



**I, Kitea Tipuna, Tumu Whakarae Chief Executive, hereby give notice that  
Finance, Assurance & Risk Committee Meeting will be held on:**

**Date:** Tuesday, 20 February 2024  
**Time:** 1:30 pm  
**Location:** Council Chamber, Wairoa District Council,  
Coronation Square, Wairoa

# **AGENDA**

## **Finance, Assurance & Risk Committee Meeting**

**20 February 2024**

**MEMBERSHIP:** His Worship the Mayor Craig Little, Cr Jeremy Harker, Cr Denise Eaglesome-Karekare, Mr Philip Jones, Cr Benita Cairns, Cr Melissa Kaimoana

The agenda and associated papers are also available on our website: [www.wairoadc.govt.nz](http://www.wairoadc.govt.nz)

For further information please contact us 06 838 7309 or by email [info@wairoadc.govt.nz](mailto:info@wairoadc.govt.nz)



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- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 CHAIRPERSON'S ANNOUNCEMENTS**
- 5 LATE ITEMS OF URGENT BUSINESS**
- 6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 15.1 requests to speak must be made to the Chief Executive Officer at least one clear day before the meeting; however this requirement may be waived by the Chairperson. Requests should also outline the matters that will be addressed by the speaker(s).

**7 MINUTES OF THE PREVIOUS MEETING**

Ordinary Meeting - 28 November 2023

**MINUTES OF WAIROA DISTRICT COUNCIL  
FINANCE, ASSURANCE & RISK COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON TUESDAY, 28 NOVEMBER 2023 AT 10.30AM**

**PRESENT:** His Worship the Mayor Craig Little, Cr Jeremy Harker, Cr Denise Eaglesome-Karekare, Mr Philip Jones, Cr Benita Cairns, Cr Melissa Kaimoana

**IN ATTENDANCE:** **Kitea Tipuna** (Tumu Whakarae | Chief Executive), **Gary Borg** (Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager Finance and Corporate Support), **Hinetaakoha Viriaere** (Pouwhakarae Whakamahere me te Waeture | Group Manager Planning & Regulatory), **Juanita Savage** (Pouwhakarae Rātonga Hapori me te Whakawhanake | Group Manager Community Services and Development), **Michael Hardie** (Pouwhakarae – Hua Pūmau | Group Manager Assets and Infrastructure), **Gay Waikawa** (Kaiurungi Mana Ārahi | Governance Officer), **Sarayde Tapine** (Kaiurungi Kaupapa Here | Policy and Governance Officer), **Jacobus Meyer** (Kaiwhakahaere Pūtea | Finance Manager), **Ella Pegram** (Kaiurungi Hauora, Haumaru me te Oranga | Health, Safety and Wellbeing Officer)

**1 KARAKIA**

Karakia was given by Tumu Whakarae, Mr Kitea Tipuna and he also acknowledged the whanau for their loss with the fatality on the weekend.

**2 APOLOGIES FOR ABSENCE**

None.

**3 DECLARATION OF CONFLICT OF INTEREST**

None.

**4 CHAIRPERSON'S ANNOUNCEMENTS**

The Chairperson announced this is the last meeting of the year and wishes everyone a Merry Christmas and a happy New Year and hopes everyone gets a reasonable break and apologies for not being last Council meeting for adopting the annual report.

**5 LATE ITEMS OF URGENT BUSINESS**

None.

**6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 14.14 requests to speak must be made to the meeting secretary at least one clear day before the meeting; however this requirement may be waived by the Chairperson.

**7 MINUTES OF THE PREVIOUS MEETING****COMMITTEE RESOLUTION 2023/193**

Moved: Cr Benita Cairns

Seconded: Cr Denise Eaglesome-Karekare

That the minutes of the Ordinary Meeting held on 3 October 2023 be confirmed.

**CARRIED**

**8 GENERAL ITEMS****8.1 WAIROA RECOVERY PLAN UPDATE JUNE 2023****COMMITTEE RESOLUTION 2023/194**

Moved: Mr Philip Jones

Seconded: Cr Denise Eaglesome-Karekare

That the Committee receive the report.

**CARRIED**

The Tautoko Whakaora|Recovery Support updated the Committee on the building assessment status trending to date.

The elected members asked various questions:

- how many houses are being rented.
- duplication of funding across workstream.
- moisture testing.
- NEMA funding.
- recovery review.
- rapid relief food packages.
- claiming back.
- system reporting.
- local decision making.
- Red Cross liveable homes.
- impact range.
- land categorisation.
- risk on flood mitigation.
- NEMA solid waste fund approved.

**8.2 MONTHLY REPORT TO 30 SEPTEMBER 2023****COMMITTEE RESOLUTION 2023/195**

Moved: Cr Benita Cairns

Seconded: Cr Melissa Kaimoana

That the Committee receive the report.

**CARRIED**

The Committee discussed at length:

- Funding impact statement.
- Subsidy and grants broken down.
- Potential subsidies.
- Spend to end of financial year.
- Abnormal items.
- Forecasting potential subsidies.

**8.3 AUDIT CLOSING REPORT TO COUNCIL FOR THE YEAR ENDED 30 JUNE 2023****COMMITTEE RESOLUTION 2023/196**

Moved: Cr Jeremy Harker

Seconded: Cr Melissa Kaimoana

That the Committee receives the audit closing report for the year ended 30 June 2023.

**CARRIED**

The Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager Finance and Corporate Support advised the report was presented to Council on the day the Annual Report was adopted and the purpose is to formalise the audit findings of the year control environment valuations of the financial statements.

The Auditors explained the report can talk for itself in terms of the key areas of audit focus.

Cr Cairns noted the incurring significant operational and capital costs in relation to funding received and the appropriateness of this expenditure is an area of interest to ratepayers and questioned how does Council report this to the ratepayers.

The Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager Finance and Corporate Support advised it was discussed in the previous item and the annual report itself does not blend itself to that kind of reporting but that is not to say Council cannot provide separate analyses

The Chairperson noted change of wording from rate striking to rate setting in the Audit Closing report by Ernst & Young New Zealand.

At 11:25 am, His Worship the Mayor Craig Little left the meeting.

#### **8.4 SSP RESULTS FOR THE QUARTER ENDING 30 SEPTEMBER 2023**

##### **COMMITTEE RESOLUTION 2023/197**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That the Committee receive the report.

**CARRIED**

The Committee discussed:

- measures.
- adding value to community.
- water quality management measurements.
- forecasting financial results.

#### **8.5 HEALTH, SAFETY AND WELLBEING UPDATE**

##### **COMMITTEE RESOLUTION 2023/198**

Moved: Cr Jeremy Harker

Seconded: Cr Benita Cairns

That the Committee receive the report.

**CARRIED**

The Committee queried the timeframe for the actions of the Wairoa Community Centre and was advised that a programme of monitoring and surveillance was being implemented and will report back at the next meeting.

## 9 PUBLIC EXCLUDED ITEMS

## RESOLUTION TO EXCLUDE THE PUBLIC

**COMMITTEE RESOLUTION 2023/199**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Melissa Kaimoana

That the public be excluded from the following parts of the proceedings of this meeting at 11.33am.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>9.1 - Review of Annual Report and Audit 2023</b>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</p> <p>s7(2)(h) - the withholding of the information is necessary</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

	to enable Council to carry out, without prejudice or disadvantage, commercial activities  s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
<b>CARRIED</b>		

**RECOMMENDATION**

That Council moves out of Closed Council into Open Council at 12.10pm.

The Meeting closed at 12.11pm with a karakia by Tumu Whakarae | Chief Executive, Mr Kitea Tipuna.

**The minutes of this meeting were confirmed at the Finance, Assurance & Risk Committee Meeting held on 20 February 2024.**

.....  
**CHAIRPERSON**

## 8 GENERAL ITEMS

### 8.1 WAIROA RECOVERY PLAN UPDATE JUNE 2023

**Author:** Steve Baker, Tautoko Whakaora - Recovery Support

**Authoriser:** Gary Borg, Pouwhakarae - Putea | Tautawhi Rangapu Group Manager  
Finance and Corporate Support

**Appendices:** Nil

#### 1. PURPOSE

- 1.1 To update the Committee on progress of the Cyclone Gabrielle recovery program to 31 December 2023.

#### RECOMMENDATION

The Tautoko Whakaora - Recovery Support RECOMMENDS that Committee receive the report.

#### 2. BACKGROUND

- 2.1 At 0515 Hrs Tuesday 14 February 2023, Hawke's Bay region declared a State of Local Emergency due to the flooding effect of Cyclone Gabrielle. At 0843 Hrs, the Minister for Emergency Management declared a State of National Emergency to assist in the response. The declaration applied to Northland, Auckland, Tairāwhiti, Bay of Plenty, Tararua District, Waikato, and Hawke's Bay.
- 2.2 Cyclone Gabrielle resulted in extensive flooding across the north and east of the North Island. Major flooding occurred in the Wairoa District as the Wairoa River and numerous tributaries overtopped their banks, causing flooding into residential areas, and cut off rural communities. There was extensive surface water flooding across the district in all catchments.





- 2.3 The impact of Cyclone Gabrielle to whānau, where, whenua, and our pātaka has been destructive and devastating. The consequences are felt by everyone and every community in our rohe. No one is unaffected. We expect, based on other New Zealand flood events, that the social and economic consequences will worsen in the upcoming months and years.
- 2.4 The key area of impact in the Wairoa District was in the north of Wairoa with the river breaching its banks on the north-western side of the town and flooding the rural areas of Waihirere and Ruataniwha, and urban area of North Clyde. There were however floods in Awamate - on the other side of the river, Frasertown, Whakakī, Nuhaka and Mahia, where damage to homes was more limited.
- 2.5 There is also significant damage to the landscape, rural properties and the primary sector, including horticulture, cropping, dairy, sheep and beef, and forestry. Many farms have limited access to and within their properties due to farm tracks being cut off or washed out. Water damage, erosion and silt deposition have damaged fences, access tracks, water infrastructure, destroyed crops (particularly maize and squash) and silage/hay loss and caused damage to ancillary farm buildings and dairy sheds. There has been significant pasture loss.
- 2.6 The Wairoa Recovery Plan, April 2023 (page 8) contained the following damage assessment on the housing and commercial impacts from the cyclone.

#### 2.7 Building assessment status trending to February 2024

	17 April 2023	10 July 2023	8 August 2023	21 Sept 2023	13 Nov 2023	2 Feb 2024
<b>Residential</b>						
<b>White</b>	190	141	142	160	160	165

Yellow		137	134	133	103	109	110
Red		2	2	2	2	4	3
Placards removed			29	-	69	73	80
Commercial							
White		63	42	43	35	34	35
Yellow		39	39	37	36	37	34
Red		-	-	-	-	-	-
Placards Removed			37	1	41	41	44

- 2.8 At a previous council meeting the question was asked as to where we are at with getting people back into their homes. While the table above tells us there are 278 homes placarded it does not paint a complete picture of all properties impacted not of the remediation requirement for these placarded properties, nor the associated financial requirement nor who would step up to meet that funding requirement.

The table does not tell us specifically what remediation may still be required to return them to pre-cyclone condition. It also tells us there are still some 113 should not be occupied as they have yellow or red placards. We also know that we have a number of whānau who continue to live in their yellow placarded homes.

While the building assessments are undertaken to determine if a residence needs to be placarded, these assessments, due to their nature, do not provide detailed remediation requirements.

To add to the complexity there are a few different players operating in this space. A number of these properties will have insurance and these property owners will be engaging directly with their insurers, but we are currently confirming these details and have also reached out to the Insurance Council for assistance in this area.

Anecdotal evidence tells us there are a number in our community that are underinsured but we do not have a definitive number that are impacted nor the quantum involved.

As stated above TToTW is about to begin their rebuild programme with funding from TPK. They are starting work on two houses in the coming weeks.

So, what's underway to generate the information required to paint a fully informed picture of the process and potential financial implications associated with getting our whānau back into their where?

- We know where the impacted properties are from the placard data provided by Graeme and his team in Regulatory and Planning.
- Recovery Kaimanaaki - are in the field visiting the 110 impacted sites meeting with whānau to document a needs assessment per property.
- Recovery staff meeting with TToTW to determine which properties they will take the lead on. We also hope to be able to obtain progress information as the remediation progresses.
- Recovery staff are in discussions with the Insurance Council with the purpose to identify which properties insurance Companies will take the lead on. We hope to be able to obtain progress information as the remediation progresses.

- Recovery staff in discussions with EECA to see if that fund could be accessed to assist in funding the insulation requirements of our impacted whānau. Wairoa is eligible for the 90% EECA funding (note excludes rental properties) which means the remaining 10% would need to come from either the property owner or perhaps an alternative source.
- Recovery staff are constructing a database that we can GIS so we can see the status of each of the individual impacted properties.

2.9 TPK funding for TToTW has been released for essential work which they have now started. This work is similar to the funding provided from the Red Cross. TToTW started this work Monday 22nd January.

2.10 Wairoa Recovery works closely with TToTW Jody Rarere to ensure smooth workflow. Wairoa Recovery Kaimanaaki also will support by doing some research into some of the work needed to get homeowner sign off on any work for the home. Some of the unique issues that are coming up

- ✓ One home a koroua is living in legally belongs to Māori Trust. Work to be done with the Māori Trust to get permission to rebuild.
- ✓ One home has over 40 owners so permission is needed from at least 50% of the owners before any work can begin
- ✓ Other homes whānau are living in but may not be the legal owner

### Wairoa One Year Anniversary Event Planning & Budget

This is being held on 14<sup>th</sup> February Event is called Hīnātore. Promotion of event happening via Wairoa Star and event flyers. An email will be sent to those listed in the Recovery Database inviting them along.

#### Hikoia te hikoi (6am – 8.30am)

- Everyone arrives at the A&P Showground at 6am for a morning karakia.
- Hikoi to start and along the way will pick up whānau along the way, along with pieces of our memorial taonga.
- Hikoi to start along Ruataniwha, Crarer St, Mahia Ave, right onto Freyberg St, left onto Hunterbrown St and then onto Tapuae Sports Park. 1.8km
- Breakfast is awaiting the whānau who has just completed the hikoi. Positive Outcomes from Engagement
- Speech from Craig & Leon (TBC)
- Presentation of a memorial taonga to WDC (to be held at WDC until placement decided)

#### One Minute Silence (12 noon)

- 1 minute silence to remember those who sadly lost their lives to Cyclone Gabrielle

**Mokopuna Day (9am – 2.30pm)**

- Tapuae rugby fields will be transformed into inflatable world for tamariki and mokopuna to celebrate being amazing and resilient.
- Allocated times will be provided for schools and ECE and require registration.
- Registrations have gone out to schools and planning is well underway.

**Whānau Concert (5.30pm – 8.30pm)**

- Wairoa Community to come together to celebrate being proud Wairoa people with good music, good food and good company.
- Local and NZ artists will be performing for our Wairoa Community.
- Community groups will be encouraged to sell food at this event.
- Service Providers will be available to promote their services and mahi they have for 2024

**Funding for Wairoa One Year Anniversary**

\$35,000 – Wairoa Taiwhenua, Wairoa Recovery

\$10,000 – Allocated by MSD to support Wairoa Anniversary of the event.

\$20,000 – From the DIA Community Events Funding

**2.11 Available Funding**

- Red Cross \$900,000 to fund septic tank cleaning, reticulation plumbing, reinstatement of home heating, essential electrical repairs, essential bathroom repairs. It does not cover rebuilds of flooring or walls.
- Silt & debris fund to remove silt and damaged building materials.
- Mayoral Fund, [subject to application](#)

On Sunday 4<sup>th</sup> February it was reported on Radio ZB News that the funds raised through the special LOTTO draw in March 2023 for the cyclone relief were still sitting with DIA and had not been disbursed. Recovery staff have contacted DIA to work through this development and what it means for Wairoa whānau.

- 2.12 The Recovery Plan consists of several, independent or at times interlinked, work-packages many of which are underway concurrently. Section 3 of this report provides a high-level 'Dashboard' overview of each of these work-packages.
- 2.13 These work-packages are expanded upon further in section 4 of the report. This includes an overview of the work-package, Income and expenditure to the 31<sup>st</sup> of December 2023 as well as a forecast out to June 2024. There is also a narrative for each highlighting milestones to date, as well as an explanation of where we are heading in the future. It is hoped that elected members will be able to use this report as a resource when talking to members of the community.
- 2.14 In the 2023/24 Annual Plan Council committed to fund the operational costs associated with the Recovery Office for \$500,000 (due to rates affordability council chose not to

rate fund this amount). To date in 2023/24 the Recovery Office has not drawn down on this budget.

- 2.15 One could argue that this program of work impacts is crucial to Councils' mission and values

### 3. FINANCE, AUDIT AND RISK COMMITTEE WORKSHOP 25<sup>TH</sup> JULY 2023

- 3.1 On the above date the Finance, Audit and Risk Committee workshopped the Wairoa Recovery Plan June update as presented to Council on the 18<sup>th</sup> of July 2023

- 3.2 Consequently, the Committee requested that the following changes to the monthly dashboard and 6 weekly full report to Council.

- 3.2.1. A confidence rating be applied to the information supplied for each work-package with a clear key.
- 3.2.2. Overall risk to Council rating by work-package – with a clear key.
- 3.2.3. Mitigation measures to reduce the risk or increase the confidence rating for each work-package

#### 3.3 Confidence Rating

- 3.3.1. In terms of a confidence rating, it is proposed to use a Likert-type scale with the following values.

- 1 – Not Strongly Confident
- 2 – Not Confident
- 3 – Neutral
- 4 – Confident
- 5 – Strongly Confident

#### 3.4 Risk

- 3.4.1. When identifying risks, the following risk categories should be used to prompt risk thinking,
- Financial & Economic
  - Health and Safety
  - Legal Compliance
  - Political reputation
  - Human Resources
  - Operations
  - Information (Communication, IT and data)
  - Environment (natural disasters, industry change, cultural and demographic change, central government change)

- 3.4.2. Overall risk to Council is based upon the Risk Matrix as shown in the following table:

	Consequences				
Probability/ Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
1	2	3	4	5	
Likely	M	H	E	E	E
Moderate	M	H	H	E	E
Rare	L	M	H	E	E
Very Rare	L	L	M	H	E
Unanticipated	L	L	M	H	E

L = Low M = Moderate H = High E = Extreme

- 3.4.3. Likelihood.

Likelihood is the probability or frequency of the risk event occurring. It's usually rated in terms of an annual occurrence and a percentage chance of the event happening within a specified timeframe.

Information on past-experience and frequency and future trends may inform the assessment of likelihood.

The following criteria are intended to provide a common understanding and application of assessments of likelihood.

Likelihood Criteria	%
(1) Unanticipated	0 – 10
(2) Very Rare	10 – 25
(3) Rare	25 – 75
(4) Moderate	75 – 90
(5) Likely	90 – 100

- 3.4.4. Impact.

Also called severity or consequences, the impact (y-axis) aims to determine the level of effects that the risk could cause.

1. **Insignificant** – minor or negligible consequences
2. **Minor** – consequences
3. **Moderate** – consequences
4. **Major** – consequences
5. **Catastrophic** – consequences

The following table gives guidance into the impact assessment for the different categories of risk above.









Risk consequence assessment criteria					
Rating →	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Risk category↓					
<b>Financial / Economic</b>	Loss less than \$5,000 or less in any 12 month period.	Loss \$5,000 to \$50,000 in any 12 month period.	Loss \$50,000 to \$200,000 in any 12 month period.	Loss \$200,000 to \$1m in any 12 month period.	Loss of \$1m or greater in any 12 month period.
<b>Health &amp; Safety</b>	Minor incident, no medical attention needed.  No impact on public health and safety.  Event report to Health & Safety officer.	Incident incurring minor injury, short term sickness, or requiring moderate medical attention and up to 2 weeks.  Event report to Health & Safety officer.	Incident requiring significant medical attention and 2 weeks to 3 months impact, or minor effect on many people.  Event report and investigation to Health & Safety officer.	Serious injury or hospitalisation to several people.  Serious harm event with 3 + months impact to persons.  Serious harm event report and investigation submitted to Health & Safety officer.	Loss of life.  Wide-spread injury or illness.  Event report and event investigation to Health & safety officer.
<b>Human Resources</b>	Permanent staff turnover of 0 to 10% p.a.  Can be absorbed within normal operations, minimal impact.	Permanent staff turnover 10 to 15% p.a.  Minor incident contained with local resources.	Permanent staff turnover 15 to 20% p.a.  Significant impact likely to be of medium term significance to the organisation and require additional resource.	Permanent staff turnover 20 to 30% p.a.  Important organisation targets cannot be achieved. Substantial organisational changes and/or additional resource needed.	Permanent staff turnover exceeds 30% p.a.  Organisation targets cannot be achieved.  Substantial organisational changes and/or additional resource needed.
<b>Legal</b>	WDC sued or fined less than \$5,000.	WDC sued or fined between \$5,000 to \$50,000.	WDC sued or fined between \$50,000 to \$200,000.	WDC sued or fined between \$200,000 to \$1m.	WDC sued or fined in excess of \$1m.









Risk consequence assessment criteria					
Rating →	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Risk category↓					
<b>Reputation</b>	Negative reaction from individuals or local interest groups.	Loss of confidence among sections of the community  Negative media coverage nationwide for up to 2 days  Local adverse political comment and/or media coverage for several days.	A manageable loss in community confidence.  Negative media coverage nationwide for several days.  Regional adverse political comment and/or media coverage for a week.	Major loss in community confidence requiring substantial time to remedy.  Negative media coverage nationwide for up to 2 weeks  Nationwide adverse political comments for several days	Insurmountable loss in community confidence.  Negative media coverage nationwide for more than 2 weeks.  Nationwide adverse political comment for more than 1 week.
<b>Operational</b>	Isolated loss of operational capability.  No effect on strategic goals and only temporary effect on level of service.  In the case of essential services (such as water supply) impact of < 3 hrs to < 100 people.	Loss of operational capability in some areas.  Strategic goals and levels of service temporarily affected.  In the case of essential services (such as water supply) impact of 3 – 12 hrs to < 100 people, or < 3 hrs to > 100 people or key customers.	Substantial loss of operational capability for 1 to 2 weeks.  Serious disruption to strategic goals and LOS.  In the case of essential services (such as water supply) impact of 12 – 24 hrs to < 100 people, or 3 – 12 hrs to > 100 people or key customers.	Substantial loss of operational capability for 2 to 4 weeks.  Serious disruption to strategic goals and LOS.  In the case of essential services (such as water supply) impact of 24 – 72 hrs to < 100 people, or 12 – 24 hrs to > 100 people or key customers.	Substantial loss of operational capability for over 4 weeks.  Serious disruption to strategic goals and LOS.  In the case of essential services (such as water supply) impact of > 72 hrs to ≥ 100 people.
<b>Project impacts</b>	Negligible impact on project objectives.	Minor effects relatively easily rectified.	Some project objectives affected.	Important project objectives cannot be achieved.	Project objectives cannot be met.
<b>Natural environment</b>	Localised short term reversible damage to aquatic and/or terrestrial ecosystems, and/or visual effects.  No identifiable reduction in species.	Localised minor reversible damage to aquatic and/or terrestrial ecosystems.  Temporary reduction to one species.	Moderate environmental damage, local importance.  Prosecution possible.  Widespread medium term reversible damage to aquatic and/or	Major effect and, long term impact.  Prosecution expected. Widespread long term reversible damage to aquatic and/or terrestrial ecosystems.	Serious damage of national importance and irreversible impact.  Prosecution expected.  Widespread irreversible damage to aquatic and/or terrestrial



















Risk consequence assessment criteria					
Rating →	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Risk category↓					
			terrestrial ecosystems. Moderate reduction in one or more species.	Significant reduction in one or more species.	ecosystems. Permanent loss of one or more species.









## 4. DASHBOARD













Work-Package	Lead	Work-Package Status					
		Scope	Resources	Schedule	Cost	Information confidence	Risk
<b>The EOC (emergency Operations Centre).</b>	Local Controller					5	Low
	<p>Update</p> <p>Council spent \$58,000 on external costs in running the EOC and \$170,000 in staff wages and salaries. The cost of running the EOC is not claimable. The \$58,000 is additional costs the \$170,000 is repurposed staff time.</p> <p>Resourcing issues included Starlink communication links. Limited staff backfilled by surge support from outside the district. WDC did have ARC-GIS that could talk to group and National Recovery.</p> <p>Risk and Mitigation</p> <p>Risk is low as costs have already been incurred.</p>						
<b>NEMA – Welfare</b>	Local Controller					5	Low
	<p>Update</p> <p>Risk remains that some items, particularly in the areas of helicopter costs and fuel distribution, may not be eligible for reimbursement through Welfare. We are in the process of wrapping up claims in relation to this work package. <a href="#">Some \$67,000 of unclaimable costs have been funded under the MPI Isolated Communities fund. It is estimated that around \$20,000 in cost will remain with Council.</a></p> <p>To date</p> <ul style="list-style-type: none"> <li>NEMA has funded \$192k for Rapid Relief Food packages.</li> <li>NEMA has funded \$129k of \$136k requested under general assistance for whānau.</li> <li>NEMA has approved \$91k of the \$205 claim submitted for helicopter expenditure. We are recharging other agencies including Waka Kotahi where possible.</li> <li>Red Cross has funded \$5,000 for companion pet related costs declined by NEMA.</li> <li><a href="#">A portion of the Helicopter flights not funded by NEMA has been invoiced to parties such as the NZ Police and Waka Kotahi. However, some of this amount will remain with Council.</a></li> <li><a href="#">NEMA funded \$16k of the \$52k fuel distributed by Council during and immediately after the event. We are recharging other agencies where possible however a portion of these costs will remain with Council including fuel distributed to Council staff and volunteers.</a></li> </ul>						









Work-Package	Lead	Work-Package Status					
		Scope	Resources	Schedule	Cost	Information confidence	Risk
		<p>Risk and Mitigation</p> <p>There will be four claims submitted. Helicopter costs; Fuel costs; all other expenditure up to 30<sup>th</sup> June 2023; expenditure post 30<sup>th</sup> June 2023.</p> <p>It is likely that a large quantity of fuel charges will need to be invoiced to third parties.</p> <p>NEMA has accepted Flight logbooks for helicopter flights as opposed to RF244 (FENZ – sheets) this has saved significant time and effort from our service providers.</p>					
<b>Recovery office</b>	Wairoa Recovery Manager					5	Low
	Update	<p>The Recovery Office is not externally funded. Where possible costs have been recorded under DIA funded work packages below.</p> <p>Going on these budgets the forecasts to date Council has funded \$18,000 for the recovery office. See work packages below.</p> <p>Risk and Mitigation</p> <p>Funding from DIA towards recovery hub and Comms costs have enabled many of the costs that would otherwise have come under this work-package to be recorded and funded to Recovery Hub and Comms work packages below funded by DIA .</p>					
<b>Recovery Hub</b>	Wairoa Recovery Manager					4	Low
	Update	<p>Funding has been obtained from DIA for \$250,000</p> <p>Team has been in place for several months. However, the delay in securing the team has impacted the schedule of work.</p> <p>Risk and Mitigation</p> <p>To keep costs down resources have been seconded from external agencies with no cost to Council.</p> <p>We may need to approach DIA for further funding for 2024/25 as such we are already sowing the seed with DIA. It is envisaged that the resourcing of the recovery office will be scaled back by this time.</p>					

Work-Package	Lead	Work-Package Status					
		Scope	Resources	Schedule	Cost	Information confidence	Risk
<b>Community Communication, Engagement and Hui</b>	Recovery Manager					5	Low
<p>Update</p> <p>Funding received from DIA \$450,000 so programme can be resourced at little or no cost to Council. Where possible team members have been seconded or funded from third parties such as MSD and Te Whatu Ora. <a href="#">We have allocated \$50,000 of this funding to consultation and engagement with the community on Flood Mitigation. As a consequence, forecast spend in this work package indicates an overspend in budget by June 2024 but this is offset in the savings in the Recovery Hub.</a></p> <p>Risk and Mitigation</p> <p>DIA has provided us with considerable latitude as to what costs can be covered under this funding. This covers a range of activities and costs that would otherwise have had to be funded under the Recovery Office budget.</p> <p><a href="#">We may need to approach DIA for further funding for 2024/25, we are already sowing the seed with DIA.</a></p>							
<b>Volunteers Programme</b>	Recovery Manager					5	Low
<p>Update</p> <p><a href="#">Funding has not been secured for this role.</a></p> <p>Risk and Mitigation</p> <p>Nil.</p>							
<b>Mayors Fund</b>	EA (Office of the Mayor)					4	Low
<p>Update</p> <p><a href="#">Some \$900,000 has been distributed to date with a further \$1.00m on hand to distribute.</a></p> <p>\$350k of targeted funding from Hawke's Bay Disaster Relief Fund is open based on the type of property and placard status.</p> <p><a href="#">Wairoa Recovery submitting a proposal to meet the shortfall of the Red Cross Fund to complete basic rebuild costs to get some of this work completed as Red Cross amounts are great but do not cover all work required to shift from Yellow to White and possibly move back in.</a></p>							









Work-Package	Lead	Work-Package Status					
		Scope	Resources	Schedule	Cost	Information confidence	Risk
	Risk and Mitigation Panel decision using funding matrix as displayed on Councils website. Minutes kept of decisions.						
<b>Red Cross-Liveable Homes</b>	Recovery Manager					4	Major
	<p>Update</p> <p>Possibility that the funds received may not cover the uninsured cost of getting our whānau back into their houses. Funding specifies eligible expenditure by category but does not extend to all work required to rehouse affected whānau. This is a particular issue for our whānau who are under insured or have no insurance.</p> <p>There are still unknowns, and now we have people in the team who are trying to fill in the gaps as quickly as we can. We are working across the community agencies to help us do this.</p> <p>This is a moving picture, some whānau are resourceful and drive on, others have gone quiet, lost hope and cannot see a way out, or the pathway to recovery.</p> <p>There are also a number who are underinsured, with up to 60% who are uninsured due to the ongoing rising and high costs the amount you insured for years ago could in no way rebuild based on today's rising costs.</p> <p>To add to the complexity there are a few different players operating in this space.</p> <p><a href="#">We continue to work to close the information gaps.</a></p> <p><a href="#">On Sunday 4<sup>th</sup> February it was reported on Radio ZB News that the funds raised through the special LOTTO draw in March 2023 for the cyclone relief were still sitting with DIA and had not been disbursed. Recovery staff have contacted DIA to work through this development and what it means for Wairoa whānau.</a></p> <p>Risk and Mitigation</p> <p>Red Cross funding matrix has been created and approved to ensure consistency amongst claimants and to speed up the process.</p> <p>Availability of workforce and tradespeople remains a challenge.</p> <p>Sourcing additional funds from other philanthropic groups and other agencies remains a work in progress.</p>						

Work-Package	Lead	Work-Package Status					
		Scope	Resources	Schedule	Cost	Information confidence	Risk
<b>MPI – Isolated Communities</b>	Resilience Pou Lead					4	Low
	<p>Update</p> <p>The Grant contract for \$250,000 has been signed.</p> <p>The project is split into three categories Isolated Communities expenditure incurred post 1 May 2023. Provision for future Isolated Communities expenditure due to potential new events between now and the end of the year. Approximately \$150,000 targeted for resilience programme for future events. This resilience programme is targeted to areas outside of the eight Community hubs covered under the second MPI grant. This includes items such as, undertaking a needs assessment for these more individual remote communities. Then procuring and delivering items to those remote communities.</p> <p>Risk and Mitigation</p> <p>The challenge for this project is the three-month timeframe to complete. <a href="#">An extension to March 2024 has been obtained.</a> <a href="#">To date some \$67,000 of unclaimable expenditure under the NEMA – Welfare fund has been funded under this work package.</a></p>						
<b>MPI - Community Hub Resilience</b>	Resilience Pou Lead					4	Low
	<p>Update</p> <p><a href="#">The Grant contract for \$800,000 has been signed.</a></p> <p>Covers eight resilience hubs identified in the application.</p> <p>Work programme has been developed. Monthly reporting to MPI.</p> <p>One on one engagement is underway, this will be followed with a collective hui, with all eight communities. <a href="#">One community has secured its own funding this impacts funding from DIA as the grant is limited to 100,000 per hub.</a></p> <p><a href="#">An extension to March 2024 has been obtained. As there are now only 7 Community Hubs to be funded staff are in discussions with MPI representatives to repurpose \$100,000 in funding.</a></p> <p>Risk and Mitigation</p> <p>Work programme has been developed. Monthly reporting to MPI. <a href="#">The challenge for this project is the timeframe to complete.</a></p>						

