Revenue decrease \$91k. Lower recoveries as fewer events.

Operating Costs decrease \$34 k. Lower costs with fewer incidents.

Capital Subsidies decrease \$115k. Fire engine not replaced therefore no subsidy.

Capital Expenditure decrease \$153k. No fire engine replacement as Fire Service are restructuring.

For the period ended:	Whole Year Annual Plan	Whole Year	Commentary
28 February 2017	Budget \$'000	Forecast Two \$'000	

## Statement of Operating and Capital Performance

## Flood Protection and Control Works

## Operating Revenues

Rates (General)	14	19
Rates (Targeted)	623	625
Rates (Penalties)	0	0
User Fees and Charges	8	11
Other Revenue	0	0
Subsidies and Grants - Operational	0	0
Investments and Other Income	0	0
<b>Total Operating Revenues</b>	<b>646</b>	<b>655</b>

## Operating Costs (excl. Depreciation)

Contractors	0	0
Professional Services	5	6
Repairs and Maintenance	325	368
Other Operating Costs	62	62
Employee Benefits	0	0
Finance costs	0	0
<b>Total Operating Costs (excl. Depreciation)</b>	<b>392</b>	<b>437</b>

## Operating Surplus/(Deficit)

(before Depreciation)

**254** **219**

## Capital Funding

Subsidies and Grants - Capital	0	0
Development Contributions	0	0
Financial Contributions	0	0
Rates (Capital)	0	0
Sale of Assets	0	0
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>

## Total Capital Funding and Operating Surplus

**254** **219**

## Capital Payments

Capital Expenditure	604	302
<b>Total Capital Payments</b>	<b>604</b>	<b>302</b>

## Funding Surplus/(Deficit) - prior to reserve

allocations and before Depreciation, Provisions and Operating Funds

**-350** **-83**

## Non Cash Accounts

Depreciation	102	102
Provisions	0	0
Vested Assets	0	0
<b>Total Memo Accounts</b>	<b>102</b>	<b>102</b>

## Flood Protection

Operating Costs increase \$45k

R&amp;M Hoanga No 1 extra floodgate repairs \$19k increase

R&amp;M Awakino costs increase \$9k

R&amp;M Tataraiiki No3 extra repairs \$6k increase

R&amp;M Raupo higher costs increase \$6k

R&amp;M All other increase \$5k

Capital Expenditure decrease Raupo floodgates \$302k, stopbank and floodgates carried forward and two floodgates taken out of current plan.

For the period ended:	Whole Year Annual Plan	Whole Year	Commentary
28 February 2017	Budget \$'000	Forecast Two \$'000	

## Statement of Operating and Capital Performance

### Regulatory Management

#### Operating Revenues

Rates (General)	856	862
Rates (Targeted)	0	0
Rates (Penalties)	0	0
User Fees and Charges	2,782	3,468
Other Revenue	112	78
Subsidies and Grants - Operational	0	0
Investments and Other Income	5	7
<b>Total Operating Revenues</b>	<b>3,755</b>	<b>4,416</b>

#### Operating Costs (excl. Depreciation)

Contractors	504	326
Professional Services	408	775
Repairs and Maintenance	1	0
Other Operating Costs	742	819
Employee Benefits	2,096	2,323
Finance costs	0	0
<b>Total Operating Costs (excl. Depreciation)</b>	<b>3,750</b>	<b>4,244</b>

#### Operating Surplus/(Deficit)

(before Depreciation)

5 172

#### Capital Funding

Subsidies and Grants - Capital	0	0
Development Contributions	0	0
Financial Contributions	0	0
Rates (Capital)	0	0
Sale of Assets	0	0
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>

#### Total Capital Funding and Operating Surplus

5 172

#### Capital Payments

Capital Expenditure	0	0
<b>Total Capital Payments</b>	<b>0</b>	<b>0</b>

#### Funding Surplus/(Deficit) - prior to reserve

allocations and before Depreciation, Provisions and Operating Funds

5 172

#### Non Cash Accounts

Depreciation	14	14
Provisions	0	0
Vested Assets	0	0
<b>Total Memo Accounts</b>	<b>14</b>	<b>14</b>

#### Regulatory

Operating Revenue increase \$661k (Building Control increase \$342k, Resource Consent increase \$287k, all other increases \$32k)

Operating Costs increase \$494k

Audit fees increase \$52k

Contractors decrease \$177k (Resource decrease \$128, other decrease \$49k)

Planning services increase \$234k. All Resource consent

Engineering services increase \$10k. All Building control.

Management services increase \$110k. All Health and safety.

Legal services increase \$10k

Employee Benefits increase \$227k (Building \$185k, Resource \$219k, Other decrease \$177k)

All other increases \$28k

For the period ended:	Whole Year Annual Plan	Whole Year	Commentary
28 February 2017	Budget \$'000	Forecast Two \$'000	

## Statement of Operating and Capital Performance

### Sewerage and the Treatment and Disposal of Sewage

#### Operating Revenues

Rates (General)	1,924	1,820
Rates (Targeted)	5,208	5,295
Rates (Penalties)	0	0
User Fees and Charges	2	4
Other Revenue	7	31
Subsidies and Grants - Operational	0	0
Investments and Other Income	0	0
<b>Total Operating Revenues</b>	<b>7,142</b>	<b>7,150</b>

#### Operating Costs (excl. Depreciation)

Contractors	1,154	1,123
Professional Services	336	186
Repairs and Maintenance	710	657
Other Operating Costs	1,118	1,149
Employee Benefits	0	0
Finance costs	0	0
<b>Total Operating Costs (excl. Depreciation)</b>	<b>3,318</b>	<b>3,115</b>

#### Operating Surplus/(Deficit)

(before Depreciation)

**3,824**      **4,035**

#### Capital Funding

Subsidies and Grants - Capital	0	0
Development Contributions	349	1,088
Financial Contributions	0	0
Rates (Capital)	0	0
Sale of Assets	0	0
<b>Total Capital Funding</b>	<b>349</b>	<b>1,088</b>

#### Total Capital Funding and Operating Surplus

**4,173**      **5,122**

#### Capital Payments

Capital Expenditure	1,198	1,617
<b>Total Capital Payments</b>	<b>1,198</b>	<b>1,617</b>

#### Funding Surplus/(Deficit) - prior to reserve

allocations and before Depreciation, Provisions and Operating Funds

**2,975**      **3,505**

#### Non Cash Accounts

Depreciation	1,302	1,302
Provisions	-130	-130
Vested Assets	0	0
<b>Total Memo Accounts</b>	<b>1,172</b>	<b>1,172</b>

#### Wastewater

Operating Costs decrease \$203k.

Engineering services decrease \$226k (Mangawhai decrease \$155k, Kaiwaka decrease \$15k, Dargaville decrease \$27k, others decrease \$29k).

Repairs and maintenance decrease \$52k (Mangawhai \$33k, Maungaturoto \$28K, others increase \$9k)

Management services increase \$60k (Mangawhai increase \$79, all other schemes decrease \$19k).

Minor capital purchases Mangawhai increase \$27k

All other costs decrease \$8k

Capital Funding

Contributions increase Mangawhai \$738k

Capital Expenditure increase \$419k

Most of increase was a carry forward from previous year \$597k. Carry forward projects account for the difference.

For the period ended:	Whole Year Annual Plan	Whole Year	Commentary
28 February 2017	Budget \$'000	Forecast Two \$'000	

## Statement of Operating and Capital Performance

### Solid Waste

#### Operating Revenues

Rates (General)	828	833
Rates (Targeted)	0	0
Rates (Penalties)	0	0
User Fees and Charges	0	0
Other Revenue	79	67
Subsidies and Grants - Operational	0	0
Investments and Other Income	0	0
<b>Total Operating Revenues</b>	<b>906</b>	<b>900</b>

#### Operating Costs (excl. Depreciation)

Contractors	477	466
Professional Services	95	92
Repairs and Maintenance	9	4
Other Operating Costs	402	359
Employee Benefits	1,190	13
Finance costs	0	0
<b>Total Operating Costs (excl. Depreciation)</b>	<b>2,172</b>	<b>934</b>

#### Operating Surplus/(Deficit)

(before Depreciation)

<b>-1,266</b>	<b>-34</b>
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#### Capital Funding

Subsidies and Grants - Capital	0	0
Development Contributions	0	0
Financial Contributions	0	24
Rates (Capital)	0	0
Sale of Assets	0	0
<b>Total Capital Funding</b>	<b>0</b>	<b>24</b>

#### Total Capital Funding and Operating Surplus

<b>-1,266</b>	<b>-10</b>
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#### Capital Payments

Capital Expenditure	0	0
<b>Total Capital Payments</b>	<b>0</b>	<b>0</b>

#### Funding Surplus/(Deficit) - prior to reserve

allocations and before Depreciation, Provisions and Operating Funds

<b>-1,266</b>	<b>-10</b>
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#### Non Cash Accounts

Depreciation	0	0
Provisions	131	44
Vested Assets	0	0
<b>Total Memo Accounts</b>	<b>131</b>	<b>44</b>

#### Solid Waste

Operating Costs decrease \$1,239k  
Employee costs transferred to roading \$1,177k  
Property costs transferred to roading \$78k  
Other costs increase \$16k



For the period ended:	Whole Year Annual Plan	Whole Year	Commentary
28 February 2017	Budget \$'000	Forecast Two \$'000	

## Statement of Operating and Capital Performance

### Stormwater Drainage

#### Operating Revenues

Rates (General)	162	166
Rates (Targeted)	1,079	1,082
Rates (Penalties)	0	0
User Fees and Charges	0	0
Other Revenue	0	0
Subsidies and Grants - Operational	0	0
Investments and Other Income	0	0

<b>Total Operating Revenues</b>	<b>1,241</b>	<b>1,248</b>
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#### Operating Costs (excl. Depreciation)

Contractors	33	7
Professional Services	147	116
Repairs and Maintenance	240	194
Other Operating Costs	209	210
Employee Benefits	0	0
Finance costs	0	0

<b>Total Operating Costs (excl. Depreciation)</b>	<b>630</b>	<b>527</b>
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#### Operating Surplus/(Deficit)

(before Depreciation)

<b>611</b>	<b>721</b>
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#### Capital Funding

Subsidies and Grants - Capital	0	0
Development Contributions	16	13
Financial Contributions	0	0
Rates (Capital)	0	0
Sale of Assets	0	0

<b>Total Capital Funding</b>	<b>16</b>	<b>13</b>
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<b>Total Capital Funding and Operating Surplus</b>	<b>627</b>	<b>734</b>
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#### Capital Payments

Capital Expenditure	320	897
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<b>Total Capital Payments</b>	<b>320</b>	<b>897</b>
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#### Funding Surplus/(Deficit) - prior to reserve

allocations and before Depreciation, Provisions and Operating Funds

<b>308</b>	<b>-162</b>
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#### Non Cash Accounts

Depreciation	369	369
Provisions	0	0
Vested Assets	0	0

<b>Total Memo Accounts</b>	<b>369</b>	<b>369</b>
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#### Stormwater

Operating costs decrease \$103k.

Contractors decrease \$27k. Lower costs for database management all schemes.

Professional services decrease \$31k. Lower costs in Dargaville, Kaiwaka and Baylys

Repairs &amp; maintenance decrease \$47k. Various schemes.

Capital Expenditure increase \$577k.

Approved carry forward from previous year \$360k, including the Pohutakawa Place section. Brought forward Dargaville project \$353 from future years. Less projects carried forward \$52k and other decreases \$84k.

For the period ended:	Whole Year Annual Plan	Whole Year	Commentary
28 February 2017	Budget \$'000	Forecast Two \$'000	

## Statement of Operating and Capital Performance

### The Provision of Roads and Footpaths

#### Operating Revenues

Rates (General)	9,450	9,455
Rates (Targeted)	390	390
Rates (Penalties)	0	0
User Fees and Charges	0	0
Other Revenue	0	45
Subsidies and Grants - Operational	5,226	4,319
Investments and Other Income	0	0
<b>Total Operating Revenues</b>	<b>15,065</b>	<b>14,209</b>

#### Operating Costs (excl. Depreciation)

Contractors	6,982	5,780
Professional Services	911	901
Repairs and Maintenance	0	0
Other Operating Costs	2,417	2,201
Employee Benefits	0	1,168
Finance costs	0	0
<b>Total Operating Costs (excl. Depreciation)</b>	<b>10,310</b>	<b>10,051</b>

#### Operating Surplus/(Deficit)

(before Depreciation)

**4,756** **4,158**

#### Capital Funding

Subsidies and Grants - Capital	6,241	5,934
Development Contributions	284	199
Financial Contributions	40	23
Rates (Capital)	0	0
Sale of Assets	0	0
<b>Total Capital Funding</b>	<b>6,565</b>	<b>6,156</b>

#### Total Capital Funding and Operating Surplus

**11,320** **10,314**

#### Capital Payments

Capital Expenditure	10,621	9,728
<b>Total Capital Payments</b>	<b>10,621</b>	<b>9,728</b>

#### Funding Surplus/(Deficit) - prior to reserve

allocations and before Depreciation, Provisions and Operating Funds

**700** **587**

#### Non Cash Accounts

Depreciation	6,175	6,175
Provisions	0	32
Vested Assets	0	32
<b>Total Memo Accounts</b>	<b>6,175</b>	<b>6,239</b>

#### Roading

Operating Revenues decrease \$856k

Subsidies and Grants - Operational decrease \$907k. Based on 61% of qualifying expenditure paid by NZTA.

Other revenue increase \$45k for sundry charges.

Operating Costs decrease \$258k.

The Roothing agreement with NZTA runs on a three year cycle with 2016-2017 being year two of the latest arrangement. Movement between years is accommodated in the NZTA planning. In 2015-2016 Council were ahead of budget by \$0.8 million. The lower forecast results for 2016-2017 reflect an adjustment to bring work levels into line with the three year plan with most costs relating to contractors.

Other operating costs relate to the internal costing and recovery of time charged to NZTA.

Employee Benefits increase \$1,168k. This has been transferred from Solid Waste as part of the changes made to incorporate the new roading business unit methodology.

Capital Funding decrease \$408k.

Subsidies and Grants - Capital decrease \$307k. Based on 61% of qualifying expenditure paid by NZTA.

Contributions lower as minimal receipts coming for roading.

Capital Expenditure decrease \$893k. A number of savings have been made on tenders totalling around \$0.5 million. In addition the budgeted works not completed this year will be programmed for the 2017-2018 year which is the final year of the NZTA contract.

For the period ended:	Whole Year Annual Plan	Whole Year	Commentary
28 February 2017	Budget \$'000	Forecast Two \$'000	

## Statement of Operating and Capital Performance

### Water Supply

#### Operating Revenues

Rates (General)	0	5
Rates (Targeted)	2,866	2,911
Rates (Penalties)	0	0
User Fees and Charges	23	14
Other Revenue	0	5
Subsidies and Grants - Operational	0	0
Investments and Other Income	0	0
<b>Total Operating Revenues</b>	<b>2,889</b>	<b>2,935</b>

#### Operating Costs (excl. Depreciation)

Contractors	220	236
Professional Services	169	124
Repairs and Maintenance	268	579
Other Operating Costs	637	615
Employee Benefits	0	0
Finance costs	0	0
<b>Total Operating Costs (excl. Depreciation)</b>	<b>1,294</b>	<b>1,554</b>

#### Operating Surplus/(Deficit)

(before Depreciation)

<b>1,595</b>	<b>1,381</b>
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#### Capital Funding

Subsidies and Grants - Capital	0	0
Development Contributions	0	0
Financial Contributions	0	0
Rates (Capital)	0	0
Sale of Assets	0	0
<b>Total Capital Funding</b>	<b>0</b>	<b>0</b>

#### Total Capital Funding and Operating Surplus

<b>1,595</b>	<b>1,381</b>
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#### Capital Payments

Capital Expenditure	984	1,388
<b>Total Capital Payments</b>	<b>984</b>	<b>1,388</b>

#### Funding Surplus/(Deficit) - prior to reserve

allocations and before Depreciation, Provisions and Operating Funds

<b>612</b>	<b>-7</b>
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#### Non Cash Accounts

Depreciation	1,126	1,126
Provisions	0	0
Vested Assets	0	0
<b>Total Memo Accounts</b>	<b>1,126</b>	<b>1,126</b>

#### Water Supply

Operating Costs increase \$280k.

Repairs &amp; maintenance increase \$312k (Maungaturoto increase \$116k, Dargaville increase \$112k, Ruawai increase \$41k, Glinks increase \$20k, Mangawhai increase \$23k). New contract schedule of rates.

Professional services decrease \$46k. Various schemes.

All other decrease \$6k.

Capital Expenditure increase \$404k.

Approved carry forward from previous year \$184k.

Mangawhai increase \$245k, Dargaville increase \$129k, others \$30k

As at			
28 February 2017		2016-2017 Annual Plan \$'000	2016-2017 Forecast Two \$'000
<b>Statement of Financial Position</b>			
<b>Whole of Council</b>			
<b>Equity</b>			
	Accumulated Funds	375,619	383,639
	Restricted Reserves	5,692	5,692
	Asset Revaluation Reserve	210,459	210,459
	Council Created Reserves	-18,408	-18,409
	<b>Total Equity</b>	<b>573,362</b>	<b>581,381</b>
<i>represented by</i>			
<b>Current Assets</b>			
	Cash and Cash Equivalents	682	6,164
	Other Financial Assets	115	115
	Trade and Other Receivables	7,410	8,060
	Accrued Revenue	1,946	1,875
	Non Current Assets Held for Sale	210	186
	<b>Total Current Assets</b>	<b>10,363</b>	<b>16,400</b>
<i>less</i>			
<b>Current Liabilities</b>			
	Trade and Other Payables	9,386	9,395
	Provisions	188	139
	Employee Entitlements	413	441
	Public Debt	1,064	19,127
	<b>Total Current Liabilities</b>	<b>11,051</b>	<b>29,102</b>
	<b>Working Capital / (Deficit)</b>	<b>-688</b>	<b>-12,702</b>
<i>plus</i>			
<b>Non Current Assets</b>			
	Property, Plant & Equipment	643,649	643,582
	LGFA Borrower notes	560	688
	Biological Assets	2,786	3,555
	Derivative Financial Assets	0	0
	Other Financial Assets	273	276
	<b>Total Non Current Assets</b>	<b>647,268</b>	<b>648,101</b>
<i>less</i>			
<b>Non Current Liabilities</b>			
	Public Debt	63,684	43,000
	Provisions	4,291	4,570
	Derivative Financial Liabilities	5,243	6,448
	<b>Total Non Current Liabilities</b>	<b>73,218</b>	<b>54,018</b>
	<b>Net Assets</b>	<b>573,362</b>	<b>581,381</b>
		0	0
	Net Debt (Loans less bank)	64,066	55,963

For the year ended:	Annual Plan	Forecast Two
31 March 2017	2016-2017	2016-2017
	\$'000	\$'000

## Cash Flow Statement

### Cash Flow from Operating Activities

#### Receipts:

Rates	32,288	32,387
Fees, charges and other	5,511	8,147
Grants and subsidies	11,657	10,307
Interest received	25	25
<i>sub total</i>	49,481	50,866

#### Payments:

Suppliers and employees	31,552	30,308
Taxes (including the net effect of GST)	0	0
Interest expense	3,440	3,133
<i>sub total</i>	34,992	33,441

<b>Net Cash Flow from/(to) Operating Activities</b>	<b>14,489</b>	<b>17,425</b>
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### Cash Flow from Investing Activities

#### Receipts:

Sale of Property, plant and equipment	150	451
<i>sub total</i>	150	451

#### Payments:

LGFA Borrower notes	0	128
Property, plant and equipment purchases	15,863	16,035
<i>sub total</i>	15,863	16,163

<b>Net Cash Flow from/(to) Investing Activities</b>	<b>-15,713</b>	<b>-15,712</b>
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### Cash Flow from Financing Activities

#### Receipts:

Loans raised (Net)	0	0
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#### Payments:

Loans repayment (Net)	-213	-2,834
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<b>Net Cash Flow from/(to) Financing Activities</b>	<b>-213</b>	<b>-2,834</b>
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<b>Net Increase/(Decrease) in cash and cash equivalents</b>	<b>-1,437</b>	<b>-1,121</b>
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Cash and cash equivalents at beginning of period	2,119	7,285
Cash and cash equivalents at end of period	682	6,164

**Kaipara District Council**
**2016-2017**
**Capital Expenditure Listing**
**Forecast Two**

<b>Community Activities</b>	<b>1,468,202</b>
<b>100 - Kai Iwi Lakes - Camp Ground</b>	<b>152,183</b>
10087.Kai Iwi facilities	123,046
10632.Kai Iwi Lakes campground improvements.	29,137
<b>122 - Mangawhai Public Toilet Amenities</b>	<b>95,350</b>
10506.Public Toilets - Alamar Crescent	65,350
10675.Kaiwaka Toilet up-grade	20,000
10676.MCP - Pioneer Village Toilets design	10,000
<b>151 - Elderly Housing General</b>	<b>20,080</b>
10060.Elderly Housing Renewals	20,080
<b>166 - District Parks &amp; Reserves</b>	<b>331,996</b>
10180.Playgrounds renewals	13,000
10403.Tinopai Playground	40,000
10518.Taharoa Domain - implement Reserve Management Plan	101,956
10519.Park Improvements (furniture/carpark/lighting/paths)	110,006
10520.Community Infrastructure - District	30,000
10525.Playgrounds New - Kaiwaka	37,034
<b>172 - District Public Toilet Amenities</b>	<b>60,219</b>
10318.Public Toilets Renewals - Kelly's Bay	60,219
<b>183 - Libraries</b>	<b>69,128</b>
10103.Library Book replacements	62,128
10637.Planning and Design - Library Re-development	7,000
<b>194 - Mangawhai Parks &amp; Reserves</b>	<b>190,068</b>
10522.Community Infrastructure - Mangawhai	30,411
10523.Mangawhai Community Park - implement Master Plan	100,535
10633.Mangawhai Walkway	27,798
10634.Alamar Crescent Traffic Study and public space improvements.	15,313
10635.Mangawhai Community Park.	16,011
<b>199 - Dargaville Halls</b>	<b>50,000</b>
10326.Building Renewal and Earthquake stabilisation	50,000
<b>209 - Taharoa Domain</b>	<b>260,870</b>
10642.Ex Ski Club Building	260,870
<b>249 - Dargaville Parks &amp; Reserves</b>	<b>238,308</b>
10517.Harding Park/Pou Tu o Te Rangi	101,053
10521.Community Infrastructure - Dargaville	49,737
10524.Cycleway/Walkway - develop and implement strategy	20,343
10651.Dargaville Placemaking - additional costs	67,175

<b>District Leadership</b>	<b>627,041</b>
<b>139 - Communications &amp; Customer Services</b>	<b>86,012</b>
10271.Website Redesign	65,000
10313.Replaced equipment	21,012
<b>157 - Information Services</b>	<b>329,966</b>
10002.Upgrade Data Link Dargaville / Mangawhai	45,752
10041.Contact Centre	54,000
10042.Contract Management / Project Accounting	20,000
10043.Core Financial and Council Services system improvements	132,211
10092.less Allowance for Opex (Licence fees and implementation)	(265,000)
10203.Purchasing	27,000
10223.Replaced equipment	46,819
10613.Electronic Document and Records Management (EDRM) 2016/17	49,201
10615.New Equipment 2016/17	105,483
10648.Telephony Upgrade	114,500
<b>174 - Council Offices - Mangawhai</b>	<b>65,000</b>
10649.Mangawhai Office Extension	65,000
<b>244 - Council Offices - Dargaville</b>	<b>72,126</b>
10038.Civic buildings renewals	40,000
10052.Dargaville Offices equipment renewal	13,878
10593.Additional Office Space Dargaville	18,248
<b>262 - Chief Executive</b>	<b>73,937</b>
10073.Fleet Replacement	52,000
10652.One car for regulatory	21,937
<b>Emergency Management</b>	<b>0</b>
<b>Flood Protection and Control Works</b>	<b>302,000</b>
<b>109 - Land Drainage - District Wide</b>	<b>30,000</b>
10510.Floodgate Replacements	30,000
<b>179 - Raupo Land Drainage Scheme</b>	<b>272,000</b>
10511.Stop bank improvements	40,000
10527.Floodgate Replacement 2016/17 - Rates Funded	80,000
10541.Floodgate 53 - Replacement	122,000
10542.Floodgate 1 - Replace Wing Walls	30,000
<b>Sewerage and the Treatment and Disposal of Sewage</b>	<b>1,629,069</b>
<b>165 - Te Kopuru Wastewater Scheme</b>	<b>2,500</b>
10065.Environmental compliance	2,500
<b>202 - Dargaville Wastewater Scheme</b>	<b>624,231</b>
10168.P5: AC 150mm Renewal - Cobham; Haimona; Lorene; Plunket; Hokianga St; Logan St - 340m	62,043
10170.P6: AC 150mm Renewal - First; Second; Third Ave & Ranfurly St - 995m	172,043
10171.P7: AC 150mm Renewal - Finlayson Park Ave; Victoria; Mako; Jervois St - 850m	152,043
10201.Pumpstaions Renewal - pumps; elect & mech	50,000

10533.Safety Grills on Pump Stations	13,000
10622.P4: AC 150mm Renewal from CCTV - Normanby Street - 650m.	59,000
10623.WW Dargaville increase Pump Capacity.	116,102
<b>207 - Mangawhai Wastewater Scheme</b>	<b>722,843</b>
10059.Effluent Discharge Options	295,000
10284.Additional Capacity for Growth - Council Contribution	40,000
10543.MCWWS Resource Consent Variation 2016/17	152,043
10614.WW Mangawhai Disposal Option 2016/17	69,500
10624.Additional Capacity for Growth - Council Contribution 2015/16	24,300
10625.Estuary Drive Pumping Station.	142,000
<b>219 - Kaiwaka Wastewater Scheme</b>	<b>1,995</b>
10534.Safety Grills on Pump Station	1,995
<b>232 - Maungaturoto Wastewater Scheme</b>	<b>277,500</b>
10067.Environmental compliance	2,500
10252.Treatment Plant; Pump Stations Electrical renewal	50,000
10626.Wastewater Treatment Pond Desludging.	225,000
<b>Stormwater Drainage</b>	<b>896,505</b>
<b>101 - Dargaville Stormwater Scheme</b>	<b>555,000</b>
10160.P2 - 1: Conc Pipe (no joint) Renewal from CCTV - Carrington/Gordon St/McKay Crs; length 200m	50,050
10532.P1: Conc Pipe Renewal -Stage 2	152,043
Brought forward stormwater renewal	352,907
<b>131 - Baylys Stormwater Scheme</b>	<b>10,338</b>
10014.All Asset Groups	10,338
<b>246 - Mangawhai Stormwater Scheme</b>	<b>331,167</b>
10011.Additional Capacity for Growth - Council Contribution	1,800
10282.All Asset Groups Renewal & consent related projects (LoS)	20,000
10629.Resolve Pohutukawa Place flooding issue.	309,367
<b>The Provision of Roads and Footpaths</b>	<b>9,786,429</b>
<b>106 - Bridges and Structures</b>	<b>361,802</b>
10564.276 Tangowahine Valley road bridge no. 07 - 2016/17	2,439
10566.Possible sites yet unidentified (Bridges) 2016/17	73,567
10567.272 Tangowahine Valley road bridge no. 03 2016/17	285,796
<b>120 - Road Works - Unsealed</b>	<b>1,821,966</b>
10028.Black Swamp Road	100,000
10035.FR Bull Road	60,260
10091.FR Kirikopuni Valley Rd	203,903
10595.FR Onuwhau Rd	186,523
10596.FR Opuna Road	111,815
10597.FR Pukemiro Road	23,662
10598.Golden Stairs Road	160,327
10599.Tramline Road	0
10600.Tokatoka Road	0



10601.Ford Road	0
10602.Mitiai Road	0
10603.Heavy metalling - Various roads	66,919
10639.Ups and Downs Road/Pasley Road	90,000
10640.Testing Various Sites	20,000
10641.Blend Sites - Unsealed	40,700
10643.FR Arcadia Road	271,382
10644.FR Avoca Road	276,412
10645.FR Houto Road	159,500
10668.Kirikopuni Valley Road	50,563
<b>135 - Road Works - Minor Improvements</b>	<b>3,389,486</b>
10029.Black Swamp Road - in association with seal extension	20,099
10139.Mt Wesley Coast Road	200
10197.Pukehuia Rd/John Wilson Rd intersection	20,283
10249.Tinopai Road - seal widening	6,000
10254.Turkey Flat Road/Tatariki Spur Road	19,440
10431.Tinopai Road - Seal Widening 2	109,351
10437.Kaiwaka-Mangawhai Seal Widening	2,400
10536.Black Swamp Road - intersection improvements	139,164
10546.Miscellaneous 2016/17 Unforseen	31,545
10547.Paparoa-Oakleigh Road corner easing 2016/17	4,228
10549.Tinopai Road Seal Widening 1 - 2016/17	76,850
10550.Bridge Approaches 2016/17	140,028
10551.Bridge Guardrail 2016/17	104,249
10555.Arapohue Road Culvert Replacement 2016/17	119,339
10562.Wairere/Causer/Paparoa Stn Road Intersection/Bridge Approach 2016/17	165,697
10563.Parore West Rd/Waihue Rd intersection 2016/17	139,549
10574.River Road Guardrail	39,003
10575.Opanaki Road - full length	138,125
10576.Robertson Road RP 5620 - 5820	19,898
10583.Waihue Road slump	1,500
10585.Tangowahine Valley Road slump	52,005
10630.Pouto Road Culvert Replacement	115,076
10631.Murray Road Realignment.	103,962
10655.Arcadia Road Sight Benching	37,295
10656.Arcadia Road Retaining Wall	20,139
10657.Arcadia Road Culver Installation	9,070
10658.Avoca Road Sight Benching	48,734
10659.Avoca Road (Unsealed)	12,217
10660.Bull Road Retaining Wall	1,804
10661.Bull Road Culvert Installation	5,102
10662.Opuna Road Sight Benching	14,066

10663.Opuna Road Retaining Wall	10,019
10664.Opuna Road Culvert Installation	9,161
10665.Ounowhao Road Sight Benching	5,428
10666.Ounowhao Road Retaining Wall	13,119
10667.Ounowhao Road Pavement Widening	16,787
10669.Golden Stairs Road Culvert Insallation	3,401
10670.Houto Road (RP2787-2832)	17,229
10671.Golden Stairs Road (RP2190-8653)	10,443
10672.Gorge Road Footpath	84,300
10673.Baylys Coast Road Guardrail RP6476-6536	24,947
10674.Bayview Road Guardrail	44,828
10680.Glinks Road Slip	21,955
10681.Houto Road Sight Benching	73,440
10682.Arapohue Road Slip (RP2937-3232)	163,100
10683.Arapohue Road Slip (RP3520-3565)	163,100
9999.276 Tangowahine Valley road bridge no. 07 - 2016/17	260,796
9999.Baldrock road RP 500 - 520 Slip	93,005
9999.Bee Bush/Arapohue/Hoyle Intersection	9,000
9999.Kirikopuni Valley Road RP 1700 to 3140	32,340
9999.Logan Street Footpath	70,000
9999.Paparoa-Oakleigh Corner Easing (RP6770,3500,4000,5800)	25,550
9999.Pouto Road Route Treatment	40,000
9999.Pukehuia Road RP 14000 Slip	91,960
9999.Pukehuia Road RP 7690 Slip	167,200
9999.Pukehuia Road RP 9650 Slip	91,960
9999.Swamp Road Bridge	104,500
9999.Tara Road 17/18 Designs	25,500
<b>152 - Footpaths and Berms</b>	<b>79,818</b>
10105.Logan Street	79,818
<b>164 - Emergency Works and Preventative Maintenance</b>	<b>27,470</b>
10553.Baldrock Road 2016/17	28,570
10591.Potential future sites (Storm damage)	(8,000)
10653.Pukehuia Road	6,900
<b>234 - Roading Community Programmes and Road Safety</b>	<b>149,737</b>
10228.Road Safety Promotion (Roadsafe Northland)	149,737
<b>248 - Roading Infrastructure - Unsubsidised</b>	<b>255,560</b>
10030.Black Swamp Seal Extension	215,360
10237.Settlement Road - Seal Extension	40,200
<b>252 - Road Works - Drainage</b>	<b>384,902</b>
10256.Various - Major Drainage	384,902
<b>272 - Road Works - Sealed Resurfacing</b>	<b>908,428</b>
10257.Various Roads	908,428

<b>275 - Road Works - Sealed</b>	<b>2,214,431</b>
10248.Tinopai Road	31,225
10557.Waihue Road 2016/17	43,190
10558.Mangawhai Road 2016/17	142,512
10561.Robertson Road 2016/17	68,651
10568.Hoanga Road 2016/17	448,405
10570.Tinopai Road 2016/17	342,509
10572.Dunn Road 2016/17	377,842
10573.Dunn Road 2017/18	7,800
10587.Whitcombe Road/Whenuanui Reserve Road	131,256
10590.Tangowahine Valley Road	266,091
10594.Tinopai Road 2016/17	14,500
10677.Baldrock Road AWPT (RP1700-1900)	90,000
10678.Baldrock Road AWPT (RP4960-5210)	90,000
10679.Baldrock Road AWPT (RP6230-6430)	90,000
9999.Ararua Road 17/18 Designs	24,000
9999.Mangawhai Road 17/18 Designs	24,850
9999.Robertson Rd RP202-1057	21,600
<b>281 - Traffic Services</b>	<b>192,829</b>
10151.Traffic Services	192,829
<b>Water Supply</b>	<b>1,330,480</b>
<b>127 - Dargaville Water Supply</b>	<b>831,511</b>
10026.Baylys trunk main Stage 1: Replace 3km of 8km 150mm AC	541,000
10040.Compliance Drinking water standards	2,500
10166.P4: AC 100mm Renewal - Lorne St; Montgomery Av; Parore St; Pirika St - 1700m	232,043
10240.Take consent compliance	5,000
10616.Gated weir across Kaihu River or Waiatua Stream and Pipeline	(18,000)
10619.Baylys Beach Watermain	23,968
10646.Backflow Prevention Raw Water	45,000
<b>154 - Maungatoroto Water Supply</b>	<b>176,873</b>
10008.AC 200mm Renewal - Raw water main - 400m of 8Km	152,043
10144.NZDWS compliance	3,330
10268.Water take consent compliance	1,500
10647.Backflow Prevention Raw Water	20,000
<b>158 - Mangawhai Water Supply</b>	<b>276,500</b>
10269.Water take consent compliance	1,500
10276.WTP upgrade to meet DWS - Provision	275,000
<b>161 - Ruawai Water Supply</b>	<b>44,096</b>
10145.NZDWS compliance	1,500
10220.Replace balance (3rd Stage) of 2.3km retic of 100-150mm dia to meet fire flow	42,596
<b>239 - Glinks Gully Water Supply</b>	<b>1,500</b>

10270. Water take consent compliance

1,500

**Grand Total**

**16,039,726**

## Carry Forward Projects Forecast Two 2016-2017

Project	Status/Reason for carry forward	Remaining Budget (\$) to be carried forward
<b>Water Supply</b>		
<i>Dargaville</i>		
10616 Gated weir across Kaihu River or Waiaatua Stream and Pipeline	Project cancelled	98,000
<b>Wastewater</b>		
<i>Dargaville</i>		
10620 P1:AC 150mm Renewal - Victoria and Onslow Streets - 600m.	Saving from 2015/16 to use in renewal projects	23,000
10621 P3: AC 150mm Renewal - Pirika, Haimona, Lorne, Hokianga Rd	Saving from 2015/16 to use in renewal projects	46,000
<i>Kaiwaka</i>		
10181 Pond curtain	Investigation/Sampling untill Mar 2017. Physical work may next year	40,000
<i>Mangawhai</i>		
10059 Effluent Discharge Options	Saving from 2016/17 for Pump Station	150,000
<b>Stormwater</b>		
<i>Mangawhai</i>		
10011 Additional Capacity for Growth - Council Contribution	Saving from 2016/17 to use for development of Mangawahi Stormwater Catchment Management Plan - Stage 2	35,200
10627 Addition Cap Growth - Council Contribution 2015/2016.	Saving from 2016/17 to use for development of Mangawahi Stormwater Catchment Management Plan - Stage 2	17,000
<b>Land Drainage</b>		
<i>Raupo</i>		
10512 Murphy/Bower Stop bank	Decision not yet finalised, will need to carry monies forward into next financial Year	130,000
10540 - Floodgate 54 replacement	Unable to complete this financial year, carry forward to be first project to complete next year	102,000
<b>Library</b>		
10513 Library redevelopment	Options being reassessed	80,000
10637 Library planning & design	Options being reassessed	7,000
<b>Information Technology</b>		
10648 Telephony upgrade	Project expected to be finished in July	7,500
10041 Contact centre	Project expected to be finalised in July	13,000

TOTAL

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748,700

## **6 Annual Plan and Long Term Plan**

**File number:** 2302.21.02

**Approved for agenda** ☐
**Report to:** Council

**Meeting date:** 08 May 2017

**Subject:** Annual Plan 2017/2018 – Consultation Document, reporting of feedback and recommended responses

**Date of report:** 26 April 2017

**From:** Heidi Clark, Communications Manager

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

### Summary

Council has asked for public feedback on its draft Annual Plan 2017/2018 Consultation Document 'Moving On'. This feedback process was carried out under the Local Government Act 2002. The new provisions allow councils to either not consult or gain feedback without using the formal special consultative procedure where there are no significant or material issues.

The feedback period was from 28 March 2017 to 18 April 2017 at 4:30pm. The feedback process commenced with the Mana Whenua Forum. Seven additional public meetings were held across the District (Paparoa, Dargaville, Maungaturoto, Mangawhai, Kaiwaka, Ruawai and Kaihu) in April 2017.

There has been a total of 27 feedback forms received, plus one submitted anonymously, and a petition with 11 signatures.

The feedback was varied across the district. Some issues raised across the meetings were about road maintenance, funding requests and rating policy issues. Some of the conversations at the events were not directly feedback to the Annual Plan but were captured as a Council service request.

### Recommendation

*That Kaipara District Council:*

- 1 *Receives the Communications Manager's report 'Annual Plan 2017/2018 – Consultation Document, reporting of feedback and recommended responses' dated 26 April 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 *Receives the feedback and determines that it has considered all feedback, both written and verbal, to Council's Consultation Document for the Annual Plan 2017/2018; and*
- 4 *Instructs the Chief Executive to respond to all those persons/organisations that provided feedback or where relevant address through a Council service request for operational resolution of the matter raised; and*



**5     *Either***

*Approves the rates increase should remain at 2.65% as per the Consultation Document for the Annual Plan 2017/2018 and instructs the Chief Executive to finalise the Annual Plan for adoption at the 26 June 2017 Council meeting on that basis.*

***Or***

*Approves a rates increase of 3.65% as per the Long Term Plan 2015/2025 and instructs the Chief Executive to finalise the Annual Plan for adoption at the 26 June 2017 Council meeting on that basis.*

**Reason for the recommendation**

It is appropriate the Council reviews the feedback it has received prior to finalising the Annual Plan 2017/2018.

**Reason for the report**

To enable Council to review feedback received on the Annual Plan 2017/2018 prior to adoption of the Annual Plan process in June 2017.

**Background**

Council has sought feedback on the overall Annual Plan 2017/2018 consultation document, , including the following areas: capital expenditure for roads and footpaths, community activities or any other functional area of Council, proposals to use savings, maintaining future rates, and raising the uniform annual general charge from \$708 to \$728 (rather than the maximum of \$748).

The feedback process commenced with a hui with Mana Whenua. Subsequent feedback meetings held in April 2017 in Paparoa, Dargaville, Maungaturoto, Mangawhai, Kaiwaka, Ruawai and Kaihu, were attended by 47 people. Feedback could also be made through email and Council's website.

Councillors and staff were able to listen to and answer a number of questions received from the community at the meetings. Several operational issues were raised that fell outside the scope of the Annual Plan 2017/2018 and where appropriate were treated as service requests.

A total of 27 feedback forms, plus one received anonymously, and a petition with 11 signatures, (**Attachment 1**), were received, most came via the community meetings, followed by direct emails to the Council offices.

The feedback points and the Council officer's replies are attached (**Attachment 2**).

The feedback points and responses fall under the following categories:

- Mana Whenua Forum Annual Plan Hui;
- Rates and Finance (including Debt, UAGC);
- Infrastructure (including Roothing, Water, Recycling);
- Community (including Dargaville Town Plan, Economic Development, District Plan, Forestry, Kai Iwi Lakes, Taharoa Domain, Tourism); and
- Corporate Services (incl. Staffing Levels, Council Buildings, Communication).

## Feedback and Response Summary

### *Mana Whenua Forum Annual Plan Hui*

A Mana Whenua Forum was held with Councillors and officers of Council to directly engage with local Iwi. Concerns were raised about potential use of the old Matakohe bridges as part of a cycleway, building on landlocked sections, and the sealing of roads in particular Tana Road, Matakohe.

A number of questions were also raised around Council and Iwi working together around Maori land, these included; creating an effective map of all Maori land of interest, the need for a focus on Post Settlement Governance Entities (PSGEs) and relevant legislation, developing papakainga, extending and protecting non-rateable for Iwi, and dealing with historic debts.

Feedback was also received about water allocation, water take from Kaihu, pollution and developing a sewerage management plan to deal with the flow into the Northern Wairoa.

Council officers responded that there is cycleway potential for the old Matakohe bridges, and this is being investigated.

Policies and issues around Maori freehold land will be reviewed as part of the Long Term Plan 2018/2028. In terms of historic debts, existing Council policy and the Local Government (Rating) Act 2002, have mechanisms for rates remission when land meets specific criteria and conditions. Council is committed to working with Iwi on a case-by-case basis to address rates and rates arrears. There is a regional project that KDC is part of to remove obstacles so that Maori land can be used, including establishing papakainga. In addition, all Maori land has been mapped in the Kaipara District Plan

With regards to Tana Road issues, Council has a seal extension policy and due to the fact that no NZ Transport Agency (NZTA) subsidy is available at the moment for seal extensions, if customers would like their road to be sealed then it is to be privately funded.

In regards to water concerns, Council has an existing consent from Northland Regional Council (NRC) that allows KDC to take from the Waiparataniwha Stream and we only take from the Kaihu River during dry conditions (when the Waiparataniwha Stream weirs run dry). We endeavour to keep our extraction within the consented limits and work with Mana Whenua and other stakeholders to manage our raw water sources. KDC is working with NRC to ensure that the Northern Wairoa River is protected from untreated effluent. There are specific projects being planned for the management of raw sewage.

### ***Rates and Finance***

There was general support for continuing to exercise financial prudence, to operate as efficiently as possible and for using the savings from the debt reduction to catch up on maintenance backlogs sooner or save up for expenditure in later years.

There were several views offered about rating policy issues. These will be considered with the Revenue and Financing policy work, a part of the Long Term Plan 2018/2028 process which is currently underway. Opinions were evenly divided about the rates increase: some thought 2.65% was appropriate; some thought it should remain at 3.65% with the additional amount being used for additional spend on roading.

Similar views about staff increases were also put forward and are discussed further below. In essence given that the staff increases are driven by demand and statutory considerations, the alternative

(increasing consultants) is not considered cost-effective.

From a financial perspective a 3.65% rates increase could assist with debt repayment and catching up with backlog maintenance but putting additional funds into roading may be problematical. This is because the budget for roading is at the upper limit of what NZTA has approved in its current 2015-18 National Land Transport Programme (NLTP). Extra work could be done, but without the NZTA's approval of additional subsidy, the cost to Council would be 100% rather than the 39 cents in the dollar (i.e. approximately \$290,000 worth rather than \$740,000). This is not considered cost-effective. The roading programme, including service levels, will be reviewed as part of the Long Term Plan for 2018/2028 and Council's application for NZTA subsidy within the 2018-21 NLTP.

A compromise in the meantime might be to increase the roading budget and, in the event that additional subsidy cannot be sourced, the funds be used to retire additional debt.

From a consultation process perspective, it could be considered that the 2.65% that was included in the consultation document is appropriate and should stand.

It is recommended that Council confirms whether the rates increase should be 3.65% or 2.65% and instructs the Chief Executive to finalise the Annual Plan for adoption at the 26 June 2017 Council meeting on that basis.

### ***Infrastructure***

A large portion of the feedback concerned roading infrastructure, specifically the unsealed road network, and whether more public meetings can be held when it comes to decisions being made around roads. There were also positive comments around long term planning to meet growth and demand and the Council's use of shared services to increase efficiencies.

Council officers would like to improve engagement with the public regarding roading, and a plan is currently being worked on. This includes continuing to engage with representatives of forestry and other industries to ensure we can improve the cost efficient management of the unsealed network. In addition, Council is currently reviewing its Asset Management Plan (AMP) including the balance of spend between the sealed and unsealed network, and whether the ratio between metalling and drainage renewals (proactive maintenance), and reactive maintenance is optimal.

There was also feedback around water; namely raw water rates at Kaihu, rating charges for wastewater in Te Kopuru, and questions around wastewater and grey water reusability in the Mangawhai region.

Officers advised that water rates will be taken into account when developing and consulting on the Long Term Plan 2018/2028. Further, Officers are investigating options around the treatment capacity and management of peak flows to the Mangawhai Wastewater Treatment Plant.

### ***Community***

Feedback focused on rezoning within the District Plan and what the economic development plans are for Dargaville, Maungaturoto and Kaipara as a whole. Comments were also received on capital projects at Kai Iwi Lakes. There was specific feedback from the Mangawhai Activity Zone (MAZ) Charitable Trust requesting \$500,000 from the Reserve Contribution Fund to complete their international standard skate park. There was also a petition received for the Dargaville hydrotherapy pool to be enclosed, heated

and open all year round.

There was further feedback on tourism, and the need to promote it in Kaipara and particularly Dargaville. Questions were asked about our relationship with Northland Inc., and how our activities could be better recognised and connected.

It is acknowledged that work on District Plan re-zoning in the four Growth Areas is needed. Council has not undertaken any re-zoning exercises since the reviewed Plan became operative in 2013. Council has limited resource levels to undertake re-zoning exercises. Under the current resource levels, Council could only investigate re-zoning in one Growth Area at a time, with each exercise taking approximately two to three years. Council is currently investigating growth planning in Mangawhai, due to the growth pressures there. Dargaville will be considered next. Resourcing levels could be considered as part of the Long Term Plan 2018/2028.

As well as the annual \$100,000 for Taharoa Domain development, Council has set aside additional funds for campground improvements identified in the Kai Iwi Lakes (Taharoa Domain) Resource Management Plan (RMP). The Taharoa Domain Governance Committee may propose reallocating some funding towards biosecurity improvements required at the boat ramps as a result of the NRC bylaw that is being developed. Funding has also been set aside for improvements at Pine Beach including toilets.

It is acknowledged that there is a large reserve contribution fund collected. Council intends to spend this fund on improvements to parks and reserves in accordance with our Reserve Contribution (Spend) Policy over the life of the Long Term Plan 2018/2028. This spend must be measured and planned holistically. The request for \$500,000 for the International Standard Skate Park within Mangawhai Park will be considered as part of that long term spend.

Council is working closely with the Kauri Coast Community Pool Trust on initiatives to increase patronage.

Council has not traditionally undertaken economic development or tourism promotion. However Council is considering its future role in this area and would be keen to hear from all stakeholders, including operators and accommodation providers.

### **Corporate Services**

Another issue that received feedback was current staffing levels. Several comments suggested that the staffing money could instead be put into roading budgets. Feedback was also received on the need for more physical presence by KDC at big events, not just Field Days. In addition, the layout of Council reception was not felt to be welcoming by the general public.

For the Annual Plan 2017/2018 staff numbers are proposed to rise by seven over the Annual Plan 2016/17. Five of these new roles are needed to meet Council's statutory responsibility to process applications for resource and building consents. There have been significant increases in the volume of these applications, and this has generated increased revenue from application fees to fund these positions rather than using rates. These appointments are preferred to seeking additional external consulting support which would come at a greater cost.

Of the other two proposed new roles, one is required to address Council's expanded health and safety

responsibilities under new legislation, and the other is to support the development of Council's Policies, Bylaws and District Plan which is work that would otherwise be outsourced.

Council is currently reviewing its communications strategy with the objective to improve information flows and engagement with the Kaipara community. This will include our presence in print and social media, community events and our website etcetera.

Both Council's Dargaville and Mangawhai reception areas have been updated in the last four years. It is acknowledged that the available space on the ground floor at the Mangawhai office is limited which is not ideal at busy times.

## **Factors to consider**

### ***Community views***

There were 27 feedback forms received, plus one anonymous response and a petition with 11 signatures.

Staff have reviewed the feedback that has been received and will acknowledge and reply to all those who submitted in response to the particulars issues raised. When decision-making in relation to a particular issue, it is appropriate that Council first identifies the range of views that exist in relation to that issue, and then determines how it might wish to change its preferred option as a result.

### ***Policy implications***

There are no changes contemplated at this point that would trigger the Significance and Engagement Policy. Some suggestions will be referred to the Long Term Plan 2018/2028 process.

### ***Financial implications***

Council should consider the relative implications of either a 2.65% or a 3.65% rates increase for the 2017/2018 Annual Plan and confirm its preference.

### ***Legal/delegation implications***

There is an implicit requirement for Council to give due consideration to feedback received during the feedback period. Council may seek further advice or comment from Council staff or another person prior to finalising the Annual Plan if it wishes. Some changes may require amendments to the Long Term Plan 2018/2028 process which is currently underway.

## **Next step**

Council to consider officers' review of feedback and finalise the Annual Plan 2017/2018 at its meeting on 26 June 2017.

## **Attachments**

- **Attachment 1** – Feedback forms
- Attachment 2** – Summary of feedback and responses by point

## Part Three: Feedback Form

Kaipara District Council wants to hear your views about the Annual Plan 2017/2018. Because there are no material or significant changes for this Plan, there will not be a hearing process.

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**Your feedback is due by 4.30pm Tuesday 18 April 2017**

Once feedback is considered, the Plan will be finalised and adopted at the 26 June 2017 Council meeting.

### DETAILS

☐ Organisation ☒ Individual

First name\*

CAMERON

Last name\*

MACLEAN

Email\*

Primary telephone\*

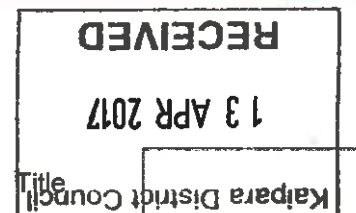
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  - c. Community activities
  - d. Other.
2. Our proposal to use savings?
3. Maintaining the level of the rates for the future?
4. Our proposal to raise the uniform annual general charge (UAGC) from \$708 to \$728, rather than the maximum of \$741 or some other UAGC amount?
5. Additional comments?

**Please write your comments in the space below**

Would like more community  
input into roading maintenance  
similar to Drainage Boards.

I oppose the increase in staff numbers. Money would be better spent on road maintenance.  
Angus MacLean



To Kaipara District Council

Here are my concerns regarding the District Plan for 2017-2018.

No1 I am totally against employing any more staff with in the Kaipara Council as I feel in the current economic conditions one has to tighten ones belt.

No 2 Roding issues. I wish to remind the KDC that I am one of the ratepayers that live,farm and work rurally and I endure daily,

the third world roads in my area,

and I am concerned this is representative right across the council roads in the District.

As we live rurally we do not get any other services,such as stormwater /wastewater

rubbish collection

sewerage treatment

street lighting

footpaths

parks and reserves

public toilets

All we get for our rate money is our roads,and as such we have to fight for any improvements to happen on them.And under the current system

when we phone up the call goes into the Help Desk and then into a BIG BLACK HOLE!!!!

Over the years we have talked to many people about roading issues and the turn over of staff in the system and contacts means no accountability,or

building a rapport with the ratepayers.Over the years we have witnessed some dumb road maintence and have asked who is responsible for said decisions and no one will

take any culpibility.

The annual plan we are looking at now is very vague on where monies will be spent and what subsidies apply.This has been going on since the start of the District

Council some 30 years ago.I have lived in this area all my life (60 years)

As Ratepayers we deserve to have more control over how the roading budget is being spent.We are NOT a bottomless pit of money.,,

It is time we had a major re think on where ,how,and what is being done to our roads.

Cameron Maclean

## Online Submission

### AP 2017/18: Annual Plan 2017/18

#### Submitter

**Title:** Mrs

**First Name:** Trudi-Anne

**Last Name:** Martin

#### Submission Details

Do you have any feedback on our capital expenditure programme for roads and footpaths?

**Comment** Do NOT spend anymore money on 7 more staff - spend that money on our roads.

Do you have any feedback on our capital expenditure programme for water, wastewater and stormwater?

Do you have any feedback on our capital expenditure programme for community activities?

Do you have any feedback on our capital expenditure programme in any other area?

Our proposal to use savings?

Maintaining the level of the rates for the future?

Raising the uniform annual general charge (UAGC) from \$708 to \$728, rather than the maximum of \$741 or some other UAGC amount?

Additional comments?



Mangawhai Activity Zone Charitable Trust  
191 Molesworth Drive, Mangawhai Heads, 0505

**SUBMISSION FROM MANGAWHAI ACTIVITY ZONE CHARITABLE  
TRUST (MAZ) TO:  
THE KAIPARA DISTRICT COUNCIL REGARDING THE 2017/18  
ANNUAL PLAN PRESENTED ON:  
THE 7TH APRIL 2017 AT:  
MANGAWHAI.**

**OUR REQUEST:**

MAZ is requesting that \$500,000 be released from The KDC Reserve Contribution Fund for the urgent completion of our International Standard Skate Park. The fund stood at \$4.3 million as at 30th June 2016 and currently is in excess of 5 million dollars. We are not asking for funding from *The Capital Expenditure Budget* and it was suggested that we make this submission by The Council.

**BRIEF BACKGROUND ON MAZ:**

Since 2008 a small dedicated group from The Mangawhai Community have been building an outdoor "Activity Zone" where both locals and visitors alike can enjoy and challenge themselves with a diverse range of sporting and family activities. It is proving to be an outstanding attraction and asset for the area with its growing popularity. Visitor counts over a 37 day period from late December to the end of January 2017 showed in excess of 30,000 visitors. This is significant for residents and business owners around Mangawhai.

**WHAT HAS BEEN ACHIEVED?**

The partial completion of a high standard skate park - a tennis, netball, basketball, 5 man soccer all weather court - a children's playground including a flying fox and pirate ship - 3 covered family BBQ's - a junior soccer field - an all weather cricket pitch and lower oval - seating and water reticulation - CCTV coverage (partial) - 4Km of mountain bike tracks - planting of Native trees and a large amount of land contouring. To achieve this we have raised over \$1,250,000 plus logged 9,000 man hours as well as the countless hours put in by local trades people and contractors to form the park.

**WHAT WE HOPE TO ACHIEVE:**

The completion of our ambitious skate boarding area - a 12 station functional fitness outdoor gymnasium - 3 BMX pump tracks to cater for all levels of skills and experience - an outdoor Soundshell for community concerts and events - further planting lighting seating and water reticulation and a caretakers place for tools and equipment etc. To do this we estimate a further \$800,000 is required and we are continuing with our fund raising activities including a recently launched crowd funding programme. [www.give4maz.co.nz](http://www.give4maz.co.nz)

### **SPECIAL MANGAWHAI/KAIPARA OPPORTUNITY:**

For the first time in Olympic history skate boarding has been included as a new sport. This takes place in Tokyo 2020. The MAZ skate park will be the only skate area in NZ (according to the NZ Skateboarding Foundation) that will have the full range of facilities available for aspiring Olympians to train on if we can get the funding quickly. A 3D image of the planned park is on our website [www.mangawhaiactivityzone.co.nz](http://www.mangawhaiactivityzone.co.nz)

### **WHY THE RESERVE CONTRIBUTION FUND?:**

The Trustees and committee of MAZ believe our project meets EXACTLY the requirements and reasons why a Reserve Contribution Fund exists. We are also unaware of many other outdoor projects in The Kaipara District that fall into this category that are part finished and need urgent funding to complete them and we repeat that the purpose of Financial Contributions (Paragraph 22.2.1 of The Kaipara District Plan Chapter 22) states –

- \* adding capacity to or otherwise enhancing existing open spaces through reserve contributions*
- \* giving public access to coastal areas, reserves, bush areas or areas of special reserve contributions*
- \* providing new, or upgrading existing, community amenities and leisure facilities*

Also our Activity Zone Park (MAZ) is part of The Mangawhai Community Park which is one of the three "PRIORITY PARKS" in The Kaipara District - the others being Tahoroa Domain (Kai Iwi Lakes) and Harding Park/Pou Tu o Te Rangi Park in Dargaville

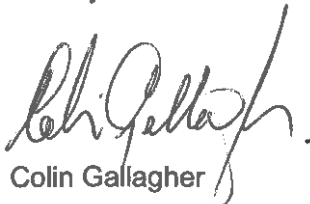
### **RESERVE FUNDING CONTRIBUTORS:**

Very recently MAZ talked to 10 Housing Developers that have given significant contributions to the Fund over the last few years (names can be supplied) to ask if they were aware that funds levied from Council were not being used for their intended purpose and instead were accumulating and were being recorded as Council debt reduction. This started when The Commissioners were in office. All were bewildered and when we advised them that we would be making this submission they unanimously asked to be kept fully informed of the outcome. This MAZ will do.

### **SUMMARY:**

The Trustees of MAZ appreciate the opportunity you have given us to make this submission whereby the total community will benefit for generations to come. We hope you see our vision in a very positive way to enable us to get our park completed.

Thank you on behalf of our Charitable Trust



Colin Gallagher

MAZ Chairman and Trustee

# MAZ

MANGAWHAI ACTIVITY ZONE

## NEEDS FUNDING FOR...

COMPLETION OF OUR INTERNATIONAL SKATE PARK

FUNCTIONAL FITNESS

CRICKET/  
SOCCER

3X  
PUMP  
TRACKS

SOUND SHELL

WWW.GIVE4MAZ.CO.NZ



# HOW TO DONATE



go to: [www.GIVE4MAZ.CO.NZ](http://www.GIVE4MAZ.CO.NZ)

click

**DONATE NOW**

A tax receipt will be sent to your given email address

---

Mangawhai Activity Zone Charitable Trust (MAZ)

Located on Molesworth Drive next to St. Johns, Mangawhai Heads

Contact: Colin Gallagher (MAZ Chairman)

021 955 850 | [colin@bramasole.net.nz](mailto:colin@bramasole.net.nz)

---

Mark and Vicki Meyer

To whom it may concern

We are writing to express our concern in the proposed concept of increasing your staff numbers at the expense of the roading budget.

We have been in contact with your roading division and told them about the state of our road, Mapuna Road. A roading member came and drove down our road and called us on Tuesday 11th of April saying that yes the state of our road was unsatisfactory, the pot holes would be filled this week and metal would be applied over the road next week.

As at the end of the working day on Thursday the potholes still were not filled.

We have lived down this road for 6 years now and from our recollection the road has only been graded twice in that time. We pay our rates on time whenever they are due, (over the last 6 years we have paid in excess of \$50,000). So please take a good hard look at where you are going to be making cost savings and this shouldn't be at the expense of basic infrastructure such as roading.

Regards

Mark and Vicki Meyer



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### DETAILS

7.4.17 Maungaturoto

☐ Organisation ☒ Individual Title

First name\*

Last name\*

Email\*

Primary telephone\*

Alternate telephone

Postal address

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DP Land zoning  
residential town  
skirts Maungaturoto  
commercial / industrial.

District Plan

→ Commercial

Industrial

Residential

Zoning in Maungaturoto.

**"Enclose and Heat Hydrotherapy Pool at Dargaville AND help to open the facility year round."**

PO Box 64  
Whangarei

Andy & Nesta Ross

Dear Council members,

We would like to oppose the increase in staff re: your annual plan, as we`d like the money to be spent on the direct maintenance of our roads rather than more paper shufflers.

Yours sincerely

Andy & Nesta Ross

## Year Three – Long Term Plan 2017 / 2018 Feedback



The Kaipara Annual Plan 2017/2018 needs adjustments:

### 1. page 4 Source Documents

The current Structure Plan approved January 2005 and the current District Plan adopted November 2013 are important sources for the annual plan 2017/2017.

- That the Long Term Plan adopted June 2015 hasn't considered those plans can't be a reason to continue to ignore them. See comment to Mangawhai growth page 21 of the Consultation Document for Annual Plan 2017/2018.

### 2. page 17 Wastewater

Alternative to the application to vary the Mangawhai Communal Waste Water Scheme we need a research about grey-water separation with on-side and communal irrigation. The new bylaw for wastewater management needs changes to enable in the future grey - water separation.

### 3. page 20 solid waste

- Recycling need more attention.  
As a very first step Council could do is informing all shop owners about alternatives to the everywhere used plastic bags like paper-, cotton bags or on land and water biodegradable plastic bags.

### 4. page 21 Developing our Communities Mangawhai's rapid growth

- The Structure Plan for Mangawhai demand since 12 years a walkway pedestrian network plan and pictures in this plan show very nicely how to avoid traditional boring grid fashion.
- The District Plan demand under 3A.6.5 Mangawhai Infrastructure Development Plan Pedestrian and Cycle Access: "An appropriate number of pedestrian and cycle links will be formed to provide efficient access through the mangawhai Structure Plan Area.  
"Subdivisions design within the residential and business zones will be expected to achieve pedestrian friendly streets and ... linkages ....  
Safe cycle and pedestrian ... connecting Mangawhai Village, Wood Street business, Mangawhai Park and Heads recreation reserve."

**Please study those two plans and integrate the demands in the annual plan!!!!**

Over the last years ignoring those plans have already created a mostly irreparable and for the future very expensive mess. Since years the Council tells that "Town Plan is in the early stages". The reality is that no one in the Council is working on a walkway-cycle- network plan through the Mangawhai Structure Plan Area and no one takes care to create open space and avoid traditional boring grid pattern. The subdivider can do what is convenient for them. The public interest get lost when we don't integrate the current Structure Plan and District Plan.

We need urgent a walkway / pedestrian / cycle network plan. It is very easy to do it.

Such a plan has to be priority to manage the growth of Mangawhai or we will have a "Town Plan" after all is already irreversible messed up. First a plan and than the action! The other-way round can't work! Not one further subdivision can be signed before a pedestrian cyclist network plan is ready and part of the approval.

#### 5. Page 24 District leadership

The district-wide founding of the Mangawhai Communal Waste Water Scheme by the Uniform Annual General Charge ( 2017/18 \$ 174 each ratepayer ) for all Kaipara ratepayers should be shown on each rate invoice.

Christian Simon

## Heidi Clark

---

**From:** Council  
**Sent:** Friday, 31 March 2017 4:41 PM  
**To:** p8pper@gmail.com  
**Subject:** RE: Concerns for Mahuta gap - SR 1704115

Hello Anjo,

Thank you for your letter to the Mayor. Your letter will be treated as a submission. If you have any further concerns relating to this email please quote the Service Request reference SR 1704115

If you require any further assistance please email [council@kaipara.govt.nz](mailto:council@kaipara.govt.nz) or phone 0800 727 059 Monday to Friday 8 am to 4.30 pm.

Regards



Kipi Sarich | Kaitiaki Kiritaki | Customer Services  
Kaipara te Oranganui | Kaipara District Council, Private Bag 1001, Dargaville 0340  
Freephone: 0800 727 059 | 09 439 3123  
[council@kaipara.govt.nz](mailto:council@kaipara.govt.nz) | [www.kaipara.govt.nz](http://www.kaipara.govt.nz)  
Dargaville Office: 42 Hokiang Road, Dargaville 0310  
Mangawhai Office: Unit 6, The Hub, 6 Molesworth Drive, Mangawhai 0505  
Opening Hours: Monday - Friday 8 am to 4.30 pm

**From:** Anjo Teesdale [<mailto:p8pper@gmail.com>]  
**Sent:** Friday, 31 March 2017 9:17 a.m.  
**To:** Mayor  
**Subject:** Concerns for Mahuta gap

Dear Mayor Greg Gent,

My name is Anjo (Jacobje) Teesdale. I have lived on Mahuta road for 25 years, As you would be aware, we are a small rural community with homes, a few small farms and a couple of industrial farms. Raising our children in the rural community has been great with the added bonus of being able to access the beach via the Mahuta gap, which had been used by the public and locals for many many decades. It has always been considered a four wheel drive access only, and believe it should remain as such. Which was fine as it could be a bumpy ride at times, that would sort itself out when the rains came and flushed itself smoother again. As the years have gone by the Mahuta gap started to become more popular with the public, fishing, motorcycles and four wheel drivers, using the Mahuta gap to access the beach for recreational purposes. Emergency vehicles have had to use the Mahuta gap on many occasions to attend accidents or civil emergency's over the years. One fairly recently when fire and ambo's attended an accident a kilometer or so south of the gap and the helicopter also had to be called in. At times the Mahuta gap is unreachable from either Glinks gully or Bayly's beach entrances, not only with tides but rocks becoming exposed and blocking access along the coast from either side.

