

# Annual Plan 2017/18



**WESTLAND**  
DISTRICT COUNCIL



This is the Westland District Council's Annual Plan as prescribed by the Local Government Act, section 95.

It was adopted and released on 27 April 2017.

This plan must be read in combination with the Council's Long Term Plan 2015 – 25 (LTP), as information already included in the LTP has not been duplicated.

## **COUNCIL'S VISION 2015+**

Westland District Council will facilitate the development of communities within its district through delivery of sound infrastructure, policy and regulation.

This will be achieved by:

Involving the community and stakeholders

Delivering core services that meet community expectations and demonstrate value and quality

Proudly promoting, protecting and leveraging our historic, environmental, cultural and natural resource base to enhance lifestyle and opportunity for future generations.



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## Opening message

Welcome to Council's Annual Plan 2017/18.

This is Year 3 "the final year" of implementing the 2015-25 Long Term Plan (LTP), which is our ten-year blueprint for Council's activity in the district. The programme in the Long Term Plan is what Council originally consulted ratepayers and the community about. It is what the Council said it would do for 2015, 2016 and 2017.

This Council is keen to complete the work that it said it would do. A work programme is in place in its Long Term Plan and we have not made any significant changes to it for 2017/18. We have made some financial changes though. Councillors and I have spent time going through every line of the budget to ensure it reflects prudent spending. We will be delivering this year's programme at a better price.

We have managed to reduce the overall rates increase, from the original forecast 6.8% to the 3.45% we are now going out with.

Council is already starting to look into its next Long Term Plan. We have plans to review some policies and will be looking carefully into the delivery of some services.



Bruce Smith, Mayor



## Changes from the Long Term Plan

Council's Annual Plan contains no significant variations from what is set out in Year 3 of our 2015 Long Term Plan.

To produce the Annual Plan, direct liaison has occurred with external parties that are involved in delivering Council's current activities and work programme. This is reflected in an adjustment of some budgets, grants and budgets for this year.

Council has already commenced a review of its provision of services, which will assist with its preparation of the next Long Term Plan, which is to be in place by 1 July 2018. The public will be consulted about any proposed significant variations to current practice.

Public engagement about Council's delivery of service and its next Long Term Plan will commence later this year, with consultation occurring in 2018.

Like its current Long Term Plan, the 2018 – 2028 Long Term Plan will set out in detail Council's strategies, key policies, financial approaches and work programme for the next 3-years. It will also forecast at least 10 years in regard to our intended delivery of services and infrastructure.

### **Updates that have been made to budgets and work programmes for 2017/18 reflect:**

- ⇒ Actions requested by elected members of Council
- ⇒ Variances to budgets already approved during the 2016/17 year
- ⇒ Detailed costing of 2017/18 work programmes
- ⇒ Resource adjustments to ensure delivery of the same level of service by Council and external parties

## Council's Austerity Depreciation Policy

This Annual Plan budget represents the final year of Council's austerity depreciation unwinding programme.

In 2014 Council recognised that it hadn't been adequately funding its depreciation reserves, and made the decision to financial rebuild for a 5-year period of time.

This rebuild programme has impacted on rates over the last 4 years and on the 2017/18 rates. Council will have fully funded depreciation on completion of the current year.

Year ended 30 June	2014	2015	2016		2017	2018
Short life assets	100%	100%	100%		100%	100%
Three Waters	50%	60%	80%		90%	100%
Solid Waste	0%	0%	0%		0%	0%
Buildings & Amenities	25%	45%	65%		85%	100%
Administrative	0%	25%	50%		75%	100%
Managed Assets	0%	0%	0%		0%	0%
Transportation local share	0%	25%	50%		75%	100%

On Target





## Council's capital expenditure for 2017/18

Projects 2017-18	LTP Year 3	Annual Plan 2017-18
<b>Leadership</b>		
Council HQ refurbishment	-	150,000
Information Management - Shelving	10,000	10,000
IT Equipment renewals	130,000	130,000
Council website	25,000	-
<b>Total Leadership</b>	<b>165,000</b>	<b>290,000</b>
<b>Transportation</b>		
Unsealed Road Metalling	286,500	270,000
Sealed Road Resurfacing	902,000	782,000
Maintenance - Drainage Renewals	159,000	150,000
Structures Component Replace	212,500	200,000
Traffic Services Renewals	127,500	120,000
Sealed Road Resurfacing	159,000	159,000
Drainage Renewal	27,000	27,000
Structures Component Replace	53,000	53,000
Traffic services renewals	11,000	11,000
Minor Improvements	190,000	190,000
Minor Improvements	29,000	29,000
Sealed Road Pavement Rehabilitation	100,000	100,000
Associated Improvements	1,500,000	1,500,000
Whitcome Valley Road widening, seal and extension	-	100,000
Ross car park seal	-	-
New footpaths	-	-
Footpath upgrades	45,000	45,000
<b>Total Transportation</b>	<b>3,801,500</b>	<b>3,736,000</b>
<b>Water Supply</b>		
Hokitika - Water treatment plant improvements	420,000	420,000
Hokitika - Mains upgrades	100,000	100,000
Ross - Water treatment plant - Seismic valves	30,000	30,000
Whataroa - Pump upgrades	35,000	35,000
Fox Glacier - Water treatment plant upgrade	450,000	450,000
Fox Glacier - Seismic valves	30,000	30,000
<b>Total Water Supply</b>	<b>1,065,000</b>	<b>1,065,000</b>
<b>Wastewater</b>		
Hokitika - WWTP upgrade	500,000	300,000
Franz Josef - New WWTP	2,500,000	1,500,000
Fox Glacier - WWTP upgrade	100,000	100,000
<b>Total Wastewater</b>	<b>3,100,000</b>	<b>1,900,000</b>

Continued

Projects 2017-18	LTP Year 3	Annual Plan 2017-18
<b>Stormwater</b>		
Hokitika - Stormwater upgrade	104,000	-
<b>Total Stormwater</b>	104,000	-
<b>Solid Waste</b>		
Hokitika - Improvements to transfer station access	50,000	-
Haast - Toilet office building	-	32,000
<b>Total Solid Waste</b>	50,000	32,000
<b>Community Services - Development</b>		
Community Halls - Custom House roof replacement	-	18,000
Township maintenance - Kumara rubbish bins	-	3,000
Township maintenance - Hokitika rubbish bins	-	7,000
Township maintenance - Fox rubbish bins	-	3,000
Township maintenance - Haast rubbish bins	-	2,000
<b>Total Community Services</b>	-	33,000
<b>Leisure Services &amp; Facilities - Parks &amp; Reserves</b>		
Reserves - Cass Square - Repairs to Statues	5,000	5,000
Reserves - Cass Square - Grandstand cladding	50,000	-
Reserves - Cass Square - Playground equipment upgrade	20,000	20,000
Reserves - Lazar park upgrade	-	45,000
Reserves - Cass Square - Playground rubber matting	10,000	20,000
<b>Total Leisure Services &amp; Facilities - Parks &amp; Reserves</b>	85,000	90,000
<b>Leisure Services &amp; Facilities - Other</b>		
Cemetery - Hokitika upgrade & expansion	10,000	10,000
Land & Buildings - car parking	15,000	15,000
Elderly Housing - Roof repairs	50,000	50,000
Swimming Pool - Earthquake strengthening	-	30,000
Swimming Pool - Ventilation compliance	-	16,000
i-SITE/CSC - Replacement Television screens	-	4,125
Library - Chromebooks for children's code club	-	5,000
Library - iPad Pro for digital literacy classes	-	1,200
Library - Whiteboard for digital literacy classes	-	600
Library - Book trolleys	-	850
Library - Book display holders	-	800
Library - Website upgrade	-	8,000
Library - Audio/Visual Resource	4,000	4,000
Library - Free Adult Books	15,000	15,000
Library - Adult Non Fiction	15,500	15,500
Library - Junior Publications	11,500	11,500
Library - Large Print Books	6,000	6,000
<b>Total Leisure Services &amp; Facilities - Other</b>	127,000	193,575
<b>District Assets Administration</b>		
Pool vehicle	-	31,000
<b>Total Leisure Services &amp; Facilities - Parks &amp; Reserves</b>	-	31,000
<b>Total Capital Expenditure</b>	8,497,500	7,370,575

## Forecast financial statements

This section of the Plan contains Council's:

- ⇒ Prospective statement of financial performance for the year ended 30 June 2018
- ⇒ Prospective statement of comprehensive revenue and expense, for the year ended 30 June 2018
- ⇒ Prospective changes of net assets/equity for the year ended 30 June 2018
- ⇒ Prospective statement of financial position as at 30 June 2018
- ⇒ Prospective statements of cashflows as at 30 June 2018
- ⇒ Prospective reconciliation of net surplus to operating activities for the year ended 30 June 2018

Prospective statement of financial performance, for the year ended 30 June 2018

	Notes	LTP Year 2 30 June 2017 \$	LTP Year 3 30 June 2018 \$	Annual Plan Year 3 30 June 2018 \$
<b>Operating Revenue</b>				
Rates		14,821,661	15,826,058	15,036,433
Rates penalties		164,000	168,264	168,264
Finance revenue	1	560,675	575,253	622,314
Fees and charges	2	2,058,673	2,102,644	2,409,414
External recoveries	3	118,312	96,117	140,682
Commissions	4	80,488	82,502	62,154
NZTA subsidy		3,903,876	4,113,630	4,113,630
Petrol tax		121,680	124,357	120,000
Grants and subsidies	5	1,069,038	1,096,795	512,679
Rentals		124,696	121,398	29,750
Contributions		-	-	-
Forestry harvest		-	-	-
Assets vested in council		-	-	-
Profit on sale of assets		-	-	-
Share revaluation		-	-	-
Revaluation gains		-	-	175,517
Miscellaneous revenue	6	43,959	45,088	278,016
Internal charges		-	-	-
<b>Total operating revenue</b>		<b>23,067,058</b>	<b>24,352,105</b>	<b>23,668,853</b>
<b>Operating Expenditure</b>				
Leadership		1,251,791	1,251,067	1,231,099
Transportation		6,059,349	6,190,961	5,845,505
Water Supply		3,346,289	3,370,460	3,066,326
Wastewater		1,132,289	1,189,551	1,123,632
Stormwater		503,576	517,078	494,236
Solid Waste		2,422,121	2,419,793	2,217,036
Community Services	7	988,961	1,001,865	1,217,687
Leisure Services & Facilities	8	3,186,505	3,211,858	3,758,818
Planning & Regulatory		2,019,641	2,165,015	2,179,881
Bad debts		-	-	-
Loss on sale of assets		-	-	-
Revaluation losses		-	-	-
<b>Total operating expenditure</b>		<b>20,910,522</b>	<b>21,317,648</b>	<b>21,134,219</b>
<b>Surplus/(deficit) before tax</b>		<b>2,156,536</b>	<b>3,034,458</b>	<b>2,534,634</b>
Taxation expense		-	-	-
<b>Surplus/(deficit) after tax</b>		<b>2,156,536</b>	<b>3,034,458</b>	<b>2,534,634</b>
<b>Note:</b> Total expenditure includes -				
Depreciation		5,582,778	5,740,536	5,807,916
Finance expenditure		851,836	942,663	777,592

