



**STRATFORD  
DISTRICT COUNCIL**

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Our reference:

7 April 2020

### MEETINGS OF COUNCIL

Notice is hereby given that a **Policy & Services Committee** meeting will be held on Tuesday 14 April 2020 at **3pm** to be followed by the **Ordinary** meeting of Council at **4pm**. Both meetings will be held remotely under COVID-19 Level 4 requirements.

#### Timetable for 14 April 2020 as follows:

3pm	Policy & Services Committee meeting considering submissions to the Waste Water & Solid Waste Bylaws
4pm	Ordinary Meeting of Council

Yours faithfully



Sven Hanne  
**CHIEF EXECUTIVE**

## 2020 - Agenda - Ordinary - April (14/04/2020)

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**ORDINARY MEETING OF COUNCIL**  
**TUESDAY 14 APRIL 2020 AT 4.00 PM**

**A G E N D A**

1. **WELCOME**
2. **APOLOGIES**
3. **ANNOUNCEMENTS**
4. **DECLARATIONS OF MEMBERS INTEREST**  
Elected members to declare any real or perceived conflicts of interest relating to items on this agenda.
5. **ATTENDANCE SCHEDULE**  
Attendance schedule for Ordinary and Extraordinary Council meetings.
6. **CONFIRMATION OF MINUTES**
  - 6.1 **Ordinary Meeting – 10 March 2020**  
D20/5389 (Pages 7-11)

**RECOMMENDATION**

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 10 March 2020 be confirmed as a true and accurate record.

\_\_\_\_\_/\_\_\_\_\_  
Moved/Seconded

7. **DECISION REPORT – APPROVAL FOR RELEASE OF DRAFT ANNUAL PLAN 2020/21 FOR PUBLIC FEEDBACK**

D20/4350

(Pages 12-141)

**RECOMMENDATIONS**

1. THAT the report be received.
2. THAT the following options for the rates requirement for the financial year ended 30 June 2021 be considered:

**Option One:**

Rates increase of 5.72%, as per Year 3 of the Long Term Plan 2018-28, and detailed in the draft Annual Plan 2020/21 attached to this report.

**Option Two:**

Rates increase of 4.90%, removing \$119,000 from Option One above.

**Option Three:**

Rates increase of 3.86%, removing \$218,596 from Option One above.

**Option Four:**

Rates increase of 0%, removing \$706,642 from Option One above.

3. THAT the draft Annual Plan 2020/21, with the preferred rates increase option above as decided on by elected members, be released for public feedback and is brought back to the May Policy and Services Committee meeting for deliberations and adoption.

**RECOMMENDED REASON**

Council is required to adopt an Annual Plan, pursuant to Section 95 of the Local Government Act 2002 (“the Act”), before the commencement of the year to which it relates - by 30 June 2020, and prior to setting the rates for the financial year.

\_\_\_\_\_  
/\_\_\_\_\_  
Moved/Seconded

8. **DECISION REPORT – FARM AND AERODROME COMMITTEE – TERMS OF REFERENCE**

D20/4471

(Pages 142-149)

**RECOMMENDATIONS**

1. THAT the report be received, and the attached proposed Terms of Reference for the Farm and Aerodrome Committee be adopted.
2. THAT the members of the Farm and Aerodrome Committee are to be appointed by the Mayor.
3. THAT the first meeting date and time for the Farm and Aerodrome Committee be set.

**Recommended Reason**

The Mayor announced after the 2019 local government election that a new Farm and Aerodrome Committee will be established to provide governance oversight, and recommendations to Council, on the combined activities of the Farm and Aerodrome. The recommendations above support the implementation of the Committee.

\_\_\_\_\_  
Moved/Seconded

9. **DECISION REPORT – SWIMMING POOL DEVELOPMENT LOCATION**

D20/3457

(Pages 150-164)

**RECOMMENDATIONS**

1. THAT the report be received.
2. THAT following consideration of the four options for the location of the new swimming pool facility, Council adopt Option 2 being the co-location with the TET MultiSports Centre.

**Recommended Reason**

A decision on the location of the new build of the Stratford swimming pool facility must be made to enable the project to move forward and for detailed plans to be completed. While the capital cost of option 2 to co-locate with the TET MultiSports Centre is higher than the three other options, the operational benefits and synergies that are gained from this co-location make it a better long term location.

\_\_\_\_\_  
Moved/Seconded

9. **DISTRICT MAYOR'S REPORT**

D20/6115 (Pages 165-170)

**RECOMMENDATIONS**

1. THAT the District Mayor's report be received.
2. THAT Deborah Clough be confirmed as a Council appointed Trustee to the Percy Thompson Trust.
3. THAT Councillors Grant Boyde, Vaughan Jones and Peter Dalziel be confirmed as appointees to the Council's Farm and Aerodrome Committee. Councillor Boyde is appointed as Chairman of this Committee.

\_\_\_\_\_/\_\_\_\_\_  
Moved/Seconded

10. **QUESTIONS**

\*\*\*\*\*

5. Attendance schedule for 2019-2020 Ordinary and Extraordinary Council meetings.

<b>Date</b>	<b><u>29/10/19</u></b>	<b><u>12/11/19</u></b>	<b><u>10/12/19</u></b>	<b><u>11/02/20</u></b>	<b><u>10/03/20</u></b>	<b><u>14/04/20</u></b>	<b><u>12/05/20</u></b>	<b><u>09/06/20</u></b>	<b><u>14/07/20</u></b>	<b><u>11/08/20</u></b>	<b><u>08/09/20</u></b>	<b><u>13/10/20</u></b>	<b><u>10/11/20</u></b>
<b>Meeting</b>	<b>I</b>	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>	<b>O</b>
Neil Volzke	✓	✓	✓	✓	✓								
Grant Boyde	✓	✓	✓	✓	✓								
Rick Coplestone	✓	✓	✓	✓	✓								
Peter Dalziel	✓	✓	✓	✓	✓								
Jono Erwood	✓	✓	✓	✓	✓								
Amanda Harris	✓	✓	✓	✓	✓								
Alan Jamieson	✓	✓	✓	A	✓								
Vaughan Jones	✓	✓	✓	✓	✓								
Min McKay	✓	✓	✓	✓	✓								
John Sandford	✓	✓	✓	✓	✓								
Gloria Webby	✓	✓	✓	✓	✓								

<b>Key</b>	
<b>O</b>	<b>Ordinary Meeting</b>
<b>E</b>	<b>Extraordinary Meeting</b>
<b>I</b>	<b>Inaugural Meeting</b>
<b>✓</b>	<b>Attended</b>
<b>A</b>	<b>Apology/Leave of Absence</b>
<b>AB</b>	<b>Absent</b>
<b>S</b>	<b>Sick</b>

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**MINUTES OF THE ORDINARY MEETING OF THE STRATFORD DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, STRATFORD DISTRICT COUNCIL ON TUESDAY 10 MARCH 2020 AT 4 PM**

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**PRESENT**

The District Mayor N C Volzke (the Chairman), the Deputy Mayor A L Jamieson, Councillors G W Boyde, R W Coplestone, P S Dalziel, J M S Erwood, A K Harris, V Jones, M McKay, W J Sandford and G M Webby.

**IN ATTENDANCE**

The Chief Executive – Mr S Hanne, the Director – Corporate Services – Mrs T Radich, the Director Assets – Mrs V Araba, the Director Environmental Services – Mr B Sutherland, the Director – Community Services the Executive Administration Officer – Ms R Vanstone, the Communications Manager – Ms G Gibson (*part meeting*), the Environmental Health Manager - Ms R Otter (*part meeting*) and three members of the media (Stratford Press and the Daily News).

1. **WELCOME**

The District Mayor welcomed the Chief Executive, Councillors, staff and members of the media. He advised elected members that a Taranaki Daily News photographer would take photos of council in session for the purpose of updating their stock of profile pictures.

The District Mayor reminded Councillors to familiarise themselves with the Health and Safety message included in the agenda.

2. **APOLOGIES**

There were no apologies.

3. **ANNOUNCEMENTS**

There were no announcements.

4. **DECLARATIONS OF MEMBERS INTEREST**

The District Mayor requested Councillors to declare any real or perceived conflicts of interest relating to items on this agenda.

Councillors were reminded that the monthly update for the declaration of member's interest would be circulated for them to update and sign.

In relation to today's agenda, elected members had no real or perceived conflicts of interest.

5. **ATTENDANCE SCHEDULE**

The Attendance Schedule for Ordinary and Extraordinary Council meetings was attached.



6. **CONFIRMATION OF MINUTES**

6.1 **Ordinary Meeting – 11 February 2020**  
D20/2424 (Pages 7-12)

**RECOMMENDATION**

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 11 February 2020 be confirmed as a true and accurate record.

ERWOOD/BOYDE  
Carried  
CL/20/12

6.1

6.2 **Policy and Services Meeting – 25 February 2020**  
D20/3404 (Pages 13-22)

**RECOMMENDATIONS**

1. THAT the unconfirmed minutes of the Policy and Services Meeting of Council held on Tuesday 25 February 2020 be received.

McKAY/DALZIEL  
Carried  
CL/20/13

2. THAT the recommendations in the minutes of the Policy and Services Meeting of Council held on Tuesday 25 February 2020 be adopted.

SANDFORD/WEBBY  
Carried  
CL/20/14

6.3 **Executive Committee Meeting – 5 December 2019 – Public Excluded**  
D20/2377 (Pages 23-24)

**RECOMMENDATION**

THAT the minutes of the Executive Committee Meeting of Council held on Thursday 5 December 2019, including the public excluded section, be confirmed as a true and accurate record.

SANDFORD/DALZIEL  
Carried  
CL/20/15

The District Mayor apologised to councillors that the executive minutes did not go to the February meeting of council for confirmation.

6.4 **Executive Committee Meeting – 11 February 2020 – Public Excluded**  
D20/2390 (Pages 25-27)

**RECOMMENDATION**

THAT the minutes of the Executive Committee Meeting of Council held on Tuesday 11 February 2020, including the public excluded section, be confirmed as a true and accurate record.

ERWOOD/DALZIEL  
Carried  
CL/20/16

6.1

7. **DECISION REPORT – RATES REMISSION POLICY**  
D20/3458 (Pages 30-44)

**RECOMMENDATIONS**

1. THAT the report be received.

JONES/McKAY  
Carried  
CL/20/17

2. THAT the changes to the Rates Remission Policy be approved to be released for public consultation as required under Section 102 of the Local Government Act 2002, giving effect to Section 82 of the Local Government Act 2002.

BOYDE/COPELSTONE  
Carried  
CL/20/18

The Director – Corporate Services noted the following points:

- This is the third time in the last year that this policy has been reviewed. Reviews ensure the fair and equitable application of rate remissions to the community and ratepayers and ensures a consistent approach with other rates remission policies.
- The proposed amendments provide for remission of rates for properties which meet specific conditions and criteria. The first is the remittance of certain rates where a residential building has been subject to fire and is uninhabitable. The second involves the rates remittance for abandoned land in order to reduce the administration costs of uncollectable rates. Thirdly, council proposes the removal of the Heritage Remission Policy, Land Protected for Conservation Purposes Policy, and Biodiversity Policy (indigenous vegetation, significant habitats of indigenous fauna and wetlands) and also on wastewater (sewerage) systems rates for educational establishments.
- The last three policies (as noted above) have had no applications for remissions for many years.
- Under the Heritage Remission Policy, three Stratford properties receive rates remissions.
- If approved today, the draft will go out for consultation for four weeks and the three ratepayers affected by the removal of the Heritage Remission Policy will be invited to make submissions. It is intended that this matter will be back before council within six weeks.

The District Mayor reminded councillors that the policy had been discussed in workshop and that those discussions were reflected in the draft policy. He also noted that the affected parties of the Heritage Remission Policy change would be advised of the submission process.

8. **DECISION REPORT – DOG CONTROL POLICY AND STATEMENT OF PROPOSAL**

D20/87

(Pages 45-63)

**RECOMMENDATIONS**

1. THAT the report be received.

ERWOOD/COPLESTONE  
Carried  
CL/20/19

2. THAT the *draft* Dog Control Policy 2020 be approved and released for public consultation.

McKAY/BOYDE  
Carried  
CL/20/20

The Manager Environmental Health noted the following points:

- Council would like to extend the consultation period noted in the Statement of Proposal from 20 April to 23 April allowing for the Easter holiday period, rural post and to comply with the legislated consulted requirements.
- As noted, Council is required to have a policy under legislation.
- The amendments to the policy include lifting the restriction of dogs in the CBD and Prospero Place and allowing for dogs on leash in those areas; the inclusion of registered dog breeders to the criteria for Select Ownership; and the inclusion of a map showing the defined dog exercise areas on leash and restricted areas.

Questions/Points of clarification:

- Councillor McKay in referring to the map, requested that the border lines be made more obvious prior to releasing for consultation.
- Councillor Jamieson suggested a change to wording under the select dog owner criteria reflecting any person whose unneutered dog/s is registered with New Zealand Dogs as a pedigree. This change clarifies that that an owner with an unneutered dog may not necessarily be a breeder.
- Councillor Harris noted that there was no reference to the western loop being a leashed area, as passed by this council late last year when the Parks and Reserves Bylaw was considered. Ms Otter made note of this addition for inclusion.
- Councillor Dalziel noted that not all offences as listed in the Dog Control Act were included in the policy. Ms Otter explained that while legislation overrides any bylaw or policy, adding that the list of offences should be removed from the policy altogether and reference made instead to the relevant schedule in the act. There were no objections to the suggested change.
- Councillor Jones added that it was disappointing to note that the Stratford Press had not included the lifting of the restrictions on Broadway and Prospero Place, in their last article. He hoped that this omission would not reflect in the number of submissions received.

*The Environmental Health Manager left the meeting at 4.22pm.*

9. **DISTRICT MAYOR'S REPORT**  
D20/3577 (Pages 62-69)

**RECOMMENDATION**

THAT the District Mayor's report be received.

VOLZKE/JAMIESON  
Carried  
CL/20/21

6.1

The District Mayor noted the following points:

- Essentially the business case for the 2019 Provincial Growth Fund ("PGF") application identified in excess of \$20 million worth of work for State Highway 43. A proportion of that included core work for completion by the New Zealand Transport Agency. This would have been part of the agency's work programme and may have taken a lot longer to complete. So, as well as the \$9.6 million from the PGF, an additional \$13.4 million in funding will be received in the coming months and over the next few years to comprehensively complete all of the work needed including culvert, bridge replacement, signage, crash barriers, passing areas etc.
- The racing industry bill submission is now part of the parliamentary process.
- Council volunteered the services of a member of staff, Mario Bestall, who worked in the civil defence operations unit in Southland following the floods which affected that part of the country.

Questions/Points of clarification:

- Councillor Boyde asked whether the Council and the Stratford Business Association had started to consider opportunities to capture the estimated additional 13,000 visitors per year who will travel on the sealed State Highway 43. Mayor Volzke responded that opportunities are well and truly entrenched in the Tapuae Roa Strategy with Stratford being the first and last opportunity for travellers to refuel.
- Councillor Boyde also asked whether Stratford would be involved in some of the outcomes of the various feasibility studies that dropped out of the PGF and Tapuae Roa? Mayor Volzke clarified that NZ First had assured that there would be future opportunities similar to those provided by the PGF.

10. **QUESTIONS**

There were no questions.

*The meeting closed at 4.30pm.*

N C Volzke  
**CHAIRMAN**

Confirmed this 14<sup>th</sup> day of April 2020.

N C Volzke  
**DISTRICT MAYOR**

# DECISION REPORT



**TO:** Council

F19/13/04 – D20/4350

**FROM:** Director – Corporate Services

**DATE:** 14 April 2020

**SUBJECT: APPROVAL FOR RELEASE OF DRAFT ANNUAL PLAN 2020/21 FOR PUBLIC FEEDBACK**

## RECOMMENDATIONS

1. THAT the report be received.
2. THAT the following options for the rates requirement for the financial year ended 30 June 2021 be considered:

### **Option One:**

Rates increase of 5.72%, as per Year 3 of the Long Term Plan 2018-28, and detailed in the draft Annual Plan 2020/21 attached to this report.

### **Option Two:**

Rates increase of 4.90%, removing \$119,000 from Option One above.

### **Option Three:**

Rates increase of 3.86%, removing \$218,596 from Option One above.

### **Option Four:**

Rates increase of 0%, removing \$706,642 from Option One above.

3. THAT the draft Annual Plan 2020/21, with the preferred rates increase option above as decided on by elected members, be released for public feedback and is brought back to the May Policy and Services Committee meeting for deliberations and adoption.

## RECOMMENDED REASON

Council is required to adopt an Annual Plan, pursuant to Section 95 of the Local Government Act 2002 (“the Act”), before the commencement of the year to which it relates - by 30 June 2020, and prior to setting the rates for the financial year.

\_\_\_\_\_  
Moved/Seconded

1. **PURPOSE OF REPORT**

The primary purpose of this report is to approve the release of the draft Annual Plan for the 2020/21 financial year to the community for feedback. Elected members must first decide on the level of total rates increase for the 2020/21 year.

2. **EXECUTIVE SUMMARY**

2.1 The original draft Annual Plan 2020/21 was in the agenda for the March 2020 Policy and Services Committee meeting, which was subsequently cancelled as the country prepared for Level 4 lockdown due to the Covid-19 pandemic.

2.2 The original draft was based on Year 3 of the Long Term Plan 2018–2028 (“LTP”), with amendments. The overall rates increase proposed did not differ from what was proposed in the LTP, remaining the same at 5.72 per cent. Although, within individual activity budgets some expenditure and revenue was adjusted to reflect future forecasts and updated assumptions.

2.3 However, in light of the country going into lockdown and the anticipated economic impacts that will flow on to Stratford District ratepayers from that, elected members requested that Council officers present council with various alternative options to the original option proposed in March 2020. Council officers were specifically tasked with finding opportunities to reduce the total rates requirement for the upcoming financial year in an attempt to alleviate the financial pressure on Stratford District ratepayers.

2.4 This report presents three additional options for elected members to consider.

3. **LOCAL GOVERNMENT ACT 2002 - SECTION 10**

How is this proposal applicable to the purpose of the Act?

- Is it for the provision of good quality local infrastructure? If so, why?; **OR**
- Is it for the performance of a good quality regulatory function? If so, why?;

**OR**

- Is it for the performance of a good quality local public service?

**AND**

- Is it in a way that is most cost-effective to businesses and households? If so, why?

**Good quality** means, infrastructure, services, and performance that are efficient and effective, and appropriate to present and anticipated future circumstances.

**Local public service** means, a service provided for the community which is for the benefit of the District.

3.1 The Annual Plan process requires Council to plan for the provision of infrastructure. It gives council officers the opportunity to relook at the non-financial performance measures that are set for the year in order to better manage Council performance in all areas including regulatory, and provision of a good

quality local public service. It also gives Council an opportunity in non-LTP years to reforecast costs and funding to ensure that Council delivers on its legislative requirements in the most cost-effective way for the Stratford District's ratepayers.

#### 4. **BACKGROUND**

- 4.1 The Council prepares an LTP every three years. An Annual Plan is prepared on the years in between to determine the projects, resourcing and budgets for the year. It focuses on any adjustments Council may wish to make in light of the previous year's financial performance, updated financial figures and assumptions, and market price increases. The purpose of the Annual Plan 2020/21 is to fine tune the costs and funding from what was originally proposed in the LTP 2018-28.
- 4.2 An internal budget exercise was undertaken with the Senior Leadership Team in January 2020 to identify any significant or material changes to Year 3 of the LTP. No significant changes between the LTP and the updated Annual Plan 2020/21 were identified at that time, although there were a number of minor changes made to the budget. The draft Annual Plan 2020/21 was put forward to elected members in a Council agenda for March 2020 Policy and Services Committee. The meeting was cancelled following the Government announcement of a nationwide lockdown due to Covid-19, and the report did not get publically considered by elected members.
- 4.3 This report draws on the original draft Annual Plan 2020/21 with an increase of 5.72 per cent as the recommended option. However, three alternative options are also being presented to elected members and are explained further in *Section 7.4 Options* below.

#### 5. **CONSULTATIVE PROCESS**

##### 5.1 **Public Consultation - Section 82**

Formal public consultation will only be required by legislation if the Council proposes a 0% rates increase, due to it involving a significant change in the level of service initially proposed in Year 3 of the LTP 2018-28.

For all other options, it is proposed that public feedback is sought over a three week period. Refer to the proposed public notice attached to this report.

Elected members may choose to formally consult. However, during the current lockdown period, it is likely that this will be limited to electronic and phone methods rather than public community forums and consultation meetings.

In 2014 amendments were made to the Local Government Act 2002 that were designed to reduce time and cost for councils by removing unnecessary duplication in consultation processes and in the preparation of information.

Consultation is not required if the Annual Plan “*does not include significant or material differences from the content of the long-term plan for the financial year to which the proposed annual plan relates*”. The changes to the Act:

- a) remove the requirement to prepare information that duplicates LTP, if that content is unchanged from the LTP, making proposed annual plans exceptions based documents; and
- b) remove the requirement to consult on an annual plan unless the differences from the LTP are significant or material, or if the Council chooses to.

Therefore there has to be something significantly or materially different from the LTP before the government expects the Council to formally consult on the Annual Plan.

**5.2 Māori Consultation - Section 81**

Māori groups and communities will be directly asked for feedback on the Annual Plan. This will be done by sending a copy of the draft Annual Plan and the statement of proposal to each iwi group in the Stratford District.

**6. RISK ANALYSIS**

- 6.1 There is a risk that should the Council not adopt an Annual Plan, then it is in breach of the Act. Failure to adopt an Annual Plan will mean that Council will be unable to assess rates for the financial year. Legal advice from Simpson Grierson is that an Annual Plan adopted after 30 June will still be a lawful Annual Plan. At this stage, it is expected that Council will be able to comply with legislative timeframes.

**7. DECISION MAKING PROCESS - SECTION 79**

**7.1 Direction**

	<b>Explain</b>
Is there a strong link to Council’s strategic direction, Long Term Plan/District Plan?	This Annual Plan is based on year 3 of the Long Term Plan 2018-28.
What relationship does it have to the community’s current and future needs for infrastructure, regulatory functions, or local public services?	The Annual Plan is the 2020/21 year of the Long Term Plan, and incorporates the requirements of the Asset Management Plans.

**7.2 Data**

The full Annual Plan 2020/21 document based on Option One is attached to this report.

Key Projects in the Annual Plan, and as per Year 3 of the LTP 2018-28, include:

- New Swimming Pool (\$15 million)
- Upgrade of War Memorial Centre for Civil Defence purposes (\$50,000)
- New Children’s Bike Park at Victoria Park (\$521,000)
- Stratford Discovery Trail (\$104,000)
- Yard upgrade and Calf Bay at Council Farm (\$75,000)
- Wastewater pipework capacity increase (\$105,000)



- Water Supply – new rider mains, water meters, and valves installed (\$586,000).

Following a review of the assumptions that the LTP Year 3 figures were based on, changes were made to Activity budgets to better reflect the current and anticipated outlook. Some of the bigger changes in the Annual Plan 2020/21 from Year 3 of the LTP 2018-28 are listed below:

- Footpath maintenance increase in budget (\$211,000)
- Remove War Memorial painting internal rooms (\$54,000)
- Reduction in interest rate assumption (\$284,000)
- Addition of funding of Tapuae Roa project through Venture Taranaki (\$50,000)
- Maintenance Contract procurement savings (\$228,000)
- Reduction in depreciation expense – post infrastructure asset revaluation (\$97,000).

The alternative budget options are detailed further below in *Section 7.4 Options* and provide for further expenditure reduction.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	There are no material differences to the LTP 2018-28.
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	There are no material differences to the LTP 2018-28.
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	

In terms of the Council’s Significance Policy, is this proposal of high, medium, or low significance?		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>
		✓

7.4 **Options**

Option One is the option being recommended to elected members.

**Option One – Approve the attached draft Annual Plan 2020/21 with a 5.72% rates increase.**

Council has previously considered and consulted on the 2020/21 budget and projects and part of the LTP process. This budget ensures core functions

continue, asset condition is being maintained at acceptable levels, and Council's financial position to face any future emergency events remains strong.

A significant amount of Council spending is within the Stratford District community, and this budget ensures continuation of community projects and investment into the local community.

The proposed plan also includes enhanced levels of service e.g. new swimming pool development, increased footpath maintenance, and increased staffing in frontline areas (building control and administration, water services, trade waste, community development).

**Option Two – Approve the attached draft Annual Plan 2020/21, with amendments to reduce the rates increase to 4.90%.**

This option involves removing \$119,000 from the budget above. The following expenditure is proposed to be removed from the draft Annual Plan 2020/21 to get to a rates increase of 4.90%:

	<i>Original Budget</i>	<i>Proposed Budget</i>	<i>Reduction</i>
Training - reduce	149,085	84,085	65,000
Library Books	42,000	32,000	10,000
Pensioner housing renovations - remove	44,000	-	44,000

Training – it is likely that non-essential travel will still be restricted over the next 12 months within New Zealand. Council officers could be directed to online learning options as an alternative, resulting in lower travel, accommodation, and conference costs. The majority of this expenditure would have been with businesses outside of the Stratford District.

Library Books – this is proposed to be a temporary reduction in library book purchases for the financial year. Again, the expenditure would largely be outside the district.

Pensioner Housing renovations – the renovations are considered non-essential. It is expected that this expenditure would be within the Stratford District.

**Option Three – Approve the attached draft Annual Plan 2020/21, with amendments to reduce the rates increase to 3.86%.**

This option involves removing \$218,596 from the budget proposed in Option One. The following expenditure is proposed to be removed from the draft Annual Plan 2020/21 to get to a rates increase of 3.86%:

	<i>Original Budget</i>	<i>Proposed Budget</i>	<i>Difference</i>
Training	149,085	84,085	65,000
Library Book Purchases	42,000	10,000	32,000
Pensioner housing renovations - remove	44,000	-	44,000
Interest on Debt	686,757	663,865	22,892
Salaries	4,157,222	4,137,115	20,107
Roading - Forestry Strategy study	34,597	-	34,597

Library Book Purchases – this option requires a more significant drop in library book purchases than the previous option.

Interest on Debt – the original draft budget in Option One assumes a weighted average interest rate of 2.70%, which is slightly more conservative than the current weighted average rate of 2.61%, used under this option.

Salaries – Reduce maximum average salaries increase to 1% across the Council (instead of the original Option One budget of 1.5% average salary increase).

Roading – Forestry Strategy study – Either produce the report in-house or in collaboration with other Councils or delay the study by a year.

**Option Four – Approve the attached draft Annual Plan 2020/21, with amendments to keep the total rates requirement to the same as 2019/20 – 0% increase.**

This option would require \$706,642 to be removed from the budget in Option One. Refer to attachment for additional options to reduce the rates increase.

#### 7.5 **Financial**

The financial implications are identified within the Annual Plan 2020/21 and in the options section above.

It is important to note that the total rates requirement increase does not apply equally to all ratepayers, as the overall rates intake is made up of a mixture of general rates, the uniform annual general charge, and targeted rates – some of which are not applied to all rating units.

Significantly reducing the capital works programme has a minor impact (roughly 1-5% of actual capital expenditure affects the annual rates) on annual rates as the cost is spread over the life of the asset, however the impact on the community and Council's work programme may be significant in the long term, and is likely to result in higher rates increases in the future.

Council officers do not recommend borrowing for operating costs as it is not considered a prudent method of managing Council finances. It is likely that if Council did borrow for annual operating costs, for which an instant benefit is received, there is limited scope to be able to fund loan repayments going forward and it does not set Council up in a good position financially moving forward. Borrowing for operating costs would only be recommended if there was a plan to repay the loan over a specified time period that clearly linked to benefits received over that period.

#### 7.6 **Prioritisation & Trade-off**

There are no prioritisation or trade-off issues.

#### 7.7 **Legal Issues**

Refer to Section 6.1 above.

7.8 **Policy Issues - Section 80**

Council may also wish to review the Rates Postponement Policy as an alternative or additional method of providing relief to ratepayers affected by the Covid-19 lockdown and likely to be affected by the future economic impacts of the pandemic.

The Rates Remissions Policy is currently under consultation. There may be further scope within this policy to consider the effects of the Covid-19 pandemic on particular ratepayers.

**Attachments:**

**Appendix 1** – Draft Annual Plan 2020/21

**Appendix 2** – Public Notice of Intention to Adopt Draft Annual Plan 2020/21

**Appendix 3** – Options for 0% rates increase



Tiffany Radich

**DIRECTOR – CORPORATE SERVICES**



[Approved by]

Sven Hanne

**CHIEF EXECUTIVE**

**DATE:** 7 April 2020

**APPENDIX 1**

STRATFORD DISTRICT COUNCIL  
**ANNUAL PLAN**  
2020/21

DRAFT



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# APPENDIX 1

## OVERVIEW

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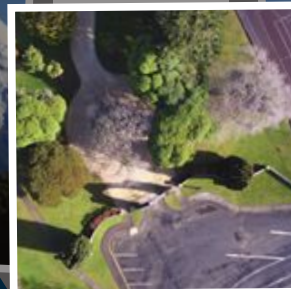
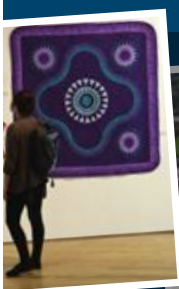
**Funding Overview**

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## APPENDIX 1

### Purpose of Annual Plan

The purpose of this document is:

- to describe the annual budget and funding impact statement for the year to which the annual plan relates; and
- to describe any variation from the financial statements and funding impact statement included in the local authority's Long Term Plan in respect of the year; and
- to support the Long Term Plan in providing integrated decision making and co-ordination of the resources of the local authority; and
- to contribute to the accountability of the local authority to the community; and
- to provide an opportunity for participation by the public in decision-making processes relating to the costs and funding of activities to be undertaken by the local authority.

(Section 95, Local Government Act 2002).

### Summary of Information

This plan, including the Prospective Financial Plan and Prospective Financial Statements, was and presented to the Policy and Services Committee on . The Committee resolved to release the document for public feedback in April. The final document was adopted at an Ordinary Meeting of Council on Tuesday . The Council reserves the right to update this plan in the future.

The Prospective Financial Statements (financial statements) comply with the requirements of FRS 42 issued by the New Zealand Accounting Standards Board of the External Reporting Board (XRB), and the New Zealand equivalent of International Reporting Standard for Public Benefit Entities (NZ IFRS PEB), with Council designating itself as a Tier 2 public benefit entity for the purposes of compliance with these standards.

The major matters contained within the Annual Plan are:

- to describe the annual budget and funding impact statement for the 2020/21 financial year; and
- to describe any variation from the financial statements and funding impact statement included in the Council's Long Term Plan in respect of the year; and
- to support the Long Term Plan in providing integrated decision making and co-ordination of the Council's resources.

A copy of the Annual Plan may be inspected at the offices of the Stratford District Council, Miranda Street, Stratford, the Stratford Public Library, Prospero Place, Stratford and the website: [www.stratford.govt.nz](http://www.stratford.govt.nz) or a copy can be obtained by writing to the Stratford District Council, P O Box 320, Stratford 4352.





## **APPENDIX 1**

# **Message from the Mayor and Chief Executive**

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## APPENDIX 1

# Council Governance

## Elected Members

Council consists of a District Mayor and ten Councillors.

### DISTRICT MAYOR

Neil Volzke, JP  
Mobile: 027 631 7418  
Email:  
[nvolzke@stratford.govt.nz](mailto:nvolzke@stratford.govt.nz)

### URBAN WARD

Deputy Mayor Alan Jamieson JP  
Mobile: (027) 533 1167  
Email:  
[alan.jamieson@stratford.govt.nz](mailto:alan.jamieson@stratford.govt.nz)

Councillor Peter Dalziel  
Mobile: (027) 509 8830  
Email:  
[peter.dalziel@stratford.govt.nz](mailto:peter.dalziel@stratford.govt.nz)

Councillor Jono Erwood  
Mobile: (027) 6404 008  
Email:  
[jono.erwood@stratford.govt.nz](mailto:jono.erwood@stratford.govt.nz)

Councillor Min McKay  
Phone: (027) 472 5904  
Email:  
[min.mckay@stratford.govt.nz](mailto:min.mckay@stratford.govt.nz)

Councillor John Sandford, JP  
Mobile: (027) 496 2278  
Email:  
[john.sandford@stratford.govt.nz](mailto:john.sandford@stratford.govt.nz)

Councillor Gloria Webby  
Mobile: (021) 022 62258  
Email:  
[gloria.webby@stratford.govt.nz](mailto:gloria.webby@stratford.govt.nz)

### RURAL WARD

Councillor Grant Boyde, JP  
Mobile: (027) 603 2842  
Email:  
[grant.boyde@stratford.govt.nz](mailto:grant.boyde@stratford.govt.nz)

Councillor Rick Coplestone  
Mobile: (027) 264 5154  
Email:  
[rick.coplestone@stratford.govt.nz](mailto:rick.coplestone@stratford.govt.nz)

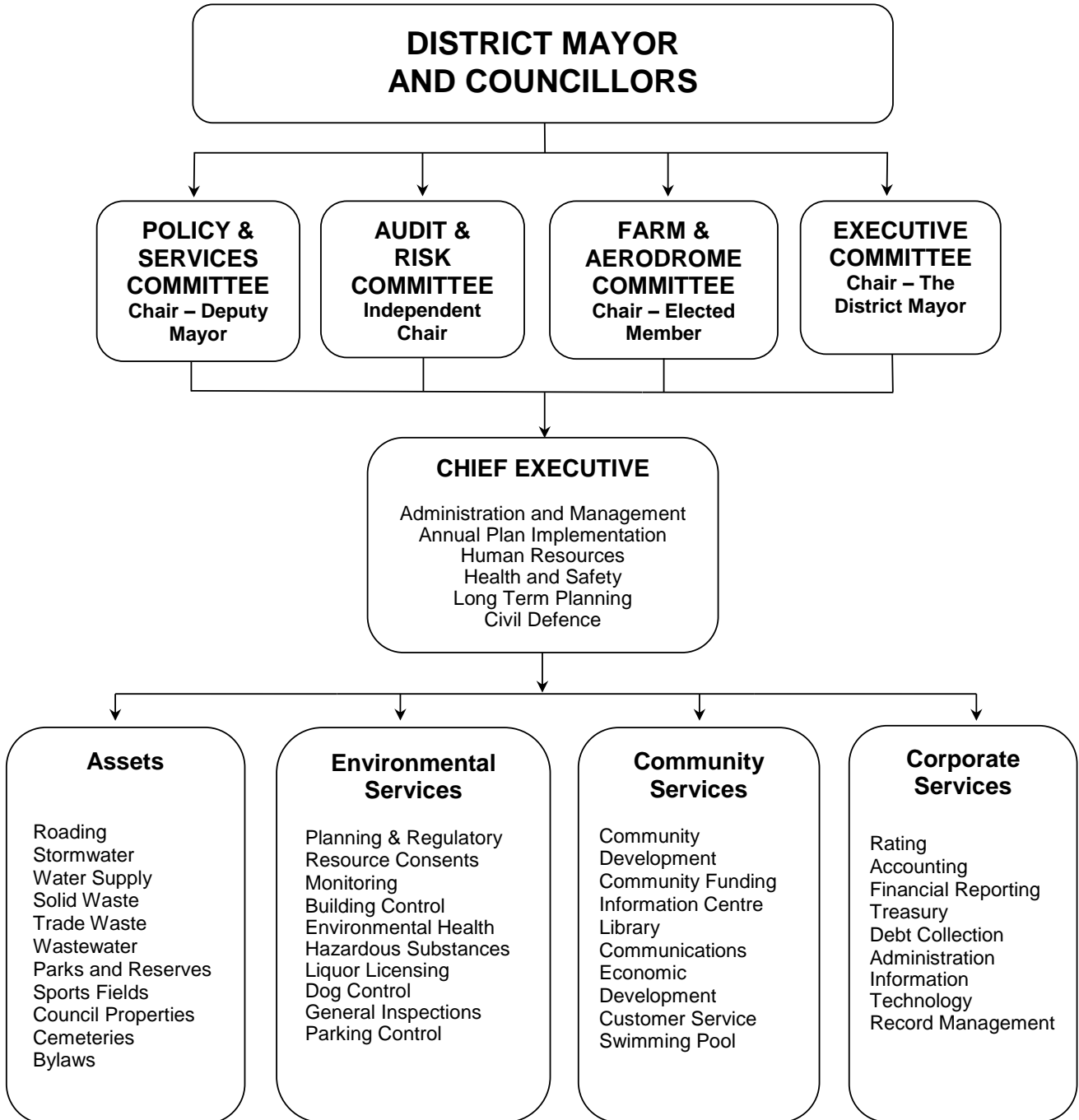
Councillor Amanda Harris  
Mobile: (027) 698 8291  
Email:  
[Amanda.harris@stratford.govt.nz](mailto:Amanda.harris@stratford.govt.nz)

Councillor Vaughan Jones  
Phone: (027) 620 2106  
Email:  
[vaughan.jones@stratford.govt.nz](mailto:vaughan.jones@stratford.govt.nz)

**APPENDIX 1**

**Council Structure**

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**APPENDIX 1****Community Outcomes****Overall Vision**

Council spent time reviewing its vision statement for the district and will aspire to be:

**“A progressive, prosperous district where communities are celebrated.”**

**To the deliver the vision we will develop strategies, policy and procedures that facilitate and encourage:**

- Outstanding Leadership;
- Affordable, Quality Services and Infrastructure;
- A strong Community;
- A smart, Vibrant and Prosperous District;
- Stratford District as a unique destination; and
- Financial Strength.