The problem in the gap started when puddles would turn into holes, that got bigger and bigger, then, deeper and deeper. becoming a lake with no where for the water to go but back up where it came from. The grader would come and clear it if it was in the area. That was also fine cause it would be cleared and stay cleared for a good amount of time. At the moment it is blocked big time.

We had the grader on the road in the weekend (25th March 2017). Thinking cool, we should be able to get through the gap now, with a couple days to settle. I went to see if we could get to the beach. No. It had not been touched. Only to see another huge lake formed instead. I rung the Kaipara District council to see if the grader was still in our area and would they be popping down to open it up? I spoke with a Kylie and was rung back shortly after and told that someone would be out mid next week. Thanking them for the information and time, I went on with my day. Kylie later call back to say that they aren't going to maintain

the gap at all anymore, it was considered a paper road and they didn't have to ?? Gobsmacked to say the least. Any questions I had was replied with a smart ass answer (excuse my pun).

There are local rate payers that live at Maules gorge (half a kilometer north of the gap entrance) who rely on the Mahuta gap being passable to get to and from their homes, the water committee for the area, use the Mahuta gap entrance to also get to Maules gorge to maintain the pumps that supply all homes and farms with water for this area.

We were told that the grader would only unblock the gap if it was in the area. And the job is well done and very much appreciated.

When I read up on paper roads, it says "public rights to use without hindrance". Statutory law guarantees paper roads remain accessible by foot, horse back or vehicle and council are empowered to maintain the road status.

If the Mahuta gap is left as it is, then it will become a environmental issue, as the water collecting will become polluted. Should it open itself up in time, it will be toxic water and become damaging to the shell fish life.

Kind regards  
Anjo Teedale



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I was disappointed that the short section of Lawrence Road (2 km) from Kaiwaka-Mangawhai Rd to Devich Road was not on the ten year or annual plan. This piece of road has had grading wet and dry, rolling and remetalling for years, but at present because there is so much traffic this has to be done more regularly. The metal is pushed off to the sides to remove potholes and corrugations, then the rain comes washing the metal down into and blocking the culverts. A digger is sent to clear the culverts putting all the metal on the bank or carting it away, the trucks are then sent, usually in the winter to metal the road again. This goes on year after year at considerable cost to the ratepayer. Surely with the many complaints from residents and the considerable increase in subdivision, this road should be given some priority. Because of the narrow one-lane bridge in Devich Road, it has become unusable by heavy traffic, and Lawrence Road is being used instead to access the subdivisions in Devich Road also. At present, with the recent heavy rain, Lawrence Road is a total mess.

Paul Wightman

## **SUBMISSION TO THE 2017/18 ANNUAL PLAN OF THE KAIPAR DISTRICT COUNCIL**

**FROM**         **RICHARD ALSPACH,**

This submission is based on the summary document “Moving on”, and the Mayor’s articles and Newsletters.

**Extra Staff:** The plan calls for an additional 7 staff. This would seem excessive. Since the appointment of Commissioners the staffing levels, including the proposed additional seven, at the KDC have increased by approx. 70. An increase of 140%.

Explanations for this increase have been glib, at best, at worst, well we won’t go there. The Mayor in his newsletter has explained that 12 of the increase are because roading has become “in house”. That still leaves nearly sixty?! Previous Councils didn’t employ that many consultants. If the increase is necessitated by Central Government, tell us the extent of your advocacy to dissuade such imposition. In some areas of Councils public interface there has certainly been an improvement in service, Parks and Reserves for instance, but nowhere near enough to justify the increase.

The funding allocated to the extra seven staff would be better spent of Roads.

**Roading:** Taking a modest approach to the cost of the extra seven staff, and adding to that the FAR of 61%. We could have at least another \$750,000 to spend on roads next year. That would help. (\$300,000 divided by 39 X 100= \$769,230.00)

There is clearly a lot of catching up to do to get us back to 2010; and the roads weren’t brilliant then! The network maintenance costs outlined in the charts, are not inflation indexed, so the real position is actually much worse.

The situation is further compounded by the current state of the roads and soil conditions. Having endured four tropical weather systems since February, soil conditions are much wetter than usual for this time of the year; even a normal winter could be catastrophic. If the winter is wetter than normal....goodness knows!!

At the consultation meeting in Dargaville, KDC’s road maintenance manager stated that he only had access to two digger/cleaners for the whole network water tabling, meaning he was only able to get around once every eight years. Any farmer will tell you that races need water tabling more often than that! This is essential work! How embarrassing for all concerned to then have listen as to why we needed to spend more money on general staff, to do goodness knows what function, when essential works are going begging.

According to the charts in the document, rural communities still pay approx. 60% of the rates. Roads are the tangible reflection of rates spent. Roothing infrastructure, and the communities which depend on them, socially and economically (which is everybody actually), deserve a better share of the cake.

The funding allocated to the extra seven staff would be better spent on roads.

**Forestry targeted rate:** It is pleasing to see that Council is intending to continue with this rate. Even with the targeted rate, exotic forestry is still only paying approx. 2.7% of the total rate collection. Land rated as exotic forestry occupies 13.5% of the land mass of KDC. Forty years of accumulated data collected by local authorities nationwide firmly states the case for damage caused by logging, this, combined with the expectation of the industry that they will have to pay more, justifies the targeted rate at the current level. In the absence of any change to the way in which local Government is funded, and given that large scale forestry is here to stay, this rate will have to continue well into the foreseeable future.

**Economic Development:** The Mayor's definition of what this might entail is instructive. It went something like this..."We can't afford to give subsidies to industry, so we have to concentrate on making the best of what we have, making sure the facilities we offer are the best they can be, within the budgetary constraints we will always have" Amen to that!!

When added to his comments during the election..."We are a small Council so we have to work with our communities to find smarter ways of doing things, that draw funds from other places than just the ratepayer pool". Double Amen to that!!

If the Council follows the Mayor's direction in the area of Economic Development, then we will be on the right path.

**The following are questions, and as such are not really part of a submission to the annual plan. However I do require answers to these questions. You may treat them as under the OIA if you like, though frankly the answers should be in the Public Domain.**

1. There is a for sale sign outside Council's property at Opanake Road. It may be for the forested block, or for the clear land around the Dam, or both. For the record, that land was brought by the Dargaville Ratepayers to enhance their own water scheme. (The trees were planted by the Council as a whole). If the land is to be sold, then the money should not disappear into the void of Council debt reduction; instead it should go toward the upgrade/deferred maintenance of the Dargaville Water Scheme. Goodness knows it is necessary. Any other course of action would clearly just not be right. (And I am not a ratepayer in Dargaville).
2. The Forestry on the above piece of land should be approximately 54 hectares, and planted in 2007 (i.e. 10 years old). Has the Council considered the impact of dropping out 54 ha (on top of the 36 ha already dropped out at Taharoa Domain), on its ability to structure its forest operations to be sustainable in its yield? With that land you still have 700 ha of Forest; which could over time be structured to deliver 25 ha each year on a 28 year cycle. A significant amount to contribute towards the development of Kaipara each year.
3. There is quite a bit of forestry land coming up to 25 years of age, in fact about 125 ha, mainly in the Hills block. What is Council's intention with regards to this revenue stream?
4. Unless it has been harvested already, in which case why, and what happened to the money?

5. Council should have about 40,000 carbon credits( current value ranges between \$17 and \$17.80).As most of these were granted on pre 1989 forest, and our only obligation is to replant, that should leave a fair chunk of available income. What is Councils intention, regards this money?
6. If you have already sold them, when and how much did you get, and what was the money used for?
7. What is the status of the Recreational Development Fund? Collectively and in its individual pools?
8. What are Councils policy/criteria with regards to allocating these funds?
9. Council used \$160,000.00 of Recreational Development Funds to buy out the Ski club at Lake Waikere. Regardless of what people may think about the deal, that was a legitimate use of those funds. But did the funds come out of the overall collective pool? If they didn't they should have done.

Richard Alspach

15<sup>th</sup> of April 2017

## Concerned Ratepayer: Annual Plan

I OPPOSE against the increase of 7 more staff. We as RATE Payers cannot afford to employ more staff, so if the present staff are not efficient enough to manage, then replace them by those who can.

Water Tables are a massive part of keeping our roads in order and I had heard that the water tables only get done every nine years, REALLY!!! It all makes sense if this is true, its obscene, which is why we are getting so much unnecessary flood damage and huge maintenance cost to our roads. PREVENTATIVE is what we should be looking at. As a RATE PAYER the contract between the Council and Road Contractor should be made available to us. So we as RATE PAYERS can be the eyes and ears and can note whats not getting done on our roads that should be. We have many blocked culverts and culverts that have been put in the wrong place that have never worked. We have a huge slip on Girls High School Road that clearly hasn't even been noticed due to a blocked culvert. But I'm sure when it does get noticed all hell will break loose and the contractor will come along and put up some cones and signs, they will remain there for a year or two and that takes away liability if something should happen. JOKE!!! Then when that year or more likely two is up, they come out and put up ridiculous rails that are just as bad as the cones, and they will remain in place for another year or more likely two. Another JOKE!!! That's right, safe guard against LIABILITY!!! Four years later we still have a dangerous slip on our road and still no sign of any real fix and our water tables still haven't been cleaned to prevent more major slips and costing us extra money we don't have. HEALTH N SAFETY would have a field day if it wasn't a govt department. But what do we know, we are only simple RATE PAYERS, that keep getting rate increases to pay for inefficiencies that are continually COSTING us more and more pennies and not SAVING us pennies.

Our roads are a disgrace 90% of the time. Go back to the drawing board and plan for PREVENTATIVE MEASURES of saving us money long term not short term.

Regards disgruntled RATEPAYER.

**3, Wilson Street, Te Kopuru.**

Postal: -----

Kaipara District

18 APR 2017

**RECEIVED**

17th April, 2017

Kaipara District Council.  
Hokianga Road,  
Dargaville.

**Formal Submission: Draft Annual Plan y.e.2018  
TARGET RATE (Capex+Opex) - TKWW**

This submission constitutes a preliminary formal representation on behalf of the Te Kopuru Community at large, contingent upon and subject to amendment & detail at a meeting yet to be committed to by KDC, within the THREE days following closure of submissions on the 18th April, the result of that meeting, constituting a part of this submission, as assured by Clr. Genge at Kaihu Public Meeting 13 APR 17.

Principal Points of Submission.

- (1) Given the median income & demographic, technical simplicity, historical minimum effected maintenance & demonstrable diversion/theft of specifically TKWW-Target-Revenue FROM TK expenditure TO "Other district schemes", the community strongly contends a remission of this target rate from the peak in y.e.15 of \$128k total target revenue, to that prevailing in y.e.'s 09-12, typically in the lower range of \$3-400 p.a. Per SUIP. And, further, the FULL RESORATION OF THE INDEBTEDNESS THAT AROSE as a result of improper transfers of funds in y.e. 13, 14 & 15 around the actual \$136k cost of the desludging, which has resulted in, for present time until amended, a residual & UNWARRANTED costly debt to borrowing of about \$58k? ongoing.
- (2) Please explain: In years 13 & 14, the then Commissioners advised us to the effect that 3-WATERS Technical Services would be readopted in-house to KDC, INORDER TO SAVE inordinatate & escalating "consultancy costs". "Internal Service Cost"s have increased 1600% ye09-18draft (\$1,837 -\$29,878... or glaringly from 2.6% of target revenue to 27% of this total) while the relevant external activity cost centres, (ie H2011099/1652026/1652040 have YET FURTHER INCREASED, albeit at a more modest rate. WHERE ARE THE PROMISED SAVINGS??? This community can only conclude this arises from further cross-subsidy from "cheap to run" schemes TO decrepit, multi-pump + gravity-rise-kms, and sensitive receiving water systems, with 10-100 times the per suip Opex costs?

I would remind the Mayor, Councillors & our/their civil servants of the categorical advice given to the Commissioners just prior to their adoption of the current LTP, as referenced overleaf...

**Target rate revenue must ONLY FUND the activity or service FOR WHICH IT WAS RAISED**

This is clearly & unambiguously stated in the 1979 mandate as...

**For the purpose of providing TE KOPURU with sewerage reticulation & sewage treatment**

17th April 2017.  
Te Kopuru.

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## Background

The Revenue and Financing Policy sets the framework for the Funding Impact Statement (Rating Tools) and in turn the Rates Resolution; the three cascading down to provide legal compliance for setting and assessing the rates each year.

Council is currently reviewing all the policies in the Long Term Plan 2012/2022 including those that were amended and incorporated with the Annual Plan 2013/2014. Research of 26 Council's has been completed in order to assess the reasonableness of Council's approach to the R&FP and FIS policies against common practice as indicated in the research.

The focus of this report is to compare the approach taken by Kaipara District Council with 25 other New Zealand Local Authorities regarding general rates versus targeted rates for each of Council's activities.

## Review of rates funding of activities

### Targeted rates

Targeted rates fund either a specific activity/service or a number of activities/services. Targeted rates can either be set across a subset of ratepayers or across the whole Kaipara District. Targeted rates are a particularly useful rating tool when the benefits from the provision of an activity/service funded by

GMC or

15

2304.03/LTP15  
MSC-2014-Research for Review of R&FP Policy and FIS opt

MB Ref

3



the targeted rate are clearly defined. For example, physical access to a wastewater or water supply network. Targeted rate revenue must only fund the activity or service for which the targeted rate was set.

## VOTING PAPER

### COUNTY OF ROSS

#### (Te Kaitiaki Community Council)

#### PROPOSAL TO RAISE A SPECIAL LOAN UNDER THE LOCAL AUTHORITIES LOANS ACT, 1968

Proposed to raise a loan of \$250,000 to be known as the Te Kaitiaki Sewerage Loan, 1974 for the purpose of providing the Kaitiaki with sewerage collection and treatment subject to the following conditions:

1. The maximum term for which the said loan or any part thereof may be borrowed shall be 20 years.
2. The rate of interest that may be paid in respect of the said loan or any part thereof shall be such as shall not exceed the rate of interest that may be paid in respect of the said loan or any part thereof for the time being specified by the Local Authorities Loans Board and notified in the New Zealand Gazette. (Present maximum rate is 10% per annum).
3. The said loan or any part thereof, together with interest thereon, shall be repaid by any of the following methods of repayment:
  - a. By equal aggregate annual or half yearly payments of principal and interest;
  - b. By establishing a sinking fund at a rate of not less than 0.5% percent per annum of the amount of the loan or of this loan, as the case may be (other than any part being repaid pursuant to sub-paragraph (a) of this clause); for the time being borrowed but not repaid;
4. The security for the said loan and interest thereon shall be a special rate levied at a rate of not less than two pence (2/100) in the £ of the land value of all rateable property within the Te Kaitiaki Community Council area. It is intended to levy in the year of the above annual amount of 2/100 per pound of £100.

#### Directions To Voters

(READ CAREFULLY BEFORE VOTING)

1. If you wish to vote For the loan, write X in the square at the end of the line "I Vote For The Loan".
2. If you wish to vote AGAINST the Loan, write X in the square at the end of the line "I Vote Against The Loan".
3. After voting, fold the voting paper, enclose it in and seal the envelope addressed to the Returning Officer and post the envelope or deliver it by hand to the "Returning Officer" or any Deputy Returning Officer at any time for it to be received by him before 12 noon on Saturday, November 15, 1974.
4. If you spoil the voting paper, you may return it to the "Returning Officer" and apply for a Special Voting Paper.

I VOTE AGAINST THE LOAN

I VOTE FOR THE LOAN

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ADDENDUM TO  
SUBMISSION OF 17 APR 17

From: Sean Mahoney

Sent: Wednesday, 5 April 2017 10:33 AM

To: Heidi Clark <hclark@kaipara.govt.nz>

Subject: Annual Plan Feedback

Hi Heidi

from last night , Paparoa

Wayne Birt raised the issue that Council should look at how it will manage re-zoning for growth areas.( District Plan )

Thanks

Sean



**General Service Request**

Date	First Name <i>Rosemary</i>	Surname <i>Browne</i>
Postal Address		
Telephone number		
Email address		
Subject	e.g. Roading, Planning...	
Request <i>Re footpath in Alamar Crescents.</i>		
<div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <i>* Query regarding Mangawhai Town Plan.</i> </div>		

## Part Three: Feedback Form

Kaipara District Council wants to hear your views about the Annual Plan 2017/2018. Because there are no material or significant changes for this Plan, there will not be a hearing process.

However, the consultation document provides you with information about the updates and variations, so you can let us know what you think.

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Unit 6, The Hub, 6 Molesworth Drive, Mangawhai.

### Please send your feedback to:

"Annual Plan"  
Kaipara District Council  
Private Bag 1001  
**Dargaville 0340**

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**Your feedback is due by 4.30pm Tuesday 18 April 2017**

Once feedback is considered, the Plan will be finalised and adopted at the 26 June 2017 Council meeting.

### DETAILS

<input checked="" type="checkbox"/> Organisation	<input type="checkbox"/> Individual	Title	CEO NZ Chambers of Commerce Northland
First name*	Tony		
Last name*	Collins		
Email*	ceo@northchamber.co.nz		
Primary telephone*	09 438 4771		
Alternate telephone			
Postal address	PO Box 1703 Whangarei 0140		

Please add your comments on the following pages.

### You can also attend one of our 2017 round table sessions at:

- Mana Whenua Forum Annual Plan Hui - Northern Wairoa War Memorial Hall (Dargaville Town Hall - Hokianga Road) - Tuesday 28 March - 10.00am
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- Kaihu War Memorial Hall (Kaihu Wood Road) - Thursday 13 April - 1.30pm

**Feedback to:**

The Kaipara District Council

**Feedback regarding:**

Annual Plan 2017-18 Consultation Document

**FEEDBACK by:**

The Chamber of Commerce and Industry Northland Inc.

***INTRODUCTION***

Since 1903, the NZ Chambers of Commerce Northland has served the needs of the region's business community through its public policy and advocacy initiatives and its business development programs and services. The Chamber currently has approximately 460 financial members that employ the equivalent of 3500 full time employees. Our membership includes many business that expect their views to be represented in this Feedback

We strongly support policies that strengthen the development of Northland businesses through:

Freedom of enterprise to generate and contribute economic, social and cultural wealth to Northland;

- The development of a market economy in which there is minimal interference from central and local government;
- The strengthening of Northland's performance as a pre-eminent commercial, industrial and communications centre.

The Chamber also works to ensure that Northland has a business-friendly environment where all businesses can grow and prosper. With this, also comes paying close attention to the quality of life the region offers our members' employees and families. The Chamber works to make a difference in Northland's future and to help Northland grow. Northland's standard of living is fundamentally dependent on the productive performance of private sector. Businesses and individuals are therefore central to Northland's economic development and are the engine of growth.

***KAIPARA DISTRICT COUNCIL ANNUAL PLAN 2017 – 2018 CONSULTATION DOCUMENT***

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We are largely supportive of this document. Our feedback is confined to changes highlighted between the Long Term Plan 2015-25 and the Annual Plan 2017/18 Consultation Document.

***FINANCIAL STRATEGY AND MANAGEMENT***

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Local government must be affordable and sustainable. It must balance what the community can afford against the things they would like to see delivered to enhance our District as a place to live, work, play and invest. The Chamber supports Council exercising financial prudence and provide value for money: e.g. ensure expenditure, revenue and debt levels are managed to give the community confidence and suppliers and investors certainty concerning Council's ability to be a responsible financial manager while also flexible enough to respond to changes in the external environment; and, funding efficient and effective core services: e.g. essential transport infrastructure and services, stormwater and flood protection, and water supply and sewerage.

It is pleasing to see the savings identified particularly in the area of operational expenditure outlined in the Consultation Document. We would ask that the Council continues to exercise financial prudence and that there is continued internal scrutiny as to their cost structure and about how the organisation can operate in the most efficient manner possible.

***INFRASTRUCTURE***

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One function of Council is to make it easier for business to operate and to help create a district that attracts more productive business and inward investment. Business-friendly can be defined as the explicit attempts by local governments and their partners (including central government) to reduce the regulatory and non-regulatory barriers, costs, risks and uncertainties in all forms of commercial activity to stimulate and support local business growth, local business retention, and attraction of new business to the local area. Obviously in many instances this is about ensuring the level of infrastructure –within the capacity of ratepayers to fund it - available to the business community is on par with other parts of the country.

Council's infrastructure has to last for a long time and it would be unacceptable for a council not to acknowledge this, nor plan to maintain, invest and develop infrastructure required to meet future growth and demand. It would be unrealistic to ignore this issue

as has been done in the past or to expect the burden of replacing, maintaining or growing our infrastructure to be met solely by future generations.

### ***Transport***

On a general note there has been a positive shift in the willingness of Northland's councils to collaborate in recent times but there is still range of options of shared costs that could be explored. It is pleasing to see the Council exploring shared services as a way to achieve higher levels of efficiency, particularly in matters concerning roading.

Roading is an essential element for ease of business and in many cases this may be all a council can practically provide to support business within council's budget and other demands.

### ***Three Waters – water supply, stormwater and wastewater***

The Chamber is supportive of the Council's continue commitment to ensuring that we as a district have a water supply, stormwater control and wastewater systems that is fit for purpose.

### ***RATES***

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We recognise that Kaipara, like many councils suffers from the self –inflicted consequences of failing to address this issue in the past and successive years an unfair distribution of rating across various sectors based on a perceived and misguided view on ability to pay and political expediency. We accept that the proposed rate raise is inevitable as if nothing is done then the problem will be exacerbated.

So as stated earlier in this document, in light of the function rates play in funding Council activity, we believe all Councils need to continually examine how rates are structured to ensure there is a degree of equality and fairness on the contributions that various sectors of our communities are asked to make. To do things better and more efficiently, the Chamber strongly recommends a searching look at all activity areas of Council to identify where rate payer savings might be achieved.

The Chamber continues to support the following general principles for rating:

- The Rating System should be fair, equitable and transparent.
- Structured in a way to stimulate growth.
- User charges should be adopted for all services where there is a private benefit and the user/beneficiary can be identified and the service quantified either directly or by proxy.

- A Uniform Annual General Charge should be adopted to pay for the costs of those services which benefit each ratepayer equally (such as democracy, parks and sports facilities) and to pay for those private benefits which accrue to all ratepayers equally but are not practical to collect separately.
- Public Benefits should be paid for by an undifferentiated rate based on Capital or Annual Value.
- Targeted Rates be applied to fund specific activities or where there is a need to fund specific programmes in specific areas Ability to Pay issues should be addressed, not through a distortion of the rate structure, but by transparent specific measures such as rebates, remissions and postponements.
- That the 2007 Local Government Rates Inquiry recommendation that business differentials should be abolished, and do so in good faith justified by reference to the compelling reasons for abolition set out in the Rates Inquiry report The Chamber does not favour rates differential policies and supports the findings of the Shand Report that recommended business differentials should be abolished. .

To this end we would like to reiterate that it is our view that any increase in rates should be clearly tagged to indicate what service improvement it will provide for, and a statement provided as to why the 'increase' could not be provided through user charges or offset by grants and/or subsidies.

We believe that the mix of rates burden between commercial and residential properties should be and equitable. Policy needs to ensure residential rate payers are paying a fair share of rates relative to the value of their properties should be applied consistently across all rate payer groups.

The Chamber supports the revised UAGC proposed in this document.

### **PLACE MAKING**

Tourism is a key economic driver for our region and Kaipara has an important role to play in this sector. To do this we need first class attractions, services, infrastructure and accommodation. As well as this we need a value proposition that differentiates the various settlements of Northland and what they have to offer and how they can be integrated into an offering that compels visitors to stay longer and spend more in the region. Council investment in place-making is one way that this can be supported.

### **CONCLUSION**

The Chamber's feedback is made in the positive spirit of maintaining the challenge of continuous improvement to Kaipara's governance, to support and encourage business-friendly innovation and growth. We look forward to continuing to work with the Kaipara District Council to achieve our shared objective of attracting and encouraging the development of business opportunities throughout the district. We would welcome the opportunity to be heard on this feedback.



Tony Collins  
Chief Executive Officer

13 APR 2017

RECEIVED

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Kaipara District Council

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Dargaville 0340

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### DETAILS

☐ Organisation

☒ Individual

Title

First name\*

Rose

Last name\*

Coles

Email\*

Primary telephone\*

Alternate telephone

Postal  
address

Please add your comments on the following pages.

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**Do you have any feedback on:**

1. Our capital expenditure programme?
  - a. Roads and footpaths
  - b. Water, wastewater, stormwater
  - c. Community activities
  - d. Other.
2. Our proposal to use savings?
3. Maintaining the level of the rates for the future?
4. Our proposal to raise the uniform annual general charge (UAGC) from \$708 to \$728, rather than the maximum of \$741 or some other UAGC amount?
5. Additional comments?

Please write your comments in the space below

~~Transfer of Regulatory Issue.~~

Kai Iwi Lakes - Capital projects what is Har.

\* Boat ramp for Kai Iwi Taharua  
lakes with weed cordon  
reduce pest toilet proliferation  
double if poss

Toilets - more at Pine Beach.

→ Redired capex to domain from camping ground.

More toilets in domain - outside of

\* don't need new vector why do they need it

\* boundary adjustment & new toilet facilities on Council land. New owner may facilitate vegetation

## General Service Request

Date	First Name	Surname
Postal Address		
Telephone number		Email address
Subject	e.g. Roading , Planning...	
Request	<p>\$510K last year spent on</p> <p>\$150 K. Comp/land</p> <p>\$100k and maybe \$50k</p> <p>Rose. 439 0851</p>	

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### DETAILS

64-17 Mangawhai F.P.

☐ Organisation ☒ Individual ☐ Title

First name\* Terr

Last name\* Donaldson

Email\*

Primary telephone\*

Alternate telephone

Postal address

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3. Maintaining the level of the rates for the future?
4. Our proposal to raise the uniform annual general charge (UAGC) from \$708 to \$728, rather than the maximum of \$741 or some other UAGC amount?
5. Additional comments?

Please write your comments in the space below

Why are rates not increasing as per  
LTP 15/25?

① - affordability  
- prudent financial mgt  
put into roads

Keep at 3.65  
& put into roads 1%

pref  
② Loady - opex imported  
NZTA 3rd year of cycle  
To use up subsidy → attr to  
CAPEX & weather forecast

Communication -  
③ Market pop-up's  
Facebook - community  
Newspaper

④ Economic development

Managers

I wish to make the following submission on behalf of R & R Drake Ltd.

Firstly I would like to acknowledge the challenge that the new Council has to reduce debt and to recover from past poor maintenance.

I would however emphasise the need to give higher priority if possible to increased road maintenance.

Rural residents see very few clear benefits from their rates beyond their roads.

Road maintenance lately has been so minimal that Paradise Road, as well as others, are becoming dangerous.

Deep potholes entice motorists to the wrong side of the road on dangerous corners and there have been several near misses.

Last month one resident undertook some minor grading of Paradise Road with his own tractor to make some improvement.

Last week, another resident bought roading metal himself which he used to fill some potholes that were getting to the stage that they could cause damage to vehicles crossing them.

The Mayor has explained in his April newsletter, some of the difficulties our Council faces with regard to roading. We know it is quite a challenge, but reasonable roads are a basic need for the community, and fundamental for the future economic development of the District.

I would submit that Council should continue to find and implement further efficiencies throughout all its activities, reduce costs where possible, and apply whatever savings can be achieved to ensure that at least basic maintenance is carried out on our roads. Ratepayers should not have to do it themselves!

Regards

**Richard Drake**

We oppose the annual report of spending money on employing more staff and would prefer the money be spent on roading which needs attention immediately.

Yours sincerely,  
Steve and Esther Drinnan



# FEDERATED FARMERS OF NEW ZEALAND

## Submission to Kaipara District Council on the draft Annual Plan 2017/2018

18 April 2017



# SUBMISSION

TELEPHONE 0800 327 646 | WEBSITE [WWW.FEDFARM.ORG.NZ](http://WWW.FEDFARM.ORG.NZ)



**To:** **KAIPARA DISTRICT COUNCIL**  
Private Bag 1001  
Dargaville 0340

**Submission on:** KAIPARA DISTRICT COUNCIL DRAFT ANNUAL PLAN 2017-18

**Submission by:** Federated Farmers

**Date:** 18 April 2017

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## INTRODUCTION

Federated Farmers of New Zealand (“Federated Farmers” or “the Federation”) thanks the Kaipara District Council (“the Council”) for the opportunity to comment on its Annual Plan 2017/2018 (“the Annual Plan”). We acknowledge and support any submissions that individual members of Federated Farmers have made.

Federated Farmers is focused on the transparency of rate setting, rates equity and both the overall and relative cost of local government to agriculture. We submit to Annual Plans and Long Term Plans throughout New Zealand and make constructive proposals every year to almost every council. We also submit on central government policies that affect local government revenue and spending, with the aim of ensuring that local government have the appropriate tools to carry out their functions.

We base our arguments on the considerable cost of rates to farm businesses, in terms of the value and relative accessibility of farmers to ratepayer funded services, the rates levels on farms compared to other residents and businesses, and the failure of property value to reflect the incomes of farmers and their relative ability to pay.

## CONSULTATION DOCUMENTS

Recent changes to the Local Government Act 1992 mean that councils are no longer required to issue Annual Plans in their full form (although some councils have still elected to do so). Instead, councils can release a consultation document that simply covers the key themes and issues. These new and shorter documents must still be sufficiently transparent to be consultative and enable public participation in local Government decision making.

In general terms, Federated Farmers considers that the Annual Plan is well set out showing how Council plans its activities, and the process by which it makes decisions relating to the funding of those activities for the next year. Federated Farmers is pleased to see the continued inclusion of an extensive table of comparative figures of the rates to be paid by various ratepayer groups. This allows rate payers to compare the current year with the rates paid by the same groups in the previous year and compare the effect on rates of different policies.

## COMMENT ON MAINTAINING THE LEVEL OF RATES FOR THE FUTURE

Federated Farmers, although very disappointed at the state the Council has got itself into as regards its rates and its debt, commend the Council for their ongoing focus on debt reduction and results to date.

With respect to the proposed rate increase, federated farmers consider that, in general terms, rate increases should be kept in line with inflation. This appears to be one of the themes of the changes made by parliament to the local government legislation late in 2012. Although the Council have kept the average rates increase in line with the LTP (2.65%), this increase is still greater than the annual inflation rate of 1.3%<sup>1</sup>.

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<sup>1</sup> Statistics New Zealand, Consumer Price Index: December 2016 quarter.  
[http://www.stats.govt.nz/browse\\_for\\_stats/economic\\_indicators/CPI\\_inflation/ConsumersPriceIndex\\_HOTDec16qtr.aspx](http://www.stats.govt.nz/browse_for_stats/economic_indicators/CPI_inflation/ConsumersPriceIndex_HOTDec16qtr.aspx)

Of particular concern to our members, is the increase in the Council staffing levels over the past 5 years. Prior to statutory management, staffing levels was at approximately 50 employees. The Council currently employ 116 staff members and there is provision in the annual plan to employ a further 7 more. Whilst this increase in staffing levels has been conducted under the pretext of bringing services in-house, the operating budgets for Regulatory Management and District Leadership also continue to increase, indicating that the bringing of services in-house may not be the most cost effective approach.

While each activity on its own may be worthy of extra spending, it all adds up and has to come from somewhere or someone. This so called 'notional spending' often results in large rates increases and a frustrating tendency for councils to continually ask for ratepayers for that little bit extra. Federated Farmers encourages the Council to make do with the rates it has each year and to drive costs out, rather than continually, even if incrementally, increasing rates.

**Recommendation 1: That the rates increase be kept in line with inflation, with improvements in service funded by increasing efficiencies in the delivery of Council services.**

## COMMENT ON CAPITAL EXPENDITURE PROGRAMME

It is noted that the Council proposes some minor changes to its capital works program. To the extent that those changes relate to the rural production areas of the District, the relevant changes appear to be:

### Roads and Footpaths

- continue with rehabilitation program of sealed network and heavy metalling program of unsealed network
- seal extension of Settlement Road.

### Flood Protection and Land Drainage

- Floodgate Replacements - general
- Asset management plans will be developed for drainage areas, taking into account the potential for rising sea levels and for more, or higher intensity, storms.

Federated Farmers appreciates roading is the largest expense for the Council at 40% of total expenditure (operational and capital). However, the condition of local roads continues to decline at an alarming rate. Oncoming vehicles travelling at night on State Highway 12 give the impression of repeatedly flashing high beam headlights as they travel across the bumpy surface and 4X4 vehicles are a near necessity for metal roads.

Furthermore, using land value as the basis to charge the roading costs makes the farming sector pay proportionately more. Federated Farmers considers that the current differential for the "Other" sector, of 155%, on land value general rate overstates the level of access to, and use of, Council services by the rural production sector of the community whilst not experiencing proportional funding for repairs and maintenance of rural roads.

Federated Farmers believes the forestry sector should continue to pay a higher proportion of the differential but believe the differential should be raised from 350% to 400%. This is due to the fact that the volume of timber being harvested in the Kaipara District will continue to rise. As a result, the beneficiary of forestry properties should pay progressively more for the road maintenance associated with their sectors increased use and damage to the district roading network over time.

Generally, Federated Farmers supports the Council undertaking the Flood Protection and Land Drainage aspects of its capital works program.

**Recommendation 2: That Council continue to recognise that maintaining the District's roading network is a high priority.**

**Recommendation 3: That Council ensure that rural roads get the same total percentage spent on them that rural rate payers pay.**

**Recommendation 4: That Council ensure that Federated Farmers is consulted with directly in the roading rates review as a key stakeholder.**

**Recommendation 5: That Council proceed with the Flood Protection and Land Drainage aspects of its capital works program.**

#### **COMMENT ON PROPOSAL TO USE SAVINGS**

It is noted that the Council proposes to use the savings from the reduction in its debt to:

- catch up on some maintenance backlogs sooner;
- saving up money to spend in later years on pending capital works;

In general terms, Federated Farmers supports the savings being put towards catching up on some maintenance backlogs, and/or saving up money to spend in later years on future capital works. Federated Farmers does not support using the savings to increase in-house staffing in order to improve our customer service, because it is considered that this could, and should, be achieved through increased efficiencies.

**Recommendation 6: That Council use the savings from the reduction in its debt to catch up on some maintenance backlogs sooner and / or saving up money to spend in later years on pending capital works.**

#### **COMMENT ON UNIFORM ANNUAL GENERAL CHARGE (UAGC)**

In general terms, Federated Farmers supports the maximum use being made of the facility provided by section 21 of the Local Government (Rating) Act whereby councils can apply rates on a uniform basis. It is considered that Uniform Annual General Charges (UAGC) and the eligible targeted rates should make up the 30% maximum allowable under the Act. In the present circumstances, Federated Farmers considers that the UAGC should be set at the maximum allowable under the Act, \$741, which is higher than the \$728 now proposed.

Federated Farmers does not support that \$174 of the UAGC is for the capital costs of the Mangawhai wastewater treatment scheme. The \$174 should be a separate targeted rate and not included in the UAGC. The UAGC is not to be used to pay for large capital debt and this inclusion makes a mockery of the UAGC system in the Local Government Act.

Alternatively the differential applied to the general rates where rural properties pay a 155% general rate compared to residential and life-style properties should be reversed for a targeted Mangawhai Community Wastewater scheme targeted rate.

Federated Farmers considers it important that Council take best advantage of the rating tools it has available, and is transparent as to the use of those tools and the intent they should be used for. Federated Farmers considers that, given that rural ratepayers tend to live on properties which

inherently have land values within the higher range, the maximum use of the section 21 facility is important in levelling off the highest of those individual rates.

**Recommendation 7: That Council apply the maximum Uniform Annual General Charge of 30% under section 21 of the Local Government Act**

**Recommendation 8: That the \$174 for the Mangawhai wastewater treatment scheme should not be included in the UAGC.**

#### **FEDERATED FARMER RECOMMENDATIONS:**

- That the rates increase be kept in line with inflation, with improvements in service funded by increasing efficiencies in the delivery of Council services.
- That Council continue to recognise that maintaining the District's roading network is a high priority.
- That Council ensure that rural roads get the same total percentage spent on them that rural rate payers pay.
- That Council ensure that Federated Farmers is consulted with directly in the roading rates review as a key stakeholder.
- That Council proceed with the Flood Protection and Land Drainage aspects of its capital works program.
- That Council use the savings from the reduction in its debt to catch up on some maintenance backlogs sooner and / or saving up money to spend in later years on pending capital works.
- That Council apply the maximum Uniform Annual General Charge of 30% under section 21 of the Local Government Act
- That the \$174 for the Mangawhai wastewater treatment scheme should not be included in the UAGC.

#### **6. THE LONG-TERM PLAN 2018-28**

Federated Farmers understands that consultation with regards to the developing Long Term Plan 2018-18 is an ongoing process. Given the importance of this plan, Federated Farmers will take up opportunities to engage with this as and when appropriate over the course of the year. Council's use of the UAGC and land rates instead of capital value based rating system, as well as road and footpath funding and staffing levels along with the related Revenue and Financing Policies are of particular interest to us.

- **Federated Farmers is keen to be involved in the on-going development of the LTP 2018-28**
- **Council must strive to think innovatively as to how the rate burden can be applied fairly across the district.**

**Federated Farmers thanks the Kaipara District Council for considering our submission to the Draft Annual Plan 2017-18.**

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Federated Farmers is a not-for-profit primary sector policy and advocacy organisation that represents the majority of farming businesses in New Zealand. Federated Farmers has a long and proud history of representing the interests of New Zealand's farmers.

The Federation aims to add value to its members' farming businesses. Our key strategic outcomes include the need for New Zealand to provide an economic and social environment within which:

- Our members may operate their business in a fair and flexible commercial environment;
- Our members' families and their staff have access to services essential to the needs of the rural community; and
- Our members adopt responsible management and environmental practices.

This submission is representative of member views and reflect the fact that local government rating and spending policies impact on our member's daily lives as farmers and members of local communities.

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## Online Submission

### AP 2017/18: Annual Plan 2017/18

#### Submitter

**Title:** Mr and Ms

**First Name:** Libby Jonrs

**Last Name:** Pete Hames

#### Submission Details

Do you have any feedback on our capital expenditure programme for roads and footpaths?

**Comment** Pleased to see it is increasing. I am particularly concerned about the state of our unsealed roads. We need to increase the maintenance level so that water is not running down the wheel tracks of the road - all roads should be graded at least twice per year.

Do you have any feedback on our capital expenditure programme for water, wastewater and stormwater?

Do you have any feedback on our capital expenditure programme for community activities?

Do you have any feedback on our capital expenditure programme in any other area?

Our proposal to use savings?

Maintaining the level of the rates for the future?

**Comment** I believe that we should leave the rates increase at the level proposed in the long term plan (3.65%) rather than reducing then increase to 2.65% and use the extra income to get our unsealed roads back up to an acceptable and safe level.

Raising the uniform annual general charge (UAGC) from \$708 to \$728, rather than the maximum of \$741 or some other UAGC amount?

Additional comments?

**Comment** The lack of people at the consultation meetings would indicate to me that the council is heading in the right direction.

From: Sean Mahoney

Sent: Friday, 7 April 2017 11:42 AM

To: Annual Plan Feedback <APFeedback@kaipara.govt.nz>

Subject: Feedback from John Hansen

#### Tourism Promotion

You are disappointed that Council is not doing more to promote the Kaipara and Dargaville as a tourism

destination. You are also concerned that the tourism promotion organisations are not actually talking to

the tourism operators. You noted that in Rotorua the Council takes a lead role in bringing all the parties

together to promote the area as a whole and offers a \$1 for \$1 matching model to fund tourism

promotion. You referred to Warren Suckling's 'glamping' startup and that it is projected to bring in

2000+ school kids per year and that he has had little or no help from Northland Inc. You feel that the

help offered by Northland Inc is limited and not pitched at the right level. You feel that more tactical

help eg how to advertise is needed from Northland Inc.

#### Dargaville Town Plan

We discussed the Dargaville Town Plan that Council is looking to establish. You agreed this was a good

idea but expressed a concern that it must talk to the operators not just the organisations claiming to promote the area.

#### Northland Inc



You feel that KDC should be managing the activities undertaken by Northland Inc on our behalf better. What is needed is more grass roots support and a better recognition and connection with the west of Northland.

#### Council Reception

You noted that the new layout of Council reception was not felt to be welcoming by members of the community.

#### Council Staffing

You expressed concern about the levels of staffing at Council and how they had increased over the last few years. We discussed the transition away from consultants and contractors to bring the knowledge in house and also the increasing demands around the regulatory area.

#### Potential walking/cycle way ( just a service request ? )

You mentioned the 6km of paper road that goes from Awakino Road to SH14 (Old Coach Road?) and whether it could be opened up. We agreed that this should be referred to Sue Hodge as a possible addition to the cycle and walking strategy for Northland.

#### Roading Metal on rail lines ( just a service request ? )

You mentioned that in doing repairs to roads that go over the rail lines, sometimes roading metal is allowed to fall on the rail lines. You have approached the roading contractors to ask them to clear the fallen metal but they refused and you had to clear it yourself.

## Part Three: Feedback Form

Kaipara District Council wants to hear your views about the Annual Plan 2017/2018. Because there are no material or significant changes for this Plan, there will not be a hearing process.

However, the consultation document provides you with information about the updates and variations, so you can let us know what you think.

Details are on our website [www.kaipara.govt.nz](http://www.kaipara.govt.nz) where you can also access the source documents. You can also obtain hard copies through our Customer Service Centre at [council@kaipara.govt.nz](mailto:council@kaipara.govt.nz) or by telephoning 0800 727 059 or (09) 429 3123. You can also call at our offices at:

42 Hokianga Road, Dargaville; or  
Unit 6, The Hub, 6 Molesworth Drive, Mangawhai.

### Please send your feedback to:

"Annual Plan"  
Kaipara District Council  
Private Bag 1001  
Dargaville 0340

Or by email at [council@kaipara.govt.nz](mailto:council@kaipara.govt.nz) or go online to  
[www.kaipara.govt.nz](http://www.kaipara.govt.nz)

**Your feedback is due by 4.30pm Tuesday 18 April 2017**

Once feedback is considered, the Plan will be finalised and adopted at the 26 June 2017 Council meeting.

### DETAILS

*Date: 6/4/17*  
*Mangereke Dan*

☐ Organisation ☐ Individual Title

First name\*

Last name\*

Email\*

Primary telephone\*

Alternate telephone

Postal address

Please add your comments on the following pages.

**You can also attend one of our 2017 round table sessions at:**

- Mana Whenua Forum Annual Plan Hui - Northern Wairoa War Memorial Hall (Dargaville Town Hall - Hokianga Road) - Tuesday 28 March - 10.00am
- Paparoa War Memorial Hall (State Highway 12) - Tuesday 04 April - 6.00pm
- Northern Wairoa War Memorial Hall (Dargaville Town Hall - Hokianga Road) - Wednesday 05 April - 6.00pm
- Maungaturoto Centennial Hall (View Street) - Thursday 06 April - 6.00pm
- Mangawhai Senior Citizens Hall (Fagan Place) - Friday 07 April 6.00pm
- Kaiwaka Sports Complex (Gibbons Road) - Wednesday 12 April - 6.00pm
- Ruawai/Tokatoka War Memorial Hall (Ruawai Wharf Road) - Thursday 13 April - 10.00am
- Kaihu War Memorial Hall (Kaihu Wood Road) - Thursday 13 April - 1.30pm

**Do you have any feedback on:**

1. Our capital expenditure programme?
  - a. Roads and footpaths
  - b. Water, wastewater, stormwater
  - c. Community activities
  - d. Other.
2. Our proposal to use savings?
3. Maintaining the level of the rates for the future?
4. Our proposal to raise the uniform annual general charge (UAGC) from \$708 to \$728, rather than the maximum of \$741 or some other UAGC amount?
5. Additional comments?

**Please write your comments in the space below**

More communication directed  
at people affected  
where tests/trials are  
being conducted



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### DETAILS

☐ Organisation ☐ Individual Title

First name\*

Mel

Last name\*

Hokai

Email\*

Primary telephone\*

Alternate telephone

Postal  
address

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5. Additional comments?

**Please write your comments in the space below**

low waste quality  
 low waste cost vs urban water  
 farmers asked to join when  
 line renewed in 50's

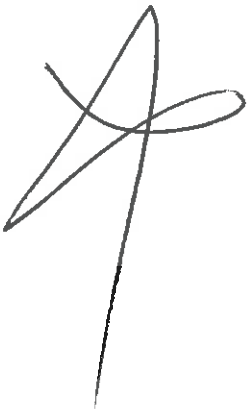
A lot of elderly  
 Ehaka's  
 UV system at Lakes  
 for effluent  
 ? UV state in the

2 cars <sup>wind sweep</sup> 1 week  
 → not swept  
 took signs down

# AP feedback, Dargaville.

Date 5/4/2017	First Name John	Surname Hughes
Postal Address		
Telephone number		Email address
Subject	e.g. Roading, Planning... Roading	
Request	<p>For Council &amp; The residence<sup>to</sup> take action on Roading</p> <p>(1st) By having public meetings on Roading</p> <p>(2nd) Call for Skilled or experience persons including firms or groups like the Forestry Roading Teams to input (why they can provide Roading with drainage for a quarter of the \$400,000 per km as quoted by The Mayor)</p> <p>(3rd) Provide more Council own graders &amp; teams to keep roads in house &amp; use the skills in the district.</p> <p>(4th) Consider when roads are graded &amp; a smaller sized metal to form a tight base</p> <p>(5th) Reduce speeds on Gravel Roads</p> <p>(6th) Reverse the weights of Logging trucks down below 40 tone</p> <p>(7th) Stop Deforestation</p>	

AP - feedback. Dargaville

Date 5-4-2017	First Name Feith	Surname Cadbrooke
Postal Address		
Telephone number		Email address
Subject	e.g. Roding , Planning...	
<p>Request</p> <p>  T.K. - on site meeting  Councillors, Mayor  &amp; key staff  w &amp; Rates  ↳ how  run  (poorly) </p>		

	Topic	#	Point	Response	Who
	Mana Whenua				
	Community		<p>Can the Dargaville footpath be part of the cycleway?</p> <p>Look at the potential for the Matakohe old bridges (once new roading is complete) to be a cycleway.</p> <p>Can Council effectively map all Maori land to highlight interests, not just Treaty Settlement issues.</p> <p>Maori land can be an opportunity, PSGE's are future focused and The Ture Whenua Maori Bill will provide some change. Council and Iwi need to work together to meet the challenges especially for developing Papakainga.</p>	<p>There are footpaths within Dargaville that will be part of the Cycleway Strategy, when they provide strategic linkages, e.g. from the town to the museum and Pou tu ti Rangi Hrding Park.</p> <p>Agree there is potential for the old Matakohe bridges. Council is investigating options for the bridges, including using them for walking and cycling (but not vehicles).</p> <p>Council has mapped all multiple owned Maori land in the Kaipara District Plan.</p> <p>Agree. There is a Regional project that KDC is part of to enable the use of Maori land. The project's kaupapa is to remove obstacles so that Maori land can be used, including establishing Papakainga. The Kaipara District Plan provides for up to 10 Papakainga housing to be established on Maori multiply owned land.</p>	<p>GMC</p> <p>GMC</p> <p>GMC</p>
	Finance		<p>Non-commercial land is managed in a different way for Iwi. Can Council look to work with Iwi on looking at extending and protecting non-rateable land.</p> <p>Council needs to prepare for a conversation on dealing with historic debts on Maori land to allow people to return to the lands and move forward.</p>	<p>Yes. Policies and issues around Maori freehold land will be reviewed as part of the Long Term 2018/2028. There are also regional and national initiatives in progress which may provide guidance. Council will work with iwi on a case-by-case basis to address issues.</p> <p>Agree. Existing Council policy and the Local Government (Rating) Act 2002 has mechanisms for rates remission when land meets specific criteria and conditions. Council will work with iwi on a case-by-case basis to address rates and rates arrears. Council will be reviewing its current policy as part of the Long Term Plan 2018/2028.</p>	<p>GMF</p> <p>GMF</p>



Topic	#	Point	Response	Who
Regulatory		Let's create a group between Council and Tangata Whenua that can make documentation around building processes (and other processes) more culturally sensitive and supportive.	Agree, this is worth exploring. Council would appreciate input for this from the Mana Whenua Forum participants.	GMR
		Council needs to come out to Tana Road and help us understand how we can build on landlocked sections. What are the solutions for future ratepayers?	Issues around Maori freehold land will be reviewed as part of the Long Term Plan 2018-2028. There are also regional and national initiatives in progress which may give guidance.	GMC
Roothing		Tana Road in Matakoho. Will this road be sealed?	Other than the sealing of a portion of Settlement Road next year, Council has no plans to seal any other roads including Tana Road. The NZTA which co-funds 61% of the majority of Council's Roothing budget no longer subsidises seal extensions. If customers would like their road to be sealed then it would need to be privately funded and Council will then maintain the road to a sealed standard. To put it into perspective, Tana Road is a low volume road with a daily traffic count of 35 vehicles and is approximately 1,88km in length so it would not be economically feasible to seal it.	GMI
		Forestry roading is a major issue. The safety of these roads needs to be looked at.	We have a focused approach towards safety on our roads and will incorporate this into that.	GMI
		Can funding be allocated for Kaumatua and Kuia travel costs for supporting cultural initiative at Pou Tu Te Rangi?	Yes in principle this is agreeable. Council will need to review actual costs.	
Water		Water allocation is an issue. Is KDC developing a water allocation policy?	Council is not planning on developing a policy on water allocation. This falls within the Northland Regional Council's jurisdiction.	GMI

	Topic	#	Point	Response	Who
			The water take from Kaihu River is an issue, how is this being managed?	The allocation of water takes from the Kaihu River falls within the Northland Regional Council's jurisdiction. We have an existing consent from NRC that allows the Council to take from the Waiparataniwha Stream and we only take from the Kaihu River during dry conditions (when the Waiparataniwha Stream weirs run dry). When we use the Kaihu River, and the river flows are below the consented thresholds, we augment our extraction with release from the Waiatua Dam or seek a water shortage direction from the NRC. We endeavour to keep our extraction within the consented limits and work with Mana Whenua and other stakeholders to manage our raw water sources.	GMI
			Can the KDC assist communities in dealing with Council issues and engagement when things are Regional Council concerns. Greater clarity on KDC/NRC roles on water issues.	Kaipara District Council (KDC) can assist communities in Council issues within their legal jurisdiction.	GMI
			Pollution and raw sewerage in Northern Wairoa River a major concern to Tangata Whenua and the Kai source. Is there a management plan?	The management of the water quality of Northland's rivers falls within the Northland Regional Council's jurisdiction. KDC is working with the Regional Council to ensure that the Northern Wairoa River is protected from untreated effluent.	GMI

	Topic	#	Point	Response	Who
1	Infrastructure				
	1.1 Roothing	4	Have public meetings about roading.	Council holds public meetings annually to seek feedback on its Annual and Long Term Plans. Unfortunately these meetings are generally poorly attended. Council however acknowledges that it needs to improve its engagement with the public regarding Roothing, and a consultation plan is currently being developed.	GMI
		2	More skilled workers.	We have a great opportunity to attract and retain skilled people in the form of the Northland Transportation Alliance(NTA), of which Kaipara is a founding member.	GMI
			How can Forestry make roads for 1/4 of the price?	Council employs skilled and experienced staff to manage its Roothing network. Council also engages with representatives of the Forestry industry and will leverage off the Forestry industry's experiences by canvassing ideas to improve the cost efficiency of managing the unsealed network. It is important to note that Council's roads generally need to adhere to different and usually higher standards due to the fact that the roads are a public space and not on private land as the forestry blocks are. In most instances the public roads generally service more traffic than the individual forestry (private) roads, and the type of traffic on the public roads is very different compared to only the heavy more robust vehicles that use forestry roads. Finally, Council tenders its contract works on the open market (as required by the NZTA which co-funds 61% of the majority of Council's Roothing budget) and the maintenance contract is therefore competitively priced.	GMI
			Council owned graders and equipment.	The NZ Transport Agency co-funds 61% of most of Council's Roothing programme. NZTA requires that the works are competitively tendered on the open market. If Council elected to establish its own grading team it would need to tender for the works else it would not be eligible for subsidy. It is therefore not economically feasible for Council to own equipment.	GMI

Topic	#	Point	Response	Who
		Consideration as to when roads are graded, and utilise a tighter grade metal.	Council is currently trialling various blends of metal to assess the benefits of amending its metal specification.	GMI
		Reduce speed on gravel roads.	We will investigate this further, as each section of road is different and needs to be posted with that in mind. But not to take away common sense and responsibility of the road users.	GMI
		Reverse weight of logging trucks back below 40 tonne.	The economic benefit of increased loadings is a national government initiative to increase productivity and reduce wear and use on our roads i.e. lower weight restriction results in additional number of truck movements to transport the same volume of goods.	GMI
		Use up subsidy & pay attention to CAPEX.	We agree on the need to optimize our opportunities with regards to OPEX and CAPEX funding.	GMI
		More communication around Road test sites.	We are grateful for your support and will improve our communication with the wider community on our trials, thank you for your feedback.	GMI
		No new staff, more on roading.	Roading is a focus for us, hence the establishment of an internal skill base for our Roding team. New staff elsewhere in Council are required to meet workloads and statutory obligations.	GMI
		Water running down wheel tracks, affecting the condition of unsealed road.	It is a focus for us to improve our justification of unsealed spend and agree that drainage is very important to our roads. Council is currently reviewing its Asset Management Plan AMP) including the priority of its spend between the sealed and unsealed network, and whether the ratio between metalling and drainage renewals (proactive maintenance), and reactive maintenance is optimum. This revised AMP will form the basis of Council's subsidy application for the next three-year funding cycle from the NZ Transport Agency (NZTA) which co-funds 61% of the majority of Council's Roding budget.	GMI

Topic	#	Point	Response	Who
		That Council ensures that rural roads get the same total percentage spent on them that rural ratepayers pay.	Council manages the roads as a network and prioritises its renewals and maintenance where required in order to maintain its whole roading asset base.	GMI
		Council's infrastructure has to last for a long time and it would be unacceptable for a council not to acknowledge this, nor plan to maintain, invest and develop infrastructure required to meet future growth and demand.	We agree. This is why we do 10 and 30 year planning, to manage assets that last as long as 100 years to use bridges as an example. Council also generally loan funds its capital expenditure which ensures inter-generational equity by spreading the loan repayments. Council has also planned to fully rate the annual depreciation of its assets by 2022 to help fund its renewal programme.	GMI
		Water Table creates problematic roads, how is this being addressed.	Council agrees that high water tables can adversely affect its roads. This is managed by maintaining road side drainage (water tables) within budget limitations, and utilising sub-soil drains beneath kerb and channels.	GMI
		Pleased to see the Council exploring shared services.	We totally agree and appreciate your support. This is why we started the process of attracting and retaining skilled staff to be part of our internal team and to take ownership of our assets.	GMI
<b>1.2 Water</b>				
1.2a Kaihu	2	Raw water quality, why does Kaihu pay same rates as Urban (Dargaville) when it's raw.	We will take this in consideration when consulting on the 2018/2028 Long Term Plan.	GMI
		For raw water treatment is there a possible solution of a wastewater system at Kai Iwi Lakes for Effluent or UV systems.	UV treatment by itself will not treat the water to the Drinking Water Standards New Zealand 2005 (2008), which Council is obliged to maintain. In addition, further treatment for raw water supplies and or providing a treated water supply line from the Dargaville Water Treatment Plant would be cost prohibitive and that option is not currently in Council's plans. Council notes that the supply of water from its raw water line was and remains on the condition that it is untreated water and is not fit for human consumption without adequate treatment by the user. The key intention of the raw water connections was to supplement water supplies for stock watering.	GMI

	Topic	#	Point	Response	Who
	1.2b Te Kopuru	2	Money stolen by council via rates from Te Kopuru Ratepayers, need meeting with councillors on Rates at Te Kopuru, only wanting to spend \$300-400	A meeting with the Mayor and a few Councillors has been scheduled.	GMI
	1.2c Wastewater		Vary the Mangawhai Communal Scheme, need research about grey water separation, and communal irrigation.	We are investigating options that would increase the treatment capacity and with that we are also looking at options that would manage peak flows to the plant or stagger the wastewater coming for treatment. Council notes that it does not prohibit property owners from separating and reusing grey water if they wish to provided they comply with the Northland Regional Council's rules and regulations.	GMI
	1.2d Flood Protection & Drainage		Proceed with the Flood Protection and Land Drainage aspects of its capital works program.	Noted.	GMI
	1.2e Water Supply		Supportive of the Council's continue commitment to ensuring that we as a district have a water supply, stormwater control and wastewater systems that is fit for purpose.	Noted.	
	<b>1.3 Recycling</b>		More attention, Council should inform shop owners about alternative to plastic bags.	Council will be consulting on its draft Waste Management and Minimisation Plan and look forward to input from the community on the delivery of solid waste services in the district.	GMI
<b>2</b>	<b>Community</b>				

Topic	#	Point	Response	Who
2.1 Dargaville Town Plan		Good, but concern it must talk to operators not the organisations claiming to promote the area.	Thank you for your support of the Dargaville Town Plan project. Council will ensure that tourism operators views are sought as part of this project.	GMC
2.2 District Plan		(Maungaturoto) – Land zoning for the area, residential, town skirts, commercial/industrial.	It is acknowledged that work on District Plan re-zoning is needed. Council has not undertaken any re-zoning exercises since the reviewed Plan became operative in 2013. Council has limited resource levels to undertake re-zoning exercises. Under the current resource levels, Council could only investigate re-zoning in one community at a time, with each exercise taking approximately 2-3 years. Council is currently investigating growth planning in Mangawhai, due to the growth pressures there. Dargaville has started an exercise. If Maungaturoto was next, it could be started in 2020. Resourcing levels could be considered as part of the Long Term Plan 2018/2028.	GMC
		How will council manage re-zoning for growth areas?	It is acknowledged that work on District Plan re-zoning in the four Growth Areas is needed. Council has not undertaken any re-zoning exercises since the reviewed Plan became operative in 2013. Council has limited resource levels to undertake re-zoning exercises. Under the current resource levels, Council could only investigate re-zoning in one Growth Area at a time, with each exercise taking approximately 2-3 years. Council is currently investigating growth planning in Mangawhai, due to the growth pressures there. Dargaville has started an exercise. Resourcing levels could be considered as part of the Long Term Plan 2018/2028.	GMC
2.3 Economic Development		Economic development (Maungaturoto)	Council has not traditionally undertaken economic development or tourism promotion. However Council is considering its future role in this area.	GMC
2.4 Hydrotherapy Pool		To be open all year round, and heated, and enclosed (Petition).	Council is working closely with the Kauri Coast Community Pool Trust to increase patronage including initiatives such as keeping the hydrotherapy pool open longer.	GMC

	Topic	#	Point	Response	Who
	2.5 Kai Iwi Lakes		Capital projects - what is money there for, should be being spent on Taharoa Domain, Boat Ramp, with weed cordon.	As well as the annual \$100,000 for Taharoa Domain development Council has set aside additional funds for camp ground improvements identified in the RMP. The Taharoa Domain Governance Committee may decide to reallocate some of this funding towards biosecurity improvements required at the boat ramps as a result of the Northland Regional Council bylaw currently being developed.	GMC
			More toilets at Pine Beach.	Funding has been set aside in the Annual Plan for improvements at Pine Beach including additional toilets.	GMC
	2.6 Mangawhai	2	Pedestrian and Cycles links through Structure Plan Area.	The Mangawhai Town Plan will include a number of cycling and walkway priorities to improve connectivity in the area.	GMC
	2.7 Mangawhai Activity Zone		\$500,000 be released from the KDC Reserve Contribution Fund for completion of International Standard Skate Park.	It is acknowledged that there is a large reserve contribution fund collected. Council intends to spend this fund on improvements to parks and reserves in accordance with our Reserve Contribution (Spend) Policy over the life of the Long Term Plan 2018/2028. However, this spend must be measured and planned holistically. The request for \$500,000 for the International Standard Skate Park within Mangawhai Park will be considered as part of that long term spend.	GMC
	2.8 Mangawhai Town Plan		Footpaths on Alamar Crescent.	For safety reasons and to enhance the connectivity with the Mangawhai Heads recreation area the Mangawhai Town Plan supports walking and cycling tracks being developed along the Alamar Crescent esplanade reserve rather than along the roadside.	GMC
	2.9 Town Planning		Current structure plan approved in 2005, and the District plan are important sources, the LTP hasn't considered them in relation to Mangawhai Growth.	The Mangawhai Town Plan project has considered the Mangawhai Structure Plan and the District Plan. When the Town Plan project finishes the planning phase, then implementation budgets will be included in the Long Term Plan 2018-28.	GMC
	2.10 Environment		Stop deforestation	Your view is noted, Council has limited influence in this area. Council does have requirements within its District Plan that allow for subdivisions where an environmental benefit is carried out. This rule has resulted in additional planting and protection of native vegetation in the Kaipara District.	



