

# WESTLAND DISTRICT COUNCIL DRAFT ANNUAL PLAN 2019/20



We work with the people of  
Westland to grow and  
protect our communities,  
our economy and our  
unique natural environment

**WESTLAND**  
DISTRICT COUNCIL





# Tena Kotou

Communities in Westland are very resilient. Mother Nature tests us by throwing cyclones, floods and slips at the Coast. Westland, with its isolated settlements, needs to be able to stand alone and have the capacity to look after itself. Council wants to ensure that Westland has resilience in our infrastructure and all future projects to help our local communities bounce back when adversity hits. Once again we will be looking towards Central Government for support to fund some of this work as a priority.

Looking forward into 2019/20 Council's priority focus will be executing the capital works programme. Most of this revolves around 3 waters infrastructure and roading. Council is looking at a new water treatment plant for Fox Glacier, improving Hokitika WWTP, upgrading Hokitika stormwater infrastructure and increasing water storage capacity in Haast to name just a few. Where possible Council will leverage central funding to minimise debt loading.

In the last twelve months a number of new staff have joined the Council and filled some long vacant positions. It has taken time to find the right people for these roles but we are now in a strong position to launch into the upcoming year with a full complement of talented individuals. There is a new executive team with good all-round experience and the capacity to lead Council through the multitude of projects on the table.

Over the last twelve months Council has focused on improving customer service and the way we do business. Council has started building the foundation for a better customer service across the board. There has been a review of internal processes in regards to fraud and a fraud framework has been implemented to ensure there are no gaps within Council systems. A new procurement policy has been introduced to ensure rigour around all of Council's procurement activities. Council will continue to review, refresh or add policies that complement the business to the advantage of our communities.

The year coming is an election year and we encourage all ratepayers to get out and vote to ensure you are well represented across Westland.

Nā māua noa, nā



Bruce Smith, Mayor

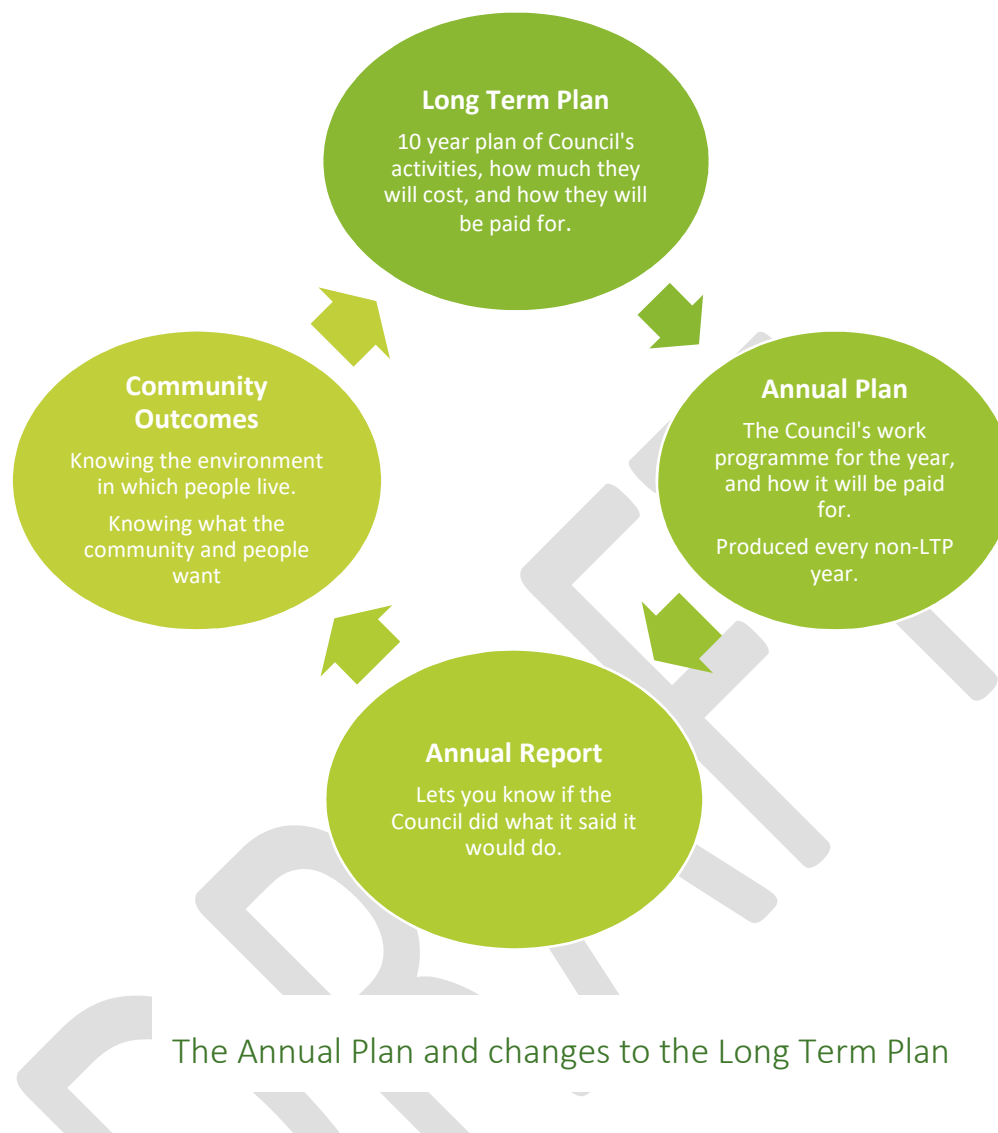


Simon Bastion, Chief Executive

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## THE PLANNING CYCLE AND THE ANNUAL PLAN



This is the Annual Plan for Year 2 of the Long Term Plan. In 2018 Council adopted the Long Term Plan 2018-28 (LTP) which set out what Council planned to do in the Westland District over the next ten years. This Annual Plan sets out the changes in Council's work programme and priorities for the coming financial year. There is a higher rates increase than forecast in the LTP (3.74%) as Council has an improved understanding of the costs involved to provide and improve on the essential services. The rates increase of 4.85% is within the rates limit of 5% set in the Long Term Plan.

The major change in Council's work plan is to move the work on the Hokitika Ocean Outfall Pipeline forward. Council has the opportunity to reduce the long-term cost of the project by working with Westland Milk Products to build a new pipeline.

We have adjusted how some of the fees and charges are structured, provided additional funding for some activities and rates types and changed how some of our rates are zoned.

## SUMMARY OF KEY CHANGES

*The updates that have been made to the budgets and work programmes for the 2019/20 year reflect an improved costing of the resources required to deliver our core services.*

### **Hokitika Ocean Outfall Pipeline**

Westland District Council has been offered the opportunity to join with Westland Milk Products to build an Ocean Outfall Pipeline to improve the current Hokitika waste water discharge. The proposed project is an 800 m pipeline running under the sea bed. This project meets Council's vision of working to grow and protect the community, our economy and our environment. Council is able to reduce long-term costs by investing into the project and dividing the cost of maintenance evenly with Westland Milk Products. There is a minor increase to the overall budget but this is more cost effective in the long-term than Council building a stand-alone pipeline.

### **Ongoing compliance activity**

Council will fund general compliance and enforcement activities such as parking, stock control and noise control.

### **Transfer maintenance of Council Buildings, Community Halls and Public Toilets to Destination Westland**

Council will utilise Destination Westland's experience in the delivery of amenity services to provide maintenance to these Council assets. This meets the mandate that Council should concentrate on core Council business.

### **Dog Control Fee Structure:**

Council will amend the structure of Dog Control fees to allow dog control officers more time to focus on core services. The 'working dog' class will be removed, which simplifies the structure. 'Selected dog owner' will be renamed 'responsible dog owner' in line with legislation and a one-off inspection fee has been introduced, along with a small increase in the registration fee. This allows Council to better cover the costs and is funded by dog owners as a user pays activity rather than being subsidised by other rate payers.

### **Additional Funding for Hokitika Regent Theatre**

The grant for Hokitika Regent Theatre will be increased to assist the board with building and maintenance costs. The Theatre faces a number of financial risks and Council provides operation grant funding to assist them to reduce these risks.

### **Bruce Bay Community Rate**

Council will institute a community rate for the Bruce Bay community. The Bruce Bay community are part of the Fox Glacier Community Rate but receive few benefits from this rate. The community has elected not to have Township Development Funding but this can be reviewed at a later date. The Fox Glacier Community Rate will increase for ratepayers in Fox Glacier zone as the rating zone will have fewer ratepayers, but this can be reduced through a voluntary decrease in the Township Development Funding.

### **Tourism Strategy Group Funding**

Council has been asked to grant \$100,000 to the Tourism Strategy Group for the 2019/20 year. Supporting this specialist organisation allows Council to support economic growth around the region. Providing an elected representative on the board allows Westland to be part of the decision-making.

### **Footpath maintenance**

The rates funding for footpath maintenance will be moved from Community Rates to General Rates. Council receives an NZTA subsidy for the capital cost of footpaths. Rating new footpaths and the maintenance of footpaths from the same rate allows for more consistency.