Council has a role on behalf of the community it represents in planning, delivering and monitoring parts of this vision.

Council has held workshops to refine the outcomes to better reflect what is important to Stratford. These are then used to provide direction and inform Council on service delivery and use of resources. These community outcomes are detailed below:

<b>COMMUNITY OUTCOME</b>	<b>WHAT COUNCIL WILL DO</b>
<b>Outstanding Leadership</b>	<ul style="list-style-type: none"> <li>• We will maintain and grow Stratford District as a desirable place to live, work, invest and play.</li> <li>• We will ensure strong advocacy for the community at a regional and national level.</li> <li>• We will take a positive leadership role in growing and developing the urban environment.</li> </ul>
<b>Affordable, Quality Services and Infrastructure</b>	<ul style="list-style-type: none"> <li>• We will focus on meeting the current and future needs of our communities by providing good quality infrastructure, and local public services</li> <li>• We will perform regulatory functions in a way that is most cost effective to households and businesses</li> </ul>
<b>Strong Community</b>	<ul style="list-style-type: none"> <li>• We will work with partners to provide and support high level of access to health, education, social and recreational services and facilities.</li> <li>• We will work proactively to recognise and embrace the bicultural nature of our district through functional relationships with iwi authorities.</li> <li>• We will work proactively to recognise and embrace the multicultural nature of our district.</li> </ul>
<b>Smart, Vibrant and Prosperous District</b>	<ul style="list-style-type: none"> <li>• We will work to create an attractive and safe built environment.</li> <li>• We will work creatively and collaboratively to develop an attractive, vibrant and prosperous CBD</li> </ul>
<b>Stratford District as a unique destination</b>	<ul style="list-style-type: none"> <li>• We will look to work collaboratively to support, build on and promote our uniqueness.</li> </ul>
<b>Financial Strength</b>	<ul style="list-style-type: none"> <li>• We will fund infrastructure development and capital works in a way that is most cost effective for households and businesses, seeking alternative funding to rates where possible.</li> <li>• We will ensure the financial security of Council is not compromised.</li> </ul>
<b>Growth</b>	<ul style="list-style-type: none"> <li>• We will grow a strong and prosperous local economy that attracts, welcomes and retains businesses and residents</li> <li>• We will actively promote the district and its lifestyle</li> <li>• We will support and participant in regional economic development initiatives for the benefit of the Stratford District and its residents</li> <li>• We will ensure the availability of suitable land for development for residential and commercial purposes</li> </ul>

## APPENDIX 1

The group of activities contribute predominantly to the following outcomes:

Activities	Outstanding Leadership	Affordable, Quality Services and Infrastructure	Strong Community	Smart, Vibrant and Prosperous District	Stratford District as a unique destination	Financial Strength	Growth
Community Services	✓	✓	✓	✓	✓	✓	✓
Democracy	✓	✓	✓	✓	✓	✓	✓
Economy	✓	✓	✓	✓	✓	✓	✓
Environmental Services	✓	✓	✓	✓	✓	✓	✓
Civil Defence & Emergency Management	✓	✓	✓	✓	✓	✓	
Roading		✓		✓	✓	✓	✓
Stormwater		✓	✓			✓	✓
Wastewater		✓	✓			✓	✓
Solid Waste		✓	✓			✓	✓
Water Supply		✓	✓			✓	✓



## APPENDIX 1

# Opportunities for Māori Contribution to Decision Making Processes

Section 81 of the Local Government Act 2002 sets out the obligations for Council to both consult with Māori and encourage Māori involvement in Council's decision making processes.

Māori includes those with tangata whenua acknowledged as Ngāti Ruanui, Ngāruahine, Ngāti Maru, Ngāti Mutunga, Ngā Rauru and Te Atiawa. Council also recognises the role of Whakaahurangi Marae within the district.

Council currently has an on-going commitment to Māori consultation with respect to all of its planning processes, including those under the Resource Management Act 1991.

Schedule 10(8) of the Local Government Act 2002 further requires Council to state the steps it intends to take to foster the development of Māori capacity to contribute to decision making processes.

To further foster Māori capacity to contribute to decision making processes Council proposes to:

- Adopt a more formal approach to involving Māori in decision making by having regular liaison meetings.
- Facilitate involvement in significant events.
- Offer training for Council staff and Councillors on marae protocol, local history and related legislation.
- Provide an interpreter on request should Māori wish to present submissions to Council in Te Reo Māori.

Council is also mindful that there may be additional processes which are also appropriate. Council will therefore continue to consult with Māori in the district on its decision making, taking into account the nature and significance of the decision to Māori. Council will also seek opportunities to expand the engagement model to accommodate any additional consultation mechanisms preferred by Māori.



**APPENDIX 1****Changes from 2018-2028 Long Term Plan****Introduction**

The purpose of this Annual Plan is to outline the financial budget for the 2020/21 year, identify any changes from the 2018 – 2028 Long Term Plan (LTP), contribute to the accountability of the Council to its community, and extend opportunities for participation by the public in decision-making processes.

**Leadership**

The community priorities strongly indicated that Council is expected to take a leadership role in areas not considered core services of Council, including health, education and social support. Council will continue to be a strong advocate for the District, and will, where appropriate, provide a co-ordination and facilitation role to ensure services are delivered to the community. Elected members will continue to participate in many community organisations, providing a two way communication channel between community groups and Council.

**Financial Trends**

This Plan is built around a continuation of the activities within the LTP, on the premise of ensuring retention of the core services and facilities of Council and the Stratford District, and maintenance of existing levels of service.

The LTP signalled rating revenue for 2020/21 of \$13,052,000, excluding water supply targeted rates (water by meter revenue). The rating requirement in this plan is \$13,052,000 as set in the Long Term Plan with some minor movement between activities.

**Variations**

A simple comparison table between what the LTP said for 2020/21 and what this Annual Plan says is (figures in \$1,000's):

ITEM	ANNUAL	
	LTP \$000	PLAN \$000
Total Rates (GST exclusive)	\$13,052	\$13,052
General Rate	\$4,011	\$4,092
Roading	\$3,217	\$3,031
Uniform Annual General Charge (UAGC)	\$2,642	\$2,880
Solid Waste	\$740	\$698
Water Supply	\$1,535	\$1,461
Wastewater (Sewerage)	\$906	\$891
Total Debt	\$28,902	\$24,536
% Total Rates Revenue Increase	5.72%	5.72%
% Uniform Fixed Rates (UAGC and Solid Waste)	25.99%	27.49%
Debt Servicing as a % of Operating Revenue	4.11%	2.52%
Debt as a % of Operating Revenue	122.45%	90.10%
Debt/Equity Ratio	8.25%	7.58%

**APPENDIX 1**

Variations include:

- \$50,000 - Additional funding contribution for Tapuae Roa (regional economic development).
- Increase in elected members remuneration as imposed by legislation (\$97,000).
- Reduction in other costs and assumptions e.g. interest rate on external debt assumption re-estimated at 2.7% from 4.3%.
- Cost adjustments (increases and reductions) over multiple works contracts.

The percent of Uniform Fixed Rates is set at 27.49% compared to the 30% cap allowed for by legislation.

There are no changes to the rating structure included in the Annual Plan.

The variations in charges for 2020/21 as projected in the LTP and as calculated in the Annual Plan, are listed below:

Rate	2018 - 2028 LTP		Variation (Less)
	Projection 2020/21	Annual Plan 2020/21	
General Rate cents/\$ of Capital Value	0.14991	0.15145	(0.00154)
Roading cents/\$ of Capital Value	0.12023	0.11218	(0.00805)
UAGC	\$632	\$689	\$57
Solid Waste	\$326	\$310	(\$16)
Water Supply	\$599	\$576	(\$23)
Wastewater 1 Closet	\$381	\$380	(\$1)
2 Closets	\$572	\$570	(\$2)
3 Closets	\$762	\$760	(\$2)
4 Closets	\$857	\$855	(\$2)
5 Closets	\$953	\$950	(\$3)
6 Closets	\$1,048	\$1,045	(\$3)
7 Closets	\$1,143	\$1,140	(\$3)
8 + Closets	\$1,238	\$1,235	(\$3)



**APPENDIX 1****Annual Plan Disclosure Statement**

**Annual Plan disclosure statement for the year ending 30 June 2021.**

**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.

The council is required to include this statement in its annual plan in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014 (the **regulations**). Refer to the regulations for more information, including definitions of some of the terms used in this statement. These can be viewed on [www.legislation.govt.nz](http://www.legislation.govt.nz) under Local Government (Financial Reporting and Prudence) Regulations 2014.

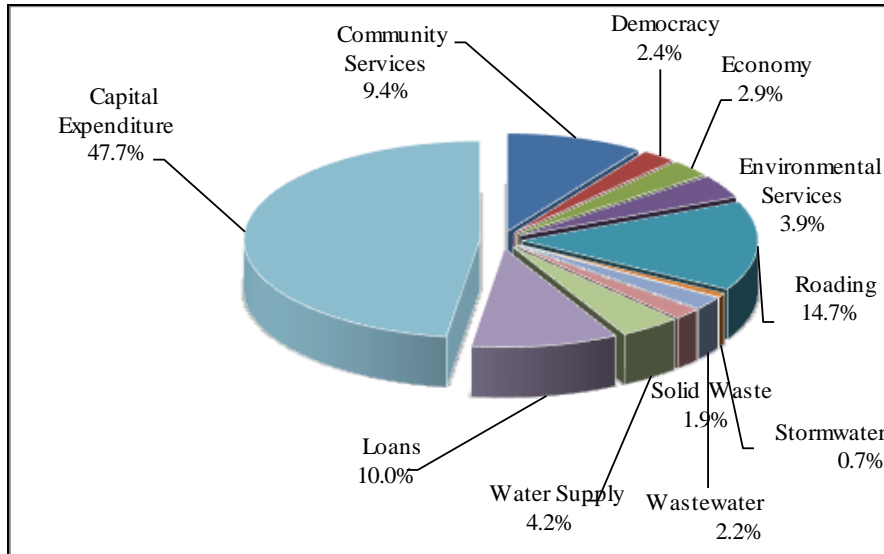
<b>Benchmark</b>	<b>Limit</b>	<b>Planned</b>	<b>Met</b>
<b>Rates Affordability Benchmark</b>			
• Income	<\$12,895,000	\$13,052,000	No
• Increases	<4.45%	5,72%	No
<b>Debt Affordability Benchmark</b>			
Net debt to operating revenue	<\$27.2 million	\$20.5 million	Yes
Balanced budget benchmark	>100%	141%	Yes
Essential services benchmark	>100%	139%	Yes
Debt servicing benchmark	<10%	2.5%	Yes

Council anticipates exceeding both the rates benchmarks, however this was indicated as such in the 2018-2028 Long Term Plan.

## APPENDIX 1

# Funding Overview

### Where the Money Goes To: 2020/21



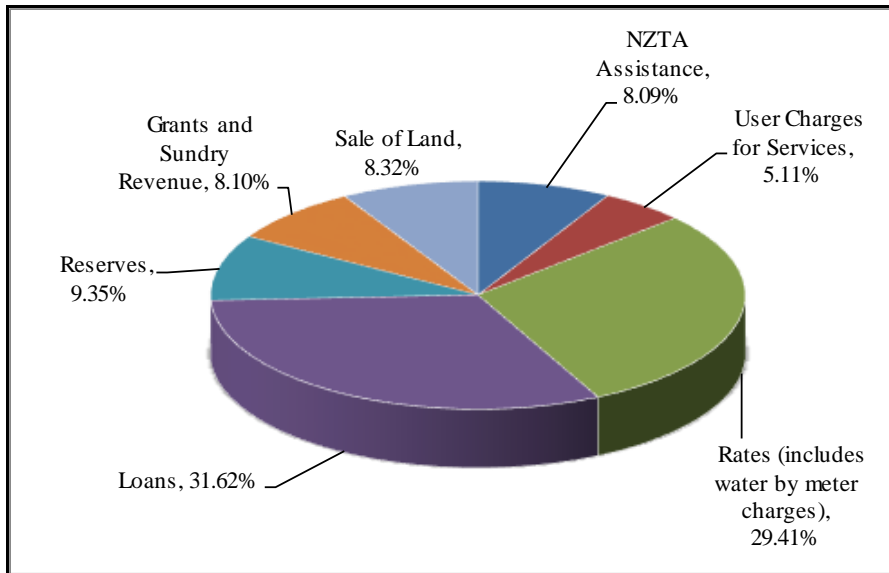
	<u>\$'000</u>
Community Services	4,313
Democracy	1,110
Economy	1,335
Environmental Services	1,772
Roding	6,731
Stormwater	329
Wastewater	1,003
Solid Waste	871
Water Supply	1,913
Loans	4,609
Capital Expenditure	21,909
<b>Total Gross Expenditure (excl GST)</b>	<b><u>45,895</u></b>

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**APPENDIX 1**

**Where the Money Comes From: 2020/21**



	<u><b>\$'000</b></u>
NZTA Assistance	3,712
User Charges for Services	2,345
Rates (includes water by meter charges)	13,498
Reserves	4,291
Grants and Sundry Revenue	3,719
Loan Funding	14,511
Sale of Land	3,819
<b>Total Gross Revenue (excl GST)</b>	<u><b>45,895</b></u>

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**APPENDIX 1****Highlights**

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Rates Revenue excluding water supply charges	12,345	13,052	13,052	0
Rate Increase (including CPI)	4.69%	5.72%	5.72%	0.00%
Public Debt	16,709	28,902	24,536	4,366
Net External Debt per head of population	\$1,258	\$2,640	\$2,172	468
Net External Debt per ratepayer	\$2,477	\$4,940	\$4,283	657
Interest expense / Total Revenue	2.7%	4.1%	2.5%	1.59%
Rates Revenue	12,345	13,052	13,052	0
User Charges for Services and Other Revenue	2,878	3,083	2,973	110
Sale of land	4,360	0	3,819	(3,819)
Subsidies and Grants	3,865	3,698	7,387	(3,689)
<b>Total Net Revenue</b>	<b>23,448</b>	<b>19,833</b>	<b>27,232</b>	<b>(7,399)</b>
Total Operating Expenditure	18,626	19,172	19,366	(194)
Capital Expenditure	7,467	22,035	21,909	126
<b>Operating Expenditure by Activity Group</b>				
Community Services	3,919	4,319	4,313	6
Democracy	1,134	1,074	1,110	(36)
Economy	1,266	1,173	1,335	(162)
Environmental Services	1,484	1,547	1,772	(225)
Roading	6,664	6,736	6,731	5
Stormwater Drainage	354	373	329	44
Wastewater (Sewerage)	987	981	1,003	(22)
Solid Waste	878	865	860	5
Water Supply	1,941	2,104	1,913	191
<b>Total Operating Expenditure</b>	<b>18,627</b>	<b>19,172</b>	<b>19,366</b>	<b>(194)</b>
<b>Revenue Increase (including CPI)</b>	<b>4.69%</b>	<b>5.72%</b>	<b>5.72%</b>	<b>0.00%</b>
Rates per Head of Population	\$1,311	\$1,469	\$1,378	\$91
Public Debt per Head of Population	\$1,774	\$3,216	\$2,590	\$626

**Prospective Funding Summary**

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
<b>The Funding Summary shows that Council requires:</b>				
<b>TOTAL RATES REVENUE REQUIRED</b>	<b>12,345</b>	<b>13,052</b>	<b>13,052</b>	<b>0</b>
TOTAL RATES REVENUE INCREASE	4.69%	5.72%	5.72%	0.00%
Uniform Annual General Charge (UAGC)	2,625	2,642	2,880	(238)
Section 21 Rating Percentage Cap	27.01%	25.99%	27.49%	-1.50%
<b>Targeted Rates</b>				
Water Supply	1,477	1,535	1,461	74
% Increase	1.27%	0.73%	-1.09%	1.82%
Solid Waste	698	740	698	42
% Increase	0.07%	4.26%	-0.07%	4.33%
Wastewater	878	906	891	15.0
% Increase	21.15%	3.72%	1.48%	2.24%
Roading	3,039	3,217	3,031	186.3
% Increase	4.54%	7.61%	-0.27%	7.88%
<b>Sub-Total for Targeted Rates</b>	<b>6,092</b>	<b>6,399</b>	<b>6,080</b>	<b>318</b>
<i>This Summary does not include the targeted rate of \$14,482 collected for community centres.</i>				
<b>General Rate</b>	<b>3,628</b>	<b>4,011</b>	<b>4,092</b>	<b>(80)</b>
<b>Average % Increase</b>	<b>6.01%</b>	<b>11.17%</b>	<b>12.83%</b>	<b>-1.66%</b>

## APPENDIX 1

### Key Projects in 2020/21

#### Civic Amenities

- Upgrade War Memorial Centre for Civil Defence purposes
- Stratford 2035
- Centennial Restrooms – replace floor coverings

#### Parks, Reserves and Cemeteries

- Children's bike park
- Walkway signage upgrade
- Trail development and art work
- Park and walkway development
- Discovery trail

#### Pool Complex

- Pool complex development

#### Democracy

- Miranda Street Office – replace floor coverings

#### Rental and Investment Properties

- Landscaping and riparian planting at the farm
- Calf bay at farm
- Yard upgrade at farm

#### Roading

- Work will continue in accordance with NZTA budgets and guidelines

#### Stormwater

- Reticulation upgrades and safety improvements will continue
- Manhole lids and inlet safety screens installed

#### Wastewater

- Reticulation renewals will continue
- Reticulation safety improvements
- Oxidation pond upgrade
- Infiltration renewals

#### Solid Waste

- Transfer station building renewals

#### Water Supply

- Reticulation renewals will continue
- New rider mains to be installed
- New water meters to be installed
- Hydrants and laterals to be renewed
- Pressure reducing and zoning valves to be installed

**APPENDIX 1**

**Prospective Sample Rates for 2020/21**

	2019/20 Annual Plan \$	2020/21 LTP \$	2020/21 Annual Plan \$
<b><u>Residential - Capital Value</u></b>	<b><u>\$250,000</u></b>	<b><u>\$250,000</u></b>	<b><u>\$250,000</u></b>
Uniform Annual General Charge	631.00	632.00	689.00
Solid Waste	313.00	326.00	310.00
Water Supply	584.00	599.00	576.00
Wastewater	375.00	381.00	380.00
Roading Rate	282.50	300.58	280.45
General Rate	337.25	374.75	378.63
<b>Total Rates (excl TRC)</b>	<b>2,522.75</b>	<b>2,613.33</b>	<b>2,614.08</b>
<b>Movement \$</b>		<b>90.57</b>	<b>91.33</b>
<b>Movement %</b>		<b>3.59%</b>	<b>3.62%</b>
<b><u>Residential - Capital Value</u></b>	<b><u>\$400,000</u></b>	<b><u>\$400,000</u></b>	<b><u>\$400,000</u></b>
Uniform Annual General Charge	631.00	632.00	689.00
Solid Waste	313.00	326.00	310.00
Water Supply	584.00	599.00	576.00
Wastewater	375.00	381.00	380.00
Roading Rate	452.00	480.92	448.72
General Rate	539.60	599.60	605.80
<b>Total Rates (excl TRC)</b>	<b>2,894.60</b>	<b>3,018.52</b>	<b>3,009.53</b>
<b>Movement \$</b>		<b>123.92</b>	<b>114.93</b>
<b>Movement %</b>		<b>4.28%</b>	<b>3.97%</b>
<b><u>Rural - Capital Value</u></b>	<b><u>\$2,645,000</u></b>	<b><u>\$2,645,000</u></b>	<b><u>\$2,645,000</u></b>
Uniform Annual General Charge	631.00	632.00	689.00
Roading Rate	2,988.85	3,180.08	2,967.18
General Rate	3,568.11	3,964.86	4,005.87
<b>Total Rates (excl TRC)</b>	<b>7,187.96</b>	<b>7,776.94</b>	<b>7,662.05</b>
<b>Movement \$</b>		<b>588.98</b>	<b>474.10</b>
<b>Movement %</b>		<b>8.19%</b>	<b>6.60%</b>
<b><u>Rural - Capital Value</u></b>	<b><u>\$5,000,000</u></b>	<b><u>\$5,000,000</u></b>	<b><u>\$5,000,000</u></b>
Uniform Annual General Charge	631.00	632.00	689.00
Roading Rate	5,650.00	6,011.50	5,609.04
General Rate	6,745.00	7,495.00	7,572.53
<b>Total Rates (excl TRC)</b>	<b>13,026.00</b>	<b>14,138.50</b>	<b>13,870.58</b>
<b>Movement \$</b>		<b>1,112.50</b>	<b>844.58</b>
<b>Movement %</b>		<b>8.54%</b>	<b>6.48%</b>
<b><u>Commercial - Capital Value</u></b>	<b><u>\$220,000</u></b>	<b><u>\$220,000</u></b>	<b><u>\$220,000</u></b>
Uniform Annual General Charge	631.00	632.00	689.00
Water Supply	584.00	599.00	576.00
Wastewater	375.00	381.00	380.00
Roading Rate	248.60	264.51	246.80
General Rate	296.78	329.78	333.19
<b>Total Rates (excl TRC)</b>	<b>2,135.38</b>	<b>2,206.29</b>	<b>2,224.99</b>
<b>Movement \$</b>		<b>70.91</b>	<b>89.61</b>
<b>Movement %</b>		<b>3.32%</b>	<b>4.20%</b>

7



**APPENDIX 1****GROUPS OF ACTIVITIES****GROUPS OF ACTIVITIES**

As required by the Local Government Act 2002, Council has grouped the services it provides into the following groups of activities:

GROUP	ACTIVITY	SERVICES
<i>Community Services</i>	Aerodrome	
	Civic Amenities	Civic Amenities & Toilets Pensioner Housing
	Community Development Library Parks, Reserves & Cemeteries TSB Pool Complex	
<i>Democracy</i>		Democracy Corporate Support
<i>Economy</i>	Economic Development Information Centre	
	Rental & Investment Properties	Farm Holiday Park Rental Properties
<i>Environmental Services</i>	Building Services	
	Planning	District Plan Resource Consents
	Community Health And Safety	Food and Health Alcohol Licensing Parking and Other Bylaws Animal Control
<i>Civil Defence and Emergency Management</i>		Civil Defence and Emergency Management
<i>Roading</i>	Roading	Construction, maintenance and renewal of roads, footpaths and associated infrastructure.
<i>Stormwater</i>	Stormwater	Construction and renewal of stormwater infrastructure.
<i>Wastewater (Sewerage)</i>	Wastewater	Construction, maintenance and renewal of waste water network and treatment facilities.
<i>Solid Waste</i>	Waste Management	Kerbside collection of refuse and recycling and operation of the transfer station.
<i>Water Supply</i>	Water Supply	Construction, maintenance and renewal of water treatment plants and water reticulation network.

**APPENDIX 1**



**COMMUNITY SERVICES**

**Aerodrome**

**7**

**1.1 What We Do**

Council owns the aerodrome to make provision for local air transport, recreation and light commercial needs. The aerodrome is situated at Flint Road and has two grassed runways.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
The aerodrome meets the needs of users	A high level of satisfaction amongst the users with the condition and maintenance of the aerodrome.	>70%	Annual Aerodrome user survey

**1.3 Statement of Prospective Financial Performance**

The detailed financial summary including inflation is shown below:

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	95	97	106	(9)
Revenue	22	22	22	(1)
<b>Net Cost of Service</b>	<b>74</b>	<b>75</b>	<b>85</b>	<b>(10)</b>
<b>EXPENDITURE</b>				
Operating Costs	67	67	74	(7)
Depreciation	7	6	7	(1)
Overheads	22	24	25	(1)
<b>Total Operating Expenditure</b>	<b>95</b>	<b>97</b>	<b>106</b>	<b>(9)</b>
Capital Expenditure	0	0	0	0
<b>Total Expenditure</b>	<b>95</b>	<b>97</b>	<b>106</b>	<b>(9)</b>
<b>FUNDED BY:</b>				
Charges for Services	22	22	22	1
<b>Revenue</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>1</b>
General Rates	74	75	84	(9)
Transfer from Reserves	0	0	0	0
Other Funding	0	0	0	(0)
<b>Total Funding</b>	<b>95</b>	<b>97</b>	<b>106</b>	<b>(9)</b>

**1.4 Other Projects**

There are no future projects associated with the Aerodrome activity.





**APPENDIX 1****Civic Amenities****1.1 What We Do**

Council's Civic Amenities include a range of facilities that are fairly typical of a rural area and service town:

- Council Office (Miranda Street)
- Centennial Library Building
- War Memorial Centre
- Pensioner Housing
- Centennial Rest Rooms
- Clock Tower (Glockenspiel)
- Bell Tower
- Bus Shelters
- Hall of Remembrance
- Public Toilets
- Rural Halls
- Security Cameras
- Structures/Beautification

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To provide facilities that are well maintained and utilised.	Buildings legally requiring a Building WoF have a current Building WoF at all times.	100%	Building WoF records
	Annual booking of War Memorial Centre.	>500	Booking records
	Annual booking of Centennial Restrooms.	>200	Booking records
To provide suitable housing for the elderly.	Percentage of Customer satisfaction.	>89%	Annual User Survey
	Annual Occupancy rate.	>95%	Tenancy records.
To provide clean, well maintained toilet facilities.	Percentage of Stratford District residents satisfied with overall level of service of toilets.	>75%	Annual Residents Survey

**APPENDIX 1****1.3 Statement of Prospective Financial Performance**

The detailed financial summary including inflation is shown below:

**Civil Amenities**

	2019/20	2020/21	2020/21	Variance
	Annual Plan	Long Term Plan	Annual Plan	
	\$000	\$000	\$000	\$000

Operating Expenditure	854	869	808	60.8
Revenue	53	51	51	0
<b>Net Cost of Service</b>	<b>801</b>	<b>818</b>	<b>757</b>	<b>61</b>

<b><u>EXPENDITURE</u></b>				
Operating Costs	429	395	338	57
Interest	12	18	13	5
Depreciation	296	329	329	(0)
Overheads	116	126	128	(2)
<b>Total Operating Expenditure</b>	<b>854</b>	<b>869</b>	<b>808</b>	<b>60</b>
Principal Loan Repayments	14	17	19	(2)
Capital Expenditure	191	92	161	(69)
<b>Total Expenditure</b>	<b>1059</b>	<b>978</b>	<b>989</b>	<b>(12)</b>
<b><u>FUNDED BY:</u></b>				
Charges for Services	53	51	51	(0)
<b>Revenue</b>	<b>53</b>	<b>51</b>	<b>51</b>	<b>(0)</b>
General Rates	736	752	689	63
Targeted Rate - Community Centres	14	14	14	(1)
Depreciation funded from Reserves	49	51	51	(0)
Loan Funding - Capital	189	0	100	(100)
Transfer from Reserves	16	109	30	79
Other Funding	0	1	2	(1)
<b>Total Funding</b>	<b>1059</b>	<b>978</b>	<b>989</b>	<b>39</b>

**APPENDIX 1****Pensioner Housing**

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	113	157	151	6
Revenue	64	65	65	(0)
<b>Net Cost of Service</b>	<b>50</b>	<b>93</b>	<b>86</b>	<b>6</b>
<b>EXPENDITURE</b>				
Operating Costs	34	75	76	(1)
Interest	1	2	1	1
Depreciation	31	28	28	(0)
Overheads	48	52	46	6
<b>Total Operating Expenditure</b>	<b>113</b>	<b>157</b>	<b>151</b>	<b>6</b>
Principal Loan Repayments	1	2	1	1
Capital Expenditure	35	0	0	0
<b>Total Expenditure</b>	<b>149</b>	<b>160</b>	<b>152</b>	<b>7</b>
<b>FUNDED BY:</b>				
Charges for Services	64	65	65	0
<b>Revenue</b>	<b>64</b>	<b>65</b>	<b>65</b>	<b>0</b>
General Rates	24	48	43	5
Operational Balance from Reserves	27	46	43	3
Transfer from Reserves	22	0	0	0
Loan Funding - Capital	12	0	0	0
Other Funding	0	0	0	(0)
<b>Total Funding</b>	<b>149</b>	<b>160</b>	<b>152</b>	<b>7</b>

**1.4 Other Projects**

Project	Category	2020/21
Stratford 2035	Level of Service	\$100,000
War Memorial Centre upgrade for Civil Defence	Level of Service	\$50,000
Centennial Restrooms	Replacements	\$8,700

**APPENDIX 1****Community Development****1.1 What We Do**

Community development encourages and supports groups and individuals in the District to achieve their own goals and outcomes in a way that sustainably benefits the community. It does this by providing information, advice, and support to groups and individuals, through activities such as networking, facilitation, administration support, promotion, advocacy, and event facilitation.

Examples of current community development activities include:

- Administration support for a number of community groups including the Positive Ageing Group and Central Taranaki Safe Trust
- Coordinating the promotion of school holiday activities
- Administration of the Sport NZ Rural Travel Fund and Creative New Zealand Funding Scheme
- Working with community groups to identify the outcomes they want for the community
- Working in partnership with regional agencies to support the well-being of the community
- Providing community events such as Summer Nights and War Memorial commemorations.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To provide a number of community events and provide support that encourages involvement of the community	Number of Community events organised.	2	Number of events held are recorded
	Percentage of residents feeling a sense of community.	>75%	Annual Residents Survey
Youth are supported to participate in their community through developing and implementing their own projects	Number of projects successfully developed and implemented by youth with support from community development	4	Number of projects developed are recorded
Council will provide, encourage and/or support events within the district	Events Council has provided or supported are measured	2	Number of supported events are recorded

## APPENDIX 1

### 1.3 Statement of Prospective Financial Performance

The detailed financial summary including inflation is shown below:

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	379	334	432	(98)
Revenue	21	21	21	0
<b>Net Cost of Service</b>	<b>358</b>	<b>313</b>	<b>411</b>	<b>(98)</b>
<b>EXPENDITURE</b>				
Operating Costs	294	247	308	(61)
Overheads	84	87	124	(37)
<b>Total Operating Expenditure</b>	<b>379</b>	<b>334</b>	<b>432</b>	<b>(98)</b>
<b>FUNDED BY:</b>				
User Charges/Grants	21	21	21	0
<b>Revenue</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>0</b>
General Rates	358	312	409	(97)
Other Funding	1	1	2	(1)
<b>Total Funding</b>	<b>379</b>	<b>334</b>	<b>432</b>	<b>(99)</b>

### 1.4 Other Projects

There are no future projects associated with the Community Development activity.

# APPENDIX 1

## Library

### 1.1 What We Do

The Stratford and District Centennial Library provides physical and digital access to a collection of lending material and information resources in a safe and welcoming environment intended for community activities, leisure, social interaction, and study. It promotes creativity and learning through the delivery of public programmes and the provision of support facilities such as the Wi-Fi network and access to equipment and technology.

### 1.2 Performance Measures

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To provide a library service which meets the needs of and is being used by Stratford District residents	Number of people visiting the library is measured.	>90,000	Door count
	% of library users satisfied with library services.	>80%	Annual Residents Survey
Library services will be accessible to the community	The number of visitors accessing the Wi-Fi service is measured.	>15,000	Internal records
	The number of sessions accessing the People's Network is measured.	>10,000	Internal records

### 1.3 Statement of Prospective Financial Performance

The detailed financial summary including inflation is shown below.

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	682	711	678	33
Revenue	18	19	17	2
<b>Net Cost of Service</b>	<b>664</b>	<b>692</b>	<b>661</b>	<b>35</b>
<b>EXPENDITURE</b>				
Operating Costs	338	357	355	2
Interest	28	34	21	13
Depreciation	97	108	98	10
Overheads	219	212	204	8
<b>Total Operating Expenditure</b>	<b>682</b>	<b>711</b>	<b>678</b>	<b>33</b>
Principal Loan Repayments	33	32	32	0
Capital Expenditure	0	0	0	0
<b>Total Expenditure</b>	<b>715</b>	<b>743</b>	<b>710</b>	<b>33</b>
<b>FUNDED BY:</b>				
Charges for Services	18	19	17	2
<b>Revenue</b>	<b>18</b>	<b>19</b>	<b>17</b>	<b>2</b>
General Rates	622	637	616	21
Depreciation funded from Reserves	41	52	42	10
Transfer from Reserves	33	32	32	0
Other Funding	1	3	3	0
<b>Total Funding</b>	<b>715</b>	<b>743</b>	<b>710</b>	<b>33</b>

### 1.4 Other Projects

There are no future projects associated with the Library activity.

**APPENDIX 1****Parks, Reserves and Cemeteries****1.1 What We Do**

Council provides a range of active and passive recreation opportunities that benefit the community's physical, social and personal quality of life. Parks assets include:

- (i) 36.7 hectares of passive reserves:
  - Gardens, lawns, trees, and amenity street plantings
  - 2 neighbourhood parks and 3 playgrounds
- (ii) 10 hectares of urban active reserves comprising:
  - 2 croquet greens
  - 6 netball/tennis courts
  - 5 rugby fields
  - 3 cricket wickets
  - 2 soccer fields
  - 2 hockey fields
- (iii) 9.4 hectares of cemeteries
  - 5.1ha in 2 operating cemeteries
  - 4.3ha in 5 closed cemeteries
- (iv) 14km of walkway including 9 foot bridges.
- (v) 4.8ha in 14 esplanade reserves.
- (vi) Accessory structures and buildings:
  - Grandstand at Victoria Park
  - Toilet block at Page Street
  - Toilet block at Victoria Park
  - Croquet pavilion at Victoria Park
  - Memorial gates at Victoria Park
  - Malone Gates at King Edward Park
  - Netball shelters at King Edward Park
  - Stratford Gateway Structures (2)
  - Skatepark at Victoria Park
- (vii) 34.3ha in rural domains and reserves.