	Topic	#	Point	Response	Who
	2.11 Recreational Development Fund		<p>What is the status of the Recreational Development Fund? Collectively and in its individual pools? What are Council's policy/criteria with regards to allocating these funds?</p> <p>Council used \$160,000.00 of Recreational Development Funds to buy out the Ski Club at Lake Waikere. Regardless of what people may think about the deal, that was a legitimate use of those funds. But did the funds come out of the overall collective pool? If they didn't they should have done.</p>	<p>Council does not have a Recreational Development Fund. Council does collect Financial Contributions (Reserves) which are used to develop reserves in the district. Our policy is that 60% is spent in the area it is collected from and 40% is used for district projects including the three priority parks Kai Iwi Lakes (Taharoa Domain), Pou Tu Te Rangi Harding Park and Mangawhai Community Park.</p> <p>Council used Financial Contributions (Reserves) to purchase the Kai Iwi Lakes Water Ski Club. The funds came out of the district-wide portion of this fund.</p>	<p>GMC</p> <p>GMC</p>
	2.12 Tourism	2	<p>Tourism, more to promote Kaipara and Dargaville. Organisations not talking to operators. Rotorua brings all parties together as a whole.</p> <p>Northland Inc. better managing of activities undertaken on our (Kaipara) behalf better. More grass roots support, better recognition and connection with community.</p> <p>Tourism is a key economic driver for our region and Kaipara has an important role to play in this sector. Council investment in place-making is one way that this can be supported.</p>	<p>Council has not traditionally undertaken economic development or tourism promotion. However Council is considering its future role in this area and would be keen to hear from all stakeholders, including operators and accommodation providers.</p> <p>Council is now working more closely with Northland Inc. to ensure that they promote the Kaipara district and provide support where necessary for local initiatives.</p> <p>Council has not traditionally undertaken economic development or tourism promotion. However Council is considering its future role in this area. Thank you for your support of the Placemaking initiatives.</p>	<p>GMC</p> <p>GMC</p> <p>GMC</p>
<b>3</b>	<b>Rates and Finance</b>				
	3.1 Financial Prudence		<p>We would ask that the Council continues to exercise financial prudence and that there is continued internal scrutiny as to their cost structure and about how the organisation can operate in the most efficient manner possible.</p>	<p>Agree. Thank you for the support.</p>	<p>GMF</p>

Topic	#	Point	Response	Who
3.2 Debt		That Council use the savings from the reduction in its debt to catch up on some maintenance backlogs sooner and / or saving up money to spend in later years on pending capital works.	Agree. Thank you for the support.	GMF
3.3 Rates		Why are rates not increasing as per LTP 15/25 – should be put into roading. Need prudent financial management. Wants kept at 3.65 and put into roading 1%	Council felt that 3.65% was too high and that 2.65% was closer to the CPI for local government. From a financial perspective a 3.65% rates increase would assist with debt repayment and catching up with backlog maintenance but putting additional funds into roading may be problematic. This is because the budget for roading is at the upper limit of what the NZ Transport Agency will be prepared to fund. Extra work could be done, but the cost to Council would be 100% rather than the 39 cents in the dollar (i.e. approximately \$290,000 worth rather than \$740,000). This is not considered cost-effective. The roading programme, including service levels, will be reviewed as part of the Long Term Plan for 2018/2028.	GMF
		Mangawhai Communal Waste Water Scheme by the Uniform Annual General Charge (17/19) for all Kaipara ratepayers should be shown on each rate invoice.	There are a number of statutory requirements for both a rates invoice and a rates assessment that must be adhered to. As such, there is a preference to keep non-statutory information in supporting documents such as the Funding Impact Statement- Rating tools. The supporting documents are referenced in the rates invoice and rates assessment and available online and at council offices.	GMF
		That the rates increase be kept in line with inflation, with improvements in service funded by increasing efficiencies in the delivery of Council services.	Council's rates increases in recent years have been above the local government rate of inflation because of the need to repay debt and to catch up on renewal maintenance of our assets. At the same time the organisation has been mindful of the need to improve efficiency. For this reason, the way we deliver activities has been reviewed throughout the organisations. The resulting efficiencies have been factored into the budget. We will continue to seek efficiencies.	GMF

Topic	#	Point	Response	Who
		That the \$174 for the Mangawhai wastewater treatment scheme should not be included in the UAGC.	The suggestion that rather than the UAGC, the amount should be included as a separate targeted rate is noted. New or significant changes to targeted rates require an amendment to the Revenue and Financing Policy. This policy will be reviewed as part of the Long Term Plan 2018/2028 process which is currently underway.	GMF
		That Council ensure that Federated Farmers is consulted with directly in the roading rates review as a key stakeholder.	All rates, including roading, will be reviewed as part of the Revenue and Financing Policy review as indicated above. You will be contacted as part of this process in due course.	GMF
		We accept that the proposed rate raise is inevitable as if nothing is done then the problem will be exacerbated.	Agree. Thank you for the support.	GMF
		Any increase in rates should be clearly tagged to indicate what service improvement it will provide for, and a statement provided as to why the 'increase' could not be provided through user charges or offset by grants and/or subsidies.	We note your general principles for rating. We will review these matters as part of the review of the Revenue and Financing Policy which in turn is part of Long Term Plan 2018/2028 process which is currently underway.	GMF
		We believe that the mix of rates burden between commercial and residential properties should be and equitable. Policy needs to ensure residential rate payers are paying a fair share of rates relative to the value of their properties should be applied consistently across all ratepayer groups.	Noted. We will review these matters as part of the review of the Revenue and Financing Policy which in turn is part of Long Term Plan 2018/2028 process which is currently underway.	GMF
		Support of the revised UAGC proposed in this document.	Noted. Thank you for your support.	GMF

	Topic	#	Point	Response	Who
			I believe that we should leave the rates increase at the level proposed in the Long Term Plan (3.65%) rather than reducing the increase to 2.65% and use the extra income to get our unsealed roads back up to an acceptable and safe level.	From a financial perspective a 3.65% rates increase could assist with debt repayment and catching up with backlog maintenance but putting additional funds into roading may be problematical. This is because the budget for roading is at the upper limit of what the NZ Transport Agency will be prepared to fund. Extra work could be done, but the cost to Council would be 100% rather than the 39 cents in the dollar (i.e. approximately \$290,000 worth rather than \$740,000). This is not considered cost-effective. The roading programme, including service levels, will be reviewed as part of the Long Term Plan for 2018/2028.	GMF
			That Council apply the maximum Uniform Annual General Charge of 30% under section 21 of the Local Government Act	Noted. This will be reviewed again as part of the Long Term Plan for 2018/2028.	GMF
		2	High rates in Te Kopuru – customer would like an onsite meeting with Councillors, Mayor and Key staff to talk about this. Wastewater rates are very expensive.	The next meeting with the Mayor, Councillors and staff has been organised for later in May.	GMF
	3.4 Forestry		Forestry feedback included a number of comments, suggestions and queries about the past and the ongoing operation of forestry blocks, the sale of the property at Opanake Road, harvesting receipts, and carbon credits associated with the forest blocks have been made.	The property at Opanake Road was considered to be surplus to requirements and placed on the market. In principle all forestry, except for the forests on sensitive reserve land such as Taharoa and Te Kopuru Domains, has been declared surplus to requirements, or underperforming, and is available for sale. The current policy in regards to sales proceeds is to reduce district-wide funded debt. Proceeds are not attached to any activity unless there is a statutory imperative. As the forests have been harvested, the proceeds have been released for general purposes or notionally attached to specified purposes. Council still owns 38,940 carbon credits with a current market value of \$691,000). They have not been sold and options for them will be reviewed in tandem with any forest sale.	GMF

	Topic	#	Point	Response	Who
4	<b>Corporate Services</b>				
	4.1 Communication		Market pop-ups/Facebook/Newspaper - more of a physical presence at big events, not just Field Days.	Council is currently reviewing it's communications strategy with the objective to improve information flows and engagement with the Kaipara community. This will include our presence in print and social media, community events and our website etcetera. Council has a particular objective to achieve a high level of community input to the development of the next 10 year long term plan due to be finalised in mid 2018. This work can be achieved within the budgets contained in the proposed Annual Plan 2017/2018.	GMCS
	4.2 Council Buildings		Layout of Council reception was not felt to be welcoming.	Both Council's Dargaville and Mangawhai reception areas have been updated in the last four years. It is acknowledged that the available space on the ground floor at the Mangawhai office is limited which is not ideal at busy times. Officers will continue to look for opportunities to improve the experience of customers needing to contact Council. No variation to the proposed Annual Plan 2017/2018 is recommended.	GMCS
	4.3 Staffing	3	Level of staffing at council, has increased.	For the Annual Plan 2017/2018 staff numbers are proposed to rise by seven over the Annual Plan 2016/2017. Five of the new roles are needed to meet the increased demand for Resource and Building Consents. These roles are funded by increased revenue from application fees rather than rates. One new role is required to address Council's expanded health and safety responsibilities under new legislation, and the other is to support the development of Council's Policies, Bylaws and District Plan.	GMCS

	Topic	#	Point	Response	Who
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#### Abbreviations

GMI	General Manger Infrastructure
GMC	General Manger Community
GMCS	General Manager Corporate Services
GMF	General Manager Finance
NRC	Northland Regional Council
KDC	Kaipara District Council
PGSE	Post Settlement Governance Entities
NZTA	NZ Transport Agency
LTP	Long Term Plan
RMP	Resource Management Plan

**File number:** 2302.22.03

**Approved for agenda** ☒
**Report to:** Council

**Meeting date:** 08 May 2017

**Subject:** LTP 2018/2028 Overview

**Date of report:** 21 April 2017

**From:** Duncan McAulay, General Manager Strategy and Performance

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

### Summary

The Council is working towards adopting a new Long Term Plan (LTP) in June 2018 covering the years 2018 to 2028. The legislation around the development of a LTP has changed with the Local Government Amendment Act 2014. The body of preparatory work to be completed over the next 12-15 months is substantial, both for Council staff and Councillors; this point is highlighted in advance.

It is important to begin the process now and maintain momentum during the course of the process in order that a robust, statutorily compliant LTP can be adopted in June 2018.

### Process and source documents

In excess of 65 documents will be presented to Council for review or adoption prior to 30 June 2018, the majority of which will be by December 2017. Some documents will come before Council multiple times, as the financial analysis is refined. 27 'source documents' supported the LTP 2015/2025; we anticipate approximately the same this time, all of which need to be adopted by Council.

In addition, to the documentation the LTP process emphasises engagement and consultation and requires that the material is audited.

### Indicative timing

Refer to **Attachment 1** of this report, 'Indicative timeline of documents going to Council for the LTP 2018/2028'.

### Recommendation

*That Kaipara District Council receives the General Manager Strategy and Performance's report 'LTP 2018/2028 Overview' dated 21 April 2017 and the information contained therein.*

### Reason for the recommendation

To advise Council of the impending LTP 2018/2028 process and schedule.

### Reason for the report

To outline the process and to inform Council of the timeline and the volume of documents that Council will need to consider prior to the adoption of the LTP 2018/2028 in June 2018.

## Background

The Local Government Act was amended in 2014 to include new requirements for the Long Term Plan development. Schedule 10 of the LGA 2002 (as amended by the LG Amendment Act 2014) lists the information to be included in Long Term Plans:

- 1 Community Outcomes
- 2 Groups of activities
- 3 Capital expenditure for groups of activities
- 4 Statement of service provision
- 5 Funding impact statement for groups of activities
- 6 Variation between territorial authority's Long Term Plan and assessment of water and sanitary services and waste management plans
- 7 Council-controlled organisations<sup>1</sup>
- 8 Development of Māori capacity to contribute to decision-making processes
- 9 Financial Strategy and Infrastructure Strategy
- 10 Revenue and Financing Policy
- 11 Significance and Engagement Policy
- 12 Forecast financial statements
- 13 Financial statements for previous year
- 14 Statement concerning balancing of budget
- 15 Funding impact statement
- 15A Rating base information
- 16 Reserve funds
- 17 Significant forecasting assumptions.

In addition there are a number of supporting documents and policies that need to be considered such as asset management plans, activity profiles, rating policies and development contribution policies.

All these documents, will be available as part of the special consultative process. Once audited, Council will need to adopt a consultation document to facilitate that consultation.

## Issues

Given the complexity and scale of the process, it is important to start now and maintain momentum during the course of the process in order that a robust, statutorily compliant LTP can be adopted in June 2018.

Two important subjects for early attention by Council in the LTP cycle are:

- Council's Vision which incorporates the Community Outcomes; and
- Setting the parameters – rates, debt, funding the backlog and important new projects.

Officers need to understand Council's view of these as they guide the development of all subsequent documents. These items together with an item on rates structure are the subject of separate reports on this agenda.

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<sup>1</sup> Not applicable to Kaipara District Council.



An indicative timeline is attached for your information (Attachment 1).

**Factors to consider*****Community views***

Not applicable.

***Policy implications***

Not applicable.

***Financial implications***

Not applicable.

***Legal/delegation implications***

Not applicable.

**Options**

Not applicable.

**Next step**

Periodic updates.

**Attachments**

- Indicative timeline of documents going to Council for the LTP 2018/2028.

Indicative Timeline of documents going to Council for Long Term Plan 2018/2028 process

Area	CSF/conditions precedent	April 2017	May 2017	June 2017	July 2017	August 2017	September 2017	October 2017	November 2017	December 2017	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018	Go live
Council	Early agreement: - Vision - Financial parameters Source documents adopted Audit & Legal clearance Consultation process undertaken Finals adopted		★	★	★	★	★	★	★	★	★	★			★	★	
Vision	Vision agreed by Council					Vision adopted						Consultation Document audited, legally reviewed and adopted for consultation				LTP 2018/2028 & rates resolution for 2017/2018 adopted	
Activities	Vision Financial Parameters			AMP1	AMP2			IS, Activity profiles									
Financials	Financial parameters agreed by Council Activity financials		Financial Parameters adopted					Significant forecasting assumptions Fees and charges <sup>1</sup>	TMP	Financial Strategy, Financials, adopt Fees & charges							
Policy	Vision Agreement on rates structure Financials		Rates structure		S&EP <sup>2</sup>		Rating Policies			R&FP <sup>3</sup> , FIS (rating tools), DC policy <sup>4</sup>		R&FP & DC adopted prior to CD adoption					
Community	Iwi participation Engagement, communication & consultation				Pre-consultation								Open SCP	Close SCP, hearings	Deliberate		
Notes				AP & rates resolution for 2017/2018	MTP, ME3 & other projects to be interfaced				Forecast 1	Financials required before R&FP & FIS					Forecast 2	Legal & audit sign off required prior to LTP adoption	

Glossary

AMP1 first tranche of asset management plans (roading)

AMP 2 second tranche of asset management plans (all except roading)

AP Annual Plan

CD Consultation Document

DC Development Contributions

FIS Funding Impact Statement

IS Infrastructure Strategy

LTP Long Term Plan

MTP Mangawhai Town Plan

ME3 Mangawhai Community Wastewater Scheme extension phase 3

R&FP Revenue & Financing Policy

S&EP Significance and Engagement Policy

SCP Special consultative procedure

★ Council adopts material

→ Council process

<sup>1</sup> Requires consultation  
<sup>2</sup> Requires consultation  
<sup>3</sup> Requires consultation  
<sup>4</sup> Requires consultation

**File number:** 2302.22.01  
**Report to:** Council  
**Meeting date:** 08 May 2017  
**Subject:** Long Term Plan 2018/2028 Financial parameter setting  
**Date of report:** 24 April 2017  
**From:** Glennis Christie, General Manager Finance

**Approved for agenda** ☒

**Report purpose** ☒ **Decision** ☐ **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. The process for producing the Long Term Plan 2018/2028 (LTP18) is underway.

Council officers require direction from Council about the financial parameters that will govern the production of LTP18 and the supporting documents. While the process is iterative, preferred financial parameters from Council will serve as a reference point. Any deviation from this must be justified and can only be approved by Council.

The financial parameters are the level of rates and debt parameters together with the service levels for each activity, the speed with which asset renewals are done and the quantum, if any, of new capital expenditure.

This report sets out four high level hypothetical scenarios as a means of assisting Council to come to an initial view about the level of rates and debt.

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

The financial parameters set in LTP18 form the basis for the next three Annual Plans i.e. for the years 2018/2019, 2019/2020 and 2020/2021.

### Recommendation

*That Kaipara District Council:*

- 1 *Receives the General Manager Finance/General Manager Strategy and Performance's report 'Long Term Plan 2018/2028 Financial parameter setting' dated 24 April 2017; and*
- 2 *Advises the Chief Executive of their initial view about appropriate levels for rates and debt to provide a reference point that will govern the production of the Long Term Plan 2018/2028 and supporting documents; and*

- 3 *Notes that changes to asset management plans, activity service levels and new initiatives may test the initial parameters and that the process is iterative in nature; and*
- 4 *Notes that any deviation from the initial parameters will require justification and subsequent Council approval.*

#### **Reason for the recommendations**

To provide a mechanism for Council to advise the Chief Executive of the preferred financial parameters that will govern the development of the Long Term Plan for 2018/2028 and the associated documents and to recognise that the Long Term Plan process is in the initial stages.

#### **Reason for the report**

To begin the Long Term Plan 2018/2028 process, Council needs to provide guidance to officers so that the Long Term Plan and supporting documents can be prepared accordingly. This report looks specifically at financial parameters that can be used to begin the process.

Council officers require direction from Council about the financial parameters that will govern the production of LTP18 and the supporting documents. While the process is iterative, preferred financial parameters from Council will serve as a reference point. Any deviation from this must be justified and can only be approved by Council.

#### **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.

This report builds on material provided for Council at the February 2017 ("[Scene setting for the Long Term Plan 2018/2028](#)" Item 5.1 page 53, dated 26 January 2017) with a high level financial parameter focus.

The financial parameters are the level of rates and debt parameters together with the service levels for each activity, the speed with which asset renewals are done and the quantum, if any, of new capital expenditure.

This report sets out four high level hypothetical scenarios as a means of assisting Council to come to an initial view about the level of rates and debt.

The four scenarios are set out below.

#### **Scenario 1 (updated status quo)**

1. LTP15 has been updated for actual results for 2015/2016, the forecast for 2016/2017 and projections for 2017/2018. The last three years for LTP18 (i.e. 20125/2026, 2026/2027 and 2027/2028 have been extended based on current projections and the infrastructure strategies for those years.

2. Rates have been set at approximately 3.5% which represents the approximate base level set in LTP15.
3. The level of renewals and renewal backlog expenditure is unchanged from LTP15 i.e. the backlog will be cleared in 2045.
4. The savings (principally from debt reduction) have been used to create a new capex fund<sup>1</sup> for wastewater, stormwater and roading of approximately \$10 million<sup>2</sup> allowing for associated operational expenditure<sup>3</sup>. There is also a provision of approximately \$2 million that was included in LTP15 for the Mangawhai Community Wastewater Scheme (MCWWS).

#### ***Scenario 2 (LGCI)***

As for scenario 1, except that rates increases are set at the CPI equivalent for Local Government i.e. the Local Government Cost Index (LGCI).

#### ***Scenario 3 (LGCI, no new capex)***

As for scenario 2, except that all new capex (except the \$2 million MCWWS provision) has been removed. The rates increases are set at the CPI equivalent for local government.

#### ***Scenario 4 (debt reducing to \$40m, no new capex)***

As for scenario 3, except that the debt reduces to around \$40 million. All new capex (except the \$2 million MCWWS provision) has been removed and rates increases become the variable figure.

It should be noted that these scenarios are indicative and very high level. Over the course of the development of the LTP, the outline will become populated and be more detailed and comprehensive<sup>4</sup>. In the meantime these scenarios serve as strawmen to assist Councillors with coming to an initial view.

The results are set out in the sections that follow.

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<sup>1</sup> This funding is nonspecific. It is not attached to, nor does it anticipate, potential requirements for any new initiatives such as the Mangawhai or Dargaville Town Plans, an extension of MCWWS or the Dargaville Library + or any other new initiative.

<sup>2</sup> Inflated values are used throughout the report

<sup>3</sup> Some NZTA subsidy has been incorporated but no additional development contributions have been factored in.

<sup>4</sup> For example, as at present, reserves are not fully funded or expended and there are no additional property sales factored in.

### Scenario results

Selected metrics are set out in the tables below together with a brief commentary about the scenario to illustrate the impact of changed parameters.

Scenario 1	2018/2019 Yr1	2019/2020 Yr2	2020/2021 Yr3	10 year average
<b>Rates \$m</b>	30.5	31.5	32.7	35.8
<b>Rates increase %</b>	3.5	3.5	3.5	3.5
<b>Total revenue \$m</b>	54.7	59.1	56.9	62.0
<b>Activity operating costs \$m</b>	34.6	37.8	35.8	39.0
<b>Capital expenditure \$m</b>				
Growth (base)	0.9	1.2	0.8	0.6
Level of service	3.8	3.6	3.8	4.2
Renewal	12.5	13.6	14.4	16.6
New	1.2	0.5	0.5	1.0
<b>Total</b>	18.4	18.9	19.5	22.4
Scenario 1	2018-2019 Yr1	2019-2020 Yr2	2020-2021 Yr3	2027/2028 yr 10
<b>Debt \$m</b>	57.7	55.1	53.1	50.8
Net debt as % of revenue (LGFA 175%, policy \$170%)	107.3%	94.6%	94.8%	73.1%
Net interest as a % rates (Limit 25%)	9.7%	9.3%	9.6%	7.9%

Scenario 1 is the LTP15 modified status quo.

With rates increases around 3.5% per annum, there is capacity for an additional \$10 million capital expenditure and debt will finish up at around \$50 million at the end of 10 years.

All the ratios fall well within the Local Government Funding Agency (LGFA) limits, with the net interest as a % of rates being below 10% for the life of the scenario.

Scenario 2	2018-2019 Yr1	2019-2020 Yr2	2020-2021 Yr3	10 year average
<b>Rates \$m</b>	30.2	30.9	31.7	33.9
<b>Rates increase %</b>	2.5%	2.5%	2.5%	2.6%
<b>Total revenue \$m</b>	54.4	58.5	56.0	60.1
<b>Activity operating costs \$m</b>	34.6	37.8	35.8	39.4
<b>Capital expenditure \$m</b>				
Growth (base)	0.9	1.2	0.8	0.6
Level of service	3.8	3.6	3.8	4.2
Renewal	12.5	13.6	14.4	16.6
New	1.2	0.5	0.5	1.0
<b>Total</b>	18.4	18.9	19.5	22.4

Scenario 2	2018-2019 Yr1	2019-2020 Yr2	2020-2021 Yr3	2027/2028 yr 10
<b>Debt \$m</b>	57.5	55.5	54.5	72.9
Net debt as % of revenue (LGFA 175%, policy \$170%)	109.8%	98.5%	101.4%	114.0%
Net interest as a % rates (Limit 25%)	9.8%	9.5%	10.0%	11.8%

Scenario 2 is the same as scenario 1 except that the annual rates increase has been set to the LGCI.

With rates increases averaging around 2.6% per annum, there is capacity for an additional \$10 million capital expenditure and debt will finish up at around \$70 million at the end of 10 years.

This is to be expected as the LGCI, almost by definition, does not provide any extra capacity to reduce debt, fast track backlog renewals or provide for additional expenditure as the \$ are fixed in real terms. Simplistically, the hypothetical scenario 2 compared to scenario 1, has \$20 million less revenue and \$22 million more debt at 30 June 2028.

All the ratios fall well within the LGFA limits, but the net interest as a % of rates is above the 10% threshold for most of the scenario.

Scenario 3	2018-2019 Yr1	2019-2020 Yr2	2020-2021 Yr3	10 year average
<b>Rates \$m</b>	30.2	30.9	31.7	33.9
<b>Rates increase %</b>	2.5%	2.5%	2.5%	2.6%
<b>Total revenue \$m</b>	54.3	58.4	55.9	60.0
<b>Activity operating costs \$m</b>	11.0	11.9	10.9	11.9
<b>Capital expenditure \$m</b>				
Growth (base)	0.9	1.2	0.8	0.6
Level of service	3.8	3.6	3.8	4.2
Renewal	12.5	13.6	14.4	16.6
New				
<b>Total</b>	17.2	18.4	19.0	21.4
Scenario 3	2018-2019 Yr1	2019-2020 Yr2	2020-2021 Yr3	2027/2028 yr 10
<b>Debt \$m</b>	56.8	54.2	52.5	54.7
Net debt as % of revenue (LGFA 175%, policy \$170%)	107.6%	95.3%	96.8%	85.7%
Net interest as a % rates (Limit 25%)	9.8%	9.5%	9.8%	9.0%

Scenario 3 is the same as scenario 2 except that the new capex has been removed. The annual rates increase remains at the LGCI level.

With rates increases averaging around 2.6% per annum and no additional capex, debt will finish up back around \$55 million at the end of 10 years.

All the ratios fall well within the LGFA limits, and the net interest as a % of rates is back under the 10% threshold for the 10 years of the scenario.

<b>Scenario 4</b>	2018-2019 Yr1	2019-2020 Yr2	2020-2021 Yr3	10 year average
<b>Rates \$m</b>	30.4	31.2	32.2	35.6
<b>Rates increase %</b>	3.1%	2.9%	3.2%	3.5%
<b>Total revenue \$m</b>	54.5	58.7	56.5	61.8
<b>Activity operating costs \$m</b>	34.5	37.7	35.6	38.5
<b>Capital expenditure \$m</b>				
Growth (base)	0.9	1.2	0.8	0.6
Level of service	3.8	3.6	3.8	4.2
Renewal	12.5	13.6	14.4	16.6
New				
<b>Total</b>	17.2	18.4	19.0	21.4
<b>Scenario 4</b>	2018-2019 Yr1	2019-2020 Yr2	2020-2021 Yr3	2027/2028 yr 10
<b>Debt \$m</b>	56.6	53.7	51.5	38
Net debt as % of revenue (LGFA 175%, policy \$170%)	106.9%	93.9%	93.9%	56.4%
Net interest as a % rates (Limit 25%)	9.7%	9.4%	9.7%	8.3%

Scenario 4 is the same as scenario 3 except that the focus is on a lower debt level. New capex has been removed and the annual rates increase becomes the variable.

With rates increases averaging around 3.5% per annum and no additional capex, debt will finish up around \$38 million at the end of 10 years.

All the ratios fall well within the LGFA limits, and the net interest as a % of rates is well under the 10% threshold for the most of the 10 years of the scenario.

### **Conclusion**

As can be seen from the results, modest movements in parameters can make big difference. All these scenarios fit comfortably within the LGFA and Council's current policy settings.

There are an infinite number of scenarios that could be run, but they will not make a difference to the fundamental outcome. Council needs to make a decision about the level of service for each activity, the speed with which asset renewals are done and the quantum, if any, of new capital expenditure. These in turn need to be set within a framework that Council is comfortable with in terms of the level of rates and debt.



Council officers require direction from Council about the financial parameters that will govern the production of LTP18 and the supporting documents. While the process is iterative, preferred financial parameters from Council will serve as a reference point. During the course of the LTP18 process, information will become available that will help fine tune the parameters.

It is anticipated that, given the initial parameter direction from Council, Council staff will prepare documents based on this. Any proposed deviation from this must be justified and can only be approved by Council.

The financial parameters set in LTP18 form the basis for the next three Annual Plans i.e. for the years 2018/2019 (also the first year of LTP18), 2019/2020 and 2020/2021.

## **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 Council would provide direction about financial parameters.

### ***Policy implications***

Except where indicated, the hypothetical scenarios have been developed in accordance with current policy settings.

### ***Financial implications***

This report seeks the initial views of the Mayor and Councillors in respect of financial parameters that govern the development of the LTP.

### ***Legal/delegation implications***

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

## **Options**

The following options exist:

**Option A:** Provide feedback at the time.

Under this option, Council would receive the report and provide an initial view at the time.

**Option B:** Provide feedback at a later date.

Under this option, Council would delay giving a view 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. It will also reduce the amount of rework that may be involved when key parameters are changed, given the interdependence of the source documents.

Providing an initial view about rates and debt parameter does not mean that this view will not change during the course process. It will however, give a very clear message about the direction Council wishes to take.

**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, given the early stages of the process, this decision is not by itself significant.

**Recommended option**

The recommended option is **Option A**.

**Next step**

Develop documents in accordance with the direction set by Council.

**File number:** 2302.22.03

**Approved for agenda** ☐
**Report to:** Council

**Meeting date:** 08 May 2017

**Subject:** Vision – for Kaipara District Council

**Date of report:** 21 April 2017

**From:** Duncan McAulay, General Manager Strategy and Performance

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

### Summary

‘Your Council’s Vision’, from page 6 of the LTP 2015/2025 (LTP 2015), is **Attachment 1** to this Report for your information.

That Vision was articulated by the Commissioners and Acting Chief Executive of the time.

The Mayor and Councillors will in all likelihood want to determine their own Vision for the district and an external facilitator may be the best way to approach the subject.

The ‘Vision’ permeates a multitude of documents and policies that comprise the LTP – for instance, consider how often the ‘easy’ concept or wording peppers the LTP 2015. That is to say, the Vision will strongly influence the LTP 2018/2028 (LTP 2018) and is best articulated early in the programme.

The Vision also reflects community outcomes – achieving the current and future needs of communities for good quality local infrastructure, local public services and performance of regulatory functions. Community outcomes are a major component of an LTP.

### Recommendation

*That Kaipara District Council receives the General Manager Strategy and Performance’s Report ‘Vision – for Kaipara District Council’ dated 21 April 2017 and the information contained therein.*

### Reason for the recommendation

To make Council aware of the current Vision, the importance of it within the LTP and the opportunity to review that Vision for the LTP 2018.

### Reason for the report

To prompt Council to determine a Kaipara District Council Vision for the impending LTP 2018.

### Background

The current vision was articulated by the Commissioners and Acting Chief Executive of the time. The ‘easy’ concept was intended to convey the ‘ease’ of living in the district and dealing with Council.

### Issues

Not applicable.

**Factors to consider*****Community views***

None.

***Policy implications***

None.

***Financial implications***

None.

***Legal/delegation implications***

None.

**Options**

Not applicable.

**Assessment of significance**

Not applicable.

**Next step**

Not applicable.

**Attachments**

- LTP 2015 Vision

## **Your Council's Vision**

### **Strategic Destination**

Te unga matua

### **Kaipara – where it's easy to live**

He ngawari te noho

We have been holding meetings around the district and the repeated message that we have heard is the desire to keep life in the district simple.

- A place that is friendly, unpretentious and quiet
- A place where life is relaxed and people can enjoy nature's bounty
- A place where people can succeed in business creating jobs and futures
- A place that values innovation and self-sufficiency to create a more sustainable future

We propose a new vision to reflect this - *Kaipara - where it's easy to live*

### **The Values**

Ko nga uara

Our purpose is to make a positive difference for Kaipara. We aspire to work with

### **Integrity**

- ✓ We will do what we say we will
- ✓ We will act with good intent
- ✓ We will do the right thing in the right way

## Team Work

- ✓ We will work together
- ✓ We will support each other

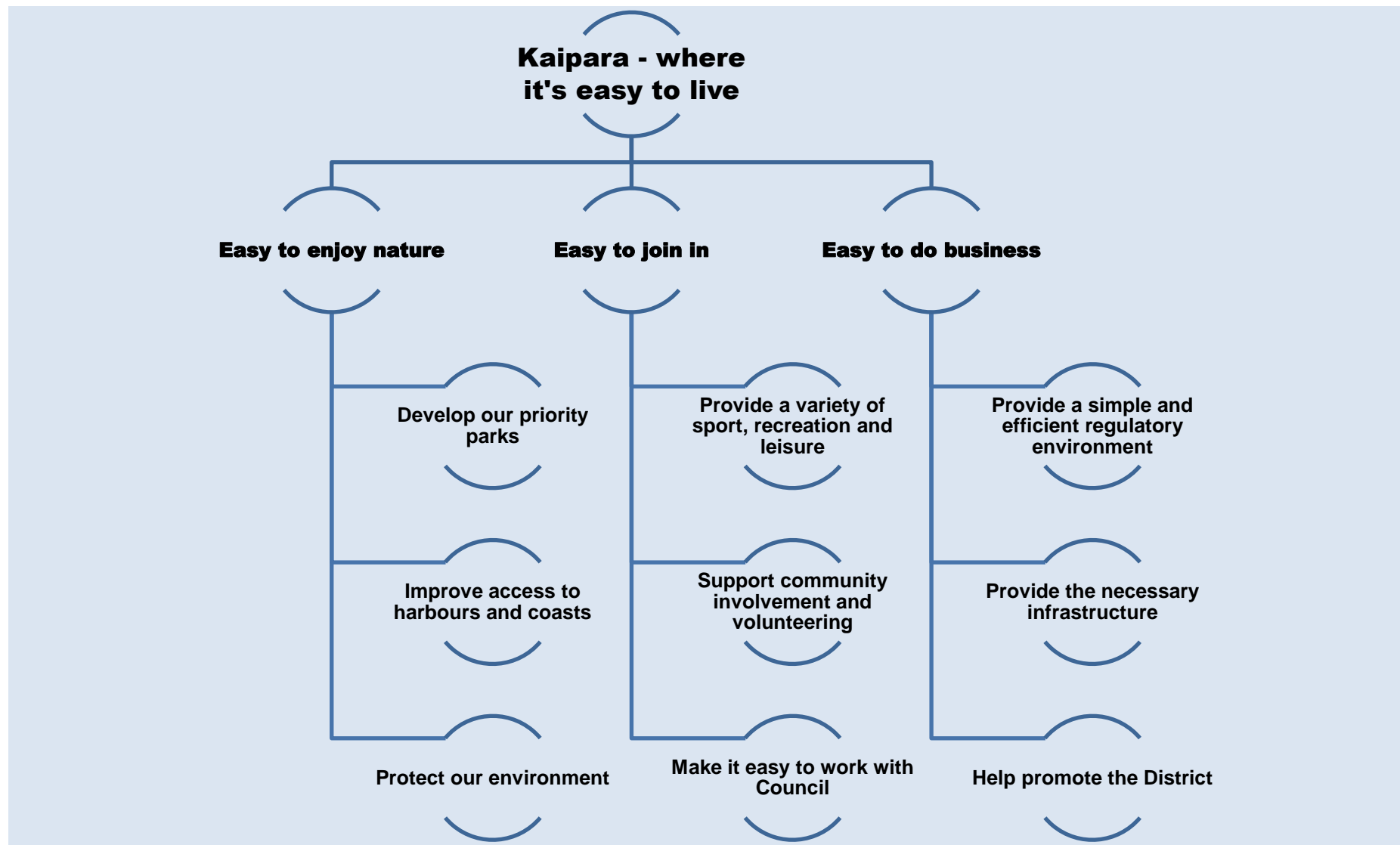
## Delivering Value

- ✓ We will seek to understand needs and deliver to them
- ✓ We will apply our skills and knowledge for the benefit of others

## Community Outcomes

The outcomes we wish to work with the community to achieve are:

<i>Outcome 1 - We will work with you to help make it easy to enjoy nature. We aspire to being a district that is renowned for our beautiful environment.</i>	<b>Our objectives are to:</b> <ul style="list-style-type: none"><li>• With your help, develop our priority parks</li><li>• With your help, improve access to coasts and harbours</li><li>• With your help, protect our environment.</li></ul>
<i>Outcome 2 - We will work with you to help make it easy to join in. We aspire being a district that has strong communities where people have a sense of belonging and work together.</i>	<b>Our objectives are to:</b> <ul style="list-style-type: none"><li>• With your help, ensure there is a wide variety of sport, recreation and leisure opportunities</li><li>• With your help, support community involvement and volunteering</li><li>• Make it easy for you to work with Council.</li></ul>
<i>Outcome 3 - We will work with you to help make it easy to do business. We aspire to being a district that has sufficient economic activity to support the well-being of our communities and residents.</i>	<b>Our objectives are to:</b> <ul style="list-style-type: none"><li>• Provide a simple and efficient regulatory environment</li><li>• With your help, provide the necessary infrastructure for business</li><li>• With your help, promote the District.</li></ul>



**File number:** 2304.03/LTP 2018 2028  
**Report to:** Council  
**Meeting date:** 08 May 2017  
**Subject:** Review of rating structure  
**Date of report:** 26 April 2017  
**From:** Alison Puchaux, Revenue Manager

**Approved for agenda** ☐

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

### Summary

The purpose of this report is to review, at a conceptual level, general and targeted rates setting for the Long Term Plan 2018/2028. Subsequent reports to Council will address the targeted rating of the Three Waters (water supply, stormwater and wastewater) and rating policy. This work is a precursor to the Revenue and Financing Policy and the Funding Impact Statement - rating tools which are key elements of the Long Term Plan.

With the review of the Long Term Plan that is currently underway, there is an opportunity to review current policy settings.

General rates can be set 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.

Similarly, targeted rates can be set either as a uniform or differential rate on property value and/or a Uniform Annual Charge (UAC) on a fixed amount per rating unit or SUIP. In the case of water, rates can be set as a fixed charge per unit of water consumed or supplied; or according to a scale of charges.

Within the legal framework there is a wide variety of acceptable approaches, to suit each Local Authority's particular circumstances and views. Currently, Council applies a differential rate in the dollar on land value and a UAGC is applied to each rating unit and has a range of targeted rates. On balance, the status quo is recommended for Kaipara District.

However, at this point it is appropriate to look at the recommendations on an "in principle" basis. This report represents one piece in the mix and establishes a benchmark prior to pulling together the information necessary to complete the review and make a definitive recommendation.

### Recommendation

*That Kaipara District Council:*

- 1 *Receives the Revenue Manager's report 'Review of rating structure' dated 26 April 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 *Confirms the appropriateness of the current rating structure and directs the Chief Executive to*



*prepare the Long Term Plan material on this basis at this point; and*

- 4 *Notes that subsequent reviews of targeted rating of the Three Waters (water supply, stormwater and wastewater) and rating policies will be presented to Council and that consideration of the impact of the general revaluation will need to be complete before the rating structure can be finalised for the Revenue and Financing Policy and Funding Impact Statement - Rating Tools.*

#### **Reason for the recommendation**

Council needs an opportunity to review the rating structure and provide feedback to officers in order to progress the production of the Revenue and Financing Policy and the Funding Impact Statement - Rating Tools for the Long Term Plan 2018/2028.

#### **Reason for the report**

As part of the Annual Planning for 2017/2018 Councillors signalled a review of the charging of rates. It is appropriate to undertake this review as part of the wider review of the Long Term Plan 2018/2028.

#### **Background**

Council's policy in regard to rating structure is set out in the Long Term Plan 2015/2025 that was adopted in June 2015 after public consultation.

Six overarching policy criteria were developed to help guide rating policy going forward, as follows:

- Simplicity - Council's plans and policies should be clear and easy to understand. Overly complex plans and policies detract from this and have an unnecessary cost.
- Community support - the revised plans and policies should be acceptable to the community.
- Equity - Plans and policies should be fair and treat like with like both now and in the future. Further, those who contribute to the need for the activity should pay more.
- Stability/durability - The plans and policies should be stable and have longevity and so give some certainty to people over time.
- Affordability - The levels of services and costs of the activities need to produce rates, fees and charges that are affordable for people.
- Fair distribution - Use the Uniform Annual General Charge (UAGC) to ensure a fair distribution of costs across all ratepayers given the marked differences in land values across the district.

Application of these criteria requires judgment with trade-offs between apparent conflicts required.

While not directly related to the review of rating structure, or the subsequent Revenue and Financing Policy which is part of the Long Term Plan, a look at other Local Authorities' approaches can be helpful. Within the legal framework there is a wide variety of acceptable approaches, to suit each Local Authority's particular circumstances and views. This research is **Attachment 1**, for your information.

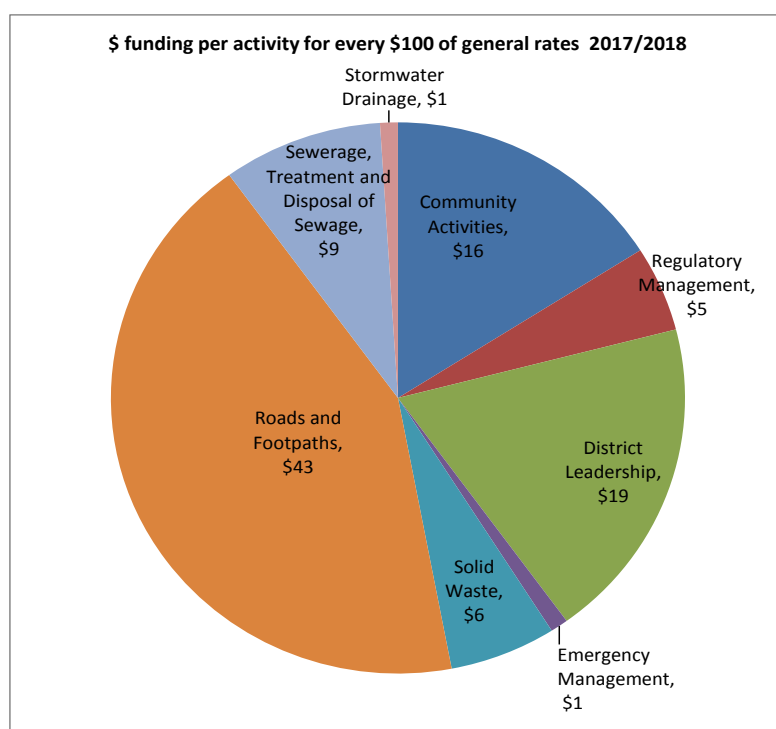
#### **1.0 General Rates**

Kaipara District Council's general rates are currently based on land value with a differential rate in the dollar and a UAGC is applied to each rating unit.

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.

All activities that are not funded by Fees and Charges, targeted rates, borrowings or any other income are funded out of the general rates. This graph shows the proportion of general rates funding for each activity for every \$100 of general rates.



As part of the Long Term Plan 2018/2028 process, there are a number of areas that will be under review.

### 1.1 Value-based General Rates by Land or Capital Value

Value-based general rates are currently charged based on land value. Alternative methods are charge based on capital value or annual value. We are not considering annual value as Kaipara rental market is small. Both neighbouring Northland district councils charge based on land value.

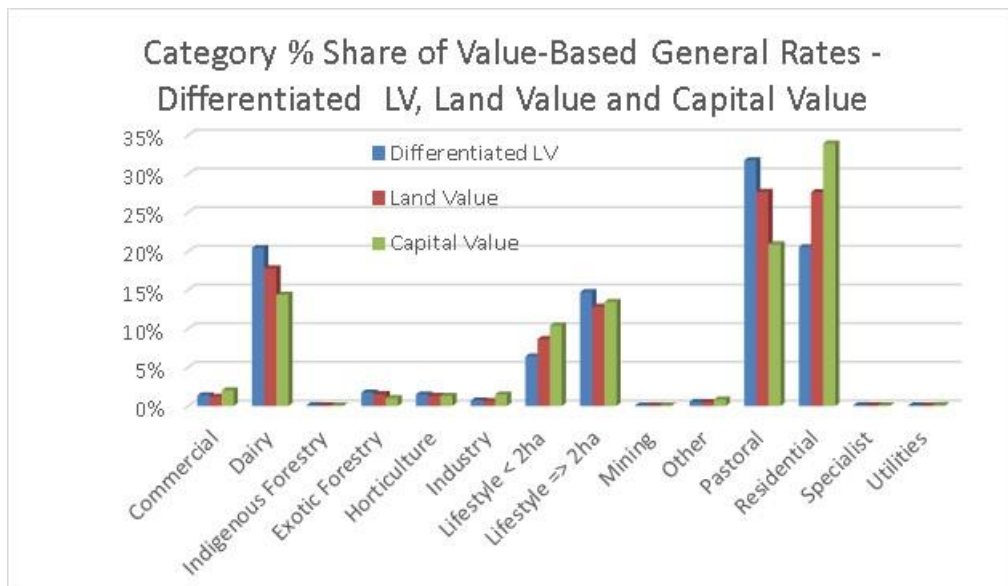
**Attachment 2** sets out the advantages and disadvantages of the three methods<sup>1</sup>. In summary:

- land value has the advantage of consistency of rates across similar types of land and is well understood but has the disadvantage of not taking into account the use of services or the ability to pay.
- capital value is easier to calculate given market sales information, is well understood and is considered a proxy for ability to pay but may not take into account the use of services and needs frequent updating.
- annual value is closely aligned with capital value but is not well understood. It can only work well where there is an active rental market.

<sup>1</sup> All these methods can be applied on a differential basis.

Table 1 below compares the % share by property category for current differentiated land value, land value and capital value based general rates<sup>2</sup>.

**Table 1: Graph comparing % share of general rates set with different methodologies**



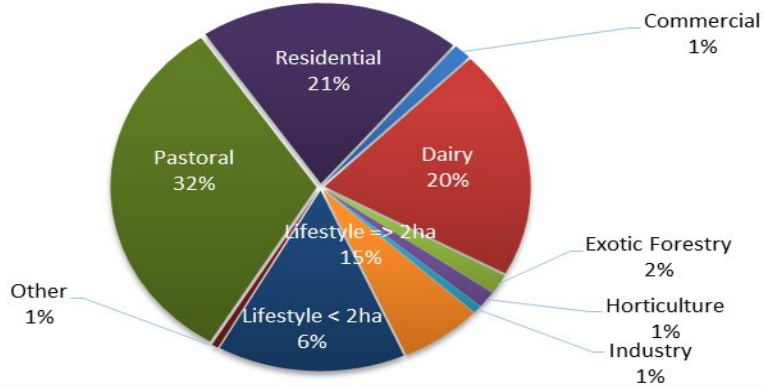
As the quantum of rates remains the same, the impact is to redistribute the rates among property categories i.e. there will be winners and losers.

The following pie charts show the spread of rates with each valuation method by property category. For readability, those categories with a share of less than 0.5% (Indigenous Forestry, Mining, Specialist and Utilities are not labelled).

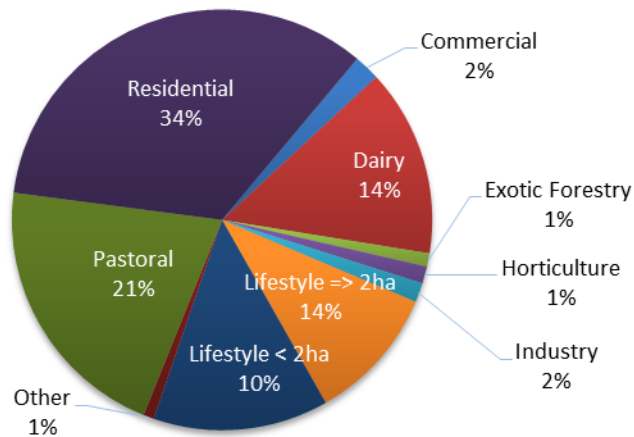
The modelling uses the proposed 2017/2018 data and compares each method with 2016/2017. The results show that, by property group, there is a shift of rates away from dairy and pastoral onto residential and lifestyle blocks under two hectares between the current differentiated land value and capital value. Undifferentiated land value sits in the middle of differential land value and capital value, with more modest moves away from dairy and pastoral to residential and lifestyle under two hectares.

<sup>2</sup> All data based modelling at 15 March 2017

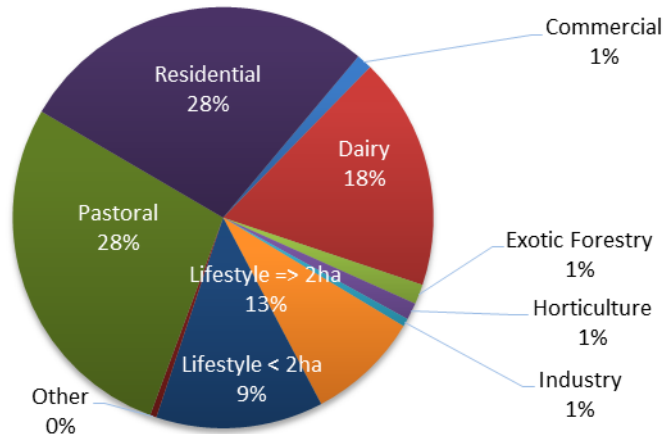
### General Rates using Differentiated Land Value by Category



### General Rates using Capital Value (no differential) by Category



### General Rates using Land Value (no differential) by Category



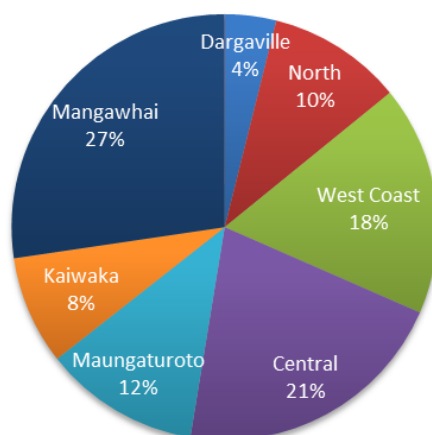
Illustrative rates summary (comparing General Rates Capital, Land and Differentiated Land Values)										
Effect of changes to Rating by Category										
	2016/2017	2017/2018 - Capital Value			2017/2018 - Land Value			2017/2018 - Differentiated LV		
		Movement		Total	Movement		Total	Movement		Total
Rates set (incl GST)*	\$	\$	%	\$	\$	%	\$	\$	%	\$
Commercial	905,800	148,300	16.4%	1,054,100	30,400	3.4%	936,200	56,200	6.2%	962,000
Dairy	3,786,900	-886,900	-23.4%	2,900,000	-420,900	-11.1%	3,366,000	-43,800	-1.2%	3,743,100
Forestry exotic	790,100	-113,700	-14.4%	676,400	-43,600	-5.5%	746,500	-11,300	-1.4%	778,800
Forestry indigenous	29,000	-4,900	-16.9%	24,100	-1,000	-3.4%	28,000	900	3.1%	29,900
Horticultural	349,600	-24,300	-7.0%	325,300	-28,300	-8.1%	321,300	-1,000	-0.3%	348,600
Industrial	437,900	130,400	29.8%	568,300	2,900	0.7%	440,800	16,100	3.7%	454,000
Lifestyle <2 ha	2,538,200	677,200	26.7%	3,215,400	416,400	16.4%	2,954,600	89,700	3.5%	2,627,900
Lifestyle >=2 ha	3,876,200	-161,900	-4.2%	3,714,300	-252,800	-6.5%	3,623,400	22,600	0.6%	3,898,800
Mining	18,200	-1,600	-8.8%	16,600	-1,000	-5.5%	17,200	0	0.0%	18,200
Other	444,100	73,400	16.5%	517,500	58,800	13.2%	502,900	74,400	16.8%	518,500
Pastoral	5,731,600	-1,635,300	-28.5%	4,096,300	-616,700	-10.8%	5,114,900	-18,200	-0.3%	5,713,400
Residential	13,985,600	2,671,900	19.1%	16,657,500	1,732,500	12.4%	15,718,100	687,300	4.9%	14,672,900
Specialty	28,000	-5,500	-19.6%	22,500	-2,500	-8.9%	25,500	-100	-0.4%	27,900
Utilities	50,300	7,600	15.1%	57,900	500	1.0%	50,800	1,900	3.8%	52,200
.										
Total incl GST	32,971,500	874,700	2.7%	33,846,200	874,700	2.7%	33,846,200	874,700	2.7%	33,846,200
Total excl GST	28,670,900			29,431,500			29,431,500			29,431,500

The next set of pie charts shows the spread of rates with each valuation method by geographical spread.

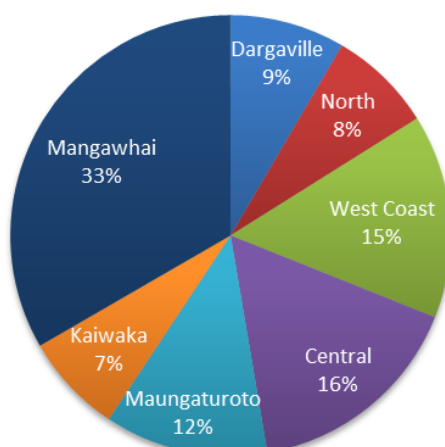
**Attachment 3** sets out the list of rolls that make up each location.

The results show that with a change from differentiated land value to capital value there is a shift from North, West Coast and Central to Dargaville and Mangawhai with Kaiwaka and Maungaturoto remaining roughly the same. Comparing undifferentiated land value with capital value produces a similar result.

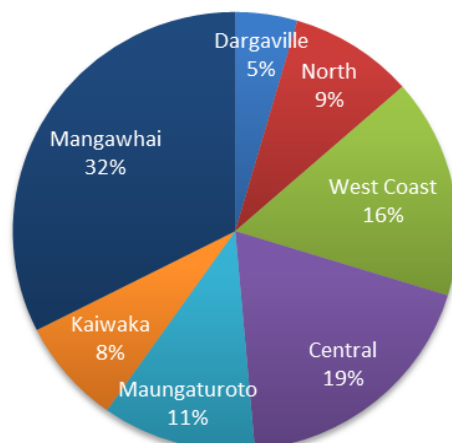
### General Rates using Differentiated Land Value by Location



### General Rates using Capital Value (no differential) by Location



### General Rates using Land Value (no differential) by Location



The effect on the average property is as follows:

Illustrative rates summary (comparing General Rates Capital, Land and Differentiated Land Values)										
Effect of changes to Rating by Average Property										
	2016/2017	2017/2018 - Capital Value			2017/2018 - Land Value			2017/2018 - Differentiated LV		
		Movement		Total	Movement		Total	Movement		Total
Rates set (incl GST) *	\$	\$	%	\$	\$	%	\$	\$	%	\$
<b>Residential</b>										
Mangawhai	2,960	-88	-3.0%	2,872	353	11.9%	3,313	70	2.4%	3,030
Dargaville	1,960	81	4.2%	2,041	173	8.8%	2,132	114	5.8%	2,074
Maungaturoto	1,978	80	4.0%	2,058	205	10.4%	2,183	125	6.3%	2,103
Baylys	1,174	27	2.3%	1,201	184	15.7%	1,358	84	7.1%	1,257
Te Kopuru	1,395	62	4.4%	1,457	118	8.4%	1,513	82	5.9%	1,477
Ruawai	957	3	0.3%	960	46	4.8%	1,003	19	1.9%	975
Tinopai	1,054	-52	-5.0%	1,001	134	12.7%	1,187	14	1.3%	1,068
Paparoa	937	-28	-3.0%	909	95	10.2%	1,033	16	1.7%	954
Kaiwaka	1,869	142	7.6%	2,011	268	14.4%	2,137	187	10.0%	2,056
Pahi	1,006	-42	-4.2%	964	118	11.7%	1,124	15	1.5%	1,021
Glinks Gully	2,501	-94	-3.7%	2,407	275	11.0%	2,776	38	1.5%	2,540
<b>Lifestyle</b>										
Mangawhai >=2 ha	2,203	-536	-24.3%	1,667	-124	-5.6%	2,079	25	1.2%	2,229
Kaiwaka >=2 ha	1,563	-399	-25.5%	1,164	-102	-6.5%	1,460	6	0.4%	1,568
Maungaturoto >=2 ha	1,701	-467	-27.4%	1,235	-122	-7.2%	1,579	3	0.2%	1,704
Paparoa >=2 ha	1,188	-215	-18.1%	973	-49	-4.1%	1,140	12	1.0%	1,200

## 1.2 UAGC set by Rating Unit or SUIP

The UAGC is currently charged per rating unit. A rating unit is normally equivalent to a property or valuation assessment. An alternative method is to charge per Separately Used or Inhabited Part of a Rating Unit (SUIP). As both neighbouring Northland district councils charge UAGC's per SUIP, we should consider this option. Council defines a SUIP as follows (Annual Plan 2016/2017):

*"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."*

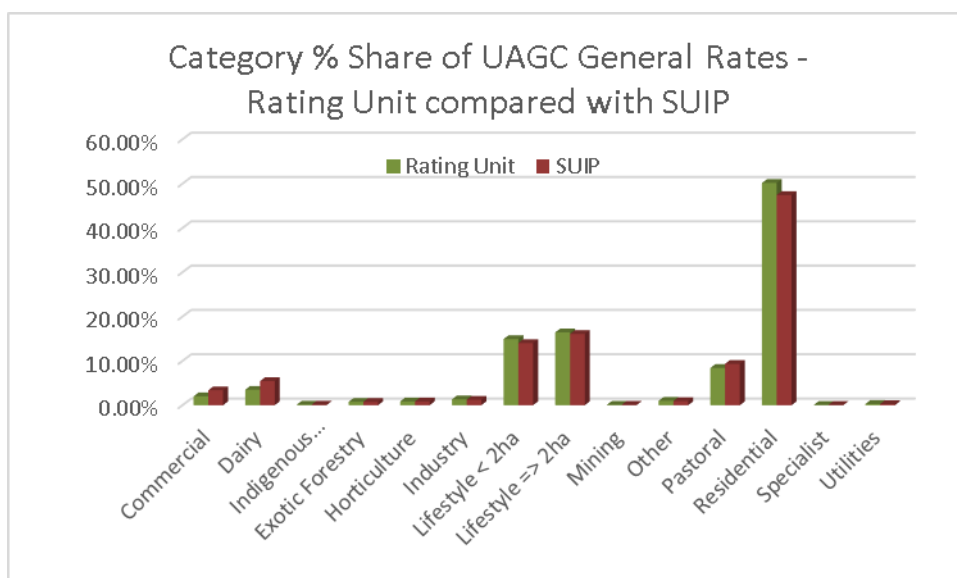
The objective of using SUIP's is to charge general rates to each separate household or business regardless of the legal title structure. The proposal to move to SUIP's endeavours to achieve a fairer and more equitable rating spread.

**Attachment 4** sets out the advantages and disadvantages of the two methods. In essence:

- Using rating units to charge for UAGC's equates to one charge per ratepayer with contiguous property remission.
- Using SUIP's to charge for UAGC's equates to one charge per household.

It is estimated that there would be 10.6% more SUIP's than rating units to share the UAGC-based general rates. The following table compares the % share by property category.

**Table 3: Graph comparing % share of UAGC general rates set per rating unit or SUIP**



The effect of this change is a shift in the incidence of rates i.e. winners and losers. This analysis shows that the losers are Commercial, Dairy and Pastoral, the winners being residential and lifestyle less than two hectares. The % increase or decrease in rates for each property category is as follows:

Category	% Change	Comments
<b>Commercial</b>	<b>68%</b>	Commercial properties with more than one office or shop would have increased rates. Also included in this category are two privately owned "campgrounds". It is estimated that there are 50 SUIP's at each campground. In this case commercial properties could be excluded from the higher value-based general rate differential (155%).
<b>Dairy</b>	<b>57%</b>	Higher number of UAGC's due to properties with more than one dwelling.
<b>Indigenous Forestry</b>	<b>-5%</b>	
<b>Exotic Forestry</b>	<b>-3%</b>	
<b>Horticulture</b>	<b>1%</b>	
<b>Industry</b>	<b>-8%</b>	
<b>Lifestyle &lt; 2ha</b>	<b>-6%</b>	
<b>Lifestyle =&gt; 2ha</b>	<b>-2%</b>	
<b>Mining</b>	<b>-10%</b>	
<b>Other</b>	<b>-9%</b>	
<b>Pastoral</b>	<b>11%</b>	Higher number of UAGC's due to properties with more than one dwelling.
<b>Residential</b>	<b>-5%</b>	
<b>Specialist</b>	<b>-10%</b>	
<b>Utilities</b>	<b>0%</b>	

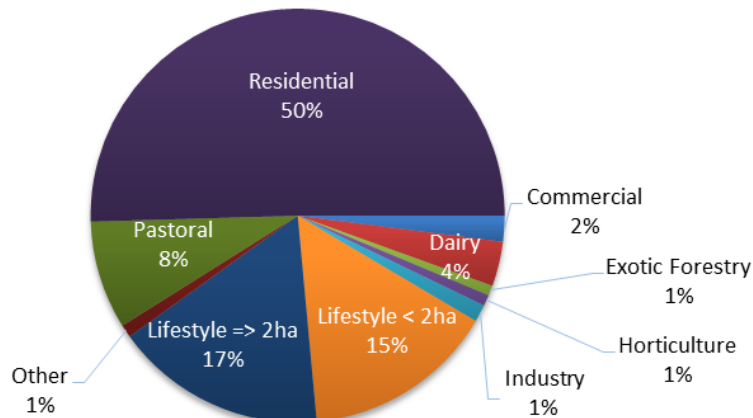


Based on the Draft Annual Plan 2017/2018 a comparison of charging UAGC per rating unit and per SUIP has been calculated. It is estimated that there are 10.6% more SUIPS's than rating units. Based on this estimation the UAGC has been calculated at 10% less ( $\$728 - \$73 = \$655$ ).

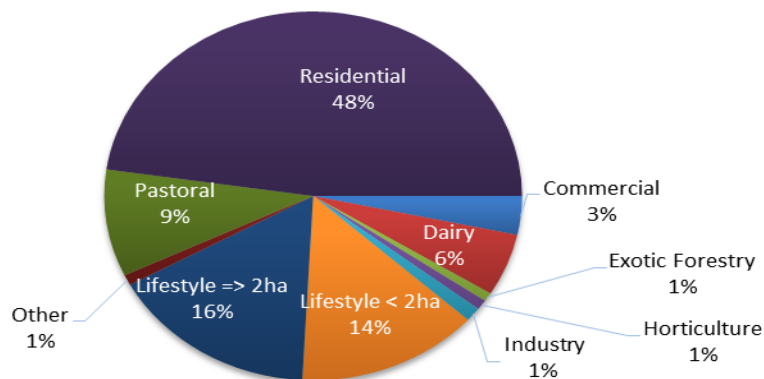
The following pie charts show the spread of rates with each valuation method by property category. For readability, those categories with a share of less than 0.5% (Indigenous Forestry, Mining, Specialist and Utilities are not labelled).

The results, as indicated above, show a shift from residential to commercial and farming based activities. Overall the movement is marginal.

### UAGC - Rating Unit by Category



### UAGC - SUIP by Category



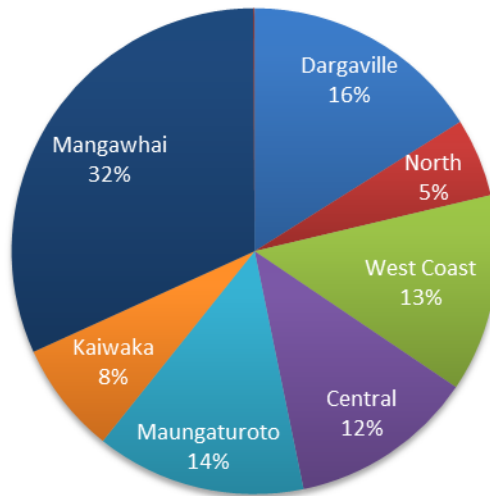
#### Illustrative rates summary (comparing the Uniform General Charge of \$728 per Rating Unit with \$655 per SUIP)

##### Effect of changes to Rating by Category

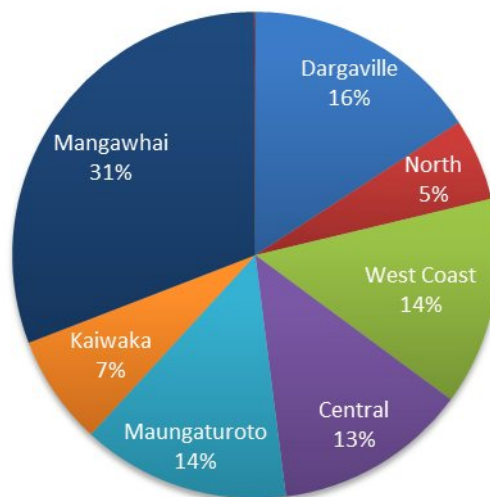
	2016/2017	2017/2018 - SUIP UAGC \$655			2017/2018 - Rating Unit UAGC \$728		
		Movement		Total	Movement		Total
Rates set (incl GST)*	\$	\$	%	\$	\$	%	\$
Commercial	905,800	188,000	20.8%	1,093,800	56,200	6.2%	962,000
Dairy	3,786,900	151,700	4.0%	3,938,600	-43,800	-1.2%	3,743,100
Forestry exotic	790,100	-11,000	-1.4%	779,100	-11,300	-1.4%	778,800
Forestry indigenous	29,000	600	2.1%	29,600	900	3.1%	29,900
Horticultural	349,600	-2,400	-0.7%	347,200	-1,000	-0.3%	348,600
Industrial	437,900	5,700	1.3%	443,600	16,100	3.7%	454,000
Lifestyle <2 ha	2,538,200	9,900	0.4%	2,548,100	89,700	3.5%	2,627,900
Lifestyle >=2 ha	3,876,200	500	0.0%	3,876,700	22,600	0.6%	3,898,800
Mining	18,200	-900	-4.9%	17,300	0	0.0%	18,200
Other	444,100	28,900	6.5%	473,000	74,400	16.8%	518,500
Pastoral	5,731,600	82,300	1.4%	5,813,900	-18,200	-0.3%	5,713,400
Residential	13,985,600	423,400	3.0%	14,409,000	687,300	4.9%	14,672,900
Specialty	28,000	-1,200	-4.3%	26,800	-100	-0.4%	27,900
Utilities	50,300	-800	-1.6%	49,500	1,900	3.8%	52,200
.							
<b>Total incl GST</b>	<b>32,971,500</b>	<b>874,700</b>	<b>2.7%</b>	<b>33,846,200</b>	<b>874,700</b>	<b>2.7%</b>	<b>33,846,200</b>
<b>Total excl GST</b>	<b>28,670,900</b>			<b>29,431,500</b>			<b>29,431,500</b>

The following graphs show the geographical spread of the rating units and SUIP's.

### UAGC - Rating Unit by Location



### UAGC - SUIP by Location



The results show that with a change from using rating units for charging the UAGC to using SUIP's is a marginal shift from Mangawhai and Kaiwaka to the West Coast and Central with Dargaville, Maungaturoto and North remaining the same.

Similarly the effect of SUIP's compared with rating units on the average property is as follows:

Illustrative rates summary (comparing the Uniform General Charge of \$728 per Rating Unit with \$655 per SUIP)							
Effect of changes to Rating by Average Property							
	2016/2017	2017/2018 - SUIP UAGC \$655			2017/2018 - Rating Unit UAGC \$728		
		Movement		Total	Movement		Total
Rates set (incl GST) *	\$	\$	%	\$	\$	%	\$
<b>Residential</b>							
Mangawhai	2,960	5	0.2%	2,965	70	2.4%	3,030
Dargaville	1,960	43	2.2%	2,002	114	5.8%	2,074
Maungaturoto	1,978	54	2.7%	2,032	125	6.3%	2,103
Baylys	1,174	13	1.1%	1,187	84	7.1%	1,257
Te Kopuru	1,395	10	0.7%	1,405	82	5.9%	1,477
Ruawai	957	-54	-5.6%	903	19	1.9%	975
Tinopai	1,054	-55	-5.3%	998	14	1.3%	1,068
Paparoa	937	-55	-5.8%	883	16	1.7%	954
Kaiwaka	1,869	116	6.2%	1,985	187	10.0%	2,056
Pahi	1,006	-55	-5.5%	951	15	1.5%	1,021
Glinks Gully	2,501	-28	-1.1%	2,473	38	1.5%	2,540
<b>Lifestyle</b>							
Mangawhai >=2 ha	2,203	-36	-1.6%	2,167	25	1.2%	2,229
Kaiwaka >=2 ha	1,563	-59	-3.8%	1,503	6	0.4%	1,568
Maungaturoto >=2 ha	1,701	-60	-3.5%	1,641	3	0.2%	1,704
Paparoa >=2 ha	1,188	-56	-4.8%	1,132	12	1.0%	1,200

In addition to deciding whether to stay with UAGC's or move to SUIP's, Council is welcome to provide feedback on the level of the charge i.e. whether the policy setting should remain at close to the maximum or move to some other level.

### 1.3 Differential or no differential

At present there are two differential categories used:

- 100% - **Residential** and small sized lifestyle properties. This is 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.
- 155% - **Other**. This is 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 resthomes and short stay accommodations such as motels and hotels.

Currently a targeted rate funds the effect on roading by the forestry sector. If an additional differential category was used instead of the targeted rate, the differential rate would be 422% for the forestry sector.

It is suggested that discussion on differentials will be deferred to be reviewed in depth once the outcome of the general revaluation is known.

Council is welcome to provide feedback on the appropriateness of the number of differentials, the level and whether or not lifestyle blocks should be segregated and treated differently.

## 2.0 Targeted Rates

A targeted rate is a rate set over one or more categories of property and/or to fund one or more identified activities.

In addition to the three bases for valuation described under general rates and a flat dollar charge per rating unit, targeted rates can be set on the:

- Improvement value of the rating unit (capital value less land value).
- Number of separately used or inhabited parts of a rating unit.
- Number of pans.
- Number of connections the rating unit has to a reticulation.
- Extent of provision of any service to the rating unit (capability to connect).
- Land area or floor space of a rating unit.

Also a targeted rate for water supply can be set based on the volume of water consumption (often called water metering). Funding water supply is the only activity that can be funded in this way under the Rating Act.

Targeted rating is a device for achieving the following policy objectives:

- Charging rates to the area of benefit.
- Greater transparency and better demonstration of value for money to the ratepayer as targeted rates and what they fund are separately disclosed. The more people can 'see what they are paying for' the more acceptance there is likely to be of the overall rate (or alternatively the better the debate about the services Council provides).

