



Our reference  
F19/13/03-D21/26182

8 June 2023

**Ordinary Meeting of Council**

Notice is hereby given that the Ordinary Meeting of Council will be held in the **Council Chambers, Stratford District Council, 63 Miranda Street, Stratford** on **Tuesday 13 June 2023** beginning at 3.30pm.

**Timetable for 13 June 2023 as follows:**

2.00pm	Workshop - WMMP
3.00pm	Public Forum - Parihaka Network/Heritage Month
3.15pm	Afternoon tea for Councillors
3.30pm	Ordinary Meeting of Council

Yours faithfully

Sven Hanne  
**Chief Executive**

# 2023 - Agenda - Ordinary - June - Open

13 June 2023 03:30 PM



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# AGENDA

## Ordinary Meeting of Council



F22/55/05 – D23/24229

**Date: 13 June 2023 at 3.30 PM**  
**Venue: Council Chambers, 63 Miranda Street, Stratford**

1. [Welcome](#)

- 1.1 **Opening Karakia**  
D21/40748 Page 9
- 1.2 **Health and Safety Message**  
D21/26210 Page 10

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](#)  
Page 11

Attendance schedule for Ordinary and Extraordinary Council meetings.

6. [Confirmation of Minutes](#)

- 6.1 **Ordinary Meeting of Council – 9 May 2023**  
D23/20328 Page 12

### Recommendation

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 9 May 2023 be confirmed as a true and accurate record.

/  
Moved/Seconded

- 6.1.1 [Public Forum Notes](#)  
D23/20261 Page 22

Attached for Council's information.

- 6.2 **Audit and Risk Committee – 16 May 2023**  
D23/21284 Page 26

### Recommendations

- 1. THAT the unconfirmed minutes of the Audit and Risk Committee meeting held on Tuesday 16 May 2023 be received.
- 2. THAT the recommendations in the minutes of the Audit and Risk Committee meeting held on Tuesday 16 May 2023 be adopted.

/  
Moved/Seconded

**6.3 Policy and Services Committee – 23 May 2023**  
D23/23145 (Open) D23/22137 (PE) Page 37

**Recommendations**

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 23 May 2023 be received.
2. THAT the recommendations in the minutes of the Policy and Services Committee meeting, including those in the public excluded section, held on Tuesday 23 May 2023 be adopted.

/  
Moved/Seconded

**7. District Mayor's Report**  
D23/24199 Page 48

**Recommendation**

THAT the report be received.

/  
Moved/Seconded

**8. Decision Report - Adopt Annual Plan 2023/24**  
D23/21912 Page 55

**Recommendations**

1. THAT the report be received.
2. THAT the internal feedback from management in *Appendix 1* is considered, and the amendments made, as recommended.
3. THAT the discussion in *Appendix 2* is considered, and the recommendation to bring the delivery of the Swim School in-house is approved.
3. THAT the feedback from the community on the Annual Plan 2023/24 and Fees and Charges is considered and amendments made, if any, as decided by Elected Members.
4. THAT the final amended Annual Plan 2023/24, including Fees and Charges schedule, be approved for adoption.

**Recommended Reason**

To adopt the Final Annual Plan 2022/23, after considering all internal management and community feedback, to enable Council to set rates for the financial year ended 30 June 2024, and commence its programme of works for the year from 1 July 2023.

/  
Moved/Seconded

9. Decision Report – Setting of Rates, Due Dates and Penalties Regime for 2023/24  
D23/24083 Page 227

**Recommendations**

1. THAT the report be received.
2. THAT the Stratford District Council sets the following rates, due dates, and penalties regime under the Local Government (Rating) Act 2002, in accordance with the relevant provisions of the Annual Plan 2023/24 and Funding Impact Statement, on rating units in the Stratford District for the financial year commencing 1 July 2023, and ending 30 June 2024.

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

**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 2023/24 is 0.16708 cents, raising \$5,197,300.

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 2023/24 is \$857 per SUIP, raising \$3,823,500.

**DEFINITION OF SUIP**

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 either separate cooking and living facilities, or a separate entrance; and that has its own 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.

**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 2023/24 is 0.10253 cents, raising \$3,160,200.

The roading rate will be used to fund the Roading Activity.

A differential rate is applied on rating units which have forestry land as the primary use, but exclude land that is categorised under the valuer general's rules as indigenous forests or protected forests of any type. This is instead of the roading rate discussed above. The differential rate (in cents per dollar of capital value) under section 16 for 2023/24 is 0.87567 cents, raising \$250,000.

The funds collected from the differential will be used to fund the Roothing Activity.

#### **TARGETED RATE – SOLID WASTE (RUBBISH AND RECYCLING)**

Council set a targeted rate under section 16 of the LGRA for refuse collection on the basis of an amount per each SUIP 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 2023/24 is \$365, raising \$853,000.

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 each SUIP which is connected to a public sewerage drain, and a targeted rate under Schedule 3, Clause 8 of the LGRA as a fixed amount per rating unit for serviceable properties. Serviceable properties are properties that have Council waste water reticulation services adjacent, contiguous or nearby to the serviceable properties, and the property boundary is within 30 metres of a public wastewater drain, but are not connected.

For all non-commercial properties the differential factor is 1 (base), and the Waste Water rate for properties connected is \$315, and for serviceable properties is \$157.50, being 50% of the targeted rate.

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 \$315 per SUIP.

- Commercial 2 (commercial rating units used for an activity requiring 2 toilets) differential factor 150% of base and the amount is \$472 per SUIP.
- Commercial 3 (commercial rating units used for an activity requiring 3 toilets) differential factor 200% of base and the amount is \$630 per SUIP.
- Commercial 4 (commercial rating units used for an activity requiring 4 toilets) differential factor 225% of base and the amount is \$708 per SUIP.
- Commercial 5 (commercial rating units used for an activity requiring 5 toilets) differential factor 250% of base and the amount is \$787 per SUIP.
- Commercial 6 (commercial rating units used for an activity requiring 6 toilets) differential factor 275% of base and the amount is \$866 per SUIP.
- Commercial 7 (commercial rating units used for an activity requiring 7 toilets) differential factor 300% of base and the amount is \$945 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 \$1,023 per SUIP.

The sewerage system rate for 2023/24 is to raise \$809,600 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 connected to the Stratford, Midhirst, or Toko Water Supply, and a targeted rate under Schedule 3, Clause 8 of the LGRA as a fixed amount per rating unit for serviceable properties. Serviceable properties are properties that have Council water reticulation services adjacent, contiguous or nearby to the serviceable properties, and the property boundary is within 100 metres of a water main, but are not connected.

The Water Supply rate for properties connected is \$582, and for serviceable properties is \$291, being 50% of the targeted rate, and raising \$1,582,800.

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 2023/24 is \$2.11 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$471,200.

The Midhirst water supply rate under section 19 for 2023/24 is \$2.11 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$16,807.

The Toko water supply rate under section 19 for 2023/24 is \$2.11 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$3,200.

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 2023/24 are:

- A fixed charge of \$23.00 within the Wharehuia Community Centre area per SUIP collecting \$2,020.
- A fixed charge of \$23.00 within the Te Popo Community Centre area per SUIP collecting \$1,020.
- A fixed charge of \$13.80 within the Pembroke Road Community Centre area per SUIP collecting \$1,860.
- A fixed charge of \$34.50 within the Toko Community Centre area per SUIP collecting \$4,500.
- A fixed charge of \$17.25 within the Pukengahu Community Centre area per SUIP collecting \$810.
- A fixed charge of \$17.25 within the Midhirst Community Centre area per SUIP collecting \$5,520.
- A fixed charge of \$11.50 within the Makahu Community Centre area per SUIP collecting \$500.
- A fixed charge of \$30.00 within the Cardiff Community Centre area per SUIP collecting \$2,817.

The community centres rate will be used to fund the operating costs of the community centres and will raise \$19,047.

### **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:	30 August 2023
2 <sup>nd</sup> Instalment:	29 November 2023
3 <sup>rd</sup> Instalment:	28 February 2024
4 <sup>th</sup> Instalment:	29 May 2024

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 2023 which remain unpaid after the due date for that instalment. The penalty will be added on the following dates:
  - 1<sup>st</sup> Instalment 6 September 2023
  - 2<sup>nd</sup> Instalment 6 December 2023
  - 3<sup>rd</sup> Instalment 6 March 2024
  - 4<sup>th</sup> Instalment 5 June 2024
- A charge of 10% on so much of any rates assessed before 1 July 2023 which remain unpaid on 1 July 2023. The penalty will be added on 11 July 2023.
- A continuing additional penalty of 10% on so much of any rates assessed before 1 July 2023, 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 10 January 2024.
- Penalties imposed are exempt from GST.

**Payment Due Dates for Metered Water Supply**

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

<b>Period</b>	<b>Due Date</b>	<b>Penalty Date</b>
1 July to 30 September 2023	29 November 2023	6 December 2023
1 October to 31 December 2023	28 February 2024	6 March 2024
1 January to 31 March 2024	29 May 2024	5 June 2024
1 April to 30 June 2024	28 August 2024	11 September 2024

**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 2023/24 year, but no discount will be applied for early payment. (Section 55).
- Council proposes to accept early payment of all rates assessed for the 2024/25 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**

Direct Debits are the preferred method of payment. Direct Debit Authority Forms are available at our Council office, or online.

Payments can be made online by going to <https://www.stratford.govt.nz> and clicking on "Pay Online". 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, 63 Miranda Street, Stratford.

**Recommended Reason**

The Annual Plan 2023/24 contains the activities and associated costs of Council and the funding mechanisms, including rates, to meet those costs. The Rates to be set above are consistent with the Funding Impact Statement in the Annual Plan 2023/24, as required by law. Council is required by law to adopt an Annual Plan by 30 June of the year in which the Plan commences, and set rates for the year.

/  
Moved/Seconded

## 10. Questions

## 11. Response to Public Forum

Speaker: Rob Green and Lynsi Latham-Saunders  
Topic: Parihaka Network/Heritage Month

## 12. Closing Karakia

D21/40748 Page 235

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**Our reference**  
F19/13/03-D21/40748

### **Karakia**

Kia uruuru mai  
Ā hauora  
Ā haukaha  
Ā haumāia  
Ki runga, Ki raro  
Ki roto, Ki waho  
Rire rire hau Paimārire

I draw in (to my being)  
The reviving essence  
The strengthening essence  
The essence of courage  
Above, Below  
Within, Around  
Let there be peace.



**Our reference**  
F19/13/03-D22/17082

### **Health and Safety Message**

In the event of an emergency, unless guided to an alternative route by staff, please exit through the main entrance. Once outside the building please move towards the War Memorial Centre congregating on the lawn area outside the front of the council building.

If there is an earthquake, please drop, cover and hold where possible. Remain indoors until the shaking stops and you are sure it is safe to exit or remain where you are until further instruction is given.

**5. Attendance schedule for 2023 Ordinary and Extraordinary Council meetings.**

Date	14/2/23	14/3/23	11/4/23	9/5/23	13/6/23	11/7/23	8/8/23	12/9/23	10/10/23	14/11/23	12/12/23
<b>Meeting</b>	O	O	O	O	O	O	O	O	O	O	O
Neil Volzke	✓	✓	✓	✓							
Steve Beck	✓	✓	✓	✓							
Grant Boyde	✓	✓	✓	✓							
Annette Dudley	✓	✓	✓	✓							
Jono Erwood	✓	✓	✓	✓							
Ellen Hall	✓	✓	✓	✓							
Amanda Harris	AV	✓	✓	✓							
Vaughan Jones	✓	✓	✓	✓							
Min McKay	✓	✓	S	✓							
John Sandford	S	S	S	✓							
Clive Tongaawhikau	✓	A	✓	✓							
Mathew Watt	✓	✓	✓	A							

Key	
O	Ordinary Meeting
E	Extraordinary Meeting
EM	Emergency Meeting
✓	Attended
A	Apology/Leave of Absence
AB	Absent
S	Sick
(AV)	Meeting held, or attended by, by Audio Visual Link

# MINUTES

## Ordinary



F22/55/05 – D23/20328

**Date: Tuesday 9 May 2023 at 3.37 PM**

**Venue: Council Chambers, Stratford District Council, 63 Miranda Street, Stratford**

### Present

The District Mayor N C Volzke (the Chairman), the Deputy Mayor – M McKay, Councillors: S J Beck, G W Boyde, A M C Dudley, J M S Erwood, A K Harris, E E Hall, V R Jones, M McKay, W J Sandford and C M Tongaawhikau.

### 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 Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson, the Environmental Health Manager – Ms R Otter (*part meeting*), the Corporate Accountant – Mrs C Craig, one member of the public and one member of the media (Stratford Press)

*Via audio/visual link: the Director – Community Services – Mr C Julie*

#### 1. Welcome

*The District Mayor welcomed Elected Members, members of the public, staff and the media to the meeting.*

##### **1.1 Opening Karakia** D21/40748 Page 5

The opening karakia was read.

##### **1.2 Health and Safety Message** D21/26210 Page 6

The District Mayor reiterated the health and safety message and emergency procedures.

#### 2. Apologies

An approved leave of absence was noted for Councillor M J Watt.

#### 3. Announcements

The District Mayor noted the minutes for item 6.2 Policy and Services committee were incorrect in the agenda. The correct minutes were tabled and it was noted that they were circulated to elected members and hard copies were available at the meeting.

#### 4. Declarations of Members Interest

Elected members to declare any real or perceived conflicts of interest relating to items on this agenda. There were no declarations of interest.

#### 5. Attendance Schedule

The attendance schedule for Ordinary and Extraordinary Council meetings was attached.

It was requested that the Deputy Mayor's attendance for 11 April 2023 be amended to sick.

6. Confirmation of Minutes

**6.1 Ordinary Meeting of Council – 11 April 2023**  
D23/13960 Page 8

**Recommendation**

THAT the minutes of the Ordinary Meeting of Council held on Tuesday 11 April 2023 be confirmed as a true and accurate record.

BOYDE/HARRIS  
Carried  
CL/23/33

**6.2 Policy and Services Committee – 18 April 2023**  
D23/12257 Page 14

**Recommendations**

1. THAT the unconfirmed minutes of the Policy and Services Committee meeting held on Tuesday 18 April 2023 be received.
2. THAT the recommendations in the minutes of the Policy and Services Committee meeting held on Tuesday 18 April 2023 be adopted.

TONGAAWHIKAU/BECK  
Carried  
CL/23/34

McKAY/BOYDE  
Carried  
CL/23/35

**6.3.1 Draft Class 4 Gambling Venues Policy and TAB Venue Policy**  
D23/17306 Page 27

*The updated policies and statement of proposals with the requested amendments were attached for Council's information.*

Questions/Points of Clarification:

- The District Mayor noted the amendments were slightly different to what was suggested at the policy and services committee meeting, this was to ensure the correct words were used but did not impact the intent or outcomes.

Points noted in discussion:

- It was clarified that a high number/level indicates a high deprivation score for that area where a lower score would be an acceptable location for a new venue.

*The Environmental Health Manager left the meeting at 3.47pm.*

**6.3 Sport New Zealand Rural Travel Fund Assessment Committee – 4 April 2023**  
D23/13065 Page 39

**Recommendations**

1. THAT the unconfirmed minutes of the Sport New Zealand Rural Travel Fund Assessment Committee meeting held on Tuesday 4 April 2023 be received.  

SANDFORD/DUDLEY  
Carried  
CL/23/36
2. THAT the recommendations in the minutes of the Sport New Zealand Rural Travel Fund Assessment Committee meeting held on Tuesday 4 April 2023 be adopted.  

HARRIS/McKAY  
Carried  
CL/23/37

Councillor Harris noted that an additional \$3,325 from Sport New Zealand had increased the total available funds to \$12,325. Application requests totalled \$16,000.

**7. District Mayor's Report**  
D23/4126 Page 43

**Recommendation**

1. THAT the report be received.  

VOLZKE/BOYDE  
Carried  
CL/23/38
2. THAT Council endorses the appointment of Councillor Ellen Hall as a trustee of the Percy Thomson Trust until the end of the 2022 – 2025 triennium (October 2025).  

BOYDE/McKAY  
Carried  
CL/23/39

The District Mayor noted the following points:

- There is a recommendation within this report to appoint Councillor Hall as a trustee to the Percy Thomson Trust for the remainder of this triennium. This is to fill the vacancy from the resignation of Gloria Webby who had been a council representative.
- He noted the submission made on behalf of us, and other councils and organisations, regarding forestry and land use. The executive summary is included in the report as well as the link to the full submission.

Questions/Points of Clarification:

- The Deputy Mayor asked if there were plans to discuss the formalities of ANZAC day with the community? The District Mayor noted that a review would be held with himself, the Deputy Mayor, an RSA representative and the Director – Community Services and improvements will be made if necessary, this would also be the right time to ask if the formalities are correct. It was acknowledged that Stratford previously held a dawn and mid morning service that had been impacted partly by Covid-19 and partly by low attendance.

8. Decision Report - Approve Draft Annual Plan 2023/24  
D23/18022 Page 49

**Recommendations**

1. THAT the report be received.

VOLZKE/ERWOOD  
Carried  
CL/23/40

**Recommended Reason**

To finalise the draft Annual Plan 2023/24 so that it can be released to the public for community feedback with the intent of adopting the final Annual Plan in June.

The Director – Corporate Services noted the following points:

- The Draft Annual Plan is a piece of work that started in February this year with different options having been presented to Council since then.
- With some of the changes that have occurred over the past year there are a few decisions to be revisited before releasing for feedback.
- The draft survey for public feedback has been loaded in diligent for councillors to view.

Questions/Points of Clarification:

- Councillor Erwood requested there explanation on the increased forestry differential rate in the consultation wording.

**Forestry Differential**

- The District Mayor noted officers had been instructed to apply the same targeted rate as last year to the increased number of properties to show the amount of revenue that would be collected. Examples of \$250,000 and \$400,000 total collection have also been presented at council's request.
- Councillor Boyde noted he had thought about this time and time again. The year to date spend on unanticipated reinstatement of roads due to forestry work is \$971,000 meaning other planned maintenance work has needed to be sacrificed. This is over a third of the total maintenance budget going to logging which is of huge concern especially with more and more logging occurring. He supported an increase to \$250,000 as an increase to \$400,000 was too much of a jump.
- The District Mayor noted that the share council pays towards the road reinstatements as noted by Councillor Boyde was in the \$300,000 range due to the 61% FAR rate.
- The Deputy Mayor agreed the next step was increasing to a total differential rate of \$250,000 but this would need to continue to be reviewed for fairness to all ratepayers.
- Councillor Harris noted she was torn between \$210,000 and \$250,000. She questioned if the newly identified properties had been notified of the potential increase? Mrs Radich clarified the properties had been identified using council resources and QV and are in the process of having their property classification changed. Properties are rated on their classification as at 1 July so they would not have incurred any part rating for the current financial year. Mrs Radich would follow up if the property owners had been notified.
- It was clarified that new properties were also identified through applications for resource consents through the Taranaki Regional Council during the year. There are multiple new methods to collect information that were not available prior to this differential rate as it was not relevant data to collect.
- It was noted that the total rate of \$210,000 would mean an overall rate increase of 5.71% for these properties.
- It was clarified if further properties were identified as forestry during the next financial year they would not receive this rate charge until the 2024/25 financial year and noted that more could be identified or drop out before this rate is struck.

