

Stormwater

WHAT CUSTOMERS WANT/CUSTOMER VALUE	CUSTOMER LEVELS OF SERVICE	PERFORMANCE MEASURE	BASELINE	YEAR 1 TARGET (2018/19)	YEAR 2 TARGET (2019/20)	YEAR 3 TARGET (2020/21)	YEAR 4-10 TARGET (2019/20)	PERFORMANCE MEASURE REPORTING
		time that the territorial authority receives notification to the time that service personnel reach the site.						
	Customer Service	The number of complaints received about the performance of the stormwater system (expressed per 1000 properties connected to the stormwater system)	≤ 5	≤ 5	≤ 5	≤ 5	≤ 5	Request for Service System
	Customer Service	The percentage of users satisfied with the stormwater service provided	90%	90%	90%	90%	90%	Independent Community Views Survey

Funding impact statement for 2018/28 – Stormwater

This section outlines significant operating and capital programmes, actions and projects planned for the next ten years.

	ANNUAL PLAN	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Sources of operating funding											
General rates, uniform annual general charges and rates penalties	0	0	0	0	0	0	0	0	0	0	0
Targeted rates	488	752	670	713	728	739	750	767	785	804	825
Subsidies and grants for operating purposes	0	0	0	0	0	0	0	0	0	0	0
Fees, charges	0	0	0	0	0	0	0	0	0	0	0
Interest and dividends from investments	0	0	0	0	0	0	0	0	0	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0	0	0	0	0	0	0	0
Total operating funding	488	752	670	713	728	739	750	767	785	804	825
Applications of operating funding											
Payments to staff and suppliers	163	335	258	250	256	262	268	274	281	288	296
Finance costs	3	41	27	28	27	27	26	25	25	25	24
Other operating funding applications	104	165	165	166	170	173	179	184	188	193	198
Total applications of operating funding	270	541	451	444	453	462	473	483	494	506	519
Surplus (deficit) of operating funding	218	211	220	269	275	278	277	284	291	298	306
Sources of capital funding											
Subsidies and grants for capital expenditure	0	0	0	0	0	0	0	0	0	0	0
Development and financial contributions	0	0	0	0	0	0	0	0	0	0	0
Increase (decrease) in debt	(8)	450	70	(43)	(44)	(41)	(35)	(35)	(36)	(36)	(37)
Gross proceeds from sale of assets	0	0	0	0	0	0	0	0	0	0	0
Lump sum contributions	0	0	0	0	0	0	0	0	0	0	0
Total sources of capital funding	(8)	450	70	(43)	(44)	(41)	(35)	(35)	(36)	(36)	(37)
Applications of capital funding											
Capital expenditure											
- to meet additional demand	0	0	0	0	0	0	0	0	0	0	0
- to improve the level of service	0	0	0	0	0	0	0	0	0	0	0
- to replace existing assets	210	676	304	226	231	237	242	249	255	262	270
Increase (decrease) in reserves	0	(15)	(15)	0	0	0	0	0	0	0	0
Increase (decrease) of investments	0	0	0	0	0	0	0	0	0	0	0
Total application of capital funding	210	661	289	226	231	237	242	249	255	262	270
Surplus (deficit) of capital funding	(218)	(211)	(220)	(269)	(275)	(278)	(277)	(284)	(291)	(298)	(306)
Funding balance	0	0	0	0	0	0	0	0	0	0	0

Maintenance

Routine maintenance of the stormwater activity will continue to be carried out at a level set out in the agreed Levels of Services to ensure the assets are maintained in perpetuity. This will be funded at the present funding level and increased by the rate of inflation annually, plus any additional cost for vested infrastructure and additional process installed by Council to meet growth, environmental and management requirements.

Renewal Works

Within the Council's stormwater assets, the oldest components of the stormwater systems are 62 years old. With a theoretical life of 80 years it is still 18 years before replacement of these items is theoretically required. Therefore:

- Limited planned renewal work is required.
- Renewal work that comes to the attention of Council or contractors (through routine inspection or incidentally) will be carried out immediately, funding permitting.

Capital Works Programmes

Significant capital works projects include:

AREA	PROJECT	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
Waipukurau	CBD Improvements	614	84	0	0	0	0	0	0	0	0	698
Network Wide	Building Resilience	26	50	27	27	28	29	30	30	31	32	310

Recreation and Community Facilities Group



Parks, Reserves and Pools

What does this activity involve?

Council provides parks, reserves, trees, playgrounds, swimming pools and camping grounds to ensure our community has access to a wide range of leisure and recreation opportunities.

We do it by:

- Maintaining 48 parks and reserves, war memorials and the Waipawa and District Centennial Memorial Pool to ensure the provision of quality, safe spaces for recreation and leisure.
- Supporting the Central Hawke's Bay Community Trust, which owns and operates the A W Parsons Heated pool in Waipukurau.
- Working with community groups and organisations to add value and deliver programmes and development for our community.
- Providing camping grounds, operated either by lessees or as freedom camping sites.

Council provides financial assistance to support recreation and leisure to:

- **Sport Hawke's Bay** – for promotion of sport and leisure
- **Forest Gate Domain Committee** – to mow the Domain
- **Takapau Recreation Ground Committee** – operational grant
- **Lindsay Bush Reserve** – maintained by Forest and Bird

Why are we involved?

The provision of Recreation and Community Facilities is attractive to both current residents and potential residents considering relocation to the Central Hawke's Bay District. Visually appealing public spaces add to the character of the District and are a source of civic pride and attraction to visitors.

Council has legislative responsibilities under the Reserves Act 1977 for reserves and parks vested or administered under the Act.

Community Outcomes that this activity contributes to



What are the significant assets managed through this activity?

While the assets and network of parks, sportsgrounds and other recreational facilities and aquatics facilities 'as a whole' are considered strategic and therefore significant assets, the only specifically noted significant asset is the Waipawa and District Centennial Memorial Pool.

What are the key issues that will affect this activity in the next ten years?

- Affordability is a key issue for the activity. Funding will not be available for all desired new facilities, especially major capital projects to meet current and future demand, with costs to maintain and develop facilities continually increasing.
- Increasing demands on volunteers as requirements become more complex and a potential decline in volunteer support.
- It may be uneconomic to upgrade some facilities, resulting in their planned closure.

What impact will changes in demand have on this activity?

- Changes in demand and preferences for recreation and leisure activities, including an increase in demand for multi-functional sport, fitness, aquatic and leisure space, and a move to more informal activities such as walking and cycling.
- The availability of funding – both Council and Community
- Increasing public expectations for higher quality recreation and community facilities.
- The needs to construct and provide new or upgrades facilities across the activity.

Does this activity have any significant negative effects on community wellbeing?

There are no significant negative effects arising from the Parks, Reserves and Pool Activity.

How will we deliver this activity in the next ten years?

Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

Parks, Reserves and Swimming Pools

WHAT CUSTOMERS WANT/CUSTOMER VALUE	CUSTOMER LEVELS OF SERVICE	PERFORMANCE MEASURE	BASELINE	YEAR 1 TARGET (2018/19)	YEAR 2 TARGET (2019/20)	YEAR 3 TARGET (2020/21)	YEAR 4-10 TARGET (2019/20) MEASURE REPORTING
A range of parks and reserves that are affordable, well maintained and safe that provide for the sporting, cultural and well-being of the community.	Safe	Safety checks on playground equipment are carried out monthly	New	Achieved	Achieved	Achieved	Achieved Utilities Team Inspection Sheet
	Accessible	The percentage of people that have used or visited a park or reserve in the last 12 months	New	65%	65%	65%	65% Independent Community Views Survey
	Quality	The percentage of people that are satisfied with the park or reserve used or visited in the last 12 months	New	90%	90%	90%	90% Independent Community Views Survey
Access to good quality swimming pool facilities for fun, recreation and exercise	Accessible	The number of A W Parsons pool users	New	75,000	76,500	78,000	79,500 Report from Pool Operators
	Accessible	The number of Waipawa pool users	New	3,000	3,050	3,120	3,180 Report from Pool Operators
	Safe	Both pools comply with the lifeguard pool safety standard requirements	New	Achieved	Achieved	Achieved	Achieved Receipt of certification
	Quality	The percentage of people that are satisfied with the swimming pools used or visited in the last 12 months	New	65%	65%	65%	65% Independent Community Views Survey



Public Toilets

What does this activity involve?

The provision of public toilets to protect public health and meet the expectations of the residents and visitors. Council operates 23 permanent public toilets, as well as temporary toilets for freedom camping.

Rural	Waipukurau and Waipawa	Coastal
<ul style="list-style-type: none"> Forest Gate Domain Otane Hall Otane Recreation Ground Tikokino Hall Ongaonga (at Ongaonga Museum) Takapau Town 	<ul style="list-style-type: none"> A'Deane Park Coronation Park Madge Hunter Park Nelly Jull Park Post Officer Corner Toilets Railway Esplanade Toilets Russell Park Russell Park Sports Field Waipawa Cemetery 	<ul style="list-style-type: none"> Aramoana Beach Blackhead Beach Kairakau Beach camp ground Kairakau Beach Northern Pourerere Beach Pourerere portaloos (Christmas holidays only) Te Paerahi changing shed Te Paerahi freedom camping area White Domain – Porangahau

Why are we involved?

To provide and maintain public toilets which contribute to public hygiene.

Community Outcomes that this activity contributes to



What are the significant assets managed through this activity?

While the assets 'as a whole' are considered strategic and therefore significant, there are no specific significant assets for the Public Toilet activity.

What are the key issues that will affect this activity in the next ten years?

- Peak demand levels in high use locations, such as coastal areas.
- The increased demand for freedom camping toilets and facilities, particularly in coastal areas
- The demand for public toilets in areas such as Whangaeu and Mangakuri that currently do not have public toilet facilities.
- Increasing environmental standards, which may require some toilet septic/waste systems to be upgraded.

What impact will changes in demand have on this activity?

Demand for improved levels of services and increased use of public toilets because of freedom camping will see additional facilities required, particularly in high demand areas. In areas that currently do not have a public toilet, there is an expectation that facilities will be provided.

Ever increasing community expectations will see the required renewal and upgrade of some facilities ahead of their remaining life.

Does this activity have any significant negative effects on community wellbeing?

There are no significant negative effects arising from the Public Toilet Activity.

How will we deliver this activity in the next ten years?

Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

Public Toilets

WHAT CUSTOMERS WANT/CUSTOMER VALUE	CUSTOMER LEVELS OF SERVICE	PERFORMANCE MEASURE	BASELINE	YEAR 1 TARGET (2018/19)	YEAR 2 TARGET (2019/20)	YEAR 3 TARGET (2020/21)	YEAR 4-10 TARGET (2019/20)	PERFORMANCE MEASURE REPORTING
Facilities are clean, safe, in good working order and meet the needs of our community & visitors	Health and Safety/ Quality	The percentage of the public satisfied with the cleanliness and provision of public toilets	New	90%	90%	90%	90%	Independent Community Views Survey



Retirement Housing

What does this activity involve?

Retirement Housing is provided for people aged 60 and over.

Council owns 48 flats located in Waipawa and Waipukurau. The flats are managed on a self-funding basis with rental income covering operating and planned renewal costs.

- The flats are managed by Council, with each tenant having a separate tenancy agreement with Council.
- Grounds maintenance and property management of the retirement housing is carried out by an independent contractor along with day to day maintenance, refurbishing or upgrading of the buildings.

Why are we involved?

The Activity is provided to fulfil a need for safe and affordable housing for Central Hawke's Bay residents aged 60 and over.

Community Outcomes that this activity contributes to



What are the key issues that will affect this activity in the next ten years?

- The activity currently has no strategic direction on long term provision and purpose of the retirement housing activity. Developing a strategic direction over the next ten years may change Councils approach to provision and development.
- Potentially increased demand for units with demographics of an increasing ageing population.
- The demand for larger units with two bedrooms.
- Increasing the affordable retirement housing available in the district, either with Council as landlord or facilitating additional or an outside provider as landlord.

What impact will changes in demand have on this activity?

The housing activity maintains full occupancy and an average waiting list of one to two people at any time. An increasing aged population will likely result in increased waiting list times to occupy a flat.

Desires to see larger and two bedroom flats will required Council to consider the viability of this provision and consider the activity in a wider strategic context to be able to successfully respond to expected demand.

Does this activity have any significant negative effects on community wellbeing?

There are no significant negative effects arising from the Retirement Housing Activity.

How will we deliver this activity in the next ten years?

Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

Retirement Housing

WHAT CUSTOMERS WANT/ CUSTOMER VALUE	CUSTOMER LEVELS OF SERVICE	PERFORMANCE MEASURE	BASELINE	YEAR 1 TARGET (2018/19)	YEAR 2 TARGET (2019/20)	YEAR 3 TARGET (2020/21)	YEAR 4-10 TARGET (2019/20)	PERFORMANCE MEASURE REPORTING
Safe, well maintained and comfortable community housing for the ageing population in the District living on fixed income	Responsiveness	The percentage of retirement housing units that are occupied	95%	95%	95%	95%	95%	Monthly Reporting of Occupancy
	Quality	Tenants' overall satisfaction with Council's Retirement Housing service	New	80%	80%	80%	80%	Internally delivered survey of pensioner housing tenants

Libraries

What does this activity involve?

- Central Hawke's Bay District Libraries consist of:
 - The Waipawa Library which is situated in Council owned building in Waipawa
 - The Waipukurau Library also in a Council owned building in Waipukurau
- The library service offers access to a range of content, programmes and experiences for the Central Hawke's Bay Community. This includes:
 - information resources and material for reading for pleasure and relaxation which includes various fiction and nonfiction collections, Māori non-fiction collections, children and youth sections, magazines, large print, talking books
 - DVDs and interloans
 - free broadband internet access/wifi through Aotearoa Peoples Network Kaharoa and access to eBooks through the consortium NZLibs
 - Programmes including school holiday and technology programmes
 - Experiences including author readings, social interaction and exposure to new or emerging trends and technology.
- The library service is a keen facilitator of community initiatives, the most successful being the Eastern and Central Community Trust sponsored ECREAD'N reading programmes for children and youth as well as other sponsored events and relationships with schools, retirement homes and housebound residents.
- This activity covers the daily running of the library services. However, information and library services can be accessed via the library website (www.chbdc.govt.nz). The buildings are operated and maintained under the Properties and Buildings activity.
- More than 50% of library users live outside Waipukurau and Waipawa.
- Funding is derived from rates, rental of books, DVDs, and fund raising organised by library staff and the Friends of the Libraries.

Why are we involved?


Libraries provide equitable opportunity and access to all in the community, providing access to content, experiences and places where the Community can meet, read and study.

Libraries play an important role in supporting literacy in the widest sense, and provide an essential service for recreational information, and the cultural and educational needs of the Central Hawke's Bay Community.

Community Outcomes that this activity contributes to



What are the key issues that will affect this activity in the next ten years?

- Expectations for higher levels of services, including changes in traditional content, experiences and programme to promote services and experiences that are relevant to all in the community.
- Rapidly changing technological advances, requiring Library to be a 
- Community expectations on levels of service, including opening hours, education and other services

What impact will changes in demand have on this activity?

While demographic projections will not have a major impact on the activity, demand for library services to become relevant to a wider cross section of our community is expected to increase, required Libraries to plan and implement new ways of delivering content, experiences and programmes.

Libraries will be in a transition period for some years, needing to support traditional book-based services while at the same time introducing new experiences and programmes that support our community in promoting literacy in the widest sense. This will require the activity to carefully consider and allocate resources to meet these changing demands.

Does this activity have any significant negative effects on community wellbeing?

There are no significant negative effects arising from library activities.

How will we deliver this activity in the next ten years?

Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

Libraries

WHAT CUSTOMERS WANT/CUSTOMER VALUE	CUSTOMER LEVELS OF SERVICE	PERFORMANCE MEASURE	BASELINE	YEAR 1 TARGET (2018/19)	YEAR 2 TARGET (2019/20)	YEAR 3 TARGET (2020/21)	YEAR 4-10 TARGET (2019/20)	PERFORMANCE MEASURE REPORTING
Our libraries are inclusive places and all people are encouraged to make use of the library's services	Accessibility	The percentage of the Central Hawke's Bay population that use the library services	New	65%	65%	65%	65%	Independent Community Views Survey
	Accessibility	The number of people visiting our libraries measure by:						Door Counter and website visits
		Physical Visits	New	114,878	117,176	119,519	120,714 – 128,140	
		Online Visits	New	4,189	4,272	4,358	4,401 – 4,718	
	Quality	The percentage of library users satisfied with the service provided	90%	90%	90%	90%	90%	Independent Community Views Survey



Theatres, Halls and Museums

What does this activity involve?

Council owns 12 buildings that are used to provide meeting places for the community. These are:

- **CHB Municipal Theatre:** Managed by an independent contractor who operates the theatre including managing shows and productions, providing conferences facilities and operating a commercial kitchen.
- **Waipukurau Civic Theatre:** Managed by an independent contractor who operates the theatre including showing movies, providing meeting facilities and operating a restaurant. The theatre is maintained jointly by council staff and the manager, with Council providing funding for renewal and upgrading of assets.
- **Community Halls:** Managed by Committees include Otane, Tikokino, Ongaonga, Takapau, Elsthorpe, Wallingford and Waipukurau Memorial Hall.
- **Halls:** Owned by Council and leased to Community Groups include Argyll, Porangahau and Otawhao Halls.

In addition three halls not owned or leased by Council are supported financially by Council: Omakere (owned by Waipapu Board of Diocesan Trust), Sherwood (owned by the Ashley Clinton – Makaretu Hall Society), and Flemington (owned by the Flemington Community Trust).

- **Museums:** CHB Settlers Museum (managed by a committee) and Ongaonga Museum (where a grant is provided).

Why are we involved?

The Theatres, Halls and Museums activity are community and public spaces provide for social interactions to enhance our community's sense of social connectedness, cultural wellbeing and civic pride.

Community Outcomes that this activity contributes to



What are the key issues that will affect this activity in the next ten years?

- Ongoing viability of some district halls, including the ability of communities to manage these halls and of Council to fund on-going maintenance, beyond the current building warrant of fitness, safety and weather proofing requirements.
- Increasing demands on volunteers as requirements become more complex and a potential decline in volunteer support.
- Availability of Council and Community funding to maintain the Theatres, Halls and Museums to the desired standard.

What impact will changes in demand have on this activity?

Demand for halls is fluctuating, but where there is a strong demand there is also an expectation that maintenance will be of a higher standard. This is especially true where the hall is used regularly used by schools or playgroups. Some of these facilities, especially halls, have a low level of usage which may mean they are uneconomic to retain.

Council has committed to reviewing the viability of halls and where possible, arranging for the long term lease of that hall to a community based group.

Does this activity have any significant negative effects on community wellbeing?

There are no significant negative effects arising from the theatres and halls activity.

How will we deliver this activity in the next ten years?

Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

Theatres Halls & Museums

WHAT CUSTOMERS WANT/CUSTOMER VALUE	CUSTOMER LEVELS OF SERVICE	PERFORMANCE MEASURE	BASELINE	YEAR 1 TARGET (2018/19)	YEAR 2 TARGET (2019/20)	YEAR 3 TARGET (2020/21)	YEAR 4-10 TARGET (2019/20)	PERFORMANCE MEASURE REPORTING
Safe, affordable and appropriate facilities that provide for the cultural and social well-being of the communities	Safety	All Community Owned Halls have a current BWOF	100%	100%	100%	100%	100%	Management Reporting
	Accessibility	The number of users of the Memorial Hall	New	5,000	5,100	5,200	5,300 – 5,975	Report from Facility
	Accessibility	The number of users of the Civic Theatre	New	16,500	16,830	17,150	17,500 – 19,000	Report from Facility
	Accessibility	The number of bookings of the CHB Municipal Theatre	New	180	184	187	191-215	Report from Facility
	High Quality	The percentage of hirers that are satisfied with the Memorial Hall	New	85%	85%	85%	85%	Internally delivered survey of hirers from the previous 12 months
	High Quality	The percentage of hirers that are satisfied with the Civic Theatre	New	85%	85%	85%	85%	Internally delivered survey of hirers from the previous 12 months
	High Quality	The percentage of hirers that are satisfied with the CHB Municipal Theatre	New	85%	85%	85%	85%	Internally delivered survey of hirers from the previous 12 months



Cemeteries

What does this activity involve?

Council is required by community expectation and by the Burial and Cremation Act 1964 to provide burial and memorial facilities for the district's communities as places of remembrance.

Council provides and maintains eleven operational cemeteries and four closed cemeteries.

All Council owned cemeteries are managed by Council staff and maintenance is contracted out.

Why are we involved?

The Burial and Cremations Act 1964 requires local authorities to ensure sufficient cemeteries are provided within the District.

- To provide local burial spaces
- To provide places for remembrance and an important historical record for future generations

Community Outcomes that this activity contributes to



What are the key issues that will affect this activity in the next ten years?

- Ageing population
- Changing interment trends making predicting demand difficult
- Closure of District Cemeteries for burials as they become full
- The provision of Cemetery space in Porangahau as the existing Cemetery becomes full

What impact will changes in demand have on this activity?

- There is sufficient space in cemeteries for the foreseeable future, ongoing demand will require the provision of new burial beams and areas to be provided.
- Changing trends, requires Council to be agile in responding to the needs of families to appropriately celebrate the lives of lost loved ones.

Does this activity have any significant negative effects on community wellbeing?

There are no significant negative effects from the cemetery activity.

How will we deliver this activity in the next ten years?

Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

Cemeteries

WHAT CUSTOMERS WANT/CUSTOMER VALUE	CUSTOMER LEVELS OF SERVICE	PERFORMANCE MEASURE	BASELINE	YEAR 1 TARGET (2018/19)	YEAR 2 TARGET (2019/20)	YEAR 3 TARGET (2020/21)	YEAR 4-10 TARGET (2019/20)	PERFORMANCE MEASURE REPORTING
Cemetery grounds provide a special place of remembrance for loved ones amongst attractive and well maintained grounds	Availability	The number of plots available for burial or cremation in the district	2,042	500	500	500	500	Via the Sexton
	Quality	The percentage of the community satisfied with cemetery facilities	90%	90%	90%	90%	90%	Independent Community Views Survey
	Accessibility	All burial records available to be viewed on the internet	100%	100%	100%	100%	100%	Database



Property and Buildings

What does this activity involve?

Council owns a number of properties and buildings that are used to provide services to the public, but do not fit into a specific Activity grouping. These are owned for administrative or social reasons.

The properties included in this Activity are:

- Administration Building in Waipawa
- Waipukurau and Waipawa Libraries
- CHB Community Rooms (in Hunter Park Waipukurau).
- Takapau Plunket Rooms
- Otane Library Building
- St Johns Building
- Miscellaneous sections

Why are we involved?

Community Outcomes that this activity contributes to



What are the key issues that will affect this activity in the next ten years?

- Funding may not be available for new facilities, especially major capital projects, to meet future demand
- Limited space and capacity for expansion in Council's main administration building
- Increasing public expectations for higher quality recreation and community facilities
- More resilient building standards, as a result of the Christchurch Earthquake Royal Commission, will lead to increased costs for new buildings and may mean it is uneconomic to upgrade or repair others

What impact will changes in demand have on this activity?

- Any increases in Council staffing requirements may require additional administration accommodation
- The ongoing maintenance costs of some buildings is likely to increase over time, as compliance standards continue to increase and as buildings age, the cost of renewals and maintenance escalates
- Council have not planned for any changes in levels of service that might arise from potential changes

Does this activity have any significant negative effects on community wellbeing?

There are no significant negative effects arising from this Activity.

How will we deliver this activity in the next ten years?

Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.

Property and Buildings

WHAT CUSTOMERS WANT/CUSTOMER VALUE	CUSTOMER LEVELS OF SERVICE	PERFORMANCE MEASURE	BASELINE	YEAR 1 TARGET (2018/19)	YEAR 2 TARGET (2019/20)	YEAR 3 TARGET (2020/21)	YEAR 4-10 TARGET PERFORMANCE (2019/20) MEASURE REPORTING
Ensure safe buildings for public use	Safety	Monthly Building Warrant of Fitness (BWOF) checks are carried out	Achieved	Achieved	Achieved	Achieved	Achieved Management Reporting

Funding impact statement for 2018/28 – Recreation and Community Facilities Group

This section outlines significant operating and capital programmes, actions and projects planned for the next ten years.

	ANNUAL PLAN	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Sources of operating funding											
General rates, uniform annual general charges and rates penalties	2,926	3,359	3,400	3,561	3,679	3,641	3,846	3,815	3,903	3,990	4,075
Targeted rates	0	0	0	0	0	0	0	0	0	0	0
Subsidies and grants for operating purposes	16	16	17	17	17	18	18	19	19	20	20
Fees, charges	438	542	554	566	579	592	606	620	636	652	670
Interest and dividends from investments	0	131	131	6	6	6	6	6	6	7	7
Local authorities fuel tax, fines, infringement fees and other receipts	5	0	0	0	0	0	0	0	0	0	0
Total operating funding	3,385	4,048	4,101	4,150	4,281	4,257	4,476	4,460	4,565	4,668	4,772
Applications of operating funding											
Payments to staff and suppliers	2,069	2,253	2,303	2,375	2,405	2,461	2,517	2,578	2,642	2,711	2,784
Finance costs	129	173	166	174	176	170	165	157	148	138	128
Other operating funding applications	454	771	773	776	793	811	839	859	881	903	928
Total applications of operating funding	2,652	3,197	3,241	3,324	3,374	3,442	3,521	3,593	3,670	3,752	3,840
Surplus (deficit) of operating funding	733	851	859	826	907	815	954	866	894	916	932
Sources of capital funding											
Subsidies and grants for capital expenditure	0	0	0	0	0	0	0	0	0	0	0
Development and financial contributions	4	4	4	4	4	4	4	4	4	4	4
Increase (decrease) in debt	104	740	134	185	(141)	(81)	(147)	(215)	(166)	(230)	(164)
Gross proceeds from sale of assets	0	0	0	0	0	0	0	0	0	0	0
Lump sum contributions	0	0	0	0	0	0	0	0	0	0	0
Total sources of capital funding	108	744	138	189	(137)	(77)	(143)	(211)	(162)	(227)	(160)
Applications of capital funding											
Capital expenditure											
- to meet additional demand	0	0	0	0	0	0	0	0	0	0	0
- to improve the level of service	225	960	120	0	54	0	57	0	60	0	63
- to replace existing assets	572	768	698	959	659	680	695	595	610	626	643
Increase (decrease) in reserves	44	(134)	179	56	57	58	59	60	62	64	65
Increase (decrease) of investments	0	0	0	0	0	0	0	0	0	0	0
Total application of capital funding	841	1,595	997	1,015	770	738	811	656	732	690	771
Surplus (deficit) of capital funding	(733)	(851)	(859)	(826)	(907)	(815)	(954)	(866)	(894)	(916)	(932)
Funding balance	0	0	0	0	0	0	0	0	0	0	0

Renewals and Capital

Renewals and capital projects include

ACTIVITY	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	TOTAL
Parks Reserves and Swimming Pools											
Waipawa Baths Upgrade	900	0	0	0	0	0	0	0	0	0	900
Renewals and other projects	309	176	159	277	122	295	127	190	134	201	1,991
Public Toilets											
Toilets for Te Paerahi/ Whangaehu	60	68	0	0	0	0	0	0	0	0	128
Toilet Upgrade for Madge Hunter	0	0	85	0	0	0	0	0	0	0	85
Renewals and other projects	36	36	37	38	39	40	41	42	43	44	396
Retirement Housing											
Renewals	36	36	37	38	39	40	41	42	43	44	396
Libraries											
Books and renewals	150	102	104	106	109	111	114	117	120	123	1,155
Theatres, Halls and Museums											
Civic Theatre	0	0	181	0	111	0	0	0	0	0	292
Municipal Theatre	0	156	0	0	0	0	0	0	0	0	156
Renewals and other projects	132	135	138	141	144	148	151	155	159	163	1,466
Cemeteries											
Porangahau Cemetery	0	0	107	0	0	0	0	0	0	0	107
Renewals and other projects	29	29	30	30	31	32	33	33	34	35	317
Property and Buildings											
Renewals and other projects	77	79	81	83	85	86	89	91	93	96	859

Financial Information



Prospective Statement of Comprehensive Income

	ANNUAL PLAN 2018 Note \$000	YEAR 1 2019 \$000	YEAR 2 2020 \$000	YEAR 3 2021 \$000	YEAR 4 2022 \$000	YEAR 5 2023 \$000	YEAR 6 2024 \$000	YEAR 7 2025 \$000	YEAR 8 2026 \$000	YEAR 9 2027 \$000	YEAR 10 2028 \$000
Rates revenue	18,528	19,772	20,564	21,381	22,206	23,082	23,899	24,408	24,904	25,462	26,057
Subsidies and grants	6,554	6,984	7,170	7,353	8,005	8,197	8,393	8,602	8,826	9,064	9,317
Fees and Charges	2,569	2,946	2,975	3,030	3,102	3,168	3,242	3,326	3,403	3,492	3,593
Interest and dividends	123	125	118	141	157	173	193	166	182	207	206
Development contributions	22	22	22	22	22	22	22	22	22	22	22
Other revenue	220	376	348	228	242	225	258	288	271	278	311
Total revenue	28,016	30,225	31,197	32,155	33,734	34,867	36,007	36,812	37,608	38,525	39,506
Expenditure											
Personnel costs	4,037	4,774	4,880	5,111	5,231	5,352	5,475	5,607	5,747	5,896	6,056
Depreciation and amortisation	11,972	12,028	12,478	13,137	13,572	14,062	14,708	15,242	15,884	16,621	17,153
Finance costs	167	264	569	798	853	874	829	732	693	624	498
Other operating expenses	11,633	13,015	13,282	13,643	14,281	14,617	14,946	15,312	15,690	16,103	16,523
Total operating expenditure	27,809	30,081	31,209	32,689	33,937	34,905	35,958	36,893	38,014	39,244	40,230
Operating surplus/(deficit) before tax	207	144	(12)	(534)	(203)	(38)	49	(81)	(406)	(719)	(724)
Income tax expense	0	0	0	0	0	0	0	0	0	0	0
Net surplus/(deficit) after tax	207	144	(12)	(534)	(203)	(38)	49	(81)	(406)	(719)	(724)
Other comprehensive income											
Gains/(Losses) on the revaluation of property, plant, equipment	11,754	13,777	20,536	14,436	16,940	24,501	16,808	19,572	28,278	20,248	23,428
Total other comprehensive income	11,754	13,777	20,536	14,436	16,940	24,501	16,808	19,572	28,278	20,248	23,428
Total comprehensive income for the year	11,961	13,921	20,524	13,902	16,737	24,463	16,857	19,491	27,872	19,529	22,704

* 1 July 2017 Opening Balance Sheet has been reforecast for the 2017/18 Annual Plan based on 30 June 2017 Actuals and expected performance for 2017/18.

Prospective Statement of Changes in Equity

	ANNUAL PLAN 2018 \$000	2018 Note \$000	YEAR 1 2019 \$000	YEAR 2 2020 \$000	YEAR 3 2021 \$000	YEAR 4 2022 \$000	YEAR 5 2023 \$000	YEAR 6 2024 \$000	YEAR 7 2025 \$000	YEAR 8 2026 \$000	YEAR 9 2027 \$000	YEAR 10 2028 \$000
Opening Equity Balance	781,612		793,573	807,494	828,018	841,920	858,657	883,120	899,977	919,468	947,340	966,869
Total comprehensive income for the year	11,961		13,921	20,524	13,902	16,737	24,463	16,857	19,491	27,872	19,529	22,704
Closing Equity Balance	793,573		807,494	828,018	841,920	858,657	883,120	899,977	919,468	947,340	966,869	989,573
Components of Equity												
Ratepayers Equity at the beginning of the Year	244,608		244,573	244,690	244,237	243,331	242,728	242,239	241,881	241,384	240,487	239,237
Net Surplus/(Deficit) for the Year	207		144	(12)	(534)	(203)	(38)	49	(81)	(406)	(719)	(724)
Transfers to (from) other reserves	(242)		(27)	(441)	(372)	(400)	(451)	(407)	(416)	(491)	(531)	(474)
Ratepayers Equity at end of Year	244,573		244,690	244,237	243,331	242,728	242,239	241,881	241,384	240,487	239,237	238,040
Special Funds at the beginning of the Year	6,162		6,404	6,461	6,912	7,294	7,704	8,165	8,582	9,008	9,509	10,050
Transfers to (from) Special Funds	242		57	451	382	410	461	417	426	501	541	548
Special Funds at the end of the Year	6,404		6,461	6,912	7,294	7,704	8,165	8,582	9,008	9,509	10,050	10,597
Trust Funds at the beginning of the Year	184		184	154	144	134	124	114	104	94	84	74
Transfers to (from) Trust Funds	0		(30)	(10)	(10)	(10)	(10)	(10)	(10)	(10)	(10)	(74)
Trust Funds at the end of the Year	184		154	144	134	124	114	104	94	84	74	0
Revaluation Reserves at the beginning of the Year	530,658		542,412	556,189	576,725	591,161	608,101	632,602	649,410	668,982	697,260	717,508
Transfers to (from) Revaluation Reserves	11,754		13,777	20,536	14,436	16,940	24,501	16,808	19,572	28,278	20,248	23,428
Revaluation Reserves at the end of the Year	542,412		556,189	576,725	591,161	608,101	632,602	649,410	668,982	697,260	717,508	740,936
Total Equity at end of Year	793,573		807,495	828,018	841,920	858,657	883,120	899,978	919,468	947,340	966,869	989,573

* 1 July 2017 Opening Balance Sheet has been reforecast for the 2017/18 Annual Plan based on 30 June 2017 Actuals and expected performance for 2017/18.

Prospective Balance Sheet

	ANNUAL PLAN 2018 Note \$000	YEAR 1 2019 \$000	YEAR 2 2020 \$000	YEAR 3 2021 \$000	YEAR 4 2022 \$000	YEAR 5 2023 \$000	YEAR 6 2024 \$000	YEAR 7 2025 \$000	YEAR 8 2026 \$000	YEAR 9 2027 \$000	YEAR 10 2028 \$000
Assets											
Current assets											
Cash and cash equivalents	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453
Accounts receivable	2,512	2,512	2,512	2,512	2,512	2,512	2,512	2,512	2,512	2,512	2,512
Prepayments	229	229	229	229	229	229	229	229	229	229	229
Stock on Hand	23	23	23	23	23	23	23	23	23	23	23
Current Investments	1,268	496	0	0	0	0	0	32	0	0	0
Total current assets	6,485	5,713	5,217	5,217	5,217	5,217	5,217	5,249	5,217	5,217	5,217
Non-current assets											
Investments	2,027	2,684	3,233	3,512	3,812	4,831	5,667	4,731	5,180	5,968	5,911
Property, plant and equipment	794,942	813,801	841,838	856,465	873,893	897,052	911,999	931,420	956,958	974,518	994,337
Total non-current assets	796,969	816,485	845,071	859,977	877,705	901,883	917,666	936,151	962,138	980,486	1,000,248
Total assets	803,454	822,198	850,288	865,194	882,922	907,100	922,883	941,400	967,355	985,703	1,005,465
Liabilities											
Current liabilities											
Trade and other payables	4,627	4,627	4,627	4,627	4,628	4,628	4,628	4,628	4,628	4,628	4,629
Employee entitlements	253	253	253	253	253	253	253	253	253	253	253
Current public debt	43	727	43	43	43	43	43	2,043	43	43	43
Total current liabilities	4,923	5,607	4,923	4,923	4,924	4,924	4,924	6,924	4,924	4,924	4,925
Non-current liabilities											
Non-current public debt	2,866	6,980	15,205	16,183	17,147	16,836	15,735	12,734	12,790	11,581	8,610
Provisions for landfill closure	2,092	2,117	2,142	2,168	2,194	2,220	2,247	2,274	2,301	2,329	2,357
Total non-current liabilities	4,958	9,097	17,347	18,351	19,341	19,056	17,982	15,008	15,091	13,910	10,967
Total liabilities	9,881	14,704	22,270	23,274	24,265	23,980	22,906	21,932	20,015	18,834	15,892
Equity											
Special and other funds	6,404	6,461	6,912	7,294	7,704	8,165	8,582	9,008	9,509	10,050	10,597
Trust funds	184	154	144	134	124	114	104	94	84	74	0
Revaluation reserve of assets	542,412	556,189	576,725	591,161	608,101	632,602	649,410	668,982	697,260	717,508	740,936
Ratepayers' equity	244,573	244,690	244,237	243,331	242,728	242,239	241,881	241,384	240,487	239,237	238,040
Total equity	793,573	807,494	828,018	841,920	858,657	883,120	899,977	919,468	947,340	966,869	989,573
Total Liabilities and Equity	803,454	822,198	850,288	865,194	882,922	907,100	922,883	941,400	967,355	985,703	1,005,465

* 1 July 2017 Opening Balance Sheet has been reforecast for the 2017/18 Annual Plan based on 30 June 2017 Actuals and expected performance for 2017/18.

Prospective Statement of Cash Flows

	ANNUAL PLAN 2018 Note \$000	YEAR 1 2019 \$000	YEAR 2 2020 \$000	YEAR 3 2021 \$000	YEAR 4 2022 \$000	YEAR 5 2023 \$000	YEAR 6 2024 \$000	YEAR 7 2025 \$000	YEAR 8 2026 \$000	YEAR 9 2027 \$000	YEAR 10 2028 \$000
Cash flows from operating activities											
Cash was provided from:											
Receipts from rates revenue	18,522	19,772	20,564	21,381	22,206	23,082	23,899	24,408	24,904	25,462	26,057
Subsidies and grants received	6,554	6,984	7,170	7,353	8,005	8,197	8,393	8,602	8,826	9,064	9,317
Fees and charges received	2,569	2,946	2,975	3,030	3,102	3,168	3,242	3,326	3,403	3,492	3,593
Interest received	123	125	118	141	157	173	193	166	182	207	206
Receipts from other revenue	172	376	348	228	242	225	258	288	271	278	311
Development contributions	22	22	22	22	22	22	22	22	22	22	22
Cash was disbursed to:											
Payments to suppliers of goods and services	(11,633)	(13,015)	(13,284)	(13,643)	(14,281)	(14,618)	(14,946)	(15,312)	(15,690)	(16,103)	(16,523)
Payments to employees	(4,037)	(4,774)	(4,880)	(5,111)	(5,231)	(5,352)	(5,475)	(5,607)	(5,747)	(5,896)	(6,056)
Interest paid	(142)	(239)	(543)	(773)	(827)	(848)	(803)	(705)	(666)	(596)	(470)
Net cash from operating activities	12,150	12,197	12,490	12,628	13,395	14,049	14,784	15,189	15,504	15,929	16,456
Cash flows from investing activities											
Cash was provided from:											
Proceeds from sale of property, plant and equipment	48	67	35	35	45	24	52	76	54	56	82
Proceeds from investments	366	1,280	535	0	0	0	0	0	32	0	0
Cash was disbursed to:											
Purchase of investment	(1,435)	(1,231)	(623)	(314)	(345)	(1,044)	(888)	829	(503)	(844)	(25)
Purchase of intangible assets	0	0	0	0	0	0	0	0	0	0	0
Purchase of property, plant and equipment	(11,268)	(17,111)	(19,979)	(13,326)	(14,060)	(12,719)	(12,847)	(15,092)	(13,143)	(13,932)	(13,543)
Net cash from investing activities	(12,287)	(16,995)	(20,032)	(13,605)	(14,360)	(13,739)	(13,683)	(14,187)	(13,560)	(14,720)	(13,486)
Cash flows from financing activities											
Cash was provided from:											
Proceeds from borrowing	137	4,798	8,226	977	965	0	0	0	56	0	0
Cash was disbursed to:											
Repayment of borrowings	0	0	(684)	0	0	(311)	(1,101)	(1,002)	(2,000)	(1,209)	(2,971)
Net cash from financing activities	137	4,798	7,542	977	965	(311)	(1,101)	(1,002)	(1,944)	(1,209)	(2,971)
Net (decrease)/increase in cash, cash equivalents and bank overdrafts	0	0	0	0	0	0	0	0	0	0	0
Cash, cash equivalents and bank overdrafts at the beginning of the year	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453
Cash, cash equivalents and bank overdrafts at the end of the year	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453	2,453

* 1 July 2017 Opening Balance Sheet has been reforecast for the 2017/18 Annual Plan based on 30 June 2017 Actuals and expected performance for 2017/18.

Prospective Statement of Reserve Movements

	ANNUAL PLAN	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Reserves held for Emergency Purposes											
Opening Balance	3,133	3,237	3,356	3,360	3,363	3,358	3,353	3,348	3,343	3,338	3,333
Transfers to Reserves	104	114	(1)	(2)	(10)	(10)	(10)	(10)	(10)	(10)	(10)
Transfer From Reserves		5	5	5	5	5	5	5	5	5	5
Closing Balance	3,237	3,356	3,360	3,363	3,358	3,353	3,348	3,343	3,338	3,333	3,328
Reserves held for Future Asset Purchases											
Opening Balance	2,089	2,185	2,187	2,599	2,927	3,290	3,706	4,077	4,458	4,913	5,409
Transfers to Reserves	96	2	412	328	363	416	371	381	455	496	500
Transfer From Reserves	0	0	0	0	0	0	0	0	0	0	0
Closing Balance	2,185	2,187	2,599	2,927	3,290	3,706	4,077	4,458	4,913	5,409	5,909
Reserves held for Future Operational Costs											
Opening Balance	770	820	871	922	973	1,023	1,074	1,125	1,176	1,226	1,277
Transfers to Reserves	50	51	51	51	50	51	51	51	50	51	51
Transfer From Reserves	0	0	0	0	0	0	0	0	0	0	0
Closing Balance	820	871	922	973	1,023	1,074	1,125	1,176	1,226	1,277	1,328
Other Reserves Held											
Opening Balance	47	62	47	32	32	32	32	32	32	32	32
Transfers to Reserves	15	0	0	0	0	0	0	0	0	0	0
Transfer From Reserves	0	15	15	0	0	0	0	0	0	0	0
Closing Balance	62	47	32	32	32	32	32	32	32	32	32
Total Reserve Funds	6,304	6,461	6,913	7,295	7,703	8,165	8,582	9,009	9,509	10,051	10,597

Statement of Accounting Policies

Reporting Entity

Central Hawke's Bay District Council (Council) is a New Zealand territorial local authority governed by the Local Government Act 2002.

The primary objective of Council is to provide goods or services for the community or social benefit rather than making a financial return. Accordingly, Council has designated itself as a public benefit entity as defined under the Public Benefit Entities Standards (PBE Standards).

Basis of Preparation

Statement of Compliance

The financial statements of Council have been prepared in accordance with the requirements of the Local Government Act 2002 which includes the requirement to comply with New Zealand generally accepted accounting practice (NZ GAAP).

The prospective financial statements have been prepared to comply with Public Benefit Entity Standards (PBE Standards) for a Tier 2 entity. The prospective financial statements incorporated within the ten year plan have been prepared in compliance with PBE 'Financial Reporting Standards 42: Prospective Financial Statements (PBE FRS 42).

The preparation of prospective financial statements in conformity with PBE Standards requires management to make judgments, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgments about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods

Measurement Base

The financial statements have been prepared on a historical cost basis, modified by the revaluation of land and buildings, certain infrastructural assets, investment property, and financial instruments.