The policy objectives need to be evaluated against the transactions cost of the rate. Although some of the mechanisms listed above draw on information that comes from the valuation roll (and thus is already paid for in the fee paid to Council's valuation service provider), Council may need to collect other information itself, maintain that information and deal with objections to that information. There is both an initial cost and an ongoing cost to collecting this information. The introduction of new targeted rates triggers the requirement for consultation.

Council currently sets the following targeted rates:

- **Wastewater network rates** – There are 6 schemes: Dargaville, Glinks Gully, Kaiwaka, Mangawhai, Maungaturoto and Te Kopuru. The rates are differentiated by category (residential and other) and whether the property is connected to the service or the property is capable to be connected. Apart from the Te Kopuru scheme, currently operating costs are averaged across the schemes and defined capital costs are scheme specific. A separate report will be prepared to review options on rating for wastewater including the option to fund 10% of the costs from general rates (as stormwater).
- **Wastewater capital contribution rates** – There remains 4 capital contribution rates to fund Mangawhai infrastructure costs. When reviewing the Mangawhai Community Wastewater Scheme Extension additional capital contribution rates may be considered.
- **Stormwater rates** - There are 5 schemes: Baylys, Dargaville, Kaiwaka, Mangawhai and Te Kopuru. 10% of the costs are general rates funded. Currently operating costs are averaged across the schemes and defined capital costs are scheme specific. A separate report will be prepared to review options on rating for stormwater.
- **Water rates** - There are 6 schemes: Dargaville (including Baylys), Glinks Gully, Ruawai, Maungaturoto (Station Village), Maungaturoto (Township) and Mangawhai. The rates are

differentiated by whether the property is metered or whether the property is capable to be connected. For metered properties, a volumetric 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. Currently operating costs are averaged across the schemes and defined capital costs are scheme specific. Raw water is supplied to some users on the Maungaturoto and Dargaville lines before the treatment plants.

Note: Separate reports will be prepared to review options in regards to network charges on wastewater, stormwater and water across the district, and volumetric rating for water.

- **Land drainage rates** – There are 29 schemes: Aoroa, Arapohue N°1, Arapohue N°2, Aratapu Swamp, Aratapu Village, Awakino Point, Awakino Valley, Greenhill, Hoanga, Horehore, Kaihu, Kopuru Swamp, Koremoa, Mangatara, Manganui, Mititai, Notorius, Oruariki, Otiria, Owairangi, Raupo, Tangowahine N°1, Tangowahine N°2, Tangowahine Valley, Tatarariki N°1, Tatarariki N°2, Tatarariki N°3, Tikinui and Whakahara<sup>3</sup>.
- **Mangawhai Harbour Restoration** – a uniform annual charge per rating unit to mainly fund the loan.
- **Ruawai Tokatoka Hall** – a uniform annual charge per rating unit to fund the community's hall.
- **Forestry Rooding** - implemented in 2015 for six years ending 30 June 2021 to fund roading expenditure due to the forestry industry.

Council is welcome to provide feedback on the appropriateness of the targeted rates and whether or not there should be more or less.

## Factors to consider

### *Community views*

Formal consultation on the changing the charging mechanisms for rates occurred with the Long Term Plan 2015/2025. Since then ratepayers have provided feedback as part of the 2016/2017 and 2017/2018 annual planning rounds.

Overall, the feedback is minimal and reasonably balanced. While there is some feedback on the issue of using more equitable methods, the opinions are divided. For example, some favour a move to capital value, a change to the differential, setting the UAGC at the maximum level, introducing a targeted rate for the district-wide portion of the Mangawhai wastewater charge, or increasing or decreasing the forestry targeted rate while others are comfortable with the current policy settings.

Further consultation on any definitive proposed change would occur with the Revenue and Financing Policy and as part of the special consultative procedure on the Long Term Plan 2018/2028.

### *Policy implications*

This report, together with the review of charging for the Three Waters, the review of rating policies and consideration of the impact of the general revaluation, is a precursor to the development of the Revenue and Financing Policy and the Funding Impact Statement - Rating tools that are key parts of

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<sup>3</sup> In addition, Northland Regional Council rates for the Kaihu River Management. Northland Regional Council uses hectares rather than land value to assess and rate for this.

the Long Term Plan.

### ***Financial implications***

N/A

### ***Legal/delegation implications***

N/A. This report is to be considered by Council as part of the preliminary work leading into the preparations of the Draft Long Term Plan 2018/2028 and associated documents.

## **Options**

### **1.0 Value-based general rating**

Two options to consider concerning value-based general rating are:

**Option A:** Status Quo – Continue using differentiated land value to set general rates.

**Option B:** Implement capital value to set general rates using differentials as required to ensure that general rates are fairly distributed across property categories.

### **Assessment of options**

Option A is consistent with current policy settings, addresses fair distribution and is largely accepted by the community.

Option B is consistent with the current policy framework and could address the issue of fair distribution across property categories.

### **Assessment of significance**

In terms of Council's Significance and Engagement Policy this is not a significant issue.

### **Recommended option**

The recommended option is Option A.

### **2.0 UAGC general rating**

Two options to consider concerning UAGC general rating are:

**Option A:** Status Quo – Continue using rating units to set general rates.

**Option B:** Implement SUIP's to set general rates using differentials as required to ensure fair distribution across property categories.

### **Assessment of significance**

In terms of Council's Significance and Engagement Policy this is not a significant issue.

### **Assessment of options**

Option A is consistent with current policy settings, addresses fair distribution and is largely accepted by the community.

Option B is consistent with the current policy framework and could address the issue of fair distribution across property categories.

Overall the difference between the two options is marginal.

### **Recommended Option**

The recommended option is Option A.

### **Assessment of significance**

In terms of Council's Significance and Engagement Policy this is not a significant issue.

### **Next steps**

Officers will continue to prepare material to complete the Draft Long Term Plan 2018/2028, particularly the draft Revenue and Financing Policy and modelling for the Funding Impact Statement - rating tools once we are further along in the production cycle.

### **Attachments**

- **Attachment 1** – Research on comparative Local Government rating practices
- **Attachment 2** – Advantages and disadvantages of rating based on Land Value, Capital value and Annual Value
- **Attachment 3** – Location by rolls
- **Attachment 4** – Advantages and disadvantages of moving to SUIPs for uniform charging



This attachment has been prepared to present background research on 24 Local Authorities that may inform the development in the *'Long Term Plan 2018/2028 - Revenue and Financing Policy'* and *'Review of the Funding Impact Statement (Rating Tools)'*. The 2018 Revenue and Financing Policy and the Funding Impact Statement (Rating Tools) will form part of Council's Long Term Plan 2018/2028, and will be publicly consulted on before adopting a final version.

The comparison between Local Authorities, set out in this report, shows that Council's current policy position in regards to both the Revenue and Financing Policy and the Funding Impact Statement (Rating Tools) is consistent with other Local Authorities.

While not directly relevant to preparing Council's Revenue and Finance Policy for LTP18, a view of other Local Authorities approaches can be helpful. Within the legal framework, there is a wide variety of acceptable approaches, to suit each Local Authority's particular circumstances.

In reviewing and adopting a 2018 Revenue and Financing Policy and Funding Impact Statement (Rating Tools), Council needs to be satisfied that appropriate rigour has been applied to the review of current policies. The background research is one part of this exercise.

## **Background**

The Revenue and Financing Policy sets the framework for the Funding Impact Statement (Rating Tools) and in turn the Rates Resolution; the three cascading down to provide legal compliance for setting and assessing the rates each year.

Council will be reviewing all the policies that were included in the Long Term Plan 2015/2025. Research of 24 Council's has been completed in order to assess the reasonableness of Council's approach to the R&FP and FIS policies against common practice as indicated in the research.

The focus of this report is to compare the approach taken by Kaipara District Council with 23 other New Zealand Local Authorities regarding general rates versus targeted rates for each of Council's activities.

## **Review of rates funding of activities**

### ***General rates (including Uniform Annual General Charge)***

General rates are a useful rating tool for funding activities/services where the ratepayer benefit or access to the activity/service is district-wide or less clearly defined. They are also useful for funding activities that have a high level of 'public good or benefit' such as Civil Defence or democracy. In contrast with targeted rates, general rates must be set across all ratepayers in the Kaipara district. However, they can fund any activity or service that the Council wishes to fund, even activities funded from targeted rates (consolidated revenue).

### ***Targeted rates***

Targeted rates fund either a specific activity/service or a number of activities/services. Targeted rates can either be set across a subset of ratepayers or across the whole Kaipara district. Targeted rates

are a particularly useful rating tool when the benefits from the provision of an activity/service funded by the targeted rate are clearly defined. For example, physical access to a wastewater or water supply network. Targeted rate revenue must only fund the activity or service for which the targeted rate was set.

### Review of activities and whether to fund them from general or targeted rates

The purpose of this section of the report is to review each activity and compare them with the 23 other Local Authorities to establish commonalities between approaches about:

- Whether to fund them from targeted or general rates (R&FP); and
- Review the calculation method for setting targeted rates on specified activities (FIS).

### General rates

**Table 1: Setting general rates – comparison of 24 New Zealand local authorities**

Local authority	Population 2016	Valuation methodology	Uniform or differential?	Differential ratios	UAGC
Ashburton DC	33,700	Capital value	Uniform	-	\$484 per SUIP
Auckland CC	1,614,300	Capital value	Differential based on categories	Residential 90-100% Business 246-274% Farm and Lifestyle 80% No road access 25%	\$394 per SUIP
Carterton DC	8900	Capital value	Differential based on categories	Residential 100% Commercial 200% Rural 80%	\$860.26 per rating unit
Clutha DC	17,450	-	Uniform		\$521.50 per SUIP
Far North DC	62,000	Land value	Differential based on land use	Residential 100% Commercial 275% Mixed 100%	\$473.20 per SUIP
Gore DC	12,500	Capital value	Uniform	-	\$650 per SUIP
Grey DC	13,550	Land Value	Differential based on land use	Varies	\$459.50 per rating unit
Hastings DC	73,200	Land value	Differential based on land use and location	Hastings area: Residential 100% Commercial 330% Rural 67%	\$232 per SUIP

Local authority	Population 2016	Valuation methodology	Uniform or differential?	Differential ratios	UAGC
Hauraki DC	19,550	Capital value	Differential based on land use.		\$490.82 per rating unit
Horowhenua DC	30,100	Land value	Differential based on land use and location	Residential 100% Commercial 100% Rural 25%	-
Kaipara DC	21,700	Land value	Differential based on land use	Residential 100% Other 155%	\$708 per rating unit
Manawatu DC	27,500	Capital value	Differential based on land use and location	Residential 100% Commercial 160-225% Rural 40-50%	\$679 per SUIP
Marlborough DC	45,500	-	-	-	-
Masterton DC	24,600	Capital Value	-	-	\$302 per rating unit (Urban) or \$397 per rating unit (Rural)
Matamata-Piako DC	34,100	Capital value	Uniform	-	\$627.97 per rating unit
New Plymouth DC	79,800	Land value	Differential based on land use	Residential 100% Commercial 403% Rural 50-55%	\$322.22 per SUIP
Southland DC	30,900	Capital value	Uniform	-	\$379.44 per rating unit
Tararua DC	17,600	Land value	Uniform		
Tasman DC	50,300	Capital value	Differential based on land use	Residential 100% Commercial 100% Rural 100%	\$290 per rating unit
Thames-Coromandel DC	28,400	Land value	Differential based on land use and	Residential 100% Commercial 100% Rural 60%	\$283.87 per SUIP

Local authority	Population 2016	Valuation methodology	Uniform or differential?	Differential ratios	UAGC
			location		
Timaru DC	46,700	Land value	Differential based on land use	Residential 100% Commercial 420% Rural 36% Residential multi unit 200%	\$518 per rating unit
Waitaki DC	22,100	Land value	Uniform	-	\$441 per SUIP
Wanganui DC	43,800	Land value	Differential based on land use and area of land	Residential 66-100% Commercial 209% Rural 22-55%	\$800 per SUIP
Whangarei DC	87,700	Land value	Differential based on land value	Residential 100% Commercial 496% Rural 83%	\$422 per SUIP

Of the 24 local authorities surveyed above, 12 set their general rates based on land values and 10 based on capital values. Two local authorities do not set general rates, but rather a number of targeted rates covering specific activities district-wide or in the case of Marlborough covering a number of activities and services but setting different rates for different geographic areas. Grey District Council sets their rates on a land value basis, and Masterton based on a combination of land value (roading) and capital value. Clutha sets targeted rates in separate activities, with the majority of these done as uniform amounts per rating unit or SUIP.

## Targeted Rates

### Community activities

Out of the 24 surveyed local authorities, 19 local authorities have set at least one targeted rate for at least one Community Activity.

**Table 2: Targeted rate funding of community activities – survey of 24 local authorities**

Local authority	Activities	Coverage	Calculation
Ashburton DC	1. Community pool 2. Mt Hutt Memorial Hall 3. Amenity Rate – covers parks and open spaces, community safety and well-being, public conveniences	1. Methven 2. Methven 3. Different rates for different areas	1. Fixed amount per SUIP 2. Capital value – per rating unit 3. Capital value per rating unit

Local authority	Activities	Coverage	Calculation
Auckland CC	1. Enhancement of city centre 2. City districts to improve business environment 3. Swimming pool (Mangere and Otara communities)	1. Auckland City Centre 2. Commercial Centres 3. Wider Mangere and Otara areas.	1. Capital value for commercial and fixed amount per SUIP 2. Fixed rate and value based on capital value 3. Fixed amount per SUIP in area of service
Clutha DC	Community services – covers Swimming pools, Town Halls, Community Centres, Parks and Reserves, Sportsgrounds	Differential based on location	Land value per rating unit
Far North DC	1. Kerikeri Mainstreet 2. Paihia CBD 3. Kataia Business Improvement	1. Differential based on use 2. Differential based on use 3. Target rate	1. Fixed amount per SUIP 2. Fixed amount per SUIP 3. Land value per rating unit.
Gore DC	1. Parks and reserves 2. Community halls	1. District-wide 2. Specific communities	1. Fixed amount – differential based on residential, commercial and rural areas 2. Fixed amount per SUIP per community
Hastings DC	Community services, resource management and rural recycling	District-wide	Fixed amount per SUIP – differential based on location and land use
Hauraki DC	Community Halls (Kaihere and Patetonga Halls)	Based on location	Land value
Horowhenua DC	1. Swimming pool 2. Library 3. Community Centres	1. District-wide 2. District-wide 3. District-wide	Fixed amount based on number of SUIP's within the District.
Kaipara DC	1. Ruawai Tokatoka Hall 2. Mangawhai Harbour Restoration	1. Ruawai region 2. Mangawhai Harbour region	1. Fixed amount per rating unit 2. Fixed amount per rating unit

Local authority	Activities	Coverage	Calculation
Manawatu DC	1. Makino Aquatic Centre and library 2. Parks and sportsground	1. District-wide 2. District-wide	1. Fixed amount per SUIP – differential by location 2. Capital value differential by location
Marlborough DC	1. Tuamarina/Waikakaho Hall 2. Landscape	1. Specified area 2. New subdivisions and existing subdivisions following consultation	1. Fixed amount per rating unit 2. Fixed amount per SUIP – differential based on location and level of standards
Masterton DC	1. Civic amenities 2. Sundry facilities and services	1. Urban only 2. District-wide	1. Capital value – differential based on location 2. Capital value – differential based on land use
Matamata Piako DC	Community Halls	Defined areas	Land value, fixed amount per rating unit and fixed amount per SUIP.
Southland DC	1. Community centres and Halls 2. Facilities operations 3. Swimming pools	1. District-wide 2. District-wide 3. Area of service	1. Fixed amount per SUIP (different for each hall) 2. Mixture of fixed amount per rating unit and differential rating on land value. 3. Fixed amount per SUIP
Tararua DC	Town centre upgrades	Woodville and Eketahuna Town Centre	Fixed amount per rating unit for specified areas
Tasman DC	1. District facilities (capital) 2. Shared facilities (capital) 3. Facilities operations 4. Museums facilities	1. District-wide 2. District-wide 3. Excludes Golden Bay 4. District-wide	1. Fixed amount per rating unit 2. Fixed amount per rating unit 3. Fixed amount per rating unit 4. Fixed amount per rating unit

Local authority	Activities	Coverage	Calculation
Thames-Coromandel DC	Local works and services	District-wide, except different rates apply to different community boards	Fixed amount per rating unit (non-residential) / per SUIP (residential)
Timaru DC	1. Community works and services rates 2. Aquatic centre 3. Community Centre	1. Separate rate for each geographic region 2. District-wide 3. Separate rate for each community centre	1. Land value – per rating unit 2. Fixed amount per SUIP 3. Fixed amount per SUIP
Waitaki DC	1. Ward services. Also a district services rate 2. Public halls 3. Lakes Camping	1. District-wide – different rate for each ward 2. Different rates for each hall 3. District-wide	1. Capital value – uniform and Fixed amount per SUIP 2. Uniform charge per SUIP 3. Land value per rating unit

There is no particular consistent approach to rating for Community Activities:

- six local authorities set targeted rates to cover the costs of running a swimming pool or aquatic centre
- one local authority sets a targeted rate to fund library services
- seven local authorities set targeted rates to fund community halls.

In terms of coverage, a number of local authorities set the targeted rate over the whole district, presumably covering the district-wide benefit in providing that particular activity. In Kaipara's case, the benefit areas of the two activities are clearly defined.

In terms of calculating the targeted rate, most targeted rates are set by charging each property as fixed amount per SUIP or rating unit. There are a few local authorities that set their targeted rates on a differential basis, either based on location and/or land use.

### Regulatory management

Four of the 24 local authorities surveyed have at least one targeted rate funding a Regulatory Management activity.

**Table 3: Targeted rate funding of regulatory management – survey of 24 local authorities<sup>1</sup>**

Local authority	Activities	Coverage
Carterton DC	Regulatory and planning services	District-wide
Clutha DC	Resource management and building control	District-wide
Hastings DC	1. Community services and resource management 2. Swimming pool safety	1. District-wide 2. Properties with swimming pools
Masterton DC	Regulatory services	District-wide

Most rates are set across the whole district of the respective local authorities, reflecting that the district-wide benefits to the services provided.

### Emergency Management

Out of the 24 surveyed local authorities, 5 set targeted rates for at least one Emergency Management activity.

**Table 4: Targeted rate funding of emergency management – survey of 24 local authorities**

Local authority	Activities	Coverage
Clutha DC	Rural fire	District-wide
Hastings DC	Waimarama Seawall	Coastal and non-coastal properties in defined area
Timaru DC	Rural fire protection	Excludes specific urban areas
Waitaki DC	Civil defence and roading	District-wide
Whanganui DC	1. Earthquake strengthening and building replacement 2. Storm damage rate	1. District-wide, fixed amount per SUIP based on use 2. District-wide, fixed amount per SUIP based on use

Most of the local authorities setting targeted rates for rural fire or civil defence do so over the whole district. This reflects that the benefit of these activities tends to be district-wide.

### Flood protection and control works

Out of the 24 surveyed local authorities, 9 set targeted rates for at least one Flood Protection and Control Works activity:

**Table 5: Targeted rate funding of flood protection and control works – survey of 24 local authorities**

Local authority	Activity	Coverage	Calculation
Auckland CC	Floodgate restoration	Three properties	Apportioned on area of benefit

<sup>1</sup> The calculation column of the tables is included only where there is a Kaipara District Council comparison.



Local authority	Activity	Coverage	Calculation
Far North DC	Land drainage	Limited to properties within each land drainage area – total of 4 areas	Fixed amount per hectare – differential based on location
Hauraki DC	Land drainage	Limited to properties within each scheme	Land value based on location
Kaipara DC	Land drainage	Limited to properties within each scheme – total of 29 schemes	Land value – uniform (28 schemes) and differential (1 scheme) based on location
Manawatu DC	Land drainage	Limited to properties within each scheme	Land value – differential based on location
Marlborough DC	River planning, control and protection.	Limited to properties within scheme – one scheme	Capital value – differential per rating unit in catchment.
Masterton DC	Rural Fire	Limited to rural properties	Capital value
Thames-Coromandel DC	Land drainage	Limited to properties within each scheme	Land value – uniform
Whangarei DC	Drainage	Limited to properties within scheme – one scheme	Fixed amount per hectare – differential based on a scale

Out of the 9 local authorities that set targeted rates for land drainage, 5 local authorities set a targeted rate for each scheme. Kaipara District Council has by far the largest number of targeted rates related to land drainage.

Out of the 9 local authorities that set targeted rates for land drainage, two are based on property values, two based on a fixed amount per hectare and one is based as a fixed amount per rating unit. A number of local authorities set the rates differentially.

### District Leadership

Out of the 24 surveyed local authorities, 6 set targeted rates for at least one District Leadership activity.

**Table 6: Targeted rate funding of district leadership – survey of 24 local authorities**

Local authority	Activity	Coverage
Grey DC	District promotion	Commercial/ Industrial and Accommodation only
Hastings DC	Promotion and marketing	All units within defined areas
Horowhenua DC	Representation and governance	District-wide

Local authority	Activity	Coverage
Marlborough DC	Tourism	Marketing and Tourism activities.
Masterton DC	Representation and development	District-wide
Thames-Coromandel DC	Economic development	Commercial/ Industrial properties only

Four of the 6 local authorities set a targeted rate related to economic development, tourism or promotion.

### Solid waste

Out of the 24 surveyed local authorities, 20 set targeted rates for at least one Solid Waste activity.

**Table 7: Targeted rate funding of solid waste – survey of 24 local authorities**

Local authority	Activity	Coverage
Ashburton DC	Waste collection	Limited to areas where service is provided – different fixed amount per SUIP for different areas
Auckland CC	Waste management	District-wide
Carterton DC	Kerbside and Recycling	Fixed amount per SUIP
Clutha DC	Collection and disposal service	Fixed charge per pair of wheelie bins
Gore DC	Solid waste	Limited to areas where service is provided fixed amount per SUIP
Grey DC	1. Refuse collection and recycling	1. Limited to areas where service is provided. Fixed amount per SUIP
Hastings DC	Recycling and refuse (separate charges)	Limited to areas where service is provided per SUIP
Hauraki DC	Refuse collection and kerbside recycling	Fixed amount per SUIP
Horowhenua DC	Solid waste disposal	District-wide – Urban and rural differential
Manawatu	1. Kerbside recycling	1. Limited to areas where service is provided per SUIP
Marlborough DC	Refuse and sometimes recycling collection	Limited to areas where service is provided
Masterton DC	Recycling collection	Limited to areas where service is provided
Matamata-Piako DC	Refuse collection and kerbside recycling	Limited to areas where service is provided
New Plymouth DC	Refuse collection and disposal (including kerbside	Limited to areas where service is provided fixed amount per SUIP

Local authority	Activity	Coverage
	recycling)	
Southland DC	1. Solid waste collection and disposal (covers transfer stations, illegal dumping, litter etc) 2. Rubbish bin and recycling	1. District-wide (excludes Stewart Island) 2. District-wide
Tararua DC	Recycling and public benefit cost of refuse	Uniform basis – differential between urban, rural and industrial/commercial.
Tasman DC	Kerbside recycling, rubbish bag collection and other waste related activities	Limited to areas where service is provided – fixed amount per rating unit
Thames-Coromandel	Solid waste collection and recycling	Limited to areas where service is provided – fixed amount per SUIP
Timaru DC	Refuse and recycling	Limited to areas and scale of service provided
Whangarei DC	Refuse facilities	District-wide

A number of local authorities set a targeted rate for kerbside refuse and/or recycling collection.

### Roads and footpaths

Out of the 24 surveyed local authorities, 16 set targeted rates for at least one Roads and Footpaths activity.

**Table 8: Targeted rate funding of roads and footpaths – survey of 24 local authorities**

Local authority	Activity	Coverage
Ashburton DC	1. Roothing 2. Street cleaning in inner Ashburton CBD area) 3. Parks, open spaces and footpaths	1. District-wide – capital value per SUIP 2. Ashburton CBD 3. Ashburton residential, Methven residential, Rakaia amenity and rural amenity.
Auckland CC	Transport Levy	Fixed amount per SUIP
Clutha DC	1. Roothing 2. Footpaths	1. Fixed charge per rating unit – differential based. Also has a land value based component. 2. Fixed charge per SUIP
Far North DC	Roothing	District-wide
Hauraki DC	Footpaths, Street cleaning, information and visitor centres, town centre, sports fields.	Differential based on ward

Local authority	Activity	Coverage
Horowhenua DC	Roading	District-wide based on capital value
Kaipara DC	Roading – Forestry targeted rate	District-wide based on land use as Forest
Marlborough DC	1. French Pass road charge – for seal extension 2. Kenepuru Road rate – roading improvements	1. Targeted area 2. Targeted area
Masterton DC	Roading	District-wide – land value and fixed amount per SUIP
New Plymouth DC	Roading	District-wide – fixed amount per SUIP
Southland DC	Roading	1. Fixed amount per rating unit 2. Differential based on capital value
Tararua DC	Roading	District-wide charge on land value
Thames-Coromandel DC	Roads, footpaths and building control	District-wide
Waitaki DC	Civil defence and roading	District-wide
Wanganui DC	Roads and footpaths	Differential based on capital value
Whangarei DC	Targeted rate for defined area to fund seal extension	2 schemes

Of the local authorities setting a targeted rate for roading purposes, the majority of them set it across the whole district, reflecting the district-wide benefits from having a roading network.

### Sewerage and the Treatment and Disposal of Sewage

Out of the 24 surveyed local authorities, all set targeted rates for wastewater or sewerage services.

**Table 9: Targeted rate funding of sewerage and the treatment and disposal of sewage – survey of 24 local authorities**

Local authority	Calculation of rate for connected property	Charge for connectable property	Charge for multiple pans (non-residential only)
Ashburton DC	Fixed amount per SUIP	50% of the connected rate	33% of the connected charge beyond the third pan applies to Ashburton, Methven and Rakaia
Auckland CC	Fixed charge per meter (through Watercare Services)	-	-

Local authority	Calculation of rate for connected property	Charge for connectable property	Charge for multiple pans (non-residential only)
Carterton DC	Fixed amount per SUIP	50% of the connected rate	Charge for every pan beyond the first
Clutha DC	1. District Upgrade support – used to investigate new and improving schemes 2. Fixed amount per scheme per SUIP 3. Loan Rates – used to fund capital cost of certain schemes		
Far North DC	1. Fixed amount per SUIP per scheme (capital) 2. Fixed amount per SUIP across all schemes (operating)	100% of the connected rate	60% of the connected charge beyond the second pan (capital and operating)
Gore DC	Fixed amount per SUIP differential by area	50% of the connected rate	100% for each beyond the second pan, except for education institutions and short-term accommodation
Grey DC	Fixed amount per SUIP (per scheme)	50% of the connected rate	25% for each beyond second pan for hotels, motels and schools.
Hastings DC	Differential based on land use	50% of the connected rate	80% for each beyond the second pan, except for schools (13%), accommodation (40%) and racing/showgrounds (25%)
Hauraki DC	Fixed amount per rating unit	50% of the connected rate	Differential based on number of pans after 2
Horowhenua DC	Fixed amount per rating unit based on whether property is connected or capable to connect	50% of the connected rate	-

Local authority	Calculation of rate for connected property	Charge for connectable property	Charge for multiple pans (non-residential only)
Kaipara DC	Fixed amount per SUIP (residential)/ per rating unit (non-residential)	75% of the connected rate	50% for each beyond the second pan
Manawatu DC	1. Fixed amount per pan 2. Volumetric charge (being 80% of the water consumed)	50% of the connected rate	-
Marlborough DC	1. Land value – differential based on location (capital) 2. Fixed amount per SUIP (operation)	-	-
Masterton DC	1. Fixed amount per SUIP (connected only) 2. Capital value – differential based on land use (connected/connectable)	-	-
Matamata-Piako DC	Fixed amount per pan (except Waharoa)	50% of the connected rate	70-100% of the connected charge beyond the fourth pan
New Plymouth DC	Fixed amount per SUIP	-	48-83% of the connected rate beyond the second pan
Southland DC	Fixed amount per SUIP (residential) (vacant land) (all other property)	50% connected rate	
Tararua DC	Fixed amount per SUIP	50% of connected rate	33% of connected between 4 and 12
Tasman DC	Fixed amount per pan (operating)	-	75% of connected charge beyond the first, 50% beyond the tenth
Thames-Coromandel DC	Fixed amount per SUIP	75% of the connected rate	50% of the connected charge beyond the first pan

Local authority	Calculation of rate for connected property	Charge for connectable property	Charge for multiple pans (non-residential only)
Timaru DC	Fixed amount per pan	-	100% of the connected rate beyond the first pan
Waitaki DC	Fixed amount per pan per scheme	50% of the connected rate where applicable	100% of the connected rate beyond the first pan
Wanganui DC	Fixed amount per SUIP (residential)/ per rating unit (non-residential)	50% of the connected rate (smaller schemes only)	50% of the connected rate beyond the first pan
Whangarei DC	Fixed amount per SUIP	-	65% of the connected rate beyond the second pan

In all cases, the coverage of targeted rate funding is limited to connected properties and in some cases, connectable properties.

Out of the 24 local authorities that set a targeted rate for wastewater, 17 set the rate as either as a fixed amount per SUIP and/or rating unit, two local authorities set the rate as a fixed amount per pan and one sets the rate as a combination of a fixed amount and capital value.

More than half of the local authorities set a rate for connectable properties at 50% of the connected charge. Kaipara and Thames-Coromandel set the rates at 75% of the connected charge and Far North 100% of the connected charge.

In terms of multiple pans, seven local authorities do not charge at all, three local authorities set a charge at 100% of the connected charge. The remaining 12 local authorities set a charge at below 100%, with a number including Kaipara setting a charge between 33 to 83% of the connected amount. Six of the local authorities charge for each pan, whereas eleven local authorities charge for the third and beyond number of pans.

### Stormwater Drainage

Out of the 24 surveyed local authorities, 15 set targeted rates for stormwater.

**Table 10: Targeted rate funding of stormwater drainage – survey of 24 local authorities**

Local authority	Activities	Coverage	Calculation
Ashburton DC	Stormwater (can cover other activities such as Parks and Open Spaces, Footpaths, Reserve board funding)	Selected townships	Capital value – per rating unit

Local authority	Activities	Coverage	Calculation
Carterton DC	Stormwater	Urban area	Land value
Clutha DC	Stormwater	Selected townships	Fixed amount per SUIP for connected or for where connection is available
Far North DC	Stormwater	All units within defined urban settlements that are provided with stormwater disposal services	Fixed amount per rating unit – differential based on land use 100% General 200% Commercial
Gore DC	Includes wastewater and land drainage	Gore/Mataura combined	Fixed amount per SUIP
Hastings DC	Stormwater	Whakatu industrial only – rest is general rate funded	Fixed amount per hectare
Hauraki DC	Stormwater	Urban areas	Land value
Horowhenua DC	Stormwater	Urban area	Capital value on urban rating units
Kaipara DC	Stormwater	Limited to connection (5 networks)	Land value – uniform
Manawatu DC	Stormwater	Limited to connection	Fixed amount per rating unit per scheme
Matamata-Piako DC	Stormwater	All properties within urban area	Land value – uniform
Taranaki DC	Urban stormwater	Define area	Fixed amount per rating unit
Tasman DC	Stormwater	District-wide – Urban areas and Non-urban	Capital value
Thames-Coromandel DC	Stormwater	Excludes rural properties	1. Fixed amount per SUIP – differential based on location 2. Improvement value – differential based on catchment
Wanganui DC	Stormwater disposal	District-wide	Capital value – differential based on availability of service

Of the 15 local authorities, most limit coverage of the rate to either urban or connected properties.



Two local authorities however, set a district-wide targeted rate for stormwater services.

Of the 15 local authorities that set targeted rates for stormwater, four rates are based on capital value, four on land values, four local authorities apply a fixed amount per SUIP and/or rating unit and two apply a mixture of a fixed amount and a value-based charge (capital value and improvement value). Only one local authority sets the targeted rate based on hectares.

## Water Supply

**Table 11: Targeted rate funding of water supply – survey of 24 local authorities**

Local authority	Calculation	Charge for connectable property	Coverage of volumetric charging
Ashburton DC	1. Fixed amount per SUIP up to 365m <sup>3</sup> 2. Fixed amount per m <sup>3</sup> after 90m <sup>3</sup> per quarter	50% of the connected rate	Non-domestic and extraordinary users
Auckland CC	Charge per m <sup>3</sup> (charged through Watercare Services)		
Carterton DC	1. Fixed amount per m <sup>3</sup> after 225m <sup>3</sup>	Rate proposed	Urban areas
Clutha DC	Fixed amount per SUIP	50% of the connected rate	Urban areas
Far North DC	1. Fixed amount per SUIP (capital) 2. Fixed amount per m <sup>3</sup> (meter) or per SUIP (non-meter)	100% of the connected rate	All metered users
Gore DC	Fixed amount per SUIP	50% of the connected rate	n/a
Grey DC	1. Fixed amount per SUIP up to 300m <sup>3</sup> 2. Fixed amount per m <sup>3</sup>	50% of the connected rate	Extraordinary
Hastings DC	1. Fixed amount per SUIP 2. Fixed amount per m <sup>3</sup>	50% of the connected rate	All metered users

Local authority	Calculation	Charge for connectable property	Coverage of volumetric charging
Hauraki DC	1. Fixed amount per rating unit based on provision of service 2. Differential based on location and level of service	-	-
Horowhenua DC	1. Fixed amount per SUIP up to 91m <sup>3</sup> 2. Fixed amount per m <sup>3</sup>	50% of the connected rate	Extraordinary
Kaipara DC	Fixed amount per m <sup>3</sup> (scaled)	75% of the connected rate	All metered users
Manawatu DC	1. Fixed amount per SUIP up to 380m <sup>3</sup> 2. Fixed amount per m <sup>3</sup>	50% of the connected rate	Extraordinary
Marlborough DC	1. Fixed amount per SUIP for non-metered users. Some capital charges on a land value basis. 2. Volumetric charges on either a Rating unit or SUIP basis	-	All metered users
Masterton DC	1. Fixed amount per SUIP 2. Capital value 1. Fixed amount per m <sup>3</sup>	CV calculation only	Rural & out of district
Matamata-Piako DC	1. Fixed amount per SUIP up to 300m <sup>3</sup> 2. Fixed amount per m <sup>3</sup>	50% of the connected rate	Extraordinary
New Plymouth DC	1. Fixed amount per SUIP	-	Non-domestic

Local authority	Calculation	Charge for connectable property	Coverage of volumetric charging
	2. Fixed amount per m <sup>3</sup>		
Southland DC	Fixed amount per m <sup>3</sup> (scaled)	50% of the connected rate	12 supply networks
Tararua DC	1. Fixed amount per SUIP 2. Fixed amount per m <sup>3</sup> up to 100m <sup>3</sup> per quarter	50% of the connected rate	All metered users
Tasman DC	1. Fixed amount per rating unit 2. Fixed amount per m <sup>3</sup>	-	All metered users
Thames-Coromandel DC	1. Fixed amount per SUIP 2. Fixed amount per m <sup>3</sup>	75% of the connected rate	None
Timaru DC	Fixed amount per SUIP	50% of the connected rate	Non-domestic
Waitaki DC	1. Fixed amount per rating unit 2. Fixed amount per m <sup>3</sup>	50% of the connected rate where applicable	Extraordinary
Wanganui DC	1. Fixed amount per SUIP 2. Fixed amount per m <sup>3</sup> up to 310m <sup>3</sup>	50% of the connected rate	Non-domestic
Whangarei DC	1. Fixed amount per SUIP (metered) 2. Fixed amount per m <sup>3</sup> (metered)	100% of the connected rate	All metered users

Out of the 24 surveyed local authorities, all set targeted rates for water supply. The cost of water supply for domestic users is funded from general rates.

Most set their water supply targeted rates as a mixture of a fixed charge and water usage. However, in many cases, water usage charges is limited to either extraordinary (consumption over a certain annual amount) or non-domestic users. Kaipara and six other local authorities set water consumption charges across all metered users.

## **Advantages and disadvantages of rating based on Land Value, Capital value and Annual Value**

*Adapted from McCluskey, William J. and Franzsen, Riël C.D. (2005), Land Value Taxation: An Applied Analysis, Ashgate Publishing Ltd, ISBN Short: 9780754614906.*

### **Land values**

#### **Advantages**

1. The system is more likely to produce the same rates on adjoining properties particularly in residential areas which tend to have standard section sizes.
2. Ratepayers have a good understanding of land value given its history within local government finance in New Zealand.
3. It does not discourage the development of the land as rates will be the same on a property whether or not it is developed. It may even encourage development if there are high holding costs for undeveloped land.

#### **Disadvantages**

1. Land value is influenced by the characteristics of the land such as location, view, aspect, and as such may have more of an influence on the level of rates assessed than the level of services provided. It is determined by the fact that land is limited in quantity and varies with quality.
2. There is greater demand on services where there is a multi-unit development on the one rateable property in comparison to a single unit on similar land.
3. High valued properties pay more for similar or identical service.
4. The system favours residential property owners where the rateable land value is low.
5. Land values tend to fluctuate more than capital values.
6. The system is not necessarily related to ability to pay.
7. Can be seen as unfair on owners of undeveloped land as less likely to make use of Council services than a developed property.
8. Utilities (electricity wires, street lights, public telephones, water and stormwater pipes, etcetera) are regarded as improvements and have no land value.
9. Land values do not take into full measure of the ratepayer asset base by excluding improvements.

### **Capital values**

#### **Advantages**

1. It is easier to calculate capital values as these are based on recent sales on market values.
2. Capital values are understood better by ratepayers than the other valuation methodologies.
3. It is more likely to better reflect the recovery through general rates of the cost of property based services.
4. Capital value reflects the total value of a ratepayer's investment, and is a proxy for the ability to pay.
5. Utilities are included in the rating base and pay an appropriate amount towards the cost of services.
6. It takes the fullest measure of a ratepayer's asset base.

7. Gives a better indication of the demands that are likely to be placed on an authority's services such as water and sewerage systems.
8. As it includes land values it is therefore a broader tax base.

***Disadvantages***

1. Capital values require more frequent roll maintenance with respect to improvements.
2. May not reflect use of services.

**Annual values**

***Advantages***

1. Recognises the use to which the property is put and the reduction in the need to apply differentials.
2. A more transparent system where there is an abundant of open market rental transactions.
3. Closely aligned to capital value.

***Disadvantages***

1. Property being rented, relative to owner-occupied property, is low in New Zealand especially in the residential sector.
2. The public are less familiar with rental values which would limit ratepayer's ability to understand the rates assessments.

List of Rolls by Location	
Valuation Roll	Number
<b>Dargaville</b>	
Dargaville East of Hokianga Road	00950
Dargaville Hokianga Road and West, Mangawhare	00960
<b>North</b>	
SH14 to North Boundary	01000
Northern Wairoa River to North Boundary, Waihue	01010
Northern Wairoa River to Tangiteroria	01020
Maungaru, Mangakahaia	01030
<b>West Coast</b>	
Babylon Coasts Road to Waipoua	00990
Babylon Coast to Mount Wesley	01040
Mount Wesley Coast Road to Kopuru	01070
Kopuru to Schick Road	01090
Schick Road to Pouto Lighthouse	01100
Te Kopuru	01110
<b>Central</b>	
Turiwiri and Arapohue	01050
Mititai, Arapohue, Mangonui River	01060
Okaho to Boundary	01080
South Ruawai, Tinopai, Arapaoa, Te Kowhai	01120
Tokatoka to Ruawai	01130
Omaru	01140
Matakohe	01150
Ruawai	01240
<b>Maungaturoto</b>	
Mareretu	01160
Paparoa and Pahi	01170
Maungaturoto Rural	01180
Whakapirau	01190
Maungaturoto Rural	01230
<b>Kaiwaka</b>	
Brynderwyn to Kaiwaka	01200
Kaiwaka	01210
<b>Mangawhai</b>	
Mangawhai Village	01220
Mangawhai Rural	01221
Te Arai	01231

## **Advantages and disadvantages of moving to SUIPs for uniform charging**

### ***Advantages***

1. More equitable treatment of ratepayers as each separate business and household contributes equally to services regardless of the land title arrangements.
2. There are a number of “campgrounds” and other properties with multiple dwellings separately owned and occupied that would attract multiple UAGC’s.
3. There are also households that have flats, units or other dwellings that are (or capable to be) rented so would attract multiple SUIP’s.
4. Reduces the amount most ratepayers would need to pay for uniform annual general charges as the number of SUIP’s is higher than the number of rating units.

### ***Disadvantages***

1. The introduction of SUIP’s can increase rates for properties with more than one use and may cause economic hardship. An example of this is a commercial property with multiple tenants.
2. In order to implement the change to SUIP’s, Council would charge additional UAGC’s for those properties with more than one dwelling. Council may need a remission policy in those cases where an additional UAGC is not appropriate e.g. additional dwelling is a sleep-out for occasional family or friends use.
3. Implementing and monitoring the number of SUIP’s will require additional resourcing particularly in the initial stages.
4. Properties which are contiguous and currently qualify for UAGC remission may be rated for multiple SUIP’s.

## **7. Information Papers**



**File number:** 1203.01

**Approved for agenda** ☒

**Report to:** Council

**Meeting date:** 08 May 2017

**Subject:** Honorary Citizens Award

**Date of report:** 01 May 2017

**From:** Seán Mahoney, Democratic Services Manager

**Report purpose** ☐ **Decision** ☒ **Information**

**Assessment of significance** ☐ **Significant** ☒ **Non-significant**

### Summary

*In accordance with the Citizens Awards Policy the Mayor granted an Honorary Citizens Award to Kevin Friedrich.*

### Recommendation

*That the Kaipara District Council:*

- 1 *Receives the Democratic Services Manager's report 'Honorary Citizens Award' dated 01 May 2017; and*
- 2 *Notes the awarding of an Honorary Citizens Award to Kevin Friedrich*

### Reason for the recommendation

On the 2 April the Mayor granted an Honorary Citizens Award to Kevin Friedrich at a concert at the Lighthouse Function Centre.

The policy allows the Mayor to make Honorary Citizens Awards but these must be reported to the next Council meeting.

Council staff are preparing to open the applications for Citizens Awards in July 2017 to enable awards to be made later in the year.

## **8      Decision Papers**

**File number:** 2301.07  
**Report to:** Council  
**Meeting date:** 08 May 2017  
**Subject:** Fees and Charges 2017/2018: Annual Review  
**Date of report:** 28 April 2017  
**From:** Fran Mikulicic, General Manager Planning and Regulatory  
**Report purpose** ☒ **Decision** ☐ **Information**  
**Assessment of significance** ☐ **Significant** ☐ **Non-significant**

**Approved for agenda** ☐

### 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. Now that the community has had an opportunity to make formal submissions, it is recommended that Council approves the schedule of Fees and Charges 2017/2018 circulated in Council's Agenda for 08 May 2017 (with the report 'Fees and Charges 2017/2018: Annual Review' as **Attachment 1**).

There was only one submission from Federated Farmers in support of the draft Fees and Charges therefore no additional changes suggested from the draft fees and charges that were approved by Council to go out for public submission.

### Recommendation

*That Kaipara District Council:*

- 1 *Receives the General Manager Planning and Regulatory's report 'Fees and Charges 2017/2018: Annual Review' dated 28 April 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 Fees and Charges 2017/2018 as outlined in the schedule included in the Agenda for this Council meeting 08 May 2017 (circulated with the above-mentioned report 'Fees and Charges 2017/2018: Annual Review' as Attachment 1), for the purpose of setting the Fees and Charges 2017/2018.*

### 1 Reason for the report

The purpose of this report is to advise Council of the outcome of the recent community consultation regarding the proposed Fees and Charges 2017/2018 and to recommend the adoption of these to ensure the fees are appropriate, fair and cover expenses.

## 2 Issues

Most regulatory 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.

Council's funding policy is based on a user pays approach for most of the regulatory activities although sale of alcohol fees 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.

#### a. Health Licence Fees

A 2% increase has been proposed. A market organiser's licence and water tank testing charge are proposed new fees this year.

#### b. 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.

#### c. 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.

**d. *Dog, Stock, Noise and Parking***

Dog registrations did not increase last year. This year they are proposed to increase for “working dogs” from \$50.00 to \$52.00 and for “non-working dogs” from \$60.00 to \$62.00. Late registration fees increase by \$3.00 so that “non-working dogs” increase from \$90.00 to \$93.00. 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 \$78.00. There are a few other minor changes suggested in the attached schedule based on a 2% average increase.

**e. *Roading***

It was specifically requested by the Roding 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.

**f. *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.

**g. *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.

**h. *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).

**i. *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.

**j. *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.

### 3.2 Submissions

There was one formal submission and this is attached (**Attachment 2**). This was from Federated Farmers who did not specify if they wished to be heard. Once contacted regarding this they indicated they did want to be heard in support of their submission.

#### a. Federated Farmers

Federated Farmers submission is generally supportive of the fees and charges being “user pays”. They are particularly concerned that fees charged for connection to the Mangawhai Wastewater Scheme reflect the true cost of connection and associated costs. They also note that “it is incumbent upon local authorities to ensure activities are undertaken in as efficient a manner as possible.” Continuing on to say that “Council should also focus on administrative efficiency and streamlining of consent processes, to avoid imposing higher fees as higher consent fees result in perverse outcomes, which is unconsented and uncertified work. In addition to this being a potential safety concern, it may also create a compliance hassle for Council.”

Federated Farmers makes two recommendations in their submission as listed below:

- 1) In future, Council to clearly communicate changes to the fees and charges, the overall impact and reasoning behind the changes; and
- 2) Adopt the fees and Charges, as proposed, for the 2017/2018 year.

## 4 Factors to consider

### *Community views*

The views of the community have been obtained through the formal public submissions process.

### *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 user 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 organisation’s 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 and others which should be reduced to reflect efficiency gains so these may be passed on to those using Council services.

### ***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. In this case there have been no submissions directly related to the RMA fees and charges.

## **5.0 Options**

There are two 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 the current fees (2016/2017 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 new schedule for Fees and Charges 2017/2018 which was circulated with this report as Attachment 1 in the Council Agenda for 08 May 2017.

## **6 Assessment of options**

If Option A was to be taken then the reduction of fees as a result of process improvements would not be realised and passed onto the users of our services. Other fees would not bring sufficient income in to cover the costs anticipated in the draft Annual Plan.

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

## **7 Assessment of significance**

Medium level of significance as the community has already been consulted on the Fees and Charges and will be interested in the outcome.

## **8 Recommended option**

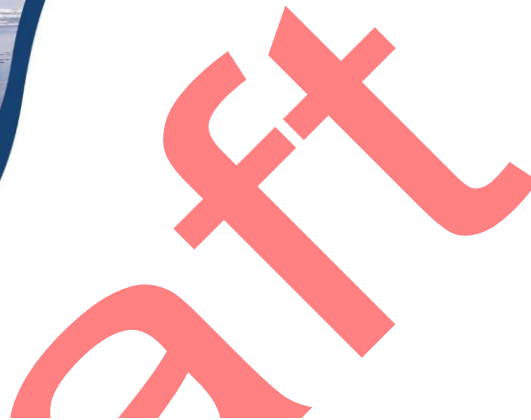
The recommended option is **Option B**.

## **9 Next step**

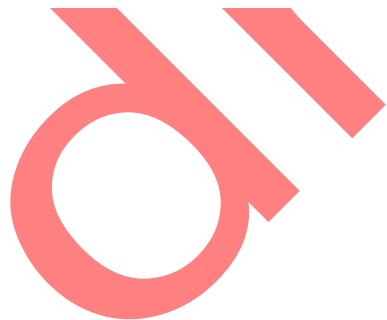
If adopted the Fees and Charges would be placed onto Council's website ready for the 2017/2018 financial year starting 01 July 2017.

## **10 Attachments**

- The draft Schedule for Fees and Charges 2017/2018 is attached to this report (Attachment 1).
- The only formal submission from Federated Farmers is attached to this report (Attachment 2).



## **Fees and Charges 2017/2018**





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 \$
	<b>Note:</b> 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	<del>355.00</del>	<del>325.00</del>
1	Low risk premises Food and Liquor	1	<del>505.00</del>	<del>460.00</del>
1+	Food and Liquor	1	<del>640.00</del>	<del>580.00</del>
2	High risk Food only premises and larger camp grounds over 50 persons	2	<del>855.00</del>	<del>785.00</del>
2+	High risk Food manufacturing with packaging and Liquor premises only	2	<del>950.00</del>	<del>870.00</del>
3	Large restaurants seating 100+ patrons and supermarkets	3	<del>1,150.00</del>	<del>1,050.00</del>
E1	Very small club no restaurant facilities with low membership	1	<del>390.00</del>	<del>355.00</del>
E1+	Moderately sized club no restaurant facilities however has kitchen and bar area, no preparation or sale of food on a regular basis	1	<del>520.00</del>	<del>475.00</del>
E2	Larger clubs restaurant facilities for serving meals with separate kitchen, dining room and bar	2	<del>780.00</del>	<del>715.00</del>

### 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 <del>\$150.00</del> per hour	\$300.00
Cancellation of a pre-booked Food Control Plan audit	<del>\$150.00</del>

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**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 <b>only</b> are offered or exposed for sale and does not include the consumption of food in or at the vehicle	<del>330.00</del>
	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	<del>445.00</del>
	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	<del>775.00</del>
	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	<del>135.00</del>
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

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**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	<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>

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## 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	<del>165.00</del>
Domestic Fireplaces, Removal, Demolition Building Works, <a href="#">Connection to Reticulated Wastewater System and Private Wastewater System Installation</a> (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	<del>890.00</del>
Building Works e.g. garages, carports, decks swimming/spa pools etcetera valued up to \$5,001 - \$10,000	<del>1,140.00</del>
Building Works e.g. garages, alterations, swimming/spa pools etcetera valued \$10,001 - \$19,999	<del>1,660.00</del>
Simple Buildings, Dwelling Additions valued \$20,000 - \$50,000	<del>2,270.00*</del>
Simple Buildings, Dwelling Additions valued \$50,001 - \$100,000	<del>2,835.00*</del>
Dwellings and some Commercial Buildings etcetera - \$100,001 - \$250,000	<del>3,455.00*</del>

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## FEES AND CHARGES

Category	Fee \$
Dwellings and Commercial Buildings etcetera - \$250,001 - \$500,000	<del>4,475.00</del> *
Dwellings, Commercial and Industrial Development - \$500,001 - \$900,000	<del>6,140.00</del> *
Other Building Work valued over - \$900,000	<del>8,000.00</del> *

**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 <del>MBIE</del> 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 <b>Note:</b> one amendment may incorporate several changes	<del>150.00</del>
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	<del>250.00</del>
Compliance Schedule and Compliance Schedule Statement Setting up Compliance Schedule with Specified Systems; and Issuing of the Compliance Schedule Statement	<del>300.00</del>
Re-opening of old Building Consents 5+ years old Administration fee	<del>90.00</del>
Inspection fee if required	<del>150.00</del>

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## FEES AND CHARGES

Description		Fee \$	
Certificate of Public Use (CPU)	Public buildings with no Code Compliance Certificate	<del>200.00</del>	Deleted: 190
	Public buildings with no Code Compliance Certificate requiring one inspection	<del>270.00</del>	Deleted: 265
	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	<del>260.00</del>	Deleted: 255
Section 75 Certificate	Amalgamation of two Titles	<del>260.00</del>	Deleted: 255
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	<del>225.00</del>	Deleted: 220
	plus disbursements including consultant		
	Further inspections will be charged at the standard rate per inspection	<del>150.00</del>	Deleted: 145
<u>Decommissioning of a Private Wastewater System</u>		<del>245.00</del>	
Inspection Fees	Standard inspection per occasion or re-inspection as required	<del>150.00</del>	Deleted: 145
	Building Warrant of Fitness Inspection	<del>150.00</del>	Deleted: 145
	Building Warrant of Fitness Renewal	<del>115.00</del>	Deleted: 110
	Fencing of Swimming Pool Inspection	<del>150.00</del>	Deleted: 145
Building enquiries and pre-application meetings with a Building Inspector		First <del>15</del> minutes free, thereafter \$ <del>150.00</del> per hour	Deleted: 30 Deleted: 145

**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 ~~\$60.00~~ 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 | \$ <del>180</del> .00 per hour |
| • Principal Planner/Senior/Team Leader      | \$ <del>170</del> .00 per hour |
| • Engineer                                  | \$ <del>170</del> .00 per hour |
| • Resource Consent Planner                  | \$ <del>150</del> .00 per hour |
| • Monitoring Inspector                      | \$ <del>150</del> .00 per hour |
| • Building Officer                          | \$ <del>150</del> .00 per hour |
| • Environmental Health Officer              | \$ <del>150</del> .00 per hour |
| • Administrator                             | \$ <del>90</del> .00 per hour  |

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**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.

Description		Fee \$
Resource management enquiries and pre-application meetings with a Council professional		First <u>15</u> 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	<u>175.00</u>
4	Land Use Consents – non-notified	
	Fire safety breach only	<u>900.00</u>
	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

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## 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)	<del>1,590.00</del>
Cost per additional hour	<del>540.00</del>
Plus Commissioner's fee	As charged to Council
<b>Or</b>	
(b) Independent Commissioner up to two hours (minimum charge)	<del>1,520.00</del>
Cost per additional hour	<del>470.00</del>
Plus Commissioner's fee	As charged to Council
<b>Note:</b> 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	<del>950.00</del>
13 Earthworks Management Plans	As charged to Council
	+\$ <del>225.00</del> administration charge
14 Rights of Way (s348 of Local Government Act) lodgement fee (any further costs may be charged)	<del>980.00</del>
	plus any charges to Council
15 Revocation of Right of Way	<del>165.00</del>
	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	<del>90.00</del> per hour plus any charges to Council
Bond administration fee <b>Note:</b> There will be a minimum charge of one hour.	<del>90.00</del> per hour plus any charges to Council
Vehicle Crossing Permit <u>for vested roads only</u> (Processing, Pre-approval inspection)	<del>345.00</del>
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

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**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)	<del>3,000.00</del>
Notice of a requirement for a Designation (notified)	<del>6,000.00</del>
Outline Plan	<del>1,265.00</del>
Notice of a Heritage Order	<del>1,130.00</del>
Alterations to Designation or Heritage Order	<del>450.00</del>
Removal of Designation	<del>175.00</del>
Removal of Building Line Restriction	<del>215.00</del> plus any charges to Council

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**Changes to District Plan**

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

**Monitoring, Compliance and Enforcement Fees (excluding Engineering Inspections)**

Description	Fee \$
Where monitored by Consultant or Contractors	<del>90.00</del> per hour plus any charges to Council
Where monitored by Council staff (not restricted to Resource Management Act monitoring)	<del>150.00</del> 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	<del>150.00</del>

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**Information Requests**

Description	Fee \$
New Land Information Memorandum (LIM)	<del>285.00</del>
Property Enquiries ( <u>Not</u> LIM)	65.00
Photocopies of maps etcetera	Cost of photocopying or printing
Charges made on Council by other bodies	<del>90.00</del> per hour plus any charges to Council
Certificate pursuant to Overseas Investment Regulations <b>Note:</b> There will be a minimum charge of one hour and the balance is to be paid before the certificate will be released.	<del>90.00</del> per hour plus any charges to Council
Certificate for Licensed Motor Vehicle Dealers <b>Note:</b> There will be a minimum charge of one hour and the balance is to be paid before the certificate will be released.	<del>135.00</del> 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 <b>Note:</b> 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	<del>90.00</del> per hour plus any charges to Council
Valuation for Reserves Contributions <b>Note:</b> There will be a minimum charge of one hour.	85 <del>90.00</del> per hour plus any charges to Council

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## 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	<del>2,520.00</del>
• Administration - ( <del>\$370.00</del> )	
• Processing/reporting - ( <del>\$610.00</del> )	
• Hearing (minimum one hour) - ( <del>\$1,540.00</del> )	Plus <del>\$440.00</del> per subsequent hour of Hearing

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

Description	Annual Fee \$
Dog Registration per <u>non-working</u> dog (if paid by 31 August 2017)	<u>62.00</u>
Dog Registration per working dog as defined under the Dog Control Act 1996 (if paid by 31 August 2017)	<u>52.00</u>
Dog Registration per dog for 20 or more dogs registered to the same owner (if paid by 31 August 2017)	<u>52.00</u>
Dog Registration fee for any <u>non-working</u> dog/s registered after 31 August 2017	<u>93.00</u>
<u>Dog Registration for working dogs registered after 31 August 2017</u>	<u>78.00</u>
Replacement Tags ( <u>repeat requests for tag replacements</u> )	2.00
Transfer from another country (pro-rata for balance of <u>registration year</u> )	Pro-rata
Re-homed or rescued dog registered after 31 August	<u>93.00</u>
Registration of re-homed or rescued dog registered after 31 August where new owner produces:	<u>62.00</u>
<ul style="list-style-type: none"> <li>• Proof of acquisition of dog from SPCA; or</li> <li>• Proof of acquisition of dog from Pound; or</li> <li>• Vet bill to prove treatment/examination of injured/found dog.</li> </ul>	
<b>Surcharges and other fees as set by the Dog Control Act 1996</b>	
Probationary Owners (Registration fee plus 50%)	<u>93.00</u>
Dangerous Dogs (Registration fee plus 50%)	<u>93.00</u>
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%

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**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	<del>275.00</del>
First impounding in the current financial year of a dog registered to a probationary dog owner	<del>120.00</del>
Second impounding in the current financial year of a dog registered to a probationary dog owner	<del>170.00</del>
Third impounding in the current financial year of a dog registered to a probationary dog owner	<del>220.00</del>
Sustenance fees - Per dog per day or part thereof in the pound	<del>27.00</del>

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**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	<del>75.00</del>

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**Stock Control Fees**

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

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**Stock Droving Fees**

Description	Fee \$
Callout and Droving Normal hours (0500-1700) per hour per person	<del>75.00</del>
Hours between 1700-2200 per hour per person	<del>85.00</del>
Hours between 2200-0500 per hour per person	<del>130.00</del>
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)	<del>130.00</del>
Plus mileage from boundaries of Dargaville and Mangawhai based on AA Approved per kilometre	1.00

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## 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*

# FEES 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*
<b>Note</b> *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 <del>550.00</del>
Amusement Gallery (licence under Part 6 Kaipara District Council General Bylaws 2008)	<del>730.00</del>
Bus Stop and Taxi Stand	0.00
Temporary Street Closure	
• Closures for hill climbs, car rallies and similar	Initial deposit <del>600.00</del> + Bond <del>5,825.00</del>
• Closures for processions etcetera in urban areas (this fee may be reduced at Council's discretion to assist charity events)	Initial deposit <del>290.00</del>
Class 4 Gambling Venue and Board Venue Application (under Part 7 Kaipara District Council Class 4 Gambling Venue Policy)	<del>730.00</del>

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## 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.	<del>120.00</del>
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

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## Community Assets Fees and Charges

### Roading

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

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### Road Stopping and Road Signage

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

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### Road Corridor Access Request Fees (Utilities Access Act 2010)

Description	Fee \$
<b>Basic Fee</b>	
Standard Processing Fee	<del>100.00</del>

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Description	Fee \$
<b>Inspection Fees (based on length of excavation)</b>	
Minimum Fee	100.00
Up to 200 metres (fee per metre)	1.60
200 metres + (fee per metre)	1.05
<b>Additional Non-Compliance Fees</b>	
Late Notice (per notice)	330.00
Further Delay (per day)	37.00
Extra Processing (per notice)	100.00
Follow-up Inspections (per inspection)	145.00
<b>Notes:</b>	
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.	
<b>Overweight Permit</b>	<b>Fee \$</b>
Overweight permit (annual permit for vehicles carrying weight in excess of 8.2 tonnes per axle)	125.00

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**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	360.00
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.	

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**Wastewater Disposal**

Description	Fee \$
Inspection fees	320.00
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.	

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**Rates Postponement Fees**

Description	Fee \$
<b>Statutory Land Charge</b>	<del>90.00</del> per hour**
Preparation and registration of a Statutory Land Charge	**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	<del>90.00</del> per hour + charges to Council

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**Water Supply Fees**

Description	Fee \$
<b>Water connection fees</b>	
Provide 20 millimetre meter <u>and non-testable backflow preventer</u>	<del>275.00</del>
Provide 25 millimetre meter <u>and non-testable backflow preventer</u>	<del>520.00</del>
<b>Normal residential connection with testable backflow preventer</b>	
Provide 20 millimetre connection, testable backflow preventer and meter	<del>1,650.00</del>
Provide 25 millimetre connection, testable backflow preventer and meter	<del>2,040.00</del>
<b>Normal residential connection with non-testable backflow preventer</b>	
Provide 20 millimetre connection, non-testable backflow preventer and meter	<del>1,400.00</del>
Provide 25 millimetre connection, non-testable backflow preventer and meter	<del>1,820.00</del>

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**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	75.00
Water reconnection fee or removal of water flow restrictor	275.00
Water disconnection fee	275.00

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**Water Meter Reading Fees**

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

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**Community Housing Charges**

Description	Fee \$
Fagan Place Mangawhai	per week <del>142.00</del> *
Kauri Court Dargaville	per week <del>127.00</del> *
Awakino Road Dargaville	per week <del>127.00</del> *
Bledisloe Street Ruawai	per week <del>127.00</del> *
*The fee will be increased by CPI plus minor rounding annually from 2016.	

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**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) For any child up to eleven years (Mt Wesley Cemetery only)	<del>1,420.00</del> <del>360.00</del>	<b>Deleted:</b> 1,390. <b>Deleted:</b> 355
b) Interment Fees Single depth burial of any person up to eleven years Single depth burial of any person twelve years of age and over Extra depth Stillborn and newborn Additional fees for any interment taking place on Saturday or Sunday Additional fees for any interment taking place on a Public Holiday	<del>360.00</del> <del>655.00</del> <del>815.00</del> <del>175.00</del> <del>300.00</del> <del>425.00</del>	<b>Deleted:</b> 355 <b>Deleted:</b> 640 <b>Deleted:</b> 800 <b>Deleted:</b> 170 <b>Deleted:</b> 295 <b>Deleted:</b> 415
c) Other Fees Ash burial taking place on a Public Holiday Interment of Ashes (digging fee) Disinterment of any body in the cemetery Out of District fee (at Council's discretion) Ash Wall purchase of plaque (no interment) Ash Plot (purchase and maintenance) Oversize casket Breaking concrete (works to concrete berms, headstones, plaques etcetera, at the customer's request)	<del>175.00</del> <del>115.00</del> <del>1,890.00</del> <del>370.00</del> <del>300.00</del> <del>360.00</del> <del>175.00</del> <del>175.00</del>	<b>Deleted:</b> 170 <b>Deleted:</b> 110 <b>Deleted:</b> 1,855 <b>Deleted:</b> 365 <b>Deleted:</b> 295 <b>Deleted:</b> 355 <b>Deleted:</b> 170 <b>Deleted:</b> 170

## 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
Auditorium	\$200 per day OR \$50 per hour	\$80 per day OR \$20 per hour	\$40 per day OR \$10 per hour
Conference Room (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)	\$100 per day OR \$25 per hour	\$60 per day OR \$15 per hour	\$30 per day OR \$10 per hour
Whole Facility	\$380 per day OR \$80 per hour	\$180 per day OR \$50 per hour	\$80 per day OR \$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 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.

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](mailto:administrationrequests@kaipara.govt.nz).

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## 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	<del>2.00</del> per page
	A3 colour	<del>4.00</del> per page
Facsimile	A4 sent nationally	1.00 per page
	A4 sent internationally	3.00 per page
Scanning to email		<del>1.00 up to 10 pages</del> <del>1.00 per 10 pages thereafter</del>
Printing from internet computer	A4	0.20 per page

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# 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	<del>2.00</del>
A3 per page	<del>4.00</del>
General Bylaws	
Per section	7.50
Full bound copy	54.00
2013 Operative District Plan	<del>470.00</del>
Text and Maps	
Engineering Standards	55.00
Full bound copy	
Council information provided on DVD	40.00 per DVD
File Search, Customer Enquiries etcetera	<del>90.00</del> per hour plus the cost per page

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then \$85

Local Government Official Information and Meetings  
Act (LGOIMA) requests

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

draft

# SUBMISSION

TELEPHONE 0800 327 646 | WEBSITE [WWW.FEDFARM.ORG.NZ](http://WWW.FEDFARM.ORG.NZ)



To: **KAIPARA DISTRICT COUNCIL**

On the: **KAIPARA DISTRICT COUNCIL'S FEES AND CHARGES 2017-2018.**

Date: 21 April 2017

Contact person: **JOHN BLACKWELL**  
**PROVINCIAL PRESIDENT**  
Federated Farmers of New Zealand  
**M** 021 2340116  
**E** [john.blackwell@xtra.co.nz](mailto:john.blackwell@xtra.co.nz)

Address for Service: **KERRY THOMAS**  
**REGIONAL POLICY ADVISOR**  
Federated Farmers of New Zealand  
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**E** [kthomas@fedfarm.org.nz](mailto:kthomas@fedfarm.org.nz)

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Federated Farmers of New Zealand thanks the Kaipara District Council ("the Council") for the opportunity to comment on the review of Fees and Charges 2017-2018 ("the Proposal"). We acknowledge and support any feedback provided by individual members of Federated Farmers.