## Recommendations

2. THAT the draft Annual Plan 2023/24 be approved and released to the public for feedback from the community, pending decisions on the following:

- The Forestry differential to the Rooding targeted rate to be set at a rate that collects ~~\$210,000, \$250,000, or any other amount.~~

McKAY/BECK  
Division  
For 11  
Against 0  
Carried  
CL/23/41

### A Division Was Called

*Those voting for the recommendation: The District Mayor, the Deputy Mayor and Councillors: Beck, Boyde, Dudley, Erwood, Hall, Harris, Jones, Sandford and Tongaawhikau*

*Those voting against the resolution: none*

### **Removal of Brecon Road Bridge Business Case**

- Mrs Radich clarified that this expenditure was covered off by the Tranche 1 of the Better Off Funding package and if it was to be reallocated further discussion would be required.
- The Director – Assets noted that DIA had confirmed that reallocation could be discussed but any new projects would need to be presented and go through the same assessment and criteria requirements as the initial application.
- The District Mayor noted he had discussed this project with Waka Kotahi this morning, particularly the merits of the project given the funding mechanism had changed with no guaranteed funding at the conclusion of the business case. Currently the business case can be pursued with no impact on rates and the business case can then be used to present an application should funding come available from another source. Stratford District Council had been very successful in a number of funding applications recently as a result of having projects ready to go. The Waka Kotahi representative was very supportive of proceeding with a business case as this project would add resilience to connectivity and alternative routes through the town away from the main highway. He noted his support for this to remain in the Annual Plan.
- Councillor Sandford questioned how long a business case will remain viable once completed? Mrs Araba noted the case study will be valid as long as it needs to be with the ability to update the project worth in terms of construction if required. She noted it takes about two years to develop a business case. Councillor Sandford noted he was happy to keep this in the Annual Plan as long as it was not costing rate payers.
- Councillor Erwood noted this project had already been discussed with the community as part of the Long Term Plan consultation and felt it would not be pursued if it went off the radar. He supported leaving it in Annual Plan.
- The Deputy Mayor questioned if the funds were to be reallocated what would the proposed project to be presented to DIA be? Mrs Araba noted options would need to be brought to council for consideration and instruction as there are lots of potential projects.
- The Deputy Mayor felt that this idea was always going to be something the community will want to see and will understand it costs a lot of money. A business case would allow council to make a decision to proceed with it or not and could potentially pay off if a funding opportunity comes up.
- Councillor Hall noted her questions had been answered regarding clarification of where the funding is coming from, the benefits of a business case sitting in a drawer and acknowledged the points made regarding the endorsement by the public through the Long Term Plan process and therefore was in favour of keeping this in the Annual Plan.



- Councillor Boyde noted he supported the idea, rationale and concept of the bridge including the opportunities it creates but noted that it is absolutely costing council something. This will be an \$18 million bridge he asked if councillors believed they would be able to get that? Waka Kotahi would say there are three to four alternative routes through town and with criteria changing for funding from there he did not think there was any way council would get funding for this and he could not support this because of that.
- The District Mayor noted he would need to ensure this project was presented to the Regional Transport Committee for inclusion in the regional transport strategy.
- Councillor Tongaawhikau questioned if it was a lengthy process to repurpose the funds. Mrs Araba clarified it would be ensuring the project meets the criteria from the fund, the first step would be identifying a project with council which would then require formal council approval and then be presented to the DIA.
- Councillor Jones questioned if the business plan would focus solely on a bridge in that location or would it cover a bridge on the other side of town? It was clarified that the business plan would look at all options for the bridge and would be a massive study.

### Recommendations

2. THAT the draft Annual Plan 2023/24 be approved and released to the public for feedback from the community, pending decisions on the following:

- ~~Remove Brecon Road bridge business case operating expenditure of \$250,000, currently included.~~

THE MOTION WAS LOST  
CL/23/33

### Transport Choices

- Mrs Radich noted that this topic had only been presented to elected members recently so this was giving them the opportunity to remove it from the Annual Plan. This addition does increase the rates rise from 8.56% to 8.91% but removal of the projects would mean not keeping the funding.
- The District Mayor noted that the funding was subject to council contributing approximately \$1.5 million to the total project cost of \$7.8million. The projects include installation of cycleways and walkways across all of the township as well as reconfiguration of parking at the Stratford Primary School, outside of Wai o Rua, the establishment of cycleways to key access points such as the Bike Park and Wai o Rua and crossing points at key locations on the state highway which is a major safety issue.
- Councillor Jones questioned if the potential rates increase as a result of this fund was due to the interest? It was clarified that yes this would be.
- Councillor Jones questioned what would the operating expenses be to maintain this work over the next few years? Mrs Araba noted that this would require little physical maintenance as the infrastructure is not buildings and are expected to last a long time before deteriorating (5-10 years) but that there would be some depreciation in terms of accounting processes.
- Mrs Araba noted that when this funding had been applied for it was because council had said it would support with 20% of costs. This fund was meant to be for only tier 1 and tier 2 councils but as a tier 3 Stratford was successful and has been identified as a flagship project for school and community safety.
- Councillor Harris questioned if the projects within this would become a requirement to council in the future in terms of safety around schools and if proceeding with this now could save future rate increases in the future for the same projects? The Chief Executive noted that a number of these projects are a moral obligation such as an additional crossing on Broadway but that this also includes the bridge by the Centennial Rest Rooms which is not fit for purpose. Mrs Araba reminded council that these projects will be the implementation of the connecting our communities strategy for which there is currently no other budget to fund.
- The District Mayor noted the safety improvements at Stratford Primary School was a huge project that council was going to undertake and could have cost in a similar vicinity to the proposed

investment to this total project. This is a great opportunity to receive \$6.5 million subsidy from the government.

- Councillor Hall noted that the presentation on this had felt aspirational and it was exciting to see something like this becoming a reality in our community. She noted her support for it to remain in the Annual Plan.

*The Communications Manager left the meeting at 4.38pm.*

2. THAT the draft Annual Plan 2023/24 be approved and released to the public for feedback from the community, pending decisions on the following:

- ~~Remove Transport Choices funded (part) capital expenditure of \$7,800,000, currently included.~~

THE MOTION WAS LOST  
CL/23/33

#### **Three Waters depreciation funding**

- Due to the delay in the implementation of the three waters entities council was being asked today if they wanted to review the proposed 75% depreciation for water assets.
- It was clarified that the rates increase would be reduced to 8.41% if depreciation was reduced further to 70% and be 9.42% if it was increased to 80%.
- Councillor Jones questioned if two years would make a difference with 5% of the depreciation? Mr Hanne noted that depreciation is a long term gain and two years would not impact that significantly.
- The Deputy Mayor noted that the three waters discussion had began four years ago and has now been pushed out a further two years which could change again after the elections this year so asked what position council would be in if the affordable waters did not go ahead? The District Mayor noted it would still go ahead regardless of which political party won the election but it may just take another form. There is no one saying it won't go ahead but the timing could potentially change as National is saying 2025, Labour saying 2026 and there is also the opportunity to go straight away if an entity area is ready.
- Councillor Hall questioned if there was an impact from council funding the depreciation for the three waters at 75% for the regional model? Mr Hanne noted it could either affect the work council can do between now and then but most likely it will affect either the cash or debt that is transferred to the future entity.

#### **Recommendations**

2. THAT the draft Annual Plan 2023/24 be approved and released to the public for feedback from the community, pending decisions on the following:

- ~~Increase funding of three waters depreciation from 75% currently, to 80%, or any other percentage amount.~~

The Motion Was Lost  
CL/23/33

#### **Loan Funded Expenditure**

- Mrs Radich noted the loan funded capital expenditure had been presented at a workshop and this decision was just to re-confirm before the draft annual plan is released. The full list of projects was included in the agenda.
- The Deputy Mayor noted the uncertainty on the pending reforms and with the District Plan she questioned what council's absolute necessity was in completing this before the reforms were confirmed? The Director – Environmental Services noted that officers were actively trying to avoid proceeding in advance of the reforms, in terms of completing the District Plan after the reforms he noted it would be required but what is needed to be done may change. He noted that even if it is a

regional plan it will still need to be done. Mr Hanne noted that the expenditure would start for this in Year 3 of the Long Term Plan but the rating impact would not be felt until the following year. This loan would have a higher rating impact as it is only spread over ten years and would have no depreciation.

- The Deputy Mayor questioned if council was going to go back to the community with this list and ask if they still want council to loan fund these projects? Mrs Radich clarified that the majority of these are already in the Long Term Plan as it is important to set the projects at that point and wait until Year 4 to make changes. These don't require further consultation. The Deputy Mayor noted that there had been a lot of changes since the Long Term Plan and feelings around increasing costs have changed. She noted the waste water and storm water upgrades were maintenance and repairs but also included increased levels of service and felt if the community was asked how they felt about increasing levels of service she was not sure if they would say it was ok. She confirmed she was looking to remove some of these projects to reduce capital expenditure.
- The District Mayor suggested the capital projects could be left as they were and could be changed when the feedback was discussed or at the final adoption to give officers time to present exactly what those changes were for. The Deputy Mayor reiterated her concern that council should ask the community if they want an upgrade to the level of service or maintain the status quo. Mrs Radich reminded councillors that a change from the Long Term Plan to three waters then council would have to notify DIA which will require a bit of time, this is doable but it is important to consider this. Mr Hanne noted that if these services are retained then this is essential work and if they go to the entity then the debt will go with them.
- Mrs Araba noted that the increased level of service could be legislative or a consent requirement.
- The Deputy Mayor suggested the consultation document could ask questions around capital expenditure to refer the community to that section directly. Mr Hanne noted that the Deputy Mayor was seeking a conversation that council will not be providing enough information for, the depth of this conversation is for the Long Term Plan and the timeframes will now not allow this level of consultation. The District Mayor noted she did not think the community will care if it is the Long Term Plan time or not.
- The District Mayor noted the points raised were valid and that the community may very well have a view and the feedback form could ask if the community wants to continue with loan funding some of these projects, however he acknowledged the danger would be not having the ability to explain these projects and why they are being done.

### Recommendations

2. THAT the draft Annual Plan 2023/24 be approved and released to the public for feedback from the community, pending decisions on the following:

- ~~Review loan funded expenditure, with the understanding that the major effects will impact the budget in the following year (2024/25) with an increase in loan repayments, depreciation, and/or interest costs.~~

THE MOTION WAS LOST  
CL/23/33

### Swimming Pool – Fees and Charges

- The District Mayor requested the following options be presented to council to consider in the Annual Plan:
  - That the fee structure be simplified as it is extremely complicated.
  - Two or three options around an increase in entry fee for all patrons as this would be handy to know rather than increasing charges for one group of people. This could result in a lower increase per head but impact evenly. The Deputy Mayor questioned if this meant removing the lane hire and higher entry fee for the private swim school? The District Mayor clarified that councillors had instructed officers to increase revenue at the pool and yet none of the fees had been increased and he would like to see that option considered. This could be as well as the lane hire fee and higher rate for external swim school entry.
  - Following the feedback process he requested a representative of council, or a group, meet with the external swim school to discuss what fee they may be able to afford or find acceptable.

- He requested the Chief Executive continue to work at reducing costs at the facility particularly wage costs. He acknowledged that this may take a bit of time.
- Mrs Radich noted her concern that increased fees and charges for the swimming pool would not have been proposed in the public feedback process. Feedback will only be sought on what will be approved today. If a change is made that wasn't driven by feedback then the feedback process did not help inform the decision. The District Mayor noted there had been a substantial amount of annoyance around the proposed lane hire fee but council had not looked at the general fees at all.
- Mr Hanne suggested a resolution could be made to increase all fees by a set amount but given that council was not sure if they wanted to proceed with it or not that might not be the right idea.
- Councillor Boyde suggested leaving it as it was, no one would provide feedback saying increase the fees. The District Mayor questioned what would happen if the public said they did not want the lane hire fee and that it would be fairer to increase across the board, he felt this could be a question put to the public. Councillor Boyde agreed this would be a much cleaner way of doing this.
- Councillor Erwood agreed that a across the board increase would be fairer, only 5% of the community use the facility so it should be user pays.

*The Director – Corporate Services left the meeting at 5.10pm.*

### **Recommendations**

3. THAT the draft Annual Plan 2023/24 be approved and released for public feedback.

VOLZKE/HALL

Carried

CL/23/33

### **Recommended Reason**

To finalise the draft Annual Plan 2023/24 so that it can be released to the public for community feedback with the intent of adopting the final Annual Plan in June.

### Points noted in discussion:

- It was noted the properties in the sample rates cannot be differentiated in the system between urban and rural.
- Councillor Harris noted she had requested that a secondary rural property with a lower capital value be included in the sample rates. It was agreed to add a property with a capital value of \$2.5 million.
- There was an incorrect title on page 140 for the Water Supply level of service (last table). This would be updated.
- Councillor Jones noted his concern regarding the operating costs having doubled for the swimming pool and questioned where council had gone wrong noting that the operating costs in the Long Term Plan 2021-2031 had been well under where they are at now. He asked if a review of this process was required. Mr Hanne noted the timelines had impacted on the entire process as the focus was heavily on the capital expenditure and included a last minute significant increase in the budget due to external funding. He also noted that electricity costs had risen excessively during this time and was not sure if depreciation had been considered with the change in budget. Councillor Jones noted before the government funding it had still been a \$15 million facility and felt there had been a fundamental mistake made and a review was required to ensure a mistake like this did not happen again. Mrs Araba noted this had been the biggest investment in the history of this council and there were lessons to be learned. However she noted that the operational costs were now actual costs.
- It was clarified that there would be no hearing in the public feedback process. The feedback would be presented to council in a decision report in June. The District Mayor requested that it be made very clear that this is process. Councillor Jones supported having the feedback in writing. Councillor Erwood reminded councillors it was up to them to go out to their community and make sure they pass on their feedback. Councillor Hall did not feel the community would be any less heard as long as it is clear in the procedures that this is the process for an Annual Plan.

9. Response to Public Forum

**Speaker:** Michael Carr  
**Topic:** Sport Taranaki Update

**Speaker:** Holly Sutich, Andrew Murphy and Paul Vanner.  
**Topic:** Stratford Park Update

- It was requested that the District Mayor thank both organisations for their presentations and request a six monthly update to council from the Stratford Park.

10. Questions

- Councillor Hall noted that there had been discussion regarding karakia at meetings to revisit other options around karakia at meetings. Mr Hanne noted that the standard karakia was included in the agenda but any karakia could be used. Councillor Hall asked if there was an appetite for elected members to learn different karakia to ensure they had more in their kite to pull from and requested something be brought back to council to consider. She noted that opening and closing karakia should be different. Mr Hanne will liase with Councillors Hall and Tongaawhikau on the next steps for this discussion.

11. Closing Karakia

D21/40748 Page 206

The closing karakia was read.

*The meeting closed at 5.29pm*

N C Volzke  
**Chairman**

Confirmed this 13<sup>th</sup> day of June 2023.

N C Volzke  
**District Mayor**

# PUBLIC FORUM

## Notes



F22/55/05 – D23/20261

**Date: Tuesday 9 May 2023 at 3.00 PM**  
**Venue: Council Chambers, 63 Miranda Street, Stratford**

### Present

The District Mayor N C Volzke (the Chairman), the Deputy Mayor – M McKay, Councillors: S J Beck, G W Boyde, A M C Dudley, J M S Erwood, A K Harris, E E Hall, V R Jones, M McKay, W J Sandford and C M Tongaawhikau.

### 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 Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson (*part meeting*), Mr Michael Carr (Sport Taranaki), Mr Andrew Murphy, Mr Paul Vanner and Ms Holly Sutich (Stratford Park) and one member of the media (Stratford Press)

*Via audio/visual link: the Director – Community Services – Mr C Julie*

#### 1. Welcome

The District Mayor welcomed the Chief Executive, Councillors, staff, and the media.

The District Mayor reiterated the health and safety message and emergency procedures.

#### 2. Speakers

**Speaker:** Michael Carr – Sport Taranaki

Points noted in the presentation:

- Mr Carr thanked and acknowledged elected members for attending the induction presentation at Sport Taranaki earlier in the year. He noted it was great to have them visit to be able to share Sport Taranaki's narrative.
- Active for Life – society is changing and moving away from traditional sports and people are needing activity to be more flexible and mobile. Adults meeting the activity guidelines in Taranaki is 58% (3% lower than national average) and 5-17 year olds is 66% (up 7% on the national average).
- Tū Manawa has had \$50,689 allocated funding in the last round and is a fund to help those at risk of missing out. One of the seven projects in Stratford was with FEATS and is having an impact on a number of young people who had dropped out of education. Janet Fleming has been working with FEATs and had very little engagement from these people at the start and low confidence, but now some of them are really engaged with sports and this has had a massive increase in their self esteem.
- One of the things said to him when he started in the role was Sport Taranaki needs to be Taranaki wide. Janet Fleming is connecting with organisations regionally and a list of work undertaken in the Stratford district was presented, this included work with Tūtaki Youth, Midhirst School, Stratford-Avon Bowls, FEATS and Pembroke School.
- The Regional Facilities Steering Group is undergoing a review. The Strategy refresh is due later in the year and he confirmed that the Taranaki Regional Council has now fully committed to being part of this group.
- Visitor Solutions is undertaking the Equestrian Strategy review and is also undertaking the national review for equestrian. There were 445 responses to the last survey with really good data being collected. The report will hopefully be available in June. There are ten people on this working group with two of those being from the Stratford Park.

- Taranaki Different and Better – is a change management project looking at where groups cannot get volunteers, how to get people involved, looking at models of shared governance, digital platforms and mentoring of boards and leadership groups.
- There are three schools connected with the Healthy Active Learning programme which are Stratford, Avon and Pembroke Primary Schools. This is helping to teach kids about looking after themselves which is a large aspect of Health and PE education.
- Good Sports Programme is about 'balance is better' and has a steering group made up of a number of different codes. Zoe Hobbs and Conrad Smith have become the good sports ambassadors. A video was presented to council. 40 parents attended a workshop, the video has been widely viewed and there have been subsequent enquires on how to make sports more enjoyable.