Functional and Presentation Currency

The financial statements are presented in the functional currency of New Zealand, which is New Zealand dollars, and all values are rounded to the nearest thousand dollars (\$'000).

Changes in Accounting Policies

The accounting policies adopted by the Council are consistent with those of the previous financial year.

Significant Accounting Policies

Revenue

Revenue is measured at the fair value of consideration received. Where revenue is derived by acting as an agent for another party, the revenue that is recognised is the commission or fee on the transaction.

Revenue may be derived from either exchange or non-exchange transactions.

Exchange Transactions

Exchange transactions are transactions where the Council receives assets (primarily cash) or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of goods, services, or use of assets) to another entity in exchange.

Non-Exchange Transactions

Non-exchange transactions are transactions that are not exchange transactions. In a non-exchange revenue transaction, the Council receives value from another entity without directly giving approximately equal value in exchange.

An inflow of resources from a non-exchange transaction recognised as an asset, is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow. A liability arises only when there is a condition attached to the revenue which requires the entity perform in a certain way, or return the asset.

As Council satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange revenue transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

Non-Exchange Revenue

Rates Revenue

Rates are set annually by a resolution from Council and relate to a financial year. All ratepayers are invoiced quarterly within the financial year to which the rates have been set. Rates revenue is recognised when payable.

Government Subsidies

Council receives government grants from NZ Transport Agency, which subsidises part of Council's costs in providing the local roading infrastructure services. The subsidies are recognised as revenue upon entitlement as conditions pertaining to eligible expenditure have been fulfilled.

Vested Assets

Where a physical asset is acquired for nil or nominal consideration the fair value of the asset received is recognised as revenue. Assets vested in Council are recognised as revenue when control over the asset is obtained.

Provision of Services

Non-exchange revenue from the rendering of services consists of services in activities where Council subsidise the activity. Such revenue is recognised by reference to the stage of completion of the transaction at balance date based on the actual service provided as a percentage of the total services to be provided only when there are conditions attached that require the funds to be returned if performance does not occur. When no conditions are attached revenue is recognised when receivable.

Exchange Revenue

Contribution Revenue

Development contributions are recognised as revenue when the Council provides, or is able to provide, the service that gave rise to the charging of the contribution. Otherwise development contributions are recognised as liabilities until such time as the Council provides, or is able to provide, the service.

Rates Revenue from Water by Meter

Water meter revenue is based on actual usage charged at the time of use.

Provision of Services

Revenue from the rendering of services is recognised by reference to the stage of completion of the transaction at balance date, based on the actual service provided as a percentage of the total services to be provided.

Sale of Goods

Sales of goods are recognised when a product is sold to the customer. Sales are usually in cash.

Interest and Dividends

Dividends are recognised when the right to receive payment has been established. Interest revenue is recognised using the effective interest method.

Borrowing Costs

Borrowing costs are recognised as an expense in the period in which they are incurred.

Grant Expenditure

Non-discretionary grants are those grants that are awarded if the grant application meets the specified criteria and are recognised as expenditure when an application that meets the specified criteria for the grant has been received.

Discretionary grants are those grants where Council has no obligation to award on receipt of the grant application and are recognised as expenditure when a successful applicant has been notified of the Council's decision.

Operating Leases as Lessor

Assets leased to third parties under operating leases are included in property, plant and equipment in the Statement of Financial Position. They are depreciated over their expected useful lives on a basis consistent with similar owned property, plant and equipment. Rental revenue (net of any incentives given to lessees) is recognised on a straight line basis over the lease term.

Cash and Cash Equivalents

Cash and cash equivalents includes cash in hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

Bank overdrafts where applicable are shown within borrowings in current liabilities in the statement of financial position.

Trade and Other Receivables

Trade and other receivables are initially measured at fair value and subsequently measured at amortised cost using the effective interest method, less any provision for impairment.

A provision for impairment of receivables is established when there is objective evidence that Council will not be able to collect all amounts due according to the original terms of receivables.

Significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, receivership, or liquidation, and default in payments are considered indicators that the debtor is impaired.

When the receivable is uncollectible, it is written off against the provision account for receivables. Overdue receivables that have been renegotiated are reclassified as current (that is, not past due).

Inventories

Raw materials and stores, and finished goods are stated at the lower of cost and net realisable value costs are assigned to individual items of inventory on the basis of weighted average costs. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Financial Assets

Financial assets are initially recognised at fair value plus transaction costs unless they are carried at fair value through surplus or deficit in which case the transaction costs are recognised in surplus or deficit in the Statement of Comprehensive Revenue and Expense.

Purchases and sales of financial assets are recognised on trade-date, the date on which Council commits to purchase or sell the asset. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the Council has transferred substantially all the risks and rewards of ownership.

Council classifies its financial assets into the following categories: fair value through surplus or deficit, held-to-maturity investments, loans and receivables and fair value through equity. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition.

Financial Assets at Fair Value Through Surplus or Deficit

Financial assets at fair value through surplus or deficit include financial assets held for trading. A financial asset is classified in this category if acquired principally for selling in the short-term or it is part of a portfolio of identified financial instruments that are managed together and for which there is evidence of short-term profit-taking.

After initial recognition, financial assets in this category are measured at their fair values with gains or losses recognised in the surplus or deficit.

Loans and Receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for maturities greater than 12 months after the balance date, which are included in non-current assets. Council's loans and receivables comprise cash and cash equivalents, trade and other receivables, term deposits, and related party loans.

After initial recognition, they are measured at amortised cost using the effective interest method less impairment. Gains and losses when the asset is impaired or derecognised are recognised in surplus or deficit in the Statement of Comprehensive Revenue and Expense.

Fair Value

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date. The quoted market price used is the current bid price.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held.

Impairment of Financial Assets

At each balance sheet date Council assesses whether there is any objective evidence that a financial asset or group of financial assets is impaired. Any impairment losses are recognised in surplus or deficit in the Statement of Comprehensive Revenue and Expense.

Loans and Other Receivables

Impairment of a loan or a receivable is established when there is objective evidence that Council will not be able to collect amounts due according to the original terms. Significant financial difficulties of the debtor/issuer, probability that the debtor/issuer will enter into bankruptcy, and default in payments are considered indicators that the asset is impaired. The amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows.

For debtors and other receivables, the carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in surplus or deficit in the Statement of Comprehensive Revenue and Expense. When the receivable is uncollectable, it is written off against the allowance account.

Overdue receivables that have been renegotiated are reclassified as current (i.e. not past due).

For term deposits, local authority stock, government stock and community loans, impairment losses are recognised directly against the instruments carrying amount.

Impairment of term deposits, local authority, government stock, and related party and community loans is established when there is objective evidence that the Council will not be able to collect amounts due to the original terms of the instrument. Significant financial difficulties of the issuer, probability the issuer will enter into bankruptcy, and default in payments are considered indicators that the instrument is impaired.

Non-Current Assets Held for Sale

Non-current assets held for sale are classified as held for sale if their carrying amount will be recovered principally through a sale transaction, not through continuing use. Non-current assets held for sale are measured at the lower of their carrying amount and fair value less costs to sell.

Any impairment losses for write-downs of non-current assets held for sale are recognised in surplus or deficit in the Statement of Comprehensive Revenue and Expense.

Any increases in fair value (less costs to sell) are recognised up to the level of any impairment losses that have been previously recognised.

Non-current assets (including those that are part of a disposal group) are not depreciated or amortised while they are classified as held for sale.

Property Plant and Equipment

Property, plant and equipment is shown at cost or valuation, less accumulated depreciation and impairment losses.

Property, plant and equipment consist of:

Operational Assets

These include land, buildings, landfill post closure, library books, plant and equipment, and motor vehicles.

Infrastructure Assets

Infrastructure assets are the fixed utility systems owned by Council. Each asset class includes all items that are required for the network to function, for example, sewer reticulation includes reticulation piping and sewer pump stations.

Restricted Assets

Restricted assets are parks and reserves owned by Council which provide a benefit or service to the community and cannot be disposed of because of legal or other restrictions.

Additions

The cost of an item of property, plant and equipment is recognised as an asset if, and only if, it is probable that future economic benefits or service potential associated with the item will flow to Council and the cost of the item can be measured reliably.

In most instances, an item of property, plant and equipment is recognised at its cost. Where an asset is acquired at no cost, or for a nominal cost, it is recognised at fair value as at the date of acquisition.

Disposals

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount of the asset. Gains and losses on disposals are included in the Statement of Comprehensive Revenue. When revalued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to retained earnings.

Subsequent Costs

Costs incurred subsequent to initial acquisition are capitalised only when it is probable that future economic benefits or service potential associated with the item will flow to Council and the cost of the item can be measured reliably.

Depreciation

Depreciation is provided on a straight-line basis on all property, plant and equipment other than land, at rates that will write off the cost (or valuation) of the assets to their estimated residual values over their useful lives.

Land, land under roads, restricted assets, assets under construction, investment properties, and the museum assets are not depreciated.

The useful lives and associated depreciation rates of major classes of assets have been estimated as follows:

ASSET CATEGORY	USEFUL LIFE	DEPRECIATION RATE
Operational & Restricted Assets		
Buildings	5-60	1.8%–20%
Monuments	40-60	1.5%–2.5%
Computer equipment	4	25%
Furniture and fittings	10	10%
Landfill post closure	35-57	1.75%–2.8%
Library books	1–10	10%–100%
Motor vehicles	4-20	5%–25%
Plant and equipment	4-10	10%–25%
Swimming pools	9–50	2%–11.6%
Infrastructural Assets		
Roading		
Base Course	50 – 75	1.3% – 2%
Bridge (Deck)	80 – 100	1% – 1.3%
Crossing	10 – 30	3.3% – 10%
Drainage	30 – 100	1% – 3.3%
Footpath	10 – 50	2% – 10%
Marking	2	50%
Minor Structure	100	1%
Railing	30	3.3%
Retaining Wall	25 – 40	2.5% – 4%
SW channel	30 – 75	1.3% – 3.3%
Sign	15	6.7%
Street light (Bracket)	25	4%
Street light (Light)	6	16.7%
Street light (Pole)	25	4%
Sub base (Urban)	50 – 75	1.3% – 2%
Sub base (Rural)	50 – 75	1.3% – 2%
Top surface	12 – 14	7.1% – 8.3%
Sewerage Network		
Pipes and manholes	60-135	0.7%–1.7%
Manholes	100	1%
Treatment ponds and pumps	15-100	1%–3.8%
Flow monitoring equipment	10	10%
Stormwater		
Pipes	30-100	1%–3.5%
Manholes	100	1%
Water Network		
Monitoring equipment (Hardware)	5-20	5%–20%
Monitoring equipment (Software)	5-20	5%–20%
Pipes, hydrants, valves	25-50	2%–4%
Treatment plants and pumps	5-20	5%–20%
Items under construction	Non-depreciable	

The residual value and useful life of an asset is reviewed, and adjusted if applicable, at each financial year-end.

Revaluations

Council accounts for revaluations of property, plant and equipment on a class of asset basis.

REVALUATIONS	FREQUENCY
Roads (except land under roads)	Annually
Bridges	Annually
Sewerage	Every 3 years
Stormwater	Every 3 years
Water	Every 3 years
Land, excluding land under roads	Every 3 years
Restricted Assets	Every 3 years
Buildings	Every 3 years

Land, buildings (operational and restricted), and infrastructural assets (except land under roads) are revalued with sufficient regularity to ensure that their carrying amount does not differ materially from fair value. All other asset classes are carried at depreciated historical cost.

Council assesses the carrying values of its revalued assets annually to ensure that they do not differ materially from the assets' fair values. If there is a material difference, then the off-cycle asset classes are revalued.

The results of revaluing are credited or debited to an asset revaluation reserve for that class of asset. Where this results in a debit balance in the asset revaluation reserve, this balance is expensed in the Statement of Comprehensive Revenue. Any subsequent increase on revaluation that off-sets a previous decrease in value recognised in the Statement of Comprehensive Revenue will be recognised first in the Statement of Comprehensive Revenue up to the amount previously expensed, and then credited to the revaluation reserve for that class of asset.

Infrastructural Asset Classes: Roads

Roading assets are revalued at fair value determined on an optimised depreciated replacement cost basis and reviewed by an independent valuer. The most recent valuation was performed by Scott McIntyre, Senior Asset Manager, BBIM CTech, GHD Ltd through their professional services contract.

Infrastructural Asset Classes: Water, Sewerage and Stormwater Systems

Water, sewer and stormwater infrastructure assets are revalued at fair value determined on a depreciated replacement cost basis and reviewed by an independent valuer. Revaluation is based on straight line depreciation following the NZ Infrastructure Asset Valuation and Depreciation Guidelines (NZIAVDG), using Council asset management programs. Rates are based on current commercial rates and reviewed by Opus International Ltd.

Operational and Restricted Land and Buildings

These are revalued at fair value as determined from market-based evidence by an independent valuer. The most recent valuation for land was performed by Registered Valuer, Bevan Pickett, BAppSci (RVM), MPINZ, QV Asset & Advisory and the valuation is effective as at 30 June 2016. The most recent valuation for buildings was performed by Registered Valuer, Susie Penrose BBS VPM MPINZ, Telfer Young (Hawke's Bay) Limited and the valuation is effective as at 30 June 2016.

Land Under Roads

Land under roads is based on a cost model. Council has deemed this method to be more reliable and relevant. In coming to that conclusion Council considered the likelihood of land under roads being sold, the impact on depreciation and available methodologies for valuing land under roads.

Unformed or Paper Roads

An unformed or paper road is a term for a road that is legally established and recorded in survey plans, but has not been formed, and that ownership of the land associated with the paper road resides with Council.

Council does not recognise land under unformed paper roads in the statement of financial position because there is no service potential from the majority of paper roads. The public good of having access routes is very difficult to value. In addition there is a very limited market for sale to the surrounding or adjacent property owner, and cannot be measured reliably because of the small individual area of many paper roads to those adjacent or surrounding properties, and the high cost of sale.

Intangible Assets

Carbon Credits

Purchased carbon credits are recognised at cost on acquisition. They are not amortised, but are instead tested annually for impairment. They are derecognised when they are used to satisfy carbon emission obligations.

Creditors and Other Payables

Trade and other payables are measured by amortised cost using the effective interest method. Trade payables are usually paid within 30 days of recognition. Due to their short-term nature they are not discounted.

Employee Benefits

Short-Term Benefits

Employee benefits are measured at nominal values based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date, annual leave earned to, but not yet taken at balance date, retiring and long service leave entitlements able to be settled within 12 months, and sick leave.

Council recognises a liability for sick leave to the extent that absences in the coming year are expected to be greater than the sick leave entitlements earned in the coming year. The amount is calculated based on the unused sick leave entitlement that can be carried forward at balance date, to the extent that Council anticipates it will be used by staff to cover those future absences.

Long-Term Benefits

Long Service Leave – these are long-term employee benefits that are assessed on an actuarial entitlement basis at current rates of pay.

Provisions

Council recognises a provision for future expenditure of uncertain amount or timing when there is a present obligation (either legal or constructive) as a result of a past event, it is probable that expenditures will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation.

Provisions are not recognised for future operating losses.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the balance sheet date. If the effect of the time value of money is material, provisions are discounted using a current pre-tax rate that reflects the time value of money and the risks specific to the liability. The increase in the provision resulting from the passage of time is recognised as a finance cost.

Borrowing

Borrowings are initially recognised at their fair value. Subsequently borrowings are designated as fair value through surplus/(deficit).

Equity

Equity is the community's interest in Council and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into a number of reserves.

The components of equity are:

- Ratepayers equity
- Revaluation reserves
- Special funded reserves
- Trust funds

Special Funded and Council Created Reserves

Special funded reserves are reserves restricted by Council decision. The Council may alter them without references to any third party or the Courts. Transfers to and from these reserves are at the discretion of the Council.

Trust Funds

Trust funds are those subject to specific conditions accepted as binding by Council. Transfers from these reserves may be made only for certain specified purposes or when certain specified conditions are met.

Good and Service Tax (GST)

All items in the financial statements are stated exclusive of GST, except for receivables and payables, which are stated on a GST inclusive basis. Where GST is not recoverable as input tax then it is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the Inland Revenue Department (IRD) is included as part of receivables or payables in the statement of financial position.

The net GST paid to, or received from the IRD, including the GST relating to investing and financing activities, is classified as an operating cash flow in the statement of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

Cost Allocation

Council has derived the cost of service for each significant activity of Council using the cost allocation system outlined below.

Direct costs are those costs directly attributable to a significant activity. Indirect costs are those costs, which cannot be identified in an economically feasible manner, with a specific significant activity.

Direct costs are charged directly to significant activities. Indirect costs are charged to significant activities using specific allocation ratio.

Statement of Cash Flows

Cash means cash and cash equivalent balances on hand, held in bank accounts, demand deposits and other highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. The Council invests such assets as part of its day to day cash management.

Operating activities are the principal revenue-producing activities of the entity and other activities that are not investing or financing activities. They include cash received from all revenue sources (such as rates, taxes and government grants) and record the cash payments made for the supply of goods and services (including payments to other public benefit entities to finance their operations, but not loans). Agency transactions are not recognised as receipts and payments in the Statement of Cash Flows as they do not represent transactions that Council can control.

Investing activities are those activities relating to the acquisition and disposal of non-current assets, which are intended to generate future income and cash flows. Investing and financing activity transactions have had their respective sources and applications of cash netted off where roll over of financing has occurred and where there have been transfers between Council bank accounts.

Financing activities comprise activities that change the equity and debt capital structure of the Council.

Critical Accounting Estimates and Assumptions

In preparing these financial statements Council has made estimates and assumptions concerning the future.

These estimates and assumptions may differ from the subsequent actual results. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations or future events that are believed to be reasonable under the circumstances.

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

Overdue Receivables Provision

The appropriate note discloses an analysis of the exposure of Council in relation to the estimates and uncertainties surrounding impairment provision for overdue receivables.

Landfill Aftercare Provision

The appropriate note discloses an analysis of the exposure of Council in relation to the estimates and uncertainties surrounding the landfill aftercare provision.

Infrastructural Assets

There are a number of assumptions and estimates used when performing Depreciated Replacement Cost valuations over infrastructural assets. These include:

- The physical deterioration and condition of an asset, for example the Council could be carrying an asset at an amount that does not reflect its actual condition. This is particularly so for those assets, which are not visible, for example stormwater, wastewater and water supply pipes that are underground. This risk is minimised by Council performing a combination of physical inspections and condition modelling assessments of underground assets;
- Estimating any obsolescence or surplus capacity of an asset; and
- Estimates are made when determining the remaining useful lives over which the asset will be depreciated. These estimates can be impacted by the local conditions, for example weather patterns and traffic growth. If useful lives do not reflect the actual consumption of the benefits of the asset, then Council could be over or under estimating the annual depreciation charge recognised as an expense in the Statement of Comprehensive Revenue.

To minimise this risk Council's infrastructural asset useful lives have been determined with reference to the NZ Infrastructural Asset Valuation and Depreciation Guidelines published by the National Asset Management Steering Group, and have been adjusted for local conditions based on past experience. Asset inspections, deterioration and condition modelling are also carried out regularly as part of the Council's asset management planning activities, which gives Council further assurance over its useful life estimates.

Experienced independent valuers are used in performing or reviewing the Council's infrastructural asset revaluations.

Critical Judgements in Applying Council's Accounting Policies

Management has exercised the following critical judgements in applying the Council's accounting policies for the periods ending 30 June 2018 -2028.

Classification of Property

Council owns a number of properties, which are maintained primarily to provide housing to pensioners. The receipt of market-based rental from these properties is incidental to holding these properties. These properties are held for service delivery objectives as part of the Council's housing policy. These properties are accounted for as property, plant and equipment.

Prospective Financial Information

Public Benefit Entity Financial Reporting Standard 42 Prospective Financial Statements (PBE FRS 42)

The Council has complied with PBE FRS 42 in the preparation of these prospective financial statements. The purpose for which it has been prepared is to enable ratepayers, residents and any other interested parties to obtain information about the expected future financial performance, position and cash flow of Council.

The actual results achieved for any particular financial year is also likely to vary from the information presented, and may vary materially depending on the circumstances that arise during the period.

Cautionary Note

The forecast financial statements are prepared based on best estimates available at the time of preparing the accounts. Actual results are likely to vary from information presented and the variations may be material.

Financial Information

Rounding

There will be rounding of numbers in the Report as the model used calculates to the dollar but the Report is rounded to the nearest thousands.

Significant Assumptions

One of several key components of the Long Term Plan is the disclosure of significant forecasting assumptions and risks underlying the financial estimates. Due to the nature of the LTP as a strategic plan looking forward into future, we must ensure the information on which decisions within the LTP have been made are reasonable and present minimal risk.

According to Schedule 10 of the Local Government Act 2002, which dictates the contents of the LTP, where there is a high degree of uncertainty we must identify the uncertainty and estimate the potential effects of that uncertainty on the financial estimates.

The forecasting assumptions include such matters as:

- Useful life of significant assets
- Sources of funds for the future replacement of these significant assets
- Growth (population vs. household) and demand
- Inflation
- Depreciation

Forecasting Assumptions do not include statements of fact that fall within the decision making discretion of the Council, nor do they include reasonably unlikely events or probabilities about which an assumption needs to be made. Such matters are included in the Activity Statements or description of activity groups in this document

FORECASTING ASSUMPTION				RISK	LIKELIHOOD OF OCCURRENCE	FINANCIAL EFFECT	EFFECT OF UNCERTAINTY						
KEY ASSUMPTIONS													
Inflation													
Business and Economic Research Ltd (BERL) provides independent Local Government Cost Index (LGCI) This is based on the Berl numbers provided in September 2017 FM contract + 3% in 2019 for contract re-tender				That inflation will be significantly higher than projected. These are national figures, with insufficient data to prepare robust local figures.	Low	Moderate	May mean improvement projects will be cancelled or levels of service reduced.						
ANNUAL AVERAGE %PA													
YEAR ENDING	CAPEX	OPEX	LGCI										
Jun 19	2.0	2.0	2.0										
Jun 20	2.2	2.2	2.2										
Jun 21	2.2	2.2	2.2										
Jun 22	2.2	2.2	2.2										
Jun 23	2.3	2.3	2.3										
Jun 24	2.3	2.4	2.3										
Jun 25	2.4	2.4	2.4										
Jun 26	2.5	2.5	2.5										
Jun 27	2.5	2.6	2.6										
Jun 28	2.6	2.7	2.7										
20 year average %pa	2.4	2.6	2.4										
Source: BERL Sept 2017													
Population Growth													
Population growth has been allowed for at a rate equivalent to the halfway medium to high projection made by Statistics NZ. (Source: Central Hawke's Bay District Long Term Planning Demographic and Economic Growth Directions 2018-2048 Report)– Currently 13,720 (2017).				That population growth is higher than predicted.	Low	Moderate	Will put pressure on Council to provide additional infrastructure and services. Small increases above the current extensions can be covered May put pressure on Council to maintain existing infrastructure and services while the rating base falls.						
<table border="1"> <thead> <tr> <th>2018</th> <th>2028</th> <th></th> </tr> </thead> <tbody> <tr> <td>13,840</td> <td>14,200</td> <td>1.2%</td> </tr> </tbody> </table>				2018	2028		13,840	14,200	1.2%	That population growth is lower than predicted	Moderate	Moderate	Official population projections are based on a standard set of variables that do not tend to change quickly (fertility, mortality and migration).
2018	2028												
13,840	14,200	1.2%											

Significant Assumptions

FORECASTING ASSUMPTION			RISK	LIKELIHOOD OF OCCURRENCE	FINANCIAL EFFECT	EFFECT OF UNCERTAINTY
KEY ASSUMPTIONS						
Population and Age Breakdown						
TOTAL POPULATION		% ABOVE 65 YEARS	There will be a decline in the ability to pay measures, with more people on fixed incomes.	Moderate	Moderate	Levels of service could be at risk.
2013	13,250	17				
2018	13,840	20				
2028	14,200	26				
2048	14,350	33				
Housing Growth						
Total new Households per year:			That housing growth is higher than predicted.	Low	Low	Will put pressure on Council to provide additional infrastructure.
NO OF HOUSEHOLDS		AVERAGE NO PER YEAR				
2018	5,625					
2028	6,160	53.5				
2048	6,250	4.5				
This is based on housing growth not slowing as much as the population as there has been a trend to a lower number of people per household. Demographic trends show growth is likely to occur in urban areas. (Source: Central Hawke’s Bay District Long Term Planning Demographic and Economic Growth Directions 2018-2048 Report basing household growth on the halfway medium to high projection made by Statistics NZ).			That housing growth is lower than predicted.	Moderate	Moderate	Council have opted to use a halfway moderate to high growth assumption. If this is not achieved it could result in lower number of ratepayers to fund Council activities and puts affordable Levels of Service at risk.
Economic Growth						
Although only limited economic growth has been recognised in this LTP – it is nevertheless important that there should not be negative growth (or a decline) in the District.			That the number of businesses and employees reduces.	Moderate	Moderate	Lower affordability, decrease in rate payers.
Treaty Settlements						
Initial funding of \$1m per marae is available from the settlement, once governance structures have been set up. This will take effect in 2019.			May be a demand for additional services for rural marae.	High	Low	Will put pressure on Council to provide additional infrastructure.
Ruataniwha Water Storage Dam						
This project will not proceed in its current form, and has not been included in the LTP.				Low	Low	If the RWSS did go ahead, the Council would be required to complete the consent processes and this may require extra resourcing which can be charged for as part of the consent process.

Significant Assumptions

FORECASTING ASSUMPTION	RISK	LIKELIHOOD OF OCCURRENCE	FINANCIAL EFFECT	EFFECT OF UNCERTAINTY
KEY ASSUMPTIONS				
Plan Change 6				
This is operative and will affect current water consent holders, including the Council, from 2018 onwards. There may be more periods where water takes are restricted due to low flow.	Urban water users may face greater water restrictions.	Moderate	Moderate	The impact is not considered to have significant effect in the first 3 years of the LTP. An amendment to the LTP would be required for any change within this period.
	For rural users, the less reliable supply of water may affect their businesses.	Moderate	Moderate	This may affect the affordability of rates for rural businesses.
Climate Change and Natural Disasters				
Climate change predictions are that storm events will become more frequent and more intense.	Emergency work is required that exceeds normal budgets and the Catastrophic and Adverse Events fund.	Moderate	High	The potential effect of a natural disaster on Council is dependent upon the scale, duration and location of the event. At the time of such an event, the Council can apply to NZTA for additional funding. Council also holds funds in Reserve to assist in payment of Council's share of any such event.
	Existing stormwater systems will not cope with storms of increased intensity.	Moderate	High	The amendments to stormwater policy and planned improvements in urban catchments will go some way to mitigate this, but will need to be monitored to see that they are sufficient.
Higher sea levels could result in coastal erosion.	The viability of coastal settlements will be at risk.	Low -Moderate	Moderate	The District Plan review may be required to take account of changes in coastal areas.
Central Government Reform				
There will be no effect of central government-initiated structural reforms as a result of the change in Government.	There will be structural reforms initiated by central government that impact on local government.	Moderate	Moderate	While change is likely, the implications cannot be quantified. In addition, some changes may result in positive outcomes for the Council, where responsibility for activities passes from Council to central government agencies. Any changes by Central Government that changes Services delivered or Levels of Service would likely require an amendment to the LTP

Significant Assumptions

FORECASTING ASSUMPTION	RISK	LIKELIHOOD OF OCCURRENCE	FINANCIAL EFFECT	EFFECT OF UNCERTAINTY
KEY ASSUMPTIONS				
One Network Road Classification				
A new NZTA classification system that sets the 'minimum' levels of service for each road based on its classification which is determined by traffic volumes and the purpose of the road. NZTA has required councils to transition to the new classifications over the 3 years prior to the LTP period, with the requirement for it to be fully implemented by the National Land Transport 2018-21 programme. This will be completed by 1 July 2018 and it is anticipated that all requirements have been met.	The minimum level of service for our roads may reduce through unforeseen consequences of the change. As a result, the amount of subsidy paid to Council may reduce.	Low for years 1-3 Moderate	Moderate to High	The total subsidy available is reduced and this could have a longer term detrimental effect on our network. Levels of service may have to reduce if subsidy rates or level of funding decreases or rates will need to increase to keep the same levels of service.
New Zealand Transport Agency subsidy (NZTA)				
Subsidy rates and criteria will remain the same or similar. Level of funding will increase by BERL	The subsidy rate may fall, reducing the amount of subsidy paid to Council. The level of funding from NZTA increase at a lower rate than BERL	Low for 3 years, then moderate	Moderate to High	The subsidy is the largest source of Council revenue after rates and is projected at a base rate of 60%. This is set until 2023, then will be reviewed within the Hawke's Bay Region. Of greater concern is that if the total subsidy available is reduced, this could have a longer term detrimental effect on our network. Levels of service may have to reduce if subsidy rates or level of funding decreases.
Infrastructure Review				
That there will be no change in the way that the three waters are provided. There is a review of the provision of three water services being undertaken by the Department of Internal Affairs, which will report at the end of 2018.	This review results in changes in the way the three waters are provided.	Unknown	High	Any changes by Central Government that changes Services delivered or Levels of Service would likely require an amendment to the LTP
Drinking Water Supply Standards				
That there is no change in the Drinking water standards and requirements. There is currently a review of the Havelock North disease outbreak. Some provision for additional monitoring, etc has been allowed.	That the report results in increased planning, monitoring and testing, above what has been allowed. Additional treatment may be required.	High	Moderate to High	This may require increased rates to fund additional requirements and may require an amendment to the LTP.

Significant Assumptions

FORECASTING ASSUMPTION	RISK	LIKELIHOOD OF OCCURRENCE	FINANCIAL EFFECT	EFFECT OF UNCERTAINTY
KEY ASSUMPTIONS				
Emissions Trading Scheme (ETS)				
That additional costs and flow on effects are covered in the LTP. That there is no reduction in Landfill revenue which might occur as a result of the ETS. Council is to hedge its future ETS liability for 5 years and recover this cost through increased fees and charges at the time.	The value of NZUs required to be purchased to meet Council's liability exceed the value of NZUs hedged and funded through Fees and Charges.	Moderate	Moderate	There could be an unfunded liability – although monitoring of tonnages received into the landfill through the year will allow an adjustment to Fees and Charges to reduce this liability. It is also likely that any significant increases will be attributable to specific customers and adjustments can be negotiated with those customers.
Levels of Service				
No changes to levels of service are proposed, either in terms of increasing or reducing them, that will impact on asset requirements or operating costs unless otherwise stated in Activity Statements.	That there are significant changes in customer expectations.	Low	Low	The community has largely defined the levels of service taking into account what they receive and how much they are prepared to pay for that service.
Staff recruitment and Retention				
That sufficient qualified staff can be recruited and retained to implement the Council plans effectively and efficiently.	Qualified staff cannot be recruited or retained.	Low	Moderate	Levels of services may not be maintained and projects may not be delivered on time and within budgets. This is being mitigated by the development of a performance management framework and succession planning.
Affordability of Rates				
That rates rises are affordable of all sectors of the community	Rates rises may not be affordable for sectors of the community	Moderate	Moderate	A rates review may be required, or reduction in the level of service. This is mitigated by having a sound financial strategy and engaging and consulting with the ratepayers.
Funding Sources				
Council is dependent on a number of sources of income through fees and charges. These are usually levied on a user pays basis.	User charges may not be achievable.	Moderate in some activities	Moderate in some activities	This may occur through changes in major businesses or reduction of revenue without the ability to reduce costs, especially in landfill income.
Technology				
While it is recognised that advances in technology over the forecast period could change the way the activity is carried out, the forecasts are based on known technology as currently used.	New technology could change the way the activity is carried out, affecting both financial estimates and levels of service	High	Moderate	There are both risks and opportunities in technology changes. The effect is unknown, but will be reviewed on an on-going basis in subsequent Annual Plans

Significant Assumptions

FORECASTING ASSUMPTION	RISK	LIKELIHOOD OF OCCURRENCE	FINANCIAL EFFECT	EFFECT OF UNCERTAINTY
KEY ASSUMPTIONS				
Asset Life				
The useful life of assets is as recorded in Asset Management Plans.	Assets wear out earlier than expected.	Low	Moderate	Asset lives are robust estimates established by engineers and valuers. Capital projects could also be brought forward in the event of early expiration of assets. In addition, some assets may last longer than expected.
Revaluation and Depreciation				
The cost of new and replacement assets will rise in line with BERL estimates of inflation.	A revaluation may alter the depreciation expense.	Moderate	Low	Although actual renewals may vary from the Berl estimates, this will have a Income Statement (but not cash effect) as maintenance of infrastructure is funded based on asset management plans.
New capital works will be depreciated according to their expected life for utilities and roading.				
Sources of funding for replacement of significant assets				
It is assumed that funding for the replacement of significant assets will be in accordance with the Council's Revenue and Finance Policy and Financial and Infrastructure Strategies.				
Renewal Works Costs				
Renewals to replace existing assets is based on: <ul style="list-style-type: none"> Asset management plans Consultants' advice 	The real cost of renewals exceeds the budgeted amount.	Moderate	Moderate	Ratepayers are required to fund additional costs to maintain the level of service.
Capital Works Costs				
The costs of major capital works will not vary significantly from the estimates at concept stage.	That some project costs are greater than estimated, resulting in increased debt levels.	Moderate to High	Moderate	Council has less confidence in the long-term regarding the costs of capital projects due to fluctuations in the economy, growth patterns, consent conditions etc. Loan funding of capital works may require loans to be raised that results in Council exceeding its Debt Limits within the Financial Strategy

Significant Assumptions

FORECASTING ASSUMPTION	RISK	LIKELIHOOD OF OCCURRENCE	FINANCIAL EFFECT	EFFECT OF UNCERTAINTY
KEY ASSUMPTIONS				
Contracts				
The re-tendering of contracts for operations and maintenance are based on Berl assumptions of inflation. (See FM contract below).	There is a significant variation in price of re-tendering contracts.	Low year 1-3 Moderate years 4-10	Moderate Moderate	The risk is likely to come from fluctuating input prices – fuel, construction materials. If contract prices were to increase significantly, Council would be forced to review the amount of work programmed and undertaken or levels of service.
Fuel Costs and road resealing costs – based on Berl assumptions of inflation.	May increase more than forecast, flowing through to other costs.	Moderate	Moderate	This could result in increasing both operational and capital costs and affecting the timing of projects or levels of service.
No changes to government funding regimes for operating costs				
Including petrol tax and grant schemes.	Central government will remove or alter funding schemes.	Low to Moderate	Low to Moderate	The Council receives approximately \$140,000 as our local share of petrol tax, \$14,900 from Creative New Zealand (on a population basis), and \$9,500 from Sport and Recreation New Zealand annually. The withdrawal of this funding would put pressure on Council to make up for it.

Significant Assumptions			
FORECASTING ASSUMPTION	RISK	LEVEL OF UNCERTAINTY	EFFECT OF UNCERTAINTY
FINANCIAL ASSUMPTIONS			
Term of loans			
Future internal loans will be taken out for: <ul style="list-style-type: none"> • 35 year term for all waters infrastructure • 10 year term for the district plan • 20 year term for other activities 	Loan Capital will not be available when required	Low	Non availability of capital may restrict planned capital projects. This has been mitigated by joining Local Government Funding Agency which borrows from national and international wholesale markets.
Invest Revenue			
Council is assuming that dividends will be zero (or immaterial) and that the rate of interest earned on all future investments for the life of this LTP will be 3%	There is potential for interest earned to be higher or lower than estimated.	Low to Moderate	Lower interest rates on Council's investments would lead to lower revenue. However, investment revenue is not significant and as such there would be only a minimal financial impact for Council if these rates were lower than anticipated.
Interest Costs			
Council is assuming for the 10 year period of this LTP that the interest rate for new borrowing will be below or equal to 5%	That loan costs will be significantly higher than this.	Low	Higher interest rates will have an impact on Council's interest expense and consequently the affordability of services provided and the ability to afford capital improvements which are funding from borrowing.
Property values			
Relative property values used for rating basis remain constant throughout the district over the 10 years of the plan. Staff will obtain updates from QV during the LTP process.	Some parts of Central Hawke's Bay may have larger increases in rateable value than others.	Low to Moderate	This could affect the affordability of rates in some parts of the district. In extreme cases these may mean a review of how rates are applied over the district.
Goods and Services Tax (GST)			
GST is excluded from all financial statements, with the exception of accounts receivable and payable, and the funding impact statement. GST cannot be claimed on the Retirement Housing Activity.	n/a	n/a	n/a
Insurance			
INSURANCE costs are based on 2017/18 costs of renewal plus annual BERL increases with no effect of 3 yearly revaluations.	That these costs are significantly higher than budgeted.	High	Insurance may be targeted to cover only key assets to reduce costs.

Significant Assumptions

FORECASTING ASSUMPTION	RISK	LEVEL OF UNCERTAINTY	EFFECT OF UNCERTAINTY
ACTIVITY SPECIFIC ASSUMPTIONS			
Asset Management Plans			
that consultants employed to prepare Asset Management Plans are expert and experienced.	As a result of consultant's errors Council does not set aside sufficient funds to maintain its infrastructural assets.	Low	Renewals and maintenance of assets is underfunded which impacts on the life and replacement of affected assets.
Waste Water Treatment for Waipukurau and Waipawa			
the treatment plants for Waipukurau and Waipawa continue to breach resource consents for ammoniacal nitrogen. As at the time of the LTP Consultation Document costs are unknown so have not been included in the LTP.	The treatment plants will need to be upgraded or replaced.	High	There is more detailed investigation work to do to find a viable solution for these issues which will include community and expert input. Reviews of what work is required, how much it will cost, how it will be prioritised and how it could be funded will be carried out during 2018 and 2019. This may result in an amendment to the LTP. A review report completed in Nov 2017 has estimated costs for two possible solutions between \$11m and \$36m.
Regulatory Services Changes			
A review of the Liquor fees and charges is carried out every 5 years from 2017. These reviews are considered to have minimal effect on the activity.	Central Government legislation causes increased operating costs to Council.	Low	Increased costs require to be met from increased user charges or rates.
District Plan costs			
That the cost to complete the District Plan from mid 2019 is on budget.	That additional costs may be incurred	Moderate	Increased costs will be funded from a loan which will increase rate requirements to repay the loan.
Earthquake Prone buildings			
The Building (Earthquake Prone Buildings) Amendment Act 2016 came into effect on 01 July 2017. This amendment requires Council to identify and issue notices on a property owner for priority earthquake prone buildings in the district within 2.5 years, and other earthquake prone buildings within 5 years	That engineering, compliance and monitoring costs in meeting requirements of the Act have not been quantified in this planning cycle.	Moderate	This may require additional rates to fund the Council's role in this.

Significant Assumptions

FORECASTING ASSUMPTION	RISK	LEVEL OF UNCERTAINTY	EFFECT OF UNCERTAINTY
ACTIVITY SPECIFIC ASSUMPTIONS			
Animal Control – Review of RSPCA agreement to provide pound services			
Council operates its pound facilities through a service agreement with the Central Hawke's Bay SPCA. Council has established a number of kennels purely for the housing of impounded dogs, with care and sustenance provided for by the SPCA. Due to possible changes in national delivery and funding of services by the RSPCA, this service agreement may require review. It is assumed that current terms and conditions of the service agreement will continue for the life of the LTP.	That the RSPCA withdraw the current agreement, requiring Council to establish a fully compliant Pound, elsewhere in the district.	Moderate	This may require increased rates to fund additional requirements and may require an amendment to the LTP.
Change in the provision of Civil Defence services			
That there will be a change in provision of services. The Hawke's Bay Regional Council will provide staffing for civil defence services other than those required as an ECO. Costs required to be covered by CHBDC have been included in the LTP.	That the proposal to fund civil defence through Hawke's Bay Regional Council will not be adopted	Low	If this decision is made by HBRC it would mean an increase in rates required
Roading Network			
The current network will be maintained for the life of the plan	That NZTA will cease to fund some renewals, based on the cost of repair versus the number of residents.	Low 1-3 years Moderate	There may be additional rates required to continue to maintain these pieces of the roading network. Otherwise levels of service will reduce.
Land transport regulation			
There will be no significant changes in regulation over the LTP period.	That the regulation changes increase the ratepayer share of the roading costs.	Moderate	Over the second half of the plan period. This could affect the affordability of the levels of service. Changes could also be positive.
Infrastructure Capacity and Growth			
Water supply, Waste water and Stormwater – Existing zones for the three waters will remain as stated in the LTP and proposed District Plan.	Zones may be expanded. Additional infrastructure capacity will be required.	Low	Capacity for growth has been built into the LTP and is being developed as part of the Urban Growth Strategy for the District Plan.
Bridge Renewal			
There is sufficient provision for funding any bridge failure, based on the transfer of funds each year into the bridge reserve fund. To meet the anticipated need.	That this is insufficient to cover the Council's share of bridge replacements.	Low- first 5 years Mod – second 5 years	This could affect levels of service in roading, if money has to be diverted from other budgets to cover costs.

Significant Assumptions

FORECASTING ASSUMPTION	RISK	LEVEL OF UNCERTAINTY	EFFECT OF UNCERTAINTY
ACTIVITY SPECIFIC ASSUMPTIONS			
Landfill operation costs			
The solid waste management and minimisation plan (WMMP) will be reviewed by July 2018. The Council is selling landfill space to offset the operating costs of the landfill. This plan assumes the income level remains at budgeted levels. Landfill cell extensions included in this LTP are dependent on volumes received into the landfill – and timings of cell extensions may change.	Budgeted sales are not achieved.	Low to Moderate	Council does have an exposure to external sales income and a relatively small pool of potential customers.
Multi-Sport Turf			
Other Russell Park projects are tied to the completion of the multi-sport turf in 2017/18 and 2018/19	That with will be completed in 2017/18 to allow other Russell Park projects to proceed	Moderate	This would mean that proposed projects are delayed or reconsidered.

Funding Impact Statement

The purpose of the funding impact statement is to provide information about the income and funding streams Council will use and is an indication of the amount of funding we will generate from each stream.

Council will use a mix of revenue sources to meet operating expenses, with major sources being general and targeted rates, land transport subsidies and fees and charges.

Capital expenditure for new works will be funded from loans and development contributions, with capital renewals being funded by rates and reserves set aside for this purpose.

At various points in this funding impact statement the Council has included an indicative level of rate or charge. These indicative figures support the calculations in the rates sample models and are included to provide you with an indication of the level of rates we are likely to assess on your rating unit in the coming year. So long as we set the rates in accordance with the system described in this statement, the amounts may change.

The following rating mechanisms are intended to be used in the 2018-2028 Long Term Plan.