## Notes to the prospective financial performance statement, for the year ended 30 June 2018:

These notes explain differences between Year 3 of the Long Term Plan and the Annual Plan 2017/18

- 1 *Interest received from investments increased to current actual values*
- 2 *User fees and charges reviewed and aligned with actual revenues previously received*
- 3 *Recoveries for shared resources with Regional Council for HR and Civil Defence*
- 4 *Lower i-SITE commissions expected due to tourists making more online bookings*
- 5 *The anticipated subsidy for the new Franz Josef Wastewater Treatment Plant removed from budget (as other treatment options are being reviewed)*
- 6 *Increase is due to change in categorisation of revenue in budget*
- 7 *Township Maintenance contracts have been reviewed and aligned to the contract amounts*
- 8 *Reserves Maintenance contracts have been reviewed and aligned to the contract amounts, revalued assets has resulted in increased depreciation charges*

*In addition: Throughout all activities the consultant budgets have been reduced.*

Prospective statement of comprehensive revenue and expense, for the year ended 30 June 2018

	LTP Year 2 30 June 2017 \$	LTP Year 3 30 June 2018 \$	Annual Plan Year 3 30 June 2018 \$
<b>Surplus/(deficit) after tax</b>	2,156,536	3,034,458	2,534,634
Increase/(decrease) in restricted reserves	-	-	-
Increase/(decrease) in revaluation reserves	-	12,405,354	16,976,700
Financial assets at fair value through other comprehensive revenue	-	-	-
<b>Total other comprehensive revenue</b>	-	12,405,354	16,976,700
<b>Total comprehensive revenue</b>	2,156,536	15,439,812	19,511,334

Prospective changes of net assets/equity, for the year ended 30 June 2018

	LTP Year 2 30 June 2017 \$	LTP Year 3 30 June 2018 \$	Annual Plan Year 3 30 June 2018 \$
<b>Equity at start of year</b>	381,335,121	383,491,657	425,746,369
Total comprehensive revenue	2,156,536	15,439,812	19,511,334
<b>Equity at end of year</b>	383,491,657	398,931,469	445,257,703
<b>Components of equity</b>			
Retained earnings at start of year	152,759,395	153,109,665	153,029,000
Surplus/(deficit) after tax	2,156,536	3,034,458	2,534,634
Transfers (to)/from restricted/council created reserves	(1,806,266)	(3,080,654)	(3,876,665)
Retained earnings at end of year	153,109,665	153,063,469	151,686,969
Revaluation reserves at start of year	224,841,866	224,841,866	267,817,440
Revaluation gains	-	12,405,354	16,976,700
Revaluation reserves at end of year	224,841,866	237,247,219	284,794,140
Restricted/council created reserves at start of year	3,733,860	5,540,126	4,899,929
Transfers (to)/from reserves	1,806,266	3,080,654	3,876,665
Financial asset revaluation gains	-	-	-
Restricted/council created reserves at end of year	5,540,126	8,620,780	8,776,594
<b>Equity at end of year</b>	383,491,657	398,931,469	445,257,703

Prospective statement of financial position, as at 30 June 2018

	LTP Year 2 30 June 2017	LTP Year 3 30 June 2018	Annual Plan Year 3 30 June 2018
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	2,580,678	3,070,648	6,763,316
Debtors and other receivables	2,542,874	2,664,123	2,666,239
Inventory	-	-	-
Investments	-	-	-
Non-current assets held for sale	-	-	-
<b>Total current assets</b>	5,123,552	5,734,771	9,429,555
<b>Non-current assets</b>			
Property, plant and equipment	389,025,044	401,968,688	452,668,212
Forestry assets	2,000	2,000	2,000
Investment property	-	-	-
Derivative financial instruments	160,000	160,000	-
Other financial assets	57,000	57,000	39,000
Council controlled organisations	8,695,000	8,695,000	8,695,000
Intangible assets	46,000	46,000	71,000
Investments	1,320,000	1,320,000	1,359,000
<b>Total non-current assets</b>	399,305,044	412,248,688	462,834,212
<b>Total assets</b>	404,428,596	417,983,459	472,263,767
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Creditors and other payables	2,336,083	2,373,148	2,423,192
Borrowings	1,799,538	2,057,506	6,343,000
Employee entitlements	240,484	245,294	296,000
Provisions	-	-	-
Tax payable	3,075	3,155	3,000
Other current liabilities	197,825	202,968	193,000
<b>Total current liabilities</b>	4,577,005	4,882,071	9,258,192
<b>Non-current liabilities</b>			
Provisions	1,666,000	1,666,000	1,000,000
Borrowings	14,415,946	12,224,872	16,304,452
Employee entitlements	52,988	54,048	29,000
Derivative financial instruments	135,000	135,000	384,420
Deferred tax	90,000	90,000	30,000
Other non-current liabilities	-	-	-
<b>Total non-current liabilities</b>	16,359,934	14,169,920	17,747,872
<b>Equity</b>			
Public equity	153,109,665	153,063,469	151,686,969
Restricted reserves	5,540,126	8,620,780	8,776,594
Asset revaluation reserves	224,841,866	237,247,219	284,794,140
Other reserves	-	-	-
<b>Total equity</b>	383,491,657	398,931,468	445,257,703
<b>Total liabilities and equity</b>	404,428,596	417,983,459	472,263,767



Prospective statement of cashflows, for the year ended 30 June 2018

	LTP Year 2 30 June 2017	LTP Year 3 30 June 2017	Annual Plan Year 3 30 June 2018
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES</u></b>			
<b>Cash was received from:</b>			
Receipts from rates revenue	14,985,661	15,994,322	15,204,697
Grants, subsidies and donations	4,972,914	5,210,425	4,626,309
Petrol tax	121,680	124,357	120,000
Receipts from other revenue	5,572,814	5,757,393	6,189,698
Regional council rates	-	-	-
Finance revenue	560,675	575,253	622,314
	26,213,743	27,661,749	26,763,018
<b>Cash was applied to:</b>			
Payments to suppliers & employees	17,851,652	18,017,182	17,761,731
Regional council rates	-	-	-
Finance expenditure	851,836	942,663	777,592
	18,703,488	18,959,845	18,539,323
<b>Net cash flow from operating activities</b>	<b>7,510,256</b>	<b>8,701,904</b>	<b>8,223,695</b>
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES</u></b>			
<b>Cash was received from:</b>			
Sale of property, plant & equipment	-	-	-
Term investments, shares and advances	-	-	450,000
Forestry investment	-	-	-
	-	-	450,000
<b>Cash was applied to:</b>			
Purchase of property, plant and equipment	5,543,033	6,278,827	7,370,575
Term investments, shares and advances	-	-	-
Forestry capital expenditure	-	-	-
	5,543,033	6,278,827	7,370,575
<b>Net cash flow from investing activities</b>	<b>(5,543,033)</b>	<b>(6,278,827)</b>	<b>(6,920,575)</b>
<b><u>CASH FLOWS FROM FINANCING ACTIVITIES</u></b>			
<b>Cash was received from:</b>			
Proceeds from borrowings	3,743,740	4,866,432	4,552,000
	3,743,740	4,866,432	4,552,000
<b>Cash was applied to:</b>			
Repayment of borrowings	5,712,330	6,799,538	1,791,804
	5,712,330	6,799,538	1,791,804
<b>Net cash flow from financing activities</b>	<b>(1,968,590)</b>	<b>(1,933,106)</b>	<b>2,760,196</b>
Net increase/(decrease) in cash held	(1,367)	489,972	4,063,316
Add cash at start of year (1 July)	2,582,046	2,580,679	2,700,000
<b>Balance at end of year (30 June)</b>	<b>2,580,679</b>	<b>3,070,651</b>	<b>6,763,316</b>
<b><u>REPRESENTED BY:</u></b>			
Cash, cash equivalents and bank overdrafts	2,580,679	3,070,651	6,763,316
	2,580,679	3,070,651	6,763,316

Prospective reconciliation of net surplus to operating activities, for the year ended 30 June 2018

	LTP Year 2 30 June 2017	LTP Year 3 30 June 2017	Annual Plan Year 3 30 June 2018
Surplus/deficit after tax	2,156,536	3,034,458	2,534,634
<b>Add/(Less) non-cash expenses</b>			
Revaluation (gains)/losses	-	-	(175,517)
Depreciation & amortisation	5,582,778	5,740,536	5,807,916
Increase/(decrease) provisions	-	-	-
Bad debts	-	-	-
Assets vesting in council	-	-	-
	5,582,778	5,740,536	5,632,399
<b>Add/(Less) items classified as investing or financing activities</b>			
(Gains)/losses on sale of property, plant and equipment	-	-	-
(Gains)/losses in fair value of forestry assets	-	-	-
(Gains)/losses in fair value of investment properties	-	-	-
	-	-	-
<b>Plus/(less) movements in working capital</b>			
(Increase)/decrease in inventories	-	-	-
(Increase)/decrease in debtors and other receivables	(298,914)	(114,964)	(866,530)
Increase/(decrease) in creditors and other payables	65,371	37,065	923,192
Increase/(decrease) in employee entitlements	4,484	4,810	-
Increase/(decrease) in provisions	-	-	-
	(229,058)	(73,089)	56,662
<b>Net cashflow from operating activities</b>	<b>7,510,256</b>	<b>8,701,904</b>	<b>8,223,695</b>

## Rating Base Information as at 30 June 2017

Number of rating units:	6,678
Rateable land value:	\$1,373,013,400
Rateable capital value:	\$2,432,936,200

## Prospective Comprehensive Funding Impact Statement for the year ended 30 June 2018

The Funding Impact Statement contains the following information:

- ⇒ Rates Information for 2017/18. This section describes the types of rates that Council utilises, the factors and differentials, bases of calculation, and the activities to which the funds are applied. Rates are set in accordance with Council's Revenue and Financing Policy.
- ⇒ Rates Calculations, as determined by Council's Rating Policy. The amount for each rate is calculated per unit and in total.
- ⇒ Rates Samples for 2017/18. Indicative Rates for a sample of rating units compared to 2016/17.
- ⇒ The Whole of Council Statement for 2015-25. This schedule identifies and quantifies all of Council's expected sources of revenue and how these are to be applied.