Work-Package	Lead	Work-Package Status					Information confidence	Risk
		Scope	Resources	Schedule	Cost			
<b>Temporary Accommodation Solutions</b>	Building Control Manager (Council) and Enabled Wairoa TToTW						5	Low
	<p>Update</p> <p>TAS placement of units has slowed down considerably as demand has decreased. TToTW POD placements have remained steady and is progressing well.</p> <p>Risk and Mitigation</p> <p>These processes are being managed by Enabled Wairoa and TToTW with exemptions being lodged with WDC.</p>							
<b>Land Categorisation</b>	Mayor & CE						3	Moderate
	<p>Update</p> <p>Land Classification project is linked to the outcome of the flood mitigation project.</p> <p>Risk and Mitigation</p> <p>Treasury has confirmed that \$70 million has been ring-fenced for flood mitigation/protection solutions for Wairoa. It is expected once a plan is confirmed there will be no Category 2 properties in Wairoa. However, there is an ongoing risk that flood mitigation works will not sufficiently cover all affected properties, and that ongoing weather events will add complexity.</p>							
<b>Flood Mitigation</b>	Mayor & CE						2	Catastrophic
	<p>Update</p> <p>Council has engaged Ross Browne of Triplex Consulting to assist preparing WDC input into the HBRC independent Flood Scheme Review, working in conjunction with WSP. Significant inherent programme management risks and exposure to cost overruns.</p> <p>Treasury has confirmed that \$70m has been ring-fenced for Wairoa flood mitigation.</p> <p>Risk and Mitigation</p>							

Work-Package	Lead	Work-Package Status					Information confidence	Risk
		Scope	Resources	Schedule	Cost			
		Tripartite discussions with HBRC and TToTW Trust are ongoing to ensure this is locally led and co-designed. Significant inherent programme management risks and exposure to cost overruns, with the whole process expected to take several years.						
NEMA - Solid Waste Management Fund	GM Assets and Infrastructure (Council)					5	Low	
	Update <a href="#">Councils Claims have been accepted. This work package is now closed.</a> Risk and Mitigation <a href="#">Nil</a>							
HBRC - Extreme Weather Event Recovery Activity (Silt & Debris)	GM Assets and Infrastructure (Council)					3	Major	
	Update <p>A total of \$9.4M has been secured and is ringfenced for this work. \$5m has been paid and we have good reporting lines and tracking data for silt. High confidence that \$9.4M will be fully utilised. No overruns envisaged at this stage however potential asbestos issues and associated costs remain a risk to budget. <a href="#">Silt removal from houses and stockpile sites (rail yard) still on-going with the focus being on getting this complete before the end of the financial year. Debris from stripping houses expected to increase over coming months.</a></p> <p><a href="#">Potential asbestos issues and associated costs remain a risk to budget.</a></p> <p><a href="#">On Sunday 11<sup>th</sup> of February, the Government announced a further package of \$63million for removal of silt and debris from areas affected by Cyclone Gabrielle with \$3m ringfenced for Wairoa. Staff are working with Regional Council to understand what this means for Wairoa.</a></p> <p>Risk and Mitigation</p> <p>Comms have commenced for a final push on removing silt from under houses.</p> <p>Actual spend will be determined by the amount of silt and debris still to be collected.</p>							



Work-Package	Lead	Work-Package Status					
		Scope	Resources	Schedule	Cost	Information confidence	Risk
	There is also a time limit on this fund which expires 30 June 2024. As such, time is of the essence.						
Infrastructure – Transport / Roading	GM Assets and Infrastructure (Council)					4	Major
<p>Update</p> <p>The initial \$16m response funding has been used well to get access back in most locations, and also to help with cashflow, a cost-scope adjustment request has been made and Council were successful in securing \$31m extra at 100% FAR. Funding for final reinstatement is being discussed with Waka Kotahi, likely to require Council share. Crown funding allocated for Te Reinga Bridge repair \$14m. if the cost of repair exceeds \$14m then the difference will be at Councils expense. Continual rain events are hampering progress. <a href="#">Expenditure of the \$31m extra secured currently sits at \$17m. there is a drive to get this work complete before the end of June 2024, as the way forward beyond this date is uncertain.</a></p> <p>Risk and Mitigation</p> <p>Resources available to deliver the work alongside BAU programmes Future funding after the \$31m is an unknown which is a risk</p>							
Infrastructure – 3 Waters	GM Assets and Infrastructure (Council)					4	Major
<p>Update</p> <p>No external funding available at this stage, critical infrastructure is needing work so this is an area of concern. Dependent on insurance to cover work done. Information is ready to be submitted for insurance claim. Ongoing work is being done at same locations such as clearing silt from pipes.</p> <p><a href="#">Survey being undertaken at Wairoa and Mahia Wastewater ponds to determine quantum of silt ingress.</a></p> <p><a href="#">The December 2023 Quarterly report has been submitted to NEMA.</a></p> <p>Risk and Mitigation</p>							

Work-Package	Lead	Work-Package Status					
		Scope	Resources	Schedule	Cost	Information confidence	Risk
		Insurance outcome is an unknown and therefore a potentially significant risk					

## Key

	Green	Amber	Red
<b>Scope</b>	Current approved in-scope items can be delivered in full	Minor changes to core specification of quality of capability that will be delivered	Major changes to core specification of quality or capability that will be delivered
<b>Costs</b>	Variance between Total Approved Spend and Total Forecast Spend for the approved phase/s within +/- 5% of approved spend up to a value of \$50k	Variance between Total Approved Spend and Total Forecast Spend for the approved phase/s within +/- 10% of approved spend up to a value of \$100k	Variance between Total Approved Spend and Total Forecast Spend for the approved phase/s is greater than +/- 10% of approved spend or greater in value of \$100k
<b>Schedule</b>	Major milestones remain on track to meet the approved timelines	Major milestones are at risk however mitigating activities are in place in an effort to meet the approved dates	There is certainty that Major milestones have missed or will miss the approved dates
<b>Resourcing</b>	Workpackage resourced adequately and project team is performing to a high standard	Workpackage resourcing will cause a slip to schedule or cost or variance in scope if not	Workpackage resourcing is causing variance to schedule, cost or scope
<b>Confidence</b>	The overall confidence that the workpackage will deliver on its aims and objectives within scope, on cost, and on schedule	There are concerns that the workpackage may not deliver on its aims and objectives within scope, on cost, and on schedule. There are mitigation strategies in place to bring the workpackage back to "green"	There are significant issues in one or more of areas of scope, cost, or scheduling. The Workpackage is unlikely to achieve its objectives. There are mitigation strategies in place will not bring the workpackage back to "green"

## 8.2 TIMETABLE FOR LONG-TERM PLAN 2024-27

**Author:** Gary Borg, Pouwhakarae - Putea | Tautawhi Rangapu Group Manager Finance and Corporate Support

**Authoriser:** Kitea Tipuna, Tumu Whakarae Chief Executive

**Appendices:** 1. LTP Timelines [↓](#)

### 1. PURPOSE

- 1.1 The purpose of this report is to present to the Committee the high level project plan and timetable for production of the Long-term Plan 2024-27 (LTP) and its key components.

#### RECOMMENDATION

The Pouwhakarae - Putea | Tautawhi Rangapu Group Manager Finance and Corporate Support RECOMMENDS that Committee endorses the LTP timetable, with particular attention to its availability for assurance and risk management matters.

### EXECUTIVE SUMMARY

### 2. BACKGROUND

- 2.1 A LTP is one of a council's primary strategic documents, setting a framework for its levels of service, investment in infrastructure, community development and financial management for a rolling 10-year period, updated every 3 years.
- 2.2 The plan that will become effective 1 July 2024 is being prepared against a backdrop of unprecedented uncertainty with regards to cyclone recovery, 3 waters transition and the continuing presence of COVID-19.
- 2.3 Council is preparing this LTP under the provisions of the Severe Weather Emergency Recovery (Local Government Act 2002 – Long-term Plan) Order 2023, highlights of which are as follows:
- 2.3.1. Plans will be produced for 3 years only, with an emphasis on Recovery.
  - 2.3.2. There will be no audit.
  - 2.3.3. Targets for Statements of Service Performance are not required.
  - 2.3.4. Reduced disclosure in the Financial Strategy regarding population, land use and infrastructure.

### 3. PLAN FOR THE PLAN

- 3.1 The timetable for developing the LTP and its components is attached as **Appendix 1**. This will be updated as the project progresses.
- 3.2 Workshops can be arranged as required.
- 3.3 It is noted that the Wairoa Recovery Plan is currently being updated. It is important that these documents are aligned where they overlap.

**4. OPTIONS**

- 4.1 The options identified are:
- Endorse the plan as presented at **Appendix 1**
  - Modify the plan.
  - Do nothing.
- 4.2 Option (a) presents a plan that delivers a LTP for adoption within the statutory timeframe and with sufficient community involvement.
- 4.3 The activities that contribute to a LTP require significant involvement from elected members and the community they represent. Council may wish to explore alternatives under option (b).
- 4.4 Under option (c) the work would continue with a greater risk of detachment and surprises.
- 4.5 The preferred option is, *a. Endorse the plan as presented at **Appendix 1***, this contributes to the following community outcomes

Cultural wellbeing	Economic wellbeing	Social Wellbeing	Environmental Wellbeing
Valued and cherished community.	Strong and prosperous economy.	Safe, supported and well-led community.	Protected and healthy environment

**5. CORPORATE CONSIDERATIONS****What is the change?**

- 5.1 This decision relates solely to a project plan and does not invoke any changes.

**Compliance with legislation and Council Policy**

- 5.2 Following on from 5.1, this is more a matter of good practice than compliance.

**What are the key benefits?**

- 5.3 Council will have a reference framework for the milestones involved in developing its LTP.

**What is the cost?**

- 5.4 This part of the plan is derived from existing resources.

**What is the saving?**

- 5.5 No direct savings, but careful project management provides for efficient delivery.

**Service delivery review**

- 5.6 Not applicable to this decision.

**Māori Standing Committee**

5.7 This plan will be presented to the Committee at its meeting on 5 March 2024.

**6. SIGNIFICANCE**

6.1 A LTP and the strategies and policies it contains are highly significant, but not a plan to prepare an LTP.

**7. RISK MANAGEMENT**

7.1 In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are:

- 7.1.1. Potential to miss milestones and deadlines.
- 7.1.2. Elected members unable to prepare.
- 7.1.3. Ineffective community engagement.

Human	Financial	Regulatory
Low	Low	Considerable
Operations	Employees	Image & Reputation
Considerable	Low	High

Comparative Levels of Risk		
E	Extreme Risk	Immediate action required to manage risk – reported to Council
H	High Risk	Senior management attention to manage risk – reported to FARC
M	Considerable Risk	Management responsibility must be specified and risk controls reviewed
L	Low Risk	Managed by routine procedures

	Consequences				
Probability/ Likelihood	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Likely	M	H	E	E	E
Moderate	M	H	H	E	E
Rare	L	M	H	E	E
Very Rare	L	L	M	H	E
Unanticipated	L	L	M	H	E

## 8. CONSULTATION

8.1 Consultation is not required for the project plan.

### Further Information

The planning process for a LTP was depicted in Council's LTP 2021-31.

### References (to or from other Committees)

Council – 13 February 2024

### Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.



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### Timeline for LTP, AMPS, Infrastructure Strategy, Financial Strategy, & Significance/Engagement Policy:

#### Timeline:

- LTP document
  - January-February 2024: Conduct interviews with activity managers and update level of service and 'why we do this..' statements with emphasis on Recovery. Prospective consultation items to be identified and discussed with the WDC leadership team
  - Start Engagement in March
  - March 29<sup>th</sup> 2024: Deliver consultation document and necessary schedules for draft LTP
    - April 9<sup>th</sup> 2024 – present Consultation Document to Council for adoption
    - April/May 2024 – community consultation (TBC) (Advertisement to Star 2 weeks prior)
  - April 26<sup>th</sup> 2024: Deliver Draft LTP to WDC leadership team
    - May 7<sup>th</sup> 2024 – Ordinary Council Meeting – Public Excluded – Draft LTP for review and comment
  - June 11<sup>th</sup> 2024: Hearings
  - June 20<sup>th</sup> 2024 – Deliver final LTP with updates from consultation (if any)
  - June 25<sup>th</sup> – Extraordinary Council Meeting (TBC) – present LTP for adoption
- Draft budgets:
  - Revised target dates:
    - 16<sup>th</sup> February 2024 - 1<sup>st</sup> budget model delivered to TKA
    - 17<sup>th</sup> – 20<sup>th</sup> February 2024 – TKA Review/Discussion (note this includes a weekend – suggest getting a meeting in the calendar for the 19<sup>th</sup> afternoon)
    - 20<sup>th</sup> February 2024 – Finance, Assurance, & Risk Committee meeting – Public Excluded present budget model for review and comment (late item)
    - 27<sup>th</sup> February 2024 – Strategy, Wellbeing, & Economic Development Committee - Public Excluded present budget model for review and comment
    - 27<sup>th</sup> February 2024 – Infrastructure & Regulatory Committee - Public Excluded present budget model for review and comment
    - March 12<sup>th</sup> 2024 – Ordinary Council Meeting - Public Excluded present updated budget model for review and comment (updates following Committee meetings) plus rates modelling



- AMPS: Need to be delivered in their final draft form, along with summaries, to:
  - Revised target dates
    - Full Council Meeting – 12/03/2024
  - Transport AMP:
    - Waka Kotahi timeline:
      - August 2023 - Transport Investment Online (TIO) is updated and ready for use. Waka Kotahi & approved organisations submit initial bids for continuous programmes ✓
      - September 2023 - Waka Kotahi & approved organisations submit initial bids for improvement activities (incl. LCLR) ✓
      - September/October 2023 – Indicative timeline for Waka Kotahi moderation of AMPs/bids ✓
      - December 2023 - Waka Kotahi & approved organisations submit final continuous programmes & improvement activities (incl. LCLR) ✓
      - February 2024 - Waka Kotahi releases indicative allocations
      - April 2024 - RLTPs approved by regional councils and submitted to Waka Kotahi
      - June 2024 - NLTP is adopted
      - July 2024 - NLTP and RLTPs are published
    - Draft to Full Council meeting Full Council Meeting – 12/03/2024
- Infrastructure Strategy/Financial Strategy:
  - 19<sup>th</sup> March 2024 – Finance, Assurance, & Risk Committee meeting – Public Excluded – for review and comment
  - 26<sup>th</sup> March 2024 – Strategy, Wellbeing, & Economic Development Committee - Public Excluded – for review and comment
  - 26<sup>th</sup> March 2024 – Infrastructure & Regulatory Committee - Public Excluded – for review and comment
  - 9<sup>th</sup> April 2024 – Ordinary Council Meeting – Review & Adopt
- Significance & Engagement Policy + Revenue & Financing Policy (anticipated editorial updates only so no consultation required).
  - January 2024 – TKA review existing policy and provide comment 👍
    - 20<sup>th</sup> February 2024 – Finance, Assurance, & Risk Committee meeting – Public Excluded present I for review and comment
    - 27<sup>th</sup> February 2024 – Strategy, Wellbeing, & Economic Development Committee - Public Excluded present for review and comment
    - 27<sup>th</sup> February 2024 – Infrastructure & Regulatory Committee - Public Excluded present I for review and comment
    - March 12<sup>th</sup> 2024 – Ordinary Council Meeting -present updated for review and comment (updates following Committee meetings)

Summary of key milestones/meetings:

Deliverable/Milestone	Meeting	Date	Complete
Significance & Engagement Policy + Revenue and Financing Policy	FARC	20/02/2024	
	SWED	27/02/2024	
	I&RC	27/02/2024	
	MSC	05/03/2024	
	Council	12/03/2024	
Budgets	FARC	20/02/2024	
	SWED	27/02/2024	
	I&RC	27/02/2024	
	Council	12/03/2024	
AMPs	Council	12/03/2024	
Infrastructure/Financial Strategy	FARC	19/03/2024	
	SWED	26/03/2024	
	I&RC	26/03/2024	
	Council	09/04/2024	
LTP Consultation Doc	Council	09/04/2024	
LTP Doc draft	Council	07/05/2024	
LTP final	Council	25/06/2024	

### 8.3 MINOR UPDATES TO REVENUE AND FINANCING POLICY AND SIGNIFICANCE AND ENGAGEMENT POLICY

**Author:** Gary Borg, Pouwhakarae - Putea | Tautawhi Rangapu Group Manager Finance and Corporate Support

**Authoriser:** Kitea Tipuna, Tumu Whakarae Chief Executive

**Appendices:** 1. Draft update to Significance and Engagement Policy [↓](#)  
2. Draft updated Revenue and Financing Policy [↓](#)

#### 1. PURPOSE

- 1.1 The purpose of this report is to seek the Committee's endorsement of minor updates to the two policies that are statutory content for the Long-term Plan.

#### RECOMMENDATION

The Pouwhakarae - Putea | Tautawhi Rangapu Group Manager Finance and Corporate Support RECOMMENDS that Committee endorses the policy updates to Council and in doing so supports the position that, due to the editorial nature of the updates, no consultation is required.

#### EXECUTIVE SUMMARY

#### 2. BACKGROUND

- 2.1 The Revenue and Financing Policy and Significance and Engagement Policy are statutory components of a Long-term Plan (LTP) and as such are integral to Council planning and decision-making.
- 2.2 These policies are routinely reviewed as part of each LTP iteration and proposed updates to each are attached as **Appendices 1 and 2**.
- 2.3 Both policies are considered fit for purpose and have been refreshed merely to reflect the current strategic planning environment and updates to other relevant statutes.

#### 3. OPTIONS

- 3.1 The options identified are:
- Do nothing.
  - Endorse the updates as presented.
  - Direct further updates.
- 3.2 Under option a. the policies would remain unchanged and included as is in the 2024-27 LTP. They would continue to be effective but may marginally infract other legislative updates.
- 3.3 Under option b. known and anticipated circumstances can be recognised and incorporated in updated policies that can be included in the LTP 2024-27.
- 3.4 The Committee may wish to invoke option c. if it is conscious of notable omissions or inconsistencies in either policy. This may a consultation requirement.

- 3.5 The preferred option is *b. Endorse the updates as presented*, this contributes to the following community outcomes:

Cultural wellbeing	Economic wellbeing	Social Wellbeing	Environmental Wellbeing
Valued and cherished community.	Strong and prosperous economy.	Safe, supported and well-led community.	Protected and healthy environment

#### 4. CORPORATE CONSIDERATIONS

##### What is the change?

- 4.1 No change

##### Compliance with legislation and Council Policy

- 4.2 The updates to the Revenue and Financing policy include an overt reference to LGA s102(3A) whilst also allowing for flexibility as Water Services Legislation is repealed and potentially rewritten.
- 4.3 The updated policies will become part of the LTP 2024-27.

##### What are the key benefits?

- 4.4 Statutory compliance, consistency with the strategic developments and flexibility where needed.

##### What is the cost?

- 4.5 Nil

##### What is the saving?

- 4.6 Not applicable.

##### Service delivery review

- 4.7 Not applicable

##### Māori Standing Committee

- 4.8 These policy updates will be presented to the Māori Standing Committee at its meeting on 5 March 2024.

#### 5. SIGNIFICANCE

- 5.1 These are significant policies but the proposed updates are not.

#### 6. RISK MANAGEMENT

- 6.1 In accordance with the Council's Risk Management Policy the inherent risks associated with this matter are: the potential for future legal challenge if policies are not maintained relevant and current.

Human	Financial	Regulatory
Low	Low	Low
Operations	Employees	Image & Reputation
Low	Low	Low

Comparative Levels of Risk		
E	Extreme Risk	Immediate action required to manage risk – reported to Council
H	High Risk	Senior management attention to manage risk – reported to FARC
M	Considerable Risk	Management responsibility must be specified and risk controls reviewed
L	Low Risk	Managed by routine procedures

	Consequences				
Probability/ Likelihood	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Likely	M	H	E	E	E
Moderate	M	H	H	E	E
Rare	L	M	H	E	E
Very Rare	L	L	M	H	E
Unanticipated	L	L	M	H	E

**Who has been consulted?**

Despite the editorial updates these policies substantively remain what was consulted upon in previous versions. Therefore no consultation is required at this time.

**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

# SIGNIFICANCE AND ENGAGEMENT POLICY



**WAIROA**  
DISTRICT COUNCIL

**Stored:** [Hyperlink](#)  
**Approved by:** Senior Leadership Team  
**Department:**  
**Policy Author:**  
**Date Approved:**  
**Next Review Date:** December 2023  
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PURPOSE

This Policy lets both Council and the community identify the degree of significance attached to particular decisions, to understand when the community can expect to be engaged in Council's decision making processes, and know how this engagement is likely to take place.

This Policy exists to:

- inform you about what you can expect from Council regarding community engagement and the ways you can influence and participate in the decision-making of Council.
- provide Council with a tool that clearly guides the assessment of significance during decision-making and provides direction on the consideration of community views and the level of community engagement that might be desirable to enable Council to develop a clearer understanding of community views and preferences on an issue or proposal.

OVERVIEW

Decisions made by the Wairoa District Council affect the residents and ratepayers of Wairoa. We are committed to building and maintaining positive relationships with stakeholders and our community so that decisions are well informed. Wherever practical, we will engage with individuals, organisations and groups in our community in ways that give them the best opportunity to have their say.

This Significance and Engagement Policy (Policy) meets the requirements of the Local Government Act 2002 (LGA 2002).

The objectives of this Policy are:

1. To establish a general approach and process for identifying the significance of Council decisions;
2. To set out when and how Council will engage with the community in decision-making, depending on the significance of the decision.

The LGA 2002 states that one role of a Council is to enable democratic local decision-making and action by, and on behalf of, communities. This Policy explains how Council will decide the level of significance that a matter has, the types of matters where the community will be involved in the decision-making process, and when the community can expect Council to make a decision on its behalf.

There are many informal ways that Council engages with the community during its everyday business which helps to inform it on community views. There are also decisions that a Council must make which require a more structured form of engagement. This is because of the importance that a matter has within the wider community, or for groups within the community.

The first part of this Policy sets out how Council will decide whether or not a matter is "significant". The second part of this Policy sets out when and how the community's views will be heard on these significant, and other, matters.

POLICY STATEMENT

SIGNIFICANCE

Local authorities must make decisions about a wide range of matters and most will have a degree of significance, but not all issues will be considered “significant”. An assessment of the degree of significance of proposals and decisions, and the appropriate level of engagement, will therefore be considered in the early stages of a proposal before decision making occurs.

Council has identified criteria to assess the degree of significance. The significance of an issue, proposal or decision lies somewhere on a continuum from low to high. Where the significance of a proposal or decision is unclear against one criterion, then Council will treat that criterion as being more, rather than less, significant. If any of the criteria are met, the proposal or decision may be ‘significant’. However, the criteria should be considered collectively to get to this point.

CRITERIA FOR SIGNIFICANCE

Significance means the importance of an issue, proposal, decision, or matter, as assessed by Council. Council will take into account the following matters when assessing the degree of significance of proposals and decisions, and the appropriate level of engagement:

- The likely impact/consequences of the issue, proposal, decision or other matter, on the district.
- Whether the asset is a strategic asset as listed in appendix two two of this Policy.
- The impact on levels of service provided by Council or the way in which services are delivered.
- The degree of impact on Council’s debt or the level of rates it charges.
- The financial and non-financial costs and implications of the issue, proposal, decision or other matter having regard to Council’s capacity to perform its role.
- Whether the decision is reversible and the likely impact on future generations.
- The impact on the community, how many people are affected and by how much.
- Whether the decision or action flows from, or promotes, a decision or action that has already been taken by Council or furthers a community outcome, policy or strategy.
- Is there a history or reasonable expectation of the issue generating wide public interest within the district.
- The views of and anticipated impact on Māori
- The likely impact/consequences of the issue, proposal, decision or other matter, on youth, elderly and other priority groups

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It may be that only one of the criteria applies, but to such a high degree that the decision will be considered “significant”. Conversely, several criteria may be applicable, but to only a low degree, and therefore will be considered to have a lower level of significance. Each decision will involve staff making an assessment for consideration by elected members. Appendix one of this Policy sets out how the criteria will be used to assess significance.

DETERMINING SIGNIFICANCE

In the first instance, staff will be responsible for assessing the significance of a potential decision, in accordance with legislation and this Policy. Reports to Council and its Committees will include the staff assessment of the significance of the proposals and any options or recommended decisions.

ENGAGEMENT

Any community engagement will be undertaken in proportion to the level of significance of the matter being considered. When any engagement takes place, Council will provide information and:

- Seek to hear from everyone affected by a decision.
- Ask for views early in the decision-making process so that there is enough time for you to give us feedback, and for your views to be considered properly.
- Listen and consider views in an open and honest way.
- Respect everyone’s point of view.
- Provide information that is clear and easy to understand.
- Consider different ways in which the community can share views with us.
- Ensure that the engagement process is efficient and cost effective.

PRINCIPLES OF ENGAGEMENT

Council will take a principle-based approach to our community engagement activities.

- Genuine: We will listen to the views provided by the community with an open mind and will give due consideration to them when making decisions.
- Timeliness: We will engage with the community as early as appropriate and ensure that engagement processes are an integral part of project planning. We will allow enough time for participants to contribute and for them to be able to raise unexpected issues.
- Purposeful: We will be clear about the purpose of engagement and the ability and scope of the engagement to influence decisions.
- Inclusive and accessible: We will engage in a way which encourages participation of all who are likely to be affected by, or are interested in, a decision.
- Recognise diversity: We will use engagement methods which are appropriate to the issue and those we are seeking to engage, having regard to their culture, age, ability and time availability.
- Informed: We will ensure information relating to the engagement is readily available so that participants can make informed contributions.
- Responsive: We will record, consider and respond to participants’ contributions, and provide information to the community on how their feedback influenced the decision-making.
- Engagement with Māori: We will acknowledge the unique perspectives of Māori and iwi in our community.
- Cost-effective: We will engage in a cost-effective manner, and resource engagement in proportion to the significance of the decision. We will ensure the least possible cost to all involved in the engagement (including the costs to the communities/affected parties).

The ways engagement can take place are varied and will be in proportion to the significance of the matter being considered.

STATUTORY COMPLIANCE

The LGA 2002 and other legislation require Council to consult with the community in a range of circumstances. The LGA 2002 has also sets out principles to guide all consultation and prescribes specific consultative procedures, which must be followed in certain circumstances. At a minimum, Council will adhere to all legislative requirements.

**SPECIAL CONSULTATIVE PROCEDURE**

There are situations where the Special Consultative Procedure must be used under the LGA 2002:

- Adoption or amendments to the Long-Term Plan
- Adoption or amendment to a significant bylaw
- Transfer of ownership of a significant strategic asset
- Changes to financial policies.

There are also statutes which require the special consultative procedure to be followed in specified situations including:

- Resource Management Act 1991
- Local Government (Rating) Act 2002
- Building Act 2004
- Sale and Supply of Alcohol Act 2012
- Psychoactive Substances Act 2013
- Dog Control Act 1996
- Waste Minimisation Act 2008
- Freedom Camping Act 2011
- Land Transport Management Act 2003
- Energy Companies Act 1992

It is important to note that formal consultation using a special consultative procedure is a structured process outlined in legislation and supported by case-law. In other engagement processes, however, there are no explicit statutory or legal rules constraining or defining community engagement processes. The LGA 2002 has given local authorities the ability to determine this as appropriate for their communities.

**SIGNIFICANT PROPOSALS OR DECISIONS**

Council will determine the nature and form of the engagement in accordance with the significance of the particular decision. In general, the greater the significance of the decision, the more we will do to engage the community. A ‘significant’ decision does not automatically require the special consultative procedure.

**ENGAGEMENT WITH MĀORI**

Council will honour all engagement processes, agreements and memorandums of understanding developed with Māori as they relate to its decision-making policies. It will also take into account its obligations as outlined under the Resource Management and Local Government Acts.

Te Tiriti o Waitangi/the Treaty of Waitangi is the founding document of New Zealand. Council accepts the great importance of this living, dynamic document, and is committed to upholding the spirit of Te Tiriti o Waitangi/the Treaty of Waitangi principles

- Principle of Tino Rangatiratanga – Self-management  
The rights of Māori to exercise full authority and control over their lands, resources and taonga.
- Principle of Kawanatanga – Governance  
The authority to make laws for the good order and security of the country subject to the duty imposed (on the Crown) to Māori under the Treaty.
- Principle of Whakawhanaungatanga – Partnership  
A partnership between Māori and the Crown which requires the parties to act reasonably and with the utmost good faith in accordance with the Treaty of Waitangi.
- Principle of Oritetanga – Equality and privileges of citizenship

The right of tangata whenua as individual citizens to receive, as a minimum, fair and equal access to the resources and benefits provided by the Crown.

- Principle of Kaitiakitanga – Stewardship  
The responsibility of Māori to undertake their duty of custodianship, stewardship and guardianship over their lands, resources and taonga.
- Principle of Whakatika i te mea he – Duty to remedy past breaches  
The duty of the Crown to remedy past breaches of the Treaty and to prevent further breaches.
- Principle of Tuatiaki ngangahau – Active protection of taonga and Māori interests  
The duty to ensure the active protection of taonga for as long as Māori wish it to apply.
- Principle of He here kia mōhio – Duty to be informed  
The duty of the Crown to make informed decisions through consultation with Māori.

More information on Council’s processes that provide tangata whenua contribution to Council’s decision making can be found in our Māori Policy.

ENGAGEMENT ON OTHER MATTERS

Outside of matters where it remains mandatory for a special consultative procedure to be undertaken, Council will determine the appropriate level of engagement on a case by case basis.

Council may decide that it will use a special consultative procedure if the matter is of high significance, or it may choose another form of appropriate consultation. In instances where significance is judged to be moderate, engagement with the community could involve consulting through an advisory committee or focus group, public meetings, or surveys.

When Council decides that a matter is of low to moderate significance, or in instances where it is considered that the views of the community are already known, it may make a decision on behalf of the community and then inform the community of the outcome. This may be, for instance, through publication on the Council website, in the local media, or other appropriate means.

REASONS NOT TO ENGAGE

Council acknowledges there are times when it is not necessary, appropriate or possible to engage the community on a proposal or decision. This will be decided in accordance with the criteria below:

1. The proposal or decision is not of a nature or significance that requires engagement.
2. Council already has a sound understanding of the views and preferences of the people likely to be affected by, or interested in, the proposal or decision.
3. There is a need for confidentiality or commercial sensitivity.
4. The costs of engagement outweigh the benefits of it.
5. The proposal or decision has already been addressed by Council’s strategies, policies or plans, which have previously been consulted on.
6. An immediate or quick response or decision is needed or it is not reasonably practicable to engage.

Whenever Council does not formally engage, community views will still be considered before a decision is made and as much information will be provided to the public as possible.

**ENGAGEMENT ACTIVITIES**

Council will decide which engagement activities or processes to use based on the individuals, communities and sectors that are affected by, or interested in the proposal; and the extent of that interest/impact. In the first instance, staff will be responsible for assessing the appropriateness of engagement activities for each proposal or decision at the project planning stage.

There may be times where Council activities are affected by events at a regional, national, or global scale – such as extreme weather, or a pandemic. In these instances, Council may delay activities to ensure an appropriate level of engagement. Council may also implement alternative forms of engagement in order to overcome barriers these events have created to engagement. These will be considered on a case by case basis.

**INFORMATION REQUIREMENTS**

Council will ensure that, when conducting any engagement or consultation process in relation to a significant decision, it provides:

- Clear information on what is being proposed and why it is being proposed
- Sufficient information on which to provide meaningful feedback
- The advantages and disadvantages of each option being considered
- What impacts, if any, will occur if the proposal goes ahead
- How the community can provide its views
- The timeframe for completing the community engagement or consultation
- How submitters and participants can learn about the outcome.

DEFINITIONS

Community	A group of people living in the same place or having a particular characteristic in common. Includes interested parties, affected people and key stakeholders.
Decisions	Refers to all the decisions made by or on behalf of Council including those made by officers under delegation. (Management decisions made by officers under delegation during the implementation of Council decisions will not be deemed to be significant).
Engagement	Is a term used to describe the process of seeking information from the community to inform and assist decision making. There is a continuum of community involvement.
Significance	<p>As defined in Section 5 of the LGA 2002 <i>in relation to any issue, proposal, decision, or other matter that concerns or is before a local authority, means the degree of importance of the issue, proposal, decision, matter, as assessed by the local authority, in terms of its likely impact on, and likely consequences for:</i></p> <p><i>The district or region</i></p> <p><i>Any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter</i></p> <p><i>The capacity of the local authority to perform its role, and the financial and other costs of doing so.</i></p>
Strategic Asset	<p>As defined in Section 5 of the LGA 2002 <i>in relation to the assets held by the local authority, means an asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority's capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community; and includes</i></p> <p><i>Any asset or group of assets listed in accordance with Section 90(2) by the local authority; and</i></p> <p><i>Any land or building owned by the local authority and required to maintain the local authority's capacity to provide affordable housing as part of its social policy; and</i></p> <p><i>Any equity securities held by the local authority in</i></p> <p><i>A port company within the meaning of the Port Companies Act 1988</i></p> <p><i>An airport company within the meaning of the Airport Authorities Act 1966</i></p>

RAISING A CONCERN

Concerns with the engagement process should be raised with the Wairoa District Council Governance team ([governance@wairoadc.govt.nz](mailto:governance@wairoadc.govt.nz))



APPENDIX 1: ASSESSING SIGNIFICANCE AGAINST CRITERIA

CRITERIA	HIGHER SIGNIFICANCE	LESSER SIGNIFICANCE
Change in levels, or delivery, of service provided by Council.	There is a major and/or long term change to services.	There is a medium to low level of change to services.
Level of financial impact.	There is a major and long term financial impact.	There is a medium to low level of impact.
Impact on the community.	The decision would have a major impact on sections or all of the community.	The impact on the community is medium to low.
Decision involves a “strategic asset” as listed in this Policy.	The decision involves the sale or transfer of more than 20% of a strategic asset.	The decision does not impact on Council’s ownership of the asset.
Impact on Council debt or level of rates.	The impact is major and/or long term on either debt levels or rates.	The impact is of a medium to low level.
Reversibility of decision.	The decision is irreversible and would impact negatively on future generations to a high degree.	The decision is not irreversible, or if it were, the impact on future generations would not be high.
Building on previous decisions.	The matter is considered to be significant by other criteria, and has not been previously consulted with the community.	The decision or action is consequential to, or promotes, a decision or action already taken by Council or the views of the community on this matter are already known.
Historic interest.	There is a history of the matter generating wide and intense public interest and a reasonable expectation that this will again be so.	There is no history of the matter generating widespread interest.
The likely impact/consequences of the issue, proposal, decision or other matter, on youth, elderly and Māori.	The decision would have a major impact on youth, elderly and Māori.	The impact on youth, elderly and Māori is medium to low.