Central Hawke's Bay District Council: Funding impact statement for 2018/2028 (whole of council)

	ANNUAL PLAN 2018 \$000	YEAR 1 2019 \$000	YEAR 2 2020 \$000	YEAR 3 2021 \$000	YEAR 4 2022 \$000	YEAR 5 2023 \$000	YEAR 6 2024 \$000	YEAR 7 2025 \$000	YEAR 8 2026 \$000	YEAR 9 2027 \$000	YEAR 10 2028 \$000
Sources of operating funding											
General rates, uniform annual general charges and rates penalties	12,592	12,884	13,229	13,581	14,089	14,580	15,022	15,232	15,681	16,074	16,487
Targeted rates	6,404	6,888	7,335	7,800	8,117	8,502	8,878	9,177	9,223	9,388	9,570
Subsidies and grants for operating purposes	2,052	2,598	2,671	2,690	2,923	2,992	3,064	3,140	3,221	3,308	3,400
Fees, charges	2,254	2,945	2,974	3,028	3,101	3,166	3,241	3,325	3,402	3,490	3,591
Interest and dividends from investments	162	125	118	141	157	173	193	166	182	207	206
Local authorities fuel tax, fines, infringement fees and other receipts	158	311	315	194	199	203	208	213	218	224	230
Total operating funding	23,622	25,751	26,642	27,434	28,585	29,617	30,605	31,252	31,927	32,691	33,484
Applications of operating funding											
Payments to staff and suppliers	15,670	17,789	18,162	18,755	19,512	19,969	20,421	20,918	21,437	21,999	22,579
Finance costs	406	239	543	773	827	848	803	705	666	596	470
Other operating funding applications	0	0	0	0	0	0	0	0	0	0	0
Total applications of operating funding	16,076	18,028	18,706	19,527	20,339	20,817	21,224	21,623	22,103	22,596	23,049
Surplus (deficit) of operating funding	7,546	7,723	7,936	7,907	8,246	8,800	9,381	9,629	9,824	10,095	10,435
Sources of capital funding											
Subsidies and grants for capital expenditure	4,501	4,387	4,499	4,663	5,082	5,204	5,329	5,462	5,604	5,756	5,917
Development and financial contributions	22	22	22	22	22	22	22	22	22	22	22
Increase (decrease) in debt	66	4,798	7,542	977	965	(311)	(1,101)	(1,002)	(1,944)	(1,209)	(2,971)
Gross proceeds from sale of assets	48	67	35	35	45	24	52	76	54	56	82
Lump sum contributions	0	0	0	0	0	0	0	0	0	0	0
Total sources of capital funding	4,637	9,273	12,097	5,698	6,114	4,939	4,302	4,559	3,736	4,624	3,050
Applications of capital funding											
Capital expenditure											
- to meet additional demand	0	0	0	0	0	0	0	0	0	0	0
- to improve the level of service	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260
- to replace existing assets	9,990	15,851	18,719	12,066	12,800	11,459	11,587	13,832	11,883	12,672	12,283
Increase (decrease) in reserves	0	0	0	0	0	0	0	0	0	0	0
Increase (decrease) of investments	933	(115)	54	279	300	1,020	836	(905)	417	788	(57)
Total application of capital funding	12,183	16,996	20,033	13,605	14,360	13,738	13,683	14,188	13,560	14,720	13,486
Surplus (deficit) of capital funding	(7,546)	(7,723)	(7,936)	(7,907)	(8,246)	(8,800)	(9,381)	(9,629)	(9,824)	(10,095)	(10,435)
Funding balance	0	0	0	0	0	0	0	0	0	0	0

2018/19 Rates Factors

The table below lists the rate factors for the 2018/19 year (1 July 2018 to 30 June 2019) that are proposed to be set by the Central Hawke's Bay District Council under the Local Government (Rating) Act 2002.

Description	Land Liabie	Differential	Factor of Liability	Factor	Rate Value **	Amount Sought including GST \$
District Wide Rates						
General	All rateable property	Uniform	Capital Value	\$0.000	0.11738	\$4,904,251
Uniform Annual General Charge	All rateable property	Uniform	Fixed Amount per SUIP*	\$367.650	383.51	\$2,490,533
District Land Transport	All rateable property	Uniform	Land Value	\$0.000	0.27889	\$7,389,708
Targeted Rates						
Refuse Collection	Service Available	Uniform	Fixed Amount per SUIP *	\$0.000	15.16	\$60,652
Kerbside Recycling Collection	Service Available	Uniform	Fixed Amount per SUIP *	\$0.000	69.01	\$205,275
Water Supply	Service Available/Connected	Service Available/Connected	Fixed Amount per SUIP *	\$0.000	\$334.20 / \$668.40	\$2,773,208
Sewerage	Service Available/Connected	Service Available/Connected/Use	Fixed Amount per SUIP *, per Pan	\$0.000	\$447.31 / \$894.62	\$3,565,943
Stormwater	Catchment Area	Uniform	Capital Value	\$0.000	0.14052	\$847,628
Drainage	Te Aute	Classifications	Fixed Amount per point		0.22777	\$16,767
Water by Meter	Extraordinary users	Volume, land use category	Fixed Amount per cubic metre		\$2.44 / \$1.85	\$451,548
Total Sought						\$22,664,212

* Separately used or inhabited part

** Where no \$ sign shows, amounts are in cents per dollar, rounded

Rates Samples

PROPERTY DESCRIPTION			2015 VALUES		2017/18	2018/19			2019/20			2020/21		
Type	District	Value	Land value	Capital value	Amount	Amount	Change \$	Change %	Amount	Change \$	Change %	Amount	Change \$	Change %
Residential town	Waipukura Low		18,000	73,000	2,131	2,269	138	6.5%	2,428	159	7.0%	2,567	138	5.7%
Residential town	Waipukura Medium		77,000	200,000	2,562	2,761	199	7.8%	2,907	138	5.0%	3,061	153	5.3%
Residential town	Waipukura High		77,000	260,000	2,691	2,916	225	8.4%	3,054	130	4.4%	3,213	159	5.2%
Residential town	Waipukura High		69,000	410,000	2,989	3,281	292	9.8%	3,398	131	4.0%	3,570	171	5.0%
Residential town	Waipawa Low		35,000	180,000	2,406	2,593	187	7.8%	2,739	138	5.3%	2,888	149	5.4%
Residential town	Waipawa Medium		35,000	170,000	2,384	2,567	182	7.6%	2,714	140	5.4%	2,862	148	5.5%
Residential town	Waipawa High		27,000	255,000	2,544	2,764	219	8.6%	2,899	128	4.6%	3,054	155	5.3%
Residential town	Waipawa High		85,000	430,000	3,075	3,377	302	9.8%	3,493	129	3.8%	3,667	174	5.0%
Residential town	Otane		54,000	205,000	2,239	2,353	114	5.1%	2,527	167	7.1%	2,668	140	5.6%
Residential town	Porangaha Low		27,000	59,000	1,984	2,106	122	6.2%	2,275	162	7.7%	2,409	133	5.9%
Residential town	Porangaha High		27,000	175,000	2,129	2,242	114	5.3%	2,414	165	7.3%	2,552	137	5.7%
Residential town	Takapau		20,000	110,000	2,029	2,147	118	5.8%	2,317	163	7.6%	2,451	135	5.8%
Residential town	Takapau Lifestyle		265,000	425,000	2,230	2,305	75	3.3%	2,435	123	5.3%	2,523	88	3.6%
Residential town	Tikokino		48,000	170,000	690	732	42	6.1%	760	28	3.8%	783	22	3.0%
Residential town	Onga Onga		29,000	180,000	651	691	40	6.2%	718	29	4.2%	740	22	3.0%
Beach	Blackhead		230,000	420,000	1,495	1,533	38	2.5%	1,578	43	2.8%	1,621	43	2.7%
Beach	Kairakau		175,000	435,000	1,999	2,066	67	3.4%	2,190	119	5.7%	2,273	83	3.8%
Beach	Mangakuri		360,000	800,000	2,321	2,342	20	0.9%	2,404	58	2.5%	2,469	65	2.7%
Beach	Te Paerahi Low		175,000	245,000	2,618	2,737	120	4.6%	2,920	174	6.3%	3,069	149	5.1%
Beach	Te Paerahi Medium		270,000	495,000	3,187	3,296	109	3.4%	3,490	184	5.6%	3,655	165	4.7%
Rural	District Lower		300,000	310,000	1,530	1,584	54	3.5%	1,630	43	2.7%	1,673	43	2.6%
Rural	District Lower		360,000	660,000	2,129	2,162	33	1.6%	2,221	52	2.4%	2,281	60	2.7%
Rural	District Medium		1,840,000	2,000,000	7,815	7,863	48	0.6%	8,043	146	1.9%	8,245	202	2.5%
Rural	District Medium		620,000	670,000	2,847	2,899	52	1.8%	2,973	68	2.3%	3,050	76	2.6%
Rural	Aramoana High		3,140,000	3,670,000	13,425	13,448	24	0.2%	13,747	265	2.0%	14,092	345	2.5%
Rural	Ruataniwh High		3,420,000	4,220,000	14,870	14,875	5	0.0%	15,204	292	2.0%	15,587	383	2.5%
Rural	Ruahine High		10,200,000	10,850,000	41,532	41,565	33	0.1%	42,463	789	1.9%	43,516	1,053	2.5%
Rural	Ruahine Medium		1,770,000	2,310,000	8,012	8,031	19	0.2%	8,215	164	2.0%	8,424	209	2.5%
Commercial	Waipukurau		165,000	520,000	6,883	7,268	385	5.6%	7,650	358	4.9%	8,102	452	5.9%
Commercial	Waipawa		58,000	87,000	2,380	2,417	37	1.5%	2,577	152	6.3%	2,719	142	5.5%
Industrial	Waipukurau		150,000	360,000	4,068	4,272	204	5.0%	4,464	180	4.2%	4,710	245	5.5%
Council average %					2.47%		4.34		4.04		4.01			

Rates

The following rates are proposed to be set and assessed on all property within the District for the 2018/19 year:

District Wide Rates

1. General Rate

A general rate set under section 13 of the Local Government (Rating) Act 2002 for the purposes of providing all or some of the cost of:

- All regulatory activities, including district planning, land use and subdivision consent costs, building control, public health, animal control, and compliance.
- Solid waste
- Parks and reserves, public toilets, theatres and halls, cemeteries, and miscellaneous property costs

For the 2018/19 year, this rate will be 0.11738 cents per dollar (including GST) based on the rateable capital value of all rateable land within the District.

2. Uniform Annual General Charge

A rate set under section 15 of the Local Government (Rating) Act 2002 on each separately used or inhabited part of a rating unit within the District. See definition below. This rate is for the purpose of providing:

- Community leadership, including administration, cost of democracy, community voluntary support grants, and economic and social development.
- A portion of the cost of solid waste
- Libraries and swimming facilities

For the 2018/19 year, this rate will be \$383.51 (including GST).

3. District Land Transport Rate

A rate for the Council's land transport facilities set under section 16 of the Local Government (Rating) Act 2002. This rate is set for the purpose of funding the operation and maintenance of the land transport system.

For the 2018/19 year this rate will be 0.27889 cents per dollar (including GST) based on the land value of all rateable land in the district.

Targeted Rates

Separately Used or Inhabited Parts of a Rating Unit

Definition – for the purposes of the Uniform Annual General Charge and the targeted rates above, a separately used or inhabited part of a rating unit is defined as –

A separately used or inhabited part of a rating unit includes any portion inhabited or used by [the owner/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.

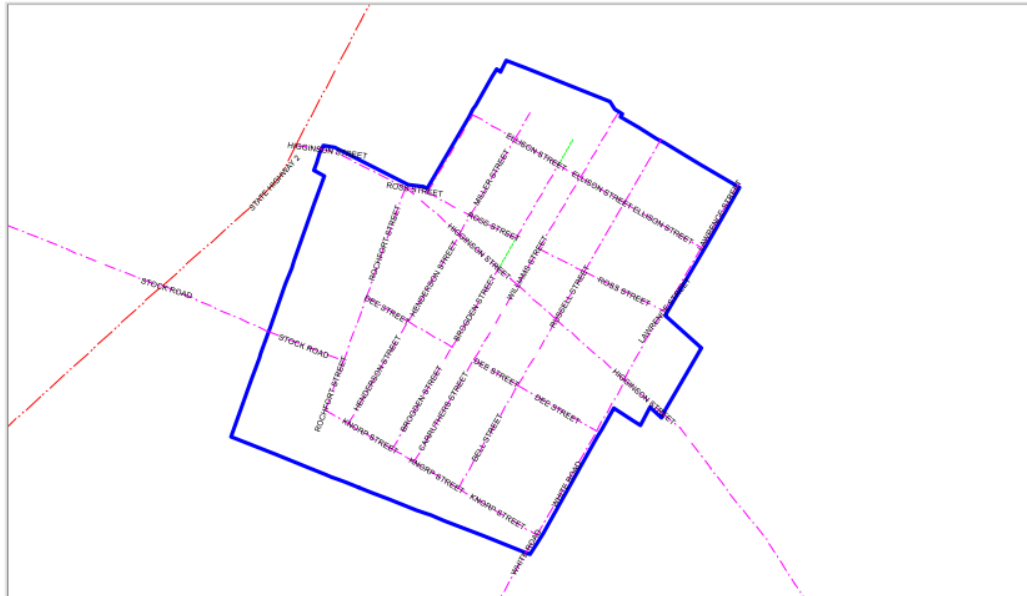
This definition includes separately used parts, whether or not actually occupied at any time, which are used by the owner for occupation on an occasional or long term basis by someone other than the owner.

Examples of separately used or inhabited parts of a rating unit include:

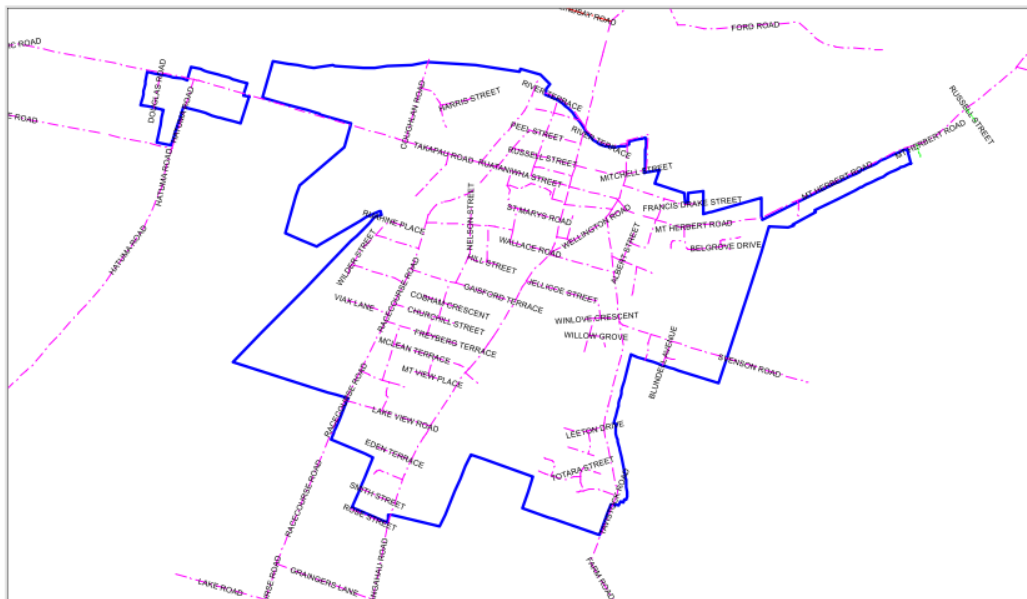
- For residential rating units, each self-contained household unit is considered a separately used or inhabited part. Each situation is assessed on its merits, but factors considered in determining whether an area is self-contained would include the provision of independent facilities such as cooking/kitchen or bathroom, and its own separate entrance.
- Residential properties, where a separate area is used for the purpose of operating a business, such as a medical or dental practice. The business area is considered a separately used or inhabited part.

These examples are not considered inclusive of all situations.

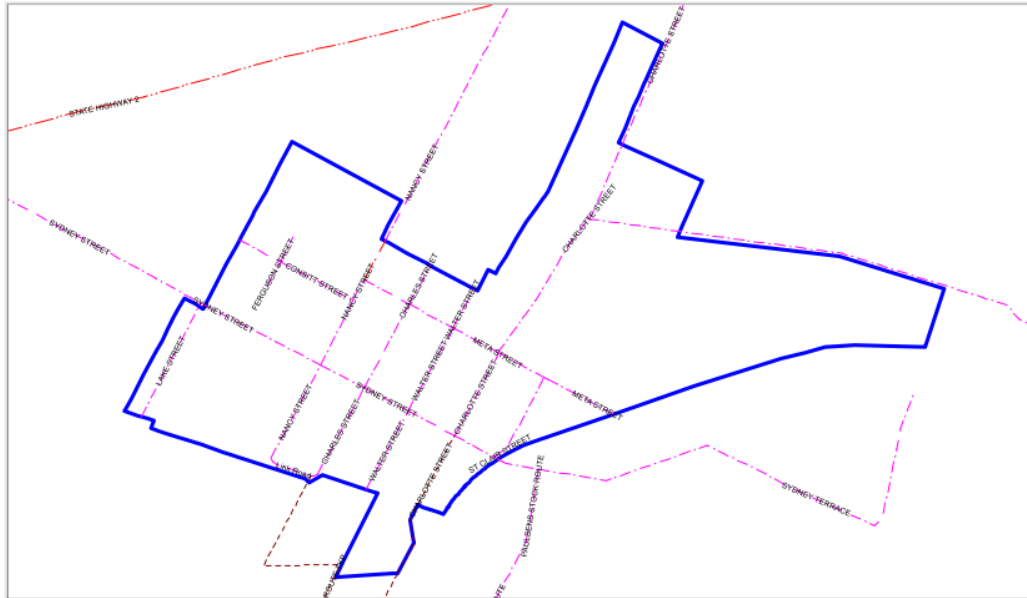
OTANE WATER SUPPLY ZONE



WAIPUKURAU WATER SUPPLY ZONE



TAKAPAU WATER SUPPLY ZONE



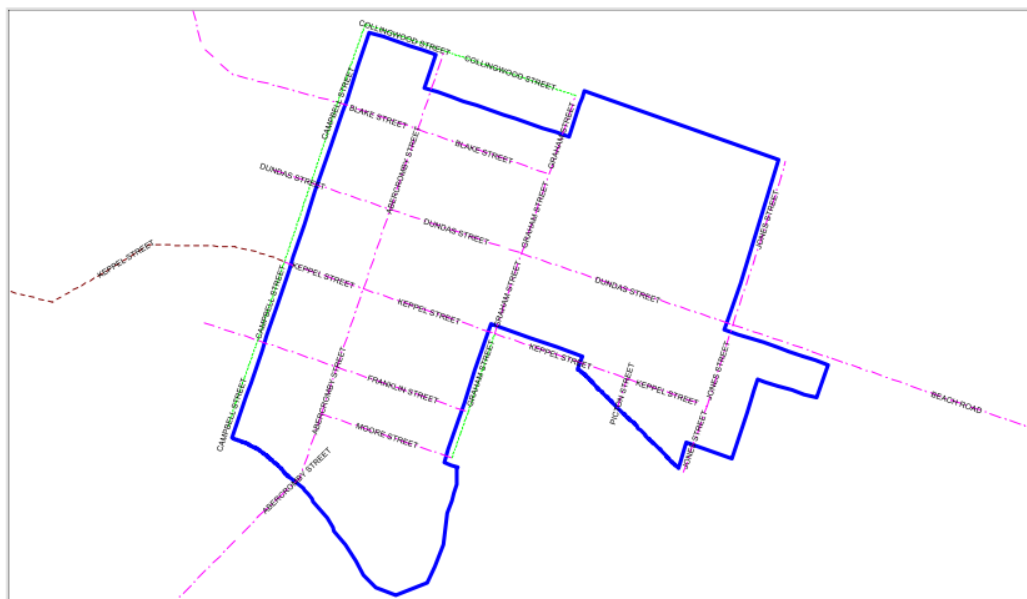
KAIRAKAU WATER SUPPLY ZONE



TE PAERAHI WATER SUPPLY ZONE



PORANGAHAU WATER SUPPLY ZONE



6. Metered Water Rate

A targeted rate under section 19 of the Local Government (Rating) Act 2002 per cubic metre of water supplied, as measured by cubic metre, over 300 cubic metres per year. This is applied to water users deemed 'Extraordinary' where payment of the Water Supply rate above entitles extraordinary users to the first 300 cubic metres of water without additional charge.

The rate is subject to differentials as follows:

- (a) a rate per cubic metre of water, for users consuming below 40,000 cubic metres
- (b) a rate per cubic metre of water, for users above 40,000 cubic metres, and where the land use category in the valuation database is not 'industrial'
- (c) a rate of per cubic metre of water, for users consuming above 40,000 cubic metres, and where the land use category in the valuation database is 'industrial'

For the 2018/19 year these rates will be:

	VOLUME OF WATER (CUBIC METRES)	RATE PER CUBIC METRE (INCL GST)
a	Below 40,000	\$2.44
b	Above 40,000, non- industrial	\$2.44
c	Above 40,000, industrial	\$1.85

7. Sewerage Rates

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the Council's sewage disposal function of fixed amounts in relation to all land in the district to which the Council's sewage disposal service is provided or available, as follows:

- (a) A charge per rating unit connected.
- (b) A charge per pan within the rating unit, after the first one.
- (c) A charge per rating unit which is serviceable.

The rate is subject to differentials as follows:

- 'Connected' means the rating unit is connected to a public sewerage system.
- 'Serviceable' means the rating unit is not connected to a public sewerage drain but is within 30 metres of such a drain.
- A rating unit used primarily as a residence for one household is treated as not having more than one pan.
- For commercial accommodation providers, each subsequent pan will be rated at 50% of the charge.
- For those Clubs who qualify for a rebate of their General Rates under Council's Community Contribution and Club Rebate Remission Policy, and who are connected to the sewerage network, each subsequent pan will be rated at 50% of the Sewerage Charge.

The purpose of this rate is to fund the maintenance, operation and capital upgrades of sewerage collection, treatment and disposal systems in those parts of the District where these systems are provided.

For the 2018/19 year these rates will be:

	CHARGE	SEWERAGE RATE (INCL GST)
a	First charge per separately used or inhabited part of a rating unit connected	\$894.62
b	Additional charge per pan after the first	\$894.62
c	Serviceable, not connected, per separately used or inhabited part of a rating unit	\$447.31
d	Additional charge per pan after the first – commercial accommodation provider, qualifying club	\$447.31

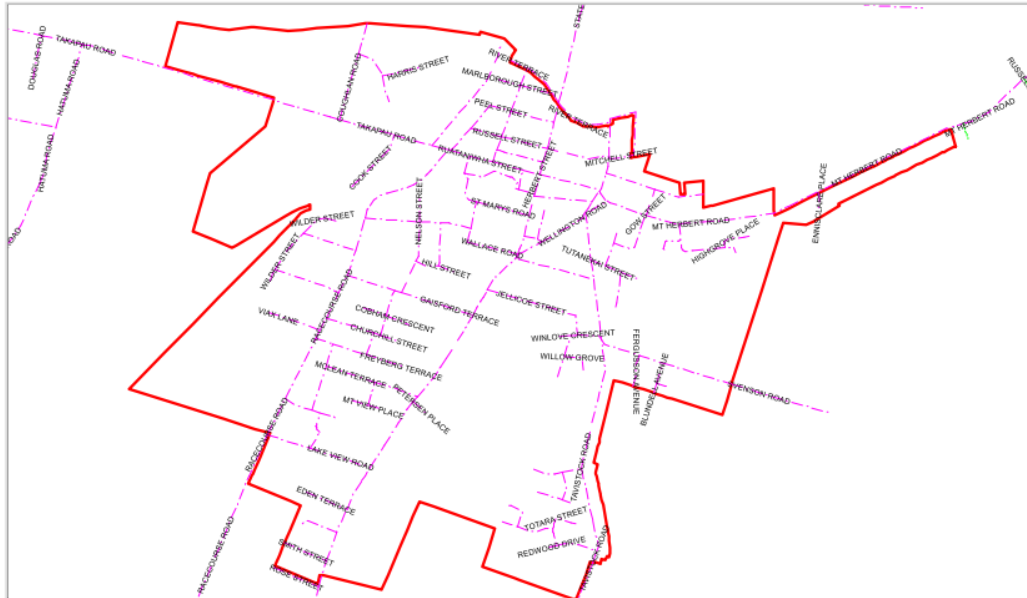
WAIPAWA SEWER OPERATION ZONE



OTANE SEWER OPERATION ZONE



WAIPUKURAU SEWER OPERATION ZONE



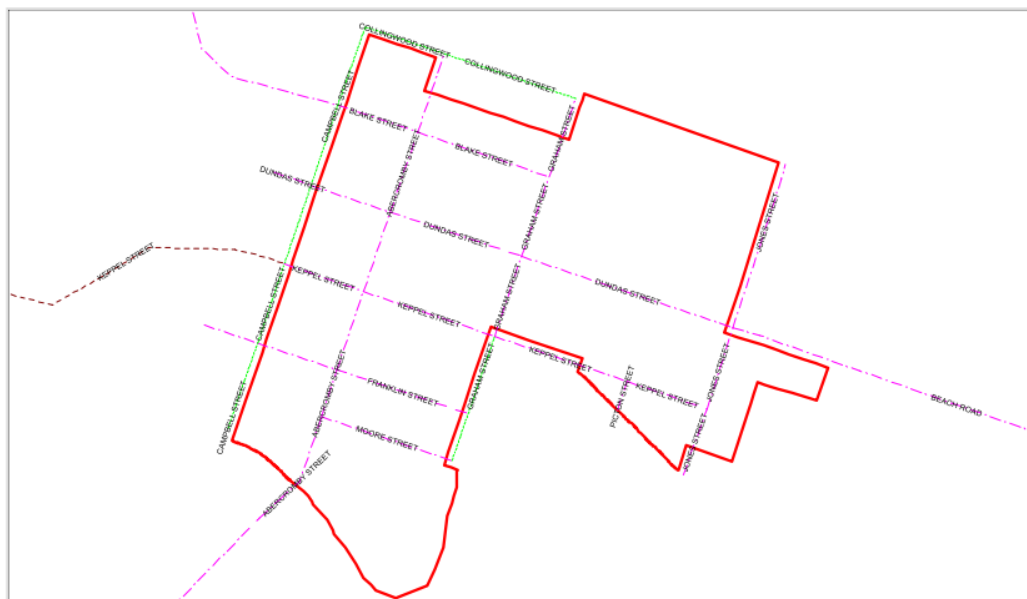
TAKAPAU SEWER OPERATION ZONE



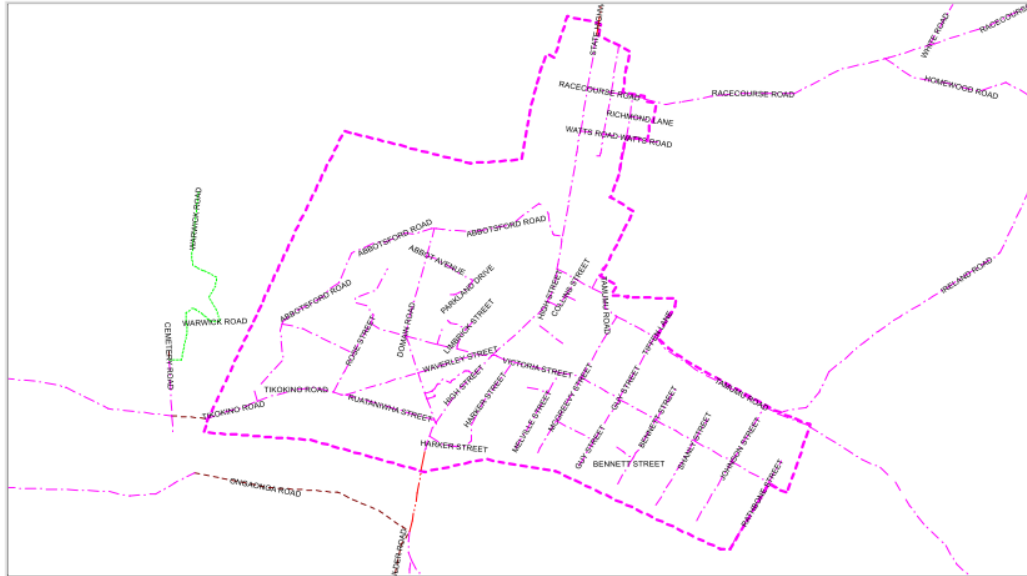
TE PAERAHI SEWER OPERATION ZONE



PORANGAHAU SEWER OPERATION ZONE



WAIPAWA STORMWATER OPERATION ZONE

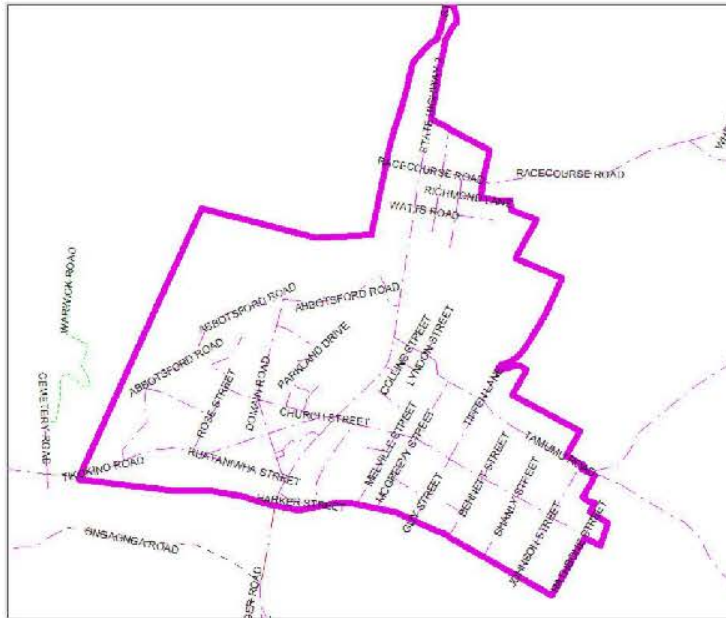
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9. Kerbside Recycling Rate

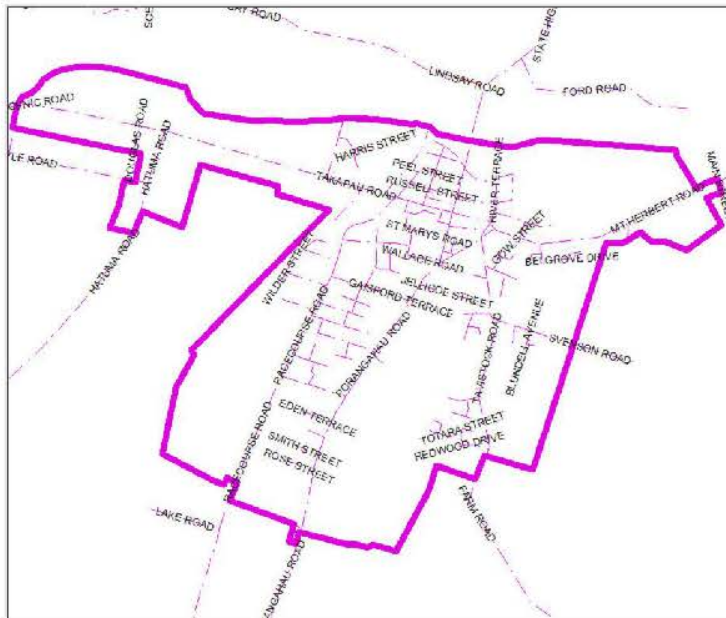
A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the Council's collection of household recyclables for Waipukurau and Waipawa on each separately used or inhabited part of a rating unit to which the Council provides the service.

For the 2018/19 year this rate will be \$69.01 (including GST).

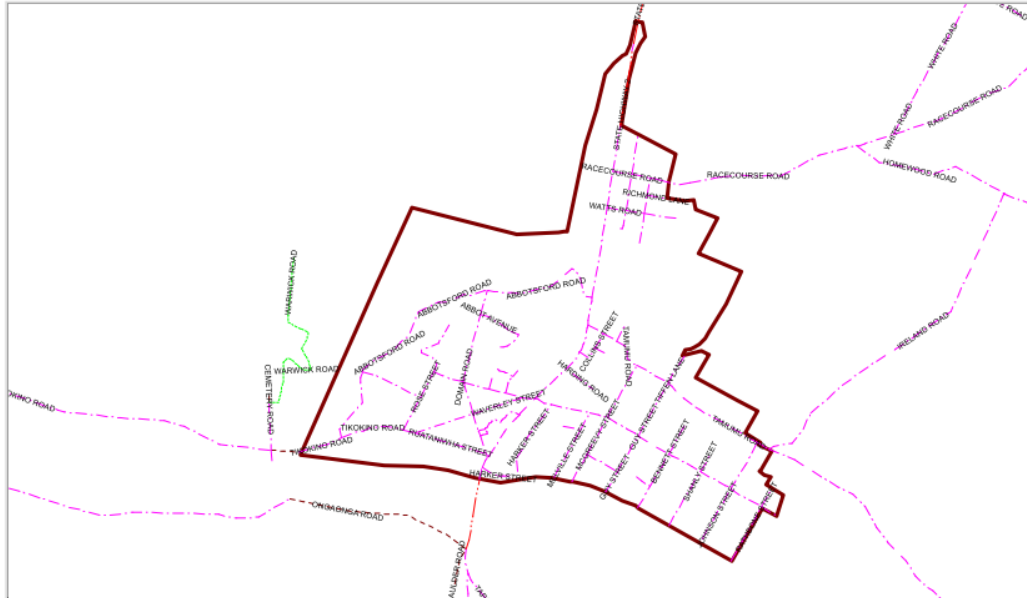
WAIPAWA KERBSIDE RECYCLING COLLECTION ZONE



WAIPUKURAU KERBSIDE RECYCLING COLLECTION ZONE

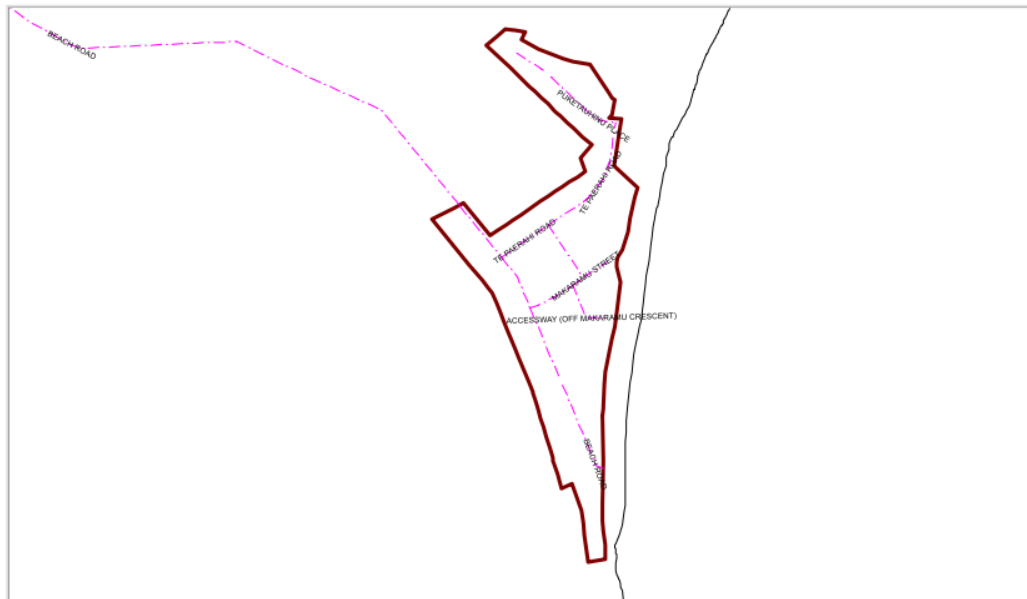


WAIPAWA REFUSE COLLECTION ZONE

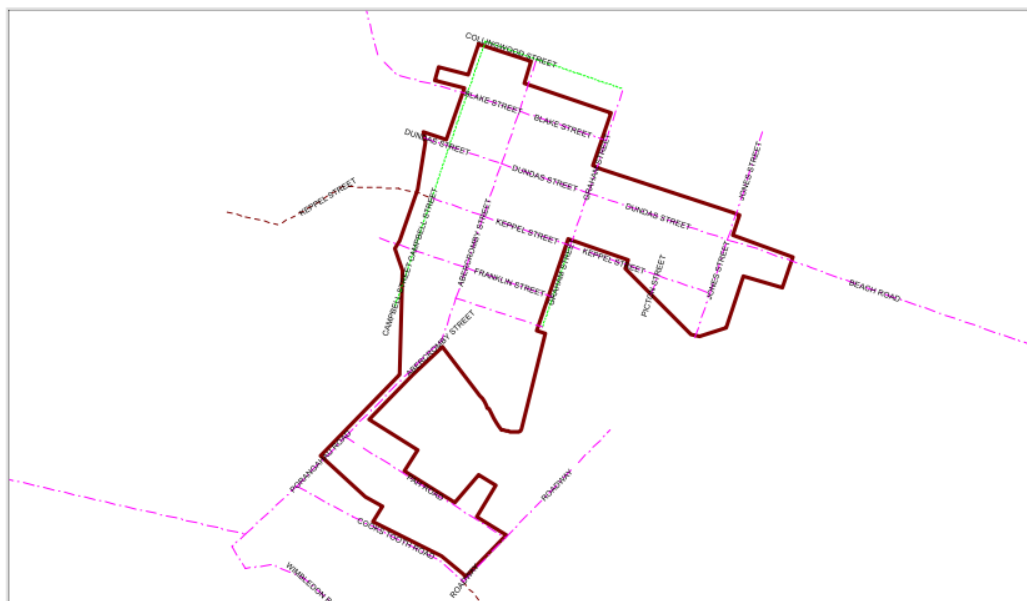


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TE PAERAHI REFUSE COLLECTION ZONE



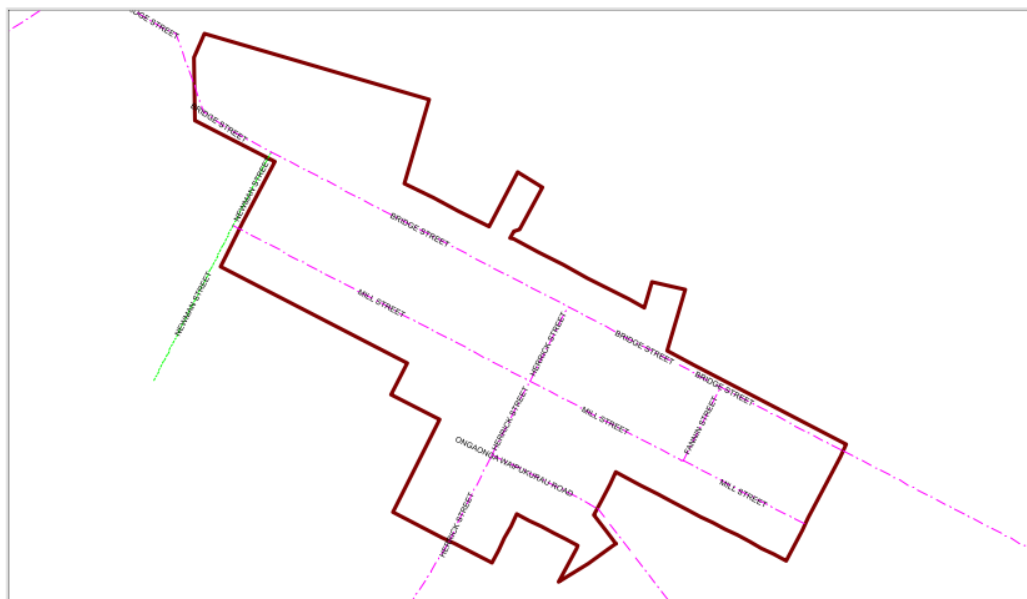
PORANGAHAU REFUSE COLLECTION ZONE



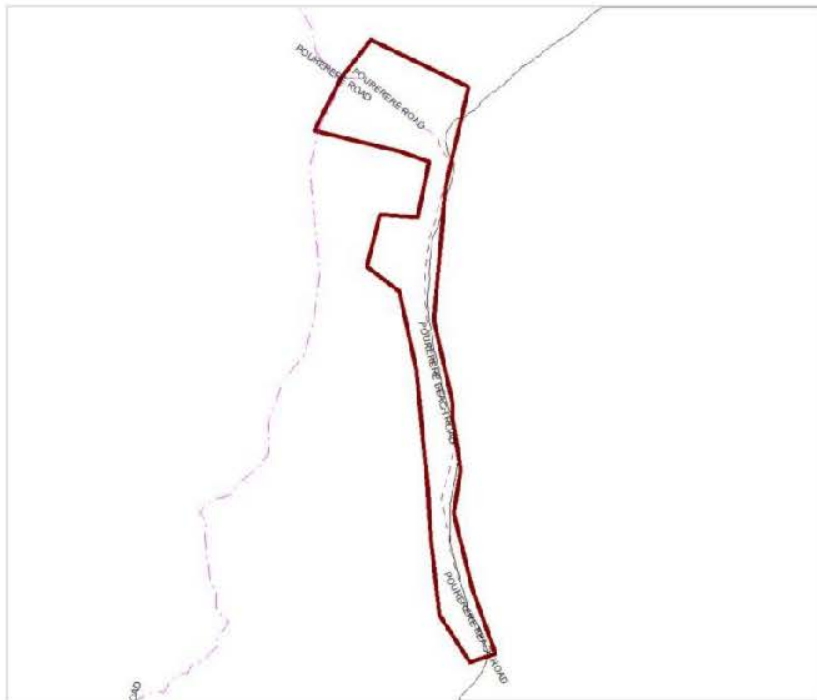
TIKOKINO REFUSE COLLECTION ZONE



ONGA ONGA REFUSE COLLECTION ZONE



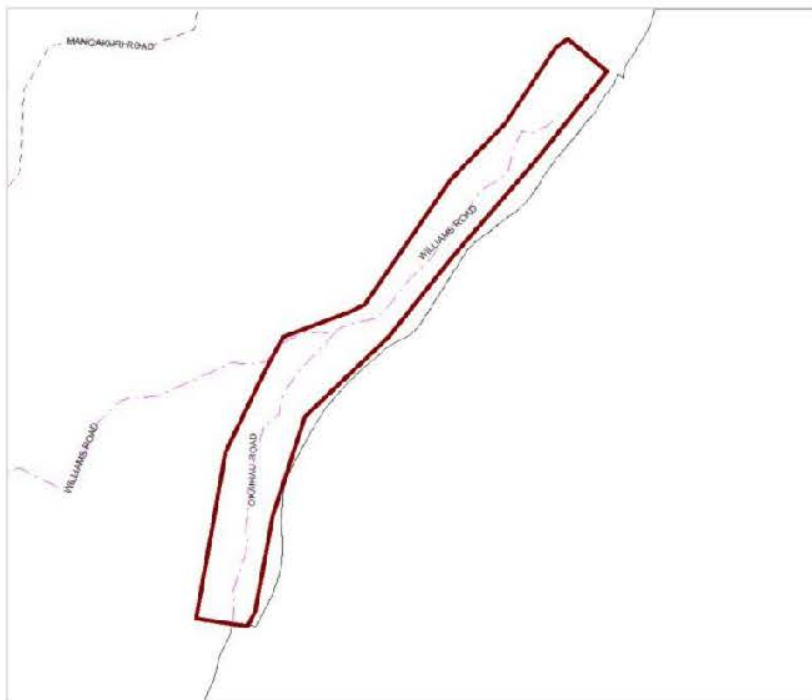
POURERERE BEACH REFUSE COLLECTION ZONE



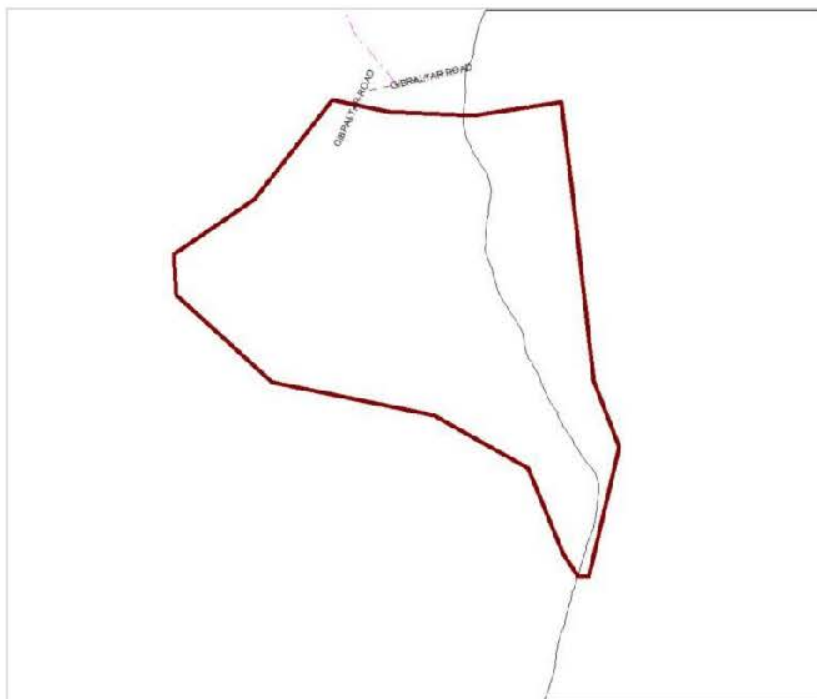
KAIRAKAU BEACH REFUSE COLLECTION ZONE



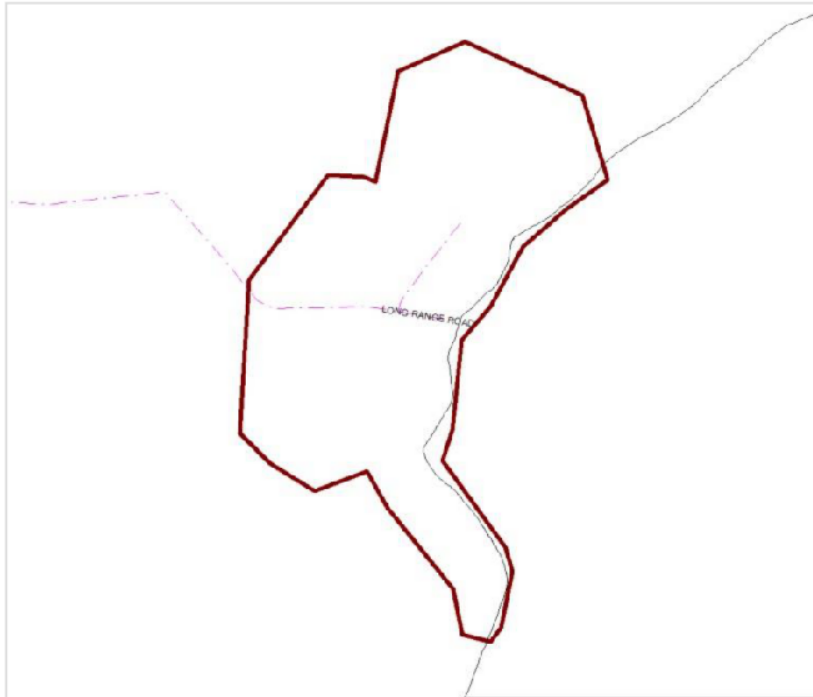
MANGAKURI BEACH REFUSE COLLECTION ZONE



ARAMOANA BEACH REFUSE COLLECTION ZONE



BLACKHEAD BEACH REFUSE COLLECTION ZONE



11. Te Aute Drainage Rate

Te Aute Drainage rates are set on all rateable area of rateable property within the designated area subject to a graduated scale for the purpose of funding the operations, loan charges and the repayment of loans for the Te Aute Drainage Scheme area.