Questions/Points of Clarification:

- Councillor Boyde noted it was great to see that Taranaki Regional Council is now on board with the Regional Facilities group. It was clarified that the biggest drop off of participation is in the 12-14 age bracket and then at 18-22 when they are leaving school. Mr Carr clarified that the active for life wasn't just about sport participation it is about having regular and consistent activity such as going to a gym.
- The Deputy Mayor questioned what the aspiration was for the Active for Life with the adult percentage? Mr Carr noted he would like to see Taranaki leading the world, but it was about identifying the barriers. Time, transport and cost are the main barriers and then children on top of that means time gets even less. This is about adults starting small and then broadening activity out to ensure they are looking after themselves as they generally prioritise looking after others. The aspiration behind this programme is spreading the message around different possibilities that can help you be your best even by making small incremental changes.
- Mr Carr noted that part of the Regional Facilities Strategy was about sparking conversations about how facilities can start a hub, bringing more than one code together as one club house can house multiple sports and codes rather than competing.
- The District Mayor noted the extra funding coming into the Stratford District was appreciated and that it was good to see the link made with the Stratford Park representatives. He asked that the appreciation for the work being done in Stratford be passed onto the Sport Taranaki team.

**Speaker:** Andrew Murphy, Paul Vanner, and Holly Sutich – Stratford Park Update

Points noted in the presentation:

- The vision for the Stratford Park was developed in collaboration with shareholders, Stratford park members, internal volunteers and mana whenua to look at inclusivity and get activities for a range of activities.
- The vision is *To be a thriving community hub, centred around education, wellbeing, recreation and entertainment, for all to enjoy.*
- Since the last presentation in September 2022 the organisation structure has been developed. The shareholders are the Stratford A&P Association and the Taranaki Motorsports Trust to whom the board reports too. There are now five board members in place and a steering committee with 8 members with a couple of roles yet to be filled. The steering committee meetings are monthly and the sub committees meet on a weekly basis – there are about 50 people volunteering for this project now with fantastic community support.
- Activity is now moving on site and key foundation work being undertaken. 97ha of the 117ha of land has been secured. A feasibility study and BERL report confirming the benefits to the community, GDP and social outcomes has been done. The board has been appointed and is developing a strategic roadmap around funding and communications. A constitution has been signed and early stage support has been secured from Taranaki Electricity Trust, Toi Foundation, NZCT to the value of \$350,000 with \$600,000 of in-kind and cash donations.
- Community engagement is key for this project and collaboration with community groups to understand needs and to get work underway on site.
- The sub committees have been working on fundraising events across the project such as the Horse High Point series and the moto-fest which was attended by people from quite far distances.
- Education collaboration has started on site with a ceremony a few weeks ago to celebrate the first activity that is new to the park. This was with Tree Machine/Mayors Taskforce for Jobs

and Te Pūkenga Primary Industries operations. The ceremony was a fantastic day and five kowahi trees were planted symbolising the start of collaboration with education on site.

- Biodiversity projects are underway to restore and develop native planting and has started with a fish passage through a culvert where the tree planting has occurred and with English and te reo signage it will allow schools to come through and learn about fish passages and biodiversity.
- The Stratford Park is in the process of gaining charitable status.
- The roadmap is being finalised with the board and will be presented to the shareholders this month.
- Starting the private plan change process.
- Phase 1 and 2 of the geotech testing of entire site is underway. Geotech will help confirm the layout.
- There is still some unallocated land onsite so there will be further opportunity for collaboration as community needs arise.
- Noise modelling is underway.
- Cultural impact assessment is in its early stages and is being undertaken with mana whenua and an environmental management plan.
- The A&P association is working on a debt management plan and nominations to the Stratford Park board – Jon Holmes and Phillip Daly are helping with this.
- Looking into raising capital for the final piece of the motorsport funding and also seeking significant funding for the next steps of the projects.
- Equestrian is moving to the south side of Flint Road as some of the current land overlaps with speedway. This means they will be able to host more events on site and will have two all weather arenas.
- The strategy for driver training is being developed.
- The need for community accessible facilities for walking and cycling has been identified so are looking to share the trail around the entire property with equine.
- Councillors were invited for a full site visit to be able to really appreciate the plans and locations.

Questions/Points of Clarification:

- Councillor Jones asked if there were any timeframes for actual projects to begin work? Ms Sutich clarified that it was important to ensure everything was in place, mana whenua had been a part of the discussion and then finalising the strategy. Education on site is already underway and equestrian is a key piece but there are funding requirements. She noted activity has started on site and there will be more once the full board is in place. Earthworks for equestrian is to begin asap this year and getting at least part of the cycle/walkway open.
- The District Mayor noted this is a large multi-faceted project and noted the massive amount of planning that has gone into this. He noted the requirement for resource consents and geotech testing also added time to a project. Any large project are often longer in the planning stages than they are for construction. Mr Murphy noted that it was at the front of the boards mind to demonstrate visible change but it was important to ensure there is no regret due to jumping the gun to get something started.
- Councillor Jones reiterated his request for a timeframe and Mr Murphy noted that timeframes will come out of the roadmap once completed. This will have much more visibility on timelines.
- Councillor Beck commended the group for this project especially seeing how much has been done as it is well thought out and well planned and there hasn't been any jumping the gun. He noted he was very thankful this project was in our district.
- Councillor Tongaawhikau noted he had been blessed to be a part of the tree planting ceremony and could really see and hear the possibilities and aspirations. He thanked the group for all the work that has been done and all the planning behind it.
- The District Mayor invited the group to present to Council on a six monthly basis to provide regular updates.



*The meeting closed at 3.37pm.*

N C Volzke  
**Chairman**

Confirmed this 13<sup>th</sup> day of June 2023.

N C Volzke  
**District Mayor**

# MINUTES

## Audit and Risk Committee



F22/55/05 – D23/21284

**Date: Tuesday 16 May 2023 at 2.00pm**  
**Venue: Council Chambers, 63 Miranda Street, Stratford**

### Present

Mr P Jones (the Chair), the District Mayor N C Volzke, the Deputy Mayor M McKay, Councillors: G W Boyde, J M S Erwood and V R Jones

### In attendance

Councillors: S J Beck, E E Hall

The Chief Executive – Mr Sven Hanne, the Director – Corporate Services – Mrs T Radich, the Acting Director – Community Services – Mr C Julie, the Director Assets – Mrs V Araba, the Director Environmental Services – Mr B Sutherland, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Health & Safety/Civil Defence Advisor – Mr M Bestall (*part meeting*), the Corporate Accountant – Mrs C Craig (*part meeting*), the Project Manager – Mr S Taylor, the Building Control Manager – Mr J Scrivens (*part meeting*), the Property Officer – Mrs S Flight (*part meeting*), and one member of the media (Stratford Press).

#### 1. Welcome

The opening karakia was read.

The Chair welcomed the District Mayor, Councillors, staff and the media to the meeting.

The Chair reiterated the health and safety message and emergency procedures.

#### 2. Apologies

There were no apologies.

#### 3. Announcements

There were no announcements.

#### 4. Declarations of Members Interest

The Chair requested councillors to declare any real or perceived conflicts of interest relating to items on this agenda.

There were no declarations of interest relating to items on this agenda.

#### 5. Attendance Schedule

The attendance schedule for Audit and Risk Committee meetings was attached.

6. Programme of Works  
D21/42807 Page 11

**Recommendation**

THAT the Audit and Risk Committee's rolling programme of works up to the end of 2023 be received.

VOLZKE/BOYDE  
Carried  
A&R/23/11

The Director – Corporate Services noted the following points:

- The Civil Defence Readiness report will be brought to the committee in July as officers are awaiting further information.
- The Critical Assets nearing the end of their life report will also be brought in July due to further information being sought.
- A workshop will be scheduled for the committee in July to discuss council's risk maturity.

Questions/Points of Clarification:

- The Chairman noted that the upcoming Long Term Plan was a major project for council which will also have significant risk in terms of the delivery of the document due to the huge uncertainty around the water reforms and the availability of audit to complete their process. He requested a report be added to the programme of works for July to highlight the key risks and risk mitigation.

7. Confirmation of Minutes

7.1 Audit and Risk Committee – 14 March 2023  
D23/9922 Page 12

**Recommendation**

THAT the minutes of the Audit and Risk Meeting of Council held on Tuesday 14 March 2023 be confirmed as a true and accurate record.

ERWOOD/V JONES  
Carried  
A&R/23/12

8. Matters Outstanding  
D18/27474 Page 18

**Recommendation**

THAT the matters outstanding be received.

P JONES/McKAY  
Carried  
A&R/23/13

The Chief Executive noted the following points:

- The Health and Safety Manual has now been fully reviewed with final changes having been made. This action is now complete.
- The Treasury Policy will be discussed in a workshop in September.

9. Information Report – Health and Safety  
D23/19263 Page 19

**Recommendation**

THAT the report be received.

ERWOOD/BOYDE  
Carried  
A&R/23/14

Questions/Points of Clarification:

- Councillor Boyde questioned how the incident numbers compared to similar sized councils? The Health & Safety Advisor noted the figures had reduced and were very similar to previous quarters with the majority of incidents occurring at the pool. He noted the seriousness of events was not concerning. The Chairman noted he saw similar numbers at other councils where there is a pool facility. It was requested that the pool figures be separated out in the table for clarity.
- Councillor Boyde noted his concern regarding the aggressive behaviour from customers towards staff and asked what actions were being looked at? Mr Bestall noted that this type of behaviour was increasing. Staff have been trained, and will receive further training, in de-escalation as well as looking at the placement of the AA counter to ensure safe exits. The testing with the emergency button resulted in no issues and he is confident it will work in an emergency situation. He had also requested that the Chief Executive discuss a potential regional message from the councils to say this behaviour will not be tolerated. Officers are also reviewing if the Library and Visitor Information Centre should be opening on a Saturday, however it was noted this behaviour is not happening on a Saturday.
- Councillor Boyde requested that it be considered to include councillors in the de-escalation training as there is a genuine frustration with ratepayers who can turn very abusive at the moment. Mr Bestall would discuss this with the Chief Executive.
- It was noted the number of trained civil defence members on staff had risen to 58. There has been a really good uptake and managers are releasing their staff for training. The foundation course last month was held in Stratford and there is already a good number interested in the intermediate course scheduled in Stratford for July. Mr Hanne noted that the Central Taranaki Safe Trust volunteers are also trained in Civil Defence so can increase that number further if required. These volunteers have been used previously in the welfare space which has freed up council officers to deal with operational requirements.

10. Decision Report – Internal Audit Plan 2022/2023  
D23/18291 Page 22

**Recommendations**

1. THAT the report be received.
2. THAT Internal Audit Plan 2022/23 be approved.

McKAY/ERWOOD  
Carried  
A&R/23/15

**Recommended Reason**

The Audit and Risk Committee is tasked with reviewing and monitoring the internal audit activities of Council on behalf of elected members.

Questions/Points of Clarification:

- It was clarified the risks are chosen by looking through the full risk register and seeing what is topical at the moment and what hasn't been reviewed in the past few cycles.
- The Chairman asked how unconscious bias is handled with staff performing the audit? The Corporate Accountant noted that the audit team begins with a team of 10 people who are told what it is about,

what is expected of them and the rules being not to make assumptions, keeping an open mind and looking at what is happening. Both Mrs Craig and Mrs Radich are available for questions and guidance through the process. There is a form which guides the staff through the process and what they are looking for, these forms are then reviewed. A final review is presented to the Senior Leadership Team to provide any further feedback and then the final audit results are presented to this committee.

- The Chairman asked if using internal resources poses a risk for the organisation when asking staff to do another task on top of their ordinary schedule? The Chief Executive noted this did not reach a high level of risk. Officers try to allocate tasks where there is availability to fit this in, if a staff member was fundamentally unable to perform these duties then either Mrs Craig or Mrs Radich could take over. It is important to give enough warning and enough guidance to complete the task. He noted that there was a reduction of workload at the moment for some departments.
- Councillor Hall questioned if *risk 31 aggressive customer behaviour* had been considered due to how topical this was at the moment? It was clarified that this had been audited recently. Councillor Boyde questioned if this risk was still fit for purpose given the change in the climate, particularly around massive rate increases throughout the country.
- The Chairman noted that it was important that the Health and Safety Advisor ensure staff understand the process for an aggressive customer. Councillor Erwood noted that this would be beneficial for councillors to be given this guidance as well, especially if they are in the building when an incident occurs. The Chairman agreed it was important that everyone knows the protocols so a situation is not further exacerbated.

#### 11. Decision Report – Risk Appetite for Earthquake-prone buildings

D23/7802 Page 31

<p><b>Recommendations</b></p> <p>1. <u>THAT</u> the report be received;</p> <p style="text-align: right;">BOYDE/ERWOOD <u>Carried</u> A&amp;R/23/16</p> <p>2. <del>THAT the Committee recommends Option 1,2,3 or 4 for the Wall Memorial Centre;</del></p> <p>3. <del>THAT the Committee recommends Option 1,2,3 or 4 for the TET Stadium;</del></p> <p>4. <del>THAT the Committee recommends Option 1,2 or 3 for the Clock Tower; and</del></p> <p>5. <del>THAT the Committee recommends Option 1,2,3 or 4 for the TSB Pool Building.</del></p> <p><b>Recommended Reason</b></p> <p>For the Committee to understand the risk associated with the earthquake-prone buildings and make the necessary decision that will minimise Council’s exposure to the risk of injury or death from partial or total collapse of these buildings.</p>	
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The Chief Executive noted the following points:

- The resolutions in this report will be changed as the facility is discussed due to the current resolution jumping ahead to a conclusion.
- The general public will be receiving the same information for their buildings shortly.
- The report notes that there is up to 25 years that council could chose to do nothing, however as a public organisation he felt it was important that officers get a clear steer from elected members on what their appetite for risk was and what the subsequent actions were required to allow council to make a decision in the future. He suggested that the recommendations be amended to request the additional information required to enable a decision to be made in the future and to incorporate this information into the Long Term Plan.

The Director – Assets noted that Section 4.1.7 and 4.2.1 should both have a 25 year timeframe.

The Building Control Manager joined the table to answer technical questions relating to the Earthquake Prone ratings.

Questions/Points of Clarification:

- Mr Scrivens noted that the Earthquake Prone Building amendment act came into force in 2017 as a simplified version to define priority buildings. Priority buildings are required post disaster such as schools, hospitals, police stations and civil defence buildings. There was also a requirement to classify buildings to allow a thoroughfare for emergency services for which an assessment was completed and found that as there are a couple of arterial routes to allow emergency services through the township there was no mandate to look at the centre of town as priority buildings. Last year buildings were assessed and found that the Civil Defence building required assessment, the St John's building was up to current standard and that central government were doing a lot of the schools and education facilities themselves. He noted that legislatively the minimum requirement was to demolish or strengthen.
- Mr Scrivens clarified that there were different zones for New Zealand being High, Medium and Low Risk which determines the timeframes for work to be completed. Taranaki is in the medium risk zone which means priority buildings have 12.5 years and non priority buildings have 25 years to complete work. High risk zones have just over 6.5 years for priority buildings and non priority buildings have 12.5 years. Low risk zones everything is non priority and has 25 years.
- It was clarified that 34% level is earthquake prone and 67% takes into account consideration for risk and other implications. These ratings can affect insurance and mortgages. Everything is set by the Ministry of Business Innovation and Employment (MBIE) who has very strict guidelines. The initial seismic assessments and detailed assessments have to be provided in accordance with the MBIE guidelines to ensure they meet their requirements. It was clarified getting a second person to look at a rating may provide small variations but not enough to change the grade.
- Councillor Boyde noted that the Civil Defence building in New Plymouth had assessed its biggest risk as an eruption had had to install extra layers on the roof for ash protection, he asked if every building should have this? Mr Scrivens noted he could not answer this without further information. Councillor Boyde questioned how much weight should be put on the mountain being the biggest risk in this area.
- It was noted the table on page 35, section 4.10 provided a risk rating for buildings including life-safety risk. This is from MBIE and experts that assess everything for risk.
- Mr Hanne noted that a building that did not meet earthquake standards could not be used following an earthquake, the building might still be standing but officers would not be able to make sure it is safe to operate out of it until a professional engineer had assessed it.

**Civil Defence clarification**

- Mr Hanne noted that the war memorial centre needed to be looked at with a civil defence lense, and without. Engineers who have assessed this building have said not to bother trying to retrofit this to civil defence standards as it will be too complicated. For this discussion the committee needs to consider the War Memorial Centre for day to day use.
- It was clarified that all the information required following these discussions will form part of the Long Term Plan discussions.
- Mr Hanne noted that there are two facilities in close proximity to each other that lend themselves as a Civil Defence Space. He noted he had not had to activate either yet. He had discussed using the TET Multi Sports Stadium as a welfare space with the restaurant owners when the last big storm was approaching. This is a perfect welfare centre space because there is food, changing rooms, showers and space for camp beds. The EOC space is where the controller sits and all the decisions and logistics are provided around an event. This is currently the Function Facility at the War Memorial Centre which has been set up for Civil Defence purposes with screens, projectors and IT equipment in the room ready to go. Separating the two functions is the ideal scenario, however it could be run from the same building if required.
- It was clarified there wasn't a specific legislative requirement that a territorial authority have an operational building to use to respond to a civil defence emergency but that it would be hard to meet council's civil defence responsibilities without one. The District Mayor noted that the control centre in Auckland is in central Auckland, therefore he felt that there were people further away from this in Auckland than Stratford was to New Plymouth.
- It was agreed to discuss the civil defence elements as a separate discussion.
- It was clarified that the administration building did not fall into the requirements of the legislation to be assessed, however the administration building would be required to allow the political body to function at the same time as a civil defence operation was underway.

### War Memorial Centre

- The District Mayor noted his support for Option 3. The War Memorial Centre is the primary hall in the district and is used for sporting events, social gatherings and meetings of all sorts. It is large enough to accommodate a crowd size appropriate for the area but also remains functional for small groups. He thought it should be kept in use and if it requires strengthening then so be it. He would like to see it taken to a level 3 minimum standard to provide a place to meet the needs of the community. He noted he would be interested in seeing the costs to get it up to 67% to provide a comparison.
- Mr Hanne clarified that the recommendation will be to investigate an option further to provide additional information to council.
- The District Mayor noted consideration would need to be given to a timeline for all the buildings identified. The Chairman noted the decision today was to identify a preferred option but that work could be re-prioritised dependent on costs and affordability.
- Councillor Boyde supported the District Mayors points and noted that information is required before a decision can be made on how that pans out in the future.

#### Recommendations

2. THAT the Committee recommends to investigate the cost to upgrade the War Memorial Centre to a minimum of 34% with further information to be provided on the costs to achieve the higher level.