## General Comments

Federated Farmers is generally supportive of the government's 2012 "Better Local Government" package and the legislative changes that have subsequently arisen from that package. It is noted that the purpose of councils is stated in the relevant legislation as being both "to enable democratic local decision-making and action by, and on behalf of, communities" and "to meet the current and future

needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses”. Federated Farmers see the emphasis of these “purpose” provisions as being firmly on councils undertaking activities efficiently, at low cost and being fiscally prudent.

## **SPECIFIC COMMENTS**

It is difficult to determine what the overall impact of the change in fees and charges will be as no overall analysis or percentage rise has been reported. Rise in charges range from approximately 0.7% (community housing charges) to an extreme 270% (Notice of a requirement for a Designation [non-notified]). Parking charges and some subdivision fees remain unchanged, however the free 30 minutes enquiries and pre-application meeting timeframe has been halved to 15 minutes. Photocopying charges, water connection with testable backflow preventer fees (-10%) and Fire safety breach charges (-10%) have decreased. Although the Council have shown the previous value alongside the new charge or fee in their document, for good consultation and governance practice, we recommend that the Council should include a brief description of the reasoning behind significant changes.

As a general principle, Federated Farmers supports a “user pays” approach to matters such as the issue of resource and building consents, health and alcohol licencing and the inspections that flow from those functions, and also inspections that are undertaken for health and safety reasons. We are particularly concerned that fees charged for connection to the Mangawhai Community Wastewater Scheme reflect the true cost of connection and associated costs.

That said, it is incumbent upon local authorities to ensure that those activities are undertaken in as efficient a manner as possible. It is suggested that the Council should regularly benchmark most of its charges against the equivalent charges of other local authorities to ensure that is the case. The Council should also focus on administrative efficiency and streamlining of consent processes, to avoid imposing higher fees as high consent fees result in perverse outcomes, which is unconsented and uncertified work. In addition to this being a potential safety concern, it may also create a compliance hassle for the Council.

Federated Farmers generally recommends that Council limit fee/charge increases to the BERL forecast for Price Level Change Adjustors for Local Government, which is forecast at 1.4% for 2017-2018.

**Recommendation: In future, Council to clearly communicate changes to the fees and charges, the overall impact and reasoning behind the changes.**

**Recommendation: Adopt the Fees and Charges, as proposed, for the 2017-2018 year.**

**Federated Farmers thanks the Kaipara District Council for considering our submission on the Fees and Charges 2017-2018.**





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Federated Farmers is a not-for-profit primary sector policy and advocacy organisation that represents the majority of farming businesses in New Zealand. Federated Farmers has a long and proud history of representing the interests of New Zealand's farmers.

The Federation aims to add value to its members' farming businesses. Our key strategic outcomes include the need for New Zealand to provide an economic and social environment within which:

- Our members may operate their business in a fair and flexible commercial environment;
- Our members' families and their staff have access to services essential to the needs of the rural community; and
- Our members adopt responsible management and environmental practices.

These comments are representative of member views and reflect the fact that resource management and government decisions impact on our member's daily lives as farmers and members of local communities.

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**File number:** 1301.01  
**Report to:** Council  
**Meeting date:** 08 May 2017  
**Subject:** Electoral System 2019  
**Date of report:** 26 April 2017  
**From:** Sean Mahoney  
 Democratic Services Manager

**Approved for agenda** ☒

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

### Summary

The Local Electoral Act 2001 (LEA) provides Council the opportunity to determine in 2017 the electoral system for the 2019 election. Kaipara District Council currently uses the Single Transferable Vote (STV) system. Council can choose to continue with this system or change to the First Past The Post (FPP) electoral system. The LEA outlines a framework for this decision and the options available to Council and the public.

### Recommendation

*That Kaipara District Council:*

- 1 *Receives the Democratic Services Manager's Report "Electoral System 2019"; 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 *Notes the report ( Attachment 1 ) " 2016 Triennial Elections " from the Electoral Officer; and*
- 4 *Resolves to retain the Single Transferable Vote for the 2019 and 2022 Triennial elections; and*
- 5 *Issues a public notification before 19 September 2017 that informs the public of the right to demand a poll on changing the electoral system should they wish to.*

### Reason for the recommendation

Kaipara District Council has been using the Single Transferable Vote system since 2004. Should the community feel strongly about change they now have the opportunity to demand a poll on the issue. Elected members need to take care when advocating a change in the Electoral System that due process is followed.

### Reason for the report

Under the Local Electoral Act 2001 Council can resolve to;

- Retain its current system of voting

- Change the electoral system to be used at the next two elections, or
- Conduct a binding poll on the question of change, or
- Electors can demand such a binding poll.

A poll can only be initiated if at least 5% of electors sign a petition demanding a poll. Once changed the system must be used for at least the next two triennial elections.

Council needs to consider the options and ensure the public are able to exercise their own rights in this regard.

## Background

The LEA outlines key processes and timeframes to be met by Council when choosing an electoral system. Some of these processes are mandatory while others are optional. The deadlines are set out in sections 27 to 34 of the Act. The deadline and options for the 2019 triennial elections are

- Council may by 12 September 2017 resolve to change the electoral system. *Section 27*
- Council must by 19 September 2017 give public notice of any resolution and the right of electors to demand a poll on the electoral system to be used section. *Section 28*
- Council may by 21 February 2018 resolve to conduct a poll of electors. *Section 31*
- In addition the public may demand a poll if five percent (733 ) of electors enrolled at the previous triennial election demand such a poll *Section 30*

Should the public demand a poll by 28 February 2018 the results of the poll are effective for the next two triennial elections. If the public demand for a poll comes after 28 February 2018 then the result is effective for the next but one triennial election and the following election.

The result of a poll either initiated by Council or the public is binding; it continues to apply following the completion of two elections until the Council either resolves to change the electoral system, or the electoral system is changed as the result of a further poll.

The 2016 Triennial Election was held on 8 October 2016. This election was undertaken under the STV system and was conducted successfully and within legislative requirements. The Electoral Officers report on these elections is attached to this report (Attachment 1)

The issue of the electoral system is one of three issues the Council needs to consider under the LEA. Council will need to consider later in 2017 the options for Maori representation and in 2018 the representation review (Ward structure, number of members etc.).

## Issues

Council needs to give consideration to two sets of options.

1. Whether Council will change from the STV electoral system to the FPP electoral system
2. Whether Council will initiate a poll so the public can decide which electoral system to use. This can be in addition to, or instead of passing a resolution to changing the electoral system.

## Choice of Electoral System.

Council can choose to retain the STV system by either resolving to retain the system or by not passing

any resolution prior to 21 September 2017 in which case the existing arrangements remain in place as a default.

Council can move to the FPP election system by passing a resolution in favour of it.

### **Differences between STV and FPP**

Either of the STV or FPP system is permissible under the LEA or each have advantages and disadvantages. The STV system has been used in elections in the Kaipara District since 2004. Nationally it is also used for all District Health Board elections. 7 other Councils used STV for the 2016 elections.

STV is a proportional electoral system. Electors rank the candidates in terms of a preference (beginning with 1 and ranking consecutively through preferred candidates). Electors only cast a single vote but multiple rankings. Candidates are elected by reaching a quota, calculated by the number of votes cast, divided by the number of vacancies plus 1. The votes are counted on first preference and any candidates who receive above the quota are elected. Then through a process of redistribution lower preferences are counted until all the vacancies are filled. STV results take longer to produce than FPP elections as there is no concept of a provisional result given the complexities of the quota.

FPP is a plurality electoral system. The LEA defines it as an electoral system where electors may cast as many votes as there are positions. When electing a single vacancy the candidate with the highest number of votes is elected. When electing multiple vacancies the candidates equal to the number of positions who receive the highest number of votes are elected (so for 3 vacancies the 3 highest vote tallies). This system does allow for a preliminary result to be available. Candidates are unlikely to receive a majority of votes.

### **Advantages and Disadvantages of each system**

STV provides for broad proportionality and majority outcomes in single-member elections. It can provide more equitable representation and reduces the number of wasted votes. It is well suited to providing proportional outcomes in multi-member wards. Under STV all votes matter so it reduces the concept of wasted votes. However the allocation method is confusing for the public to grasp simply and the process can be seen as overly complex. It also takes additional time for the result to be computed.

FPP is a simple to understand process in terms of casting, counting and announcing vote's .It is well understood and familiar to many voters, and provides for a swift and easy to understand result. However FPP tends to create a less representative Council, it can be hard for minority candidates to succeed and has a concept of wasted votes. FPP has also resulted in many Mayors being elected with only 20 to 30% of the votes cast and being brandished "minority mayors"

More detail can be found in the report "Local Government Electoral option 2008 "available from

[https://www.dia.govt.nz/Pubforms.nsf/URL/LocalGovernmentElectoralOption2008.pdf/\\$file/LocalGovernmentElectoralOption2008.pdf](https://www.dia.govt.nz/Pubforms.nsf/URL/LocalGovernmentElectoralOption2008.pdf/$file/LocalGovernmentElectoralOption2008.pdf)

## Impact of the Electoral System on Turnout

There has been no substantive New Zealand research on the impact of STV on turnout in Local Government elections. The Local Government Commission has looked at this issue and been unable to draw any definitive conclusions on the impact of STV on voter turnout. According to a report by the Justice and Electoral Select Committee in 2004 which looked at the qualitative data for the STV election in Marlborough District, the reasons given for not voting were not the electoral system but rather a lack of information about candidates, not getting around to it or leaving it too late, or just a general lack of interest or inclination. The most recent inquiry by the Select Committee has found similar challenges across all Local Elections.

Turnout for the last three local elections are included as a separate attachment (Attachment 2)

There has always been some concern that holding the District Council elections under STV can cause confusion for voters when the Regional Council elections are FPP and are on the same ballot paper. However all Local Elections are held on the same day, and using the same ballot paper as the District Health Board elections. These are mandated to use the STV system so any issues around voter confusion will still remain.

In Northland all voters use the FPP system for the Regional Council, STV for the District Health Board and then STV for Kaipara District but FPP for Whangarei and Far North.

	Informals	Blanks	Total Votes
Kaipara	50	350	6996
	0.71%	5.00%	
Far North	49	1291	16432
	0.30%	7.86%	
Whangarei	87	1112	29906
	0.29%	3.72%	
DHB	1672	3174	43704
	3.83%	7.26%	

## Holding a Poll

Irrespective of whether Council decides to change or retain the electoral system they must still discharge their responsibilities in terms of statutory obligations.

Council could resolve to hold a poll on the electoral system with the results being binding and applying to the 2019 and 2022 elections. However even if Council does not decide to hold a poll, it must inform the public of its right to demand a poll to change the system. This would be done by lodging a public

advertisement before September 2017.

The public must demand a poll before 28 February 2018 for this to be binding on the 2019 election, and this poll must be held before 21 May 2018. If a demand for a poll is received after 28 February 2018 it must be held after 21 May 2018 and would then only apply to the 2022 and 2025.

## Factors to consider

### *Community views*

The community is given the opportunity to demand a poll if a significant number of them wish to. This will be described in the public notification process.

### *Policy implications*

There would be no major policy implications or changes necessary if Council decided to change, or retain the electoral system. Any process changes would impact on the service provision from Election Services, who have the systems to run either system.

### *Financial implications*

A change in electoral system would require a public information campaign to ensure the electorate were fully aware of the change and how this impacts on future votes. This would be an unbudgeted expense.

If a Poll was decided on, or demanded, then there would be additional costs of running this, which would likely be around \$40,000.

### *Legal/delegation implications*

Council has to meet the requirements of the Local Electoral Act 2001. The minimum requirement at this stage is to notify the public of their rights to demand a poll.

## Options

Council has multiple options available to it. Put simply these are

Option	Electoral System	Poll
A	Retain STV	Don't initiate a Poll
B	Retain STV	Initiate a Poll
C	Change to FPP	Don't initiate a Poll
D	Change to FPP	Initiate a Poll

## Assessment of options

*Option A:* Retaining STV is the simplest option in terms of not having to manage the educational process around change. Not initiating a poll does not detract from the ability for the public to demand one if they feel the need.

*Option B:* Under this option as well as retaining the status quo on the electoral system, Council initiates a poll to get additional public support for this position. However there is a risk that this costly exercise will have a low level of community engagement and be seen as wasteful given it is not requesting a change.

*Option C:* Changing to FPP would be a major change for Kaipara District Council and revert back to the electoral system used until 2001. There may be some concern within the community as to why Council would do this and it could be perceived as potentially advantageous to the decision-makers. Again not initiating a poll does not detract from the public right to demand one.

*Option D:* Whilst a poll would allow Council to test the desire for a change, many in the community may argue that the cost of a poll as a result of a Council decision is adding little to the benefit of the district.

### **Assessment of significance**

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

### **Recommended option**

The most straightforward approach is to retain STV and not initiate a Poll. Council will of course meet its requirements to inform the public of this decision and of the right to demand such a poll if a sufficient number of them so wish. The recommended option therefore is **Option A**.

### **Next step**

Council officers will initiate a public notification to inform the public of the decision to retain STV and of the public right to demand a poll on the electoral system

In addition Council will receive a further report later in 2017 on Maori Representation and a report on the Representation Review process in early 2018.

### **Attachments**

- Attachment 1 Report to the Kaipara District Council regarding the 2016 Triennial Elections
- Attachment 2 Voter Turnout and 2010 - 2016.

Election Services  
Level 2, 198 Federal Street, Auckland  
PO Box 5135, Wellesley Street  
Auckland 1141  
Phone: 64 9 973 5212  
Email: [info@electionservices.co.nz](mailto:info@electionservices.co.nz)

Report to the  
Kaipara District Council  
regarding the

## 2016 Triennial Elections

From the  
Electoral Officer

29 March 2017





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## Outline

The 2016 local government triennial elections occurred on Saturday 8 October 2016. The elections for Kaipara District Council, Northland Regional Council and Northland District Health Board were conducted satisfactorily and on time and met all legislative and practical requirements.

This report summaries the electoral process.

## Background

Local government elections are required to be conducted every three years, with the 2016 election occurring on Saturday 8 October 2016. The conduct of these elections is prescribed by legislation and regulation to ensure public confidence and electoral integrity are maintained.

The following preliminary actions/decisions were made:

- (i) the last triennial election for the Kaipara District Council was in October 2010, with the 2013 election not held due to the appointment of commissioners in 2012. (Elections were however required in 2013 for Northland Regional Council and Northland District Health Board within the Kaipara District Council area). A return to elections was planned for 17 October 2015, but rescheduled to coincide with the 2016 triennial elections for most other local authorities;
- (ii) the last representation arrangements review was undertaken in 2012 (for the 2013 and 2016 triennial elections). At this review, there were no basic changes in representation arrangements (apart from some minor boundary alterations)- the number of councillors remained at 8 (from 3 wards), with no community boards;
- (iii) the STV (single transferable voting) electoral system to be used for Kaipara District Council and Northland District Health Board elections; the FPP (first past the post) electoral system to be used for Northland Regional Council elections;
- (iv) postal voting to be used;
- (v) the alphabetical order of candidate names was adopted for Kaipara District Council, Northland Regional Council and Northland District Health Board.

The electoral officer appointed by the Kaipara District Council is Dale Ofoske of Election Services.

With the 2016 elections now complete, this report details the various electoral processes undertaken, together with election statistics for the information of Council.

## Narrative

### Elections Required

Elections were undertaken for:

Kaipara District Council

- Mayor (elected at large)
- 8 Councillors (elected from 3 wards)

Northland Regional Council

- 1 Member (elected from the Coastal South Constituency); or
- 1 Member (elected from the Kaipara Constituency)

Northland District Health Board

- 7 Members (elected at large) from the Far North District, Whangarei District and Kaipara District Council areas.

### Election Timetable

Key election functions and dates were:

#### **Nomination period**

15 July – 12 August 2016

#### **Inspection of Preliminary Electoral Roll**

15 July – 12 August 2016

#### **Delivery of voting mailers**

16-21 September 2016

#### **Special voting/early processing**

16 September – 8 October 2016

#### **Election day/preliminary count**

8 October 2016

#### **Official count**

9 – 13 October 2016

#### **Return of Electoral Donations & Expenses Form**

by 9 December 2016

### Electoral Roll

The electoral roll comprises two parts, the Residential Electoral Roll and the non-resident Ratepayer Electoral Roll.

The Residential Electoral Roll contains parliamentary electors, whose details are maintained and supplied by the Electoral Commission.

Each territorial authority is responsible for compiling its own non-resident Ratepayer Electoral Roll.

To compile the Ratepayer Electoral Roll, two actions are required:

- (i) a nationwide advertising campaign on the criteria of ratepayer elector qualifications and enrolment procedures; and
- (ii) the issuing of Ratepayer Confirmation Forms to all eligible 2013 Ratepayer Electoral Roll electors, and if returned, these along with any new enrolments, form the basis of the 2016 Ratepayer Electoral Roll.

A national advertising campaign was undertaken by SOLGM during May 2016 advising readers in all major daily newspapers of the criteria and qualifications required to be eligible for the Ratepayer Electoral Roll. A 0800 free-phone service was again used as a national helpline for ratepayer roll enquiries.

In April 2016, 323 Ratepayer Roll Confirmation Forms were issued to eligible 2013 Ratepayer Electoral Roll electors. A total of 309 non-resident ratepayer electors appeared on the 2016 Ratepayer Electoral Roll.

## Preliminary and Final Electoral Rolls

The Preliminary and Final Electoral Rolls contained elector details in alphabetical order with a flag denoting voting entitlement (ward, regional council constituency and district health board).

The Preliminary Electoral Roll was available for public inspection at all Council offices/libraries between 15 July 2016 and 12 August 2016.

Statistics relating to the Final Electoral Roll are:

Wards	Final Roll		
	No. Residents	No. Ratepayers	Total
Dargaville	3,090	6	3,096
Otamatea	6,574	262	6,836
West Coast/Central	4,677	41	4,718
TOTAL	14,341	309	14,650

The total number of electors of 14,650 is an increase of 1,310 (+9.8%) when compared to the 2013 Final Electoral Roll of 13,340.

## Nominations

The nomination period was 15 July to noon 12 August 2016.

Nomination material was available during this time by:

- (i) visiting Council's Main Office;
- (ii) visiting Council's Mangawhai Service Centre;
- (iii) downloading the material from the Council's website;
- (iv) phoning the electoral office to have the material posted out.

A detailed '2016 Candidate Information Handbook' was prepared and made available to all candidates, any interested party (eg media) and was available online. The handbook contained relevant information about the electoral process to potential candidates.

A total of 19 nominations were received for the 9 Council vacancies, these detailed as follows:

Issue	No. Nominations	No. Vacancies
Mayor	4	1
Councillors	15	8
Total	19	9

The 19 nominations received for Mayor and Council vacancies is down from the 27 nominations received for these positions at the 2010 election.

## Voting Mailers

Voting mailers consisting of an outward envelope, return prepaid envelope, voting document and a candidate profile booklet (which included instructions in English and Maori) were posted to electors from Friday 16 September 2016.

The voting mailers were produced by the NZ Post Group and were consistent in design layout to all other local authorities in the country.

Special Voting	<p>Special votes were available from 16 September 2016 to noon 8 October 2016 by:</p>
	<ul style="list-style-type: none"> <li>(i) visiting one a Council office;</li> <li>(ii) phoning the electoral office.</li> </ul>
	<p>126 special votes were returned prior to the close of voting, of which 92 (73.02%) were valid.</p>
Elector Turnout	<p>Of the 14,650 electors on the Final Electoral Roll, 6,996 electors returned their voting document. This represents a 47.75% return and compares to a 53.5% return in 2010.</p>
	<p>A schedule of the number of daily returned voting documents over the voting period is attached (<b>Appendix 1</b>).</p>
	<p>Of note, the 2016 average nationwide elector turnout is 42% compared to 41.3% for the 2013 election and 49% for the 2010 election.</p>
Results	<p>The preliminary results were released early on Sunday morning following the receipt and processing of votes received at Council offices on election day morning.</p>
	<p>These results were released to candidates and placed on Council's website.</p>
	<p>The final results (Declaration of Results of Election – see <b>Appendix 3</b>) were made on Thursday 13 October 2016 and appeared in the Northern Advocate on Saturday 15 October 2016.</p>
Election Costs	<p>The 2016 estimated election cost set in May 2014 was \$91,325 + GST (or for 13,750 electors, \$6.64 + GST per elector), subject to actual third party costs.</p>
	<p>The 2016 final election cost has now been determined at \$99,928 + GST (or for 14,650 electors, \$6.82 + GST per elector). The cost increase is largely due to higher than budgeted NZ Post costs (voting mailer cost was an additional \$5,901 + GST and postage costs an additional \$1,650 + GST).</p>
	<p>Of the \$99,928 + GST final cost, Council is able to recover \$49,545 + GST (49.6%) from other organisations elections were conducted on behalf of.</p>
	<p>Accordingly, this will leave a net cost to Council for their elections of \$50,383 + GST (50.4% of the total), or \$3.44 + GST per elector.</p>

## Upcoming Issues

### **Inquiry into the 2016 elections**

Parliament's Justice & Electoral Select Committee is to undertake an inquiry into the conduct of the 2016 local government elections.

The Terms of Reference for the 2016 Inquiry, as publicly notified on 20 October 2016 are to examine the law and administrative procedures surrounding the conduct of the 2016 local authority elections.

Submissions to the select committee will close on 31 December 2017 with recommendations expected in 2018.

The Committee will also consider Andrew Judd's petition which asks that 'the House of Representatives consider a law change to make the establishment of Māori wards on district councils follow the same legal framework as establishing other wards on district councils.'

### **Electoral System Review**

Under the Local Electoral Act 2001, any local authority may resolve, before 12 September 2017, to change the electoral system used at the last election. Should Council wish to consider changing its electoral system (from single transferable voting to first past the post), it can do so by resolution no later than 12 September 2017.

However, a public notice must be given by 19 September 2017 providing the right of electors to demand a poll on the matter.

### **Māori Representation Review**

Under the Local Electoral Act 2001, Council may at any time resolve to introduce Māori wards. If a resolution is made before 23 November 2017 (to apply for the 2019 triennial elections), public notice must be given by 30 November 2017 providing the right of electors to demand a poll on the matter.

If Māori wards are to be introduced for the 2019 triennial elections, this would need to be reflected in the required representation arrangements review.

### **Representation Arrangements Review**

The Local Electoral Act 2001 requires every local authority to undertake a representation arrangements review at least once in every 6 year period. As Council last undertook a review in 2012, it is now required to conduct a review in 2018 for the 2019 triennial elections.

An initial proposal cannot be resolved by Council before 1 March 2018, but informal public consultation can occur prior to this date, if considered appropriate.

## Summary and Conclusions

The Kaipara District Council's 2016 triennial elections were conducted successfully and met all legislative and practical requirements. No issues or concerns of significance arose from these elections and all tasks were completed satisfactorily and on time.

There is however several electoral issues Council may wish to consider during 2017:

- (i) make a submission to the Justice & Electoral Select Committee's inquiry into the 2016 local government elections;
- (ii) consider whether Council retains the single transferable voting electoral system or adopts the first past the post electoral system for the 2019 triennial elections – by 12 September 2017;
- (iii) consider whether Council introduces Māori representation for the 2019 triennial elections – by 23 November 2017;
- (iv) undertakes a representation arrangements review in 2018 (or earlier if informal public consultation is undertaken).



Dale Ofoske  
Electoral Officer // Kaipara District Council  
Election Services



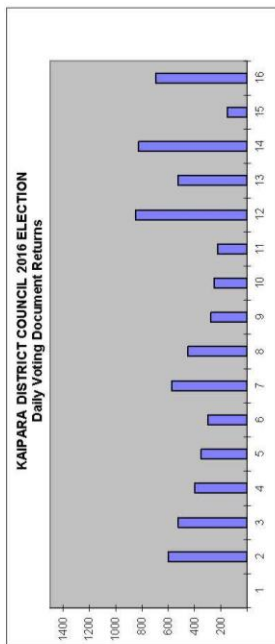
# APPENDIX 1




## VOTING DOCUMENT RETURNS - 2016 ELECTIONS

VOTING DOCUMENT RETURNS - 2016 ELECTIONS																			
WARD/ELECTORS		19-Sep	20-Sep	21-Sep	22-Sep	23-Sep	25-Sep	26-Sep	27-Sep	28-Sep	29-Sep	30-Sep	3-Oct	4-Oct	5-Oct	6-Oct	7-Oct	8-Oct	DATE
DARGAVILLE	3096	125	125	225	300	375	425	550	550	550	700	775	900	1000	1075	1225	1225	1405	181
		4.0%	4.0%	7.3%	9.7%	12.1%	13.7%	17.8%	17.8%	17.8%	22.6%	25.0%	25.6%	32.3%	34.7%	39.6%	39.6%	45.4%	
WEST COAST / CENTRAL	4718	225	175	150	400	550	775	925	1550	1125	1200	1300	1475	1725	1725	2000	2075	2324	2000
		4.8%	4.8%	8.5%	11.7%	13.6%	16.4%	19.6%	33.8%	23.3%	25.4%	27.6%	33.4%	36.8%	36.8%	42.4%	44.0%	49.3%	
OTIMATEA	6936	250	250	175	175	175	125	300	325	150	100	100	375	300	300	300	75	266	
		3.1%	3.1%	2.2%	2.2%	2.2%	1.4%	3.4%	3.7%	1.4%	1.0%	1.0%	3.7%	3.0%	3.0%	3.0%	0.9%	3.6%	
TOTAL	14650	600	600	325	400	500	300	575	250	325	250	225	900	1850	2225	2625	2925	3000	3266
		4.0%	4.0%	3.3%	4.0%	5.0%	3.3%	5.7%	2.4%	2.4%	2.0%	1.7%	6.7%	13.9%	16.2%	19.6%	22.6%	23.9%	
2015 Returns		0.3%	0.3%	0.9%	0.9%	0.9%	0.7%	0.9%	0.7%	0.7%	0.7%	0.7%	0.7%	0.7%	0.7%	0.7%	0.7%	0.7%	
		0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Final Inc. Spreads																			

Final - Incl. Specials



## APPENDIX 2



KAIPARA  
DISTRICT  
Kaipara he Orangahau • Two Oceans Two Harbours

### NOTICE OF DAY OF ELECTION for the Kaipara District Council 2016 elections

#### NOMINATIONS RECEIVED

Notice is given under section 65 of the Local Electoral Act 2001 that the following persons have been duly nominated as candidates for:

##### MAYOR *(one vacancy)*

GENT, Greg	SIMON, Christian
ROGAN, Bruce <i>(Independent)</i>	TANE, Jay Ben

##### COUNCIL

###### Dargaville Ward *(two vacancies)*

BOYD, Peter	WADE, Andrew <i>(Independent)</i>
JOYCE-PAKI, Karen	

###### Otamatea Ward *(three vacancies)*

BONNER, Adrian <i>(Independent)</i>	LARSEN, Jonathan
HAMES, Ken	SAMPSON, Lynda <i>(Independent)</i>
JEPSON, Craig	SCOTHERN, Philip Shaw <i>(Independent)</i>
JONES, Libby	WETHEY, Peter <i>(Independent)</i>

###### West Coast / Central Ward *(three vacancies)*

CURNOW, Anna	GEANGE, Julie <i>(Independent)</i>
DEL LA VARIS-WOODCOCK, Victoria <i>(Independent)</i>	TANE, Jay Ben

As there are (for each office) more candidates than there are vacancies to be filled, an election will be held between the listed candidates on Saturday, 8 October 2016, under the single transferable voting electoral system by postal vote.

#### ISSUING OF VOTING DOCUMENTS

Voting documents will be posted to electors from Friday, 16 September 2016.

#### RETURN OF VOTING DOCUMENTS

Voting documents must be returned not later than noon, Saturday, 8 October 2016 to the electoral officer, Kaipara District Council.

Voting documents can be returned by post or hand delivered to the Kaipara District Council (Dargaville or Mangawhai offices) between Friday, 16 September 2016 and Friday, 7 October 2016 during normal office hours, and Saturday, 8 October 2016 between 9am – noon.

#### SPECIAL VOTING

Special voting in terms of the Local Electoral Act 2001 and the Local Electoral Regulations 2001 may be exercised at the above council office and times.


A person can apply to enrol as either a residential or ratepayer elector right up to and including 7 October 2016 – the day before the close of voting.

Dated at Kaipara, 22 August 2016

**Dale Ofosoke**  
Electoral Officer  
Kaipara District Council  
42 Hokianga Road, Dargaville  
(Phone: 0800 922 822)

**Local Elections 2016**  
**YOUR VOTE**  
**YOUR COMMUNITY**

## APPENDIX 3


**KAIPARA  
DISTRICT**  
Kaipara te Orangauhi • Two Oceans Two Harbours

### DECLARATION OF RESULTS OF ELECTION for the Kaipara District Council 2016 elections

I hereby declare the results of the elections held on 8 October 2016 for the following offices:

<b>MAYOR</b> <i>(one vacancy)</i>		Status		Status
GENT, Greg	Elected	TANE, Jay Ben		Excluded
ROGAN, Bruce <i>(Independent)</i>	Excluded	SIMON, Christian		Excluded

Informal votes received: 11  
Blank votes received: 104

I therefore declare Greg GENT to be elected. The final absolute majority of votes at the last iteration was 4854.

#### COUNCIL

**Dargaville Ward** *(two vacancies)*

WADE, Andrew <i>(Independent)</i>	Elected	BOYD, Peter	Excluded
JOYCE-PAKI, Karen	Elected		

Informal votes received: 7  
Blank votes received: 36

I therefore declare Karen JOYCE-PAKI and Andrew WADE to be elected. The final quota as determined at the last iteration was 429.8069153.

**Otamatea Ward** *(three vacancies)*

JONES, Libby	Elected	HAMES, Ken	Excluded
WETHEY, Peter <i>(Independent)</i>	Elected	SAMPSON, Lynda <i>(Independent)</i>	Excluded
LARSEN, Jonathan	Elected	BONNER, Adrian <i>(Independent)</i>	Excluded
JEPSON, Craig	Excluded	SCOTHERN, Philip Shaw <i>(Independent)</i>	Excluded

Informal votes received: 22  
Blank votes received: 92

I therefore declare Libby JONES, Jonathan LARSON and Peter WETHEY to be elected. The final quota as determined at the last iteration was 740.3666382.

**West Coast / Central Ward** *(three vacancies)*

CURNOW, Anna	Elected	GEANGE, Julie <i>(Independent)</i>	Elected
DEL LA VARIS-WOODCOCK, Victoria <i>(Independent)</i>	Elected	TANE, Jay Ben	Excluded

Informal votes received: 12  
Blank votes received: 118

I therefore declare Anna CURNOW, Victoria DEL LA VARIS-WOODCOCK and Julie GEANGE to be elected. The final quota as determined at the last iteration was 505.4573364.

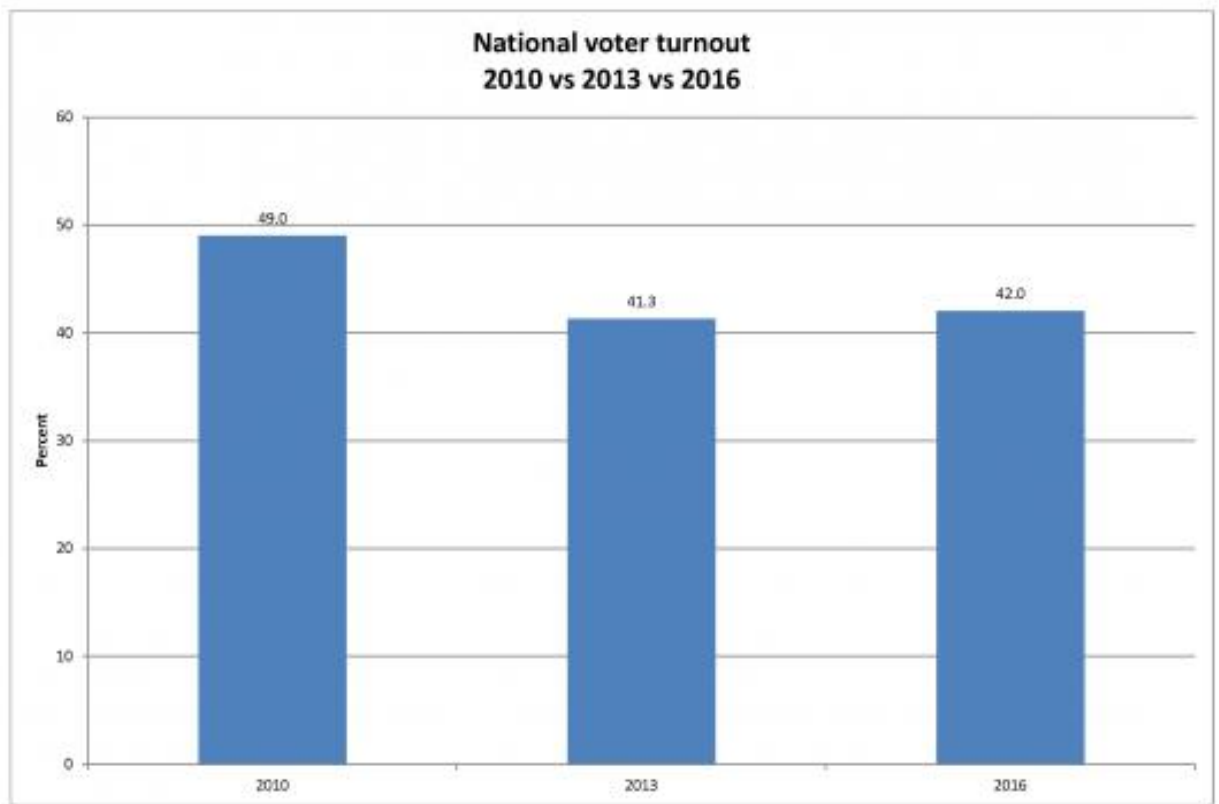
Full details of the official results of the election are available on request from the Electoral Officer.

Dated at Dargaville, 14 October 2016

**Dale Ofoske**  
Electoral Officer  
Kaipara District Council  
42 Hokianga Road, Dargaville  
(Phone: 0800 922 822)

**Local Elections 2016**  
**YOUR VOTE**  
**YOUR COMMUNITY**

## Turnout



Voter turnout %	2010	2013	2016	% Change
<b>Metro</b>	45.0	38.0	39.3	+1.3
<b>Provincial</b>	50.0	47.0	45.7	-1.3
<b>Rural</b>	54.0	50.0	49.8	-0.2

Highlighted Councils used STV

<b>Voter turnout % - Metro</b>	<b>2010</b>	<b>2013</b>	<b>2016</b>	<b>% Change</b>
Auckland*	51.0	34.9	38.5	+3.7
Christchurch City	52.2	42.9	38.3	-4.6
Dunedin City	53.0	43.1	45.2	+2.1
Hamilton City	37.8	38.3	33.6	-4.7
Hutt City Council	40.4	36.6	37.8	+1.2
Nelson City*	52.2	52.2	52.1	-0.1
Palmerston North City	43.2	38.7	39.1	0.4
Porirua City	39.1	36.6	38.0	+1.5
Tauranga City	43.8	37.8	38.0	+0.2
Upper Hutt City	44.3	40.8	41.0	+0.2
Wellington City	40.0	41.5	45.6	+4.1
<b>Total</b>	<b>45.0</b>	<b>38.0</b>	<b>39.3</b>	<b>+1.3</b>

<b>Voter turnout % - Provincial</b>	<b>2010</b>	<b>2013</b>	<b>2016</b>	<b>% Change</b>
Ashburton District	58.7	53.3	53.2	-0.1
Far North District	46.9	48.9	41.7	-7.2
Gisborne District*	54.8	48.3	48.5	+0.3
Hastings District	44.3	47.8	46.8	-1.0
Horowhenua District	52.0	52.9	51.0	-1.9
Invercargill City	60.1	46.6	54.9	+8.3
Kapiti Coast District	49.3	51.1	47.9	-3.2
Manawatu District	46.5	39.7	47.3	+7.6
Marlborough District*	56.5	54.7	53.7	-1.0
Masterton District	54.4	46.8	44.6	-2.2
Matamata-Piako District	42.1	44.8	24.1	-20.7
Napier City	44.9	47.8	43.9	-3.9
New Plymouth District	57.7	50.6	47.8	-2.8
Queenstown-Lakes District	50.7	46.0	54.1	+8.1
Rotorua District	43.4	43.8	45.9	+2.2
Selwyn District	43.9	43.5	44.6	+1.1
South Taranaki District	49.0	46.4	38.4	-8.0
Southland District	38.8	48.7	40.5	-8.2

Tasman District*	50.6	51.3	49.4	-2.0
Taupo District	54.8	48.5	50.2	+1.8
Thames-Coromandel District	43.8	37.8	38.0	+0.2
Timaru District	59.4	51.6	49.0	-2.6
Waikato District	34.3	31.6	30.6	-0.9
Waimakariri District	42.1	35.0	39.3	+4.4
Waipa District	41.8	39.6	38.7	-0.9
Waitaki District	59.2	58.2	50.7	-7.5
Western Bay of Plenty District	38.9	37.8	38.4	+0.6
Whakatane District	56.3	48.9	48.4	-0.6
Whanganui District	60.4	58.5	56.1	-2.3
Whangarei District	49.7	47.7	44.8	-2.9
<b>Total</b>	<b>50.0</b>	<b>47.0</b>	<b>45.7</b>	<b>-1.3</b>

<b>Voter turnout % - Rural</b>	<b>2010</b>	<b>2013</b>	<b>2016</b>	<b>% Change</b>
Buller District	62.4	62.4	50.9	-11.5
Carterton District	56.7	45.7	52.3	+6.6
Central Hawke's Bay District	56.2	55.2	62.7	+7.5
Central Otago District	58.0	52.9	62.0	+9.1
Chatham Islands*	72.1	54.4	71.9	+17.5
Clutha District	62.8	59.8	41.1	-18.7
Gore District	50.6	41.7	59.4	+17.7
Grey District	47.8	45.3	49.1	+3.8
Hauraki District	42.8	40.4	44.2	+3.8
Hurunui District	55.4	44.7	41.1	-3.5
Kaikoura District	65.5	59.3	57.2	-2.1
Kaipara District	53.5	36.1	47.8	+11.7
Kawerau District	50.0	47.7	45.6	-2.1
Mackenzie District	65.9	64.0	64.3	+0.3
Opotiki District	55.7	51.5	41.8	-9.7
Otorohanga District	36.4	50.6	25.1	-25.5
Rangitikei District	47.1	49.5	47.9	-1.6
Ruapehu District	44.1	47.4	46.5	-0.9



South Waikato District	39.1	41.5	44.4	+2.9
South Wairarapa District	51.9	45.1	56.3	+11.2
Stratford District	45.5	47.2	45.6	-1.6
Tararua District	55.1	50.5	53.5	+3.0
Waimate District	55.6	57.0	49.6	-7.3
Wairoa District	57.4	62.0	63.0	+1.0
Waitomo District	49.0	43.6	38.4	-5.2
Westland District	62.4	54.3	59.0	+4.8
<b>Total</b>	<b>54.0</b>	<b>50.0</b>	<b>49.8</b>	<b>-0.2</b>

**File number:** 1203.01 **Approved for agenda** ☒  
**Report to:** Council  
**Meeting date:** 08 May 2017  
**Subject:** Petition Response Shops to Sands Bus Service, Mangawhai  
**Date of report:** 26 March 2017  
**From:** Seán Mahoney, Democratic Services Manager  
**Report purpose** ☒ **Decision** ☐ **Information**  
**Assessment of significance** ☐ **Significant** ☒ **Non-significant**

### Summary

Council received a petition from Jan Jacobs on behalf of the Mangawhai Community Planning Group in February 2017 regarding funding for the Shops to Sands Bus Service run in Mangawhai. Kaipara District Council had previously funded one third of the cost of this service alongside Northland Regional Council and the Mangawhai Business Development Association. This funding ended in 2014. The petition comprised 28 sheets of signatures plus an additional 8 sheets delivered in early March 2017.

Council requested a proposed response from the Chief Executive be presented back to Council. Kaipara District Council is not the funding body for public transport as this resides with Northland Regional Council. Council should consider forwarding the issues to them to consider and respond to as appropriate.

### Recommendation

*That Kaipara District Council:*

- 1 *Receives the Democratic Services Manager's report 'Petition Response Shops to Sands Bus Service, Mangawhai' dated 26 March 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 *Forwards a copy of the petition to Northland Regional Council for any further response; and*
- 4 *Notifies the Petitioner of this course of action.*

### Reason for the recommendation

Petitions are an acknowledged way of the community engaging with Council. This petition contains a clear request for Council to re-instate funding for the bus service previously run by Leabourn buses.

### Reason for the report

Council received a petition from Jan Jacobs in March 2017. The petition stated:

*"We the undersigned, request the KDC to URGENTLY reinstate the funding for "The Shops to Sands Bus Service", which used to run from 27<sup>th</sup> DECEMBER-13<sup>th</sup> JANUARY.*

*This request arises from the congestion at the Surf Beach.*

*We suggest that any such bus service provide adequate space for equipment such as surf boards and picnic gear to be carried."*

## **Issues**

The petition requested Council look at reinstating the funding for the service. Leabourn Passenger Service Limited operated the service up until 2015 and transported 383 people over a 16 day period running over a 6 hour period per day. This is a \$26 per person per journey subsidy, two-thirds of which sits with ratepayers either in Kaipara District or the wider Northland region. The provision of public transport services sits at a Regional Council level, so consideration should be given to Northland Regional Council being the lead agency in subsidising the service if they see fit.

Council is currently giving consideration to the development and infrastructure needs of Mangawhai through the Mangawhai Town Plan. Whilst the subsidy of this service would be an operational decision for Council, the submission process for the Town Plan will provide the community with the opportunity to feedback and submit on the issues of connectivity between Mangawhai Heads and the Village. Bus shuttle transportation may not be the preferable solution.

## **Factors to consider**

### ***Community views***

There were 36 pages of support signed in support of the petition.

### ***Policy implications***

Nil.

### ***Financial implications***

Nil.

### ***Legal/delegation implications***

Nil.

## **Options**

Option A: Council to forward the petition and concerns raised to Northland Regional Council to consider further funding of this service. Respond to the petitioner on this basis and also note that the Mangawhai Town Plan submissions will be open later this year.

**Option B:** Council could consider subsidising the service as requested. This would involve Kaipara District Council funding \$3,333 per annum ( assuming the costs and support remain the same ) for this service. However this does not guarantee any support from the other past funders.

## **Recommended Option**

Option A provides the appropriate response from Council and allows Northland Regional Council to consider the suitability of additional funding. .

**Next step**

The Minute of this meeting item and the actions are sent to the Petitioner as response to the petition. Northland Regional Council are sent the supporting information for consideration.

**Attachments**

- nil

**File number:** 1203.01 &  
4104.069

**Approved for agenda** ☐

**Report to:** Council

**Meeting date:** 8 May 2017

**Subject:** Petition Response Cames Road

**Date of report:** 28 April 2017

**From:** Seán Mahoney, Democratic Services Manager

**Report purpose** ☐ **Decision** ☐ **Information**

**Assessment of significance** ☐ **Significant** ☐ **Non-significant**

### Summary

Council received a petition from residents of Cames Road in February 2017 regarding issues around the road in Mangawhai. The petition and the associated paperwork cover several concerns and also includes some information from 2015. The covering note, which is being taken as the petition, raises issues around the development of 14 sections and the state of the existing road.

At the Council meeting in March, Council resolved that it

- *Notes the content of the "Petition Cames Road"; and*
- *Requests that the Chief Executive reports back to Council with the history and details of the current situation.*

The recommendation is for Council to send the petitioners a copy of the current Seal Extension Policy to offer the residents of Cames Road the parameters around what is involved in funding a new piece of sealed road.

### Recommendation

*That the Kaipara District Council:*

- 1 *Receives the Democratic Services Manager's report 'Petition Response Cames Road' dated 28 April 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 *Informs the petitioners of the current Seal Extension Policy*

### Reason for the recommendation

Cames Road was assessed in 2014 and the priority for work derived from a usage survey. Council is unaware of the proposed 14 lot sub-division raised in the petition.

### Reason for the report

Council received a petition against from residents of Cames Road. The petition states:

*"We the residents of Cames Road would like to put forward to the Kaipara District Council our concerns for the development of 14 sections beginning at 203 Cames Road. We are concerned about the state of the road now, let alone when a big development starts. The traffic hazards need sorting. After Auckland and Kaipara councils graded the road it is back to the same state after 2 weeks. The school bus turns and picks up at the top of the concrete hill, signs have gone in but the traffic often passes the bus as it is turning, its very dangerous for the children getting on and off the bus.*

*14 sections means a possible 28 more permanent cars as most households have 2 these days. 202 is developing 5 sections. Most people bought up here because it is rural. (Or Was)*

*We require Kaipara council to deal with the possible sealing of Cames Road. Or at least the developers should take on the responsibility."*

### **Background**

In more recent times the residents of Cames Road have made a number of submissions and requests to Council. These have included

2009- Submission to Council by the Cames Rd Opening Committee. They requested Cames Rd be sealed and opened on a shared funding basis with Transport agencies and regional council. This is based on a historic informal connection along an unformed section of road. Council responded that they will not fund maintenance or upgrading of a road it had not historically maintained unless it was brought up to Council standards. In late 2009 the Committee gave formal notice to prevent public access through the unformed section.

In April 2010 Mr Graham Stephens spoke at a Council meeting asking for the road to be formed as a through road through a mix of funding. In May 2010 the then Chief Executive responded with high level options for opening the road. In July 2010 costing's were between \$10,000 and \$1,500,000. This was taken away for further discussion with the community. Council then had some discussion about including it in the Annual Plan. In 2011 residents were written to asking for feedback on this issue. This resulted in a restriction of heavy vehicles on the road.

In response to complaints from residents an additional speed hump was added in 2012.

In 2014 a resident's survey was completed by Council regarding heavy vehicle usage. This resulted in Council taking the view that the road did not have high traffic volumes or high speed traffic and consequently Council could not increase the priority of the road.

### **Issues**

Cames Road will receive pavement repairs in 2017/2018, however it is not prioritised for sealing. Residents could be provided with options for sealing under the Seal Extension Policy.

Council is not aware of a 14 lot sub-division referred to in the petition. An 8 lot sub-division was approved in 2012, which is still being implemented.

There have been a couple of 2 lot subdivisions on side roads off Cames Road, and Council has processed an amendment earlier this year for a 4 lot subdivision

**Factors to consider*****Community views***

The community have expressed concerns through the petition.

***Policy implications***

Nil

***Financial implications***

If Council chose to seal the road then there would be additional unsubsidised cost for Council.

***Legal/delegation implications***

Nil

**Assessment of significance**

At present this would not trigger significance

**Next step**

Inform the residents of the options under the Seal Extension Policy.

**File number:** 4303.24

**Approved for agenda** ☒
**Report to:** Council

**Meeting date:** 08 May 2017

**Subject:** Raupo Drainage District section of stopbank: Temporary prohibition of traffic

**Date of report:** 20 April 2017

**From:** Curt Martin, General Manager Infrastructure

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

### Summary

The Raupo Drainage District is the largest of the Land Drainage schemes administered by Council. Within this system are 138 kilometres of drains and canals, 52 floodgates and 69 kilometres of stopbank that run from Tokatoka to Te Kowhai encompassing the Ruawai Township.

The stopbank is widely used within the township for recreation purposes such as walking and fishing and occupies an area of unformed road. The stopbank provides locals an excellent base for recreational use, however in the wetter months an issue has arisen with vehicles driving along the road on top of the formed stopbank in the area around Ruawai Township. Continued vehicle use in winter creates deep wheel tracks in the road on top of the stopbank which has become a safety and maintenance concern for staff and the Raupo Drainage Board (the Board).

Staff, in conjunction with the Board, are asking for Council to consider the prohibition of vehicular traffic from Easter weekend to Labour Weekend yearly i.e. the wetter months. This would be from Floodgate 39 at the end of Westlake Road to Floodgate 47 at the end of Simpson Road encompassing Floodgate 45 at the end of Wilsons Landing in Ruawai (see **Attachment 1**).

As the stopbank occupies unformed road, Council can impose a prohibition of traffic under Schedule 10, clause 13 of the Local Government Act 1974.

*“Where it appears to the council that owing to climatic conditions the continued use of any road in a rural area, other than a State highway or government road, not being a road generally used by motor vehicles for business or commercial purposes or for the purpose of any public work, may cause damage to the road, the council may by resolution prohibit, either conditionally or absolutely, the use of that road by motor vehicles or by any specified class of motor vehicle for such period as the council considers necessary”.*

It is proposed to gate the sections of road on top of the stopbank in question to prohibit vehicle access only. Pedestrian and cycle access would still be available all year round, but limiting vehicle traffic will minimise the safety and maintenance issues with vehicles driving along the road on the stopbank. It will also have the added benefit of reducing the amount of remedial maintenance needed after winter.

Council will issue a key to the gates to the local Fire Brigade in Ruawai in the event of any emergency that may require their attendance.



### Recommendation

*That Kaipara District Council:*

- 1 *Receives the General Manager Infrastructure's report 'Raupo Drainage District section of stopbank: Temporary prohibition of traffic' dated 20 April 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 *Prohibits the use of the section of road on the stopbank in the Raupo Drainage District from Floodgate 39 at the end of Westlake Road to Floodgate 47 at the end of Simpson Road encompassing Floodgate 45 at the end of Wilsons Landing in Ruawai, as shown on Attachment 1 of the above-mentioned report, by all motor vehicles for the period no longer than Easter Weekend to Labour Weekend each year.*

### Reason for the recommendation

To seek approval by Council resolution to prohibit motor vehicle traffic along the section of road on the stopbank in the Raupo Drainage District for a defined period each year and minimise the safety hazards and maintenance issues from vehicle use during the winter period.

### Background

For several years the Board has voiced concerns regarding the use of certain section of the road on the Raupo stopbank in wetter months. Staff and the Board are aware of the large amount of recreational use that the stopbank offers publicly and this use is welcomed by all involved.

### Issues

A safety and maintenance issue arises in the wetter season with vehicle use on the road on top of the stopbank. The road on the stopbank becomes softer in the winter, which is not an issue for pedestrian or cycle use, but continued vehicle use creates deep wheel tracks in the road on top of the stopbank. The concern being that with the deep wheel tracks, vehicles could become stuck or have an accident. Added maintenance is also required on this section of road on the stopbank. This is money that would be better spent on other sections of the Raupo drainage network.

It is proposed to issue a key to the Ruawai Fire Brigade in the event of an emergency as first responders to medical incidents, for access to the area proposed for traffic prohibition if the need arises.

### Factors to consider

#### *Community views*

The Board would like to see restricted use of the road on the stopbank in winter. The wider community may potentially be unhappy with the restriction, but walking and cycling access will be maintained, and the prohibition is for no longer than a six month period each year. In the summer months vehicle access

will be available. Council will continue to allow access to the road on the stopbank if required for maintenance purposes or other events that it is deemed that a vehicle may need access during the restriction.

The recommendation is for the prohibition to occur no longer than from Easter Weekend to Labour Weekend of any year. If the prohibition is deemed not necessary for this whole period, then staff and the Board will advertise when the restriction will be effective from. A commonsense approach will apply.

#### ***Policy implications***

This decision has been assessed below under Council's Significance and Engagement Policy. It is not deemed to have any other policy implications.

#### ***Financial implications***

Last year repairs were undertaken on the road on the stopbank after winter in the worst areas. At its worst repair work is estimated at \$5,000 to \$6,000. This equates to 8-10 patch repairs per year or 13% of the total land drainage stopbank budget per year that could be used in other areas of the stopbank system.

#### ***Legal/delegation implications***

Council can legally impose a prohibition of traffic under Schedule 10, clause 13 of the Local Government Act 1974. A resolution of Council specifying the period of closure, the class of traffic prohibited, and the reasons for it, is required to give effect to this clause. Along with this, Council must post a notice on every entry to the affected section of unformed road and publish in a newspaper circulating in the district. In addition, within one week, a copy of the resolution must be sent to the Minister of Transport, who may at any time disallow the resolution in whole or part.

By asking for the restriction to occur yearly, staff do not have to keep asking Council for permission but instead can restrict access yearly with the correct notification advertising as prescribed in the Local Government Act 1974.

#### **Options**

The options are:

**Option A:** Prohibit motor vehicle traffic use from Easter Weekend to Labour Weekend yearly on the section of road on the stopbank described in this report. Outside of this period public access to motor vehicles will be available.

**Option B:** Decline the request to prohibit motor vehicle traffic use.

#### **Assessment of options**

Option A: In seeking approval from Council to impose a motor vehicle traffic restriction in the wetter months, the Board and staff are looking to ensure public safety. The added bonus from this decision is the reduced amount of remedial work required after winter due to vehicle damage.

Option B: Council may decline this request and continue to allow unrestricted use of the stopbank area. This is not beneficial for public safety or for ongoing maintenance issues.

### **Assessment of significance**

The decision is not deemed as being significant under Council's Significance and Engagement Policy. This decision does not involve \$3,000,000 or more of budgeted expenditure, or \$300,000 of unbudgeted expenditure. It will not increase individual rates by 10%. No transfer of ownership or control of a strategic asset to or from Council will occur. It will not alter significantly the intended level of service provision for the activity.

On the last point it should be noted that the primary activity of the stopbank is to provide flood protection to the Ruawai Township. The secondary activity is that of recreational use. Therefore this decision is not deemed as being significant.

### **Recommended option**

The recommended option is **Option A**.

### **Next step**

Post a notice at every entry to the affected unformed road, and advertise the prohibition in the newspaper. Council staff will approach the Ruawai College about advertising in 'The Torrent' of the prohibition. A copy of the resolution will also be sent to the Minister of Transport.

### **Attachments**

- Map of area proposed for the prohibition of motor vehicle traffic

# Temporary prohibition of traffic Raupo Drainage Stopbank

Print Date: 13/04/2017  
Print Time: 2:04 PM



Scale: 1:12500  
Original Sheet Size A4

Projection: NZGD2000 / New Zealand Transverse Mercator 2000  
Bounds: 1691666.00113186,5996054.13815552  
1695111.96747134,6000338.17928428

**File number:** 4201.03 **Approved for agenda** ☒  
**Report to:** Council  
**Meeting date:** 08 May 2017  
**Subject:** **Waste Management and Minimisation Plan 2017/2022 Draft for Public Consultation: Approval**  
**Date of report:** 21 April 2017  
**From:** Henri Van Zyl, Roding and Solid Waste Manager  
**Report purpose** ☒ **Decision** ☐ **Information**  
**Assessment of significance** ☐ **Significant** ☒ **Non-significant**

### Summary

The Waste Minimisation Act 2008 requires Council to review and adopt a Waste Management and Minimisation Plan every six years (Section 50). Prior to final adoption Council must undertake the special consultative procedure set out in s83 of the Local Government Act 2002. This Plan will also form the basis for future Solid Waste Asset Management Plans.

The purpose of the Waste Management and Minimisation Plan is to set out how Council will progress efficient and effective waste management and minimisation in the Kaipara district. It paves the way forward, considering current policy and the legal framework and Kaipara District Council's vision, with an overarching suite of guiding goals and objectives.

The review of the existing Waste Management and Minimisation Plan has been completed and a draft Waste Management and Minimisation Plan 2017/2022 [April 2017] (**Attachment 1**) is now ready to be adopted by Council to follow the special consultative procedure. Following a submission period of not less than one month a hearing will be held for submitters who wish to be heard. Council needs to consider the make-up of the Hearing Panel and select members and include that as a resolution of this report.

### Recommendation

*That Kaipara District Council:*

- 1 *Receives the Roding and Solid Waste Manager's report 'Waste Management and Minimisation Plan 2017/2022 Draft for Public Consultation: Approval' dated 21 April 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 *Approves the draft Waste Management and Minimisation Plan 2017/2022 [April 2017] for Special Consultative Procedure, as prescribed by Section 44 of the Waste Minimisation Act 2008; and*
- 4 *Appoints a Hearing Panel.*

**Reason for the recommendation**

Council's Waste Management and Minimisation Plan is legally required under the Waste Minimisation Act to be reviewed every six years and is now due for review.

**Reason for the report**

To seek Council approval to adopt the draft Waste Management and Minimisation Plan 2017/2022 [April 2017] for special consultative procedure and to appoint a Hearing Panel.

**Background**
***Waste Management and Minimisation Plan:***

In 2008 central government introduced the Waste Minimisation Act. The aim of the Act is for Territorial Authorities to 'encourage waste minimisation and decrease waste disposal'. This is to 'protect the environment from harm' and 'provide environmental, social, economic, and cultural benefits'. Council's Mission Statement to "Work with the community to preserve our heritage, enhance our environment, and provide the best possible services and facilities to make Kaipara an excellent place to live" recognises this.

Central government has imposed a \$10.00 per tonne levy on all waste that goes to landfill. A portion of this levy is returned to Council quarterly and is to be used on waste minimisation initiatives that reduce, reuse, recycle, recover, treat or dispose of waste.

Currently Council spends the majority of the returned levy on supporting the recycling initiative that is undertaken by the refuse contractor, Kaipara Refuse Ltd. Other initiatives that have been supported are the preparation of the Waste Management and Minimisation Plan, Paper for Trees initiative, upgrades to the Dargaville Transfer Station to make recycling easier and safer for participants, and to subsidise Love Kaipara's pilot scheme around educating the community about solid waste management and recycling. These have all been at zero cost to the ratepayer and have been funded out of the levy returned from central government.

The Waste Minimisation Act 2008 requires Council to review and adopt its Waste Management and Minimisation Plan every six years (Section 50). The review requires a draft to undertake the special consultative procedure set out under s83 of the Local Government Act 2002. This document will also form the basis for future Solid Waste Asset Management Plans.

The purpose of the Waste Management and Minimisation Plan is to set out how Council will progress efficient and effective waste management and minimisation in the Kaipara district. It paves the way forward, considering current policy and the legal framework and Kaipara District Council's vision, with an overarching suite of guiding goals and objectives.

The process of reviewing the current Waste Management and Minimisation Plan to date has been completed by Tonkin and Taylor in conjunction with key Council staff. The review has consisted of the development of a current "Waste Assessment". The Waste Assessment establishes the planning foundations for the Waste Management and Minimisation Plan by describing the waste situation, setting the vision, goals, objectives and targets for the district, and developing options for meeting future demand.

Following approval of the draft Waste Management and Minimisation Plan 2017/2022 [April 2017] by Council, a public consultation process is required to be undertaken by following the special consultative procedure as set out by the Local Government Act 2002. Council needs to appoint a Hearing Panel to hear submissions and to make recommendations to Council. In the past the Hearing Panel has typically consisted of three appointed Councillors, however it is a Council decision as to how they wish to proceed with this. Following any amendments made to the draft Waste Management and Minimisation Plan as recommended by the Hearing Panel, it will need to be considered and then a final Waste Management and Minimisation Plan adopted by Council. It needs to be noted that under s43 and s44 of the Waste Minimisation Act 2008 the Waste Management and Minimisation Plan can be amended at any time in the future provided the correct procedure is followed.

### **Issues**

Some of the key changes of the draft Waste Management and Minimisation Plan 2017/2022 [April 2017] are as follows:

- Building on collection service availability – drop-off for holiday homes, funding for kerbside recycling;
- Looking at litter to optimise (service versus cost);
- Continuing with education focus;
- Improving reporting through the use of a bylaw to capture information.

### **Factors to consider**

#### ***Community views***

Once the draft Waste Management and Minimisation Plan 2017/2022 [April 2017] is approved, it will be put out for public consultation, amended if deemed necessary and then a final Waste Management and Minimisation Plan adopted by Council. This gives the community the opportunity to submit their views for consideration and to be heard by the Hearing Panel.

#### ***Policy implications***

There are no known policy implications.

#### ***Financial implications***

Based on the 2010 Waste Minimisation and Management Plan, Council's cost for waste management services have, where possible, been covered by users of that service. This means Council funding has been restricted to providing top-up funding where services are not commercially viable rather than wholesale funding of services. Examples include:

- Providing a grant to support kerbside recycling;
- Providing partial operational funding for the transfer station at Dargaville;
- Cleaning up illegal rubbish; and
- Servicing of litterbins across the district.

Once the final Waste Management and Minimisation Plan is adopted, Council will then need to consider any funding associated with the management of solid waste and the various future options identified as part of the development of its Long Term and Annual Plans.

### ***Legal/delegation implications***

Section 42 WMA 2008 Waste Management and Minimisation Plan states that a territorial authority must adopt a Waste Management and Minimisation Plan.

Section 44 WMA 2008 Requirements when preparing, amending, or revoking plans states that in preparing, amending, or revoking a Waste Management and Minimisation Plan a territorial authority must:

- Have regard to the most recent assessment undertaken by the territorial authority under s51; and
- Use the special consultative procedure set out in s83 of the LGA 2002 and, in doing so, the most recent assessment undertaken by the territorial authority under s51 must be notified with the Statement of Proposal.

Section 50 WMA 2008 Review of Waste Management and Minimisation Plan states that a territorial authority must review its Waste Management and Minimisation Plan at intervals of not more than six year intervals and that before conducting a review, the territorial authority must make an assessment under s51.

### **Options**

**Option A:** Approve the draft Waste Management and Minimisation Plan 2017/2022 [April 2017] for public consultation, and appoint a Hearings Committee.

**Option B:** Approve the draft Waste Management and Minimisation Plan 2017/2022 [April 2017], with amendments, for public consultation, and appoint a Hearings Committee.

**Option C:** Do not approve the draft Waste Management and Minimisation Plan 2017/2022 [April 2017] for public consultation.

### **Assessment of options**

**Option A:** The current draft Waste Management and Minimisation Plan 2017/2022 [April 2017] has been prepared with support from Tonkin and Taylor in conjunction with key Council staff. It is viewed that it has followed a robust process to produce the draft Waste Management and Minimisation Plan 2017/2022. The appointment of a Hearings Committee would facilitate the special consultative process.

**Option B:** Council may decide that some amendments are required prior to public consultation. Any changes required by Council will be undertaken prior to releasing the draft Waste Management and Minimisation Plan 2017/2022 for public consultation. The appointment of a Hearings Committee would facilitate the special consultative process.

**Option C:** This would put Council in a position of being non-compliant with statute. Potentially Waste Levy contributions from central government could be suspended until the review of the Waste Minimisation and Management Plan has been completed.

### **Assessment of significance**

Not significant in relation to the Significance and Engagement Policy as:

- It does not involve more than \$3,000,000 or more budgeted expenditure;
- It does not involve \$300,000 or more unbudgeted expenditure;



- The decision will not impact by increasing individual rate levies by 10%;
- There is no transfer of ownership or control of a strategic asset to or from the Council; and
- The level of service will remain the same.

**Recommended option**

The recommended option is **Option A**.

**Next step**

Release the draft Waste Management and Minimisation Plan 2017/2022 for public consultation.

**Attachments**

- Att 1 Draft Version of Waste Management and Minimisation Plan 2017/2022 [April 2017]
- Att 2 Statement of Proposal

NB: The 2016 Waste Assessment will be made available on the Kaipara District Council Website.

## **Kaipara District Council**

# **Waste Management and Minimisation Plan 2017/2022**

**April 2017**

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## Acknowledgements

This document was compiled originally by Tonkin + Taylor at the request of Kaipara District Council in June 2016. After review by Council the original Tonkin + Taylor document was converted to Kaipara District Council document and amended by Council.

Kaipara District Council acknowledges Tonkin + Taylor input and assistance with creating this final draft document.

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## Part A – Strategy

### 1 Introduction

#### 1.1 Purpose of the plan

This Waste Management and Minimisation Plan (WMMP) sets out how Kaipara District Council will progress efficient and effective waste management and minimisation in the Kaipara district. It paves the way forward, considering current policy and the legal framework and Kaipara District Council's vision, with an overarching suite of guiding goals and objectives.

This WMMP fulfils Council's obligations under the Waste Minimisation Act 2008 (WMA).

#### 1.2 Scope of plan

This WMMP covers solid waste generated in the Kaipara district.

#### 1.3 Current status of plan

##### ***May 2017***

This plan is the draft of a new plan developed to replace the 2010 Waste Minimisation and Management Plan. This document will be revised and updated following public consultation prior to being adopted by Council as a framework and guide for waste minimisation and management activity in the Kaipara district from 2017 to 2022.

##### ***Plan review***

Once adopted this plan needs to be reviewed no later than six years from adoption. The plan will be reviewed within this timeframe, or earlier if a change in circumstances provokes a review of Kaipara's waste management and minimisation policy framework.