## CAPITAL EXPENDITURE FOR 2019/20

	LTP Y2	Draft Annual Plan
<b>Leadership</b>		
Council HQ - Refurbishment	-	75,000
Council HQ - Furniture and Fittings		5,000
Information Management - DMS	153,750	153,750
IT Equipment renewals	70,380	111,750
<b>Total Leadership</b>	<b>224,130</b>	<b>345,500</b>
<b>Transportation</b>		
Unsealed Road Metalling (3030)	292,803	293,663
Sealed Road Resurfacing (3031)	868,700	871,250
Maintenance - Drainage Renewals (3032)	162,498	162,498
Sealed Road Pavement Rehabilitation	81,760	82,000
Structures Component Replace (3033)	217,175	217,813
Traffic Services Renewals (3034)	130,305	130,688
Low Cost Low Risk - Local	480,340	481,750
Sealed Road Resurfacing (3070)	162,498	162,975
Maintenance - Drainage Renewals	27,594	27,675
Sealed Road Pavement Rehabilitation	153,300	153,750
Structures Component Replace (3072)	54,166	54,325
Traffic services renewals	11,242	11,275
Low Cost Low Risk - SPR	71,540	71,750
Footpath upgrades	43,435	44,038
<b>Total Transportation</b>	<b>2,757,356</b>	<b>2,765,448</b>
<b>Water Supply</b>		
General - Treatment Components upgrade programme	20,000	45,000
General - Disinfection upgrades programme	51,250	71,244
General - Telemetry	41,000	70,997
Arahura - Water Treatment Plant	-	265,000
Hokitika - WTP improvements - Pumps	36,900	36,900
Hokitika - Mains upgrade programme	256,250	256,250
Hokitika - Seismic Valve	30,750	30,750
Hokitika - Pressure valve upgrade	15,375	15,375
Hokitika - Water meter replacements	92,250	142,250
Hokitika - Reservoir Replacement	20,500	20,500
Ross - Mains upgrade programme	49,200	109,200
Hari Hari - Water treatment plant - seismic valves	30,750	30,750
Hari Hari - Mains upgrade programme	184,500	184,500
Franz Josef - Seismic valves	30,750	30,750
Franz Josef - Mains upgrade programme	92,250	92,250
Franz Josef - Upgrade Filter	10,250	10,250
Fox Glacier - Plant Upgrade	-	350,000
Fox Glacier - Seismic valves	30,750	
Haast - Replacement water treatment reservoir	20,500	20,500
<b>Total Water Supply</b>	<b>1,013,225</b>	<b>1,782,466</b>

<b>Wastewater</b>		
Hokitika - Outfall structure	20,500	1,100,000
Hokitika - WWTP upgrade	281,875	885,000
Hokitika - Mains upgrade programme	61,500	61,500
General - WW Network Growth	10,252	10,252
Franz Josef - Mains upgrade Increasing size of lines	307,500	307,500
Franz Josef - Mains upgrade programme	28,700	28,700
Franz Josef - WWTP - From 2019	-	1,000,000
Fox Glacier - WWTP upgrade	102,500	102,500
Haast - Mains upgrade programme	15,375	15,375
<b>Total Wastewater</b>	<b>828,202</b>	<b>3,510,827</b>

<b>Stormwater</b>		
<b>Inflation Factor (Cumulative) - Stormwater</b>		
Hokitika - Mains upgrade programme	25,625	25,625
Hokitika - Pump upgrade (Bealey)	102,500	102,500
Hokitika - Pump upgrade (Tancred) - From 2019	-	200,000
Hokitika - Pump upgrade (Rolleston)	307,500	327,500
Hokitika - Pump upgrade (Hoffman)	717,500	767,500
Hokitika - Pump upgrade (Livingstone)	61,500	61,500
Hokitika - Pump upgrade (Weld) - From 2019	-	130,000
Hokitika - Realignment Beach St	205,000	205,000
Hokitika - River outfall flap gates	10,250	10,250
Hokitika - Mains upgrade new developments	10,250	10,250
<b>Total Stormwater</b>	<b>1,440,125</b>	<b>1,840,125</b>

<b>Solid Waste</b>		
Franz Josef - Landfill final capping	25,625	25,625
Butlers - Intermediate capping	228,575	228,575
<b>Total Solid Waste</b>	<b>254,200</b>	<b>254,200</b>

<b>Leisure Services &amp; Facilities - Parks &amp; Reserves</b>		
Reserves - Cass Square - Rubber matting	20,500	20,500
Reserves - Cass Square - New toilets South East Cnr	76,500	-
Reserves - Hokitika dog park	10,250	10,250
Reserves - Waterfront development	102,000	102,500
<b>Total Leisure Services &amp; Facilities - Parks &amp; Reserves</b>	<b>209,250</b>	<b>133,250</b>

<b>Leisure Services &amp; Facilities - Other</b>		
Cemetery - Hokitika Improvements Ashes Berm	10,250	10,250
Cemetery - Ross Berm development	10,250	10,250
Buildings - Band rooms	10,250	10,250
Buildings - Hari Hari house	15,375	15,375
Elderly Housing - Glazing and insulation	20,400	56,000
Swimming Pool Hokitika - New spa pool	25,500	-
Swimming Pool Hokitika - Windows		24,000
Swimming Pool Hokitika - Changing Shed Roof		14,000
Swimming Pool Hokitika - Flood Lights		7,000
Swimming Pool Hokitika - Ventilation/Extraction in pool area	20,400	20,400
Swimming Pool Ross - Electric heat pump system	61,200	61,200
Museum - Archival Scanner	7,140	7,175
Museum - Photo booth	-	4,600



Museum - Shelves	-	10,000
Civil Defence - EOC	205,000	205,000
Civil Defence - Satellite Data & Voice		13,000
i-Site - Website development	1,020	-
i-Site - Replacements of equipment	3,060	-
Library - Audio/Visual Resource	4,410	4,432
Library - Free Adult Books	14,334	14,404
Library - Adult Non Fiction	19,296	19,391
Library - Junior Publications	12,681	12,743
Library - Large Print Books	6,616	6,648
<b>Total Leisure Services &amp; Facilities - Other</b>	<b>447,182</b>	<b>526,118</b>
<b>Total Capital Expenditure</b>	<b>7,173,670</b>	<b>11,157,934</b>

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## FORECAST FINANCIAL INFORMATION

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***This section of the plan contains:***

*Prospective statement of comprehensive revenue and expense for the year ended 30 June 2020*

*Prospective changes of net assets / equity for the year ended 30 June 2020*

*Prospective statement of financial position as at 30 June 2020*

*Prospective statements of cashflows as at 30 June 2020*

*Prospective reconciliation of net surplus to operating activities for the year ended 30 June 2020*

## Prospective Statement of Comprehensive Revenue and Expense for the year ended 30 June 2020

PROSPECTIVE STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE			
	Long Term Plan 2018/19	Long Term Plan 2019/20	Annual Plan 2019/2020
<b>Revenue</b>			
Rates	\$15,706	\$16,291	\$16,467
Grants & subsidies	\$5,696	\$3,793	\$4,337
Finance revenue	\$699	\$619	\$602
Fees and charges	\$1,840	\$1,885	\$2,171
Other revenue	\$603	\$608	\$502
Gain disposal of assets	\$0	\$0	\$0
Investment gains/(losses)	\$0	\$0	\$0
Development contributions	\$0	\$0	\$0
Vested assets	\$0	\$0	\$0
<b>Total operating revenue</b>	<b>\$24,545</b>	<b>\$23,197</b>	<b>\$24,079</b>
<b>Expenditure</b>			
Personel Costs	\$3,749	\$3,842	\$4,090
Finance costs	\$757	\$797	\$740
Depreciation & amortisation	\$5,929	\$6,350	\$6,316
Loss disposal of assets	\$0	\$0	\$0
Loss on revaluations	\$0	\$0	\$0
Increase (decrease) in landfill provsion	\$0	\$0	\$0
Other expenses	\$11,334	\$11,276	\$11,866
<b>Total operating expenditure</b>	<b>\$21,769</b>	<b>\$22,265</b>	<b>\$23,012</b>
<b>Operating Surplus/(Deficit)</b>	<b>\$2,776</b>	<b>\$932</b>	<b>\$1,067</b>
<b>Other comprehensive revenue and expense</b>			
Gain/(loss) on revaluation	\$17,700	\$0	\$0
<b>Other Comprehensive Revenue and Expenses</b>	<b>\$17,700</b>	<b>\$0</b>	<b>\$0</b>
<b>Subtotal</b>			
<b>Total comprehensive revenue and expense/(deficit) for the year attributable to Council</b>	<b>\$20,476</b>	<b>\$932</b>	<b>\$1,067</b>

## Prospective changes of equity for the year ended 30 June 2020

PROSPECTIVE STATEMENT OF CHANGES IN EQUITY			
	Long Term Plan 2018/19	Long Term Plan 2019/20	Annual Plan 2019/2020
<b>Equity balance at 30 June</b>			
Equity balance at 1 July	\$430,608	\$451,084	\$450,871
Comprehensive income for year	\$20,476	\$932	\$1,067
<b>Equity balance at 30 June</b>	<b>\$451,084</b>	<b>\$452,016</b>	<b>\$451,938</b>
<b>Components of Equity</b>			
<b>Retained earnings 30 June</b>			
Retained Earnings at 1 July	\$149,637	\$151,581	\$149,082
Net Surplus/(Deficit)	\$2,776	\$932	\$1,067
Transfers (to)/from restricted/Council created Reserves	(\$3,877)	(\$1,102)	(\$984)
<b>Retained earnings 30 June</b>	<b>\$148,536</b>	<b>\$151,412</b>	<b>\$149,165</b>
<b>Revaluation Reserves 30 June</b>			
Revaluation Reserves at 1 July	\$274,391	\$292,091	\$292,091
Revaluation Gains	\$17,700	\$0	\$0
<b>Revaluation Reserves 30 June</b>	<b>\$292,091</b>	<b>\$292,091</b>	<b>\$292,091</b>
<b>Council created Reserves 30 June</b>			
Council Created Reserves at 1 July	\$6,580	\$7,411	\$9,698
Transfers to / (from) reserves	\$3,877	\$1,102	\$984
<b>Council created Reserves 30 June</b>	<b>\$10,457</b>	<b>\$8,513</b>	<b>\$10,682</b>
<b>Components of Equity</b>	<b>\$451,084</b>	<b>\$452,016</b>	<b>\$451,938</b>