VOLZKE/BOYDE  
Carried  
A&R/23/17

- It was clarified that there was no government funding available for this work.
- Councillor Erwood requested that a condition assessment be done at the same time to ensure internal items such as showers are not needing to be done. It was confirmed that the building will be looked at as a whole

### TET Stadium

- Councillor Boyde supported the same investigation as the War Memorial Centre be undertaken.
- The Deputy Mayor noted that with the Civil Defence aspect the committee needed to consider taking it to a higher level.
- The Chairman noted the recommendation requested the cost implications for a minimum of 34% but it could include taking it to a IL4 (100%) level.
- The District Mayor noted he saw the TET Stadium in a different light as its primary use is a sporting venue which did not have the same volume of use the War Memorial Centre has. If a recommendation was to upgrade it to 100% earthquake standards then council was saying that is the preferred option for Civil Defence. He noted he would like to see the Stratford High School stadium investigated as a possible Civil Defence centre as this has not been discussed as an option before. He supported the recommendation being the same as the War Memorial Centre and separate consideration for Civil Defence.

#### Recommendations

3. THAT the Committee recommends to investigate the cost to upgrade the TET Stadium to a minimum of 34% with further information to be provided on the costs to achieve the higher level.

BOYDE/VOLZKE  
Carried  
A&R/23/18

### Clocktower

- It was clarified that if there is a substantial earthquake that activates the EOC then that would be the point an engineer would have to assess if a building could be re-entered. Mr Scrivens noted that the Christchurch aftershocks had done so much damage because of the substantial impact on the integrity of the buildings.
- Councillor Boyde noted he partly supported Option2, however the option of moving the clocktower should be considered. If it was to be pulled down it could just be moved to a different location.
- It was clarified that this building had had an initial assessment rather than a detailed one.
- The District Mayor noted information was needed to know what is wrong and then how much it will cost to fix it to the minimum standard of 34% and felt Option 2 best reflected that.
- Mr Scrivens clarified that this was currently rated as it is due to people having to access it for occasional maintenance and upgrades, however he would look into what was required to have it identified as a monument as there are exemptions around monuments. He noted he did not think it would qualify though due to its height.

*The Health and Safety/Civil Defence Advisor left the meeting at 3.26pm.*

- Mrs Araba noted that since this report was received all tours of the clocktower have stopped and will not commence again until officers are sure it is safe to do so.

### Recommendations

4. THAT the Committee recommends officers complete a detailed seismic assessment to identify all potential cost implications.

BOYDE/McKAY  
Carried  
A&R/23/19

- Mrs Araba confirmed that a DSA (detailed seismic assessment) would include a full investigation.

### TSB Pool Building

- Councillor Boyde noted his support for Option 2 (demolish the building and reinstate the land to ground level).
- Councillor Erwood noted his support for Option 3 (strengthen the building to above minimum threshold being 34%). He felt sports such as rugby, cricket, hockey, tennis and bowls could be using this facility and asked if they had been approached to be involved as they could undertake fundraising for the building instead of just knocking it down. This could be a multi-sports indoor facility and needed more investigation. Mrs Araba clarified at a DSA would cost at least \$30,000 to be undertaken.
- The District Mayor noted his support for Option 1 (do nothing). The building is currently not posing a great risk to anyone as it is not used. He suggested that canvassing the community with regard to this building could be done before the Long Term Plan process. If there was the need for potential use then Option 3 had merit, however if there was no desire for use then option 2 has merit. Until the community feedback is sought then there is not enough information to make an informed decision. He noted he was opposed to strengthening it to 67%.
- The Deputy Mayor noted that consultation would be required with enough time to take that into consideration when setting budgets in the Long Term Plan.
- It was clarified that this building was a standing item in the Policy and Services Committee's matters outstanding in order to ensure it remains on the radar. However receiving this report starts this discussion.
- It was clarified that the land the old pool is on cannot be sold as it is on reserve land and Mr Hanne noted he would fundamentally caution against selling the above ground asset. He noted, at a minimum, the front part of the building will require demolition or replacement.
- The District Mayor noted that the TET Stadium is a multi-sports facility and that it would cost a lot of money to convert the TSB Pool complex.
- Mr Scrivens noted that a change in the use of the facility could trigger different requirements in terms of the Earthquake Prone regulations and this would need to be considered if it was to be converted for a different use. The specific requirements could not be obtained until the exact use was known.



- Councillor Boyde acknowledged the Chief Executive's comments on the state of the front of the building and the cost of obtaining a report. He noted the district was blessed with sporting facilities and felt spending more on this building was a bad idea when the building is stuffed.
- Mr Hanne noted the condition assessment had been completed as part of the decision making process for the new pool complex.
- The Deputy Mayor noted she would like to see the comparison of demolition costs versus assessment costs.
- The District Mayor noted the bit missing for him was the potential other usage. He reiterated that he felt the community needed to be asked, or the elected members needed to come up with a use for it. He noted that council had not asked the community if council should develop the facilities there and he felt that if the building was made available for use then it would be on the sporting codes to develop it. The Chairman noted this would be shifting the risk to another organisation.
- The Chairman noted that an estimation of demolition costs was needed and then other potential practical options for alternative use with high level costings to develop them.
- Councillor Beck noted that the building is not fit for purpose and needed to be demolished. If it could have been strengthened then why wasn't this done instead of the new pool.

### Recommendations

5. THAT the Committee recommends officers provide further information on the costs to demolish the TSB Pool Complex building including options to reinstate the land back to ground level.

McKAY/BOYDE  
Division  
*For 5*  
*Against 1*  
A&R/23/20

A division was called.

*Those voting for the motion: the Chairman – Mr P Jones, Councillors: Boyde and Jones, the Deputy Mayor and the District Mayor.*

*Those voting against the motion: Councillor Erwood*

- The Chairman clarified it was for council to decide on options for alternative uses and not this committee.

### Civil Defence

- Mr Hanne suggested a sixth resolution be added to articulate the future provision of Civil Defence facilities. This could be to obtain costs for bringing both buildings up to 100% IL4 to meet the requirements and could be paired with investigations on other potential buildings available in the district that could provide a similar function. He did not think a facility outside of the district would be acceptable to the community.
- The Chairman asked if the same conditions apply to an operations centre and if an EOC could be managed if it was outside of the district as there may be suitable locations just outside of the borders? Mr Hanne noted the EOC could be left at TEMO with welfare being provided locally, however if impact was localised or there were many events happening in the region then it would need to be brought to a local level. If council could not provide that then it would be depriving its community.
- The District Mayor supported looking at the two facilities that clearly lend themselves to being Civil Defence locations being the TET Stadium and War Memorial Centre. This should look to either of those being upgraded to the necessary standards as a welfare centre and consideration given to either of them being brought up to the standards of a control centre. He noted that possible alternatives needed to be looked into as well.
- It was clarified that both New Plymouth and South Taranaki had centres throughout their districts to be able to respond locally.

**Recommendations**

6. THAT the assessment on the War Memorial Centre and TET Stadium be upgraded to consider meeting IL4 level (100%).
7. THAT a report should be presented to council of alternative existing, or new, facilities that might lend themselves to being used in a Civil Defence emergency and include the practicalities of their use.

VOLZKE/P JONES  
Carried  
A&R/23/21

*The meeting was adjourned at 4.07pm.*

*The Corporate Accountant and Property Officer left the meeting at 4.07pm.*

*The meeting reconvened at 4.15pm.*

12. Information Report – Capital Works Programme – Key Projects Update – April 2023  
D23/18610 Page 43

**Recommendation**

THAT the report be received.

ERWOOD/V JONES  
Carried  
A&R/23/22

**Recommended Reason**

To present an update on the progress of our key capital projects in the 2022/23 financial year.

Questions/Points of Clarification:

- Councillor Erwood congratulated officers on the work down at Victoria Park but noted how disappointing it was that the project was not finished. This is impacting the rugby club in terms of bar takings, sponsorship and older people not being able to watch the games as there is nowhere to sit.
- Councillor Hall asked how often contractors provide progress reports to allow early identification if a project is going south? The Project Manager noted that this was a short contract that was supposed to be over a period of three weeks followed by time for the grass to grow. He noted the Parks and Reserves Officer had been talking to the contractors daily and confirming they were on target and had been assured that they would until the 12 April when they said it would not be available to play on.
- It was clarified that the budget for the Civic Amenities of \$554,000 was over a ten year period.
- It was clarified that the exercise equipment for Victoria Park had been removed but as it was still in the original Long Term Plan it remained on the list, however no work was being undertaken on this.
- Mr Taylor clarified that the entranceway work at Kopuatama Cemetery was due to start work in the next week or so and there would be no conflict between this work and the work being undertaken on the bridge realignment as all the entranceway improvements were being undertaken inside the gates and not on road reserve. This also meant the new road layout did not impact the design at all.
- It was clarified that an overall group had been formed to discuss the town centre projects which included the Mayor and Chief Executive. The next step is to identify where the Stratford 2035 projects sit and then subcommittees will be formed.
- Mr Taylor noted that a key risk that had become apparent was the low number of tenders that are being presented for projects. Seven suppliers were invited to tender for the cemetery upgrade and only one was received back. He noted that these tenders have still met the requirements of the procurement policy as the number invited is above what is required.
- The District Mayor suggested that there might be enough local builders that have the capabilities to do these jobs and questioned if council's pre-qualification process needed a review to allow these smaller firms to have a go at tenders? Mr Taylor noted that the fencing tender for the waste water

ponds had been sent to every local fencer identified in the region. This tender closes next week so it will be interesting to see the numbers received.

### 13. Information Report – Audit Matters Outstanding

D23/18928 Page 65

#### **Recommendation**

THAT the report be received.

P JONES/BOYDE  
Carried  
A&R/23/23

#### **Recommended Reason**

This report informs the Committee of the issues identified in the final Deloitte Audit Management Report for the 2021/22 Annual Report and, summarising the actions that have or intend to be taken by Council officers to respond to audit recommendations with respect to each issue raised.

#### Questions/Points of Clarification:

- It was requested that the sensitive expenditure policy have a line in it that says where practical a GST invoice is obtained. Mrs Radich noted this policy was currently under review and this could be included.

### 14. Information Report – Risk Management

D23/19261 Page 58

#### **Recommendation**

THAT the report be received.

BOYDE/P JONES  
Carried  
A&R/23/24

#### **Recommended Reason**

To provide an update to the Audit and Risk Committee of any significant risks and any incidents or threats in relation to significant risks on Council's risk register from the previous quarter.

#### The Director – Corporate Services noted the following points:

- This report suggests a review of the Top 10 risk register and asks for feedback. The suggested changes were:
  - Removal of Risk 47 – Attracting and Retaining Staff and Risk 64 – Infectious Disease Outbreak/Pandemic.
  - Addition of two of the following:
    - Risk 9 – LTP/Annual Plan due to the water reforms and auditor availability
    - Risk 28 – Interest Costs – due to the costs associated with much higher debt
    - Risk 74 Inadequate financial provision to fund asset replacement – due to underfunding depreciation in the 2023/24 Annual Plan
    - Risk 37 – Staff under stress – due to the possibility of this impacting delivery of service
    - Risk 76 – Heavy/Extreme Rainfall incidents – this could be covered under extreme weather events.

#### Questions/Points of Clarification:

- Councillor Boyde questioned if the District Plan should be included in the Long Term Plan/Annual Plan risk or have its own risk on the register? Mr Hanne noted that council was currently able to start a District Plan process and it is budgeted for. Alternatively officers are in conversations with MFE and leading specialists on regional plan work and discussing if Taranaki could become an early adopter of embarking on a regional plan. As council is in the position of embarking on the District Plan process it would not fit in the same risk category as the suggested Long Term Plan/ Annual Plan risk. Councillor

Boyde questioned the risk that the plan was way out of touch with undesirable activity occurring because they are permitted within the current plan as well as the impact of legislative changes.

- The District Mayor noted the number one risk was the potential for change in government policy which has been shown with the three waters changes and noted this could still change further after the central government elections in October. He suggested the inclusion of Risk 9 – Long Term Plan/Annual Plan, Risk 28 – Interest Costs and Risk 74 – Inadequate financial provision to fund asset replacement. Councillor Erwood supported these additions making it a Top 11 risk register.
- It was clarified that there are portions of an asset that may have different depreciation rates but for the pool complex the overall level of depreciation funding was set at 55%. Mr Hanne clarified that different elements of an asset have different life spans such as plant equipment that may last five years or a roof that may last 30 years.
- It was clarified that Risk 32, Lone Worker, the raw risk score was calculated on the impact and the likelihood. This could be extreme in terms of impact but it is less for the likelihood of it occurring.

#### 15. Correspondence

- 15.1 Capitalising of Staff Time *Page 76*
- 15.2 Annual Audit Cost and administration *Page 79*
- 15.3 Asset Revaluation *Page 83*

The Director – Corporate Services noted the following points:

- There is still no update on the audit costs for the next financial year but it will be significantly higher.
- The dates for the annual interim audit have been set for June and will focus on internal controls. The interim audit for the Annual Report is booked for August.
- There has been no formal letter of engagement received yet.

#### 16. General Business

There was no general business.

#### 17. Questions

There were no questions.

#### 18. Closing karakia

D21/40748 Page 86

The closing karakia was read.

*The meeting closed at 4.48pm.*

P Jones  
**Chairman**

Confirmed this 18<sup>h</sup> day of July 2023.

N C Volzke  
**District Mayor**

# MINUTES

## Policy and Services Committee



F22/55/05 – D23/22137

**Date: Tuesday 23 May 2023 at 3.00PM**  
**Venue: Council Chambers, 63 Miranda Street, Stratford**

### Present

The Deputy Mayor – M McKay (the Chairperson), the District Mayor N C Volzke, Councillors: G W Boyde, A M C Dudley, J M S Erwood, A K Harris, E E Hall, V R Jones, M McKay, W J Sandford, M J Watt

*Via audio/visual link: Councillors S J Beck and C M Tongaawhikau (part meeting)*

### 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 Acting Director – Community Services – Mr C Julie, the Committee Advisor and Executive Assistant – Mrs E Bishop, the Communications Manager – Ms G Gibson (*part meeting*), the Roading Asset Manager – Mr S Bowden (*part meeting*), the Project Manager – Mr S Taylor (*part meeting*), the Services Asset Manager – Mr J Cooper (*part meeting*), two members of the public (*part meeting*) and one member of the media (Stratford Press)

*Via audio/visual link: The Special Projects Manager – Mr N Cooper.*

#### 1. Welcome

The opening karakia was read.

The Deputy Mayor welcomed the Chief Executive, Councillors, staff, and the media.

The Deputy Mayor reiterated the health and safety message and emergency procedures.

#### 2. Apologies

An apology was received from Councillor C M Tongaawhikau

#### Recommendation

THAT the apology be received.

HALL/BOYDE  
Carried  
P&S/23/59

*Note: Councillor Tongaawhikau joined the meeting by audio/visual link later in the meeting.*

#### 3. Announcements

There were no announcements.

#### 4. Declarations of members interest

Elected members were asked to declare any real or perceived conflicts of interest relating to items on this agenda. There were no declarations of interest.

5. Attendance Schedule

The Attendance schedule for Policy and Services Committee meetings, including Hearings, was attached.

6. Confirmation of Minutes

**6.1 Policy & Services Committee – 18 April 2023**  
D23/17197 Page 12

**Recommendation**

THAT the minutes of the Policy and Services Committee Meeting held on Tuesday 18 April 2023 be confirmed as a true and accurate record.

SANDFORD/ERWOOD  
Carried  
P&S/23/60

7. Matters Outstanding

D16/47 Page 20

**Recommendation**

THAT the Matters Outstanding be received.

HARRIS/DUDLEY  
Carried  
P&S/23/61

The Chief Executive noted the following points:

- The Street Numbering project update is in the Environmental Services monthly report.
- The Page Street Swimming Pool Complex is now actively part of the Long Term Plan process due to the Earthquake Prone Building discussion. Therefore this will now be removed from matters outstanding.
- Options for croquet locations are presented in item 10. This item is now complete.
- The additional Kingheim Track is presented as item 9.
- The Pool queries, waste water and water KPIs and recycling revenue matters have all been answered within the department monthly reports.

Questions/Points of Clarification:

- It was noted there was an additional outstanding matter on page 18 regarding writing off debts, this had been missed from the matters outstanding index. The Director – Corporate Services clarified that there had been \$23,738 of debt written off that was older than three years, this is noted in the Corporate Services monthly report.

8. Decision Report – Proposed Road Closures for a Tarmac Rally Event  
D23/20578 Page 21

**Recommendations**

1. THAT the report be received.

JONES/DUDLEY  
Carried  
P&S/23/62

2. THAT pursuant to Section 342(1) (b) in accordance with Schedule 10 clause 11(e) of the Local Government Act 1974, notice is hereby given that the Stratford District Council approves the closure of the following roads on Sunday 25 June 2023 between the hours of 09:30am to ~~3:00pm~~ 4.00pm for the Taranaki and South Taranaki Car Clubs to host a Tarmac Rally motorsport event.

**Special Stage 1 and 3.**

- Mohakau Road – From SH43 to Makuri Road.
- Makuri Road – From Mohakau Road to Douglas Road.
- Douglas Road – From Makuri Road to SH43.

**Special Stage 2 and 4.**

- Wawiri Road – From Ahuroa Road to Makuri Road.
- Makuri Road – From Wawiri Road to Stanley Road.
- Stanley Road – Makuri Road to Croydon Road.
- Croydon Road to Salisbury Road.

ERWOOD/BODYE  
Carried  
P&S/23/63

**Recommended Reason**

In order for the Taranaki and South Taranaki Car Clubs to host a Tarmac Rally motorsport event, it is necessary to close the roads listed above for safety reasons, for the participants and for any spectators. The proposed road closures require a formal endorsement by a council resolution.

The Roading Assets Manager noted that a request to extend the road closure to 4.00pm had been received. He noted the clubs were now expecting 60 entrants.

Questions/Points of Clarification:

- It was clarified the appendices had been supplied by the organisers, the reference to the roads outside of our district were likely there in error. Mr Bowden would advise them to ensure their documentation was accurate for future applications.
- It was noted that the organisers would be required to let residents know of the amendment to the road closure times, although it was noted the letters to residents had allowed for a later time than requested.

9. Decision Report – Te Ara o Maru Walkway, Whangamomona  
D23/20589 Page 108

**Recommendations**

1. THAT the report be received.

BOYDE/DUDLEY  
Carried  
P&S/23/64

2. THAT a further trail comprising part of the Te Ara o Maru Walkway, being the one closest to the Whangamomona township, be opened to the public and this be done as soon as possible following the erection of suitable signage and gazettal of the walkway and formal appointment of Council as the controlling authority by the Walking Access Commission.
3. THAT officers liaise further with the Taranaki Trails Trust and Kingheim Limited in regards to the remaining trail, being that on the northern side of Mangare Road and the Forgotten World Highway, to determine its best use and with a view to opening to the public as soon as practicable.

VOLZKE/SANDFORD  
Carried  
P&S/23/65

**Recommended Reason**

It is now approximately 8 years since these trails that comprise the Te Ara o Maru Walkway were developed by Kingheim Limited and, since the first was opened to the public in 2021, the Whangamomona community is seeking to have the others opened as soon as possible to meet demand for walking and mountain bike trails in the area.