APPENDIX 2: LIST OF STRATEGIC ASSETS

The LGA 2002 definition of a strategic asset is outlined in Section 5.  
The list of assets outlined below are considered to be “strategic assets”, however not all decisions made regarding them will be significant. For example, the road network is strategic but the purchase or sale of small land parcels that make up the network may not amount to a significant decision.

- Water supply catchments and supply network as a whole.
- Wastewater network as a whole.
- Stormwater and flood protection network as a whole.
- Land transport network as a whole.
- Waste management facilities as a whole.
- Cemeteries.
- Ownership of community facilities as a whole.
- Ownership of Quality Roading and Services (Wairoa) Ltd (QRS).

# Draft Revenue and Financing Policy 2024

## Purpose and scope

1. This policy outlines the choices Council has made in deciding the appropriate sources of funding for operating and capital expenditure from those sources listed in the Local Government Act 2002 (LGA). The policy also shows how the Council complied with section 101(3) of the LGA which sets out a number of factors we must consider when making these decisions. A comprehensive analysis of this is included in the Funding Needs Analysis (Appended).

2. Deciding the best way to fund activities is complex. Applying the legislation is complex and involves many statutes, regulations and multiple statutory policies. The outcome of balancing all those matters requires judgement having considered many factors including but not limited to:
- Legal.

▪ Social.

▪ Competition.

▪ Affordability.

▪ Impact of change.

▪ Efficiency.

▪ Equity.

▪ Cost.

▪ Intergenerational equity.

▪ Transparency.

▪ Accountability.

▪ Business.

▪ Strategic Alignment.

▪ Benefit.

## Policy

### Funding of Recovery

3. Recovery work packages will be undertaken within the Council activities with greatest strategic alignment to those packages. While the funding for these packages may often mirror what takes place in the normal course of business for these activities, the funding for each will be separately determined and formalised in updates to the Recovery Plan. The policy statements and parameters that follow in this document pertain to the normal course of business.

### Water Services Reforms

4. At the time of this policy review the Government has repealed the pre-existing Water Services Entities and Water Services Reform legislation under its 'Local Water Done Well' programme. The future for water services remains uncertain but it is generally held that change is inevitable. As such, policy statements relating to the funding of Water Supply, Wastewater and Stormwater within this document shall hold for as long as these activities are delivered exclusively by Council.

## Funding sources for operating expenses

5. Operating costs are the everyday spending on Council activities. This includes contributions to the wear and tear on assets used (depreciation), interest charged on borrowing for capital projects and overheads.

6. The funding of each activity must be considered individually. Some activities may be best funded by user charges, such as building consents, others with targeted rates, such as water, and others from the general rate, such as roading.

7. The funding sources used for operating costs and the Council's policies in respect of funding operating expenses are described in the following sections.

### User Charges

8. User charges are applied to services where it is identified there is a benefit to an individual or group, or directly attributable cost. User charges are a broad group of fees charged directly to an individual or entity including but not limited to:
 

▪ Service charges.	▪ Fines and penalties.	▪ Planning and consent fees.
▪ Hire.	▪ Connection fees.	▪ Statutory charges.
▪ Rent, lease, licences for land and buildings.	▪ Disposal fees.	▪ Retail sales.
▪ Permits.	▪ Deposits.	▪ Landing fees
▪ Regulatory charges.	▪ Private works.	
9. The price of the service is based on a number of factors, including but not limited to:
  - a. The cost of providing the service.
  - b. The estimate of the users' private benefit from using the service.
  - c. The impact of cost to encourage/discourage behaviours.
  - d. The impact of cost on demand for the service.
  - e. Market pricing, including comparability with other councils.
  - f. The impact of rates subsidies if competing with local businesses.
  - g. Cost and efficiency of collection mechanisms.
  - h. The impact of affordability on users.
  - i. Statutory limits.
  - j. Other matters as determined by the Council.
10. The ability to charge user charges is limited by various statutes and regulations. As a general rule, fees for statutory functions should be set at no more than the cost of providing the service. In some cases, legislation sets the fees at a level that is below cost and in other cases, where provided by legislation (such as the Waste Minimisation Act 2008) fees may be set at greater than the cost of providing the service. It is appropriate to incorporate overhead costs when determining the cost of providing a service.
11. Where goods or services are sold commercially, and taking into consideration legislative limitations, the Council's preference is to charge a market price. This includes retail sales, leases, rents and licences for land and buildings.
12. Fees and charges may be set at any time and are reviewed annually. A list of current fees and charges is maintained on our website.
13. Revenue from user charges is generally allocated to the activity which generates the revenue.

### Grants, sponsorship, subsidies and other income

14. Grants, sponsorship and subsidies are used where they are available. Many of these types of income are regular and predictable and can be budgeted for (for example Waka Kotahi NZTA roading subsidy). Some other types are unexpected or unpredictable and may not be able to be prudently budgeted (such as Provincial Growth Fund funding, reparation payments, civil defence and other reimbursements, legal settlements and insurance claims). These are applied as they arise to the corresponding activity or project.

### Investment income and proceeds from the sale of assets

15. The Council's approach to investments is documented in the Investment and Liability Management Policies. These investments generate income such as dividends, interest, and rents.
16. Income from all asset disposals are generally receipted to the activity that used the asset to deliver service. Generally, these proceeds are considered to be capital in nature. However, low value items may be used to fund operating costs. Council may resolve to utilise higher value proceeds for operating purposes if it is satisfied that it is prudent and in the community's interest.

### Surpluses

17. Council will price its activities (fees and charges, leases) on a prudent cost recovery basis. As a not-for-profit public benefit entity its financial objective is to maximise value. There are however several circumstances where Council may make a surplus:

- a. To pay for future projects – funds will be held in reserve until the project budget is approved.
- b. Windfalls and donations without conditions. Council will determine appropriate utilisation.
- c. 'Sales' volumes exceed expectations, e.g. consenting revenue, licenses. Surpluses will be used to repay debt or acquire investments the income from which may be used to offset operating expenses.

### Development contributions, financial contributions and lump sum contributions

16-18. Generally, there is little revenue from these funding sources to fund operating costs.

17-19. Lump sum contributions have been used for the Māhia and Ōpoutama wastewater schemes, which included a portion of operating cost (interest). Council has an Early Payment of Rates Policy enabling existing ratepayers for these schemes to pay future targeted rates for this in advance.

18-20. Council will consider using lump sum contribution arrangements as a suitable funding option for future projects.

19-21. Financial contributions, relating to resource consents are collected and placed in a reserve fund. The use of this funds could include some operating costs. The Council does not currently take development contributions, but it is considering the use of these as part of its review of the District Plan. Should development contributions be implemented a portion of revenue funds the interest cost on debt for growth related capital projects.

### Reserve funds

20-22. Reserve funds are used for the purposes that they were created. Reserve funds may be used to meet operating costs if the expenditure is consistent with the purpose of the fund.

### Borrowing

21-23. The Council's approach to Borrowing is documented in the Investment and Liability Management Policies. The Council generally plans to fund all cash operating costs from sources other than borrowing but may in specific circumstances, where it determines it is prudent to do so, fund some operating costs from borrowing.

### Rates

22-24. Having exhausted all other funding sources, Council funds its remaining operating expenses from rates. For many activities this is the main funding source.

23-25. The Council may establish general or targeted rates to fund operating costs.

### Summary of sources of funding for operation costs by activity

24-26. The above funding sources were considered when determining the funding required from all sources (including general rates or targeted rates) for each activity in the Funding Needs Analysis, as required by section 101(3)(a).

25-27. Table 1 shows the degree (expressed as a range) to which each funding source is used to fund operating costs in relation to each activity to be funded, as required by section 101(3)(a) of the LGA".

26-28. After the activity by activity analysis, the Council undertakes an analysis of the overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental, and cultural well-being of the community. The results of this analysis may vary the outcome of the activity by activity analysis.

~~27.29.~~ The ranges in Table 1 are expressed as a percentage of the revenue budgeted to fund each activity and are indicative only. They may change over time because of changes in expenditure requirements. Actual funding sources may differ from the budgeted funding sources.

Table 1: Operating Funding by Activity	User charges	Grants, subsidies & other	Invest. Income	Fin. and Dev. Contributions	Reserve Funds	Borrowing	General Rates	Targeted rates
Water Supply	0% -20%	0%	0% -20%	0%	0%	0%	0% -20%	80% - 100%
Wastewater	0% -20%	0%	0% -20%	0%	0%	0%	0% -20%	80% - 100%
Stormwater	0% -20%	0%	0% -20%	0%	0%	0%	0% -20%	80% - 100%
Waste Management	20% -40%	0%	0%	0%	0%	0%	0% -20%	40% - 60%
Airport	0% -20%	0%	0%	0%	0%	0%	80% - 100%	0%
Parking	0%	0%	0%	0%	0%	0%	100%	0%
Roading	0%	60% - 80%	0%	0%	0%	0%	20% -40%	0%
Camping Grounds	0% -20%	0%	0%	0%	0%	0%	80% - 100%	0%
Cemeteries	0% -20%	0%	0%	0%	0%	0%	80% - 100%	0%
Community Centre	0%	0%	0%	0%	0%	0%	80% - 100%	0%
Community Support	0%	0% -20%	0%	0%	0%	0%	80% - 100%	0%
Library	0% -20%	0%	0%	0%	0%	0%	80% - 100%	0%
Memorial Hall	0% -20%	0%	0%	0%	0%	0%	80% - 100%	0%
Parks and Reserves	0% -20%	0%	0%	0%	0%	0%	80% - 100%	0%
Resource Planning	0% -20%	0%	0%	0%	20% -40%	20% -40%	40% - 60%	0%
Environmental Health	0% -20%	0%	0%	0%	0%	0%	80% - 100%	0%
Building Control	40% - 60%	0%	0%	0%	0%	0%	40% - 60%	0%
Liquor Control	40% - 60%	0%	0%	0%	0%	0%	60% - 80%	0%
Bylaw Compliance	40% - 60%	0%	0%	0%	0%	0%	40% - 60%	0%
Community Representation	0%	0%	0%	0%	0%	0%	100%	0%
Māori Relationships	0%	0%	0%	0%	0%	0%	100%	0%
Economic Development	0% -20%	0%	0%	0%	0%	0%	80% - 100%	0%
Gaiety Theatre	80% - 100%	0%	0%	0%	0%	0%	0% -20%	0%
Visitor Information	0% -20%	0%	0%	0%	0%	0%	80% - 100%	0%
Pensioner Housing	100%	0%	0%	0%	0%	0%	0%	0%
Property	0% -20%	0% -20%	0% -20%	0%	0%	0%	80% - 100%	0%
Funds Management	0%	0%	100%	0%	0%	0%	0%	0%

### Funding sources for capital costs

~~28-30.~~ Capital costs are those costs associated with the purchase and improvement of assets, and the repayment of debt. The funding sources for capital costs and Council's policies in respect of the funding of this expenditure are described in the sections that follow.

#### User charges

~~29-31.~~ User charges are not often used for capital costs as individual user contributions would generally be too large to be affordable. Borrowing and charging users annually for financing costs (interest and principal) via rates is often a more affordable method of collecting user contributions for capital costs.

~~30-32.~~ The Council may charge for capital works that are for private benefit (such as, a network extension to a single dwelling) or where capital works are undertaken outside of Asset Management Plans at the request of individuals (for example, a rural seal extension for dust suppression).

#### Grants, subsidies, and other income

~~31-33.~~ The Council relies on significant subsidies for capital works relating to our transport activity. Grants and subsidies may be available for other activities from time to time.

~~32-34.~~ Other income can be from many and varied sources and is unlikely to be predictable enough to budget for in advance. Other income used to fund capital costs could include bequests, insurance claims, and legal settlements.

~~33-35.~~ Grants, subsidies and other income are used wherever they are available.

#### Development contributions

~~34-36.~~ Development Contributions (DCs) fund capital costs necessary to service growth. Council does not have a development contributions policy at this time and will consider this as part of the consideration of financial contributions in the review of the District Plan.

#### Financial contributions

~~35-37.~~ Financial contributions are collected under the Resource Management Act 1991 to avoid, remedy or mitigate adverse effects on the environment as conditions to resource consents. The requirements for these contributions are outlined in the District Plan. Contributions may be received in cash or as revenue by the vesting of assets.

#### Proceeds from the sale of assets

~~36-38.~~ From time-to-time, assets are disposed of. Usually these are low value items and the revenue is allocated to the activities that the assets were used in. In the case of short-life assets these proceeds would normally contribute to the cost of their replacement.

~~37-39.~~ The Council holds some higher value assets for investment purposes which, although not budgeted for, could be sold. Unrestricted proceeds from the sale of these assets would be used to repay debt or supplement the corresponding asset replacement reserves, unless otherwise resolved. Restricted revenues would be placed in the appropriate reserve fund and used for the purpose required by the document that imposes the restriction.

#### Reserve funds

~~38-40.~~ Reserve funds for capital projects are held and the funds are used when a project meets the specific criteria for accessing the reserve. This includes renewal funding derived from rates for operating costs such as depreciation and other accounting provisions.

#### Borrowing

~~39-41.~~ The Council borrows to fund its asset programme. The amount of borrowing available is restricted by the debt limits set in the Financial Strategy.

~~40-42.~~ Borrowed funds, both the principal and interest (an operational cost), are generally repaid by future rates.

~~41-43.~~ Borrowing spreads the cost of the project over a longer period of time, smoothing changes in rates and ensuring that future ratepayers who will enjoy the benefit of long-lived assets contribute to their costs.

#### Lump sum contributions

~~42-44.~~ When undertaking a major project, there is an option to seek lump sum contributions to the capital cost of the project from those who are identified in the projects "capital project funding plan". Lump sum contributions are provided for in the Local Government (Rating) Act 2002 and have restrictions placed on how they are used. Where a lump sum payment option is proposed ratepayers may choose to pay the lump sum or not. If not, the rating unit will be liable to pay any targeted rate set to recover the loan costs.

#### Rates

~~43-45.~~ Rates are mostly used to fund everyday expenses including depreciation and interest costs related to borrowing.

~~44-46.~~ A portion of rates funds the capital (principal) repayments of debt.

~~45-47.~~ Council may establish targeted rates to fund specific capital projects where there is a benefit of separate funding.

~~46-48.~~ Council holds reserve funds for capital expenditure. Some of which has been sourced from rates.

#### Summary of sources of funding for capital costs by activity

~~47-49.~~ Funding of Capital costs will be determined via the same principles as the operating costs funding policy unless the Council resolves otherwise. Such a resolution will follow the funding guidelines and in doing so will be consistent with this policy and not require an amendment to the policy. Existing projects (projects resolved prior to the adoption of this policy) will be funded according to the Annual Plan, Long-Term Plan or other resolution made at the time the Council approved the project. It is not practicable to determine a funding policy for all unknown future projects.

The main difference is that it is the purpose of the expenditure will have more bearing on the funding available. Capital projects are often large in nature and will provide benefits over many years, and the funding approach must reflect this.

~~48-50.~~ The Council uses the following guidelines when considering the funding of capital projects:

- a. A Funding Needs Analysis will be completed where the project is not included in the capital works programme or is additional to planned services, or where its inclusion impacts on Council's overall funding capacity.
- b. All projects are first funded from grants, subsidy or other external income where available.
- c. Renewal projects that maintain the same service level are then funded from reserve funds set aside for that purpose.
- d. General purpose funds or unrestricted reserve funds held for other complementary purposes are considered.
- e. Lump sum rating options are considered.
- f. Projects that have exhausted previous funding sources or are for new or increased service levels or for growth in infrastructure are then funded from debt.

~~49-51.~~ A single project may have a mix of each of these funding options.

~~50-52.~~ It is not practical to create separate funding policies for each and every capital project. The Council will only do this when a project is particularly large, affects a particular group or does not fit with an existing funding policy or activity.

~~51-53.~~ Whenever funding a capital project, the Council will consider the available sources of funds, the Revenue and Financing Policy, and section 101(3) in applying the above guidelines to a capital project. Generally, the Council will resolve the funding policy at the time the project is proposed in an Annual or Long-Term Plan.



### Overall funding consideration

~~52-54.~~ The Council is required by section 101(3)(b) of the LGA to consider “the overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental, and cultural well-being of the community”. This section allows that as a final measure, we may modify the overall mix of funding that would otherwise apply after the initial s101(3)(a) analysis for each activity to be funded.

~~53-55.~~ The following adjustments have been made:

- a. The allocation of the rates liability between sectors of the rating base may be altered by using differentials on the general rate and certain targeted rates. The allocations in this Long-Term Plan were determined by the Council after consultation with the community in 2020. The Council may modify the differential factors during the term of the Long-Term Plan to reflect a change in allocation of cost, or benefit, or to achieve better community outcomes or wellbeing.

This adjustment included an additional allocation of cost to the forestry differential for all activities, rather than just the incremental cost previously allocated from roading activities. The Council has decided this allocation to increase the rates to this sector is appropriate because of comparative negative community wellbeing impacts on the Wairoa community.

- b. Rates affordability (people’s ability to pay rates) is an issue in parts of the region. Adjustments to limit the impact of fixed rates on lower value rating units were made so that rates are more affordable for lower value rating units.
- c. Fees and charges may be waived or discounted where it is considered appropriate to do so. Some matters we may consider in deciding whether it is appropriate to waive fees are for social reasons (e.g., the promotion of events and facilities) or commercial reasons (e.g., due to poor service or to minimise risk).
- d. Rates may be remitted where it considered appropriate to do so and as allowed for in the Rates Remissions and Postponements Policies (including Māori Freehold Land). These policies address social matters as well as adjusting rates for benefits that differ for some rates assessments (such as additional or no provision of some services).
- e. The Council may use accounting provisions and reserve funds to spread the costs of activities over multiple years to smooth the cost to users and ratepayers.

### Rates

~~54-56.~~ Our final consideration of funding by rates comes:

- a. After considering how other funding sources will be used to fund operating and capital costs.
- b. how rates have been applied to activities in the Funding Needs Analysis; and/or
- c. After being adjusted for the overall impact of allocation of liability.

~~55-57.~~ The following section outlines the Revenue and Financing Policy requirements that are used to set rates. To have a full understanding of rates they should be read with regards to the analysis above and in conjunction with the Rating Policy, Funding Impact Statement and Rates Resolution.

#### General rates

~~56-58.~~ The Council sets a general rate is assessed on all rateable properties (rating units) based on the capital value of the property. A Uniform Annual General Charge (UAGC) will be set on each separately used or inhabited part (SUIP) of all rating units.

~~57-59.~~ The Council has determined in its Funding Needs Analysis which activities should be funded from general rates (see Table 1).

~~58-60.~~ The Council has chosen to differentiate the General Rate into four rating categories, applying 6 rating differentials, based on the use to which the land is put. In respect of residential land, Council observes the provisions of s101(3)(b) of the LGA and the overall impact of the allocation of liability for revenue needs on the community. In doing so it has determined that the application of 3 rating differentials to land categorised as residential for rating purposes is appropriate. The General Rate will be assessed on capital value of the land. The factors to be applied to all differentials and the thresholds for the residential differentials will be determined in the Funding Impact Statement

- a. Residential will be
  - i. Residential A
  - ii. Residential B
  - iii. Residential C
- b. Commercial.
- c. Rural.
- d. Forestry.

~~59-61.~~ The Council primarily uses valuation data (specified in the Rating Valuations Rules) to determine the allocation of rating units to differential rating categories. The full definitions can be found in the Rating Policy and the Funding Impact Statement and may change during the term of the Long-term Plan.

~~60-62.~~ In setting the differential categories, and the differential factors, the Council considered the requirements of the LGA and other considerations, including:

- a. The activities funded by the general rate and the s101(3) considerations for the activities.
- b. The impact of any change, or rate of change to the differential.
- c. The views of those impacted by the differentials.
- d. Other reasonable options, and the advantages and disadvantages of those options.
- e. The overall impact of the differential on all ratepayers.

~~61-63.~~ The UAGC is part of the general rates and is a fixed amount each year. The Council can set the UAGC based on an allocation of the cost of specific activities or at an amount the Council considers is appropriate. In past years, the Council has preferred to base the UAGC on the allocation basis. From 2021 the Council will set the UAGC at a level it considers appropriate.

~~62-64.~~ The Council recognises the regressive nature of fixed rates. Rates affordability is a matter the Council considers when setting the UAGC. Council's remissions policies provide for some adjustment to UAGCs for properties where appropriate. During the term of this Long-term Plan the Council may adjust the UAGC as part of its rate setting process in order to improve community wellbeing for current and/or future communities.

~~63-65.~~ If the cost allocation from activities (as described in the Rating Policy) is amended, or an adjustment is made to the UAGC to improve community wellbeing, the amount removed from the UAGC will remain part of general rates.

#### Targeted rates

~~64-66.~~ Targeted rates are finalised when adopting the Funding Impact Statement in the Long-Term Plan or an Annual Plan. The Council may introduce new targeted rates, consistent with this policy, when setting rates in any year as documented in the respective year's Funding Impact Statement and Rates Resolution. The Council's requirement to consult is determined by s95A of the LGA.

~~65-67.~~ The Council has chosen to have a small number of targeted rates and will provide transparency of how much a ratepayer's rates is contributing to activities by using better communication tools than the rates invoice. Information on targeted rates is listed in the Rating Policy, Rates Resolutions and Funding Impact Statement for each year.

~~68.~~ The Council consulted on changes to targeted rates in its 2020 rates review, the outcomes of which are reflected in this and other relevant policies.

#### Preamble to Te Ture Whenua Māori Act 1993:

~~69.~~ Council's main tools for ensuring it supports and promotes the retention of Māori land in the hands of its owners, their whānau and their hāpū and to facilitate the development and utilization of that land for the benefit of the same are within its suite of rating and remission tools, particularly as they relate to Māori freehold land in multiple ownership, papa kainga, and whenua rahui.

~~66-70.~~ This is furthered by ensuring that its Rating Information Database contains land classification and valuation information that complies with the Local Government (Rating of Whenua Māori) Amendment Bill.

#### References

- The Funding Needs Analysis, required by section 101(3) of the LGA, provides the background and analysis to explain the funding decisions we have made. It is guided by the funding principles and choices of funding sources documented in the Revenue and Financing Policy.
- The Investment and Liability Management Policies place restrictions on the use of the proceeds from asset sales.
- The Rating Policy further clarifies funding requirements by documenting matters not included in this Revenue and Financing Policy. It includes definitions and, when applicable, maps for rating areas.
- The Funding Impact Statement is included in each Long-term Plan and Annual Plan as required by clauses 15 or 20 of schedule 10. This statement shows the results of the detailed rates calculation for each year.

Together the above documents form the necessary components to lawfully charge under the LGA for our revenue requirements. We must also comply with other legislation regarding the setting of some fees and charges and the Local Government (Rating) Act 2002 for the setting of rates.

## ~~DRAFT~~ Funding Needs Analysis

This policy does not form part of the Revenue and Financing Policy, it is a separate document that records the detailed application of s101(3). The Revenue and Financing Policy describes how the Council has complied with s101(3). A change in this document does not in itself change the Revenue and Financing Policy.

### Purpose and scope

1. The Funding Needs Analysis (FNA) provides the background and analysis to explain the funding decisions made by the Council.
2. To comply with section 101(3),<sup>1</sup> the Council must determine the appropriate sources of funding<sup>2</sup> for each activity. In determining this, they must take into consideration under s 101(3)(a):
  - a. *"The community outcomes to which the activity primarily contributes.*
  - b. *The distribution of benefits between the community as a whole, any identifiable part of the community, and individuals.*
  - c. *The period in or over which those benefits are expected to occur.*
  - d. *The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity.*
  - e. *The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities."*
3. The legislation places no more or less weight or priority on any one of the factors listed in section 101(3)(a).
4. Having completed the above analysis, the Council must then consider under section 101(3)(b): *"The overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental and cultural well-being of the community."*
5. The following sections document the matters and approaches the Council has taken to determine the funding needs of an activity and how that translates into the Council's decision on the appropriate funding sources to be used.

### Previous reviews

6. The FNA was last reviewed in 2018, and Council retained its existing Revenue and Financing Policy included in the 2018-28 Long-term Plan (LTP).
7. The Council undertook a review and rewrite in 2020. Changes have been made reflecting the considerations of the Council as they considered the funding of activities in developing the 2021-31 LTP.

### Funding sources for operating costs

8. Operating costs are the everyday spending that maintains the services delivered by the Council. This includes corporate overheads, funded wear and tear on assets (depreciation) and interest costs of borrowing for capital projects.
9. The Council must consider the funding for each activity in a way that relates exclusively to that activity. Some activities may be best funded by user charges such as swimming pool entry fees, others with targeted rates and others from a general rate. Distinct funding may assist ratepayers or payers of user charges to assess more readily whether the cost of the service provided to them either directly or indirectly represents good value. They can also more easily determine

<sup>1</sup> All references to legislation are to the Local Government Act 2002 (LGA), unless otherwise stated.

<sup>2</sup> The funding sources are listed in section 103 LGA and the Council's preference for using funding sources is described in the Revenue and Financing Policy.

how much money is being raised for the service and spent on the service.

10. The funding sources for operating and capital costs are:

- a. Fees and charges.
- b. Grants and subsidies and fuel taxes.
- c. Other income.
- d. Investment income.
- e. Financial contributions
- f. Development contributions
- g. Lump sum payments
- h. Reserve funds.
- i. Borrowing
- j. Proceeds from the sale of assets
- k. Rates
  - General rate
  - Targeted rates.

11. Each funding source and how the Council prefers to use that funding source for operating expenses is described in detail in the Revenue and Financing Policy and is based on the analysis set out in this document.

*Table 1: Matters the Council considers in applying the legislation for operating expenses*

Section 101(3)(a) - Step 1 reference	Matters Council might consider
<b>Community outcomes - s.101(3)(a)(i)</b>	<p>The Council determines which of its community outcomes an activity primarily contributes to.</p> <p>Council will consider how their funding choices will support the achievement of the community outcomes.</p>
<b>Distribution benefits - s.101(3)(a)(ii)</b>	<p>The distribution of benefits is given consideration by the Council. Determining benefit is inherently subjective.</p> <p>Where the Council considers there is a clearly identified direct relationship between users and the services provided then the Council will consider fees and charges or targeted rates.</p> <p>Where the Council considers the services provide a benefit to the community as a whole; is of a uniform nature; or where the Council is not able to identify a direct relationship between users and the service the Council will consider using general rates.</p>
<b>Period of benefit - s.101(3)(a)(iii)</b>	<p>For most operational expenses the benefit is received in the year the expense is incurred.</p> <p>For most activities depreciation (an operating expense) is cash funded from revenue sources and this is placed into reserve funds for the future renewal of assets.</p> <p>Some operational expenses (provisions) may have a benefit over multiple years and so the Council may choose to fund the activity over that period.</p>

<b>Who creates the need - s.101(3)(a)(iv)</b>	<p>Some services are provided because the actions or inactions of individuals or groups create the need to undertake the activity.</p> <p>The Council may choose to target these people or organisations through fines, charges or rates.</p>
<b>Separate funding - s.101(3)(a)(v)</b>	<p>The Council must consider the practicalities of separate funding along with transparency and accountability.</p> <p>In some cases, while it may be desirable to charge individuals there may be no practical way of doing so.</p> <p>For all activities the Council is able to easily identify what proportion of operational expenses is recovered from each funding sources. In the case of rates the Council is able to inform individual ratepayers of their rates contribution to each activity using communication tools.</p>

12. Analysis for operating costs by activity is described in Schedule 1.

#### Funding sources for capital costs

13. Capital costs are those costs associated with the purchase and improvement of assets and for the repayment of debt. The funding sources for capital costs include:
- Fees and charges.
  - Grants and subsidies and fuel taxes.
  - Other income.
  - Investment income.
  - Financial contributions
  - Development contributions
  - Lump sum payments
  - Reserve funds.
  - Borrowing
  - Proceeds from the sale of assets
  - Rates
    - General rate
    - Targeted rates.
14. Each funding source and how the Council prefers to use that funding source for capital expenditure is described in detail in the Revenue and Financing Policy and is based on the analysis set out in this document.

#### Analysis for capital costs by activity

15. Capital costs would be funded on the same principles as the operating costs funding policy, subject to the nature and purpose of the expenditure, unless the Council resolves otherwise. Such a resolution will follow the funding guidelines and in doing so would be consistent with this policy and would not require amendment to the policy. Existing projects (projects resolved prior to 3 December 2020) will be funded according to the Annual Plan, Long-term Plan or other resolution at the time of the Council approving the project. It is not always practicable to determine a funding policy for an unknown future project in advance.
16. The Council uses the following guidelines when considering the funding of capital projects:

- a. A Funding Needs Analysis will be completed ( see paragraph 18).
  - b. All projects are first funded from grants, subsidy or other income where available.
  - c. Renewal projects that maintain the same service level are then funded from reserve funds set aside for that purpose.
  - d. Reserve funds for other purposes that are not restricted are considered.
  - e. Lump sum and other rating options are considered.
  - f. Projects that have exhausted previous funding sources or are for new or increased service levels or for growth in non-network infrastructure are then funded from debt.
17. A single project may have a mix of each of these funding options.
18. It is not practical to create separate funding policies for each and every capital project. The Council will only do this when a project is particularly large, affects a particular group or does not fit with an existing funding policy or activity.
19. Whenever funding a capital project, the Council will consider the available sources of funds, the Revenue and Financing Policy, section 101(3) in applying the above guidelines to a capital project. Generally, the Council will resolve the funding policy at the time the project is proposed in an Annual or Long-term Plan. In undertaking this assessment, it shall have regard to the matters in table two.

*Table 2: Matters the Council considers in applying the legislation for capital expenses*

Headings -s.101 reference	Matters Council might consider
<b>Community outcomes - s.101(3)(a)(i)</b>	<p>The Council determines which of its community outcomes the capital project or activity contributes to.</p> <p>Council will consider how their funding choices will support the achievement of the community outcomes.</p>
<b>Distribution benefits - s.101(3)(a)(ii)</b>	<p>The distribution of benefits is expected to be the same as that for the operating costs of the activity in which it is funded unless the Council resolves otherwise. Determining benefit is inherently subjective.</p> <p>The Council may choose to target those people or organisations who primarily benefit through financial and development contributions, lump sum options or targeted rates.</p>
<b>Period of benefit- s.101(3)(a)(iii)</b>	<p>For most capital projects the benefit is received over the life of the asset. The Council will have regard to the equitable distribution of costs to each generation for the construction and renewal of the asset. For example, this may result in the Council not funding asset renewal while still funding debt.</p>
<b>Who creates the need- s.101(3)(a)(iv)</b>	<p>Some services are provided because the actions or inactions of individuals or groups create the need to undertake the activity.</p> <p>The Council may choose to target these people or organisations through financial contributions or targeted rates.</p>
<b>Separate funding- s.101(3)(a)(v)</b>	<p>The Council must consider the practicalities of separate funding along with transparency and accountability.</p> <p>In some cases, while it may be desirable to charge individuals there may be no practical way of doing so.</p>

For many smaller capital projects, it is not practical to have a separate funding policy. Where the Council does not resolve otherwise a capital project will be funded consistently with the funding mechanism adopted for the operating costs in the activity in which it is funded, and the purpose of the project.