## APPENDIX 1

### 1.2 Performance Measures

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To provide parks, sports fields and other open spaces that meet community demand	Number of complaints and requests for service.	<40	Reporting against corporate CRM system.
	Percentage of Stratford residents satisfied with:		Annual Residents Survey
	• Parks;	>80%	
	• Sports fields; and	>80%	
	• Cemeteries.	>80%	
Safe playgrounds are provided	All playgrounds meet NZ Safety Standards.	100%	Biennial playground inspection report and records provided from weekly and quarterly compliance checks by contractor.
Foot Bridges are safe.	All foot bridges meet NZ Safety standards.	100%	Biennial bridge inspection Report

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### 1.3 Statement of Prospective Financial Performance

The detailed financial summary including inflation is shown below:

#### Cemeteries

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	232	219	180	39
Revenue	122	125	85	(40)
<b>Net Cost of Service</b>	<b>109</b>	<b>95</b>	<b>95</b>	<b>(1)</b>
<b>EXPENDITURE</b>				
Operating Costs	140	122	113	9
Depreciation	9	7	9	(2)
Overheads	83	90	58	32
<b>Total Operating Expenditure</b>	<b>232</b>	<b>219</b>	<b>180</b>	<b>39</b>
Capital Expenditure	0	0	0	0
<b>Total Expenditure</b>	<b>232</b>	<b>219</b>	<b>180</b>	<b>39</b>
<b>FUNDED BY:</b>				
Charges for Services	122	125	85	40
<b>Revenue</b>	<b>122</b>	<b>125</b>	<b>85</b>	<b>40</b>
General Rates	109	93	94	(1)
Transfer from Reserves	0	0	0	0
Other Funding	1	2	1	1
<b>Total Funding</b>	<b>232</b>	<b>219</b>	<b>180</b>	<b>40</b>



# APPENDIX 1

## Parks & Reserves

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	668	752	779	(27)
Revenue	9	9	9	(0)
<b>Net Cost of Service</b>	<b>659</b>	<b>743</b>	<b>770</b>	<b>(27)</b>
<b>EXPENDITURE</b>				
Operating Costs	426	444	498	(54)
Interest	13	20	6	14
Depreciation	97	144	144	0
Overheads	132	143	131	12
<b>Total Operating Expenditure</b>	<b>668</b>	<b>752</b>	<b>779</b>	<b>(28)</b>
Principal Loan Repayments	15	19	9	10
Capital Expenditure	201	680	680	0
<b>Total Expenditure</b>	<b>885</b>	<b>1451</b>	<b>1,468</b>	<b>(18)</b>
<b>FUNDED BY:</b>				
Charges for Services	9	9	9	(1)
<b>Revenue</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>(1)</b>
General Rates	669	752	778	(26)
Grants and Donations	102	625	626	(1)
Loan Funding - Capital	87	42	54	(12)
Transfer (to) Turf Replacement Reserve	(10)	(10)	(10)	0
Transfer from Reserves	27	31	9	22
Other Funding	0	1	2	(1)
<b>Total Funding</b>	<b>885</b>	<b>1451</b>	<b>1,468</b>	<b>(18)</b>

## 1.4 Other Projects

Project	Category	2020/21
Walkway Signage upgrade	Level of Service	\$10,500
Trail Development and Art Work	Level of Service	\$104,200
Park Development	Level of Service	\$15,600
Walkway Development	Level of Service	\$15,400
Parks and Reserves Replacements	Replacements	\$12,500
New Park signs	Level of Service	\$10,500
Children's Bike Park	Level of Service	\$521,300

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**APPENDIX 1****TSB Pool Complex****1.1 What We Do**

The TSB Pool Complex is a community swimming pool owned and operated by the Stratford District Council. This facility has three indoor pools that cater year-round for casual as well as organised swimming, including learn-to-swim, as well as an outdoor toddlers pool which is open during the summer months. As part of the operation the pool provides a range of fitness programmes, coaching and events.

As part of the 2018-2028 Long Term Plan, Council decided to replace the existing pool with a new facility and planning for this is currently under way.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
The pool complex will be a safe place to swim.	Number of reported accidents, possible accidents and similar incidents pa.	<80	Accident register – also reported monthly to Council.
	Compliance with NZS5826:2010 NZ Pool Water Quality Standards.	100%	Water quality register.
That the pool facilities meet demand.	Percentage of pool users are satisfied with the pool.	>80%	Annual customer survey.
	Number of pool admissions per annum.	<i>Target suspended due to expected closures for upgrade</i>	Ticketing system – also reported monthly to council.

**APPENDIX 1****1.3 Statement of Prospective Financial Performance**

The detailed financial summary including inflation is shown below:

	2019/20	2020/21	2020/21	Variance
	Annual Plan	Long Term Plan	Annual Plan	
	\$000	\$000	\$000	\$000
Operating Expenditure	896	1179	1,179	0
Revenue	233	222	222	0
<b>Net Cost of Service</b>	<b>663</b>	<b>987</b>	<b>957</b>	<b>0</b>
<b>EXPENDITURE</b>				
Operating Costs	620	633	710	(78)
Interest	0	269	171	98
Depreciation	102	103	102	1
Overheads	174	174	196	(22)
<b>Total Operating Expenditure</b>	<b>896</b>	<b>1,179</b>	<b>1,179</b>	<b>0</b>
Principal Loan Repayments	0	250	253	(3)
Capital Expenditure	44	15,674	15,674	0
<b>Total Expenditure</b>	<b>940</b>	<b>17,103</b>	<b>17,105</b>	<b>(2)</b>
<b>FUNDED BY:</b>				
User Charges	233	222	222	0
<b>Revenue</b>	<b>233</b>	<b>222</b>	<b>222</b>	<b>0</b>
General Rates	661	955	954	1
Loan Funding - Capital	0	12,509	12,637	(128)
Grants - Capital	22	3,146	3,000	146
Transfer from Reserves	22	269	290	(21)
Other Funding	1	3	3	0
<b>Total Funding</b>	<b>940</b>	<b>17,103</b>	<b>17,105</b>	<b>(1)</b>

**1.4 Other Projects**

Project	Category	2020/21
Various Items of Equipment	Level of Service	\$37,200
Pool Complex Development	Level of Service	\$15,636,500

**APPENDIX 1****1.1 What We Do****Democracy**

Democracy includes the formal meeting processes, elections and the means for community involvement in the democratic process. The Democracy activity supports the elected members in these roles and ensures the purposes of the Local Government Act 2002 are met.

The Stratford District Council comprises a District Mayor and ten Councillors. The District Mayor is elected by the whole community, with the Councillors elected on a ward system, with four from the Rural Ward and six from the Urban Ward. Council sets the policy and standards for the management and delivery of Council activities and services.

**Corporate Support**

Corporate Support provides a range of professional support services to the Council and to agencies closely associated with Council. These services include rates administration, financial planning, reporting, analysis and advice, the provision of accounting services, secretarial and administrative support and the development and maintenance of record management information systems and information technology.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To provide Democracy services in accordance with statutory deadlines.	Agendas and associated reports for all scheduled meetings are available to interested parties in accordance with statutory timeframes.	100%	Meeting Register.
	All Council meetings are publicly notified in accordance with statutory timeframes.	100%	Meeting Register.
To ensure that the Health and Safety manual is reviewed.	Complete an annual review of the Health and Safety Manual.	Achieved	Review Date.
Ensure accountability documents are prepared and meet statutory requirements.	The Annual Report, Annual Plan and Long Term Plan meet statutory deadlines and receive an unqualified audit opinion where relevant,	Achieved	Audit Opinion.

**APPENDIX 1****1.3 Statement of Prospective Financial Performance**

The detailed financial summary including inflation is shown below.

**Democracy**

	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	Variance
	\$000	\$000	\$000	\$000
Operating Expenditure	1134	1074	1,110	(36)
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>1134</b>	<b>1074</b>	<b>1,110</b>	<b>(36)</b>
<b>EXPENDITURE</b>				
Operating Costs	503	424	511	(87)
Overheads	631	650	599	51
<b>Total Expenditure</b>	<b>1134</b>	<b>1074</b>	<b>1,110</b>	<b>(36)</b>
<b>FUNDED BY:</b>				
UAGC	1130	1063	1,101	(38)
Other Funding	4	11	9	2
<b>Total Funding</b>	<b>1134</b>	<b>1074</b>	<b>1,110</b>	<b>(36)</b>

**Corporate Support**

	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	Variance
	\$000	\$000	\$000	\$000
Operating Expenditure	0	0	0	0
Revenue	60	60	70	10
<b>Net Cost of Service</b>	<b>(60)</b>	<b>(60)</b>	<b>(70)</b>	<b>10</b>
<b>EXPENDITURE</b>				
Operating Costs				
- Chief Executive's Department	351	381	380	2
- Corporate Services Department	869	994	759	236
Overheads Recovered	(1,220)	(1,376)	(1,138)	(238)
<b>Total Operating Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>
Capital Expenditure	283	160	189	(29)
<b>Total Expenditure</b>	<b>283</b>	<b>160</b>	<b>189</b>	<b>(29)</b>
<b>FUNDED BY:</b>				
Charges for Services	60	60	70	(10)
<b>Revenue</b>	<b>60</b>	<b>60</b>	<b>70</b>	<b>(10)</b>
UAGC	(60)	(60)	(70)	10
Transfer from Reserves	283	160	189	(29)
<b>Total Funding</b>	<b>283</b>	<b>160</b>	<b>189</b>	<b>(29)</b>

**1.4 Other Projects**

Project	Category	2020/21
Computers and Peripherals	Replacements	\$90,000
Vehicle Replacements	Replacements	\$31,000
Miscellaneous Equipment	Replacements	\$20,000
Replace Floor Coverings – Miranda Street Office	Replacements	\$42,700

**APPENDIX 1****Economic Development****7****1.1 What We Do**

Council has a leadership role in economic development. This activity supports the growth of the District by:

- Encouraging and assisting the establishment, retention and development of sustainable, new and existing businesses.
- Promoting business opportunities and events that benefit the local economy
- Promoting the district as a great place to live.
- Supporting the Stratford Business Association
- Working in partnership with Venture Taranaki Trust to support the economic growth of the District.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To support and promote the economic growth of the district.	Business mentoring and economic development support is available.	Report received	Venture Taranaki Quarterly reports
To support the business community.	Provide administration support to the Stratford Business Association meetings	11	Minutes and agendas completed
The website is a valuable resource for the community to access Council information	The number of visitors accessing Council information and services via the internet is measured.	Not less than previous year	Website statistics
Opportunities for the community to participate in decision making is widely publicised	The community is satisfied with how Council keeps them informed.	>85%	Annual Residents Survey

**APPENDIX 1****1.3 Statement of Prospective Financial Performance**

The detailed financial summary including inflation is shown below.

**Economic Development**

	2019/20	2020/21	2020/21	Variance
	Annual Plan	Long Term Plan	Annual Plan	
	\$000	\$000	\$000	\$000

Operating Expenditure	402	372	458	(86)
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>402</b>	<b>372</b>	<b>458</b>	<b>(86)</b>

<b>EXPENDITURE</b>				
Operating Costs	302	266	312	(46)
Overheads	100	105	146	(41)
<b>Total Operating Expenditure</b>	<b>402</b>	<b>372</b>	<b>458</b>	<b>(87)</b>
<b>FUNDED BY:</b>				
General Rates	201	185	228	(43)
UAGC	201	185	228	(43)
Other Funding	1	2	2	(0)
<b>Total Funding</b>	<b>402</b>	<b>372</b>	<b>458</b>	<b>(86)</b>

**Council Projects**

	2019/20	2020/21	2020/21	Variance
	Annual Plan	Long Term Plan	Annual Plan	
	\$000	\$000	\$000	\$000

Operating Expenditure	118	0	100	(100)
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>118</b>	<b>0</b>	<b>100</b>	<b>(100)</b>

<b>EXPENDITURE</b>				
Operating Costs	0	0	0	0
Interest	118	0	100	(100)
Overheads	0	0	0	0
<b>Total Operating Expenditure</b>	<b>118</b>	<b>0</b>	<b>100</b>	<b>(100)</b>
Principal Loan Repayments	4,239	0	3,719	(3,719)
Capital Expenditure	794	0	0	0
<b>Total Expenditure</b>	<b>5,150</b>	<b>0</b>	<b>3,819</b>	<b>(3,820)</b>
<b>FUNDED BY:</b>				
Charges for Services	0	0	0	0
<b>Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
General Rates	(3)	0	0	0
Sales of Sections - Capital	4,360	0	3,819	(3,820)
Loan Funding - Capital	794	0	0	0
<b>Total Funding</b>	<b>5,150</b>	<b>0</b>	<b>3,819</b>	<b>(3,820)</b>

**1.4 Other Projects**

There are no future projects associated with the Economic Development activity.

## APPENDIX 1

# Information Centre

## 1.1 What We Do

Council owns and manages the Stratford Visitor Information Centre (i-SITE). The i-SITE promotes local attractions and events and provides local knowledge, a booking service and souvenirs for tourists and residents. An AA service is also provided at the i-SITE.

From mid-2020 the information centre will be located within the Stratford District Council library, next to its current location.

## 1.2 Performance Measures

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To provide an Information Centre for visitors, incorporating Automobile Association Agency services that meets the needs of and is being used by the community.	Number of people to the Information Centre service is measured.	>40,000	Door Count
	Number of users of AA Agency Service is measured.	>10,000	AA customer count records
	Percentage customers are satisfied.	>80%	Annual Residents Survey

## 1.3 Statement of Prospective Financial Performance

The detailed financial summary including inflation is shown below.

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	293	313	315	(2)
Revenue	112	112	92	(20)
<b>Net Cost of Service</b>	<b>181</b>	<b>201</b>	<b>223</b>	<b>(22)</b>
<b>EXPENDITURE</b>				
Operating Costs	191	208	212	(4)
Depreciation	1	1	1	0
Overheads	101	103	102	1
<b>Total Operating Expenditure</b>	<b>293</b>	<b>313</b>	<b>315</b>	<b>(3)</b>
<b>FUNDED BY:</b>				
Charges for Services	112	112	92	20
<b>Revenue</b>	<b>112</b>	<b>112</b>	<b>92</b>	<b>20</b>
General Rates	181	199	221	(22)
Other Funding	1	2	2	1
<b>Total Funding</b>	<b>293</b>	<b>313</b>	<b>315</b>	<b>(2)</b>

## 1.4 Other Projects

There are no future projects associated with the Information Centre activity.



## APPENDIX 1

# Rental and Investment Properties

## 1.1 What We Do

The Rental and Investment Properties activity manages properties council owns for strategic or commercial purposes.

Under this activity Council staff performs common landlord roles, such as the day-to-day maintenance of grounds and buildings as well as the long term planning for purchase, disposal, renewal, upgrades and redevelopment of properties.

This activity covers the following:

**Farm** - manage 160 hectares of land (132 hectares milkable) on a 50/50 sharemilking basis.

**Holiday Park** - operate a formal lease for the land.

**Rental Properties** - Council manages urban and rural land and commercial properties under this activity.

- Land with a Council function that generally has limited potential for any other use or is strategically important to Council.
- Land that has commercial potential and its legal status permits its availability for sale.
- Land that is currently vacant or occupied informally by an adjoining owner and has limited options for sale.

## 1.2 Performance Measures

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
Maximum profits from the farm are returned to Council.	Milk production is maximised	>150,000kg	Milk Supplier's Statements issued by milk collector (currently Fonterra).
Leased property is safe and fit for purpose.	Number of complaints from tenants.	<5	Reporting against corporate CRM system.

**APPENDIX 1****1.3 Statement of Prospective Financial Performance**

The detailed financial summary including inflation is shown below.

**Farm**

	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	Variance
	\$000	\$000	\$000	\$000
Operating Expenditure	366	375	391	(16)
Revenue	505	524	507	(17)
<b>Net Cost of Service</b>	<b>(139)</b>	<b>(148)</b>	<b>(117)</b>	<b>(32)</b>
<b>EXPENDITURE</b>				
Operating Costs	183	165	211	(46)
Interest	88	104	56	48
Depreciation	57	66	66	0
Overheads	37	40	59	(19)
<b>Total Operating Expenditure</b>	<b>366</b>	<b>375</b>	<b>391</b>	<b>(16)</b>
Principal Loan Repayments	103	97	83	14
Capital Expenditure	45	70	97	(27)
<b>Total Expenditure</b>	<b>514</b>	<b>542</b>	<b>571</b>	<b>(28)</b>
<b>FUNDED BY:</b>				
Charges for Services	505	524	507	17
<b>Revenue</b>	<b>505</b>	<b>524</b>	<b>507</b>	<b>17</b>
General Rates	(36)	(52)	(50)	(3)
Transfer from Reserves	15	0	57	(57)
Sale of Land	0	0	0	0
Loan Funding - Capital	30	70	55	15
Other Funding	0	1	1	0
<b>Total Funding</b>	<b>514</b>	<b>542</b>	<b>571</b>	<b>(29)</b>

**Holiday Park**

	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	Variance
	\$000	\$000	\$000	\$000
Operating Expenditure	16	19	3	16
Revenue	3	3	3	0
<b>Net Cost of Service</b>	<b>13</b>	<b>16</b>	<b>0</b>	<b>16</b>
<b>EXPENDITURE</b>				
Operating Costs	0	1	1	0
Overheads	16	18	2	16
<b>Total Expenditure</b>	<b>16</b>	<b>19</b>	<b>3</b>	<b>16</b>
<b>FUNDED BY:</b>				
Charges for Services	3	3	3	0
<b>Revenue</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>
General Rates	13	15	0	15
Other Funding	0	0	0	0
<b>Total Funding</b>	<b>16</b>	<b>19</b>	<b>3</b>	<b>15</b>

## APPENDIX 1

### Rental Properties

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	71	95	68	27
Revenue	34	35	32	(3)
<b>Net Cost of Service</b>	<b>37</b>	<b>59</b>	<b>36</b>	<b>24</b>
<b>EXPENDITURE</b>				
Operating Costs	11	12	10	2
Depreciation	19	39	21	18
Overheads	41	45	37	8
<b>Total Operating Expenditure</b>	<b>71</b>	<b>95</b>	<b>68</b>	<b>28</b>
Capital Expenditure	0	0	0	0
<b>Total Expenditure</b>	<b>71</b>	<b>95</b>	<b>68</b>	<b>28</b>
<b>FUNDED BY:</b>				
Charges for Services	34	35	32	3
<b>Revenue</b>	<b>34</b>	<b>35</b>	<b>32</b>	<b>3</b>
General Rates	36	59	35	24
Other Funding	0	1	1	1
<b>Total Funding</b>	<b>71</b>	<b>95</b>	<b>68</b>	<b>28</b>

### 1.4 Other Projects

Project	Category	2020/21
Landscaping and Riparian Planting – Farm	Level of Service	\$10,400
Calf Bay – Farm	Level of Service	\$15,000
Yard Upgrade – Farm	Level of Service/Replacement	\$60,000
House Components – Farm	Replacement	\$12,000

**APPENDIX 1****ENVIRONMENTAL SERVICES****Building Services****7****1.1 What We Do**

Council is registered as a building consent authority (BCA), as required by the Building Act 2004. The BCA receives and processes applications for building consents. It also involves monitoring and compliance, to ensure that all building, plumbing and drainage work in the District is undertaken in a safe, secure and proper manner.

The Building Control Team also leads the preparation of Land Information Memorandums.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To process applications within statutory timeframes.	Percentage of building consent applications processed within 20 days.	100%	Council Records
	Percentage of inspection requests completed within 24 hours of request	100%	Council Records
	Percentage of code compliance certificate applications determined within 20 working days	100%	Council Records
To retain registration as a Building Consent Authority.	Current registration.	Confirmed	Current IANZ Certification
To process LIMs within statutory timeframes	% of LIMs processed within timeframes.	100%	Council Records
Service meets customer expectations.	Percentage of customers using building consent processes are satisfied with the service provided	>80%	Council Records

**APPENDIX 1****1.3 Statement of Prospective Financial Performance**

The detailed financial summary including inflation is shown below:

**Building Control**

	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	Variance
	\$000	\$000	\$000	\$000
Operating Expenditure	416	448	570	(122)
Revenue	262	222	256	34
<b>Net Cost of Service</b>	<b>155</b>	<b>225</b>	<b>314</b>	<b>(88)</b>
<b>EXPENDITURE</b>				
Operating Costs	228	270	330	(60)
Overheads	189	178	241	(63)
<b>Total Operating Expenditure</b>	<b>416</b>	<b>448</b>	<b>570</b>	<b>(122)</b>
<b>FUNDED BY:</b>				
Charges for Services	262	222	256	(34)
<b>Revenue</b>	<b>262</b>	<b>222</b>	<b>256</b>	<b>(34)</b>
UAGC	153	223	311	(88)
Other Funding	1	3	4	(1)
<b>Total Funding</b>	<b>416</b>	<b>448</b>	<b>570</b>	<b>(122)</b>

**1.4 Other Projects**

There are no future projects associated with the Building Services activity

## APPENDIX 1

# Planning

## 1.1 What We Do

This activity covers:

- The development and administration of the Stratford District Plan
- Maintaining a set of bylaws that integrate with the District Plan provisions
- The processing of resource consents required under the District Plan.
- Monitoring of the district to ensure that the District Plan and bylaws are relevant and complied with.

## 1.2 Performance Measures

Level of Service	Performance Measure	Target	How Measured
		Year 3 – 2020/21	
To promote the sustainable management and use of land and public spaces.	To undertake a comprehensive review of the district plan, with notification no later than 2018/19.	Not Applicable	Reports to Council
	To undertake a systematic review of bylaws and related policies as they reach their statutory review dates.	Not Applicable	Reports to Council
To process resource consents within statutory timeframes.	% of non notified applications processed within 20 working days.	100%	Council records
	% of notified applications processed within legislated timeframes for notification, hearings and decisions.	100%	Council records
	% of s223 and s224 applications processed within 10 working days.	100%	Council records
Service meets customer expectations.	Percentage of customers using resource consent processes are satisfied with the service provided	>80%	Council Records

## 1.3 Statement of Prospective Financial Performance

The detailed financial summary including inflation for this activity is shown below.

### District Plan

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	147	170	170	0
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>147</b>	<b>170</b>	<b>170</b>	<b>0</b>
<b>EXPENDITURE</b>				
Operating Costs	75	103	78	26
Overheads	71	68	92	(24)
<b>Total Operating Expenditure</b>	<b>147</b>	<b>170</b>	<b>170</b>	<b>1</b>
<b>FUNDED BY:</b>				
UAGC	146	169	168	1
Other Funding	0	1	1	(0)
<b>Total Funding</b>	<b>147</b>	<b>170</b>	<b>170</b>	<b>1</b>

## APPENDIX 1

### Resource Consents

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	165	167	181	(14)
Revenue	32	27	35	8
<b>Net Cost of Service</b>	<b>134</b>	<b>140</b>	<b>146</b>	<b>(6)</b>
<b>EXPENDITURE</b>				
Operating Costs	74	83	82	1
Overheads	91	85	100	(15)
<b>Total Operating Expenditure</b>	<b>165</b>	<b>167</b>	<b>181</b>	<b>(13)</b>
<b>FUNDED BY:</b>				
Charges for Services	32	27	35	(8)
<b>Revenue</b>	<b>32</b>	<b>27</b>	<b>35</b>	<b>(8)</b>
UAGC	133	139	145	(6)
Other Funding	1	1	1	(1)
<b>Total Funding</b>	<b>165</b>	<b>167</b>	<b>181</b>	<b>(13)</b>

### 1.4 Other Projects

There are no future projects associated with the District Plan & Resource Consent activities

7



**APPENDIX 1****Community Health and Safety****1.1 What We Do**

The activities broadly cover the regulation and enforcement of various statutes and bylaws relating to health, food, alcohol, animal control, and general nuisance arising from inappropriate parking of motor vehicles and/or use of public places.

**Health Act and Food Act**

Council:

- provides a uniform system of control to ensure the sale of food is fit for consumption and safe
- carries out premises registration, education, monitoring and enforcement activities, including complaint resolution, to avoid and mitigate actual and potential adverse effects on public health.

From time to time this activity also has to review and respond to legislative changes. Overall its main role is licencing, compliance and enforcement.

**Sale and Supply of Alcohol Act**

Council carries out licencing, monitoring and enforcement activities, to ensure that a reasonable system of control is in place over the sale and supply of liquor to the public, with the aim of contributing to the reduction of liquor abuse in the community.

**Parking and other Bylaw compliance**

Bylaws provide an enforcement tool where specific local regulation is required. In some instances bylaws are required to give a specific local interpretation of national legislation. Others, such as the Public Places Bylaw, are passed under the Local Government Act but simply reflect a set of local expectations.

Council receives an average of 300 complaints concerning infringements of the various bylaws each year. In addition approximately 200 to 300 parking infringement notices are issued each year, with almost all being in respect of time limits. Council has, since 2010, also issued infringement notices for other stationary vehicle offences related to warrants of fitness and vehicle registration.

**Animal Control**

Council exercises its responsibilities under the Dog Control Act 1996 and Council's Dog Control Bylaw. Council controls dogs as required by legislation to avoid nuisance and minimise risk to the community.

This covers:

- registration of dogs
- timely response to all complaints concerning dogs, particularly in regard to instances involving aggressive behaviour by dogs
- Enforcing obligations on dog owners designed to ensure that dogs do not cause a nuisance to any person, and do not injure, endanger or cause distress to any person or cause distress to any stock, poultry, domestic animal or protected wildlife.

Council operates a dog pound which has a capacity for six dogs. The demand for services is relatively consistent.

Under the general bylaw this activity also manages wandering stock on road reserves.



## APPENDIX 1

### 1.2 Performance Measures

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To fulfil obligations to improve, promote and protect public health.	Percentage of premises registered under the Food Act, Health Act, Beauty and Tattoo Bylaw, to be inspected for compliance.	100%	Council Records
	Health nuisance and premise complaints are responded to within 1 working day.	100%	Council Records
To fulfil obligations as a District Licensing Committee.	Percentage of licensed premises inspected.	100%	Council Records
	Percentage of applications processed within 25 working days (excluding hearings).	100%	Council Records
To monitor and enforce bylaws.	Percentage of complaints responded to within 2 hours.	100%	Council Records
To ensure dogs are controlled.	Percentage of known dogs registered.	98%	Council Records
	Percentage of dog attack/wandering dog complaints responded to within an hour.	100%	Council Records

7

### 1.3 Statement of Prospective Financial Performance

The detailed financial summary including inflation is shown below:

#### Food and Health

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	87	92	157	(65)
Revenue	15	15	15	0
<b>Net Cost of Service</b>	<b>73</b>	<b>77</b>	<b>142</b>	<b>(65)</b>
<b>EXPENDITURE</b>				
Operating Costs	50	54	83	(29)
Overheads	37	39	74	(35)
<b>Total Operating Expenditure</b>	<b>87</b>	<b>92</b>	<b>157</b>	<b>(64)</b>
<b>FUNDED BY:</b>				
Charges for Services	15	15	15	0
<b>Revenue</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>0</b>
UAGC	73	77	141	(64)
Other Funding	0	1	1	(0)
<b>Total Funding</b>	<b>87</b>	<b>92</b>	<b>157</b>	<b>(64)</b>



# APPENDIX 1

## Alcohol Licensing

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	157	162	116	46
Revenue	35	35	35	0
<b>Net Cost of Service</b>	<b>122</b>	<b>127</b>	<b>81</b>	<b>46</b>
<b>EXPENDITURE</b>				
Operating Costs	63	73	67	7
Overheads	94	89	50	39
<b>Total Operating Expenditure</b>	<b>157</b>	<b>162</b>	<b>116</b>	<b>46</b>
<b>FUNDED BY:</b>				
Charges for Services	35	35	35	(0)
<b>Revenue</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>(0)</b>
UAGC	122	126	80	46
Other Funding	1	1	1	0
<b>Total Funding</b>	<b>157</b>	<b>162</b>	<b>116</b>	<b>46</b>

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## Animal Control

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	189	202	203	(2)
Revenue	128	148	142	(7)
<b>Net Cost of Service</b>	<b>60</b>	<b>54</b>	<b>62</b>	<b>(8)</b>
<b>EXPENDITURE</b>				
Operating Costs	110	120	103	17
Interest	0	3	2	1
Depreciation	8	7	7	0
Overheads	71	73	92	(19)
<b>Total Operating Expenditure</b>	<b>189</b>	<b>202</b>	<b>203</b>	<b>(1)</b>
Principal Loan Repayments	0	2	0	2
Capital Expenditure	61	0	0	0
<b>Total Expenditure</b>	<b>250</b>	<b>204</b>	<b>203</b>	<b>2</b>
<b>FUNDED BY:</b>				
Charges for Services	128	148	142	7
<b>Revenue</b>	<b>128</b>	<b>148</b>	<b>142</b>	<b>7</b>
UAGC	60	55	61	(6)
Loan Funding - Capital	61	0	0	0
Other Funding	0	1	1	(0)
<b>Total Funding</b>	<b>250</b>	<b>204</b>	<b>203</b>	<b>1</b>



## APPENDIX 1

### Parking and Bylaws

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	187	175	141	34
Revenue	27	27	1	(26)
<b>Net Cost of Service</b>	<b>160</b>	<b>148</b>	<b>140</b>	<b>8</b>

<b><u>EXPENDITURE</u></b>				
Operating Costs	78	68	71	(3)
Overheads	108	108	70	38
<b>Total Operating Expenditure</b>	<b>186</b>	<b>175</b>	<b>141</b>	<b>35</b>
<b><u>FUNDED BY:</u></b>				
Charges for Services	27	27	1	26
<b>Revenue</b>	<b>27</b>	<b>27</b>	<b>1</b>	<b>26</b>
UAGC	160	146	139	7
Other Funding	1	2	1	1
<b>Total Funding</b>	<b>186</b>	<b>175</b>	<b>141</b>	<b>33</b>

### 1.4 Other Projects

There are no future projects associated with the Community Health and Safety activity



**APPENDIX 1**


# CIVIL DEFENCE & EMERGENCY MANAGEMENT SERVICES

**1.1 What We Do**

The overriding principle for Civil Defence and Emergency Management delivery across the Taranaki Civil Defence and Emergency Management (CDEM) Group is that it is a regionally coordinated and locally delivered approach. The Taranaki Region operates a CDEM Group Office, called the Taranaki Emergency Management Office (TEMO). TEMO is a shared service between all four councils in Taranaki that delivers Civil Defence and Emergency Management coordination throughout Taranaki on behalf of the councils in the region. The Council is obligated to plan and provide for Civil Defence and Emergency Management within the Stratford District and to ensure that it can function at the fullest possible extent during an emergency.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To maintain effective emergency capability	Operative Taranaki Civil Defence and Emergency Management Plan.	Achieved	Annual CDEMG Report

**1.3 Statement of Prospective Financial Performance**

The detailed financial summary including inflation for this activity is shown below.

**Emergency Management**

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	136	131	232	(101)
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>136</b>	<b>131</b>	<b>232</b>	<b>(101)</b>
<b>EXPENDITURE</b>				
Operating Costs	100	94	105	(11)
Depreciation	0	0	1	(1)
Overheads	36	37	126	(89)
<b>Total Operating Expenditure</b>	<b>136</b>	<b>131</b>	<b>232</b>	<b>(102)</b>
<b>FUNDED BY:</b>				
UAGC	136	130	230	(100)
Other Funding	0	1	2	(1)
<b>Total Funding</b>	<b>136</b>	<b>131</b>	<b>232</b>	<b>(101)</b>

**1.4 Other Projects**

There are no future projects associated with the Civil Defence and Emergency Management activity

**APPENDIX 1****1.1 What We Do**

The Roading activity encompasses the management, construction, maintenance and renewal of rural and urban roads, footpaths, kerb and channel, street lighting and associated infrastructure for the District excluding State Highways. The Roading network managed by the Stratford District Council totals 597.8km, made up of 556.1km of rural roads and 41.6km of urban streets. State Highways 3 and 43 are maintained by the New Zealand Transport Agency (NZTA). In addition there are over 700km of unformed legal road and a number of bridges 'beyond the maintenance peg' that are not maintained by Council.

The Roading asset includes all pavements from the sub base to, and including, the top sealed or metal surface, traffic services (lighting, street and safety signage, footpaths, kerb & channel), bridges, culverts and side drains.

	Rural	Urban	Total
Sealed km	349.4	41.6	391.1
Unsealed km	<u>206.7</u>	<u>0.01</u>	<u>206.7</u>
	<b>556.1</b>	<b>41.6</b>	<b>597.8</b>

The physical works carried out on the District roads are undertaken by private contractors. Most of the work, including all routine maintenance and most renewals and planned work such as reseals and unsealed roads metal replacement, is carried out under the Roading Facilities Management Contract.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To provide a safe roading network.	<b>Road safety</b> - The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number.	1	Police CAS Database
To provide a well maintained roading network.	<b>Road Condition</b> – The average quality of ride on sealed road network, measured by smooth travel exposure.	Urban – ≥83% Rural – ≥91%	RAMM Rating Report
	<b>Road maintenance</b> – The percentage of the sealed road network that is resurfaced.	≥5%	RAMM Rating Report
	<b>Road maintenance</b> – The percentage of the unsealed road network that has been metal dressed.	≥7%	RAMM Report

## APPENDIX 1

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
To provide a well maintained roading network.	<b>Footpaths</b> - The percentage of footpaths within a territorial authority district that fall within the level of service or service standard for the condition of footpaths that is set out in the territorial authority's relevant document (annual plan, activity management plan, asset management plan, annual works programme or long term plan)	>84%	RAMM Report
	<b>Response to service requests</b> - The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the long term plan (note: this information is actually held in the asset management plan not the long term plan).	>88%	RAMM Report. Spreadsheet until connectivity is established between RAMM and Customer Service Requests
	Percentage of residents who are satisfied with:		Annual Customer Survey
	<ul style="list-style-type: none"> <li>Roading Networks</li> <li>Footpaths</li> </ul>	>78% >79%	

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### 1.3 Statement of Prospective Financial Performance

The detailed financial summary including inflation for the Roothing activity is shown below:

#### Roothing

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	6,474	6,584	6,414	171
Revenue	3,875	3,833	3,880	47
<b>Net Cost of Service</b>	<b>2,599</b>	<b>2,751</b>	<b>2,533</b>	<b>218</b>
<b>EXPENDITURE</b>				
Operating Costs	3,493	3,498	3,456	42
Interest	0	30	0	30
Depreciation	2,700	2,774	2,805	(31)
Overheads	281	282	152	130
<b>Total Operating Expenditure</b>	<b>6,474</b>	<b>6,584</b>	<b>6,414</b>	<b>171</b>
Principal Loan Repayments	0	28	0	28
Capital Expenditure	3,199	3,359	3,107	252
<b>Total Expenditure</b>	<b>9,672</b>	<b>9,971</b>	<b>9,520</b>	<b>451</b>
<b>FUNDED BY:</b>				
User Charges	134	135	169	(34)
NZTA Financial Assistance	3,741	3,698	3,712	(14)
<b>Revenue</b>	<b>3,875</b>	<b>3,833</b>	<b>3,880</b>	<b>(47)</b>
Targeted Rates	3,039	3,217	3,031	186
Depreciation Funded From Reserves	1,398	1,422	1,482	(60)
Transfer from Reserves - Capital	1,360	1,547	1,278	269
Transfer (to) from Reserves	(1)	(52)	(153)	101
Loan Funding	0	0	0	0
Grants and Donations	0	0	0	0
Other Funding	2	5	2	3
<b>Total Funding</b>	<b>9,672</b>	<b>9,971</b>	<b>9,520</b>	<b>452</b>

**APPENDIX 1****Business Unit**

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	190	151	317	(166)
Revenue	196	157	327	170
<b>Net Cost of Service</b>	<b>(6)</b>	<b>(6)</b>	<b>(10)</b>	<b>4</b>
<b>EXPENDITURE</b>				
Operating Costs	142	104	147	(43)
Depreciation	9	9	9	0
Overheads	39	38	162	(124)
<b>Total Operating Expenditure</b>	<b>190</b>	<b>151</b>	<b>317</b>	<b>(166)</b>
<b>FUNDED BY:</b>				
Inhouse services- NZTA assisted	196	157	327	(170)
<b>Revenue</b>	<b>196</b>	<b>157</b>	<b>327</b>	<b>(170)</b>
General Rates	(6)	(7)	(12)	5
Other Funding	0	1	2	(1)
<b>Total Funding</b>	<b>190</b>	<b>151</b>	<b>317</b>	<b>(166)</b>

**1.4 Other Projects**

Project	Category	2020/21
Unsealed Road Metalling	Replacements	\$795,000
Sealed Road Resurfacing	Replacements	\$750,000
Drainage Renewals	Replacements	\$525,415
Pavement Rehabilitation	Replacements	\$742,800
Structure Component Replacement	Replacements	\$80,000
Traffic Services	Replacements	\$50,000
Sealed Road Resurfacing – Special Purpose Roads	Replacements	\$151,000
Under-veranda Lighting	Replacements	\$12,500

## APPENDIX 1



### 1.1 What We Do

Stormwater reticulation and collection services are provided and managed by Stratford District Council:

- To collect and disperse any excess water from a major rainfall event.
- To provide a system for the normal drainage of stormwater and groundwater, thereby enhancing the life of other infrastructure eg. roads and protecting private property (to the defined level of service).

The Stormwater reticulation system is a network of pipes and open drains that collects stormwater from developed urban areas. Collection from roads and public areas is usually via sumps and directed to reticulation. Collection from commercial and industrial properties is via reticulation manholes. Residential area stormwater is discharged to ground mainly by soak holes, although if soil or other conditions are not suitable for soak holes, discharge is carried out via runoff through sumps and reticulation.

There are 6.7km of stormwater pipes, and 14km of open drains in the Stratford urban area. Council is also responsible for approximately 70 metres of 450mm culvert in Midhirst.