The Funding Impact Statement is effected by Council's Rating Policy and should be read in conjunction with the Financial Statements and Council's Revenue and Financing Policy (which is included the LTP 2015 -2025, pages 170 – 179).

The rates information and Rates Samples are GST inclusive; the Whole of Council Funding Impact Statement is GST exclusive.

## Rating Information

Council sets the following rates under the Local Government (Rating) Act 2002:

### General Rates:

- General Rate
- Uniform Annual Charge

### Targeted Rates:

- Kumara Community Rate
- Hokitika Community Rate
- Ross Community Rate
- Harihari Community Rate
- Whataroa Community Rate
- Franz Josef Glacier Community Rate
- Fox Glacier Community Rate
- Haast Community Rate
- Water rates
- Metered Water Rates
- Sewerage Rates
- Refuse Collection Rates
- Tourism Promotion Rate
- Hokitika Area Promotions Rate
- Kokatahi Community Rates
- Kaniere Sewerage Capital Contribution Rate
- Hannah's Clearing Water Supply Capital Repayment Rate
- Emergency Management Contingency Fund Rate

**Details of the activities these rates fund and the rating categories liable for the rates are listed below.**

This is followed by a table which shows how the rates are calculated and total revenue sought for each

#### *General Rate*

A general rate is set and assessed on the capital value of all rateable land in the district.

The general rate is set differentially based on the location of the land and use to which the land is put.

The differential categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and differential factors are in the Rating Policy.

#### *Uniform Annual General Charge*

A uniform annual general charge is set and assessed on all rateable land in the district as a fixed amount per rating unit.

The general rate and uniform annual general charge fund part of the following activities: democracy, corporate services, inspections and compliance, resource management, emergency management, animal control, community development and assistance, library, museum, public toilets, land and buildings, cemeteries, transportation and solid waste.

#### *Targeted Rates*

rate.

##### *Kumara Community Rate*

The Kumara community rate is set and assessed as a fixed amount per rating unit, on all rateable land in the Kumara community rate zone (as mapped in the Rating Policy). Within that area the rate is set differentially based on the location of the land and the use to which the land is put.

The differential categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and differential factors are in the Rating Policy. The Kumara community rate funds

all or part of the following activities: Transportation, Township Development fund, and Parks and Reserves.

#### *Hokitika Community Rate*

The Hokitika community rate is set and assessed as a fixed amount per rating unit, on all rateable land in the Hokitika community rate zone (as mapped in the Rating Policy). Within that area the rate is set differentially based on the location of the land and the use to which the land is put.

The differential categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and differential factors are in the Rating Policy.

The Hokitika community rate funds all or part of the following activities: Transportation, stormwater, township development fund, parks and reserves, land and buildings (Carnegie Building, RSA Building, Custom House and Band rooms), community development and assistance (Regent Theatre), and swimming pools (Hokitika pool).

#### *Ross Community Rate*

The Ross community rate is set and assessed as a fixed amount per rating unit, on all rateable land in the Ross community rate zone (as mapped in the Rating Policy). Within that area the rate is set differentially based on the location of the land and the use to which the land is put.

The differential categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and differential factors are in the Rating Policy.

The Ross community rate funds all or part of the following activities: Transportation, township development fund, parks and reserves, community halls (Ross Memorial and Waitaha) and swimming pools (Ross pool).

#### *Harihari Community Rate*

The Harihari community rate is set and assessed as a fixed amount per rating unit, on all rateable land in the Harihari community rate zone (as mapped in the Rating Policy). Within that area the rate is set differentially based on the location of the land and the use to which the land is put.

The differential categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and differential factors are in the Rating Policy.

The Harihari community rate funds all or part of the following activities: Transportation, Township Development fund and Parks and Reserves.

#### *Whataroa Community Rate*

The Whataroa community rate is set and assessed as a fixed amount per rating unit, on all rateable land in the Whataroa community rate zone (as mapped in the Rating Policy). Within that area the rate is set differentially based on the location of the land and the use to which the land is put.

The differential categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and differential factors are in the Rating Policy.

The Whataroa community rate funds all or part of the following activities: Transportation, township development fund (including Okarito), and parks and reserves.

#### *Franz Josef Glacier Community Rate*

The Franz Josef Glacier community rate is set and assessed as a fixed amount per rating unit, on all rateable land in the Franz Josef Glacier community rate zone (as mapped in the Rating Policy). Within that area the rate is set differentially based on the location of the land and the use to which the land is put.

The differential categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and differential factors are in the Rating Policy.

The Franz Josef Glacier community rate funds all or part of the following activities: Transportation, stormwater, township development fund, parks and reserves and community development & assistance (Glacier Country Promotions).

#### *Fox Glacier Community Rate*

The Fox Glacier community rate is set and assessed as a fixed amount per rating unit, on all rateable land in the Fox Glacier community rate zone (as mapped in the Rating Policy). Within that area the rate is set differentially based on the location of the land and the use to which the land is put.

The differential categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and differential factors are in the Rating Policy.

The Fox Glacier community rate funds all or part of the following activities: Transportation, stormwater, township development fund, parks and reserves and community development & assistance (Glacier Country Promotions).

#### *Haast Community Rate*

The Haast community rate is set and assessed as a fixed amount per rating unit, on all rateable land in the Haast community rate zone (as mapped in the Rating Policy). Within that area the rate is set differentially based on the location of the land and the use to which the land is put.

The differential categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and differential factors are in the Rating Policy.

The Haast community rate funds all or part of the following activities: Transportation, stormwater, township development fund (Haast, Hannahs Clearing and Neils Beach), parks and reserves and community halls (Haast and Okuru).

#### *Water Rates*

Water rates are set and assessed as a fixed amount per connection, on all land, situated in specified locations, to which is provided or is available a council funded water supply service that is not metered.

The rate is set differentially depending on the nature of the connection to the land and the use to which the land is put. Commercial properties are defined as they are for the general rate (see Rating Policy).

The locations and differential categories are:

Hokitika and Kaniere Treated water – Connected (all rating units other than commercial ones)

Hokitika and Kaniere Treated water – Commercial connected

Hokitika and Kaniere Treated water – Unconnected

Rural Townships Treated water – Connected (all rating units other than commercial ones)

Rural Townships Treated water – Commercial connected

Rural Townships Treated water - Unconnected

Rural Townships Untreated – Connected (all rating units other than commercial ones)

Rural Townships Untreated –Commercial connected

Rural Townships Untreated – Unconnected

Water rates fund part of the water supply activity.

#### *Metered Water Rates*

Water rates are set and assessed as a fixed charge per unit of water supplied on all properties located in a specified location and where the nature of the connection is a metered water supply.

The locations are:

Hokitika and Kaniere metered water

Rural Townships metered water

Metered water rates fund part of the water supply activity.

Water rates are set and assessed on the property used as a milk treatment plant in Hokitika for the quantity of water provided on a scale of charges.

Hokitika Milk Treatment Plant metered water 0 to 2,000,000 m<sup>3</sup>

Hokitika Milk Treatment Plant metered water greater than 2,000,000 m<sup>3</sup>

#### *Water Supply Capital Repayment Rate*

Hokitika Milk Treatment Plant Metered water rates fund part of the water supply activity and as part of the first 2,000,000 m3 includes the cost of finance for the upgrade of the Hokitika Water Supply include the river intake, plant and new trunk main.

#### *Sewerage Rates*

Sewerage rates are set and assessed as a fixed amount per water closet or urinal on all land, to which is provided or has available to the land a council funded sewerage supply service.

The rates are:

Sewerage Connected

Sewerage Unconnected

Sewerage rates fund part of the wastewater activity.

#### *Kaniere Sewerage Capital Contribution Rate*

The Kaniere sewerage capital contribution rate is set and assessed as a fixed rate per rating unit on all rateable properties that are connected to the Kaniere sewerage scheme and have not repaid the capital amount.

The Kaniere Sewerage Capital Contribution Rate funds part of the Waste water activity (Kaniere sewerage upgrade loan).

#### *Refuse Collection Rates*

Refuse collection rates are set and assessed as a fixed amount per bin on all land, located in specific locations, which is provided with a refuse collection service and according to where the land is situated.

The locations are:

Hokitika refuse collection area

Rural refuse collection area

A property may choose to have more than one supply and will pay a full refuse collection rate for each supply.

Refuse collection funds part of the solid waste activity.

#### *Tourism Promotion Rate*

The tourism promotion rate is set and assessed as an amount per rating unit on all rateable properties in the district.

The tourism promotion rate is set differentially based on the use to which the land is put and for commercial use properties on the capital value of the rateable properties.

The differential categories are:

Commercial:

Greater than \$10m

Greater than \$3m and up to \$10m

Greater than \$1m and up to \$3m

\$1m or less

Residential, Rural Residential and Rural

The definitions of each category are the same as those in the Rating Policy for the general rate. The tourism and promotions rate funds part or all of the following activities: West Coast Wilderness Trail, i-SITE and community development & assistance (Tourism West Coast grant).