## Prospective Statement of Financial Position for the year ended 30 June 2020

PROSPECTIVE STATEMENT OF FINANCIAL POSITION			
	Long Term Plan 2018/19	Long Term Plan 2019/20	Annual Plan 2019/2020
<b>Assets</b>			
Current assets			
Cash & cash equivalents	\$5,570	\$6,738	\$5,570
Debtors & other receivables	\$2,354	\$2,224	\$2,719
Other financial assets	\$0	\$0	\$330
<b>Total Current Assets</b>	<b>\$7,923</b>	<b>\$8,962</b>	<b>\$8,618</b>
Non-current assets			
Council Controlled Organisation	\$8,695	\$8,695	\$8,695
Intangible assets	\$81	\$81	\$80
Investments	\$371	\$371	\$0
Assets Under Construction	\$0	\$0	\$1,309
Other Financial Assets	\$30	\$30	\$72
Property, Plant and Equipment	\$459,716	\$460,534	\$463,156
<b>Total Non-current assets</b>	<b>\$468,893</b>	<b>\$469,711</b>	<b>\$473,311</b>
<b>Total Assets</b>	<b>\$476,816</b>	<b>\$478,673</b>	<b>\$481,930</b>
<b>Liabilities</b>			
Current liabilities			
Creditors & other payables	\$2,087	\$2,135	\$2,453
Employee benefit liabilities	\$182	\$186	\$182
Tax payable	\$3	\$3	\$3
Borrowings	\$1,701	\$1,311	\$0
Other	\$377	\$385	\$377
<b>Total Current Liabilities</b>	<b>\$4,351</b>	<b>\$4,020</b>	<b>\$3,015</b>
Non-current liabilities			
Deferred Tax	\$28	\$28	(\$28)
Employee benefit liabilities	\$20	\$20	\$20
Provisions	\$2,089	\$2,089	\$2,089
Borrowings	\$18,745	\$19,999	\$24,339
Derivative financial instruments	\$500	\$500	\$500
Other non-current liabilities	\$0	\$0	\$0
<b>Total Non-Current Liabilities</b>	<b>\$21,382</b>	<b>\$22,637</b>	<b>\$26,976</b>
<b>Total Liabilities</b>	<b>\$25,733</b>	<b>\$26,657</b>	<b>\$29,992</b>
<b>Equity</b>			
Retained earnings	\$151,581	\$151,412	\$149,165
Revaluation reserves	\$292,091	\$292,091	\$292,091
Restricted Reserves	\$7,347.16	\$8,449	\$10,682
Other Reserves	\$64	\$64	\$0
<b>Equity</b>	<b>\$451,084</b>	<b>\$452,016</b>	<b>\$451,938</b>
<b>Total liabilities and equity</b>	<b>\$476,816</b>	<b>\$478,673</b>	<b>\$481,930</b>

## Prospective Statement of Cashflows for the year ended 30 June 2020

PROSPECTIVE STATEMENT OF CASH FLOW			
	Long Term Plan 2018/19	Long Term Plan 2019/20	Annual Plan 2019/2020
<b>Net Cashflow Operating Activities</b>			
<b>Cash was provided from:</b>			
Rates Revenue	\$15,706	\$16,291	\$16,467
Grants and Subsidies	\$5,826	\$3,926	\$4,337
Fees, charges, and other receipts (including donations)	\$0	\$0	\$2,171
Interest Received	\$699	\$619	\$602
Other Revenue	\$2,924	\$2,490	\$502
<b>Cash was provided from:</b>	<b>\$25,155</b>	<b>\$23,326</b>	<b>\$24,079</b>
<b>Cash was applied to:</b>			
Payment Staff & Suppliers	\$14,952	\$15,057	\$15,956
Interest Paid	\$757	\$797	\$740
<b>Cash was applied to:</b>	<b>\$15,709</b>	<b>\$15,854</b>	<b>\$16,696</b>
<b>Net Cashflow Operating Activities</b>	<b>\$9,446</b>	<b>\$7,472</b>	<b>\$7,383</b>
<b>Net Cashflow Investment Activities</b>			
<b>Cash was provided from:</b>			
Proceeds from Investments realised	\$0	\$0	\$0
Proceeds sale of property, plant and equipment	\$0	\$0	\$0
Proceeds from investment property	\$0	\$0	\$0
<b>Cash was provided from:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Cash was applied to:</b>			
Purchase of property, plant and equipment	\$9,042	\$7,168	\$11,063
Purchase of intangibles	\$0	\$0	\$0
Purchase of Investments	\$0	\$0	\$0
<b>Cash was applied to:</b>	<b>\$9,042</b>	<b>\$7,168</b>	<b>\$11,063</b>
<b>Net Cashflow Investment Activities</b>	<b>(\$9,042)</b>	<b>(\$7,168)</b>	<b>(\$11,063)</b>

<b>Net Cashflow Finance Activities</b>			
<b>Cash was provided from:</b>			
Proceeds from borrowings	\$2,615	\$2,565	\$5,511
<b>Cash was provided from:</b>	<b>\$2,615</b>	<b>\$2,565</b>	<b>\$5,511</b>
<b>Cash was applied to:</b>			
Repayment of borrowings	\$1,571	\$1,701	\$1,618
<b>Cash was applied to:</b>	<b>\$1,571</b>	<b>\$1,701</b>	<b>\$1,618</b>
<b>Net Cashflow Finance Activities</b>	<b>\$1,044</b>	<b>\$864</b>	<b>\$3,893</b>
<b>Cash Balance</b>			
<b>Cash Balance</b>			
Net increase/(decrease) in cash held	\$1,449	\$1,168	\$213
Total cash resources at start of the year	\$4,121	\$5,570	\$5,357.11
<b>Cash Balance</b>	<b>\$5,570</b>	<b>\$6,738</b>	<b>\$5,570</b>
<b>Cash Balance</b>	<b>\$5,570</b>	<b>\$6,738</b>	<b>\$5,570</b>

## Prospective reconciliation of net surplus to operating activities for the year ended 30 June 2020

PROSPECTIVE RECONCILIATION OF NET SURPLUS TO OPERATING ACTIVITIES			
	Long Term Plan 2018/19	Long Term Plan 2019/20	Annual Plan 2019/2020
Surplus/deficit after tax	\$2,776	\$932	\$1,067
<b>Add/(Less) non cash expenses</b>			
Revaluation (gains)/losses	\$0	\$0	\$0
Depreciation and amortisation	\$5,929	\$6,350	\$6,316
Bad debts	\$0	\$0	\$0
Assets vesting in council	\$0	\$0	\$0
	<b>\$5,929</b>	<b>\$6,350</b>	<b>\$6,316</b>
<b>Add/(Less) items classified as investing or financing activities</b>			
(Gains)/losses on sale of property, plant and equipment	\$0	\$0	\$0
(Gains)/losses in fair value of forestry assets	\$0	\$0	\$0
(Gains)/losses in fair value of investment properties	\$0	\$0	\$0
	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Add/(Less) non cash expenses</b>			
(Increase)/decrease in inventories	\$0	\$0	\$0
(Increase)/decrease in debtors and other receivables	\$245	\$112	\$0
Increase/(decrease) in creditors and other payables	\$497	\$65	\$0
Increase/(decrease) in employee entitlements	\$0	\$5	\$0
Increase/(decrease) in employee provisions	\$0	\$8	\$0
	<b>\$742</b>	<b>\$190</b>	<b>\$0</b>
<b>Net cash flow from operating activities</b>	<b>\$9,446</b>	<b>\$7,472</b>	<b>\$7,383</b>

*Note to the Financial Accounts:*

PROSPECTIVE EXPENDITURE PER ACTIVITY GROUP*	
Leadership	\$4,970
Planning and Regulatory	\$1,849
Community Services	\$1,073
Leisure Services and Facilities	\$3,268
Transportation	\$5,509
Water Services	\$2,452
Wastewater	\$1,161
Stormwater	\$398
Solid Waste	\$2,149

\*Per activity group less internal overheads



## RATING BASE INFORMATION

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### *RATING BASE AS AT 30 JUNE 2019*

	2019/20
Projected number of rating units	6576
Total capital value of rating units	2,443,297,840
Total land value of rating units	1,288,473,340

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# FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2020

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## *The Funding Impact Statement contains the following information:*

- Rates Information for 2019/20
- Rates calculations, as determined by Council's Rating Policy.
- Rates Samples for 2019-20
- The Whole of Council Funding Impact Statement for 2019-20.

The Funding Impact Statement is given effect by the Rating Policy and should be read in conjunction with the Revenue and Financing Policy (see pp 196 – 204, Westland District Council Long Term Plan 2018-28) and Financial Statements.