Funding bands

- 20. After considering the section 101(3)(a) components, the Council considers to what extent each of the funding sources can fund each activity. This guide is intended to be in place for the next three years before it is reviewed. As costs change over time, it is not possible to precisely determine the percentage allocated. For this reason, the Council has decided to band the percentages into the categories listed in table three.
- 21. The assessment in Schedule 1 identifies the most likely sources of funding an activity is budgeted to receive. In all cases , rates fund the balance of the activity after all other sources have been maximised. It is likely that from time to time the Council will be able to secure additional funding that may be become available.
- 22. Budgets will normally be set within these ranges. These ranges are expressed as a percentage of the cost of the activity and are indicative only. They may change over time because of changes in expenditure rather than changes in revenue. It is also likely that actual funding sources will be different from budgeted funding sources.

Table 3: Funding bands

Name	Percentage range
Unlikely	0%
Minimal	0% - 20%
Low	20% - 40%
Moderate	40% - 60%
High	60% - 80%
Most	80% -100%
All	100%

Funding sources and rationale

- 23. The ‘Rationale’ column of Schedule 1 identifies which of the funding sources the Council plans to use in budgeting to fund the operating costs of each activity. It is determined by the Council after consideration of each clause of section 101(3)(a).
- 24. The assessment of the funding sources is a complex matter of weighing up the requirements of section 101(3)(a) with the available sources and the Council’s preferences for using these sources. The Council has documented its rationale for choosing each the funding source in this Funding Needs Analysis and the Revenue and Financing Policy.
- 25. The funding source for an activity may be modified by the Council when it considers the requirements of section 101(3)(b). If this has occurred, it is considered as part of the overall funding considerations section in the Revenue and Financing Policy.



## Schedule One: Activity Funding Needs Analysis – operating costs

Group Activity: Transport		Activity: Transport			Funding Sources by Funding Stream	
Community Outcomes	Distribution of Benefits	Period of Benefit	Whose Act Creates a Need?	Separate Funding	Rationale	
<p>This activity primarily contributes to Council's outcome:</p> <ul style="list-style-type: none"> <li>Strong and prosperous economy and is associated with Council's outcomes:</li> <li>Safe, supported and well-led community</li> </ul> <p>Our communities and business are connected to each other and to our markets by a safe efficient and integrated transport network.</p>	<p><b>Roading:</b> The roading network serves the whole district and everyone benefits.</p> <p>Roads are necessary to deliver export products to markets within Wairoa, New Zealand and the world. The district's economic prosperity is dependent on production from its rural catchment.</p> <p>Roads provide corridors for other utility providers such as power, communications, water and wastewater.</p> <p>Roads, street lighting, signage, and footpaths and parking are provided as a public good. Individuals and business benefit directly from access to property and facilities.</p> <p><b>Airport:</b> The provides quick access in and out of the region supporting business and emergency management.</p> <p>The availability of the airport serves the whole district, and everyone benefits.</p> <p>Individual users receive a private benefit.</p>	<p>The benefit of most operating costs is expected to arise in the year the funding is sourced.</p>	<p>There is an impact of the actions or inactions of others. Costs are driven by traffic volumes and size. Large vehicles, wear roads out more quickly than vehicles.</p> <p>The forestry industry places significant demand on the roading network for which Council incurs additional costs. The growth of the forestry industry is leading to greater roading damage.</p> <p>Airport users expect a consistent service level.</p>	<p>The whole community benefits from the roading network and airport, as such there is little advantage in having separate funding.</p> <p>The use of differential rating tools can easily adjust for sectors to make a varying contribution.</p> <p>There are few reasonably practicable options for charges in users directly for their use of or damage to the roads.</p> <p>Charging airport users for rents and landing fees is common and efficient.</p>	<p>Subsidies are primarily sourced from New Zealand Transport Agency (NZTA). Additional funding will be sourced whenever available (e.g., Provincial Growth Fund)</p> <p>Council also receives a small amount of regional petrol tax.</p> <p>Council maximises the amount of subsidy for the level of spending it approves.</p> <p>The whole district benefits from the roading network.</p> <p>The general rate allows for the differential allocation of benefit to sectors and adjustment of contribution for those whose actions cause additional costs and for advancing community outcomes.</p>	<p><b><u>ROADING</u></b></p> <p><b>HIGH (60% - 80%)</b> Grants and subsidies.</p> <p><b>LOW (20% - 40%)</b> General rate</p> <p><b>UNLIKELY (0%)</b> All other funding sources.</p> <p><b><u>AIRPORT</u></b></p> <p><b>HIGH (60% - 80%)</b> General rates</p> <p><b>MINIMAL (0% - 20%)</b> Fees and charges</p> <p><b>Other</b></p> <p><b>UNLIKELY (0%)</b> All other funding sources</p>

Group Activity: Water					
Activity: Water					
Community Outcomes	Distribution of Benefits	Period of Benefit	Whose Act Creates a Need?	Separate Funding	Rationale
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>• Safe, supported and well-led community</li> <li>• Strong and prosperous economy</li> <li>• Protected and healthy environment</li> <li>• Valued and cherished culture</li> </ul> <p>Access to safe water that is managed with cultural and environmental sensitivity is essential to community wellbeing.</p>	<p>The communities that are reticulated with a public water supply are the beneficiaries. With extended dry seasons there is greater demand on Council's network for tanker water to be supplied to non-reticulated properties.</p> <p>The entire community benefits through better health, kai moana, recreation and the environment outcomes and having protection in the case of fire.</p> <p>This community benefit can be recognised with a general rates component in the funding.</p> <p>All property owners/residents/tourists benefit from receiving water and protection from any fire risk.</p>	<p>The benefit of most operating costs is expected to arise in the year the funding is sourced.</p> <p>Annual funding is sourced from revenue for depreciation that is likely to be spent partially in the current year and probably in future years. This is managed through reserve funds.</p>	<p>The actions of most individuals or groups have a minor impact. There is considerable government intervention in the provision of safe, healthy, compliant drinking water.</p>	<p>Identifying separate funding assists in the accountability and transparency of Council's expenditure on this activity.</p> <p>It also provides transparency on the cost of an essential service.</p>	<p>Those who (either directly or indirectly) benefit should pay.</p> <p>There are some water users where charging based on actual quantities is practical due to the location, size or the use of the property. Their share of costs is recovered by way of targeted water meter rates.</p> <p>The cost of the water supply and network is equalised across all non-metered connections within the district.</p> <p>A portion of the cost benefits the whole district and can be recovered in the general rate.</p>
					<p><b>Funding Sources by Funding Stream</b></p> <p><b>MOST (80 - 100%)</b> Targeted rates</p> <p><b>MINIMUM (0% - 20%)</b> General rates</p> <p><b>UNLIKELY</b> Interest and dividend</p> <p>All other funding sources.</p>

Group Activity: Wastewater					
Activity: Wastewater					
Community Outcomes	Distribution of Benefits	Period of Benefit	Whose Act Creates a Need?	Separate Funding	Rationale
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>• Safe, supported and well-led community</li> <li>• Strong and prosperous economy</li> <li>• Protected and healthy environment</li> <li>• Valued and cherished culture</li> </ul> <p>Access to safe water that is managed with cultural and environmental sensitivity is essential to community wellbeing.</p>	<p>The collection, treatment, and disposal of wastewater are primarily a private benefit for people whose properties are connected to the schemes. Rural septic tank septage is transported to council wastewater treatment ponds.</p> <p>The protection of the environment is a benefit to the serviced communities.</p> <p>The entire community benefits through better health, kai moana, recreation and the environment outcomes.</p> <p>The benefits are expected to accrue primarily to individual users and businesses.</p> <p>There is a public health, environmental and recreational benefits are to whole district. This community benefit can be recognised with a general rates component in the funding.</p>	<p>The benefit of most operating costs is expected to arise in the year the funding is sourced.</p> <p>Annual funding is sourced from revenue for depreciation that is likely to be spent partially in the current year and probably in future years. This is managed through reserve funds.</p>	<p>A small number of heavy commercial producers have an adverse impact greater than most users.</p> <p>There is considerable government intervention in the provision of safe, healthy, compliant wastewater systems.</p>	<p>Identifying separate funding assists in the accountability and transparency of Council's expenditure on this activity.</p> <p>It also provides transparency on the cost of an essential service.</p>	<p>In most cases it is not practicable to measure the quantity of each individual's contribution to the wastewater system.</p> <p>In the case of heavy commercial users of the waste system it is practical to measure the volume and quality of waste and charge appropriately for this.</p> <p>Those who (either directly or indirectly) connected targeted rate per pan is an efficient and simple way that approximates benefit of access and use of the services.</p> <p>Septage tankers are not paying the full cost of treatment recognising the wider community health benefits.</p> <p>A portion of the cost benefits the whole district and can be recovered in the general rate.</p>
					<p><b>Funding Sources by Funding Stream</b></p> <p><b>MOST (80% - 100%)</b> Targeted rates</p> <p><b>MINIMAL (0% -20%)</b> General rates Fees and charges Interest and dividends</p> <p><b>UNLIKELY</b> All other funding sources.</p>

Group Activity: Stormwater					
Activity: Stormwater					
Community Outcomes	Distribution of Benefits	Period of Benefit	Whose Act Creates a Need?	Separate Funding	Rationale
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>• Safe, supported and well-led community</li> <li>• Strong and prosperous economy</li> <li>• Protected and healthy environment</li> <li>• Valued and cherished culture</li> </ul> <p>With forecast increase in heavy rain events collecting and managing stormwater protects houses, businesses and infrastructure. It must be managed with cultural and environmental sensitivity is essential to community wellbeing.</p>	<p>The collection, treatment and disposal of stormwater are primarily a community benefit in serviced communities.</p> <p>This benefit extends to the wider community as it includes protection of the environment and an accessible roading network.</p> <p>Some individual properties or groups of properties benefit from not being flooded.</p> <p>The benefits are expected to accrue:</p> <ul style="list-style-type: none"> <li>• To individual properties</li> <li>• The whole community</li> </ul>	<p>The benefit of most operating costs is expected to arise in the year the funding is sourced.</p> <p>Annual funding is sourced from revenue for depreciation that is likely to be spent partially in the current year and probably in future years. This is managed through reserve funds.</p>	<p>The actions of individuals in increasing hard surfaces on properties increases stormwater volumes.</p> <p>There is considerable government intervention in the provision of safe, healthy, compliant wastewater systems.</p> <p>The Freshwater NPS will put more pressure on treating stormwater.</p>	<p>There is no practical way to charge individuals or groups for any direct benefit.</p> <p>Urban stormwater networks are funded from a mix of general and targeted rates reflecting the benefit to property owners in an urban area and the wider community benefit of stormwater managed on the road corridor.</p> <p>A portion of the cost benefits the whole district and can be recovered in the general rate.</p>	<p>There is no practical way to charge individuals or groups for any direct benefit.</p> <p>Urban stormwater networks are funded from a mix of general and targeted rates reflecting the benefit to property owners in an urban area and the wider community benefit of stormwater managed on the road corridor.</p> <p>A portion of the cost benefits the whole district and can be recovered in the general rate.</p>
					<p><b>Funding Sources by Funding Stream</b></p> <p><b>MOST (80% - 100%)</b> Targeted rates</p> <p><b>MINIMAL (0% - 20%)</b> General rates</p> <p><b>UNLIKELY</b> Interest and dividends</p> <p>All other funding sources.</p>

Group Activity: Waste Management					
Activity:	Waste				
Community Outcomes	Distribution of Benefits	Period of Benefit	Whose Act Creates a Need?	Separate Funding	Rationale
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>• Safe, supported and well-led community</li> <li>• Strong and prosperous economy</li> <li>• Protected and healthy environment</li> <li>• Valued and cherished culture</li> </ul> <p>Managing waste assists houses and businesses. It must be managed with cultural and environmental sensitivity is essential to community wellbeing.</p>	<p>Individuals benefit directly from kerbside recycling and domestic refuse collection.</p> <p>The whole community benefits from waste minimisation and education as well as litter collection.</p> <p>The benefits are expected to accrue:</p> <ul style="list-style-type: none"> <li>• Primarily to individual users</li> <li>• Partly to the district as a whole</li> </ul>	<p>The benefit of most operating costs is expected to occur in the year the funding is sourced.</p>	<p>This activity is only required due to the act of creating waste.</p> <p>Those who create the waste are individuals and business.</p>	<p>Identifying separate funding assists in the accountability and transparency of Council's expenditure on this activity.</p>	<p>The actions of individuals or groups (largely business) create the need to have this activity.</p> <p>Targeted rates appropriately recognise this benefit.</p> <p>The whole community benefits from litter collection of public places can be appropriately funded from general rates.</p> <p>The fees and charges at landfills and transfer stations (where Council provides the services), only partially funds the cost of disposal.</p> <p>Higher fees and charges encourage those who create the waste recognise the cost of their actions and encourage waste reduction.</p> <p>There is also a small benefit to the whole community of this activity with waste not dumped elsewhere</p>
					<p><b>Funding Sources by Funding Stream</b></p> <p><b>MODERATE (40% - 60%)</b> Targeted rates</p> <p><b>LOW (20% - 40%)</b> Fees and charges</p> <p><b>MINIMAL (0% - 20%)</b> General rates</p> <p><b>Other</b></p> <p><b>UNLIKELY</b> All other funding sources.</p>

Group Activity: Leadership and Governance						
Activity: Community Representation						
Community Outcomes	Distribution of Benefits	Period of Benefit	Whose Act Creates a Need?	Separate Funding	Rationale	Funding Sources by Funding Stream
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>• Safe, supported and well-led community</li> <li>• Strong and prosperous economy</li> <li>• Protected and healthy environment</li> <li>• Valued and cherished culture</li> </ul> <p>Local people making local decisions requires balancing the conflict needs of individuals for the overall benefit of the whole community</p>	<p>The activity supports the decision-making function of Council and therefore benefits the community as a whole.</p>	<p>The benefit of most operating costs is expected to arise in the year the funding is sourced.</p>	<p>The actions of individuals or groups have a minor impact on this activity.</p>	<p>Council considers that there is little benefit of separately funding this activity.</p>	<p>The benefits of this activity are available to the whole community; the majority of electors are ratepayers.</p>	<p><b>All (100%)</b> General rates <b>UNLIKELY</b> All other funding sources.</p>
Activity: Māori Relations						
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>• Valued and cherished culture</li> <li>• Safe, supported and well-led community</li> </ul> <p>and is associated with Council's outcomes:</p> <ul style="list-style-type: none"> <li>• Strong and prosperous economy</li> <li>• Protected and healthy environment</li> </ul> <p>Māori are 66% of the community, having strong relations with Māori it is essential to community wellbeing.</p>	<p>The activity supports the decision-making function of Council and therefore benefits the community as a whole.</p>	<p>The benefit of most operating costs is expected to arise in the year the funding is sourced.</p>	<p>The actions of individuals or groups have a minor impact on this activity.</p>	<p>Council considers that there is little benefit of separately funding this activity.</p>	<p>The benefits of this activity are available to the whole community.</p>	<p><b>All (100%)</b> General rates <b>UNLIKELY</b> All other funding sources.</p>
Activity: Economic Development						
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>• Strong and prosperous economy</li> </ul> <p>and is associated with Council's outcomes:</p> <ul style="list-style-type: none"> <li>• Safe, supported and well-led community</li> <li>• Protected and healthy environment</li> <li>• Valued and cherished culture</li> </ul> <p>Jobs are essential to population growth and the wellbeing of all in the community.</p>	<p>The activity supports the district promotion, visitor information including the I-site.</p> <p>Increased economic activity creates jobs and supports everyone and therefore benefits the community as a whole.</p>	<p>The benefit of most operating costs is expected to arise in the year the funding is sourced.</p>	<p>The actions of individuals or groups have a minor impact on this activity.</p>	<p>Council considers that there is little benefit of separately funding this activity.</p>	<p>The benefits of this activity are available to the whole community.</p>	<p><b>MOST (80%-100%)</b> General rate <b>MINIMAL (0%-20%)</b> Grants and Subsidies <b>UNLIKELY</b> All other funding sources.</p>

Group Activity: Planning and Regulatory					
Activity: Resource Planning					
Community Outcomes	Distribution of Benefits	Period of Benefit	Whose Act Creates a Need?	Separate Funding	Rationale
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>Protected and healthy environment</li> <li>Strong and prosperous economy</li> </ul> <p>and is associated with Council's outcomes:</p> <ul style="list-style-type: none"> <li>Safe, supported and well-led community</li> <li>Valued and cherished culture</li> </ul> <p>District planning and consenting is essential to protecting environmental and cultural outcomes supporting a prosperous economy.</p>	<p>Individuals that apply for consents and use the other services in this area are the predominant beneficiaries of this activity. Through their actions they directly drive the majority of the costs.</p> <p>These resource consent activities also provide benefit to persons other than the applicant such as future owners and occupiers of the land (a property-based benefit). There is also a person-based benefit in relation to the information that is supplied to the public through inquiries, for example providing support to potential applications or responding to service requests.</p> <p>Future residents benefit from the protection of our environment and our response to climate change.</p> <p>Resource Consent Compliance Monitoring and RMA Enforcement benefits the consent holder and the community.</p> <p>The benefits are expected to accrue:</p> <ul style="list-style-type: none"> <li>Primarily to individual users.</li> <li>Partly to the district as a whole in support of the community outcomes.</li> </ul>	<p>The principal benefit of operating costs is expected to arise in the year the funding is sourced.</p> <p>There is a secondary benefit to future sustainability.</p>	<p>The actions of individuals and groups drive the costs in this activity.</p>	<p>Identifying separate funding assists in the accountability and transparency of Council's costs on this activity.</p>	<p>A user charge recognises the benefits to people who apply for resource consents.</p> <p>Although the primary benefit of a resource consent sits with the consent holder the community outcomes desires that we have a strong prosperous economy and so, Council wants to encourage a high level of consent compliance.</p> <p>For these reasons Council considers it appropriate to fund a portion of the costs of consents from ratepayers rather than consent applicants.</p> <p>As future ratepayers benefit from the development of a district plan, the funding for this is spread over future years with borrowing.</p>
					<b>Funding Sources by Funding Stream</b> <b>MODERATE (40%-60%)</b> Borrowing General rate <b>MINIMAL (0%-20%)</b> Fees and Charges <b>UNLIKELY</b> All other funding sources.
Activity: Building Control					
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>Strong and prosperous economy</li> </ul> <p>and is associated with Council's outcomes:</p> <ul style="list-style-type: none"> <li>Safe, supported and well-led community</li> <li>Protected and healthy environment</li> <li>Valued and cherished culture</li> </ul> <p>Safe homes and buildings improve the wellbeing of all in the community.</p>	<p>Individuals that apply for consents, licenses and use other services in this area directly drive the majority of the costs.</p> <p>Services within this activity also provide for the safety of the public, and requirements earthquake prone buildings.</p> <p>Information is supplied to the public through inquiries, for example providing support to potential applications or responding to service requests.</p> <p>The benefits are expected to accrue:</p> <ul style="list-style-type: none"> <li>Primarily to individual users.</li> <li>Partly to the district as a whole.</li> </ul>	<p>The benefit of most operating costs is expected to arise in the year the funding is sourced.</p> <p>There is a secondary benefit to future housing stock that is fit for purpose.</p>	<p>The actions of individuals and groups drive the costs in this activity.</p>	<p>The distinct beneficiaries for each component support multiple funding streams.</p>	<p>Fees and charges are favoured for the full cost of UMIs and PIMS.</p> <p>Although the primary benefit of a building consent sits with the consent holder the Council wants to encourage growth and improvement of existing housing and businesses.</p> <p>For these reasons Council considers it appropriate to fund a portion of the costs of consents from ratepayers rather than consent applicants.</p>
					<b>Funding Sources by Funding Stream</b> <b>MODERATE (40%-60%)</b> General rate <b>MINIMAL (0%-20%)</b> Fees and charges <b>UNLIKELY</b> All other funding sources.

Activity: Bylaw Compliance					
This activity primarily contributes to Council's outcomes: <ul style="list-style-type: none"><li>Safe, supported and well-led community</li></ul> and is associated with Council's outcomes: <ul style="list-style-type: none"><li>Strong and prosperous economy</li><li>Protected and healthy environment</li><li>Valued and cherished culture</li></ul> The community must feel a safe place to live. This part of a people's rationale when choosing where to live. Growing communities then support a growing a strong and prosperous economy.	Dog and livestock control minimise danger, distress and nuisance caused by stray dogs and to ensure the control of stock on the roads of the district in the interests of public safety.  General Bylaw Enforcement: <ul style="list-style-type: none"><li>Supports public health and safety and the enjoyment of public spaces.</li><li>Enforces the rules for users of roads, water, wastewater and cemeteries and for the impacts of urban fires.</li></ul> The benefits are expected to accrue: <ul style="list-style-type: none"><li>Partly to individual users.</li><li>Partly to the district as a whole.</li></ul>	The benefit of operating costs is expected to arise in the year the funding is sourced.	The actions of individuals and groups drive the costs in this activity.  Particularly: <ul style="list-style-type: none"><li>owners of dogs who create the requirement to manage all dogs.</li><li>Owners of non-controlled dogs and livestock</li><li>Those who breach bylaws</li></ul>	Identifying separate funding assists in the accountability and transparency of Council's costs on this activity.	Fees and charges for Dog Control are largely collected in registration the owners of dogs in recognition that it is their action of owning a dog or then inaction of controlling a dog or stock that drives costs.  Fees and charges (including fines and other enforcement charges) are required for no compliance of all bylaws.  General rates recognise that a portion of these services benefit the whole community.
Activity: Liquor Control					
This activity primarily contributes to Council's outcomes: <ul style="list-style-type: none"><li>Safe, supported and well-led community</li><li>Strong and prosperous economy</li></ul> and is associated with Council's outcomes: <ul style="list-style-type: none"><li>Protected and healthy environment</li><li>Valued and cherished culture</li></ul> Liquor has positive and negative impacts on the community.	Liquor can only be sold with a license and the benefit of that license sits largely with the licensee.  The community benefits from appropriate liquor control by limiting the negative effects from alcohol harm while maximising positive benefits in social environments	The benefit of operating costs is expected to arise in the year the funding is sourced.	The actions of individuals and groups drive the costs in this activity.  Particularly: <ul style="list-style-type: none"><li>Applicants for liquor and associated licences</li><li>Those who breach the rules.</li></ul>	Identifying separate funding assists in the accountability and transparency of Council's costs on this activity.  There is no mechanism for Council to charge those who create negative social outcomes.	Fees and charges for liquor licensing are set by Government and only recover part of the cost of the activity.  Managing good social behaviours and eliminating adverse events is in the interest of the community as whole.
Activity: Environmental Health					
This activity primarily contributes to Council's outcomes: <ul style="list-style-type: none"><li>Safe, supported and well-led community</li><li>Strong and prosperous economy</li><li>Protected and healthy environment</li></ul> and is associated with Council's outcomes: <ul style="list-style-type: none"><li>Valued and cherished culture</li></ul>	This activity promotes and improves human health, safety, comfort and wellbeing for all persons in the district and protects the environment from preventable harm.  This activity comprises noise control, food and registered premises, water supply monitoring, public nuisances and implementation of public health frameworks.  The main beneficiaries are business owners, consent holders, and the community as a whole.	The benefit of operating costs is expected to arise in the year the funding is sourced.	The actions of individuals and groups drive the costs in this activity.  Some activities are undertaken to protect others from the actions of others.	Identifying separate funding assists in the accountability and transparency of Council's costs on this activity.	Fees and charges are preferred where the actions of individuals or groups of individuals create negative effects on the community and where there is a direct benefit to the user of the service.  Council prefers a general rate for that portion of the budget that cannot be recovered from fees and charges due to these services contributing to the vibrancy of the district by making it safer.



The community must feel a safe place to live. This part of a people's rationale when choosing where to live . Growing communities then support a growing a strong and prosperous economy.

Group Activity: Community Facilities					
Activity:	Cemeteries				Funding Sources by Funding Stream
Community Outcomes	Distribution of Benefits	Period of Benefit	Whose Act Creates a Need?	Separate Funding	Rationale
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>Protected and healthy environment</li> <li>Valued and cherished culture</li> <li>Safe, supported and well-led community and is associated with Council's outcomes:</li> <li>Strong and prosperous economy</li> </ul> <p>Different cultures and circumstances contribute to different approaches to death. These are important social and cultural considerations in determining funding choices.</p>	<p>Cemeteries: Individual users, particularly families of the deceased.</p> <p>The community as a whole in the availability of well-maintained open space and as a repository of genealogical and other human interest or heritage information.</p>	<p>The benefit of operating costs is expected to arise in the year the funding is sourced.</p> <p>Annual funding is sourced from revenue for depreciation that is likely to be spent partially in the current year and probably in future years. This is managed through reserve funds.</p>	<p>The actions of most individuals or groups have some impact on this activity.</p>	<p>Identifying separate funding assists in the accountability and transparency of Council's costs on this activity.</p>	<p>Users of the services pay for their use of the facilities.</p> <p>There is no practicably way to charge for on-going maintenance that is therefore best funded from the general rate</p> <p><b>MOST (80%-100%)</b> General rate</p> <p><b>MINIMAL (0%-20%)</b> Fees and charges</p> <p><b>UNLIKELY</b> All other funding sources.</p>
Activity:	Parks and Reserves				
Community Outcomes	Distribution of Benefits	Period of Benefit	Whose Act Creates a Need?	Separate Funding	Rationale
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>Protected and healthy environment</li> <li>Valued and cherished culture</li> <li>Safe, supported and well-led community and is associated with Council's outcomes:</li> <li>Strong and prosperous economy</li> </ul> <p>Access to parks and reserves provide benefits of being active as well as creating environments for enjoyment.</p>	<p>There is a public/whole of community benefit through the provision of formal and informal recreational opportunities that enhance and support community health and well-being.</p> <p>There is a private/individual benefit to the community and sporting groups who use Council recreational facilities.</p> <p>There is a small benefit for event organisers and sections of the business community from the commercial spend of participants associated with particular events.</p>	<p>The benefit of operating costs is expected to arise in the year the funding is sourced.</p> <p>Annual funding is sourced from revenue for depreciation that is likely to be spent partially in the current year and probably in future years. This is managed through reserve funds.</p>	<p>The actions of most individuals or groups have some impact on this activity.</p>	<p>Identifying separate funding assists in the accountability and transparency of Council's costs on this activity.</p>	<p>There is no practical way to collect revenues from some individual benefit across this activity.</p> <p>Local residents enjoy the benefits of landscape amenity in their locality.</p> <p><b>MOST (80%-100%)</b> General rate</p> <p><b>MINIMAL (0%-20%)</b> Other</p> <p><b>UNLIKELY</b> All other funding sources.</p>
Activity:	Community Support				
Community Outcomes	Distribution of Benefits	Period of Benefit	Whose Act Creates a Need?	Separate Funding	Rationale
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>Valued and cherished culture</li> <li>Safe, supported and well-led community and is associated with Council's outcomes:</li> <li>Protected and healthy environment</li> <li>Strong and prosperous economy</li> </ul>	<p>The whole community benefits from the support of events, encouragement of participation and community facilities.</p> <p>These benefits are widespread across the district</p>	<p>The benefit of operating costs is expected to arise in the year the funding is sourced.</p> <p>Annual funding is sourced from revenue for depreciation that is likely to be spent partially in the current</p>	<p>The actions of most individuals or groups have minor impact on this activity.</p>	<p>Identifying separate funding assists in the accountability and transparency of Council's costs on this activity.</p>	<p>The whole district benefits from the growth of community social and cultural wellbeing.</p> <p>External bodies will support the district to undertake this activity.</p> <p><b>MOST (80%-100%)</b> General rate</p> <p><b>MINIMAL (0%-20%)</b> Grants and subsidies</p> <p><b>UNLIKELY</b> All other funding sources.</p>

Community support and development builds communities through empowering them to evolve develop and grow.	year and probably in future years. This is managed through reserve funds.
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Group Activity: Corporate Functions					Funding Sources by Funding Stream
Activity:	Property				
Community Outcomes	Distribution of Benefits	Period of Benefit	Whose Act Creates a Need?	Separate Funding	Rationale
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>Safe, supported and well-led community and is associated with Council's outcomes:</li> <li>Valued and cherished culture</li> <li>Protected and healthy environment</li> <li>Strong and prosperous economy</li> </ul> <p>Community support and development builds communities through empowering them to evolve develop and grow.</p>	<p>The activity supports the Council operations by providing and maintaining operational properties.</p> <ul style="list-style-type: none"> <li>External income is derived from rents and leases for private benefit.</li> </ul>	<p>The benefit of most operating costs is expected to arise in the year the funding is sourced.</p>	<p>The actions of individuals or groups have a minor impact on this activity.</p> <p>Annual funding is sourced from revenue for depreciation that is likely to be spent partially in the current year and probably in future years. This is managed through reserve funds.</p>	<p>Identifying separate funding assists in the accountability and transparency of Council's costs on this activity.</p>	<p>The benefits are available to individuals and groups is collected from rents and leases.</p> <p>The remainder of the benefit is to the whole community.</p> <p><b>MODERATE (40%-60%)</b> General rate Fees and charges</p> <p><b>MINIMAL (0%-20%)</b> Grants and subsidies. Other</p> <p><b>UNLIKELY</b> All other funding sources.</p>
Activity: Corporate Funds Management					
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>Safe, supported and well-led community and is associated with Council's outcomes:</li> <li>Valued and cherished culture</li> <li>Protected and Healthy environment</li> <li>Strong and prosperous economy</li> </ul> <p>Community support and development builds communities through empowering them to evolve develop and grow.</p>	<p>The activity supports the Council operations by effectively managing all investments.</p> <p>The whole community benefits from this.</p>	<p>The benefit of most operating costs is expected to arise in the year the funding is sourced.</p>	<p>The actions of individuals or groups have a minor impact on this activity.</p>	<p>Identifying separate funding assists in the accountability and transparency of Council's costs on this activity.</p>	<p>The benefit is to the whole community.</p> <p><b>MOST (80%-100%)</b> Interest and dividends</p> <p><b>MINIMAL (0%-20%)</b> Regional Fuel Tax Fees and charges</p> <p><b>UNLIKELY</b> All other funding sources.</p>
Activity: Corporate Support Services					
<p>This activity primarily contributes to Council's outcomes:</p> <ul style="list-style-type: none"> <li>Safe, supported and well-led community</li> </ul>	<p>The whole community benefits from this.</p>	<p>The benefit of most operating costs is expected to arise in the year the funding is sourced.</p>	<p>The actions of individuals or groups</p>	<p>Identifying separate funding assists in the accountability and transparency of</p>	<p>The cost of this activity is allocated to all other activities</p> <p><b>ALL (100%)</b> Internal fees and charges</p>

and is associated with Council's outcomes: <ul style="list-style-type: none"><li>• Valued and cherished culture</li><li>• Protected and Healthy environment</li><li>• Strong and prosperous economy</li></ul> Community support and development builds communities through empowering them to evolve develop and grow.	have a minor impact on this activity.	Council's costs on this activity.
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**8.4 HALF YEAR REPORT TO 31 DECEMBER 2023**

**Author:** Jacobus Maree-Meyer, Finance Manager

**Authoriser:** Gary Borg, Pouwhakarae - Putea | Tautawhi Rangapu Group Manager  
Finance and Corporate Support

**Appendices:** 1. Half Year Report December 2023 [↓](#)

**1. PURPOSE**

- 1.1 The purpose of this report is to present the draft financial results for the Half Year ending 31st December, highlighting progress against the budget year-to-date.
- 1.2 The half-year report will offer a more comprehensive overview, including service performance measures and performance narratives.
- 1.3 This is an informational report only, providing an update on the Council's progress against objectives set and decisions previously made in the Annual Plan 2023-24 and Long-term Plan 2021-31.
- 1.4 Regarding the disclosure of costs related to the recovery, all costs in the Annual Plan were accounted for at a net value. Only amounts expected to be unrecoverable were included in the plan.

**RECOMMENDATION**

The Finance Manager RECOMMENDS that Committee receive the report.

**Confirmation of statutory compliance**

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.



# HALF YEAR REPORT



TO 31 DECEMBER 2023





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ABOUT THIS DOCUMENT

This half year report covers the period 1 July - 31 December 2023. The report highlights our progress against the goals we have set ourselves. It gives particular focus to the statement of service performance (SSP) measures and performance stories for each activity.

This is the third year of the Long-Term Plan 2021-31.

This quarter report includes summarised SSP achievement year to date (YTD) as compared to budget adherence. The SSP measures and their targets are how we track and assess delivery of Council services. The ratepayers of Wairoa District indicated during the Long-Term Plan consultation process that they wish to maintain current levels of service. Therefore our measurement and achievement of this is important and the impact on budgets topical as we assess out progress against the plan.