The Special Projects Manager noted the following points:

- This report was prepared to provide an update to elected members where council was at in terms of the walking and mountain bike trails at the Kingheim Forestry.
- In 2018, at the request of the Walking Access Commission, Council agreed to be the controlling authority of the walkways with the first track opened to gauge the popularity and use of the trail. There has since been further pressure to open more of them with the next logical one being the walking trail closer to the township on the southern side of the highway. This trail is primarily a climb up the ridge and is steep and advanced but would be easy to open with just signage required. The other trail is quite large and extensive being around 9-10kms in length, it was also initially earmarked as a mountain bike trail but feels this needs further discussion with the Taranaki Trails Trust and mountain bike clubs before it is opened.

Questions/Points of Clarification:

- Councillor Boyde noted that the function of the controlling authority did not include providing seating, toilets or rubbish facilities. He noted that the installation of rubbish bins was a huge concern to him as it would encourage visitors to take rubbish and this would also be a huge expense to council to collect. He also noted there were public toilets in Whangamomona less than 1km away. Mr Cooper clarified that auxiliary items such as these would be at council's costs, Kingheim had done above what had been required of them, but he could approach them if that was council's request.
- The District Mayor noted there were a number of references within the report to the potential use of the trails with assumptions noted around the demand in the area. While he supported the trails for walking and cycling he noted his concern that no demand had been established and that it would be good to have assurance that there was a demand for these.
- Councillor Sandford noted he was against providing rubbish bins or toilets due to these becoming an ongoing cost to council. He felt as council was heading towards zero waste it should set standards and required visitors to take their rubbish home.
- Councillor Harris agreed that toilets and rubbish bins may be premature, she felt once demand was established then council could react accordingly. She noted there was a common good for these sort of activities in the area but noted her hesitancy.
- It was clarified that the responsibility for the basic maintenance of the tracks is with Kingheim, however if there was a time that council decided to upgrade the tracks further then that would be at council's



expense. Mr Cooper clarified that the Walking Access Commission made it a condition of the easements that all maintenance was carried out by the applicant (being Kingheim). Council's obligation is to ensure Kingheim Forestries carry out these obligations.

Points noted in discussion:

- The District Mayor noted the common concern about the potential for ongoing costs and the potential lead to rubbish collection or signs being replaced. He noted these decisions would need to be made based on the demand once they are operational because it appeared there was minimal demand at present.

#### 10. Information Report – Croquet Club Location Options

D23/19984

Page 131

##### **Recommendations**

THAT the report be received.

BOYDE/HALL  
Carried  
P&S/23/66

##### **Recommended Reason**

This will enable the Council to consider the request by the Stratford Croquet Club to relocate their activity to a bigger council reserve, capable of accommodating up to 4 croquet courts.

The Project Manager noted that since the agenda had been published a letter had been received from the Stratford Croquet Club confirming that the club had discussed purchasing their own mower to reduce maintenance expenses should the location move.

Questions/Points of Clarification:

- Mr Taylor clarified that the estimated \$30,000 maintenance costs for the additional courts would come from the open spaces contract and would include mowing, incidental weeding and gardening.

*The Services Asset Manager joined the meeting at 3.28pm.*

- The Chief Executive clarified that this report satisfies the request made by elected members to identify land where croquet could be established. The Croquet Club was also asked to do a similar exercise on non-council owned land. It is now for elected members to decide what to do with the information presented.
- It was clarified that if the preferred location was the former TSB Pool site then there would be a sequence of events that would follow that decision as it was part of a separate discussion regarding its earthquake prone assessment.
- The District Mayor noted that the Adrian Street, Celia Street, Pembroke Road and Cassandra Street options were not suitable to meet the request of the Stratford Croquet Club, therefore the only options that should be pursued further would be Victoria Park, King Edward Park or the former TSB Pool site. He noted that the club had been asked for analysis or documentation that other sites had been explored for council to be able to form a complete picture. He noted that Sport Taranaki provided a regional facilities tool for clubs to use and look at co-habitation options. This would be a good tool for this club to use.
- The Deputy Mayor asked if the club had been spoken to about covering additional maintenance costs? Mr Taylor noted there was a set fee for the croquet club to use the current location which is \$420 per year, council would need to consider an increase to the fees and charges to acknowledge three or four courts but would need to remain in line with the other sports fields where the fees do not come close to covering the maintenance fees either. Mr Hanne noted that other fields did provide the opportunity for multiple use so that would need to be considered if comparing this to the other sports fields as croquet courts would be for exclusive use.
- It was clarified that pétanque would require a different type of grass. Mr Taylor noted he had spoken to the New Zealand Croquet Association who advised him that there were a number of clubs that do cross share with other codes such as bowling or pétanque but use different courts because of the required grass and surfacing types.

- Councillor Boyde supported a decision report to be brought back to council, including the additional information requested and the outcomes from the regional sports facilities tool.
- The District Mayor requested that officers liaise with the club to explain the expectations of council for their research.
- Mr Hanne clarified that the TSB Pool site would require a building to be sited away from the disturbed part of the site (current water bodies) but that those areas would be sufficient with engineered fill to create suitable foundations for the courts.

## 11. Monthly Reports

### 11.1 Assets Report D23/17999 Page 143

#### Recommendation

THAT the report be received.

DUDLEY/BOYDE  
Carried  
P&S/23/67

*The two members of the public left the meeting at 3.40pm.*

#### Questions/Points of Clarification:

- It was noted there had been an increase of fly tipping, Mr Bowden noted one week after two truckloads of rubbish had been removed from Opunake Road there was already another truckload dumped.
- Councillor Jones noted that the April monthly report had stated there was \$30,000 of applications for the Waste Levy Contestable Fund with this monthly report noting there was \$57,000 of total applications. Mrs Araba clarified that there had been a total amount of \$57,000 requested from this fund.
- Councillor Erwood questioned the on-going issues with the sports fields at Victoria Park and asked if the contractors would be ensuring a proper job was done given the funds council had already put into this project, and if not what were the expected additional costs? Mr Taylor noted that a plan had been finalised of how to finish the works and the final stages of this were whether to do it now or wait until after the rugby season therefore contractors were investigating the least disruptive way of doing this.
- Councillor Boyde noted that he, Councillor Sandford and Councillor Jones had visited the rugby fields and asked at what point did council make a decision to close the fields. He noted that there was 85mls of rain in six hours on the weekend and most sports had been cancelled and felt the damage that has been done was due to the direct negligence of the people playing on the fields. Mr Taylor noted that the contractor had advised officers of the condition of the Page Street fields the week before and then advised it would be best to close the fields this week. The Page Street fields are now closed until Thursday when a further decision will be made. Closing of the fields is done in discussion with the rugby club to discuss the best outcome for both parties. Mrs Araba noted that that the cost of repairing this damage is high and officers will review how these decisions are made.

*Councillor Tongaawhikau joined the meeting via audio/visual link at 3.47pm.*

- Councillor Sandford noted that in the past there was an officer who would judge the fields and put out a flag if they were closed and this had been respected by the public. This past weekend it was very clear there was going to be torrential rain and he felt council should be doing something when this information is available to stop the fields being demolished. Mrs Araba noted that if this was supported by elected members then officers could make these decisions.
- The Deputy Mayor felt the expectations of council in significant rainfall should be communicated to the club to make a decision with the field condition in mind whether the game should be played. Mr Hanne noted that rugby have a strong desire to play the game and will do so until the ground doesn't let them. He noted there were currently daily interactions due to maintenance issues and did not think there would be a positive outcome if the decision for closing the field was left to the club. There was

also no instrument for charging for damage other than what is currently in the annual fees and charges for hire.

- Councillor Dudley noted that practice had occurred at Page Street on Monday, Mr Taylor noted that this was while the club and officers were exploring alternative options for relocating training.
- Councillor Jones questioned what communication would be provided for the successful Waste Levy Contestable Fund applicants. It was noted that this had been published in Central Link. Councillor Erwood requested that this be provided to council in report form. It was noted that there was a current breakdown of these on council's website and that a media release would be sent in the next couple of days. It was agreed that this breakdown would be included in the next monthly report.

*The Services Asset Manager and Project Manager left the meeting at 3.57pm.*

**11.2 Community Services Report**  
D23/18465 Page 163

**Recommendation**

THAT the report be received.

HARRIS/DUDLEY  
Carried  
P&S/23/68

The Director – Community Services noted the following points:

- Nominations for Citizen Awards close this week. He encouraged councillors to remind the community to consider possible nominations.
- The Puanga Flag competition is now open and will close 13 July 2023.
- The Mayors Taskforce for Jobs programme which is jointly funded by MSD and LGNZ has received a two year extension. There is a meeting tomorrow to discuss what this will look like.
- It was noted the team at the Library and Visitor Information centre have met their targets for Better Digital Futures which provides guidance around the use of technology and helps elderly navigate the internet.

Questions/Points of Clarification:

- Councillor Boyde congratulated the Stratford District Youth Council on their achievements in the last couple months with their agm, new members and great numbers attending the youth week events.
- The District Mayor noted it was brilliant getting the extra MTFJ funding and to get two years confirmed which gives better certainty to the coordinator around employment. The 42 placements with a target of 50 is an outstanding achievement. He noted there had also been good liaison with the Stratford Park Project.
- The District Mayor noted he had recently attended the AGM of the Stratford Community House. This is an extremely well run organisation with a good, stable group of trustees. The facility is good, clean and tidy and has a full occupancy with demand for more. This is a real success story.
- The District Mayor noted he had attended the New Zealand Parks Conference awards evening last week where the Stratford Bike Park had been nominated for an award as an active playground area. He acknowledged the work of staff for this project to have it recognised at such a high level.

**11.3 Environmental Services Report**  
D23/15596 Page 173

**Recommendation**

THAT the report be received.

ERWOOD/BOYDE  
Carried  
P&S/23/69

The Director – Environmental Services noted a correction on page 175, percentage of inspection requests completed within 24 hours of request should read “the two that weren’t”.

Questions/Points of Clarification:

- It was clarified that section 2 of this report highlighted the update regarding the street numbering project. Currently officers were working on consultation with the residents affected by the change.
- The District Mayor noted that that last year council had seen 66 new dwellings and consents which was currently at 41. He asked if comparison could be provided between other councils and the national numbers. Mr Sutherland noted that council was tracking consistently with others but would collate the figures for the next monthly report.

**11.4 Corporate Services Report**  
D23/20520 Page 180

**Recommendation**

THAT the report be received.

WATT/HARRIS  
Carried  
P&S/23/70

The Director – Corporate Services noted that footage from 1953 and 1979 had been found in the archives room. One of the films is footage from the late Queen’s visit and could be the oldest colour footage of Stratford. Equipment was required to be borrowed from the Kings Theatre to be able to play these to discover what was on the reels, but the more they are played the more they will deteriorate. Therefore work is being done on the best way to preserve these records digitally.

Questions/Points of Clarification:

- Councillor Boyde questioned if council was creating a problem for next year by bringing expenditure forward in the roading budget. Mr Bowden noted that \$700,000 was being considered to bring forward from the next financial year to ensure work can carry on until the end of June and confirmed that this will mean a serious look at what will be done next year. Councillor Boyde questioned if Waka Kotahi realised the issues and that council can only do minimum repairs, he noted this was not a sustainable model. Mr Bowden noted that Waka Kotahi was in a similar position to council, roading maintenance in general costs a lot of money and there is just not a lot of money to go around. Their budget is collected from registrations, road user charges and fuel taxes and he was unsure how they were managing the gap between what needs to be spent versus the revenue being collected.
- The District Mayor noted that the figures for the 2022/23 year for the national land transport programme was \$707 million with next year being \$497 million which is a reduction of over \$200 million. He noted the local road maintenance budget had been announced to reduce from \$702 million to \$430 million so there will be huge cuts in road maintenance. He noted the Taranaki Mayoral Forum has raised this with the minister and would raise it again when meeting with the CEO of Waka Kotahi next week.
- The Deputy Mayor questioned the \$170,000 difference between the forecasted rate collection and the actual figures. Mrs Radich noted there could be a number of contributing factors including ratepayers

spreading out their costs, however she noted there was no variance in the year to date collection percentage. She noted it would be quickly noticed if there were missed payments or dishonoured direct debits as a result of residents starting to struggle. She also noted that people choosing to stop their automatic payments and pay lump sums during the year was usually an indicator of problems.

- It was clarified that the expected completion dates on page 193 were provided by the project managers that those projects would be completed by 30 June.
- Councillor Boyde noted the suggestion on page 184 to do a full review of council assets and asked if this was initiating a review? Mrs Radich noted that elected members had raised the query around reducing gross borrowings by using the cash reserves to repay debt. She noted that should this be done the balance sheet would remain the same in terms of gross debt, therefore there would be only a small gain made. She had noted alternative options could be liquidating assets that are not owned to deliver community outcomes. Councillor Boyde noted that if the council farm had no debt and profit was used for rate mitigation this would be significant for the community.
- Councillor Jones noted his confusion about internal borrowing. He noted that the balance sheet shows term deposits are assets, borrowings are liabilities and he questioned how the internal borrowing remains in the reserves? He noted he understood keeping funds to be able to do jobs but not to fund reserves. Mrs Radich noted that council was different to a normal business, there were specific rules around local government funding and she referred councillors to the Revenue and Financing Policy. New items are debt funded to spread costs over future generations. The Treasury balance shows the gross debt but each activity has its own debt, so even if the term investments were used to repay debt the debt will still be there for each activity and spread over the life of the asset. It was noted that the auditors see the underlying figures for this that link back to the balance sheet and are broken down by activity.
- The Deputy Mayor questioned if \$2 million was taken from reserves to pay off debt in the water activity, council would then need to use the funds that were paying for the reserves? Mrs Radich noted that unless the water activity had done something to receive the money in the reserve then the debt would still sit under that activity. Each activity would also still have interest allocation.
- Mr Hanne noted that the significant point to this discussion was whether council has cash backed reserves or not. If something happened requiring the reserves then if they were not cash backed council would have to borrow for it.
- The District mayor noted the report comments on the cost to borrow versus investment and at the moment the interest received was more than what was being paid. He noted that South Taranaki District Council had their investment fund of \$150 million but still have \$100 million of borrowing on their balance sheet. He did not see any point in repaying the debt unless this situation changes.
- Councillor Sandford requested that the policy for Asset Sale Proceed reserve and the Financial Contributions Reserve be circulated to councillors.
- Councillor Beck congratulated officers on keeping the total activities cost in line for the year.

## 12. Questions

There were no questions.

13. Resolution to Exclude the Public

**RECOMMENDATION**

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

Agenda Item No: 14

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution to each matter	Grounds under section 48(1) for the passing of this resolution
Easement	The withholding of the information is necessary for commercial sensitivity	The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. Section 7(2)b(ii) of the Local Government Official Information and Meetings Act 1987.

ERWOOD/HALL  
Carried  
P&S/23/71

The Roding Asset Manager, the Communications Manager and the media left the meeting at 4.33pm.

14. Public Excluded Item

**Recommendation**

THAT the open meeting resume.

VOLZKE/JONES  
Carried  
P&S/23/74

15. Closing Karakia

D21/40748

Page 205

The closing karakia was read.

*The meeting closed at 4.43pm.*

M McKay  
**Chairperson**

Confirmed this 27<sup>th</sup> of June 2023.

N C Volzke  
**District Mayor**

# MONTHLY REPORT

## District Mayor



F22/55/04-D23/24199

To: Council  
 From: District Mayor  
 Date: 13 June 2023  
 Subject: District Mayor Monthly Report – May 2023

### Recommendation

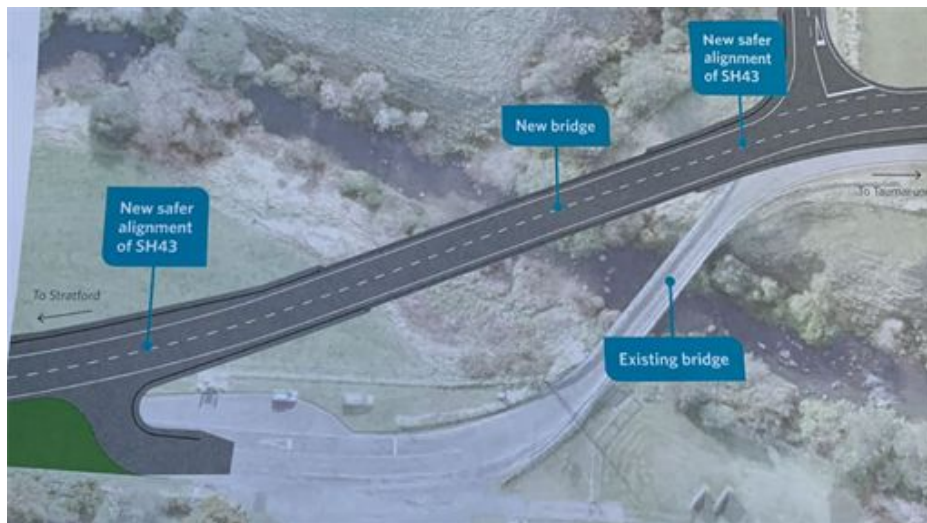
THAT the report be received.

/  
 Moved/Seconded

## 1. Forgotten World Highway

### 1.1 Kahouri Bridge on SH43

The sod turning ceremony for the SH43 Kahouri Bridge Project, hosted by the Associate Minister of Transport - Kiri Allan, marks the start of the construction phase of this long awaited project. The project will see a new two-lane bridge built at the site and a straighter road alignment created, making journeys along the iconic highway safer.



The new bridge will provide safer access for vehicles, while the existing one lane bridge, built in 1908, will be retained for people to walk and cycle across. With twin 3.5 metres lanes and a one metre verge, the new bridge will better accommodate increased traffic volumes in the area and create a safer, more accessible route for trucks and the travelling public.

The project is part of a package of improvements for the Forgotten World Highway funded through the Kānoa – Regional Economic Development and Investment Unit and the regional allocation of the NZ Upgrade Programme. Other work on the highway beginning soon includes significant safety improvements with the installation of further roadside safety barriers along the route to reduce the risk of run-off road crashes. In addition, more than 200 warning signs have already been erected along SH43 to improve safety and three roadside safety barriers located near Toko, at Whangamomona, and Aukopae have been installed to date.



## 1.2 Tāngarākau Gorge works

Enabling works for sealing the remaining section of SH43 through Tāngarākau Gorge started in May. Most of the enabling works will be done off the road and will include drainage works and retaining wall construction. This is the second stage of sealing the Tāngarākau Gorge, with the first 2.1km of sealing completed early May 2022. The remaining 10km section of road will be sealed early 2024.