#### *Hokitika Area Promotions Rate*

The Hokitika area promotions rate is set and assessed as a fixed amount per rating unit on all rateable properties defined as commercial use properties (using the same definition as for the general rate) and located in the Hokitika area promotions zone (as mapped in the Rating Policy).

The Hokitika area promotions rate funds the community development & assistance activity (Enterprise Hokitika grant).

#### *Kokatahi Community Rates*

Kokatahi community rates are set and assessed on all rateable properties located in the Kokatahi Community area.

The Kokatahi community rate is set as a fixed rate per rating unit and as a rate on the land value per rating unit.

The Kokatahi community rate funds the community development & assistance activity (Kokatahi community grant).

#### *Hannah's Clearing*

The Hannah's Clearing water supply capital repayment rate is set and assessed as a fixed rate rating unit on all rateable properties located in Hannahs Clearing where the nature of the connection is a Council funded water supply.

The Hannahs Clearing water supply capital repayment rate funds part of the water supply activity.

#### *Emergency Management Contingency Fund Rate*

The emergency management contingency fund rate is set and assessed on the land value of all rateable properties in the district.

The emergency management contingency fund rate funds part of the emergency management & rural fire activity.

**Council will accept lump sum contributions equivalent to the capital portion of the rate outstanding on the following rates:**

- Kaniere Sewerage Capital Contribution Rate
- Hannah's Clearing Water Supply Capital Repayment Rate.

## Rates Calculations for the year ended 30 June 2018

### General rates

Rate		Sector				Services	Totals		
		Rural	Rural Residential	Residential	Commercial		Units	Revenue	
<u>General Rates</u>								Inc GST \$	Ex GST \$
- General Rate	Capital Value	1,087,238,100	362,968,500	568,034,600	390,264,000		2,408,505,200		
	Per \$ Capital Value	0.0015562	0.0011672	0.0015562	0.0031125	0.0000000			
	Revenue	1,661,998	438,039	914,023	1,255,945			4,270,005	3,713,048
Uniform Annual General Charge	Rateable Units	1,433	1,285	2,521	369		5,609		
	Each	640.78	640.78	640.78	640.78				
	Revenue	918,234	823,399	1,615,400	236,447			3,593,480	3,124,765
<b>Total General Rates</b>		<b>2,580,232</b>	<b>1,261,438</b>	<b>2,529,423</b>	<b>1,492,392</b>			<b>7,863,485</b>	<b>6,837,813</b>

**Targeted Rates**

		Sector					Totals		
Rate	Factor	Rural	Rural Residential	Residential	Commercial	Services	Units	Revenue	
								Inc GST \$	Ex GST \$
<b>Community Rates</b>									
Kumara	Rateable Units	110	128	173	10		421		
	Each	139.59	139.59	139.59	139.59				
	Revenue	15,355	17,853	24,149	1,410			58,766	51,101
Hokitika	Rateable Units	599	676	1,714	186		3,175		
	Each	418.55	418.55	558.07	1,116.15				
	Revenue	250,505	283,048	956,620	207,715			1,697,888	1,476,424
Ross	Rateable Units	124	22	168	10		324		
	Each	486.47	486.47	486.47	486.47				
	Revenue	60,322	10,702	81,727	4,865			157,616	137,057
Harihari	Rateable Units	95	33	93	12		233		
	Each	135.40	135.40	135.40	135.40				
	Revenue	12,863	4,468	12,593	1,625			31,549	27,434
Whataroa	Rateable Units	100	88	56	17		261		
	Each	165.17	165.17	165.17	165.17				
	Revenue	16,517	14,535	9,194	2,864			43,110	37,487
Franz Josef	Rateable Units	78	43	146	59		326		
	Each	303.26	303.26	404.34	808.69				
	Revenue	23,654	13,040	59,034	47,712			143,441	124,731
Fox Glacier	Rateable Units	86	54	85	32		256		
	Each	275.36	275.36	367.14	734.29				
	Revenue	23,681	14,869	31,024	23,130			92,704	80,612
Haast	Rateable Units	201	219	83	21		524		
	Each	134.51	134.51	134.51	134.51				
	Revenue	27,036	29,457	11,164	2,825			70,481	61,288
Bruce Bay General									
<b>Total Community Rates</b>	<b>Rateable Units</b>	<b>1,393</b>	<b>1,263</b>	<b>2,517</b>	<b>347</b>		<b>5,520</b>		
	<b>Revenue</b>	<b>429,933</b>	<b>387,973</b>	<b>1,185,503</b>	<b>292,145</b>			<b>2,295,554</b>	<b>1,996,134</b>

Other Targeted Rates

				Totals		
Rate	Factor	Unit Amounts		Units	Revenue	
		\$	\$		\$	\$
<b>Refuse Collection Rates</b>						
Hokitika Refuse Collection	Per bin			1,584	467,124	
Rural Refuse Collection	Per bin			1,405	375,314	
<b>Total Refuse Collection Rates</b>				<b>2,989</b>	<b>842,438</b>	<b>732,555</b>
<b>Water Supply Rates</b>		<u>Connected non commercial</u>	<u>Connected Commercial</u>	<u>Unconnected</u>		
Rural Township Untreated Water	Each	234.05	405.68	117.02	187/5/29	
Rural Township Treated Water	Each	312.06	546.11	156.03	549/37/146	
Hokitika/Kaniere Water	Each	312.06	546.11	156.03	1719/4/167	1,099,685
Hannah's Clearing Capital	Each			575.00	11.00	6,325
Hokitika Milk Treatment Plant Fixed Water Rate				2,756,551	1	3,170,034
Metered Water Rates	Volumetric					285,200
<b>Total Water Supply Rates</b>					<b>4,561,244</b>	<b>3,966,299</b>
<b>Sewerage Rates</b>						
Connected	Each			274.03	3,729	1,021,841
Unconnected	Each			137.01	150	20,552
Total						1,042,393
Kaniere Sewerage Capital	Each			417.00	57	23,769
Franz Josef Sewerage Capital				0.00	857.5	0
<b>Total Sewerage Rates</b>					<b>1,066,162</b>	<b>927,097</b>

Continued

Other Targeted Rates (continued)

				Totals		
Rate	Factor	Unit Amounts		Units	Revenue	
		\$	\$		\$	\$
<b>Kokatahi Community Rate</b>						
Land Value	Per \$ Value			233,686,000	15,453	
Uniform Basis	Rateable Units		0.0000661	181	15,453	
<b>Total Kokatahi Community Rates</b>			85.38		<b>30,906</b>	<b>26,875</b>
<b>Hokitika Area Promotions Rate</b>						
	Rateable Units		329.78	136	<b>44,850</b>	<b>39,000</b>
<b>Tourism Promotions Rates</b>						
Non Commercial	Each		14.79	5,208	77,022	
Commercial within Capital Value Range:		<u>Over \$10 million</u>	<u>\$3 - 10 million</u>			
	Units	5	12	75	263	
	Each	9,762.00	4,881.00	1,952.40	976.20	
	Revenue	48,810	58,572	146,430	256,428	
<b>Total Tourism Promotions Rates</b>				<b>5,563</b>	<b>587,262</b>	<b>510,662</b>
<b>Total Other Targeted Rates</b>					<b>7,132,862</b>	<b>6,202,488</b>

Total Rates

17,291,901 15,036,435

## Rates Samples for the year ended 30 June 2018

Example property	Capital value	Rates in 2016/17	Proposed rates for 2017/18	The dollar movement from 2016/17	% change
Kumara residential	245,000	1,834	1,861	\$28	1.5%
Awatuna rural-residential	475,000	1,816	1,844	\$28	1.5%
Keogan's Road rural-residential	490,000	1,834	1,862	\$28	1.5%
Brickfield Road residential	460,000	2,548	2,576	\$28	1.1%
Kaniere residential	255,000	2,482	2,510	\$28	1.1%
Hokitika residential	325,000	2,621	2,195	-\$425	-16.2%
Hokitika residential	210,000	2,437	2,011	-\$425	-17.5%
Hokitika Beachfront residential	310,000	2,597	2,171	-\$425	-16.4%
Ross residential	180,000	1,965	1,993	\$28	1.4%
Whataroa residential	175,000	1,508	1,536	\$28	1.8%
Okarito rural- residential	300,000	1,135	1,163	\$28	2.4%
Franz Josef residential	325,000	2,228	2,256	\$28	1.2%
Okuru rural- residential	240,000	1,020	1,048	\$28	2.7%
Kowhitirangi Farm	3,500,000	6,461	6,489	\$28	0.4%
Waitaha Farm	1,850,000	3,771	3,799	\$28	0.7%
Hokitika Shop	290,000	4,840	4,415	-\$425	-8.8%
Hokitika Motel	1,320,000	11,870	11,898	\$28	0.2%
Harihari commercial	850,000	5,026	5,054	\$28	0.6%
Franz Josef Hotel	12,400,000	85,245	85,273	\$28	0.0%
Haast commercial	1,750,000	7,890	7,918	\$28	0.4%

WHOLE OF COUNCIL Prospective Funding Impact Statement for the year ended 30 June 2017