## 2 The waste situation

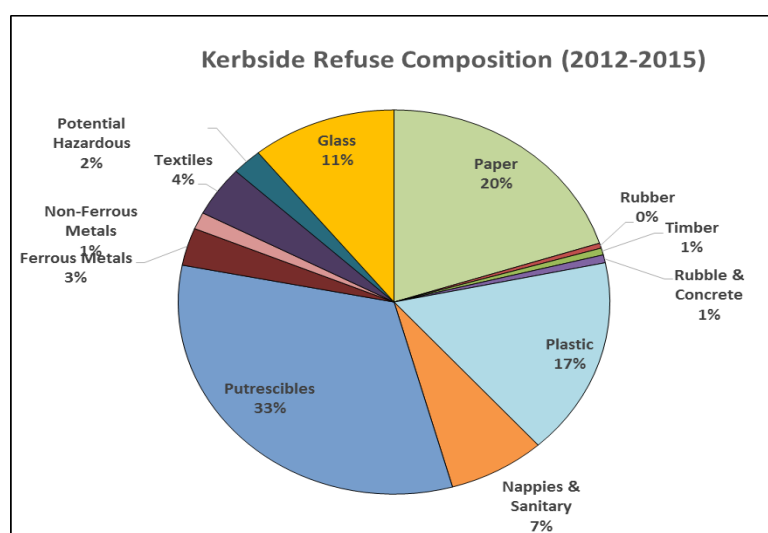
### 2.1 Volume and composition of waste and diverted materials

#### 2.1.1 Waste composition

Waste composition audits provide information about the make-up of a waste stream and can help identify materials that make up large or disproportionate parts of the waste stream to target when forming waste management and minimisation strategies.

Within the Kaipara district, refuse bag audits have been undertaken by Kaipara Refuse (KR) since 2012, in accordance with the Ministry for the Environment's Solid Waste Analysis Protocol (2002). The survey regime is to undertake one such audit each year, allowing for seasonal variation by alternating the times of the year at which the audit is undertaken. This means that a full waste profile is provided every four years. The waste composition suggested by the audits is presented in Figure 1.

**Figure 1 Kerbside Refuse Composition 2012/2015**



The composition data presented is consistent with data reported in other parts of the country for kerbside material. Material taken directly to landfill or transfer station (self-haul) tends to have a larger proportion of bulk items (timber, rubble) and the putrescible fraction has a higher proportion of garden rather than food waste. Summary figures are noted in Table 1: Bag and Self-Haul Composition.

**Table 1: Bag and Self-Haul Composition**

Primary Category	Refuse Bag	General Waste
Paper	17%	12%
Plastic	18%	14%
Putrescibles	37%	32%
Ferrous Metals	3%	3%
Non-Ferrous Metals	1%	1%
Glass	12%	4%
Timber	1%	13%
Other	11%	22%
<b>TOTAL</b>	<b>100%</b>	<b>100%</b>

## 2.1.2 Kerbside and self-haul waste quantities

Estimated total waste, recycling, refuse (kerbside and self-hauled to transfer stations) is presented in Table 2.

**Table 2: Estimated Waste Quantities 2011-2015<sup>1</sup>**

Reporting year	Total waste	Estimated recycle	Total refuse	Estimated kerbside refuse	Estimated self-haul refuse	Estimated diversion rate
2015	5,509	<b>950</b>	4,559	<b>1,965</b>	<b>2,593</b>	<b>17%</b>
2014	4,540	<b>844</b>	3,695	<b>1,663</b>	<b>2,032</b>	<b>19%</b>
2013	4,486	<b>854</b>	3,632	<b>1,634</b>	<b>1,998</b>	<b>19%</b>
<b>2012</b>	<b>4,272</b>	<b>715</b>	<b>3,557</b>	<b>1,601</b>	<b>1,956</b>	<b>17%</b>
<b>2011</b>	<b>4,059</b>	<b>577</b>	<b>3,482</b>	<b>1,567</b>	<b>1,915</b>	<b>14%</b>

**Total refuse** quantities, measured in tonnes leaving each transfer station, were obtained from the transfer station operators for the Waste Assessment. All measurements occur as material leaves the transfer station to be transported to landfill or sold. This means there is no breakdown of where this waste originates - kerbside or self-haul from households (Municipal Solid), businesses (Commercial and Industrial) or construction activity (Construction and Demolition). Data is only available from 2013 onwards.

Some material collected from businesses in the district is transported directly to Puwera Landfill for disposal. The quantity of material handled in this way has not been quantified - Council has no access to the information.

**Kerbside refuse** in Kaipara district is collected in compactor trucks and consolidated at Awakino or Hakaru transfer stations prior to transport to landfill. Neither transfer station has a weighbridge so kerbside waste entering the transfer station is estimated rather than measured. For the figures presented in Table 2 kerbside **refuse** and **recycling** quantities have been estimated based on serviced households, average bag weights (from contractor waste audits) and collection cycles.

The remainder of the material leaving the transfer station destined for landfill is assumed to be material transported directly to the transfer station i.e. self-haul.

The data summarised in Table 2 suggests a diversion rate around 17% based on materials disposed of or recovered at the transfer stations and via the kerbside collections. This data does not include commercial waste transported directly to Puwera Landfill or materials collected for recycling or composting by Little River Transport or Bernie's Compost or directly from businesses.

The estimate recyclables figure for 2014 comprises approximately 40% paper/cardboard, 6% plastic, 25% glass and 30% metals.

There was a significant (20%) increase in waste captured in the collection and transfer station network from 2013 to 2014. Kaipara Refuse noted that there is an increase in rural properties using the roadside collection service, this accounts from some of the increase. It is possible that this is also being reflected in the capture of materials at the two transfer stations in the Kaipara district.

<sup>1</sup> Table 2: **Bold** font indicates estimated figures.



There are several waste streams that are known to exist but are difficult to quantify. Examples include rural waste managed on farm, materials captured as part of commercial activity (scrap metal, industrial by-products) and waste materials managed within manufacturing operations (for example bio-solids from food processing operations applied to land). This means that both waste disposed to landfill and waste diverted/recovered are likely to be underestimated.

### 2.1.3 Collection and drop-off system performance

Combining the waste composition data with data on the quantity of waste disposed of to landfill and recycled provides a basis for determining the capture of various materials 'available' in the waste stream. A summary assessment drawing on estimated quantities and composition is presented in Table 3.

The available data for bags (Kaipara specific) and general waste (NZ generic) suggests there are opportunities to capture additional recyclable material through the transfer stations and kerbside collections including organic material, timber, metals, paper, plastics and glass. Specifically:

- While **paper/cardboard** recovery is reasonable it should be possible to increase the capture of paper and cardboard at both kerbside and transfer stations;
- **Plastic** recovery is low, again it should be possible to increase the capture of materials at both kerbside and transfer stations;
- **Organic** waste recovery is under-estimated (there are no figures for material captured by Bernie's Compost in Dargaville) but there is a significant amount of material that could be targeted;
- **Metals** recovery is at a good level;
- **Glass** recovery is at a reasonable level; and
- The generic composition figures suggest there could be a significant amount of **timber** available for recovery in the general waste stream.

Table 3: Kaipara Waste Management System Performance

	Bags		General		Recovery	
	Composition	Tonnes/Year	Composition	Tonnes/Year	Tonnes/Year	Recover %
<b>Total</b>	100%	1,966	100%	2,593	950	17%
<b>Paper</b>	17%	334	12%	311	367	36%
<b>Plastic</b>	18%	354	14%	363	54	7%
<b>Organics<sup>2</sup></b>	37%	727	32%	830		See note <sup>2</sup>
<b>Ferrous<sup>3</sup></b>	3%	59	3%	65	282	69% See note <sup>3</sup>
<b>Non Ferrous<sup>3</sup></b>	1%	20	1%	16		See note <sup>3</sup>
<b>Glass<sup>3</sup></b>	12%	236	4%	109	247	42%
<b>Timber<sup>4</sup></b>	1%	20	13%	337		See note <sup>4</sup>
<b>Other</b>	11%	216	22%	563		

<sup>2</sup> Some material captured by Bernie's Compost, figures not available i.e. recovery tonnes and % are underestimates.

<sup>3</sup> This figure does not include materials handled by scrap metal dealers i.e. recovery tonnes and % are underestimates.

<sup>4</sup> No Kaipara specific data, some material captured at transfer stations

## 2.2 Infrastructure and Services

### 2.2.1 Collection

Weekly collection of household refuse within Kaipara district is undertaken as a user pays service with two companies providing refuse bag collections. Collection is available kerbside in urban settlements, and in some rural areas from designated collection points. Bag-based kerbside recycling collection is available in urban areas however a district-wide service is not currently in place.

Some waste (both refuse and recycling) from commercial and industrial premises in the Kaipara district is currently collected and disposed of outside the district. For example, Countdown in Dargaville operates a waste management system where some material is recovered and recycled (paper and cardboard), organic material (food waste) is diverted to animal feed and the residual waste is disposed of direct to Puwera Landfill.

Litterbins are provided in the urban centres and key reserves throughout the district. Litterbin collection is undertaken by the contractor at least three times per week, increasing to daily between December and March where visitor numbers significantly increase the population of some areas.

Illegal dumping is also cleaned up by Council contractors in response to reported incidents. For both abandoned vehicles and illegal litter, costs are recovered (where possible) from the perpetrator and infringements are issued where a perpetrator is identified.

### 2.2.2 Waste Transfer and Processing

Transfer stations, where waste can be dropped off by the public, are located at closed landfill sites on Awakino Road (in Dargaville) and at Hakaru (near Mangawhai). The two transfer stations are operated under contract to Kaipara. Both sites provide refuse and recycling facilities for public usage. Approved bags are accepted free of charge and charges for vehicle loads vary depending on vehicle size and the refuse type. A small number of items, typically inorganic items that could be reused, are manually removed from the waste stream by transfer station staff for recycle or sale.

No weighbridge is currently installed at either site. All quantities received at each site are estimated through volume. Refuse is weighed as it enters Puwera Landfill in Whangarei.

A simple sorting facility run by Kaipara Refuse at Ruawai sorts the recycling from Awakino Transfer Station and the kerbside and rural collections. Public drop-off is available at this site during working hours.

### 2.2.3 Costs for Waste Management

Based on the 2010 Waste Minimisation and Management Plan, Council costs for waste management services have, where possible, been covered by the users of that service. This means Council funding has been restricted to providing top-up funding where services are not commercially viable rather than wholesale funding of services. Examples include:

- Providing a grant to support kerbside recycling;
- Providing partial operational funding for the Awakino transfer station;
- Funding clean-up of illegal dumping across the district; and

- Funding servicing of litterbins across the district.

The Long Term Plan 2015/2025 sets the budget for the waste management activity from 2015 to 2018 with provision to make amendments if required through the Annual Plan process. Funding is largely from general rates with revenue also sourced via targeted rates and internal charges. Expenditure is dominated by payments to staff and suppliers with finance costs and internal charges also featuring. This mix of funding and expenditure is projected in the Long Term Plan to continue to 2025.

## 2.3 Summary of district-specific issues

### 2.3.1 *Waste data - issues and constraints*

While there is some information available about the quantity and composition of waste generated in the Kaipara district the data is incomplete. The available data needs to be interpreted considering that:

- There is a mix of volume based estimates and measured weights;
- The source of waste is not always clear;
- There is no data on coverage, set out rate or participation rates for kerbside collection; and
- The data regarding quantity of waste collected or processed is not complete. For example:
  - The quantity of waste collected at kerbside (estimates based on average bag rate and subscribers only)
  - The quantity of waste composted at Bernie's Compost has not been quantified
  - The quantity of waste collected and transported directly to Puwera Landfill has not been quantified
  - The quantity of waste generated on rural properties and processed or disposed onsite has not been quantified.

There is a bylaw in place that provides for collection of data on collection services including quantities of material collected, destination for disposal or processing and coverage, set out and participation rates. Implementation of the bylaw in close consultation with collection and processing companies operating in the Kaipara district will improve the availability and quality of data available.

There is also potential to improve the reporting of waste materials handled by contractors on behalf of Council. Reporting on activity as part of contract obligations should include appropriately detailed reporting on waste source, quantity and destination.

### 2.3.2 *Waste Infrastructure - Issues Identified*

In collating and considering information about the delivery of waste services in the Kaipara district, a number of issues were identified. These issues represent challenges in delivering effective services and achieving the aims of the NZ Waste Strategy - reducing environmental harm and maximising resource efficiency. In many cases the issues also present opportunities for Council, the community and/or the private sector to improve waste minimisation and management in the district. The issues identified include:

- Illegal dumping of household waste including pre-paid bags placed in the wrong locations;
- Rural waste increasingly entering Council's waste management system:

- Increasing demand for collection in rural areas;
  - Increasing quantity of materials entering District transfer stations;
- Low diversion rate compared to other parts of New Zealand:
  - Low participation in the user pays recycle collection contributing to low diversion rates for paper/cardboard, plastics, cans and glass;
  - Very limited services available for organic waste collection;
- Ongoing cost of closed landfill management including the need to complete closure works - capping and leachate treatment; and
- Litterbins over-flowing including use by households, particularly holiday homes in Mangawhai and bins throughout Kaipara located in isolated areas.

### 3 Policies, plans and regulation

#### 3.1 Summary of guiding policies, plans and legislation that affect the WMMP

There is wide a range of statutory documents and associated policy that impacts on waste minimisation and management in the Kaipara district. These are summarised in Table 4, further detail is provided in the Kaipara Waste Assessment (2016).

*Table 4 Selected Relevant Policy for waste in Kaipara district*

Kaipara district	Northland region	National
<b>Kaipara Long Term Plan 2015/2025</b>	Northland Regional Policy Statement	Waste Minimisation Act 2008
<b>Kaipara Solid Waste Asset Management Plan</b>	Northland Regional Air Quality Plan	Health Act 1956
<b>General Bylaws 2008 – Part 4 (Solid Waste)</b>	Northland Regional Coastal Plan	Hazardous Substances and New Organisms Act 1996
<b>Kaipara District Plan</b>	Northland Regional Water and Soil Plan	Resource Management Act 1991
		Local Government Act 2002
		Climate Change Response Act 2002
		NZ Waste Strategy 2010
		NZ Emissions Trading Scheme

#### 3.2 Statutory requirements

A WMMP must contain a summary of the council's objectives, policies and targets for waste management and minimisation. The plan should clearly communicate how the council will deliver on these objectives.

Section 43 of the WMA states that a WMMP must provide for:

- a) objectives and policies for achieving effective and efficient waste management and minimisation within the territorial authority's district.
- b) methods for achieving effective and efficient waste management and minimisation within the territorial authority's district, including:
  - i collection, recovery, recycling, treatment, and disposal services for the district to meet its current and future waste management and minimisation needs (whether provided by the territorial authority or otherwise); and
  - ii any waste management and minimisation facilities provided, or to be provided, by the territorial authority; and

- iii any waste management and minimisation activities, including any educational or public awareness activities, provided, or to be provided, by the territorial authority.
- c) how implementing the plan is to be funded.
- d) if the territorial authority wishes to make grants or advances of money in accordance with section 47, the framework for doing so.

A WMMP must have regard to the waste hierarchy, the New Zealand Waste Strategy, and a council's most recent waste assessment.

## 4 Vision, goals, objectives and targets

### 4.1 Background

The preparation of this Waste Assessment has included a review of the Vision - Goals - Objectives framework set out in the previous WMMP. The relationship between Vision, Goals and Objectives is illustrated in Figure 2<sup>5</sup> and defined in Table 5<sup>5</sup>.

**Figure 2:** Vision, goals, objectives and targets

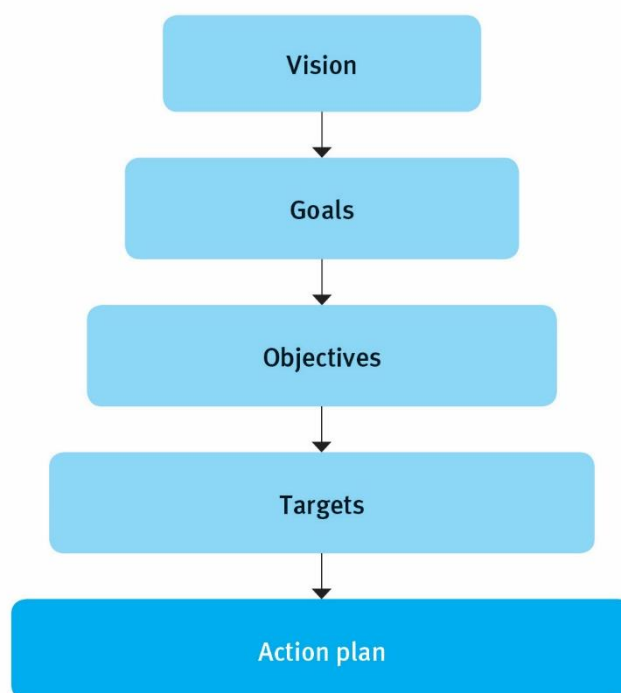


Table 5 provides definitions for vision, goals, objectives and targets.

**Table 5: Definitions for vision, goals, objectives and targets (adapted from MfE 2015)**

<b>Vision</b>	Kaipara's aspirational outcome - providing an overall direction and focus.
<b>Goal</b>	What Kaipara wants to achieve through the WMMP. The goal is not aspirational; it is achievable. It is a major step in achieving Council's vision for the WMMP.
<b>Objective</b>	The specific strategies and policies to support the achievement of the goals. Objectives are 'SMART' (specific, measurable, achievable, relevant and timely).
<b>Target</b>	A clear and measurable way to determine how well the council is achieving its goals. Targets should also be SMART.

<sup>5</sup> Sourced from Waste Assessments and Waste Management and Minimisation Planning – A Guide for Territorial Authorities, MfE 2015.

**Table 6: Vision - Goals - Objectives - Targets**

<b>Vision:</b>	<b><i>To make it easy to recycle and manage waste in the Kaipara District and promote the efficient use of resources.</i></b>	
<b>Objective</b>	<b>Relevant goal(s)</b>	<b>Target(s)</b>
1. To reduce the quantity of recoverable material entering landfill.	To maximise the diversion of waste from landfill.	<p>1.1 To decrease the annual quantity of waste disposed of to landfill from the Kaipara district to below 200kg per capita per year (equates to &gt; 30% diversion).</p> <p>1.2 To increase the quantity of material recycled through Council controlled services from 2014 figure of 530T<sup>6</sup>.</p> <p>1.3 To increase participation in kerbside recycling to over 70% of serviced households by 2020.</p>
2. To provide safe, environmentally sustainable and hygienic refuse collection and disposal.	To provide for services to residents that represent great value.	<p>2.1 Achieve resident satisfaction of &gt; 70 % (refuse) and 55% (recycling)<sup>6</sup>.</p> <p>2.2 To implement licensing in accordance with the current (2016) bylaw no later than March 2018.</p>
3. To reduce illegal dumping and associated negative environmental impact.	To provide for services to residents that represent great value.	<p>3.1 To respond to illegal dumping incidents within 72 hours.</p> <p>3.2 To report on the quantity of illegally dumped material each year.</p>
4. To improve available information on waste generation, diversion and disposal.	<p>To provide for services to residents that represent great value.</p> <p>To maximise local employment and business.</p>	<p>4.1 To implement licensing including data provision required by 2017.</p> <p>4.2 To publish a summary of available data on waste generation and management with each annual report from 2017/18.</p>

<sup>6</sup> From LTP 2015/2025



5. To avoid materials becoming waste.	To maximise the diversion of waste from landfill.	5.1 To support the provision waste education to the community including supporting regional and national waste reduction programmes.
6. To support combined local government and waste sector activities.		6.1 To actively participate in the Waste MINZ forums.

## 4.2 Council's intended role

Council will continue to adopt a user pays approach to delivery of waste minimisation and management services in the district. Where there are services with a public good component Council will provide funding in whole or in part. Examples include servicing of litterbins, cleaning up illegal dumping and the management of closed landfills. Where services can be provided on a commercial basis Council will allow the private sector to do so. Examples include refuse collection from households and commercial premises and processing of some waste and materials streams.

Council will continue to own and support the operation of some key infrastructure for waste management and minimisation in the district. This includes the two transfer stations and remaining collection cages in rural areas.

Council will provide information on waste management and minimisation to the community and make staff available for education purposes. Council will also work closely with other promoters of effective waste management and minimisation including Northland Regional Council and the WasteMINZ Behaviour Change Sector Group.

## 4.3 Protecting public health

A key objective of any waste management and minimisation system is to protect public health. Waste, particularly putrescible and hazardous waste, has the potential to be detrimental to health. From a health protection perspective the risk of actual public health impacts can be reduced by avoiding where possible and carefully managing contact with waste. In practice this means:

- Containing waste effectively. This involves:
  - Appropriate containers at point of generation e.g. workspace, kitchen
  - Appropriate containers for storing waste prior to collection - these may be reusable (wheelie bins) or single use (rubbish bags)
  - Regular collection or disposal
  - Suitable collection and transport vehicles
  - Disposal at a well operated landfill including adequate daily, intermediate and final cover.
- Excluding as far as possible vermin<sup>7</sup> that may spread waste or associated contaminants.

Kaipara District Council will address the health impacts of waste management and minimisation in the district through the implementation of the WMMP.

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<sup>7</sup> For example rodents, other stray animals, insects (flies, wasps).

## 5 Options for achieving effective and efficient waste management and minimisation

### 5.1 Introduction

Section 51 of the WMA requires that a waste assessment contains a statement of options available to meet the forecast demands of the district with an assessment of the suitability of each option.

This section summarises the identification and evaluation of options to meet the forecast demands of the district and to meet the goals set out in Section 4. The preferred options from this assessment will be incorporated into WMMP as methods and feature in the Action Plan.

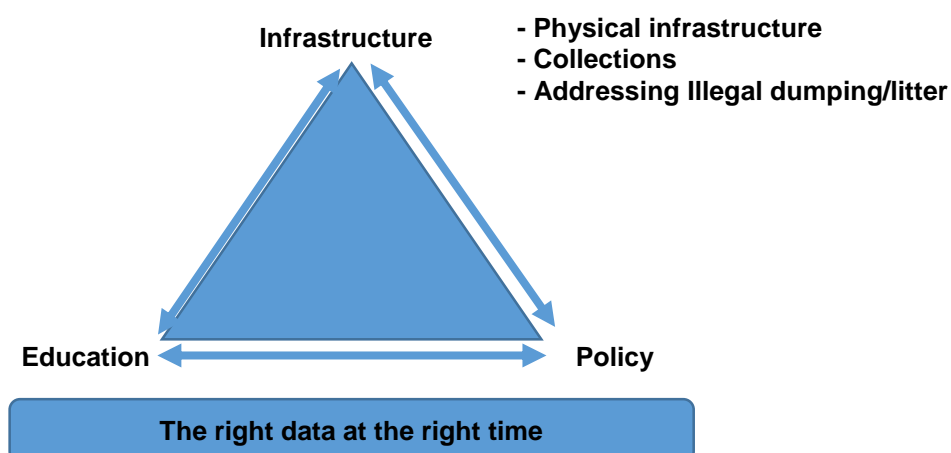
For the Kaipara district the total quantity of waste generated is not forecast to increase significantly over the life of this plan with reasonably low growth population and economic activity. Data suggests there is potential for material from rural properties entering the system more than in the past. Options considered need to allow for this.

The available data suggests that there is potential to increase the diversion of material from the current estimate of 15-20%. There are also ongoing issues with illegal dumping, challenges with obtaining robust data on waste and recycling activity and the potential for increasing quantities of materials entering the waste stream from rural properties. The focus of option identification and evaluation has been addressing these issues alongside meeting forecast demands.

### 5.2 Identifying options

There are a wide range of approaches to providing waste management and minimisation services and programmes that could be adopted in Kaipara. A useful way to consider options is the model set out in Figure 3. Simply put, effective waste management and minimisation relies on a combination of infrastructure (including collection), education/information and regulation or policy. These are supported by having the right data to inform strategic and operational decision making.

**Figure 3: Effective Waste Minimisation and Management**



For this waste assessment options have been identified by considering key challenges for waste management and minimisation in the Kaipara district (Refer Section 2.3) referencing approaches adopted elsewhere and looking for new solutions where appropriate. Options have also been considered with reference to the current recovery rates of key materials<sup>8</sup> (see Section 2.1.3).

Based on the model set out in Figure 3 options considered have been grouped as follows.

#### **Infrastructure**

- Providing **collection** services - collection of waste, recyclable materials (at kerbside or transfer station), organic waste and/or bulky items, litterbins;
- Providing **physical infrastructure** - fixed location or mobile drop-off facilities, waste processing and/or disposal facilities;
- **Managing the negative impacts of waste** - litter/illegal dumping clean-up, closed landfills, Environmental.

#### **Education**

- Changing behaviour - **education** programmes targeting schools, businesses and/or households;
- Contributing to national education/information programmes.

#### **Policy**

- Implementation of licensing provisions in the existing bylaw (service level, litter, data provision);
- Data collection via licensing of waste operators (as above);
- Targeted data collection, for example waste surveys;
- Making information on waste issues and opportunities available;
- Grant co-funding for projects that deliver on the goals and objectives for waste minimisation and management.

These options focus on the priority waste streams identified through the review of the current situation in Section 2 and summarised in Table .

**Table 7: Priority wastes and waste sources**

Recyclable materials	Other materials requiring active management include:	Waste sources
• Paper/Cardboard	• Hazardous waste	• Rural waste
• Plastics	• Difficult or special waste	• Industrial processing
• Organic Waste	• General waste	
• Metals		
• Glass		
• Timber		

<sup>8</sup> Key materials include paper/card, plastics, glass, organic waste, metals, glass and timber

## 6 Monitoring, evaluating and reporting progress

This Waste Management and Minimisation Plan will only have an impact in the Kaipara district if appropriate action is taken to achieve the Vision - Goals - Objectives. The Targets (Section 4 Table ) provide high level measure of progress. Monitoring, evaluation and reporting will focus on gathering data to assess progress against these targets.

### 6.1 Monitoring and evaluation

The assessment of the current situation highlighted gaps in information about waste generation, collection, processing and management in the Kaipara district. In some cases information exists however is not available to Council<sup>9</sup> while in other cases data is not currently available<sup>10</sup>.

Progress in achieving the Vision - Goals - Objectives of this WMMP will be monitored by collecting the data outlined in Table .

**Table 8: Data Source and Description**

Data Source	Information	Comment
Council contractors	Illegal dumping Litter (bins, clean-up) Kerbside refuse Kerbside recycling Transfer station refuse Transfer station recycling/recover	Contract reporting
Other collectors	Kerbside/Business refuse	Bylaw data requirements
Waste processing	Materials processed	Bylaw data requirements
Council contact database	Illegal dumping incidents	
Customer Surveys	Residents satisfaction	
Council Activity Reporting (Annual Report)	Bylaw implementation (licensing) Data summary	
Targeted data collection	Solid Waste Analysis Protocol Surveys (waste composition) Kerbside collection surveys (participation, set out rates) Recycling contamination survey	Contract requirement or targeted survey

Some of the activities in the Action Plan are focused on securing the information noted in Table . For example introducing licensing (based on the existing bylaw) and improving reporting under existing and future Council contracts.

<sup>9</sup> For example regarding private sector collection services.

<sup>10</sup> For example regarding the number of households participating in the kerbside recycling collection service.

Evaluation of the data collected will focus on measuring progress against the targets set out in Section 4, Table . The periodic review of the Action Plan (see Section 7.1 of the Action Plan) will consider how effective the actions underway or completed have been in achieving the Vision - Goals - Objectives of this Plan.

## 6.2 Reporting

Progress on implementing this WMMP will be reporting in Kaipara District Council's Annual Report each year. Reporting will note current performance against the targets based on available information. In the early stages of the Plan implementation it is likely that there will be significant gaps in the available data limiting Council's ability to quantify progress.

## Part B – Action Plan

### 7 Introduction

This Action Plan sets out the programme of action for achieving the Vision - Goals - Objectives and targets of the WMMP, as described in Part A – Strategy (Section 4), and should be considered in conjunction with the full WMMP.

This Action Plan covers the full life of the WMMP but provides more detail for Years One and Two. The Action Plan sets out actions with operational and financial implications for Kaipara District Council.

Consistent with Council's operational planning obligations under the Local Government Act 2002, activities set out in this Action Plan will need to be reflected in the relevant Kaipara District Council Long Term Plan and Annual Plan<sup>11</sup>. This means the Plan should be reviewed as part of the annual planning process (with a focus on 12-18 months of future activity) and Long Term Planning process (with a focus on a 3-5 year horizon).

The operational planning and funding implications of the activities set out in this Action Plan are noted in the Action Planning tables.

The Waste Assessment recommended the following options be included in an action plan for the Kaipara District Council WMMP (see tables 9, 10 and 11 below)

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<sup>11</sup> Currently Long Term Plan 2015/2025 and Annual Plan 2016/2017

## 7.1 Action planning tables

**Table 9: Infrastructure Actions**

Action	Timeline	Funding	Objective(s)	Target(s)
<b>Infrastructure</b>				
a. Determine community interest in additional/new rural drop-off locations Develop proposal for Annual Plan 2018/2019	February 2018	Rates (existing)	1, 2	2.1
b. Determine community interest in new holiday home drop-off locations Develop proposal for Annual Plan 2018/2019	February 2018	Rates (existing)	1, 2, 3	3.2
c. Investigate provision of a universal recycling collection (refer k. for funding options) Develop proposal for Annual Plan 2018/2019 <b>Implementation</b>	February 2018 <b>Subject to Annual Plan process</b>	Rates (existing) <b>Targeted rate</b>	1, 2	1.1, 1.2, 1.3
d. Develop a proposal for the Annual Plan 2018/2019 to promote composting <b>Implementation</b>	February 2018 <b>Subject to Annual Plan process</b>	Rates (existing) <b>Rates (existing)</b>	1, 5	1.1
e. Investigate the 'dry' waste sorting at Hakaru and Awakino Concept developed with contractors including pilot trial Develop proposal for Annual Plan 2019/2020 (subject to Pilot Trial) <b>Implementation</b>	December 2019 February 2020 <b>Subject to Annual Plan process</b>	Rates/Contractors Rates (existing) <b>To be determined</b>	1, 2	1.1, 1.2



Action	Timeline	Funding	Objective(s)	Target(s)
f. Consult with the community on the best solution for litter bins Develop concepts and trial, seek community feedback Develop proposal for Annual Plan 2018/2019 (subject to Pilot Trial) <b>Implementation</b>	December 2017 - June 2018 February 2018 <b>Subject to Annual Plan process</b>	Rates (existing) Rates (existing) <b>To be determined</b>	2, 3	3.2

Table 10: Education Actions

Action	Timeline	Funding	Objective(s)	Target(s)
<b>Education Actions</b>				
g. Update and maintain information on the Kaipara District Council website	June 2017, ongoing	Rates (existing)	4, 5	5.1, 4.2
h. Disseminate information on waste services to all residents Prepare material for dissemination Circulated to all residents	June 2017 Oct 2017, ongoing	Rates (existing) Rates (existing)	4, 5	5.1
i. Support Northland Regional Council environmental education activities	Ongoing	Rates (existing)	6	5.1
j. Participate in national education/advocacy activities	Ongoing	Rates (existing)	6	5.1, 6.1

**Table 6: Policy Actions**

Action	Timeline	Funding	Objective(s)	Target(s)
<b>Policy Actions</b>				
k. Investigate options and alternatives for funding of recycling collection (linked to Action c.)	As for Action c.	As for Action c.	1, 2	1.1, 1.2, 1.3
l. Develop criteria for making grants available from Waste Levy funds Develop criteria grant funding <i>(future contestable fund)</i>	June 2019 <b>Subject to Council approval</b>	Rates (existing) <b>Council Waste Levy fund</b>	1, 5	1.1, 5.1
m. Develop an implementation plan for the existing Solid Waste Bylaw Discuss reporting requirements with waste sector in Kaipara <b>Pilot including reporting forms and data storage/reporting</b> <b>Licence all waste collectors and processors in Kaipara</b>	July - Oct 2017 <b>From Oct 2017</b> <b>By March 2018</b>	Rates (existing) Rates (existing) <b>Licence fees</b>	2, 4	2.2, 4.1
n. Reporting on progress against the targets in the WMMP in Annual Reports Draft reporting outline for Annual Report 2017/2018 (using existing data) Improve reporting on Council contracts (Awakino, Hakaru, Collections) Ongoing Report on WMMP Targets	Oct 2017 From June 2017 Each Annual Report	Rates (existing) Rates (existing) Rates (existing)	4	4.2

## 8 Funding structure

### 8.1 Plan implementation funding

The funding of the implementation of this WMMP will come from user charges, ratepayer funds and levy payments returned to Council.

**User charges** will fund kerbside refuse collection and the disposal or management of materials at Transfer Stations.

**Ratepayer funds** will provide public good focused services. Examples include supporting transfer station operations where user charges are not adequate to cover the full cost of operation, illegal dumping clean-ups, litterbin servicing, licensing implementation, education activities and reporting on plan implementation.

**Levy payments** will fund support of the existing recycling collection and contestable grants (subject to Annual Planning process and approvals) for activities that promote or achieve the Goals and Objectives of this WMMP.

Details of funding sources, quantities and allocation can be found in Council's Long Term Plan and Annual Plan updates to the Long Term Plan.

### 8.2 Grants and advances of monies

As part of the implementation of the WMMP Council will develop criteria for making grants available from Council's allocation of Waste Levy funds. The amount of money available for grants will be determined as part of the Annual Plan process however is expected to be in the order of 15% of the levy funding received by Council.

Criteria will be based on the funded activities contribution to promoting and achieving the Vision, Goals and Objectives for waste minimisation and management. Activities with co-funding will be preferred with Council expecting 50% or more contribution from partners other than Council.

Applications for funding will also be assessed for their ability to deliver the promised benefits. Specific areas for assessment will include organisation capability to deliver the project, governance arrangements, accountability and track record in delivering similar projects.

### 8.3 Waste minimisation levy expenditure

The Long Term Plan and Annual Plan allocate all of the Levy funding received by Council for the support of kerbside recycling in the district. Subject to consideration as part of the Annual Plan 2018/2019 process up to 15% of the Levy funds received by Council will be made available for activities that promote and or help the community to achieve their Vision, Goals and Objectives for waste minimisation and management.

## 9 Targets and measurement

The Targets set out in Section 4 Table of Part A of this WMMP provide a high level measure of progress. Monitoring, evaluation and reporting will focus on gathering data to assess progress against these targets, inform refinement of existing actions and development of future actions.

Progress in achieving the Vision - Goals - Objectives of this WMMP will be monitored by collecting the data outlined in Section 6 **Error! Reference source not found..**

Some of the activities in this Action Plan are focused on securing the information noted in **Error! Reference source not found..** For example introducing licensing (based on the existing bylaw) and improving reporting under existing and future Council contracts.

Periodic review of the Action Plan (see Section 7.1 of the Action Plan) will consider how effective the actions underway or completed have been in achieving the Vision - Goals - Objectives of this Plan. Table 7 links Targets to measures noted in **Error! Reference source not found..** Table 8 provides definitions for key measures.

**Table 7: Measuring progress against Targets**

Target	Measure
1.1 To decrease the annual quantity of waste disposed of to landfill from the Kaipara district to below 200kg per capita per year (equates to > 30% diversion).	Tonnes of waste per capita
1.2 To increase the quantity of material recycled through council controlled services from 2014 figure of 530T <sup>12</sup> .	Tonnes of waste recycled per year
1.3 To increase participation in kerbside recycling to over 70% of serviced households by 2020 ( <b>to be confirmed</b> ).	Participation rate
2.1 Achieve resident satisfaction of > 70 % (refuse) and 55% (recycling) <sup>12</sup> .	Survey results - satisfaction
2.2 To implement licensing in accordance with the current (2016) bylaw no later than March 2018.	Licensing implemented including quality of service
3.1 To respond to illegal dumping incidents within 72 hours of being informed of the incident.	Time to clean up illegal dumping incidents
3.2 To report on the quantity of illegally dumped material each year.	Tonnes of waste cleaned up from illegal dumping incidents per year and cost.
4.1 To implement licensing including data provision required by March 2018.	Reporting commenced
4.2 To publish a summary of available data on waste generation and management with each annual report from 2017/2018.	Summary reporting on Waste Minimisation and Management Plan in Annual Report
5.1 To support the provision waste education to the community including supporting regional and national waste reduction programmes.	Waste education activity noted in Summary Report for Target 4.2
6.1 To actively participate in the WasteMINZ forums.	Activity noted in Summary Report for Target 4.2.

<sup>12</sup> From LTP 2015/2025

**Table 8: Measure Definitions**

Measure	Definition
Tonnes of waste per capita	Total quantity of waste disposed of to landfill (from contract and bylaw reporting) divided by Kaipara usually Resident Population
Tonnes of waste recycled per year	Total quantity of waste recycled or recovered (from contract and bylaw reporting) divided by Kaipara usually Resident Population
Participation rate	The % of households in Kaipara district that use the kerbside recycling service in a three week survey period.
Residents satisfaction	[Measure as defined in LTP 2015/2025]
Tonnes of illegal dumped material	Total quantity of illegally dumped material picked up by Kaipara district contractors per year.



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## **Statement of Proposal**

### **Background:**

Kaipara District Council adopted its first Waste Minimisation and Management Plan in Sept 2010, this plan was subject to a review in 2016.

Section 50 of the Waste Minimisation Act 2008 requires the Council to review its existing Waste Management and Minimisation Plan (WMMP) at least every six years, and if changes are required to develop and adopt a new plan.

Section 43 of the Waste Minimisation Act 2008 requires that the WMMP contain a summary of Council's objectives, policies and targets with respect to waste management and minimisation, and that it clearly communicates how Council proposes delivering (including funding) these objectives through its activities.

Section 44 of the Waste Minimisation Act 2008 also sets out specific requirements when amending or revoking the current WMMP. These include:

- Consideration of the waste hierarchy – reduction, reuse, recycling, recovery, treatment and disposal (in descending order of importance);
- Ensure that the collection, transport and disposal of waste does not or is not likely to cause a nuisance;
- Having regard to the New Zealand Waste Strategy 2010;
- Having regard to the most recent waste assessment undertaken by Council as a requirement of s51 of the Waste Minimisation Act 2008; and
- Completion of public consultation in accordance with s83 of the Local Government Act 2002.

### **WMMP Summary**

The draft WMMP proposes the regional vision of “To make it easy to recycle and manage waste in the Kaipara district and promote the efficient use of resources”.

Council acknowledges that it has limited resources to implement wholesale changes to effect waste minimisation practices. It does, however, commit through the proposed WMMP to continue to take positive steps to influence change and deliver services that will incrementally over time deliver enhanced environmental outcomes and resourcefulness.

A key emphasis of the proposed WMMP is the desire to gain greater knowledge of our waste stream. We have been disadvantaged to date by the lack of detailed waste data due to limited reporting requirements. The WMMP signals the desire to implement the current waste bylaw that requires all waste operators to be licensed, and this will involve the sharing of waste data.



**Vision, Goals and Objective comparison 2010 - 2017**

	2010	2017 (Proposed)
<b>Vision</b>	To provide for the waste management needs of Kaipara district and promote working towards zero waste through efficient and effective waste management in the community.	To make it easy to recycle and manage waste in the Kaipara district and promote the efficient use of resources.
<b>Goals</b>	Target the major products produced by the community. Embraces the concept of users pays. Focus on reducing the quantities of waste produced.	To maximise the diversion of waste from landfill. To provide for services to residents that represent great value.
<b>Objectives</b>	To provide environmentally sustainable and hygienic refuse collection and disposal. To promote awareness of, encourage and facilitate waste minimisation and a decrease in waste to landfill. To create affordable opportunities to reduce or divert waste. To increase the available information regarding waste. To ensure that waste producers and individuals take responsibility for their own waste.	To reduce the quantity of recoverable material entering landfill. To provide environmentally sustainable and hygienic refuse collection and disposal. To reduce illegal dumping. To improve available information on waste generation, diversion and disposal. To improve community understanding of issues and opportunities for waste management in the Kaipara district. To avoid materials becoming waste. To support combined local government and waste sector activities.
<b>Comment</b>	The Vision linked to the New Zealand Waste Strategy 2002. The Goals had a strong focus on user pays with the current services reflecting that focus.	The draft Vision links to the Kaipara district Vision (where it is easy to live). The draft Goals focus on reducing reliance on landfill, quality of service and creating local economic opportunities. The objectives provide a framework for addressing core issues for the district - quality of service, illegal dumping and community understanding of waste issues.

Summarised proposed actions include:

- Determine community interest in additional/new rural drop-off locations;
- Determine community interest in new holiday home drop-off locations;
- Investigate the 'dry' waste sorting at Hakaru and Awakino. Maximising diversion from Landfill;

- Consult with the community on the best solution for litterbins;
- Update and maintain information on the Kaipara District Council website;
- Disseminate information on waste services to all residents;
- Support Northland Regional Council environmental education activities;
- Participate in national education/advocacy activities;
- Investigate options and alternatives for funding of alternative recycling collection;
- Develop criteria for making grants available from Waste Levy funds;
- Develop an implementation plan for the existing Solid Waste Bylaw;
- Reporting on progress against the targets in the WMMP in Annual Reports.

### Consultation

The consultation period will commence on **TBC** and close at 4.00pm **TBC**.

Anyone is welcome to make a submission on the proposed WMMP 2017/2022.

A copy of the proposed Kaipara District Council WMMP 2017/2022 and Statement of Proposal along with the 2016 Waste Assessment are available from:

- Kaipara District Council Office 42 Hokianga Road, Dargaville; or
- Kaipara District Council Office Unit 6, The Hub, 6 Molesworth Drive, Mangawhai;
- Kaipara District Council Dargaville Library 71 Normanby Street, Dargaville;
- Council Website [www.kaipara.govt.nz](http://www.kaipara.govt.nz) ;
- By telephoning Council on 0800 72 7059;
- Emailing: [council@kaipara.govt.nz](mailto:council@kaipara.govt.nz) ;

### Methods for making a submission

Submissions may be made electronically or in writing. Electronic submissions forms are available on Council's website at: [www.kaipara.govt.nz](http://www.kaipara.govt.nz). A hard copy submission form is attached to the back of this document. Further hard copy submission forms can be downloaded from Council's website or obtained from either the Dargaville or Mangawhai Council offices.

Submissions are to be addressed to:

Proposed Waste Management and Minimisation Plan 2017/2022 – Submissions  
 Kaipara District Council  
 Private Bag 1001  
 Dargaville 0340

Or marked "Submission Waste Management and Minimisation Plan 2017/2022" and may be:

- Delivered by hand to Kaipara District Council Office 42 Hokianga Road, Dargaville; or Kaipara District Council Office Unit 6, The Hub 6 Molesworth Drive, Mangawhai.
- Posted to Kaipara District Council, Private Bag 1001, Dargaville 0340.
- Emailed to [council@kaipara.govt.nz](mailto:council@kaipara.govt.nz)

### **Hearing of Submissions**

Persons making submissions who wish to be heard by Council will be given the opportunity to do so. The time and venue for the hearing of submissions will be advised later. Submitters wishing to be heard will be advised individually.

**File number:** 3807.05

**Approved for agenda** ☒
**Report to:** Council

**Meeting date:** 08 May 2017

**Subject:** Variation 1 to the Kaipara District Plan

**Date of report:** 24 April 2017

**From:** Howard Alchin, Policy Manager

**Report purpose:** ☒ **Decision** ☐ **Information**
**Assessment of significance:** ☐ **Significant** ☒ **Non-significant**

### Summary

This Report is to seek formal Council approval to amend the Operative District Plan in accordance with the Environment Court decision [2015] NZEnvC 069 (**Attachment 1**) and to publicly notify the amendment, as required by the First Schedule to the Resource Management Act 1991 (RMA). This Decision amends Rule 12.10.3c of the Kaipara District Plan (**Attachment 2**).

Variation 1 to the Kaipara District Plan (Outstanding Natural Landscapes) was notified in 2009.

The matter was subject to appeal to the Environment Court, with only two appeals requiring a hearing and some six appeals being resolved by way of Consent Order in late 2014. The remaining two appeals were the subject of two Decisions, with the final Decision directing the Council to amend Rule 12.10.3c to the Operative Plan to give effect to the Court's decision. The amended Plan Text was endorsed by the Court, with Judge Newhook's signature and the seal of the Environment Court.

Pursuant to Clause 17 of the First Schedule of the RMA, Council must now approve the amendment to the Operative District Plan as a result of the Environment Court's decision. A Public Notice will be placed in newspapers covering the Kaipara District, announcing that the Operative District Plan (Rule 12.10.3c) has been amended and is operative, with the date being set no sooner than five working days after the Public Notice appears. The District Plan will then be officially operative. The date set as when Rule 12.10.3c will become operative is 01 June 2017.

### Recommendation

*That the Kaipara District Council:*

- 1 *Receives the Policy Manager's report 'Variation 1 to the Kaipara District Plan' dated 24 April 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 *Directs Council officers to amend the Operative District Plan (Rule 12.10.3c) in accordance with the Environment Court's decision on Variation 1 dated 17 April 2015; and*

- 4 Approves Variation 1 in accordance with Clause 17 of the First Schedule of the Resource Management Act 1991; and
- 5 Resolves to delegate to the Chief Executive the authority to publicly notify the 'operative date' at least five working days beforehand.

#### **Reason for the recommendation**

With the remaining appeals regarding the Operative District Plan resolved by way of an Environment Court decision, the next step in the process under the RMA is for Council to approve the amended Rule 12.10.3c and notify it as operative.

#### **Reason for the report**

The purpose of this report is to seek Council's approval to make amended Rule 12.10.3c to the Kaipara District Plan operative. This is done in order to give effect to the final Decision of the Environment Court ([2015] NZEnvC 069) on Variation 1 (Outstanding Natural Landscapes).

#### **Background**

The purpose of Variation 1 was to identify Outstanding Natural Landscapes, and provide for their protection from inappropriate use and development, in accordance with the purpose and principles of the Resource Management Act 1991 (RMA). Variation 1 was publicly notified on 02 December 2010.

On 06 July 2012, Council notified its decision on Variation 1 following a hearing before an independent panel and receipt of their recommendation. A number of appeals on Council's decision were lodged with the Environment Court during July to August 2012. The appeals were either withdrawn or resolved by way of consent order, leading up to and during an Environment Court hearing of the remaining two appeals that commenced in May 2014.

On 27 August 2014, the Environment Court issued its interim Decision on Variation 1 ([2014] NZEnvC 182). This Decision directed the parties to cooperate and lodge a proposed amended Rule 12.10.3c with the Environment Court.

On 17 April 2015, the Environment Court issued its Final Decision on Variation 1 ([2015] NZEnvC 069). This Decision confirmed the text offered by the parties and directed Council to incorporate the text into the District Plan. The appeal period for this decision has expired, and no appeals were lodged with the High Court.

There has been some delay between the Court resolving this matter, and the amended plan text being brought before Council to approve, due to administrative oversight.

Pursuant to Clause 17 of the First Schedule of the RMA, Council must now approve the Plan as changed through the settlement of that appeal.

A Public Notice will be placed in newspapers covering the Kaipara District, announcing that Rule 12.10.3c of the Operative District Plan is amended, with the operative date being set no sooner than five working days after the public notice appears. The date set for when amended Rule 12.10.3c becomes operative is 01 June 2017.

## **Issues**

### ***Settlement of appeals to the Kaipara District Plan***

The remaining appeal to the Kaipara District Plan has now been settled, by way of Environment Court Decision, to amend Rule 12.10.3c. Pursuant to Clause 17 of the First Schedule to the RMA, Council must now approve the amended Rule 12.10.3c as changed through the appeal process.

A Public Notice will be placed in newspapers covering the Kaipara District, announcing the amended Rule 12.10.3c is now operative, with the operative date being set no sooner than five working days after the Public Notice appears. Rule 12.10.3c of the Kaipara District Plan, as amended by way of Environment Court Decision [2015] NZEnvC 069, will then be officially operative. The date set for when the Rule will be operative is 01 June 2017.

## **Factors to consider**

### ***Community views***

The District Plan undertook a robust and full public process through following the First Schedule of the RMA, which defines the process all reviews, plan changes and variations must follow. Community views have been heard and considered before decisions were made. There was a high degree of community interest in the Plan Change process, particularly Variation 1, which received 500 submissions and 56 further submissions in 2011.

As a result of the settlement of appeals, the community will have an updated and current District Plan, with the uncertainty of provisions subject to appeals, as Chapter 12 currently states, removed

### ***Policy implications***

The District Plan is a policy document, setting direction for growth and rules for development. The District Plan has been through a robust and public process.

Compliance with the decision-making requirements in sections 76-78 of the Local Government Act 2002 has been achieved through the public participation process of the RMA including calling for submissions, holding hearings and the right of appeal that was exercised to the Environment Court.

### ***Legal/delegation implications***

Under the RMA, Council is required to resolve to approve the District Plan and Variation 1 (amended Rule 12.10.3c) as amended through the Environment Court decision. This agenda item ensures Council meets all of its legal obligations for the District Plan, as set out under the RMA.

## **Options**

Council does not have any other options on the matter.

## **Assessment of significance**

It is not considered that this will trigger Council's Significance and Engagement Policy.

**Next step**

The website is to be updated by 01 June 2017 with the amended Operative District Plan. Public Notices will be placed in newspapers that cover the Kaipara District, which will state 01 June 2017 as the date from which the Kaipara District Plan (Rule 12.10.3c) is operative.

**Attachments**

- Attachment 1: Final Decision of the Environment Court ([2015] NZEnvC 069)
- Attachment 2: Amended Kaipara District Plan text for Rule 12.10.3c

**BEFORE THE ENVIRONMENT COURT**

Decision No. [2015] NZEnvC **069**

**IN THE MATTER** of an appeal under Clause 14 of Schedule 1  
of the Resource Management Act 1991 (**the**  
**Act**) concerning Variation 1 to the Kaipara  
District Plan, and an appeal under  
Section 120 of the Act

**BETWEEN** C CALVELEY

(ENV-2012-AKL-000138)

Appellant

MANGAWHAI HEADS HOLDINGS  
LIMITED

(ENV-2013-AKL-000012)

Appellant

**AND** KAIPARA DISTRICT COUNCIL

Respondent

Hearing: In Chambers at Auckland

Court: Environment Judge J J M Hassan  
Environment Commissioner R M Dunlop  
Deputy Environment Commissioner J Illingsworth

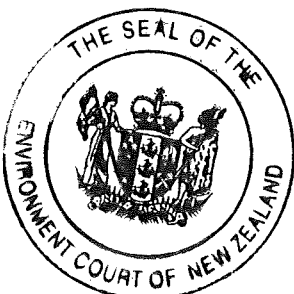
Date of Decision: **17** April 2015

Date of Issue: **17** April 2015

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**FINAL DECISION OF THE ENVIRONMENT COURT**

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### The MHHL appeal

- A: For the reasons set out, the Kaipara District Council's decisions are amended by including in the subdivision consent for the subdivision of Lots 1 and 2 DP316176 the additional and amended conditions in Annexure A to this decision (and deleting the conditions which those additional and amended conditions supercede).
- B: The Kaipara District Council is directed to update its records to include a self-contained subdivision consent that incorporates the amendments in Annexure A and is to provide to the Court a copy of that updated record for the Court file.

### The Plan appeal

- C: For the reasons set out, the Kaipara District Council is directed to amend Variation 1 to the Kaipara District Plan by deleting existing rule 12.10.3c and replacing it with rule 12.10.3c as set out in Annexure B to this decision.

### Costs

- D: Any application for costs is to be filed and served within 14 working days of the date of this decision. Any reply must be filed and served within a further seven working days.

## REASONS

### Introduction

[1] This, and the court's first decision,<sup>1</sup> concern related appeals in respect of land at the end of Kapawiti Road, near the coastal township of Mangawhai in the Kaipara district. The land (the *Subject Site/Site*) is in two allotments:

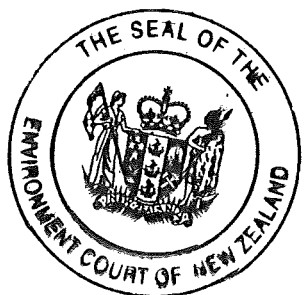
- (a) Lot 2 DP 316176 (the *Lower Part*) is 18.102 hectares in area; and
- (b) Lot 1 DP 316176 (the *Upper Part*) is 29.273 hectares in area.

### The appeals

[2] Mangawhai Heads Holdings Limited (*MHHL*) appealed the Council's decisions on MHHL's subdivision and land use consent applications for the Subject Site (*MHHL appeal/appeal*). That decision refused five of the proposed lots for the Upper Part of the

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<sup>1</sup> [2014] EnvC 182.



Site and associated dwellings, and two of 15 house lots for the Lower Part of the Site. In its appeal, MHHL sought the full extent of rural-residential subdivision development it had applied for, and challenged the conditions imposed by the Council in respect of the entire Site.

[3] C Calveley's appeal (*Plan appeal*) was the last remaining appeal against Variation 1 of the Kaipara District Plan (the *Plan*). Although the appeal was initially wide-ranging, it was amended and confined to seeking an exemption from the 50m<sup>2</sup> gross floor area requirement in Rule 12.10.3c(1)(b) for dwellings on the 13 consented lots of the Lower Part of the Site.

[4] Marunui Conservation Limited, The Friends of the Brynderwyns Society Incorporated, C and J Hawley, and Mangawhai Ratepayers and Residents Association joined the appeals as s 274 parties for both appeals. They presented a joint case.

[5] Our first decision:

- (a) Declined land use consent to establish five<sup>2</sup> houses on Lot 1 DP 316176 and declined the appellant's application for Lots 15 and 17 to 20 to be included as part of the subdivision of Lots 1 and 2 DP 316176;
- (b) Directed the Council to amend Variation 1 to the Plan by including in the Plan a restricted discretionary activity rule; and
- (c) Directed the Council to confer with the appellants and s 274 parties and to prepare and file, for the purposes of this decision:
  - (i) a full set of proposed conditions for the inclusion in the subdivision consent for the subdivision of Lots 1 and 2 DP316176 to give effect to our first decision on the MHHL appeal; and
  - (ii) draft restricted discretionary activity rule and related provisions for inclusion in Variation 1 to give effect to our first decision on the Plan appeal.



#### The parties' response

[6] On 12 November 2014 the Council filed a memorandum of counsel:

<sup>2</sup> Corrected from "seven" by an Erratum to [2014] NZEnvC 193, dated 16 September 2014.

- (a) Proposing draft conditions for the subdivision consent but recording nine different areas of disagreement on these; and
- (b) Proposing an agreed draft restricted discretionary activity rule.

[7] We have relied solely on the Council's memorandum to understand the parties' positions on points of disagreement, as no party filed further submissions on these matters.

### **Determinations as to matters in dispute concerning consent conditions**

#### ***Questions raised as to scope***

[8] For a number of the conditions in dispute, MHHL submits that it would be beyond the scope of its appeal for us to include the conditions as sought by the s 274 parties and/or the Council.

[9] The memorandum does not assist us on related legal principles. We now preface our determinations on the disputed conditions by setting out our understanding of those principles.

[10] We start with considering the position of the s 274 parties in terms of the scope limitations on what they can pursue.

[11] *Transit New Zealand v Pearson*<sup>3</sup> concerned the scope of a s 274 party's capacity to seek relief in the appeal that it joined. The appeal was confined to matters as to certain conditions to be included in a designation. Before the Environment Court, Mr Pearson sought to argue for cancellation of the designation. The High Court determined that he did not have scope to do so. Young J held that the scope of an appeal is the range between what was in the decision being appealed and the relief sought in the appeal.<sup>4</sup>



[2002] NZRMA 318 (HC).  
<sup>4</sup> *Pearson* at [48]-[50].

[12] Since *Pearson* was decided, s 274 has been amended several times.<sup>5</sup> Those changes include an express limitation on the scope of a s 274 party's capacity to call evidence and a prohibition against a s 274 party opposing the withdrawal or abandonment of an appeal. However, despite those changes, *Pearson* remains authoritative on the essential point. That is that the scope of the appeal defines the limits of what a s 274 party to an appeal can pursue by way of relief. The available limits to relief are between what was in the decision being appealed and the relief sought in the appeal.<sup>6</sup>

[13] In *Meridian Energy Ltd v Wellington Regional Council*,<sup>7</sup> the Environment Court referred to the principle in *Pearson* and went on to say that an incoming s 274 party is not free to define and argue for its own desired outcome but is confined to supporting or opposing only what is raised by the scope of the appeal documents. If the s 274 party wishes to seek an outcome other than one within that range the correct pathway is to lodge its own appeal.

[14] The Council participates in this appeal as the respondent whose Commissioner's decision is the subject of appeal.

[15] Ordinarily, having regard to fairness and due process considerations, a respondent Council would be expected not to resile from its decision either in its submissions or evidence. That expectation extends to the conditions its decision imposes. One reason for that is that planning and resource management procedures are dynamic and respondent Councils are also expected to assist the Court to achieve sustainable management of the relevant resource.<sup>8</sup> Also, flexibility is important to allow for processes of negotiation and dispute resolution as between parties so as to

<sup>5</sup> In particular by s 76 of the Resource Management Amendment Act 2003, s 99 of the Resource Management Amendment Act 2005, s 128(3) of the Resource Management (Simplifying and Streamlining) Amendment Act 2009, and s 45(3) of the Resource Management Amendment Act 2013.

<sup>6</sup> We have also considered the High Court decision in *Simons Hill Station Ltd and Royal Forest & Bird Protection Society of New Zealand Inc* [2014] NZHC 1362 (in respect of which leave has now been granted for this proceeding to go to the Court of Appeal). This case was concerned with the scope of what an appellant could pursue in an appeal, rather than the position of a s 274 party *per se*. However, on the matter of the scope of an appeal, the High Court's approach in *Simons Hill* appears less restrictive than in *Pearson*. Key differences appear to be that the appellant may rely on the submissions of others and that even matters not raised in submissions may (with leave) be advanced by the appellant where there is no prejudice to the other party.

<sup>7</sup> 17 ELRNZ 51 at [6]-[7].

<sup>8</sup> *Beca v Auckland City Council* Decision No. A102/99 at [15].



assist the fair and efficient disposition of appeal proceedings. As such, a respondent Council is allowed to resile from its decision where there is good reason to do so (which is adjudged as a matter of degree and fairness in each case).<sup>9</sup>

[16] However, as with the position of s 274 parties, what a respondent Council can pursue in a resource consent appeal is confined by the scope of that appeal. In essence, the appeal brings the matter to the Court and sets the boundaries for what can be pursued before the Court. The scope of the appeal is as described in *Pearson*, namely it is in the range between what was in the decision being appealed and the relief sought in the appeal.<sup>10</sup>

*Applying the legal principles*

[17] The question of scope that we must consider is as to what the s 274 parties (and the Council) may now pursue by way of conditions, beyond what was imposed by the Council Commissioner's decision.

[18] MHHL's appeal was against the partial decline of its application for consent and against conditions imposed by the Council Commissioner's decision. As to those conditions, the appeal effectively allowed for all of the conditions to be re-considered, deleted or replaced. In particular, the appeal attached (as Annexure C) a "Copy of requested conditions of consent"<sup>11</sup> which MHHL said were "...appropriate in support of the granting of the subdivision consent sought".<sup>12</sup> This proposed a range of amendments to a variety of the imposed conditions and carried over the wording of other conditions. Overarching this Annexure, the appeal sought "such other relief as may be necessary".

[19] Applying *Pearson*, we find that MHHL's appeal allowed considerable scope for the s 274 parties to argue for alternative approaches to conditions. The substance and effect of all conditions was put in issue by the MHHL appeal. That allowed the s 274 parties scope to pursue matters that were not pursued by MHHL and/or were contrary to what MHHL pursued. In effect, by leaving itself ample room to argue for wholesale

<sup>9</sup> *Canterbury Regional Council v Christchurch City Council* [2000] NZRMA 512 at [30]. See also *Chan v Auckland City Council* [1995] NZRMA 68; *Mead v Queenstown Lakes District Council* Decision No. C61/2009; *Staufenberg Family Trust No 2 v Queenstown Lakes District Council* [2012] NZRMA 223.

<sup>10</sup> *Simons Hill Station Ltd v Royal Forest and Bird Protection Society of New Zealand Inc.*

<sup>11</sup> Notice of appeal dated 30 January 2013, at 10(c).

<sup>12</sup> Notice of appeal dated 30 January 2013, at 10(d).



change to conditions, MHHL allowed equivalent license to the s 274 parties. The Council's position is more confined. Despite the broad scope of MHHL's appeal, it is expected to not resile, without good reason, from the conditions it imposed through its Commissioner's decision.

[20] However, in addition to the matter of scope, we must also be satisfied that the conditions we impose would be valid having regard to the principles espoused in *Newbury*<sup>13</sup> and *Estate Homes*.<sup>14</sup> Our first decision set out and discussed those principles.

[21] In that regard, it is important that we bear in mind that our determinations of conditions is consequential on the findings in our first decision. That decision sets out our findings on all of the principal matters in issue in the appeal, in light of all of the evidence we heard and other considerations we refer to in that decision.

[22] In some cases, we have found that the s 274 parties and/or the Council have been over-reaching in their pursuit of conditions that do not fairly or reasonably follow from those findings.

[23] On the other hand, we acknowledge the capacity of all parties to seek refinements and adjustments to conditions to ensure that they are clear and fit for their intended purpose of giving proper effect to relevant findings in our first decision.

[24] If we are satisfied that conditions sought are within scope and are valid, we must also be satisfied that they are reasonable and appropriate in all the circumstances.

### ***Conditions 1(c) and (h)***

[25] The Council's memorandum records that the s 274 parties sought that the words "as relevant to the reduced number of lots" be included under references to certain plans listed in the consent conditions.<sup>15</sup> The Council supports this suggestion as desirable, as

<sup>13</sup> *Newbury District Council v Secretary of State for the Environment* [1981] AC 578; [1980] 1 All ER 731.

<sup>14</sup> *Waitakere City Council v Estate Homes Ltd* [2007] 2 NZLR 149; (2007) 13 ELRNZ 33 at [61].

<sup>15</sup> Earthworks and Sediment Control drawing nos. 23219-C110A; C113A; Roading drawing nos. C120A; C125A; C127A; C138A; Drainage drawing nos. 23219-C140A; C143A; C144A/2; Services drawing no. 23219-C150A.



the drawing numbers identified relate to the application plans, not the subdivision as approved. The Council proposes that the words “(as relevant to the reduced number of lots)” be added underneath the first two drawing references listed in the subdivision scheme in condition 1(c) and at the beginning of each table (under the subheading “Drawing No” in condition 1(h)).

[26] MHHL considers the additional words redundant because it “is already spelled out in conditions 1(b) and (c)”. It also submitted the change was “outside scope”, but did not elaborate any further.

[27] We agree with the Council and s 274 parties. Rather than being “redundant” as asserted by MHHL, we consider that the Council’s proposed additions would serve an important purpose of ensuring the consent properly reflects the findings we make in our first decision. In particular, the proposed additions sensibly respond to our decision to decline several of the lots sought. The additions are simply consequential changes. We reject MHHL’s submission that they are beyond the scope of MHHL’s appeal as we are satisfied that the changes comfortably fit within the broad-ranging scope of that appeal as to the matter of conditions.

[28] We have changed the conditions accordingly.

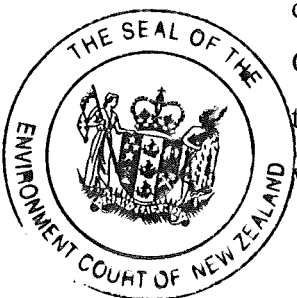
***Condition 1(d)***

[29] There are two matters for consideration:

- (a) Plans referenced in conditions 1(d); and
- (b) Amendments to condition 1(d) to account for refused lots and the area to be covenanted.

***Plans***

[30] The s 274 parties propose replacing the reference to the “KEA plan S100 A dated 7/12/2009” with reference to the “Littoralis Landscape Architecture/Terra Consultants plan S120A dated 10/10/13” (*Littoralis Plan*). This was on the basis that the Littoralis Plan “details the covenant boundaries and their relationship to bush edges whereas plan S100 A is a black and white schematic plan which does not”.



[31] The Council agrees with the s 274 parties' proposal. It noted that the Littoralis Plan was put into evidence by Mr Putt as the plan depicting the area to be covenanted.<sup>16</sup>

[32] The Council's memorandum records that MHHL considers that this change would be beyond scope, as changing the plan reference number was not a matter appealed by any party. However, it also records that MHHL would accept the plan substitution.

[33] For completeness, we record that we find no issue as to scope. In particular, the broad-ranging nature of the relief concerning conditions that was sought by MHHL's appeal allows ample scope for amending the condition to refer to the Littoralis Plan. Further to that, the Littoralis Plan was volunteered in the evidence called by MHHL to depict the area to be covenanted.

[34] In any event the question of scope is moot given MHHL's acceptance of the plan substitution.

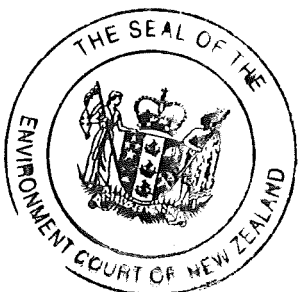
[35] We have changed the condition accordingly.