*Sealed section of Tāngarākau Gorge*

## 2. Local Government New Zealand Combined Sectors meeting

The May meeting of Local Government New Zealand (LGNZ) trialled with a new format for the various sector meetings by combining all groups on Day One of the gathering and then breaking into separate sector groupings on Day 2. The format worked well and provided excellent opportunities for networking, informative panel discussions and updates on topics of the day. e.g. the general election. It wouldn't be a LGNZ meeting without a smattering of politicians as keynote speakers; this time we heard from the Minister of Local Government Kieran McNulty, Deputy Leader of the National Party Nicola Willis, Green Party Member of Parliament Eugenie Sage, along with President Stuart Crosby's address.

Panel discussion topics included: the voting age, road transport and maintenance issues, resilience, managed retreat, the Mayor's Task Force for Jobs and localism. All in all, an informative meeting well worth attending.

## 3. Te Rere o Kapuni - Whakatō Mauri (laying of mauri stone)

The Chief Executive and myself recently attended the laying of the mauri stone ceremony held at the site of the new Dawson Falls Lodge. The laying of the mauri stone sees the mauri instilled by way of karakia Māori into the selected stone and buried to secure vitality in the land and ensure a successful journey throughout the build.

Unfortunately, the weather did not co-operate on the day and it rained heavily throughout but this did not dampen the enthusiasm of those present. Iwi members were notably proud of this project and when built, the new lodge will be a huge improvement on what was there before and a quality asset that will serve us well in future years. The lodge development is an important step in the progress of the Taranaki Crossing project on Mt Taranaki that will evolve into a significant tourist attraction for the region.

4. **Stratford Community House**

The community house located on Juliet Street continues to function well. The house is administered by a Trust made up of five trustees and is chaired by Doug Robinson. The Trust Deed names the Mayor of Stratford as one of two settlers of the Trust, the other being Archbishop Philip Richardson.

The success of the house is plain to see and the Trust is able to boast full occupancy and a strong demand for casual space as well. Organisations basing themselves at the house receive the full benefit of shared resources through a cost sharing arrangement that benefits everyone. This is an excellent model that other groups, organisations or clubs could follow.

The Trust has net assets of \$470,240 and in the most recent year had a net operating surplus of \$2,646 before depreciation. Gross income for the year was \$79,476.

5. **New Zealand Parks Awards**

It was my pleasure to attend the awards presentation evening at the New Zealand Parks Conference. The Stratford District Council was named as one of the two finalists in the Active Playgrounds Category. While our entry of the Stratford Bike Park was certainly worthy of nomination, I am happy to concede the winning active playground entry in Flaxmere was outstanding, maybe in part, because it appeared much larger than ours. Nevertheless, we should be very proud that the Stratford Bike Park came so close to winning the award and I thank the staff that headed up this project for doing such an awesome job. It is a very popular local facility that brings a lot of pleasure to many people.

6. **Mayor's Task Force for Jobs**

The government has confirmed their commitment to a further two years of funding for the current work programme. This is great news as it gives certainty to the programme and security to the staff involved in delivering it. The following extract from a recent MTFJ newsletter says it all:

*“Through the combined efforts of MTFJ and the Ministry of Social Development, we have successfully secured funding to continue our community employment programme for the next two years as well as an initiative fund of \$2 million to share with our MTFJ members!*

*We are absolutely thrilled to continue this important work alongside our amazing Mayors and their truly incredible MTFJ teams. It is thanks to the dedication of our hard-working MSD partners and MTFJ whānau that we have created a programme that stands as a leader in Aotearoa.*

*But wait, there's even more reason to celebrate! We are delighted to announce that we have exceeded our Employment Programme has exceed our target of 1450 placements, and we still have a whole month to go! Each of these numbers represents a life changed for the better and businesses supported by our teams.*

*We would like to express our immense gratitude to our partners, including EMA, Clearhead, Inzone Careers, Industry Training Solutions, Outward Bound, and Youth Employability Aotearoa. Your support and collaboration have been instrumental in the success of our programme*

*Together, we are building a brighter future for our rangatahi and empowering them to thrive.”*

7. **Taranaki Civil Defence Emergency Management Joint Meeting**

The committee held its second quarterly meeting of 2023. Regional Civil Defence planning and operations are currently working well and steady improvements are being made. The meeting minutes are available on the Taranaki Regional Council website.

8. **Correspondence**

- Stratford Volunteer Fire Brigade Call Outs – May 2023
- Auditor General – Audit Fee Negotiations

9. **Some Events Attended**

- Attended – ROBUS Annual General Meeting as Guest Speaker
- Attended – meeting of the Stratford District Youth Council
- Attended – meeting of the Stratford Park Steering Committee
- Attended – meeting of Stratford Justices of the Peace
- Attended – New Zealand Parks Awards evening in Wellington
- Attended – meeting of the Taranaki Civil Defence Emergency Management Committee
- Attended – Stratford Community House Annual General Meeting
- Attended – the Taranaki Electricity Trust candidates meeting as Chairman
- Attended – Te Rere o Kapuni - Whakatō Mauri (laying of mauri stone) at Dawson Falls
- Attended – Local Government Combined Sector meeting in Wellington
- Met – with Linda Stewart Regional Relationship Director for Waka Kotahi
- Met – with representatives from Ample Group Limited
- Met - with representatives of Parihaka Network/Heritage Month
- Met – with Nicole Rosie the Chief Executive of Waka Kotahi
- Radio Interview – Radio New Zealand (x2)
- Radio Interview - Access Radio (x1)
- Radio Interview – More FM (x1)
- Newspaper - Stratford Press Interviews and Articles (multiple)
- Newspaper - Daily News - Interviews (multiple)
- Attended - Regional Mayors and Chairs weekly meeting (x3)
- Attended - Council Pre-Agenda meetings (x3)
- Attended - Council Public Forums (x1)
- Attended - Council Workshops (x1)
- Attended - Council Meetings (x3)



N C Volzke JP  
District Mayor

**Date:** 6 June 2023

### **Stratford Volunteer Fire Brigade May 2023**

The Stratford Fire Brigade responded to 17 calls in May 2023

- 03-05-23 Alarm activation Stratford Primary School Regan Street
- 04-05-23 Alarm activation Stratford High School Swansea Road
- 05-05-23 Motor vehicle accident car vs. power pole Pembroke Road
- 08-05-23 Special Service Investigate faulty pump handle at Mobil Service Station Broadway South
- 11-05-23 Motor vehicle accident logging truck vs. ambulance SH 3 near Rutland Road
- 11-05-23 Alarm activation Stratford Primary School Regan Street
- 11-05-23 Motor vehicle accident Opunake Road / Cardiff Road
- 13-05-23 Alarm activation Stratford High School Swansea Road
- 17-05-23 Truck brakes on fire Broadway out on arrival
- 17-05-23 Tyres on fire Te Wera Lodge Ohura Road assist Toko with water tanker
- 20-05-23 Power pole transformer on fire Hastings Road
- 20-05-23 Assist occupant with leaking roof Portia Street
- 20-05-23 Power lines arcing Broadway North
- 22-05-23 Alarm activation Stratford High School Swansea Road
- 23-05-23 Fire behind a wall of chimney Brecon Road
- 23-05-23 Assist ambulance with medical call Pembroke Road stood down before arrival
- 29-05-23 Alarm activation Residential East Road



CONTROLLER AND AUDITOR GENERAL  
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2 June 2023

| John Ryan

Tēnā koe

#### AUDIT FEE NEGOTIATIONS

Your auditor will soon be meeting with you to discuss your audit fee. Audit fees were last agreed in 2020 for the period 2020-2022.

Councils have faced many challenges in recent years. The pandemic, staff shortages, high wage and cost inflation, and recent severe weather events have added to the uncertainty and complexity already on the horizon from water and resource management reforms. I am also very conscious of the real pressures on council revenue.

Audit deferrals in some councils have also created challenges and uncertainty. This is not the situation any of us wanted to be in, but it has been unavoidable due to border restrictions and the shortage of auditors affecting the profession in New Zealand and worldwide.

We are now much better placed to complete all 2023 audits, and the 2024-34 long-term plan audits, within normal statutory time frames. Border restrictions have been eased which has allowed audit firms to recruit experienced auditors from overseas. I have also reallocated some council audits across my audit service providers to help ensure that there is sufficient capacity to deliver quality audits on a timely basis. With more auditors joining the profession in New Zealand, audit firms are also aiming to increase the continuity of audit staff, which will support audit efficiency over time.

A quality audit takes time and requires specialist knowledge and skills, both of which come at a cost. The Public Audit Act 2001 requires that I recover the costs of annual audits through audit fees and requires me to ensure that those fees are reasonable – both for councils and for auditors. Over recent years, audit fees for many public organisations have not kept pace with the rising costs of the audit for a range of reasons, and recent events have exacerbated that.

Inflation and the rising cost of providing quality audits mean that we are now in a situation where most councils' fees no longer cover the reasonable costs of performing the audit. As in any organisation, it is not sustainable for auditors to continue to absorb these costs. Some of the main changes that have increased the cost of audits include:

- accounting standard changes that increase the time needed to complete audits, including the recent application of PBE FRS 48 on service performance reporting;
- auditing standard changes – these include the auditing of estimates, which now require more detailed work and the use of experts (particularly auditing valuations);
- sector reforms that increase the scope of the annual audit and the time and work required to complete it (though when and how these changes will take place is still uncertain); and

- general inflation and an auditor shortage, which have meant cost pressures in the auditing profession to both retain and recruit staff and to maintain business support.

I have asked my auditors to discuss the fee for your audit. The size of audit fee increases will vary depending on the reasonableness of the current fee paid by each council. The audit proposal that they present to you will contain enough detail to enable an informed discussion on fees. As usual, my Office will run a moderation process to ensure the reasonableness of the audit proposal presented to you.

**What you can do to help ensure an efficient audit**

Audit fees are largely driven by the time it takes to complete a quality audit. It is therefore important that both your auditor and your staff work together to ensure an efficient audit takes place, avoiding wasted effort.

Focusing on these four areas will help prepare for your audit and increase its efficiency:

- **Are plans in place?** Is there a clear plan for preparing and auditing your annual report? Is the audit clearance date set, and are the expectations clear between your appointed auditor and your team on the information required for the audit and when it will be provided?
- **Are complex issues being managed?** What are the complex judgement areas for your organisation (often it is asset valuations or provisions)? Is the information required to prepare and audit the financial statements in these areas available and agreed?
- **Has anything out of the ordinary occurred?** For example, the recent North Island weather events created significant challenges for many organisations. How are these being managed, funded, and accounted for?
- **Have audit recommendations and issues from last year's audit been addressed?**

I recognise that we are leading up to the next long-term plan round and I will be in touch with you about that in the next few months.

As always, your appointed auditor or sector manager would be happy to answer any questions you may have about this letter.

Nāku noa, nā



John Ryan  
Controller and Auditor-General | Tumuaki o te Mana Arotake

# DECISION REPORT



F22/55/04 – D23/21912

**To:** Council  
**From:** Director – Corporate Services  
**Date:** 13 June 2023  
**Subject:** Adopt Annual Plan 2023/24

## Recommendations

1. THAT the report be received.
2. THAT the internal feedback from management in *Appendix 1* is considered, and the amendments made, as recommended.
3. THAT the discussion in *Appendix 2* is considered, and the recommendation to bring the delivery of the Swim School in-house is approved.
3. THAT the feedback from the community on the Annual Plan 2023/24 and Fees and Charges is considered and amendments made, if any, as decided by Elected Members.
4. THAT the final amended Annual Plan 2023/24, including Fees and Charges schedule, be approved for adoption.

## Recommended Reason

To adopt the Final Annual Plan 2022/23, after considering all internal management and community feedback, to enable Council to set rates for the financial year ended 30 June 2024, and commence its programme of works for the year from 1 July 2023.

/  
 Moved/Seconded

## 1. Purpose of Report

- 1.1 To review the Annual Plan 2023/24 a final time, for final adoption, following engagement with the community and taking into account the feedback received and additional recommendations from management.

## 2. Executive Summary

- 2.1 The Annual Plan 2023/24 relates to year 3 of the Long Term Plan 2021-31 (LTP), and is an update on the original budget estimates approved by Council in 2021. The proposed rates increase in the Annual Plan 2023/24 is 8.9% (total rates requirement of \$16,168,472), as opposed to the original rates increase in year 3 of the LTP of 4.2% (total rates requirement of \$15,443,000) and compared to a rates increase in 2022/23 of 6.4% (total rates requirement of \$14,844,513). The rates increase limit in Council's Financial Strategy is 6% - which would be breached in 2023/24, based on the Annual Plan presented in this report.
- 2.2 Council expenditure is expected to increase significantly in the coming year, particularly as a result of infrastructure cost increases, staff wage pressure, regulatory changes, and fixed overheads such as insurance, audit fees, power, and other general price increases across the board. There is little room to adjust fees and charges to offset these cost increases, but where it was appropriate to do so Council has increased fees and charges to shift the burden of the costs to the users of the particular service.



- 2.3 The *draft* Annual Plan 2023/24 was approved by Elected Members on 9 May 2023 for release to the community for feedback over a period of just over two weeks. A total of 34 people/organisations provided feedback. Of these 83% were ratepayers, 10% rented a property, and 7% were regular visitors (worked, or frequent users of services in the district). The feedback has been summarised in 7.2 of this report.
- 2.4 Internal feedback from management has been collated into a memo (**Appendix One**). It includes the addition of ticket booking fees for the Library, which relate to where Council sells tickets for events on behalf of local organisations and amendments to the fees and charges in relation to the Wai-o-Rua Pool. There is a separate memo (**Appendix 2**) relating to the Swim School run out of Wai-o-Rua Pool. The recommendation in the memo is that Council runs the Swim School in-house from 1 July 2023.
- 2.5 Finally, the capital value and assessment numbers have been updated to reflect further subdivisions being finalised during May, therefore the rates charges in the sample rates have slightly reduced. However, since sending out the letters to new forestry ratepayers, two ratepayers have provided evidence that their properties are not used primarily for forestry purposes, therefore slightly increasing the forestry roading targeted differential rate.

**2. Local Government Act 2002 – Section 10**

Under section 10 of the Local Government Act 2002, the Council’s purpose is to “enable democratic local decision making by and on behalf of communities; as well as promoting the social, economic, environmental, and cultural well-being of communities now and into the future”			
Does the recommended option meet the purpose of the Local Government 4 well-beings? And which:			Yes
<b>Social</b>	<b>Economic</b>	<b>Environmental</b>	<b>Cultural</b>
✓	✓	✓	✓

The Annual Plan 2022/23 includes all Council Activities and therefore affects all four wellbeings.

**4. Background**

- 4.1 The LTP was prepared during 2020-2021, and the budgets and funding policies were an output of the forecasting assumptions made based on the information provided to Council at the time.
- 4.2 To prepare the Annual Plan 2023/24, all areas of Council revenue and expenditure were reviewed using current actual market rates. Due to across-the-board price increases and increasing Central Government expectations on Council, it would be unrealistic for Council to deliver the expected levels of service at the expenditure originally budgeted for. The new swimming pool requires an additional \$759,079 of rates funding (from the previous year), despite additional funding for operating cost increases from the Financial Contributions reserve of \$251,000, and depreciation of \$227,000 (45% of total depreciation) not being rates funded. Additionally, the new Transport Choices project of \$7.7 million, will have an even larger impact in the following year (2024/25) with additional maintenance, depreciation, and interest. Fees and charges revenue, even with the increases proposed, do not fully cover any Council activity where a service is provided to the community. However, increasing some fees and charges in line with the anticipated increase in expenditure goes further towards allocating the cost of an Activity to the users or beneficiaries of the service provided.
- 4.3 Elected members had the opportunity in four workshops during early 2023 to review a breakdown of the expenditure and revenue and rates increase by activity and request further information where relevant to get a better understanding of the draft budget. The draft Annual Plan was influenced by feedback from elected members in these workshops. When presented to the community for feedback, 20% of the respondents



thought Council was spending money in the right place, 30% disagreed, and the rest were unsure.

- 4.4 The draft budget presented will result in an overall rates increase of 8.9%. The actual increase for each ratepayer will vary depending on the different rates charges to that property. Individually, the general rate per dollar of capital value, the Uniform Annual General Charge, and the Roading targeted rates have increased from the previous year. However, the Solid Waste (Rubbish and Recycling), Water Supply and Wastewater targeted rates have reduced.
- 4.5 In March 2023, the Council adopted the Fees and Charges schedule for 2023/24 – with the major changes being an increase in the areas of Cemeteries, Building Control, Swimming Pool, and Dog registrations. These changes were also open for community feedback with 70% of respondents saying that they did not agree with the proposed fees and charges. Refer to 7.2 of this report for further analysis of the feedback.

## 5. Consultative Process

### 5.1 Public Consultation - Section 82

Council communications relating to the key information in the draft Annual Plan 2023/24 were largely via Council's digital channels, but also in the local Stratford Press community newspaper. The communications highlighted the key components and changes of the proposed Annual Plan – including fees and charges (building control, swimming pool, cemeteries and dog control), the increase in the amount collected from the forestry differential to the Roading targeted rate, and increase in expenditure overall including the main areas of increase.

Key stakeholder groups on the Council's community directory list were emailed directly, and invited to provide feedback.

Feedback to the proposals were open to the public for a two-week period, and have been summarised, by key themes, in 7.2 of this decision report.

### 5.2 Māori Consultation - Section 81

All iwi in the district were emailed directly as part of the community directory list referred to above, and invited to provide feedback. Feedback was not received by any iwi organisations.

## 6. Risk Analysis

Refer to the Council Risk Register - available on the Council website.

- Does this report cover any issues that relate to any risks on the Council Risk Register, and if so which risks and what are the impacts and likelihood of eventuating?
- Does this report cover any issues that may lead to any new risks that are not on the Council Risk Register, and if so, provide some explanation of any new identified risks.
- Is there a legal opinion needed?

### 6.1 This report relates directly to Risk 9: LTP/Annual Plan, on Council's Risk Register.

The risk being: IF LTP/Annual Plan is not adopted by 30 June THEN council cannot set rates, statutory breach reported to Minister, unable to commence service delivery, additional audit scrutiny.

And the control measure being: Set a timetable to ensure statutory deadline is met. Good project management. Good quality data is provided. Keep abreast of possible changes to legislation and plan accordingly. Good communication to all staff and liaison with Audit NZ.

At this stage there is a low likelihood that the risk will eventuate as dates set to adopt draft and final Annual Plans are highly likely to be met.

**7. Decision Making Process – Section 79**

**7.1 Direction**

	Explain
Is there a strong link to Council’s strategic direction, Long Term Plan/District Plan?	Yes – this is directly in relation to the Long Term Plan and strategic direction, albeit relating to one year ended 30 June 2024.
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	A direct and strong relationship with the communities current and future needs in all these areas as the Annual Plan confirms the spending programme and key priorities for the 2023/24 financial year.

**7.2 Data**

Refer to Appendices 1-3 for information that may be taken into account when adopting the final Annual Plan 2023/24. The feedback has been summarised and analysed below.