	LTP Year 2 30 June 2017	LTP Year 3 30 June 2017	Annual Plan Year 3 30 June 2018
<b>OPERATING FUNDING</b>			
<b>Sources of operating funding</b>			
General rates, UAGC and rates penalties	7,113,397	7,672,682	7,006,077
Targeted rates	7,872,264	8,321,640	8,198,621
Grants, subsidies and donations	1,694,979	1,631,063	2,235,269
Fees and charges	2,058,673	2,102,644	2,409,414
Interest and dividends from investments	560,675	575,253	622,314
Local authorities fuel tax, fines, infringement fees and other	3,940,623	3,900,355	4,673,019
<b>Total operating funding</b>	<b>23,240,612</b>	<b>24,203,636</b>	<b>25,144,713</b>
<b>Applications of operating funding</b>			
Payments to staff and suppliers	17,927,396	18,065,342	18,684,923
Finance costs	851,836	942,663	777,592
Other operating funding applications	-	-	-
<b>Total applications of operating funding</b>	<b>18,779,232</b>	<b>19,008,004</b>	<b>19,462,515</b>
<b>Surplus/(deficit) of operating funding</b>	<b>4,461,380</b>	<b>5,195,632</b>	<b>5,682,198</b>
<b>CAPITAL FUNDING</b>			
<b>Sources of capital funding</b>			
Grants, subsidies and donations	3,277,934	3,579,362	2,391,040
Development and financial contributions	-	-	93,795
Increase/(decrease) in debt	2,031,410	(1,933,106)	2,760,196
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total capital funding</b>	<b>5,309,344</b>	<b>1,646,256</b>	<b>5,245,031</b>
<b>Applications of capital funding</b>			
Capital expenditure - meet additional demand	71,238	46,814	60,300
Capital expenditure - improve level of service	3,804,980	3,813,060	588,800
Capital expenditure - replace existing assets	4,229,316	5,051,453	6,721,475
Increase/(decrease) in reserves	1,665,191	(2,069,439)	3,556,654
Increase/(decrease) of investments	-	-	-
<b>Total applications of capital funding</b>	<b>9,770,724</b>	<b>6,841,888</b>	<b>10,927,229</b>
<b>Surplus/(deficit) of Capital Funding</b>	<b>(4,461,380)</b>	<b>(5,195,632)</b>	<b>(5,682,198)</b>
<b>Funding balance</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Annual Plan disclosure statement

The purpose of this statement is to disclose the council's planned financial performance in relation to various benchmarks, to enable the assessment of whether the council is prudently managing its revenues, expenses, assets, liabilities, and general financial dealings. Council is required to include this statement in its Annual Plan in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014. Refer to these regulations for more information, including definitions of some of the terms used in this statement.

Benchmark	Limit	Planned	Met (Yes/No)
Rates affordability benchmark			
- Income	\$19,411,962	\$15,036,433	Yes
- Increases	5%	3.45%	Yes
Debt affordability benchmark	\$60,085,258	\$22,647,452	Yes
Balanced budget benchmark	100%	110%	Yes
Essential services benchmark	100%	147%	Yes
Debt servicing benchmark	10%	3%	Yes

Notes:

### 1 Rates affordability benchmark

(1) For this benchmark,—

(a) The council's planned rates income for the year is compared with the limit on rates contained in the financial strategy included in the council's long-term plan; and

(b) The council's planned rates increases for the year are compared with the limit on rates increases for the year contained in the financial strategy included in the council's long-term plan.

(2) The council meets the rates affordability benchmark if—

(a) Its planned rates income for the year equals or is less than each quantified limit on rates; and

(b) Its planned rates increases for the year equal or are less than each quantified limit on rates increases.

### 2 Debt affordability benchmark

(1) For this benchmark, the council's planned borrowing is compared with the limit on borrowing contained in the financial strategy included in the council's long-term plan.

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

### 3 Balanced budget benchmark

(1) For this benchmark, the council's planned revenue (excluding development contributions, vested assets, financial contributions, gains on derivative financial instruments, and revaluations of property, plant, or equipment) is presented as a proportion of its planned operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant, or equipment).

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



#### 4 Essential services benchmark

(1) For this benchmark, the council's planned capital expenditure on network services is presented as a proportion of expected depreciation on network services.

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

#### 5 Debt servicing benchmark

(1) For this benchmark, the council's planned borrowing costs are presented as a proportion of planned revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment).

(2) Because Statistics New Zealand projects that the council's population will grow slower than the national population growth rate, it meets the debt servicing benchmark if it's planned borrowing costs equal or are less than 10% of its planned revenue.

On Target



## Reserve Funds

Prospective statement of special funds reserves, for the year ended 30 June 2018

Council created reserve funds	Purpose of each reserve fund	Annual Plan 30 June 2018
		\$
<b>Kumara Township Fund</b>	Township funding for the purpose of community related projects	
Opening Balance		116
Deposits		14,004
Withdrawals		(14,000)
<b>Closing Balance</b>		<b>120</b>
<b>Harihari Township Fund</b>	Township funding for the purpose of community related projects	
Opening Balance		1,623
Deposits		14,058
Withdrawals		(14,000)
<b>Closing Balance</b>		<b>1,681</b>
<b>Whataroa Township Fund</b>	Township funding for the purpose of community related projects	
Opening Balance		1,554
Deposits		14,056
Withdrawals		(14,000)
<b>Closing Balance</b>		<b>1,610</b>
<b>Ross Township Fund</b>	Township funding for the purpose of community related projects	
Opening Balance		311
Deposits		14,011
Withdrawals		(14,000)
<b>Closing Balance</b>		<b>322</b>
<b>Haast Township Fund</b>	Township funding for the purpose of community related projects	
Opening Balance		410
Deposits		14,015
Withdrawals		(14,000)
<b>Closing Balance</b>		<b>425</b>
<b>Franz Township Fund</b>	Township funding for the purpose of community related projects	
Opening Balance		1,500
Deposits		35,054
Withdrawals		(35,000)
<b>Closing Balance</b>		<b>1,554</b>

Council created reserve funds	Purpose of each reserve fund	Annual Plan 30 June 2018
		\$
<b>Fox Township Fund</b>	Township funding for the purpose of community related projects	
Opening Balance		1,036
Deposits		35,037
Withdrawals		(35,000)
<b>Closing Balance</b>		<b>1,073</b>
<b>Kokatahi/Kowhitirangi Community Rate</b>	Township funding for the purpose of community related projects	
Opening Balance		156
Deposits		8,006
Withdrawals		(8,000)
<b>Closing Balance</b>		<b>162</b>
<b>Foreshore Protection Fund</b>	Foreshore Protection for groin replacement on the foreshore.	
Opening Balance		26,936
Deposits		970
Withdrawals		-
<b>Closing Balance</b>		<b>27,906</b>
<b>Glacier Country Promotions</b>	Targeted rates collected from Glacier Country to provide funding for marketing projects.	
Opening Balance		-
Deposits		65,000
Withdrawals		(65,000)
<b>Closing Balance</b>		<b>-</b>
<b>The Preston Bush Trust</b>	Mr Preston donated the reserve to Council. This fund was for the community to beautify the bush with tracks and interpretation boards.	
Opening Balance		8,702
Deposits		313
Withdrawals		-
<b>Closing Balance</b>		<b>9,015</b>
<b>Harihari Community Complex</b>	The Harihari Pony Club land was sold and the funding was to go towards a new community complex. (Another \$100,000 is allocated from the Reserve Development Fund.)	
Opening Balance		128,000
Deposits		4,608
Withdrawals		-
<b>Closing Balance</b>		<b>132,608</b>
<b>Guy Menzies Day</b>	Surplus from Guy Menzies Day Event.	
Opening Balance		1,243
Deposits		45
Withdrawals		-
<b>Closing Balance</b>		<b>1,288</b>

Continued

Council created reserve funds	Purpose of each reserve fund	Annual Plan 30 June 2018
		\$
<b>Cycleway</b>	Road Reserve sold to Westland Diaries allocated to fund towards construction of Wilderness Trail.	
Opening Balance		-
Deposits		-
Withdrawals		-
<b>Closing Balance</b>		-
<b>Cycle Partner Contributions</b>	Contributions from commercial partners towards upkeep of the Wilderness Trail	
Opening Balance		-
Deposits		-
Withdrawals		-
<b>Closing Balance</b>		-
<b>Emergency Contingency Fund</b>	Rates collected to support Westland in a Civil Defence emergency.	
Opening Balance		51,800
Deposits		1,865
Withdrawals		-
<b>Closing Balance</b>		<b>53,665</b>
<b>Transportation Asset Renewal</b>	For funding the renewal of roads and bridges.	
Opening Balance		-
Deposits		-
Withdrawals		-
<b>Closing Balance</b>		-
<b>Water Renewal</b>	For funding the renewal of water supplies networks	
Opening Balance		508,676
Deposits		18,312
Withdrawals		-
<b>Closing Balance</b>		<b>526,988</b>
<b>Wastewater Renewal</b>	For funding the renewal of sewerage and sewage networks	
Opening Balance		816,368
Deposits		29,389
Withdrawals		-
<b>Closing Balance</b>		<b>845,757</b>
<b>Stormwater Renewal</b>	For funding the renewal of stormwater systems	
Opening Balance		701,372
Deposits		25,249
Withdrawals		-
<b>Closing Balance</b>		<b>726,621</b>

Council created reserve funds	Purpose of each reserve fund	Annual Plan 30 June 2018
		\$
<b>Solid Waste Renewal</b>	For funding the renewal of Refuse transfer Stations and landfills.	
Opening Balance		-
Deposits		-
Withdrawals		-
<b>Closing Balance</b>		-
<b>Parks Renewal</b>	For funding Parks, Reserves, Public Toilets, Ross Pool and Cemeteries Asset Renewal	
Opening Balance		-
Deposits		-
Withdrawals		-
<b>Closing Balance</b>		-
<b>Buildings Renewal</b>	For renewal of all Council operational buildings.	
Opening Balance		264,180
Deposits		9,510
Withdrawals		-
<b>Closing Balance</b>		<b>273,690</b>
<b>Administration Renewal</b>	For renewal of office equipment, furniture, technical equipment, vehicles and technology	
Opening Balance		130,536
Deposits		4,699
Withdrawals		-
<b>Closing Balance</b>		<b>135,235</b>
<b>Library Books Renewals</b>	To replace library books	
Opening Balance		(20,000)
Deposits		52,000
Withdrawals		(52,720)
<b>Closing Balance</b>		<b>(20,720)</b>

<b>Council Created Reserve Funds – Summary</b>		
		\$
Opening Balance		2,624,519
Deposits		360,201
Withdrawals		(265,720)
<b>Closing Balance</b>		<b>2,719,000</b>