<b>Economic Wellbeing</b> <i>Strong &amp; prosperous economy</i>	<b>Social Wellbeing</b> <i>Safe, supported &amp; well-led community</i>	<b>Environmental Wellbeing</b> <i>Protected &amp; healthy environment</i>	<b>Cultural Wellbeing</b> <i>Valued &amp; cherished community</i>
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# OVERVIEW OF PERFORMANCE MEASURES AGAINST 2021/22 TARGETS

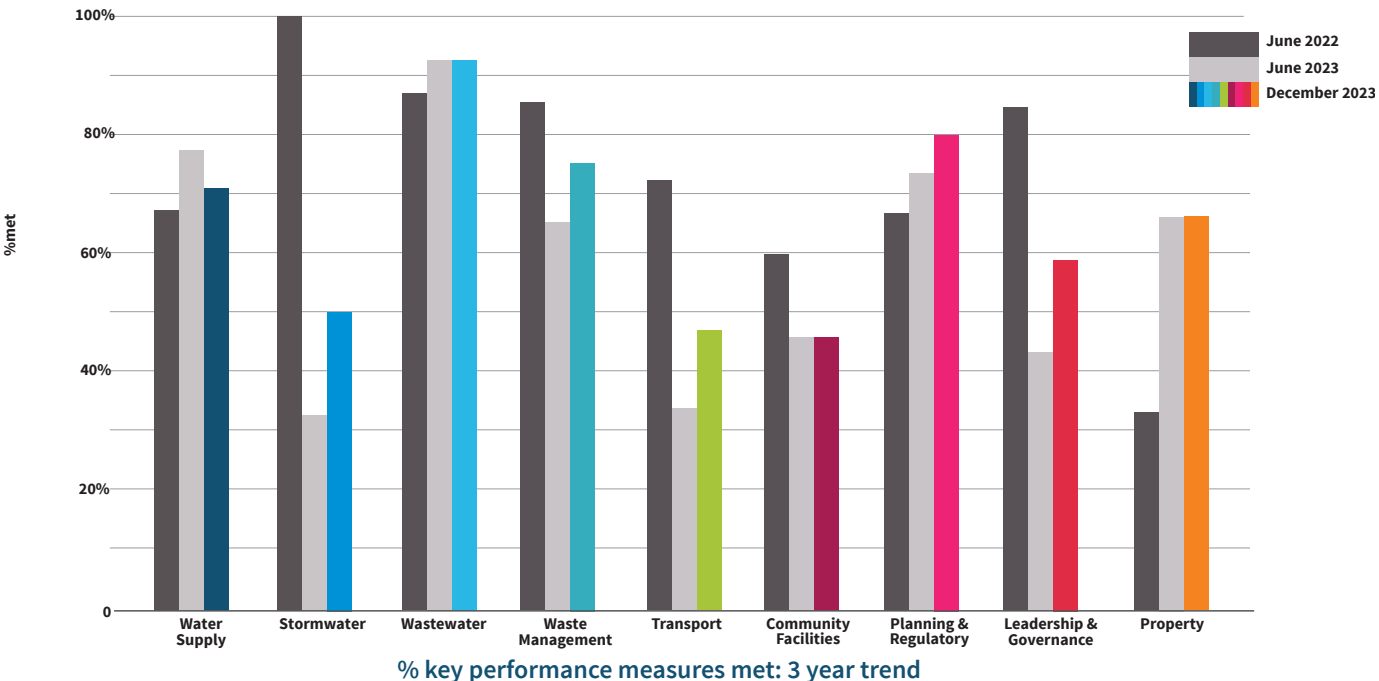
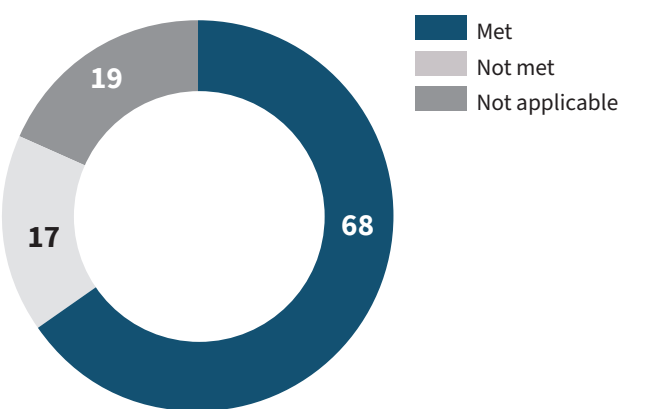
Our key performance measures and their targets are how we track and assess the delivery of Council services. Our Long-Term Plan 2021-2031 included an update of the Council’s suite of performance indicators and measures in line with our levels of service consultation. These measures are implemented for the first time this quarter.

The Council historically undertook a customer satisfaction survey in quarter 4 to inform a number of metrics, however this survey has now been brought in house to allow more agility in reporting. The first results are included in the half year report.

We can compare our achievement in service performance with the activity budget variance to demonstrate how economically each activity group is performing against their targets. The below graph shows the percentage of performance measures achieved (excluding not measured) against budget variance. This highlights areas of mismatch, and will allow informed discussions how

we monitor service delivery while ensuring value for money for ratepayers. This provides useful insight into the level of service being delivered compared to budget adherence.

Further details of our performance measures and results are detailed in each activity group report.

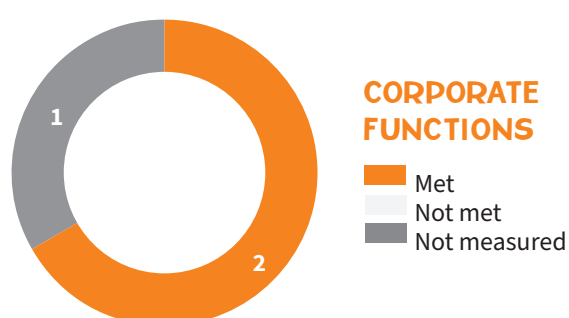
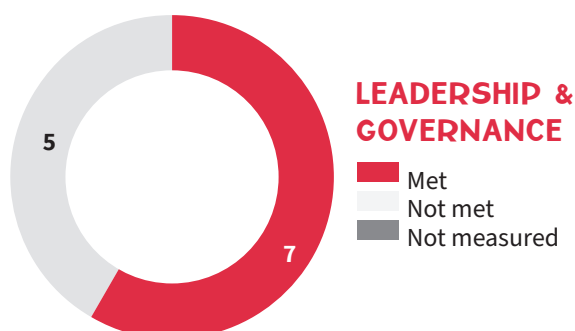
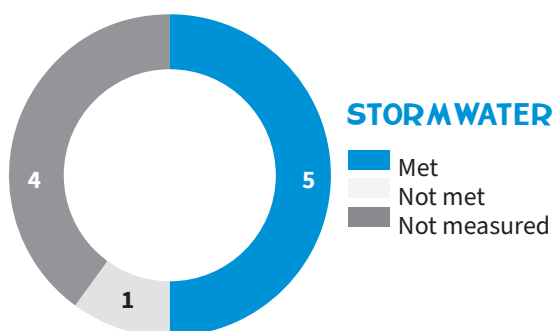
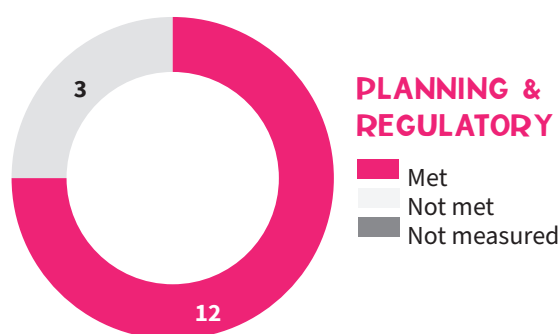
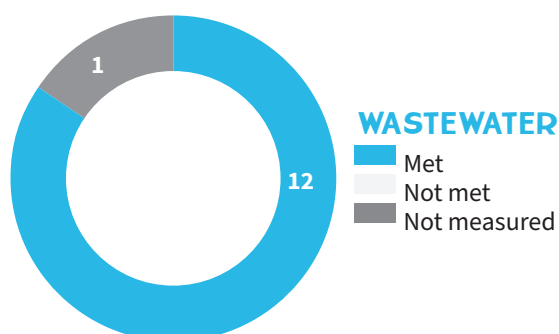
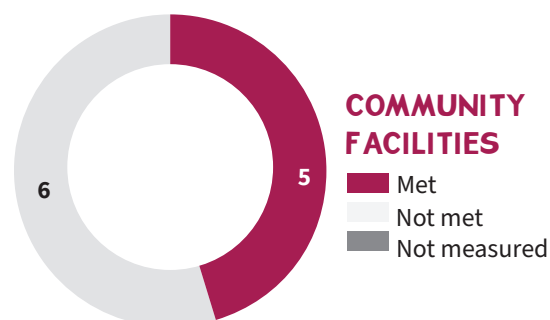
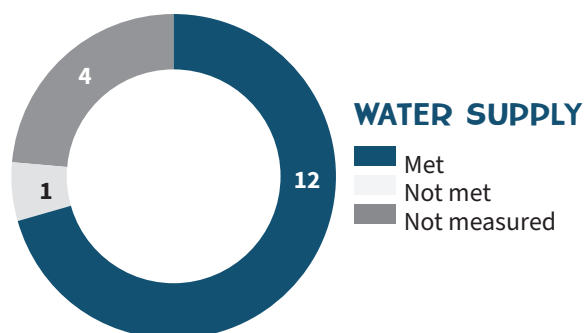
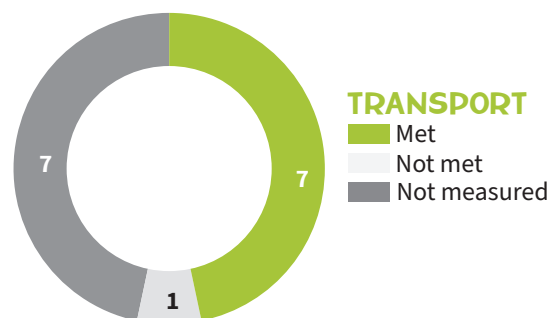




## OVERVIEW OF PERFORMANCE MEASURES FOR THE SIX MONTHS AS AT 31 DECEMBER 2023



These charts show the overview of performance measures, set in the Long Term Plan 2021-31, for the six months as at 31 December 2023.





# TĀ TĀTĀU WHAKATUTUKITANGA Ā-TAIPITOPITO NEI

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## OUR PERFORMANCE IN DETAIL

## NGĀ WAI E TORU

### THREE WATERS

As it stands the utilities team include the Utilities Manager, compliance officer, operations engineer and an Environmental Engineer. The utilities team is responsible for the operation of wastewater plants and the 3 waters reticulation. Fulton Hogan is our current contractor and has held the Three Waters maintenance contract since 2017. For drinking water, the team is the Water Production Manager and the Water Treatment Plant Operator - who look after the extraction and treatment of drinking water.

#### PROJECTS

Projects, such as the Paul Street pumping main replacement, have been stalled due to the cyclone which coincided with our construction season. Delivery of these projects still needs to happen as the condition of these assets continues to deteriorate.

The mortuary waste project is still in progress. Funding has been secured through the better off fund and council staff have met with technical experts. The next steps for this project are to form the Maori Wastewater Working Party and finalise a solution.

Despite all challenges in delivering projects, the Opoutama Reserves planting project was completed. There are just over 4,500 plants within this reserve and over 50 different species that will thrive in this coastal area. A post and rail fence have been built around the area to prevent cars from driving over the establishing plants. This will also help to protect the plants from being stood on by humans and also keep goats out. Two storyboards about the history of the area will also be put up outside the planting area and one within.

Key parties involved in bringing this vision to light:

- The Trustees of Ruawharo Marae
- The Opoutama Working Group
- The Community of Opoutama
- Planting volunteers

The plants were sourced from the following suppliers:

- Wairoa Community Ngahere Nursery
- Coastlands Plant Nursery Ltd
- Kerikeri Plant Production
- Plantlife Propagators
- Plant Hawkes Bay
- Tree and Shrub Propagation

#### Opoutama

The Opoutama wastewater plant was initially installed for the Bluebay subdivision, once development stalled Council took over the scheme and expanded it to include the wider Opoutama Area. There have been several challenges over the years with treatment quality and development but after recent upgrades, we are now compliant with results bar a few parameters outside of the consent condition.



The Opoutama Treatment Plant upgrades have proven effective in the treatment of wastewater, there have been a couple of parameters that were outside of consent limits, but this is a vast improvement from previous years where every month we were non-compliant for several parameters. Odour is continuing to cause issues for the neighbouring properties. HBRC, WDC and residents are in constant communication over this issue and we continue to work to find a solution.

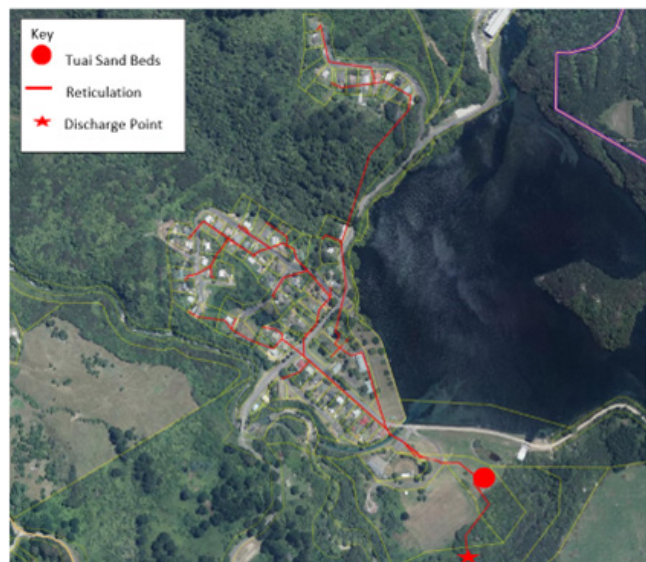
#### Mahia Beach

Below is the extent of the Mahia Beach wastewater scheme. Wastewater is collected in onsite tanks which allow solids to settle and then wastewater is pumped over a hill to a series of ponds for treatment and irrigation to a HBRC forest.





A motor breakdown and leak in the field has meant that wastewater hasn't irrigated since pre-christmas. Locating the leak has proved a challenge because of the location. Contractors aim to have the repair done in late January. The ponds are still at a manageable level and continue to be monitored



### Tuai

Issues with the sand in the Tuai beds continue to cause issues however monitoring results have come back compliant.

## STORMWATER

The three waters team are responsible for Stormwater networks in the Wairoa Township, Mahia Beach and Tuai Township. Maintenance of the Stormwater network is a shared responsibility between the utilities, transport and property teams.

Stormwater in the Wairoa network is discharged into the Wairoa River. There are 62 discharge locations located from the Mitchell Road area to Pilots Hill.

Clearing of open drains, clearing outlets and replacing broken culverts was a priority to prevent further flooding

The Awatere Stream flooding has caused an extra burden on the network, as shown below. Meetings with HBRC staff have begun. These meetings have been positive, and both parties understand the need to work together for our ratepayers. HBRC and Council operational staff are having regular meetings to discuss work programs and feedback on any



issues to each other. This collaboration is working well. Groundwater levels could see ongoing problems over winter with higher-than-normal water tables have caused a lot more surface flooding.

The stormwater network continues to be impacted by the ongoing clean-up seeing silt and other debris washed into the stormwater network. We anticipate flushing of the network will be ongoing while cleanup is still happening.

Culvert outlets were flushed in November, we anticipate this work happening again early in the new year. This work is typically carried out once per year – post cyclone we have been carrying this work out every 2/3 months.

Stormwater sumps, grates and cesspits are specifically excluded from the 3 waters maintenance contract. If these sumps are not monitored or cleared flooding occurs. The utilities team will take some ownership of these to maintain LOS.

## DRINKING WATER

The drinking water network has 119km of pipework, three water treatment plants and 11 reservoirs with a combined capacity of approx. 8,910m<sup>3</sup>

The three schemes service the Wairoa/Frasertown townships, Tuai Village and Mahanga.

The past year has seen changes as the new drinking water rules came into effect on the 14th November 2023.

Council has 4 registered water supplies which are the Wairoa/Frasertown, Tuai, Mahanga and due to ownership, the Nuhaka Rugby Club.

The Rules are structured as 'modules', with the main modules covering general rules, source water, treatment systems and distribution systems. Additional modules are provided for some specific drinking water supply categories. Each of these supply zones have different population sizes, source water and treatment methods so different rules apply to each of them and each rule either has monitoring or assurance requirements.

Monitoring Rules are the Rules that must be complied with to demonstrate compliance with the Drinking Water Standards. Monitoring Rules cover determinands and parameters that need to be either continuously monitored, or regularly sampled. They have compliance periods associated with them.

Assurance rules cover activities that water suppliers need to undertake, for example the preparation of a backflow prevention programme or a distribution zone sampling plan. Assurance rules are not used to demonstrate compliance with the Drinking Water Standards but indicate whether water suppliers undertake activities that contribute to the provision of safe drinking water. Assurance rules have a compliance period of one year

While there was no damage to watermains during the cyclone we have experienced an increase in failures since the water was restored.

Continuity of supply in Mahanga continues to cause issues during peak visitor times. The well cannot cope with demand and an alternative water source will be needed to keep this supply viable.

Smart meters are operational and regular readings will be done to capture private leaks. The intent is to do these

every two weeks, where leaks are found, notify the owner and provide options and follow up the following fortnight.

REAP, cape plumbing and Fulton Hogan have been approached to run basic plumbing repairs workshop, such as replacing washers in leaky taps. All parties are supportive. The intent is REAP host, cape plumbing run the workshops and Fulton Hogan will sponsor washers etc

## MEASURING OUR PROGRESS WATER SUPPLY

The following measures describe how we will demonstrate progress and achievement in this area:

✓ 12 ⊖ 4 ⊗ 1

Performance Measure	2021/22 Actual	2022/23 Actual	2023/24 Actual	2022/23 Target	Commentary	Met?
Safe, high quality water supply is provided						
Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 4 bacterial compliance criteria) - Wairoa / Frasertown and Tuai	Compliant	Compliant	Not measured	Compliant	Drinking water rules changed, due to the new legislation in November 2022. New standards for measurement yet to be finalised	⊖
Compliance with Drinking Water Standards for NZ 2005 (revised 2008) (Part 5 protozoal compliance criteria) - Wairoa / Frasertown and Tuai	Compliant	Compliant	Not measured	Compliant		⊖
To provide reliable water networks						
Residents (%) satisfied with the water supply	83%	76%	69%	≥80%	22% of those surveyed were dis-satisfied and had varying reasons why. Chlorine taste, dirty water post cyclone and illnesses alledgedly caused by the water supply	⊗
Water pressure and flow appropriate for its intended use						
Number of complaints about water supply per 1000 connections:						
drinking water clarity	0 per 1,000	1 per 1,000	1 per 1,000	10 per 1,000		✓
drinking water taste	0.5 per 1,000	0 per 1,000	10 per 1,000	10 per 1,000		✓
drinking water odour	0 per 1,000	0 per 1,000	0 per 1,000	10 per 1,000		✓
drinking water pressure/flow	1.4 per 1,000	2 per 1,000	1 per 1,000	20 per 1,000		✓
continuity of supply	9 per 1,000	21 per 1,000	12 per 1,000	20 per 1,000	Mahanga Water Supply Issues, Mahanga is a supplementary supply and residents should have water tanks. In Wairoa there has also been an increased amount of watermain breaks post cyclone.	✓
responsive to issues	0 per 1,000	0 per 1,000	0 per 1,000	10 per 1,000		✓
Percentage of real water loss from the local authority's networked reticulation system (calculated using minimum night flow).	17%	25%	EOY	32%	Measured at year end	⊖

Water supply assets are managed prudently to ensure long term financial sustainability for current and future generations						
Median response time for urgent callouts						
Wairoa / Frasertown (attendance time in hours)	0.8 hours	0.2 hours	0	1 hour		✓
Other areas (attendance time in hours)	8.3 hours	0.3 hours	1.6 hours	2 hours		✓
Wairoa / Frasertown (resolution time in hours)	2.8 hours	3 hours	0	4 hours		✓
Other areas (resolution time in hours)	8.3 hours	0 hours	1.6 hours	5 hours		✓
Median response time for non-urgent callouts*						
Attendance time in days	0.6 days	0.4 days	0.2 days	2 days		✓
Resolution time in working days	0.7 working days	2 working days	0.2 working days	3 working days		✓
Water resources are used efficiently and sustainably						
Average drinking water consumption (resident/day*litres).	355 litres	405.9 litres	EOY	500 litres	Measured at year end	⊖

## MEASURING OUR PROGRESS WASTEWATER

The following measures describe how we will demonstrate progress and achievement in this area:

✓ 12 ⊖ 0 ⊗ 1

Performance Measure	2021/22 Actual	2022/23 Actual	2023/24 Actual	2022/23 Target	Commentary	Met?
Mitigate risk of environmental and public health impacts						
Dry weather wastewater overflows per 1000 connections*	1.3	0	0	10		✓
To provide safe and reliable wastewater service to customers						
Number of complaints about wastewater system performance (per 1000 connections)*						
Sewage odour	2 per 1,000	2 per 1,000	1 per 1,000	15 per 1,000		✓
Sewerage system faults	20 per 1,000	1 per 1,000	2 per 1,000	15 per 1,000		✓
Sewerage system blockages	4 per 1,000	5 per 1,000	1 per 1,000	15 per 1,000		✓
Responses to issues with sewerage system	1 per 1,000	0 per 1,000	0 per 1,000	15 per 1,000		✓
Wastewater assets are managed prudently to ensure long term financial sustainability for current and future generations						
Median response time for wastewater overflows						
Wairoa / Frasertown (attendance time in hours)	1.4 hours	1 hours	0 hours	1 hour		✓
Other areas (attendance time in hours)	0.5 hours	0.5 hours	0.4 hours	2 hours		✓
Wairoa / Frasertown (resolution time in hours)	1.4 hours	2 hours	4.9 hours	4 hours	System was overwhelmed at the time clean up activities related to recovery also continue to cause issues for the network	⊗
Other areas (resolution time in hours)	28.3 hours	25 hours	5 hours	5 hours		✓

Protection is provided to the community and the environment						
Compliance with Council's resource consents for discharge from its wastewater system:						
Abatement notices	0	0	0	0		✓
Infringement notices	1	0	0	0		✓
Enforcement orders	0	0	0	0		✓
Convictions	0	0	0	0		✓

## MEASURING OUR PROGRESS

### STORMWATER

The following measures describe how we will demonstrate progress and achievement in this area:

✓	5	⊖	4	⊗	1
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Performance Measure	2021/22 Actual	2022/23 Actual	2023/24 Actual	2022/23 Target	Commentary	Met?
Mitigate risk of flooding in urban areas						
Number of flooding events in the district	2	11	0	≤10		✓
For each flooding event, number of habitable floors affected (per 1,000 properties)	0	0.43	0	≤50		✓
To provide reliable stormwater networks						
Residents (%) satisfied with stormwater network	47%	47%	50%	≥80%		⊗
Number of complaints about stormwater system performance (per 1000 connections)*	20.87	36.09	25.22	≤50		✓
Stormwater disruption during natural disaster events are minimised						
Median response time for emergency flooding event (attendance time in hours)	No emergency flooding events	During Cyclone Gabrielle 3 Waters were not receiving CSR's - these were received by Civil Defence.	No emergency flooding events	1 hour		✓
Median response time for urgent flooding event (attendance time in hours)	No urgent flooding events		No urgent flooding events	2 hours		✓
Effects on the natural environment are minimised						
Compliance with Council's resource consents for discharge from its stormwater system:						
Abatement notices	No consent - consent application currently underway	No consent - consent application currently underway	No consent - consent application currently underway	0		⊖
Infringement notices				0		⊖
Enforcement orders				0		⊖
Convictions				0		⊖

WHAKAHAERE PARA

WASTE MANAGEMENT

The solid waste management activity covers keys functions and services such as

- The provision and operation of the Wairoa District Council’s waste management strategy
- The maintenance of the landfill assets including the Wairoa landfill, weighbridge and recycling centre, along with rural recycling drop off points
- Provision of domestic waste and recycling collection services
- Aftercare of closed landfills
- Planning and delivery of waste minimisation and education plans

Putea

The Wairoa Recycling Centre and Landfill gate rate increase was adopted by council and took effect 1 August 2023. The significant increase meant the general waste charge rose to \$370.00 (incl) per tonne, but it is important to note the increase is required to cover landfill operating costs including staffing, and the government-imposed levies, aligning with a user pays system.

Operational expenditure for Q1 & Q2 is currently lower than projected. Expenditure is expected to increase for the last half of the financial year when there is a real push to complete works.

Year to date capital project spend is low. Works for cell development are on hold pending a landfill decision. Spend on other capital projects will need to align with any funded projects which will look to be delivered in the second half of the financial year.

Costs associated with the cyclone clean up continue to escalate. Levy Waiver applications continue to be submitted to the Ministry for the Environment (MfE) for waste generated as a result of the cyclone.

People

A Solid Waste and Property Manager is joining the team early into Q3. The appointment will provide strategic guidance and management to achieve Council’s vision.

Staff from solely Administrator positions, are upskilling and changing direction to be more involved in Solid Waste.

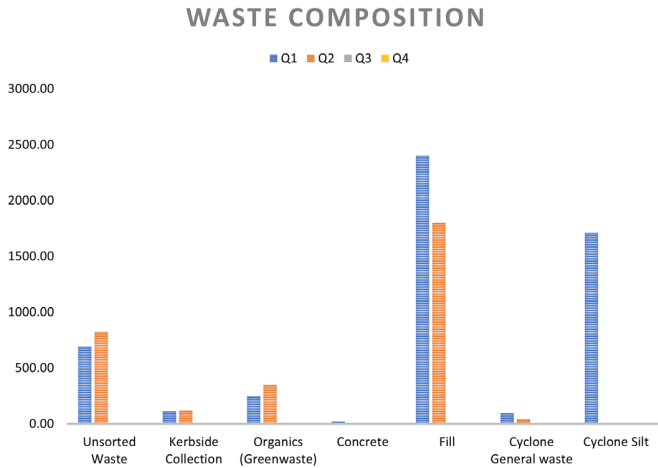
Some staff are completing Environmental Waste Management certificate. The course covers domestic waste, street cleaning and disposal, industrial waste, toxic and nuclear waste, water quality and treatment and recycling waste. Successful completion is beneficial to those that work in waste management or sustainability and will expand your skills.

The new Waste Minimisation Officer is delivering good initiatives in the behaviour change and education space.

SOLID WASTE ASSETS

Landfill

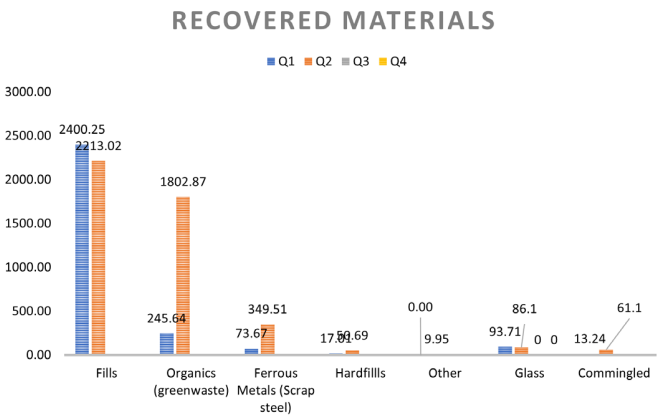
The annual waste tonnage recorded over the weighbridge continues to rise as various projects get underway throughout the district. On average, 3500 tonne of residual waste is sent to landfill. Waste to landfill currently sits at 3,590 tonnes for the first half of the year.



Composition of incoming waste per quarter or part thereof (before recovering materials)

The remaining airspace/landfill capacity at the landfill is now considered to be approximately 3 years if trends continue on as they are. WDC will therefore need a substitute disposal solution to be in place by 2026.

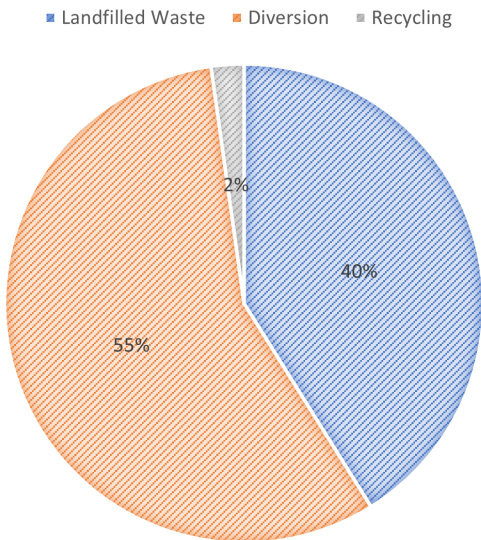
Greenwaste is being set aside as it arrives. This material is programmed to be mulched periodically with the majority of mulched material going back into the community as ground cover/garden mulch. Investigations are underway for potential options to process this material, and for it to be turned into a reusable end product.



Materials recovered and sent off for reuse or processing



## LANDFILLED VS RECOVERED



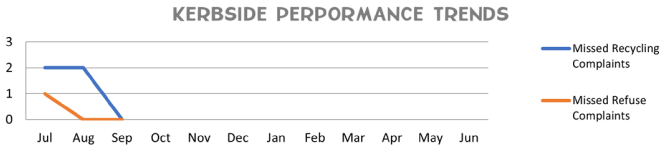
Shows percentage of waste landfilled, diverted, or recycled for the financial year to date

### Wairoa Recycling Centre & Recovery

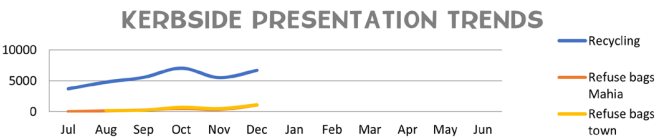
Gas recovery from refrigerated items continues. To date, 87 items containing refrigerants have been degassed ensuring Council is taking responsibility for the actions as outlined in the Climate Change Response Act.

### Performance (compliance and complaints)

The number of missed kerbside collections (excluding where a resident did not put their bin out in time) for Wairoa urban and Frasertown is low. This can be attributed to consistency in contractor performance.



Performance trends of council kerbside services (Urban & Mahia)



Presentation rates of council kerbside services (Urban & Mahia)

## PROJECTS

### Solid Waste Review

The Wairoa Landfill is nearing capacity (within 2-3 years) especially with the influx of waste arising from Cyclone Gabrielle. Council needs to decide whether to extend landfill operations by developing a new cell, or move to an out of district disposal option (Ōmarunui). The Options assessment has been workshopped with councilors.

The session provided a detailed overview to assist council in making a more informed decision. HDC have secured time

at the next Ōmarunui Landfill joint committee meeting to be held at 2pm Tuesday 20th February. Council will present on the out of district disposal option.

### Kerbside Expansion

Council's submission for co-funding from the WMF, for an expansion on kerbside services has been accepted.

The project is largely based on kerbside collection of organics, as required to be implemented by 2027, however a review of all existing kerbside services will be rolled into the project including bins/crates and expansion to rural communities.

Council has identified its preference to implement a bin based kerbside collection service to increase diversion of recycling and organics from landfill and align with direction provided in the Waste Strategy.

Phase 1 is the feasibility study which is being carried out by WSP. The study commenced early in the new year, and is on target to wrap up by the end of June 2024. The study is expected to inform council of the preferred method of rollout of kerbside services.

### Wairoa Recycling Centre

Staff are working on a second WMF application to seek funding from MfE to upgrade the existing Wairoa Recycling and Landfill drop off areas to better support resource recovery. The design will provide council with the facilities to divert organic and recoverable waste from landfill. It will also provide the necessary infrastructure to support the planned kerbside collection system and support local recovery and utilisation of materials.

Conceptual designs have been drafted and presented to staff in October. The design has since been refined post site visit from consultants, and sits with council for review. Council has initiated an Expression of Interest with MfE's Waste Minimisation Fund managers, so once the design has been confirmed, staff will continue those conversations. It is critical to ensure this project delivers both the immediate needs and long-term strategic needs of Council, including accommodation of the decision regarding future disposal of solid waste at the Fraser Street landfill, kerbside expansion decisions and to feed into the next WMMP and Long-Term Plan.

Significant capital investment is required for this project, and council's contribution has been identified in LTP draft budgets.

### Waste Management and Minimisation Plan (WMMP)

Council is required to adopt a Waste Management and Minimisation Plan (WMMP) to fulfil their obligations under the Waste Minimisation Act 2008 (WMA), and review it every six years. Due to the cyclone, council's review date has been extended to June 2024, with work on this having commenced November 2023.

A waste assessment report has been drafted following the completion of the first round of waste assessments in November. This report will be finalised on completion of the

January/February sort and weigh assessment due end of February.

The report informs waste composition being deposited to landfill and identifies future education and minimisation targets areas.