### 1.2 Performance Measures

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
Stormwater system protects property from impacts of flooding.	<b>System adequacy</b>		Reporting against corporate CRM system. Note: specific category to be set up for flooding – to separate between residential & commercial buildings and include count of habitable floors flooded (residential only).
	<ul style="list-style-type: none"> <li>• The number of flooding events that occur in a territorial authority district. <i>“Flooding” in this context means stormwater entering a habitable floor</i></li> </ul>	0	
	<ul style="list-style-type: none"> <li>• For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority’s stormwater system.)</li> </ul>	0	
<ul style="list-style-type: none"> <li>• For each flooding event, the number of buildings in the central business zone affected by flooding.</li> </ul>	0		
Discharge Compliance	Compliance with the territorial authority’s resource consents for discharge from its stormwater system, measured by the number of: <ul style="list-style-type: none"> <li>• Abatement notices</li> <li>• Infringement notices</li> <li>• Enforcement orders, and</li> <li>• Convictions</li> </ul> received by the territorial authority in relation to those resource consents.	N/A	Council does not hold discharge consents for discharge from its stormwater system.
Response Times	The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.	1 hour	Work order tracking/reporting through Council’s Infrastructure asset management system.



**APPENDIX 1**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
Customer Satisfaction	The number of complaints received by a territorial authority about the performance of its stormwater system, expressed per 1000 properties connected to the territorial authority's stormwater system.	<8	Reporting against corporate CRM system.

**1.3 Statement of Prospective Financial Performance**

The detailed financial summary including inflation for the Stormwater activity is shown below.

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	354	373	329	44
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>354</b>	<b>373</b>	<b>329</b>	<b>44</b>
<b><u>EXPENDITURE</u></b>				
Operating Costs	105	118	61	57
Interest	25	33	18	15
Depreciation	116	125	141	(16)
Overheads	108	97	108	(11)
<b>Total Operating Expenditure</b>	<b>354</b>	<b>373</b>	<b>329</b>	<b>44</b>
Principal Loan Repayments	29	31	27	4
Capital Expenditure	285	292	292	0
<b>Total Expenditure</b>	<b>669</b>	<b>696</b>	<b>648</b>	<b>48</b>
<b><u>FUNDED BY:</u></b>				
UAGC	354	371	327	44
Transfer from Reserves	86	194	85	109
Loan Funding - Capital	229	129	234	(105)
Other Funding	1	2	2	0
<b>Total Funding</b>	<b>669</b>	<b>696</b>	<b>648</b>	<b>48</b>

**1.4 Other Projects**

Project	Category	2020/21
Pipework Capacity Increase	Level of Service	\$110,700
Safety Improvements	Level of Service	\$123,100
Reticulation Renewals	Replacements	\$55,600

**APPENDIX 1****WASTEWATER (Sewerage)****7****1.1 What We Do**

The Wastewater activity encompasses the planning, provision, operation, maintenance and renewal of wastewater, reticulation and treatment and disposal, and associated infrastructure for the Stratford urban area.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
Wastewater is managed without risk to public health.	<b>System and adequacy</b> - The number of dry weather sewerage overflows from the territorial authority's sewerage system, expressed per 1000 sewerage connections to that sewerage system.	<5	Reporting against corporate CRM system.
	<b>Discharge compliance</b> - Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number of <ul style="list-style-type: none"> <li>• Abatement notices</li> <li>• Infringement notices</li> <li>• Enforcement orders; and</li> <li>• Convictions,</li> </ul> Received by the territorial authority in relation to those resource consents.	0	Consent & compliance documentation.
<b>Fault response times</b>	Where the territorial authority attends to sewerage overflows resulting from a blockage or other fault in the territorial authority's sewerage system, the following median response times measured:		Work order tracking/reporting through Council's Infrastructure asset management system.
	<ul style="list-style-type: none"> <li>• Attendance time: from the time that the territorial authority receives notification to the time that service personnel reach the site; and</li> </ul>	1 hour	
	<ul style="list-style-type: none"> <li>• Resolution time: from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault.</li> </ul>	8 hours	
<b>Customer satisfaction</b>	The total number of complaints received by the territorial authority about any of the following: <ul style="list-style-type: none"> <li>• Sewage odour</li> <li>• Sewerage system faults</li> <li>• Sewerage system blockages, and</li> <li>• The territorial authority's response to issues with its sewerage system,</li> </ul> Expressed per 1000 connections to the territorial authority's sewerage system.	<5	Reporting against corporate CRM system.

## APPENDIX 1

### 1.3 Statement of Prospective Financial Performance

The detailed financial summary including inflation for this activity is shown below.

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
Operating Expenditure	987	981	1,003	(22)
Revenue	71	73	73	(0)
<b>Net Cost of Service</b>	<b>916</b>	<b>908</b>	<b>930</b>	<b>(22)</b>
<b>EXPENDITURE</b>				
Operating Costs	441	368	430	(62)
Interest	58	100	61	39
Depreciation	309	357	300	57
Overheads	180	156	212	(56)
<b>Total Operating Expenditure</b>	<b>987</b>	<b>981</b>	<b>1,003</b>	<b>(22)</b>
Principal Loan Repayments	67	93	91	2
Capital Expenditure	1530	687	687	(0)
<b>Total Expenditure</b>	<b>2584</b>	<b>1761</b>	<b>1,781</b>	<b>(20)</b>
<b>FUNDED BY:</b>				
Charges for Services	71	73	73	0
<b>Revenue</b>	<b>71</b>	<b>73</b>	<b>73</b>	<b>0</b>
Targeted Rates	878	906	891	15
Transfer (to) from Reserves	36	0	36	(36)
Transfer from Depreciation Reserve	559	295	293	2
Loan Funding - Capital	1038	485	485	0
Other Funding	1	3	3	(0)
<b>Total Funding</b>	<b>2584</b>	<b>1761</b>	<b>1,781</b>	<b>(19)</b>

### 1.4 Other Projects

Project	Category	2020/21
Resource Consents	Level of Service	\$262,100
Safety Improvements	Level of Service	\$33,900
Pipework Capacity Increase	Level of Service	\$104,900
Pump Station telemetry	Level of Service	\$83,900
Infiltration renewals	Replacements	\$160,400
Bulk Discharge renewals	Replacements	\$10,500
Step screen/aerator renewals	Replacements	\$31,500

**APPENDIX 1**



**1.1 What We Do**

Council provides a domestic refuse and recycling service to the households in the urban areas of Stratford and Midhurst. In addition it operates a transfer station in Stratford which allows for the disposal of general waste, recycling and green waste. All services are provided by a contractor and all waste is taken to a Council approved landfill.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
The levels of waste generated are reducing.	Waste to landfill per household (municipal kerbside collection only)	<700kg	Landfill invoices & transactions.
	Percentage (by weight) of council controlled waste stream that is recycled (municipal kerbside collection only).	>25%	Recycling facility invoices & transactions.
The waste collection service meets the needs of the community.	Percentage of customers satisfied with the service provided.	>90%	Annual Survey Residents

**1.3 Statement of Prospective Financial Performance**

The detailed financial summary including inflation for the Solid Waste activity is shown below.

	2019/20	2020/21	2020/21	Variance
	Annual Plan	Long Term Plan	Annual Plan	
	\$000	\$000	\$000	\$000
Operating Expenditure	878	865	860	5
Revenue	81	83	83	(0)
<b>Net Cost of Service</b>	<b>797</b>	<b>783</b>	<b>777</b>	<b>5</b>
<b>EXPENDITURE</b>				
Operating Costs	668	644	671	(27)
Interest	34	45	26	20
Depreciation	30	31	31	0
Overheads	146	145	133	12
<b>Total Operating Expenditure</b>	<b>878</b>	<b>865</b>	<b>860</b>	<b>5</b>
Landfill Aftercare Expenditure	12	12	12	0
Principal Loan Repayments	39	42	38	4
Capital Expenditure	41	21	21	0
<b>Total Expenditure</b>	<b>970</b>	<b>939</b>	<b>930</b>	<b>9</b>
<b>FUNDED BY:</b>				
Charges for Services	81	83	83	1
<b>Revenue</b>	<b>81</b>	<b>83</b>	<b>83</b>	<b>1</b>
Targeted Rates	698	740	698	43
UAGC	19	19	19	0
Loan Funding - Capital	0	0	0	0
Transfer from Reserves	171	97	129	(32)
Other Funding	1	1	2	(1)
<b>Total Funding</b>	<b>970</b>	<b>939</b>	<b>930</b>	<b>10</b>

## APPENDIX 1

### 1.4 Other Projects

Project	Category	2020/21
Transfer Station Building upgrades	Replacements	\$20,800

**APPENDIX 1****1.1 What We Do**

The Water Supply activity encompasses the planning, provision, operation, maintenance and renewal of water treatment and reticulation systems, and all associated infrastructure.

Council operates three urban water supplies servicing the Stratford, Toko and Midhirst townships, with river fed sources for Stratford and Midhirst and a bore supply for Toko.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
Water is safe to drink.	The extent to which the local authority's drinking water supply complies with:		Plant & reticulation performance records in water outlook. Includes water quality sampling programme records as well as any plant non-performances.
	<ul style="list-style-type: none"> <li>Part 4 of the drinking water standards (bacterial compliance criteria), and</li> </ul>	100% for all plants	
	<ul style="list-style-type: none"> <li>Part 5 of the drinking water standards (protozoal compliance criteria).</li> </ul>	100%	
	<b>Maintenance of the reticulation network</b> - The percentage of real water loss from the local authority's networked reticulation system (including a description of the methodology used to calculate this).	<25%	Calculated annually as per NZWWA Water Loss Guidelines.
A reliable water supply is provided.	<b>Fault Response Times</b> – Where the local authority attends a call-out in response to a fault or unplanned interruption to its networked reticulation system, the following median response times are measured:		Work order tracking/reporting through Council's Infrastructure asset management system.
	<ul style="list-style-type: none"> <li>Attendance for urgent call-outs: from the time that council receives notification to the time that service personnel reach the site.</li> </ul>	1 hour	
	<ul style="list-style-type: none"> <li>Resolution of urgent call-outs: from the time that council receives notification to the time the service personnel confirm resolution of the fault or interruption.</li> </ul>	8 hours	
A reliable water supply is provided.	<ul style="list-style-type: none"> <li>Attendance for non-urgent call-outs: from the time that council receives notification to the time that service personnel confirm resolution of the fault or interruption</li> </ul>	2 working days	Work order tracking/reporting through Council's Infrastructure asset management system. Affected property numbers provided via GIS/Asset Management System

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### 1.2 Performance Measures

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
A reliable water supply is provided.	<ul style="list-style-type: none"> <li>Resolution of non-urgent call-outs: from the time that council receives notification to the time the service personnel confirm resolution of the fault or interruption</li> </ul>	5 working days	
	Number of unplanned disruptions:		
	<ul style="list-style-type: none"> <li>Minor * (between 5 and 50 connections affected)</li> <li>Major * (more than 50 connections affected)</li> </ul>	<p>&lt;5</p> <p>&lt;2</p>	Work order tracking/reporting through Council's Infrastructure asset management system. Affected property numbers provided via GIS/Asset Management System
Water has a pleasant taste and odour.	<p><b>Customer Satisfaction</b> - Total number of complaints received for:</p> <ul style="list-style-type: none"> <li>Drinking water clarity</li> <li>Drinking water taste</li> <li>Drinking water odour</li> <li>Drinking water pressure or flow</li> <li>Continuity of supply</li> <li>Council's response to any of these issues</li> </ul> <p>expressed per 1000 connections to council's networked reticulation system.</p>	<32	Reporting against corporate CRM system.
	<i>Note: This is understood to be limited to supplied properties within the water supply zones.</i>		
Water has a pleasant taste and odour.	<p><b>Demand management</b> - The average consumption of drinking water per day per resident within the district (in litres).</p>	<275	Calculated from production records ex SCADA/Water Outlook, deducting commercial users as per water meter records as well as any other non-residential use and losses (as per bench loss), divided by number of residential connections and average number of residents per property.
Water flow and pressure is appropriate for its intended use.	<p>Water pressure at 50 properties within the water supply zone, including any that have complained about pressure and or flow meets council specifications (flow&gt;10l/min &amp; pressure&gt;350kpa)</p>	100%	Pressure and flow to be measured at a minimum of 50 properties per annum. Test results recorded by handheld device directly into asset management system against property's point of supply. Where test at tap inside property fails, test will be repeated at point of supply (toby/meter box) to isolate problems with private pipework from public network. Customer is advised if problem with internal plumbing.
Water supply meets fire fighting requirements.	<p>Fire hydrants meet NZFS Code of Practice conditions regarding supply.</p>	100%	Flow & pressure testing carried out by council contractor and or NZ Fire Service to NZ Fire Fighting Code of Practice standards.

## APPENDIX 1

### 1.3 Statement of Prospective Financial Performance

The detailed financial summary including inflation for the Water Supply activity is shown below.

	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	Variance
	\$000	\$000	\$000	\$000
Operating Expenditure	1,941	2,104	1,913	191
Revenue	462	564	446	(118)
<b>Net Cost of Service</b>	<b>1,479</b>	<b>1,540</b>	<b>1,467</b>	<b>73</b>
<b>EXPENDITURE</b>				
Operating Costs	953	1,019	860	159
Interest	264	361	214	148
Depreciation	420	444	414	30
Overheads	304	280	426	(146)
<b>Total Operating Expenditure</b>	<b>1,941</b>	<b>2,104</b>	<b>1,913</b>	<b>191</b>
Principal Loan Repayments	328	358	339	19
Capital Expenditure	758	1,001	1,001	(0)
<b>Total Expenditure</b>	<b>3,027</b>	<b>3,463</b>	<b>3,254</b>	<b>209</b>
<b>FUNDED BY:</b>				
Charges for Water Usage	462	564	446	118
<b>Revenue</b>	<b>462</b>	<b>564</b>	<b>446</b>	<b>118</b>
Targeted Rates - Fixed Charge	1,477	1,535	1,461	74
Transfer from Reserves	328	368	339	29
Loan Funding - Capital	758	792	1,001	(209)
Other Funding	2	5	6	(1)
<b>Total Funding</b>	<b>3,027</b>	<b>3,263</b>	<b>3,254</b>	<b>10</b>

### 1.4 Other Projects

Project	Category	2020/21
Reticulation Riders	Level of Service	\$31,400
Water Metering	Level of Service	\$346,000
Pressure Reducing and Zone Valves	Level of Service	\$209,000
Hydrant renewals	Replacements	\$15,500
Lateral renewals	Replacements	\$32,100
Meter renewals	Replacements	\$52,400
General reticulation and infrastructure renewals on all 3 water schemes	Replacements	\$314,000



**APPENDIX 1****COUNCIL CONTROLLED ORGANISATIONS****Percy Thomson Trust****7****1.1 Background**

The Local Government Act 2002 defines entities in which Council has more than a 50% shareholding, or the ability to appoint more than 50% of the directors, as Council Controlled Organisations. The Stratford District Council has one organisation that meets these criteria and is therefore a Council Controlled Organisation; the Percy Thomson Trust.

The Trust was established to fulfil the wishes and bequest of the late Percy Thomson to provide an art gallery, arboretum and herbarium. There are to be a minimum of six trustees and a maximum of seven on the trust and less than 50% of the trustees can come from elected representatives.

**1.2 Performance Measures**

Level of Service	Performance Measure	Target	How Measured
		Year 3 - 2020/21	
Delivery of art exhibitions	Deliver proposed art exhibitions which will include local, regional and at least 1 National:	Deliver proposed art exhibitions which will include local, regional and at least 1 National.	Art Gallery Records
	Number of visitors to the Gallery to be not less than 20,000 per year	>20,000	Door Count
	To operate to a "break-even" balance	Operate within "break-even" budget " <i>Break-even</i> " is defined by the Trust as a cash surplus only, excluding depreciation, and receiving external funding to make up any shortfall in cash and the gain on sale of investments/	Annual Report
Development and maintenance of arboretum	Develop and maintain the arboretum to the standards in the Facilities Management Contract.	Develop and maintain the arboretum to the standards in the Facilities Management Contract.	Council Records
Delivery of Herbarium	Explore alternative options to achieve this measure	Explore alternative options to achieve this measure	Dependent on option selected

**APPENDIX 1**

**APPENDIX 1**



**BALANCING THE BUDGET**

**Introduction**

In terms of the Local Government Act 2002, Council is balancing the budget over the period of the LTP due to the budgeted operating income exceeding budgeted operating expenditure. There are some areas of expenditure that Council has resolved not to fund, which are discussed further.

**Local Government Act 2002**

The financial statements within this plan do contain a balanced budget as outlined in Section 100 of the Local Government Act 2002 (the Act) for the 2020/21 year. Council is required under the Act to generate sufficient revenue to cover operational costs including depreciation.

The financial summary including inflation is shown below.

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
<b>Funding:</b>				
Depreciation funded from reserves				
- Roading	1,398	1,422	1,482	(60)
- Buildings	91	104	93	11
Loan Proceeds for Capital Expenditure	3,198	13,956	14,566	(610)
Capital Expenditure funded from reserves	2,924	3,372	2,732	640
Operational Expenditure funded from reserves	(62)	6	74	(68)
<b>Less Expenditure</b>				
Total loan repayments	4,869	971	4,610	(3,639)
Net transfer to loan repayment reserve	0	0	0	0
Rates transferred to reserves	0	0	10	(10)
Interest transferred to reserves	146	262	125	137
Staff Gratuities	0	49	0	49
Landfill aftercare provision	12	12	12	1
Capital Expenditure	7,467	22,035	21,909	126
<b>Net Surplus/(Deficit) from Operations</b>	<b>4,822</b>	<b>4,432</b>	<b>7,866</b>	<b>(3,434)</b>

**Use of Reserves**

Council is forecasting to record overall surpluses in each year of the LTP, however, in some activities, Council has resolved not to set revenue to fund all of the costs relating to that activity. In some cases Council has resolved to use reserves to fund some specific expenditure. This is particularly the case where Council actively uses the Reserves, built up by surpluses recorded from targeted rate activities, to fund the capital expenditure and in limited cases one off operating expenditure of those activities.



## APPENDIX 1

### Intergenerational Equity

Council considers the issue of intergenerational equity when funding depreciation in areas where it may not be fair to impose a cost for depreciation to this generation. Intergenerational equity requires today's ratepayers to meet the costs of utilising Council's assets and not expecting them to meet the full cost of long term assets that will benefit ratepayers in future generations.

Council has given careful consideration to the required funding for the provision and maintenance of certain assets throughout their useful life, and the equitable allocation of responsibility for this funding. Council does not consider it equitable for current ratepayers to fund the financing cost of interest and principal repayments on loans and at the same time fund depreciation for the eventual replacement of the asset.

### Funding of Depreciation

Council primarily uses the Depreciation Reserve to fund:

**Replacements/Renewals** – works to upgrade, refurbish, or replace existing facilities with facilities of equivalent capacity or performance capability.

**Capital expenditure** – expenditure used to create new assets or to increase the capacity of existing assets beyond their original design capacity or service potential.

Depreciation is calculated on a straight line basis on all applicable property, plant and equipment, excluding land. The depreciation rates are set for the assets to be written off, less their estimated residual values, over their useful lives. Council does not consider it prudent to fund full depreciation on assets that may or may not be replaced, and doubt exists as to the form of the possible replacement, as a result a portion of the depreciation is funded on those assets. Assets that have an alternative funding source also have not had depreciation funded in full.

The Assets are:

Assets	Rationale For Not Funding Depreciation
Library books	Not funded to the extent of book renewals
Civic Amenities	May not be replaced
Roading (part)	NZTA's portion of subsidy

Depreciation on some assets of Council are not fully funded. Those assets are the ones that Council elected not to replace at the end of their useful life; and those that Council expects to receive funding for by way of grants.



## APPENDIX 1



# SIGNIFICANT FORECASTING ASSUMPTIONS

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## INTRODUCTION

In order to plan over the long-term, the Council must collect and analyse data showing those trends and likelihoods that will have a significant effect on life in the community, as well as demand for the Council's activities. Such analysis typically involves population, age profile and location movements and the likely state of the economy and environment. These are then fed into the Council long-term decision making process so that the Council can make informed investment decisions for the services it provides to the community.

Risk comes with any forecast because there are always multiple forces shaping our lives. To ensure that the Council's planning is robust, an assessment of risks is also made to identify the degree of uncertainty around any of the Council's assumptions.

Schedule 10 of the Local Government Act 2002 requires that the Council identifies the significant forecasting assumptions and risks underlying the information set out in the ten year Long Term Plan (LTP). Where there is a high level of uncertainty the Council is required to state the reason for that level of uncertainty and provide an estimate of the potential effects on the financial assumptions. The level of uncertainty is determined by reference to both the likelihood of occurrence and the financial materiality.

## STATEMENT OF FINANCIAL INFORMATION

The financial information contained within this document is prospective financial information in terms of Financial Reporting Standard (FRS) 42 and may not be appropriate for purposes other than described.

The financial information in this Plan is a forecast and has been prepared based on assumptions as to future events that Council reasonably expects to occur. The actual results achieved for each of the financial years are likely to vary from the information presented and such variations may be material.

The information has been prepared so that the public can participate in the decision making process as to the services Council provides for its community.

No actual results have been incorporated in this prospective financial information.

## SIGNIFICANT FORECASTING ASSUMPTIONS

In preparing the Long Term/Annual Plan it has been necessary to make a number of general assumptions for forecasting purposes. Forecasts are based on future events Council reasonably expects to occur and the responses Council reasonably expects to take. These are outlined below, along with some statements of fact that assist in helping understand how the forecasts are constructed.

The forecast financial information in this document has been prepared in accordance with the Council's current accounting policies.

## RISK MANAGEMENT STRATEGY

Risk Management is not limited to the management of financial uncertainty; it includes all sources of uncertainty that may impact upon Stratford District Council's ability to meet objectives, obligations and stakeholder expectations in relation to the community priorities. These anticipated outcomes are captured in relevant statutory obligations and further developed in the Long Term/Annual Plan.

## APPENDIX 1

Council's Risk Management strategy is to complete, implement and maintain risk plans for the principal asset systems, to:

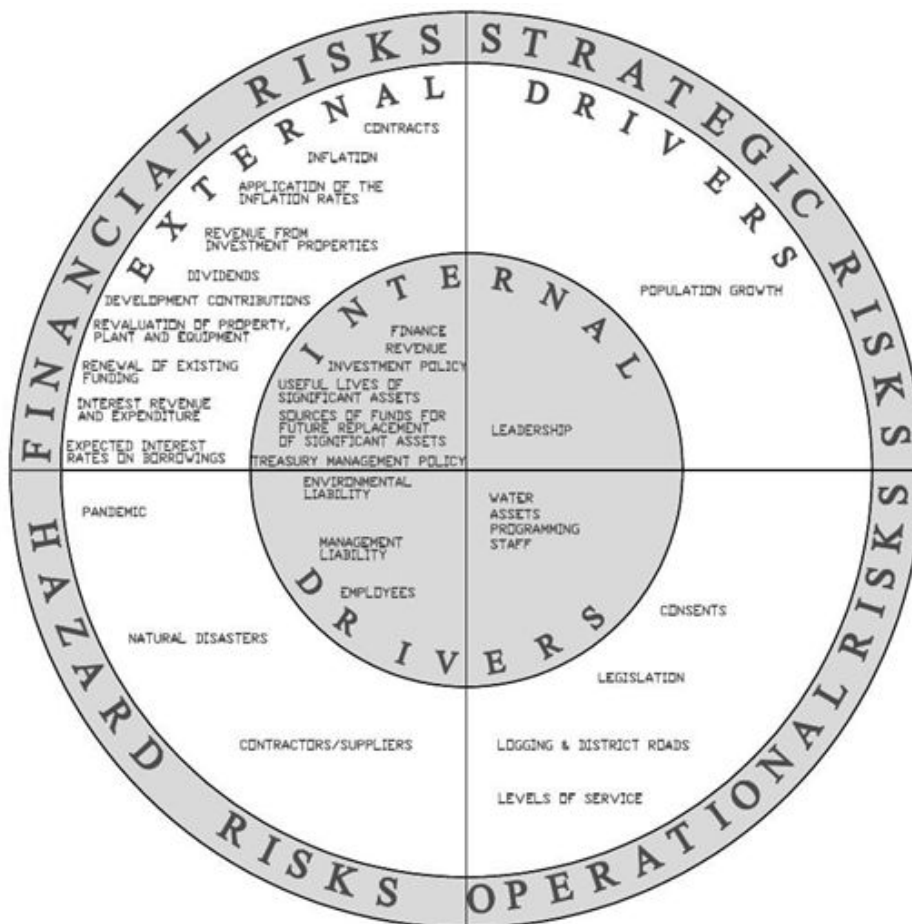
- Minimise the likelihood of non-achievement of critical business objectives and
- Ensure that the impact of system failure is minimised.

The risk management process identifies risk management strategies to minimise risks associated with the provision of Council services.

The risk management process is also designed to ensure that:

- All significant operational and organisational risks are understood and identified.
- The highest risks that should be addressed within a ten year planning horizon are identified.
- Risk reduction treatments which best meet business needs are applied.
- Responsibilities for managing risks are allocated to specific staff and reporting regimes are specified.

The risks facing Council and its operations can result from factors both external and internal to the organisation. The diagram below summarises the key risk areas and shows that some specific risks can have both external and internal drivers and therefore overlap the two areas. They can be categorised further into types of risk such as strategic, financial, operational and hazard.



**APPENDIX 1****Prospective Statement of Comprehensive Revenue and Expenses**

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
<b>Revenue</b>				
Rates Revenue other than for Metered Water Supply	12,345	13,052	13,052	(0)
Targeted Rates for Metered Water Supply	462	564	446	(118)
User Charges For Services	2,249	2,203	2,345	142
Subsidies and Grants	3,865	7,469	7,387	(82)
Finance Revenue	126	282	139	(143)
Development and Financial Contributions	0	0	0	0
Other Revenue - sale of land	4,360	0	3,819	3,819
Sundry Revenue	41	34	44	10
<b>Total Revenue</b>	<b>23,449</b>	<b>23,603</b>	<b>27,232</b>	<b>3,628</b>
<b>Expenses</b>				
Employee Benefit Expenses	3,573	3,582	4,161	(579)
Other Direct Operating Costs	9,818	9,707	9,703	4
Finance Costs	640	970	687	283
Depreciation and Amortisation	4,594	4,912	4,815	97
<b>Total Operating Expenses</b>	<b>18,626</b>	<b>19,172</b>	<b>19,366</b>	<b>(195)</b>
<b>NET SURPLUS/(DEFICIT) BEFORE TAX</b>	<b>4,822</b>	<b>4432</b>	<b>7,866</b>	<b>3,434</b>
Income Tax Expense	0	0	0	0
<b>SURPLUS/(DEFICIT) AFTER TAX</b>	<b>4,822</b>	<b>4432</b>	<b>7,866</b>	<b>3,434</b>
<b>Surplus/Deficit attributable to:</b>				
Stratford District Council	4,822	4432	7,866	3,434
<b>OTHER COMPREHENSIVE REVENUE AND EXPENSE</b>				
Loss on sale of financial assets at fair value through other comprehensive revenue and expenses	0	0	0	0
Revaluation of financial assets at fair value through other comprehensive revenue and expenses	0	0	0	0
Staff Gratuities Expenditure	0	(49)	(48)	-1
Gains/(Loss) on property revaluation	19,588	0	0	-
<b>Total Other Comprehensive Revenue and Expense</b>	<b>19,588</b>	<b>(49)</b>	<b>(48)</b>	<b>(1)</b>
<b>TOTAL COMPREHENSIVE REVENUE AND EXPENSE</b>	<b>24,410</b>	<b>4,383</b>	<b>7,818</b>	<b>3,432</b>
<b>Total Comprehensive Revenue and Expense attributable to:</b>				
Stratford District Council	24,410	4,383	7,818	3,432

**APPENDIX 1****Prospective Statement of Financial Position**

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
<b>Current Assets</b>				
Cash and Cash Equivalents	4,862	4,088	3,957	(131)
Debtors and Other Receivables	2,137	1,092	1,026	(66)
<b>Total Current Assets</b>	<b>6,999</b>	<b>5,180</b>	<b>4,983</b>	<b>(197)</b>
<b>Non-Current Assets</b>				
Investment in Other Financial Assets	1,090	2,333	921	(1,412)
Investment in Percy Thomson Trust (CCO)	0	0	0	(0)
Property, Plant & Equipment	352,664	373,669	344,529	(29,140)
<b>Total Non-Current Assets</b>	<b>353,754</b>	<b>376,002</b>	<b>345,450</b>	<b>(30,552)</b>
<b>TOTAL ASSETS</b>	<b>360,753</b>	<b>381,183</b>	<b>350,433</b>	<b>(30,749)</b>
<b>Current Liabilities</b>				
Creditors and Other Payables	2,462	1,708	2,067	359
Provisions	11	12	11	(1)
Employee Benefit Liabilities	167	155	117	(38)
Borrowings	5,500	891	1,500	609
<b>Total Current Liabilities</b>	<b>8,140</b>	<b>2,765</b>	<b>3,695</b>	<b>929</b>
<b>Non-Current Liabilities</b>				
Borrowings	11,209	28,011	23,036	(4,975)
Provisions	40	23	26	3
Employee Benefit Liabilities	46	45	47	2
<b>Total Non-Current Liabilities</b>	<b>11,294</b>	<b>28,079</b>	<b>23,108</b>	<b>(4,971)</b>
<b>Equity</b>				
Accumulated comprehensive revenue and expense	178,244	183,744	181,357	(2,387)
Reserves/Special Funds	5,345	8,157	7,076	(1,081)
Asset Revaluation Reserves	157,729	158,438	135,197	(23,241)
<b>Total Equity</b>	<b>341,318</b>	<b>350,337</b>	<b>323,630</b>	<b>(26,708)</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>360,753</b>	<b>381,183</b>	<b>350,433</b>	<b>(30,749)</b>



## APPENDIX 1

### Prospective Statement of Changes in Net Assets/Equity

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
<b>NET ASSETS/EQUITY - OPENING BALANCES</b>				
Accumulated comprehensive revenue and expense	174,262	180,466	175,066	(5,400)
Reserves/Special Funds	4,505	7,051	5,549	(1,502)
Asset Revaluation Reserves	138,141	158,438	135,197	(23,241)
<b>TOTAL NET ASSETS/EQUITY - Opening Balance</b>	<b>316,908</b>	<b>345,955</b>	<b>315,812</b>	<b>(30,143)</b>
<b>CHANGES IN NET ASSETS/EQUITY</b>				
Accumulated comprehensive revenue and expense	3,982	3,278	6,291	3,013
Reserves/Special Funds	840	1,105	1,527	422
Asset Revaluation Reserves	19,588	0	0	0
<b>TOTAL COMPREHENSIVE REVENUE AND EXPENSE</b>	<b>24,410</b>	<b>4,383</b>	<b>7,818</b>	<b>3,435</b>
<b>NET ASSETS/EQUITY - CLOSING BALANCES</b>				
Accumulated comprehensive revenue and expense	178,244	183,744	181,357	(2,387)
Reserves/Special Funds	5,345	8,156	7,076	(1,080)
Asset Revaluation Reserves	157,729	158,438	135,197	(23,241)
<b>TOTAL NET ASSETS/EQUITY - Closing Balance</b>	<b>341,318</b>	<b>350,337</b>	<b>323,630</b>	<b>(26,708)</b>

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### Prospective Statement of Net Public Debt

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
<b>Opening Balance</b>	<b>18,300</b>	<b>15,837</b>	<b>14,500</b>	<b>(1,337)</b>
New Loans Raised	3,198	13,956	14,566	610
Annual Repayment	(4,789)	(891)	(4,530)	(3,639)
<b>Closing Balance</b>	<b>16,709</b>	<b>28,902</b>	<b>24,536</b>	<b>(4,366)</b>
<b>BORROWING HIGHLIGHTS</b>				
Interest Expense as a % of Rates Revenue	5.00%	7.12%	5.09%	2.04%
Debt as a % of Annual Operating Revenue	4.90%	8.25%	7.58%	0.67%

**APPENDIX 1**

**Prospective Cash Flow Statement**

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES</u></b>				
<b>Cash was Provided From:</b>				
Rates	12,345	13,052	13,052	(0)
Water Supply Targeted Rate	462	564	446	(118)
NZTA Financial Assistance	3,741	3,698	3,712	14
Interest Revenue	126	282	139	(143)
Sundry Revenue	41	34	44	10
Grants and Donations	124	3,771	3,676	(96)
Other Revenue	2,249	2,203	2,345	142
<b>Cash from Operating Activities</b>	<b>19,089</b>	<b>23,603</b>	<b>23,412</b>	<b>(192)</b>
<b>Cash was Applied To:</b>				
Supply of Goods and Services	9,830	9,768	9,762	(6)
Payments to Employees	3,573	3,582	4,161	579
Interest Paid on Public Debt	640	970	687	(283)
<b>Cash applied to Operating Activities</b>	<b>14,043</b>	<b>14,320</b>	<b>14,610</b>	<b>290</b>
<b>NET CASH FROM OPERATING ACTIVITIES</b>	<b>5,046</b>	<b>9,284</b>	<b>8,802</b>	<b>(482)</b>
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES</u></b>				
<b>Cash was Provided From:</b>				
Sale of Investments	4,380	20	3,839	3,819
<b>Cash from Investing Activities</b>	<b>4,380</b>	<b>20</b>	<b>3,839</b>	<b>3,819</b>
<b>Cash was Applied To:</b>				
Purchase of Fixed Assets	7,467	22,035	21,909	-126
Purchase of Investments	0	0	0	0
<b>Cash applied to Investing Activities</b>	<b>7,467</b>	<b>22,035</b>	<b>21,909</b>	<b>(126)</b>
<b>NET CASH FROM INVESTING ACTIVITIES</b>	<b>(3,087)</b>	<b>(22,015)</b>	<b>(18,070)</b>	<b>3,945</b>
<b><u>CASH FLOWS FROM FINANCING ACTIVITIES</u></b>				
<b>Cash was Provided From:</b>				
Loans Received	3,198	13,956	14,566	610
<b>Cash from Financing Activities</b>	<b>3,198</b>	<b>13,956</b>	<b>14,566</b>	<b>610</b>
<b>Cash was Applied To:</b>				
Repayment of Public Debt	4,789	891	4,530	3,639
<b>Cash applied to Financing Activities</b>	<b>4,789</b>	<b>891</b>	<b>4,530</b>	<b>3,639</b>
<b>NET CASH FROM FINANCING ACTIVITIES</b>	<b>(1,591)</b>	<b>13,065</b>	<b>10,036</b>	<b>(3,029)</b>
<b>NET INCREASE (DECREASE) IN CASH HELD</b>	<b>367</b>	<b>334</b>	<b>768</b>	<b>434</b>
<b>TOTAL CASH RESOURCES AT 1 JULY</b>	<b>4,495</b>	<b>3,755</b>	<b>3,189</b>	<b>(566)</b>
<b>TOTAL CASH RESOURCES AT 30 JUNE</b>	<b>4,862</b>	<b>4,088</b>	<b>3,957</b>	<b>(131)</b>

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**APPENDIX 1**

**Prospective Statement of Movements in Reserves**

	2019/20	2020/21	2020/21	Variance
	Annual Plan	Long Term Plan	Annual Plan	
	\$000	\$000	\$000	\$000
<b><u>GENERAL RENEWALS RESERVE</u></b>				
Opening Balance	2,306	3,455	3,111	(344)
Interest Credited	65	138	78	(60)
Transfers In	1,001	1,163	1,106	(57)
Transfers Out	(448)	(456)	(378)	78
<b>Closing Balance</b>	<b>2,924</b>	<b>4,300</b>	<b>3,917</b>	<b>(383)</b>
<b><u>ROADING RENEWALS RESERVE</u></b>				
Opening Balance	421	639	700	61
Interest Credited	12	26	17	(9)
Transfers In	2,701	2,827	2,958	131
Transfers Out	(2,758)	(2,969)	(2,760)	209
<b>Closing Balance</b>	<b>376</b>	<b>522</b>	<b>915</b>	<b>392</b>
<b><u>CONTINGENCY RESERVE</u></b>				
Opening Balance	512	505	519	14
Interest Credited	14	20	13	(7)
Transfers In	0	0	0	0
Transfers Out	0	(20)	(13)	7
<b>Closing Balance</b>	<b>526</b>	<b>505</b>	<b>519</b>	<b>14</b>
<b><u>LOAN FINANCING RESERVE</u></b>				
Opening Balance	0	0	0	0
Interest Credited	0	0	0	0
Transfers In	4,789	891	4,530	3,639
Transfers Out	(4,789)	(891)	(4,530)	(3,639)
<b>Closing Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>ASSET SALES PROCEEDS RESERVE</u></b>				
Opening Balance	653	1,323	661	(662)
Interest Credited	18	53	17	(36)
Transfers In	20	20	20	0
Transfers Out	0	0	0	0
<b>Closing Balance</b>	<b>691</b>	<b>1,395</b>	<b>698</b>	<b>(698)</b>
<b><u>TURF REPLACEMENT RESERVE</u></b>				
Opening Balance	10	20	20	0
Interest Credited	0	0	1	1
Transfers In	10	10	10	0
Transfers Out	0	0	0	0
<b>Closing Balance</b>	<b>20</b>	<b>30</b>	<b>31</b>	<b>1</b>
<b><u>STAFF GRATUITIES RESERVE</u></b>				
Opening Balance	146	163	148	(15)
Interest Credited	4	7	4	(3)
Transfers In	0	(49)	0	49
Transfers Out	0	0	(48)	(48)
<b>Closing Balance</b>	<b>150</b>	<b>121</b>	<b>105</b>	<b>(16)</b>
<b><u>MAYOR'S RELIEF FUND RESERVE</u></b>				
Opening Balance	6	6	5	(1)
Interest Credited	0	0	0	(0)
Transfers In	0	0	0	0
Transfers Out	0	0	0	0
<b>Closing Balance</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>(1)</b>