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

## *Rating Information for 2019/20*

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

### General Rates:

- General Rate
- Uniform Annual Charge

### Targeted Rates:

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

## Rating Information

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### General Rates

<b>General Rate</b>	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.	<b>Uniform Annual General Charge</b>	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.
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## Targeted Rates

<b>Kumara Community Rate</b>	<p>The Kumara community rate is set and assessed as an 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 based on the location of the land and the use to which the land is put.</p> <p>The categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and the factors applied are in the Rating Policy.</p> <p>The Kumara community rate funds all or part of the following activities: Transportation, township development fund, and parks and reserves.</p>
<b>Hokitika Community Rate</b>	<p>The Hokitika community rate is set and assessed an 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.</p> <p>The differential categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and differential factors are in the Rating Policy.</p> <p>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).</p>
<b>Ross Community Rate</b>	<p>The Ross community rate is set and assessed as an 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 based on the location of the land and the use to which the land is put.</p> <p>The categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and factors applied are in the Rating Policy.</p> <p>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).</p>
<b>Harihari Community Rate</b>	<p>The Harihari community rate is set and assessed as an 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 based on the location of the land and the use to which the land is put.</p> <p>The categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and factors applied are in the Rating Policy.</p> <p>The Harihari community rate funds all or part of the following activities: Transportation, township development fund, and parks and reserves.</p>
<b>Whataroa Community Rate</b>	<p>The Whataroa community rate is set and assessed as an 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 based on the location of the land and the use to which the land is put.</p> <p>The categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and factors applied are in the Rating Policy.</p> <p>The Whataroa community rate funds all or part of the following activities: Transportation, township development fund (including Okarito), and parks and reserves.</p>
<b>Franz Josef /Waiau Community Rate</b>	<p>The Franz Josef Glacier community rate is set and assessed as an amount per rating unit, on all rateable land in the Franz Josef /Waiau 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.</p> <p>The differential categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and differential factors are in the Rating Policy.</p>

The Franz Josef /Waiau 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 an 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 an 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 based on the location of the land and the use to which the land is put.

The categories are: Residential, Rural Residential, Commercial and Rural. The definitions of each category and factors applied 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).

**Bruce Bay  
Community  
Rate**

The Bruce Bay community rate is set and assessed as an amount per rating unit, on all rateable land in the Bruce Bay 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 Bruce Bay community rate funds all or part of the following activities: Transportation, stormwater, township development fund, parks and reserves and community halls.

**Water Rates**

Water rates are set and assessed as a fixed amount per connection for connected rating units, separately used or inhabited parts of the rating unit and per rating unit for unconnected rating units, 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.

**Milk Treatment Plant Water Rates**

Water rates are set and assessed on the property used as a milk treatment plant in Hokitika. For 2018/19, the rates are:

- Hokitika Milk Treatment Plant rate fixed charge (includes water 0 to 2,000,000 m3)
- Hokitika Milk Treatment Plant metered water greater than 2,000,000 m3

Hokitika Milk Treatment Plant 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 on all land to which is provided or has available to the land a council funded sewerage supply service.

The rates are:

- Sewerage Connected (per water closet or urinal)
- Sewerage Unconnected (per rating unit)

Sewerage rates fund part of the wastewater activity.

**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).

<b>Hokitika Area Promotions Rate</b>	<p>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 Community rating zone.</p> <p>The Hokitika area promotions rate funds the community development &amp; assistance activity (Destination Hokitika grant).</p>
<b>Kokatahi / Kowhitirangi Community Rates</b>	<p>Kokatahi / Kowhitirangi community rates are set and assessed on all rateable properties located in the Kokatahi / Kowhitirangi Community area.</p> <p>The rate will be charged on the rateable land value of each property in the Kokatahi/Kowhitirangi area from Geologist Creek in the north to Hokitika Gorge in the south and the Kaniere/Kowhitirangi Road from Nesses Creek onward.</p> <p>The Kokatahi / Kowhitirangi community rate is set as a fixed rate per rating unit and as a rate on the land value per rating unit.</p> <p>The Kokatahi / Kowhitirangi community rate funds the community development &amp; assistance activity (Kokatahi / Kowhitirangi community grant).</p>
<b>Kaniere Sewerage Capital Contribution Rate</b>	<p>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.</p> <p>The Kaniere Sewerage Capital Contribution Rate funds part of the Waste water activity (Kaniere sewerage upgrade loan).</p>
<b>Hannah's Clearing Water Supply Capital Repayment Rate</b>	<p>The Hannahs Clearing water supply capital repayment rate is set and assessed as a fixed rate per rating unit on all rateable properties located in Hannahs Clearing where the nature of the connection is a Council funded water supply.</p> <p>The Hannahs Clearing water supply capital repayment rate funds part of the water supply activity.</p>
<b>Emergency Management Contingency Fund Rate</b>	<p>The emergency management contingency fund rate is set and assessed on the land value of all rateable properties in the district.</p> <p>The emergency management contingency fund rate funds part of the emergency management &amp; rural fire activity.</p>

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

- Kaniere Sewerage Capital Contribution Rate
- Hannahs Clearing Water Supply Capital Repayment Rate

## Indicative Rates Calculations for the Year Ended 30 June 2020

### General Rates

		Sector				Totals		
Rate	Factor	Rural	Rural Residential	Residential	Commercial	Units	Revenue	
<u>General Rates</u>							Inc GST \$	Ex GST \$
General Rate	Capital Value	993,925,100	391,901,880	590,963,350	451,157,620	2,427,947,950		
	Per \$ Capital Value	0.0017	0.0013	0.0017	0.0034			
	Revenue	1,674,030	496,381	996,908	1,522,416		4,689,734	4,078,030
Uniform Annual General Charge	Rateable Units	1,433	2,516	447	1330			
	Each	712	712	712	712			
	Revenue	1,020,081	1,791,015	318,262	946,761		4,076,119	3,544,451
Total General Rates		1,674,030	496,381	996,908	1,522,416		8,765,853	7,622,481

## Targeted community rates

Rate	Factor	Sector				Totals		
		Rural	Rural Residential	Residential	Commercial	Units	Revenue	
<b>Community Rates</b>							Inc GST \$	Ex GST \$
Kumara	Rateable Units	105	134	187	12	437.66		
	Each	123	123	123	123			
	Revenue	12,849	16,432	22,957	1,492		53,730	46,722
Hokitika	Rateable Units	587	691	1,707	218	3,204		
	Each	419	417	557	1,119			
	Revenue	246,106	288,469	950,557	244,060		1,729,192	1,503,645
Ross	Rateable Units	122	23	167	15	327		
	Each	381	381	381	381			
	Revenue	46,483	8,706	63,781	5,620		124,590	108,339
Harihari	Rateable Units	95	36	97	14	241.5		
	Each	127	127	128	127			
	Revenue	12,094	4,557	12,348	1,808		30,807	26,789
Whataroa	Rateable Units	95	90	56	18	258.25		
	Each	191	191	191	191			
	Revenue	18,170	17,214	10,646	3,364		49,395	42,952
Franz Josef	Rateable Units	73	44	136	88	341.998		
	Each	225	223	299	599			
	Revenue	16,530	9,829	40,783	52,762		119,904	104,264
Fox Glacier	Rateable Units	33	53	79	62	226.042		
	Each	246	246	327	658			
	Revenue	8,127	13,003	25,673	40,643		87,446	76,040
Bruce Bay	Rateable Units	0	62	0	2	64		
	Each	6	6	6	6			
	Revenue	0	372	0	12		384	334
Haast	Rateable Units	197	225	77	29	528.37		
	Each	148	149	148	148			
	Revenue	29,208	33,433	11,471	4,300		78,412	68,184
<b>Total Community Rates</b>	<b>Rateable Units</b>	<b>1,307</b>	<b>1,358</b>	<b>2,506</b>	<b>458</b>	<b>5628.4821</b>		
	<b>Revenue</b>	<b>389,567</b>	<b>392,016</b>	<b>1,138,217</b>	<b>354,060</b>		<b>2,273,860</b>	<b>1,977,269</b>



## Other targeted rates

Rate	Factor	Unit Amounts				Totals	
		\$	\$	\$	\$	Units	Revenue
							Inc GST \$ Ex GST \$
<b><i>Refuse Collection Rates</i></b>							
Hokitika Refuse Collection	Per bin			285		1,600	456,555 397,004
Rural Refuse Collection	Per bin			285		1,471	419,745 364,996
<b>Total Refuse Collection Rates</b>						<b>3,071</b>	<b>876,300 762,000</b>
<b><i>Water Supply Rates</i></b>		<u>Connected non commercial</u>	<u>Connected Commercial</u>	<u>Unconnected</u>			
Untreated Water	Each	282	487	141		34 / 0 / 2	
Treated Water	Each	374	657	187		2358 / 247 / 245	1,100,809
Hannah's Clearing Capital	Each				575	10	5,750
Hokitika Milk Treatment Plant Fixed Water Rate					3,049,800	1	3,049,800
Metered Water Rates	Volumetric						586,500
<b>Total Water Supply Rates</b>							<b>4,742,859 4,124,225</b>
<b><i>Sewerage Rates</i></b>							
Connected	Each			379		3,777	1,430,429
Unconnected	Each			189		182	34,468
<u>Total</u>							<b>1,464,898</b>
Kaniere Sewerage Capital	Each			417		55	22,935
<b>Total Sewerage Rates</b>							<b>1,487,833 1,293,767</b>

Rate	Factor	Unit Amounts \$				Units	Revenue	
<b>Kokatahi / Kowhitirangi Community Rate</b>							Inc GST \$	Ex GST \$
Land Value	Per \$ Value				0.0001	201,099,750	20,416	
Uniform Basis	Rateable Units				117	174	20,371	
<b>Total Kokatahi / Kowhitirangi Community Rates</b>							<b>40,787</b>	<b>35,467</b>
<b>Hokitika Area Promotions Rate</b>	Rateable Units				206	218	<b>44,850</b>	<b>39,000</b>
<b>Tourism Promotions Rates</b>								
Non Commercial	Each				12	5,246	60,549	52,651
Commercial within Capital Value Range:		<u>Over \$10 million</u>	<u>\$3 - 10 million</u>	<u>\$1 - 3 million</u>	<u>\$0 - 1 million</u>			
	Units	5	13	70	380	469		
	Each	7,604	3,802	1,532	763			
	Revenue	38,022	49,429	107,860	290,226		485,537	422,206
<b>Total Tourism Promotions Rates</b>							<b>546,086</b>	<b>474,858</b>
<b>Total Other Targeted Rates</b>							<b>7,738,714</b>	<b>6,729,317</b>
<b>Total Rates</b>							<b>18,778,427</b>	<b>16,329,067</b>

- These rates are indicative and up to the rates resolution these rates will be subject to change due to amendments of the rating information database.