## MEASURING OUR PROGRESS WASTE MANAGEMENT

The following measures describe how we will demonstrate progress and achievement in this area:

✓ 6 − 2 ✗ 0

Performance Measure	2021/22 Actual	2022/23 Actual	2023/24 Actual	2022/23 Target	Commentary	Met?
Provide safe and reliable refuse and recycling kerbside collection services and rural waste services						
Number of times when minimum frequency of kerbside refuse and recycling service in Wairoa and Frasertown (fortnightly) is not met, per year	1	1	0	0		✓
Number of times when minimum frequency of collection from specified drop-off points from Māhia, Nuhaka and Mohaka (twice a month) is not met, per year	1	3	0	0		✓
Number of health and safety breaches by waste services contractors, per year	0	0	0	0		✓
Percentage of missed household refuse service requests responded to by 12 pm the next day (on validation)	100%	100%	100%	100%		✓
Provide the Wairoa Landfill for safe waste disposal						
Council will operate and maintain the Wairoa landfill for the disposal of domestic and commercial refuse, being open for the public at least 6 hours per day, 4 days per week	100%	95%	100%	100%		✓
Effects on the natural environment are minimised						
Number of non-compliance events with the resource consent conditions for the Wairoa Landfill, per year	1	0	EOY	0		−
Number of non-compliance events with the resource consent conditions for the closed landfill sites, per year	0	0	EOY	0		−
Council facilitates waste minimisation practices and promotes reduction of the amount of waste going to landfill						
The amount of material diverted from landfill by the Wairoa community in tonnes (excludes green waste)	126	143	143	>75 tonnes		✓

## RANGA

### TRANSPORT

#### Transport Network

The transport sector of Wairoa District Council Community Assets and Services department is responsible for such assets as 875km of pavement (560km unsealed, 315km sealed), 346 retaining structures, 3000 signs, over 30000m<sup>2</sup> of carparks, footpaths, kerb, and channel, & a large amount of guardrails/sight rails. We maintain the drains and culverts, vegetation control including roadside spraying, and any emergency events such as tree fell and slips.

We are also responsible for strategic planning and forward programming to ensure our Land Transport network is kept at an appropriate level of service.

#### Emergency Works

Continual rain since Cyclone Gabrielle has put a lot of pressure on the land transport network. Contractors and Council staff have worked hard to get the roads back to an appropriate level of service. Roads often need to be revisited and cleaned up again due to continual bad weather.

Dropouts/washouts were monitored throughout the first quarter to ensure they did not get any worse, and unfortunately there were a number of new dropouts/washouts due to the ground saturation and continual rain. It has been a tough year weather and damage wise, below are some examples of further dropouts/slips in quarter 2. The damage to the roads was much more significant than the March 2022 event. Several roads need temporary repairs as well as long-term repairs.



\$47m of funding from Waka Kotahi at 100% funding assistance rate was secured to cover the work undertaken to regain access/temporary bridges clean up and repairs up until the end of June 2024.

Emergency work repairs to the roading network are underway with a number of projects being released and started. Following the successful funding, more packages of work will be released in the coming months.

#### Nuhaka

We have started a new relationship with the iwi at Nuhaka with Kiwi rail and NZTA to repair and help prevent the flooding that has occurred in this area. This has started with WDC upgrading culverts under the road and looking at piping some of the open drains and upgrading a few accessways to help with flood water going forward. We are also changing where a section of roadside drains discharge to help with water flow. Kiwi rail are removing a section of rail to help with this.

We have had some major slips on the Nuhaka-Opoutama road which has highlighted the need to work on resilience for the future below is a photo of a slip. We have a new rock wall going out to tender now to help with this.



#### Opoiti Bridge

Business as usual continues with safety programs, general maintenance, and bridge projects are full steam ahead to ensure we are meeting our goals and requirements. One Bridge project underway at end of Q2 is the repair Opoiti Bridge on Tiniroto Road. This was delayed by Weather events in November, so it was good to get this underway this quarter.





Two major projects are the Te Reinga Bridge Repair and Russell Parade repair, with major damage suffered in the March 2022 weather event. The Te Reinga Bridge Bailey bridge is due to be finished by the end of February weather dependant. The Russell Parade repair is looking to start in January/February 2024. These will be significant milestones to get finished.

Q2 was predominantly focused on finishing the clean-up of Cyclone Gabrielle and applying for more funding associated with the November weather event which caused widespread damage to our already fragile roading network. Several roads need temporary repairs as well as long-term repairs.

Q2 and the November weather events showed the importance and brilliance of local staff doing amazing work. Staff worked huge hours and worked over and above the call of duty. It was amazing to witness the commitment to the Wairoa community. The risk of burnout of staff is still there and we will need to keep an eye on this going forward.

During Q2, the team continued to put in a big effort. Short staff and multiple roles being covered, the team have stepped up well and did all they could under the trying conditions.

Pictured are some repairs that have been completed



Hereheretau Road



Titirangi Road

## GENERAL

Rehabs/Resurfacing - The resurfacing program and heavy metalling program continue in the wrd quarter, with a large sealed pavement intervention prior to this.

Traffic Management Coordinator (outsourced to local

supplier) - This has gone from strength to strength and has freed up council to concentrate on core rolls.

The 2024-2027 Activity Management Plan that started in Q1 has is now ready for council to review and has been sent to NZTA. This will secure funding for the next 3 years. Council have engaged the support of WSP to carry out this major and very important project. Due to the cyclone the AMP will be tweaked and not overhauled, but the deadlines remain the same.

Transport Choices funding – this funding has been withdrawn due to change in Government policy.

Completed works v budgets (Achievement return, Waka Kotahi) – Given the year we have had with Cyclone response and recovery, it has had an impact on BAU work we are now having a greater focus on this and are tracking well to meet targets.

Interim Speed Management Plan – This was adopted by Council in Q2. Q3 and Q4 should see a roll out of speed changes in certain areas.

## PAPA RERERANGI / AIRPORT

During Cyclone Gabrielle the tarmac received water ingress, resulting in one lifted 4m2 section of seal from underground stormwater pipe pressure. The airstrip was restricted for 3 days whilst repairs were completed, with emergency evac flights catered for. The surrounding maize crop land slowed the flow and silt settled before reaching the airstrip at the high point of the flood flow. There was no water ingress to the lounge. The airport remained functional throughout the cyclone response period with large increase in passenger and supplies deliveries.

Wairoa Aero Club Lounge building lease review is with the Wairoa Aero Club following their enquiry to close the club and ownership of building. The building is well aged with floor at end of service life.

Management - Safety – Access Improvement Activity Planning More of a focus is being put on the airport safety and importance. This became apparent during attendance at Airports NZ Assn regular meetings, inviting CAA to visit, Reported incidents and meeting with Lockie Airport Mngt.

Safety focus is increasing with a review of the safety plan underway, response to incidents and learnings through CAA and Airports NZ. Incidents are generally bird related and mowing contractors' communication. These were addressed with training on radios for operators plus regular bird patrol. Full Airport Operations Review has been commissioned at year end.

Early planning has been completed to increase focus and see an improved activity management plan which will have key projects such as improved security fencing and improved access control, airport user's process/procedures. All the current investigation activity is focused on safety, processes and supporting AMP and LTP information.

The Hot Rod Drags were held in November 2022 on the

runway. It was a successful day with minimal damage reported.

Airport traffic has some medical transport from the hospital, most of the traffic is agricultural: top dressing, and spraying. Landings at the airport were down first half of year, compared to last year, due to the impact of the inclement weather on this agricultural activity. The last half year saw significant increase in landings following Cyclone.

Airport Landing Report		
	2022/2023	2023/2024
July	124	85
August	187	259
September	158	189
October	108	110
November	160	111
December	119	124
January	83	
February	242	
March	316	
April	167	
May	287	
June	108	

MEASURING OUR PROGRESS

TRANSPORT

The following measures describe how we will demonstrate progress and achievement in this area:

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Performance Measure	2021/22 Actual	2022/23 Actual	2023/24 Actual	2022/23 Target	Commentary	Met?
The land transport network is designed and maintained to be safe						
The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number	-8	-3	2	Change is less than or equal to 0		⊗
Road users will experience a fair ride quality on a well-maintained and managed sealed road network asset						
Average Roughness – sealed roads which meet smooth road standards for ‘fair’ ride quality	96%	86%	EOY	Average NAASRA of the sealed road network <110	Measured at End of Year	⊖
The average quality of ride on a sealed local road network, measured by Smooth Travel Exposure.	93%	97%	EOY	≥ 90% of sealed network smoother than specified threshold	Measured at End of Year	⊖
The percentage of footpaths in average condition or better (measured against WDC condition standards)	86%	87%	EOY	95%	Measured at End of Year	⊖
Road users consider the land transport service to be “fairly good, very good or better”	34%	22%	EOY	>75%	Measured at End of Year	⊖

The land transport network is managed in a manner that assists the economic development of the district						
Percentage of network unavailable to Class 1	0.3%	2.2%	0.0%	<0.1%		✓
Percentage of network unavailable to 50 max	2%	4%	0%	<15%		✓
Number of bridges not meeting HCV Class 1 requirements	6	9	0	≤4		✓
Road assets are managed prudently to ensure long term financial sustainability for current and future generations						
The percentage of the sealed local road network that is resurfaced annually (by area).	5%	4%	0%	6%		✓
Response to service requests: Percentage of customer service requests responded to within 5 days	90%	72%	64%	>90%	Further investigation indicates all met, however, report supporting this no able to provide accurate average	✗
Council quickly restores access on key routes after natural event						
Number of journeys impacted by unplanned events	24,281	97,111	EOY	2% decrease on previous year	Measured at End of Year	⊖
Number of instances where road access is lost	14,926	96,226	EOY	Decreasing trend on previous year	Measured at End of Year	⊖
Council quickly restores access on key routes after natural event						
CSR complaints related to dust	9	11	5	Decreasing trend on previous year		✓
Percentage of programmed dust reduction initiatives completed annually	100%	100%	100%	100%		✓
Airport						
Number of times when the airport is closed (not available to be used), per year	0	7	0	0		✓

## NGĀ TAPUTAPU HAPORI

### COMMUNITY FACILITIES

#### CEMETERIES

Conditions improved for spring mowing and grounds maintenance. The upper Cemetery exit road received damage from down tree removal after the cyclone and is being assessed to repair water tables, culverts and seal. The toilet soak field at the lower cemetery is end of life and planning is completed to renew.

#### PARKS AND RESERVES

Weather still hindered reserves reinstatement activity. Flood event mid-November resulted in fine silt deposited from Spooners Point to Pilot Bay. Another frustrating wait for silt to dry to clear off cycleway. Silt was also deposited into Destination Playground and Skat Bowl. Activity underway through to Christmas to clean and return sites to service. The Playground will receive a series of modifications to improve resilience, stop stormwater backflow, create soil/form steel barriers to high river flows to compliment final solution construction is completed in the coming years. Signs were erected along cycleway to inform motorised vehicles not to use. Activity on reserves mowing and maintenance continued through to 24th December.

Contractors completed some of the TIF project focused on toilet upgrades, at Oraka and Nuhaka, focused on the aspect upgrading performance of systems from flush to tank to ensure sanitary reliable service. Septic tanks were emptied, rubbish is being dropped into coastal dry sump toilets hindering this activity. Toilets demand in Wairoa, Clyde Court, is exceeding the current capacity. The intent is to significantly improve North Clyde Toilets to create highly visible, attractive alternative for travellers. The theme will be rest area for those travelling through with facility for pop up food vendors. Improved signage on main roads inside town boundary will raise the profile of this site. Frasertown toilet disposal field failed, continual high watertable, just prior to Christmas. The toilet is currently closed. Tank rapidly refilled after emptied. New design and costing completed.

Regional Council debris cleanup of Willows/Poplar/Macrocarpa and Pine rebooted with hogger and burning. The Activity is across all Beaches from Waikare to Mahia, utilising all methods clearing logs.



Mahia Playground was completed prior to Christmas. Formal blessing and Community events were held over 2 days bathed in sunshine.

Standing Park Courts painting and Hoops project completed. Basketball courts are getting a lot of use. A bit of abuse by cars and disorderly prior to Christmas. Seems to have settled. Clubrooms to finalise renovations for consent. Upgrading security and CCTV.

Lambton Square clubrooms purchase agreement finalised and signed. Design plans for refurbishment almost completed to cost bringing this building up to compliance. The site will get security and CCTV to minimise vandalism and break ins.

Trees Maintenance is ongoing with a range of high-risk sites completed, including Mangapoike Road and Cemetery plus River Reserve. Wind has caused continual cleanups through spring. The Mountain Bike Track has continually required higher than normal clearing after wind events, with branch's, cones and pine needles hindering riders.

Work continued on contributing to the Regional Sports Field review with SHB. Final review of the PARS Plan is underway to compliment AMP review and provide long term guidance once adopted for LTP. This includes assessments of rural hub Halls and Domains recreation spaces and assets. A meeting was held with DIA on site at Frasertown to discuss funding options to support this site's facilities rebuild. Discussion was also focused on district Halls and guidance provided through to Xmas to develop phase upgrades supported with Rated funds. This was planned to support Amp review and LTP submissions.

Playgrounds Condition Audit completed to report to council and inform LTP. Some major upgrades to budget for some small playgrounds. The audit also included discussion on inclusive natural play spaces design. The team attended Regional Recreation field day viewing play spaces and cyclone damage Hastings and Napier

Projects currently underway include, Flood Protection options, River Reserve Protection and Submission to HBRC for FPS, Assessment of Sheet Pile Walls (Ski Club to Bridge and West Carroll St), Regional Park review, are five projects running jointly with significant crossover and activity considerations to inform between project teams.

Many of the activities outlined, are part of our overall AMP and LTP review planning. The cyclone events over the last 18 months have delayed much of this focus and concerted effort is now focused on completing these activities to report to council to inform and support LTP.



## LIBRARY ACTIVITIES

### Digital Hub

The digital hub continues to offer 3D Printing, Coding and weekly computer courses for digital literacy.

### Steam, Tweens, Coding And 3D Printing Reflection for the end of 2023

**STEAM** – Science, Technology, Engineering, Art and Mathematics. This year we have complete 80 STEAM education classes with children with a variety of lessons. STEAM lessons were also introduced to schools around our district as an introduction and also completed in-house in library school visits.

**Tweens** – We completed 40 reading classes and higher learning activities with our tween students. Parents have provided feedback regarding these classes praising the library on how much their Tween now loves reading and looks forward to participating in these classes. The success of this program has also been shared amongst the Library Managers of New Zealand.

**CODING** – This programme has been offered to afterschool students, Home-school students, school library visits and holiday programs. As coding has been taken under the NZ curriculum wing, students are flourishing under our classes been offered. 3.4 3D PRINTING – This activity continues to grow and grow. Over 40 classes were offered for this last year and a waiting list has been created. We hope to offer an adults 3D printing class in the New Year.

### Event – End Of Year Festivities

Christmas stories, crafts and Santa's visits took place in December. All activities were fully booked, and Santa was kept very busy receiving requests for Christmas stockings!! A very new staff member also managed sit on Santa's knee to put his Christmas requests forward to Santa!!

### Community Seed Exchange Library

A number of patrons have come in to select seeds for planting. The response to this initiative has been very positive and patrons looking forward to the upcoming workshops in the New Year on how to store and grow seeds.

Sustainable HB – Centre for Climate and Resilience – are offering 10 scholarships for the purpose of learning how to set up a bio-regional seed bank. Information about this scholarship is available at the Library. Workshops are planned for the New Year for the purpose of helping people learn sustainable



planting and efficient harvesting practices tailored to our current climate.

## GAITY THEATRE

Since the reopening of the Gaiety Theatre the Wairoa Schools have been utilising the Theatre, over 500 students have come through the doors.

Wairoa Taiwhenua have once again supported the Gaiety with purchasing vouchers for flood affected Whanau from Cyclone Gabrielle.

A collaboration with Tairawhiti REAP, Wairoa Community Centre, Wairoa Recovery and WDC, saw Taisha Tari perform and we were able to provide the Gaiety Theatre as a venue to host this free event.

Taisha was a resident vocalist for the Dancing with the Stars house band, toured the USA and Europe with OMC and is an award winner that includes NZ Best Female Artist and Best Song. She is also a Waiata Māori Music Award ambassador.

Taisha reached out the East Coast communities who were impacted by Cyclone Gabrielle. Local artists and Matangirau supported Taisha on the evening.





## MEASURING OUR PROGRESS

### COMMUNITY FACILITIES

The following measures describe how we will demonstrate progress and achievement in this area:

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Performance Measure	2021/22 Actual	2022/23 Actual	2023/24 Actual	2022/23 Target	Commentary	Met?
<b>Parks, Reserves and Cemeteries</b>						
Cemetery assets are well maintained						
Percentage of residents' overall satisfaction with cemetery maintenance	97%	64%	65%	80%		✗
Parks and reserve assets are well maintained						
Percentage of residents' overall satisfaction with parks and reserves maintenance	83%	52%	54%	80%		✗
Provide prompt responses for service						
Percentage of open space requests responded to within 24 hours	80%	76%	21%	>85%		✗
<b>Library</b>						
Library delivers positive and high quality experiences						
User satisfaction (%) with library services	88%	88%	90%	>80%		✓
User satisfaction (%) with library collection	95%	95%	78%	>80%		✗
Museum is accessible and well utilised by community						
Completion rate (%) of programme attendees	82%	99%	93%	>80%		✓
Library physical visits	25,941	41,740	16,069	32,000	Half year should be 16,000	✓
<b>Museum</b>						
Community Centre is accessible and well utilised by community						
Total visits to the Wairoa Community Centre	109,721	87,259	24,387	Visitor numbers ≥ previous year		✗
User satisfaction (%) Community Centre	89%	75%	68%	>80%		✗
Museum is accessible and well utilised by community						
Total visits to the Wairoa Museum	2,031	895	803	Visitor numbers ≥ previous year	On target to meet by EOY	✓
User satisfaction (%) Wairoa Museum	91%	99%	97%	>80%		✓

## TE MAHERE ME TE WAETURE

### PLANNING & REGULATORY

#### RESOURCE PLANNING

The total number of resource consent applications granted between July 2022 and December 2022 was 26. This has dropped marginally to 25 consents in the July 2023 to December 2023 period, this represents a 3.8% drop in consent numbers for the period. There were 12 subdivisions between July 2022 and December 2023, and this has fallen to 7 in the July 2023 to December 2023 period, this represents a 41.7% drop for the period. All applications were processed within the required timeframe.

Wairoa District Council has seen resource consent numbers fluctuate post Cyclone Gabrielle in a manner consistent with the previous reporting period. This is to be expected as the effects of Cyclone Gabrielle and other weather-related events linger.

In terms of residential activity, the Te Rāua housing development (right) is progressing well with much of the ground works completed and the new Kahikatea Street largely formed. The housing development is one of two large-scale subdivisions being undertaken in the Wairoa township, the other being, Tihitihi Pa.

The Planning team has continued to work with other Council departments and other entities and agencies during the recovery phase including work involved with the Wairoa Resilience Working Group, assisting with land categorisation work, Order in Councils pursuant to the Severe Weather Emergency Legislation Act 2023 and emergency temporary accommodation.

The Planning team's capacity has been impacted by the vacancies for the Planner and Principal Planner roles. This pressure has put a strain on current resources with the ongoing demand in processing planning consent applications, duty planning, administration, queries, vetting all building consents for planning compliance, LIMs, monitoring and compliance, policy work and much other planning work. Therefore, it is imperative to retain and enhance the skills of our existing staff and continue to try and fill the current vacancies. Consultant support has been required due to the staff shortage.

#### BUILDING CONTROL

##### Building consents

The number of building consent applications granted this year to date was 62 with a total value of \$10.1m. This compares to 70 building consent applications received in the same period the year before. 170 inspections were also completed during this period. This demonstrates that there is a slight decline in the number of consents being applied for in the area.

During this time, the average number of days taken to process a building consent was 13.5 days which is within the statutory 20 working days process application.

##### Challenges and Achievements

The competition for skilled building consent personnel on a national scale has grown steadily, driven by enticing remuneration packages offered by Central Government agencies and private contractors. This has posed a challenge for local councils striving to match these attractive incentives. In response, a comprehensive overhaul, both structurally and attitudinally, was initiated in the functioning of the Building Consent Authority (BCA).

Staffing capacity continues to be a challenge following the departure of a seasoned Building Officer from the team last year. Given the persistent surge in building consent applications and auditing demands, it is imperative to retain and enhance the skills of our existing staff. The heightened scrutiny from auditing bodies has further strained resources, necessitating intensive efforts from the team over the past six months.

On February 14, 2023, the Wairoa District faced the repercussions of Cyclone Gabrielle, causing widespread flooding and damage. Subsequently, Rapid Building Assessments (RBAs) were conducted on over 400 affected buildings, placing significant stress on BCA resources as the entire staff shifted focus from business as usual to post-flood response. Flooding events occurred later in the year (during the reporting period) including in Nuhaka and Mahia affecting more buildings requiring further RBAs and staff resourcing.

In the aftermath of this event, the BCA has sustained high workloads as the town works through the recovery phase. Homeowners and builders will necessitate moisture checks on each property before relining interior walls, verification of silt levels beneath buildings, and compliance with MBIE guidelines. This heightened workload is anticipated to persist for the next 2-3 years. To date, the building compliance team has completed approximately 650 building assessments since the flood event.

##### Meeting our required targets

Due to staff shortages, auditing pressures and flood relief efforts, 88% of consents met their performance measures for issuing building consents and 95% of code compliance certificates (CCCs) were issued within the 20-day statutory timeframe. It is worth noting that there has been a significant upswing in meeting statutory timeframes in the later period of 2022. During this period 100% of LIM applications were processed within the statutory timeframe of 10 working days.

##### Improvements

The Building Department has recently brought on board a new trainee Building Compliance Officer to address the escalating workloads within the Territorial Authority domain, specifically focusing on swimming pool inspections and BWOA audits.

A significant enhancement has been introduced by transitioning from the "Alpha1" building consent application portal to the "Build" portal. Both portals are under the control and maintenance of the same software company, Objective. This modification enables applicants not only in Wairoa but also across the country, where other councils use Objective software, to conveniently view and manage their Building Consent Applications. Users now have access to their applications lodged with any council utilizing Objective software.

The department has instigated multiple system improvements to gain efficiencies and reduce the cost of providing building services to the Wairoa ratepayers including technology that will electronically and accurately record building consent processing, inspection and mileage data. Discussions are underway regarding a cadet pathway for local rangatahi in the building department space.

## ENVIRONMENTAL HEALTH

### Food Control

The department remains on top of their verification workload. The majority of premises this year have been compliant with the requirements and issues that have been found during verifications have been fixed. There has been a noticeable increase in mobile traders and at home food registrations which has increased workloads but is manageable at this stage. It is now coming to a period where extensions to verifications which were granted under emergency legislation are now coming to an end and most are now back on a regular verification frequency. A lot of time is being spent investigating illegal Facebook/Online sellers, so far four have been educated and legally registered with verifications pending.

### Liquor Control

All premises are now compliant with the Local Alcohol Policy as all have come up for renewal since it was implemented. Random compliance checks have started to occur, which have normally been planned when events, such as concerts have occurred. A recent nighttime compliance check carried out in December has found that the majority of premises are fully complying with their conditions and only a few minor issues were found.

### Noise Control

Over the reporting period staff have continued to attend to noise complaints during working hours if available and a contractor taken over after hours and attended during working hours when an Environmental Health Officer has not been available. Generally, noise complaints have been assessed objectively by the officer without the use of a noise level meter. The number of noise complaints has remained steady at an average of two complaints per week (mainly during weekends).

### Nuisance Control

Complaints regarding matters relating to Environmental Health have been investigated by the Environmental Health Officers. These complaints can become very time consuming, particularly where Council staff are approached in situations where there are disagreements between neighbours. Wairoa District Council staff work with the Regional Council's Pollution Response Team in regard to environmental issues.

Near the Wairoa Country Club a buildup of cars and rubbish was becoming a nuisance, with one person illegally occupying the site. Council and Police attempted to work with other agencies to get support for this person, but they were not willing to be supported. The site got to a point where the Environmental Health Officer had to take action under the Health Act to abate the nuisance without notice. The abatement was a combined operation with the Environmental Health Team, Solid Waste Team, Police and a local towing contractor.

Other current nuisance issues on the increase are long grass complaints which are called in mainly reported as a fire hazard or rat issue. On investigation in most cases no pest activity can be found, and no action is able to be taken. Fire hazard issues now sit with Fire and Emergency New Zealand. In most cases complaints are more around the aesthetics of the long grass.

### Water Testing

Environmental Health Officers are involved in routine water testing of locations in the Wairoa District including Council water supplies, rural food premises, schools and private residences. Environmental Health Officers provide advice to the community about water treatment and effective decontamination of contaminated residential water supplies. Environmental Health Officers and the Trade Waste Compliance Officer continue to assist

the Water Treatment Plant team by testing the bore water supply at Māhanga which is an unpotable supply.

### Trade Waste

The majority of those that require trade waste consents are now compliant, with only one or two premises having outstanding issues. The main issue in achieving compliance is the difficulty in plumbers being available. Renewal applications of issued consents continued to be received, showing that the majority were now complying and understanding the Bylaw requirements. General monitoring has also occurred for most of the issued consents. The Gull forecourt is compliant with trade waste and stormwater requirements the carwash which is still controlled by Gulati Enterprises is yet to achieve compliance with trade waste and storm water, the Trade Waste Officer continues to work with them. The car removal campaign has been restarted, with collections starting in January 2024, this is for collection of unwanted cars on private property.

## BYLAW CONTROL

### Dog control

95% of the 3,077 known dogs in the district have been registered to date for the 23/24 registration year. Notably, over 80% of these dogs were registered during the registration period from July 1st to August 31st, marking a significant uptick compared to previous years. Of those known dogs, 40 dogs are classified as menacing dogs and 2 as dangerous dogs.



Owners of dangerous and menacing dogs have appreciated being able to get their dogs desexed with the help of Fred Lewes Foundation funding. This collaborative effort with the Council and local veterinarians is extended to all community members holding community services cards. Council has already issued 18 de-sexing vouchers year-to-date, promoting compliance and contributing to the control of unwanted pregnancies, roaming, and aggression in dogs.

In an effort to decrease the number of stray cats, the SPCA has implemented substantial discounts for neutering services within the district. The Compliance team, working alongside local veterinarians and the SPCA, has provided cat cages to residents for trapping stray cats.

The Compliance team took prompt action on December 20th, 2022, by impounding a dog involved in an attack on another dog. The resolution of this matter took place at the Wairoa Court on November 22nd, 2023, where the Council received a favourable ruling.

### Livestock control

There has been a significant reduction in customer service requests and after-hours callouts, particularly evident in livestock-related incidents. The few incidents reported involved situations where livestock gained access to main highways, often caused by fallen trees on fence lines, inadequate fencing, or insufficient grazing areas.

The decline in callouts may be attributed to the increased communication and media presence in recent months. The Compliance team work on 24/7-day rosters, actively responding

to late-night and early callouts. In their commitment to preventing serious accidents within the district, the Compliance team is proactively engaging with stock owners, including farmers, lifestyle owners, and companion animal owners.

This collaboration aims to foster awareness and implementation of sound management practices to ensure the well-being of both the livestock and the community.

### General bylaw enforcement

In recent months, the Compliance team have been in full swing enforcing the Council's freedom camping bylaw. Every year, the Wairoa District becomes a camping hot spot during the Christmas/New Years period. Wairoa is a handy place for campers to stop off and an ideal starting point for exploring the wider district. Mahia Peninsula has a number of beautiful beaches and peaceful holiday houses and is a natural playground for people who like to surf, fish, dive, kayak, swim and walk.

This year, the Wairoa District Council (WDC) once again collaborated with Rongomaiwahine Iwi Trust (RIT) and implemented Manaaki Tangata kaimahi. The primary goal of our Manaaki Tangata is to enlighten visitors about the district and the designated areas for freedom camping. This initiative places a significant emphasis on education, aiming to inform tourists about the reasons certain camping locations are off-limits and providing an opportunity for campers to gain knowledge before any regulatory measures are enforced.

The Wairoa District saw an increased number of campers in comparison to previous years. A total of 690 campers were counted in the 2023/2024 period. Despite increased numbers, we once again saw fewer non-compliant campers as well as less infringements issued.

The most popular camping spot was Opoutama/Blue Bay which saw 370 campers. This is the highest number of visitors a freedom camping location in Wairoa has seen in the last few years. More campers were also seen on Ormond Drive and Memorial Park compared to previous years. There was a minor decrease of campers at Oraka and Pilots Hill.



## EMERGENCY MANAGEMENT

The Council is a member of the Hawke's Bay Civil Defence Emergency Management Group which administers Civil Defence emergency functions in the Hawke's Bay region. The group is administered and funded by Hawke's Bay Regional Council (HBRC). The HBRC Long Term Plan contains information on the cost and implementation of Civil Defence in the district.

### Rain Events

The district received heavy rainfall on two occasions during the month of November causing significant damage to an already wet district.

The first caused significant damage in the Whakaki, Nuhaka and Mahia areas, with properties and roads affected by flooding and slipping. Emergency responders, local communities, welfare support and Civil Defence responded.

An evacuation centre was activated in Nuhaka to receive evacuees and stranded travels. Building and welfare assessments commenced at daybreak and any continuing support transitioned to the Recovery Unit.

The second event had significant impact on our rural communities with massive slips and access issues. River and surface flooding had impacted the township and immediate surrounding areas – some properties have been impacted for the third time this year. An evacuation centre was activated at the Wairoa War Memorial Hall but the centre was not required.

### Training

The Coordinated Incident Management Systems Level 4 (CIMS4) course was completed by new staff in November 2023.

This training cost is funded by HBRC due to WDC being a member of the Hawke's Bay Civil Defence Emergency Management Group.

A revitalised training calendar will be implemented for 2024, led by HB Civil Defence Emergency Management Training Coordinator, and supported by WDC. The training content will focus on Needs Assessments, working in a Civil Defence Centre (commonly known as an Evacuation Centre) working in an Emergency Operation Centre, and emergency management essentials; and will include practice exercises and scenarios to better prepare the responding teams to assist in an emergency response.



## MEASURING OUR PROGRESS PLANNING AND REGULATORY

The following measures describe how we will demonstrate progress and achievement in this area:

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Performance Measure	2021/22 Actual	2022/23 Actual	2023/24 Actual	2022/23 Target	Commentary	Met?
<b>Building Control</b>						
Provide an efficient, responsive and compliant building control service						
Building consents (%) processed within statutory time frames	94%	90%	87%	90%		✗
Certificates of acceptance (%) processed within statutory time frames	100%	100%	100%	90%		✓
Users (%) who rate building control service as good or very good	61%	64%	70%	≥80%		✗
Building Consent Authority (BCA) accreditation retention	Retained	Retained	Retained	Retain		✓
Provide an efficient, responsive and compliant dog and stock control service						
Known dogs (%) registered by 30 June each year	97%	99%	95%	≥75%		✓
Annual Report about the administration of Council's policy and dog control practices adopted by 30 August	Not Achieved	Not Achieved	Achieved	Achieved		✓
<b>Liquor Licensing and Environmental Health</b>						
Provide an efficient, responsive and compliant liquor control service						
Management licenses (%) processed within 30 days	100%	100%	100%	100%		✓
Renewal and new licences (%) processed within statutory time frames	100%	100%	100%	100%		✓
Provide an efficient, responsive and compliant environmental health service						
Non-food premises registrations required under legislation completed (%)	100%	100%	100%	100%		✓
Noise control (unreasonable noise) complaints responded to in accordance with legislation, regulations and Council policy.	100%	95%	83%	90%		✗
Verification reporting to be completed within 10 days of verification as per Quality Manual.	new	90%	100%	90%		✓
Provide an efficient, responsive and compliant resource planning service						
Resource consents (%) processed within statutory time frames	96%	97%	100%	100%		✓
Users (%) who rate resource consent service as good or very good	60%	47%	83%	≥80%		✓

TE MANA WHAKATIPU ME TE MANA ĀRAHI

LEADERSHIP & GOVERNANCE

COMMUNITY REPRESENTATION

Elected members – Council

Council aims is to be financially sustainable using a funding approach that is appropriate and as affordable as possible. Council aims to deliver its services in an affordable way but faces challenges in spreading the cost over a small number of ratepayers. We continue to experience significant cost increases, as has every household and business in New Zealand, due also to much higher inflation than what was planned for.

Public Opportunity

Council Forum is offered to public as an opportunity to bring an idea or issue to the attention of the Mayor and Councillors. These are scheduled 6 weekly in Council Chambers from 10-12pm.

Meetings

The meeting schedule for 2024 is set and outlined as follows:

	Frequency	Day
Ordinary Council	4 weekly	Tuesday
Youth Council	6 weekly	
Finance, Assurance and Risk Committee	4 weekly	
Maori Standing Committee	6 weekly	
Strategy, Wellbeing and Economic Development Committee	4 weekly	
Infrastructure and Regulatory Committee	4 weekly	
Council Forum	6 weekly	

Facing the challenges

Council aims is to be financially sustainable using a funding approach that is appropriate and as affordable as possible. Council aims to deliver its services in an affordable way but faces challenges in spreading the cost over a small number of ratepayers. We continue to experience significant cost increases, as has every household and business in New Zealand, due also to much higher inflation than what was planned for.

Youth Council

This is a committee with a view to provide Council with an independent youth voice to support the decision-making process at the Local Government level. This allows rangatahi to let the Council hear their thoughts on the impacts of Councils decisions on their own generation as the future ratepayers of Wairoa. A recommendation from this committee was received by Council to do a submission to the Electoral (Lowering Voting Age for Local Elections and Polls) Legislation Bill.