**Staff Recommendations**

The recommendations in *Appendix 1* propose that Council includes the following in the Annual Plan 2023/24:

- Minor corrections following a final review of the Annual Plan document.
- Introduction of Ticket Booking fees where external organisations have contracted the Library to sell event tickets on their behalf.
- The addition to the fees and charges schedule of swimming pool entry fees specifically for the swimming club users.
- A decision is to be made on the Learn to Swim programme. The options presented in *Appendix 2* are to bring delivery in-house (recommended option), find a new external swim school provider, or do nothing.

**General Feedback**

Of the responses received, 20% thought that Council was spending money in the right place, 30% thought Council was not, and 50% were unsure. The highest priorities for spending were Roads and Footpaths (which currently receives 21%, or \$3.3 million of total rates funding), Civil Defence and Emergency Management, and Community and Economic Development.

To acknowledge specific feedback received, that doesn’t fit into either of the categories below, the themes and comments are outlined below:

- The main town centre needs a tidy up
- Frustration with current contractors, particularly roading
- Aerodrome should be fully user pays
- The Farm should diversify into other opportunities e.g. ag-training
- Library books should be rented out at cost, not available for free
- The forestry targeted rate differential should be increased further
- Cut staffing and elected member costs
- Keep our three waters assets
- Open the Library and I-Site on Sundays, or do a late night for residents who work out of town
- Charge for carparking
- Spend more on the eastern loop track
- Spend the money to get Council buildings earthquake proof
- Stick to core infrastructure
- Put more security cameras up to avoid vandalism
- Less ratepayer money should go to the Art Gallery.
- Spend more on streetlights to improve safety at night

There are no officer recommendations with regard to the feedback above. Rather, officers will take direction from Elected Members.

### **Fees and Charges**

Of the responses received, 70% do not agree with the proposed Fees and Charges.

- With regards to the lane hire fee, this has largely been negated by the options put forward to Council in *Appendix 2*. However, the feedback was mixed and fairly even on whether or not to introduce lane hire, with the arguments for lane hire being charged relating to the exclusive use by a private group prohibiting other customers from access to those lanes, and the private economic benefits that a business gains from using a public asset at no cost, particularly when compared to fees being charged to other sporting codes for exclusive access. With regards to exclusive lane use, respondents also recommended that all club and competition events were charged for the exclusive use of swimming lanes.
- There was strong support to not increasing the entry fee, in order to keep the facility affordable, attract paying customers, and increase usage of the community facility, and there was no support for the spectator fee which was seen by some as a negative reaction to generate revenue rather than looking at other options.
- One suggestion was to have a higher rate at peak swimming hours, however this would be challenging to implement and would cause further administration effort. Another suggestion was to have a family discount (which there already is).
- Aside from the pool, a respondent suggested reducing the cost of getting a food licence to incentivise the increase of food trucks to the district. However, another respondent suggested increasing the cost to avoid food trucks parking up in the district.
- With regards to cemetery fees one respondent suggested to increase the fees further due to the availability of funeral plans, however another respondent claimed the increase is unaffordable.
- This was also seen with the animal control fees where some saw these as too expensive, and another as too cheap.
- A respondent suggested to increase the hire of the halls, and introduce a cleaning fee.
- Finally, one respondent suggested increasing building consent fees further.

There are no officer recommendations with regard to the feedback above. Rather, officers will take direction from Elected Members.

### **Wai-o-Rua Swimming Pool**

In addition to the feedback above, which directly related to Fees and Charges, further options were suggested by the respondents, which have been summarised below:

- Having a coffee cart in the entrance way and offering food and drinks to the visitors for sale – or charging out the space to a business who can provide such a service.
- There was strong support for the Pool to have additional features such as a hydroslide, steam room, sauna and spa which would attract more visitors, generating more revenue. (Note – this would also generate additional operating cost, in addition to the upfront capital cost).
- Use by other sporting codes and health practices (physiotherapy and sports massage) should be promoted and maximised to increase revenue, and potentially the addition of a creche facility for parents.
- Bring the swim school in-house
- Sell the old swimming pool to recoup some money

It is officers' recommendation that these suggestions be acknowledged and considered for the Long Term Plan 2024-34, rather than for the Annual Plan 2023/24.

7.3 **Significance**

	Yes/No	Explain
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?	Yes	The increase will be particularly felt by new forestry ratepayers.

In terms of the Council's Significance Policy, is this proposal of high, medium, or low significance?		
High	Medium	Low
	✓	

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>
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**Option 1 (recommended option)**

Work through the issues presented in 7.2 of this report and make further variations to the Annual Plan 2023/24, as recommended, and / or as decided by Elected Members, to get to a final Annual Plan 2023/24, for adoption.

**Option 2**

Approve the Annual Plan 2023/24 attached with no further changes.

**Option 3**

Do not approve the draft Annual Plan 2023/24 as presented, due to significant further changes being required. An extraordinary meeting may be called for 27 June 2023, however there is limited time and resource available to prepare further additional information.

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.

Financial impacts of the decisions have been covered off earlier in this report.

7.6 **Prioritisation & Trade-off**

Council has decided to use funds from targeted rate reserves, that have been contributed to the reserve to replace assets in the future, for operational purposes to fund the specific activity they relate to. The amounts proposed to be drawn from the reserves are not expected to put Council in financial distress or cause issues in future as assets require replacing and are a prudent method of rates smoothing.

7.7 **Legal Issues**

Council is legally required to adopt its final Annual Plan 2023/24 by 30 June 2023.

7.8 **Policy Issues - Section 80**

The Annual Plan 2023/24 is in line with the Revenue and Financing Policy and the Treasury Management Policy.

**Attachments:**

- Appendix 1** Memo – Internal Changes 2023/24 Annual Plan  
**Appendix 2** Memo – Swim School options  
**Appendix 3** Summary of Feedback from the community  
**Appendix 4** Annual Plan 2023/24 (full document)



Tiffany Radich  
**Director – Corporate Services**



[Approved by]  
Sven Hanne  
**Chief Executive**

**Date** 1 June 2023

# MEMORANDUM

F23/5 – D23/23121

**To:** Council  
**From:** Chief Executive  
**Date:** 13 June 2023  
**Subject:** Internal Changes – 2023/24 Annual Plan

## 1. Corrections

Minor corrections/changes have been made throughout the document.

## 2. Fees and Charges

### 2.1 Library

The addition of the following fees:

#### TICKET BOOKING FEES

- Commission (per ticket sold) \$1.50 (going up to \$2.00 in Y2 of the LTP)
- Credit Card payments via phone (per ticket) "\$2.00 per ticket capped at \$10"
- General booking fee \$2 (accommodation, bus, ferry etc)

### 2.2 Wai o Rua – Stratford Aquatic Centre

The addition of the following fees:

#### Pool Entry – Club Swimming

Child, 2 entries per week	\$6/week
Child, 3 entries per week	\$9/week
Child, 4+ entries per week	\$12/week

Furthermore it is requested for elected members to give guidance on the following matter:

Historically, Short Term (3 months) as well as Long Term (12 months) memberships have not been accepted to access regular club swimming due to the significant difference in use between general recreational swimmers and active swim club members. This was recently challenged by a club member and on reviewing our fees and charges, as they stand, there is nothing stopping a club swimmer from buying a 3 or 12 month membership and use it for unlimited entries. While this provides great value for the individual swimmer, it has the potential to lose council significant revenue, therefore the following options are available to elected members:

- a) Allow use of term memberships to be used for swim club training. This has the potential to reduce pool revenue by \$10k-\$20k per annum, depending on the level of uptake.
- b) Clarify in the fees and charges that these memberships are for casual use only and exclude swimming club activities. This could be hard to monitor at times as front counter staff have no visibility of where a patron goes once inside the facility, but could also lead to a perception of unfair treatment by the club.
- c) Delete term memberships from the fees and charges – there are currently only 6 customers on annual memberships. Neither of our neighbouring councils have time-period based pool access, both however have higher volume concession tickets with increasing discount rates (10/25/50). If desirable, we could introduce something similar.

## 3 Learn to Swim

- Since the Annual Plan went out for public feedback the current Learn-to-Swim operator has terminated the agreement under which they operate from the aquatic centre
- Staff have worked up a range of options including staffing, cost, and revenue considerations. This is provided by separate memo – refer Appendix 2.

**Officer Recommendations**

1. THAT the following fees be added to the Library/Information Centre section of the fees and charges in the 2023/24 Annual Plan:

**TICKET BOOKING FEES**

- Commission of \$1.50 per ticket
- Credit Card payments via phone \$2.00 per ticket, capped at \$10
- General booking fee of \$2 per item for items such as accommodation, bus, ferry

2. THAT the following entry fees for club swimmers be added to the swimming pool complex section of the fees and charges in the 2023/24 annual Plan:

**Pool Entry – Club Swimming**

Child, 2 entries per week	\$6/week
Child, 3 entries per week	\$9/week
Child, 4+ entries per week	\$12/week

3. THAT Short Term Memberships (3 months) and Long Term memberships (12 months) be deleted from the swimming pool complex section of the fees and charges in the 2023/24 annual Plan.



Sven Hanne  
**Chief Executive**

**Date** 7 June 2023

# MEMORANDUM



## Appendix 2

TE KĀOHIRERA Ā RŌHE O  
WHAKAIAHURANGI  
STRATFORD  
DISTRICT COUNCIL

**To:** Elected Members  
**From:** Director – Community Services  
**Date:** 18 April 2023  
**Subject:** Wai o Rua Stratford Aquatic Centre - swim school options

### 1. Objective

This memorandum seeks to provide elected members with options following the confirmation that Flyers Swim School has terminated the service level agreement. This termination is effective as of 12 July 2023.

### 2. Background

- Since annual plan discussions, the Flyers Swim School owner and operator Aimee Woodhead has advised that the service level agreement with SDC will terminate on 12 July 2023. This was formally communicated to elected members via email on 16 May 2023.
- As a result, Wai o Rua Stratford Aquatic Centre staff have received a number of queries from customers around the delivery of the service going forward and if this is something SDC will be offering or if they will need to make other arrangements.

### 3. Issues and options

Options for elected members to consider.

#### **Option One:** Do nothing

Wai o Rua Stratford Aquatic Centre staff to advise customers of alternative options for swimming lessons elsewhere within the region. Annual plan will need to be adjusted to no longer include the anticipated income from the proposed external provider lane hire charge.

*Financial implications:* This option would lead to a budget shortfall of \$25k per annum against the draft annual plan and likely further losses from reduced patronage of between \$25,000 (200 participants per term) and \$90,000 (700 participants per term).

Adjustments required for annual plan:

- Removal of lane fee income
- Consideration of reducing admission income due to loss of a user group

*Non-financial implications:* Loss of a service valued by the community, negative impact on swimming club as Learn-to-Swim has been identified as feeder for competitive swimming.

#### **Option Two:** Bring the service in house

Develop a programme to start in Term 3-2023. The proposed timing would allow for a seamless changeover from the current service for customers and current swim school staff (where required). Noting budget constraints, we would endeavour to cover the administration and coordination aspects of this new service within existing staff roles. Teaching and training time for instructors and other staff related costs would however be an additional operational expense – which is expected to be fully offset by associated income. Elected members would be kept informed of participation levels and financial performance via the existing monthly reports.

*Financial implications:* While similar to Option One there would be a loss of the proposed lane hire charge, the draft budget shows this new service to make a profit of up to \$20k per annum on the medium forecast. Medium is considered realistic as a change of operator has the potential to lose some existing customers on at least a temporary basis. Terms 3 and 4 would therefore aim to establish the service and financially break-even – these are traditionally slow



terms anyway. From 2024 onwards we would expect an increase in numbers and associated revenue growth.

The draft budget for the swim school shows a financial loss of \$36,350 on low participant numbers (200 per term), moving to a surplus of \$19,250 on the medium participant number (400 per term) forecast and a surplus of \$99,525 on high participant numbers (700 per term). The high level is based on the level of participation achieved by the current operator. Consistent administration overheads (~\$80k per annum) have been used in the draft budget. These could be adjusted if only low participant numbers were achieved, which would bring this scenario closer to break-even.

It is important to note that this would be a new activity for this council and inevitably the draft budget would require fine-tuning over time as unforeseen customer numbers, expenses, efficiencies or income streams become evident.

The financial analysis includes the cost of existing supervision/admin staff allocated to this service to demonstrate the true cost of providing this service.

Only swim-school charges have been considered as income, not the admission component, to allow for a fair comparison of options between options. The admission component (loss of) is covered by Option One.

Adjustments required for annual plan:

- Removal of lane fee income
- Consideration of reducing admission income due to potentially reduced customer numbers
- Addition of income and expenditure as per option chosen from table below

	Operational Expenditure	Income* (swim school only, excludes admission)	Budget Implication (per annum)
200 participants per term	\$116,350 per annum	\$80,000 per annum	(\$36,350)**
400 participants per term	\$140,750 per annum	\$160,000 per annum	\$19,250
700 participants per term	\$180,475 per annum	\$280,000 per annum	\$99,525

\*Per session costs are based on charges by current provider.

\*\*Admin and supervision overheads (\$82,450) not scaled between options, could be reduced for low option, instructor and other overheads have been scaled for each option

The staff recommendation within this option is to budget for 400 participants but to authorise staff to exceed budget if demand exceeds this as the additional income will exceed the additional cost as demonstrated in the table above.

*Non-financial implications:* A continuous service provision is desirable, and this option is the most likely scenario under which this will be provided. The impact on the swim club should be less than that of the other two options although it has to be recognised that the current situation is unique in that the same person runs the swim school and coaches the club swimmers. That level of cohesion is unlikely to be achieved under any available scenario.

**Option Three:** Find new external provider

Open the opportunity for expressions of interest inviting new and/or other providers to tender for the service delivery with an aim to have a service in place for term 3 2023 – this is however heavily dependent on the availability and agility of an external provider.

This will require fundamental changes to any future service level agreements to ensure SDC benefits from this option and does not occur additional costs as a result.

*Financial implications:* Long term, this option would be expected to align with current budget forecasts (\$25k lane hire per annum) and a similar entry-fee revenue as the current operation and or Option Two, depending on level of success.

There is likely to be a financial shortfall in 2023/24 (and possibly beyond) as a new operator may not be in a position to start in term 3 – which would result in a loss of customers to other providers who may not return in the short term or even longer term).

Adjustments required for annual plan:

- Consideration of reducing admission income due to potential of missing a term and or reduced customer numbers

*Non-financial implications:* The historic and ongoing operational challenges arising from an external operator providing an exclusive service from a council facility would largely remain unchanged. The impact on the swim club would depend on the relationship between the external provider and the club.

#### 4. Risk Assessment

Option One provides the low-risk option but fails to deliver against on the aspirations and wellbeing of our community. It furthermore is likely to lead to under-utilisation of an existing state of the art council facility.

Option Two is considered medium risk as council can scale its services in accordance with customer demand. It is also reasonable to expect that over time demand would stabilise allowing for longer-term planning and resource allocation. While under this option council would carry a higher financial risk than in Options One and Three, it would remove risks inherent in Options One and Three.

Option Three is a medium risk option as most risks are outsourced. The residual risks remaining with council would be the ability to attract a suitable operator. An associated risk would be the continuation or repeat of the issues associated with an external commercial operator having exclusive use rights within a council facility.

Summary: While the risk outcome of Options Two and Three is scored the same, the risk profile of these two options is fundamentally different.

#### 5. Overall analysis and recommendation

High level financial, risk and opportunity comparison of the presented options:

	Option One	Option Two	Option Three
Admission Revenue	N/A	Medium-High	Medium-High
Lane Hire	N/A	N/A	\$25,000
Other Revenue	N/A	Medium-High	N/A
<b>Overall Revenue</b>	<b>N/A</b>	<b>Medium-High</b>	<b>Low-Medium</b>
Risk	Low	Medium	Medium
Opportunities	May be able to find alternative use for learn-to-swim time slots.	Better integration with other council services and connection to club.	Can connect to club, depending on operator.

Based on the analysis presented above, the staff recommendation is to bring the service in house as per Option Two and fine tune its delivery over the upcoming 12-24 months.

#### Officer Recommendation

THAT the learn to swim service is brought in-house as per Option 2 and the following new fee be added to the swimming pool complex section of the fees and charges in the 2023/24 Annual Plan:

Learn to Swim \$100/term\* \*\*

\*based on a 10-week term. Where a term is longer or shorter, the above fee will be adjusted on a pro-rata basis

\*\* excludes entry fees, normal entry fees apply

## 6. Attachments

### 6.1 Email – Flyers Swim School Update sent 16/05/23



Chade Julie  
Acting Director – Community Services



Sven Hanne  
Chief Executive

Date 7 June 2023

#### CM: Flyers Swim School - Update



Sven Hanne  
To: [NZ\\_Stratford\\_Councillors\\_External](#); [NZ\\_Stratford\\_Councillors\\_Internal](#)  
Cc: Chade Julie



Tue 16/05/2023 12:10 PM

 Follow up. Start by Tuesday, 16 May 2023. Due by Tuesday, 16 May 2023.

Good afternoon elected members,

Please note that on 12 May 2023 Flyers Swim School (Aimee Woodhead) has notified us of the termination of the service level agreement under which it has been providing swimming lessons from the Stratford Aquatic Centre. The termination is effective as of 12 July 2023.

As the termination date falls within the school holidays and in between swim school terms, the current swim school term will be completed – which is a requirement under the agreement. However, as it stands there will be no swimming lessons provided from the Stratford Aquatic Centre the following term or thereafter (next financial year onwards) apart from what the pool currently provides to schools and individuals.

This obviously changes the landscape and the focus of the discussion for the upcoming annual plan. As part of the considerations, prior to the adoption of the plan, staff will provide you with options to address this situation. These will range from do-nothing to bringing the service provision in-house.