## RATES SAMPLES FOR THE YEAR ENDED 30 JUNE 2020

Sector	Community	Capital Value 2019	Actual Rates 2018/2019	Draft AP Rates 2019/2020	Value Change from 2018/19	Percentage Change from 2018/19
			\$	\$	\$	%
Commercial	Fox Glacier	720,000	4,925	5,321	396	8.04%
Commercial	Franz Josef	1,100,000	15,436	14,887	548	-3.55%
Commercial	Haast	1,290,000	5,652	6,745	1,092	19.33%
Commercial	Hari Hari	225,000	2,804	3,019	215	7.67%
Commercial	Hokitika	480,000	4,618	4,956	338	7.33%
Commercial	Kumara	165,000	2,477	3,097	620	25.05%
Commercial	Ross	119,000	1,837	1,725	- 112	-6.09%
Commercial	Whataroa	240,000	2,163	2,476	313	14.48%
Residential	Fox Glacier	140,000	1,688	1,663	24	-1.44%
Residential	Franz Josef	375,000	2,436	2,408	28	-1.14%
Residential	Haast	240,000	2,024	2,030	5	0.26%
Residential	Hari Hari	108,000	1,281	1,315	34	2.69%
Residential	Hokitika	350,000	2,887	2,901	13	0.46%
Residential	Kumara	132,000	1,592	1,729	137	8.58%
Residential	Ross	180,000	2,118	2,068	50	-2.35%
Residential	Whataroa	94,000	1,452	1,448	4	-0.30%
Rural	Fox Glacier	130,000	1,144	1,189	44	3.88%
Rural	Franz Josef	65,000	1,037	1,058	21	2.05%
Rural	Haast	65,000	898	981	83	9.21%

<b>Rural</b>	Hari Hari	2,100,000	4,091	4,641	551	13.46%
<b>Rural</b>	Hokitika	430,000	1,804	2,024	219	12.15%
<b>Rural</b>	Kumara	9,500	816	862	46	5.70%
<b>Rural</b>	Ross	555,000	1,928	2,039	111	5.75%
<b>Rural</b>	Whataroa	1,050,000	2,270	2,619	349	15.36%
<b>Rural Residential</b>	Bruce Bay	190,000	1,163	964	199	-17.13%
<b>Rural Residential</b>	Fox Glacier	86,000	1,054	1,079	25	2.35%
<b>Rural Residential</b>	Franz Josef	300,000	1,260	1,327	67	5.33%
<b>Rural Residential</b>	Haast	250,000	1,071	1,189	118	11.00%
<b>Rural Residential</b>	Hari Hari	94,000	900	970	70	7.78%
<b>Rural Residential</b>	Hokitika	445,000	1,847	1,990	143	7.74%
<b>Rural Residential</b>	Kumara	160,000	1,247	1,334	87	6.95%
<b>Rural Residential</b>	Ross	580,000	2,039	2,124	86	4.21%
<b>Rural Residential</b>	Whataroa	265,000	1,162	1,250	88	7.61%

# WHOLE OF COUNCIL PROSPECTIVE FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2020

PROSPECTIVE FUNDING IMPACT STATEMENT			
	Annual Plan 2018/19	Long Term Plan 2019/20	Annual Plan 2019/2020
<b>(SURPLUS) / DEFICIT OF OPERATING FUNDING</b>			
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	\$6,926	\$7,261	\$9,798
Targeted Rates	\$8,780	\$9,030	\$6,669
Subsidies and grants for operating purposes	\$1,943	\$1,995	\$2,078
Fees and charges	\$1,840	\$1,885	\$2,171
Interest and dividends from investments	\$699	\$619	\$602
Local authorities fuel tax, fines, infringement fees, and other receipts	\$510	\$513	\$502
<b>Total Operating Funding (A)</b>	<b>\$20,698</b>	<b>\$21,303</b>	<b>\$21,820</b>
Applications of Operating Funding			
Payments to staff and suppliers	\$15,083	\$15,117	\$15,956
Finance Costs	\$757	\$797	\$740
Other operating funding applications	\$0	\$0	\$0
<b>Total Applications of Operating Funding (B)</b>	<b>\$15,840</b>	<b>\$15,914</b>	<b>\$16,696</b>
<b>Surplus/(Deficit) of Operating Funding (A - B)</b>	<b>\$4,858</b>	<b>\$5,389</b>	<b>\$5,124</b>
<b>(SURPLUS) / DEFICIT OF CAPITAL FUNDING</b>			
Sources of Capital Funding			
Subsidies and grants for capital expenditure	\$3,754	\$1,798	\$2,259
Development and financial contributions	\$93	\$95	\$0
Increase (decrease) in debt	\$1,044	\$864	\$3,893
Gross proceeds from sale of assets	\$0	\$0	\$0
Lump sum contributions	\$0	\$0	\$0
Other dedicated capital funding	\$0	\$0	\$0
<b>Total Sources of Capital Funding (C)</b>	<b>\$4,891</b>	<b>\$2,757</b>	<b>\$6,152</b>
Application of Capital Funding			
Capital Expenditure:			
- to meet additional demand	\$39	\$31	\$41
- to improve the level of service	\$4,829	\$2,732	\$642
- to replace existing assets	\$4,174	\$4,405	\$4,620
Increase (decrease) in reserves	\$707	\$979	\$5,973
Increase (decrease) of investments	\$0	\$0	\$0
<b>Total Applications of Capital Funding (D)</b>	<b>\$9,749</b>	<b>\$8,146</b>	<b>\$11,276</b>
<b>Surplus/(Deficit) of Capital Funding (C - D)</b>	<b>(\$4,857)</b>	<b>(\$5,389)</b>	<b>(\$5,124)</b>
<b>Funding Balance ((A - B) + (C - D))</b>	<b>\$0</b>	<b>(\$0)</b>	<b>(\$0)</b>

## Annual Plan Disclosure Statement for the year ending 30 June 2020

### What is the purpose of this 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 the regulations for more information, including definitions of some of the terms used in this statement.

Benchmark		Planned	Met
Rates (income) affordability benchmark	\$19,772,376	\$16,467,000	Yes
Rates (increase) affordability benchmark	5%	4.85%	Yes
Debt affordability benchmark	\$61,741	\$24,339	Yes
Balanced budget benchmark	100%	104%	Yes
Essential services benchmark	100%	165%	Yes
Debt servicing benchmark	10%	3.1%	Yes

### Notes

#### 1 RATES (INCOME) AFFORDABILITY BENCHMARK

For this benchmark, the council's planned rates income for the year is compared with a quantified limit on rates contained in the financial strategy included in the council's long-term plan. The council meets the rates (income) affordability benchmark if its planned rates income for the year equals or is less than each quantified limit on rates

#### 2 RATES (INCREASE) AFFORDABILITY BENCHMARK

For this benchmark, the council's planned rates increases for the year are compared with a quantified limit on rates increases for the year contained in the financial strategy included in the council's long-term plan. The council meets the rates affordability benchmark if it's planned rates increases for the year equal or are less than each quantified limit on rates increases.

#### 3 DEBT AFFORDABILITY BENCHMARK

For this benchmark, the council's planned borrowing is compared with a quantified limit on borrowing contained in the financial strategy included in the council's long-term plan. The council meets the debt affordability benchmark if its planned borrowing is within each quantified limit on borrowing.

#### 4 BALANCED BUDGET BENCHMARK

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

#### 5 ESSENTIAL SERVICES BENCHMARK

For this benchmark, the council's planned capital expenditure on network services is presented as a proportion of expected depreciation on network services. The council meets the essential services benchmark if its planned capital expenditure on network services equals or is greater than expected depreciation on network services.

## 6 DEBT SERVICING BENCHMARK

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). 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.