MĀORI RELATIONSHIPS

Relationships with our Māori community remains paramount. We are committed to ensure that Māori are given every opportunity to participate in the decision-making process for Council.

Comprehensive cultural advice is provided to Council and its committees, management and staff to ensure the success of several projects across the wider district – this includes supporting the Māori Standing Committee, attending multiple hui across the district and providing positive engagement for staff to increase their knowledge in cultural capability.

The Wairoa District Council pro-actively advocates, on behalf of the Māori community, the principles of the Māori Policy, the Te Reo Māori Policy and any other relevant policy or by-law. Matters of focus continue with the following:

- Non-Rateable Māori Freehold Land
- Manaaki Tangata Freedom Camping Ambassadors
- Regulatory Consents
- Severe Weather Events
- Tourism Infrastructure Funding
- Better Off Funding
- Road To Zero Action Group
- Ōpoutama Reserve Restoration Project

ECONOMIC DEVELOPMENT

Ahi Komau - Gemmells On Parade

A decade-long dream was realized on 16 December, with the grand opening of Ahi Kōmau – Gemmells on Parade. The celebration buzzed with excitement as the multifaceted revitalization, home to three local businesses, was revealed. The rebuild journey was described by Mayor Craig Little as turbulent. He reflected on the 2012 main street fire in the top storey of the building, which impacted the three businesses below, including the hardware store of former Deputy Mayor and stalwart of the town Angus Gemmell who this site is named after.

This project secured funding through the Provincial Growth Fund, supported by NZ First MP and the Prince of the Provinces, the Hon. Shane Jones and Cameron Osmond Principal Regional Advisor, Hawke’s Bay for Kānoa – Regional Development and Investment Unit.

Over the last three years, the project has been challenged by COVID-19 lockdowns, spiralling costs, supply issues, weather events, and Cyclone Gabrielle earlier in the year. The Council remained committed to the development and secured additional external funding to counteract rising costs.

The new development features a courtyard space and house three businesses focusing on hospitality, retail and training. Three tenants have been secured for the space: Gemmells – Cafē, Bar and Restaurant owned by Layton and Ange Gemmell, Beauty Antix beauty treatment business owned by Amber Forrest and Jays Nutribox owned by Jay Byun.

The new site has been name Ahi Kōmau – Gemmells on Parade and focuses on delivering a multi-functional connected town centre that celebrates Wairoa’s unique heritage and culture.



### Mayors Taskforce For Jobs

The Mayors Taskforce for Jobs (MTFJ) recovery programme with Council continues to be delivered by the Wairoa Young Achievers Trust (WYAT). MTFJ assists clients in finding employment and apprenticeships. Enabling and upskilling rangatahi across a diverse range of employment opportunities is building Wairoa's skill base.

There is demand for a Wheels, Tracks and Rollers course. Wairoa Young Achievers Trust (WYAT) is seeking funding from ECCT to hold two courses for local employers to upskill their workforce, as this particular audience doesn't meet the existing funding criteria.

WYAT has started regular online night classes for electrical apprentices. Students have stated this is a big help in completing their workbooks and receiving support from their tutor.

WYAT has successfully finished arranging and delivering all courses using its allocated funding. Clients and employers were impressed with the training provider, and these certificates will play a crucial role in maintaining a safe working environment.

A Business Basics Course run through the Hawke's Bay Chamber of Commerce began in August and will run fortnightly until the end of November. These coaching mentoring courses will engage previous participants and continue to support their entrepreneurial progress.

Recently, rangatahi employment has been in the construction field. There have also been discussions with an MSD work broker around potential employees with a view to recruiting four cadets later in September/October.

Two youths attended Outward Bound, and while admitting the adventure was full of unknowns and was challenging, on completing the programme, they both expressed that they experienced personal growth and had the opportunity to meet amazing new people. Both students have now gained their full driver's licences with WYAT support.

### Hawke's Bay Business Awards

Council supported local business Ecko Home – Wairoa's main street gift and homeware store, applying to the Datacom Hawke's Bay Business Awards in the Resilient Business category and as a result of the application made it through as a finalist in the regional awards. The popular business was impacted by Cyclone Gabrielle, with floodwaters seeping under the door and into the shop and the carpet acting like a sponge, sucking the water through the building and affecting everything at ground level, from fixtures to stock.

Owner and fifth-generation retailer Lauren Johansen was not deterred and made the most of the situation by giving the shop a facelift, repainting and brightening up the interior, offering a feel-good experience that has a more natural and relaxed look and feel with a concrete floor and easy-to-navigate shelving and display areas.



The Datacom Hawke's Bay Business Awards are delivered annually by the Hawke's Bay Chamber of Commerce. The awards recognise and celebrate business excellence in Hawke's Bay and play an important role in promoting and strengthening economic development within the region.

### Local Businesses

Business support continues to strengthen in Wairoa with the Business Association and Business Hub available to business owners for resource options and networking relationships. Along with Hawke's Bay Chamber of Commerce, Council remain dedicated in strengthening relationships to ensure recovery and growth opportunities are available to assist our economic development as the district heals and recovers from the impacts of Cyclone Gabrielle and the following wet weather events.

### COMMUNITY DEVELOPMENT

Due to COVID-19, ISite Conference has not been held since the New Plymouth hosted in 2018. This is an opportunity to network with other ISite managers, their staff, Owners, Board members and Sponsors.

The Wairoa ISite team won the presentation round on supporting your staff with training, customer service and promoting our region.

A collaboration with Tairāwhiti REAP, Wairoa Community Centre, Wairoa Recovery and WDC, we were able to provide the Gaiety Theatre as a venue to host Taisha Tari. This was a free event.

Vocalist  
**TAISHA TARI**  
SUPPORTED BY LOCAL ARTISTS

**COMING TO WAIROA**

**FREE WHANAU EVENT**

QR CODE

- ✓ GAIETY THEATRE
- ✓ THURSDAY 16 NOV
- ✓ 6.30:PM - 8.30:PM
- ✓ #GIG FOR WHANAU

**CONTACT US**

☎ Esta: 8383086 or Hine: 027 2058414  
✉ hine.wairoa@tairāwhiti.reap.org.nz  
📍 Wairoa Community Centre

WAIROA DISTRICT COUNCIL

Taisha was a resident vocalist for the Dancing with the Stars house band, toured the USA and Europe with OMC and is an award winner that includes NZ Best Female Artist and Best Song. She is also a Waiata Māori Music Award ambassador.

Taisha reached out the East Coast communities who were impacted by Cyclone Gabrielle. Local artists and Matangirau supported Taisha on the evening.



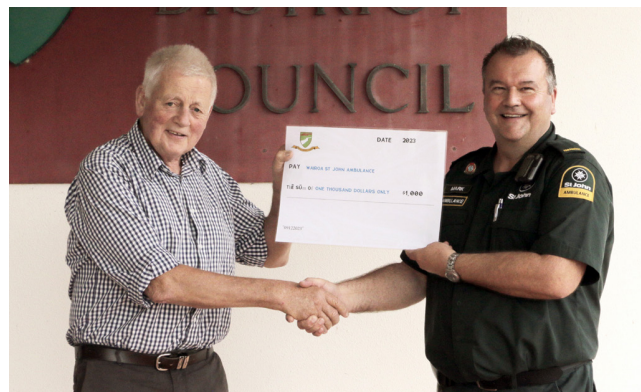
**CHRISTMAS PARADE – Everyone Santa Theme**

There were 18 floats registered and Wairoa Young Achievers Trust winning the main price with their Gingerbread Float.

The Parade venue had to relocate from the Lighthouse and Ski Club areas to the Manukanui area by the Library. This was a great venue, with trees providing shade on this sunny day.

Our Judges for Float competition were Rupene Amato, Seenie Kahukura and Nikki Davies.

The BBQ raised \$500 and Council matched this amount allowing for a donation of \$1,000 being made to Wairoa St Johns Ambulance. This event would not be possible without our Sponsors – Tuhoe Te Uru Taumatua, Rural Women NZ, Wairoa Taiwhenua, QRS, Wairoa New World, Wairoa Police, Kahungnu Executive, Wairoa Community Centre, Wairoa Tennis Club, Adara Investments Ltd, Lighthouse Lions, Wairoa I-Site and Wairoa District Council.





## MEASURING OUR PROGRESS LEADERSHIP & GOVERNANCE

The following measures describe how we will demonstrate progress and achievement in this area:

✓ 7 ⊖ 0 ✗ 5

Performance Measure	2021/22 Actual	2022/23 Actual	2023/24 Actual	2022/23 Target	Commentary	Met?
<b>Elected Members are accessible and responsive to community</b>						
Residents (%) who know how to make contact with elected members	74%	76%	67%	≥85%		✗
Residents (%) satisfied with Mayor and Councillors	63%	48%	48%	≥85%		✗
<b>Council facilitates democratic decision-making, and community engagement opportunities</b>						
Meeting and committee agendas (%) made available to the public within statutory time frames	100%	100%	100%	100%		✓
Residents (%) who believe they have adequate opportunities to have their say in Council activities	70%	45%	46%	≥85%		✗
Residents (%) who state they are satisfied with how the Council makes decisions	59%	34%	40%	≥80%		✗
<b>Council information is accessible and service compliant</b>						
Residents (%) who agree that Council information is easy to access (via website, libraries, social media, newspapers etc)	69%	53%	52%	≥80%		✗
Official information requests (%) handled within legislative time frame	100%	74%	100%	100%		✓
<b>Council supports and facilitates Māori participation in decision-making</b>						
The required number of nominations are received within established timeframes and appointments made to Council's Māori Standing Committee	Achieved	Achieved	Achieved	Achieved		✓
The Māori Standing Committee meetings are scheduled and attended no less than bi-monthly	Achieved	Achieved	Achieved	Achieved		✓
<b>Council supports progressive and collaborative economic development for the district</b>						
Actions in the Economic Development Plan and Action Plan completed (% of actions completed)	88%	88%	88%	80%		✓
<b>i-Site is accessible, well utilised by visitors and delivers positive experiences</b>						
Total visits to the i-Site	9,170	1,911	5,523	Visitor numbers ≥ previous year		✓
User satisfaction (%) with i-Site	94%	90%	90%	≥80%		✓

## NGĀ RANGAPŪ

### CORPORATE FUNCTIONS

#### PROPERTY

##### Library roof and kiosk

Planning design set for the front reception kiosk for the library. Project is now restarted after Cyclone Gabrielle. Contract for roof replacement is being re-priced and scheduled for February-March during settled weather lifting 13m lengths of roof into place. Interior Fire Safety upgrades and safety doors planned to be installed with Kiosk project.

##### Old County Building air conditioning and insulation

Rebooting this project in line with leases review and team returning from cyclone recovery focus. Insulation and air conditioning has been assessed and awaits decision on leases and investment. This planning project is now being offset into long term plan budgeting. Change in tenancy has been completed with new leases issued. Locks changed following tenants' departure.

##### Pensioner housing

A review of residential rental rates is underway. This will inform council for signoff and LTP. Property inspections completed and revealed maintenance underway with Property Brokers. Healthy Homes upgrades completed, extraction fans and Heat Pumps. A variance was required to lift outdoor units off the ground to improve resilience. Assessment of underfloor insulation completed on Bridge St flats and quote to replace received.

##### Wairoa Campground

The electrical and water services renewal to all campsites is completed. Works reinstating grounds, hindered by ongoing rain, is well advanced. This includes boundary fences removal and reinstatement. Final silt levelling, drainage, and re-grassing significantly advance through contact effort on 24th December. Some Hard Stand metalised sites completed. Construction of refurbishment of Ablution Block commenced October. Supply issues stalled progress to complete ability to open fully before Christmas. The work will continue through to March. Inspection of Managers House completed to assess underfloor insulation following flood. Quote received to replace.

##### Te Whanake Project

###### Gemmell's

The building was handed to tenants mid-November. Official opening was early December. Construction and completion work continued through to Christmas. Final compliance and facilities defects activity continues. Tennants settling in and management activity underway as project team exits.

##### Winter's

Project concept design was completed late-2023. Demolishing contract procurement completed. Demolition to start January. Detailed design underway plus Construction Contract procurement underway.

##### Community Halls

Ongoing works to improve Halls weatherproofing for War Memorial Hall and Tuai underway. Otoī and Kotemaori Hall committees have completed assessment and costing of weatherproofing also. This was discussed with DIA and activity underway to complete application for support funding. This is due mid-February.

MPI awarded funds for some provision of facilities to assist during CDEM events. The funding included some Hall's. This funding sits with Recovery to deliver upgrades.

Other upgrades are being considered to provide more resilient Civil Defence Centers capability. An example is building utility of War Memorial Hall by connecting Council Generator into Hall power circuit. Also preparing appropriate CD supplies storage facility. Each site will be assessed to gain wide localised coverage across the district.

Central Govt funding is available for solar installation, plus Resilience improvements for assets classified as Critical Infrastructure. Initial solar assessments have been completed for Taihoa Marae, War Memorial Hall, Council Offices, Tuai Hall, plus Airport. MBIE received these October & November we await decision on agreement with design and costing. New Govt yet to approve. Following this other Community Facilities, Water Treatment, Sewerage, Library, iSite, Gemmell's, Museum, Community Centre, Halls etc will be assessed. The third tranche is developing network of 2MW solar substations to provide local power to communities.

##### Community Centre

Review of site management agreement underway by CS&D Team. Building is now 30 years old and at age requiring increased investment in maintenance of this valuable asset.

#### CORPORATE & FUNDS MANAGEMENT

##### Investments

As at 31 December 2023, Council held a bond portfolio with a market value of \$845 thousand.

##### Borrowing

With the unexpected increases in Council's financial obligations because of the cyclone it was necessary to increase Council's borrowing significantly last year. As a non-guarantor with the Local Government Funding Agency Council has a borrowing limit of \$20 million.

#### SUPPORT SERVICES

Support Services are the costs of operating the Council's administrative and support functions and other costs not directly attributable to any activity. These costs are allocated, except those that are attributed to a special reserve, via the overhead allocation process to the groups of activities, so that the net rated cost of support services is zero.

This group of activities includes finance, records and archives, administration and customer service, information services and GIS.

##### Annual Plan 2023/2024

The council has completed the process of developing its 2023/24 Annual Plan. This plan sets the budget and rate requirements for this financial year, based on the third year of the council's 2021-2031 Long-Term Plan. For this half-year report, we are reporting against this Annual Plan.

#### SUPPORT SERVICES

##### Performance reporting

During the year we delivered monthly financial reports to the Finance Audit and Risk Committee and quarterly full performance reports to Council. By improving efficiencies, we were able to continuously develop the insightfulness of the content and shorten reporting cycles, thereby allowing more time for internal review and thus the quality of the information. Our discipline in regular

reporting ensured we were well prepared for the 2022/23 audit, with all financial and supporting documentation ready, uploaded to the auditor’s portal and peer reviewed where necessary. This assisted in achieving on time adoption of the 2022/2023 Annual Report.

Partnering

We continue to collaborate with various Council departments, offering expert advice, support, and strategic input for reporting, projects, and planning. Additionally, we have initiated process improvements across departments, leveraging our skillsets, particularly in Excel and reporting, to streamline processes and produce robust outputs. To further support this initiative, we have arranged training sessions with our ERP supplier, MagiQ, focusing on topic areas requested by different Council departments.

Both the finance and rate teams, along with customer services officers, provide assistance to ratepayers applying for rates rebates. This service is offered free of charge and ensures that lower income households have access to available Government support. We successfully processed 159 rates rebate applications to date, with an expected increase in the coming months. Reminder letters will also be sent out in March.

Finance team

Our finance team continues to prioritize building resilience and improving efficiency to meet the evolving needs of our organization. While maintaining our focus on key process documentation, rotation, and best practices, we are also dedicated to enhancing our efficiency to facilitate improved reporting, increased understanding, and better utilization of our ERP system.

This year, our efforts are centered on optimizing our processes to ensure timely and accurate reporting, thereby enhancing transparency and accountability. By leveraging our ERP system more effectively, we aim to streamline workflows and allocate resources more efficiently, ultimately leading to improved financial performance.

In addition to enhancing transparency and accountability, these efficiency improvements will enable us to better assess risks and opportunities, thereby enhancing our decision-making processes. We remain committed to continuous improvement and are confident that our efforts will contribute to the overall success of our organization.

CUSTOMER SERVICES

The Customer Services team continues the front-line service to visitors to the main building of Council and communication received via email and phone ebbs and flows. The wet weather events of November impacted some rural property and infrastructure resulting in an increase in contact which is evident in the table below. Cyclone Gabrielle recovery enquiries continue to be triaged to the Recovery Unit.

Total Customer Enquiries for this Quarter			
Department	Oct	Nov	Dec
Recovery	41	90	52
Animal Control and Compliance	149	173	87
Rates	142	247	89
Environmental Health	49	55	42
Building/Planning	298	407	148
Assets and Infrastructure	339	474	228
Mayor	43	87	10
Senior Leadership	24	28	11

The team perform supporting duties of cashier role and records filing. Improvements to daily operations continue to be explored.

RECORDS AND ARCHIVES

Wairoa District Council currently manages its Records and Archival services inhouse.

Section 17A of the Local Government Act 2002 requires that a service delivery review should periodically assess “the cost effectiveness of current arrangements for meeting the needs of communities within its district or region for good quality local infrastructure, local public services, and perform of regulatory functions”.

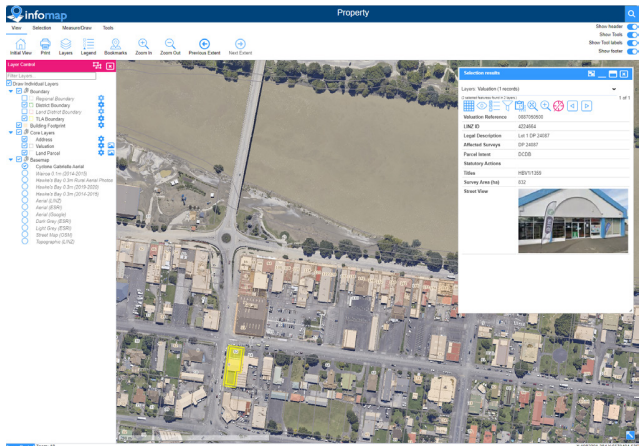
Based on recommendation, a service delivery review has now been completed and a report to provided to Council to consider the recommendations and options put forward.

Any opportunity for engagement and feedback on the future of the Records and Archives services will be included in the upcoming LTP community engagement/consultation process.

INFORMATION SERVICES AND GIS

The Information Services / GIS have been working with Emtel Ltd on a new hybrid opensource Cloud based, GIS System "InfoMaps", which will replace both our Internal, and Public GIS web interfaces. InfoMaps will be externally hosted by Emtel Ltd in Auckland, and will remove the need for staff to log into our internal servers to access and search for corporate, and geospatial data sets.

User Acceptance Testing (UAT) is programmed to be undertaken in February, along with staff training sessions and a final "GO Live" date to be confirmed for February/ March.



MEASURING OUR PROGRESS

CORPORATE FUNCTIONS

The following measures describe how we will demonstrate progress and achievement in this area:

✓	2	⊖	1	✗	0
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Performance Measure	2021/22 Actual	2022/23 Actual	2023/24 Actual	2022/23 Target	Commentary	Met?
To provide Council buildings that are compliant with legislative requirements						
All pensioner housing units are proactively inspected six monthly	50%	100%	100%	100%		✓
Provide prompt responses for service						
Percentage of requests responded to within 3 days (including safety defects)	92%	93%	80%	>80%		✓
To provide Council buildings that are well maintained						
Percentage of defects in pensioner housing resolved within 24 hours	91%	85%	Not measured	100%	Working with Property Brokers to get this information	⊖



**NGĀ TAUĀKĪ  
PŪTEA**

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**FINANCIAL  
STATEMENTS**

# HE TAUĀKĪ PŪTEA WHIWHI ME TE PŪTEA WHAKAHAERE

## STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE

for the year ended 31 December 2023

	YTD 31 December 2023 \$000	Annual Plan** 31 December 2023 \$000	\$000	%	Variance	30 June 2023 \$000
<b>Revenue</b>						
Rates revenue	9,331	9,332	(1)	0%		16,530
Subsidies and grants	28,811	14,689	14,122	96%	A	39,836
Petrol tax	40	40	-	0%		77
Fees and charges	1,934	1,610	324	20%	B	2,516
Investment revenue	582	592	(10)	-2%		536
Miscellaneous revenue	-	-	-	0%		622
<b>Total revenue</b>	<b>40,698</b>	<b>26,263</b>	<b>14,435</b>	<b>55%</b>		<b>60,117</b>
<b>Expense</b>						
Water supply	1,468	1,304	164	13%	C	2,713
Stormwater	475	488	(13)	-3%		645
Wastewater	1,483	1,381	102	7%		2,734
Solid waste	1,282	1,396	(114)	-8%		2,457
Transport	26,338	7,359	18,979	258%	C & D	33,832
Community facilities	1,511	1,623	(112)	-7%		2,877
Planning and regulatory	4,206	1,764	2,442	138%	E	9,062
Leadership and governance	1,997	2,168	(171)	-8%	F	3,192
Corporate	571	621	(50)	-8%		1,018
<b>Total expense</b>	<b>39,331</b>	<b>18,104</b>	<b>21,227</b>	<b>117%</b>		<b>58,530</b>
<b>Net surplus / (deficit) before taxation</b>	<b>1,367</b>	<b>8,159</b>				<b>1,587</b>
Subvention income	-	-	-	0%		1,000
<b>Net surplus / (deficit) for the year</b>	<b>1,367</b>	<b>8,159</b>				<b>2,587</b>
<b>Other comprehensive revenue and expense<sup>1</sup></b>						
Fair value movement – property, plant, and equipment	-	-				142,927
<b>Total comprehensive revenue and expense for the year</b>	<b>1,367</b>	<b>8,159</b>				<b>145,514</b>

## Variance explanations (actual YTD compared to YTD annual plan)

### \*\*Annual Plan

Phasing Approach: Phasing in the annual plan is predominantly executed evenly over the 12 months. It's important to note that this even phasing may result in certain higher-than-expected variances. However, we anticipate a decrease in these variances as we progress through the year.

Recovery Cost Considerations: Recovery costs were included at a net value. Only amounts anticipated not to be recoverable were included in the plan.

### A

Subsidies and grants exceed expectations by \$14.5 million, a 96% variance, primarily due to ongoing arrangements with Waka Kotahi covering response and recovery costs, including extreme weather events.

Major subsidies and grants recognised to date:

- Transport: Waka Kotahi/NZTA \$23 million
- MBIE: Gemmels Building \$1.9 million
- Recovery: HBRC - Extreme Weather Event Recovery \$1.7 million
- Campground upgrade: \$589 thousand, spread between DIA Better off (limited to \$250 thousand) and MBIE
- Tairāwhiti Adventure Trust: Mahia Recreational Spaces project \$242 thousand
- Recovery: Red Cross - Liveable homes \$242 thousand
- National Library Capital funding \$224 thousand

### B

Fees and charges are currently tracking \$174 thousand above the budget, an 20% variance, mainly due to the majority of dog registration fees already received for the year but included in the Annual Plan evenly over the 12 months.

### C

Water supply, stormwater, wastewater, solid waste, and Transport costs exceed the budget. Most of this can be attributed to higher depreciation costs due to a difference in valuation used during the Annual Plan and what was received at the end of the financial year and used for actual calculations. In addition, operations and maintenance costs are also above expectations as we proceed with recovery work earnestly, but this work is included in

the annual plan evenly phased during the 12 months of the year. Also worth mentioning is that the interest on the additional \$8 million borrowed for recovery was not included at the time of the Annual Plan, causing further variances between actual calculations and the amounts reflected in the Annual Plan.

### D

Transport cost exceeded the budget by \$18.9 million, a substantial 258%, as mentioned under A. This is primarily due to the impact of weather events from weather events in the prior financial year. Waka Kotahi is funding a significant part of this spending at a rate ranging from 95% to 100% FAR (Funding Assistance Rate), leading to an increase in subsidy revenue in A.

### E

Planning and regulatory costs exceed expectations by \$2.4 million, representing a 138% variance. This increase is primarily attributed to the \$1.7 million incurred for the collection of waste from properties and higher landfill operation costs. Most of the recovery-specific cost centres fall under this activity. As mentioned earlier in the notes, recovery costs were included at a net value (income less expenditure), and here you will find the gross expenditure allocated, with income reflected at a gross level under Subsidies and Grants.

### F

Leadership and governance expenditure is \$171 thousand (8%) less than expected, primarily attributed to lower-than-anticipated overheads during the first six months.



## HE TAUĀKĪ TU PŪTEA

## STATEMENT OF FINANCIAL POSITION

as at 31 December 2023

	YTD 31 December 2023 \$000	Annual Plan 31 December 2023 \$000	30 June 2023 \$000	Variance	
				\$000	%
<b>Current assets</b>					
Cash and cash equivalents	10,985	86	13,688	10,899	99%
Inventories	74	82	71	(8)	-11%
Assets held for sale	18	18	18	-	0%
Trade and other receivables	10,343	4,624	13,550	5,719	55%
Financial assets at fair value	1,025	1,831	351	(966)	-38%
<b>Total current assets</b>	<b>22,445</b>	<b>6,641</b>	<b>27,678</b>		
<b>Current liabilities</b>					
Trade and other payables	10,401	7,324	16,416	3,077	30%
Borrowings	1,500	1,500	11,500	-	0%
<b>Total current liabilities</b>	<b>11,901</b>	<b>8,824</b>	<b>27,916</b>		
Working capital	10,544	(2,183)	(238)		
<b>Non-current assets</b>					
Property, plant and equipment	450,361	317,386	455,018	124,236	27%
Work in progress	12,084	20,823	6,093	-	0%
Investment in subsidiary	1,250	1,250	1,250	-	-
Loan to related party	-	-	1,036	-	-
Investment property	356	(2)	361	358	101%
Biological asset - forestry	115	115	115	-	0%
Intangible assets	14	12	568	2	14%
Financial assets at fair value	1,539	1,699	742	(160)	-10%
<b>Total non-current assets</b>	<b>465,719</b>	<b>341,283</b>	<b>465,183</b>		
<b>Non-current liabilities</b>					
Trade and other payables	-	-	49	-	0%
Landfill aftercare	1,378	603	1,378	775	56%
Borrowings	17,526	10,593	7,526	6,933	40%
<b>Total non-current liabilities</b>	<b>18,904</b>	<b>11,196</b>	<b>8,953</b>		
<b>Net assets</b>	<b>457,359</b>	<b>327,904</b>	<b>455,992</b>		
Represented by					
<b>Equity</b>	<b>457,359</b>	<b>327,904</b>	<b>455,992</b>		

**Variance explanations (actual YTD compared to YTD annual plan)**

A noticeable difference exists between the Year-to-Date (YTD) actuals and the YTD annual plan, mainly due to timing differences affecting the opening balances during the formulation of the annual plan and the closing balances as of June 30, 2023. In addition, two key points also requires mentioning:

- Cyclone Recovery was substantively excluded from the annual plan because there was too much uncertainty when the plan was adopted. This affects cash, receivables, payables, and borrowings.
- The finalization of Property, Plant, and Equipment (PPE) valuation occurred in October 2023, and was significantly higher than the indices applied in the Annual Plan.



# HE TAUĀKĪ MANA TAURITE

## STATEMENT OF CHANGES IN EQUITY

as at 31 December 2023

	YTD 31 December 2023	Annual Plan 31 December 2023 \$000	30 June 2023 \$000
Total equity - opening balance	455,992	319,745	310,478
Net surplus (deficit) for period	1,367	8,159	2,587
Other comprehensive income	-	-	142,927
<b>Total comprehensive income</b>	<b>1,973</b>	<b>8,159</b>	<b>145,514</b>
<b>Total equity - closing balance</b>	<b>457,359</b>	<b>327,904</b>	<b>455,992</b>
<b>Components of equity</b>			
<b>Ratepayer's equity</b>			
Ratepayer's equity - opening balance	163,798	161,550	163,343
Net surplus/(deficit) for period	1,367	8,159	2,587
Transfers to special reserves	572	-	(3,717)
Transfers from special reserves	(8,240)	-	1,585
Transfer from revaluation reserve	-	-	-
<b>Ratepayer's equity - closing balance</b>	<b>157,497</b>	<b>169,709</b>	<b>163,798</b>
<b>Special funds</b>			
Special reserves - opening balance	24,656	22,525	22,524
Transfer to ratepayer's equity	8,240	-	(1,585)
Transfer from ratepayer's equity	(572)	-	3,717
<b>Special funds - closing balance</b>	<b>32,324</b>	<b>22,525</b>	<b>24,656</b>
<b>Revaluation reserves</b>			
Revaluation reserves - opening balance	24,656	22,525	22,524
Net transfer to ratepayer's equity	8,240	-	(1,585)
Revaluation recognised in other comprehensive revenue and expense	(572)	-	3,717
<b>Revaluation reserves - closing balance</b>	<b>32,324</b>	<b>22,525</b>	<b>24,656</b>
<b>Total equity - closing balance</b>	<b>457,359</b>	<b>327,904</b>	<b>455,992</b>

## HE TAUĀKĪ KAPEWHITI

### STATEMENT OF CASHFLOWS

for the year ended 30 June 2023

	YTD 31 December 2023 \$000	30 June 2023 \$000
<b>Cash flows from operating activities</b>		
Rates received	11,419	16,369
Other revenue	32,128	36,494
Investment income	471	1,536
Subvention Income	-	50
Payments to suppliers and employees	(40,294)	(40,924)
Interest paid	17	(481)
<b>Net cash flows from operating activities</b>	<b>3,741</b>	<b>13,044</b>
<b>Cash flows from investing activities</b>		
Sale of property, plant and equipment	-	-
Insurance proceeds	-	-
Sale of financial assets	-	1,735
Purchase of financial assets	(1,471)	(63)
Purchase of property, plant and equipment	(5,991)	(12,776)
Purchase of intangibles	-	(551)
Loans made to subsidiary	-	(1,036)
<b>Net cash flows used in investing activities</b>	<b>(7,462)</b>	<b>(12,691)</b>
<b>Cash flows from financing activities</b>		
Loans raised	-	10,526
Borrowings repaid	-	(1,500)
<b>Net cash flows from/(used in) financing activities</b>	<b>-</b>	<b>-</b>
Net increase/(decrease) in cash and cash equivalents	(3,721)	9,379
Cash and cash equivalents at beginning of year	13,688	4,309
<b>Cash and cash equivalents at end of year</b>	<b>9,967</b>	<b>13,688</b>
<b>Made up of:</b>		
Cash	10,985	13
Short term deposits	-	13,675
<b>Cash and cash equivalents at end of year</b>	<b>10,985</b>	<b>13,688</b>

Up to now in the year, the Council's day-to-day operations have resulted in a net cash outflow of \$3.7 million, which is to be expected since we are still spending a lot on recovery.

Our cash balance continues to look reasonable; however, the costs tied to recovery have increased our spending compared to previous years. As time passes, we continue to

gain a clearer grasp of the financial impacts. We're improving at planning and estimating, and fewer unexpected costs seem to appear. Still, it's crucial to stay on top of our cash flow, especially given the ongoing ups and downs in when we receive and make payments, not to mention the extra reporting requirements highlighted in our latest audit.