*Amendment of condition 1(d)*

[36] Secondly, the s 274 parties propose that condition 1(d) be amended (by the addition of a paragraph (ii)) to also include the proposed house sites within deleted Lots 18, 19 and 20 (which are now amalgamated within covenanted Lot 23 under condition 1(a)(iii)). The s 274 parties argue that "the very small areas of pasture in Lots 18, 19 and 20 will revert to indigenous vegetation rapidly and therefore should be included in the covenant". The Council agrees with the s 274 parties' proposed amendment.

[37] MHHL "does not agree with the inclusion of the pasture areas" but "accepts the covenanting of the bush areas on Lots 18-20".

<sup>16</sup> Putt evidence-in-chief [4.13] and plan attached and marked "C".





[38] While it may be reasonable to surmise, from the evidence we heard, that the pasture areas would revert quickly to bush, that factor does not itself justify extension of the covenant over those areas contrary to MHHL's wishes.

[39] Our first decision records our finding that MHHL's proposal will be overwhelmingly positive for the protection and enhancement of the Site's ecological values.<sup>17</sup> That finding does not hinge on the covenant extension sought. While that extension would secure greater ecological enhancement, the subdivision development will still satisfy the RMA's sustainable management purpose without it. On the other hand, imposition of the covenant over the pasture areas would effectively extend the compass of legal restriction over the land, contrary to MHHL's preferences.

[40] For these reasons, we have amended condition 1(d) in the manner proposed by MHHL.

***Proposed new condition 1(l)(iii) as to dogs***

[41] The s 274 parties seek an amendment to condition 1(l) to the effect of requiring appropriate signage to be erected at the Site's entrance advising that no dogs are permitted.

[42] MHHL opposes this change. It says that a requirement for signage for dogs was not part of any appeal and not part of the Commissioner's decision and, as such, is beyond scope. The Council agrees with MHHL on this matter.

[43] The risk that dogs pose to kiwi and how this ought to be addressed was well-traversed in evidence before us. That evidence, and associated submissions, was directed to two alternative propositions: retention of the condition as imposed by the Council Commissioner (as to the imposition of a consent notice prohibiting dogs and other specified animals) or modification of that condition (as sought by MHHL) to allow for dogs where these had been certified as completing Kiwi Aversion Training).<sup>18</sup>



<sup>17</sup> At [113].

<sup>18</sup> See [86] and [87].

[44] At that time, we did not hear any substantive evidence or submissions on behalf of the s 274 parties, in pursuit of a signage obligation. Had they done so, MHHL would have had a fair opportunity to challenge this at that time. As such, we consider it would be unreasonable to impose such a requirement through conditions. In any case, in light of the findings in our first decision, we are satisfied that the current wording of the condition is sufficient for its intended purposes (as described in our findings).

[45] For those reasons, we decline to make that change to condition 1(l).

[46] In view of our findings, we do not need to determine the question of whether the MHHL appeal gave scope for the imposition of such a requirement.

***Condition 1(o)***

[47] The last sentence of condition 1(o), as to weed management, commences: “The condition must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of the lots in the subdivision after the deposit of a survey plan”.

[48] The Council proposes that this sentence be amended by the addition of the following words: “(*compliance is also an on-going responsibility of the legal entity required to be established by condition 2(p) below*)”.

[49] MHHL opposes this amendment, arguing that the additional words are “a redundant restatement” of the requirements of condition 2(p)(ii) bullet 5.

[50] The s 274 parties have not expressed a view.

[51] Condition 2(p)(ii) bullet 5 specifies, as one of the responsibilities of the legal entity required to be established under that condition: “Maintain any communal planting works, weed control, pest control and animal control required by this consent”.

[52] We agree with MHHL that condition 2(p)(ii) bullet 5 is sufficient of itself, and the wording proposed by the Council would be a redundant restatement of it.



[53] For those reasons, we have not included the bracketed words sought by the Council.

*Amendments to the Standards and Guidelines table in condition 1(p)*

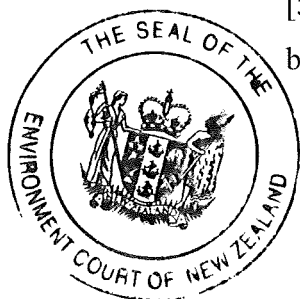
[54] Condition 1(p) includes a table specifying “Design and Landscape Standards and Guidelines” that are intended to apply in respect of specified lots (Lots 1-4 and 6-14) (Subject Lots). The obligations specified in condition 1(p) are intended to be complied with “on a continuing basis by the subdividing owner and subsequent owners of each of the Subject Lots”. The condition specifies an obligation to submit to the Council’s Regulatory Manager (Resource Consents), prior to or at the time of lodgement of a building consent application for a dwelling on a Subject Lot, a “Design Report” prepared by a registered landscape architect and addressing certain specified matters. Amongst other things, the Design Report has to demonstrate (to the Manager’s reasonable satisfaction) that the design of the relevant dwelling and associated landscape treatment will meet standards specified in the table (left hand column). In some cases, this is to be with reference to guidelines specified in the table (right hand column).

[55] Relevant to those intended obligations, the Council’s memorandum identifies various points of difference between the parties on the wording of certain standards and guidelines in the table.

*First point of difference*

[56] The s 274 parties raise concern about the fact that proposed standards (ii), (iii), (iv) and (viii) would include the need to assess the visibility of various features from “outside the Subject Lots”. They argue that the wording “complicates and weakens” the standards “making them subjective and the outcome less certain”. As such, they propose deleting the relevant wording from those standards. The net result is that the various standards would be expressed in more objective terms, i.e. on a basis less open to interpretative judgment.

[57] The Council opposes this. It says that the words of concern are each capable of being interpreted appropriately by a landscape architect, as the condition intends.



[58] The memorandum does not explicitly record MHHL's position on these matters, but we have assumed it also opposes what the s 274 parties seek.

[59] On this point of difference, we agree with the Council that the wording should remain unchanged, as we are satisfied that the element of interpretative judgment allowed for is appropriate. We find it appropriate in the sense that the conditions call for the exercise of an expert eye, in this case of a landscape architect. Such an expert ought to be readily capable of exercising the interpretation called for, including in terms of the assessment being from outside the subject lots.

[60] For these reasons, we have included the wording of standards (ii), (iii), (vii) and (viii) as preferred by the Council and MHHL.

*Second point of difference*

[61] The s 274 parties propose that standard (ii), as to driveways, include a specific requirement to avoid long straight sections (i.e. "Driveways shall follow the natural contours of the land and avoid sharp angles or long straight sections"). They also seek a related guideline (ii), i.e. "Driveways should be designed to minimise the need for excavation to form vehicular circulation and manoeuvring".

[62] The Council also seeks that standard (ii) include a requirement to avoid long straight sections, and says that it "has no issue" with the inclusion of the proposed guideline.

[63] MHHL opposes both the proposed standard and guideline. It states that "the location of driveways is dictated by the terrain, existing track alignments and adjacent vegetation. It is not possible to avoid long straight sections of the existing driveway alignment for this reason".

[64] We consider this is a matter on which reasonable compromise can and should be struck. It is important that driveways are designed and located so as to minimise adverse impacts on the landscape qualities of the Site, given the site's visual prominence. However, we also acknowledge that the challenges of the terrain make a rigid standard as to the avoidance of long straight sections unrealistic.



[65] We consider the emphasis should be on minimisation of long straight sections, and have reworded standard (ii) as follows:

Driveways shall follow the natural contours of the land, and avoid sharp angles, ~~or~~ and minimise long straight sections.

[66] We consider this alternative wording strikes an appropriate balance in both emphasising the importance of sensitive design and allowing some flexibility to account for the site constraints noted by MHHL.

[67] We consider the application of the standard would be assisted by the guideline proposed by the s 274 parties and have, therefore, included it.

*Third point of difference*

[68] The s 274 parties propose another guideline (ix) as to methods for achieving a “recessive appearance” of buildings in the surrounding landscape. It references four specific building elements (articulation of façades, variation of materials, façade punctuation by glazing and openings, and eave overhangs, screens and other feature elements).

[69] The addition of this guideline is not opposed by the Council or MHHL. However, both parties seek that it be softened by the replacement of the words “should include consideration of the following” with the words “could include”.

[70] We did not receive evidence on the extent to which the specified building elements in the proposed guideline would be important for the purposes that this guideline describes.

[71] Given those considerations, we have incorporated the guideline, subject to the softening language proposed by the Council and MHHL.



*Fourth point of difference*

[72] Standard (vii) concerns above ground retaining walls. All parties agree that the standard should require that these be constructed from “natural dark materials or coloured to comply with standard xiii” (as to light reflectance of exterior wall and roof finishes).

[73] In addition, the Council and s 274 parties propose that the standard specify a ban on the use of concrete block or concrete retaining systems. MHHL opposes that additional restriction. It says that, given the requirement to comply with light reflectance and colour standards, the additional restriction is not logical.

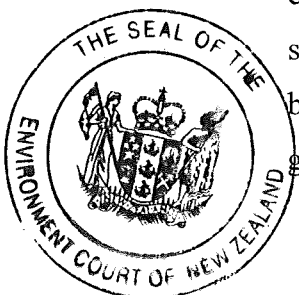
[74] For the reasons given by MHHL, we find that the additional restriction as to the use of concrete block or concrete retaining systems is not justified. We have not included it.

*Fifth point of difference*

[75] Standard (viii) concerns planting. Except for the point concerning reference to “outside the Subject Lots”, the only further point of substantive difference between the parties is that MHHL opposes inclusion of a restriction sought by both the Council and s 274 parties that “Any areas of domestic planting, including mown grassed areas, shall be located where they are not visible from public space”.

[76] MHHL points out that the grassed areas already exist and say these “are an expected part of what is visible on the site”. It says that additional areas cannot be created because the adjacent bush is to be covenanted. Therefore, it says “the most grass that could ever be seen is what already exists”.

[77] We disagree with MHHL concerning what is expected to be visible on the site. In a context where MHHL seeks to develop the site, the fact that grassed areas already exist is of little relevance. Rather, our focus should be on ensuring a proper balance is struck within the modified environment resulting from the site’s development. That new balance does not assume continuation or deliberate perpetuation of existing visible grassed areas.



[78] MHHL did not raise any question of scope. In any case, we are satisfied that the change sought by the Council and s 274 parties falls comfortably within the scope of MHHL's appeal as to conditions.

[79] We are also satisfied that the inclusion of the change would not offend *Newbury* principles of validity, as it arises from and is supported by the evidence and our related findings in the first decision.

[80] We have changed the wording of standard (viii) accordingly.

***Condition 2(h)***

[81] Condition 2(h) concerns the installation of durable marker stakes to visibly and permanently mark the edges of covenant areas. The s 274 parties seek that we include in the standard a requirement that the markers "be installed prior to any construction or earthworks". The memorandum does not record their reasons for this proposed change.

[82] That change is opposed by MHHL and the Council.

[83] MHHL says there is no scope for including the change sought. That is in the sense that the timing of installation of these markers was not appealed by any party, and not included in the Commissioner's decision. We consider that analysis misdirected on the question of scope. As we have already discussed, the proper focus for that question is on the decision appealed and relief pursued (which, as we have noted, was very broad on the question of conditions).

[84] As to the merits of the proposed change, MHHL also says that condition 1(m)(v) already adequately addresses vegetation clearance and the markers would be installed at the time of survey, in accordance with normal practice. The Council agrees.

[85] For the reasons expressed by MHHL, we are satisfied that the change sought by the s 274 parties is not justified.

[86] Accordingly, we have determined not to make the change sought by the s 274 parties.



***Condition 2(m)***

[87] Condition 2(m) concerns programmed access maintenance.

[88] It was not included in the Council Commissioner's decision but was proposed by MHHL before us. MHHL says that it did so "to appease concerns regarding the maintenance of access if consent was granted for the additional lots". However, it now opposes its inclusion as being "outside the scope of the appeal" in that access was not appealed and no such maintenance condition was required by the Council Commissioner's decision. As the additional lots have been declined, it says that the status quo of the Council Commissioner's decision should prevail and the condition should be deleted.

[89] The Council and s 274 parties seek that condition 2(m) be retained but in a form modified in light of the decision to decline the additional lots. In particular, they seek:

- (a) The retention of the overall requirements of MHHL's originally proposed condition for a draft Access Management Programme to be lodged with the Council for approval and to ensure the accessways within the development are maintained in a safe and functional condition, and that access issues be dealt with promptly; and
- (b) The following modifications:

~~In particular, any issues concerning the maintenance of the one way system and its supporting infrastructure shall be addressed as a matter of urgency. This condition must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of the lots in the subdivision after the deposit of a survey plan.~~

[90] In light of the first decision, we consider that condition 2(m) no longer has a valid resource management purpose and is, in any case, unreasonable given that it was only advanced to secure lots that have been declined.





[91] As such, we consider it unreasonable for the Council to have pushed for the inclusion of this additional restriction, given the change in position that this represents from its Commissioner's decision.

[92] The analysis of the question of scope that we set out earlier in this decision would suggest we do not agree with MHHL's argument that there is no scope for the imposition of this condition. However, we do not need to decide that point, given that we find that including the condition would be invalid and unreasonable in any case.

[93] We have not included condition 2(m) accordingly.

***Condition 2(n)***

[94] Condition 2(n) concerns bush covenanting. As originally proposed, it was to the simple effect that areas of bush identified on the applicable plan are to be "permanently protected on a continuing basis". Also, for consent notice purposes, the condition included a requirement that it "must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of the lots in the subdivision after deposit of a survey plan".

[95] The s 274 parties seek that the condition be replaced with the following:

(n) A conservation covenant by way of the Reserves Act 1977 shall be placed on the areas of indigenous vegetation and additional areas to be left to regenerate for amenity enhancement purposes all as identified in the Covenanted Bush Detail Plan Drawing 23219-S120A dated 10/10/13 and as required to be amended by the conditions of this consent. The covenant shall include the following:

- Ongoing protection of the indigenous vegetation and habitat within these areas;
- Keep clean of invasive and/or woody weeds, but otherwise not allow or cause the vegetation to be taken, cut down, damaged or destroyed;
- No buildings to be erected or earthworks or grazing to be undertaken within the covenant areas;
- Maintenance of the vegetation within the land area covered by the covenant shall be the responsibility of the consent holder and/or legal entity established in accordance with condition 2(p).



The covenant shall be prepared by the Council's solicitor at the consent holder's cost in all respects.

The area to be covenanted within Lot 23 (as required to be amended by Conditions 1(a)(iii) and 1(d)) shall be covenanted and registered against the relevant Certificate of Title prior to the release of the S224c certificate for the first stage of the subdivision. In all other cases, the consent holder shall register the covenant against the Certificate of Title for each relevant new lot created prior to the release of the S224c certificate for that lot.

All costs associated with the preparation and execution by Council and registering the covenant on the Certificate of Title shall be at the expense of the consent holder.

This condition must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of the lots in the subdivision after the deposit of a survey plan.

[96] The s 274 parties argue for this very significant change on the basis that:

"... the covenant needs to explicitly state its nature and specify what it includes (how protection is to be achieved) in order for it to be enforceable. As worded, condition 2(n) provides no direction as to how the covenant will protect the bush. This is despite the fact that Condition 2(p)(i) states that the general purpose of the legal entity *"is to ensure ongoing compliance with conditions pertaining to the protection of the covenanted bush."* This indicates an expectation that there are covenant conditions to be complied with".

[97] The s 274 parties add that:

"... the implementation of the covenant with particular regard to Lot 23 and identification of its boundaries are a priority matter given the considerable emphasis given by the appellant to the advantages and value of having a covenant. Given the length of time it may take to complete the access road it is unreasonable to delay the covenant."

[98] MHHL opposes these changes.

[99] MHHL says that the change sought by the s 274 parties is beyond the scope of the appeal. In addition, MHHL says:



- (a) Lot 1003 which is the access lot will not be created until Stage 6 of the subdivision. The formation of the road on Lot 1003 effectively determines the boundary of the future covenanted area under Stage 6;
- (b) Attempting to establish the covenanted area boundary within Lot 23 poses unrealistic surveying demands which are costly and impractical until the access road is completed;
- (c) The previous certificate of compliance for vegetation clearance has expired and cannot be exercised; and
- (d) The bush is protected by the district plan vegetation rule until covenanting occurs.

[100] It seeks that the condition wording remain unchanged, except to the extent (agreed with the Council) that its plan reference be updated to read “S120 A 10/10/13”.

[101] In one respect, the Council supports the s 274 parties’ position. This is in regard to the proposal by the s 274 parties that condition 2(n) specify, in respect of Lot 23:

The area to be covenanted within Lot 23 (as required to be amended by Conditions 1(a)(ii) and 1(d)) shall be covenanted and registered against the relevant Certificate of Title prior to the release of s 224C certificate for the first stage of the subdivision. In all other cases, the consent holder shall register the covenant against the Certificate of Title for each relevant new lot created prior to the release of the s 224C certificate for that lot.

[102] Other than in respect of that change supported by the Council, we consider the relief sought by the s 274 parties would be inappropriate.

[103] The condition the s 274 parties now seek significantly expands the scope of legal obligation imposed. To the extent that the s 274 parties were concerned that condition 2(n), as worded, provides “no direction as to how the covenant will protect the bush”, they ought to have addressed that concern in their evidence and submissions during the hearing prior to our first decision. Such an approach would have more fairly enabled MHHL to consider its position in response, both in evidence and submissions.

[104] However, we find merit in the modification to Condition 2(n) that the Council supports.



[105] Covenanting the Lot 23 bush, and placing its management on a sustainable basis, was an integral part of MHHL's application and a matter advanced for the grant of consent. Our first decision records our findings as to the ecological benefits of such covenanting.<sup>19</sup>

[106] Delivery of those benefits will be more clearly assured by requiring the securing of covenants for Lot 23 as an integral part of the first stage of subdivision development. The change sought will assist the condition to deliver on its intended purpose concerning the related findings we make in our first decision.

[107] We do not find persuasive MHHL's arguments against the change sought by the Council.

[108] As to MHHL's concerns as to survey costs, we do not have any specific evidence as to these. However, survey and other development costs can be anticipated, in any case, in order to realise the associated returns for that investment. As such, it would seem unlikely that any additional costs for establishing the covenanted area at the first stage would render such costs prohibitive.

[109] On the other hand, we consider that the change proposed by the Council will better assist the delivery of the environmental outcomes our first decision intends.

[110] We reject MHHL's argument that the change is beyond the scope of its appeal. Given the broad-ranging relief pursued in regard to consent conditions, we are satisfied that it easily fits within the parameters described in *Pearson*.

[111] For those reasons, we have changed condition 2(n) in the manner sought by the Council (along with updating the plan reference).




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<sup>19</sup> For example, at [113].

***Condition 3(b)***

[112] Condition 3(b) concerns dwellings on Lots 16 and 21. In effect, it ensures that the requirements of condition 1(p) will apply to dwellings on those lots if they are erected otherwise than in accordance with specified plans.

[113] MHHL seeks that the condition specify that the condition does not apply “where the activity is a permitted activity under Rule 12.10.3(c)(1)”. MHHL says this addition would ensure that “a permitted activity structure on Lots 16 and 21 is exempt from the provisions of Condition 1(p)”. It argues that this outcome would follow “the intention of Rule 12.10.3(c)”.

[114] The Council opposes this additional wording as being “unnecessary”.

[115] We agree with the Council on that. We go further and find that the additional wording is also undesirable in the sense that it would confuse the intended purpose of the consent. How consents relate to plan rules is provided for by the Resource Management Act 1991, and it is not appropriate or desirable to place a gloss on that by consent condition wording.

***Wording correction to condition 1(p)***

[116] By separate memorandum, dated 18 November 2013, the Council noted a minor error in the wording of condition 1(p)(xxiv), namely that the reference to “5 m above natural ground level” should read “7.5 m above natural ground level”.

[117] We have changed the condition accordingly.

***Conditions otherwise appropriate***

[118] In all other respects, we are satisfied that the conditions as set out in the Council’s memorandum are appropriate for giving effect to the findings we set out in our first decision.

[119] We amend the subdivision consent accordingly.



**The Plan appeal**

[120] We are satisfied that the drafting of amendments jointly proposed by the parties to Rule 12.10.3c appropriately gives effect to our first decision. On that basis, we find that it satisfies relevant RMA requirements.

**Costs**

[121] On the issue of costs, the parties may observe that there has been a sharing of “wins” and “losses” in this and our first decision. However, we make timetable directions in paragraph [D] above.

For the Court:



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**J J M Hassan**

**Environment Judge**



**ANNEXURE A**  
**CONDITIONS AS AMENDED BY THIS DECISION FOR INCLUSION IN**  
**SUBDIVISION CONSENT**

**(1) Prior to the sealing of the Survey Plan pursuant to Section 223 for any stage of the subdivision, the following conditions shall be complied with:**

(a) The subdivision plan is to be amended as follows:-

- (i) Lots 15, 16 and 26 are to be combined with that part of Lot 1003 dividing Lots 15 and 26, to create a single new Lot 16.
- (ii) Lots 17, 25 and 21 are to be combined with that part of Lot 1003 dividing Lots 25 and 21, to create a new Lot 21.
- (iii) Lots 18, 19 and 20 are to be combined with Lot 23 to create a new Lot 23. Note: Lot 1005 may be also combined into this lot.
- (iv) All subdivision plans are to be revised accordingly and plan titles given the suffix "consent decision amendment".
- (v) The staging of the subdivision shall be amended as in the table below:

Stage	Lots
1	9, 10
2	11, 12
3	13, 14
4	1, 2, 3
5	4, 6, 7, 8
6	16 (as revised under (i) above), 21 (as revised under (ii) above), 23 (as revised under (iii) above) and 24

(b) Show on the survey plan the following conditional amalgamations, pursuant to Sections 220(1)(b)(iii) and 220(1)(b)(iv) of the Resource Management Act 1991:

- That Lots 21 and 23 (as revised under (a)(ii) and (iii) above) and Lot 24 be held in one Computer Register.
- That Lots 1000 and 1001 (being common access) be held as to fifteen undivided one fifteenth shares by the owners of Lots 1 to 4, 6 to 14, 16 and 21.
- That Lot 1002 (being common access) be held as to nine undivided one ninth shares by the owners of Lots 1 to 4, 6 to 8, 16 and 21.
- That Lot 1003 (being common access) be held as to two undivided shares by the owners of Lots 16 and 21.
- That Lot 1004 (being common access) be held as to seven undivided one seventh shares by the owners of Lots 9 to 14 and 21.
- That Lot 1005 (being common access, if it is to be retained) be held as to two undivided shares by the owners of Lots 16 and 21.

(c) In all other respects the survey plan shall generally be in accordance with the plans of subdivision prepared by KEA Consultants Ltd and listed below, except as further modified by the following conditions.



## SUBDIVISION SCHEME

Drawing No.	Title		Date
23219-C100 (as relevant to the reduced number of lots)	Subdivision Scheme Plan	A	22/09/09
23219-C100.1 (as relevant to the reduced number of lots)	Staging Plan	A	22/09/09
23219-S120A	Covenanted Bush Detail Plan	A	10/10/13

(d) Littoralis Landscape Architecture/Terra Consultants plan S120 A dated 10/10/13 is to be amended and approved by the Regulatory Manager so that the areas of (existing) bush proposed to be covenanted generally follow the existing bush edge (rather than a line within the bush edge as currently shown) and does not encompass the refused house lots. The covenant boundaries may be straight lines provided those lines approximate the bush edge.

(e) Power and telecommunication services shall be placed underground along RoW1 and RoW2 as shown on KEA Plan C150 A dated 17/10/2008. Similarly, reticulation of these services to a consented dwelling on any lot shall be placed underground. The method for placing services underground shall be considered in relation to earthworks, land stability and any potential effects on vegetation.

(f) Written confirmation shall be provided from the appropriate network utility providers that satisfactory arrangements can be made for the provision of electricity and telecommunications services, in particular with respect to any required easements.

(g) The Survey Plan shall show all necessary easements to provide for servicing to all lots.

(h) Except as further modified by the following conditions, engineering plans, specifications and calculations shall be prepared in accordance with the plans prepared by KEA Consultants Ltd as listed below or alternative method approved by the Regulatory Manager and submitted to Council for approval and approved before the construction of works commences, for that part of the works being commenced.



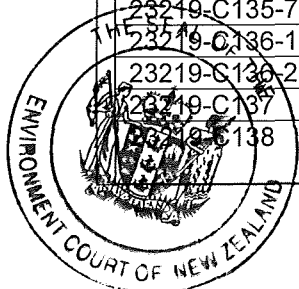


## EARTHWORKS & SEDIMENT CONTROL

<b>Drawing No.</b> (all as relevant to the reduced number of lots)	<b>Title</b>		<b>Date</b>
23219-C101	Existing Topographical Plan	A	17/10/08
23219-C102	Part Existing Topographical Plan: Sheet 1 of 3	A	17/10/08
23219-C103	Part Existing Topographical Plan: Sheet 2 of 3	A	17/10/08
23219-C104	Part Existing Topographical Plan: Sheet 3 of 3	A	17/10/08
23219-C110	Earthworks and Sediment Control Plan	A	17/10/08
23219-C111	Part Earthworks and Sediment Control Plan: Sheet 1 of 3	A	17/10/08
23219-C112	Part Earthworks and Sediment Control Plan: Sheet 2 of 3	A	
23219-C113	Part Earthworks and Sediment Control Plan: Sheet 3 of 3	A	17/10/08
23219-C114	Sediment Control Devices	A	17/10/08

## ROADING

<b>Drawing No.</b> (all as relevant to the reduced number of lots)	<b>Title</b>		<b>Date</b>
23219-C120	Right of Way Layout Plan	B	10/12/09
23219-C121	Part Right of Way Detail Plan: Sheet 1 of 7	C	07/05/10
23219-C122	Part Right of Way Detail Plan: Sheet 2 of 7	B	10/12/09
23219-C123	Part Right of Way Detail Plan: Sheet 3 of 7	B	10/12/09
23219-C124	Part Right of Way Detail Plan: Sheet 4 of 7	B	10/12/09
23219-C125	Part Right of Way Detail Plan: Sheet 5 of 7	B	10/12/09
23219-C126	Part Right of Way Detail Plan: Sheet 6 of 7	B	10/12/09
23219-C127	Part Right of Way Detail Plan: Sheet 7 of 7	B	10/12/09
23219-C128	Right of Way 1 Longsection: Sheet 1 of 4	B	10/12/09
23219-C129	Right of Way 1 Longsection: Sheet 2 of 4	B	10/12/09
23219-C130	Right of Way 1 Longsection: Sheet 3 of 4	B	10/12/09
23219-C131	Right of Way 1 Longsection: Sheet 4 of 4	B	10/12/09
23219-C132	Right of Way 2 Longsection	B	10/12/09
23219-C133	Right of Way 1 Typical Cross Sections	A	17/10/08
23219-C134	Right of Way 2 Typical Cross Sections	A	17/10/08
23219-C135-1	Right of Way 1: Cross Sections: Sheet 1 of 7	A	17/10/08
23219-C135-2	Right of Way 1: Cross Sections: Sheet 2 of 7	A	17/10/08
23219-C135-3	Right of Way 1: Cross Sections: Sheet 3 of 7	A	17/10/08
23219-C135-4	Right of Way 1: Cross Sections: Sheet 4 of 7	A	17/10/08
23219-C135-5	Right of Way 1: Cross Sections: Sheet 5 of 7	A	17/10/08
23219-C135-6	Right of Way 1: Cross Sections: Sheet 6 of 7	A	17/10/08
23219-C135-7	Right of Way 1: Cross Sections: Sheet 7 of 7	A	17/10/08
23219-C136-1	Right of Way 2: Cross Sections: Sheet 1 of 2	A	17/10/08
23219-C136-2	Right of Way 2: Cross Sections: Sheet 2 of 2	A	17/10/08
23219-C137	Private Access Way Location Plan	B	10/12/09
23219-C138	Private Access Way Location Plan (as relevant to the reduced number of lots)	B	10/12/09



23219-C139	Flexible Pavement Design Calculation	A	17/10/08
23219-C139.1	KDC Roading Standard Details	A	17/10/08
23219-CP100	Car Park Plan (not required if Lot 1005 is to be combined with new Lot 17)	A	27/07/10

## DRAINAGE

<b>Drawing No.</b> (all as relevant to the reduced number of lots)	<b>Title</b>		<b>Date</b>
23219-C140	Overall Drainage Plan	A	17/10/08
23219-C141	Part Drainage Detail Plan: Sheet 1 of 3	A	17/10/08
23219-C142	Part Drainage Detail Plan: Sheet 2 of 3	A	17/10/08
23219-C143	Part Drainage Detail Plan: Sheet 3 of 3	A	17/10/08
23219-C144	Overland Flow and Stormwater Catchment Plan	A	17/10/08
23219-C145	Stormwater Culvert Details: Sheet 1 of 2	A	17/10/08
23219-C146	Stormwater Culvert Details: Sheet 2 of 2	A	17/10/08
23219-C147	KDC Drainage Standards Details	A	17/10/08

## SERVICES

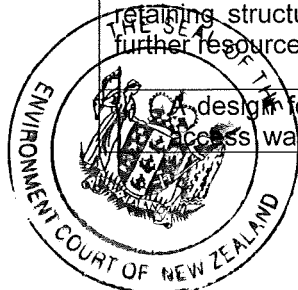
<b>Drawing No.</b> (as relevant to the reduced number of lots)	<b>Title</b>		<b>Date</b>
23219-C150	Power and Telecom Layout Plan	A	17/10/08

(i) Engineering plans, specifications and calculations relating to the upgrading and formation of the vehicle crossing onto Kapawiti Road, and all access lots and private driveways shall specifically address the following matters:

- i) Horizontal and vertical geometry
- ii) Cross-falls and super-elevation
- iii) Sight distances
- iv) Pavement design
- v) Surfacing
- vi) Drainage facilities
- vii) Earthworks & Retaining Structures
- viii) Extent of land required for access lots
- ix) Vegetation clearance
- x) Safety measures to be employed

Advice Note: The extent of earthworks and vegetation clearance required, for instance to provide retaining structures, curve widening and passing/stopping bays, may necessitate an application for further resource consent.

A design for a stormwater control system to serve accessways (access lots, roads and private access ways) of the subdivision shall be prepared and submitted to Council for approval, and



approved prior to the commencement of any works on site, for that part of the works being commenced. The design shall be undertaken by an appropriately qualified engineer experienced in rural stormwater drainage. The design of the stormwater control system shall:

- i) Be in general accordance with the Kea Consultants Infrastructure Assessment Report Dated September 2007.
- ii) Take into consideration the principles of Auckland Regional Council TP124 Low Impact Design Manual for the Auckland Region.
- iii) Take into consideration the Draft Mangawhai Plan (June 2005) in respect of catchment boundaries, overland flowpaths and design rainfall intensities.
- iv) Take into consideration the requirements of Section 6 of the Kaipara District Engineering Standards 2011 particularly the provisions relating to average recurrence interval standards, rainfall depths and runoff coefficients.
- v) Identify existing and post-development drainage paths and soil conditions.
- vi) Ensure the provision of appropriate stormwater disposal and detention systems that the post-development stormwater flows onto adjoining properties are no greater than pre-development flows for storm events of 20% and 1% AEP (5 and 100 year ARI). Where individual on-site systems are proposed, standard design(s) and associated criteria shall be submitted for incorporation into the consent notice.
- vii) Determine appropriate pipe sizes for the piping of primary flow paths.
- viii) Determine appropriate scour protection for swale drains within access ways.
- ix) Identify the extent of secondary flowpaths and associated flooding areas for the 100 year ARI flood.
- x) Identify the need for any restrictive covenants or easements to be on any areas of land affected by secondary flow paths and recommend the extent and nature of any such restrictive covenants or easements, having regard to the requirements of the Kaipara District Council Engineering Standards 2011.
- xi) Be certified by a Chartered Professional Engineer or Independent Qualified Person.

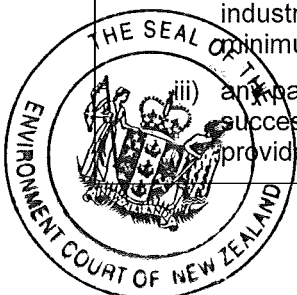
(k) Engineering plans, specifications and calculations relating to complying parking areas for Lot 1005 and Lots 1 to 4 and 6 to 14, 16 and 21 shall be approved by the Regulatory Manager and submitted to Council for approval.

(l) The following conditions must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of the lots in the subdivision after the deposit of a survey plan:

- i) no cats, dogs or mustelids are permitted on any of the proposed lots.
- ii) no stock are permitted on any lot unless they are contained behind stock-proof fencing outside of covenanted areas.

(m) An Earthworks Rehabilitation Plan is to be prepared and submitted for the approval of Council's Regulatory Manager, prior to earthworks commencing on any site, for that part of the works being commenced. The Earthworks Rehabilitation Plan shall include:

- i) a timetable for remediation works to be implemented and completed;
- ii) the methods proposed for rehabilitating earthworks batters, including hydroseeding or other industry standard methods, and details of maintenance and on-going monitoring for a minimum period of 3 years. All batters that exceed 5 metres are to be benched;
- iii) any particular requirements for finished earthwork surfaces to ensure that the implementation success of access repair methods is maximized. An appropriate growing medium shall be provided to achieve growth;



- iv) the range of planting to be implemented including a methodology for their establishment, and on-going weed removal and management; and
- v) strategies to prevent clearance of vegetation outside of the earthworked areas, particularly vegetation within covenanted areas.

NB: There is no Condition (n).

- (o) A weed management strategy for on-going weed control for all bush areas is to be prepared by a suitably qualified and experienced ecologist and submitted for the approval of Council's Regulatory Manager. On-going weed control for all bush areas shall be undertaken in accordance with the approved weed management strategy. This condition must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of the lots in the subdivision after the deposit of a survey plan.

- (p) This condition applies only to the construction of dwellings which are not a permitted activity and only in respect of Lots 1 – 4 and 6 – 14 (the "**Subject Lots**"). The condition must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of those Subject Lots after the deposit of a survey plan:

- (i) Prior to or at the time of a building consent application for a dwelling on a Subject Lot, a design report from a registered landscape architect that accords with the requirements of this condition ("**Design Report**") must be submitted to the Council's Regulatory Manager (Resource Consents) ("**Manager**") for approval by the Manager.

- (ii) No dwelling may be constructed on a Subject Lot prior to the approval of a Design Report for that dwelling.

- (iii) To be approved, every Design Report must address:

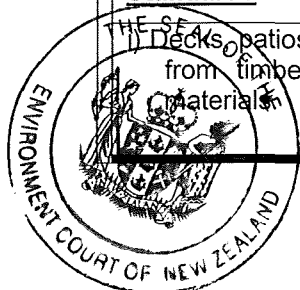
- Site layout;
- Building mass and form;
- External building finishes and colour;
- Circulation and parking; and
- Landscape design

and demonstrate to the reasonable satisfaction of the Manager (informed by a review of the Design Report by a Council-appointed registered independent landscape architect) that the design of the dwelling and associated landscape treatment of the Subject Lot will meet:

- Standards i) - xiv) in the left hand columns of the tables below (having regard to any associated Guidelines listed in the right hand columns of those tables); and
- Standards xv) – xxix) listed under the following heading "Household Lot-Specific Standards", as they apply to the relevant Subject Lot.

Design and Landscape Standards and Guidelines – Apply to all Household Lots

<u>Standards</u>	<u>Guidelines</u>
Standards i) Decks, patios and terraces shall be constructed from timber, stone or concrete, or similar materials.	i) If concrete or other surfaces are used the texture should be finished in aggregate or, in the case of tiles, be coloured in a recessive tone (in accordance with the Light Reflectance



	Standard (xiii)).
ii) Driveways shall follow the natural contours of the land, avoid sharp angles and minimise long straight sections <u>visible from outside the Subject Lots.</u>	ii) <u>Driveways should be designed to minimise the need for excavation to form vehicular circulation and manoeuvring.</u>
iii) Parking areas that are adjacent to the dwellings shall be integrated with the overall design of the dwelling, and screened by the dwelling or by existing or new planting <u>where they would otherwise be visible from outside the Subject Lots.</u>	iii) Use of exposed aggregate and/or concrete coloured with a dark oxide additive is encouraged.
iv) Accessways and vehicular circulation and manoeuvring spaces shall be constructed with a dark surface <u>if visible from outside the Subject Lots.</u>	iv) Planting should provide a strong structural framework of indigenous vegetation and to link the house curtilage area with any adjoining covenanted bush.
v) Fences, walls, and screens within the building platform of the main dwelling shall be formed of similar materials to the dwelling itself.	v) Planting should be on a bold scale that relates to the scale and pattern of the landscape. Appropriate planting may include groups of trees and broad sweeps of vegetation.
vi) Boundary fences or any bush line or curtilage delineation shall be of post and wire or post and rail construction.	vi) Plantings of a suburban character should be avoided. Domestic planting and any grassed areas for the enhancement of the amenity of the adjoining dwelling need to maintain the natural character and visual amenity of the entire property when viewed from a public place.
vii) Above ground retaining walls shall be constructed from natural dark materials <u>or coloured to comply with standard (xiii).</u>	vii) Selection of species should enhance the integration of development with the surrounding context.
viii) Planting (including existing and new vegetation) shall: <ul style="list-style-type: none"> <li>- provide a strong framework of indigenous vegetation around the house curtilage that visually links to the covenanted bush.</li> <li>- <u>provide screening from outside the Subject Lots to buildings, utility services, parking, driveways and manoeuvring areas so as to substantially reduce their visual impact, break up their mass and scale and form a backdrop.</u></li> </ul>	



- revegetate all cut and fill batters.
- be eco-sourced indigenous species.

Any areas of domestic planting, including mown grassed areas, shall be located where they are not visible from a public place.

#### Architectural Standards and Guidelines – Apply to all Household Lots

<p>ix) Pole structures shall be screened from view from beyond the Subject Lot.</p>	<p>viii) Building forms should reflect and respond to the landform. This may be achieved by creating long low structures that follow the natural contour, or stepped structures that step down slopes, thus avoiding tall, unrelieved facades on the downslope side of the building.</p>
<p>x) The maximum gross floor area (GFA) on each Subject Lot shall be no more than 350m<sup>2</sup>.</p>	<p><u>ix) Methods to achieve a recessive appearance in the surrounding landscape could include:</u></p> <ul style="list-style-type: none"> <li>• <u>Articulation of facades</u></li> <li>• <u>Variation of materials</u></li> <li>• <u>Façade punctuation by glazing and openings</u></li> <li>• <u>Eave overhangs, screens and other feature elements</u></li> </ul>
<p>xi) Roof forms shall be broken and modulated and shall not consist of butterfly or A-frame forms of design.</p>	<p>x) The appropriate GFA for a site should be considered in the context of the other standards which may in some cases necessitate a lesser coverage (or GFA).</p>
<p>xii) Any air conditioning or heating units or above ground water tanks shall be screened from outside the Subject Lot or designed to integrate with the overall design of the main structure.</p>	<p>xi) The roof design should avoid the appearance of large, unrelieved expanses when viewed from public viewpoints. Ideally, roof forms should be modulated and broken into different planes to achieve this goal.</p>

#### Light Reflectance Standard – Applies to all Household Lots

<p>xiii) The exterior wall and roof finish of any building or structure (excluding minor architectural details such as fascias, door and window frames) shall not exceed 30% light reflectance value for greyness groups A, B and C as defined within the BS5252 colour palette.</p>	
--	--



Allowance for Chimneys and Aerials – Applies to all Household Lots

- |  |  |
|--|--|
| xiv) Chimneys and aerials may exceed the height limits specified in Condition 1(p) (xv) – (xxix) below by up to 2m in height provided they do not exceed 1.1m in any horizontal direction. |  |
|--|--|

Household Lot-Specific Standards

(xv) Lot 1

- No building shall be higher than 6m above RL68.79 or 6m above natural ground level, whichever is the lower
- Garages shall be accommodated within the main building.

(xvi) Lot 2

- No building shall be higher than 6m above RL81.30 or 6m above natural ground level (excluding chimneys and/ or aerials) whichever is the lower.
- Garages shall be accommodated within the main building.

(xvii) Lot 3

- No building shall be higher than 6m above RL88.50 or 6m above natural ground level (excluding chimneys and/ or aerials) whichever is the lower.
- Garages shall be accommodated within the main building.

(xviii) Lot 4

- No building shall be higher than 4.5m above RL112.73 or 6m above natural ground level, whichever is the lower.
- Garages shall be accommodated within the main building.

(Note – there is capacity to cut the knoll on this lot down by up to 1.5m without affecting the surrounding vegetation thus enabling the practical design of the dwelling whilst minimising the visibility).

(xix) Lot 6

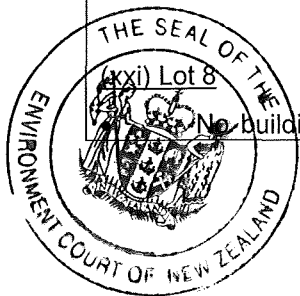
- No building shall be higher than 7.5m above RL111.03 or 7.5m above natural ground level, whichever is the lower.
- Garages shall be accommodated within the main building.

(xx) Lot 7

- No building shall be higher than 6m above RL142.29 or 6m above natural ground level, whichever is the lower.
- Garages shall be accommodated within the main building.

(xxi) Lot 8

- No building shall be higher than 7.5m above RL139.82 or 7.5m above natural ground level,



whichever is the lower.

(xxii) Lot 9

- No building shall be higher than 7.5m above RL67.51 or 7.5m above natural ground level, whichever is the lower.

(xxiii) Lot 10

- No building shall be higher than 7.5m above RL65.61 or 7.5m above natural ground level, whichever is the lower.

(xxiv) Lot 11

- No building shall be higher than 7.5m above RL86.63 or 7.5m above natural ground level, whichever is the lower.

(xxv) Lot 12

- No building shall be higher than 7.5m above RL77.79 or 7.5m above natural ground level, whichever is the lower.

(xxvi) Lot 13

- No building shall be higher than 7.5m above RL87.88 or 7.5m above natural ground level, whichever is the lower.

(xxvii) Lot 14

- No building shall be higher than 7.5m above RL73.31 or 7.5m above natural ground level, whichever is the lower.

(xxviii) Lot 16

- The maximum building height shall be determined by the maximum height of natural ground level within the footprint of the building. The building shall extend no higher than 2.0m above this point.

(xxix) Lot 21

- The maximum building height shall be determined by the maximum height of natural ground level within the footprint of the building. The building shall extend no higher than 5.0m above this point.

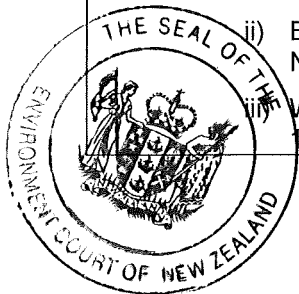
(q) Outdoor vegetation fires, rubbish fires and fireworks are prohibited on all lots. This condition must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of the lots within the subdivision after the deposit of a survey plan.

(r) In respect of provision to be made for firefighting:

i) Each dwelling shall be equipped with a domestic sprinkler system in accordance with NZS4517:2010 Fire sprinkler systems for houses.

ii) Each dwelling shall have a static water supply of 7000L as per SNZ PAS 4509:2008 New Zealand Fire Service Firefighting Water Supplies Code of Practice.

Where the static water supply is located above ground the outlet shall be fitted with a 100mm suction hose female adapter coupling with gate valve in accordance with SNZ





PAS 4505:2007 Specification for firefighting waterway equipment.

- iv) Such static water supplies shall have a clear safe working area to support the siting of the portable pump and associated equipment immediately adjacent to them.

This condition must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of the lots within the subdivision after the deposit of a survey plan.

- (s) Earthworks, building foundations, stormwater and wastewater disposal are to be the subject of specific design by an appropriately qualified Chartered Professional Engineer having regard to soil instability/saturation issues that may exist or arise as a result of the development, taking into account any recommendations outlined by Kea Consultants Infrastructure Assessment Report dated September 2007. This condition must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of the lots within the subdivision after the deposit of a survey plan.

- (t) A solicitor's undertaking shall be provided to Council confirming that all consent notices prepared for registration under the relevant conditions of this resource consent will be duly registered against the new titles to be issued for the subdivision.

- (u) All consent notices to be prepared for registration under the relevant conditions of this resource consent shall be prepared by the Applicant's Solicitor at the Consent Holder's expense or by Council's solicitors at the Consent Holder's cost, if the Consent Holder agrees, and shall be complied with on a continuing basis by the subdividing owner and subsequent owners after the deposit of the Survey.

**(2) Before a Certificate is issued pursuant to Section 224(c) of the Act, the following conditions are to be complied with:**

- a) Prior to commencement of any construction work, the Consent Holder shall provide written verification that the person responsible for carrying out construction work holds public liability insurance to the value of \$1,000,000.00.

- b) Prior to the commencement of any construction work, the Consent Holder shall provide written verification that the consent holder's engineer responsible for design and supervision of the roading works holds professional indemnity insurance to the value of \$1,000,000.00.

- c) Prior to commencement of any construction work, the Consent Holder shall enter into a Bond in a form to the approval of Council guaranteeing that in the event of damage to existing Council assets or abandonment of the work by the Consent Holder, that all existing Council assets will be returned to a condition at least equal to that which existed prior to the commencement of work.

The bond shall be for the sum of \$10,000 and shall remain in full force and effect until such time as all work has been completed and any necessary remedial work completed to the satisfaction of Council.

- d) Prior to commencement of any construction work at each stage of the subdivision the Consent Holder shall submit to Council a Construction Management Plan for approval, and be approved. The Construction Management Plan shall include:

- i) Details of the site manager including full contact details;
  - ii) Construction methodology including proposed plant and machinery to be utilised;
  - iii) Programme of works;
  - iv) Proposed hours of work on the site;
- A detailed dust mitigation plan detailing:
- Maximum wind velocities during which earthworks can be undertaken;
  - Watering requirements;



- Utilisation of sand fences;
  - Utilisation of surface membranes;
  - Monitoring and reporting requirements;
- vi) A detailed sedimentation control plan, subject to any specific requirements of the Northland Regional Council;
- vii) Details of any proposed materials storage areas;
- viii) Traffic management plans including details of the number and timing of truck movements on the access route to the site; and
- ix) Proposed communications strategy to advise members of the public of the construction works.

e) The vehicle crossing onto Kapawiti Road, Rights of Way A, B, C and AH, shall be constructed in accordance with the design approved under Condition 1(i). Any necessary permit procedures shall be complied with. The Consent Holder shall ensure adequate construction monitoring of all construction works. This shall include as a minimum:

- i) Detailed supervision and certification upon completion as complying with the required standards by the Consent Holder's engineer.
- ii) Council's engineers undertaking suitable inspections during construction at key hold-points to enable them to confirm that the certification provided by the Consent Holder's engineer matches the design submitted. As a minimum, hold points shall include:

- Inspection and approval of subgrade, including review of subgrade testing
- Inspection and approval of compacted basecourse prior to sealing if sealing required
- If concrete is to be used, pre-pour and boxing inspection

No work shall proceed beyond the above hold points until specifically approved by Council's engineers. The Consent Holder's engineer shall be a suitably qualified competent engineer or surveyor with recent and on-going experience in road design and construction.

f) Earthworks, building foundations, stormwater and wastewater disposal are to be the subject of specific design by an appropriately qualified Chartered Professional Engineer having regard to soil instability/saturation issues that may exist or arise as a result of the development, taking into account any recommendations outlined by Kea Consultants Infrastructure Assessment Report Dated September 2007. This condition must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of the lots within the subdivision after the deposit of a survey plan.

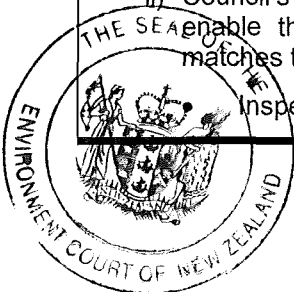
g) The vehicle crossing onto Jointly Owned Access Lots 1001 and Lot 1004 shall be constructed in accordance with the design approved under Condition 1(i). Any necessary permit procedures shall be complied with.

The Consent Holder shall ensure adequate construction monitoring of all construction works. This shall include as a minimum:

- i) Detailed supervision and certification upon completion as complying with the required standards by the Consent Holder's engineer.

- ii) Council's engineers undertaking suitable inspections during construction at key hold-points to enable them to confirm that the certification provided by the Consent Holder's engineer matches the design submitted. As a minimum, hold points shall include:

- Inspection and approval of subgrade, including review of subgrade testing.



- Inspection and approval of compacted basecourse prior to sealing if sealing required.
- If concrete is to be used, pre-pour and boxing inspection.

No work shall proceed beyond the above hold points until specifically approved by Council's engineers. The Consent Holder's engineer shall be a suitably qualified competent engineer or surveyor with recent and on-going experience in road design and construction.

h) Suitably durable marker stakes are to be installed in locations (including at points where covenant lines change direction), sufficient to visibly and permanently mark the covenant edges. This will not be necessary where the covenant edge is defined by an access driveway.

i) Any required planting is to be undertaken prior to the release of the Section 224(c) certificate. Planted areas are to be maintained for a period of 3 years to allow permanent establishment. Prior to commencement of planting work, the Consent Holder shall enter into a Bond in a form to the approval of the Regulatory Manager. The value of the bond shall be based on the value of the proposed revegetation maintenance as required and approved under Condition (1)(m). The bond will be refunded proportionally to the consent holder on the following basis:

- 40% after completion of the first year of the maintenance period to the satisfaction of the Regulatory Manager.
- 40% after completion of the second year of the maintenance period to the satisfaction of the Regulatory Manager.
- 20% after completion of the third year maintenance period to the satisfaction of the Regulatory Manager.

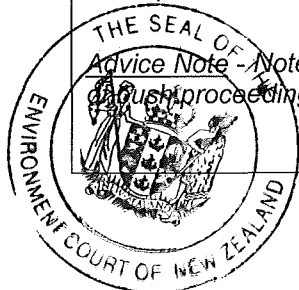
(j) The Consent Holder shall pay a financial contribution of \$44,742.84 plus GST to Council, plus an additional amount to allow for indexation to the time of performance of the work for the widening and sealing of Kapawiti Road to Council's standard to mitigate the effects of the increase in traffic resulting from the subdivision. Indexation shall be based on the published New Zealand Land Transport Agency Competitive Pricing Procedures Manual Cost Adjustment Factors: Construction.

Stage	Contribution
1	\$3,441.76 (1 lot)
2	\$3,441.76 (1 lot)
3	\$6,883.52 (2 lots)
4	\$10,325.28 (3 lots)
5	\$13,767.04 (4 lots)
6	\$6,883.52 (2 lots)

Note: allowance has been made in Stages 1 and 2 for existing lots.

(k) A cash contribution in lieu of reserves shall be paid based on 1% of the assessed value of a "nominal" building site of 4,000m<sup>2</sup> on all additional lots of the subdivision (within the relevant stage), such value to be determined by a registered valuer appointed by Kaipara District Council, at the Consent Holder's expense. In the event that the Consent Holder disagrees with the determination by the Council's registered valuer, the Consent Holder is able to obtain a separate valuation from a registered valuer and submit it to the Council for further consideration prior to the Council making its final determination. At the time of payment of the contribution, the valuation upon which the cash contribution is calculated shall be no more than 3 months old.

*Advice Note - Note the reduction from the standard 5% to 1% in this condition is based on covenanting and proceeding in accordance with Conditions 1(d) and 2(n) of this consent.*



NB: There is no condition (l).

(n) All areas of bush identified for covenanting on the Covenanting Plan Drawing No. 23219 – S120 A 10/10/13 shall be permanently protected on a continuing basis. The area to be covenanted within Lot 23 (as required to be amended by Conditions 1(a)(iii) and 1(d)) shall be covenanted and registered against the relevant Certificate of Title prior to the release of the S224c certificate for the first stage of the subdivision. In all other cases, the consent holder shall register the covenant against the Certificate of Title for each relevant new lot created prior to the release of the S224c certificate for that lot. This condition must be complied with on a continuing basis by the subdividing owner and subsequent owners of each of the lots in the subdivision after the deposit of a survey plan.

(o) Pursuant to section 128 of the Act, prior to issuing a section 224 certificate for any of the individual stages of the subdivision, the Council may serve notice on the Consent Holder of its intention to review the conditions of consent where they relate to ecological and/or landscape matters, or firefighting matters.

(p) **Formation of legal entity for future management and maintenance**

(i) A legal entity such as a registered company, residents' association or other corporate body acceptable to the Council, shall be established. Its general purpose is to ensure ongoing compliance with conditions pertaining to the protection of the covenanted bush and wetland areas, including fencing, planting, animal pest and weed control, and to ensure the ongoing repair and maintenance of any shared access, stormwater drainage, and communal assets and services such as power and telecommunications. Each owner of a lot on which a dwelling can be constructed as a part of this subdivision shall have equal and binding responsibility for the ongoing fulfilment of these obligations.

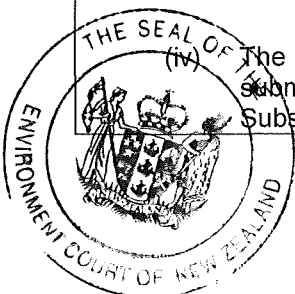
(ii) The legal entity shall:

- ☐ Implement a constitution which contains rules which the owners of the lots are required to comply with;
- ☐ Co-ordinate and manage the maintenance and use of jointly owned access lots or rights of way;
- ☐ Maintain and upgrade the shared private access network to a standard that complies with the conditions of this consent including associated stormwater drainage, subsoil drainage, slip stabilisation works and retaining walls;
- ☐ Own, operate, maintain, upgrade and administer all matters associated with any other communal assets/services, such as power and telecommunications;
- ☐ Maintain any communal planting works, weed control, pest control and animal control required by this consent.

The constitutional document should be submitted to Council for approval prior to registration of the entity. The document should provide an outline of the legal responsibilities of the entity to the satisfaction of the Council, including ensuring that the entity is capable of operating indefinitely, and the areas/lots subject to those responsibilities. A solicitor's undertaking should be provided to Council confirming that the entity will be duly registered.

(iii) A funding mechanism shall be established for the purposes of achieving the obligations in (i) and (ii) above and be sufficient to adequately fund responsibilities.

The legal document confirming the formation of the entity and its responsibilities shall be submitted to Council for approval and be approved prior to the registration of the entity. Subsequent evidence shall be provided to Council that these legal obligations have been



appropriately registered on each of the titles on which a dwelling can be constructed.

**3) Dwellings on Lots 16 and 21**

- (a) Dwellings on Lots 16 and 21 are to be erected in accordance with the requirements specified in condition 1(p), Standards (i) – (vii), (xii), (xiii) and (as relevant) (xxviii) and (xxix) and the following plans:

Drawing No.	Title	Lot	Date
1-02	Approved House 1 Site Plans	21	04/03/09
2-02	Approved House 1 Plans Elevations	21	June 09
1-02	Approved House 2 Option 1 Site Plan	16	June 09
2-02	Approved House 2 Option 1 Plans Elevations	16	June 09
1-02	Approved House 2 Option 2 Site Plan	16	04/03/09
2-02	Approved House 2 Option 2 Plans Elevations	16	04/03/09

- (b) For the avoidance of doubt, all of the requirements specified in condition 1(p) shall apply to dwellings on lots 16 and 21 if dwellings on those lots are erected otherwise than in accordance with the plans listed above.

*Advice Note:* A new land use consent for the dwelling(s) will also be required in the above circumstances.

**4) Other Conditions**

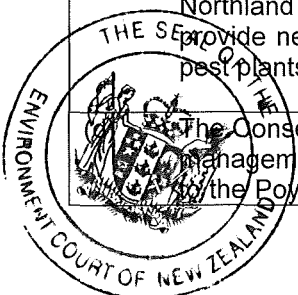
- (a) This consent shall be valid for the following periods from the date of commencement of this consent:

- (i) 10 years in relation to the land use component of the consent and
- (ii) 7 years in relation to the subdivision component of the consent.

- (b) Pursuant to section 128 of the Act, the Council may in September of the year after commencement of this consent, and in September of each year thereafter, serve notice on the Consent Holder of its intention to review Condition 2(m) of this consent, for the purpose of assessing its adequacy in ensuring accessways are maintained in a safe and functional condition.

- (c) The Consent Holder shall submit to the Manager annually not later than 30 April, a summary of a pest plant inspection, any pest plants located and pest control work undertaken (if any) over the previous 12 month period. This shall be undertaken for a period of 3 years following the granting of the RMA section 224(c) certificate (whether or not sites are on-sold within that time). Pest plants as referred to in this condition are any of those species listed in the Northland Regional Council's Regional Pest Management Strategy. The Consent Holder shall provide new Lot owners with existing published pamphlets on the identification and control of pest plants, to assist with regard to their ongoing obligations.

- The Consent Holder shall, in respect of non-domestic animals, adopt the proposed animal pest management strategy presented as Schedule 1 attached (Schedule 1 is based on Appendix 3 of the Poynter & Associates Ecological Report dated March 2009 and presented as part of the



consent application). At least one month prior to its implementation, the final detail of the pest control shall be submitted to the Manager as an Animal Pest Management Plan (PMP) and will be determined in consultation with an approved pest contractor. The PMP shall be implemented for a period of 5 years following granting of the RMA section 224(c) certificate.

#### **Advice Notes**

1. *The Consent Holder must pay all charges set by the Council under Section 36 of the Resource Management Act 1991, including any administration, monitoring and supervision charges relating to the conditions of this resource consent. The Consent Holder will be advised of the charges as they fall.*
2. *All archaeological sites are protected under the provisions of the Historic Places Act 1993. It is an offence under that Act to modify, damage or destroy any archaeological site, whether the site is recorded or not. Application must be made to the New Zealand Historic Places Trust for an authority to modify, damage or destroy an archaeological site(s) where avoidance of effect cannot be practised.*

*If subsurface archaeological evidence (shell, midden, hangi, storage pits, etc) should be unearthed during construction, work should cease in the immediate vicinity of the remains and the Historic Places Trust should be contacted.*

*In the event of koiwi (human remains) being uncovered, work should cease immediately and the tangata whenua of Te Uri o Hau and Patuharakeke te Iwi Trust Board shall be contacted so that appropriate arrangements can be made.*



# ANNEXURE B

## REPLACEMENT RULE 12.10.3c TO BE INCLUDED IN THE KAIPARA DISTRICT PLAN IN PLACE OF RULE 12.10.3c OF VARIATION 1

Rule	Parameter	Rural Permitted Activity Performance Standard	Activity Status if the Activity does not meet the Performance Standard	Assessment Criteria
12.10.3c	Erection and alterations of buildings and structures within an Outstanding Natural Landscape	<p>(1) Subject to the exclusion in (2) below, the Erection and Alteration of Buildings and Structures (including dwellings) located in an Outstanding Landscape is a permitted activity if:</p> <p>a) It is no more than 8m in height; and</p> <p>b) <u>Either:</u></p> <p><u>i) it does not exceed 50m<sup>2</sup> gross floor area; or</u></p> <p><u>ii) any alteration / additions to the building or structure do not exceed 40% of the gross floor area of the dwelling or 40% of the volume of the structure (whichever is the smaller); and</u></p> <p>c) The exterior finish of the building or structure has a reflectance value of, or less than 30% as defined within the BS5252 standard colour palette;</p> <p>And if applicable:</p> <p>d) It is required for maintenance to the interior and exterior of the building or structure; or</p> <p>e) It is required for renovations to the interior of the dwelling or structure.</p> <p>(2) Except that:</p>	<p>Discretionary Activity</p>	<p>Where an activity is not permitted by this Rule, <b>Council</b> will have regard to the following matters when considering an application for Resource Consent:</p> <p>i) The extent to which the proposal will affect the values of any Outstanding Natural Landscape identified in Map Series 2 and the extent to which the subdivision, use or development meets the additional assessment criteria contained in Appendix 18B.</p> <p><b>Note 1:</b> A description of the landscape features is provided in Appendix 18A. The values associated with the Outstanding Natural Landscapes are described in the Kaipara District Landscape Technical Report (2010).</p>
			<p><u>Restricted Discretionary Activity for the erection of a</u></p>	<p><u>Where a dwelling on a relevant lot exceeds the 50m<sup>2</sup> gross floor area limit specified in Rule 12.10.3c(1)(b)(i) (but does not exceed 350m<sup>2</sup> gross floor area), Council has</u></p>







- f) The standards in 12.10.3c(1) do not apply to the dwellings constructed within the defined Exclusive Use Areas shown on the Survey Plan for lots 1-29, 32, 34, 40, 41 and 45 DP 348513 (Bream Tail) consented by RM050086 provided that the other conditions of the Consent Notices (dated 2<sup>nd</sup> of February 2004) on these titles are complied with.

**Note 1:** To assist interpretation of this Rule, the following activities are permitted subject to compliance with the following provisions:

Provisions that apply	12.10.3c(1)(a)	12.10.3c(1)(b)	12.10.3c(1)(c)	12.10.3c(1)(d)	12.10.3c(1)(e)
Pump sheds	Applies	Applies	Does not apply	n/a	n/a
Water troughs	Applies	Applies	Does not apply	n/a	n/a
Water tanks	Applies	Applies	Does not apply	n/a	n/a
Irrigation systems (single rotary systems)	Does not apply	Does not apply	Does not apply	n/a	n/a
Uncovered yards (including cattle and sheep)	Applies	Does not apply	n/a	n/a	n/a
Wind turbines for operations of agricultural equipment (e.g. for water pumps)	Does not apply	Applies	Does not apply	n/a	n/a
Replacement of existing structures in ONL (like	Does not	Does not apply	Does not	n/a	n/a

dwelling exceeding 50m<sup>2</sup> but not exceeding 350m<sup>2</sup> gross floor area on Lots 1-4 and 6-14 shown on the Survey Plan consented by RM 090103 for Lot 2 DP 316176 (Mangawhai Heads Holdings Limited)

restricted its discretion to the matters specified in Condition 1(p) of consent RM090103, dated [X date].

**Note 1:** The restricted discretionary activity opportunity provided by this Rule applies subject to the following provisos:

- It expressly applies only to the 13 identified building locations within Lots 1 – 4 and 6 - 14 shown on a Survey Plan consented by RM090103 for Lot 2 DP 316176 (or as shown on any subsequent DP replacing 316176); or to one dwelling on the existing lot 2 DP316176 (or any subsequent DP replacing 316176) providing that the dwelling is in one of the 13 identified building locations and is designed in accordance with the controls specified in condition 1(p).
- A certificate of title must have been issued for the lot concerned, subject to a consent notice relating to the continuing requirements of condition 1(p) of consent RM090103;
- If consent RM090103 lapses without being implemented, then this rule shall cease to apply (Rule 12.10.3c would then apply as normal), except as provided in respect of one dwelling in (i) above.

**Note 2:** An application for restricted discretionary activity resource consent pursuant to this Rule will be considered on a non-notified basis.