DRAFT

## Reserve Funds

### Council Created Reserves

Reserve	Purpose of each reserve fund	Balance 1 July 2020	Transfers into fund	Transfers out of fund	Balance 30 June 2019
		\$000	\$000	\$000	\$000
Kumara Township fund	Township funding for the purpose of community related projects	0	14	(14)	0
HariHari township	Township funding for the purpose of community related projects	0	14	(14)	0
Whataroa township	Township funding for the purpose of community related projects	0	14	(14)	0
Ross township	Township funding for the purpose of community related projects	0	14	(14)	0
Haast township	Township funding for the purpose of community related projects	0	14	(14)	0
Franz township	Township funding for the purpose of community related projects	0	35	(35)	0
Fox township	Township funding for the purpose of community related projects	0	35	(35)	0
Kokatahi community fund	Township funding for the purpose of community related projects	0	8	(8)	0
Foreshore	Foreshore Protection for groin replacement on the foreshore.	20	0	0	20
Glacier country promotions	Targeted rates collected from Glacier Country to provide funding for marketing projects.	0	65	(65)	0
Prestons bush	Mr Preston donated the reserve to Council. This fund was for the community to beautify the bush with tracks and interpretation boards.	10	0	0	10
HariHari community complex	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.)	79	0	0	79
Guy Menzies trust	Surplus from Guy Menzies Day Event.	1	0	0	1
Emergency contingency fund	Rates collected to support Westland in a Civil Defence emergency.	52	0	0	52
Transport renewals	For funding the renewal of roads and bridges.	916	1,064	(1,228)	751
Water renewal	For funding the renewal of water supplies networks	2,792	927	(933)	2,786
Waste water renewal	For funding the renewal of sewerage and sewage networks	2,286	615	(106)	2,795
Stormwater renewal	For funding the renewal of stormwater systems	594	242	(36)	800
Solid Waste renewal	For funding the renewal of Refuse transfer Stations and landfills.	0	0	0	0
Parks and Reserves renewals	For funding Parks, Reserves, Public Toilets, Ross Pool and Cemeteries Asset Renewal	144	239	(21)	362
Building renewals	For renewal of all Council operational buildings.	594	420	(214)	800
Administration renewals	For renewal of office equipment, furniture, technical equipment, vehicles and technology	249	188	(238)	199
Library renewals	To replace library books	183	83	(58)	209
<b>Total Council created reserves</b>		<b>7,920</b>	<b>3,991</b>	<b>(3,046)</b>	<b>8,865</b>



## Restricted Reserves

Reserve	Purpose of each reserve fund	Balance 1 July 2020 \$000	Transfers into fund \$000	Transfers out of fund \$000	Balance 30 June 2019 \$000
Off street Parking	Collected from developments in town to pay for off-street parking. Imposed by RMA/District Plan	33	-	-	33
Reserve Development	Monies collected from developments. Imposed by RMA/District Plan	672	40	-	712
Museum Assistance Fund	Originally the Museum Bequest Fund (\$8,458) & Carnegie Furnishings (\$3,929)	21	-	-	21
Kumara Endowment Fund	Proceeds from sale of Endowment land. Our brief research has not identified the specific terms of the endowment.	357	-	-	357
Euphemia Brown Bequest	Interest earned on funds administered by Public Trust Offices for the estates of Euphemia & William E Brown.	24	-	-	24
Mayoral Relief Funds	Contributions from James & Margaret Isdell Trust; Coulston Herbert Trust;	17	-	(1)	16
Three Mile Domain	To fund three mile domain costs.	210	-	-	210
Ross Endowment Land	Various endowment land parcels in Ross sold over time.	68	-	-	68
Big Brothers Big Sisters	Grant funding Received	(1)	-	-	(1)
Community Patrol	Grant funding Received	(0)	-	-	(0)
Graffiti	Grant funding Received	6	-	-	6
Taxi Chits	Grant funding Received	(4)	-	-	(4)
Hokitika War Memorial	Contributions from RSA parking lease	0	-	-	0
Haast Reserve	proceeds from the sale of Haast reserve land, 50% Civil Defence for Haast, 50% Haast Community	376	-	-	376
<b>Total Restricted Reserves</b>		<b>1,778</b>	<b>40</b>	<b>(1)</b>	<b>1,817</b>
<b>Total reserves</b>		<b>9,698</b>	<b>4,031</b>	<b>(3,047)</b>	<b>10,682</b>

## Fees and charges 2019/20

All Fees and Charges are GST inclusive unless otherwise stated

<b>Corporate Service charges</b>	
<b>Customer enquiries</b>	
First 30 minutes of staff costs, after that pro-rata \$55/hour	
<b>Black &amp; White Photocopying</b>	
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
<b>Colour Photocopying</b>	
Single Sided - A4	\$2.60
Single Sided - A3	\$4.10
Double Sided - A4	\$3.60
Double Sided - A3	\$5.10
<b>Laminating</b>	
A4 - Per Page	\$3.10
A3 - Per Page	\$4.10
<b>Binding</b>	
Small - less than 100 pages	\$4.10
Large - more than 100 pages	\$6.10
<b>Scanning and scanning to email</b>	
Large scale format scanning	\$3.00 per scan

Document scanning via photocopy machine	\$1.00 per scan
<b>Requests under the Local Government Official Information and Meetings Act (LGOIMA)</b>	
First hour of staff costs	Free
First 20 black and white copies	Free
Additional time	\$38 per ½ hour
Black and white copies in excess of 20 pages	\$0.20
Other costs – recovery	Actual cost
<b>Other charges as per fees and charges schedule</b>	

<b>Financial Services</b>	
Rates settlement refund processing fee	\$28.75

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

<b>Westland Library</b>	
Overdue Charges - per day (Adults)	\$0.30 (Max \$9.00)
Referral to Credit Recoveries – Administration fee	\$15.00
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 -	\$20 per card per month
Subscription charges –	\$25 for 3 Months \$50 for 6 Months
No subscription charges for residents of Westland, Buller, Grey or Selwyn Districts.	
No subscription charge is made for exchange students staying with families in the District for six months or more	
Interlibrary loans (per item)	\$8.00 - \$22.00
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
<b>Room Hire</b> Available during library opening hours	
History Room	\$10 per hour
Digital Learning Centre	\$20 per hour \$30 for 4 hour block \$50 for 8 hour block

Hokitika Museum	
<b>Admission fee</b>	
<b>Westland residents</b>	Free
Adult visitors	\$6.00
School age visitors (5 years - 18 years)(	\$3.00
Visitors under 5 years	Free
<b>Research</b>	
In person enquiry first half hour	\$5.00
Additional hours thereafter	\$30 per half hour
Written research service (per hour)	\$60.00

Minimum charge	\$30.00
Special project research	By negotiation
Postage/packing	At cost
<b>Photographs</b>	
Photographic prints	A5: \$15.00 A4: \$20.00
Laser copy on card	A5/A4: \$8.00 A3: \$12.00
Digital image – 1-2MB jpg	\$20.00
Digital image – High resolution TIF	\$40.00
Flash drive for supply of digital images	\$10 per 4GB flash drive No extra charges beyond image charges above
<b>Photocopies</b>	
Photocopying- Black and white A4 and A3	Refer to charges as set out in Corporate Services Charges
Reproduction fees (The following charges are for reproduction of Museum items for the purposes below, and are additional to the above charges)	
Books / publications (including internet and other digital publications)	\$20 per item
Greeting cards / Postcards / Advertising /Display / Publicity	\$100 per item
Full reproduction and reprint of items from the museum collection, including books, manuscripts, fine art or other material	5% of the recommended retail price of entire print run
Motion pictures, TV, videos (excluding for TV news items)	\$22.50
Filming in museum under supervision (per hour or part thereof)	\$75.00

Reproduction charges for the purposes of news media, newspaper articles and news broadcasts	No fee
Reproduction charges for the purpose of family histories	Negotiable
<b>Venue Hire</b>	
Carnegie Gallery Hire (per week)	\$60.00
Commission on sales	20%
Staff supervision outside normal hours	\$60.00 per hour

<b>Sports field charges</b>	
<b>Cass Square (season hire)</b>	
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
<b>Cass Square (casual use)</b>	
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

<b>Cemetery Charges</b>	
<b>Hokitika</b>	
New grave (includes plot, interment and maintenance in perpetuity)	\$1,703.00
Ashes: plot purchase and interment (includes plot in Ashes Garden area and opening of plot)	\$477.00
Pre-purchase new Plot	\$1,299.00
Dig Grave site to extra depth	\$124.00
Interment on Saturday, Sunday or Public Holiday	\$269.00
Additional Cost to excavate grave on Saturday, Sunday or Public Holiday	\$349.00
Reopen a grave site	\$683.00
Intern Ashes in an existing grave	\$139.00
New grave in RSA area	\$644.00
Reopen a grave in the RSA Area	\$644.00
Intern a child under 12 in Lawn Area	\$1,703.00
Intern a child under 12 in children's section	\$387.00
Intern a child under 18 months in the children's section	\$181.00
Research of cemetery records for family trees per hour (one hour minimum charge)	\$35.00
Muslim boards	At cost
<b>Ross and Kumara</b>	
New grave (includes plot, interment and maintenance in perpetuity)	\$1703.00
Inter a child under 18 months in a new grave	\$451.00
Pre-purchase new plot	\$1299.00
Bury Ashes (including registration)	\$387.00
Reopen a grave site	\$683.00
Research of cemetery records for family trees per hour (one hour 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)	\$100.00

Animal Control	
Dog control	
Standard Registration	
Registration Fee: Hokitika and Kanieri township (urban)	\$74.00
Registration Fee: Other Areas	\$58.50
Responsible Owners	
Inspection fee (first year)	\$50.00
Registration Fee: all areas	\$50.00
Dangerous dogs	
Registration Fee: all areas	Standard registration fee plus 50%
Late Registration	
Registration Penalty –from 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
Second & third impounding will apply if occurring within 12 months of the first impounding date.	
Feeding per day	\$26.00
Call-out for Dog Reclaiming	\$78.00
Impounding Act	
Stock Control Callout Fees	\$225 per callout
Stock poundage and sustenance Fees	Cattle, horse, deer, mule: \$25/head/day  Sheep, goats, pigs, other animals: \$5/head/day