The amount required and the classification is set by the Te Aute Drainage Committee.

Each hectare of land in each property is classified according to the susceptibility of that hectare to flooding as follows:

A (100 points), B (80 points), C (15 points), F (3 points), and G (0 points).

The total number of points is 73614. The total amount of funding required each year determines how much each of these points are worth. In this way, the total amount required is apportioned on a pro rata basis using the weightings on each hectare.

- The total amount of funding required for 2018/19 is \$16,767.
- The amount per point is 23.433 cents including GST.

The Te Aute drainage scheme area is defined by reference to the classification list establishing the graduated scale.

Valuation Number	Hectares in each classification				Total Points	Amount
	A (100pts)	B (80pts)	C (15pts)	F (3pts)		
1092000300	0	11.3	8.15	31.63	1,121	\$255.33
1092000800	0	32.83	74.69	23.42	3,817	\$869.39
1092001001	77.96	39.78	50.27	51.27	11,886	\$2,707.26
1092001100	78.22	0	15.28	39.73	8,171	\$1,861.03
1092001107	0	0	10.00	61.44	334	\$76.15
1092001400	0	0	0	14.16	42	\$9.57
1092001600	0	0	0	10.12	30	\$6.83
1092001700	38.74	51.06	36.24	45.12	8,638	\$1,967.47
1092002100	188.81	0	0	23.93	18,953	\$4,316.91
1092002300	125.04	9.34	21.59	29.25	13,663	\$3,111.96
1092002900	0	0	0	0.81	2	\$0.46
1092003400	0	0	8.02	6.6	140	\$31.89
1092005800	0	18.63	0	4.93	1,505	\$342.79
1092006100	0	65.81	0	15.84	5,312	\$1,209.91
Total	508.77	228.75	224.24	358.25	73,614	\$16,767.00

Approach to Rating

Rates are set and assessed under the Local Government (Rating) Act 2002 on all rateable rating units on the value of the land and improvements as supplied by Quotable Value New Zealand Limited. The last revaluation was carried out effective from 1 July 2016.

The objectives of the council's rating policy is to:

- (a) Spread the incidence of rates as fairly as possible
- (b) Be consistent in charging rates
- (c) Ensure all ratepayers pay their fair share for council services
- (d) Provide the income needed to meet the council's goals.

The Central Hawke's Bay District Council rating system provides for all user charges and other income to be taken into account first, with the rates providing the balance needed to meet the council's objectives.

Rating Base

The rating base will be the database determined by the contracted rating service provider. Because this database is constantly changing due to change of ownership, subdivision, regular revaluations, change of status from rateable to non-rateable (and reverse), the rating base is not described in detail in this policy.

Rating Information Database and Rates Records

Council's rating information database and rates records are available for public inspection at the Council offices in Waipukurau and Waipawa during normal office hours –

- Waipukurau (hours Monday – Friday 9am to 5.00pm)
- Waipawa (hours Monday – Friday 8am to 5.00pm)

Due Dates for Rate Payments

Pursuant to Section 24 of the Local Government (Rating) Act 2002 the following dates are proposed to apply for assessing the amount of each instalment of rates excluding metered water rates for the year 1 July 2018 to 30 June 2019. Each instalment will be assessed in four equal amounts, rounded.

INSTALMENT NUMBER	INSTALMENT START DATE	LAST DAY OF PAYMENT WITHOUT ADDITIONAL CHARGE	PENALTY DATE
1	1 July 2018	20 August 2018	21 August 2018
2	1 October 2018	20 November 2018	21 November 2018
3	1 January 2019	20 February 2019	21 February 2019
4	1 April 2019	20 May 2019	21 May 2019

Due Dates for Metered Water Rates

Pursuant to Section 24 of the Local Government (Rating) Act 2002 the following dates are proposed to apply for assessing the amount of metered water rates for the year 1 July 2018 to 30 June 2019. The assessment is applied to water users after the first 300 cubic metres of water without additional charge has been used as part of the Water Supply Rate.

AREA/USERS	WATER METERS READ DURING	LAST DAY OF PAYMENT
High Users	Monthly	20th month following
Waipukurau/Takapau	Sep-18	20-Oct-18
	Dec-18	20-Jan-19
	Mar-19	20-Apr-19
	Jun-19	20-Jul-19
Waipawa	Aug-18	20-Sep-18
Otane	Nov-18	20-Dec-18
Kairakau	Feb-19	20-Mar-19
Porangahau/Te Paerahi	May-19	20-Jun-19

Penalty Charges (Additional Charges on Unpaid Rates)

Pursuant to Section 58(1)(a) of the Local Government (Rating) Act 2002, an additional charge of 10% will be added on the penalty date above, to all amounts remaining unpaid for each instalment excluding metered water rates.

Pursuant to Section 58(1)(b) of the Local Government (Rating) Act, a further additional charge of 10% will be added on 1 July 2019 to the amount of rates assessed in previous financial years and remaining unpaid as at 30 June 2018 (Section 58(1)(b)) excluding metered water rates.

Payment Options

Rate payments on instalments are to be received by Council no later than 5.00pm on the last day of payment detailed above. Payment options include:

- Online through Internet Banking.
- Direct Debit.
- Automatic Payments via your bank account, or Telephone Banking.
- Cheque sent by Post.
- At Council Offices in Waipukurau (Hours Monday – Friday 9am to 5.00pm) or Waipawa (Hours Monday – Friday 8am to 5.00pm). We accept Cash, Cheque and Eftpos.
- Online by Credit Card from our website.

Lump Sum Contributions

Council will not accept lump sum contributions in respect of any targeted rate.

Rating Base Information

For all the rating units in the district, estimated for 30/06/2018

Number of Rating Units	7,423
Capital Value	4,178,238,750
Land Value	2,649,723,450

Schedule of Fees and Charges

Leadership and Governance Group

There are no applicable charges in this activity area.

Planning and Regulatory Group

Resource Management

Notes:

- Pursuant to Section 36, 36(1) and 36(3) of the Resource Management Act 1991, Council may require the person who is liable to pay one or more of the below charges, to also pay an additional charge to recover actual and reasonable costs in respect of the matter concerned.
- These set fees relate to the minimum administration charge only. The actual fee payable includes the cost of time taken to process each application, memorandum, consent, certificate or schedule and the cost of the inspections required.
- Extra charges will be applicable for development levies. These will be assessed on a case by case basis. Please contact Council for exact costs.

	EXCL GST	GST	INCL GST
Administrative Charges			
Private District Plan Change (Deposit)	\$13,043.48	\$1,956.52	\$15,000.00
Land Use and Subdivision Consents			
Notified Applications (deposit)	\$3,478.26	\$521.74	\$4,000.00
Limited Notified Applications (deposit)	\$2,173.91	\$326.09	\$2,500.00
Non Notified Applications (deposit)	\$782.61	\$117.39	\$900.00
Relocation Consent (deposit)	\$782.61	\$117.39	\$900.00
Boundary Dispensation (Written Approval)	\$130.43	\$19.57	\$150.00
Boundary Dispensation (No Written Approval)	\$782.61	\$117.39	\$900.00
Land Use Consents (deposit)	\$1,043.48	\$156.52	\$1,200.00
Subdivision Consents 1-8 Lots (deposit)	\$1,043.48	\$156.52	\$1,200.00
Subdivision Consents more than 8 Lots (deposit)	\$2,086.96	\$313.04	\$2,400.00
Deamalgamation (s226)	\$130.43	\$19.57	\$150.00
ROW application (S348 LGA)	\$521.74	\$78.26	\$600.00
Variation of Conditions of Consents	\$521.74	\$78.26	\$600.00
Designations and heritage orders (New and alterations) (deposit)	\$695.65	\$104.35	\$800.00
Certificate of Compliance (section 139 Resource Management Act 1991)	\$434.79	\$65.21	\$500.00
Subdivision Compliance Fee (section 223 and/or 224 Resource Management Act 1991)	\$260.87	\$39.13	\$300.00
Subdivision Compliance Fee (section 223 and/or 224 Resource Management Act 1991 – more than 10 lots)	\$1,304.35	\$195.65	\$1,500.00
Consent Notices and miscellaneous subdivision documents	\$95.66	\$14.34	\$110.00
Bond Administration Fee	\$104.35	\$15.65	\$120.00
Administration, monitoring and supervision of consents	Actual and reasonable costs		
Supply of documents	Photocopying costs		
District Plan (including Planning Maps) Hardcopy	\$173.91	\$26.09	\$200.00
District Plan (including Planning Maps) CD ROM	\$43.48	\$6.52	\$50.00
Engineering Plan Approval	Actual and reasonable costs		
Sec 224 12 Month Maintenance Bond for subdivision works equal to 5% of the cost of the construction works.			
Inspection Fee – Zone 1	\$173.91	\$26.09	\$200.00
Inspection Fee – Zone 2	\$182.61	\$27.39	\$210.00
Inspection Fee – Zone 3	\$200.00	\$30.00	\$230.00
Inspection Fee – Zone 4	\$226.09	\$33.91	\$260.00
Inspection Fee – Outside Zone 4	\$260.87	\$39.13	\$300.00
Hourly charge out rate	\$130.43	\$19.57	\$150.00
Travel Costs (per km)	\$0.87	\$0.13	\$1.00
Sale of Liquor Certificate (RMA)	\$65.22	\$9.78	\$75.00
Objection of RMA decisions (Section 357)	\$869.57	\$130.43	\$1000.00

Noise Complaints

Note:

- Pursuant to Section 36(1) and 36(3) of the Resource Management Act 1991, Council may require the person who is liable to pay one or more of the below charges, to also pay an additional charge to recover actual and reasonable costs in respect of the matter concerned.

	EXCL GST	GST	INCL GST
Seizure charge for noise emission equipment	\$173.92	\$26.08	\$200.00
Repeat Noise Complaints	\$173.92	\$26.08	\$200.00
Call Out Fee	\$130.44	\$19.56	\$150.00
Abatement Notice Fee	\$52.18	\$7.82	\$60.00

Building Consents

Notes:

- Building consent deposit payable on application.
- The actual fee payable includes the cost of time taken to process each application, project information memorandum, building consent or compliance schedule and the cost of the inspections required.
- Extra charges will be applicable for development levies. These will be assessed on a case by case basis. Please contact Council for exact costs.
- Deposits are based on adequate documentation being provided to Council at the time of application and a set number of inspections. Further charges will be incurred should further work be required during processing and issuing consent or should extra inspections be required.
- It is anticipated that the scheduled deposit will cover some of Council's actual and reasonable expenses. Where additional costs are incurred, the applicant will be charged accordingly. Where, upon issue of a Code of Compliance Certificate, the deposit is found to exceed the actual and reasonable cost, a refund will be made.
- Building Research Association and Department of Building and Housing levies are additional to the above at the Rates specified from time to time by the Association.
- Pursuant to Building Research Association Legislation, materials, labour and plant costs must be included in the total value of building work for the calculation of levies.
- An additional charge for the Property Information Memoranda will be made when requested prior to a Building Consent Application being filed, and when the project is more than minor works.
- The accreditation fee is to cover continuing Central Government accreditation costs relating to the Building Act 2004.
- Council intend to introduce a mileage recovery component to the inspection fee.

	EXCL GST	GST	INCL GST
Consent Fees			
Solid Fuel Burner: Free Standing (including accreditation fee) (deposit) plus travel fees	\$226.09	\$33.91	\$260.00
Solid Fuel Burner: In Built (including accreditation fee) (deposit) plus travel fees	\$308.70	\$46.30	\$355.00
Marquee Consent / Inspection Fee	\$313.04	\$46.96	\$360.00
Minor plumbing and drainage works including new connections, replacement septic tanks and effluent fields, demolition work and swimming pool fences (deposit)	\$330.43	\$49.57	\$380.00
Dwellings, commercial/industrial buildings and building alterations, repiling and in ground pools (deposit)	\$1,739.13	\$260.87	\$2,000.00
Pole Barn / Garage / Carport / Conservatory under \$20,000 (deposit)	\$678.26	\$101.74	\$780.00
Minor building work (deposit)	\$330.43	\$49.57	\$380.00
Semi-Permanent Awnings	\$130.43	\$19.57	\$150.00
Amendment to building consent (deposit)	\$434.78	\$65.22	\$500.00
Variation processing under s45 BA04 as minor – hourly rate	\$139.13	\$20.87	\$160.00
Hourly Processing Fee	\$139.13	\$20.87	\$160.00

	EXCL GST	GST	INCL GST
Administrative Charges			
Administration Fee – under \$20,000	\$234.78	\$35.22	\$270.00
Administration Fee – over \$20,000	\$434.78	\$65.22	\$500.00
Administration Fee – over \$100,000 and commercial buildings	\$608.70	\$91.30	\$700.00
Compliance Schedules (BWOFF) hourly rate	\$139.13	\$20.87	\$160.00
Amendments to Compliance Schedules hourly rate	\$139.13	\$20.87	\$160.00
Compliance Schedules charge per specified system	\$8.70	\$1.30	\$10.00
Issue of Compliance Schedule	\$234.78	\$35.22	\$270.00
Building Warrant of Fitness Administration Fee	\$130.43	\$19.57	\$150.00
Building Warrant of Fitness Audit Fee (hourly rate additional)	\$139.13	\$20.87	\$160.00
Building Warrant of Fitness Audit Fee Hourly Rate	\$139.13	\$20.87	\$160.00
BRANZ and MBIE Levy	Actual cost		
Inspection Fee – Zone 1	\$173.91	\$26.09	\$200.00
Inspection Fee – Zone 2	\$182.61	\$27.39	\$210.00
Inspection Fee – Zone 3	\$200.00	\$30.00	\$230.00
Inspection Fee – Zone 4	\$226.09	\$33.91	\$260.00
Inspection Fee – Outside Zone 4	\$260.87	\$39.13	\$300.00
Re-Inspection Fee	As per Zone Fee		
Central Government Accreditation Recovery Fee – under \$20,000	\$30.43	\$4.57	\$35.00
Central Government Accreditation Recovery Fee – under \$100,000	\$60.87	\$9.13	\$70.00
Central Government Accreditation Recovery Fee – over \$100,000	\$108.70	\$16.30	\$125.00
Central Government Accreditation Recovery Fee – Commercial	\$160.87	\$24.13	\$185.00
Section 72 administration (Building subject to natural hazards)	\$173.92	\$26.08	\$200.00
Section 75 administration and Certification (Building across 2 or more allotments)	\$173.92	\$26.08	\$200.00
Hourly Charge Out Rate	\$139.13	\$20.87	\$160.00
Travel Costs (per km)	\$0.87	\$0.13	\$1.00
Peer review of engineering reports	Actual Cost		
Property File Request	\$30.43	\$4.57	\$35.00

GIS Map Information

	EXCL GST	GST	INCL GST
Every Day Map Requests (No Photograph) – Note – A request that involves less than 15 minutes to produce			
A4	\$8.70	\$1.30	\$10.00
A3	\$12.18	\$1.82	\$14.00
A2	\$21.74	\$3.26	\$25.00
A1	\$26.09	\$3.91	\$30.00
Every Day Map Requests (With Photograph) – Note – A request that involves less than 15 minutes to produce			
A4	\$17.39	\$2.61	\$20.00
A3	\$24.35	\$3.65	\$28.00
A2	\$43.48	\$6.52	\$50.00
A1	\$52.18	\$7.82	\$60.00

GIS Map Information

	EXCL GST	GST	INCL GST
Special Map Request Charges			
Note:			
<ul style="list-style-type: none"> Specialised maps are those which require new layers to be added, minor analysis work and/or specialised printing techniques. In addition to the printing charges outlined above there is a charge based on actual time taken plus any disbursements. 			
Hourly charge out rate	\$139.13	\$20.87	\$160.00
Minimum charge for specialist maps	\$65.22	\$9.78	\$75.00

Information Memoranda

	EXCL GST	GST	INCL GST
Property Information Memoranda	\$304.35	\$45.65	\$350.00
Land Information Memoranda – ten (10) working days (Residential Property)	\$260.87	\$39.13	\$300.00
Urgent Land Information Memoranda – two (2) working days (Residential Property)	\$521.74	\$78.26	\$600.00
Land Information Memoranda (Commercial)	\$521.74	\$78.26	\$600.00
Certificate of Title	\$26.09	\$3.91	\$30.00
Hourly charge out rate	\$139.13	\$20.87	\$160.00

Miscellaneous Consents

	EXCL GST	GST	INCL GST
Certificate of Public Use	\$304.35	\$45.65	\$350.00
	Plus actual and reasonable costs		
Certificate of Acceptance	\$434.78	\$65.22	\$500.00
	Plus actual and reasonable costs		
Applications for Change of use of a building	\$434.78	\$65.22	\$500.00
	Plus actual and reasonable costs		
Inspections for which no other fee has been paid (mileage will be charged for inspections outside the district) – eg effluent system subdivision inspections	\$260.87	\$39.13	\$300.00
Non Consent Compliance Schedules / Warrant of Fitness check (per specified system) hourly rate	\$139.13	\$20.87	\$160.00
Hourly charge out rate	\$139.13	\$20.87	\$160.00

Swimming Pool Fences

	EXCL GST	GST	INCL GST
Compliance Inspection for existing fence (deposit)	\$173.92	\$26.08	\$200.00

Registration of Premises

	EXCL GST	GST	INCL GST
Annual Registration of Premises			
Food premises / Food control plans	\$330.43	\$49.57	\$380.00
Verification Fee- hourly rate	\$130.44	\$19.56	\$150.00
Prepacked food only/low risk	\$173.92	\$26.08	\$200.00
Re-inspection for failure to comply / failure of CAR hourly rate	\$130.44	\$19.56	\$150.00
Offensive Trades: Operating under Schedule 3 of Health Act 1956	\$173.92	\$26.08	\$200.00
Hairdressers Registration	\$134.79	\$20.21	\$155.00
Camping Grounds	\$200.00	\$30.00	\$230.00
A discount of \$30 (inclusive GST) shall apply for any camping ground serviced with reticulated water and/or sewerage services. (i.e. \$30 (inclusive GST) discount for each service connected).	-\$26.09	-\$3.91	-\$30.00
Funeral Directors	\$173.92	\$26.08	\$200.00
Transfer of Registration	\$86.96	\$13.04	\$100.00
Registration of event on public / open space (Small) Food / Alcohol	\$65.22	\$9.78	\$75.00
Registration of event on public / open space (Medium / Large) Food / Alcohol	\$130.43	\$19.57	\$150.00
Market (Annual)	\$86.96	\$13.04	\$100.00
Street tables and chairs	\$173.92	\$26.08	\$200.00
Food Control Plan and National Programme Registration	\$173.92	\$26.08	\$200.00
Food Control Plan and National Programme Renewal	\$86.96	\$13.04	\$100.00
Verification Charge Food Control Plans hourly rate	\$130.43	\$19.57	\$150.00
Inspection/Investigation Fee (Non-compliance)	\$130.43	\$19.57	\$150.00

Liquor

Note:

- Fees set by Regulation under Sale and Supply of Alcohol Act 2012

	EXCL GST	GST	INCL GST
Application Fees			
Very low risk application	\$320.00	\$48.00	\$368.00
Low risk application	\$530.00	\$79.50	\$609.50
Medium risk application	\$710.00	\$106.50	\$816.50
High risk application	\$890.00	\$133.50	\$1,023.50
Very high risk application	\$1,050.00	\$157.50	\$1,207.50
Annual Fees			
Very low risk application	\$140.00	\$21.00	\$161.00
Low risk application	\$340.00	\$51.00	\$391.00
Medium risk application	\$550.00	\$82.50	\$632.50
High risk application	\$900.00	\$135.00	\$1,035.00
Very high risk application	\$1,250.00	\$187.50	\$1,437.50
Special Licence Applications			
Class 1 – 1 large event, more than 3 medium events or more than 12 small events	\$500.00	\$75.00	\$575.00
Class 2 – 1 to 3 medium events or 3 to 12 small events	\$180.00	\$27.00	\$207.00
Class 3 – 1 to 2 small events	\$55.44	\$8.31	\$63.75
Other Applications			
Managers Certificate Application	\$275.00	\$41.25	\$316.25
Temporary Authority / Temporary Licence	\$258.00	\$38.70	\$296.70
Permanent Club Charters annual fee	\$550.00	\$82.50	\$632.50
Extract from registrar	\$50.00	\$7.50	\$57.50
Sale of Liquor Certificate (Building)	\$65.22	\$9.78	\$75.00
Sale of Liquor Certificate (Planning)	\$65.22	\$9.78	\$75.00
District Licensing Committee Costs	At actual costs		

Hawkers, Pedlars, Itinerant Traders, Markets and Street Stalls

	EXCL GST	GST	INCL GST
Trading Licence (Public Places)			
Application and Licence Fee per annum – seasonal	\$434.78	\$65.22	\$500.00
Itinerant Trader	\$43.48	\$6.52	\$50.00
Markets – Event Organisers – seasonal	\$65.22	\$9.78	\$75.00
Markets – Food Stall Holder – seasonal	\$21.74	\$3.26	\$25.00
Raffle Days, Street Collections – Non Commercial	No permit fee is required		

Vehicle Stands

	EXCL GST	GST	INCL GST
Licences For Vehicle Stands On Streets (Omnibus and Taxicabs)			
Application	\$173.92	\$26.08	\$200.00
Annual Rental	\$100.00	\$15.00	\$115.00

Advertising Signs

	EXCL GST	GST	INCL GST
Hoardings and Signs			
Application and Permit	As for building consents		
Annual Licence Fees (per m ² or part thereof per month)	\$1.74	\$0.26	\$2.00

Amusement Devices and Shooting Galleries

Note:

- The Permit Fee for Amusement Devices is in addition to any Ground Rental etc that may be required.

	EXCL GST	GST	INCL GST
Amusement Devices Permit Fees			
For one device, for the first 7 days of proposed operation or part thereof	\$8.70	\$1.30	\$10.00
For each additional device operated by the same owner, for the first 7 days or part thereof	\$1.74	\$0.26	\$2.00
For each device for each further period of 7 days or part thereof	\$0.87	\$0.13	\$1.00
Annual Fixed Amusement Facility	\$86.96	\$13.04	\$100.00

Class 4 Gaming Licensing

Note:

- Pursuant to the Gambling Act 2003.

	EXCL GST	GST	INCL GST
Application Fee	\$186.96	\$28.04	\$215.00
License Inspection Fee	\$130.44	\$19.56	\$150.00

Skateboard and Bicycle Confiscation

	EXCL GST	GST	INCL GST
Return of confiscated skateboards and bicycles	\$43.48	\$6.52	\$50.00

Animal Control

Early Payment Discount: A discount of **\$10.00** is only available for those registrations paid prior to 1st July each year.

Note:

- Proportionate fees apply for Dog Registration from 1st August for all dogs legally required to be registered from that date and pups that turn 3 months of age after that date.

	EXCL GST	GST	INCL GST
Dog Registration			
Town Dogs	\$82.61	\$12.39	\$95.00
Responsible Dog Owner	\$47.83	\$7.17	\$55.00
Rural Dogs	\$40.87	\$6.13	\$47.00
Responsible Dog Owner Property Inspection	\$43.48	\$6.52	\$50.00
Pensioner / Gold Card Dog Owner	\$32.17	\$4.83	\$37.00
Dangerous Dog	\$434.78	\$65.22	\$500.00
Penalty for payment received after 1 August	\$17.39	\$2.61	\$20.00
Dog Impounding			
First impounding	\$43.48	\$6.52	\$50.00
Second impounding	\$56.52	\$8.48	\$65.00
Third impounding	\$108.70	\$16.30	\$125.00
Daily charge	\$13.91	\$2.09	\$16.00
After hours opening fee	\$43.48	\$6.52	\$50.00
Other charges			
Microchipping	\$26.09	\$3.91	\$30.00
Replacement tags	\$4.35	\$0.65	\$5.00
Collars – Large	\$8.70	\$1.30	\$10.00
Collars – Small	\$6.96	\$1.04	\$8.00
Walk-eez lead with poop bag	\$8.70	\$1.30	\$10.00
Ranging Charges			
Note:			
Pursuant to the Impounding Act 1955.			
Staff attendance at incidents of stock on roads including State Highways (per hour)	\$173.91	\$26.09	\$200.00
Travel Costs (per km)	\$0.87	\$0.13	\$1.00
Minimum charge	\$86.96	\$13.04	\$100.00

Impounding fees for stock (excluding dogs)

Note:

- Trespass rates shall be additional and as described in the Regulations to the Impounding Amendment Act 1980.

	EXCL GST	GST	INCL GST
Impounding for every animal per day	\$13.04	\$1.96	\$15.00
Sustenance for every animal per day	\$13.04	\$1.96	\$15.00
Notice to owner by post or delivery	\$13.04	\$1.96	\$15.00
Notice to owner by advertisement[s]	At cost		
Transport to Pound [By transport operators or other]	At cost		
Transport to Pound [By Council]	At cost		
Transport to Pound [By droving]	At cost		
Minimum charge for any impounding	\$130.43	\$19.57	\$150.00
Minimum Charge for second and subsequent impounding of stock from same owner -additional fee.	\$173.91	\$26.09	\$200.00

Emergency Management

	EXCL GST	GST	INCL GST
Attendance at bylaw breaches	\$173.92	\$26.08	\$200.00

Land Transport Group

Vehicle Crossings

Notes:

- Vehicle crossings must be installed by a contractor approved by the Council. Council must approve the design and location of crossing prior to installation. Full cost must be paid by the applicant.
- The applicant shall supply to the Council an estimate of the cost of the vehicle crossing along with a bond of 150% of the estimate prior to approval to construct being granted by the Council. The estimate must be not more than 30 days old and must be provided by a Contractor acceptable to Council.
- Bond is refundable.
- The vehicle crossing must be constructed within 12 months of being granted the approval to proceed or the Council will construct the crossing using the bond.
- Extra charges will be applicable for development levies. These will be assessed on a case by case basis. Please contact Council for exact costs.

	EXCL GST	GST	INCL GST
Administration Fee payable at time of Vehicle Crossing application	\$169.85	\$25.48	\$195.33
Bond Administration Fee	\$48.34	\$7.25	\$55.59

Plans and Consents

	EXCL GST	GST	INCL GST
Generic Traffic Management Plan (annual fee)	\$1,330.43	\$199.57	\$1,530.00
Individual Traffic Management Plan	\$51.00	\$7.65	\$58.65
Corridor Access Request	\$108.21	\$16.23	\$124.44
Generic Overweight Permit	\$169.85	\$25.48	\$195.33
Individual Overweight Permit	\$108.21	\$16.23	\$124.44

Temporary Road Closure

	EXCL GST	GST	INCL GST
Application	\$339.70	\$50.96	\$390.66
Road Inspection Staff (per inspection)	\$221.74	\$33.26	\$255.00
Travel Costs (per km)	\$0.89	\$0.13	\$1.02

Road Stopping

	EXCL GST	GST	INCL GST
Application	\$1,543.30	\$231.50	\$1,774.80

Livestock Crossing Permit

	EXCL GST	GST	INCL GST
Application	\$168.52	\$25.28	\$193.80

Licence to Occupy – Road Reserve

Note:

- Pursuant to section 150 of the Local Government Act 2002.

	EXCL GST	GST	INCL GST
Application Fee			No Charge
Annual Licence Fee (up to one acre (4000m ²))			No Charge
Annual Licence Fee (larger than one acre (4000m ²))			No Charge

Solid Waste Group

Notes:

The following conditions apply to all trade refuse users of the landfill and transfer stations:

- The disposal of Special wastes (as defined in the landfill management plan) at the landfill requires the Waste Generator to complete the 'Special Waste Questionnaire' and 'Waste Profile Declaration'. Special waste will be only accepted after Council's approval of the application.
- Hazardous waste, Prohibitive waste and Trade waste (as defined in Council's Solid Waste Bylaw) will not be accepted at Council facilities.
- Council will invoice commercial users at appropriate intervals. The assessment of volumes of refuse for charging will be based on the volume of refuse in the vehicle, not the compacted volume in the landfill. Council's assessment of volumes will be final.
- Unless agreed with Council NO truckloads of trade refuse or loads of clean fill greater than 0.2m³ will be accepted at the transfer stations. Such loads may be accepted at the landfill and will be charged for separately at the landfill charge.
- Unless agreed with Council or the landfill operator no after hour access is allowed to the landfill or transfer stations. No keys to the landfill or transfer stations will be issued.
- Special/Difficult Refuse is waste that is bulky, lightweight or requiring immediate burying due to containing offensive odour, or is easily windblown, attractive to vermin, has health implications, contains asbestos, or as required by the Council or landfill operator.

* based on \$10/tonne Waste Levy contribution (excluding GST) and \$12.20/tonne carbon credits (GST exempt).

Refuse and Greenwaste

	EXCL GST	WASTE MIN LEVY	GST	CARBON CREDITS	INCL GST
Landfill (minimum charge of \$60.00)					
Standard Refuse (per tonne)	\$117.00	\$10.00*	\$19.05	\$12.20*	\$158.25
Special/Difficult Refuse (per tonne)	Actual Costs of disposal (Min standard refuse rate charge)				
Landfill Keg Tag Bond	\$17.39	N/A	\$2.61	N/A	\$20.00
Landfill Admin Fee for Manual Dockets	\$43.48	N/A	\$6.52	N/A	\$50.00

Transfer Station – Refuse

	EXCL GST	WASTE MIN LEVY	GST	INCL GST
Car	\$10.66	\$0.65*	\$1.69	\$13.00
Van or ute with a contained load being either a Wheelie bin/drum/small wool sack/up to 2 bags	\$10.66	\$0.65*	\$1.69	\$13.00
Utilities and Vans	\$20.16	\$1.58*	\$3.26	\$25.00
Trailers up to 2.0m long up to 1m high	\$20.16	\$1.58*	\$3.26	\$25.00
Utilities and Trailers up to 2.0m loaded above 1m high (per 0.5m)	\$10.66	\$0.65*	\$1.69	\$13.00
Trailers up to 2.6m long up to 1m high	\$29.90	\$2.27*	\$4.83	\$37.00
Trailers up to 2.6m loaded above 1m high (per 0.5m)	\$20.16	\$1.58*	\$3.26	\$25.00
Trailers larger than above	Per cubic metre rate			
Flat Deck Truck	Landfill or measured m³ rate			
Other Truck	Landfill or a pre agreed m³ rate			
Per cubic metre (compacted)	\$69.57	\$4.18*	\$10.43	\$80.00
Per cubic metre (not compacted)	\$31.31	\$2.27*	\$4.69	\$36.00
Weighed load at Transfer Station (incl. weigh fee)	\$40.00 + per tonne fee			
Vehicle and Trailer	Charged for both individually			
Mixed loads	Charged at refuse rate			
Car Bodies (not accepted)	CHBDC's scrap metal partner			

Transfer Station – Greenwaste

	EXCL GST	GST	INCL GST
Car	\$6.09	\$0.91	\$7.00
Wheelie bin/ drum/ small wool sack / up to 2 bags	\$6.09	\$0.91	\$7.00
Utilities and Vans	\$11.30	\$1.70	\$13.00
Trailers up to 2.0m long up to 1m high	\$11.30	\$1.70	\$13.00
Utilities and Trailers up to 2.0m loaded above 1m high (per 0.5m)	\$6.09	\$0.91	\$7.00
Trailers up to 2.6m long up to 1m high	\$21.74	\$3.26	\$25.00
Trailers up to 2.6m loaded above 1m high (per 0.5m)	\$11.30	\$1.70	\$13.00
Trailers larger than above	Per cubic metre rate		
Flat Deck Truck	Measured m ³ rate		
Other Truck	Pre agreed m ³ rate		
Per cubic metre	\$26.09	\$3.91	\$30.00
Vehicle and Trailer	Charged for both individually		
Mixed loads	Charged at refuse rate		

Tyre Disposal

All tyres are to be charged independently and are on top of other refuse charges.

Car	\$4.35	\$0.65	\$5.00
Motorcycle	\$2.61	\$0.39	\$3.00
4x4	\$6.09	\$0.91	\$7.00
Truck	\$8.70	\$1.30	\$10.00
Tractor	\$23.91	\$3.59	\$27.50
Tyres on rims	2 x individual tyre charge		
Tyres to landfill in bulk	Counted and charged individually		

Refuse bags/Recycling bin Charges (Recommended Retail Price)

Refuse Bag – 35 litre	\$1.57	\$0.23	\$1.80
Refuse Bag – 60 litre	\$1.92	\$0.28	\$2.20
Recycling Bin	\$19.13	\$2.87	\$22.00

Unauthorised dumping

Council will prosecute persons caught dumping rubbish unlawfully.

Staff time for investigating and clearing per hour	\$108.70	\$16.30	\$125.00
Travel Costs (per km)	\$0.87	\$0.13	\$1.00
Minimum Charge	\$108.70	\$16.30	\$125.00

Water Services Group

Water Supply

Charges for Water

Notes:

- Extraordinary users may be charged by private arrangement with Council.
- Quarterly water billing will apply for metered water users.
- Extra charges will be applicable for development levies. These will be assessed on a case by case basis. Please contact Council for exact costs.

	EXCL GST	GST	INCL GST
Tankered water (taken from standpipes) per m ³	\$3.17	\$0.48	\$3.65

Note:

- For information only as this charge is a rate and is set as a rate

Water to metered properties per m ³	\$2.12	\$0.32	\$2.44
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Common Charges

Note:

- Water Connections from the Council main, to and including the toby and/or meter manifold must be installed by a contractor approved by Council for the installation of water connections, at the applicant's expense.

	EXCL GST	GST	INCL GST
Application fee	\$111.30	\$16.70	\$128.00
Inspection fee	\$111.30	\$16.70	\$128.00
Debt Recovery – hourly rate	\$111.30	\$16.70	\$128.00
Restrictor Fee	\$111.30	\$16.70	\$128.00

Plus actual costs

Installation of testable Backflow Preventer	Contractors cost
Maintenance and Annual Testing Fees	Contractors cost
Disconnections and Reconnections	Contractors cost
Reconnection following Council imposed disconnection	Contractors cost
New Connections	Contractors cost

Wastewater (Sewerage) Group

Sewerage

New Connections

Notes:

- Sewerage connections must be installed by a contractor approved by the Council for the installation of sewerage connections. Connections at the applicant's expense.
- Note: Extra charges will be applicable for development levies. These will be assessed on a case by case basis. Please contact Council for exact costs.

	EXCL GST	GST	INCL GST
Application fee	\$111.30	\$16.70	\$128.00
Inspection fee	\$111.30	\$16.70	\$128.00

Existing Connections

Note:

- Work and repair to existing connections to Council sewer main. All physical work associated with repair at applicant's expense.

Inspection fee	\$111.30	\$16.70	\$128.00
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Discharge of Trade Waste

Note:

- Charges for the discharge of Trade Waste and conditions thereof are recovered under the Central Hawke's Bay District Council Trade Waste Bylaw 2006. The following charges are provided in Schedule 1D of the Bylaw.

CATEGORY	DESCRIPTION	EXCL GST	GST	INCL GST
B Trade Waste Charges				
B1	Volume	Payment based on the volume discharged \$/m3		
	Waipukurau	\$0.21	\$0.03	\$0.24
	Waipawa	\$0.21	\$0.03	\$0.24
B3	Suspended solids	Payment based on the mass of suspended solids \$/kg		
	Waipukurau ISS	\$1.22	\$0.18	\$1.40
	VSS	\$0.15	\$0.02	\$0.17
	Waipawa ISS	\$1.57	\$0.23	\$1.80
	VSS	\$0.21	\$0.03	\$0.24
B4	Organic loading	Biochemical oxygen demand or chemical oxygen demand \$/kg.		
	Waipukurau	\$1.63	\$0.25	\$1.88
	Waipawa	\$1.03	\$0.16	\$1.19
B5	Nitrogen	Payment based on the defined form(s) of nitrogen \$/kg.		
	Waipukurau	\$2.44	\$0.37	\$2.81
	Waipawa	\$2.17	\$0.33	\$2.50
B6	Phosphorous	Payment based on the defined form(s) of phosphorous \$/kg.		
	Waipukurau	\$8.10	\$1.21	\$9.31
	Waipawa	\$6.53	\$0.98	\$7.51
Tankered Waste Charges				
Tankered Wastes (\$/m³)		\$0.0174	\$0.0026	\$0.02

Storm Water Group

Storm Water

	EXCL GST	GST	INCL GST
New Connections			
Note:			
<ul style="list-style-type: none"> Storm water connections must be installed by a contractor approved by the Council for installation of storm water connections. Connections at the applicant's expense. 			
Application fee	\$111.30	\$16.70	\$128.00
Inspection fee	\$111.30	\$16.70	\$128.00
Existing Connections			
Note:			
<ul style="list-style-type: none"> Work and repair to existing connections to Council's storm water drain, kerb and channel, or open drain. All physical work associated with repair at applicant's expense. 			
Inspection fee	\$111.30	\$16.70	\$128.00

Recreation and Community Facilities Group

Parks and Reserves

Note:			
<ul style="list-style-type: none"> Fees for Parks and Reserves are set and collected under the FM Contract. 			
Pourerere Beach Freedom Camping			
Note:			
<ul style="list-style-type: none"> For permits issued for a one week period between the 20 December and 6 February each summer. At all other times no fee applies. 			
	EXCL GST	GST	INCL GST
Booking Administration Fee	\$30.44	\$4.56	\$35.00

Library Charges

Notes:

- All residents of Central Hawke’s Bay have free membership.
- Charges are reduced at librarian’s discretion as books and magazines get older.

	EXCL GST	GST	INCL GST
Rental Books			
Hardback	\$0.87	\$0.13	\$1.00
Paperback	\$0.87	\$0.13	\$1.00
Trade paperback	\$0.87	\$0.13	\$1.00
Magazines	\$0.87	\$0.13	\$1.00
Library Request books from libraries with reciprocal agreement	\$6.09	\$0.91	\$7.00
Library Request books from other libraries (fee as imposed by other library)	\$6.09 – \$21.73	\$0.91 – \$3.26	\$7.00 – \$25.00
Books for Sale	Librarians discretion		
Lost books	Charged at replacement cost (purchase price minus discount (if any), plus 30% administration charge)		
Other Charges			
Aotearoa People's Network Kaharoa printing – per page	\$0.17	\$0.03	\$0.20
DVDs 4+ discs/3 week issue	\$6.09	\$0.91	\$7.00

Library Charges

Photocopying / Printing

Note:

- There is no discount if the customer has supplied their own paper.