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**APPENDIX 1**

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
<b><u>ELSIE FRASER BEQUEST RESERVE</u></b>				
Opening Balance	51	14	40	26
Interest Credited	1	1	1	(0)
Transfers In	18	18	18	0
Transfers Out	(49)	(46)	(43)	3
<b>Closing Balance</b>	<b>22</b>	<b>(14)</b>	<b>16</b>	<b>29</b>
<b><u>RMA FINANCIAL CONTRIBUTIONS RESERVE</u></b>				
Opening Balance	449	483	531	48
Interest Credited	13	19	13	(6)
Transfers In	0	0	0	0
Transfers Out	0	0	0	0
<b>Closing Balance</b>	<b>461</b>	<b>502</b>	<b>544</b>	<b>42</b>
<b><u>STORMWATER RESERVE</u></b>				
Opening Balance	203	159	336	177
Interest Credited	6	6	8	2
Transfers In	116	125	141	16
Transfers Out	(57)	(163)	(58)	105
<b>Closing Balance</b>	<b>269</b>	<b>126</b>	<b>427</b>	<b>300</b>
<b><u>WATER SUPPLY RESERVE</u></b>				
Opening Balance	(711)	40	(629)	(669)
Interest Credited	0	2	(17)	(19)
Transfers In	420	444	414	(30)
Transfers Out	0	(210)	0	210
<b>Closing Balance</b>	<b>(291)</b>	<b>276</b>	<b>(232)</b>	<b>(508)</b>
<b><u>SOLID WASTE RESERVE</u></b>				
Opening Balance	193	97	138	41
Interest Credited	5	4	3	(1)
Transfers In	30	31	31	(0)
Transfers Out	(91)	(56)	(71)	(15)
<b>Closing Balance</b>	<b>138</b>	<b>76</b>	<b>101</b>	<b>25</b>
<b><u>WASTE WATER RESERVE</u></b>				
Opening Balance	265	148	(31)	(179)
Interest Credited	7	6	(1)	(7)
Transfers In	309	357	300	(57)
Transfers Out	(528)	(202)	(238)	(36)
<b>Closing Balance</b>	<b>53</b>	<b>309</b>	<b>30</b>	<b>(279)</b>
<b>TOTAL PROJECTED RESERVES (excluding Asset Revaluation Reserves)</b>	<b>5,345</b>	<b>8,153</b>	<b>7,076</b>	<b>(1,083)</b>
<b><u>ASSET REVALUATION RESERVES</u></b>				
Opening Balance	138,141	158,438	135,197	(23,241)
Transfers In	19,588	0	0	0
Transfers Out	0	0	0	0
<b>Closing Balance</b>	<b>157,729</b>	<b>158,438</b>	<b>135,197</b>	<b>(23,241)</b>
<b>TOTAL PROJECTED RESERVES (including Asset Revaluation Reserves)</b>	<b>163,074</b>	<b>166,591</b>	<b>142,273</b>	<b>(24,324)</b>

**APPENDIX 1****Prospective Capital Expenditure**

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
<b><u>Roading</u></b>				
Level of Service Improvement	-	-	-	0
Replacements	3,199	3,359	3,107	252
<b><u>Stormwater</u></b>				
Level of Service Improvement	229	234	234	0
Replacements	57	58	58	(0)
<b><u>Water Supply</u></b>				
Level of Service Improvement	420	587	587	(0)
Replacements	338	414	414	(0)
<b><u>Solid Waste</u></b>				
Replacements	41	21	21	0
<b><u>Wastewater</u></b>				
Level of Service Improvement	1,038	485	485	0
Replacements	492	202	202	(0)
<b><u>Parks &amp; Reserves</u></b>				
Level of Service Improvement	201	680	680	0
Replacements	-	-	-	0
<b><u>Property</u></b>				
Meet Additional Demand	794	-	-	0
Level of Service Improvement	352	15,740	15,879	(139)
Replacements	28	143	101	42
<b><u>Administration</u></b>				
Replacements	280	113	141	(28)
<b>TOTAL PROJECTS (excl GST)</b>	<b>7,467</b>	<b>22,035</b>	<b>21,909</b>	<b>126</b>
<b><u>FUNDING</u></b>				
Loans	3,198	13,956	14,566	(610)
Reserves	4,145	4,308	3,668	640
Grants/Donations	124	3,771	3,676	96
Rates	0	0	0	0
Subsidies	0	0	0	0
<b>TOTAL (excl GST)</b>	<b>7,467</b>	<b>22,035</b>	<b>21,909</b>	<b>126</b>

**Depreciation and Amortisation Expense by Group of Activity**

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
<b>Depreciation Allocated to each Group of Activities</b>				
Community Services	639	726	717	9
Democracy	286	335	303	32
Economy	78	106	88	18
Environmental Services	8	7	7	0.0
Roading	2,709	2,783	2,814	(31)
Stormwater Drainage	116	125	141	(16)
Wastewater (Sewerage)	309	357	300	57
Solid Waste	30	31	31	0
Water Supply	420	444	414	30
<b>TOTAL DEPRECIATION ALLOCATED TO EACH GROUP OF ACTIVITIES</b>	<b>4,594</b>	<b>4,912</b>	<b>4,815</b>	<b>97</b>

## APPENDIX 1

### Notes to the above Statements

	2019/20 Annual Plan \$000	2020/21 Long Term Plan \$000	2020/21 Annual Plan \$000	Variance \$000
<b>Note 1</b>				
Rates Revenue consists of:				
- Rates	12,345	13,052	13,052	0
- Targeted rates for metered water supply	462	564	446	118
<b>Total Rates Revenue</b>	<b>12,808</b>	<b>13,615</b>	<b>13,498</b>	<b>118</b>
<b>Note 2</b>				
Subsidies and Grants consists of:				
- Subsidies from NZTA for financial assistance	3,741	3,698	3,712	(13)
- Grants	124	3,771	3,676	96
<b>Total Subsidies and Grants Revenue</b>	<b>3,865</b>	<b>7,469</b>	<b>7,387</b>	<b>83</b>
<b>Note 3</b>				
<b>Investment in CCO's and other Entities</b>				
- Percy Thomson Trust	\$100	\$100	\$100	\$0
- Stratford Health Trust	\$10	\$10	\$10	\$0
- Stratford Community House Trust	\$10	\$10	\$10	\$0
<b>Total Investment in CCO's and other Entities</b>	<b>\$120</b>	<b>\$120</b>	<b>\$120</b>	<b>\$0</b>

## APPENDIX 1

# PROSPECTIVE ACCOUNTING POLICIES

7

### Reporting Entity

The prospective financial statements of the Stratford District Council are for the year ended 30 June 2021.

The Stratford District Council (Council) is a territorial local authority governed by the provisions of the Local Government Act 2002 (the Act) and is domiciled in New Zealand.

The financial statements in this annual plan are those of the Council as a separate legal entity and not of the Council group.

The primary objective of Council is to provide services or goods for the community for social benefit rather than making a financial return. Accordingly, having regard to the criteria set out in the Public Benefit Entity Internal Public Sector Accounting Standards (PBE IPSAS), as a defined public entity under the Public Audit Act 2001, the Council is audited by the Auditor – General and is classed as a Public Sector Benefit Entity (PBE) for financial reporting purposes. Council has designated itself as a Tier 2 entity.

The financial information contained within this document is in terms of FRS 42: Prospective Financial Information. It has been prepared to enable the public to participate in the decision making processes regarding the services to be provided by Council over the financial year 2020/21 and to provide a broad accountability mechanism of Council to the community.

The operations of Council have been divided into the following activities:

- Community Services
- Democracy
- Economy
- Environmental Management
- Civil Defence and Emergency Management
- Roading
- Stormwater
- Wastewater (Sewerage)
- Solid waste
- Water Supply

Council also advise caution that the information in these statements may not be appropriate for purposes other than those described.

The prospective financial statements were authorised for issue by Council on 9 June 2020. The Mayor and Chief Executive that authorise the issue of the prospective financial statements by Council are responsible for the prospective financial statements presented, including the appropriateness of the assumptions underlying the prospective financial statements and all other required disclosures. No actual results have been incorporated in these prospective financial statements. It is not intended to update the prospective financial statements subsequent to presentation.

### Measurement Base

The measurement base adopted is that of historical cost, modified by the revaluation of certain assets.

## APPENDIX 1

### Accounting Policies

The following accounting policies which materially affect the measurement of results and financial position have been applied consistently to the year ended 30 June 2021, unless otherwise stated.

#### 1.1 BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

The prospective financial statements have been prepared in accordance with the requirements of the Local Government Act 2002: Part 6, Section 93 and Part 1 of Schedule 10, which includes the requirement to comply with New Zealand generally accepted accounting practice (NZ GAAP).

These financial statements have been prepared in accordance with NZ GAAP. They comply with NZ PBE IPSAS, and other applicable Financial Reporting Standards, as appropriate for public benefit entities. Council is a tier 2 reporting entity using the public sector Public Benefit Entity Accounting Standards, as it has expenses between \$2.0m and \$30.00m, and is not publicly accountable.

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

#### 1.2 BUDGET FIGURES

The budget figures have been prepared in accordance with NZ GAAP and comply with NZ PBE IPSAS, and other applicable Financial Reporting Standards, using accounting policies that are consistent with those adopted in preparing these financial statements. Then as a tier 2 reporting entity Council uses the public sector Public Benefit Entity Accounting Standards.

Council has not presented group prospective financial statements because it believes that the parent prospective financial statements are more relevant to users. The main purpose of prospective financial statements is to provide users with information about the core services that the Council intends to provide ratepayers, the expected cost of those services and as a consequence how much Council requires by way of rates to fund the intended levels of service. The level of rates funding required is not affected by subsidiaries except to the extent that Council obtains distributions from, or further invests in, those subsidiaries. Such effects are included in the prospective financial statements of Council.

#### 1.3 REVENUE

##### **Revenue is measured at fair value:**

The specific accounting policies for significant revenue are:

##### **Rates Revenue**

The following policies for rates have been applied:

- General rates, targeted rates (excluding water-by-meter), and uniform annual general charges are recognised at the start of the financial year to which the rates resolution relates. They are recognised at the amounts due. The Council considers the effect of payment of rates by instalments is not sufficient to require discounting of rates receivables and subsequent recognition of interest revenue.
- Rates arising from late payment penalties are recognised as revenue when rates become overdue
- Revenue from water-by-meter rates is recognised on an accrual basis based on usage. Unbilled usage, as a result of unread meters at year end, is accrued on an average usage basis.
- Rate remissions are recognised as a reduction of rates revenue when the Council has received an application that satisfies its rates remission policy.
- Rates collected on behalf of the Taranaki Regional Council (TRC) are not recognised in the financial statements, as the Council is acting as an agent for the TRC.



## APPENDIX 1

### **Development and Financial Contributions**

Development and financial contributions are recognised as revenue when the Council provides, or is able to provide, the service for which the contribution was charged. Otherwise, development and financial contributions are recognised as liabilities until such time as the Council provides, or is able to provide, the service.

### **New Zealand Transport Agency roading subsidies**

The Council receives funding assistance from the New Zealand Transport Agency, which subsidises part of the costs of maintenance and capital expenditure on the local roading infrastructure. The subsidies are recognised as revenue upon entitlement, as conditions pertaining to eligible expenditure have been fulfilled.

### **Other grants received**

Other grants are recognised as revenue when they become receivable unless there is an obligation in substance to return the funds if conditions of the grant are not met. If there is such an obligation, the grants are initially recorded as grants received in advance and recognised as revenue when conditions of the grant are satisfied.

### **Building and Resource Consent revenue**

Fees and charges for building and resource consent services are recognised on a percentage completion basis with reference to the recoverable costs incurred at balance date.

### **Entrance Fees**

Entrance fees are fees charged to users of the Council's local facilities, such as the pool. Revenue from entrance fees is recognised upon entry to such facilities.

### **Landfill Fees**

Fees for disposing of waste at the Council's landfill are recognised as waste is disposed by users.

### **Sales of Goods**

Revenue from the sale of goods is recognised when a product is sold to the customer.

### **Infringement Fees and Fines**

Infringement fees and fines mostly relate to traffic and parking infringements and are recognised when the infringement notice is issued. The Council recognises revenue at an amount based on the probability of collecting fines, which is estimated by considering the collection history of fines over the preceding 2 year period.

### **Vested or Donated Physical Assets**

For assets received for no or nominal consideration, the asset is recognised at its fair value when the Council obtains control of the asset. The fair value of the asset is recognised as revenue, unless there is a use or return condition attached to the asset.

For long-lived assets that must be used for a specific use (e.g. land must be used as a recreation reserve), the Council immediately recognises the fair value of the asset as revenue. A liability is recognised only if the Council expects it will need to return or pass the asset to another party.

### **Interest and Dividends**

Interest revenue is recognised using the effective interest method. Interest revenue on an impaired financial asset is recognised using the original effective interest rate.

Dividends are recognised when the right to receive payment has been established. When dividends are declared from pre-acquisition surpluses, the dividend is deducted from the cost of the investment.



## APPENDIX 1

### 1.4 BORROWING COSTS

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

### 1.5 GRANT EXPENDITURE

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

Discretionary grants are those grants where the Council has no obligation to award on receipt of the grant application and are recognised as expenditure when approved by the Council and the approval has been communicated to the applicant. The Council's grants awarded have no substantive conditions attached.

### 1.6 INCOME TAX

Income tax expense includes current tax and deferred tax.

Current tax is the amount of tax payable based on the taxable profit for the current year, and any adjustments to income tax payable in respect of prior years. Current tax is calculated using tax rates (and tax laws) that have been enacted or substantively enacted at balance date.

Deferred tax is the amount of income tax payable or recoverable in future periods in respect of temporary differences and unused tax losses. Temporary differences are differences between the carrying amount of assets and liabilities in the financial statements and the corresponding tax bases used in the computation of taxable surplus.

Deferred tax is measured at tax rates that are expected to apply when the asset is realised or the liability is settled, based on tax rates that have been enacted or substantively enacted at balance date. The measurement of deferred tax reflects the tax consequences that would follow from the manner in which the entity expects to recover or settle the carrying amount of its assets and liabilities.

Deferred tax liabilities are generally recognised for all taxable temporary differences. Deferred tax assets are recognised to the extent that it is probable that taxable profits will be available against which the deductible temporary differences or tax losses can be utilised.

Current and deferred tax is recognised against the profit or loss for the period, except to the extent that it relates to items recognised in other comprehensive revenue and expenses or directly in equity.

In general, local authorities are only subject to income tax on income derived from a council-controlled organisation and income derived as a port operator.

### 1.7 LEASES

#### **Finance Leases**

A finance lease is a lease that transfers to the lessee substantially all the risks and rewards incidental to ownership of an asset, whether or not title is eventually transferred.

At the commencement of the lease term, finance leases are recognised as assets and liabilities in the statement of financial position at the lower of the fair value of the leased item or the present value of the minimum lease payments.

The finance charge is charged to the surplus or deficit over the lease period so as to produce a constant periodic rate of interest on the remaining balance of the liability.

The amount recognised as an asset is depreciated over its useful life. If there is no certainty as to whether Council will obtain ownership at the end of the lease term, the asset is fully depreciated over the shorter of the lease term and its useful life.

#### **Operating Leases**

An operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset. Lease payments under an operating lease are recognised as an expense on a straight-line basis over the lease term.

## APPENDIX 1

### 1.8 CASH AND CASH EQUIVALENTS

Cash and cash equivalents includes cash on hand, deposits held with banks and other short term investments with maturities of three months or less, and bank overdrafts. Bank overdrafts are shown as a current liability in the statement of financial position.

### 1.9 DEBTORS AND OTHER RECEIVABLES

Debtors and other receivables are initially measured at fair value and subsequently measured at amortised cost, less any provision for impairment.

### 1.10 INVENTORIES

Inventories are held for distribution or for use in the provision of goods and services. The measurement of inventories held for commercial distribution, are measured at the lower of cost and net realisable value.

Council inventory is made up of land held for development and future resale.

When land held for development and future resale is transferred from investment property/property, plant, and equipment to inventory, the fair value of the land at the date of the transfer is its deemed cost.

### 1.11 NON-CURRENT ASSETS HELD FOR SALE

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

Non-current assets are not depreciated or amortised while they are classified as held for sale.

### 1.12 PROPERTY, PLANT AND EQUIPMENT

Items of a capital nature over \$2,000 are treated as property, plant and equipment. Property, plant and equipment are classified into two categories:

**Unrestricted** Council is able to sell these assets without restrictions.

**Restricted** The disposal of these assets is limited by legislation, or in the manner in which they were vested, or cannot be physically uplifted and sold.

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

Property, plant and equipment classes of assets whose fair value can be measured reliably shall be carried at a revalued amount (except land under roads), being its fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. Revaluations shall be made with sufficient regularity to ensure that the carrying amount does not differ materially from that which would be determined using fair value at the balance sheet date.

If there is no market-based evidence of fair value because of the specialised nature of the item of property, plant or equipment, Council will carry those classes of assets at its cost less any accumulated depreciation and any accumulated impairment losses value.

## APPENDIX 1

Property, plant and equipment are valued as follows:

<i>Class</i>	<i>Method of Valuation</i>
<i>Land</i>	<i>Fair Value</i>
<i>Buildings</i>	<i>Optimised Depreciated Replacement Cost</i>
<i>Roads, Bridges and Footpaths</i>	<i>Depreciated Replacement Cost</i>
<i>Water Supply reticulation</i>	<i>Optimised Depreciated Replacement Cost</i>
<i>Water Supply treatment</i>	<i>Optimised Depreciated Replacement Cost</i>
<i>Wastewater reticulation</i>	<i>Optimised Depreciated Replacement Cost</i>
<i>Wastewater treatment</i>	<i>Optimised Depreciated Replacement Cost</i>
<i>Stormwater system</i>	<i>Optimised Depreciated Replacement Cost</i>

### **Valuation**

Unless stated valuations are carried out or reviewed by independent qualified valuers and are carried out at least on three yearly cycles. Valuations will be undertaken more regularly if necessary to ensure no individual item of property, plant or equipment within a class has a carrying value that is materially different from its fair value.

Council's land and building assets were revalued by Telfer Young (Taranaki) Limited, independent valuers as at 1 January 2020 at fair value as determined from market-based evidence.

Council's infrastructure assets consisting of Stormwater, Waste Water and Water Supply were revalued by Infrastructure Associates, independent valuers, as at 1 July 2018 in accordance with Financial Report Standard (PBE IPSAS 17) and the New Zealand Infrastructure Asset Valuation and Depreciation Guidelines.

Roading assets have been revalued by the independent valuers Calibre Consulting Ltd, also as at 1 July 2018.

Roading Corridor Land is valued on the fair value of adjacent land. This assumes land in its bare state without the benefit of roading, water supply, sewer etc. The valuation takes into consideration the sale of vacant land in the area which is suitably adjusted to reflect an unimproved state.

Land under roads was valued based on fair value provided by previous valuations in 2016 of the Roothing Network. This valuation was carried out by Calibre Consultants Ltd. Council elected to use the fair value of Land under Roads as at 1 July 2016 as the deemed cost. Land under roads is no longer revalued.

### **Public Benefit Entity Revaluation**

Revaluation increases and decreases relating to individual assets within a class of assets are offset. Revaluation increases and decreases in respect of assets in different classes are not offset. Where the carrying amount of a class of assets is increased as a result of a revaluation, the net revaluation increase is credited to the revaluation reserve. The net revaluation increase shall be recognised in the Statement of Comprehensive Revenue and Expenses to the extent that it reverses a net revaluation decrease of the same class of assets previously recognised in the Statement of Comprehensive Revenue and Expense. A net revaluation decrease for a class of assets is recognised in the Statement of Comprehensive Revenue and Expense, except to the extent that it reverses a revaluation increase previously recognised in the revaluation reserve to the extent of any credit balance existing in the revaluation reserve in respect of the same class of asset.

### **Impairment**

The carrying amount of Council's non-financial assets, other than investment property are reviewed at each Statement of Financial Position date to determine whether there is any indication of impairment. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, Council estimates the recoverable amount of the cash-generating unit to which the asset belongs.

Where the future economic benefits of an asset are not primarily dependant on the asset's ability to generate net cash flows, and where Council, if deprived of the asset, replaces its remaining future economic benefits, value in use shall be determined as the depreciated replacement cost of the asset.

## APPENDIX 1

Where Council accounts for revaluations of property, plant and equipment on a class of asset basis, an impairment loss on a revalued asset is recognised directly against any revaluation reserve in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation reserve for that same class of asset.

Where Council accounts for revaluations of property, plant and equipment on a class of asset basis, a reversal of an impairment loss on a revalued asset is credited directly to the revaluation reserve. However, to the extent that an impairment loss on the same class of asset was previously recognised in the Statement of Comprehensive Revenue and Expense, a reversal of that impairment loss is also recognised in the Statement of Comprehensive Revenue and Expense.

### **Disposals**

Gains and losses on disposals are determined by comparing the disposal proceeds with the carrying amount of the asset. Gains and losses on disposals are reported net in the surplus or deficit. When revalued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to accumulated funds.

### **Subsequent Costs**

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

### **Security**

Council do not have any Property, Plant and Equipment pledged as security.

The costs of day-to-day servicing of property, plant and equipment are recognised in the surplus or deficit as they are incurred.

### **Additions**

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

Work in progress is recognised at cost less impairment and is not depreciated.

In most instances, an item of property, plant, and equipment is initially recognised at its cost. Where an asset is acquired through a non-exchange transaction, it is recognised at its fair value as at the date of acquisition.

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

The costs of day-to-day servicing of property, plant and equipment are recognised in the surplus or deficit as they are incurred.



## APPENDIX 1

### 1.13 DEPRECIATION

Depreciation is calculated on a straight line basis on all property, plant and equipment, excluding land, at rates that will write off the value of the assets, less their estimated residual values, over their useful lives.

The useful lives of the classes of assets have been estimated as follows:

	<u>Years</u>
Buildings	10-100
Plant	5-10
Motor Vehicles	5
Fixtures and Fittings	5-10
Office Equipment	4-10
Roading Base course	15-80
Roading Seal	2-16
Roading Culverts	20-80
Roading Sumps	80
Signs	10
Bridges (including Tunnels)	60-100
Footpaths	20-80
Streetlights	30
Stormwater	20-80
Water Supply Treatment	20-120
Water Supply Reticulation	20-120
Wastewater Treatment	40-80
Wastewater Reticulation	40-80
Street Beautification	10-100

### 1.14 INTANGIBLE ASSETS

Acquired software licences are capitalised on the basis of the costs incurred to acquire and bring to use the specific software.

The carrying value of an intangible asset with a finite life is amortised on a straight line basis. The amortisation charge is recognised in the Statement of Comprehensive Revenue and Expense. The useful lives of intangible assets have been estimated as follows:

- Software 3-10 years.

### 1.15 BUSINESS UNIT

Business Unit gains or losses are recorded in the equity of the Stratford District Council.

### 1.16 GOODS AND SERVICES TAX (GST)

All items in the financial statements are exclusive of GST, with the exception of receivables and payables which are stated as GST inclusive. When GST is not recoverable as an input tax, it is recognised as part of the related asset or expense.

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

The net GST paid to, or received from the IRD, including the GST relating to investing and financing activities, is classified as an operating cashflow in the Statement of Cashflows.

Commitments and contingencies are disclosed exclusive of GST.



## APPENDIX 1

### 1.17 COST OF SERVICE STATEMENTS

The Cost of Service Statements report the net cost of services for significant activities of Council, and are represented by the costs of providing the service less all revenue that can be allocated to these activities.

#### **Cost Allocation**

The Cost of Service Statements reflect the full cost of significant activities, by including direct costs, internal transfers, depreciation and indirect costs (overheads) allocated on the 'step' method, based on hours of service supplied to each activity.

'Direct Costs' are those costs directly attributable to a significant activity.

'Indirect Costs' are those costs which cannot be identified in an economically feasible manner with a specific significant activity.

### 1.18 FINANCIAL INSTRUMENTS

Council is party to financial instruments as part of its normal operations.

### 1.19 OTHER FINANCIAL ASSETS

#### **Other Financial Assets**

Financial assets are initially recognised at fair value plus transaction costs unless they are carried at fair value through surplus or deficit in which case the transaction costs are recognised in the surplus or deficit

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

Financial assets are classified into the following categories for the purpose of measurement:

- fair value through surplus or deficit;
- loans and receivables;
- held-to-maturity investments; and
- fair value through other comprehensive revenue and expense.

The classification of a financial asset depends on the purpose for which the instrument was acquired.

#### **Financial assets at fair value through surplus or deficit**

Financial assets at fair value through surplus or deficit include financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short-term or it is part of a portfolio of identified financial instruments that are managed together and for which there is evidence of short-term profit-taking. Derivatives are also categorised as held for trading unless they are designated into a hedge accounting relationship for which hedge accounting is applied.

Financial assets acquired principally for the purpose of selling in the short-term or part of a portfolio classified as held for trading are classified as a current asset. The current/non-current classification of derivatives is explained in the derivatives accounting policy above

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

#### **Loans and receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for maturities greater than 12 months after the balance date, which are included in non-current assets.

## APPENDIX 1

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

Loans to community organisations made at nil or below-market interest rates are initially recognised at the present value of their expected future cash flows, discounted at the current market rate of return for a similar financial instrument. The loans are subsequently measured at amortised cost using the effective interest method. The difference between the face value and present value of the expected future cash flows of the loan is recognised in the surplus or deficit as a grant.

### **Held-to-maturity investments**

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities and there is the positive intention and ability to hold to maturity. They are included in current assets, except for maturities greater than 12 months after balance date, which are included in non-current assets.

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

### **Fair value through other comprehensive revenue and expense**

Financial assets at fair value through other comprehensive revenue and expense are those that are designated into the category at initial recognition or are not classified in any of the other categories above. They are included in non-current assets unless management intends to dispose of, or realise, the investment within 12 months of balance date. The Council and group includes in this category:

- investments that it intends to hold long-term but which may be realised before maturity; and
- shareholdings that it holds for strategic purposes.

These investments are measured at their fair value, with gains and losses recognised in other comprehensive revenue and expense, except for impairment losses, which are recognised in the surplus or deficit.

On de-recognition, the cumulative gain or loss previously recognised in other comprehensive revenue and expense is reclassified from equity to the surplus or deficit.

## 1.20 IMPAIRMENT OF FINANCIAL ASSETS

Financial assets are assessed for evidence of impairment at each balance date. Impairment losses are recognised in the surplus or deficit.

### **Loans and receivables, and held-to-maturity investments**

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

For debtors and other receivables, the carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit. When the receivable is uncollectible, it is written-off against the allowance account. Overdue receivables that have been renegotiated are reclassified as current (that is, not past due). Impairment in term deposits, local authority stock, government bonds, and community loans, are recognised directly against the instrument's carrying amount.

### **Financial assets at fair value through other Comprehensive Revenue and Expense**

For equity investments, a significant or prolonged decline in the fair value of the investment below its cost is considered objective evidence of impairment.



## APPENDIX 1

For debt investments, significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, and default in payments are considered objective indicators that the asset is impaired.

If impairment evidence exists for investments at fair value through other comprehensive revenue and expense, the cumulative loss (measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in the surplus or deficit) recognised in other comprehensive revenue and expense is reclassified from equity to the surplus or deficit.

Equity instrument impairment losses recognised in the surplus or deficit are not reversed through the surplus or deficit.

If in a subsequent period the fair value of a debt instrument increases and the increase can be objectively related to an event occurring after the impairment loss was recognised, the impairment loss is reversed in the surplus or deficit.

### 1.21 PAYABLES

Short-term creditors and other payables are recorded at their face value.

#### **Borrowings**

Borrowings are initially recognised at their fair value plus transaction costs. After initial recognition, all borrowings are measured at amortised cost using the effective interest method.

Borrowings are classified as current liabilities unless the Council or group has an unconditional right to defer settlement of the liability for at least 12 months after balance date.

#### **Employee entitlements**

Provision is made in respect of Council's liability for annual leave, and retirement gratuities. Annual leave has been calculated on an actual entitlement basis at current rates of pay while the other provisions have been calculated on an actuarial basis.

#### **Short-term employee entitlements**

Employee benefits expected to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned to, but not yet taken at balance date, and sick leave.

A liability and an expense are recognised for bonuses where the Council or group has a contractual obligation or where there is a past practice that has created a constructive obligation.

#### **Long-term employee entitlements**

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders the related service, such as long service leave and retirement gratuities, have been calculated on an actuarial basis. The calculations are based on:

- likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement, and contractual entitlement information; and
- the present value of the estimated future cash flows.

#### **Presentation of employee entitlements**

Annual leave is classified as a current liability. Retirement gratuities expected to be settled within 12 months of balance date are classified as a current liability. All other employee entitlements are classified as a non-current liability.

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### 1.22 PROVISIONS

Council recognises a provision for future expenditure of uncertain amount or timing when there is a present obligation (either legal or constructive) as a result of a past event, it is probable that expenditures will be required to settle the obligation and a reliable estimate can be made of the amount of the obligation. Provisions are not recognised for future operating losses.

### 1.23 EQUITY

Equity is the community's interest in the Council and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into the following components.

- accumulated funds;
- restricted reserves;
- property revaluation reserve; and
- fair value through other comprehensive revenue and expense reserve.

#### Restricted reserves

Restricted reserves are a component of equity generally representing a particular use to which various parts of equity have been assigned. Reserves may be legally restricted or created by the Council.

Restricted reserves include those subject to specific conditions accepted as binding by the Council and which may not be revised by the Council without reference to the Courts or a third party. Transfers from these reserves may be made only for certain specified purposes or when certain specified conditions are met.

Also included in restricted reserves are reserves restricted by Council decision. The Council may alter them without reference to any third party or the Courts. Transfers to and from these reserves are at the discretion of the Council.

#### Property revaluation reserve

This reserve relates to the revaluation of property, plant, and equipment to fair value.

#### Fair value through other Comprehensive Revenue and Expense reserve

This reserve comprises the cumulative net change in the fair value of assets classified as fair value through other comprehensive revenue and expense.

### 1.24 CRITICAL ACCOUNTING ESTIMATES AND ASSUMPTIONS

In preparing these financial statements Council has made estimates and assumptions concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and judgements are continually evaluated and are based on historical experience and other factors that are believed to be reasonable under the circumstances.

As operator of the urban and rural landfills in the district, Council has a legal obligation to provide ongoing maintenance and monitoring services at the landfill sites after closure.

To provide for the estimated cost of aftercare, a provision has been created, and a charge is made each year based on the estimated value of restoration works over the number of years Council is required to maintain these sites.

A number of assumptions and estimates are used when performing depreciated replacement cost valuations over infrastructural assets. These include:

- The physical condition of the asset. This is particularly so for those assets which are not visible, for example stormwater, wastewater and water supply pipes that are underground. This risk is minimised by Council performing physical inspections and condition modelling assessments of underground assets.

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- Estimating any obsolescence or surplus capacity of any asset.
- The remaining useful life over which the asset will be depreciated. These estimates can be impacted by local conditions, for example weather patterns and traffic growth. If useful lives do not reflect the actual consumption of the benefits of the asset, Council could be over or underestimating the depreciation charge recognised in the Statement of Comprehensive Revenue and Expense. To minimise this risk useful lives are determined with reference to the NZ Infrastructural Asset Valuation and Depreciation guidelines published by the National Asset Management Steering Group. Asset inspections and condition modelling are also carried out regularly as part of Council's asset management planning activities.
- The replacement cost of an asset is based on recent construction contracts in the region for modern equivalent assets, from which unit rates are determined. Unit rates have been applied to components of the network based on size, material, depth and location.

### 1.25 ROUNDING ERRORS

Some rounding errors may occur in the financial statements due to stating dollar amounts to the nearest \$1,000.

### 1.26 CRITICAL JUDGEMENTS IN APPLYING ACCOUNTING POLICIES

Management has exercised the following critical judgements in applying accounting policies for the year ended 30 June 2021:

#### Classification of property

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

### 1.27 CHANGES IN ACCOUNTING POLICIES

There have been no changes in accounting policies.

**APPENDIX 1****FUNDING IMPACT STATEMENTS****INTRODUCTION**

This Statement sets out the information required by Schedule 10 of the Local Government Act 2002 (LGA). It details the rating mechanisms to be used to cover the estimated expenses for the years of the plan.

The Funding Impact Statement should be read in conjunction with Council's Revenue and Financing Policy.

Council proposed that the following revenue and financing sources be used to cover the estimated expenses of Council for the period of the plan:

*Important: All charges are GST inclusive, and funds raised are GST exclusive.*

**DEFINITION OF SEPARATELY USED OR INHABITED PARTS OF A RATING UNIT**

A SUIP is a separately used or inhabited part of a rating unit and includes any part of a rating unit that is used or inhabited by any person. This definition applies to the application of the UAGC, the Solid Waste targeted rate and the Community Centre targeted rate.

This definition includes separately used parts, whether or not actually occupied at any particular time, which are provided by the owner for rental or other form of occupation on an occasional or long term. For the purpose of this definition, vacant land and vacant premises are separately used by the owner as a property available for separate sale, or provided by the owner for rental (or other form of occupation).

For a commercial rating unit (other than motels/hotels), this includes a building or part of a building that is, or is capable of being, separately tenanted, leased or subleased, and is not integral to the commercial operation. Motels/hotels are treated as one SUIP even if each accommodation unit may be capable of separate habitation.

For a residential rating unit, this includes a building or part of a building which is used, or is capable of being used, as an independent unit. An independent unit is any unit containing two of either (i) separate cooking and living facilities; (ii) separate entrance; and (iii) separate toilet or bathroom facilities.

Separate parts of buildings, after the first, that are uninhabitable and declared unsanitary under the Health Act 1956 or the Building Act 2004 are not SUIPs.

**EXAMPLES****NO. OF SUIP'S per rating unit**

Single Dwelling	1
Dwelling plus granny flat	2
Six flats	6
Corner dairy with integral dwelling attached	1
Dwelling with nail business within dwelling	1
Dwelling with hair salon in structure detached from main house	2
Three retail shops and one industrial building	4
Garden centre with separate café	2
Farm with 1 dwelling	1
Farm with 3 dwellings	3
Farm run-off	1
Farm with 1 dwelling plus a contracting business	2
Hotel/Motel with six rooms (one commercial business activity)	1

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### EXAMPLES

	NO. OF SUIP'S per rating unit
Hotel/Motel with attached restaurant	2
Caravan park with six cabins (one commercial business activity)	1
Rest home with 10 self-contained residential units	11

### GENERAL RATE

Council set a general rate under section 13 of the Local Government (Rating) Act 2002 (LGRA) calculated on the capital value of each rateable rating unit within the district.

The general rate is set with no differential.

The rate (in cents per dollar of capital value) for 2020/21 is 0.15145 cents, raising \$4,092,000.

General rates will be used to fund all activities that are not covered by the uniform annual general charge, targeted rates or other funding mechanisms outlined in the Revenue and Financing Policy.

### UNIFORM ANNUAL GENERAL CHARGE

Council set a UAGC under section 15 of the LGRA in respect of every separately used or inhabited part of a rateable rating unit within the district.

The UAGC for 2020/21 is \$689 per SUIP, raising \$2,880,000.