Health Act and Food Act	
Food Act 2014 – registration fee	\$200 (initial registration)  \$100 (renewal of registration)
Food Act 2014 – verification fee (audit)	\$200 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
Overdue Health Act Licences	50% penalty day after expiry date

LGA Activities	
Trading in Public Places (hawkers and mobile Shops)	
Full Year	\$500.00
1 October to 31 March only	\$350.00

Activities under other Legislation	
<b>Amusement Devices</b>	
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.	\$1.15
<b>Class 4 Gaming</b>	
Class 4 Gambling Venue	\$287.50

Resource Management	
NOTE: All fees and charges below are non-refundable, 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.	
Printed copy of the District Plan	\$200
Public enquiries (including pre-application meetings) that exceed 30 minutes of staff input	\$160 per hour
Preparation and change to the District Plan (deposit)	\$7,5000
<b>Land Use</b>	

Consent for single Rural Dwelling	\$800
Vegetation Clearance	\$1000
Mining Consents	\$1000
Commercial Activity	\$1000
Land use activities (not listed elsewhere)	\$1000
Limited (where more than one party) or Public Notification of resource consents (in addition to deposit)	\$1000
Hearing	\$5000
<b>Subdivision</b>	
Subdivisions 2-5 lots	\$900
Subdivision 2 -5 lots with Land Use	\$1200
Subdivisions 6-10 lots	\$1,500
Subdivisions 6-10 lots with Land Use	\$2,000
Subdivisions 11+ lots	\$2,500
Subdivisions 11+ lots with Land Use	\$3,000
<b>General &amp; Certificates</b>	
Administration fee for every granted consent	\$150
Variations to Resource Consent	\$600
Certificates and Permitted Subdivision (Compliance, existing use, marginal and temporary, boundary activities): fixed fee	\$500
Extension of time (s125)	\$350
s223 Survey Plan Approval: fixed fee	\$150
s224 Approval fee	\$300 plus staff time if inspection required
s223 and s224 approval combined	\$400
Monitoring charges	\$160 per hour
Release of covenants	\$450
<b>Designations</b>	
Variations to Designations	\$1000
New Designations, Notices of Requirement and Heritage Orders	\$2000
Approval of outline plan	\$450
Consideration of waiving outline plan	\$400

Personnel time	
Planning staff processing time per hour for resource consent activities	\$160 per hour
Administration staff time per hour	\$125 per hour
Internal engineering services per hour which exceed 15 minutes	\$160 per hour
Independent hearing commissioner	At cost
Compliance	
Issue of abatement notice: fixed fee	\$500
Return of items seized pursuant to section 328 of the Resource Management Act 1991: fixed fee	\$500
Recreation contribution	
5% of the value of each new allotment or the value of 4,000m2 of each new allotment, whichever is the lesser. The minimum charge is \$1,000 per new allotment and the maximum charge is \$3,000 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 \$500	
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.	

Land information memoranda	
Land Information Memoranda – Residential Property	\$300.00
Land Information Memoranda – Commercial Property	\$500.00
Urgent residential only - within 48 hours	\$450.00
Hourly rate for time exceeding standard deposit	\$150.00
Certificate of Title or Instrument	\$15.00 each

Building Consent Activity	
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 may be available for any unused inspections.	
Deposit to Lodge BC application – non refundable	\$500 – residential \$1,000 commercial projects
Residential Housing	
Project Information Memorandum	\$75 Fee plus \$150 per hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent & processing – this is based on the complexity of the build. Council staff will be able to assist you on what category your building is.	Category Res 1 \$509 Res 2 \$663 Res 3 \$809 plus \$150 per hour processing (\$100 per hour for administrative staff)
Online processing charge	\$75 fee Plus 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$85.00
Inspection Fees	\$205.00 each
Code Compliance Certificate – this is based on the complexity of the build. Council staff will be able to assist you on what category your building is	Category Res 1 \$509 Res 2 \$663 Res 3 \$809 plus \$150 per hour (\$100 per hour for administrative staff)
Commercial/Industrial/Multi Unit Development	
Project Information Memorandum	\$125 Fee plus \$150 per hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00

Consent & processing – this is based on the complexity of the build. Council staff will be able to assist you on what category your building is.	Category Com 1 \$665 Com 2 \$809 Com 3 \$809 plus \$150 per hour processing (\$100 per hour for administrative staff)
Online processing charge	\$75 fee Plus 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$85.00
Inspection Fee	\$205.00 each
Code Compliance Certificate – this is based on the complexity of the build. Council staff will be able to assist you on what category your building is.	Category Com 1 \$665 Com 2 \$809 Com 3 \$809
<b>Accessory Buildings</b>	
Project Information Memorandum	\$75 Fee plus \$150 per hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent & processing	\$184.00 Fee plus \$150 per hour processing (\$100 per hour for administrative staff)
Online processing charge	\$75 fee Plus 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$85.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$61.00 Fee plus \$150.00 per hour (\$100 per hour for administrative staff)
<b>Minor Alterations/Renovations (&lt;\$30,000)</b>	

Project Information Memorandum	\$75 Fee plus \$150/hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent & processing	\$184.00 plus \$150 per hour processing (\$100 per hour for administrative staff)
Online processing charge	\$75 fee Plus 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$85.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$61.00 Fee plus \$150 per hour (\$100 per hour for administrative staff)
<b>Major Alterations/Renovations (&gt;\$30,000)</b>	
Project Information Memorandum	\$75 Fee plus \$150 per hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent & Processing – this is based on the complexity of the build. Council staff will be able to assist you on what category your building is.	Category Res 1 \$509 Res 2 \$663 Res 3 \$809 Category Com 1 \$665 Com 2 \$809 Com 3 \$809 plus \$150 per hour processing (\$100 per hour for administrative staff)
Online processing charge	\$75 fee Plus 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$85.00



Inspection Fee	\$205.00 each
Code Compliance Certificate – this is based on the complexity of the build. Council staff will be able to assist you on what category your building is	Category Res 1 \$509 Res 2 \$663 Res 3 \$809 Category Com 1 \$665 Com 2 \$809 Com 3 \$809 plus \$150 per hour (\$100 per hour for administrative staff)
<b>Free-standing Fire Places</b>	
Set fee, including one inspection	\$485
Additional Inspection Fees	\$205.00 each
<b>Drainage &amp; Plumbing - Public System</b>	
Project Information Memoranda	At cost \$150 per hour (\$100 per hour for administrative staff)
Consent & Processing	\$123.00 Fee plus \$150 per hour processing (\$100 per hour for administrative staff)
Online processing charge	\$75 fee Plus 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$85.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$51.00 Fee plus \$150 per hour (\$100 per hour for administrative staff)
<b>Drainage &amp; Plumbing – Stand Alone System</b>	
Project Information Memorandum	At cost \$150 per hour (\$100 per hour for administrative staff)
Consent & Processing	\$184.00 Fee plus \$150 per hour processing (\$100 per

	hour for administrative staff)
Online processing charge	\$75 fee Plus 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$85.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$51.00 Fee plus \$150 per hour (\$100 per hour for administrative staff)
<b>Temporary Buildings</b>	
Project Information Memorandum	\$150 per hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent & Processing	\$102.00 Fee Plus \$150.00 per hour processing (\$100 per hour for administrative staff)
Online processing charge	\$75 fee Plus 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$85.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$61.00 Fee plus \$150 per hour (\$100 per hour for administrative staff)
<b>Marquees Only</b>	
Consent & Processing	\$61.00 Fee plus \$150.00 per hour processing (\$100 per hour for administrative staff)
Online processing charge	\$75 fee

	Plus 0.065% for total value of work over \$125,000
BCA Accreditation Levy	\$85.00
Inspection Fee	\$205.00 each
<b>Reports</b>	
Monthly building consent reports	\$49.10
<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>Signs</b>	
Project Information Memorandum	At cost \$150/hour (\$100 per hour for administrative staff)
Compliance Check	\$61.00
Consent	\$123.00 Fee plus \$150 per hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$85.00
Inspection Fee	\$205.00 each
Code Compliance Certificate	\$31.00 Fee plus \$150 per hour (\$100 per hour for administrative staff)
<b>Other</b>	
Residential Swimming Pool compliance inspection	\$205.00
Swimming pool barrier consent fee	\$200
Variation to Building Consent	\$100 Fee plus \$150 per hour (\$100 per hour for administrative staff)

Building Consent Amendment	\$123.00 Fee plus \$150 per hour (\$100 per hour for administrative staff)  Plus 0.065% of estimated value of consented works in excess of \$125,000 (online processing charge).
Extension of time for exercise of building consent	\$123.00
Extension of time for obtaining CCC	\$123.00
Fee to reinstate a refused CCC	Category Res 1 \$509 Res 2 \$663 Res 3 \$809 Com 1 \$665 Com 2 \$809 Com 3 \$809
Building Consent Holding Fee (not uplifted within 10 working days)	\$72.00
BCA Accreditation Levy on consents, amendments, exemptions and COA's	\$85.00
Road Damage Deposit – Refundable deposit	\$716.00
<b>Building Research Levy</b>	
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 \$20,444 are exempt from this levy.	
<b>Building MBIE Levy</b>	
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 \$20,444 are exempt from this levy.	