	EXCL GST	GST	INCL GST
A4 Single Sided per sheet	\$0.18	\$0.02	\$0.20
A4 Double Sided per sheet	\$0.35	\$0.05	\$0.40
A4 Colour Single Sided	\$1.31	\$0.19	\$1.50
A3 Single Sided per sheet	\$0.35	\$0.05	\$0.40
A3 Double Sided per sheet	\$0.70	\$0.10	\$0.80
A3 Colour Single Sided	\$2.61	\$0.39	\$3.00
A2 Single Sided per sheet (Council Office Only)	\$2.18	\$0.32	\$2.50
A1 Single Sided per sheet (Council Office Only)	\$4.35	\$0.65	\$5.00
A4 Scanning for first page	\$0.87	\$0.13	\$1.00
A4 Scanning for extra pages	\$0.18	\$0.02	\$0.20
A1 and A2 Scanning to USB drives only (Council Office Only)	\$8.70	\$1.30	\$10.00

Laminating

A4 size	\$1.74	\$0.26	\$2.00
A3 size	\$3.48	\$0.52	\$4.00

Miscellaneous

Replacement Library Cards	\$3.48	\$0.52	\$4.00
Book Covering	\$3.48	\$0.52	\$4.00
Bond for temporary membership	\$17.39	\$2.61	\$20.00
Road Code Bond	\$8.70	\$1.30	\$10.00
Fax – outwards NZ	\$1.30	\$0.20	\$1.50
Fax – outwards NZ – additional pages	\$0.43	\$0.07	\$0.50
Fax – outwards International	\$3.48	\$0.52	\$4.00
Fax – outwards international additional pages	\$0.87	\$0.13	\$1.00
Fax – inward	\$0.43	\$0.07	\$0.50

Cemeteries and Crematoria

Notes:

- R.S.A. Personnel:
No charges are made for plots or niches for R.S.A. personnel in the R.S.A. section of the Takapau, Waipukurau or Waipawa Cemeteries but interment fees as below apply.
- The sale of reserve plots is restricted to one and then only in conjunction with the burial of a member of the same family. (With each application a standard form is filled out so that an accurate record of the reserve plot is kept. A copy of this form is also forwarded to the local Funeral Director.) Those persons who have reserved plots on behalf of another person or for family members cannot reserve a further plot until the original reserved plots are used.
Pursuant to section 10 (4) of the Burial and Cremation Act 1964 the exclusive right of burial will lapse after sixty (60) years. All plots not used after 60 years will be offered for re-sale following deliberate effort to trace the purchaser or descendants thereof.
- The cost of general grounds maintenance in the cemetery including mowing plots in the lawn cemetery areas is carried out by Council and paid for in the Burial Plot Fee. However maintenance of headstones, fences, concrete-work, etc on any plot is the responsibility of the deceased's descendants and relatives.
- There are no additional charges for extra depth burial plots.
- With burials, including ashes and still born, where the grave has a concrete top additional charges are payable for concrete cutting and reinstatement.

	EXCL GST	GST	INCL GST
Burial Plot Fees			
Burial Plots – adult	\$591.30	\$88.70	\$680.00
Burial Plots – children 12 & under (caskets up to 1200mm x 600mm)	No charge		
Burial Plots (stillborn – around the base of the memorial at Waipukurau Cemetery) (caskets up to 400mm x 340mm)	No charge		
Ashes or Crematorium Berm	\$189.57	\$28.43	\$218.00
Crematorium Garden Plot	\$234.78	\$35.22	\$270.00
Crematorium Family Garden Area (8 plots)	\$1,865.22	\$279.78	\$2,145.00
Crematorium Family Garden Area (10 plots)	\$2,313.04	\$346.96	\$2,660.00
Interment Fees			
Standard – including public holidays and weekends	\$646.09	\$96.91	\$743.00
Children 12 & Under and Stillborn – including public holidays and weekends	No charge		
Ashes	\$166.96	\$25.04	\$192.00
Miscellaneous Charges			
Permits for headstones	\$39.13	\$5.87	\$45.00
Permits for plaques	\$20.43	\$3.07	\$23.50
Permits for renovations	No charge		
Prepare Ashes Plot	\$86.96	\$13.04	\$100.00
Disinterment and Re-interment			
Every disinterment and/or re-interment shall be at a fee set by the Council based on actual cost plus 20%.			

Council Chamber

Note:

- Non-Council organisations and club using the Council Chamber will be charged \$30.00 per hour with a minimum charge of \$60.00. This includes the use of the kitchen and crockery.

	EXCL GST	GST	INCL GST
Minimum Charge	\$52.18	\$7.82	\$60.00
Hourly Charge	\$26.09	\$3.91	\$30.00

Retirement Housing

Notes:

- Retirement housing rentals have been included in the Fees and Charges Schedule purely for review and information purposes. They do not form part of the Special Order procedures.
- New tenancies that occur during the year, may be negotiated at rentals which exceed the below.
- Rentals are reviewed annually.

		EXCL GST	GST	INCL GST
Kingston Place Waipawa or Ruahine Place Waipukurau (per week)	Single Occupancy	\$96.52	\$14.48	\$111.00
	Married Occupancy	\$105.22	\$15.78	\$121.00
With Council owned and maintained heat pump	Single Occupancy	\$108.70	\$16.30	\$125.00
	Married Occupancy	\$116.52	\$17.48	\$134.00
Wellington Road Waipukurau (per week)	Single Occupancy	\$110.43	\$16.57	\$127.00
	Married Occupancy	\$120.87	\$18.13	\$139.00
With Council owned and maintained heat pump	Single Occupancy	\$122.61	\$18.39	\$141.00
	Married Occupancy	\$132.17	\$19.83	\$152.00

Long Term Plan Disclosure Statement

Long-Term Plan Disclosure Statement for Period Commencing 1 July 2018

The purpose of this statement is to disclose the council's planned financial performance in relation to various benchmarks to enable the assessment of whether the council is prudently managing its revenues, expenses, assets, liabilities, and general financial dealings.

The council is required to include this statement in its Long Term Plan in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014 (the **regulations**). Refer to the regulations for more information, including definitions of some of the terms used in this statement.

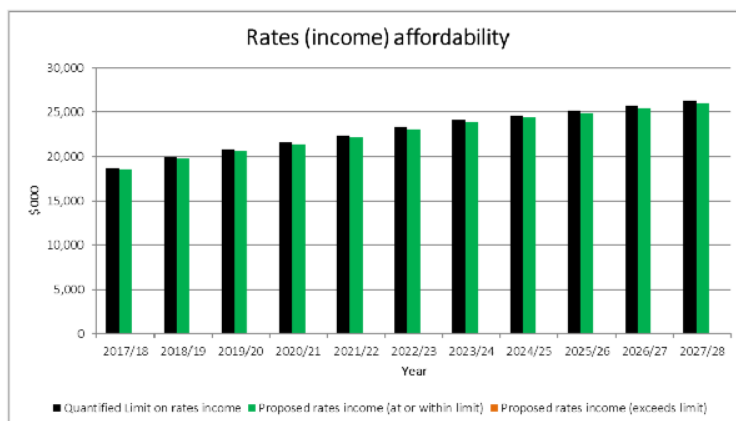
Rates Affordability Benchmark

The council meet the rates affordability benchmark if

- its planned rates income equals or is less than each quantified limit on rates; and
- its planned rates increases equal or are less than each quantified limit on rates increases.

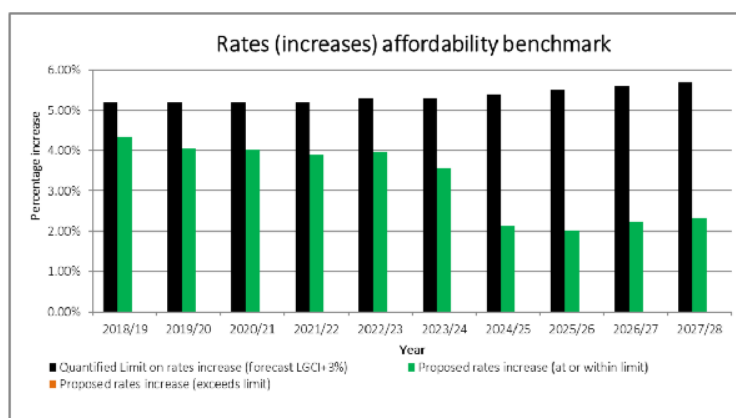
Rates (Income) Affordability

The following graph compares the council's planned rates with a quantified limit on rates contained in the financial strategy included in this long-term plan. The quantified limit is Estimated Rates + 1%



Rates (Increase) Affordability

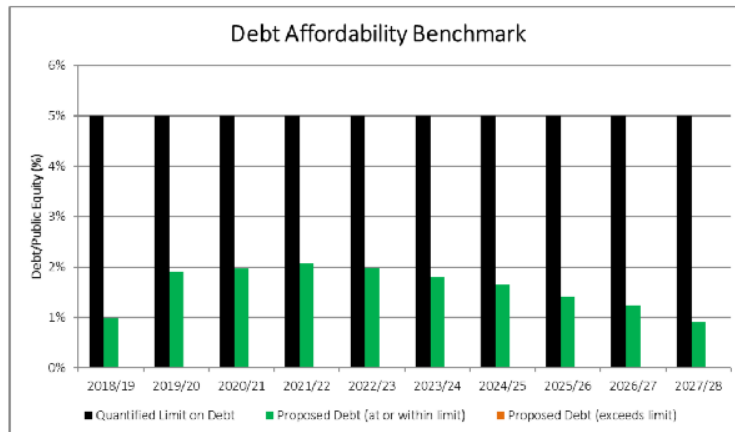
The following graph compares the council's planned rates increases with a quantified limit on rates increases contained in the financial strategy included in this long-term plan. The quantified limit is forecast LGCI + 3%.



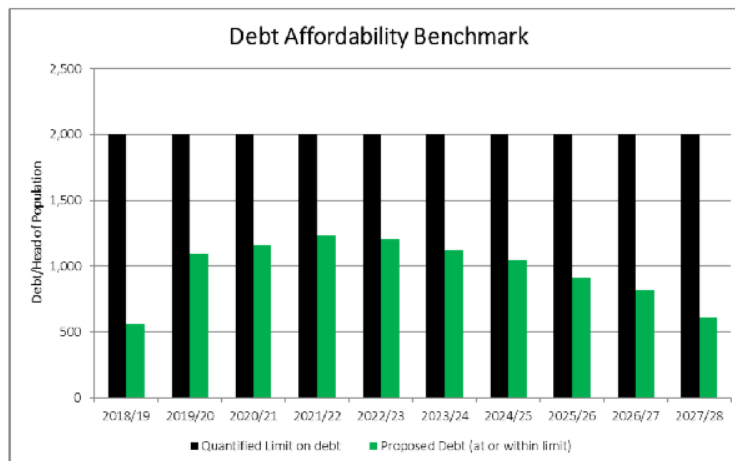
Debt Affordability Benchmark

The council meets the debt affordability benchmark if its planned borrowing is within each quantified limit on borrowing.

The following graph compares the council's planned debt with a quantified limit on borrowing contained in the financial strategy included in this long-term plan. The quantified limit is debt must not exceed 5% of total public equity and accumulated funds.



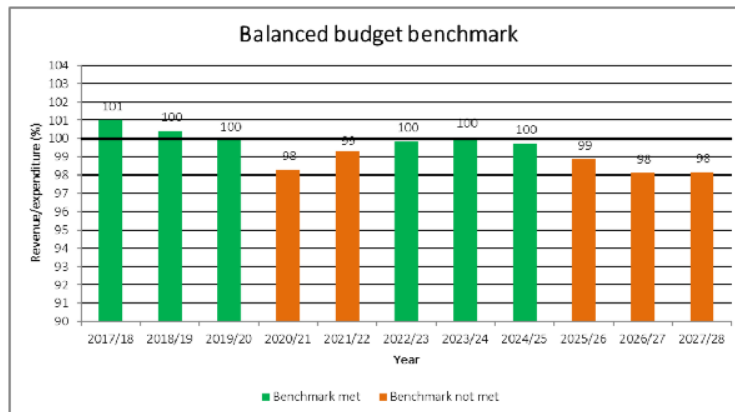
The following graph compares the council's planned debt with a quantified limit on borrowing contained in the financial strategy included in this long-term plan. The quantified limit is total debt per head of population will not exceed \$2,000



Balanced Budget Benchmark

The following graph displays the council's planned revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment) as a proportion of planned operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant, or equipment).

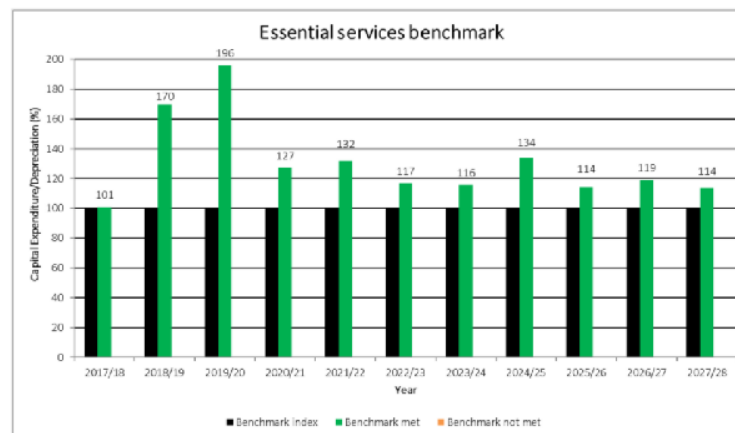
The council meets the balanced budget benchmark if its planned revenue equals or is greater than its planned operating expenses.



Essential Services Benchmark

The following graph displays the council's planned capital expenditure on network services as a proportion of expected depreciation on network services.

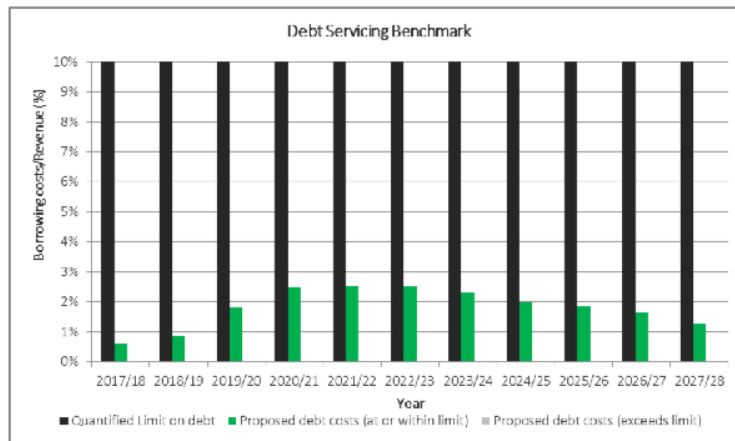
The council meets the essential services benchmark if its planned capital expenditure on network services equals or is greater than expected depreciation on network services.



Debt Servicing Benchmark

The following graph displays the council's planned borrowing costs as a proportion of planned revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment).

Because Statistics New Zealand projects the council's population will grow more slowly than the national population is projected to grow, it meets the debt servicing benchmark if its planned borrowing costs equal or are less than 10% of its planned revenue.



Policies



Revenue and Financing Policy

The Revenue and Financing Policy is required under Section 102 of the Local Government Act 2002 (LGA) and the required contents are set out in section 103 of the LGA.

The policy must be included in full in the LTP. Section 103(2) allows the following funding mechanisms to be used when funding operating and capital expenditure:

- General Rates
- Uniform Annual General Charge
- Targeted Rates
- Grants and Subsidies
- Interest and Dividends from Investments
- Fees and Charges
- Borrowing
- Proceeds from Assets Sales
- Development or Financial Contributions
- Lump Sum Contributions
- Any other source

This policy summarises the funding sources to be used by Council and their intended use. Sources are identified for each Council activity, including those that may be used to fund operating and capital expenditure. The General Rate is set on a District Wide basis (not on a differential basis), on the capital value of the rating unit. Council sets a Uniform Annual General Charge that is assessed on **separately used or inhabited parts of a rating unit in the district**.

Council must consider the following elements in deciding on appropriate funding mechanisms for each activity:

- **Community Outcomes** – the community outcomes an activity will primarily contribute to.
- **Distributions of benefits** – the distribution of benefits between the community as a whole, any identifiable parts of the community and individuals.
- **Timeframes of benefits** – the period in and over which those benefits are expected to occur. For example, the benefits may occur on an ongoing basis, but may also benefit future generations.
- **Contributors to need for activity** – the extent to which actions or inactions of particular individuals or groups contribute to the need to undertake the activity.
- **Costs and Benefits of distinct funding** – the cost and benefits, including for transparency and accountability, of funding the activity distinctly from other activities.

The Council has also considered the overall impact of any allocation of liability on the community and has determined this doesn't require any modification to the activity by activity analysis.

Funding of Operating Expenditure

The following table shows which mechanisms may be used to fund operating expenditure for Council's activities:

	GENERAL RATES	UNIFORM ANNUAL GENERAL CHARGE	TARGETED RATES	GRANTS AND SUBSIDIES	FEES AND CHARGES
Community Leadership Group					
Leadership, Governance and Consultation	✓	✓		✓	
Economic and Social Development	✓	✓	✓		
Planning and Regulatory Group					
District Planning	✓				
Land Use and Subdivision Consents	✓				✓
Building Control	✓				✓
Public Health	✓				✓
Animal Control	✓				✓
Compliance & Monitoring	✓				✓
Land Transport Group					
Land Transport	✓		✓	✓	✓
Solid Waste Group					
Solid Waste	✓	✓	✓		✓
Water Supplies Group					
Water Supplies			✓		✓
Wastewater Group: Wastewater			✓		✓
Stormwater Group: Stormwater			✓		
Recreation and Community Facilities Group					
Parks, Reserves and Swimming Pools	✓	✓			✓
Public Toilets	✓				
Retirement Housing					✓
Libraries	✓	✓			✓
Theatres, Halls and Museums	✓				✓
Cemeteries	✓				✓
Property and Buildings	✓				✓

- Council does not fund operating expenditure by Borrowing unless in exceptional circumstances by way of Council resolution.
- Interest and Dividends are used to offset the general rate requirement except where the interest is credited to a special fund or reserve fund.
- Proceeds from the Sale of Land and Buildings are transferred to the Capital Projects fund for funding future capital projects by resolution of Council. Proceeds from Sale of other Assets are used to fund the renewals of assets within the activity.

Funding of Capital Expenditure

The following table shows which mechanisms may be used to fund capital expenditure for Council's activities:

	GENERAL RATES	TARGETED RATES	BORROWINGS	RESERVES	FUNDING ASSISTANCE/ USER CHARGES	DEVELOPMENT CONTRIBUTIONS
Community Leadership Group						
Leadership, Governance and Consultation	No Capital Expenditure					
Economic and Social Development	No Capital Expenditure					
Planning and Regulatory Group						
District Planning			✓			
Land Use and Subdivision Consents	No Capital Expenditure					
Building Control	No Capital Expenditure					
Public Health	No Capital Expenditure					
Animal Control	No Capital Expenditure					
Compliance & Monitoring	✓				✓	
Land Transport Group		✓	✓	✓	✓	✓
Solid Waste Group	✓		✓	✓		
Water Supplies Group		✓	✓	✓		✓
Wastewater Group		✓	✓	✓		✓
Stormwater Group		✓	✓	✓		✓
Recreation and Community Facilities Group						
Parks, Reserves and Swimming Pools	✓		✓	✓	✓	
Public Toilets	✓		✓	✓		
Retirement Housing				✓	✓	
Libraries				✓		
Theatres, Halls and Museums	✓		✓	✓	✓	
Cemeteries	✓			✓		
Property and Buildings	✓		✓	✓		

- Council takes into account the useful life of the asset and the use by future generations in the funding of the capital expenditure.
- Lump sum contributions are not utilised by Council.

Community Leadership Group



Leadership, Governance and Consultation

Description

The Leadership, Governance and Consultation activity includes the elected Council.

Community Outcomes

This activity contributes to all of the community outcomes.

Distributions of benefits

Benefits from the Leadership, Governance and Consultation activity are for the community generally. Council is the vehicle for making decisions affecting the district.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

Living in a democratic society contributes to the need for this activity.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council has agreed on 100% public funding based on a Uniform Annual General Charge.



Economic and Social Development

Description

Economic and Social Development is undertaken by a number of outside organisations. These are CHB Promotions, Business Hawke's Bay and joint study by Hawke's Bay Councils, funded partly by the Council

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Strong Communities
- Connected Citizens
- Smart Growth

Distributions of Benefits

Benefits from economic development accrue largely to the community, due to the ongoing economic benefits of visitor spending, creation of employment and investment in the potential of the district. Similarly social benefits accrue the wider community. Some benefits may accrue to businesses or individuals using these services, but it is difficult and illogical to recover these benefits.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

All groups contribute to the need for this activity.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council has agreed on 100% public funding for this activity. Public funding is collected through the Uniform Annual General Charge.

Planning and Regulatory Group



District Planning

Description

The Land Use Planning and Management Activity, as part of Council's statutory obligations under the Resource Management Act 1991, involves:

- Providing advice on the District Plan
- Providing Policy advice on planning and rules of the District Plan
- Monitoring of the effectiveness and efficiency of the policies and rules in the District Plan

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Smart Growth
- Environmentally Responsible
- Durable Infrastructure

Distributions of Benefits

The district planning services benefit the users of the District Plan through clear information available for development and land use.

The community benefits highly through protection of the environment, appropriate and sustainable development of land and property.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

People who do not comply with legislative regulations may contribute to the need for this activity.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council has agreed on 100% public funding for this activity. Public funding is through the capital value based general rate.



Land Use and Subdivision Consents

Description

The Council is required by the Resource Management Act 1991 to prepare, implement and administer a District Plan that meets the needs of the community. The Resource and Subdivision Activity ensures that development occurs in a manner that complies with the District Plan, through processing resource consent applications and monitoring.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Smart Growth
- Environmentally Responsible

Distributions of Benefits

The district planning services mainly benefit the users of the resource and subdivision consent process through meeting legislative requirements.

The community benefits through protection of the environment, appropriate and sustainable development of land and property.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

People who do not comply with legislative regulations may contribute to the need for this activity. Generally this is met through extra charges on these people.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council has agreed on 37-49% private funding for this activity, with the remainder coming from public funding. Public funding is through the capital value based general rate and private funding is collected through fees and charges.



Building Control

Description

Building Control is responsible for administering and enforcing the Building Act 2004 (and related legislation). This includes:

- Processing applications for building consents
- Enforcing the provisions of the Building Act 2004 and associated regulations
- Processing Land Information Memoranda.

Once a consent has been obtained, Council monitors compliance through inspections and provides code compliance certificates confirming that new building work meets the provisions of the building code.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Strong Communities
- Smart Growth

Distributions of Benefits

Benefits from building control accrue mainly to users of these services (ie people who build or alter buildings) through meeting legislative requirements and safe buildings. The community benefits through the enforcement of regulations that ensure safe, sanitary and accessible buildings in which people live, play and work.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

People who do not comply with legislative regulations may contribute to the need for this activity. In some cases (e.g. property purchase where consent standards are not met), it may be difficult to identify who should pay.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council has agreed on 70-85% private funding for this activity, with the remainder funded from public funding. Private funding is collected through various fees and charges. Public funding is through the capital value based general rate.



Public Health

Description

The Public Health Activity covers the regulatory functions relating to environmental health, liquor licensing, hazardous substances, and other environmental monitoring.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Strong Communities
- Smart Growth

Distributions of Benefits

Benefits from environmental health services accrue to both the community and individuals and organizations. Individuals and organizations benefit from assurances that their premises are of an acceptable standard to the consumer and meet other legislative requirements (e.g. liquor licensing). The community benefits through the expectation that:

- Standards of operation are being met and
- Assurances of a safe and healthy environment for residents and visitors.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

People who do not comply with legislative regulations may contribute to the need for this activity. Generally this is met through extra charges on these people.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council has agreed on 27-36% private funding for this activity, with the remainder from public funding. Public funding is through the capital value based general rate and private funding is collected through fees and charges.



Animal Control

Description

This activity includes the implementation of requirements of Dog Control Act 1996 and related legislation and Council bylaws. Main objectives include education, response to complaints and management of registration systems for dogs and stock.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Strong Communities

Distributions of Benefits

Benefits from the animal control service accrue mainly to animal owners from the provision of a service that either confines or returns lost or stray animals. The community generally benefits through the enforcement of regulations against aggressive and straying animals.

Timeframes of Benefits

Ongoing, but occur mainly in the short-term.

Contributors to Need for Activity

People who do not properly control their animals can be a significant contributor to this activity. In some cases, it can be difficult to identify who these people are.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council has agreed on 91-95% private funding for this activity, with the remainder from public funding. Private funding is collected through various fees and charges – including fines and impounding costs. Public funding is through the capital value based general rate.



Compliance and Monitoring

Description

Compliance and Monitoring primarily involves the monitoring of resource consent conditions, responding to noise complaints and bylaw breaches, and carrying out territorial authority responsibilities as defined in legislation such as the inspection of swimming pool fences, earthquake prone buildings, and processing of Land Information Memoranda (LIMS), Compliance Schedules and Building Warrants of Fitness.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Smart Growth
- Environmentally Responsible
- Durable Infrastructure

Distributions of Benefits

Benefits from this activity accrue across the wider community, through ensuring that activities are monitored and comply with legislative, policy and bylaw requirements, thereby minimising negative impacts on residents of, and visitors to, the District.

Timeframes of Benefits

Ongoing. Benefits occur now through continuous monitoring of activities, response to complaints, and public education.

Contributors to Need for Activity

Where matters of non-compliance are brought to Council's notice, there is a requirement to ensure that compliance is achieved for the safety and wellbeing of the wider public.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council has agreed on 10% private funding for this activity, with the remainder from public funding. Public funding is collected through the capital value based general rate. Private funding is obtained through various fees and charges including fines.

Land Transport Group



Land Transport

Description

The Local Government Act 2002 and Land Transport Management Act 2003 provide the framework under which Council operates a land transport network within the District. Council aims to achieve an integrated safe, responsive and sustainable land transport network. Council maintains 1261.81 km of roads, 64 km footpaths, 265 bridges, street lighting and other roading assets.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Strong Communities
- Connected Citizens
- Smart Growth
- Environmentally Responsible
- Durable Infrastructure

Distributions of Benefits

There is a mix of public and private benefits with these activities. Public benefits include an attractive urban environment and streetscape, tidy roadsides, the ability to transport people, goods and services throughout the district, connections to other transport networks and location and property identification. Private benefits are for people and businesses using roads and footpaths to carry out their day to day business.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

All groups contribute to the need for this activity. In some cases damage may be caused, additional costs may be caused to Council through vandalism, accidents and activities beyond normal usage.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council has agreed to 100% public funding. Public funding is collected through the land value based targeted rate.

New Zealand Transport Agency funding applies to subsidised roading projects.

A small amount of private funding is recovered through fees and charges.

Solid Waste Group



Solid Waste

Description

Central Hawke's Bay District Council provides the following services:

District landfill, transfer stations, recycling drop off centres, and kerbside refuse and recycling collections, litter bins and management of closed landfills.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Strong Communities
- Connected Citizens
- Smart Growth
- Environmentally Responsible
- Durable Infrastructure

Distributions of Benefits

The benefits of the solid waste activity are largely public and private. Individuals benefit from not having to arrange their own systems of waste disposal. An environmentally sound landfill and rubbish collection maintains a sustainable and clean district.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

The community benefits from having solid waste collection and disposal available. In some cases, illegal dumping and inappropriate disposal of hazardous wastes may result in extra costs to the Council.

Costs and Benefits of Distinct Funding

It is appropriate to recover the private benefit via a separate funding mechanism.

Recommended Funding

Council has agreed on 46-48% private funding for this activity. The remaining Public funding is collected through a combination of a Capital Value based General Rate, Uniform Annual General Charge and targeted rates for kerbside recycling and refuse collection. Private funding is derived from fees and charges.

Water Supplies Group



Water Supplies

Description

The Central Hawke's Bay District Council owns and operates 8 water supply schemes.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Strong Communities
- Connected Citizens
- Smart Growth
- Environmentally Responsible
- Durable Infrastructure

Distributions of Benefits

Provision of water supplies provides a number of public benefits, including access to potable water and availability of water for key public services and amenities (eg fire fighting, landscaping, swimming pools). There are significant direct benefits to ratepayers and consumers connected to a Council piped water scheme through access to water for drinking and water availability for industry.

Timeframes of Benefits

Ongoing and long-term for future generations.

Contributors to Need for Activity

Those sections of the community where water services are available benefit widely from having a supply available. The wider community who use the facilities and business who depend on the water supply also benefit.

Costs and Benefits of Distinct Funding

Because the benefits of this activity are predominantly private, it is considered appropriate to fund the activity through targeted rates and charges.

Recommended Funding

Council has agreed on a 100% private funding for this activity. Private funding is derived from a targeted rate from those connected to water systems, volumetric water meter rates and fees and charges.

Wastewater (Sewerage) Group



Wastewater (Sewerage)

Description

Central Hawke's Bay District Council sewer systems comprise of six reticulated systems and associated treatment plants.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Strong Communities
- Connected Citizens
- Smart Growth
- Environmentally Responsible
- Durable Infrastructure

Distributions of Benefits

Provision of a sewerage system provides a number of public benefits, including maintenance of public health standards, prevention of disease and maintenance of a healthy environment. All properties, both domestic and industrial, that are connected to Council's sewerage system receive a direct benefit which relates to the cost of providing the service. A sewerage system is a key infrastructural need for maintaining public health and growth of business opportunities.

Timeframes of Benefits

Ongoing and long-Term for future generations.

Contributors to Need for Activity

The community benefits widely from having a sewerage system available. Additional costs may be caused through overloading of systems, disposal of hazardous material and illegal connections.

Costs and Benefits of Distinct Funding

Because the benefits of this activity are predominantly private, it is considered appropriate to fund the activity through targeted rates and charges.

Recommended Funding

Council has agreed on a 100% private funding split for this activity. Private funding is collected through a targeted rate from those connected to wastewater systems and with fees and charges and levies raised through the Trade Waste Bylaw.

Stormwater Group



Stormwater

Description

Central Hawke's Bay District Council stormwater systems comprise of 7 systems. The systems generally consist of a primary piped network with some open channel and secondary flow paths.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Prosperous District
- Strong Communities
- Connected Citizens
- Smart Growth
- Environmentally Responsible
- Durable Infrastructure

Distributions of Benefits

Provision of a stormwater system provides a number of public benefits, including decreased risk from flooding and encouraging residential development. Private benefits are particularly to property owners via stormwater disposal away from their properties.

Timeframes of Benefits

Ongoing and long-term for future generations.

Contributors to need for activity

The community benefits widely from having a stormwater system available.

Costs and Benefits of Distinct Funding

Because the benefits of this activity are predominantly private, it is considered appropriate to fund the activity separately.

Recommended Funding

Council has agreed on 100% private funding for this activity. Private funding is collected through a targeted rate from those within stormwater catchment areas. The funding of the Te Aute drainage scheme is based on a targeted rate on scheme members.

Recreation and Community Facilities Group



Parks, Reserves and Swimming Pools

Description

A number of parks, reserves, war memorials and camping grounds are provided throughout the district for recreation, including sports fields, children's playgrounds and amenity areas. There are two swimming pools, one owned by the Council and one owned by a Community Trust that is largely funded by the Council.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Strong Communities
- Connected Citizens
- Environmentally Responsible

Distributions of Benefits

Benefits from parks accrue to the community generally through the provision of facilities for groups and individuals to pursue active and passive leisure pursuits, education on the natural environment, community pride and contributing to community health and well-being.

There can be private benefits to people and sports groups through the use of sports fields for organized sport, but these are available to the wider community at other times.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

The community benefits widely from having these facilities available.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council have agreed a 97% public, 3% private funding split and that the cost of funding the public component of the Parks, and Reserves should occur by way of 70% from the General Rate assessed on Capital Value and 30% (to meet the cost of swimming pools) from the Uniform Annual General Charge. The private funding component will be collected from fees and charges with market rentals being applied to camp grounds.



Public Toilets

Description

The Council provides 24 public conveniences located throughout the District.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Strong Communities
- Connected Citizens
- Environmentally Responsible

Distributions of Benefits

Public toilets provide a mix of public and private benefits. While private benefits are obvious, public benefits are through having these essential facilities available for residents and visitors, and maintaining standards of public hygiene.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

The community benefits widely from having public conveniences available.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council have agreed 100% public funding and that the cost of funding the public component of the Public Toilets should occur by way of 100% from the General Rate assessed on Capital Value.



Retirement Housing

Description

A total of 48 one bedroom flats are owned by Council in different locations in Waipukurau and Waipawa. These provide affordable housing for those elderly in need.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Strong Communities
- Connected Citizens

Distributions of Benefits

Benefits from housing accrue to tenants of the housing units. This is a relatively small and identifiable group who are provided with affordable accommodation in convenient locations. There may be some small community benefits through the availability of low cost housing to vulnerable groups in the community.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

The community benefits from having housing available. The main benefit is to people who choose to tenant these units.

Costs and Benefits of Distinct Funding

The activity is self-funding and separate funding is not required.

Recommended Funding

The Council believes the optimum funding is 100% private, through user rental charges.



Libraries

Description

Libraries include the two libraries in Waipukurau and Waipawa.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Strong Communities
- Connected Citizens

Distributions of benefits

Benefits from Libraries accrue largely to the community, through contributing to a community that is literate and informed, has access to information and provision of a community resource. There is also direct benefit to each individual who reads a book or uses one of the other library services, and some of these can be recovered, although a high level of recovery may restrict the ability of some people to continue to use these services.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

The community benefits widely from having library services available.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

The Council have agreed the optimum allocation of costs is 90% public to 10% private. Public funding is through the Uniform Annual Charge, with private funding through user charges for some library services.



Theatres and Halls

Description

Theatres, halls and museums include several community halls located throughout the District.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Strong Communities
- Connected Citizens

Distributions of Benefits

Theatres and halls have a mix of public and private benefits. Public benefits are from the ability to use the facilities for public events and gatherings and as a hub for communities in the event of natural disaster. There are direct benefits for individuals and groups who choose to use the facilities available for personal functions.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

The community benefits widely from having theatres, halls and museums available.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is not benefit perceived from separate funding.

Recommended Funding

Council have agreed 100% public funding. Public funding is 100% from the capital value based general rate, with limited private funding through user charges for hireage services.



Cemeteries

Description

Council currently operates ten cemetery sites for burial and cremation interments.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Strong Communities
- Connected Citizens
- Environmentally Responsible

Distributions of Benefits

Benefits from cemeteries are considered to be largely private, although it is necessary for communities to have an interment system that meets appropriate health standards. Private benefits are from the provision of individual gravesites for remembrance and burial.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

The community benefits widely from having cemeteries available. In some cases, vandalism and failure to maintain headstones may cause additional costs.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

The Council have agreed a 90% public, 10% private funding split. Public funding is from the capital value based general rate, with private funding through fees and charges.



Property and Buildings

Description

Council owns a number of properties and buildings that are used to providing services to the public, but do not fit into a specific Activity grouping. These are owned for community or administrative reasons.

The properties included in this Activity are, the Council administration building, two library buildings, two other community building and miscellaneous sections.

Community Outcomes

This activity contributes primarily to the following community outcomes:

- Proud District
- Strong Communities
- Connected Citizens
- Environmentally Responsible

Distributions of Benefits

Benefits from this activity largely accrue to the community, through cultural enrichment and community identity. There may be direct benefits to some people using these services, but a high level of recovery may restrict the ability of some people to continue to use these services.

Timeframes of Benefits

Ongoing.

Contributors to Need for Activity

The community benefits from having safe community buildings.

Costs and Benefits of Distinct Funding

Benefits from this activity are community wide and there is no benefit perceived from separate funding.

Recommended Funding

Council have agreed 98-100% public funding. Public funding is from the capital value based general rate, with limited private funding (2%) through user charges for hireage and rentals.

Rates Remission and Postponement Policies

Community Contribution and Club Rebate Remission Policy

Objective of the Policy

To assist clubs who provide their own facilities and enable them to facilitate the ongoing provision of non-commercial community services and recreational opportunities to the District.

Conditions and Criteria

Council may remit 50% of the general rates where the application meets the following criteria:

1. Where land is owned by Council or owned and occupied by a society or association of persons, and the land is used exclusively or principally:
 - (a) As a showground or place of meeting which is incorporated under the Agricultural and Pastoral Societies Act 1908; or
 - (b) For games or sports, except galloping, harness or greyhound races; or
 - (c) For the purposes of any branch of art.
2. The policy will not apply to organisations operated for private pecuniary profit, or which charge commercial tuition fees.
3. The Policy will not apply where a club licence under the Sale of Liquor Act 1989 is in force.
4. The policy will not apply to organisations that engage in the above mentioned sporting or community services, as a secondary purpose only.
5. The policy shall apply to such organisations as approved by the Chief Financial Officer and the Chief Executive, as meeting the relevant criteria.
6. The extent of any remission to any qualifying organisation shall be as determined by the Chief Financial Officer and the Chief Executive.
7. No remission will be granted in respect of those rates referred to in Section 16 of the Local Government (Rating) Act 2002 (e.g targeted rates for water supply, sewage disposal or waste collection).
8. Organisations making application should include the following documents in support of their application:
 - Statement of objectives.
 - Full financial accounts.
 - Information on activities and programmes.
 - Details of membership or clients.

The Community Contribution and Club Rebate Remission Policy will be reviewed every 3 years as part of the triennial Long Term Plan Process.

Remission of Additional Charges Policy

Objective of the Policy

The objective of the Remission of Additional Charges Policy is to enable Council to act fairly and reasonably in its consideration of rates, which Council have not received by the penalty date, due to circumstances outside the ratepayer's control.

Conditions and Criteria

Council grants to the Chief Financial Officer or their nominee delegated authority in the following circumstances to approve on receipt of an application, the remission of such additional charges which have been incurred by any ratepayer as a consequence of their payment being received after the due date:

1. Where the rate payment history of the property over the last 3 years (or back to purchase date where the property has been owned by the offending ratepayer less than 3 years) shows no previous evidence of late payment and the instalment was received by Council no later than 3 working days after the day of adding the instalment additional charge.
2. Where the balance to clear the rest of the year's rates (undiscounted and including any arrears) are paid before penalties are added for the next instalment.
3. Where payment has been late due to significant family disruption i.e. in the case of death, illness, or accident of a family member, as at the due date.
4. Where the ratepayer is able to provide evidence that their payment has gone astray in the post or the late payment has otherwise resulted from matters outside their control.
5. Where a property changes hands (sale or lease) and the new owner/lessee is responsible for an instalment, when the original account was issued in the name of the previous owner/lessee.
6. Where a direct debit authority is commenced in time for the next instalment.
7. Where an error has been made on the part of Council staff, or arising through error in the general processing or levying, which has subsequently resulted in an additional charge being imposed.

Each application will be considered on its merits and remission will be granted where it is considered just and equitable to do so.

Uniform Annual Charges on Contiguous Properties Remission Policy

Objective of the Policy

To enable Council to act fairly and reasonably and provide for the possibility of rates remission where two or more Uniform Annual General Charges (UAGC) are levied on rating units which are occupied or used by the same ratepayer being a lessee/owner using the rating units jointly as a single property.

Conditions and Criteria

Section 20 of the Local Government (Rating) Act 2002, stipulates that there shall be one property for the purposes of levying the UAGC, where two or more separately rateable properties are:

- (a) Owned by the same ratepayer (owner or person with right to occupy by virtue of lease for more than 10 years); and
- (b) Used jointly as a single unit (for the same purpose); and
- (c) Contiguous or separated only by road, railway, drain, water race, river or stream, they shall be deemed to be one property for the purposes of any Uniform Annual General Charges.

Council will allow, without further enquiry (except for clarification), applications made by ratepayers in the form of a statutory declaration to the effect that two or more separately rated properties are occupied by the same ratepayer and are used jointly for the same purpose and the Uniform Annual General Charge and any other relevant Separate Uniform Annual Charge levied on the second and subsequent assessments will be cancelled.

Council may remit the rates where the application meets the following criteria:

1. The rating units must be contiguous and occupied by the same ratepayer who is the lessee/owner of each unit and who uses them jointly as a single property contiguous or separated only by road, railway, drain, water race, river or stream and used for the same purpose.
2. Where farming or horticultural operations conducted on separate blocks of land are so far apart as to indicate that there is no possible continuity between them, full charges may be levied on each. Factors such as stock rotation, stock driving, property size, and the number of properties affected will be taken into account.
3. Council may, on written application from a ratepayer of such rating units, reduce or cancel any separate Uniform Annual General Charge levied on the rating units if it considers it to be reasonable in the circumstances to do so.
4. Council grants to the Chief Financial Officer or their nominee delegated authority in the above circumstances to approve on receipt of an application, the cancellation of Uniform Annual General Charge and any other relevant Separate Uniform Annual Charge levied on the second and subsequent assessments.

Remission and Postponement of Rates on Māori Freehold Land Policy

The Policy

The Central Hawke's Bay District Council recognises the complex problems involved when dealing with Māori land, and has formulated a policy (the Māori Land Policy) to deal with some of these. When, in the judgement of Council, it would be unfair or unreasonable to collect rates at this time, land may be placed on this Māori Land Register, and retired from rating liability for a period.

In general, reasons for placement on the register would include some or all of the following:

- **Fragmented ownership** – ownerships vary in number and individual share proportions. Owners are scattered throughout the country and even worldwide. An attempt to contact a majority representation is often painstaking and difficult.
- **Unsecured legal title** – there may be some land titles that have not been surveyed. They would not be able to be registered with the District Land Registrar. Owners seeking finance for development of their land are restricted, as mortgages cannot be registered against the title.
- **Isolation and marginal in quality** – the geographical isolation and economic climate of the district are clearly illustrated by the much needed development, as the lands are of marginal quality.
- **No management structures** – lands have no management or operating structures in place to administer matters.
- **Rating problems** – because of the above factors there is a history of rate arrears and/or a difficulty in establishing who is/should be responsible for the payment of rates.

Note: The register is not designed as a way for owners to elect not to use land and therefore not to pay rates.

The Register

Māori land owners can apply to have their lands entered on the register. By making an application, owners are asking Council for a discretionary remission of rates.

If accepted, the land will be 'retired' from rates for a term specified by Council, with a maximum term of three years. While lands are 'retired' or 'parked up', the onus is on the owners to ensure that no one breaches the conditions by using the land.

Lands on the register are inspected regularly to monitor for any breaches.

Each application is examined on its own merits. Intending applications should not be compared to others already on the register.

The Criteria

The criteria to determine eligibility for application to the Māori Land Register is as follows:

- It must be Māori land (as defined in Te Ture Whenua Act 1993 Part VI Section 129 or the Local Government (Rating) Act 2002, Part 1, Sub-paragraph 1, Section 5).
- It must have historical, ancestral or cultural significance.
- It must be unoccupied. The definition of occupation which comes direct from Part 4 Section 96 of the Local Government (Rating) Act 2002 says that 'occupation' is where a person/persons does one or more of the following:
 - Resides upon the land
 - De-pastures or maintains any livestock whatsoever on the land
 - Cultivates the land and plants any crop on the land
 - Stores anything on the land
 - Uses the land or any improvements in any way

General Comment

For an application to be considered:

- Communication must be established between owners and the Council
- Rating problems must have been identified and amicable solutions worked towards
- Where the land has potential for land use, owners are provided with the time to re-assert responsibility and should be actively seeking prospective occupiers or usage. Land that is unrealistic for rating purposes can be identified, eg mudflats, heavily eroded diff faces, severe bush and scrub.

Remission of Rates for Natural Calamities Policy

Objective of the Policy

To assist ratepayers experiencing financial hardship as a result of a natural event detrimentally affecting the use of the land or the income derived from the land, and which directly affects their ability to pay rates.