Restricted reserve funds	Purpose of each reserve fund	Annual Plan 30 June 2018
		\$
<b>Off street Parking</b>	Collected from developments in town to pay for off-street parking. Imposed by RMA/District Plan	
Opening Balance		32,116
Deposits		1,156
Withdrawals		-
<b>Closing Balance</b>		<b>33,272</b>
<b>Reserve Development</b>	Monies collected from developments. Imposed by RMA/District Plan	
Opening Balance		571,872
Deposits		20,587
Withdrawals		-
<b>Closing Balance</b>		<b>592,459</b>
<b>Museum Assistance Fund</b>	Originally the Museum Bequest Fund (\$8,458) & Carnegie Furnishings (\$3,929)	
Opening Balance		20,720
Deposits		746
Withdrawals		-
<b>Closing Balance</b>		<b>21,466</b>
<b>Kumara Endowment Fund</b>	Proceeds from sale of Endowment land. Our brief research has not identified the specific terms of the endowment.	
Opening Balance		350,388
Deposits		12,614
Withdrawals		-
<b>Closing Balance</b>		<b>363,002</b>
<b>Euphemia Brown Bequest</b>	Interest earned on funds administered by Public Trust Offices for the estates of Euphemia & William E Brown.	
Opening Balance		23,310
Deposits		839
Withdrawals		-
<b>Closing Balance</b>		<b>24,149</b>
<b>Hokitika War Memorial</b>	For Maintenance of car parks	
Opening Balance		29,837
Deposits		1,074
Withdrawals		-
<b>Closing Balance</b>		<b>30,911</b>
<b>Mayors Trust Funds</b>	Contributions from James & Margaret Isdell Trust; Coulston Herbert Trust;	
Opening Balance		13,054
Deposits		470
Withdrawals		-
<b>Closing Balance</b>		<b>13,524</b>

Restricted Reserve Funds	Purpose of each reserve fund	Annual Plan 30 June 2018
		\$
<b>Three Mile Domain</b>	To fund three mile domain costs.	
Opening Balance		203,470
Deposits		7,325
Withdrawals		-
<b>Closing Balance</b>		<b>210,795</b>
<b>Ross Endowment Land</b>	Various endowment land parcels in Ross sold over time.	
Opening Balance		52,836
Deposits		1,902
Withdrawals		-
<b>Closing Balance</b>		<b>54,738</b>
<b>Big Brothers Big Sisters</b>	Grant funding Received	
Opening Balance		(1,036)
Deposits		(37)
Withdrawals		-
<b>Closing Balance</b>		<b>(1,073)</b>
<b>Community Patrol</b>	Grant funding Received	
Opening Balance		-
Deposits		-
Withdrawals		-
<b>Closing Balance</b>		<b>-</b>
<b>Graffiti</b>	Grant funding Received	
Opening Balance		1,036
Deposits		37
Withdrawals		-
<b>Closing Balance</b>		<b>1,073</b>
<b>Taxi Chits</b>	Grant funding Received	
Opening Balance		-
Deposits		-
Withdrawals		-
<b>Closing Balance</b>		<b>-</b>

<b>Restricted Reserve Funds - Summary</b>		
		\$
Opening Balance		1,297,603
Deposits		46,713
Withdrawals		-
<b>Closing Balance</b>		<b>1,344,316</b>

<b>Depreciation Reserve Funds - Summary</b>		
		\$
Opening Balance		977,807
Deposits		11,106,046
Withdrawals		(7,370,575)
<b>Closing Balance</b>		<b>4,713,278</b>

<b>Special Funds Reserves - Summary</b>		
		\$
Opening Balance		4,899,929
Deposits		11,512,960
Withdrawals		(7,636,295)
<b>Closing Balance</b>		<b>8,776,594</b>



## Fees and Charges 2017/18

All Fees and Charges are GST inclusive unless otherwise stated

Corporate Service charges	
Customer enquiries	
<i>First 30 minutes of staff costs, after that pro-rata \$55/hour</i>	
Black & White Photocopying	
Single Sided - A4	\$0.30
Single Sided - A3	\$0.50
Double Sided - A4	\$0.40
Double Sided - A3	\$0.60
Single Sided - A2	\$2.60
Single Sided - A1	\$3.60
Single Sided - A0	\$5.10
Overheads - A4	\$0.50
Colour Photocopying	
Single Sided - A4	\$2.60
Single Sided - A3	\$4.10
Double Sided - A4	\$3.60
Double Sided - A3	\$5.10
Laminating	
A4 - Per Page	\$3.10
A3 - Per Page	\$4.10
Binding	
Small - less than 100 pages	\$4.10
Large - more than 100 pages	\$6.10
Scanning and scanning to email	
Large scale format scanning	\$3.00 per scan
Document scanning via photocopy machine	\$1.00 per scan
Faxes	
Domestic	\$3.00
International	\$5.00
Received	\$1.00
Council Chambers	
Full day - maximum charge	\$307.00
Half day - maximum charge	\$102.00
Equipment Hire	
Data Projector- per day	\$51.00
Overhead Projector - per day	\$21.00

Requests under the Local Government Official Information and Meetings Act (LGOIMA)	
First hour of staff costs	Free
First 20 black and white copies	Free
Additional time	\$38 per ½ hour
Other charges as per fees and charges schedule	

Marriage services
No longer offered: all enquiries regarding Births, Deaths, or Marriages please free phone 0800 225 252

Westland Library	
Overdue Charges - per day (Adults)	\$0.30 (Max \$9.00)
Overdue charges - per day (Children)	\$0.10 (Max \$3.00)
DVDs	\$3.00
Adult music CDs	\$2.00
Book reserve fee	\$1.00
Replacement cards	\$5.00
Lost / Damaged Items	Replacement Cost
Visitors from other NZ Districts - Subscription charges –	\$20.00 per card per month \$25.00 for 3 Months \$50.00 for 6 Months
No subscription charges for those holding a library card from Buller or Grey Districts	
No subscription charge is made for exchange students staying with families in the District for six months or more	
Interlibrary loans (per item)	\$7.00 - \$21.00
Corporate Interlibrary Loans (per Item)	\$41.00
Book Covering	\$4.00 - \$6.00
Computer print outs: single side A4	\$0.30
Computer print outs: double side A4	\$0.40

Hokitika Museum	
Admission free	
Westland residents	Free
Adult visitors	\$6.00
School age visitors (under 5 years old free)	\$3.00
Research	
In person enquiry first half hour	\$5.00
Additional hours thereafter	\$15.00 per half hour
Written research service (per hour)	\$60.00
Minimum charge	\$30.00
Special project research	By negotiation
Copies and Reproduction Fees	
Photographs (depending on size plus postage and packaging)	\$18.00 - \$40.00
Photocopying- Black and white A4 and A3	Refer to charges as set out in Corporate Services Section
Books - reproduction fee	\$20.00 per item
Greeting cards- reproduction fee	\$100.00 per item
Advertising, display or publicity	\$125.00 per item
Reproduction of books, manuscripts, fine art or other material in collection	5% of the recommended retail price of entire print run
Filming of items in collection (per item)	\$22.50
Filming (excluding advertising) under supervision (per hour or part thereof)	\$75.00
Newspaper articles, news broadcasts	No fee
Family History publications	Negotiable
Commercial display	\$225.00
Venue Hire	
Carnegie Gallery Hire (per week)	\$60.00
Commission on sales	20%
Museum Hire for events (by negotiation)	by negotiation
Meeting room hire (per meeting)	\$25.00

Sports field charges	
Cass Square (season hire)	
Touch Rugby per season	\$165.00
Softball per season	\$165.00

Rugby - per season	\$900.00
Cricket per season	\$165.00
Soccer per season	\$900.00
Cass Square (casual use)	
Daily	\$60.00
Hourly	\$25.00
Wildfoods Festival	\$5,750.00
Showers and Changing Rooms	\$40.00
Changing Rooms Only	\$20.00
Commercial Operators.	To be negotiated depending on type of usage

Cemetery Charges	
Hokitika	
New Grave (includes plot, interment and maintenance in perpetuity)	\$1,620.00
Ashes Plot Purchase and Interment (includes plot in Ashes Garden area and opening of plot)	\$454.00
Pre-purchase new Plot	\$1,236.00
Dig Grave site to extra depth	\$118.00
Interment on Saturday, Sunday or Public Holiday	\$256.00
Additional Cost to excavate grave on Saturday, Sunday or Public Holiday	\$332.00
Reopen a grave site	\$650.00
Intern Ashes in an existing grave	\$132.00
New grave in RSA area	\$613.00
Reopen a grave in the RSA Area	\$613.00
Intern a child under 12 in Lawn Area	\$1,620.00
Intern a child under 12 in children's section	\$368.00
Intern a child under 18 months in the children's section	\$172.00
Research of cemetery records for family trees per hour (one hour minimum charge)	\$35.00
Ross and Kumara	
New Grave (includes plot, interment and maintenance in perpetuity)	\$854.00
Inter a child under 18 months in a new grave	\$429.00

Pre-purchase new plot	\$245.00
Bury Ashes (including registration)	\$368.00
Reopen a grave site	\$419.00
Research of cemetery records for family trees per hour (one hour minimum charge)	\$35.00
Minimum Charge	\$35.00

Land Information Services	
Land online Search—CT or Plan Instrument	\$15.00
Land Information	
GIS Map—A4	\$10.00
GIS Map- A4 with aerial photos	\$15.00
GIS Map - A3	\$20.40
GIS Map - A3 with aerial photos	\$31.00
GIS Client Services (per hour)	\$51.00

Land information memoranda	
Land Information Memoranda	\$210.00
Urgent - within 48 hours	\$330.00

Animal Control	
Dog control	
Standard Registration	
Registration Fee: Hokitika and Kaniere township (urban)	\$74.00
Registration Fee: Other Areas	\$58.50
Selected Owners	
Registration Fee: all areas	\$45.00
Working Dogs	
Registration Fee: all areas	\$30 for first, \$20 for subsequent
Dangerous dogs	
Registration Fee: all areas	Standard registration fee plus 50%
Late Registration	
Registration Penalty - 1 August	50% of applicable registration fee

Dog Impounding Fees	
First Impounding Offence	\$82.00
Second Impounding Offence	\$164.00
Third Impounding Offence	\$245.00
Feeding per day	\$26.00
Second & Third Impounding will apply if occurring within 12 months of the first impounding date.	
Call-out for Dog Reclaiming	\$78.00
Impounding Act	
Stock Control Callout Fees	\$225.00 per callout
Stock poundage and sustenance Fees	Cattle, horse, deer, mule: \$25.00/head/day Sheep, goats, pigs, other animals: \$5.00/head/day