### TARGETED RATE – ROADING

Council set a targeted rate under section 16 in respect of roading and street services based on the capital value of each rating unit within the District.

The roading rate (in cents per dollar of capital value) under section 16 for 2020/21 is 0.11218 cents, raising \$3,031,000.

The roading rate will be used to fund roading and street services activities within the District.

### TARGETED RATE – SOLID WASTE

Council set a targeted rate under section 16 of the LGRA for refuse collection on the basis of an amount per each separately used or inhabited part of a rating unit from which Council is prepared to collect a container of refuse, as part of its normal refuse disposal service, in the Stratford and Midhirst domestic collection area.

The solid waste rate under section 16 for 2020/21 is \$310, raising \$698,000.

The solid waste rate will be used to fund the urban domestic refuse collection activity.

### TARGETED RATE – WASTE WATER (SEWERAGE)

Council set a targeted rate under section 16 of the LGRA for sewerage as a fixed amount per separately used or inhabited part of a rating unit which is connected to a public sewerage drain.

For all non-commercial properties the differential factor is 1 (base) and the amount is \$380 per SUIP.

Commercial properties are differentiated by use as follows:

Commercial base category (all commercial rating units not included in any other commercial category) and the differential factor is also 1 (base) and the amount is \$380 per SUIP

- Commercial 2 (commercial rating units used for an activity requiring 2 toilets) differential factor 150% of base and the amount is \$570 per SUIP.
- Commercial 3 (commercial rating units used for an activity requiring 3 toilets) differential factor 200% of base and the amount is \$760 per SUIP.



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- Commercial 4 (commercial rating units used for an activity requiring 4 toilets) differential factor 225% of base and the amount is \$855 per SUIP.
- Commercial 5 (commercial rating units used for an activity requiring 5 toilets) differential factor 250% of base and the amount is \$950 per SUIP.
- Commercial 6 (commercial rating units used for an activity requiring 6 toilets) differential factor 275% of base and the amount is \$1,045 per SUIP.
- Commercial 7 (commercial rating units used for an activity requiring 7 toilets) differential factor 300% of base and the amount is \$1,140 per SUIP.
- Commercial Large (commercial rating units used for an activity requiring 8 or more toilets) differential factor 325% of base and the amount is \$1,235 per SUIP.

The sewerage system rate for 2020/21 is to raise \$891,000 and will be used to fund the waste water activity.

### TARGETED RATES - WATER SUPPLY

Council set a targeted rate under section 16 of the LGRA for water supply on the basis of an amount per rating unit to which water is supplied in the Stratford Water Supply Area, the Midhirst Water Supply area, and the Toko Water Supply Area.

The water supply rate under section 16 for 2020/21 is \$576 per rating unit, raising \$1,461,000.

In addition, Council set a targeted rate for extraordinary water supply under section 19 of the LGRA on the basis of an amount per unit of water supplied in the Stratford Water Supply Area, the Midhirst Water Supply area, and the Toko Water Supply Area to any rating unit which has been fitted with a water meter.

The Stratford water supply rate under section 19 for 2020/21 is \$2.21 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$432,775.

The Midhirst water supply rate under section 19 for 2020/21 is \$2.21 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$10,495.

The Toko water supply rate under section 19 for 2020/21 is \$2.21 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$2,618.

The water supply rates will be used to fund the water supply activities in the Stratford, Midhirst and Toko areas.

### TARGETED RATES - COMMUNITY CENTRES

Council sets targeted rates under section 16 of the LGRA for community centres on the basis of an amount per separately used or inhabited part of a rating unit in the listed community areas. This rate uses a fixed charge based on the location of the rating unit.

The community centre rates for 2020/21 are:

- A fixed charge of \$23.00 within the Wharehuia/Te Popo Community Centre area per SUIP collecting \$1,860.
- A fixed charge of \$13.80 within the Pembroke Road Community Centre area per SUIP collecting \$816.
- A fixed charge of \$34.50 within the Toko Community Centre area per SUIP collecting \$3,150.
- A fixed charge of \$17.25 within the Pukengahu Community Centre area per SUIP collecting \$630.
- A fixed charge of \$17.25 within the Midhirst Community Centre area per SUIP collecting \$3,810.
- A fixed charge of \$23.00 within the Ngaere Community Centre area per SUIP collecting \$2,020.
- A fixed charge of \$11.50 within the Makahu Community Centre area per SUIP collecting \$370.
- A fixed charge of \$30.00 within the Cardiff Community Centre area per SUIP collecting \$1,826.

The community centres rate will be used to fund the operating costs of the community centres and will raise \$14,482.

**APPENDIX 1****PAYMENT DUE DATES AND PENALTIES**

All rates, except those for metered water supply, will be payable in four equal instalments due on:

1 <sup>st</sup> Instalment:	26 August 2020
2 <sup>nd</sup> Instalment:	25 November 2020
3 <sup>rd</sup> Instalment:	24 February 2021
4 <sup>th</sup> Instalment:	26 May 2021

Pursuant to Sections 57 and 58 of the LGRA the following penalties on unpaid rates (excluding metered water rates) will be added:

- A charge of 10% on so much of any instalment that has been assessed after 1 July 2020 and which remains unpaid after the due date for that instalment. The penalty will be added on the following dates:
  - 1<sup>st</sup> Instalment 2 September 2020
  - 2<sup>nd</sup> Instalment 2 December 2020
  - 3<sup>rd</sup> Instalment 3 March 2021
  - 4<sup>th</sup> Instalment 2 June 2021
- A charge of 10% on so much of any rates assessed before 1 July 2020 which remain unpaid on 1 July 2020. The penalty will be added on 10 July 2020.
- A continuing additional penalty of 10% on so much of any rates assessed before 1 July 2020, to which a penalty has been added under the immediately preceding bullet point, and which remain unpaid six months after the previous penalty was added. The penalty will be added on 11 January 2021.
- Penalties imposed are exempt from GST.

Payment Due Dates for Metered Water Supply

A charge of 10% on any amount outstanding for the quarter which remains unpaid on the following dates will be added on the dates below:

<u>Period</u>	<u>Due Date</u>	<u>Penalty Date</u>
1 July to 30 September 2020	11 December 2020	18 December 2020
1 October to 31 December 2020	12 March 2021	19 March 2021
1 January to 31 March 2021	11 June 2021	18 June 2021
1 April to 30 June 2021	10 September 2021	17 September 2021

**EARLY PAYMENT**

Sections 55 and 56 of the Local Government (Rating) Act 2002 empowers Council to allow for the early payment of rates.

- Council proposes to accept early payment of all rates assessed for the 2020/21 year, but no discount will be applied for early payment. (Section 55).
- Council proposes to accept early payment of all rates assessed for the 2021/22 and subsequent years, but no discount will be applied for early payment. These payments will be applied to general rates or individual targeted rates if requested by the ratepayer, otherwise they will be applied against future general rates. (Section 56).

**PAYMENT LOCATIONS – ALL RATES AND CHARGES**

Payments can be made online by going to <https://www.stratford.govt.nz> and clicking on “Pay Online”.

Mail and electronic payments shall be deemed to be received at the Council Office on day of receipt. The Council accepts payments by cash, eftpos or credit card between the hours of 8.30 am to 4.30 pm, Monday to Friday, at the Council offices, Miranda Street, Stratford.

**APPENDIX 1****STRATFORD DISTRICT COUNCIL FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2021****For the Whole of Council**

	<b>Annual Plan</b>	<b>Long Term Plan</b>	<b>Annual Plan</b>
	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>
	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	6,253	6,248	6,971
Targeted rates	6,555	6,636	6,526
Subsidies and grants for operating purposes	1,902	1,795	1,933
Fees and charges	2,249	2,169	2,345
Interest and dividends from investments	126	223	139
Local authorities fuel tax, fines, infringement fees, and other receipts	41	34	44
<b>Total operating funding (A)</b>	<b>\$17,126</b>	<b>\$17,105</b>	<b>\$17,958</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	13,392	13,111	13,864
Finance costs	640	644	687
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$14,032</b>	<b>\$13,755</b>	<b>\$14,551</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$3,095</b>	<b>\$3,350</b>	<b>\$3,407</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	1,963	1,964	5,454
Development and financial contributions	-	-	-
Increase (decrease) in debt	(1,591)	1,960	10,036
Gross proceeds from sale of assets	4,360	-	3,819
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$4,731</b>	<b>\$3,924</b>	<b>\$19,309</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	2,240	2,232	17,865
- replace existing assets	5,227	4,771	4,044
Increase (decrease) in reserves	358	271	808
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$7,825</b>	<b>\$7,274</b>	<b>\$22,717</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$3,094)</b>	<b>(\$3,350)</b>	<b>(\$3,408)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



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<b>Funding Impact Statement - Note</b>			
The Funding Impact Statement is required under the Local Government Act 2002 Schedule and conforms to the Local Government (Financial Reporting) Regulations 2014.			
Generally accepted accounting practice does not apply to the preparation of the Funding Impact Statement as stated in Section 111(2) of the Local Government Act.			
<b>Reconciliation between the surplus in the Prospective Statement of Revenue and Expense and Surplus(Deficit) of operating funding in the Funding Impact Statement</b>			
	<b>Long Term Plan 2019/20 \$000</b>	<b>Long Term Plan 2020/21 \$000</b>	<b>Annual Plan 2020/21 \$000</b>
Surplus of operating funding from Funding Impact Statement	3,094	\$3,350	3,408
Subsidies and grants for capital expenditure	1,963	1,964	5,454
Gross proceeds from sale of assets	4,360	-	3,819
Depreciation	(4,594)	(4,789)	(4,815)
<b>Net Surplus before taxation in Prospective Statement of Revenue and Expense</b>	<b>\$4,822</b>	<b>\$524</b>	<b>\$7,866</b>

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**APPENDIX 1****STRATFORD DISTRICT COUNCIL FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2021****For Community Services**

	Long Term Plan 2019/20 \$000	Long Term Plan 2020/21 \$000	Annual Plan 2020/21 \$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	3,253	3,221	3,669
Targeted rates	14	14	14
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	541	527	491
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	5	12	14
<b>Total operating funding (A)</b>	<b>\$3,813</b>	<b>\$3,774</b>	<b>\$4,188</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	2,347	2,255	2,473
Finance costs	54	70	212
Internal charges & overheads applied	879	885	911
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$3,280</b>	<b>\$3,210</b>	<b>\$3,596</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$533</b>	<b>\$564</b>	<b>\$591</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	124	124	3,676
Development and financial contributions	-	-	-
Increase (decrease) in debt	225	245	12,477
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$349</b>	<b>\$369</b>	<b>\$16,152</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	446	469	16,503
- replace existing assets	25	3	11
Increase (decrease) in reserves	410	462	229
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$881</b>	<b>\$933</b>	<b>\$16,744</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$532)</b>	<b>(\$564)</b>	<b>(\$591)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**APPENDIX 1****STRATFORD DISTRICT COUNCIL FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2021****For Roading**

	<b>Annual Plan 2019/20 \$000</b>	<b>Long Term Plan 2020/21 \$000</b>	<b>Annual Plan 2020/21 \$000</b>
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	(6)	(7)	(12)
Targeted rates	3,039	2,990	3,031
Subsidies and grants for operating purposes	1,902	1,795	1,883
Fees and Charges	330	288	496
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	2	5	5
<b>Total operating funding (A)</b>	<b>\$5,268</b>	<b>\$5,071</b>	<b>\$5,402</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	3,635	3,483	3,603
Finance costs	-	32	-
Internal charges & overheads applied	321	311	314
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$3,955</b>	<b>\$3,827</b>	<b>\$3,917</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$1,312</b>	<b>\$1,245</b>	<b>\$1,485</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	1,839	1,839	1,829
Development and financial contributions	-	-	-
Increase (decrease) in debt	-	(29)	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$1,839</b>	<b>\$1,810</b>	<b>\$1,829</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	-	-	-
- replace existing assets	3,199	3,353	3,107
Increase (decrease) in reserves	(48)	(299)	207
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$3,150</b>	<b>\$3,055</b>	<b>\$3,313</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$1,312)</b>	<b>(\$1,245)</b>	<b>(\$1,485)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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**STRATFORD DISTRICT COUNCIL FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2021**

**For Water Supply**

	Annual Plan 2019/20 \$000	Long Term Plan 2020/21 \$000	Annual Plan 2020/21 \$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	-	-	-
Targeted rates	1,939	2,064	1,907
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	2	5	6
<b>Total operating funding (A)</b>	<b>\$1,941</b>	<b>\$2,068</b>	<b>\$1,913</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	953	1,032	860
Finance costs	264	337	214
Internal charges & overheads applied	304	274	426
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$1,521</b>	<b>\$1,643</b>	<b>\$1,499</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$420</b>	<b>\$425</b>	<b>\$414</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	431	625	662
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$431</b>	<b>\$625</b>	<b>\$662</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	420	420	587
- replace existing assets	338	538	414
Increase (decrease) in reserves	92	92	75
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$851</b>	<b>\$1,050</b>	<b>\$1,076</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$420)</b>	<b>(\$425)</b>	<b>(\$414)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

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**APPENDIX 1****STRATFORD DISTRICT COUNCIL FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2021****For Waste Water (Sewerage)**

	<b>Annual Plan 2019/20 \$000</b>	<b>Long Term Plan 2020/21 \$000</b>	<b>Annual Plan 2020/21 \$000</b>
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	-	-	-
Targeted rates	878	873	891
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	71	71	73
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	1	3	3
<b>Total operating funding (A)</b>	<b>\$951</b>	<b>\$947</b>	<b>\$967</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	441	442	430
Finance costs	58	70	61
Internal charges & overheads applied	180	152	212
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$678</b>	<b>\$664</b>	<b>\$703</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$273</b>	<b>\$283</b>	<b>\$264</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	971	972	394
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$971</b>	<b>\$972</b>	<b>\$394</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	1,038	1,038	485
- replace existing assets	492	492	202
Increase (decrease) in reserves	(286)	(274)	(29)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$1,244</b>	<b>\$1,255</b>	<b>\$658</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$273)</b>	<b>(\$283)</b>	<b>(\$264)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**APPENDIX 1****STRATFORD DISTRICT COUNCIL FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2021****For Stormwater**

	<b>Annual Plan</b>	<b>Long Term Plan</b>	<b>Annual Plan</b>
	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>
	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	354	355	327
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	1	2	2
<b>Total operating funding (A)</b>	<b>\$354</b>	<b>\$357</b>	<b>\$329</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	105	115	61
Finance costs	25	28	18
Internal charges & overheads applied	108	95	108
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$238</b>	<b>\$238</b>	<b>\$188</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$116</b>	<b>\$119</b>	<b>\$141</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	199	151	207
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$199</b>	<b>\$151</b>	<b>\$207</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	229	228	234
- replace existing assets	57	57	58
Increase (decrease) in reserves	30	(15)	56
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$315</b>	<b>\$270</b>	<b>\$348</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$116)</b>	<b>(\$119)</b>	<b>(\$141)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**APPENDIX 1****STRATFORD DISTRICT COUNCIL FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2021****For Solid Waste**

	Annual Plan 2019/20 \$000	Long Term Plan 2020/21 \$000	Annual Plan 2020/21 \$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	19	19	19
Targeted rates	698	709	698
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	81	81	83
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	-	1	2
<b>Total operating funding (A)</b>	<b>\$799</b>	<b>\$810</b>	<b>\$801</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	668	630	671
Finance costs	34	47	26
Internal charges & overheads applied	146	142	133
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$848</b>	<b>\$819</b>	<b>\$829</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>(\$49)</b>	<b>(\$9)</b>	<b>(\$29)</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	(39)	(43)	(38)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>(\$39)</b>	<b>(\$43)</b>	<b>(\$38)</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	-	-	-
- replace existing assets	52	52	32
Increase (decrease) in reserves	(141)	(104)	(99)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>(\$89)</b>	<b>(\$52)</b>	<b>(\$66)</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>\$49</b>	<b>\$9</b>	<b>\$29</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**APPENDIX 1****STRATFORD DISTRICT COUNCIL FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2021****For Democracy**

	<b>Annual Plan</b>	<b>Long Term Plan</b>	<b>Annual Plan</b>
	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>
	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	1,070	1,003	1,031
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	60	60	70
Internal charges and overheads recovered	1,220	1,343	1,138
Local authorities fuel tax, fines, infringement fees, and other receipts	4	11	9
<b>Total operating funding (A)</b>	<b>\$2,355</b>	<b>\$2,417</b>	<b>\$2,248</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	1,723	1,784	1,649
Finance costs	-	-	-
Internal charges & overheads applied	631	633	599
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$2,355</b>	<b>\$2,417</b>	<b>\$2,248</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	-	-	-
- replace existing assets	283	288	189
Increase (decrease) in reserves	(283)	(288)	(189)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**APPENDIX 1****STRATFORD DISTRICT COUNCIL FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2021****For Economy**

	<b>Annual Plan</b>	<b>Long Term Plan</b>	<b>Annual Plan</b>
	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>
	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	592	586	663
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	654	663	635
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	2	5	5
<b>Total operating funding (A)</b>	<b>\$1,248</b>	<b>\$1,254</b>	<b>\$1,303</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	687	636	746
Finance costs	206	108	156
Internal charges & overheads applied	295	303	346
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$1,188</b>	<b>\$1,048</b>	<b>\$1,248</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$60</b>	<b>\$206</b>	<b>\$55</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	(3,518)	(101)	(3,746)
Gross proceeds from sale of assets	4,360	-	3,819
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$841</b>	<b>(\$101)</b>	<b>\$73</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	794	-	-
- improve the level of service	-	-	-
- replace existing assets	45	15	97
Increase (decrease) in reserves	63	90	31
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$902</b>	<b>\$105</b>	<b>\$128</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$60)</b>	<b>(\$206)</b>	<b>(\$55)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**APPENDIX 1****STRATFORD DISTRICT COUNCIL FUNDING IMPACT STATEMENT FOR THE YEAR ENDED 30 JUNE 2021****For Environmental Services**

	<b>Annual Plan</b>	<b>Long Term Plan</b>	<b>Annual Plan</b>
	<b>2019/20</b>	<b>2020/21</b>	<b>2020/21</b>
	<b>\$000</b>	<b>\$000</b>	<b>\$000</b>
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	982	1,082	1,276
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	497	464	484
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	4	11	13
<b>Total operating funding (A)</b>	<b>\$1,484</b>	<b>\$1,558</b>	<b>\$1,772</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	778	891	918
Finance costs	-	1	2
Internal charges & overheads applied	698	657	844
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$1,476</b>	<b>\$1,549</b>	<b>\$1,764</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$8</b>	<b>\$8</b>	<b>\$8</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	61	60	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$61</b>	<b>\$60</b>	<b>\$0</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	61	61	-
- replace existing assets	-	-	-
Increase (decrease) in reserves	8	7	8
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$69</b>	<b>\$68</b>	<b>\$8</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$8)</b>	<b>(\$8)</b>	<b>(\$8)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**APPENDIX 1****FEES AND CHARGES 2020/21***(Note: all prices include GST, if any)***ABANDONED VEHICLES**

Towage	At Cost	
Inspection	\$230.00	Fixed fee, includes inspection and administration
Storage of vehicle	At Cost	

**AERODROME**

Strip Hire Fee	\$6.50	Per tonne
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**BUILDING**

**Processing of a Building Consent** *(Including the Project Information Memorandum through to the issue of a building consent, unless otherwise specified, inspections required following the issue of the consent are an additional fee.)*

<b>Project Information Memorandum</b> <i>(when requested separate from a Building Consent)</i>	\$280.00	
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<b>Fee for ALL manual/hardcopy applications</b>	\$50.00	Fixed fee.
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*(this fee will be charged on ALL Building applications not submitted via the [online portal](#))*

<b>Provision of a Record of Title</b>	\$20.00	Fixed fee.
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**Building Consent data**

• Per month	\$30.00	Fixed fee.
• One year	\$120.00	Fixed fee.

<u>Section 73</u> notification of building on land subject to natural hazards.	\$145.00	Fixed fee.
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<u>Section 77</u> certification of building on land over two or more allotments.	\$320.00	Fixed fee (includes LINZ fixed fee of \$176.00, pursuant to <a href="#">Section 75</a> ).
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<b>New residential dwelling</b> (house/townhouse/apartment) <i>Includes flat-pack styles</i>	\$1,750.00	Base fee. Buildings with a value over \$20,000 will also be subject to:
<b>New buildings</b> – commercial/retail		• Building Research Association of NZ (BRANZ) <a href="#">levy</a> .
<b>Cow sheds/milking sheds</b>		• Ministry of Business, Innovation and Employment levy.

<b>Relocated buildings</b>	\$820.00	Base fee. Buildings with a value over \$20,000 will also be subject to:
		• Building Research Association of NZ (BRANZ) <a href="#">levy</a> .
		• Ministry of Business, Innovation and Employment levy.

**APPENDIX 1**

<b>Residential or commercial alterations/ additions</b> ⇒ UNDER \$20,000 in value	\$820.00	Fixed fee.
<b>Residential or commercial alterations/ additions</b> ⇒ OVER \$20,000 in value	\$1,400.00	Base fee. Buildings with a value over \$20,000 will also be subject to: <ul style="list-style-type: none"> <li>• Building Research Association of NZ (BRANZ) <u>levy</u>.</li> <li>• Ministry of Business, Innovation and Employment levy.</li> </ul>
<b>Accessory buildings</b> – residential (garages/carports)	\$750.00	Base fee. Buildings with a value over \$20,000 will also be subject to: <ul style="list-style-type: none"> <li>• Building Research Association of NZ (BRANZ) <u>levy</u>.</li> <li>• Ministry of Business, Innovation and Employment levy.</li> </ul>
<b>Pole sheds</b> – residential or commercial	\$750.00	Base fee. Buildings with a value over \$20,000 will also be subject to: <ul style="list-style-type: none"> <li>• Building Research Association of NZ (BRANZ) <u>levy</u>.</li> <li>• Ministry of Business, Innovation and Employment levy.</li> </ul>
<b>Pole sheds</b> – residential or commercial – where the application is submitted under a <u>Producer Statement</u>	\$350.00	Base fee. Buildings with a value over \$20,000 will also be subject to: <ul style="list-style-type: none"> <li>• Building Research Association of NZ (BRANZ) <u>levy</u>.</li> <li>• Ministry of Business, Innovation and Employment levy.</li> </ul>
<b>Fireplaces:</b> Inbuilt/free-standing	\$450.00	Fixed fee, including administration and inspection/s.
Inbuilt/free-standing (dry or with wetback) – where the application is submitted under a <u>Producer Statement</u>	\$350.00	
<b>Insulation of exterior walls</b>	\$450.00	Fixed fee.
<b>Sewage and drainage</b>	\$450.00	Fixed fee, including administration and inspection/s.
<b>Tents/marquees</b> (established or in use for a minimum of 5 days)	\$350.00	Fixed fee.
<b>Amusement devices:</b> <u>Pursuant to the Amusement Devices Regulations 1978</u> Inspection fee for –		
• One device for first seven days (or part thereof).	\$11.50	Per device.
• Each additional device operated by the same owner for the first seven days (or part thereof).	\$2.30	Per device.
• Each further period of seven days (or part thereof).	\$1.15	Per device.
<b>Pool Inspections:</b> New pool (as a stand-alone Building Consent application)	\$300.00	Fixed fee.
Inspection (required 3-yearly)	\$130.00	Per inspection.
Re-inspection (if non-compliance identified)	\$95.00	Per inspection.
Spa pool exemption application	\$130.00	Per exemption (for the life of the pool).
<b>Inspections:</b> Inspections and re-inspections	\$95.00	Per inspection
Final inspection before issue of Code Compliance Certificate	\$245.00	

**APPENDIX 1**

<b><u>Certificate of Acceptance</u></b>	\$1,500.00	Base fee. Buildings with a value over \$20,000 will also be subject to: <ul style="list-style-type: none"> <li>• Building Research Association of NZ (BRANZ) levy.</li> <li>• Ministry of Business, Innovation and Employment levy.</li> </ul>
<b>Notice to Fix - Dangerous/Insanitary Notification</b>	\$300.00	Fixed fee.
<b>Building Consent Amendment</b>	At cost	As per staff charge out rates
	\$110.00	Fixed fee.
<b>Building Consent Extension, Exemption Levies</b>		
Building Research Levy		As required by statute
MBIE (Formerly DBH) Levy – Certificates and Miscellaneous Notices		As required by statute
<b><u>Certificate of Public Use</u></b>		
• Altered Buildings	\$85.00	Fixed fee.
• New Buildings	\$145.00	Fixed fee.
<b><u>Compliance Schedules</u></b>		
New building (requiring Building Consent)	\$265.00	Base fee. A \$75 fee per <u>Specified System</u> also applies.
Existing building (may or may not require Building Consent)	\$550.00	Base fee. A \$75 fee per <u>Specified System</u> also applies.
Amendment to Compliance Schedule	\$120.00	Base fee. A \$75 fee per <u>Specified System</u> also applies.
<b><u>Building Warrant of Fitness (BWof)</u></b>		
Site audit and findings report	\$125.00	Fixed fee.
<b><u>Independently Qualified Persons (IQP's)</u></b>		
Application	\$265.00	Fixed fee.
Renewal	\$145.00	Fixed fee.
Amendment	\$50.00	
<i>The following building works are exempt from all consent application and inspection fees required for the installation/construction of those works:</i>		
<ul style="list-style-type: none"> <li>• Power generation where the generated power is for use only on the same property</li> <li>• Solar hot water heating (the exemption includes all plumbing inspections)</li> <li>• Plumbing and drainage systems allowing for the use of recycled water (the exemption includes all plumbing and drainage inspections)</li> </ul>		
<b>Street Damage</b>		
Inspection	\$170.00	Per inspection
Refundable Bond:		
• New Construction	\$2,500.00	
• Demolition/relocation of existing building	\$3,000.00	
Repairs of Street Damages	At cost	
<b>Vehicle Crossing</b>		
Refundable bond - new development on existing section with sub-standard crossing	\$1,000.00	

*Bonds held by Council do not accrue interest.*

**APPENDIX 1****BYLAWS**

All licences and certificates as required under Council bylaw*	\$230.00	
Call Out Fee (in breach of bylaw, charged to offender)	\$300.00	
Release of Impounded Stereo	\$150.00	
Release of Impounded Skateboard or Cycle	\$50.00	
Permit for Stands and Stalls in a Public Place (Bylaw 314) **	\$20.00	Per stand or stall per day with a minimum fee of \$60.00

\* Excludes licences under:

- *the Tattoo and Beauty Parlour Bylaw, see Health Licences;*
- *Solid Waste, see Refuse (Solid Waste);*
- *Trade Waste, see Trade Waste;*
- *Water Supply Bylaw, see Water Supply Bylaw Charges.*

\*Also excludes licenses under the Trade Waste

\*\* Excludes not for profit organisations and community groups. See Health Licences section for Mobile and Travelling Shops.

**CEMETERY**

## Plot purchase

- |                          |            |
|--------------------------|------------|
| • Adult                  | \$2,200.00 |
| • Child (under 14 years) | \$1,500.00 |
| • Ashes plot             | \$1,000.00 |
| • RSA plot               | no charge  |
| • Memorial Wall          | \$180.00   |

## Interments (includes grave digging)

- |                          |            |
|--------------------------|------------|
| • Adult                  | \$1,500.00 |
| • Child (under 14 years) | \$1,100.00 |
| • Stillborn              | \$550.00   |
| • Ashes                  | \$380.00   |

## Miscellaneous Charges

- |                                   |            |  |
|-----------------------------------|------------|--|
| • Conversion of Plot to Lawn Type | \$1,200.00 | Maintenance and perpetuity Fee                   |
| • Bond for damage (Private Users) | \$300.00   | Damage in excess of bond will be charged at cost |

**Notes (Cemetery)**

- *Weekends/Public Holidays Fees are included in above charges.*
- *Administration and Permit Fees are included in above charges.*
- *Disinterment and Reinterment are the same as interment charges above.*
- *Extra Depth is included in above charges.*
- *Services Cemetery fees are the same as the adult interment charge above.*
- *Services Cemetery Purchase of Plot is free as per Stratford Borough Council decision at meeting on 16 July 1917.*
- *Memorial Wall Plaque - porcelain material, size 290mm x 240mm*

**APPENDIX 1****DOG AND ANIMAL CONTROL****Registration Fees**

	Discounted Fee if paid prior to 1 August 2020 (per dog)	Standard Fee if paid on or after 1 August 2020 (per dog)
Rural dog (for every dog up to and including first three dogs)	\$45.00	\$55.00
Rural dog (for every dog after first three dogs)	\$35.00	\$40.00
General Dog Owner	\$145.00	\$180.00
Good Dog Owner (refer Dog Control Policy)	\$115.00	\$145.00
Select Dog Owner (refer Dog Control Policy)	\$60.00	\$75.00

**Urban Multiple Dog Licence**

- Application \$60.00
- Annual Renewal \$30.00

Micro chipping	At cost
Replacement Tag	\$5.00

**Impounding Fees**

## Dogs:

- Registered dog, 1<sup>st</sup> Impounding \$150.00
- Registered dog, subsequent Impounding \$250.00
- Unregistered dog \$300.00 Plus registration
- Unregistered dog under 3 months \$150.00 Plus registration
- After hours pound release fee \$60.00 Requires payment of all applicable fees (impounding, sustenance & after hours release) at iSite/pool/library during opening hours prior to release
- Sustenance fee per dog \$10.00 Per day
- Destruction At cost
- Re-housing fee \$50.00

## Other animals:

- Stock, excluding sheep and goats \$50.00
- Sheep and goats \$15.00
- Sustenance fee per animal (all stock) \$10.00 Per day
- Advertising At cost
- Droving As per staff charge out rates or cost if provided by contractor
- Call Out Fee As per staff charge out rates
- Transporting of Stock At cost

**Notes**

- *The criteria for these categories are given within the Stratford District Council Dog Control Policy.*
- *Any application to be a Select Dog Owner must be made before 30 April 2020.*
- *Infringements may be issued for all outstanding registrations after 1 October 2020.*

**APPENDIX 1****HEALTH LICENCES****Health Act Registrations and Annual Renewals**

• Hairdressers	\$230.00	Annual fee
• Offensive Trade	\$400.00	Annual fee
• Funeral Directors	\$230.00	Annual fee
• Camping Ground	\$230.00	Annual fee
• Sale yards	\$230.00	Annual fee
• Complaint driven investigation	\$170.00	Per hour

**Food Act 2014**

• Application for registration of a food control plan	\$460.00	Fixed fee (includes up to 2 hours processing time)
• Renewal of registration	\$315.00	Fixed fee (includes up to 1 hour processing time)
• Transfer of registration	\$400.00	
• Initial verification visit including follow up remedial action	\$400.00	Fixed fee
• Monitoring for food safety and suitability and subsequent verifications	\$170.00	Per hour
• Complaint driven investigation	\$170.00	Per hour
• Application for review of improvement notice	\$170.00	Per hour
• Application for second sites and other amendments	\$170.00	Per hour

**Mobile and Travelling Shop Bylaw**

• Licence for mobile and travelling shop (Bylaw 304)**	\$530.00	Fixed fee
• Complaint driven investigation	\$170.00	Per hour

**Tattoo and Beauty Parlour Bylaw**

• Application for registration of a High Risk Activity	\$375.00	Fixed fee (includes up to 1.5 hours processing time and annual inspection)
• Renewal of registration	\$250.00	Fixed fee (includes up to 1 hour processing time and annual inspection)
• Transfer of registration	\$375.00	Fixed fee
• Complaint driven investigation	\$170.00	Per hour

**HOUSING FOR THE ELDERLY**

• Unit with neither conservatory, carport nor rear porch	\$125.00	Per week
• Unit with one of either conservatory, carport or rear porch	\$130.00	Per week
• Unit with two of either conservatory, carport or rear porch	\$135.00	Per week
• Unit with conservatory, carport and rear porch	\$140.00	Per week

**LAND INFORMATION MEMORANDUM****Standard Application (Processed within 10 working days)**

• residential	\$350.00
• commercial	\$500.00

**Urgent Application (Residential/Rural/Rural Residential Processed within two working days, Commercial within 5 working days)**

• residential	\$600.00
• commercial	\$800.00

**Property File**

• Electronic data (USB storage device)	\$20.00	Per property file
--	---------	-------------------

*When requesting Property information; the information included is based on a search of Council records only. There may be other information relating to the land which is unknown to the Council. Council records may not show illegal or unauthorised building works on the property. The applicant is solely responsible for ensuring that the land is suitable for a particular purpose.*



**APPENDIX 1****LIBRARY****Fees**

- |  |         |          |
|--|---------|----------|
| • Inter-loaning a Book (between libraries in NZ) | \$10.00 | Per item |
| • DVD Rental                                     | \$3.00  | Per week |
| • Membership Card Replacement Fee                | \$6.00  | Per card |

**Overdue Fines**

- |                    |        |                 |
|--------------------|--------|-----------------|
| • Adult's Books    | \$0.30 | Per day overdue |
| • Children's Books | \$0.10 | Per day overdue |
| • DVDs             | \$0.50 | Per day overdue |

*With a grace period of 3 days before fine for total overdue days is imposed*

Replacement books, DVDs

At cost

Laminating:

- |      |        |          |
|------|--------|----------|
| • A4 | \$2.00 | Per page |
| • A3 | \$4.00 | Per page |

Scanning:

- |   |           |                              |
|---|-----------|------------------------------|
| • Self Service                                | No charge |                              |
| • Staff assisted or to a borrowed library USB | \$1.00    | Per 10 pages or part thereof |

Photocopying/Printouts/Facsimile

As per Photocopying, Printing & Facsimile charges

3D Printing

\$0.20 Per gram material, plus \$2.00 setup fee

Kowhai Room Hire

\$5.00 Per hour

Programmes & Events

As advertised

**PARKING****Parking Infringement\***

Exceeding restricted parking time limit:

- |                        |         |
|------------------------|---------|
| • Up to 30 minutes     | \$12.00 |
| • 30 minutes to 1 hour | \$15.00 |
| • 1 hour to 2 hours    | \$21.00 |
| • 2 hours to 4 hours   | \$30.00 |
| • Over 4 hours         | \$42.00 |

**Parking Offences\***

- |   |         |
|---|---------|
| • Parked on or within 6m of an intersection | \$60.00 |
| • Parked on or near a pedestrian crossing   | \$60.00 |
| • Parked on broken yellow lines             | \$60.00 |
| • Double parking                            | \$60.00 |
| • Inconsiderate parking                     | \$60.00 |
| • Parked on a clear way                     | \$60.00 |
| • Parked on a bus only lane                 | \$60.00 |
| • All other Parking Offences                | \$40.00 |

**Temporary "No Parking" Signs Application**

- |                      |         |
|----------------------|---------|
| • Fee                | \$15.00 |
| • Refundable deposit | \$20.00 |

\* These penalties have been set by Council as being the maximum allowable, pursuant to Schedule 2 of the Land Transport Act 1998.

**APPENDIX 1****PHOTOCOPYING, PRINTING & FACSIMILE**

## Photocopying &amp; Printing

• A4 Black and White	\$0.30	Per page
• A4 Black and White (double sided)	\$0.40	Per page
• A4 Coloured	\$0.50	Per page
• A4 Coloured (double sided)	\$0.70	Per page
• A3 Black and White	\$0.50	Per page
• A3 Black and White (double sided)	\$1.00	Per page
• A3 Coloured	\$1.00	Per page
• A3 Coloured (double sided)	\$2.00	Per page

## Facsimile

• National, first page	\$2.50	
• National, each subsequent page	\$0.50	
• International, first page	\$5.00	
• International, each subsequent page	\$1.50	
• Received Faxes	\$1.00	Per page

**PUBLICATIONS**

• Annual Plan	\$20.00
• Long Term Plan (LTP)	\$40.00
• Annual Report	\$20.00
• Bylaws	\$20.00
• District Plan (excluding planning maps)	\$70.00
• Planning Maps	\$70.00

**REFUSE (SOLID WASTE)**

## Bylaws

• Licensing - Application Fee for Commercial Waste Collectors and Waste Disposal Operators	\$50.00
• Removal of Trade Refuse (Clause 13.4 of Bylaw)	At cost
• Application Fee for Event Waste Management and Minimisation Plan (EWMMP) Approval	\$100.00

## Replacement Receptacles

• Recycling crate	\$40.00	Per crate
• Wheelaway bin	\$128.00	Per bin

## Transfer Station

	Bag (50 ltr)	Car Boot	Car Other	Drum (200 ltr)	Small Trailer & Utes (no cage)	Tandem Trailer (no cage)	All Other (per m <sup>3</sup> )
Green Waste	NA	\$5.00	\$8.00	\$8.00	\$10.00	\$38.00	\$18.00
Recyclables	Free	Free	Free	Free	Free	Free	Free
Clean Construction & Demolition	NA	\$8.00	\$10.00	\$10.00	\$15.00	\$35.00	\$25.00
Scrap Metal	NA	\$15.00	\$20.00	\$20.00	\$25.00	\$50.00	\$50.00
General Refuse	\$3.00	\$15.00	\$20.00	\$20.00	\$25.00	\$85.00	\$50.00

Refuse containing more than 25% demolition material (bricks, concrete etc) will be double standard rate.  
Council reserves the right to charge in proportion of the units above, i.e. 1/4 car boot, 1/2 bag.