Conditions and Criteria

Council may postpone wholly or in part, any rate or charge in respect of the property, where it considers it to be fair and reasonable to do so. This will be in circumstances where Central Government have recognized the seriousness of the event and provided financial assistance to enable the remission to occur.

The term and nature of the postponement, the proof of financial hardship and any other criteria considered necessary will be determined by Council in each case.

Decisions on the extent of remissions shall be as determined by the Chief Financial Officer through the Chief Executive, as meeting the relevant criteria.

Rates Holiday / Postponement Policy

Objective of the Policy

To assist ratepayers who undertake economic development that benefits the District as a whole.

Conditions and Criteria

1. The applicant must be the current rate payer of the rating unit.
2. Council must be satisfied that economic benefits will flow to the district from the development.
3. The ratepayer must make application to Council.
4. Applications for a rates holiday will be considered by Council.

Remission of Rates for QEII Trust and Land for Natural, Historic or Cultural Conservation Policy

Objective of the Policy

To recognise and support the environmental value of such protected areas and to acknowledge the non-commercial use of such protected land. To preserve and promote natural resources and heritage by encouraging the protection of land for natural, historic or cultural conservation.

Conditions and Criteria

1. The extent of the rates remission if approved is to be 100%.
2. Applications are to be received in writing requesting rates relief be given to areas protected by the registration of a QEII Open Space Covenant or a covenant that gives the same effect.
3. Pest eradication shall be primarily the responsibility of the owner.
4. No portion of the covenanted area is to be developed or utilised in any way for commercial activity. This includes generating income for maintenance of the covenanted area.
5. Authority to consider applications is delegated to the Chief Financial Officer with right of appeal to the Chief Executive and Council.

Sundry Remission of Rates Policy

Objective of the Policy

To remit rates and charges that are the result of fundamental errors; or where the balance owing is considered uneconomic to recover; or where the amount levied is unable to be covered pursuant to sections 67/76 of the Local Government (Rating) Act 2002; or where Council or its delegated officer(s) consider the levy impractical to recover.

To facilitate the use of Māori Freehold Land (and therefore the collection of rates), by removing the burden on the potential lessee of existing arrears.

Conditions and Criteria

Council or its delegated officer(s) shall determine the extent of any remission based on the merits of each situation. Decisions on the extent of remissions shall be as determined by the Chief Financial Officer through the Chief Executive, as meeting the relevant criteria.

Remission of Water Meter Rates Attributable to Water Leaks Policy

Objective of the Policy

To provide relief to people in situations where water usage is high due to a water leak.

Objective of the Policy

To provide relief to people who use.

Conditions and Criteria

Council may remit water meter rates where all of the following apply:

- A remission application has been received; and
- Council is satisfied a leak on the property has caused excessive consumption and is recorded on the water meter; and
- The leak has been repaired within one calendar month of being identified (unless evidence is provided that the services of an appropriate repairer could not be obtained within this period); and
- Proof of the leak being repaired has been provided to Council promptly after repair of the leak.

The amount of the remission will be the difference between the average consumption of the property prior to the leak, as deemed reasonable by Council, and the consumption over and above that average.

Remission is limited to the period where the leak was identified and fixed and the last invoice. Remission for any particular property will generally be granted only once every year. Where a remission for a water leak has been granted to a property under this policy within the last year, the remission decision is to be made by the Chief Financial Officer.

Any remission over 4,000 cubic metres of water is to be referred to the relevant Council Committee for decision.

School Sewerage Charges Remission Policy

Objective of the Policy

To ensure that schools are not disproportionately charged for sewerage services based on the number of connections. Charges will be based on the school's staff and student numbers.

Conditions and Criteria

The policy will apply to the following educational establishments:

- Established as a special school under Section 98(1) of the Education Act 1964; or
- A state school under Section 2 (1) of the Education Act 1989; or
- An integrated school under Section 2 (1) of the Private Schools Conditional Integrated Act 1975; or
- A special institution under Section 92 (1) of the Education Act 1989; or
- An early childhood centre under Section 308 (1) of the Education Act 1989, but excluding any early childhood centre operated for profit.

The policy does not apply to school houses occupied by a caretaker, principal or staff.

1. An amount levied using the same mechanism as are applying to other separately rateable rating units within the District and reduced in accordance with the following formula:-
 - (a) Divided by the number of toilets as determined in accordance with condition 3 below (the full charge); and reduced in accordance with the following graduated formula:
 - i. The full charge for each of the first 4 toilets or part thereof;
 - ii. 75% of the full charge for each of the next 6 toilets or part thereof;
 - iii. 50% of the full charge for each toilet after the first 10.
 - (b) For the purpose of 1 (a) above the number of toilets for a rating unit used for the purposes of an educational establishment is 1 toilet for every 20 students and staff or part thereof, irrespective of the actual number of toilets contained in the qualifying part of the rating unit.
 - (c) The number of students in an educational establishment is the number of students on its roll on 1 March in the year immediately before the year to which the charge relates.
 - (d) The number of staff in an educational establishment is the number of teaching staff and administration staff employed by that educational establishment on 1 March immediately before the year to which the charge relate.
2. Calculation of Council's standard sewerage charge (based on the number of water closets/urinals).
3. Calculation of the number of full time equivalent on-site students and staff divided by 20 and multiplied by the applicable waste water targeted rates.
4. The amount to be remitted is the difference between the amount calculated under 1 and the amount that would have applied, had the rating unit not been used by an educational institution.
5. That the Finance Manager be delegated authority to approve remission of the sewage charges in excess of the charges payable according to the policy.

EXAMPLE

Green Intermediate School is situated in Moa District Council. Moa collects its rates by way of a pan charge of \$100 per pan. At 1 March 2011, Green Intermediate has 500 students, 30 staff and 28 toilet pans. How much will it pay in sewage disposal rates?

Answer: Green School would be levied \$1762.93.

The total charge in this case would be \$100x28 pans = \$2800. Local Government New Zealand has a legal opinion which holds that the actual number of pans should be used for this part of the calculation.

The number of rateable pans is $530/20 = 26.5$ pans which gets rounded to 27 pans for the purposes of reducing the rates.

Council calculates that the full charge on each toilet would be $\$2800/27 = \103.70 per pan.

The total charge is then calculated with reference to the scale e.g.

4 pans at the full charge ($\$103.70 \times 4 = \414.80)

6 pans at 75 percent of the full charge ($\$77.78 \times 6 = \466.68)

17 pans at 50 percent of the full charge ($\$51.85 \times 17 = \881.45).

Total = $(414.8 + 466.68 + 881.45) = \1762.93

Significance and Engagement Policy

Introduction

The decisions local authorities make affect their communities on a daily basis. Some decisions have greater significance than others. This policy explains how the Council will determine significance of matters. We know that Central Hawke's Bay will be stronger when we work together, as part of this we know that effective community engagement builds trust in Council decision making, as well as increasing Council's awareness of issues and ideas in the community. Council engages with the community during its everyday business using a range of informal methods. However, some Council decisions require a more structured form of engagement due to the significance that a matter has within the wider community, or for groups within the community.

Purpose of Policy

The purpose of the policy is:

- To enable the local authority and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions and activities; and
- To provide clarity about how the community can expect to be engaged in decisions about different issues, assets, or other matters; and
- To inform the Council from the beginning of a decision-making process about-
- The extent of any public engagement that is expected before a particular decision is made; and
- The form or type of engagement required.

The extent of significance and engagement is determined on a case-by-case basis. This policy is intended to guide decision-making on these matters.

General Approach to Determining Significance and Level of Engagement

The Council will follow a three-step process to inform decision-making:

1. Determine significance – the Council will use agreed criteria to decide if a matter is of higher or lower significance.
2. Link level of significance to level of engagement – the level of significance will link to a corresponding level of engagement to be undertaken.
3. Consider methods of engagement – each level of engagement will have a range of methods that the Council is able to choose from to undertake the engagement required. As well as the views of communities and affected and interested parties, there is a wide range of information sources, considerations and perspectives that informs the Council's decisions, including the requirements of Government policy, technical matters and the financial implications.

The Three Steps

1. Determine Significance

The Council is responsible for judging for itself how it achieves compliance with the decision making requirements of the LGA. This must be largely in proportion to the significance of the matters affected by decisions to be made.

The Council will assess the importance of an issue, proposal or decision on the basis of its likely impact on the people expected to be most affected by or to have an interest in the matter, as well as the Council's capacity to perform its role, and the financial and other costs of doing so.

All of the following criteria will be considered when determining the level (low to high) of significance of an issue, proposal or decision. The greater the cumulative impact of the decision as assessed by these criteria, the more significant the issue, proposal or decision will be:

- Number of people affected and/or with an interest;
- Level of impact on those people affected;
- Level of community interest already apparent for the issue, proposal or decision; or the potential to generate community interest;
- Level of impact on Māori, Māori culture and traditions – Significant decisions in relation to land or a body of water must take into account the relationship of Māori and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna, and other taonga.
- Possible environmental, social and cultural impacts;
- Possible costs/risks to the Council, ratepayers and wider community of carrying out the decision;
- Possible benefits/opportunities to the Council, ratepayers and wider community of carrying out the decision;
- Level of impact on the capacity of the Council to carry out its role and functions;
- Whether the impact of a decision can be easily reversed;
- Whether the ownership or function of a strategic asset(s) is affected.

2. Link level of significance to level of engagement

The significance of the issue, proposal or decision will influence how much time, money and effort the Council will invest in exploring and evaluating options and obtaining the views of affected and interested parties. In linking the level of significance to the level of engagement it is important to find the right balance between the costs of engagement and the value it can add to decision-making.

The Council will consider the extent of community engagement that is necessary to understand the community's view before a particular decision is made and the form of engagement that might be required. This also includes the degree to which engagement is able to influence the decision and therefore the value of investing in engagement (e.g. if there is only one or very limited viable options such as a specific change required by new legislation).

Using the International Association of Public Participation engagement spectrum as a basis (see Appendix 1), the method(s) of engagement adopted by the Council before it makes a decision may depend on whether or not:

- (a) The matter is of low or no significance (e.g. technical and/or minor amendments to a Council policy) and there may be a very small group of people affected by or with an interest in the decision;
- (b) The matter is significant only to a relatively small group of people or is of low impact to many. They should be **informed** about the problem, alternatives, opportunities and/or solutions and/or **consulted** so that any concerns, alternatives and aspirations they have are understood and considered;
- (c) The matter is significant not only to a small group of people particularly affected but also to a wider community that may have an interest in the decision to be made. They may be **informed**, **consulted** and/or **involved** to seek public input and feedback on analysis, alternatives and/or decisions.
- (d) For more significant matters the Council may elect to **collaborate**, or partner, with a community in any aspect of a decision including the development of alternatives and the identification of preferred solutions. This is more likely to occur where there is a distinct group of affected or particularly interested people.

Depending on the level of significance and the nature of the issue, proposal or decision being made, by using a range of engagement methods communities may be **empowered** to participate in the decision-making process.

3. Consider Methods of Engagement

There is a variety of ways in which the Council engages with the community.

- Once the level of significance of an issue, proposal or decision has been determined, the Council will consider the level and form of community engagement. Depending on the matter being considered and the stakeholders involved, the preferred method(s) or combination of engagement tools will be identified and applied to meet the goals of the specific engagement.
- The Council will build on existing relationships and networks with individuals and communities, and look to extend the range of parties involved in the community engagement as appropriate.
- The Council will consider engagement methods and tools relative to the level of significance. These will support communities' participation through an engagement spectrum approach, as set out in the following table.
- Differing levels and forms of engagement may be required during the varying phases of consideration and decision-making on an issue or proposal, and for different community groups or stakeholders. The Council will review the appropriateness and effectiveness of the engagement strategy and methods as the process proceeds.
- There may be occasions in which the Council chooses to carry out engagement at a level higher than that indicated by the significance of the decision as part of its commitment to promote participatory democracy.
- The Council will work to ensure the community is sufficiently informed to understand the issue(s) or proposal, options and impacts and has time to respond, so they are able to participate in engagement processes with confidence.

The type of community engagement undertaken will be proportionate to the significance of the matter and the number of affected residents. This is a judgement to be made on a case by case basis by the Council. Appendix 2 provides an overview of how significance and engagement link together and the types of engagement the community can expect.

Strategic Assets

An important objective of the Council is to achieve or promote outcomes that it believes are important to the current or future well-being of the community. Achieving these outcomes may require the provision of roads, water, wastewater and stormwater collection as well as libraries, reserves and other recreational facilities and community amenities.

Council-owned assets that provide these services are considered to be of strategic value and the Council has determined they need to be retained if its objective is to be met. These assets must be listed in the Council's Significance and Engagement policy. A decision to transfer the ownership or control of a strategic asset cannot be made unless it is explicitly provided for in the Council's Long Term Plan (LTP) and the public is consulted through the Special Consultative Procedure (SCP).

The Central Hawke's Bay District Council owns a number of assets and assets managed 'as a whole' that it considers to be strategic, however not all trading decisions made regarding these assets are regarded as significant nor do they affect the assets strategic nature.

The following assets (asset groups) are considered strategic and therefore significant:

- Infrastructural assets relating to roads, water, stormwater, and wastewater
- The network of parks, sports grounds and other recreational facilities
- The districts aquatic facilities, including the Waipawa Memorial Pool
- Solid waste facilities, including transfer stations and the Farm Road Landfill
- Retirement Housing, as a whole
- CHB District Libraries, as a whole
- Cemeteries
- Cultural facilities

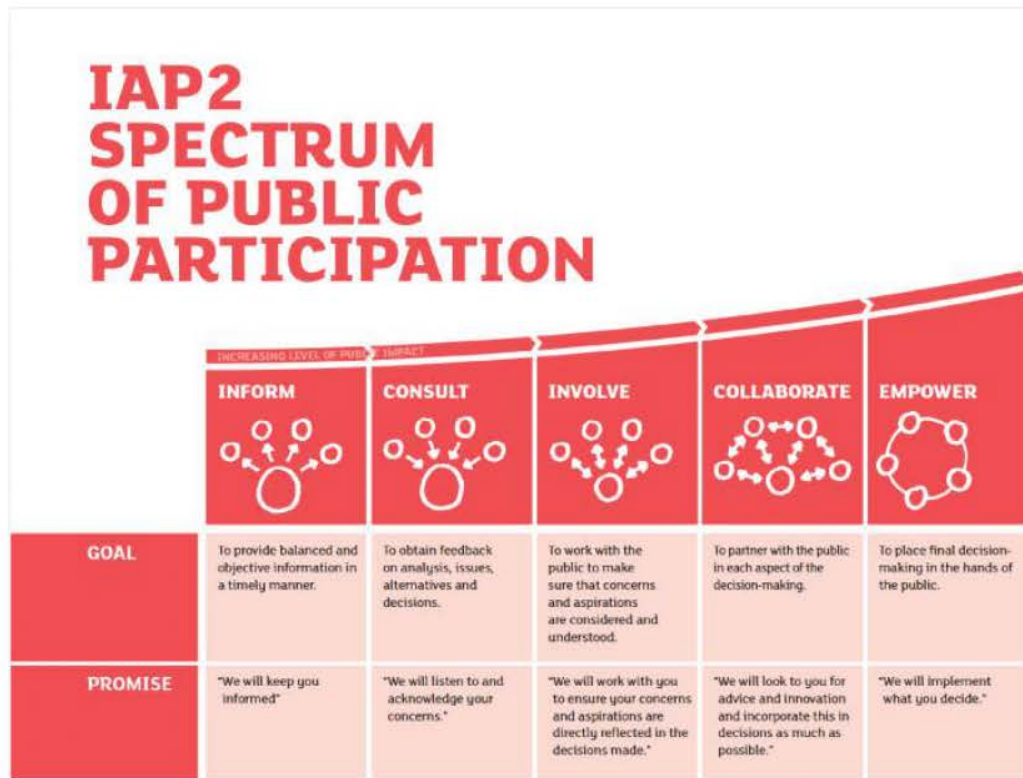
Monitoring implementation

All reports by officers to Council seeking a decision will include a statement addressing the issue of significance. The report is to include a statement about how the relevant sections of the Local Government Act 2002 and the Significance and Engagement policy will be observed.

Notes:

- This policy will not apply where, in the opinion of the Council, failure to make a decision urgently would result in unreasonable or significant damage to property, or risk to people's health and safety, or the loss of a substantial opportunity to achieve the Council's strategic objectives. Other policy and legislative requirements will still apply.
- In cases where legislation requires the Council to use the Special Consultative Procedure as set out in the Local Government Act 2002, that process will be used as a minimum requirement.

Appendix 1 – IAP2 Spectrum of Public Participation



Appendix 2 – Examples of Engagement Activities (adapted from IAP2 Spectrum of Engagement)

ENGAGEMENT LEVEL	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
What does it involve	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
Examples of tools the council might use Note: these tools may be applicable across many levels of Engagement	<ul style="list-style-type: none"> Email newsletter to local communities and networks Information flyers to neighbourhoods Public notices/info in community newspapers, website 	<ul style="list-style-type: none"> Formal submissions and hearings or the Special Consultative Procedure Focus groups Community meetings Online opportunities to submit ideas/feedback 	<ul style="list-style-type: none"> Workshops Focus/ stakeholder groups' meetings Public meetings, drop-in sessions Online surveys/forums 	<ul style="list-style-type: none"> External working groups (involving community experts) Community Advisory Groups (involving community representatives) Forums 	<ul style="list-style-type: none"> Binding referendum Local body elections Delegation of some decision-making to a community
When the community is likely to be involved	Once a decision is made and is being implemented.	Once the council has determined an initial preferred position it would endeavour to provide the community with sufficient time to participate and respond.	The community or specific communities could be engaged throughout the process, or at specific stages of the process as appropriate.	The community or specific communities could be engaged from the outset, including the development of alternatives to the identification of the preferred solution.	The community or communities will be engaged throughout the process to ensure ownership of the development of alternatives, identification of the preferred solution(s) and delegated decision-making on the preferred solution.



9.4 SETTING OF RATE FOR 2018/19**File Number:** COU1-1400**Author:** Bronda Smith, Group Manager, Corporate Support and Services**Authoriser:** Monique Davidson, Chief Executive**Attachments:** Nil**PURPOSE**

The matter for consideration by the Council is the setting of the rates for 2018/19.

(I) RECOMMENDATION FOR CONSIDERATION

That having considered all matters raised in the report:

- a) Pursuant to Section 23(1) of the Local Government (Rating) Act 2002, the Central Hawke's Bay District Council resolves to set the rates, due dates and penalties regime for the 2017/18 year.**

1. General Rate

A general rate set under section 13 of the Local Government (Rating) Act 2002 for the purposes of providing all or some of the cost of:

- All regulatory activities, including district planning, land use and subdivision consent costs, building control, public health, animal control, and compliance.
- Solid waste
- Parks and reserves, public toilets, theatres and halls, cemeteries, and miscellaneous property costs

For the 2018/19 year, this rate will be 0.11738 cents per dollar (including GST) based on the rateable capital value of all rateable land within the District.

2. Uniform Annual General Charge

A rate set under section 15 of the Local Government (Rating) Act 2002 on each separately used or inhabited part of a rating unit within the District. See definition below. This rate is for the purpose of providing:

- Community leadership, including administration, cost of democracy, community voluntary support grants, and economic and social development.
- A portion of the cost of solid waste
- Libraries and swimming facilities

For the 2018/19 year, this rate will be \$383.51 (including GST).

Targeted Rates**3. District Land Transport Rate**

A rate for the Council's land transport facilities set under section 16 of the Local Government (Rating) Act 2002. This rate is set for the purpose of funding the operation and maintenance

of the land transport system.

For the 2018/19 year, this rate will be 0.27889 cents per dollar (including GST) based on the land value of all rateable land in the district.

Separately Used or Inhabited Parts of a Rating Unit

Definition – for the purposes of the Uniform Annual General Charge and the targeted rates above, a separately used or inhabited part of a rating unit is defined as –

A separately used or inhabited part of a rating unit includes any portion inhabited or used by [the owner/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.

This definition includes separately used parts, whether or not actually occupied at any time, which are used by the owner for occupation on an occasional or long term basis by someone other than the owner.

Examples of separately used or inhabited parts of a rating unit include:

- For residential rating units, each self-contained household unit is considered a separately used or inhabited part. Each situation is assessed on its merits, but factors considered in determining whether an area is self-contained would include the provision of independent facilities such as cooking/kitchen or bathroom, and its own separate entrance.
- Residential properties, where a separate area is used for the purpose of operating a business, such as a medical or dental practice. The business area is considered a separately used or inhabited part.

These examples are not considered inclusive of all situations.

5. Water Supply Rates

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for water supply operations of a fixed amount per separately used or inhabited part of a rating unit. The purpose of this rate is to fund water supplies for Otane, Takapau, Waipukurau, Waipawa, Kairakau, Porangahau and Te Paerahi.

The purpose of this rate is to fund the maintenance, operation and capital upgrades of water supplies and treatment in those parts of the District where these systems are provided.

The rate is subject to differentials as follows:

- (a) a charge of per separately used or inhabited part of a rating unit connected in the Otane, Takapau, Waipukurau, Waipawa, Kairakau, Porangahau, and Te Paerahi Beach communities.
- (b) a half charge per separately used or inhabited part of a rating unit which is serviceable

for the above locations.

For this rate:

- "Connected" means a rating unit to which water is supplied.
- "Serviceable" means a rating unit to which water is not being supplied, but the property it is situated within 100 metres of the water supply.

For the 2018/19 year these rates will be:

	Charge	Water Rate (incl GST)
a	Connected	\$668.40
b	Serviceable, not connected	\$334.20

6. Metered Water Rate

A targeted rate under section 19 of the Local Government (Rating) Act 2002 per cubic metre of water supplied, as measured by cubic metre, over 300 cubic metres per year. This is applied to water users deemed 'Extraordinary' where payment of the Water Supply rate above entitles extraordinary users to the first 300 cubic metres of water without additional charge.

The rate is subject to differentials as follows:

- (a) a rate per cubic metre of water, for users consuming below 40,000 cubic metres
- (ii)
- (b) A rate per cubic metre of water, for users above 40,000 cubic metres, and where the land use category in the valuation database is not 'industrial'
- (c) a rate of per cubic metre of water, for users consuming above 40,000 cubic metres, and where the land use category in the valuation database is 'industrial'

For the 2018/19 year these rates will be:

	Volume of water (cubic metres)	Rate per cubic metre (incl GST)
a	Below 40,000	\$2.44
b	Above 40,000, non- industrial	\$2.44
c	Above 40,000, industrial	\$1.85

7 Sewerage Rates

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the Council's sewage disposal function of fixed amounts in relation to all land in the district to

which the Council's sewage disposal service is provided or available, as follows:

- (a) a charge per rating unit connected.
- (b) a charge per pan within the rating unit, after the first one.
- (c) a charge per rating unit which is serviceable.

The rate is subject to differentials as follows:

- "Connected" means the rating unit is connected to a public sewerage system.
- "Serviceable" means the rating unit is not connected to a public sewerage drain but is within 30 metres of such a drain.
- A rating unit used primarily as a residence for one household is treated as not having more than one pan.
- For commercial accommodation providers, each subsequent pan will be rated at 50% of the charge.
- For those Clubs who qualify for a rebate of their General Rates under Council's Community Contribution and Club Rebate Remission Policy, and who are connected to the sewerage network, each subsequent pan will be rated at 50% of the Sewerage Charge.

The purpose of this rate is to fund the maintenance, operation and capital upgrades of sewerage collection, treatment and disposal systems in those parts of the District where these systems are provided.

For the 2018/19 year these rates will be:

	Charge	Sewerage Rate (incl GST)
a	First charge per separately used or inhabited part of a rating unit connected	\$894.62
b	Additional charge per pan after the first	\$894.62
c	Serviceable, not connected, per separately used or inhabited part of a rating unit	\$447.31
d	Additional charge per pan after the first – commercial accommodation provider, qualifying club	\$447.31

(iii)

9. Stormwater Rates

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the purpose of funding operations and maintenance, plus improvements and loan charges on the stormwater drainage network as follows:

A uniform targeted rate on the capital value of all rateable land in the Waipukurau and Waipawa Stormwater Catchment Areas.

(iv)

For the 2018/19 year, this rate will be 0.14052 cents per dollar (including GST).

8. Kerbside Recycling Rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the Council's collection of household recyclables for Waipukurau and Waipawa on each separately used or inhabited part of a rating unit to which the Council provides the service.

For the 2018/19 year, this rate will be \$69.01 (including GST).

9. Refuse Collection Rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the collection of household and commercial refuse for Otane, Onga Onga, Takapau, Tikokino, Waipukurau, Waipawa, Porangahau, Te Paerahi, Blackhead Beach, Kairakau, Mangakuri, Aramoana and Pourerere Beach on each separately used or inhabited part of a rating unit to which the Council provides the service.

For the 2018/19 year, this rate will be \$15.16 (including GST).

10. Te Aute Drainage Rate

Te Aute Drainage rates are set on all rateable area of rateable property within the designated area subject to a graduated scale for the purpose of funding the operations, loan charges and the repayment of loans for the Te Aute Drainage Scheme area.

The amount required and the classification is set by the Te Aute Drainage Committee.

Each hectare of land in each property is classified according to the susceptibility of that hectare to flooding as follows:

A (100 points), B (80 points), C (15 points), F (3 points), and G (0 points).

The total number of points is 73614. The total amount of funding required each year determines how much each of these points are worth. In this way, the total amount required is apportioned on a pro rata basis using the weightings on each hectare.

The total amount of funding required for 2018/19 is \$16,767

The amount per point is 23.433 cents including GST.

The Te Aute drainage scheme area is defined by reference to the classification list establishing the graduated scale.

Valuation Number	Hectares in each classification				Total Points	Amount
	A (100pts)	B (80pts)	C (15pts)	F (3pts)		
1092000300	0	11.3	8.15	31.63	1,121	\$255.33
1092000800	0	32.83	74.69	23.42	3,817	\$869.39
1092001001	77.96	39.78	50.27	51.27	11,886	\$2,707.26
1092001100	78.22	0	15.28	39.73	8,171	\$1,861.03
1092001107	0	0	10.00	61.44	334	\$76.15
1092001400	0	0	0	14.16	42	\$9.57
1092001600	0	0	0	10.12	30	\$6.83
1092001700	38.74	51.06	36.24	45.12	8,638	\$1,967.47
1092002100	188.81	0	0	23.93	18,953	\$4,316.91
1092002300	125.04	9.34	21.59	29.25	13,663	\$3,111.96
1092002900	0	0	0	0.81	2	\$0.46
1092003400	0	0	8.02	6.6	140	\$31.89
1092005800	0	18.63	0	4.93	1,505	\$342.79
1092006100	0	65.81	0	15.84	5,312	\$1,209.91
Total	508.77	228.75	224.24	358.25	73,614	\$16,767.00

Approach to Rating

Rates are set and assessed under the Local Government (Rating) Act 2002 on all rateable rating units on the value of the land and improvements as supplied by Quotable Value New Zealand Limited. The last revaluation was carried out effective from 1 July 2016.

The objectives of the council's rating policy is to:

- (i) spread the incidence of rates as fairly as possible
- (ii) be consistent in charging rates
- (iii) ensure all ratepayers pay their fair share for council services
- (iv) provide the income needed to meet the council's goals.

The Central Hawke's Bay District Council rating system provides for all user charges and other income to be taken into account first, with the rates providing the balance needed to meet the council's objectives.

Rating Base

The rating base will be the database determined by the contracted rating service provider. Because this database is constantly changing due to change of ownership, subdivision, regular revaluations, change of status from rateable to non-rateable (and reverse), the rating base is not described in detail in this policy.

Due Dates for Rate Payments

Pursuant to Section 24 of the Local Government (Rating) Act 2002, the following dates are proposed to apply for assessing the amount of each instalment of rates excluding metered water rates for the year 1 July 2018 to 30 June 2019. Each instalment will be assessed in four equal amounts, rounded.

Instalment number	Instalment Start Date	Last day of payment without additional charge	Penalty date
1	1 July 2018	20 August 2018	21 August 2018
2	1 October 2018	20 November 2018	21 November 2018
3	1 January 2019	20 February 2019	21 February 2019
4	1 April 2019	20 May 2019	21 May 2019

Due Dates for Metered Water Rates

Pursuant to Section 24 of the Local Government (Rating) Act 2002, the following dates are proposed to apply for assessing the amount of metered water rates for the year 1 July 2018 to 30 June 2019. The assessment is applied to water users after the first 300 cubic metres of water without additional charge has been used as part of the Water Supply Rate.

Area/Users	Water Meters read during	Last day of payment
High Users	Monthly	20th month following
Waipukurau Takapau	Sep-18	20-Oct-18
	Dec-18	20-Jan-19
	Mar-19	20-Apr-19
	Jun-19	20-Jul-19
Waipawa Otane Kairakau Porangahau/Te Paerahi	Aug-18	20-Sep-18
	Nov-18	20-Dec-18
	Feb-19	20-Mar-19
	May-19	20-Jun-19

Penalty Charges

(Additional Charges on Unpaid Rates)

Pursuant to Section 58(1)(a) of the Local Government (Rating) Act 2002, an additional charge of 10% will be added on the penalty date above, to all amounts remaining unpaid for each instalment excluding metered water rates.

Pursuant to Section 58(1)(b) of the Local Government (Rating) Act, a further additional charge of 10% will be added on 1 July 2019 to the amount of rates assessed in previous financial years and remaining unpaid as at 30 June 2018 (Section 58(1)(b)) excluding metered water rates.

COMPLIANCE

Significance	This matter is assessed as being critical to the financial management of the Council.
Options	<p>This report identifies and assesses the following reasonably practicable options for addressing the matter:</p> <ol style="list-style-type: none"> 1. Pursuant to Section 23(1) of the Local Government (Rating) Act 2002, the Central Hawke's Bay District Council resolves to set the rates, due dates and penalties regime for the 2018/19 year. 2. Council resolves to not set the rates, due dates and penalties regime for the 2018/19 year and to give Officers guidance on which amendments are needed and an amended timeframe related to setting of rates would be required.
Affected persons	The persons who are affected by or interested in this matter are the community of Central Hawke's Bay District Council.
Recommendation	This report recommends option 1 for addressing the matter.
Long-Term Plan / Annual Plan Implications	There are no implications on the Long Term Plan 2018-28
Significant Policy and Plan Inconsistencies	There are no inconsistencies with existing plans or policies.

EXECUTIVE SUMMARY

This report is the final step in the process of being able to set the rates for the 2018/19 year following the adoption of the Long Term Plan. The rates included in the report are part of the Funding Impact Statement that is included in the Long Term Plan for 2018/19.

BACKGROUND

Council is required to resolve to set the rates, due dates and penalties regime for the 2018/19 year. The rates required by Council to be able to meet the requirements of the purpose of Local

Government are part of the development of Long Term Plan and are set out within the Funding Impact Statement within the Long Term Plan. Following the adoption of the Long Term Plan, Council is required to set rates in accordance with Funding Impact Statement and Section 23 of Local Government (Rating) Act 2002.

SIGNIFICANCE AND ENGAGEMENT

In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as **critical** to the financial management of the Council.

OPTIONS

The following assessment relates to all options

- a) Financial and Resourcing Implications**
Setting of rates is key for the service provision and the financial management and funding of Council. Following the adoption of the LTP, this allows the Council to collect the rates required to deliver the service of Council for 2018/19. Not setting the rates would put Council at financial risk.
- b) Risk Analysis**
Setting of the rates is a requirement of the LGA and the Section 23 of Local Government (Rating) Act 2002. Council is required to set the rates in accordance with the Acts to ensure they are lawful and can be collected from ratepayers.
- c) Promotion or Achievement of Community Outcomes**
Rates funding allows the Council to deliver the services included in the LTP which are based on the Community Outcomes included in the plan.
- d) Statutory Responsibilities**
Council is required to set rates based on the first year of the Long Term Plan and in accordance with Section 23 of Local Government (Rating) Act 2002.
- e) Consistency with Policies and Plans**
The rates proposed to be set are consistent with the first year of the Long Term Plan 2018-28.
- f) Participation by Māori**
There are no specific implications for Māori regarding the setting of the rates.
- g) Community Views and Preferences**
The views of the community and preferences were considered as part of the special consultative process run as part of the Long Term Plan process.

Option 1

Pursuant to Section 23(1) of the Local Government (Rating) Act 2002, the Central Hawke's Bay District Council resolves to set the rates, due dates and penalties regime for the 2018/19 year.

Option 2

Council resolves to not set the rates, due dates and penalties regime for the 2018/19 year and to give Officers guidance on which amendments are needed and an amended timeframe related to setting of rates would be required.

NEXT STEPS

Following the setting of Rates, Council Officers will strike the rates within the Council rating system and following 1st July, the first rates assessment will be sent to ratepayers.

Recommended Option

This report recommends option 1 for addressing the matter.

9.5 LOCAL ALCOHOL POLICY UPDATE

File Number: COU1-1400

Author: Gina McGrath, Customer Experience Lead

Authoriser: Monique Davidson, Chief Executive

Attachments: Nil

PURPOSE

The Central Hawke's Bay District Council has a Provisional Local Alcohol Policy (PLAP) in place. This report provides you with an update on our progress to finalise the policy so it the District Licensing Committee (DLC) can consider it in its decision-making process.

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.

SIGNIFICANCE AND ENGAGEMENT

This report is provided for information purposes only and has been assessed as being of some importance.

DISCUSSION

Local Alcohol Policies (LAPs) allow local authorities, in consultation with their community, to put in place a set of decisions that must be considered by DLCs in granting licenses. By having one in place, it allows communities to place rules and restrictions on licensing in their district, including limiting locations, density of adding additional conditions.

In practice, the process for putting a LAP in place can be complex and challenging as there are a number of parties who have an interest in the outcome.

A Provisional Local Alcohol Policy (PLAP) is in place in Central Hawke's Bay. We are working through the final steps in the process to have the policy finalised so that the DLC can consider it when they make decisions about alcohol licensing applications.

Background

In August 2015, the Central Hawke's Bay District Council published its Provisional Local Alcohol Policy (PLAP). Foodstuffs North Island Limited (Appellant) appealed element 2.4.4 of the Policy, which read:

1. *From the date this LAP comes into force, and in accordance with the Central Hawke's Bay District Council - District Plan, establishment of licensed premises within the residential zone is prohibited.*

The two parties negotiated further on this element, where Council accepted that element 2.4.4 was unreasonable. This was due to a number of factors, including inconsistency with:

- the object of the Sale and Supply of Alcohol Act 2012; and
- the District Plan (as the plan does not prohibit the establishment of licensed premises within residential zones).

Once agreement was reached, the two parties sought a consent order from the Alcohol Regulatory and Licensing Authority (ARLA) to give effect to the change. ARLA then issued appropriate consent order, directing Council to reconsider element 2.4.4 on 20 December 2017.

Council advised ARLA on 8 January 2018 that we had reconsidered the element and amended the PLAP by deletion of element 2.4.4. It was requested that ARLA consider the PLAP amended 'In Private' without requirement for an additional hearing.

Current status

ARLA has since advised that to consider the PLAP amended 'In Private' they need to be satisfied the Council has informed all those who made submissions on the original elements in its Draft Local Alcohol Policy:

- of the terms of the revised elements; and
- of their rights under s.205 (2)(d) of the Act.

Council has identified the relevant submissions. ARLA approved the draft letter to those submitters on Friday 18 May.

If no objections are raised, we expect it to take approximately 8 weeks for ARLA to confirm the PLAP as amended 'In Private'. When this occurs, the policy will be final and be available for use by the DLC in their decision-making.

FINANCIAL AND RESOURCING IMPLICATIONS

There are no financial and resourcing implications.

IMPLICATIONS ASSESSMENT

This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
- Any decisions made will help 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;
- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
- Any decisions made are consistent with the Council's plans and policies; and
- No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

NEXT STEPS

Council will now begin the process of notifying submitters of the proposed deletion. If no objections are raised, ARLA should approve the amended PLAP, which will allow the DLC to consider it during their decision-making process.

In our annual report to ARLA we intend to make a note of some of the complexities and challenges experienced during this process.

9.6 DISTRICT LICENSING COMMITTEE UPDATE

File Number: x
Author: Gina McGrath, Customer Experience Lead
Authoriser: Monique Davidson, Chief Executive
Attachments: Nil

PURPOSE

This report provides Council with an update on the activity of the District Licensing Committee (DLC), and trends that have been identified in licensing at this stage of the financial year.

RECOMMENDATION

That, having considered all matters raised in the report, the report be noted.

SIGNIFICANCE AND ENGAGEMENT

This report is provided for information purposes only and has been assessed as being of some importance.

DISCUSSION

This report provides Council with an update on the activity of the District Licensing Committee (DLC). It is a preliminary report on trends throughout the year, and provides information that will be included in the annual report for Alcohol Regulatory Licensing Authority (ARLA).

From 1 July 2017 – 28 February 2018 the DLC has processed 78 applications (of varying license type). For the same period in the 2016/2017 and 2015 /2016 financial year, the DLC had processed 100 and 90 applications respectively.

Trends

We have not noticed any significant change in the numbers of applications or application types that we have received this financial year. However, within categories there are some notable trends:

- There has been a decrease in new manager's applications, but an increase in manager's renewals. There has been an increase in the total amount of manager's applications compared to last year, although not significantly. We think that this is indicative of those currently holding certificates remaining in the area, as well as an increase in new residents who hold licences from other territorial authorities but have to renew them with CHBDC.
- Less licensed premises have been sold in the District, which has led to a decrease in temporary authority applications. Seven premises changed hands last financial year, compared with only one to date in this financial year.
- Special licence applications have remained at similar levels compared to last year; however, there has been a decrease in small events and an increase in large events. This is because our smaller events are growing in size.

There has been a recent increase in Manager's applying for renewal after their certificate has expired, despite reminder letters being sent one month before the expiry date. Once a certificate expires, it cannot be renewed and an applicant must go through the full process. While responsibility for renewal of certificates sits with the individuals or businesses that hold them, Council will consider if there is a more effective process to communicate expiry dates.

Improvements

Public notices

While Council is currently meeting its obligations under the Act regarding public notices (which requires public notices be published in a local newspaper and a timeframe is put in place for any objections to be raised), there are other ways that we could enhance this process to create more transparency.

The District Health Board (DHB) have recommended that public notices be posted on the Council website as well.

There is work currently underway to upgrade the Council website, and this will include adding additional capability to do more online. This will include the ability to place public notices on the website as well as decisions of the DLC. The expected go live for the website is September/October 2018.

Customer Centric Approach

We have been trialling a more joined-up customer centric approach for our licensing applications. When a customer first initiates contact, as part of the process staff are identifying if they will also need to apply for a license or consent from another part of Council. If they do, staff are organised a group meeting with the applicant where all relevant Council staff are present. This means that rather than the applicant needing to go to different departments and having to come to Council numerous times, they are instead getting the advice and support they need upfront in an accessible manner.

We have had great feedback regarding this innovation, as it is a smarter way to do things to produce improved results and providing a great customer service. We will be looking to embed this further over the coming months.

Local Alcohol Policy

A separate paper has been included in this agenda that provides a more detailed update on the local alcohol policy. In it, we note that the process to finalise the Provisional Local Alcohol Policy (PLAP) is in its final stages. We expect this process to be completed in approximately 8 weeks, although this is solely dependent on ARLA who is driving the timeline.

Once the policy is approved, the DLC will be able to use it in its decision-making process when considering applications.

The future

Central Hawke's Bay economic growth projections have provided some cause for optimism concerning future growth in the district. This includes increased population growth and localised pockets of high growth in the district.

We would expect that, if this growth does occur, there would be a corresponding change in demand for restaurant and similar establishments. This growth will be kept in mind as we identify and implement further improvements to ensure that we have the ability to meet any increase in demand.

In line with this potential increase in demand, we have recently warranted our Environmental Health Officer to undertake liquor licensing duties. This adds additional capacity, ensure appropriate cover is available over any period of leave, and will further improve our institutional knowledge in this area.

FINANCIAL AND RESOURCING IMPLICATIONS

There are no financial and resourcing implications relating to this report. This report is purely to provide information on DLC activity.

IMPLICATIONS ASSESSMENT

This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
- Any decisions made will help 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;
- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
- Any decisions made are consistent with the Council's plans and policies; and
- No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

NEXT STEPS

At the end of every financial year, we must provide an annual report to ARLA. The annual report is largely administrative. For the upcoming annual report, we intend to provide a more comprehensive response that also includes commentary on themes emerging and any emerging challenges. This will provide information that is more helpful to ARLA who can then use it to identify any common issues across territorial authorities that they may need to address.

9.7 QUARTERLY FINANCIAL REPORTING FOR MARCH 2018**File Number: COU1-1410****Author: Bronda Smith, Group Manager, Corporate Support and Services****Authoriser: Monique Davidson, Chief Executive****Attachments: 1. Quarterly Financial Reporting including reforecast to March 2018****PURPOSE**

Provide Council with a summary of Council's Third Quarter financial performance for the 2017/18 financial year.

RECOMMENDATION

That, having considered all matters raised in the report, the report on Council's Third Quarter financial performance for the 2017/18 financial year be noted.

SIGNIFICANCE AND ENGAGEMENT

This report is provided for information purposes only and has been assessed as being of some importance.

DISCUSSION

This report is to supply Council with a summary of the financial performance of Council and highlights the key financials for the Third Quarter for the year ended 30 June 2018.

The report contains a Financial Overview for Whole of Council and the Groups of Activities, Treasury Report and Rates Debt Information.

This Financial Report is for the 9 months to 31 March 2018. Overall the Surplus for Operational Funding is ahead \$718k which includes a revenue increase in Fees and Charges of \$480k, Finance Costs below budget by \$165k. Employment Costs are \$74k over budget due to unbudgeted costs and allocation of costs to employment that were budgeted as operational.

Officers have also completed a Reforecast for the Groups of Activities and these have been included as part of the Funding Impact Statements for each Group.

FINANCIAL AND RESOURCING IMPLICATIONS

Officers will continue to monitor and management the expenses of Council.

IMPLICATIONS ASSESSMENT

This report confirms that the matter concerned has no particular implications and has been dealt with in accordance with the Local Government Act 2002. Specifically:

- Council staff have delegated authority for any decisions made;
- Council staff have identified and assessed all reasonably practicable options for addressing the matter and considered the views and preferences of any interested or affected persons (including Māori), in proportion to the significance of the matter;
- Any decisions made will help 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;
- Unless stated above, any decisions made can be addressed through current funding under the Long-Term Plan and Annual Plan;
- Any decisions made are consistent with the Council's plans and policies; and

- No decisions have been made that would alter significantly the intended level of service provision for any significant activity undertaken by or on behalf of the Council, or would transfer the ownership or control of a strategic asset to or from the Council.

NEXT STEPS

Officers will continue to monitor and management the expenses of Council. Following the end of the financial year, Officers will bring an Interim Financial Report to the Finance and Planning Committee with anticipated outcome of the financial year.