Health Act and Food Act	
Food Act 2014 – registration fee	\$200.00 (initial registration) \$100.00 (renewal of registration)
Food Act 2014 – verification fee (audit)	\$200.00 flat rate plus \$150 per hour (\$100 per hour administration time after first 30 minutes)
Food Act 2014 – Compliance and Monitoring fee	\$150 per hour (\$100 per hour administration time)
Hairdressers Registration	\$388.00
Offensive Trade Registration	\$388.00
Mortuary Registration	\$388.00
Camping Ground Registration	\$388.00
Camping Ground - fewer than 10 sites	\$286.00
Transfer of Registration	50% of registration fee

LGA Activities	
Trading in Public Places (Hawkers and Mobile Shops)	
Full Year	\$500
1 October to 31 March only	\$350

Activities under other Legislation	
Amusement Devices	
For one device, for the first seven days of proposed operation or part thereof.	\$11.50
For each additional device operated by the same owner, for the first seven days or part thereof.	\$2.30
For each device, for each further period of seven days or part thereof.	\$1.12
Class 4 Gaming	
Class 4 Gambling Venue	\$287.50

Resource Management	
<p><b>NOTE:</b> All fees and charges below, unless specified as a Fixed Fee, are deposits and minimum fees paid as initial charges on application. Staff time will be calculated at the hourly rates below. Under Section 36 of the Resource Management Act 1991, the costs of staff time and costs incurred processing the consent over the deposit will be invoiced, and where a charge is inadequate to enable the recovery of actual and reasonable costs the Council may require payment of any additional charge.</p>	
Printed copy of the District Plan	\$154.00
Preparation & change to the District Plan (deposit)	\$5,000.00
Pre-application enquiries that exceed 30 minutes	Rate \$150.00/Hour
New Designations	\$1,000.00
Notified Resource Consents (in addition to consent deposit)	\$1,000.00
Variations to Designations	\$500.00
Land use activities (not listed elsewhere)	\$600.00
Mining consents	\$800.00
Land use: setback reductions	\$400.00
Subdivisions	\$800.00
Variations to Resource Consents	\$350.00
Subdivision Consents - including land use	\$900.00
Certificates of Compliance and Existing Use Certificates	\$300.00
Extension of time (S 125)	\$300.00
Survey Plan Approval (S 223) : Fixed Fee	\$100.00
S 224 approval deposit	\$200.00
Certification: Fixed Fee	\$200.00
Notices of Requirements & Heritage Orders	\$1000.00

Monitoring charges	\$150/hour
Monitoring fee charged upon issue of each consent (fixed fee)	\$100.00
Administration fee charged on each consent	\$100.00
Approval of Outline Plan	\$350.00
Consideration of Waiving of Outline Plan	\$150.00
Issue of abatement notice: Fixed Fee	\$300.00
Return of items seized pursuant to Section 328 of the Resource Management Act 1991: Fixed Fee	\$150.00
Release of Covenants : Fixed Fee	\$100.00
Planning staff processing time for resource management activities	\$150/hour
Administration Planning staff time	\$100.00/hour
In-house Engineering Services that exceed 15 minutes	\$150/hour
Councillor Hearing Commissioner (Chair)	\$100/hour
Councillor Hearing Commissioner (Committee)	\$80/hour
Independent commissioner	At cost
Recreation contribution	
5% of the value of each new allotment or the value of 4,000m <sup>2</sup> of each new allotment, whichever is the lesser. The minimum charge is \$1,000.00 per new allotment and the maximum charge is \$3,000.00 per new allotment, both GST-inclusive.	
Performance Bonds	
Performance bonds may be put in place from time to time with the amount to be established on a case by case basis. Lodgement fee \$250.00	
Relocated buildings	
In addition to building consent fees, and the building Research levy, a minimum deposit of up to \$10,000 is required for buildings being relocated.	

Building Consent Activity	
1) Total fees will vary according to the extent of processing required to grant a building consent and the number of inspections that may need to be undertaken. An estimated number of inspections will be charged for at the outset, but refunds will be available for any unused inspections.	
Free-standing Fire Places	
Project Information Memorandum	\$150 per hour (\$100 per hour for administrative staff)
Consent	\$31.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$56.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$31.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
Accessory Buildings	
Project Information Memorandum	\$75 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent	\$184.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$56.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$61.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
Alterations/Renovations (Minor)	
Project Information Memorandum	\$75 Fee plus \$150.00/hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent	\$184.00 plus \$150.00 per hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$56.00

Inspection Fee	\$205.00 each
Code Compliance Certificate	\$61.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
Alterations/Renovations (Major)	
Project Information Memorandum	\$75 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent	\$409.00 plus \$150.00 per hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$56.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$511.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
Temporary Buildings	
Project Information Memorandum	\$150 per hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent	\$102.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$56.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$61.00 Fee plus \$150.00 per Hour (\$100 per hour for administrative staff)
Marquees Only	
Consent	\$61.00 Fee plus \$150.00 per Hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$56.00
Inspection Fee	\$205.00 each
Reports	
Monthly building consent reports	\$49.10

<b>Signs</b>	
Project Information Memorandum	At cost \$150.00/hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent	\$123.00 Fee plus \$150.00 per Hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$56.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$31.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
<b>Election Signs</b>	
Up to 3 signs	\$307.00
Up to 6 signs	\$613.00
For each additional sign in excess of 6. signs	\$20.00
<b>Housing - Average (&lt;120m2)</b>	
Project Information Memorandum	\$75 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent	\$409 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$56.00
Inspection Fees	\$205.00 each
Code Compliance Certificate	\$511.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
<b>Housing Executive (&gt;120m2)</b>	
Project Information Memorandum	\$75 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent	\$613.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$56.00

Inspection Fees	\$205.00 each
Code Compliance Certificate	\$613.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
<b>Drainage &amp; Plumbing - Public System</b>	
Project Information Memoranda	At cost \$150.00 per hour (\$100 per hour for administrative staff)
Consent- Public Sewerage System	\$123.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$56.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$51.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
<b>Drainage &amp; Plumbing – Stand Alone System</b>	
Project Information Memorandum	At cost \$150.00 per hour (\$100 per hour for administrative staff)
Consent – Stand Alone System	\$184.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$56.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$51.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
<b>Commercial/Industrial/Multi Unit Development</b>	
Project Information Memorandum	\$125 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent	\$664.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
CA Accreditation Levy	\$56.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$664.00



Other	
Building Consent Amendment	\$123.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
Extension of time for exercise of building consent	\$123.00
Extension of time for obtaining CCC	\$123.00
Building Consent Holding Fee (not uplifted within 10 working days)	\$72.00
Road Damage Deposit – Refundable deposit	\$716.00
Building Research Levy	
In addition to the Building Consent fee, a Building Research levy based upon \$1.00 per \$1,000 or part thereof of total value is required to be paid. Consents of lesser value than \$20,000 are exempt from this levy.	
Building MBIE Levy	
In addition to the Building Consent, a Building Industry levy based upon \$2.01 per \$1,000 or part thereof of total value is required to be paid. Consents of lesser value than \$20,000 are exempt from this levy.	
Independent Building Consent Authority (BCA)	
Where the services of a Building Certifier are used, the fee will be established on a case by case basis to ensure full cost recovery.	
Demolition (if not exempt work under Schedule 1 of Building Act 2004)	
Consent	\$123.00 Fee plus \$150.00 per Hour (\$100 per hour for administrative staff)
Inspection Fee (where necessary)	\$205.00 each
Receiving and Checking Building Warrant of Fitness	
On or before due date	\$90.00, plus \$40.00 for 3 systems or less, plus \$15.00 for each additional system in excess of 3
After due date	\$180.00, plus \$40.00 for 3 systems or less, plus \$15.00 for each additional system in excess of 3

Other Building Charges	
Soakage Tests	\$205.00
Certificate of Acceptance	\$511.00 Fee plus \$150.00 per Hour (\$100 per hour for administrative staff) Plus applicable Building Consent Fee
Certificate of Public Use	\$256.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
Compliance Schedules	\$286.00
Duplicate Schedules	\$143.00
Amendment to Compliance Schedule	\$92.00
Preparation of Certificates for Lodgement	\$358.00
Preparation of Sec 37 Certificate	\$153.00
Receipt and checking of Schedule 1 advice	\$123.00
Notices to Fix	\$256.00 fee for first \$512.00 Fee for second \$768.00 Fee for third Plus \$200.00 per hour
Additional Inspections	\$205.00
Application for PIM only	
Residential	\$75.00 fee plus \$150.00/hour (\$100 per hour for administrative staff)
Commercial/Industrial	\$125.00 Fee plus \$150.00/hour (\$100 per hour for administrative staff)
Stock Underpass	Levies Only
Solar water heating installations	Levies Only
Where any building charge is inadequate to enable the recovery of the actual and reasonable costs, a further charge may be payable.	



<b>Hokitika Swimming Pool</b>	
<b>Single Admission</b>	
Adult	\$5.00
Senior Citizen (60+)	\$4.00
Child at school	\$3.00
Pre Schooler	\$1.50
Pre Schooler and Parent	\$3.00
Family (2 adults / 2 children)	\$13.00
Spectator	Free
<b>Concession Ticket - 10 Swims</b>	
Adult	\$40.00
Senior Citizen (60+)	\$32.00
Child at school	\$24.00
Pre Schooler	\$12.00
Pre Schooler and Parent	\$24.00
Family (2 adults / 2 children)	\$104.00
<b>Season Ticket</b>	
Adult	\$280.00
Senior Citizen (60+)	\$224.00
Child at school	\$168.00

## Baches on Unformed Legal Road

Annual Site Fee	\$2,050.00
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Trade Waste charges are levied separately according to waste volume and utilisation of sewerage system.	Minimum fee of \$1600 per annum
<b>Water Supply Annual Charges</b>	
Hokitika/Kaniere Water Supply	Commercial metered supply per cubic metre \$1.30
Council reserves the right to negotiate metered charges with significant users.	
Treated Supplies—Rural Towns Fox Glacier/Franz Josef/Whataroa/Harihari	Commercial metered supply per cubic metre \$1.20

## Property Rentals

Council property rentals are regularly reviewed to ensure they are set at fair market value.