**APPENDIX 1**

## Miscellaneous

- |                    |         |          |
|--------------------|---------|----------|
| • Whiteware        | \$10.00 | Per unit |
| • TV               | \$20.00 | Per unit |
| • Stereo, Computer | \$10.00 | Per unit |
| • Car Tyres        | \$4.00  | Per unit |

Pro rata amount of applicable targeted rate equivalent.\*

## First Year Service Fee

\*A service charge will apply from the first month following connection with the same conditions that would apply to the owner as if they were a ratepayer for that year.

**RESOURCE MANAGEMENT****Subdivision Resource Consents** (includes cross leases)

- |   |            |                                 |
|---|------------|---------------------------------|
| • Notified (full)   | \$4,000.00 | Deposit with full cost recovery |
| • Notified (limited)  | \$1,200.00 | Deposit with full cost recovery |
| • Controlled (Non Notified) other than boundary adjustments                   | \$1,200.00 | Fixed Fee                       |
| • Boundary adjustments (Non notified), no creation of new or additional title | \$850.00   | Fixed Fee                       |
| • Limited Discretionary (Non Notified)  | \$1,200.00 | Fixed Fee                       |
| • Discretionary (Non Notified, including variations to consent)               | \$1,200.00 | Fixed Fee                       |
| • Bond agreement under S222   | \$350.00   | Fixed Fee                       |
| • S224 Certificate (including survey plan approval)                           |            |                                 |
| o No inspection for conditions  | \$230.00   | Fixed Fee                       |
| o Inspection for conditions   | \$400.00   | Fixed Fee                       |
| • Certificate under Section 223 only  | no charge  |                                 |
| • Road Access Certificate (Section 321 of Local Government Act)               | \$230.00   | Fixed Fee                       |
| • Consultation with District Land Registrar                                   | \$145.00   | Fixed Fee                       |
| • Reapproval of lapsed subdivision consent                                    | \$900.00   | Fixed Fee                       |
| • Right of Way and Easements  | \$850.00   | Fixed Fee                       |
| • Variation of Consent (Non-notified)   | \$900.00   | Fixed Fee                       |
| • Variation of Consent (Notified)   | \$1,200.00 | Deposit with full cost recovery |

**Land Use Consents**

- |   |            |  |
|---|------------|--|
| • Notified (Full)   | \$4,000.00 | Deposit with full cost recovery                                  |
| • Notified (limited)  | \$1,200.00 | Deposit with full cost recovery                                  |
| • Controlled (Non Notified) - standard  | \$1,200.00 | Fixed Fee  |
| • Controlled (Non Notified) – relocated buildings                                 | \$900.00   | Fixed Fee  |
| • Limited Discretionary (Non Notified)  | \$1,200.00 | Fixed Fee  |
| • Discretionary (Non Notified) – standard /complex application                    | \$1,200.00 | Fixed Fee  |
| • Discretionary (Non notified) for performance standard non-conformance, or signs | \$900.00   | Fixed Fee  |
| • Non Complying (Non Notified)  | \$1,200.00 | Fixed Fee  |
| • Deemed Permitted/Boundary Activity  | \$500.00   | Fixed Fee  |
| • Fast Track Consents   | \$500.00   | Fixed Fee in addition to controlled resource consent application |
| • Planning Compliance Certificate   | \$500.00   | Fixed Fee  |
| • Variation of Consent (Non-notified)   | \$900.00   | Fixed Fee  |
| • Variation of Consent (Notified)   | \$1,200.00 | Deposit with full cost recovery                                  |

**APPENDIX 1****Miscellaneous**

• Request for Plan Change	\$4,000.00	Deposit with full cost recovery
• Request for Designation or Heritage Order or removal/variation of Designation	\$1,000.00	Deposit with full cost recovery
• Planning, Compliance, or similar Certificates	\$250.00	Fixed Fee
• Monitoring of Resource Consent Conditions	At cost	As per staff charge out rates
• Attendance to Noise Complaints (Charged to Offender)	\$300.00	Per call out
• Joint Hearings with Other Authorities	At cost	As per staff charge out rates with deposit: As required by either Taranaki Regional Council or Horizons Regional Council
• Seizure, impounding, transporting and storage pursuant to S.328 of the Resource Management Act	\$300.00	

*The following activities are exempt from all consent application, processing and monitoring fees:*

- *The alteration, but not demolition, of any heritage structure listed in Appendix 6 of the Stratford District Plan*
- *Work to maintain or enhance indigenous fauna or flora in protected areas listed in Appendix 9 of the Stratford District Plan*

*Any costs incurred from third parties in relation to any of the above applications will be on-charged to the applicant at cost.*

*Bonds held by Council do not accrue interest.*

**ROADING****Road Closure**

• Application, including	\$520.00	
– Traffic Management Plan		
– Advertising (Up to \$200. Actual cost will be charged if it exceeds \$200)		
– Inspection		
• Additional Inspection	At cost	As per staff charge out rates
• Emergency Road Closure over 4 hours	At cost	

**Fallen Trees**

• Clearing of privately owned fallen trees on road reserve	At cost	Applies to costs greater than \$500.00
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**Temporary Obstruction Permit**

• Application, including	\$300.00	
– Traffic Management Plan		
– Inspection		
• Additional Inspection	At cost	As per staff charge out rates

**Traffic Management Plan**

• Generic Traffic Management Plan	\$500.00	
• Site Specific Traffic Management Plan	\$200.00	

**Corridor Access Request (CAR)**

CAR application for:

• Excavation >10m <sup>2</sup> in any CAR in carriageway	\$400.00	
• Excavation <10m <sup>2</sup> in berm	\$80.00	
• CAR additional inspection	\$170.00	

**Overweight Permit (set by statute, specified route)**

• Single or multiple trip overweight permit	\$20.91	Plus disbursements
• Continuous overweight permit	\$62.73	Plus disbursements
• Renewal of a continuous overweight permit	\$10.45	Plus disbursements
• Over dimension permit	\$32.20	Plus disbursements
• HPMV permit	\$62.73	Plus disbursements
• Specialist vehicle permit	\$62.73	Plus disbursements

*There is an additional fee of \$10.45 for overweight, HPMV or specialist vehicle permit applications if there are fewer than three working days available for processing.*

**APPENDIX 1****Overweight Permits – District wide**

- Generic Overweight Permit – valid for two years \$180.00  
*Note: Issued when an area wide permit is required to cover Stratford District Council defined roads. Permit outlines roads to be used, bridges to be crossed, bridges which are prohibited.*
- Individual Overweight Permit – single trip only \$120.00  
*Note: Issued when an area wide permit is required to cover Stratford District Council defined roads. Permit outlines roads to be used, bridges to be crossed, bridges which are prohibited.*
- Inspections (per hour) \$200.00

**Licence to Occupy (Berm or Unused legal road)**

- Application fee \$260.00
- Rental 5.75% Of land value per annum

**Street Event**

- Refundable bond for damages \$2,000.00
- Damages At cost

**Other**

- Damage to Street Furniture At cost
- Application for Road Stopping (LGA, 2002) \$500.00
- Application for Petrochemical pipeline in the road reserve \$750.00
- Application for Stock Underpass \$200.00

**Vehicle Crossing**

Vehicle Crossing Application fee \$205.00

*Bonds held by Council do not accrue interest.*

**SALE OF ALCOHOL**

*Fee must be confirmed with the Liquor Licensing Inspector prior to lodging an application*

**On, Off and Club Licences Application Fees and Annual Fees:**

Total risk rating of premises	Fees Category	Application fee	Annual fee
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	\$1,035.00
26 plus	Very high	\$1,207.50	\$1,437.50

**Special licence fees**

Class 1 1 large event (400 people) <u>or</u> more than 3 medium events (100 to 400 people) <u>or</u> more than 12 small events (fewer than 100 people)	\$575.00
Class 2 3 to 12 small events (fewer than 100 people) <u>or</u> 1 to 3 medium events (100 to 400 people)	\$207.00
Class 3 1 or 2 small events (fewer than 100 people)	\$63.25

**APPENDIX 1**

**Manager's Certificates (new or renewal)** \$316.25  
*Fee set by regulation in accordance with the Sale and Supply of Alcohol (Fees) Regulations 2013*

**Other Fees**

- Temporary Authority \$296.70
- Temporary Licence \$296.70
- Extract from Register \$50.00
- Compliance Certificate (RMA/Building) \$50.00
- Website Advertising Fee \$50.00

**Gambling Consent Fee**

- Application Fee \$230.00

**SPORTS GROUNDS/PARKS AND RESERVES****Sportsgrounds – seasonal use**

- Cricket (per oval) \$420.00
- Rugby (per field Page Street) \$420.00
- Rugby (per field Victoria Park no 1 and no 2) \$770.00
- Rugby (per field Victoria Park no 3) \$420.00
- Football (per field) \$420.00
- Croquet (Victoria Park greens) \$420.00
- Netball (King Edward Park hard courts) \$770.00
- Tennis (King Edward Park hard courts) \$770.00
- Other codes (per field Victoria Park) \$770.00
- Other codes (per field elsewhere) \$420.00

**Sportsgrounds – casual use**

- Per field, per hour or part thereof (without lights) \$10.00
- Per field, per hour or part thereof (with lights) \$15.00

**Sportsgrounds/Parks and Reserves – other events**

- Major event (public event) per day or part thereof \$155.00
- Minor event (private event) per day or part thereof \$78.00
- Refundable bond for damage to grounds

Determined by Council Officer upon initial assessment of application.

**Page Street sports amenities building**

- Seasonal use \$420.00
- Casual use per day or part thereof \$26.00

**STAFF CHARGE OUT RATES****Charge out rates are as follows:**

- Management \$210.00 Per hour or part thereof
- Technical \$170.00 Per hour or part thereof
- Research (includes LGOIMA, Cemetery enquiries) \$170.00 First 30 minutes free
- Administration \$120.00 Per hour or part thereof
- Vehicle Charge (Mileage) \$0.77 Per km

**STORMWATER CONNECTION**

- Application Fee \$205.00
- Connection Fee Property owner to engage suitably qualified contractor

## APPENDIX 1

### SWIMMING POOL COMPLEX

#### Casual Use

##### Pool Entry

- Adult \$4.70 Per entry
- Child/Senior/Green Prescription \$3.70 Per entry
- Caregiver/Parent Supervising Child under 8 year of age free Per entry

Pool entry for swim lessons provided by external providers \$4.00 Per entry

##### Group Fitness/Aquarobics/Adult Lessons

- Adult \$8.00 Per session
- Child/Senior/Green Prescription \$6.50 Per session

#### Concession (x 10) - Valid for 6 months

##### Pool Entry

- Adult \$43.00
- Child/Senior/Green Prescription \$35.00

Pool entry for swim lessons provided by external providers \$38.00

##### Group Fitness/Aquarobics/Adult Lessons

- Adult \$70.00
- Child/Senior/Green Prescription \$55.00

#### Short Term Memberships

*Client decides on term and pays a lump sum up front. No cancellations. Membership can be suspended for a maximum of one month with medical certificate.*

##### Full membership

- |                                   | <u>3 month</u> | <u>6 Month</u> |
|-----------------------------------|----------------|----------------|
| • Adult                           | \$260.00       | \$520.00       |
| • Child/Senior/Green Prescription | \$208.00       | \$416.00       |

##### Group Fitness/Aquarobics/Adult Lessons (up to 3 classes per week)

- |                                   | <u>3 month</u> | <u>6 Month</u> |
|-----------------------------------|----------------|----------------|
| • Adult                           | \$182.00       | \$364.00       |
| • Child/Senior/Green Prescription | \$145.60       | \$291.20       |

##### Pool Entry

- |                                   |          |          |
|-----------------------------------|----------|----------|
| • Adult                           | \$195.00 | \$390.00 |
| • Child/Senior/Green Prescription | \$156.00 | \$312.00 |

##### Pool entry for swim lessons provided by external providers

- |                              |           |            |
|------------------------------|-----------|------------|
| • 1 x lesson per week        | \$31.00*  | \$62.00#   |
| • 2 x lessons per week       | \$62.00*  | \$124.00#  |
| • 3 x lessons per week       | \$120.90~ | \$241.80** |
| • 4 x lessons per week       | \$161.20~ | \$322.40** |
| • Unlimited lessons per week | \$201.50~ | \$403.00** |

\* 1 School Term; # 2 School Terms; ~ 13 Weeks; \*\* 26 Weeks

**APPENDIX 1****12 Month Membership**

*Client decides on term and pays a lump sum up front. No cancellations. Membership can be suspended for a maximum of one month with medical certificate.*

**Full membership**

- Adult \$832.00
- Child/Senior/Green Prescription \$624.00

**Group Fitness/Aquarobics/Adult Lessons (up to 3 classes per week)**

- Adult \$582.40
- Child/Senior/Green Prescription \$416.00

**Pool Entry**

- Adult \$624.00
- Child/Senior/Green Prescription \$520.00

**Pool entry for swim lessons provided by external providers**

- 1 x lesson per week \$100.00 40 weeks
- 2 x lessons per week \$200.00 40 weeks
- 3 x lessons per week \$390.00 47 weeks
- 4 x lessons per week \$520.00 47 weeks
- Unlimited lessons per week \$650.00 47 weeks

**Miscellaneous**

- School Groups \$1.50 Per pupil
- Instructor Hire – school group \$30.00 Per hour
- Big Inflatable \$100.00 Per event (maximum 3 hours)
- Instructor \$60.00 Per hour
- Use of showers (only) \$3.00 Per entry

**Private Hire (includes entry fee)**

- Pool Complex - exclusive use \$110.00 Per hour

**Party Hire (includes entry fee)**

- Party Hire (non-exclusive use of facility for up to 20 children, includes one instructor) \$120.00 For 2 hour period
- Party Hire add-on, extra hour \$50.00 Per extra hour
- Party Hire add-on, extra children up to 20, includes additional instructor \$100.00 For 2 hour period
- Party Hire add-on, extra children, extra hour \$40.00 Per extra hour

*Upon completion of party, standard entry fees apply for any children or adults wanting to stay on.*

**Private Lessons (includes entry fee)**

- Half an Hour lesson - One on one \$35.00 Per lesson
- One Hour lesson - One on one \$70.00 Per lesson
- Half an hour lesson - Two students to one instructor \$50.00 Per lesson
- One hour lesson - Two students to one instructor \$100.00 Per lesson



**APPENDIX 1****TRADE WASTE**

The compliance monitoring fee component is based on the number of sampling events specified in a discharger's trade waste consent multiplied by the charge specified.

**Annual License for Controlled Activity Consents**

- Administration fee (includes up to 2 hours officer time) \$201.60
- Inspection fee (includes up to 1 hour officer time) \$144.00
- Total base fee\* (administration and inspection) \$346.50
- Sampling event \$239.40 Per event

**Annual License for Conditional Activity Consents**

- Administration fee (includes up to 3 hours officer time) \$302.40
- Inspection fee (includes up to 1.5 hours officer time) \$194.40
- Total base fee\* (administration and inspection) \$496.80
- Sampling event \$239.40 Per event

**Consent Application for Temporary Discharge Consents**

- Administration fee (includes up to 1.5 hours officer time) \$151.20
- Inspection fee (includes up to 1 hour officer time) \$144.00
- Total base fee\* (administration and inspection) \$295.20

**Consent Application for Controlled Activity Consents**

- Administration fee (includes up to 3 hours officer time) \$302.40
- Inspection fee (includes up to 3.5 hours officer time) \$396.90
- Total base fee\* (administration and inspection) \$698.40
- Renewal fee (includes up to 1.5 hours officer time) \$151.20

**Consent Application for Conditional Activity Consent**

- Administration fee (includes up to 5 hours officer time) \$504.00
- Inspection fee (includes up to 5.5 hours officer time) \$597.60
- Total base fee\* (administration and inspection) \$1102.50
- Renewal fee (includes up to 3 hours officer time) \$302.40
- Technical charge for officer time above base fee (includes technical officers and monitoring officers) As per staff charge out charges
- Manager/external technical charge for officer time \$134.10

**Non-compliance Re-inspection Fee**

- Administration fee (includes up to 3 hours officer time) \$302.40
- Inspection fee (includes 1.5 hours officer time) \$194.40
- Total base fee\* (administration and inspection) \$496.80
- Sampling event \$239.40 Per event

**Other Charges**

- Volume \$0.97 Per m<sup>3</sup>
- Suspended solids (SS) \$0.85 Per kg
- Biochemical Oxygen Demand (BOD) \$2.22 Per kg
- Copper \$210.43 Per kg
- Nickel \$352.00 Per kg
- Zinc \$70.02 Per kg

In addition to the base fees the discharger will be charged for the cost of treating their effluent (BOD, SS, volume and toxic pollutants) as per the scale of trade waste charges, and the cost of any laboratory expenses incurred in characterising the waste. If the discharge is made into the wet well at the wastewater treatment plant, a handling fee is also charged.

*\*Base fee: the base fee is non-refundable except in accordance with the refund criteria. It is set at a level to cover a straight forward application with no external inputs or other case-specific costs. This fee will cover the receipt and issue of the application and initial inspection, and includes the number of hours of technical input specified. In some cases the base fee will be exceeded. Matters that could cause the base fee to be exceeded include external or specialist inputs, amendments or additional information or application complexity. Any additional costs over and above the base fee will be invoiced to the applicant.*

**APPENDIX 1****VENUE HIRE (OTHER)****Centennial Rest Rooms**

- |  |            |                          |
|--|------------|--------------------------|
| • Meeting Rooms without kitchen                              | \$16.00    | Per hour or part thereof |
| • Meeting Rooms with kitchen                                 | \$21.00    | Per hour or part thereof |
| • Refundable bond (when food and/or alcohol is to be served) | \$300.00   |                          |
| • Stratford Women's Club                                     | \$4,000.00 | Per annum                |

**War Memorial Centre**

- |  |          |                          |
|--|----------|--------------------------|
| • Stadium  | \$24.00  | Per hour for 1-12 hours  |
|  | \$18.00  | Per hour for 12-24 hours |
|  | \$12.00  | Per hour for 24+ hours   |
| • Function Facility (with kitchen)                           | \$26.00  | Per hour for 1-12 hours  |
|  | \$19.00  | Per hour for 12-24 hours |
|  | \$13.00  | Per hour for 24+ hours   |
| • Function Facility (no kitchen)                             | \$18.00  | Per hour for 1-12 hours  |
|  | \$13.50  | Per hour for 12-24 hours |
|  | \$9.00   | Per hour for 24+ hours   |
| • TSB Chambers   | \$16.00  | Per hour for 1-12 hours  |
|  | \$12.00  | Per hour for 12-24 hours |
|  | \$8.00   | Per hour for 24+ hours   |
| • Projector  | \$15.00  | Per hire                 |
| • Piano  | \$15.00  | Per hire                 |
| • Refundable bond (when food and/or alcohol is to be served) | \$300.00 |                          |

*This includes hall-hirer insurance, if not already covered by insurance.*

**WASTEWATER****Bulk Discharge**

- |   |          |   |
|---|----------|---|
| • Tanker Load less than 2m <sup>3</sup>                 | \$100.00 | Use of bulk discharge point requires prior Council approval in writing. |
| • Tanker Load between 2m <sup>3</sup> - 4m <sup>3</sup> | \$200.00 |   |
| • Tanker Load between 4m <sup>3</sup> - 6m <sup>3</sup> | \$300.00 |   |
| • Tanker Load over 6m <sup>3</sup>                      | \$400.00 |   |
| • Dump Station Clean up Fee                             | At Cost  |   |

**New Wastewater Connection**

- |   |            |  |
|---|------------|--|
| • Application fee                                 | \$205.00   | Property owner to engage suitably qualified contractor   |
| • Connection Fee                                  |            |  |
| • First Year Service Fee                          |            | Pro rata amount of applicable targeted rate equivalent.* |
| • Cost contribution in wastewater extension areas | \$3,000.00 |  |
| • Reconnection Fee                                | At cost    |  |

**WATER SUPPLY**

Bulk Supply (Tanker Load)	\$5.00	Per cubic metre
---------------------------	--------	-----------------

**New Water Connection**

- |                          |          |  |
|--------------------------|----------|--|
| • Application fee        | \$205.00 | Property owner to engage suitably qualified contractor   |
| • Connection Fee         |          |  |
| • Reconnection Fee       | At cost  | Pro rata amount of applicable targeted rate equivalent.* |
| • First Year Service Fee |          |  |

*\*A service charge will apply from the first month following connection with the same conditions that would apply to the owner as if they were a ratepayer for that year.*

## APPENDIX 1

### Water Supply Bylaw Charges

- Costs incurred in remedying breach of Water Bylaw At cost
- Tampering/Interfering with Council equipment At cost
- Unauthorised water abstraction from Council supply At cost
- Correcting contamination of water supply At cost
- Repair of private water assets At cost
- Install backflow protection device At cost

**APPENDIX 2****Public Notification of Intention to adopt Annual Plan 2020/21****Background**

In June 2018, the Council adopted the Long Term Plan 2018-28 (“LTP”) after extensive consultation with the community. This included a budget for the 2020/21 financial year, being year 3 of the LTP. The Council has reviewed the assumptions this budget was based on and made some changes resulting in some differences in the budgets for Council Activities. The outcome of this process is collated in the draft Annual Plan 2020/21.

**Key Changes – Council Activities**

Although the rates requirement increase of 5.72% proposed in the draft Annual Plan 2020/21 remains the same as what was proposed in the LTP, there are some differences within Council Activities. Key changes resulting in financial variances between the two documents are summarised below:

- Footpath maintenance increase in budget
- Remove War Memorial painting internal rooms
- Reduction in interest rate assumption
- Addition of funding of Tapuae Roa project through Venture Taranaki
- Maintenance Contract procurement savings
- Reduction in depreciation expense – post infrastructure asset revaluation

**Key Changes - Funding Impact Statement**

The Funding Impact Statement outlines the rates per rating unit. The changes from the LTP have been summarised below (all figures include GST):

<b>Rate Description</b>	<b>LTP – Year 3</b>	<b>Annual Plan 2020/21</b>	<b>Increase/(Decrease)</b>
Total Rates	\$13,052,000	\$13,052,000	\$0
General Rate	\$0.0014990 per CV	\$0.0015145 per \$CV	\$0.0000155
UAGC	\$632	\$689	\$57
Roading Rate	\$0.0012023 per CV	\$0.0011218 per \$CV	(\$0.0000805)
Water Supply	\$599	\$576	(\$23)
Water Meter	\$2.19	\$2.21	\$0.02
Wastewater	\$381	\$380	(\$1)
Solid Waste	\$326	\$310	(\$16)

**Levels of Service**

There are no major changes proposed to the levels of service than what was proposed in Year 3 of LTP 2018-28. The level of service proposed to be delivered to the community in Annual Plan 2020/21 is similar to what was consulted on during the LTP 2018-28 consultation process.

## APPENDIX 2

### Community Feedback

If you have any questions on the proposed draft Annual Plan 2020/21, or would like to provide your feedback, the contact methods are listed below:

By Email:

[submissions@stratford.govt.nz](mailto:submissions@stratford.govt.nz)

By Post:

Attention: Director Corporate Services  
Stratford District Council  
PO Box 320  
Stratford 4352

Or by Phone:

Director – Corporate Services  
(06) 765 6099

Feedback on the draft Annual Plan 2020/21 will be considered by Council at the Policy and Services Committee meeting on 26 May 2020. Therefore, all feedback must be received by 14 May 2020, to be included in a report to Council. Note: the meeting is open to the public.

**APPENDIX 3****0% Rates Increase - Potential items to consider removing**

<b>Capital Expenditure removed/delayed</b>	<b>Rates Savings</b>	<b>Capex removed</b>
New Pool	170,593	15,000,000
Wastewater - LOS various	6,046	484,000
Stormwater - LOS various	1,762	135,000
Stratford 2035 projects	652	50,000
War Memorial Centre	652	50,000
Farm - new capex: calf bay, yard repairs	1,652	50,000
Sports fields redevelopment	705	54,000

<b>Operational Expenditure reduced</b>	<b>Rates Savings</b>
Training	68,000
Book purchases	32,000
Consultants - parks and property	21,485
Contract services - Assets Director	6,255
Marketing - Library	2,000
Regional tourism - Tapuae Roa	50,000
Repairs and Maintenance - Council office	8,243
School holiday programmes	7,000
Pensioner housing renovations	44,000
Aerodrome Runway maintenance	10,000
Roading - Forestry Strategy study	34,597
Personnel Costs	105,000
Interest Rate Assumption	10,000

<b>Depreciation - do not rate fund</b>	<b>Rates Savings</b>
Rural Halls	18,000
Aerodrome	7,000
Swimming Pool	101,000

**Total Rates Savings** **706,642**

# DECISION REPORT



**TO:** Council  
**FROM:** Director – Corporate Services  
**DATE:** 14 April 2020

F19/13/04 – D20/4471

8

**SUBJECT: FARM AND AERODROME COMMITTEE – TERMS OF REFERENCE**

## **RECOMMENDATIONS**

1. THAT the report be received, and the attached proposed Terms of Reference for the Farm and Aerodrome Committee be adopted.
2. THAT the members of the Farm and Aerodrome Committee are to be appointed by the Mayor.
3. THAT the first meeting date and time for the Farm and Aerodrome Committee be set.

## **Recommended Reason**

The Mayor announced after the 2019 local government election that a new Farm and Aerodrome Committee will be established to provide governance oversight, and recommendations to Council, on the combined activities of the Farm and Aerodrome. The recommendations above support the implementation of the Committee.

\_\_\_\_\_  
Moved/Seconded

## 1. **PURPOSE OF REPORT**

- 1.1 To support the initial set-up phase of the Committee by appointing the Committee members, and establishing Terms of Reference for the Farm and Aerodrome Committee which will define the purpose, scope and responsibilities, and administrative matters of the Committee.

## 2. **EXECUTIVE SUMMARY**

- 2.1 At the November 2019 Council meeting, a resolution was carried to establish a Farm and Aerodrome Committee, with Councillor Grant Boyde as the Chairman.
- 2.2 Following from that, this report establishes the Terms of Reference for the Committee. It is proposed that this Committee is covered by the Standing Orders that apply to all other Council and Committee meetings.

- 2.3 Additionally, this meeting gives the mayor the opportunity to decide on and announce the Committee members, and gives Council the ability to set the first meeting date.

3. **LOCAL GOVERNMENT ACT 2002 - SECTION 10**

Committees are a normal function of local government operation to allow elected members to focus efforts on particular key areas of Council.

4. **BACKGROUND**

- 4.1 Under Section 41A(3) of the Local Government Act 2002, the Mayor has the power to establish Committees, and to appoint the Chairperson for each Committee.

- 4.2 This report follows on from the Council adoption of a new Farm and Aerodrome Committee and Chairperson in November 2019.

- 4.3 The Terms of Reference have been prepared as a means of ensuring that the Committee's focus is clear and that it is operating effectively and within the scope approved by Council.

- 4.4 This report and the attachment do not specify meeting dates. It is expected that the first meeting date and time will be set in the April Council meeting and quarterly meeting dates will be recommended at the first Farm and Aerodrome Committee meeting. Council should consider a meeting time that is appropriate for Committee members and relevant stakeholders to be able to attend meetings.

5. **CONSULTATIVE PROCESS**

5.1 **Public Consultation - Section 82**

Public consultation is not required.

5.2 **Māori Consultation - Section 81**

Consultation with Māori is not required.

6. **RISK ANALYSIS**

Please refer to the Consequence and Impact Guidelines at the front of the reports in this agenda.

- Is there a:
  - financial risk;
  - human resources risk;
  - political risks; or
  - other potential risk?
- If there is a risk, consider the probability/likelihood of it occurring.
- Is there a legal opinion needed?



- 6.1 There may be a risk that the Terms of Reference are not appropriate – this will be a matter for the Council to consider.

7. **DECISION MAKING PROCESS - SECTION 79**

7.1 **Direction**

	<b>Explain</b>
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	No
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	It affects decisions made regarding the Farm and Aerodrome Council activities.

7.2 **Data**

- |  |
|--|
| <ul style="list-style-type: none"> <li>• Do we have complete data, and relevant statistics, on the proposal(s)?</li> <li>• Do we have reasonably reliable data on the proposals?</li> <li>• What assumptions have had to be built in?</li> </ul> |
|--|

Refer to the proposed Terms of Reference attached to this report.

7.3 **Significance**

	<b>Yes/No</b>	<b>Explain</b>
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	No	
• considered a strategic asset; or	No	
• above the financial thresholds in the Significance Policy; or	No	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	No	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	No	

In terms of the Council's Significance Policy, is this proposal of high, medium, or low significance?		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>
		x

7.4 **Options**

An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.

1. What options are available?
2. For **each** option:
  - explain what the costs and benefits of each option are in terms of the present and future needs of the district;
  - outline if there are any sustainability issues; and
  - explain if the outcomes meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions?
3. After completing these, consider which option you wish to recommend to Council, and explain:
  - how this option is the most cost effective option for households and businesses;
  - if there are any trade-offs; and
  - what interdependencies exist.

**Recommended Option One:**

Adopt draft Terms of Reference, as attached to the report.  
 Approve Committee members proposed by the Mayor.  
 Set the first meeting date and time for the Farm and Aerodrome Committee.

**Option Two:**

Adopt draft Terms of Reference with amendments.  
 Approve Committee members proposed by the Mayor.  
 Set the first meeting date and time for the Farm and Aerodrome Committee.

7.5 **Financial**

- Is there an impact on funding and debt levels?
- Will work be undertaken within the current budget?
- What budget has expenditure come from?
- How will the proposal be funded? eg. rates, reserves, grants etc.

There are no financial implications.

7.6 **Prioritisation & Trade-off**

- Have you taken into consideration the:
- Council’s capacity to deliver;
  - contractor’s capacity to deliver; and
  - consequence of deferral?

Not applicable.

7.7 **Legal Issues**

- Is there a legal opinion needed?
- Are there legal issues?

There are no legal issues to consider.

7.8 **Policy Issues - Section 80**

- |   |
|---|
| <ul style="list-style-type: none"><li>• Are there any policy issues?</li><li>• Does your recommendation conflict with Council Policies?</li></ul> |
|---|

There are no policy issues to consider.

**Attachment:**

**Appendix 1** – Terms of Reference



Tiffany Radich  
**DIRECTOR – CORPORATE SERVICES**



[Approved by]  
Sven Hanne  
**CHIEF EXECUTIVE**

**DATE** 17 March 2020

## APPENDIX 1

# STRATFORD DISTRICT COUNCIL

## FARM AND AERODROME COMMITTEE - TERMS OF REFERENCE

### PURPOSE

The purpose of the Farm and Aerodrome Committee is to provide oversight of the combined activities of the Council dairy farm at Flint Rd, Stratford, and the Stratford Aerodrome on behalf of the Council, and to monitor the implementation of the farm business strategy at a governance level.

The Committee will ensure the following objectives are fulfilled in relation to the Council owned farm:

1. To operate the farm as a separate, economic, business unit.
2. To physically support the aerodrome by way of providing a buffer zone between it, and surrounding, existing or potential, properties, and
3. To return to Council an annual 'dividend' of \$50,000, with any remaining profit put towards repaying debt.
4. To ensure the Aerodrome activity is contributing to the Council's Community Outcomes in a cost-effective manner.

The Committee is to assist the Council in achieving its responsibility to the district ratepayers to ensure the farm is profitable, and that both activities operate sustainably.

The Committee will also be tasked with ensuring that the Council's contribution towards the operating costs of the Stratford Aerodrome is providing value for money for ratepayers and the community.

### SCOPE AND RESPONSIBILITIES

The Farm and Aerodrome Committee is responsible for reporting to the Council on progress, annual results, and making recommendations to the Council of the following activities:

- Risk Management;
- Performance Management
- Strategy Development; and
- Other Significant Matters

#### *Risk Management*

- Managing and monitoring the Farm and Aerodrome risks including legislative, health and safety, financial, and environmental risks.

D19/23263

## APPENDIX 1

- Discuss incidents, and evaluate risk management controls.
- Give recommendation to the CEO on fixing the milk price under Fonterra's fixed milk price programme.

### *Performance Management*

- Monitor financial performance against budget.
- Initiate the development of budgets and KPI's annually with assistance from Council finance staff, as requested, and report on these regularly at Committee meetings.

### *Strategy Development*

- Review the Farm and Aerodrome objectives in line with the changing environment and make recommendations to Council as required.
- Review the business model regularly to ensure objectives are able to be achieved.

### *Other Significant Matters*

- Consider specific matters of significance e.g. sale or purchase of land, or change in use of land.
- Advise on significant capital proposals.

The scope of the Committee does not extend to operational matters. Operational matters include, but are not limited to, developing work programmes, procurement and approval of invoices, administration, physical works on the farm, and general day to day running of the Farm and Aerodrome.

## MEETINGS

The Committee shall meet once quarterly during normal working hours at a time that suits all Committee members. The Council standing orders shall apply to the Committee meetings.

All agendas, minutes and reports of the Committee will be filed electronically in Content Manager within one month of the meeting date. They will also be made publically available on the Council's website and available directly to all elected members via Diligent.

Representatives from the Farm and Aerodrome will be invited to attend all meetings.

## MEMBERSHIP

Membership of the Committee shall be comprised of the following:

Member	No.	Voting Rights
Current Elected Member - Chairman	1	Y
Current Elected Member	2	Y
Council Officers	2	N

## **APPENDIX 1**

### **AUTHORITY**

The Committee will have the delegated responsibility to fulfil the responsibilities of the Committee, and as per the Council's Delegations Policy. This includes the ability to request any information from Council officers that is necessary to enable it to perform its functions and duties and fulfil its responsibilities.

The Committee has the authority to ensure all Council decisions in relation to the Farm and Aerodrome are being implemented. The Committee does not have any delegated authority to act on behalf of the Council, or to make decisions that conflict with a decision made by the Council.

### **REMUNERATION**

Farm and Aerodrome Committee members are not remunerated directly for their membership.

### **REVIEW OF THE COMMITTEE**

The Committee shall undertake a self-review of its objectives and responsibilities at least once every three years. Any changes to the objectives and responsibilities recommended by the Committee must be approved by the Council before coming into effect.

These Terms of Reference shall be reviewed by the Council at least every three years, or earlier, to ensure the Farm and Aerodrome Committee remains relevant and effective.

In addition, the membership of the Committee shall be reviewed at least once every three years.

### **RELATED DOCUMENTS**

- Stratford District Council Long Term Plan 2018-28
- Property Asset Management Plan 2018-28
- Annual Farm Business Reports
- Stratford District Council Annual Plans / Reports
- Farm Committee minutes
- Aerodrome Strategic Development Plan 2011

# DECISION REPORT



F19/13/04-D20/3457

**TO:** Council

**FROM:** Customer and Leisure Services Manager

**DATE:** 14 April 2020

**SUBJECT:** SWIMMING POOL DEVELOPMENT - LOCATION

9

## RECOMMENDATIONS

1. THAT the report be received.
2. THAT following consideration of the four options for the location of the new swimming pool facility, Council adopt Option 2 being the co-location with the TET MultiSports Centre.

### Recommended Reason

A decision on the location of the new build of the Stratford swimming pool facility must be made to enable the project to move forward and for detailed plans to be completed. While the capital cost of option 2 to co-locate with the TET MultiSports Centre is higher than the three other options, the operational benefits and synergies that are gained from this co-location make it a better long term location.

\_\_\_\_\_  
Moved/Seconded

## 1. PURPOSE OF REPORT

The purpose of this report is to seek Council to adopt the preferred location for the new build of the Stratford Swimming Facility. It is important at this point to gain certainty of the location to enable further design work, as otherwise too many variables will have to be carried through into the design options.