# HE TAUĀKĪ WHAKAAWEAWE PŪTEA

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## FUNDING IMPACT STATEMENTS

## FUNDING IMPACT STATEMENT FOR 1 JULY 2023 - 31 DECEMBER 2023

### WHOLE OF COUNCIL

	2022/23 LTP \$000	2022/23 Actual \$000	2023/24 LTP \$000	2023/24 AP \$000	2023/24 AP YTD \$000	2023/24 YTD \$000
<b>Sources of operating funding</b>						
General rates, uniform annual general charges, rates penalties	11,920	11,777	12,726	13,049	6,523	6,523
Targeted rates (other than a targeted rate for water supply)	4,807	4,750	5,311	5,616	2,808	2,808
Subsidies and grants for operating purposes	5,864	30,418	6,030	6,676	3,337	24,402
Fees and charges	2,377	2,513	2,441	3,227	1,610	1,936
Interest and dividends from investments	701	1,641	698	1,183	592	582
Local authorities fuel tax, fines, infringement fees, and other receipts	87	97	90	80	40	40
<b>Total operating funding (A)</b>	<b>25,756</b>	<b>51,196</b>	<b>27,296</b>	<b>29,830</b>	<b>14,910</b>	<b>36,291</b>
<b>Applications of operating funding</b>						
Payments to staff and suppliers	22,618	48,097	23,551	27,437	14,733	34,176
Finance costs	1,323	166	1,436	839	304	493
Other operating funding applications	-	-	-	-	-	-
<b>Total applications of operating funding (B)</b>	<b>23,941</b>	<b>48,263</b>	<b>24,987</b>	<b>28,276</b>	<b>15,037</b>	<b>34,669</b>
<b>Surplus (deficit) of operating funding (A - B)</b>	<b>1,815</b>	<b>2,933</b>	<b>2,309</b>	<b>1,554</b>	<b>(127)</b>	<b>1,622</b>
<b>Sources of capital funding</b>						
Subsidies and grants for capital expenditure	5,843	9,924	6,948	22,704	13,251	4,451
Development and financial contributions	-	-	-	-	-	-
Increase (decrease) in debt	252	(1,868)	(440)	409	(9,697)	(944)
Gross proceeds from sale of assets	37	-	47	-	-	-
Lump sum contributions	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-
<b>Total sources of capital funding (C)</b>	<b>6,132</b>	<b>8,056</b>	<b>6,555</b>	<b>23,113</b>	<b>3,554</b>	<b>3,507</b>
<b>Application of capital funding</b>						
Capital expenditure						
• to meet additional demand	599	146	-	105	112	2
• to improve the level of service	2,885	3,189	3,898	4,038	1,072	3,533
• to replace existing assets	6,292	9,237	8,732	24,706	3,245	2,224
Increase (decrease) in reserves	(1,829)	(1,583)	(3,766)	(4,178)	(1,002)	(630)
Increase (decrease) of investments	-	-	-	-	-	-
<b>Total applications of capital funding (D)</b>	<b>7,947</b>	<b>10,989</b>	<b>8,864</b>	<b>24,671</b>	<b>3,427</b>	<b>5,129</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(1,815)</b>	<b>(2,933)</b>	<b>(2,309)</b>	<b>(1,557)</b>	<b>127</b>	<b>(1,622)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## FUNDING IMPACT STATEMENT FOR 1 JULY 2023 - 31 DECEMBER 2023

### WATER SUPPLY

	2022/23 AP \$000	2022/23 Actual \$000	2023/24 LTP \$000	2023/24 AP \$000	2023/24 AP YTD \$000	2023/24 YTD \$000
<b>Sources of operating funding</b>						
General rates, uniform annual general charges, rates penalties	156	154	165	165	82	82
Targeted rates (other than a targeted rate for water supply)	1,407	1,390	1,486	1,481	740	740
Subsidies and grants for operating purposes	-	83	-	-	-	-
Fees and charges	357	387	366	365	182	170
Internal charges and overheads recovered	-	-	-	-	-	-
Internal interest income	131	-	126	-	-	-
Interest and dividends from investments	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	14	-	-	-	-
<b>Total operating funding (A)</b>	<b>2,051</b>	<b>2,028</b>	<b>2,143</b>	<b>2,010</b>	<b>1,004</b>	<b>992</b>
<b>Applications of operating funding</b>						
Payments to staff and suppliers	1,182	1,402	1,223	1,190	608	629
Finance costs	55	-	57	-	-	-
Internal charges and overheads applied	413	344	449	413	207	238
Internal interest charged	-	76	-	43	21	38
Other operating funding applications	-	-	-	-	-	-
<b>Total applications of operating funding (B)</b>	<b>1,650</b>	<b>1,822</b>	<b>1,729</b>	<b>1,646</b>	<b>836</b>	<b>905</b>
<b>Surplus (deficit) of operating funding (A - B)</b>	<b>401</b>	<b>206</b>	<b>414</b>	<b>364</b>	<b>168</b>	<b>87</b>
<b>Sources of capital funding</b>						
Subsidies and grants for capital expenditure	-	216	-	-	-	-
Development and financial contributions	-	-	-	-	-	-
Increase (decrease) in debt	(370)	(193)	(371)	(364)	(167)	(112)
Gross proceeds from sale of assets	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-
<b>Total sources of capital funding (C)</b>	<b>(370)</b>	<b>23</b>	<b>(371)</b>	<b>(364)</b>	<b>(167)</b>	<b>(112)</b>
<b>Application of capital funding</b>						
Capital expenditure						
• to meet additional demand	31	(0)	-	-	-	-
• to improve the level of service	528	166	53	11	5	-
• to replace existing assets	140	154	849	1,072	369	-
Increase (decrease) in reserves	(668)	(91)	(859)	(1,082)	(373)	(25)
Increase (decrease) of investments	-	-	-	-	-	-
<b>Total applications of capital funding (D)</b>	<b>31</b>	<b>229</b>	<b>43</b>	<b>0</b>	<b>1</b>	<b>(25)</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(401)</b>	<b>(206)</b>	<b>(414)</b>	<b>(364)</b>	<b>(168)</b>	<b>(87)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Expenses for this activity grouping include the following depreciation/amortisation charge					(468)	(563)

## FUNDING IMPACT STATEMENT FOR 1 JULY 2023 - 31 DECEMBER 2023

### STORMWATER

	2022/23 LTP \$000	2022/23 Actual \$000	2023/24 LTP \$000	2023/24 AP \$000	2023/24 AP YTD \$000	2023/24 YTD \$000
<b>Sources of operating funding</b>						
General rates, uniform annual general charges, rates penalties	30	29	30	39	19	19
Targeted rates (other than a targeted rate for water supply)	267	264	267	349	175	175
Subsidies and grants for operating purposes	-	-	-	250	125	-
Fees and charges	-	-	-	-	-	2
Internal charges and overheads recovered	-	-	-	-	-	-
Internal interest income	70	-	71	-	-	-
Interest and dividends from investments	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	-	-	-	-
<b>Total operating funding (A)</b>	<b>367</b>	<b>293</b>	<b>368</b>	<b>638</b>	<b>319</b>	<b>196</b>
<b>Applications of operating funding</b>						
Payments to staff and suppliers	141	163	122	407	204	150
Finance costs	57	-	59	-	-	-
Internal charges and overheads applied	161	115	176	165	83	93
Internal interest charged	-	70	-	52	26	35
Other operating funding applications	-	-	-	-	-	-
<b>Total applications of operating funding (B)</b>	<b>359</b>	<b>348</b>	<b>357</b>	<b>624</b>	<b>313</b>	<b>278</b>
<b>Surplus (deficit) of operating funding (A - B)</b>	<b>8</b>	<b>(55)</b>	<b>11</b>	<b>14</b>	<b>6</b>	<b>(82)</b>
<b>Sources of capital funding</b>						
Subsidies and grants for capital expenditure	-	-	-	-	-	-
Development and financial contributions	-	-	-	-	-	-
Increase (decrease) in debt	(8)	150	42	351	289	84
Gross proceeds from sale of assets	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-
<b>Total sources of capital funding (C)</b>	<b>(8)</b>	<b>150</b>	<b>42</b>	<b>351</b>	<b>289</b>	<b>84</b>
<b>Application of capital funding</b>						
Capital expenditure						
• to meet additional demand	-	95	-	-	112	2
• to improve the level of service	-	-	-	-	-	-
• to replace existing assets	-	-	53	418	183	-
Increase (decrease) in reserves	-	-	-	(53)	-	-
Increase (decrease) of investments	-	-	-	-	-	-
<b>Total applications of capital funding (D)</b>	<b>-</b>	<b>95</b>	<b>53</b>	<b>365</b>	<b>295</b>	<b>2</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(8)</b>	<b>55</b>	<b>(11)</b>	<b>(14)</b>	<b>(6)</b>	<b>82</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Expenses for this activity grouping include the following depreciation/amortisation charge					(175)	(197)

## FUNDING IMPACT STATEMENT FOR 1 JULY 2023 - 31 DECEMBER 2023 WASTEWATER

	2022/23 LTP \$000	2022/23 Actual \$000	2023/24 LTP \$000	2023/24 AP \$000	2023/24 AP YTD \$000	2023/24 YTD \$000
<b>Sources of operating funding</b>						
General rates, uniform annual general charges, rates penalties	233	230	238	235	117	117
Targeted rates (other than a targeted rate for water supply)	2,095	2,070	2,145	2,212	1,106	1,106
Subsidies and grants for operating purposes	-	-	-	-	-	-
Fees and charges	-	35	-	-	-	-
Internal charges and overheads recovered	-	-	-	-	-	-
Internal interest income	33	-	43	-	-	-
Interest and dividends from investments	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	-	-	-	-
<b>Total operating funding (A)</b>	<b>2,361</b>	<b>2,335</b>	<b>2,426</b>	<b>2,447</b>	<b>1,223</b>	<b>1,223</b>
<b>Applications of operating funding</b>						
Payments to staff and suppliers	1,334	1,519	1,297	1,489	743	777
Finance costs	200	-	200	-	-	-
Internal charges and overheads applied	312	313	340	308	154	179
Internal interest charged	-	257	-	67	33	129
Other operating funding applications	-	-	-	-	-	-
<b>Total applications of operating funding (B)</b>	<b>1,846</b>	<b>2,089</b>	<b>1,837</b>	<b>1,864</b>	<b>930</b>	<b>1,085</b>
<b>Surplus (deficit) of operating funding (A - B)</b>	<b>515</b>	<b>246</b>	<b>589</b>	<b>583</b>	<b>293</b>	<b>138</b>
<b>Sources of capital funding</b>						
Subsidies and grants for capital expenditure	-	487	-	104	52	-
Development and financial contributions	-	-	-	-	-	-
Increase (decrease) in debt	(95)	(197)	(486)	(583)	(345)	(135)
Gross proceeds from sale of assets	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-
<b>Total sources of capital funding (C)</b>	<b>(95)</b>	<b>290</b>	<b>(486)</b>	<b>(479)</b>	<b>(293)</b>	<b>(135)</b>
<b>Application of capital funding</b>						
Capital expenditure						
• to meet additional demand	259	50	-	-	-	(0)
• to improve the level of service	52	265	1,369	104	-	4
• to replace existing assets	161	415	140	80	27	19
Increase (decrease) in reserves	(52)	(194)	(1,406)	(80)	(27)	(20)
Increase (decrease) of investments	-	-	-	-	-	-
<b>Total applications of capital funding (D)</b>	<b>420</b>	<b>536</b>	<b>103</b>	<b>104</b>	<b>-</b>	<b>3</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(515)</b>	<b>(246)</b>	<b>(589)</b>	<b>(583)</b>	<b>(293)</b>	<b>(138)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Expenses for this activity grouping include the following depreciation/amortisation charge					(451)	(398)

## FUNDING IMPACT STATEMENT FOR 1 JULY 2023 - 31 DECEMBER 2023

### WASTE MANAGEMENT

	2022/23 LTP \$000	2022/23 Actual \$000	2023/24 LTP \$000	2023/24 AP \$000	2023/24 AP YTD \$000	2023/24 YTD \$000
<b>Sources of operating funding</b>						
General rates, uniform annual general charges, rates penalties	115	114	157	175	87	87
Targeted rates (other than a targeted rate for water supply)	1,038	1,026	1,413	1,574	787	787
Subsidies and grants for operating purposes	-	-	-	-	-	42
Fees and charges	711	745	758	1,102	551	645
Internal charges and overheads recovered	-	-	-	-	-	-
Internal interest income	16	-	15	-	-	-
Interest and dividends from investments	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	-	-	-	-
<b>Total operating funding (A)</b>	<b>1,880</b>	<b>1,885</b>	<b>2,343</b>	<b>2,851</b>	<b>1,425</b>	<b>1,561</b>
<b>Applications of operating funding</b>						
Payments to staff and suppliers	1,605	1,849	1,875	2,366	1,184	1,094
Finance costs	83	-	84	35	-	-
Internal charges and overheads applied	228	182	248	227	113	131
Internal interest charged	-	64	-	40	38	32
Other operating funding applications	-	-	-	-	-	-
<b>Total applications of operating funding (B)</b>	<b>1,916</b>	<b>2,095</b>	<b>2,207</b>	<b>2,668</b>	<b>1,335</b>	<b>1,257</b>
<b>Surplus (deficit) of operating funding (A - B)</b>	<b>(36)</b>	<b>(210)</b>	<b>136</b>	<b>183</b>	<b>90</b>	<b>304</b>
<b>Sources of capital funding</b>						
Subsidies and grants for capital expenditure	-	-	-	-	-	-
Development and financial contributions	-	-	-	-	-	-
Increase (decrease) in debt	571	224	96	(63)	(89)	(305)
Gross proceeds from sale of assets	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-
<b>Total sources of capital funding (C)</b>	<b>571</b>	<b>224</b>	<b>96</b>	<b>(63)</b>	<b>(89)</b>	<b>(305)</b>
<b>Application of capital funding</b>						
Capital expenditure						
• to meet additional demand	309	-	-	20	-	-
• to improve the level of service	-	19	-	-	-	1
• to replace existing assets	252	5	380	100	50	4
Increase (decrease) in reserves	(26)	(10)	(148)	-	(49)	(6)
Increase (decrease) of investments	-	-	-	-	-	-
<b>Total applications of capital funding (D)</b>	<b>535</b>	<b>14</b>	<b>232</b>	<b>120</b>	<b>1</b>	<b>(1)</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>36</b>	<b>210</b>	<b>(136)</b>	<b>(183)</b>	<b>(90)</b>	<b>(304)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Expenses for this activity grouping include the following depreciation/amortisation charge					(61)	(67)



## FUNDING IMPACT STATEMENT FOR 1 JULY 2023 - 31 DECEMBER 2023

### TRANSPORT

	2022/23 LTP \$000	2022/23 Actual \$000	2023/24 LTP \$000	2023/24 AP \$000	2023/24 AP YTD \$000	2023/24 YTD \$000
<b>Sources of operating funding</b>						
General rates, uniform annual general charges, rates penalties	4,211	4,161	4,568	4,742	2,371	2,371
Targeted rates (other than a targeted rate for water supply)	-	-	-	-	-	-
Subsidies and grants for operating purposes	5,785	23,231	5,949	5,943	2,972	21,505
Fees and charges	43	38	54	55	26	19
Internal charges and overheads recovered	-	-	-	-	-	-
Internal interest income	38	-	45	-	-	-
Interest and dividends from investments	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	-	-	-	-
<b>Total operating funding (A)</b>	<b>10,077</b>	<b>27,430</b>	<b>10,616</b>	<b>10,740</b>	<b>5,369</b>	<b>23,895</b>
<b>Applications of operating funding</b>						
Payments to staff and suppliers	7,414	25,186	7,609	7,933	3,950	22,294
Finance costs	65	-	105	183	-	-
Internal charges and overheads applied	1,655	1,452	1,805	1,603	802	948
Internal interest charged	-	82	-	52	119	41
Other operating funding applications	-	-	-	-	-	-
<b>Total applications of operating funding (B)</b>	<b>9,134</b>	<b>26,720</b>	<b>9,519</b>	<b>9,771</b>	<b>4,871</b>	<b>23,283</b>
<b>Surplus (deficit) of operating funding (A - B)</b>	<b>943</b>	<b>710</b>	<b>1,097</b>	<b>969</b>	<b>498</b>	<b>612</b>
<b>Sources of capital funding</b>						
Subsidies and grants for capital expenditure	5,843	7,186	6,895	18,693	9,346	1,517
Development and financial contributions	-	-	-	-	-	-
Increase (decrease) in debt	98	(306)	307	(469)	(6,828)	(828)
Gross proceeds from sale of assets	9	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-
<b>Total sources of capital funding (C)</b>	<b>5,950</b>	<b>6,880</b>	<b>7,202</b>	<b>18,224</b>	<b>2,518</b>	<b>689</b>
<b>Application of capital funding</b>						
Capital expenditure						
• to meet additional demand	-	-	-	-	-	-
• to improve the level of service	2,289	289	2,408	3,893	1,047	240
• to replace existing assets	5,365	8,281	6,720	16,937	2,345	1,432
Increase (decrease) in reserves	(761)	(980)	(829)	(1,637)	(376)	(371)
Increase (decrease) of investments	-	-	-	-	-	-
<b>Total applications of capital funding (D)</b>	<b>6,893</b>	<b>7,590</b>	<b>8,299</b>	<b>19,193</b>	<b>3,016</b>	<b>1,301</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(943)</b>	<b>(710)</b>	<b>(1,097)</b>	<b>(969)</b>	<b>(498)</b>	<b>(612)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>	
Expenses for this activity grouping include the following depreciation/amortisation charge					(2,488)	(3,055)

## FUNDING IMPACT STATEMENT FOR 1 JULY 2023 - 31 DECEMBER 2023

### COMMUNITY FACILITIES

	2022/23 LTP \$000	2022/23 Actual \$000	2023/24 LTP \$000	2023/24 AP \$000	2023/24 AP YTD \$000	2023/24 YTD \$000
<b>Sources of operating funding</b>						
General rates, uniform annual general charges, rates penalties	3,104	3,067	3,220	3,732	1,866	1,866
Targeted rates (other than a targeted rate for water supply)	-	-	-	-	-	-
Subsidies and grants for operating purposes	25	110	26	33	11	32
Fees and charges	72	53	73	76	32	44
Internal charges and overheads recovered	-	-	-	-	-	-
Internal interest income	11	-	11	-	-	-
Interest and dividends from investments	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	-	-	-	-
<b>Total operating funding (A)</b>	<b>3,212</b>	<b>3,230</b>	<b>3,330</b>	<b>3,841</b>	<b>1,909</b>	<b>1,942</b>
<b>Applications of operating funding</b>						
Payments to staff and suppliers	2,574	2,275	2,635	2,573	1,325	1,216
Finance costs	47	-	47	2	-	-
Internal charges and overheads applied	349	358	379	315	156	177
Internal interest charged	-	18	-	11	7	9
Other operating funding applications	-	-	-	-	-	-
<b>Total applications of operating funding (B)</b>	<b>2,970</b>	<b>2,651</b>	<b>3,061</b>	<b>2,901</b>	<b>1,488</b>	<b>1,402</b>
<b>Surplus (deficit) of operating funding (A - B)</b>	<b>242</b>	<b>579</b>	<b>269</b>	<b>940</b>	<b>421</b>	<b>540</b>
<b>Sources of capital funding</b>						
Subsidies and grants for capital expenditure	-	394	-	628	314	431
Development and financial contributions	-	-	-	-	-	-
Increase (decrease) in debt	(207)	(720)	(234)	(862)	(713)	(503)
Gross proceeds from sale of assets	-	-	-	-	-	-
Lump sum contributions	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-
<b>Total sources of capital funding (C)</b>	<b>(207)</b>	<b>(326)</b>	<b>(234)</b>	<b>(234)</b>	<b>(399)</b>	<b>(72)</b>
<b>Application of capital funding</b>						
Capital expenditure						
• to meet additional demand	-	1	-	85	-	-
• to improve the level of service	16	310	16	20	10	429
• to replace existing assets	198	111	214	1,222	56	97
Increase (decrease) in reserves	(179)	(169)	(195)	(621)	(44)	(58)
Increase (decrease) of investments	-	-	-	-	-	-
<b>Total applications of capital funding (D)</b>	<b>35</b>	<b>253</b>	<b>35</b>	<b>706</b>	<b>22</b>	<b>468</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(242)</b>	<b>(579)</b>	<b>(269)</b>	<b>(940)</b>	<b>(421)</b>	<b>(540)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Expenses for this activity grouping include the following depreciation/amortisation charge					(110)	(109)
	<b>45</b>					

## FUNDING IMPACT STATEMENT FOR 1 JULY 2023 - 31 DECEMBER 2023 PLANNING & REGULATORY

	2022/23 LTP \$000	2022/23 Actual \$000	2023/24 LTP \$000	2023/24 AP \$000	2023/24 AP YTD \$000	2023/24 YTD \$000
<b>Sources of operating funding</b>						
General rates, uniform annual general charges, rates penalties	1,084	1,071	1,148	1,048	524	524
Targeted rates (other than a targeted rate for water supply)	-	-	-	-	-	-
Subsidies and grants for operating purposes	-	5,990	-	-	-	2,681
Fees and charges	775	790	762	1,303	651	718
Internal charges and overheads recovered	-	-	-	-	-	-
Internal interest income	-	7	-	-	-	2
Interest and dividends from investments	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	-	-	-	-
<b>Total operating funding (A)</b>	<b>1,859</b>	<b>7,858</b>	<b>1,910</b>	<b>2,351</b>	<b>1,175</b>	<b>3,925</b>
<b>Applications of operating funding</b>						
Payments to staff and suppliers	1,476	8,054	1,483	2,555	1,284	3,911
Finance costs	12	11	12	-	-	7
Internal charges and overheads applied	650	774	684	402	199	216
Internal interest charged	-	-	-	-	-	-
Other operating funding applications	-	-	-	-	-	-
<b>Total applications of operating funding (B)</b>	<b>2,138</b>	<b>8,839</b>	<b>2,179</b>	<b>2,957</b>	<b>1,483</b>	<b>4,134</b>
<b>Surplus (deficit) of operating funding (A - B)</b>	<b>(279)</b>	<b>(981)</b>	<b>(269)</b>	<b>(606)</b>	<b>(308)</b>	<b>(209)</b>
<b>Sources of capital funding</b>						
Subsidies and grants for capital expenditure	-	-	-	-	-	-
Development and financial contributions	-	-	-	-	-	-
Increase (decrease) in debt	279	981	269	606	308	209
Gross proceeds from sale of assets	14	-	25	-	-	-
Lump sum contributions	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-
<b>Total sources of capital funding (C)</b>	<b>293</b>	<b>981</b>	<b>294</b>	<b>606</b>	<b>308</b>	<b>209</b>
<b>Application of capital funding</b>						
Capital expenditure						
• to meet additional demand	-	-	-	-	-	-
• to improve the level of service	-	-	-	-	-	-
• to replace existing assets	46	7	84	-	-	-
Increase (decrease) in reserves	(32)	(7)	(59)	-	-	-
Increase (decrease) of investments	-	-	-	-	-	-
<b>Total applications of capital funding (D)</b>	<b>14</b>	<b>(0)</b>	<b>25</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>279</b>	<b>981</b>	<b>269</b>	<b>606</b>	<b>308</b>	<b>209</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Expenses for this activity grouping include the following depreciation/amortisation charge					(40)	(73)
	<b>46</b>					

## FUNDING IMPACT STATEMENT FOR 1 JULY 2023 - 31 DECEMBER 2023

### LEADERSHIP & GOVERNANCE

	2022/23 LTP \$000	2022/23 Actual \$000	2023/24 LTP \$000	2023/24 AP \$000	2023/24 AP YTD \$000	2023/24 YTD \$000
<b>Sources of operating funding</b>						
General rates, uniform annual general charges, rates penalties	2,749	2,716	2,843	3,344	1,673	1,673
Targeted rates (other than a targeted rate for water supply)	-	-	-	-	-	-
Subsidies and grants for operating purposes	54	744	56	450	229	135
Fees and charges	244	158	249	87	49	211
Internal charges and overheads recovered	-	-	-	-	-	-
Internal interest income	-	-	-	-	-	-
Interest and dividends from investments	-	-	-	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	-	-	-	-
<b>Total operating funding (A)</b>	<b>3,047</b>	<b>3,618</b>	<b>3,148</b>	<b>3,881</b>	<b>1,951</b>	<b>2,019</b>
<b>Applications of operating funding</b>						
Payments to staff and suppliers	1,245	1,871	1,209	3,110	2,509	1,015
Finance costs	12	-	12	4	-	-
Internal charges and overheads applied	1,706	1,292	1,839	1,914	957	969
Internal interest charged	-	5	-	-	2	3
Other operating funding applications	-	-	-	-	-	-
<b>Total applications of operating funding (B)</b>	<b>2,963</b>	<b>3,168</b>	<b>3,060</b>	<b>5,028</b>	<b>3,468</b>	<b>1,987</b>
<b>Surplus (deficit) of operating funding (A - B)</b>	<b>84</b>	<b>450</b>	<b>88</b>	<b>(1,147)</b>	<b>(1,517)</b>	<b>32</b>
<b>Sources of capital funding</b>						
Subsidies and grants for capital expenditure	-	1,571	53	3,003	3,401	1,899
Development and financial contributions	-	-	-	-	-	-
Increase (decrease) in debt	(84)	(13)	(88)	2,050	(1,884)	845
Gross proceeds from sale of assets	-	-	21	-	-	-
Lump sum contributions	-	-	-	-	-	-
Other dedicated capital funding	-	-	-	-	-	-
<b>Total sources of capital funding (C)</b>	<b>(84)</b>	<b>1,558</b>	<b>(14)</b>	<b>5,053</b>	<b>1,517</b>	<b>2,744</b>
<b>Application of capital funding</b>						
Capital expenditure						
• to meet additional demand	-	-	-	-	-	-
• to improve the level of service	-	2,008	53	10	-	2,776
• to replace existing assets	18	-	77	3,907	3	-
Increase (decrease) in reserves	(18)	-	(56)	(10)	(3)	-
Increase (decrease) of investments	-	-	-	-	-	-
<b>Total applications of capital funding (D)</b>	<b>-</b>	<b>2,008</b>	<b>74</b>	<b>3,907</b>	<b>-</b>	<b>2,776</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(84)</b>	<b>(450)</b>	<b>(88)</b>	<b>1,147</b>	<b>1,517</b>	<b>(32)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Expenses for this activity grouping include the following depreciation/amortisation charge					(13)	(10)

## CORPORATE FUNCTIONS

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**8.5 PLANNING AND REGULATORY UPDATE**

**Author:** Hinetaakoha Viriaere, Group Manager Planning and Regulatory Services

**Authoriser:** Kitea Tipuna, Tumu Whakarae Chief Executive

**Appendices:** 1. Planning and Regulatory Department Stats [↓](#)

**1. PURPOSE**

- 1.1 This report provides information for Committee on Council's planning and regulatory departments. No decisions are required by Committee at this stage.

**RECOMMENDATION**

The Group Manager Planning and Regulatory Services RECOMMENDS that Committee receive the report.

**2. BACKGROUND**

- 2.1 This is the first report of its nature to the committee to ensure visibility of planning and regulatory departments for 2024.
- 2.2 This report also seeks the committee's feedback on any further information it would like to see reported on in the future.



## PLANNING & REGULATORY GROUP REPORTS

Due 10<sup>th</sup> of each month

**MONTH:** November – December 2023 – January 2024

### 1. PLANNING & REGULATORY SUMMARY

#### GENERAL:

- BCA manager has received a full geotechnical report for the 2 red stickered properties below Browns Rise, Mahia, one property has been downgraded to a white placard & the owners are now back in their house, the remaining red stickered property requires significant mitigation works before their placard can be downgraded.
- The BCA has filled the Building Compliance Officer vacancy.
- As required resource consent applications have been outsourced due to the current shortage in Planning staff.
- Multiple traders found on Facebook marketplace investigated and found to not be registered.
- Education efforts and the Manaaki Tangata programme has had a positive impact in the Freedom Camping space. Infringements for Freedom Camping are at an all-time low, despite having seen the highest number of freedom campers that the district has had in the past few years.





## 2. PLANNING & RESOURCE MANAGEMENT

Resource Consents	November	December	January
Consent applications received	4	4	3
Ancillary applications received (COC, Sec 223, 224, 221 etc)	2	0	1
Ancillary applications granted (COC, Sec 223, 224, 221 etc)	2	0	1
Decisions notified	3	4	5
Proportion of consents processed within statutory timeframes	100%	100%	100%
Proportion of ancillary applications processed within statutory applications	100%	NA	100%
Onsite visits/inspections undertaken	6	4	8
RMA breaches recorded	0	0	0
Infringements issued	0	0	0
Pre application meetings (In person)	3	3	2

- The Planning Department was unable to fill the Planner and Principal Planner vacancies however a Planning Administrator and Support Officer (fixed term) position has been filled.
- As required resource consent applications have been outsourced due to the current shortage in Planning Staff.
- The *Natural and Built Environment Act 2023 & Spatial Planning Act 2023* were repealed, on 23 December 2023, by section 5(2) of the Resource Management (Natural and Built Environment and Spatial Planning Repeal and Interim Fast-track Consenting) Act 2023 (2023 No 68).

## 3. ENVIRONMENTAL HEALTH

### 3.1 Liquor Licensing

	November	December	January
New licences Issued (Managers/club/on/off)	0	1	2
Renewals issued (Managers/club/on/off)	3	1	2
Special licences applied for	3	0	0
Proportion of licences issued within statutory timeframes	100%	100%	100%

### 3.2 Health licensing

	November	December	January
Health licences Issued	1	2	0
Food Control Registration / NPs New	4	1	0



Food Control Plan Re: Registration	2	4	3
Food Premises visited for compliance	8	1	0
Proportion of licences issued within statutory timeframes	100%	100%	100%
Warnings Issued for compliance	0	1	0
Infringements issued	0	0	0

- Multiple traders found on Facebook marketplace investigated and found to not be registered, an education approach was taken and three have been registered so far.

### 3.3 Noise Control

	November	December	January
Call outs received	8	11	9
Premises Visited	5	9	7
Warnings Issued/Items Seized	0	0	0
Infringements issued	0	0	0

## 4. BUILDING CONTROL

Building Consents	November	December	January
Consents received	9	6	6
Consents granted	15	7	7
Residential consents issued	10	6	6
Total value of new building consent/work (received)	\$2,669,500	\$781,000.00	\$138,000
Proportion of building consents processed within statutory timeframes	94.1%	57.1%	85.7%
Proportion of CCC's issued within statutory timeframes	90%	100%	100%
Building consent exemptions issued	0	0	2
Inspections undertaken	40	16	24
Property Information			
LIM's received	4	2	2
Proportion of LIM's issued within statutory timeframes	100%	100%	Still to be issued

- The BCA experienced a National Flooding event as a result of Cyclone Gabrielle, in excess of 300 buildings were affected in the Wairoa area and Rapid Building Assessments were undertaken by the building team.
- BCA resources will be under pressure for the next 12 – 24 months as the cyclone recovery progresses as BCOs will be conducting flood affected building reassessments and working with multiple agencies regarding temporary accommodation options for displaced homeowners. Consent processing, when possible, will be outsourced to relieve this pressure.



- BCA manager has received a full geotechnical report for the 2 red stickered properties below Browns Rise, Mahia, one property has been downgraded to a white placard & the owners are now back in their house, the remaining red stickered property requires significant mitigation works before their placard can be downgraded.
- 2 TAS units are to be removed this week which means that whanau are back in their homes and TAS accommodation is no longer required.
- A further 20 TToTW units are scheduled to arrive in the next 2 months bringing the total to approx TToTW 50 pods.

## 5. COMPLIANCE

### 5.1 Dog Control

	November	December	January
Call outs received	39	33	27
Impounded	10	10	10
Warnings issued	8	4	2
Infringements issued	23	66	48
Pending court cases	1	0	0
Dogs destroyed	4	5	6
Dogs rehomed	1	1	0

### 5.2 Stock Control

	November	December	January
Call outs received (farm animals)	8	8	11
Impounded farm animals	2	2	2
Warning issued on stray farm animals	0	0	0
Infringements issued	0	0	0
Pending court cases	0	0	0
Animals destroyed	0	0	0

- The Animal Compliance team has new Compliance and Environmental Health Technician (who worked as a Compliance Cadet during time as a university student in recent years).
- A dog was impounded on the 20th of December 2022 by the Compliance team for a dog attack on another dog. This issue was addressed at the Wairoa Court and on November 22nd the Court ruled in Councils favour and an order for destruction was made by the Judge.
- The Compliance team is still promoting the dog desexing programme which can be undertaken at 2 of our local Wairoa Vets. Posters have been placed around the Wairoa district. There is no cost if you have a Community Service card or Gold card. The programme is sponsored by the Fred Lewis Foundation.
- No issues with animals during the November rain events.
- After hours call outs for stock have been lower recently as a result of increased comms and notices in the media.



- The Compliance Team continued working through the Christmas/New Years break which saw a steady amount of call outs.
- The number of issued dog infringements for unregistered dogs has increased.
- The Compliance Team received a visit from a Firearms Authority Inspector for an audit. WDC has not received a firearms audit in a long time. The inspector stated that we passed with flying colours and was impressed with the systems and procedures we have in place. Compliance and Environmental Health Technician also obtained her firearms licence.

### 5.3 Freedom Camping

	November	December	January
Number of Patrols	0	13	12
Warnings issued	0	0	0
Infringements issued	0	0	5
Pending court cases	0	0	0

- The Manaaki Tangata programme began in December with two ambassadors stationed in Mahia and one in Wairoa town. Because of the education efforts the number of infringements issued were an all-time low.
- A total of 690 campers were counted in December/January by the Compliance Team. The total of non-compliant campers was 8, down from what was counted last year (29).
- The most popular camp spot was Opoutama/Blue Bay which saw a total of 370 campers.
- A formal Freedom Camping report for the 2023/2024 period was sent to the Regulatory Manager, the Compliance and Licensing Manager, and the Māori Relationships Manager. This report is available upon request.

## 6. COMPLIANCE – TRADE WASTE

### 6.1 Trade Waste Compliance Management

	November	December	January
Premises Inspected	11	11	9
New Trade Waste Licenses Issued	2		1
Trade Waste Licenses Renewed	1	2	3
Trade Waste Management Plans Initiated	2		1

- The Planning and Regulatory and the Assets and Infrastructure Depts are working together with their teams i.e., Trade Waste Compliance and Property teams to address the issue of abandoned cars. As of 7/02/24 we have over 150 car wrecks on private land on our list, 60 have already been removed from the Wairoa District.