APPENDICES

Central Hawke's Bay District Council - Whole of Council

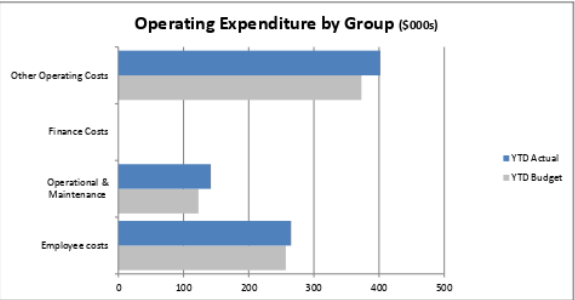
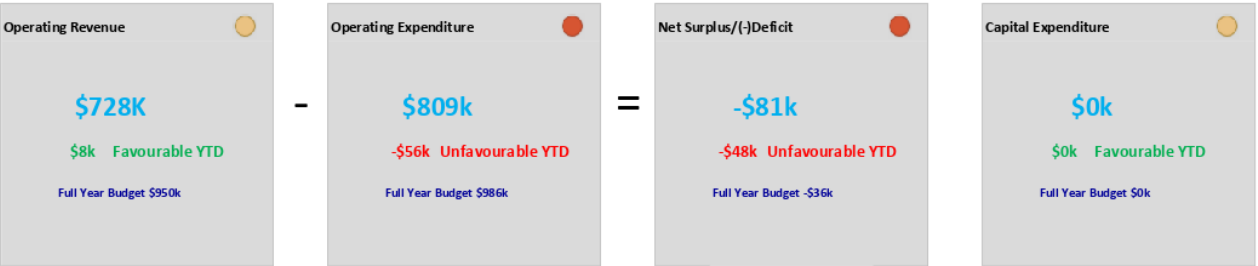




Central Hawke's Bay District Council: Funding impact statement 2017/18**Whole of Council****As at 31 March 2018**

	Full Year Actuals	Annual Plan	Total Operating Budget	YTD Operating Budget	YTD Actuals	YTD Variance	YTD Variance %
	2017 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000
Sources of operating funding							
General rates, uniform annual general charges and rates penalties	12,306	12,592	12,592	9,438	9,425	(13)	0%
Targeted rates	6,214	6,404	6,404	4,755	4,817	61	1%
Subsidies and grants for operating purposes	3,347	2,052	3,489	2,747	2,496	(252)	-9%
Fees, charges	2,740	2,252	2,252	1,728	2,208	480	28%
Interest and dividends from investments	173	162	162	122	113	(9)	-7%
Local authorities fuel tax, fines, infringement fees and other receipts	175	159	359	318	329	12	4%
Total operating funding	24,955	23,621	25,258	19,108	19,388	279	
Applications of operating funding							
Payments to staff and suppliers	17,340	15,670	18,440	14,244	13,971	274	2%
Finance costs	149	406	406	304	139	165	54%
Other operating funding applications	0	0	0	0	0	0	0%
Total applications of operating funding	17,489	16,076	18,846	14,548	14,110	439	
Surplus (deficit) of operating funding	7,466	7,545	6,412	4,560	5,278	718	
Sources of capital funding							
Subsidies and grants for capital expenditure	3,557	4,501	4,501	3,555	3,514	49	1%
Development and financial contributions	43	44	44	40	34	7	16%
Increase (decrease) in debt	(667)	66	942	66	0	(66)	-100%
Gross proceeds from sale of assets	75	48	48	36	96	60	167%
Lump sum contributions	0	0	0	0	0	0	0%
Total sources of capital funding	3,110	4,637	5,684	3,683	3,802	118	
Applications of capital funding							
Capital expenditure							
to meet additional demand	0	0	0	0	0	0	0%
to improve the level of service	3,921	1,260	2,222	1,128	706	422	37%
to replace existing assets	7,539	9,989	11,204	8,842	6,983	1,859	21%
Increase (decrease) in reserves	(284)	0	(2,263)	(1,942)	(2,057)	114	-6%
Increase (decrease) of investments	(600)	933	933	(293)	207	(500)	171%
Total application of capital funding	10,576	12,182	12,096	7,735	5,839	1,895	
Surplus (deficit) of capital funding	(7,466)	(7,545)	(6,412)	(4,052)	(2,037)	(1,777)	
Funding balance	0	0	0	508	3,241	(1,059)	

Community Leadership
As at 31 March 2018



Central Hawke's Bay District Council: Funding impact statement 2017/18
Community Leadership
As at 31 March 2018

	Full Year Actuals	Annual Plan	Total Operating Budget	YTD Operating Budget	YTD Actuals	YTD Variance	YTD Variance %	Full Year Forecast	Full Year Variance
	2017 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000
Sources of operating funding									
General rates, uniform annual general charges and rates penalties	874	888	888	666	672	7	1%	888	0
Targeted rates	26	27	27	20	20	0	0%	27	0
Subsidies and grants for operating purposes	36	25	35	35	36	1	3%	40	5
Fees, charges	40	0	0	0	0	0	0%	0	0
Interest and dividends from investments	0	0	0	0	0	0	0%	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0	0	0	0%	0	0
Total operating funding	976	940	950	721	728	8		955	5
Applications of operating funding									
Payments to staff and suppliers	1,071	703	734	564	609	(45)	8%	771	(37)
Finance costs	0	0	0	0	0	0	0%	0	0
Other operating funding applications	250	252	252	189	200	(11)	-6%	271	(19)
Total applications of operating funding	1,321	955	986	753	809	(56)		1,042	(56)
Surplus (deficit) of operating funding	(345)	(15)	(36)	(32)	(81)	(48)		(87)	(51)
Sources of capital funding									
Subsidies and grants for capital expenditure	0	0	0	0	0	0	0%	0	0
Development and financial contributions	0	0	0	0	0	0	0%	0	0
Increase (decrease) in debt	0	0	0	0	0	0	0%	0	0
Gross proceeds from sale of assets	0	0	0	0	0	0	0%	0	0
Lump sum contributions	0	0	0	0	0	0	0%	0	0
Total sources of capital funding	0	0	0	0	0	0		0	0
Applications of capital funding									
Capital expenditure									
to meet additional demand	0	0	0	0	0	0	0%	0	0
to improve the level of service	0	0	0	0	0	0	0%	0	0
to replace existing assets	17	0	0	0	0	0	0%	0	0
Increase (decrease) in reserves	(361)	(15)	(37)	(37)	(22)	(15)	41%	(88)	51
Increase (decrease) of investments	0	0	0	0	0	0	0%	0	0
Total application of capital funding	(344)	(15)	(37)	(37)	(22)	(15)		(88)	51
Surplus (deficit) of capital funding	344	15	37	37	22	15		88	(51)
Funding balance	(1)	0	1	5	(59)	(33)		1	0

Explanation of changes between Annual Plan and Total Operating Budget

Addition of both funding and expenditure for MYD Partnership not previously budgeted (\$10K)
Inclusion of the funding and expenditure for Tamatea Trails funded from ward funds by resolution of Council (\$21K).

Explanation of Variance to YTD Budget

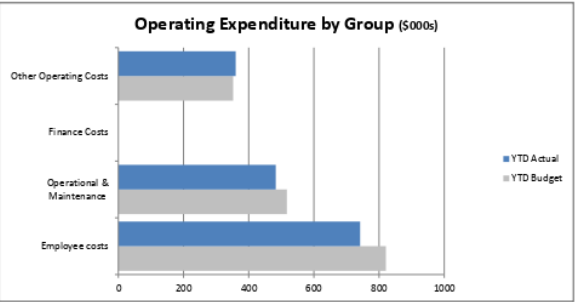
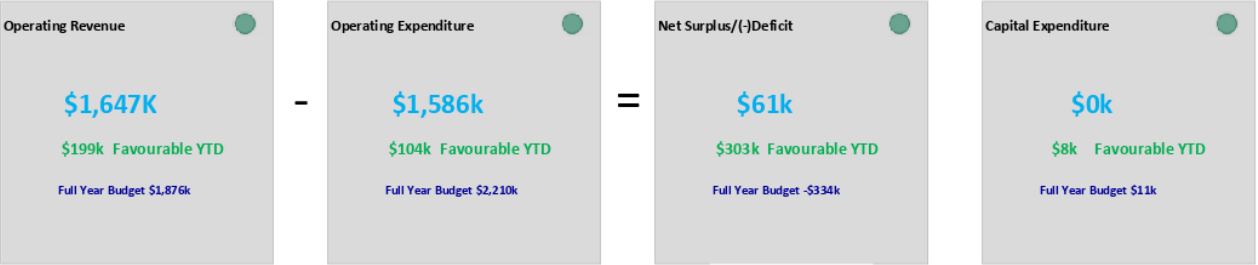
The Extra Expenditure compared to budget in Payment to Staff and Suppliers includes :
Social and Economic Development Staff and economic development costs are higher than budgeted \$30K

Full Year Forecast

Expenditure is expected to be overbudget by the end of the year due to extra costs in Social Development of \$30K offset by Grant Income of \$5K and increased costs for Council of \$7K.

It is anticipated this will be funded from the Surplus within Planning and Regulatory

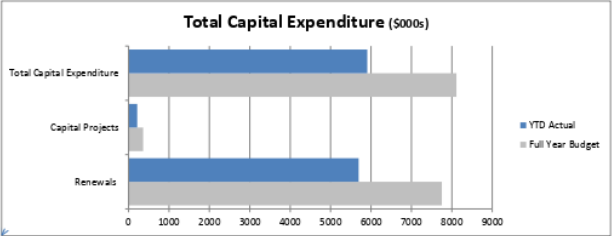
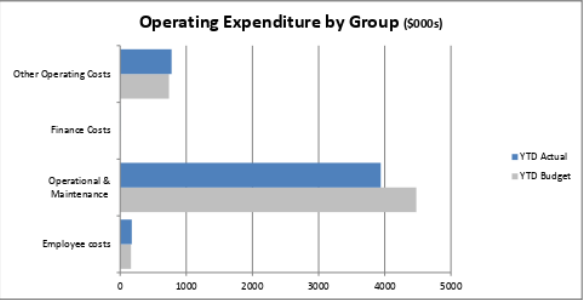
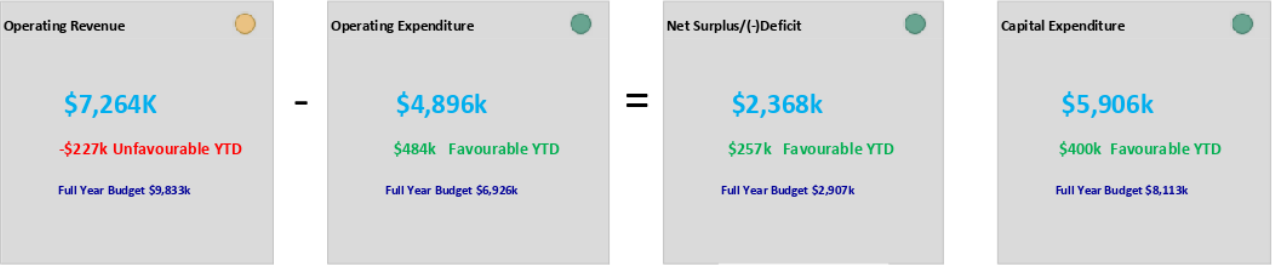
Planning and Regulatory
As at 31 March 2018



Central Hawke's Bay District Council: Funding impact statement 2017/18
Planning and Regulatory
As at 31 March 2018

	Full Year Actuals 2017 \$000	Annual Plan 2018 \$000	Total Operating Budget 2018 \$000	YTD Operating Budget 2018 \$000	YTD Actuals 2018 \$000	YTD Variance 2018 \$000	YTD Variance % 2018	Full Year Forecast 2018 \$000	Full Year Variance 2018 \$000	Explanation of changes between Annual Plan and Total Operating Budget
Sources of operating funding										
General rates, uniform annual general charges and rates penalties	1,167	1,171	1,171	878	883	5	1%	1,171	0	To account for the inclusion of the Carry Forwards approved by Council that will be spent this year (\$353k). Reduction in Civil Defence Costs (\$9k).
Targeted rates	0	0	0	0	0	0	0%	0	0	
Subsidies and grants for operating purposes	0	0	0	0	0	0	0%	0	0	Explanation of Variance to YTD Budget The Income for in Fees and Charges is above budget and includes: Building Control Fees \$144k Health Fees \$9k Land Use Fees \$34k Reduction in Dog Fees -\$9k
Fees, charges	855	695	695	559	755	196	35%	911	216	
Interest and dividends from investments	0	0	0	0	0	0	0%	0	0	Operating Expenditure The in Payment to Staff and Suppliers is lower than budgeted and includes: Under budget District Planning - which is timing of expenditure \$44k any underspend will be carried forward for finalisation of plan prior to draft. Fire Control Savings: \$52k which will be a permanent savings. Civil Defence Savings \$34k. Expected to be an overall savings of \$37k. Animal Control - expected to be on budget Public Health - expected to be on budget \$4k Over budget BC Legacy Costs issues unfavorable variance \$34k, BCA GoGet and processing extra costs \$69k recovered from Fees Land Use Costs \$2k. Outsourced consents at staff changeover, covered by increased income.
Local authorities fuel tax, fines, infringement fees and other receipts	15	10	10	10	9	(2)	-20%	10	0	
Total operating funding	2,037	1,876	1,876	1,447	1,647	199		2,092	216	
Applications of operating funding										
Payments to staff and suppliers	1,376	1,488	1,832	1,407	1,287	120	9%	1,793	39	Capital Expenditure Expected savings from Fire Control \$11k for the year.
Finance costs	0	0	0	0	0	0	0%	0	0	
Other operating funding applications	375	378	378	283	299	(16)	-6%	406	(28)	Full Year Forecast There is expected to be a Net Surplus in Planning and Regulatory due to the increase in Fees and Charges from Building Control and Resource Consents. It is anticipated funds of \$22k will be transferred to Recreation and Community Facilities to fund the over expenditure. It is anticipated funds of \$51k will be transferred to Community Leadership to fund the over expenditure.
Total applications of operating funding	1,751	1,866	2,210	1,690	1,586	104		2,199	11	
Surplus (deficit) of operating funding	286	10	(334)	(243)	61	303		(107)	227	
Sources of capital funding										
Subsidies and grants for capital expenditure	0	0	0	0	0	0	0%	0	0	
Development and financial contributions	0	0	0	0	0	0	0%	0	0	
Increase (decrease) in debt	0	0	0	0	0	0	0%	0	0	
Gross proceeds from sale of assets	0	0	0	0	0	0	0%	0	0	
Lump sum contributions	0	0	0	0	0	0	0%	0	0	
Total sources of capital funding	0	0	0	0	0	0		0	0	
Applications of capital funding										
Capital expenditure										
to meet additional demand	0	0	0	0	0	0	0%	0	0	
to improve the level of service	0	0	0	0	0	0	0%	0	0	
to replace existing assets	9	11	11	8	0	8	100%	0	11	
Increase (decrease) in reserves	277	0	(344)	(249)	(393)	144	-58%	(271)	(73)	
Increase (decrease) of investments	0	0	0	0	0	0	0%	0	0	
Total application of capital funding	286	11	(333)	(241)	(393)	152		(271)	(62)	
Surplus (deficit) of capital funding	(286)	(11)	333	241	393	(152)		271	62	
Funding balance	0	(1)	(1)	(2)	454	151		164	165	

Land Transport
As at 31 March 2018



Central Hawke's Bay District Council: Funding impact statement 2017/18
Land Transport
As at 31 March 2018

	Full Year Actuals	Annual Plan	Total Operating Budget	YTD Operating Budget	YTD Actuals	YTD Variance	YTD Variance %	Full Year Forecast	Full Year Variance
	2017 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000
Sources of operating funding									
General rates, uniform annual general charges and rates penalties	6,254	6,231	6,231	4,673	4,682	9	0%	6,231	0
Targeted rates	49	50	50	37	37	0	0%	50	0
Subsidies and grants for operating purposes	3,238	1,969	3,395	2,664	2,408	(256)	-10%	3,395	0
Fees, charges	19	15	15	11	18	7	64%	15	0
Interest and dividends from investments	0	0	0	0	0	0	0%	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	139	142	142	106	119	13	12%	142	0
Total operating funding	9,699	8,407	9,833	7,491	7,264	(227)		9,833	0
Applications of operating funding									
Payments to staff and suppliers	5,617	3,730	5,951	4,649	4,124	525	11%	5,951	0
Finance costs	7	3	3	2	2	0	0%	3	0
Other operating funding applications	964	972	972	729	770	(41)	-6%	1,045	(73)
Total applications of operating funding	6,588	4,705	6,926	5,380	4,896	484		6,999	(73)
Surplus (deficit) of operating funding	3,111	3,702	2,907	2,111	2,368	257		2,834	(73)
Sources of capital funding									
Subsidies and grants for capital expenditure	3,366	4,501	4,672	3,565	3,614	49	1%	4,672	0
Development and financial contributions	8	3	3	2	1	(2)	-100%	3	0
Increase (decrease) in debt	(63)	(47)	(47)	(35)	(35)	0	0%	(47)	0
Gross proceeds from sale of assets	6	0	0	0	80	80	0%	0	0
Lump sum contributions	0	0	0	0	0	0	0%	0	0
Total sources of capital funding	3,317	4,457	4,628	3,532	3,660	127		4,628	0
Applications of capital funding									
Capital expenditure									
to meet additional demand	0	0	0	0	0	0	0%	0	0
to improve the level of service	312	299	360	270	212	58	21%	360	0
to replace existing assets	5,770	7,657	7,753	6,036	5,694	342	6%	7,753	0
Increase (decrease) in reserves	346	203	(578)	(734)	(781)	47	-6%	(578)	0
Increase (decrease) of investments	0	0	0	0	0	0	0%	0	0
Total application of capital funding	6,428	8,159	7,535	5,572	5,125	447		7,535	0
Surplus (deficit) of capital funding	(3,111)	(3,702)	(2,907)	(2,040)	(1,465)	(320)		(2,907)	0
Funding balance	0	0	0	71	903	(63)		(73)	(73)

Explanation of changes between Annual Plan and Total Operating Budget

Changes between Annual Plan and Total Operating Budget include:
 Increase in Subsidies from NZTA for Storm Event \$1.149m
 Increase in Subsidies from NZTA to account for the agreed Carry Forward expenses \$158k
 Movement in Subsidies from NZTA from Capital to Operational for renewal overheads \$106k, claimed under Operational Costs.
 Movement from Capital to Operational approved by NZTA of \$1.075m for the following
 Removal of Dangerous Trees not able to be capitalised \$300k
 Increase in Asset Management Costs against Annual Plan as Annual Plan was based on NZTA requirements \$350k
 Increase in operational contract rates \$425k
 Movement from Capital to Operational for Footpath Maintenance \$125k
 Increase in Opex for the storm event \$567k
 Increase in Capex Expenditure for the storm event \$1.117m
 Increase in Opex for Carry forward Expenses as agreed with NZTA \$264k
 Increase in Footpath Renewals from Carry Forwards as agreed by council \$50k
 Increase in Carpark Renewals from Carry Forwards for High Street carpark \$24k.

Explanation of Variance to YTD Budget

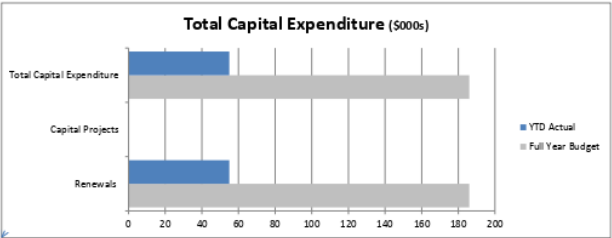
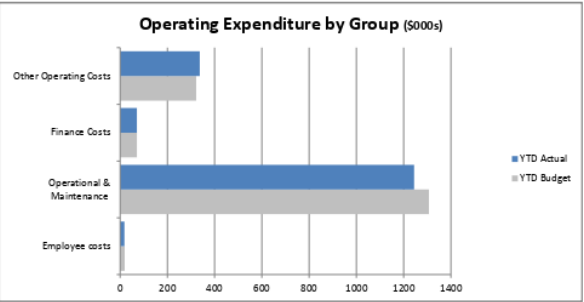
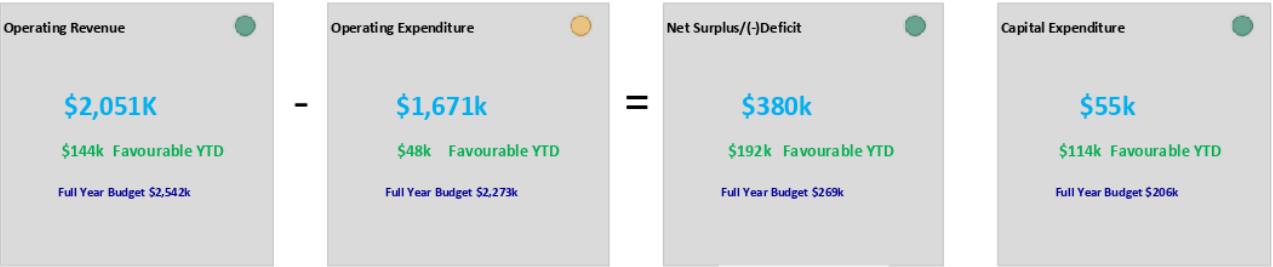
The overall variance of the subsidy is phasing of the budgets and the timing of expenditure. This is expected to be on budget for the year.

The other variances are based on timing differences. At present this is expected to be on budget.

Full Year Forecast

The expected to be a net deficit of \$73k due to increase in overheads allocation.

Solid Waste
As at 31 March 2018



Central Hawke's Bay District Council: Funding impact statement 2017/18**Solid Waste****As at 31 March 2018**

	Full Year Actuals	Annual Plan	Total Operating Budget	YTD Operating Budget	YTD Actuals	YTD Variance	YTD Variance %	Full Year Forecast	Full Year Variance
	2017 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000
Sources of operating funding									
General rates, uniform annual general charges and rates penalties	1,215	1,312	1,312	984	989	5	1%	1,312	0
Targeted rates	235	239	239	180	180	0	0%	239	0
Subsidies and grants for operating purposes	51	43	43	32	39	7	22%	43	0
Fees, charges	1,081	948	948	711	843	132	19%	1,176	228
Interest and dividends from investments	0	0	0	0	0	0	0%	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0	0	0	0%	0	0
Total operating funding	2,582	2,542	2,542	1,907	2,051	144		2,770	228
Applications of operating funding									
Payments to staff and suppliers	1,755	1,878	1,889	1,431	1,371	60	4%	1,790	99
Finance costs	101	95	95	71	71	0	0%	95	0
Other operating funding applications	287	289	289	217	229	(12)	-6%	311	(22)
Total applications of operating funding	2,143	2,262	2,273	1,719	1,671	48		2,196	77
Surplus (deficit) of operating funding	439	280	269	188	380	192		574	305
Sources of capital funding									
Subsidies and grants for capital expenditure	0	0	0	0	0	0	0%	0	0
Development and financial contributions	0	0	0	0	0	0	0%	0	0
Increase (decrease) in debt	(92)	(97)	(77)	(73)	(73)	0	0%	(77)	0
Gross proceeds from sale of assets	0	0	0	0	0	0	0%	0	0
Lump sum contributions	0	0	0	0	0	0	0%	0	0
Total sources of capital funding	(92)	(97)	(77)	(73)	(73)	0		(77)	0
Applications of capital funding									
Capital expenditure									
to meet additional demand	0	0	0	0	0	0	0%	0	0
to improve the level of service	0	0	20	0	0	0	0%	20	0
to replace existing assets	44	96	186	170	55	114	67%	139	47
Increase (decrease) in reserves	305	87	(14)	(100)	(100)	0	0%	33	(47)
Increase (decrease) of investments	0	0	0	0	0	0	0%	0	0
Total application of capital funding	349	183	192	70	(45)	114		192	0
Surplus (deficit) of capital funding	(441)	(280)	(269)	(143)	(28)	(114)		(269)	0
Funding balance	(2)	0	0	45	352	78		305	305

Explanation of changes between Annual Plan and Total Operating Budget
Changes between Annual Plan and Operation Budget are to account for the inclusion of the Carry Forwards approved by Council that will be spent this year (\$100k).

Explanation of Variance to YTD Budget**Operating Income**

Income for Solid Waste is over budget in Fees and Charges by Extra Out of District Income (\$100k)
Additional Transfer Station Income (\$20k)

Overall it is expected that the Fees and Charges will be over budget by \$132k for the year.

Operating Expenditure

The Payment to Staff and Suppliers is below and includes:
Additional costs related to increased landfill income (\$30k)
Offset by timing of other expenses.
It is expected that there will be a small carry forward.

Capital Expenditure

The is currently an underspend by \$114k.

As shown in the project breakdown, this includes money to be spent on landfill capping and transfer station and closed dump minor renewals. Design work has started for the Leachate Irrigation.

At present there may be \$27K underspend in Landfill for the year however this will be known after discussion with contractors and availability. This may be used to cover design costs for the Leachate Irrigation.

Full Year Forecast

Solid Waste is expected to have a net Surplus due to the increase in revenue from Out of District Fees and Charges.

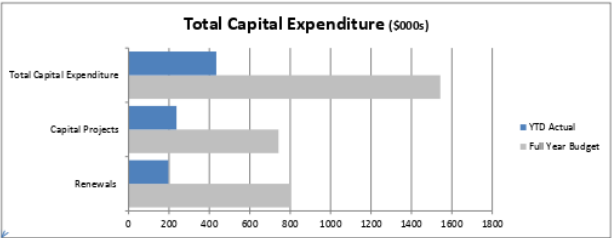
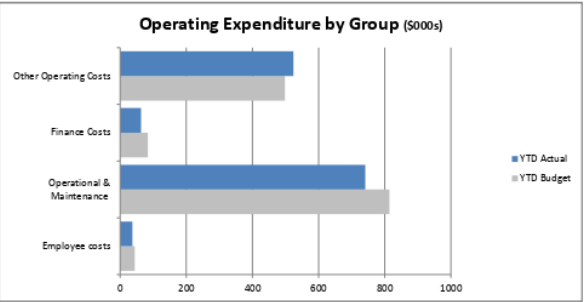
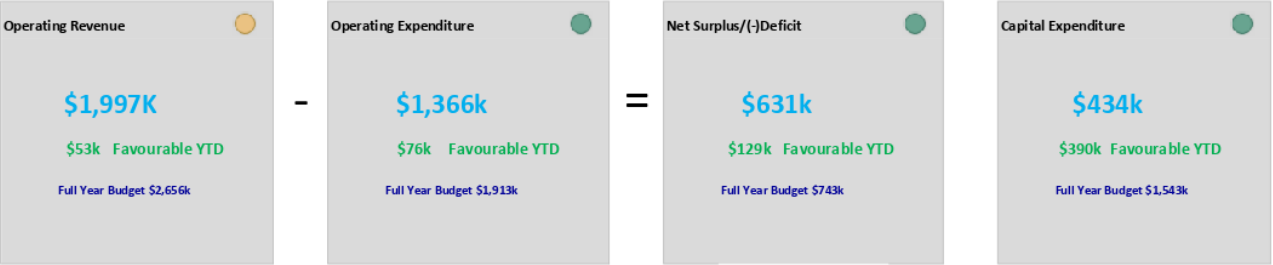
It is anticipated this will be carried forward.

Central Hawke's Bay District Council: Project Update 2017/18**Solid Waste****At 31 March 2018**

Project	LTP Project Budget	Reforecast Budget	Total Cost to Date	This Year Actual	Forecast for June 30 2018	Under/ (Over) By Year End	Status	Comments or Risks
	\$000	\$000	2018 \$000	2018 \$000				
SW 18 Landfill Leachate Disposal	0	20	0	0	20	(20)	●	This is budgeted for 2018/19, but some design costs are likely to be in this financial year.
SW 18 Closed Dump Minor Renewals	26	35	8	8	13	22	●	Carry forward of \$3k for closed dump renewals from 2016/17. To do bore recondition and resource consents.
SW 18 Landfill Minor Renewals	26	78	19	19	53	25	●	Carry forward of \$52k for capping. At present there may be \$25K underspend in Landfill however this will be known after discussion with contractors and availability about the capping process.
SW 18 Litter Bins Minor Renewals	5	5	6	6	6	(1)	●	Completed
SW 18 Recycling Minor Renewals	6	17	13	13	17	0	●	Carry forwards of \$11k. To divide drop off centre containers
SW 18 Transfer Station Minor Renewals	26	49	10	10	29	20	●	Carry forward of \$23k for minor renewals. To do Fencing and Sealing work, but contractor is not able to complete this work by year end.
Total	90	205	55	55	138	47		

Loan Funding	(20)	●	Achieved
Rates Funding	67	●	On track
Total	47	●	May not be met
		●	Deferred

Water Supplies
As at 31 March 2018



Central Hawke's Bay District Council: Funding impact statement 2017/18
Water Supplies
As at 31 March 2018

	Full Year Actuals 2017 \$000	Annual Plan 2018 \$000	Total Operating Budget 2018 \$000	YTD Operating Budget 2018 \$000	YTD Actuals 2018 \$000	YTD Variance 2018 \$000	YTD Variance % 2018 \$000	Full Year Forecast 2018 \$000	Full Year Variance 2018 \$000
Sources of operating funding									
General rates, uniform annual general charges and rates penalties	0	0	0	0	0	0	0%	0	0
Targeted rates	2,619	2,656	2,656	1,945	1,995	51	3%	2,721	65
Subsidies and grants for operating purposes	0	0	0	0	0	0	0%	0	0
Fees, charges	2	0	0	0	2	2	0%	0	0
Interest and dividends from investments	0	0	0	0	0	0	0%	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0	0	0	0%	0	0
Total operating funding	2,621	2,656	2,656	1,945	1,997	53		2,721	65
Applications of operating funding									
Payments to staff and suppliers	1,137	1,180	1,212	914	836	79	9%	1,141	71
Finance costs	99	112	112	84	63	22	26%	112	0
Other operating funding applications	584	589	589	442	467	(25)	-6%	633	(44)
Total applications of operating funding	1,820	1,881	1,913	1,440	1,366	76		1,886	27
Surplus (deficit) of operating funding	801	775	743	505	631	129		835	92
Sources of capital funding									
Subsidies and grants for capital expenditure	291	0	0	0	0	0	0%	0	0
Development and financial contributions	16	5	5	4	43	39	975%	5	0
Increase (decrease) in debt	(252)	(234)	483	(175)	(165)	10	-6%	483	0
Gross proceeds from sale of assets	0	0	0	0	0	0	0%	0	0
Lump sum contributions	0	0	0	0	0	0	0%	0	0
Total sources of capital funding	55	(229)	488	(171)	(122)	49		488	0
Applications of capital funding									
Capital expenditure									
to meet additional demand	0	0	0	0	0	0	0%	0	0
to improve the level of service	400	0	742	189	237	(49)	-26%	476	266
to replace existing assets	126	590	801	636	197	439	69%	504	297
Increase (decrease) in reserves	329	(45)	(313)	(226)	(243)	17	-8%	250	(563)
Increase (decrease) of investments	0	0	0	0	0	0	0%	0	0
Total application of capital funding	855	545	1,230	599	191	407		1,230	0
Surplus (deficit) of capital funding	(800)	(774)	(742)	(770)	(313)	(358)		(742)	0
Funding balance	1	1	1	(265)	318	(229)		93	92

Explanation of changes between Annual Plan and Total Operating Budget
Changes between Annual Plan and Operation Budget are to account for the inclusion of the Carry Forwards approved by Council that will be spent this year \$242k.
Additional capital costs and debt for the Otane development project \$155K and Waipukurau second supply \$150k.

Explanation of Variance to YTD Budget

Operating Income
Income is higher in Targeted Rates than budget due to increased revenue for Water Metered Rates \$65K

Operating Expenditure
Expenditure is lower than budget in Payment to Staff and Suppliers is mostly based on timing differences. This is expected to be slightly under budget for the full year. \$71K

Capital Expenditure
The Spend in Capital Expenditure is below budget by \$778K.

Details of the capital projects is on the Project sheet.

In total it is expected that a carry forward from Renewals of \$177k and \$274k for SH2 Pump will be added to the carry forward from last year for Porangahau of \$215.

The loan for the Second Water Supply will be drawn down based on actual expenditure prior to the year of the financial year.

Full Year Forecast

There is expected to be a Net Surplus of \$92K for this year and will be carried forward to 2018/19

Central Hawke's Bay District Council: Project Update 2017/18

Water Supply

At 31 March 2018

Project	LTP Project Budget	Reforecast Budget	Total Cost to Date	This Year Actual	Forecast for June 30 2018	Under/ (Over) By Year End	Status	Comments or Risks
	\$000	\$000	2018 \$000	2018 \$000				
WS 16 Waipukurau UV Treatment SH2	326	461	363	185	478	(17)	●	Reforecast budget based on carry forward and development contributions used to fund 2016/17 work. This project will be finished by the end of the financial year and is estimated to be \$17k over budget, possibly funded by renewal money.
WS 17 Waipukurau SH2 Pump Station Upgrade	308	308	34	34	34	274	●	Design work completed. Land purchase has been agreed. Lifting of reserve status is still to be completed. The transformer will need to be replaced - another unplanned delay and cost. No further expenditure is expected this current financial year and the balance of the funds will be carried forward. A full review of project is required before tendering work.
WS 17 Porangahau Treatment Plant Upgrade	0	220	5	0	5	215	●	This project was funded from carry forwards from the prior year. It will be deferred until year 2 of the LTP. The \$215k will remain in carry forwards
WS 18 Waipukurau Second Supply	410	150	0	6	20	130	●	Loan brought forward of \$150K. Investigative work for Second Supply is continuing. Work to identify drilling location has progressed positively with potential site identified. It is anticipated that more of the investigation work will be completed this year than originally estimated.
WS 18 Otane Land Development		155	13	13	155	0	●	Loan approved for \$142k will be reduced based on extra development contributions of \$12k received to \$130k. Expected to be completed by the end of the financial year.
WS 18 Waipukurau Peel St Water Main Replacement		213	0	0	213	0	●	The Peel Street project has been extended to include work on Northumberland Street water main. This has increased the project cost from \$63k to \$212k. It is expected to be completed by the end of the year.
District renewals as required	647	435	192	186	258	177	●	Identified work to be completed includes Porritt Place and Pah Road, Porangahau. The amount to be carried forward is expected to be \$177k, down because additional money has been allocated to the Peel Street project. The Porritt Place project costing \$57k of the total \$177k will be carried forward, as it will commence once contractors have completed other projects.
Total	1,690	1,941	607	424	1,163	778		

Capital Expenditure In Work In Progress For

Previous Years

182

Carry Forward for Porangahau not added to Total

Operating Budget

215

Agreed to Total Operating Budget 2018

1,544

Loan Funding 481

Rates Funding 297

Total 778

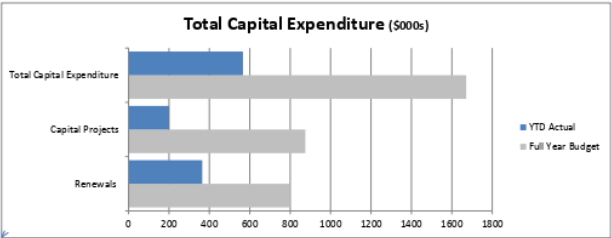
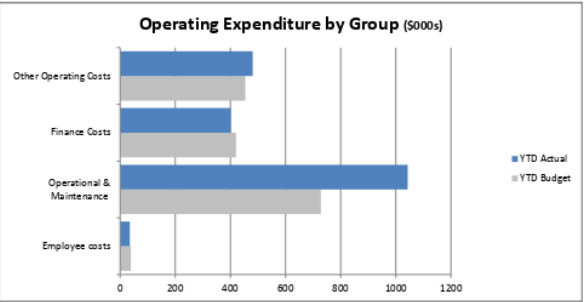
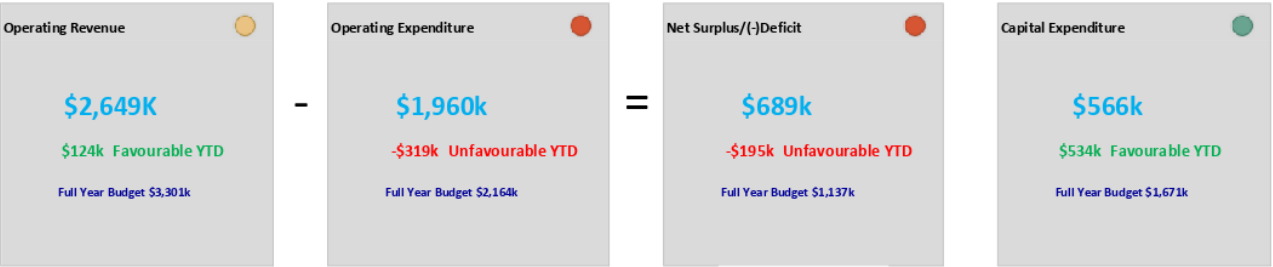
● Achieved

● On track

● May not be met

● Deferred

Wastewater
As at 31 March 2018



Central Hawke's Bay District Council: Funding impact statement 2017/18
Wastewater
As at 31 March 2018

	Full Year Actuals 2017 \$000	Annual Plan 2018 \$000	Total Operating Budget 2018 \$000	YTD Operating Budget 2018 \$000	YTD Actuals 2018 \$000	YTD Variance 2018 \$000	YTD Variance % 2018 \$000	Full Year Forecast 2018 \$000	Full Year Variance 2018 \$000
Sources of operating funding									
General rates, uniform annual general charges and rates penalties	0	0	0	0	0	0	0%	0	0
Targeted rates	2,813	2,944	2,944	2,208	2,216	8	0%	2,944	0
Subsidies and grants for operating purposes	0	0	0	0	0	0	0%	0	0
Fees, charges	266	157	157	117	233	116	99%	327	170
Interest and dividends from investments	0	0	0	0	0	0	0%	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	200	200	200	0	0%	200	0
Total operating funding	3,079	3,101	3,301	2,525	2,649	124		3,471	170
Applications of operating funding									
Payments to staff and suppliers	1,155	1,116	1,116	856	1,173	(317)	-37%	1,493	(377)
Finance costs	503	560	560	420	401	19	5%	560	0
Other operating funding applications	483	488	488	366	386	(21)	-6%	524	(36)
Total applications of operating funding	2,141	2,164	2,164	1,642	1,960	(319)		2,577	(413)
Surplus (deficit) of operating funding	938	937	1,137	883	689	(195)		894	(243)
Sources of capital funding									
Subsidies and grants for capital expenditure	0	0	0	0	0	0	0%	0	0
Development and financial contributions	19	10	10	8	46	39	488%	10	0
Increase (decrease) in debt	1,380	348	487	(291)	(282)	9	-3%	487	0
Gross proceeds from sale of assets	0	0	0	0	0	0	0%	0	0
Lump sum contributions	0	0	0	0	0	0	0%	0	0
Total sources of capital funding	1,399	358	497	(283)	(236)	48		497	0
Applications of capital funding									
Capital expenditure									
to meet additional demand	0	0	0	0	0	0	0%	0	0
to improve the level of service	1,986	736	875	500	201	299	60%	875	0
to replace existing assets	590	548	796	600	365	235	39%	1,014	(218)
Increase (decrease) in reserves	(240)	10	(37)	73	73	0	0%	(37)	0
Increase (decrease) of investments	0	0	0	0	0	0	0%	0	0
Total application of capital funding	2,336	1,294	1,634	1,173	639	534		1,852	(218)
Surplus (deficit) of capital funding	(937)	(936)	(1,137)	(1,456)	(875)	(486)		(1,355)	(218)
Funding balance	1	1	0	(573)	(186)	(681)		(461)	(461)

Explanation of changes between Annual Plan and Total Operating Budget

Changes between Annual Plan and Operation Budget are

Debt Change

Increase in Debt funding

Otane Development \$80k

Carry Forward Loan to 17/18 for Great North Road \$59k

Capital Expenditure

Inclusion of the Carry Forwards approved by Council that will be spent this year of \$127k.

Additional capital costs of \$200k for the Otane development

Carry Forward to 17/18 for Great North Road \$59k

Explanation of Variance to YTD Budget

Operating Funding

Income is higher in Fees and Charges due to increased trade waste income. \$170k.

Operating Expenditure

Payment to Staff and Suppliers is over budget and includes

Costs for the review of the Waipawa and Waipukurau Wastewater Extra

sampling charges for review

Extra operational charges for Waipukurau and for Waipawa

These are offset by savings as expenses are managed.

Capital Expenditure

Details of the Capital Projects is included in the Projects Update following.

Overall the Capital Expenditure will have a shortfall of \$218k for projects that are detailed on the Project Update.

It is recommended that this is monitored for the remainder of the financial year and the funding of the final excess/deficiency of budgets be recommend to Council as part of the Annual Report Interim Results.

Full Year Forecast

For the full year it is anticipated that additional Operating funding of \$243k will be required.

Overall the Capital Expenditure will have a shortfall of \$218k for projects that are detailed on the Project Update.