## 2. EXECUTIVE SUMMARY

Elected members are now asked to consider the location for the swimming pool development. The options are:

Option	Description
1	New facility on current site
2	Co-locate with TET MultiSports Centre
3	New facility on council land (not on current site)
4	New facility on non-council land

3. **LOCAL GOVERNMENT ACT 2002 - SECTION 10**

How is this proposal applicable to the purpose of the Act?

- Is it for the provision of good quality local infrastructure? If so, why?; **OR**
  - Is it for the performance of a good quality regulatory function? If so, why?;
- OR**
- Is it for the performance of a good quality local public service?

**AND**

- Is it in a way that is most cost-effective to businesses and households? If so, why?

**Good quality** means, infrastructure, services, and performance that are efficient and effective, and appropriate to present and anticipated future circumstances.

**Local public service** means, a service provided for the community which is for the benefit of the District.

The proposal herein relates to Council's performance of a good quality local public service and good quality local infrastructure.

4. **BACKGROUND**

4.1 The Stratford Swimming Pool is one of the district's key assets.

The pool is aging and on-going maintenance costs have been increasing in the last few years. The oldest part of the Stratford Swimming pool is 81 years old.

While the 2016 Property Valuation report<sup>1</sup> puts the remaining life of the Stratford Swimming Pool at 27 years, history tells us that the construction of the Stratford Swimming Pool started in 1936<sup>2</sup>. Additions were made to the pool in 1941 and 1969; the pool was covered in 1984 and heating completed in 1987. Major renovations were undertaken in 1993 with the inclusion of additional recreational facilities and clubrooms.

4.2 The Issues

The issues are:

- Air heating/handling;
- Condensation and dripping;
- Steel roof corroded beyond "patching", particularly around internal gutters;
- Internal gutters and associated framing at end of life;
- Internal walls heavily affected (rotten) by water ingress and humidity;
- Number of lanes - 8 lanes is the standard, existing facility has 7;

<sup>1</sup> Prepared by Telfer Young (Taranaki) Limited

<sup>2</sup> Walter, D (2005): Stratford – Shakespearean Town Under the Mountain – A History



- Lane width is too narrow for competitive use;
- Requires re-paint in next 1-2 years;
- No separate staff facility/break room;
- No separate room for fitness classes/training/parties (i.e. Activity Room); and
- No water-play area for smaller children.

#### 4.3 Future Proofing

In addressing the issues identified above, there is an opportunity to future-proof the delivery of this service. Future-proofing will deliver wider benefits to the community while achieving the community outcomes identified in the Long Term Plan (“LTP”). The wider benefits include, but are not limited to:

- Future requirements – a facility that better meets the future needs of the community;
- Regional benefits – a facility that better caters for the needs of the Stratford District and its environment;
- Higher level of service – a facility that delivers a better and wider range of services to the community;
- Growth – a facility that stimulates community growth and development;
- Destination – a facility that attracts Stratford as a place to either to live, work or play.

#### 4.4 The redevelopment of a swimming pool was considered as part of the 2018 – 2028 LTP.

Four options were considered to address issues identified above. These are shown in Table 1.

**Table 1:** Table of Options

Option	Description	Capital Cost (\$)
1	Do Nothing	0
2	Current facility plus identified improvements	1 million
3	Current facility plus improvements to most above-ground assets, including new superstructure, new walls, bigger space, etc.	6 million
4	A brand new facility in a new and strategic location	20 million

Following the consultation process (including hearings), Council resolved THAT Council significantly refurbish the current, or build a new pool, to the maximum cost of \$15 million (including external funding of \$3 million or more), with plans for this to be developed in the course of Year 1 of the LTP and represented to Council.

#### 4.5 Design Brief

Below is the wish list of amenities and components Elected Members wanted to see incorporated into the new facility. Not all of this can be achieved in the \$15 million budget, but cost comparisons below include:

- 8 lane 25 metre main pool;
- 20 m metre x 15 metre variable depth learn to swim pool;
- Clubrooms – same size as we have now;
- Changing facilities for families, accessibility, male and female;
- Foyer and retail;
- Pool Control/First Aid room;

- Storage;
- Administration and staff room;
- 20 metre x 15 metre Hydrotherapy pool with pool ramp;
- Toddler Leisure Pool;
- Toddler Splash Pad;
- Café area;
- Gym (Group Fitness Space);
- Birthday Party / Meeting Function rooms;
- Spa.

4.6 Following the design brief, officers looked at possible location options. The options considered were:

- Option 1 - build a new facility on the current site
- Option 2 - co-locate the new facility with the TET MultiSports Centre
- Option 3 - build a new facility on council land (not on the current site)
- Option 4 - build a new facility on non-council land.

BOON Architects were enlisted to undertake some draft design work to ensure the facility could be co-located with the TET MultiSports Centre.

These are attached as Appendix C and D.

4.7 Given the number of sporting codes potentially affected by a co-location at the TET MultiSports Centre some stakeholder engagement was undertaken. A positive response was received from those groups that were spoken with.

4.8 Advantages and Disadvantages

The following table shows advantages and disadvantages for each of the location options.

<b>1. New facility on current site</b>	
<p><b>Advantages</b></p> <ul style="list-style-type: none"> <li>• Already own the land.</li> <li>• Locals familiar with the site.</li> <li>• Close proximity to schools.</li> </ul>	<p><b>Disadvantages</b></p> <ul style="list-style-type: none"> <li>• People find the facility hard to find.</li> <li>• Limited space to future proof the facility.</li> <li>• Car parking not sufficient</li> <li>• Redevelopment design limited by size of site.</li> <li>• Would lose valuable staff while demolition and build were happening.</li> <li>• Established Swim School would have nowhere within the district to run while works happened.</li> <li>• Competitive swimmers would have to travel out of the district to continue training for competitions.</li> <li>• Pool user growth over the last 6 years would be lost.</li> </ul>

	<ul style="list-style-type: none"> <li>• Current budget would not allow for add ons like a multipurpose room or café</li> <li>• Does not create a multisports hub.</li> </ul>
<b>2. Co-Locate with TET MultiSports Centre</b>	
<b>Advantages</b> <ul style="list-style-type: none"> <li>• Existing café onsite could be utilised for catering events at the pool.</li> <li>• Existing dryland space already available onsite could be utilised by pool fitness programmes.</li> <li>• Council could take management of facility and programmes of the TET MultiSports Centre in-house.</li> <li>• Synergies of a multi-hub sport stadium.</li> <li>• Ability to build on the “multi- sports” hub.</li> <li>• More car parking options available – existing carpark, on street parking and use of war memorial carpark.</li> <li>• Shared reception for pool and TET MultiSports Centre allowing customer service for both facilities.</li> <li>• Space to future proof.</li> <li>• Ability to keep existing site running while this is built.</li> </ul>	<b>Disadvantages</b> <ul style="list-style-type: none"> <li>• Design limited by TET MultiSports Centre configuration.</li> <li>• Shifting of netball courts not accounted for in budget.</li> <li>• Building costs joining new facility with TET MultiSports Centre.</li> </ul>
<b>3. New facility on council land (not on current site)</b>	
<b>Advantages</b> <ul style="list-style-type: none"> <li>• No limitations on design other than budget.</li> <li>• Ability to future proof for further growth and development.</li> <li>• Start from clean slate.</li> <li>• Ability to keep existing site running while this is built.</li> </ul>	<b>Disadvantages</b> <ul style="list-style-type: none"> <li>• Need to find suitable land, already owned by council.</li> <li>• Suitable land may not be close to schools.</li> <li>• Land may be used by another sporting code.</li> <li>• Loss of synergies with creating a multisports hub attached to the facility.</li> <li>• Current budget would not allow for add ons like a multi-purpose room or café.</li> <li>• May not be close to any other.</li> </ul>
<b>4. New facility on non-council land</b>	
<b>Advantages</b> <ul style="list-style-type: none"> <li>• No limitations on design other than budget.</li> </ul>	<b>Disadvantages</b>

<ul style="list-style-type: none"> <li>• Ability to future proof for further growth and development.</li> <li>• Start from clean slate.</li> <li>• Ability to keep existing site running while this is built.</li> </ul>	<ul style="list-style-type: none"> <li>• Need to purchase suitable land, purchase of land not budgeted for.</li> <li>• Suitable land may not be close to schools.</li> <li>• Loss of synergies with creating a multi-sports hub attached to the facility.</li> <li>• Current budget would not allow for add ons like a multipurpose room or café.</li> </ul>
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4.9 Officers sought a peer-review on the data for site selection. This was undertaken by Warren and Mahoney Architects NZ Ltd and Architecture HDT Limited during January 2020. The following points are highlights from their reviews:

- The description of the advantages and disadvantages for Option 1 ‘New Facility on Current Site’, and Option 2 ‘Co-Locate with TET MultiSports Centre’ identifies multiple benefits of co-location and this is consistent with our aquatic experience and understanding of the project and the key lessons and trends from Sport New Zealand’s facility guides.
- The benefits of co-locating a new aquatic recreation facility with the TET MultiSports Centre versus a standalone new facility on the current site.
  1. Hubbing of complementary functions under one roof promotes ease of use which enhances the offering to the public and promotes participation.
  2. Creating a multisport hub promotes synergies and collaboration between the recreational disciplines and clubs, exposing children and public to different recreational and sporting opportunities.
  3. Operational efficiencies are gained as a result of being able to share and pool resources. A facilities largest cost is staffing and having a single reception and back of house admin area allows the facility to be operated efficiently which future proof’s the service to the community.
  4. Multi-purpose community spaces (meeting, birthday and club rooms, first aid) can be shared between wet and dry functions resulting in higher utilisation and avoiding the cost of duplication.
  5. Ability to keep existing site running while this is built. Simplifying and minimising staging complexity and cost.
  6. Centre of mass of sports functions more likely to be able to support a vibrant café / food and beverage offering.
  7. Utilises existing car parking and access to TET MultiSports Centre.
  8. Immediate adjacency to Stratford Primary School which promotes utilisation during the day.
  9. Closer proximity and visibility to Stratford town centre will promote alternative transport choices.

4.10 Officers have also sought advice from Sport New Zealand. They suggest that there are cost savings when co-locating sites, stating that the approximate make up of any sport facility in New Zealand is 70 per cent of the overall construction area and cost for the core sport and recreation activity area while the remaining 30 per cent of the footprint serves that sport and recreation activity area, i.e. reception area and changing facilities.

While they do not suggest the whole 30 per cent as a saving, a good proportion of it can be. That reduction in the need for additional building provision achieves a number of things: it reduces the capital cost by building fewer square meterage of building (accepting that this may be lost where a difficult connection to an existing building needs to made); the smaller building footprint of the integrated facility therefore incurs a lower rate of depreciation; the smaller building footprint requires less maintenance over its useful life; cleaning costs are reduced; staffing costs are reduced, management and governance are simplified and costs reduced.

If you assume a useful life of the asset to be in the region of 50 years these savings will be substantial.

In addition to the savings mentioned above there is also the opportunity for more integrated programming, cross selling of activities, engagement of staff and therefore longer retention rates, greater profile for Council, and increased reach into the community.

4.11 The financial comparisons are attached as Appendix A.

5. **CONSULTATIVE PROCESS**

5.1 **Public Consultation - Section 82**

The public have been consulted on the swimming pool project in the LTP 2018-2028. It was during this process that the decision to build new was made after significant feedback and submissions from the public.

Public have also been consulted via a survey to gauge the wants of the amenities in the new facility this is where the wish list and design brief have been derived from.

Officers have met with some stakeholder groups including Stratford Primary School, a number of netball clubs, and Netball Taranaki. Further consultation will be undertaken following confirmation of the location.

5.2 **Māori Consultation - Section 81**

Other than the LTP no further specific Māori consultation has been undertaken to date.

6. **RISK ANALYSIS**

Please refer to the Consequence and Impact Guidelines at the front of the reports in this agenda.

- Is there a:
  - financial risk;
  - human resources risk;
  - political risks; or
  - other potential risk?
- If there is a risk, consider the probability/likelihood of it occurring.
- Is there a legal opinion needed?

The impact of this decision is considered insignificant to minor in terms of Council's Consequence and Impact Guidelines. Discussions are being undertaken with key stakeholders that could be directly affected by council's decision. To date there has been a positive response towards Option 2.

## 7. **DECISION MAKING PROCESS - SECTION 79**

### 7.1 **Direction**

	<b>Explain</b>
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	Council resolved to build new in the LTP 2018 – 2028.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	This is a strongly supported project of the community that will provide greater local public services.

### 7.2 **Data**

- Do we have complete data, and relevant statistics, on the proposal(s)?
- Do we have reasonably reliable data on the proposals?
- What assumptions have had to be built in?

The proposals herein are based on assumptions on financial options but estimates have been reviewed to be reliable.

### 7.3 **Significance**

	<b>Yes/No</b>	<b>Explain</b>
Is the proposal significant according to the Significance Policy in the Long Term Plan?	Yes	Adopted during the LTP process met significance and engagement policy.
Is it:	Yes	
• considered a strategic asset; or	Yes	
• above the financial thresholds in the Significance Policy; or	Yes	
• impacting on a CCO stakeholding; or	No	
• a change in level of service; or	Yes	
• creating a high level of controversy; or	No	
• possible that it could have a high impact on the community?	Yes	

In terms of the Council’s Significance Policy, is this proposal of high, medium, or low significance?		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>
	X	

7.4 **Options**

<p>An assessment of costs and benefits for each option must be completed. Use the criteria below in your assessment.</p> <ol style="list-style-type: none"> <li>1. What options are available?</li> <li>2. For <b>each</b> option: <ul style="list-style-type: none"> <li>• explain what the costs and benefits of each option are in terms of the present and future needs of the district;</li> <li>• outline if there are any sustainability issues; and</li> <li>• explain if the outcomes meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions?</li> </ul> </li> <li>3. After completing these, consider which option you wish to recommend to Council, and explain: <ul style="list-style-type: none"> <li>• how this option is the most cost effective option for households and businesses;</li> <li>• if there are any trade-offs; and</li> <li>• what interdependencies exist.</li> </ul> </li> </ol>
---

There are essentially four options available for Council in relation to the location of the Stratford swimming pool.

***Option 1:***

Option 1 is to build a new facility on the current site.

***Option 2:***

Option 2 is to co-locate the new facility with the TET MultiSports Centre

***Option 3:***

Option 3 is to build a new facility on council land (not on the current site).

***Option 4:***

Option 4 is to build a new facility on non- council land.

7.5 **Financial**

<ul style="list-style-type: none"> <li>• Is there an impact on funding and debt levels?</li> <li>• Will work be undertaken within the current budget?</li> <li>• What budget has expenditure come from?</li> <li>• How will the proposal be funded? eg. rates, reserves, grants etc.</li> </ul>
---

It was resolved that the budget be \$15 million, with \$3 million of that being funded from external providers. Officers have been actively working on applications to external funding providers.

Cost comparisons for each of the options are attached as Appendix A and B.

7.6 **Prioritisation & Trade-off**

- Have you taken into consideration the:
- Council's capacity to deliver;
  - contractor's capacity to deliver; and
  - consequence of deferral?

There are potential impacts on sporting codes, which include, but are not limited to: cricket, netball, tennis, and swimming.

7.7 **Legal Issues**

- Is there a legal opinion needed?
- Are there legal issues?

No legal opinion is required in this instance.

7.8 **Policy Issues - Section 80**

- Are there any policy issues?
- Does your recommendation conflict with Council Policies?

There are no policy issues inherent herein.

**Attachments:**

**Appendix A** – Cost Comparison for Location

**Appendix B** – Netball Relocation Options – Cost Comparisons

**Appendix C** – Proposed floorplan of new facility at co-location site

**Appendix D** – Proposed facility plan at co-location site



A Mathews

**CUSTOMER AND LEISURE SERVICES MANAGER**



[Endorsed by]

K Whareaitu

**DIRECTOR COMMUNITY SERVICES**



A handwritten signature in blue ink, appearing to read 'S Hanne', is centered on the page.

[Approved by]

S Hanne

**CHIEF EXECUTIVE**

**DATE**

19 March 2020

**APPENDIX A****Cost Comparison for Location**

While the cost estimates provided in the following table all exceed the current budget of \$15 million, the cost relativity between the options will remain as we undertake further work to attempt to address the misalignment with the existing budget– either through a different design approach or a reduction in the overall scope of the facility – or a combination of both.

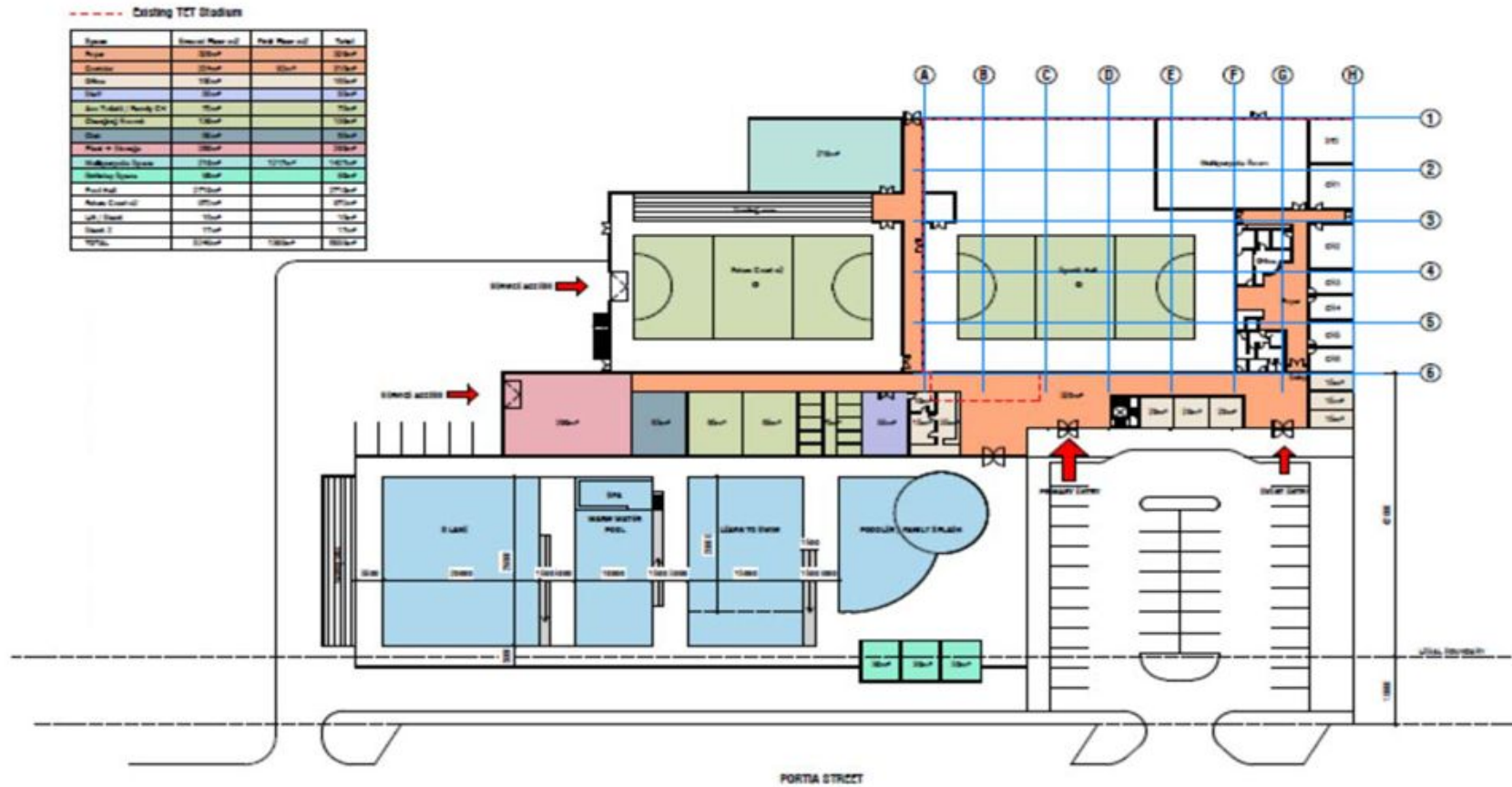
	<b>Option 1 New Facility on Current Site</b>		<b>Option 2 Co-Locate with TET MultiSports Centre</b>		<b>Option 3 New facility on council land (not on current site)</b>		<b>Option 4 New facility on non-council land</b>	
Demolition		\$250,000		\$50,000	N/A		N/A	
Aquatic Facility	2045m2 @ \$6,000/m2	\$12,270,000	2045m2 @ \$6,000/m2	\$12,270,000	2045m2 @ \$6,000/m2	\$12,270,000	2045m2 @ \$6,000/m2	\$12,270,000
Foyer	N/A		170m2 @\$3,500/m2	\$595,000	N/A		N/A	
External Works		\$250,000		\$200,000		\$400,000		\$400,000
Site Services		\$50,000		\$150,000		\$300,000		\$300,000
Fitness	240m2	\$1,000,000*	240m2	\$1,000,000*	240m2	\$1,000,000*	240m2	\$1,000,000*
Family Splash	225m2	\$1,400,000*	225m2	\$1,400,000*	225m2	\$1,400,000*	225m2	\$1,400,000*
<b>Subtotal</b>		<b>\$15,220,000</b>		<b>\$15,665,000</b>		<b>\$15,370,000</b>		<b>\$15,370,000</b>
Fees	@15%	\$2,283,000	@15%	\$2,350,000	@15%	\$2,306,000	@15%	\$2,306,000
Contingency	@10%	\$1,750,000	@10%	\$1,802,000	@10%	\$1,768,000	@10%	\$1,768,000
<b>Total</b>		<b>\$19,253,000</b>		<b>\$19,817,000</b>		<b>\$19,444,000</b>		<b>\$19,444,000</b>
<b>Other Costs</b>								
Netball Relocation	N/A			\$1,729,000 - \$2,458,000				
Land Purchase	N/A		N/A					\$1,000,000?
<b>Project Total</b>		<b>\$19,253,000</b>		<b>\$21,546,000 – \$22,275,000</b>		<b>\$19,444,000</b>		<b>\$20,444,000</b>
	*project total includes \$3,036,000 for optional fitness and Family Splash components Project total excluding Fitness and Family Splash <b>\$16,217,000</b>		*project total includes \$3,036,000 for optional fitness and Family Splash components Project total excluding Fitness and Family Splash <b>\$18,510,000 - \$19,239,000</b>		*project total includes \$3,036,000 for optional fitness and Family Splash components Project total excluding Fitness and Family Splash <b>\$18,137,000</b>		*project total includes \$3,036,000 for optional fitness and Family Splash components Project total excluding Fitness and Family Splash <b>\$19,137,000</b>	

**APPENDIX B**Netball Relocation Options – Cost Comparisons

	Covered Court Structure over 2x courts		Netball Courts x3 at current site		Netball Courts x6 on new site		Netball Pavilion on new site	
	1670m2 @ \$800/m2	\$1,336,000	Repair and resurface		New		30m2 @ \$3500/m2	\$105,000
Court surface			3 @ \$35,000	\$105,000	6 @ \$30,000	\$180,000		
New Court					6 @ \$70,000	\$420,000		
court fencing			3 @ \$8,000	\$24,000	6 @ \$8,000	\$48,000		
Floodlighting				\$150,000		\$300,000		
External works and site services		\$200,000		\$50,000		\$300,000		\$50,000*
<b>Subtotal</b>		<b>\$1,536,000</b>		<b>\$329,000</b>		<b>\$1,248,000</b>		<b>\$155,000</b>
Fees	@ 12%	\$184,000	@ 12%	\$39,000	@ 12%	\$150,000	@ 12%	\$19,000
Contingency	@ 10%	\$172,000	@10%	\$37,000	@ 10%	140,000	@ 10%	\$17,000
<b>Total</b>		<b>\$1,892,000</b>		<b>\$405,000</b>		<b>\$1,538,000</b>		<b>\$191,000*</b>

\*Netball Pavilion built on current netball courts site is \$25,000 for external works and therefore total is \$161,000

# APPENDIX C



Proposed Floor Plan  
Scale 1:500 (A3)

**Stratford Pool**  
Master Planning for co-location with TCT Stadium  
DRAFT  
June 2019

**BOON**  
teamarchitects

6413 AG 04/2019 04/2019 Proposed Floor Plan 1/10/2019 14/06/2019

A/1001 Cook Street, New Plymouth 4801, New Zealand  
P: 06 737 8200 E: info@boon.nz W: www.boon.nz



# MONTHLY REPORT



**TO:** District Council

**FROM:** District Mayor

F19/13/04 – D20/6115

**DATE:** 14 April 2020

**SUBJECT:** REPORT FOR THE MONTH OF MARCH 2020

## RECOMMENDATIONS

1. THAT the District Mayor's report be received.
2. THAT Deborah Clough be confirmed as a Council appointed Trustee to the Percy Thompson Trust.
3. THAT Councillors Grant Boyde, Vaughan Jones and Peter Dalziel be confirmed as appointees to the Council's Farm and Aerodrome Committee. Councillor Boyde is appointed as Chairman of this Committee.

\_\_\_\_\_/\_\_\_\_\_  
Moved/Seconded

## 1. COVID – 19 CIVIL DEFENCE EMERGENCY

Given the massive amount of publicity this event has generated I do not think there is much I can add about the actual pandemic or the lockdown we are experiencing. However, I take this opportunity to acknowledge and thank council staff who have embraced the challenges of working under arduous conditions to keep council operating throughout. In addition some staff have played an important role in the operation of the Emergency Control Centre based at the TSB Stadium, ensuring that Stratford District Council has played its part in the regional response.

Generally speaking our community has responded well to the rules and conditions of the Alert Level 4 even though compliance has been a real challenge for us all. It has certainly been much easier for authorities to manage the situation when communities behave responsibly as the Stratford District has done to date.

As I write this report the reported cases of the virus seems to be levelling off and there are reasons for cautious optimism about limiting the future spread of the disease. The government has confirmed that the lockdown will continue for at least the full, four weeks as originally planned, but we can now start thinking about the recovery stage that will follow. This will present some huge economic hurdles to overcome right across New Zealand and will undoubtedly impact on future council decisions and activities.

The government has already signalled some of its intentions for economic recovery after the pandemic restrictions are lifted, and there will be an opportunity for council to advance shovel ready projects that require funding. Our council has a number of projects that we can submit and if we are able to successfully access government funding, some projects may be able to be bought forward.

## **2. PERCY THOMPSON TRUSTEE APPOINTMENT**

The Percy Thompson is the only Council Controlled Organisation of this council. The Trust Deed provides for the Trust to have as many as seven Trustees of which at least fifty per cent must be appointed by the Council.

Following a recent vacancy occurring, an advertisement for Trustees attracted two suitable candidates that the Trust wishes to appoint. Both have submitted CV's and have been interviewed to assess their suitability for the role of Trustee. For compliance with the Trust rules, one candidate needs to be appointed by council.

In accordance with the recommendation of the Trust Chairman, it is my recommendation that Deborah Clough be appointed as a Trustee of the Percy Thompson Trust.

## **3. COMMITTEE APPOINTMENTS**

During March the Farm and Aerodrome Committee was established. The composition of the committee includes three council appointed representatives, as well as two non-voting staff members. After consideration of all relevant factors, it is my recommendation that Councillors Grant Boyde, Peter Dalziel and Vaughan Jones be appointed as members of this committee. The committee chairman will be Councillor Boyde.

## **4. COMPLETION OF POWERCO WHANGA PROJECTS**

In May 2019 a public meeting was held in Whangamomona to discuss the spate of power outages that had been causing significant problems and disruption or the residents in the Eastern Districts. Powerco representatives attended the meeting and outlined their plans to remedy the problem caused primarily by aging infrastructure and maintenance issues. Wet weather was a major factor influencing when the outages were most likely to occur.

There was a significant cost to implement the infrastructure upgrades. I am pleased that Powerco has announced the network projects have now been successfully completed.

Powerco noted that after talking with their Project Managers, there had been good on-going communication with members of the community throughout these projects and that their contractors doing the work were made to feel very welcome. This was appreciated. Powerco believes these works have resulted in a more resilient supply as intended. The underground feed at Te Wera will, in the long term, add the single biggest resilience component to the whole line.

An early indication of the improvements achieved comes in some feedback from Richard Pratt, the proprietor of the Whangamomona Hotel who reported "*In terms of the work completed, I can best explain by saying that my large generator has only been run as part of a maintenance schedule, whereas in the previous 18 months it did 300 hours work.*"

I have thanked Powerco for their willingness to rectify the problems being experienced by our Eastern Districts community.

## **5. TARANAKI CIVIL DEFENCE EMERGENCY MANAGEMENT JOINT COMMITTEE**

The Taranaki Civil Defence Emergency Management Joint Committee held its quarterly meeting in March. The committee reviewed progress to date on the implementation of the changes recommended in the earlier Morris report and it is comforting to note that good progress has been made across the board. As it turns out, the capability gains have been significantly tested over recent weeks. The collective observation of the regions Mayors is that the Civil Defence response has been very good. The duration of the current emergency is significant and our ability to manage lengthy events is an area that can be singled out as an example of improved capability.

The committee also reviewed the draft budget for the 2020/21 year. Minutes from the meeting are available on the Taranaki Regional Council website.

## **6. CORRESPONDENCE** - See attached.

## **7. SOME EVENTS ATTENDED**

- Attended Children's Day at the TSB Pool
- Met with TDHB Chief Executive
- Met with Audit NZ and OAG representatives
- Attended ANZAC Day planning meeting
- Attended Taranaki Civil Defence Emergency Management Joint Committee meeting
- Attended Hydrogen Energy Seminar
- Attended Provincial Growth Fund announcement with Rt. Hon. Winston Peters
- Attended and marched in the parade for the Taranaki Multi Ethnic Extravaganza
- Opened the Provincial Fire Service Bowls Tournament
- Attended meeting of Tapuae Roa Steering Group
- Attended the Annual General Meeting of the Women's Fellowship as guest speaker
- Met with the Stratford A & P Association and Taranaki Motor Sports
- Met with Regional Director of NZTA
- Attended multiple video meetings of the ECC Controller and Governance Group
- Attended multiple video meetings of the regional Mayors and Chairs
- Attended meeting of the TDHB with regional and Iwi leaders
- More FM Interview (x2)
- Daily News Interview (x5)
- Attended Council Meetings (x3)
- Attended Council Workshops (x1)



**N C Volzke JP**  
**DISTRICT MAYOR**



## **Stratford Volunteer Fire Brigade Call Outs March 2020**

The Stratford fire brigade responded to 19 calls in March 2020

- 02-03-20 Motor vehicle accidents two cars vs. two horses SH 3 Midhirst Township
- 06-03-20 Alarm activation Maryann Rest Home Brecon Road accidental
- 07-03-20 Alarm activation Stratford back packers Romeo Street malicious
- 08-03-20 Assist ambulance with medical call Ariel Street
- 08-03-20 Rubbish fire Swansea Road / Victoria Road
- 11-03-20 Motor vehicle accident Car vs. pole Warwick Road
- 13-03-20 Vegetation fire at Ahuroa Gas Storage Facility Croydon Road, assisted by the Toko, Eltham and Rural fire brigades
- 14-03-20 Rubbish fire Broadway North
- 15-03-20 Vegetation fire Ohura Road Strathmore assist Toko fire brigade
- 15-03-20 Fire in the changing rooms / chlorine shed at Midhirst School assisted by the Toko Eltham Inglewood and New Plymouth fire brigades
- 15-03-20 Rubbish fire Montjoy Street attended by the Eltham fire brigade
- 17-03-20 Chimney fire Whitcombe Terrace Midhirst
- 17-03-20 Multiple vegetation fires beside train tracks Tariki assist Inglewood fire brigade
- 18-03-20 Tanker required vegetation fire Ball Road Hurleyville assist several South Taranaki fire brigades
- 19-03-20 Tanker required vegetation fire Tahora assist Toko fire brigade
- 19-03-20 Vegetation fire Bird Road assisted by the Toko and Eltham fire brigades and rural fire brigades
- 22-03-20 Alarm activation St Joseph School Miranda Street unknown
- 26-03-20 Alarm activation Mitre 10 Fenton Street unknown
- 26-03-20 Special Service Assist person off water tank Pembroke Road.



11 March 2020

Mayor Neil Volzke  
Stratford District Council  
[nvolzke@stratford.govt.nz](mailto:nvolzke@stratford.govt.nz)

Dear Neil,

### **Vodafone 5G in New Zealand**

On 10 December 2019, Vodafone New Zealand switched on the fifth generation mobile network – otherwise known as 5G – in Auckland, Wellington, Christchurch and Queenstown, making Aotearoa the 22<sup>nd</sup> country globally to launch the latest network technology.

While the initial launch did not include Stratford or Taranaki, we intend to roll out 5G more widely into the regions over the next few years and thought the below information might be useful. We are also upgrading a number of existing cell sites to be 4G or 4.5G enabled, to prepare for 5G and ensure we offer great mobile connectivity for New Zealanders.

### **Addressing health concerns around mobile phones**

We are aware that some people have health concerns around Electromagnetic Frequencies (EMFs) and mobile phone signals, in particular 5G – and we are also aware that it can be very difficult to distinguish misinformation from credible, peer-reviewed research.

The health and safety of communities has always been – and continues to be – an absolute priority for us. We are committed to responding transparently to concerns about mobile technologies and health, and my team will closely engage with local communities as we roll out our mobile network.

Mobile technologies such as 2G, 3G, 4G and 5G operate well within the safety limits set out by international guidelines, which incorporate substantial safety margins to deliver protection for everyone against health risks.

Official New Zealand government websites have released information to respond to concerns around 5G, to reassure the public it is safe. These principles apply to previous generations of mobile networks (2G, 3G and 4G):

- Ministry of Health, 5G Q&As: <https://www.health.govt.nz/your-health/healthy-living/environmental-health/radiation-environment/cellsites-and-5g/5g-questions-and-answers>
- Chief Science Advisor to the Prime Minister, 5G information sheet: <https://www.pmcsa.ac.nz/our-projects/hot-topics/5g-in-aotearoa-new-zealand/>

Internationally the independent World Health Organisation (WHO) monitors EMF. They conclude there is no evidence from the thousands of scientific studies undertaken to date that EMFs, including the frequencies used for 5G, 4G, 3G, televisions or Wi-Fi do not pose any risks to human health. See: <http://www.who.int/peh-emf/en/> for more information.

### **EMF guidelines and community notification process**

Vodafone operates well within both international and New Zealand standards and guidelines. We will continue to monitor international research and adhere to international guidelines based on comprehensive scientific research and independent analysis.



The EMF Guidelines are issued and regularly reviewed by the International Commission for Non-Ionizing Radiation Protection (ICNIRP), an independent advisory body working with the WHO, and reflect decades of research. There is no evidence to suggest that mobiles or base stations carry any risk to human health when operating within the international ICNIRP safety guideline limits.

The ICNIRP Guidelines also form the basis of the New Zealand radiofrequency field exposure standard NZS 2772.1:1999. Cell sites using all generations of mobile technology (including 4G and 5G) comply with the New Zealand exposure standard.

Vodafone subscribes to the Telecommunications Forum industry guidelines for wireless upgrades, and the full information can be found here: <https://www.tcf.org.nz/industry/standards-compliance/infrastructure-connections/wireless-facilities-community-engagement/tcf-guidelines-for-undertaking-community-engagement-for-wireless-telecommunications-facilities.pdf>

### **Innovating for the future**

The 5G mobile network is expected to improve community connectivity, create new industries and make fresh innovation possible thanks to its greater capacity and faster response times.

5G will shape the future of many sectors vital to the ongoing success and wellbeing of New Zealand. This will deliver benefits across health, transportation, integrated manufacturing, utilities, safety, waste management and intelligent electricity networks amongst others. With 5G already live in many other countries, we believe it is important that New Zealand communities and businesses are not disadvantaged.

We know mobile connectivity is important for New Zealanders and New Zealand businesses. In a survey conducted in September 2019, four in five New Zealanders agreed that mobile connectivity is important to New Zealanders and our economy – and more than one-third (38%) said they 'strongly agree'. Furthermore, 75% of Kiwis said they believe that New Zealanders, and New Zealand businesses, will get left behind without access to the latest technologies.

### **Contact details**

Vodafone is happy to work closely with the Stratford District Council and welcome any questions you may have.

Attached alongside this letter is a fact sheet you are welcome to share with interested people in your community, and they can email [communityrelationsteam@vodafone.com](mailto:communityrelationsteam@vodafone.com) with any questions.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Jason Paris".

Jason Paris  
Chief Executive Officer  
**Vodafone New Zealand**