<b>Independent Building Consent Authority (BCA)</b>	
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.	
<b>Demolition (if not exempt work under Schedule 1 of Building Act 2004)</b>	
Consent	\$123.00 Fee plus \$150 per Hour (\$100 per hour for administrative staff)
BCA Accreditation Levy	\$85.00
Inspection Fee (where necessary)	\$205.00 each
<b>Receiving and Checking Building Warrant of Fitness</b>	
On or before due date	\$90.00 Fee plus \$40 for 3 systems or less, plus \$15 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
<b>Application for PIM only</b>	
BCA Accreditation Levy	\$85.00
Residential	\$75.00 fee plus \$150/hour (\$100 per hour for administrative staff)
Commercial/Industrial	\$125.00 Fee plus \$150/hour (\$100 per hour for administrative staff)
Stock Underpass	Levies Only
Solar water heating installations	Consent fee \$184.00 Accreditation levy \$85.00 Inspections \$205.00 Plus any levies

Where any building charge is inadequate to enable the recovery of the actual and reasonable costs, a further charge may be payable.	
<b>Other Building Charges</b>	
Soakage Tests	\$205.00
Certificate of Acceptance	\$511.00 Fee plus \$150 per Hour (\$100 per hour for administrative staff)  Plus the applicable Building Consent Fee for the project - this includes consent, compliance check, inspections,, online processing fee, BCA accreditation levy, CCC  Plus 0.065% of estimated value of consented works in excess of \$125,000 (online processing charge).
Certificate of Public Use	\$256.00 First Fee \$512 Second Fee \$768 Third Fee plus \$150 per hour processing (\$100 per hour for administrative staff)
Compliance Schedules	\$286.00
Duplicate Compliance Schedules	\$143.00
Amendment to Compliance Schedule	\$92.00
Preparation of Certificates for Lodgement (s 75)	\$450 deposit plus \$150 per hour processing (\$100 per hour for administrative staff) – actual cost will be charge or refunded once known
Preparation of Sec 37 Certificate	\$153.00

Exemptions under Schedules 1 & 2	\$123.00 Fee plus \$150 per hour processing (\$100 per hour for administrative staff) plus accreditation levy plus any other additional fees
Discretionary exemptions	\$664.00 plus \$150/ per hour processing (\$100 per hour for administrative staff) plus accreditation levy plus any other additional fees
Notices to Fix	\$256 fee for first \$512 Fee for second \$768 Fee for third plus \$150/per hour processing (\$100 per hour for administrative staff)
Additional Inspections	\$205.00
Online processing charge	\$75 fee Plus 0.065% for total value of work over \$125,000.

Hokitika Swimming Pool	
Spectator	Free
Single Admission	
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
Concession Ticket - 10 Swims	
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
Season Ticket	
Adult	\$280.00
Senior Citizen (60+)	\$224.00
Child at school	\$168.00

Baches on Unformed Legal Road	
Annual Site Fee	\$2,050.00

District Assets	
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	
Trade Waste charges are levied separately according to waste volume and utilisation of sewerage system.	Minimum fee of \$1600 per annum
Dumping into sewerage system	\$500.00
Water Supply Annual Charges	
Hokitika / Kaniere Water Supply	Commercial metered supply per cubic metre \$1.80

The minimum charge for commercial or significant user metered water connections is the same as the commercial water rate.	
Council reserves the right to negotiate metered charges with significant users	
Treated Supplies—Rural Towns Fox Glacier / Franz Josef / Whataroa / Hari Hari	Commercial metered supply per cubic metre \$1.80

Elderly Housing 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 per hour
Not for Profit Organisations	Exempt

## WASTE MANAGEMENT

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 below 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.

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*	Free
*All glass will be accepted free of charge.	
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
*Take to Hokitika site. All glass accepted free of charge	
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	
Gas Bottle Disposal	\$10.00
Whiteware (Fridges must be degassed, per item)	\$10.00

Cost/risk rating	Fees category	Application fee \$ incl GST	Annual fee \$ incl 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
Tyres (Based on average weight of 7.5kg, per item)			\$3.50
Cars Prepared (Conditions apply, per item)			\$45.00
<b>Rubbish &amp; recycling receptacles</b>			
Replacement recycling bin 240 L			\$95.00
Replacement rubbish bin 120 L			\$85.00
Delivery fee for replacement bins			\$20.00

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 wet fish (per tonne)	\$23.00
Casual users landing crayfish (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: Destination Westland Limited (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.

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.

#### Special Licences

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 \$ incl 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

## Glossary of Terms

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### **Activity**

Services provided by, or on behalf of, Council, for example the library.

### **Activity / Asset Management Plan**

A plan for managing an activity ensuring that it has capacity to maintain service, there is a future strategy and work and future costs are planned for.

### **Activity Group**

Several activities grouped together. There are nine activity groups at Westland District Council.

### **Annual Plan**

The Annual Plan is produced in years 2 and 3 of the Long Term Plan. It includes the work programme for the year and financial statements and identify any amendments to the Long Term Plan for that year.

### **Annual Report**

An audited end of financial year report on the performance of Council against the objectives, policies, activities, performance measures, indicative costs, and sources of funds outlined in the Annual Plan and Long Term Plan. Any variances are explained.

### **Asset**

Something that the Council owns on behalf of the community, generally infrastructure.

### **Assumptions**

These are the underlying ideas made by Council that affects financial planning for Council activities.

### **Borrowing**

Raising of loans for capital items, such as water treatment.

### **Capital Expenditure**

Expenditure that will increase the value of Council's assets. Generally replacing an existing asset or building a new one.

### **Capital Value**

Value of land including any improvements.

### **Community**

Everyone who lives and works in Westland District.

### **Consultation**

The dialogue held before decision-making. An exchange of information, points of view and options for decisions between affected people and decision makers.

### **Consultation Document**

A document used to consult on issues. It may contain options and preferred options.

### **Cost of Services**

Relate to a specific activity. This includes the direct and indirect costs that have been allocated to the activity. Indirect costs include interest on public debt, cost of support services and depreciation allowances.

### **Council Controlled Organisation (CCO)**

Defined by s 6 of the Local Government Act. An organisation in which one or more local authorities:

- 50 percent or more shareholding
- 50 percent or more voting rights; or
- Right to appoint 50 percent or more of the directors.

### **Depreciation**

The wearing out, consumption or loss of value of an asset over time.

### **Financial Strategy**

Required under s 101A of the Local Government Act. Council's financial direction, including information around revenue, expenditure, rating, debt and investments.

### **Financial Year**

Runs from 1 July to 30 June of the following year.

### **General Rate**

A rate levied across all properties in a district for activities that benefit the whole district.

### **Income**

Includes fees and licences charged for Council services and contributions by outside parties.

### **Infrastructure**

The assets that provide essential services.

### **Infrastructure Strategy**

Under s 101B of the Local Government Act. A 30 year strategy that at minimum covers roading and footpaths, sewer, stormwater, flood control and water supply.

### **Land Value**

Value of land, excluding any improvements.

### **Levels of Service**

The standard to which Council commits to provide services.

### **Local Government Act 2002**

The legislations that defines the powers and responsibilities of local authorities.

### **Long Term Plan (LTP)**

The ten year plan setting out Council's strategic framework, work programme, performance framework, funding approach and budgets for the next ten years.

### **Operating Expenditure**

Day-to-day spending on expenses such as salaries, utilities and rentals.

### **Operating Revenue**

Money received by way of grants or assistance for provision of particular services, and income generated through activities such as permits and fees.



**Operating Surplus/(Deficit)**

Accounting terms meaning greater income than expenditure, and greater expenditure than income respectively. This is inclusive of non-cash items such as income and expenditure owing but not paid (debtors and creditors) and depreciation.

**Performance Measures**

Measures used to assess if the Council is achieving objectives set in the Long Term Plan.

**Rates**

Funds collected from levies on property. Based on the land value of the property. Can include Uniform Annual General Charges and Targeted Rates.

**Revenue and Financing Policy**

Describes how the Council's work will be paid for and how funds will be gathered.

**Significance**

The degree of importance of an issue, proposal, decision or matter, as assessed by the local authority.

**Significance and Engagement Policy**

A policy adopted by Council that enables Council and communities to identify the degree of significance attached to particular issues, proposals, assets, decisions and activities. Describes how and when communities can expect to be engaged in decisions that Council is making.

**Solid Waste**

Waste products that are not liquid or gas, for example, general household rubbish.

**Statement of Cash Flows**

The cash effect of transactions. Broken down into operating, investing and financial activities.

**Statement of Comprehensive Revenue and Expense**

Also known as the Profit and Loss Statement, Income Statement or Operating Statement. Shows the financial results of Council activities at the end of each period, either as surplus or deficit. Does not include asset purchases or disposals.

**Statement of Financial Position**

Also known as the Balance Sheet. The financial state of affairs at a particular time.

**Stormwater**

Water that is discharged during rain and run-off from hard surfaces.

**Subsidies**

Amounts received from other agencies for the provision of services.

**Targeted Rates**

A rate that is for users of a specific service, rather than a general rate. For example, water use.

**Transfer to/from Reserves**

Transfer of funds to reserves are generally surpluses on operations. Transfers from reserves assist to fund capital expenditure.

**Uniform Annual General Charge (UAGC)**

A portion of the general rate collected for each property. All properties receive equal benefit for services regardless of the rateable value. For example, libraries.

**User Charges**

Charges levied for the use of Council services, for example Building Consent fees.

**Wastewater**

Waste products from homes and businesses.

**Working Capital**

Net current assets held in cash or readily converted to cash, less liabilities due for payment within a year. This is indicative of Council's abilities to meet its obligations as they become due.