Central Hawke's Bay District Council: Project Update 2017/18

Wastewater

At 31 March 2018

Project	LTP Project Budget	Reforeca st Budget	Total Cost to Date	This Year Actual	Forecast for June 30 2018	Under/ (Over) By Year End	Status	Comments or Risks
	\$000	\$000	2018 \$000	2018 \$000				
Waste Water 16 Otane Resource Consent	0	176	154	59	154	22	●	Carry forward of \$80k previous years capital expenditure to finish the project. This is on track to be completed this year. There will be a loan saving of approximately \$22k
WW 18 Otane Treatment Plant Upgrade	841	841	32	32	50	791	●	Working on tender documents for Upgrade construction. The loan of \$630k and rate funding of \$161k will be carried forward.
WW 17 Waipawa Great North Road Upgrade	0	237	237	26	237	0	●	Completed
WW 17 Waipawa Great North Road Stage 2		120	0	0	0	120	●	This will be deferred. The loan funding of \$59K and \$61k of rates funding will be carried forward to complete the project next year.
WW 18 Takapau Resource Consent	105	105	24	24	24	81	●	Environmental assessment underway. Progressing with Regional Council who have indicated this will be reviewed in May. Based on this it is estimated that \$24k will be spent with the balance of \$81k loan funding to be carried forward.
WW 18 Otane Land Development	0	200	2	2	200	0	●	Likely to be completed by the end of the financial year.
WW 18 Waipukurau Stormwater Aeration Project	0	272	267	267	272	0	●	This project arose from the issues at the Waipukurau and Waipawa treatment plants. Work based on short term actions from the Review. Will be completed this year.
WW 18 Waipukurau Mt Herbert Landscaping	0	122	100	95	122	0	●	This is the final planting and fencing plus minor improvements for the completion of the Mt Herbert Pump Station completed last year. Will be completed this year
District Wide renewals	338	122	72	72	122	0	●	This includes some equipment purchases for the review (\$27k), Te Paerahi pump and other work as required
Total	1,285	2,195	888	577	1,181	1,014		

Less Previous Year Capital Expenditure in WIP

' WW 17 Waipawa Great North Road Upgrade

211

' Waste Water 16 Otane Resource Consent

95

Loan Funding

792

Rates Funding

222

Total

1014



Achieved



On track



May not be met



Deferred

Total Funding Requirement

1,889

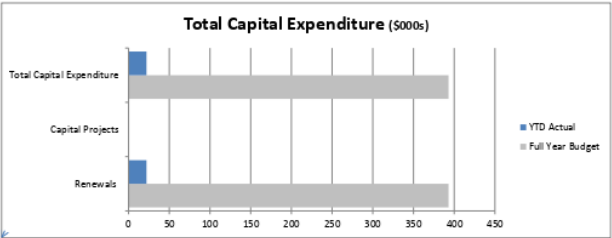
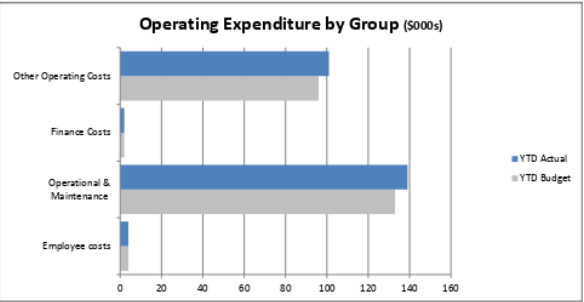
Capital Funding Available Total Operation Budget - FIS

1,671

Shortfall

218

Stormwater
As at 31 March 2018



Central Hawke's Bay District Council: Funding impact statement 2017/18
Stormwater
As at 31 March 2018

	Full Year Actuals 2017 \$000	Annual Plan 2018 \$000	Total Operating Budget 2018 \$000	YTD Operating Budget 2018 \$000	YTD Actuals 2018 \$000	YTD Variance 2018 \$000	YTD Variance % 2018 \$000	Full Year Forecast 2018 \$000	Full Year Variance 2018 \$000
Sources of operating funding									
General rates, uniform annual general charges and rates penalties	0	0	0	0	0	0	0%	0	0
Targeted rates	473	488	488	366	368	2	1%	488	0
Subsidies and grants for operating purposes	0	0	0	0	0	0	0%	0	0
Fees, charges	0	0	0	0	0	0	0%	0	0
Interest and dividends from investments	0	0	0	0	0	0	0%	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	0	0	0	0	0	0	0%	0	0
Total operating funding	473	488	488	366	368	2		488	0
Applications of operating funding									
Payments to staff and suppliers	82	163	192	155	162	(7)	-5%	222	(30)
Finance costs	3	3	3	2	2	0	0%	3	0
Other operating funding applications	103	104	104	78	82	(4)	-5%	112	(8)
Total applications of operating funding	188	270	299	235	246	(11)		337	(38)
Surplus (deficit) of operating funding	285	218	189	131	122	(9)		151	(38)
Sources of capital funding									
Subsidies and grants for capital expenditure	0	0	0	0	0	0	0%	0	0
Development and financial contributions	0	0	0	0	0	0	0%	0	0
Increase (decrease) in debt	(7)	(8)	(8)	(6)	(6)	0	0%	(8)	0
Gross proceeds from sale of assets	0	0	0	0	0	0	0%	0	0
Lump sum contributions	0	0	0	0	0	0	0%	0	0
Total sources of capital funding	(7)	(8)	(8)	(6)	(6)	0		(8)	0
Applications of capital funding									
Capital expenditure									
to meet additional demand	0	0	0	0	0	0	0%	0	0
to improve the level of service	0	0	0	0	0	0	0%	0	0
to replace existing assets	123	210	393	341	22	318	93%	123	270
Increase (decrease) in reserves	154	0	(212)	(212)	(212)	0	0%	20	(232)
Increase (decrease) of investments	0	0	0	0	0	0	0%	0	0
Total application of capital funding	277	210	181	129	(190)	318		143	38
Surplus (deficit) of capital funding	(284)	(218)	(189)	(135)	184	(318)		(151)	(38)
Funding balance	1	0	0	(4)	306	(327)		(0)	(0)

Explanation of changes between Annual Plan and Total Operating Budget
Changes between Annual Plan and Operation Budget are to account for the inclusion of the Carry Forwards approved by Council that will be spent this year \$212k.

Explanation of Variance to YTD Budget

Operating Expenditure

Payment to Staff and Suppliers above budget \$7k mainly due to investigative work in Waipukurau. This work is expected to exceed budget for the year \$10k.

Capital Expenditure

Capital Expenditure is under budget by \$187k.

Details of the projects is included on the Project Sheet.

Overall a carry forward of \$147k is a potential however this may change based on the outcome for the Nelson, Francis Drake, Ruataniwha, and Jellicoe Street projects.

Full Year Forecast

For the full year it is anticipated that additional Operating funding of \$38k will be required which will be funded from carry forward for Storm Water.

Central Hawke's Bay District Council: Project Update 2017/18

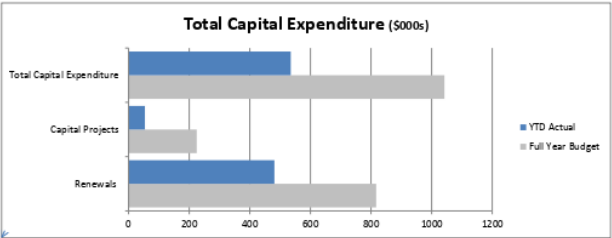
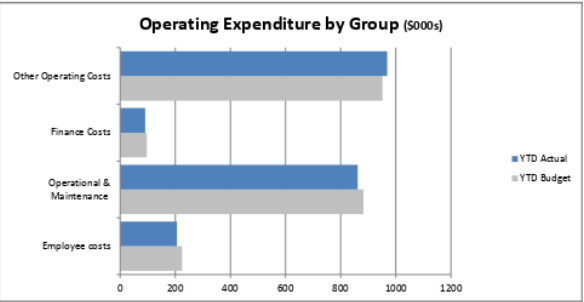
Stormwater

At 31 March 2018

Project	LTP Project Budget	Reforeca st Budget	Total Cost to Date	This Year Actual	Forecast for June 30 2018	Under/ (Over) By Year End	Status	Comments or Risks
	\$000	\$000	2018 \$000	2018 \$000				
ST 17 Waipukurau Reline Helicoil Pipe	0	83	0	0	83	0	●	There are now 4 areas in Waipukurau requiring work, once CCTV work has been completed: Ruataniwha, Nelson, Francis Drake and Jellicoe Streets. All work is on hold until enough information has been collected and the project costs and priorities have been determined. Any surplus funds will be carried forward to complete this work.
ST 17 Waipukurau Nelson Gaisford Catchment Pit	0	100	0	0	0	100	●	On hold pending further investigation on requirements, unlikely to be done this year.
ST 18 Waipukurau Francis Drake Street Upgrade	0	123	0	0	0	123	●	On hold pending further investigation on requirements, unlikely to be finished this year.
ST 18 District Minor Renewals	210	87	16	16	40	47	●	This will be allocated to two areas: Waipukurau projects identified above Resource consents requirements for Waipawa, which will be done once CCTV work is completed.
Total	210	393	16	16	123	270		

Loan Funding	0	●	Achieved
Rates Funding	270	●	On track
Total	270	●	May not be met
		●	Deferred

Recreation and Community Facilities
As at 31 March 2018



Central Hawke's Bay District Council: Funding impact statement 2017/18
Recreation and Community Facilities
As at 31 March 2018

	Full Year Actuals	Annual Plan	Total Operating Budget	YTD Operating Budget	YTD Actuals	YTD Variance	YTD Variance %	Full Year Forecast	Full Year Variance
	2017 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000	2018 \$000
Sources of operating funding									
General rates, uniform annual general charges and rates penalties	2,768	2,926	2,926	2,195	2,210	16	1%	2,926	0
Targeted rates	0	0	0	0	0	0	0%	0	0
Subsidies and grants for operating purposes	22	16	16	16	13	(2)	-13%	14	(2)
Fees, charges	478	438	438	330	356	26	8%	451	13
Interest and dividends from investments	0	0	0	0	0	0	0%	0	0
Local authorities fuel tax, fines, infringement fees and other receipts	17	5	5	0	0	0	0%	5	0
Total operating funding	3,285	3,385	3,385	2,541	2,579	40		3,397	12
Applications of operating funding									
Payments to staff and suppliers	2,021	2,070	2,082	1,720	1,678	42	2%	2,082	0
Finance costs	106	129	129	97	91	5	5%	129	0
Other operating funding applications	450	454	454	340	359	(19)	-6%	488	(34)
Total applications of operating funding	2,577	2,653	2,665	2,157	2,128	28		2,699	(34)
Surplus (deficit) of operating funding	708	732	720	384	451	68		698	(22)
Sources of capital funding									
Subsidies and grants for capital expenditure	0	0	0	0	0	0	0%	0	0
Development and financial contributions	2	4	4	3	2	(1)	-33%	4	0
Increase (decrease) in debt	629	104	104	(91)	(89)	2	-2%	104	0
Gross proceeds from sale of assets	0	0	0	0	0	0	0%	0	0
Lump sum contributions	0	0	0	0	0	0	0%	0	0
Total sources of capital funding	631	108	108	(88)	(87)	1		108	0
Applications of capital funding									
Capital expenditure									
to meet additional demand	0	0	0	0	0	0	0%	0	0
to improve the level of service	1,222	225	225	169	54	115	68%	225	0
to replace existing assets	627	572	817	702	481	220	31%	717	100
Increase (decrease) in reserves	(510)	44	(214)	(258)	(253)	(4)	2%	(136)	(78)
Increase (decrease) of investments	0	0	0	0	0	0	0%	0	0
Total application of capital funding	1,339	841	828	613	282	331		806	22
Surplus (deficit) of capital funding	(708)	(733)	(720)	(701)	(369)	(330)		(698)	(22)
Funding balance	0	(1)	0	(317)	82	(262)		(0)	(0)

Explanation of changes between Annual Plan and Total Operating Budget

Changes included in the Applications of Operating include transfer from reserves for funding a library report (\$16k). Changes included in Applications of Capital are to account for the inclusion of the Carry Forwards approved by Council that will be spent this year in Capital Expenditure (\$216k).

Transfer from retirement housing renewal fund to cover additional work that need to be completed (\$20k) - this will be replaced at year end with the activity surplus.

Explanation of Variance to YTD Budget

Operating Funding

Fees and charges income exceeds budget by \$26k, of which \$11k in district properties and \$7k from retirement housing will be a permanent increase.

Capital Expenditure

Details for Capital Expenditure is included on the Project sheet

Overall it is anticipated that there will be a Rates carry forward of \$93k and a loan carry forward of \$42k.

Full Year Forecast

For the full year it is anticipated that additional Operating funding of \$22k will be required which will be funded from the Net Surplus in Planning and Regulatory.

Central Hawke's Bay District Council: Project Update 2017/18**Recreation and Community Facilities**

At 31 March 2018

Activity	Project	LTP Project Budget \$000	Reforecast Budget \$000	Total Cost to Date 2018 \$000	This Year Actual 2018 \$000	Forecast for June 30 2018	Under/ (Over) By Year End	Status	Comments or Risks
Parks Reserves and Swimming Pools	Russell Park Projects	172	172	69	69	172	0	●	Work on the construction of an unsealed carpark, emergency parking and paths linking the turf to the AW Parsons Aquatic Centre are commencing on May 21. We expect to spend funds fully by 30 June.
	Cycle ways	52	53	0	0	53	0	●	This will be spent by year end in conjunction with Rotary River Pathways on Lindsay Bush Cycle Walkway Project.
	Waipawa Pool	61	86	70	70	96	(10)	●	Waipawa Pool carry forward (\$25k) tagged for pool improvements in the LTP. The majority of costs are associated the water blasting and preparation for painting. We expect to be \$10K ahead of budget at year end as part of the design works, but will be offset by capital in the 2018/19 year.
	Minor renewals	108	159	115	83	155	4	●	Minor renewals include Blackhead Camping Ground upgrade, Otane fence, and minor renewals. All work is completed with the exception of the Pourerere Reserve Land project which funds of \$4k are proposed to be carried over.
	Total	393	469	254	222	476	(6)		
Public Toilets	Minor Renewals	35	35	40	40	40	(5)	●	Over budget relating to unplanned expenses as part of Russell Park Toilet Development by \$5.7k. Overspend to be covered by District Renewals Halls and Theatres.
Retirement Housing	Minor Renewals	37	57	56	56	60	(3)	●	Depends on refurbishments required when tenants vacate. Funded from Retirement Housing Reserves.
Libraries	Minor Renewals	100	108	58	58	108	0	●	Carry forwards from 2016/17 (\$8) Book purchases on track. The balance of the budget (\$19k) will be spent on shelving and fittings
	CHB Municipal Theatre		75	3	0	3	72	●	Heating and cooling project carried forward from 2016/17. This is on hold based on scoping and assessment of the requirements. This is anticipated to be carried forward.
	Waipukurau Memorial Hall	11	41	30	30	35	6	●	Remaining proposed work includes the investigation into the stained ceiling tiles. It is not yet clear what additional work may be required after the investigation has been completed. We propose to carry forward any balance of funding.

Activity	Project	LTP Project Budget \$000	Reforecast Budget \$000	Total Cost to Date 2018 \$000	This Year Actual 2018 \$000	Forecast for June 30 2018	Under/ (Over) By Year End	Status	Comments or Risks
Theatres and Halls	Settlers Museum Painting	11	15	0	0	0	15	●	\$4k carried forward from 2016/17 for painting. The painting has been put on hold and will be carried forward if not used this year.
	Minor renewals	112	112	46	46	112	0	●	Minor renewals include the Civic Theatre Minor Renewals, District Minor Renewals, Municipal Theatre, minor renewals, and OngaOnga Hall water treatment. We proposed to carry over some \$33k of Civic Theatre Minor renewals and Municipal Theatre Renewals, to be implemented in the 2018/19 year.
	Total	134	243	79	76	150	93		
Cemeteries	Minor Renewals	28	41	29	24	41	0	●	Carry forwards to complete Otane and Pourerere Cemeteries (\$8k). Will spent this year.
Properties and Buildings	Council Chamber upgrade		56	5	0	56	0	●	Budget carried forward from 2016/17. Work will be completed by year end.
	Minor renewals	76	79	59	59	58	21	●	This budget includes Community Rooms Renewals, Community Admin Building Alarm Upgrade, Council Admin Minor Renewals, District Library minor renewals, District Minor Renewals, District St Johns Exterior Upgrade. \$21,258 to be carried over associated with Library work, all other funds fully expended by year end.
	Total	76	135	64	59	114	21		
Total		803	1088	580	534	989	100		

Capital Expenditure In Work In Progress For Previous Years

46

Agreed to Total Operating Budget 2018

1042

Loan Funding

0

Rates Funding

100

Total

100



Achieved



On track



May not be met



Deferred

Treasury Report

As at 31 March 2018

Cash and Cash Investment Balance

	Full Year Actuals 2016/17 \$000	Total Annual Plan Budget 2017/18 \$000	YTD Actual \$000	YTD Variance \$000
Cash and Cash Equivalents	2,453	2,896	3,436	540
Bonds and Stock	2,180	4,415	2,315	(2,100)
Total	4,633	7,311	5,751	(1,560)

We continue to retain liquid cash to meet operational and capital spending requirements for the near future.

Debt Position

	Full Year Actuals 2016/17 \$000	Total Annual Plan Budget 2017/18 \$000	YTD Actual \$000	YTD Variance \$000
Secured Loans - Less than 12 months	2,043	705	694	(11)
Secured Loans - Greater than 12 months	729	5,024	2,244	(2,779)
Total	2,772	5,729	2,939	(2,790)





Borrowing continues to be kept to a minimum as we manage our short and long term cash facilities.

Finance Costs

	Full Year Actuals 2016/17 \$000	Total Annual Plan Budget 2017/18 \$000	YTD Actual \$000	YTD Variance \$000
Finance Costs	149	406	139	(266)

Below budget due to low borrowings.

Compliance with Liability Management Policy

Item	Limit	Actual	Policy
External term debt + committed bank facilities + unencumbered cash/cash equivalents to existing external debt	>130%	347%	
Net Interest on External Debt / Total Revenue	<10%	0.11%	
Net Interest on External Debt / Annual Rates Income	<20%	0.18%	
Total debt per head of population	\$2,000	\$221	

Council is within policy in all areas.

Reserve Funds

Special Funds	Full Year Actuals 2016/17 \$000	YTD Actual \$000	Movement YTD \$000
Reserves held for Emergency Purposes	3,258	3,258	0
Reserves held for Future Asset Purchases	2,089	2,240	152
Reserves held for Future Operational Purposes	770	752	(17)
Reserves held for Other Funds	47	47	0
Total	6,162	6,297	134

Within the Reserves held for Future Asset Purchases Funds, the following YTD Balances are:

Capital Projects Fund (\$79,970)

Ruahine Ward \$630,198

Ruataniwha Ward \$81,173

Aramoana Ward \$227,763

Reserves held for Future Asset Purchases

Funding for the Tamatea Trails (\$21k) has been transferred to activities.

Net funding for the purchase of a vehicle (\$7k) has been transferred from Land Transport Vehicle Reserve.

Recovery from the Wastewater warranty has been received \$200k

Funding for Retirement Housing has been transferred (\$20k)

Reserves held for Future Operational Purposes

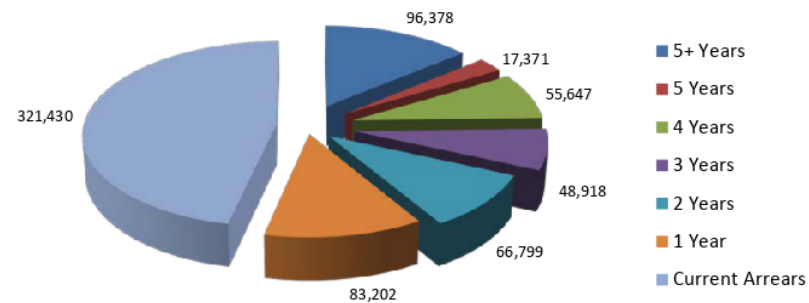
External review of the future direction of the Library (\$17k)

Central Hawke's Bay District Council Rates Debt Information At 31 March 2018

	Jun-17	Mar-18	Movement
5+ Years	111,361	96,378	-14,983
5 Years	21,596	17,371	-4,225
4 Years	68,147	55,647	-12,500
3 Years	62,062	48,918	-13,144
2 Years	87,058	66,799	-20,259
1 Year	355,559	83,202	-272,357
Current Arrears	0	321,430	321,430
Total	705,783	689,745	-16,038

There are total rates arrears outstanding of \$689,745 across all years, of which \$321,430 (46.6%) relates to the current 2017-18 year. The Rates department actively manage the current debt to ensure ratepayers clear these arrears by the coming June 2018. The balance of the outstanding amount, \$368,315 (53.4%), has been formally acknowledged in our debt management system with details of how these are managed shown in the next chart.

Rates Balances as at 31 March 2018



	Jun-17	Mar-18	Movement
With Bank	130,003	1,472	-128,531
With Baycorp	126,661	65,161	-61,500
Under Arrangement	72,177	62,935	-9,242
Remaining Arrears	127,108	19,649	-107,459
Maori Land	249,834	219,051	-30,783
Total	705,783	368,268	-337,515

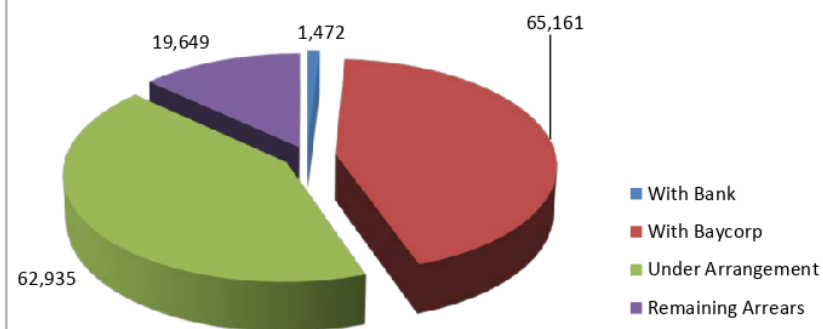
Since 1 July 2017 the previous year's rates arrears amount has reduced by \$337,515.

Other Rates Information

Rates emailed to ratepayers 14% (12% Jun 17)

Ratepayers on direct debit 38% (39% Jun 17)

What are we doing about it? As at 31 March 2018



9.8 QUARTERLY ACTIVITY REPORTING - JANUARY TO MARCH 2018**File Number:** ANN1-202**Author:** Lizz Jenkins, Governance and Support Officer**Authoriser:** Bronda Smith, Group Manager, Corporate Support and Services**Attachments:** 1. Quarterly Activity Reports**PURPOSE**

Provide Council with a summary of Council's quarterly activity reporting for the period of 1 January to 31 March 2018.

RECOMMENDATION

That the quarterly activity reporting from 1 January to 31 March 2018 be received.

BACKGROUND / PREVIOUS COUNCIL DECISIONS

This report is to supply Council with a summary of Council activities for the quarter from 1 January – 31 March 2018.

These reports will be reviewed in the future to ensure they align with aspirations of elected members and must appropriately report to our community on progress against performance measures.

SIGNIFICANCE AND ENGAGEMENT

This report is provided for information purposes only and has been assessed as being of some importance.

ASSESSMENT OF OPTIONS**Option 1**

THAT the quarterly reporting from 1 January to 31 March 2018 be received.

STATUTORY IMPLICATIONS

The recommendation meets all statutory requirements as set out in the Local Government Act 2002 Amendment 2012.

STRATEGIC LINKS

- LTP 2015/2025

Central Hawke's Bay District Council				Quarterly Report: January - March 2018
<p>1. Leadership, Governance and Consultation</p> <p>Performance measures intended to be reported in the Annual Report.</p> <p>The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.</p>				
Level of Service	What will we deliver?	How will we measure our success?	Target 2015/2025	Achieved level of service
Advocate on local, regional and national issues for the Central Hawke's Bay District	Advocacy on appropriate Central Hawke's Bay Community issues	Number of formal submissions to Central Government, Local Government NZ and similar advocacy institutions	5 submissions	2 made during the quarter 3 submissions made year to date.
Develop Policy and make decisions for the benefit of the Central Hawke's Bay Community	Council and Committee meetings	Number of annual meetings	16	<p>Council meetings were held on 8 February and 22 February.</p> <p>Community Development Committee - 8 February.</p> <p>Environment and Regulatory Committee - 22 March.</p> <p>Finance and Planning Committee - 8 February and 22 March.</p> <p>Risk and Audit Committee - 8 February and 22 March.</p> <p>29 meetings held year to date.</p>

Communicate and consult with the Central Hawke's Bay Community on key issues	Statements of Proposal requiring consultation using Special Consultative Procedures to be made available on the Council website, at Council libraries and offices, and to be discussed in public meetings	Meet statutory requirements	100% compliance	Public Consultation was undertaken for the Long Term Plan 2018-28 and the Revenue and Financing Policy in conjunction with the Long Term Plan.
Meet Local Government Act 2002 statutory reporting requirements	Production of Annual Plans, Annual Reports and Long Term Plans	Meet statutory deadlines	100% compliance	No statutory deadlines in this quarter

Key achievements / activities for the last quarter

Focus this quarter has remained on the Long Term Plan 2018-2028 with a particular emphasis on consultation and engagement.

With the new government, effort continues in building enduring relationships that will support Central Hawke's Bay's economic, environmental and social wellbeing.

What did we say we would do in the last quarter

Long Term Plan 2018-2028

Our key focus for the next quarter

Finalisation of Long Term Plan 2018-2028 including hearings, deliberations and adoption of the Long Term Plan.

Work begins on preparation for Audit with regards to the Annual Report 2017-2018

Central Hawke's Bay District Council			Quarterly Report: 1 January 2018 - 31 March 2018	
2. Economic and Social Development				
Performance measures intended to be reported in the Annual Report.				
The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.				
Level of Service	What will we deliver?	How will we measure our success?	Target 2015/2025	Achieved level of service
CHB Promotions fulfils its contract obligations	Funding for CHB Promotions	Contractual objectives are met including: <ul style="list-style-type: none">• Linking activities with HB Tourism Regional Strategy• Increase visitor spend annually• Running three successful events annually• Increase the availability of visitor information	Activities are aligned to the HB Tourism Regional Strategy Increase in the annually reported visitor spend Three successful events held over Spring, Christmas and Easter Information is available in five different mediums additional to the information centre	Met with Tourism HB and a meeting was facilitated on Tourism opportunities for Central Hawkes Bay. Preparations for the Little Easy were underway for Good Friday, with the completion of the Spring Fling and Christmas events in the Second quarter.
Community Development projects completed	Oversight of project	Project plan milestones including: <ul style="list-style-type: none">• Implement the Central Hawke's Bay Economic Development Strategy• Implement the Positive Ageing Strategy• Implement the Youth Strategy for Central Hawke's Bay	Milestones meet	Progress to date: *Central Hawke's Bay Economic Development Strategy will be developed in the 2018/19 year. * Positive Ageing Strategy has been incorporated as an Action Plan within the Community Wellbeing Strategy and is being implemented. * Youth Strategy has been incorporated as an Action

		<ul style="list-style-type: none">Developing the Council / Taiwhenua relationship		Plan within the Community Wellbeing Strategy and is being implemented.
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Key achievements / activities for the last quarter

The Hawke's Bay Tools for the Teenage Years resource has been completed and the regional launch was hosted by Central Hawke's Bay District Council in Waipawa on Wednesday 24th January 2018. Due to the high standard of this resource, the Health Promotion Agency who funded Central Hawke's Bay District Council for this project, have indicated they would like to use this resource as a national template for other communities to utilise. Distribution of the resource to whanau in CHB has occurred.

Coordination of the successful Community Splash Out Day which was held at Nellie Jull Park in Waipawa on Friday 26th January. This council led event was a gesture of goodwill to the community after the Waipawa & District Centennial Memorial baths were temporarily closed to the public for the summer swimming season of 2017/18.

The Safer CHB Reaccreditation application was completed and submitted to the Safe Communities Foundation of New Zealand (SCFNZ) for assessing. The application of the Safe Community model in Central Hawke's Bay was assessed against 6 criteria, using individual reviewer assessments, reviewer feedback collation of strength and weakness and a reviewer teleconference. SCFNZ and the review team were extremely impressed with the effort put into producing the application and the ongoing commitment of coalition member organisations. At the community visit, which is scheduled for Tuesday 17th April the Safer CHB coalition will showcase some of their community programmes, demonstrating how they fit within the wider context of the Safe Community, the priority area they address, the evidence for the programme operating, sustainability and future directions.

Community Wellbeing Strategy - The Safer CHB Action Plan, Youth Action Plan, Positive Ageing Action and Disability Action Plan associated with the CHB Community Wellbeing Strategy have now been adopted by council.

Held a Tourism meeting facilitated by Annie Dundas of Tourism Hawke's Bay on Tourism opportunities for the District and Region.

What did we say we would do in the last quarter

Complete and submit final Safer CHB Reaccreditation application to SCFNZ

Plan for Safer CHB reaccreditation ceremony

Complete the four action plans associated with the Community Wellbeing Strategy

Establish Community Reference Group

Our key focus for the next quarter

Community Reference Group - invitations and draft MOU to partners. Inaugural meeting is scheduled for 10th July 2018.

Finalising operational contracts with Tourism Hawke's Bay, Epic Ministries and Central Hawke's Bay Promotions.

Central Hawke's Bay District Council				Quarterly Report: January - March 2018
3. District Planning Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.				
Level of Service	What will we deliver?	How will we measure our success?	Target 2015/2025	Achieved level of service
Full review of the District Plan	District Plan reviewed within required timeframes	Milestones met to complete new plan for notification	New plan notified in 2016/17	Progress to date: The review of the Urban and Rural Environment Zones were completed in November 2017 and March 2018 respectively. The Urban and Rural Zones are the first two major sections of the Plan to be reviewed. Work is now progressing on the review of the Coastal and Subdivision Chapters of the Plan. In addition, the Remaining Chapters of the Plan are also being addressed by staff.
Ongoing monitoring of the Plan	Compliance Effectiveness of revised Plan Updates for new issues	Modifications, updates carried out as required	Modifications, updates carried out as required	Target relevant after District Plan review notified and adopted by Council.
	Certify management plans	Certification of management plans	Within 20 working days	N/A

Tukituki Catchment Proposal (RWSS)		provided within approved timeframes		
	Participation in and or contribution to advisory boards/ groups	Participation in preparation of additional management plans	All milestones met	N/A
	Compliance with consent conditions	Monitoring against the consent conditions	Conditions monitored and reported on commencement of the building of the RWSS	N/A

Key achievements / activities for the last quarter

During the period of the reporting quarter the following activities have been achieved;

- A) Review of the Rural Environment Zone of the Plan was completed and presented to the DP Subcommittee on March 28th. This body of work is the second zone to be reviewed as part of the District Plan Review and includes the following specific activities;
- a) review and assessment of the provisions of the Rural Zone in the Operative District Plan;
 - b) rationalisation of the Township Zone in the Operative District Plan to better reflect the surrounding zone (resulting in a decision to provide separately for Rural and Coastal Townships);
 - c) engagement of Land Vision Ltd to assess the District's versatile and productive soil resources and provide recommendations relating to the introduction of new zones in the Rural Environment to reflect these findings;
 - d) engagement of Kessel's Ecology to assess the District's natural heritage and provide recommendations relating to the introduction of a new Natural Heritage chapter in the Plan to reflect these findings, also includes engagement of John Cheyne to provide local expert input;
 - e) Formulation of a new Rural Zone (Plains Production Zone,) determining defensible boundaries for the new zone and mapping of the boundaries;
 - f) Formulation of a new Rural Zone(Rural Production Zone,) determining defensible boundaries for the new zone and mapping of boundaries;
 - g) Formulation of a new Rural Zone (Rural Lifestyle Zone,) determining defensible boundaries for the new zone and mapping of boundaries;
 - h) Field trip for Subcommittee members to view LUC Classes 1 -7 on Tikokino Road rural property (J Greer).
 - i) Formulation of new rules and performance standards for Rural Townships (Otane, Tikokino, Takapau, Ongaonga and Porangahau).
 - j) Rationalisation of existing Rural Zone to create new chapters including a Coastal Zone, Natural Heritage Zone and Landscape Chapter;
 - k) Review and integration of Marshall Day Acoustic Report on Noise Standards in the Plan, including consultation with representatives of the Waipukurau Aerodrome.
 - l) Peer Review of the Proposed new Rural Zones and Rural Townships
 - m) Commissioning of John Hudson Associates to provide a second expert opinion on District wide Landscape Values and character;
 - n) Review of Cultural Chapters
 - o) Work also commenced on the review of the Coastal and Subdivision Chapters of the Plan during this period.

What did we say we would do in the last quarter

- Commence and complete the Rural Environment Review of the Plan.
- Commence the Coastal and Subdivision Chapters Review.

Our key focus for the next quarter

Completion of the Coastal and Subdivision Chapters of the Plan by 30th May 2018.

Continue with the review of the Remaining Chapters of the Plan, due August 2018.

Central Hawke's Bay District Council				Quarterly Report: January - March 2018
4. Land Use and Subdivision Consents Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.				
Level of Service	What will we deliver?	How will we measure our success?	Target 2015/2025	Achieved level of service
Legislative timeframes and other requirements are fulfilled	Processing of planning and resource consents	Completion of resource consents and other development applications within statutory timeframes	100% compliance with statutory timeframes	25 resource consents processed this quarter. 73 resource consents processed year to date. 56% of resource consents processed within timeframes this quarter. 85.3% of resource consents processed within timeframes year to date. Type of consents processed this quarter. 14 subdivision 5 relocation 6 other
Planning complaints are responded to efficiently and effectively in a manner that is fair to all parties	Response rate to complaints	Response times to complaints	All complaints responded to within 10 working days	0 complaints received during the quarter 4 complaints received year to date 100% of complaints responded to within 10 working days year to date

Key achievements / activities for the last quarter

James Minehan commenced his role as the Senior Planner in January and has been coming up to speed with Council processes and the District Plan.

Alison Francis commenced her role as Customer and Consents Lead as of March.

Identification of a number of projects that require attention within the resource consent team, to be rolled out over the course of 2018.

What did we say we would do in the last quarter

Reviewing processes and procedures for Resource Consenting and general enquiries.

Our key focus for the next quarter

The following key projects will be started:

- Planners charging their time and creating invoices for applications.
- Improvements to resource consent templates
- Improvements to application forms
- improving resource consent statutory time frames, aiming for 100% within time.

Central Hawke's Bay District Council			Quarterly Report: January - March 2018	
5. Building Control				
Performance measures intended to be reported in the Annual Report.				
The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.				
Level of Service	What will we deliver?	How will we measure our success?	Target 2015/2025	Achieved level of service
Process PIMs, LIMs, CCCs and building consents in an efficient and timely manner	Processing of PIMs, LIMs, CCCs and building consents	All of PIMs, LIMs, CCCs and building consents issued within statutory timeframes	100% compliance with statutory timeframes	100% of PIMs issued within statutory timeframes for the quarter 100% of PIMs issued within statutory timeframes year to date 100% of LIMs issued within statutory timeframes for the quarter 100% of LIMs issued within statutory timeframes year to date 89.29% of CCCs issued within statutory timeframes for the quarter 94.50% of CCCs issued within statutory timeframes year to date 98.70% of building consents issued within statutory timeframes for the quarter 98.60% of building consents issued within statutory timeframes year to date

Ensure the safety of buildings through the BWOFF regime	Monitor buildings for which the BWOFF regime applies	Advice to owners (or their agents) of BWOFF liability issues	Advise within one month of BWOFF expiry of non compliance	0 owners advised of non compliance of BWOFF this quarter 0 owners advised of non compliance of BWOFF year to date
Carry out building inspections in a compliant manner	Site inspections of buildings	Audit of inspection records against the inspection regime	95% compliance	35 audits of inspection records carried out this quarter 100% compliance against inspection regime this quarter 83 audits of inspection records carried out year to date 100% compliance against inspection regime year to date
Provide advice and education on building matters	Respond to building enquiries and provision of relevant information through Council's website and offices	Customer satisfaction survey (annual survey of building consent applicants)	90% satisfaction	88% satisfaction level achieved in the annual survey

Comments	<p>Customer survey undertaken in 2017, no new figures to report on.</p> <p>Consents that have not been processed within time were processed by consultant BCO.</p> <p>Increase in number of consents has been able to be managed by increase in staff within team.</p>																																																										
	<p>Building Consents Processed:</p> <p>77 this quarter. 210 year to date.</p> <p>\$6,881,500 value of consents this quarter.</p> <p>\$21,849,301 value of consents year to date.</p> <p>Comparison with same period last year:</p> <p>55 this quarter. 55 year to date.</p> <p>\$NA value of consents this quarter.</p> <p>\$NA value of consents year to date.</p> <table> <tr> <th>Type of consent</th><th>Quantity</th></tr> <tr> <td>New (& prebuilt) House, Unit, Bach, Crib</td><td>10</td></tr> <tr> <td>New Hostels – Other eg barracks</td><td>0</td></tr> <tr> <td>New Kindergartens and Playcentres</td><td>0</td></tr> <tr> <td>New Shops</td><td>0</td></tr> <tr> <td>New Warehouses</td><td>0</td></tr> <tr> <td>New Farm Buildings – Other</td><td>4</td></tr> <tr> <td>New Other Buildings</td><td>0</td></tr> <tr> <td>New Multi-purpose Bldg - Other</td><td>0</td></tr> <tr> <td>Dwelling – Alterations and additions</td><td>22</td></tr> <tr> <td>Domestic Fireplaces</td><td>16</td></tr> <tr> <td>Resited Home</td><td>8</td></tr> <tr> <td>Domestic only – garages</td><td>5</td></tr> <tr> <td>Domestic only – carports</td><td>3</td></tr> <tr> <td>Domestic re-roofing</td><td>1</td></tr> <tr> <td>Conservatories</td><td>0</td></tr> <tr> <td>Other outbuildings eg shed, workshop</td><td>2</td></tr> <tr> <td>Education Buildings – alterations and additions</td><td>0</td></tr> <tr> <td>Shops, restaurants – alterations and additions</td><td>0</td></tr> <tr> <td>Alterations and additions – office/admin</td><td>0</td></tr> <tr> <td>Farm Buildings – alterations and additions</td><td>1</td></tr> <tr> <td>Other Buildings – alterations and additions</td><td>2</td></tr> <tr> <td>Multi-purpose building alterations and additions</td><td>0</td></tr> <tr> <td>Swimming Pools and Spa Pools</td><td>2</td></tr> <tr> <td>Reservoirs</td><td>0</td></tr> <tr> <td>Bulk Tanks / Silos</td><td>0</td></tr> <tr> <td>Retaining Walls</td><td>0</td></tr> <tr> <td>Fences</td><td>0</td></tr> <tr> <td>Other Construction eg signs, pergolas</td><td>1</td></tr> </table>	Type of consent	Quantity	New (& prebuilt) House, Unit, Bach, Crib	10	New Hostels – Other eg barracks	0	New Kindergartens and Playcentres	0	New Shops	0	New Warehouses	0	New Farm Buildings – Other	4	New Other Buildings	0	New Multi-purpose Bldg - Other	0	Dwelling – Alterations and additions	22	Domestic Fireplaces	16	Resited Home	8	Domestic only – garages	5	Domestic only – carports	3	Domestic re-roofing	1	Conservatories	0	Other outbuildings eg shed, workshop	2	Education Buildings – alterations and additions	0	Shops, restaurants – alterations and additions	0	Alterations and additions – office/admin	0	Farm Buildings – alterations and additions	1	Other Buildings – alterations and additions	2	Multi-purpose building alterations and additions	0	Swimming Pools and Spa Pools	2	Reservoirs	0	Bulk Tanks / Silos	0	Retaining Walls	0	Fences	0	Other Construction eg signs, pergolas	1
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	Total for month	77
	47 historical CCC's processed during the quarter	
	87 historical CCC's processed year to date	
	300 historical CCC's outstanding	

Key achievements / activities for the last quarter

Employment of Sam Hayward into the role of BCO, all roles now filled.
 Ben Swinburne passed his competency assessment in January.
 Ongoing review of BCA Quality Management Sytem underway in preparation for November accreditation
 Research on GoShift and other systems, agreed that we would not be implementing an online BCA system until early 20190

What did we say we would do in the last quarter

Continue review of BCA QMS and Technical Manuals
 Appointment of personel to current vacancies in BCA team
 Progressing implementation of GoShift to enable receipt of online applications for building consents
 Complete competency assessments for all BCA BCOs

Our key focus for the next quarter

Continue review of BCA QMS and Technical Manuals for accreditation in November
 Murray and Sam to undergo competency assessment in May
 Work with leadership team on preferred EDRMS supplier to help choose online consenting provider
 Currently processing 40% more consents than this time last year, continue to focus on staff training and wellbeing.

Central Hawke's Bay District Council				Quarterly Report: Jan- March 2018
6. Public Health Performance measures intended to be reported in the Annual Report. The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.				
Level of Service	What will we deliver?	How will we measure our success?	Target 2015/2025	Achieved level of service
Provide an assurance that premises supplying food and licensed premises selling/supplying liquor, meet required standards	Environmental health monitoring programme – safe food, sanitary standards, liquor licensing conditions	Annual inspection programme for compliance with Food Act 2014 and follow up procedures for non compliant premises	100% completion	20 environmental health inspections completed during the quarter 70 environmental health inspections completed year to date. 70% of environmental health inspections completed year to date. 16 liquor inspections completed during the quarter 28 liquor inspections completed year to date. 57% of liquor inspections completed year to date.
Provide advice on environmental health matters and respond to complaints	Requests for advice/investigations and responses to complaints	Responses to complaints	All complaints responded to within 5 working days	5 environmental health complaints and 0 liquor complaints received during the quarter 11 environmental health and 0 liquor complaints received year to date 100% of environmental health and 100% of liquor complaints responded to within 5 working days year to date

Key achievements / activities for the last quarter

The overarching focus for this and next FY is to ensure implementation of the Food Act continues smoothly. A number of iterative changes are being made by MPI, so our focus is to stay flexible and ensure we can provide the best advice for our customers to comply with new regulations.

We have approached all rest homes and elderly day cares in the area, and now they are all registered in our District (as per the new requirements).

The Annual Environmental Health Conference was held in March, which was attended by CHBDC. We continue to maintain a presence at the MPI Cluster meetings to ensure we are able to respond to any changes and/or provide feedback as necessary.

What did we say we would do in the last quarter

To continue providing an excellent customer service to our community and to ensure compliance with the new Food Act 2014 continues effortlessly.

Our key focus for the next quarter

We have increased our capacity for liquor licensing by giving our EHO the appropriate warrant. They will work closely with the Liquor Licensing Inspector over the next quarter to ensure they are across the relevant processes.

We will continue to focus on the implementation of the new Food Act requirements. Our focus will be to ensure schools and any other business who fall under the next transition sector deadline have been approached and made aware of their responsibilities under the Food Act. As part of this we will keep up to date with anything that comes our way from MPI in regards to our obligations under the Food Act.

We will also continue to, where possible, facilitate a one touch point meeting with customers to ensure consistent approaches.

Central Hawke's Bay District Council			Quarterly Report: Jan - March 2018	
7. Animal Control				
Performance measures intended to be reported in the Annual Report.				
The following performance targets have been set by Council to meaningfully assess the achievement of levels of service.				
Level of Service	What will we deliver?	How will we measure our success?	Target 2015/2025	Achieved level of service
Provide education and advice on dog control to the community	Education and advice to ensure owners of animals keep their pets registered and under control	Number of dogs registered	>95% of known dogs registered	99.25% of known dogs registered
Control of stock on roads and public places	By responding to stock on roads causing a hazard to traffic and managing roadside stock grazing	Response to all complaints and requests within 24 hours	100% response rate	21 complaints received during the quarter 48 complaints received year to date 100% of complaints and requests responded to within 24 hours year to date

	<p>39 dogs impounded this quarter</p> <p>39 dogs impounded year to date</p> <p>2 infringement notices issued this quarter</p> <p>2 infringement notices issued year to date</p>
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Key achievements / activities for the last quarter

Our new ACO came on board in early January. During this time, a key focus was building relationships with key stakeholders in the community, in particular: Police, SPCA staff, Vet Clinics, dog training club and a local professional dog walker. Training was organised with the Napier City Council Animal Services, and relationships have been built with the Horowhenua and Carterton animal control. Those connections have been used to obtain a wealth of information, including policies and procedures, that we are beginning to apply or identify as a base for future development.

The ACO has familiarised themselves with the CHB District area. A key focus has been building visibility with the community and maintaining a strong visual presence in the community. Callouts and complaints have been dealt with promptly, and the ACO has been working hard to mediate any issues between neighbours to ensure that the welfare of the dog is also kept in mind, as appropriate.

A rehoming policy has been developed for dogs that the SPCA decline to rehome but that the ACO assesses should be given the opportunity. An alternate pathway was developed and piloted, with a relationship built with HUHA to rehome a dog to a family in Wellington. The dog was assessed using best practice standards using resources from other Councils, was vaccinated & neutered (paid by the new owners) and the dog was delivered to the new owner in Wellington.

What did we say we would do in the last quarter

The key focus was for the new ACO to familiarise themselves with all aspects of the job, build key relationships, and build knowledge of needs of the community.

Our key focus for the next quarter

There are two major goals for the next quarter. The first is to continue to build visibility with the community. This will be done by continuing to grow registration numbers by identifying unregistered properties, develop and pilot a educational dog safety programme to children, identify long-term communications needs (i.e. regular updates in Keeping it Central, FB and on the newly developed website).

The second, in line with the key focus for compliance and monitoring, is to identify the policy, process and procedures that need to be developed and updated in line with a refreshed outlook for animal services.