**Note 3:** The restricted discretionary activity opportunity provided by this Rule applies only to the performance standard in Rule 12.10.3c(1)(b)(i). The remaining performance standards specified in Rule 12.10.3c(1)



		for like replacement)	apply		apply				<u>continue to apply to any dwelling on the relevant lots as normal. In addition, any dwelling exceeding 350m<sup>2</sup> gross floor area is a discretionary activity.</u>
		One new operational farm building (non-residential) per certificate of title issued on or before 2 December 2010	Applies	Does not apply Subject instead to 100m <sup>2</sup> gross floor area limit	Applies	n/a	n/a		
<p>* <b>Note:</b> where the above provisions do not apply the general provisions of the District Plan apply.</p>									



Attachment 2 – Amended Kaipara District Plan Rule 12.10.3c

Rule	Parameter	Rural Permitted Activity Performance Standard	Activity Status if the Activity does not meet the Performance Standard	Assessment Criteria																																																						
12.10.3c	Erection and alterations of buildings and structures within an Outstanding Natural Landscape	<p><b>(1) Subject to the exclusion in (2) below, the Erection and Alteration of Buildings and Structures (including dwellings) located in an outstanding landscape is a permitted activity if:</b></p> <p>a) It is no more than 8m in height; and</p> <p>b) Either:</p> <p>    i) It does not exceed 50m<sup>2</sup> gross floor area; or</p> <p>    ii) Any alteration/additions to the building or structure do not exceed 40% of the volume of the structure (whichever is the smaller); and</p> <p>c) The exterior finish of the building or structure has a reflectance value of, or less than 30% as defined within the BS5252 standard colour palette;</p> <p>And if applicable;</p> <p>d) It is required for maintenance to the interior and exterior of the building or structure; or</p> <p>e) It is required for renovations to the interior of the dwelling or structure</p> <p><b>(2) Except that:</b></p> <p>f) The standards in 12.10.3c(1) do not apply to the dwellings constructed within the defined Exclusive Use Areas shown on the Survey Plan for lots 1-29, 32,34,40,41 and 45 DP 348513 (Bream Tail) consented by RM050086 provided that the other conditions of the Consent Notices (dated 2<sup>nd</sup> of February 2004) on these titles are complied with.</p> <p><b>Note 1:</b> To assist interpretation of this Rule, the following activities are permitted subject to compliance with the following provisions:</p> <table><tr><th>Provisions that apply</th><th>12.10.3c(1)(a)</th><th>12.10.3c(1)(b)</th><th>12.10.3c(1)(c)</th><th>12.10.3c(1)(d)</th><th>12.10.3c(1)(e)</th></tr><tr><td>Pump sheds</td><td>Applies</td><td>Applies</td><td>Does not apply</td><td>n/a</td><td>n/a</td></tr><tr><td>Water troughs</td><td>Applies</td><td>Applies</td><td>Does not apply</td><td>n/a</td><td>n/a</td></tr><tr><td>Water tanks</td><td>Applies</td><td>Applies</td><td>Does not apply</td><td>n/a</td><td>n/a</td></tr><tr><td>Irrigation systems (single rotary systems)</td><td>Does not apply</td><td>Does not apply</td><td>Does not apply</td><td>n/a</td><td>n/a</td></tr><tr><td>Uncovered yards (including cattle and sheep)</td><td>Applies</td><td>Does not apply</td><td>n/a</td><td>n/a</td><td>n/a</td></tr><tr><td>Wind turbines for operations and agricultural equipment (e.g. for water pumps)</td><td>Does not apply</td><td>Applies</td><td>Does not apply</td><td>n/a</td><td>n/a</td></tr><tr><td>Replacement of existing structures in ONL (like for like replacement)</td><td>Does not apply</td><td>Does not apply</td><td>Does not apply</td><td>n/a</td><td>n/a</td></tr><tr><td>One new operational farm building (non-residential) per certificate of title issued one or before 2 December 2010</td><td>Applies</td><td>Does not apply subject instead to a 100m2 gross floor area limit</td><td>Applies</td><td>n/a</td><td>n/a</td></tr></table> <p><b>Note:</b> Where the above provisions do not apply the general provisions of the District Plan apply.</p>	Provisions that apply	12.10.3c(1)(a)	12.10.3c(1)(b)	12.10.3c(1)(c)	12.10.3c(1)(d)	12.10.3c(1)(e)	Pump sheds	Applies	Applies	Does not apply	n/a	n/a	Water troughs	Applies	Applies	Does not apply	n/a	n/a	Water tanks	Applies	Applies	Does not apply	n/a	n/a	Irrigation systems (single rotary systems)	Does not apply	Does not apply	Does not apply	n/a	n/a	Uncovered yards (including cattle and sheep)	Applies	Does not apply	n/a	n/a	n/a	Wind turbines for operations and agricultural equipment (e.g. for water pumps)	Does not apply	Applies	Does not apply	n/a	n/a	Replacement of existing structures in ONL (like for like replacement)	Does not apply	Does not apply	Does not apply	n/a	n/a	One new operational farm building (non-residential) per certificate of title issued one or before 2 December 2010	Applies	Does not apply subject instead to a 100m2 gross floor area limit	Applies	n/a	n/a	Discretionary Activity	<p>Where an activity is not permitted by this Rule, <b>Council</b> will have regard to the following matters when considering an application for Resource Consent:</p> <p>i) The extent to which the proposal will affect the values of any Outstanding Natural Landscape identified in Map Series 2 and the extent to which the subdivision, use or development meets the additional assessment criteria contained in Appendix 18B.</p> <p><b>Note 1:</b> A description of the landscape features is provided in Appendix 18A. The values associated with the Outstanding Natural Landscapes are described in the Kaipara District Landscapes Technical Report (2010).</p>
Provisions that apply	12.10.3c(1)(a)	12.10.3c(1)(b)	12.10.3c(1)(c)	12.10.3c(1)(d)	12.10.3c(1)(e)																																																					
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			<p>Restricted Discretionary Activity for the erection of a dwelling exceeding 50m<sup>2</sup> but not exceeding 350m<sup>2</sup> gross floor area on Lots 1-4 and 6-14 as shown on the Survey Plan consented by RM090103 for Lot 2 DP 316176 (Mangawhai Heads Holdings Limited)</p>	<p>Where a dwelling on a relevant lot exceeds the 50m<sup>2</sup> gross floor area limit specified in Rule 12.10.3c(1)(b)(i) (but does not exceed 350m<sup>2</sup> gross floor area), Council has restricted its discretion to the matter specified in Condition 1(p) of consent RM090103, dated 17 April 2015.</p> <p><b>Note 1:</b> The restricted discretionary activity opportunity provided by this Rule applies subject to the following provisions:</p> <p>i. It expressly applies only to the 13 identified building locations within Lots 1-4 and 6-14 shown on a Survey Plan consent by RM090103 for Lot 2 DP 316176 (or as shown on any subsequent DP replacing 316176); or to one dwelling on the existing Lot 2 DP 316176 (or any subsequent DP replacing 316176) providing that the dwelling is in one of the 13 identified building locations and is designed in accordance with the controls specified in condition 1(p).</p> <p>ii. A certificate of title must have been issued for the lot concerned, subject to a consent notice relating to the continuing requirements of condition 1(p) of consent RM090103</p> <p>iii. If consent RM090103 lapses without being implemented, then this rule shall cease to apply (Rule 12.10.3c would then apply as normal), except as provided in respect of one dwelling in (i) above.</p> <p><b>Note 2:</b> An application for restricted discretionary activity resource consent pursuant to this Rule will be considered on a non-notified basis.</p> <p><b>Note 3:</b> The restricted discretionary activity opportunity provided by this Rule applies only to the performance standard in Rule 12.10.3c(1)(b)(i). The remaining performance standards specified in Rule 12.10.3c(1) continue to apply to any dwelling on the relevant lots as normal. In addition, any dwelling exceeding 350m<sup>2</sup> gross floor area is a discretionary activity.</p>
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**File number:** 3820.0

**Approved for agenda** ☐
**Report to:** Council

**Meeting date:** 08 May 2017

**Subject:** Northland Regional Council 2017 Consultation

**Date of report:** 21 April 2017

**From:** Howard Alchin, Policy Manager

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

### Summary

Northland Regional Council (NRC) notified a number of draft documents in March 2017. This included the proposed Northland Regional Pest Management and Marine Pathway Plan, the Annual Plan 2017-2018, an amended Charging Policy, and an amended Navigation Safety Bylaw.

Kaipara District Council (KDC) often submits on the activities of its neighbours and, in this case, cross-jurisdictional partner. This is primarily done with two main considerations; the effect any proposed plan or bylaw will have on Kaipara District Council as a landowner, and in consideration of how the Kaipara District Council can seek to protect the interests of the residents and ratepayers of the Kaipara district.

The submission period for these documents closed on 21 April 2017. The decision was made for Kaipara District Council staff (including the Executive Team) to submit on these documents, and then seek endorsement from Council at the May 2017 Council meeting. The proposed submission was also sent to the Mayor and Councillors for comment.

This Report seeks that endorsement and approval from Council, with regards to the Kaipara District Council submission (**Attachment 1**). The submission was made through Northland Regional Council's online consultation portal, and therefore the Attachment is the automatically generated submission confirmation, rather than a standard form submission.

### Recommendation

*That Kaipara District Council:*

- 1 *Receives the Policy Manager's report 'Northland Regional Council 2017 Consultation' dated 21 April 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 *Supports the submission made by Kaipara District Council Officers to Northland Regional Council on their Annual Plan 2017-2018, an amended Charging Policy, Proposed Regional Pest*

*Management and Marine Pathways Plan, and Navigation Safety Bylaws.*

**Reason for the recommendation**

As often arises, the submission period did not align with the Council meeting agenda, and therefore a submission to Northland Regional Council was drafted by Council staff. The support and endorsement by Council of that submission is now being sought, in order to fully legitimise Kaipara District Council's submission, as is considered best practice.

**Reason for the report**

NRC has notified four draft documents that were open for consultation in 2017. KDC has submitted on these draft documents, as they may affect Council's obligations. Due to the statutory timeframes that were relied upon by NRC in considering the consultation period, KDC staff were required to submit on these documents before the next available Council meeting. Therefore this report provides an overview of the submission lodged with NRC and seeks endorsement of the submission (as shown in **Attachment 1**).

**Background**

NRC notified a number of proposed draft documents in March 2017, seeking feedback from the public. These documents are:

- Northland Regional Pest and Marine Pathway Management Plan
- Northland Regional Council Annual Plan 2017-2018
- Northland Regional Council Charging Policy; and
- Northland Regional Council Navigation Safety Bylaw

**Issues**

These documents may have an effect on KDC in a number of ways.

***Regional Pest and Marine Pathway Management Plan***

This Management Plan seeks to replace the current option, which is the use of Regional Pest Management Strategies. KDC recognises that NRC has jurisdictional authority regarding the enforcement of pest management controls. The proposed Plan seeks to classify a number of 'pest species', including vegetation, animals and one disease/ pathogen (Kauri dieback).

The proposed Plan follows National Policy Direction issued by central government in August 2015, and takes the classification approach. This sees pest species classified as falling under one of the following categories: exclusion species, eradication species, progressive containment species, sustained control species and site-led species management.

NRC has developed a number of rules which have been applied to certain pest species, based on their potential effects on environmental, economic and social well-being, and may affect KDC. These also apply to the general public, and include:

- A number of pest species being subject to a rule which states that if any member of the public sees, or suspects that they have seen that pest species, then it must be reported to NRC immediately.
- The 'good neighbour rule' applies to certain pest species (i.e. gorse and privet) and states that a

landowner/occupier must destroy that pest species within 10m of an adjacent property, where the adjacent land occupier is taking reasonable measures to manage that pest species or its impacts on pastoral production or environmental values. The good neighbour rule will be enforced on receipt of a complaint from a directly affected person.

- The 'good neighbour rule' where the pest species is considered to have risks to human health (i.e. Phoenix Palms). This rule will be enforced, and landowners will be required to clear the pest species within 10m of the adjoining property, where a medical certificate/doctors letter is attached to the complaint, and has come from a directly affected person.
- There are rules which ban the transport of certain pest species (dead or alive) around or into Northland (i.e. possums)
- There are also rules requiring certain pest species, if caught intentionally or accidentally, to be killed immediately upon capture (i.e. koi carp, perch, tench).

KDC generally supports the approach taken by NRC. As a landowner, the concern is with regards to work that may need to be performed by KDC to ensure cooperation with the Pest Management Plan. However, there are a number of qualifying factors within the proposed rules which may limit the actual extent of control needed by KDC. This includes good neighbour rules being dependent on the adjacent landowner having undertaken reasonable measures to limit the spread of the pest species, and complaints needing to come from directly affected persons.

KDC also considers that a number of the rules which have been introduced are 'common sense' approaches (i.e. if you see something, say something) and will limit the spread of harmful and destructive pest species throughout Northland.

The proposed Regional Pest Management Plan also includes a requirement for road authorities, of which KDC is one, to implement a strategy which will deal with pest species on road reserve. KDC has in place a current Roadside Weed Management Strategy and it has been submitted that this strategy would meet KDC's requirements under the Proposed Plan.

KDC has submitted in support of the proposed Regional Pest Management Plan. It should be noted that the Kaipara District Plan does refer to NRC having the jurisdictional responsibility of managing pest management, but in vague terms, and it is not considered that a Plan Change would be needed to effect the changes proposed in the Regional Pest Management Plan.

### ***Marine Pathway Management Plan***

This is another 'strand' of the Regional Pest Management Plan proposed by NRC. This will deal with the spread of new marine pests into, and around, Northland, aiming to catch them before they become established. The proposed Regional Pest Management Plan itself includes marine pests, and the Pathway Management Plan is a relatively novel approach to stopping the spread of marine pests.

KDC has submitted in support of this Plan, and in particular supports the user-pays approach, and protecting sensitive receiving environments i.e. Mangawhai Harbour. KDC has submitted in favour of provisions which will deal with discharges to water from in-water boat hull cleaning in regards to NRC's Draft Regional Plan (submitted in September 2016).

### ***Northland Regional Council Annual Plan 2017-2018***

NRC's Annual Plan (2017-2018) includes a number of proposed amendments which KDC has submitted on. This includes new equipment for river management, a number of new positions, safe boating education programmes, funds to the Northern Transportation Alliance (NTA), funds for environmental projects (i.e. land management activities, biodiversity programmes and a native forest restoration project).

This will be provided for by NRC's plan to take an extra \$822,000 in rates to fund activities and programmes. This extra \$822,000 will primarily be levied at urban properties across Northland, with the targeted Council service rate for properties in the Kaipara decreasing from the projected LTP rate for the year 2017-2018 (from \$126.06 per rating unit to \$116.94 per rating unit).

There are increases that will affect Kaipara however. These include the targeted land management rate, and the targeted regional infrastructure rate. KDC has submitted that they are relatively supportive of the additional programmes and planned expenditure. KDC has expressed continued concern that the Regional Infrastructure Rate be truly 'ring-fenced' to ensure that it is spent on regional infrastructure.

KDC has also submitted that the proposed decrease in the targeted rate for the Kaihu River Management Scheme should not be implemented. KDC has expressed a preference for the rates to continue being collected, and allocated towards a number of priorities. This is ongoing maintenance, a fund for emergency works, and funds to be allocated towards freshwater quality programmes which are likely to be subject to national policy direction in the forthcoming year, including amendments to the National Policy Statement on Freshwater Management.

### ***Northland Regional Council Charging Policy***

KDC has submitted in support of the amendments to the Charging Policy, on the basis that these increases were provided for in NRC's Long Term Plan, and that they reflect a user-pays approach, rather than passing the cost on to the general ratepayer.

### ***Northland Regional Council Navigation Safety Bylaw***

KDC has submitted in support of the proposed changes to the Navigation Safety Bylaw, which largely focus on aligning the NRC's Bylaw with Auckland's Bylaw. This includes ongoing education, management of vessels and moorings, and increasing safety obligations of those in charge of vessels.

## **Factors to consider**

### ***Community views***

The consultation process undertaken by NRC was an open consultation period, undertaken under provisions of the Local Government Act 2002. This means that any resident or ratepayer of the Kaipara district was also able to make their own submission to NRC on any of the matters being consulted on.

### ***Policy implications***

It is not considered that the NRC proposed plans and bylaws which are open for consultation would have a significant policy implication on KDC. The exception to this has been identified, in regards to the potential for KDC's Roadside Weed Management Strategy to be amended, but this Strategy was due for review in 2018, and will allow a consistent NTA Strategy to be formulated.

**Financial implications**

There are no financial implications as a result of this submission.

**Legal/delegation implications**

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

**Options**

**Option A:** Agree to the submission made by Kaipara District Council staff, and endorse the submission.

**Option B:** Disagree to the submission made by Kaipara District Council staff, and do not endorse the submission.

**Assessment of options**

Due to the issues surrounding the timeframe for public consultation i.e. the submission period for public consultation ended on 21 April 2017, it was not possible to draft a submission on these documents and bring it to a full Council meeting to seek approval prior to the consultation period closing. Therefore, Council officers completed a submission, and now seek endorsement by Council.

There are no significant changes to Kaipara District Council that will be impacted by the proposed Plans and Bylaws notified by Northland Regional Council.

**Assessment of significance**

NRC's proposed Regional Pest Management Plan, Navigation Safety Bylaw and Annual Plan 2017-2018 do not trigger any potential changes to KDC's operation that would require consideration of the Significance and Engagement Policy.

**Recommended option**

The recommended option is **Option A**.

**Next step**

There are no next steps to be undertaken currently.

**Attachments**

- Kaipara District Council Submission to Northland Regional Council 2017



## Submissions

### Combined Consultation 2017 (16/03/17 to 21/04/17)

Submission by	Kaipara District Council ( Natalie Robinson)
Submission ID	2017cc397
Response Date	21/04/17 11:32 AM
Status	Submitted
Submission Type	Web
Version	0.1

#### RAISE AN ADDITIONAL \$822,000 ACROSS THE REGION

Please note that more detail on what we are planning to spend this money on can be found in our Annual Plan Supporting Information Document.

**Should we collect an extra \$822,000 across the region (an average of \$8.90 per property) so that we can keep our equipment up to date, continue our critical environmental programmes, work to keep our communities safe and continue to provide a high level of service to Northland?**

Agree

#### Please comment:

Kaipara District Council is generally supportive of the spending measures that Northland Regional Council has prioritized for 2017-2018. Kaipara District Council is particularly supportive of: - Increasing spending on river management to ensure sites are measured accurately and information is securely and accurately gathered in major storm events - Funding to Civil Defence Emergency Management to ensure communications are effective in the lead up to, and during, an emergency - \$15,000 for safe boating education programmes in schools. This initiative includes a one-day training programme taking place in Dargaville. Kaipara District Council is supportive of future boaties being educated in safe practices, given the heavy marine focus of recreational activities in the Kaipara District Council - Kaipara District Council is supportive of the increased funding being spent on mooring management, and would like to enter into a dialogue with NRC with regards to the Mangawhai mooring to discuss its compatibility with a swimming pontoon and other uses. - \$30,000 for the Northern Transport Alliance – Kaipara District Council supports this funding, given the shared service and ongoing collaboration of the transport teams - Increased funding for resource and catchment management, including; o Riparian Planner which will assist in farm plan development and allow for increased collaboration with landowners to manage and improve water quality o Increased nursery space to grow poplars and willows, which are ideally suited to prevent and control erosion in sensitive areas o The funding of a Biodiversity Advisor – Kaipara District Council is supportive of this role, as they will be tasked with delivering lake management plans, and the Kaipara is home to two unique lakes environments (Kai Iwi Lakes/Taharoa Domain, and the Pouto dune lakes) o Projects to restore seven of Northland's best native forests. Kaipara District Council supports the reduction of pests in native forests while enabling community involvement in pest management and conservation efforts - Support services which will see increased and effective communications to members of the public. Kaipara District Council supports the focus on ensuring the public are aware of NRC's role and functions. Kaipara District Council also supports

the money budgeted to investigate sharing services, as KDC believes efficiency and effectiveness can be achieved through the joint delivery of services and infrastructure. KDC is generally supportive of the rating policy which has been applied to gather the additional \$822,000 properties, which sees the rates increase more for 'urban' properties, rather than rural properties, and therefore lowers the per-property Targeted Council Service Rate for Kaipara properties. However, this has been countered by a rise above what was budgeted for the 2017-2018 period for the Targeted Land Management Rate, and the Targeted Regional Infrastructure Rate. Kaipara District Council notes that although some rates will be lower than projected Year 3 rates (i.e. Targeted Council Service Rate per rating unit), there is a general increase of total rates payable from the Kaipara District to Northland Regional Council of approximately 4.27%, rather than the 2.06% that was projected in LTP for Year 3.

## **REGIONAL INFRASTRUCTURE RATE**

**Should we continue this rate for a further year to allow the complexities of the rail corridor to be addressed?** Agree

### **Please comment:**

Kaipara District Council supports the continued collection of the Regional Infrastructure Rate, but wishes to express their concern that the funds raised by the rate remain 'ring-fenced' in order to ensure they are applied to infrastructure which serves a regional purpose. Kaipara District Council would welcome the opportunity to be part of a working group on how the Regional Infrastructure Rate can best be managed so as to establish projects which will benefit the region as a whole.

## **REGIONAL RECREATIONAL FACILITIES RATE**

**Should we lower the rate for the 2017/18 year, so that the reserve is repaid over the full year?** Disagree

### **Please comment:**

Kaipara District Council, while supporting in principle the idea of less financial burden on the ratepayers of the Kaipara District, are concerned that the better approach would be to continue collecting the Regional Recreational Facilities Rate at the same amount as planned for in the LTP, and spent on other ongoing regional recreational facilities.

## **AWANUI RIVER MANAGEMENT TARGETED RATE**

**Should we alter the boundaries of the targeted rate to better reflect areas of benefit?** Neutral

## **KAEO WHANGAROA RIVERS MANAGEMENT TARGETED RATE**

**Should we reduce the Kaeo Whangaroa Rivers Management targeted rate by 25%?** Neutral

## **KAIHU RIVER MANAGEMENT TARGETED RATE**

**Should we reduce the Kaihu River Management targeted Rate by 12%?** Disagree

### **Please comment:**

Kaipara District Council notes that this will reduce the targeted rate paid by landholders in the Kaihu River Management Area, and while that may be desirable, this should be balanced with the need to

ensure that the Management Area is safe from floods and other adverse weather effects. Kaipara District Council believes that, similar to the situation with regards to the Regional Recreational Facilities Rate, if the Rates were provided for in the LTP, then there should be consideration given to continuing to collect them at that level, to ensure sufficient funds are available if emergency or unscheduled works are necessary. Kaipara District Council also believes that the projected rates could continue to be collected, and allocated towards collaborative efforts between KDC, NRC and central government with regards to national priority programmes on freshwater quality. This has been determined as a priority area for central government, and KDC believes these funds could be applied to meeting freshwater quality standards in the Kaihu River.

## **KERIKERI-WAIPAPA RIVERS TARGETED RATE**

**Should we suspend collection of the Kerikeri-Waipapa rivers management targeted rate and use the reserve balance to fund operational work, while investigations in to flood control works are completed?** Neutral

**Should we increase our charges by 2.44%, like we said we would in our Long Term Plan, and make other updates and changes?** Agree

### **Please comment:**

Kaipara District Council agrees to this increase, on the basis that this was provided for in the Long Term Plan 2015-2025, and that the alternative would be an increase in rates across the Region.

## **WHO SHOULD PAY FOR MARINE PEST MANAGEMENT?**

**What do you think would be the fairest way to pay for our marine pest management work?** Option 1: Apply a charge of \$122 (including GST) to moorings, boat sheds and marina berths, and a charge of \$5750 (including GST) to the three large commercial marine facilities in Whangarei, to achieve full cost recovery of our marine biosecurity programme

### **Please comment:**

Kaipara District Council supports the 'user-pays' approach to paying for pest management (marine biosecurity) as advocated by Northland Regional Council in their preferred option. KDC recognises the need to ensure the safety and security of the coastal environment from marine pests. Kaipara District Council has previously submitted on the issue of marine fouling as part of the feedback period on the NRC Draft Regional Plan. While Kaipara District Council notes that by passing the costs on to individual boat owners, this may financially burden individual residents, this must be balanced with the option of the entire Region continuing to pay for it, and therefore KDC supports the user-pay model, in order to ensure the charges are fairly levied. KDC also supports provisions ensuring that the three large commercial marine facilities are included in the 'user-pays' approach to paying for marine pest management.

**Are you a mooring, boat shed and/or marina berth owner?** No

## **Tell us what you think about the changes we are making to our Navigation Safety Bylaw.**

Kaipara District Council supports the review of this Bylaw, to incorporate updates, and to better align with Auckland's bylaw programme. KDC also supports the ongoing education programme to support safe boating, the management of mixed-use areas to ensure more than group of users is satisfied with their ability to undertake their preferred activities, and the management of vessels and moorings.

Kaipara District Council supports the provision that the one person in charge of the vessel must not be under the influence of alcohol and drugs, and must manage risk. KDC supports the safety-focus of this Bylaw and lessening confusion of the bylaws with those who move between Auckland and Northland. KDC also supports the tightening of provisions regarding the wearing of personal floatation devices to ensure the safety of passengers on board vessels. KDC also supports the amending of the definition of 'seaworthy' so that it means in fit condition, as certified by the Harbormaster. KDC supports the Bylaw that all vessels are required to display an identification mark, given the current difficulties in the identification and traceability of vessels. KDC supports the Bylaw provisions that owners names and contact details must be left on vessels at anchor or on moorings for the same reasons, and appreciates this will help NRC identify owners if boats encounter a problem while moored or anchored. KDC would like to see enhanced and adequate signage and education programmes regarding dangerous sand bars, i.e. at Mangawhai and the Kaipara Harbour.

**Do you have any comments about our Proposed Northland Regional Pest and Marine Pathway Management Plan 2017-2027?**

Kaipara District Council recognises the importance of safeguarding the economic, social, cultural, and biodiversity of Northland's environment, and the role that correctly managing pests plays in ensuring this. Kaipara District Council is generally supportive of provisions introduced in the Proposed Northland Regional Pest Management Plan (RPMP). KDC recognises that the RPMP has been implemented in the wake of National Policy Direction, and with regards to a number of statutes, including the Biosecurity Act 1993. KDC supports the banning of certain species from sale and distribution to reduce their spread. KDC also supports a greater emphasis on partnership with other agencies, and would welcome the chance to be involved in cooperative planning and collaborative programmes with NRC, and other agencies to reduce the impact of pests on the environment. KDC supports the Crown being bound by 'good neighbour rules', and supports the Good Neighbour rules, with regards to their qualifying factors (i.e. the neighbour must be making a measurable attempt to control the spread of the pest on their own property, and that work will only be required when a complaint is received, in some cases accompanied by a medical certificate if the species is deemed to create or exacerbate health problems). KCC acknowledges that the Good Neighbour rules are similar to current strategies supported and endorsed by KDC with regards to KDC land assets. This involves priority being given to weed clearance when complaints are received by members of the public; and an opportunity for collaboration exists with other agencies as to how to manage the weed management. KDC supports the provisions regarding roading authorities, and notes that KDC already has a Roadside Weed Management Strategy (2013-2018) in place that was developed with assistance from NRC. This appears to align with the expected outcomes of the Proposed Regional Pest Management Plan. It is due for review next year, and KDC proposes that when the Strategy is due for review, this can be undertaken in conjunction with the other NTA partners, to ensure an up-to-date strategy that correctly aligns with the Proposed Regional Pest Management Plan, and allows for cross-boundary consistency. As a landowner and occupier of vast tracts of land, KDC is concerned about certain obligations it may have with regards to the Proposed Regional Pest Management Plan. However, KDC believes that any concerns can be abetted by collaboration with NRC, and by ongoing advocacy and education efforts by NRC which will better provide the public with an understanding of the identification of pests, and how their effects on the environment can be minimised.

**LIMIT MOVEMENT OF FOULED VESSELS**

**We are proposing new rules that restrict the movement of vessels with fouled hulls in Northland waters. Do you agree with this?** Agree

**Please comment:**

Kaipara District Council agrees that it is important to ensure that Northland's coastal environment is kept free from marine pests which may impact recreation, culture and economy. KDC supported the provisions of the draft Regional Plan with regards to boat fouling, and continues to support the approach endorsed by NRC in the Marine Pathway Plan. KDC also supports the approach being taken by NRC as being consistent with the Ministry for Primary Industry's standards, and believe a high level of caution should be applied, given the sensitive receiving environment at risk. KDC particularly supports

the inclusion of Mangawhai Harbour and the Kaipara Harbour as designated places which will be afforded the protection of the Marine Pathway Plan, as these areas are of high environmental, cultural and social value. KDC supports the education and awareness-raising amongst boat owners to ensure that the transportation of marine pests is minimised, and the coordination of the Marine Pathway Plan with existing rules regarding the presence of marine pests.

**Do you own a vessel that is used in Northland?** No  
(Excluding trailer boats).

## Hearings meeting - tell us more about your submission

You are welcome to speak to the councillors at a Hearings meeting to support your submission. Let us know if you want to attend.

**I want to talk about my submission to the** **No**  
**councillors at a Hearings meeting**

**If you wish to present your submission at a Hearings meeting, please indicate the topics most relevant to your submission (you can choose more than one):**

**How did you find out about this consultation?**

- . Email invite from us
- . Letter from us

**File number:** 3216.0 **Approved for agenda** ☒  
**Report to:** Council  
**Meeting date:** 08 May 2017  
**Subject:** Kai Iwi Lakes (Taharoa Domain) Bylaw and Statement of Proposal :  
**adoption for consultation**  
**Date of report:** 21 April 2017  
**From:** Venessa Anich, General Manager Community  
**Report purpose** ☒ **Decision** ☐ **Information**  
**Assessment of significance** ☒ **Significant** ☐ **Non-significant**

### Summary

The Kai Iwi Lakes (Taharoa Domain) Bylaw is intended to support and enable the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan that was adopted by Kaipara District Council (KDC) in September 2016. KDC and Northland Regional Council (NRC) Bylaws together will cover water-based activities (NRC's jurisdiction) and land-based activities (KDC's jurisdiction) relating to Taharoa Domain and Kai Iwi Lakes. The two Councils have undertaken drafting of Bylaws and have undertaken informal consultation, to gain initial feedback on a draft map showing where potential activities may occur both on the water and on the land. The draft map was produced based on the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2016 (RMP).

The goal is to have suitable bylaws in place by this summer. This Council agenda item is to endorse a Statement of Proposal and a draft Kai Iwi Lakes Bylaw (the Bylaw) for public consultation (Attachment 1 contains the draft Statement of Proposal and Draft Bylaw). This proposed Bylaw sets rules for land-based activities that complement the water-based activities that adjoin the water, such as boatramps, access and parking, in such a way that the recreation reserve is protected and enhanced. It includes the locations where day parking is acceptable, where boatramps are located, short term parking (drop-off zones), and places where vehicles may go off the formed road. The Bylaw also seeks to complement the NRC Navigational Bylaw and give effect to the RMP.

The process is to be a joint one between KDC and NRC. This involves a joint consultation process on both the NRC Navigational Bylaw and the KDC Kai Iwi Lakes (Taharoa Domain) Bylaw, including a joint hearing. Given the practicalities of setting up a Hearing between the two Councils it is considered appropriate that both Councils delegate to a Hearing Panel, the responsibility to hear submissions, deliberate and make recommendations on both of the proposed Kai Iwi Lakes Bylaws to the respective Councils. In order to ensure fairness to all affected parties, it is recommended that a joint Hearing Panel should consist of:

- 1 Northland Regional Councillor, being Councillor Smart; and
- 1 Kaipara District Councillor, being Councillor Wade; and
- 1 iwi representative from the Taharoa Domain Governance Committee, being Mr Ric Parore.

This agenda seeks endorsement of this arrangement and nominated persons to sit on the Hearing Panel.

The timeline for the process including consultation, hearings and final adoption, is as follows:

- KDC Council meeting to approve for notification 08 May 2017
- NRC Council meeting to approve for notification 16 May 2017
- Notification of both Bylaws 20 May 2017
- Submissions period closes 21 June 2017
- Hearings 19-21 July 2017
- Deliberations 08 August 2017
- NRC Council adoption 22 August 2017
- KDC Council adoption 26 September 2017

### **Recommendation**

*That Kaipara District Council:*

- 1 *Receives the General Manager Community's report 'Kai Iwi Lakes (Taharoa Domain) Bylaw and Statement of Proposal : adoption for consultation' dated 21 April 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 Statement of Proposal, Attachment 1 to the above-mentioned report, including the draft Kai Iwi Lakes (Taharoa Domain) Bylaw for public consultation under the Local Government Act 2002; and*
- 4 *Delegates the responsibility, to hear submissions and make recommendations to Council, on the Kai Iwi Lakes (Taharoa Domain) Bylaw to a Hearing Panel consisting of the following people:*  
  
*Councillor Penny Smart (being a Northland Regional Council representative), Councillor Andrew Wade (being a Kaipara District Council representative) and Mr Ric Parore (being an Iwi representative).*

### **Reason for the recommendation**

The Kai Iwi Lakes (Taharoa Domain) Bylaw will be a new bylaw to give effect to the Kai Iwi Lakes (Taharoa Domain) Reserves Management Plan 2016 and Council considers that there is, or is likely to be, a significant impact on the public such that it is necessary to go through the special consultative procedure prior to making a final decision on the Bylaw.

### **Reason for the report**

The purpose of this report is to seek adoption of the draft Kaipara District Council Kai Iwi Lakes (Taharoa Domain) Bylaw and associated Statement of Proposal for public consultation. The report also seeks a Council resolution on the make-up of a Hearing Panel to hear and make recommendations on each of the respective Councils' Bylaws (KDC draft Bylaw and NRC Kai Iwi Lakes Navigational Bylaw).

## Background

The Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan (RMP) was adopted by Council in late 2016. The RMP provides guidance on how the Kai Iwi Lakes (Taharoa Domain) are to be managed and developed over the next 10 years.

To help with this management two Bylaws are proposed; one is a Navigational Bylaw to determine where certain activities may take place on the Kai Iwi Lakes, such as swimming only areas and ski lanes. The second Kai Iwi Lakes Bylaw is to cover land-based activities, such as where parking and driving off formed roads may occur to support activities that occur on the Lakes and other activities within the wider Kai Iwi Lakes area (Taharoa Domain).

The Navigational Bylaw is under the jurisdiction of NRC, while KDC has jurisdiction for the land-based activities. Due to the inter-connectedness of the two, and public perception as such, NRC and KDC have been undertaking this work as a joint matter, and will continue to do so through the bylaw making process. Attachment 1 to this report contains a Statement of Proposal and draft Bylaw for the KDC Kai Iwi Lakes (Taharoa Domain) land-based Bylaws.

## Applying Bylaws to the Kai Iwi Lakes (Taharoa Domain) and the Bylaw process

A Bylaw can be made to manage an issue or to regulate a particular circumstance. With regards to the Kai Iwi Lakes, in order for a Bylaw to be made to manage the activities on the water, NRC needs to take the lead, as they have the authority to make a Bylaw in place under the Maritime Transport Act 1994. KDC manages land-based activities through Bylaws under the Local Government Act 2002 and/or the Reserves Act 1977 (as the Taharoa Domain is a Classified Reserve). The final decision on a Bylaw rests with the full Council, as responsibility to adopt a Bylaw cannot be delegated. Both Councils, KDC or NRC, can provide input to the other Council's Bylaw throughout the process. Enforcement or administration of the Bylaws can be transferred. Therefore enforcement/administration can be undertaken by either NRC or KDC.

KDC already has bylaws in place to manage particular activities such as fires, littering, noise and dogs. These activities are regulated under other KDC Bylaws which will still apply to the Lakes.

All Proposed Bylaws need to meet legislative requirements and follow the statutory processes. The proposed Bylaws also need to go through a formal one month public consultation process. Fees and charges can also be considered through this process, or at the next review of Council's Fees and Charges round undertaken yearly. Submissions need to be considered when deciding whether to make the Bylaw and confirming its final form. Once a final Bylaw is confirmed it needs to be communicated to the public as to when it is to come into force, and enforcement can begin.

The timeline for the process including consultation, hearings and final adoption are as follows:

- KDC Council meeting to approve for notification 08 May 2017
- NRC Council meeting to approve for notification 16 May 2017
- Notification of both Bylaws 20 May 2017
- Submissions period closes 21 June 2017
- Hearings 19-21 July 2017



- Deliberations 08 August 2017
- NRC Council adoption 22 August 2017
- KDC Council adoption 26 September 2017
- Implementation of Bylaws.

### **Issues**

In the absence of a Bylaw Council would not be able to direct vehicles in a co-ordinated way to support the activities occurring at the Lakes both on and off the water. A Bylaw can also compel people to move on should they drive or park their vehicles in an inappropriate place. The Bylaw provides enforcement options for Council should an issue arise around vehicles and traffic management that requires attention. Movement of vehicles around the boatramps and the use of the boatramps could cause issues if appropriate rules are not in place. This includes trying to avoid congestion around the boatramp area, and to prevent access if there is a failure to comply with undertaking biosecurity checks.

### **Factors to consider**

#### ***Community views***

Consideration of community views is required under the Local Government Act 2002 before making a Bylaw. A minimum one month consultation period is required to undertake this community consultation in order for people to provide their views to Council.

#### ***Policy implications***

The introduction of the Kai Iwi Lakes (Taharoa Domain) Bylaw is considered to be significant in terms of Council's Significance and Engagement Policy. This is because there is likely to be significant community interest in the Bylaw and this is a new Bylaw.

#### ***Financial implications***

There are no financial implications to the making of a Bylaw in place other than the time to create and go through the Bylaw making process. Once in place there are likely to be some costs involved to promote or advertise the Bylaw, including appropriate signage to be put up at the Kai Iwi Lakes (Taharoa Domain). Some cost recovery could be obtained through charging to use the boatramp.

#### ***Legal/delegation implications***

The Draft Statement of Proposal and Draft Bylaw have been through a legal check prior to being put before Council.

### **Options**

There are essentially two options to consider.

**Option A:** To adopt the Statement of Proposal, which includes the Draft Bylaw, with or without minor amendments.

**Option B:** To not adopt the Statement of Proposal and Draft Bylaw.

### **Assessment of options**

Option A clarifies where it is appropriate for vehicles to locate in order to avoid damage to the wider environment within Taharoa Domain and to support the NRC Navigational Bylaw. The Bylaw allows for enforcement options to be used should issues around vehicles occur and to provide rules around the use of boatramps.

In the absence of this (Option B) Council is limited in what action they may take to direct vehicles to appropriate locations around Taharoa Domain and may not have effective enforcement should issues occur.

### **Assessment of significance**

The new Bylaw is considered to be significant.

### **Recommended option**

The recommended option is **Option A**.

### **Next step**

To undertake public consultation on the Statement of Proposal (including Draft Bylaw) and go through the Bylaw making process as per the Local Government Act 2002.

### **Attachments**

- Statement of Proposal (includes Draft Bylaw)

# **Kaipara District Council**

## **Statement of Proposal**

### **Kai Iwi lakes (Taharoa Domain) Bylaw 2017**

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# Statement of Proposal

## 1 Executive summary

Taharoa Domain is a 538 hectare recreation reserve vested in Kaipara District Council. The Domain features three lakes: Lake Taharoa, Lake Kai Iwi and Lake Waikare (the Lakes). The Lakes are a popular destination for a range of recreational activities and also recognised by NIWA for their ecological and water quality values. The recreational use of the Lakes is growing and anticipated to continue to do so. High intensity recreational activities have the potential to create negative environmental and ecological effects and can also create conflict with passive recreational activities. Kaipara District Council, as the administering body of the reserve, has an obligation under the Reserves Act 1977 to ensure the management of the reserve reflects the protection of the reserve's values.

Kaipara District Council has recently undertaken a review of the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan (January 2002). The Final Reserve Management Plan (2016) was adopted on 28 September 2016 and contains direction on how powerboats are to be managed within the Taharoa Domain.

The Reserve Management Plan outlines the Management direction for managing activities in, on and around Lake Waikare, Lake Taharoa and Lake Kai Iwi. This bylaw has been created to implement this policy direction.

## 2 Statutory requirements

### 2.1 Reserves Act 1977

Section 106 of the *Reserves Act 1977* allows the administering body (subject to the approval by the Minister of Conservation) of a Reserve to make bylaws for the provision of:

- a) the management, safety, preservation and use of the reserve or any part thereof and the preservation of the flora and fauna and the scenic, historic, archaeological, biological, geological or other scientific or natural features therein, and for the preservation of the natural environment;
- b) the exclusion of horses, dogs or other animals therefrom, and their destruction if intruding therein;
- c) prescribing the conditions on which persons shall have access to or be excluded from any reserve or any part of a reserve, or on which persons may use any facility (including any building) in a reserve, and fixing charges for the admission of persons to any part of a reserve and for the use of any such facility;
- d) regulating the times of admission thereto and exclusion therefrom of persons, horses, dogs, or other animals, and vehicles or boats or aircraft or hovercraft of any description;
- e) the control of all persons, horses, dogs, and other animals, and vehicles or boats or aircraft or hovercraft of any description using or frequenting a reserve;

- f) prohibiting the bringing into a reserve or the possession or consumption in a reserve of alcohol (within the meaning of s5(1) of the Sale and Supply of Alcohol Act 2012), either generally or on specified occasions or during specified periods;
  - g) prescribing the safety devices to be fitted to any machinery or devices operating in a reserve under the authority of any agreement, lease, or licence, and regulating the operation and maintenance of such machinery or devices;
  - h) prescribing conditions on which persons may be permitted to enter and remain on any wilderness area within a reserve;
  - i) prescribing conditions upon which operators and pilots in command of aircraft and persons in charge of hovercraft may set down or pick up or recover within the reserve any person, livestock, carcass, or article of any description;
  - j) generally regulating the use of a reserve, and providing for the preservation of order therein, the prevention of any nuisance therein, and for the safety of people using the reserve.
- (2) Subject to section 108, every administering body may with respect to the reserve under its control make bylaws for all or any of the purposes specified in subsection (1) in the form prescribed pursuant to that subsection, with such variations of or additions to the prescribed form of bylaws as the Minister considers necessary for the proper control and administration of the reserve.
- (2A) For the avoidance of doubt it is hereby declared that the power to make bylaws conferred on administering bodies by this section is in addition to and not in substitution for any power to make bylaws relating to the reserve under any other Act.

Section 107(a) of the *Reserves Act 1977* states that the procedure for making bylaws is in the same manner as that in which the local authority is authorised by law to make bylaws (as outlined below under the *Local Government Act 2002*).

## **2.2 Local Government Act 2002**

Kaipara District Council is authorised to make bylaws under the *Local Government Act (LGA) 2002* under s145-156. Section 146(b)(vi) of the LGA 2002 states '*a territorial authority may make bylaws for its district for the purposes of managing, regulating against, or protecting from, damage, misuse, or loss or for preventing the use of, the land, structures, or infrastructure associated with reserves, recreation grounds, or other land under the control of the territorial authority.*'

Section 155 of the LGA 2002 requires that a local authority must, before commencing the process for making a bylaw, determine whether a bylaw is the most appropriate way of addressing the perceived problem. If the local authority determines that a bylaw is the most appropriate way of addressing the perceived problem, it must, before making the bylaw, determine whether the proposed bylaw:

- a) *Is the most appropriate form of bylaw; and*
- b) *Gives rise to any implications under the New Zealand Bill of Rights Act 1990.*

Section 156 of the LGA 2002 requires the Council to follow the special consultative procedure when making a new bylaw when it considers that there is likely to be a significant impact on the public due to the proposed bylaw.

Section 157 of the LGA 2002 sets out the requirements for public notice of the bylaw once it is made.

Section 158 of the LGA requires a bylaw to be reviewed within five (5) years of being made, and pursuant to s159 every ten (10) years thereafter.

Section 160 of the LGA 2002 sets out the review process.

### **3 Reason for proposal**

The principle reason for the proposal is to support the management direction set in the Final Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2016. This requires a Navigational Bylaw to be put in place, which is being undertaken by the Northland Regional Council as this matter is under their jurisdiction. The Navigational Bylaw consultation is running concurrently with the public process for this Bylaw. The Navigational Bylaw deals with the activities on the water, such as where certain activities can occur and the rules around how they can be undertaken.

This proposed Bylaw deals with land-based activities, and activities that complement the water-based activities that adjoin the water such as boatramps, access and parking. This includes the locations where day parking is acceptable, where boatramps are located, short term parking (drop-off zones) and giving authorised officers the ability to manage these areas.

In particular the Bylaw proposed sets the rules as to where these may occur and the conditions on these activities. Council therefore proposes to make a Bylaw under section 106 of the Reserves Act which allows Council to put provisions in place for these activities through a Bylaw.

The Kai Iwi Lakes (Taharoa Domain) Bylaw 2017 seeks to meet the following aims, and objectives stated in the Reserve Management Plan and to give affect to stated actions below.

Aim 2: Cultural - The relationships of tangata whenua and other peoples, their history, culture and traditions will be reflected and acknowledged in how Kai Iwi Lakes is developed and cared for.

#### **Aim 2: Cultural Objectives**

- To protect the cultural dimension of Kai Iwi Lakes as a fundamental part of its identity and meaning, including the protection of wāhi tapu and archaeological sites;
- To manage Kai Iwi Lakes holistically as one ecological and cultural system;
- To restore natural, indigenous biota, ecological systems and restore traditional kai.

#### **Aim 2: Actions**

- All archaeological and wāhi tapu sites have protection in place.

Aim 3: Environment – Complete knowledge about Kai iwi Lakes will enable effective protection and enhancement of its natural environment and pristine waters.

#### **Aim 3: Environment Objectives**

- To use Kai Iwi Lakes, its lakes and surrounds to sustain vulnerable indigenous species by re-establishing appropriate habitats and conditions.
- To ensure recreational use of the lakes is not detrimental to the water quality, ecology and cultural values.

#### Aim 3: Environment Actions

- Institute biosecurity controls for all boats and recreational equipment.
- Have only one boatramp at Lake Taharoa and one at Lake Waikare to minimise impact on the lakes and vehicles crossing the foreshore.

And

Aim 4: Recreation – A diverse range of recreation activities which are compatible with the cultural and ecological values of Kai Iwi Lakes, will be available for all visitors.

#### Aim 4: Recreation Objectives

- To optimise visitors' experiences and enjoyment through the development of recreational opportunities (active and passive) which heighten appreciation of the natural and cultural characteristics of Kai Iwi Lakes without compromising its values.
- To manage the effects of all visitors on the environment through the appropriate design of the landscape and infrastructure.
- To improve safety within Kai Iwi Lakes and on the Lakes by having clear rules, guidelines and information that relate to the activities, coupled with active education.

#### Aim 4: Recreation Actions

- Completion of a landscape and infrastructure plan to effectively manage visitor needs, with monitoring of its implementation. For example:
  - day visitor facilities at key destination points including toilets and picnic facilities;
  - entranceway improvements; and
  - campground improvements including more powered sites at Pine Beach.
- Watercraft launching facilities are limited to a single defined point at Lake Taharoa and Lake Waikare.
- Biosecurity checking bay/s are developed and supported by related information at each launching point.
- Licensing system established to ensure all users and their vessels meet the required biosecurity standards.
- Work with Northland Regional Council to develop and implement a bylaw that controls boats, biosecurity and speed etcetera on the lakes.

Under s155 of the LGA 2002 the Council must determine if a bylaw is the most appropriate form to address the issues faced by the Council. If it determines that a bylaw is required, it must determine whether it gives rise to any implications under the Bill of Rights Act 1990.



## 4 Current situation

Kaipara has a number of dune lakes running along its coastline. Lakes Kai Iwi, Waikare and Taharoa form part of the Taharoa Domain, a 538 hectare reserve on Kaipara's west coast. Lake Taharoa is the largest of these dune lakes and along with Lakes Waikare and Kai Iwi are ranked as outstanding by NIWA in their Northern Lakes Ecological Status Report 2012.

The lakes support a number of endangered endemic species, providing one of only a few remaining known habitats for a range of biota. They are highly complex and sensitive ecosystems that are particularly vulnerable, with a potential for aggressive exotic species to be accidentally introduced and to then rapidly colonise the lakes. Reducing the risks and the likelihood of damage to water quality and aquatic ecology requires proactive management of both the lakes and the surrounding area.

In terms of recreation, Lake Waikare has historically been the home for formalised water skiing activities; Lake Taharoa is the focus of camping and the majority of recreational pursuits; and Lake Kai Iwi, being the smallest of the three, has little active recreational use. Popular recreational activities on the lakes include sailing, diving, waka ama, swimming and boating. The high recreational use and significant ecological and water quality values create a challenge for the sustainable management of the lakes. Growing populations of people, particularly in Auckland, and constant improvements in transportation will continue to add to these pressures.

While there is a focus on the use of the Lakes, we also need to consider the supporting activities such as parking facilities and boatramps. It is these activities that this Bylaw covers, while the Northland Regional Council Navigational Bylaw will cover on the water activities.

## 5 Outcomes sought

The overall direction for the Domain's Lakes, as articulated through the Final Reserve Management Plan 2016, is one of recognition of the Lakes as a Taonga with intrinsic environmental and ecological values. The Bylaw therefore seeks to achieve the following outcomes related to:

### 5.1 Safety

The growing increase in the number of Lakes users, and the diversity of activities taking place on and around the Lakes, increases the safety risk. The Bylaw seeks to manage where vehicles can go and will help mitigate the risks where people and vehicles may mix.

### 5.2 Aquatic and shoreline ecology

The majority of the Lakes' ecological diversity occurs at the margins. The plants and animals that rely upon these shallow waters and the lower lake shoreline can be vulnerable to disturbance.

The Bylaw also seeks to minimise the effects of vehicles and trailers crossing the shoreline ecology when launching boats. Therefore boat launching is limited to specified areas as directed by the Reserves Management Plan 2016.

### **5.3 Preventing pest plants and organisms**

There are a number of invasive aquatic plants and organisms that pose a significant threat to the health of the Lakes. Boats and boat trailers are known to be one of the primary ways that these unwelcome visitors can be introduced.

The Bylaw therefore provides mechanisms to deal with a situation should the request to undertake a biosecurity check not be complied with.

### **5.4 Shoreline erosion**

Multiple access points to the Lake may add to shoreline erosion.

The Bylaw will therefore give effect to the Reserve Management Plan 2016 by allowing only one access point onto Lakes Waikare and Lake Taharoa.

## **6 Relevant bylaw determinations**

Kaipara District Council has considered the most appropriate way of addressing the negative effects of vehicles on the foreshore area, and areas suitable for parking, while giving affect to the direction provided within the Reserve Management Plan 2016. Council has considered the problems, the outcomes sought and the appropriate mechanisms to help deliver the outcomes. The analysis has been undertaken with regard to the following:

- The purpose of the Bylaw is to supplement (and not duplicate) the obligations of people under national legislation.
- The Bylaw is only one part of the overall approach to address a perceived problem, and to ensure strategic alignment of Council's and other agencies' objectives of achieving sustainable management of natural and physical resources.
- A bylaw to address a problem needs to be considered in the context of resources within Council and how enforcement can be achieved in a practical and efficient approach.
- The Bylaw is to complement but not override the existing Council Bylaws.

The LGA 2002 requires Council to investigate all options that may be useful in achieving the object of its decision.

The options considered by Council are:

- Do nothing/status quo.
- Use monitoring and education to identify any issues and encourage the public to consider the negative impacts of vehicles on the foreshore area of the lakes, and on driving off the formed roads.
- Regulation through the Reserve Management Plan and Kaipara District Council Bylaw.

The analysis in this Statement of Proposal has considered the overall direction for the reserve as displayed in the Final Reserve Management Plan and how this could be achieved through the three options outlined above.

Following that analysis Council considers that:

- A bylaw is the most appropriate way to address the problems relating to environmental and ecological protection as well as safety.
- The Bylaw aligns with the proposed aims, objectives and actions of the Final Reserve Management Plan Kai Iwi Lakes (Taharoa Domain) 2016.
- The Bylaw is the most appropriate form of Kaipara District Council Bylaw and should be notified for public submission in conjunction with the Draft Northland Regional Council Navigational Bylaw.
- The Bylaw does not give rise to and is not inconsistent with the *Bill of Rights Act 1990*, as the controls are reasonable and justifiable in the circumstances allowed for in Section 5 of the *Bill of Rights Act 1990*.

## 7 Problems and options for achieving outcomes sought

The purpose of the Reserves Act 1977 (s3(1)(b)) is to provide for the preservation and management of areas for the benefit and enjoyment of the public ensuring, as far as possible, the survival of all indigenous species of flora and fauna, both rare and commonplace, in their natural communities and habitats.

Taharoa Domain is a vested as a Recreation Reserve which, under s17 of the *Reserves Act 1977*, is administered for:

- Public access;
- Protection of scenic, historic, archaeological, biological, geological, or other scientific features and indigenous flora or fauna or wildlife;
- Conservation of the qualities which contribute to the pleasantness, harmony, and cohesion of the natural environment; and
- Maintenance of water, and forest conservation values.

The Kaipara District Council, as the administering body, has an obligation to ensure these values are reflected in the management of the Reserve. As detailed in Section 5 of this report, vehicles along the foreshore of the Lakes are creating a conflict with the protection of scenic, biological and geological features and can disturb the pleasantness, harmony and cohesion of the natural environment of Taharoa Domain.

Section 106 of the *Reserves Act 1977* allows for the use of bylaws for the management, safety, preservation, and use of the reserve and for the preservation of the scenic, biological, geological or other natural features and for the preservation of the natural environment. This Section of the Act also specifically allows for a bylaw to control all boats of any description using or frequenting the reserve. Council has limited this to controls around the number of boatramps and requiring biosecurity checks when requested.

The Bylaw also provides a clear and enforceable solution to the identified problems and ensures the Kaipara District Council is meeting its legislative requirements.

Taking into account the information above it is submitted that the appended draft Kai Iwi Lakes (Taharoa Domain) Bylaw 2016 would be the most appropriate, reasonable and practical option of dealing with the issues facing Lake Taharoa, Lake Waikare and Lake Kai Iwi.

## **8 Consultation**

Under s83 of the LGA, Council invites public submissions on the proposal. Written submissions must be received by Council by 4.00pm Wednesday 21 June 2017. All submitters who request a Hearing will be advised of a date and time when they can present their views to Council.

## **9 Draft Kai Iwi Lakes (Taharoa Domain) Bylaw 2016**

Section 86 LGA requires a Statement of Proposal to include a copy of the Draft Bylaw. This is attached below.

**Draft Kai Iwi Lakes (Taharoa Domain) Bylaw 2017****1 Title**

This bylaw shall be cited and referred to as the Kai Iwi Lakes (Taharoa Domain) Bylaw 2017.

**2 Area**

The provisions of this bylaw shall have effect on the Lakes within the Taharoa Domain. Namely Lake Taharoa, Lake Kai Iwi and Lake Waikare.

**3 Objectives**

The objectives of this bylaw are:

- a. To protect the environmental and ecological values of Lake Taharoa, Lake Kai Iwi, Lake Waikare and their surrounds.
- b. To protect the safety of the recreational users of the Lakes on Taharoa Domain.
- c. To enable Kaipara District Council to implement the policies of the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2016.
- d. To enable Kaipara District Council, as the administering body of Taharoa Domain, to meet its requirements under the Reserves Act 1977.

**4 Commencement**

This bylaw comes into force on << Date >> subject to the approval by the Minister of Conservation pursuant to Section 108 of the Reserves Act 1988 or on such later date as that approval may be obtained.

**5 Interpretation**

In this bylaw, unless the context otherwise requires:

**“the Act”** means the Reserves Act 1977.

**“Authorised Officer”** means:

- a) any ranger or constable; and
- b) the Taharoa Domain Manager
- c) any officer or employee of the Council who is authorised to exercise the powers of an officer under the Act.

**“the Council”** means the Kaipara District Council.

**“the Lakes”** means Lake Taharoa, Lake Kai Iwi and Lake Waikare.

**“the management plan”** means the Kai Iwi Lakes (Taharoa Domain) Reserve Management Plan 2016.

**“Management Operation”** means an activity considered necessary for the management of the reserve as determined by Kaipara District Council.

**“Power Vessel”** means any vessel propelled by machinery and includes a jet ski.

**“the Reserve”** means Taharoa Domain (a recreation reserve subject to the Reserves Act 1977).

**“Shore”** means the land between ordinary high- and low-water marks of the lakes.

**“Specifically Authorised”** means permission is provided in writing by an Authorised Officer of the Kaipara District Council as the administering body of the Reserve.

**“Vessel”** has the same meaning as a ship, boat or craft used in navigation on the water, whether or not it has any means of propulsion, and includes:

- a. barge, lighter or other like vessel;
- b. hovercraft or other thing deriving full or partial support in the atmosphere from the reaction of air against the surface of the water over which it operates;
- c. submarine or other submersible;
- d. seaplane while on the surface of the water;
- e. personal watercraft ( jet ski);
- f. raft;
- g. paddle craft; or
- h. any board used for board sports; and
- i. includes recreational vessel, pleasure craft and recreational craft.

## 6 Relationship to other Council Bylaws

This Bylaw does not negate the need to comply with provisions of other relevant Council Bylaws. This Bylaw should be read in conjunction with other Council Bylaws, particularly Council's General Bylaws which include rules around fires and litter.

## 7 Use of Boatramps

- a. All power vessels must use the boatramp designated on the Map in Schedule A to enter Lake Taharoa. Vessels may not enter Lake Taharoa at any other place.
- b. Use of power vessels entering Lake Waikare is restricted. Power vessels that have been specifically authorised as a safety vessel for events, or for scientific and research purposes or for management operations, in accordance with clause 11 below, may enter the Lake provided the designated boatramp at Lake Waikare is used for entry and that any directions given by an authorised officer are followed. No other power vessels may enter Lake Waikare.
- c. All other non-powered vessels may enter Lake Waikare at the designated boatramp, or at any other place around the lake, provided that no vehicle or trailer is driven on or across the foreshore area.
- d. No power-driven vessels may use any boatramp without first having obtained an on-water permit, issued in accordance with the Navigational Bylaw for the Kai Iwi Lakes.
- e. No person shall move any vehicle on any boatramp at a speed exceeding 5km.

- f. No person shall leave on or near any boatramp any vessel trailer or motor vehicle so as to obstruct the reasonable use of the boatramp by any other person.
- g. No person shall use any trailer boat launching otherwise than in accordance with the requirements of this Bylaw.
- h. The Taharoa Domain Manager or Council's Chief Executive may impose conditions on the use of the boatramps at the Taharoa Domain for safety reasons
- i. An authorised officer may refuse vessel access to the Lakes if the owner or master refuses to undertake a biosecurity check upon request.

## **8 Vehicle Movements and Parking**

- a. No vehicle, other than an emergency vehicle, shall be driven on or along the shore areas except at the designated boatramps.
- b. Vehicles must not be driven anywhere in the Reserve other than on a formed road unless within a designated parking area shown on the Map in Schedule A of this Bylaw or as otherwise directed by an authorised officer.
- c. Vehicles can park on any parking area shown on the Map in Schedule A or within the dedicated parking areas in the confines of either of the two campgrounds within Taharoa Domain.
- d. Designated drop-off zones as shown on the Map in Schedule A must be used to drop off people and equipment or other items. No vehicle (or trailer) shall be parked for more than ten (10) minutes in any drop off zone next to a designated boat ramp.
- e. An authorised officer may set aside an area for parking, or close a parking area, or declare an area to be a drop off zone for the purposes of this bylaw.
- f. An authorised officer may set aside an appropriate area to allow for biosecurity checks to be undertaken within the Taharoa Domain.

## **9 Powers of Council or any authorised officer - ordering off**

- a. The Council or any authorised officer may close a boatramp(s) from time to time when considered necessary to protect the environmental or ecological values of the Lakes or for reasons of public safety and no person shall at this time use the boatramp(s) without the consent of Council or an authorised officer.
- b. The Council or any authorised officer may refuse vessel access to the Lakes if the owner or master refuses to undertake a biosecurity check upon request.
- c. Any authorised officer may require the owner or master of any vessel (or vessel trailer or motor vehicle) to comply with this bylaw and refusal or failure to do so shall be an offence. If the owner or master of such vessel (or vessel trailer or motor vehicle) does not comply as required or cannot be readily located, an authorised person may authorise the removal of the vessel (or vessel trailer or motor vehicle) to another place of reasonable safety

provided that he or she has first advised the person in possession (if any) that the vessel (or vessel trailer or motor vehicle) will be seized and impounded if the offence continues, and allowing a reasonable opportunity to stop the offending. Any expense incurred by the Council during such removal may be recovered from the owner or master in accordance with section 167 of the Local Government Act 2002.

- d. In accordance with the provisions of the Reserves Act 1977 a person committing a breach of clause 7 and clause 8 of this bylaw shall, upon request by an officer, immediately remove any vessel or vessel trailer or motor vehicle to an approved area or upon request remove any vessel or vessel trailer or motor vehicle from the Reserve and may not re-enter the Reserve for 24 hours.

#### **10 Offenders required to give names**

Any person who commits a breach of this bylaw shall, if so requested by an authorised officer, supply their full name and address.

#### **11 Specific authorisation under this bylaw**

Specific authorisation under this bylaw shall be given only for an event, scientific and research purpose or management operation.

Any such authorisation may be subject to such terms and conditions as the authorised officer giving permission thinks fit.

#### **12 Offence and penalty**

Every person who contravenes this bylaw commits an offence and is liable to the penalty set out in Section 104 of the Reserves Act 1977.

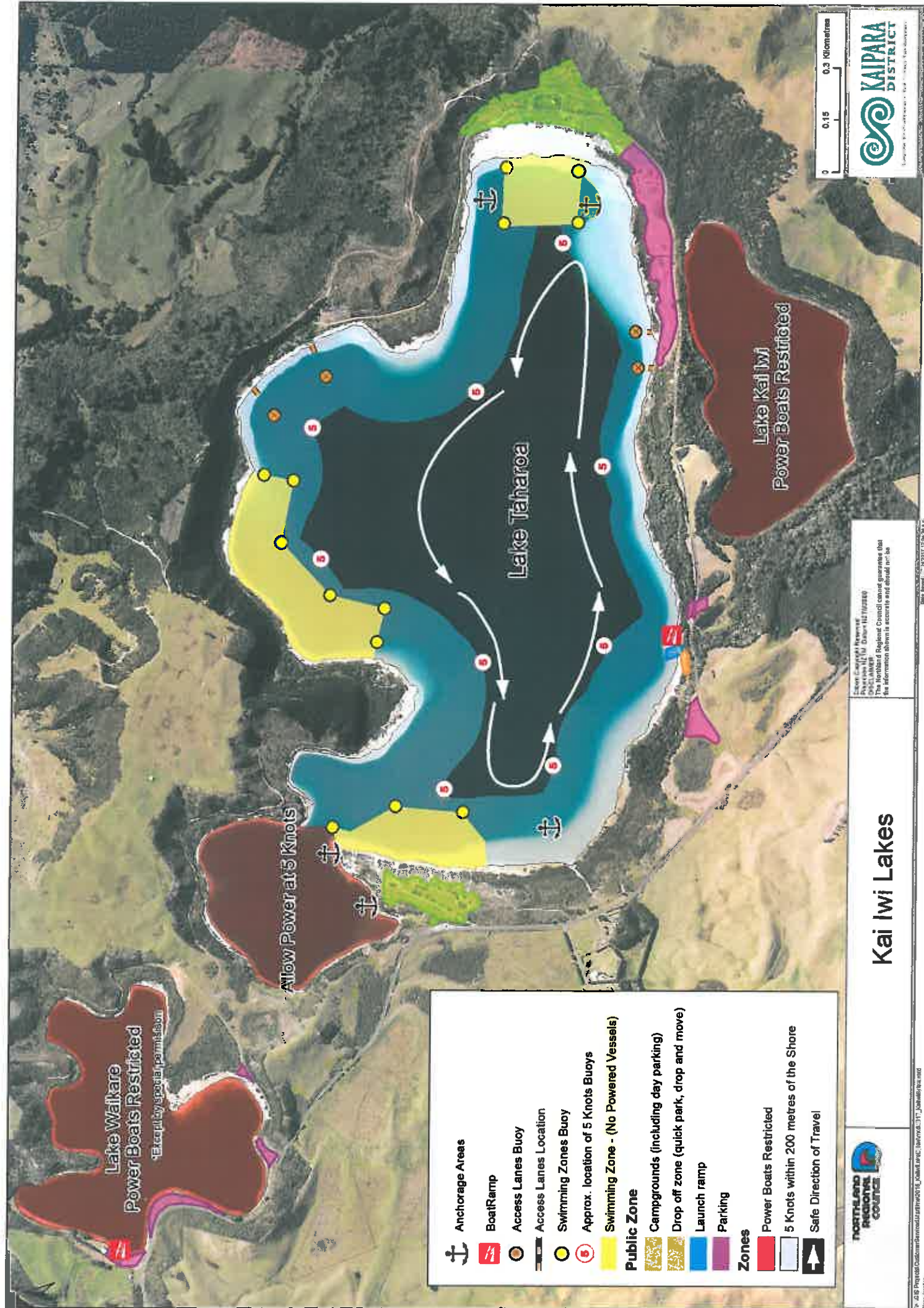
***To be added once approved.***

*The Bylaw was made by the Kaipara District Council by Special Consultative Procedure and confirmed at a meeting of Council held on the....*

*This Bylaw was approved by the Minister of Conservation on the ... pursuant to Section 108 of the Reserves Act 1977.*

Schedule A – Map





## 9 Public Excluded Council Agenda items: 08 May 2017

### Recommended

*That the public be excluded from the following part of the proceedings of this meeting namely:*

- *Dargaville Transfer Station Recycle and Refuse Disposal Price Review*
- *Contract 850 Dargaville Stormwater 2016/2017 Renewals: Request for authorisation to reallocate funds and increase contract price*
- *Dargaville Library : Library+ Concept – Assessment of Options*
- *Reserves and Open Space Service Delivery Review: s17A Local Government Act 2002*
- *Crown Assistance*

*The general subject matter of each matter to be considered while the public is excluded, the reasons for passing this resolution in relation to each matter and the specific grounds under s48(1) of the Local Government Official Information and Meetings Act, 1987 for the passing of this resolution are as follows:*

<b>General subject of each matter to be considered:</b>	<b>Reason for passing this Resolution</b>	<b>Ground(s) under Section 48(1) for the passing this resolution:</b>
<i>Dargaville Transfer Station Recycle and Refuse Disposal Price Review</i>	<i>Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>	<i>Section 48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</i>
<i>Contract 850 Dargaville Stormwater 2016/2017 Renewals: Request for authorisation to reallocate funds and increase contract price</i>	<i>Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>	<i>Section 48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</i>
<i>Dargaville Library : Library+ Concept – Assessment of Options</i>	<i>Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>	<i>Section 48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</i>

<b><i>General subject of each matter to be considered:</i></b>	<b><i>Reason for passing this Resolution</i></b>	<b><i>Ground(s) under Section 48(1) for the passing this resolution:</i></b>
<i>Reserves and Open Space Service Delivery Review: s17A Local Government Act 2002</i>	<i>Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>	<i>Section 48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</i>
<i>Crown Assistance</i>	<i>Section 7(2)(i) enables any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>	<i>Section 48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</i>

## **9 Open Council Agenda Monday 08 May 2017**

### **Recommended**

That the public be re-admitted to the meeting and resolutions made whilst in Public Excluded be confirmed in Open Meeting once the relevant parties have been informed.

### **Closure**

**Kaipara District Council**  
**Dargaville**