## Temporary Road Closures

Non-refundable application fee	\$100.00
Additional Information request (from applicant)	\$100 per hour
Public Notification on approval	At cost
Management of temporary road closure	At cost
Call Out / Audit of Traffic Management Plan	\$225.00 per hour
Not for Profit Organisations	Exempt

## Operations

### Water Supply Connections

Actual cost recovery relating to the installation of water supply connections.

### Sewerage & Stormwater Connections

Actual cost recovery relating to the installation of sewerage and stormwater connections.

### Vehicle Crossings

Actual cost recovery relating to the installation of vehicle crossings.

### Sewerage Supply

Hokitika Transfer Station	
Refuse Site Gate Fees	
General Waste	
Per tonne	\$475.00
60L bag	\$4.00
Green Waste	
Green Waste per tonne	\$46.00
60L bag Green Waste uncompacted	\$0.50
Accepted Recyclable Items* <i>*Colour sorted glass will be accepted free of charge, unsorted glass will be charged at the general waste rate</i>	Free
Non Weighbridge Sites	
Uncompacted General Waste	
Per Cubic Metre small loads < 0.5m <sup>3</sup>	\$65.00
Per Cubic Metre large loads > 0.5m <sup>3</sup>	\$95.00
60L bag	\$4.00
120L Wheelie Bin	\$8.00
240L Wheelie Bin	\$16.00
Small Trailer /Ute (0.68m <sup>3</sup> )	\$65.00
Medium Trailer (0.91m <sup>3</sup> )	\$90.00
Cage or Large Trailer (2.7m <sup>3</sup> )	\$260.00
Accepted Recyclable Items* <i>*Colour sorted glass will be accepted free of charge, unsorted glass will be charged at the general waste rate</i>	Free
Uncompacted Green Waste	
Per Cubic Metre	\$10.00
60L bag	\$0.50
Small Trailer /Ute (0.68m <sup>3</sup> )	\$6.00
Medium Trailer (0.91m <sup>3</sup> )	\$10.00
All Sites: Other Items	
Whiteware (Fridges must be degassed, per item)	\$10.00
Tyres (Based on average weight of 7.5kg, per item)	\$3.50
Cars Prepared (Conditions apply, per item)	\$45.00

#### WASTE MANAGEMENT continued:

Any legislative charges under the Waste Management Act will be imposed as a levy if required. Note: Government requires Council to charge a levy of \$10.00 per tonne, or equivalent volume at non weighbridge sites, on all waste disposed of to landfill. This is included in the above fees. For non-standard loads, the Transfer Station Operators reserve the right:

- To measure the waste and charge the per cubic metre rate or;
- To measure the load and use the Ministry for the Environment Conversion Factors for compacted or dense waste.

#### Jackson Bay Wharf Charges (prices exclude GST)

Commercial Fishing Vessels operating from the Wharf for discharge of *wet fish* and/or crayfish must have a licence to occupy.

Annual Charge	
Vessels over 13.7 metres (45 feet)	\$4,000.00
Vessels between 9.1 metres and 13.7 metres (30-45 feet)	\$1,500.00
Vessels up to 9.1 metres (30 feet)	\$1,000.00
Casual users landing <i>wet fish</i> (per tonne)	\$23.00
Casual users landing <i>crayfish</i> (per tonne)	\$300.00
Other Vessels (not discharging) must pay a daily charge (24 hours) as below	
Vessels over 13.7 metres (45 feet)	\$250.00
Vessels between 9.1 metres and 13.7 metres (30-45 feet)	\$200.00
Vessels up to 9.1 metres (30 feet)	\$100.00
For information: <a href="mailto:management@westlanddistrictproperty.co.nz">management@westlanddistrictproperty.co.nz</a> Westland District Property Ltd (03) 755 8497	

## SALE AND SUPPLY OF ALCOHOL

### On, Off or Club Licence

Applications and renewals for On, Off or Club Licence are assessed using a cost/risk rating system. The cost/risk rating of the premises is the sum of the highest applicable weighting for the type of premises and type of licence, the hours of operation and any enforcement holdings in the last 18 months.

In addition an annual fee is payable which will be due on the anniversary date of the licence.

Cost/risk rating	Fees category	Application fee \$inc GST	Annual fee \$ inc GST
0-2	Very low	\$368.00	\$161.00
3-5	Low	\$609.50	\$391.00
6-15	Medium	\$816.50	\$632.50
16-25	High	\$1,023.50	\$1035.00
26 plus	Very High	\$1,207.50	\$1437.50

The cost/risk rating used to set the fees above is calculated using the tables below.

### Latest alcohol sales time allowed for premises

Type of Premises	Latest trading time allowed (during 24 hour period)	Weighting
Premises for which an on-licence or club-licence is held or sought	2.00 am or earlier	0
	Between 2.01 and 3.00 am	3
	Any time after 3.00 am	5
Premises for which an off-licence is held or sought (other than remote sales)	10.00 pm or earlier	0
	Any time after 10.00 pm	3
Remote sales premises	Not applicable	0

### Type of premises

Type of Licence	Type of Premises	Weighting
On-licence	Class 1 restaurant, night club, tavern, adult premises	15
	Class 2 restaurant, hotel, function centre	10
	Class 3 restaurant, other premises not otherwise specified	5
	BYO restaurants, theatres, cinemas, winery cellar doors	2
Off-Licence	Supermarket, grocery store, bottle store	15
	Hotel, Tavern	10
	Class 1, 2 or 3 club, remote sale premises, premises not otherwise specified	5
	Winery cellar doors	2
Club-licence	Class 1 club	10
	Class 2 club	5
	Class 3 club	2

### Enforcement holdings

Number of enforcement holdings in respect of the premises in the last 18 months	Weighting
None	0
One	10
Two or more	20

### Definitions for types of premises

Type	Class	Description
Restaurants	1	A restaurant that has or applies for an on-licence and has, in the opinion of the Territorial Authority, a significant bar area and operates that bar area at least one night a week in the manner of a tavern.

	2	A restaurant that has or applies for an on-licence and has, in the opinion of the Territorial Authority, a separate bar area and does not operate that bar area in the manner of a tavern at any time.
	3	A restaurant that has or applies for an on-licence and, in the opinion of the Territorial Authority, only serves alcohol to the table and does not have a separate bar area.
	BYO	A restaurant for which an on-licence is or will be endorsed under section 37 of the Act.
Clubs	1	A club that has or applies for a club licence and has at least 1,000 members of purchase age and in the opinion of the territorial authority, operates any part of the premises in the nature of a tavern at any time.
	2	A club that has or applies for a club licence and is not a class 1 or class 3 club
	3	A club that has or applies for a club licence and has fewer than 250 members of purchase age and in the opinion of the territorial authority, operates a bar for no more than 40 hours each week.
Remote sales premises		Premises for which an off-licence is or will be endorsed under section 40 of the Act.
Enforcement holding		A holding as defined in section 288 of the Act, or an offence under the Sale of Liquor Act 1989 for which a holding could have been made if the conduct had occurred after 18 December 2013.

## Other Licence Fees

Type	Description of activity	Application fee \$ incl GST
Temporary Authority	Fee payable to the territorial authority under s.136(2) of the Act for a temporary authority to carry on the sale and supply of alcohol	\$296.70
Temporary Licence	Fee payable to the territorial authority by a person applying under section 74 of the Act to sell alcohol pursuant to a licence from premises other than the premises to which the licence relates	\$296.70
Permanent Club Charter	Annual fee payable to the territorial authority in which the club's premises are situated by the holder of a permanent club charter as described in section 414 of the Act.	\$632.50
Extract from register	Fee payable to a licensing committee under section 66(2) of the Act for an extract from a register.	\$57.50
	Fee payable to ARLA under section 65(2) of the Act for an extract from a register.	\$57.50
Appeals	Fee payable to ARLA under section 154 of the Act (against a decision of a licensing committee)	\$517.50
	Fee payable to ARLA under section 81 of the Act (against a local alcohol policy)	\$517.50
Manager's Certificate	New or Renewal	\$316.20

## Special Licenses

The fee payable for a Special Licence is assessed using a cost/risk rating system depending on the size of the event and the number of events applied for.

Large event: Means an event that the territorial authority believes on reasonable grounds will have patronage of more than 400 people.

Medium event: Means an event that the territorial authority believes on reasonable grounds will have patronage of between 100 and 400 people.

Small event: Means an event that the territorial authority believes on reasonable grounds will have patronage of fewer than 100 people.

Class	Issued in respect of	Application fee \$ inc GST
1	1 large event: More than 3 medium events: More than 12 small events	\$575.00
2	3 to 12 small events: 1 to 3 medium events	\$207.00
3	1 or 2 small events	\$63.20



**Westland District Council**

36 Weld Street  
Private Bag 704  
Hokitika 7842  
New Zealand  
Phone 03 756 9010 or 0800 474 834  
[www.westlanddc.govt.nz](http://www.westlanddc.govt.nz)

**Hokitika i-SITE**

36 Weld Street  
Private Bag 704  
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New Zealand  
Phone 03 756 9010 or 0800 474 834  
[enquiries@hokitikainfo.co.nz](mailto:enquiries@hokitikainfo.co.nz)

**Westland Library**

20 Sewell Street  
Hokitika 7842  
New Zealand  
Phone 03 755 6208 or 0800 474 834  
[www.westlib.co.nz](http://www.westlib.co.nz)

**Hokitika Museum**

The Carnegie Building  
Corner of Tancred and Hamilton Streets  
Temporary Research Centre: 47 Revell Street  
(Open 10.00 and 5pm on weekdays)  
Private Bag 704  
Hokitika 7842  
New Zealand  
Phone 03 755 6898 or 0800 474 834  
[www.westlanddc.govt.nz/hokitika-museum](http://www.westlanddc.govt.nz/hokitika-museum)

**Hokitika Swimming Pool**

53 Weld Street  
Hokitika 7842  
New Zealand  
Phone 03 755 8119  
[www.westlanddc.govt.nz/swimming-pool](http://www.westlanddc.govt.nz/swimming-pool)

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