Ngā mihi

Sven Hanne  
Chief Executive  
Te Kaunihera ā Rohe o Whakaahurangi | Stratford District Council

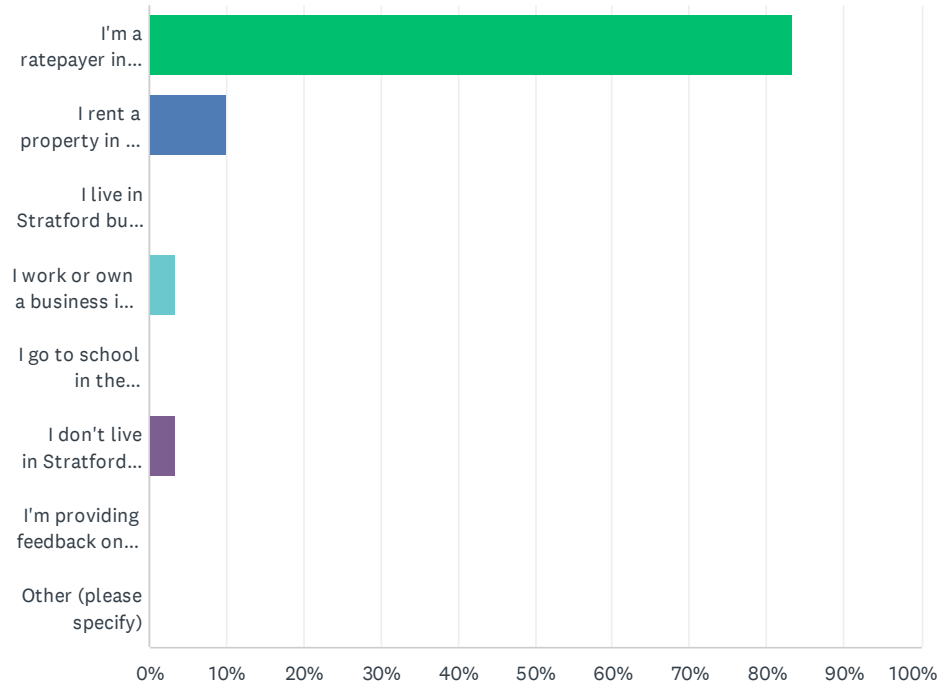
63 Miranda Street  
PO Box 320  
Stratford 4352

P. 06 765 6099  
M. 027 705 7487  
[stratford.govt.nz](http://stratford.govt.nz)



**Q1 Firstly, please confirm which of the below relates to you.**

Answered: 30 Skipped: 0



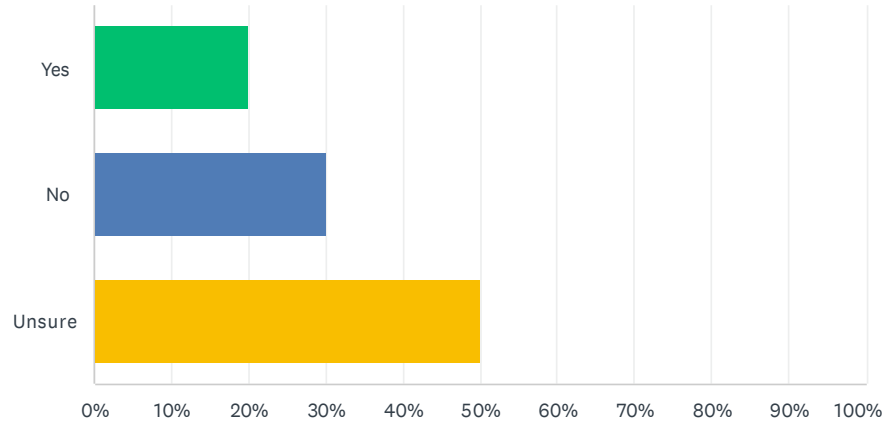
ANSWER CHOICES	RESPONSES
I'm a ratepayer in the Stratford district	83.33% 25
I rent a property in the Stratford district	10.00% 3
I live in Stratford but don't pay rates (eg, I live at home with family, I am a resident of a local rest home)	0.00% 0
I work or own a business in the Stratford district, but I don't live here	3.33% 1
I go to school in the Stratford district	0.00% 0
I don't live in Stratford, but I visit frequently	3.33% 1
I'm providing feedback on behalf of a community organisation	0.00% 0
Other (please specify)	0.00% 0
<b>TOTAL</b>	<b>30</b>

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

SDC Draft Annual Plan 2023/24

## Q2 Do you think we're spending money in the right areas for 2023/24?

Answered: 30 Skipped: 0

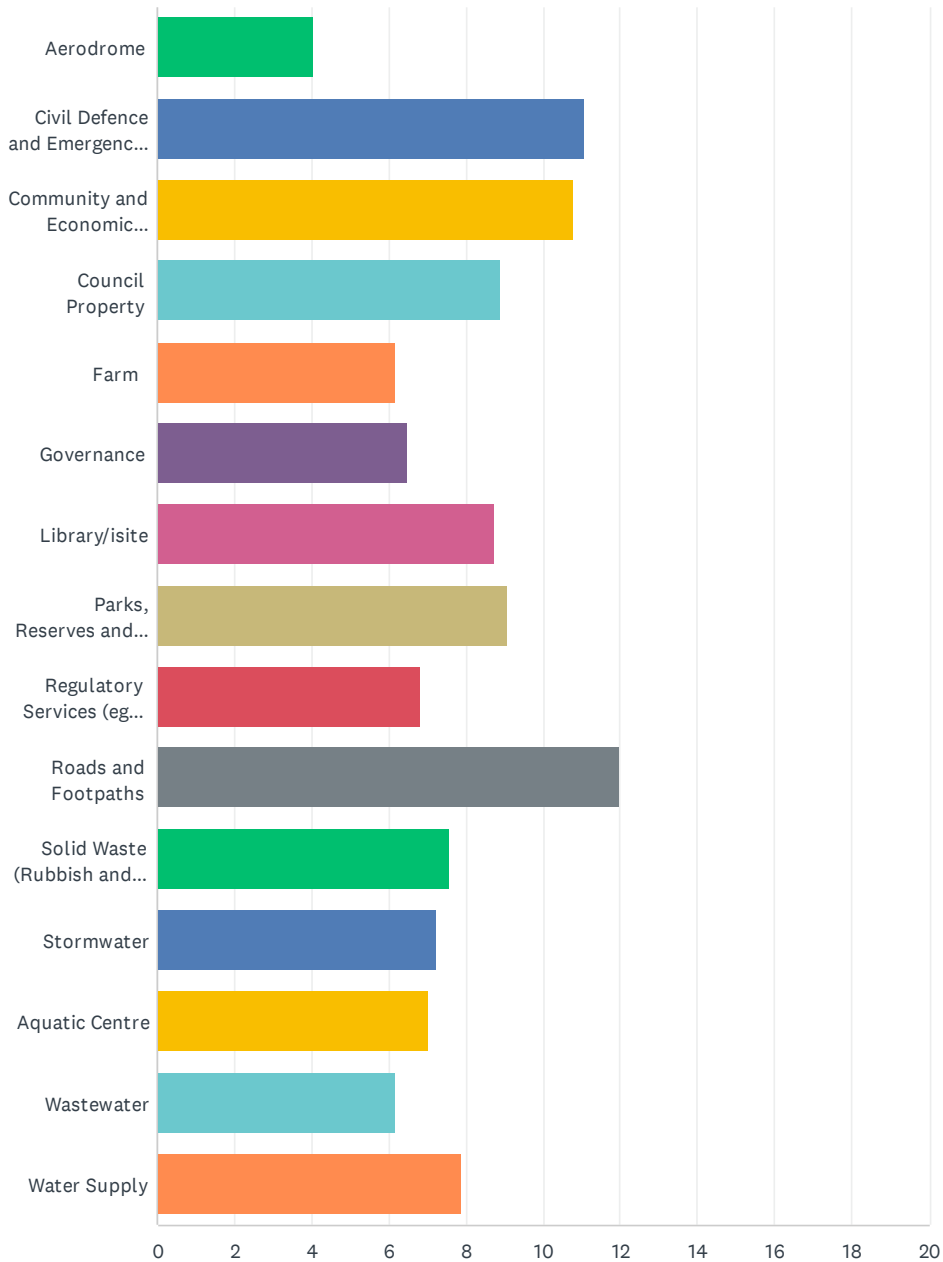


ANSWER CHOICES	RESPONSES	
Yes	20.00%	6
No	30.00%	9
Unsure	50.00%	15
<b>TOTAL</b>		<b>30</b>

SDC Draft Annual Plan 2023/24

Q3 What do you think our priorities should be when it comes to spending?  
Rank the following list from the most important to least important.

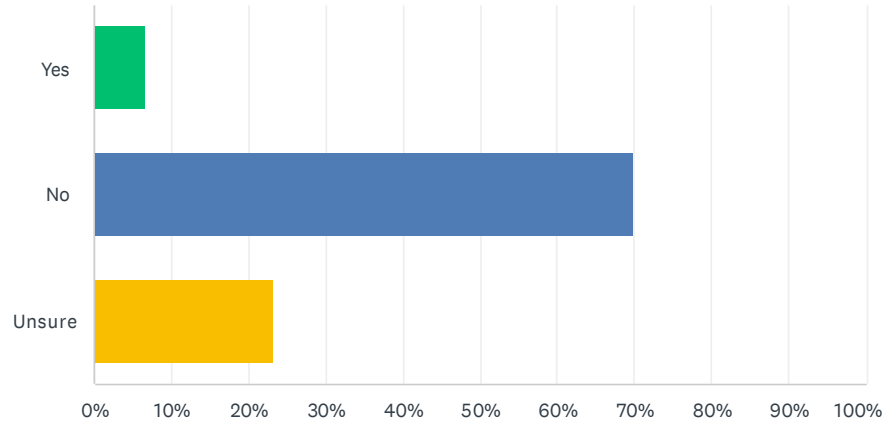
Answered: 30 Skipped: 0



SDC Draft Annual Plan 2023/24

### Q4 Do you agree with the changes to fees and charges that we've proposed for 2023/24?

Answered: 30 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	6.67%	2
No	70.00%	21
Unsure	23.33%	7
<b>TOTAL</b>		<b>30</b>

SDC Draft Annual Plan 2023/24

## Q5 Let us know why you agree.

Answered: 1 Skipped: 29

#	RESPONSES	DATE
1	Private businesses who use the pool for their gain( ie income from swimming lessons) should have to pay to hire the facility to do this, a per lane per hour rate of \$20 seems reasonable as i have seen how many swimmers they can fit in those lanes, I feel that all the other proposed fee increases are fair for the users of those services	5/28/2023 11:55 AM



## SDC Draft Annual Plan 2023/24

## Q6 Let us know why you don't agree.

Answered: 20 Skipped: 10

#	RESPONSES	DATE
1	I think cemetery fees could go up a bit more, most people have funeral plans and things to cover the cost and it comes out an estate so it doesn't hurt people so much. Charge more on forestry roads as it is profit making businesses causing the damage. Decrease charges for food licensing etc and encourage more food trucks and small businesses in the area with regular food truck events like they have in New Plymouth at the beach. Would get more businesses coming into town and maybe give an incentive to some. Charge for spots at a night food truck market in the council car park by the hall maybe and run it every Thursday night from 5 to 8 - would bring people in to town, make money from selling the food truck spots and give small businesses a chance to test the market for their food etc. Charge more for private use of the pool like the swimming school as that makes profit, but don't charge more for general users and don't charge adults who have to come in because their child is under the age to swim alone. Give a discount for large families for pool entry. Charge clubs and competition events more as that doesn't benefit everyone just those sports people.	5/27/2023 10:47 AM
2	Not looked at other options for reducing rates. i.e. why not sell the land opposite St Joseph's school that is never used but is regularly mowed therefore wasting rate payers money on Opex	5/26/2023 8:44 AM
3	I have 2 daughters in swimming lessons and we have been so pleased with the current program and already feel it is a bit expensive, but worth it for kids to be able to stay safe in the water. I am sorry to hear the price is going up and may be unaffordable for families in the future and I do not know how you will be able to match the quality of the current program.	5/24/2023 9:57 PM
4	The swim school issues.	5/24/2023 10:18 AM
5	I think the forestry roading charge should be higher. I don't want adults charged for entry to the pool when children under 8 aren't allowed in without an adult. Should be they aren't charged if they have to be in the pool with their child. I don't want pool entry charges increased other than where it is private use - charge for the private swimming teachers to hire the lanes or whatever as they should be paying for the use. Also increase charges for other hires like parties as if the pool can't be used by the public while a school or club has a swim event, they should pay a charge to cover the lost income from casual swimmers during that time. Increase hire costs for the halls in the district and include a set cleaning fee to be paid as well. Increase dog owner fees by more, especially for more than three dogs and increase fines and charges for dog pound costs. All building costs should go up more as builders are charging a lot more currently so they should understand the increase, they are already putting more onto clients.	5/24/2023 8:26 AM
6	I think we are looking at things wrong with what is happening. Swimming pool was not built to make money it should have had a slide and steam room and sauna and jacuzzi and be used with other sports to maximise its use within the hugely successful sporting community we have. We have an Maz swim coach who runs a fantastic flyers team and the lessons she runs with her team are the best around so don't do anything to lose that as I know you would end up losing people that come to use the pool. We need to advertise our sporting teams to get more people involved and in turn hopefully get more income from sport in our facilities which i. Turn will bring in an income to the council. We are been left out of the sports in new Plymouth and they are trying to take away from our hi. So let's take it back	5/23/2023 5:54 PM
7	I don't agree with the charges being placed around the users of the aquatic centre- the swimmers and swim school are the consistent fee payers why get your revenue from them? Why not ask yourself what is the reason others aren't using it? Is it because it lacks a friendly family environment? Lacks a water slide? The council is letting down the community by making it hard for our swimmer to learn swim	5/23/2023 6:42 AM
8	The increases for the new pool will not help bring in new users, it will only turn away the people who are actually using the facility already.	5/21/2023 10:59 PM
9	The changes to the prices at the aquatic centre do not deal with the issue at hand and instead you are going to lose a great asset to Stratford ie the swim school that has doubled in learners	5/20/2023 11:37 AM

SDC Draft Annual Plan 2023/24

since moving to the new site and brings people from out of town to us. Aimee has a great reputation for the work she does both with her staff and clients but also the work she does for the community by providing free lessons for those who can not afford it. The cost of swimming at the pool would be better raised overall at entry level to make it fairer to all. It is still a cheap form of entertainment for families and there should be in my opinion a rate for peak swimming time like in the summer and holidays and a term time to collect more revenue for those who are coming from out of town on holiday. There also needs to be more thought put into how more revenue can be made from the facility during the hours of 9-3 even if that means investing a little more money to make some changes to do that. For example physio and sport massage on site and the ability to get wheel chair bound customers in the pool which at the moment is to deep to make this possible. Sauna capabilities is another revenue that would be utilised as people have to travel out of town to experience this. Creche facilities for parents who want to use the pool for themselves but have young children are all missed opportunities. Supporting Aimee in being able to offer Adult classes which her instructors have just completed course work on is but just another.

10	Fix the immediate problems first	5/18/2023 11:39 AM
11	You have many outstanding fees for dog registrations so if you increase the price more people won't pay. What do we actually get for our registrations??? Nothing. The aquatic centre needs to pay for itself. As a rate payer I refuse to use the facility as it wasn't thought through. When you can provide me with better roads, a footpath, rubbish collection, water and wastewater services then you can make those increases. You change the speed limit up our road but yet we get absolutely nothing for our rates. Dig the road up then 2 weeks later it all collapsed and it had to be redone. Maybe get a better contractor than Fulton Hogan.	5/17/2023 10:26 AM
12	I don't agree with the extra money being charged to the flyers swim school. The council is going to lose money with the extra pool charges and the extra charges to the flyers as people are not going to pay the extra money as they can not afford it. There will be less people using the pools and less money for the council. I also don't agree about the fee for dog owner going up, why don't you spend more time on the ones that are not paying, rather than charging more to the people who bother to register their dogs. Also make sure that you have checked if the dog is registered before you send out letters saying that your dog is not registered!	5/16/2023 8:23 PM
13	I strongly disagree with the increased charges for the lane hire for the flyers learn to swim, my children and my children's children have all benefited from this service, it has been a part of the community for decades, the lessons are invaluable, why would you put up charges that makes a local business unsustainable, it brings revenue to both the pool as in entry fees and the wider community through events the flyers hold, the existing learn to swim business has an excellent reputation and provides a great service,	5/16/2023 7:57 PM
14	I think the price increase to the Flyers swimming club is BS to say the least. This is going to be a huge blow to the community with the Flyers canceling their contract with the pool. Learning to swim is an essential for ALL children to learn, especially as our town has so many waterways. This decision by the Stratford District Council will affect so many families in the district. Was this not something you thought of before going ahead and building the new building???????? The Flyers swim school, as I am sure you are aware of, has been in Stratford for years! Please DO NOT let us lose this incredibly valuable and important school.	5/16/2023 1:16 PM
15	I feel the changes to the swimming pool of adding a lane hire fee to the external swimming provider is going to be detrimental to the community. If we lose the flyers swim school because of this it will be very disappointing as their swimming instructors do a fantastic job. Having affordable swimming lessons for our children is so important as a way to help keep our children safe around and in water. Possibly there could be some way that the lane hire fee could only be for the lane pool, not the other pools? As once in the lane pool it is more of swimming for sport not learning for safety as the lessons in the other two pools are.	5/16/2023 1:15 PM
16	My concern with some of the changes of the aquatic centre. By having an adult pay 50% it may block people from spending quality time with their children as this will quickly add up. There is also the concern that the amazing lifeguards will have a harder time as parents of over 8s will just dump and go instead of having that time to spend with the kids and that knock on effect could be detrimental for many people who use the facility	5/14/2023 1:22 PM
17	cemetery costs should not go up, it's already a bad time when people are grieving. dog fees are expensive too for rural people when we don't use dog parks or anything I don't want pool costs to go up it's a new pool and it's affordable for swimming now when we go with our kids. I don't mind if private hire, party and other hire and rent costs go up for the pool as it should be people	5/13/2023 6:25 PM

SDC Draft Annual Plan 2023/24

paying for service, but not general entry fees. I don't mind paying as a mum for watching my children when they are young, so can charge watching fee and maybe charge more for the swimming lessons as they aren't expensive compared to going to new plymouth where we used to live.

18	<p>The aerodrome should be paid for by the businesses that use it, not ratepayers. The farm is good but could be bigger and have some diversification so it's not just dairy. It should also work with ag training colleges to give local students on job experience and cheaper labour for farm. Library users should rent books not be allowed to read them for free. I don't think non swimmers should pay for other people's children to attend a swim class or club and if what I hear is right then the swim school is a profit making business so why don't they pay rent for the pool and use of it. My grandies go to the pool and find it's closed to public for a swim event...why should our kids miss out to a business? Businesses on the main street should be fined if they don't keep the shop front tidy. Make the swim club and school pay for use of the pool not put up charges for everyone else.</p>	5/13/2023 4:32 PM
19	<p>The town is going backwards and needs a good clean and paint especially on Broadway. Until this is tidied up and the town looks better there shouldn't be an increase just to support the council's high salaries. Maybe cut costs with staffing in the correct places.</p>	5/12/2023 7:03 PM
20	<p>I am really unhappy I as a ratepayer am being expected to fund a private business operating from the council pool. Every other business in town pays rates and has to pay a landlord or own their business building, why are my rates paying for someone else to make money? Council should charge the swim school and the swim club for use of the pool and not let ratepayers pay for it.</p>	5/12/2023 4:52 PM

## SDC Draft Annual Plan 2023/24

## Q7 Do you have other ideas that will save or make money, or help us achieve our goal of a lower rate increase? If so, leave them below.

Answered: 17 Skipped: 13

#	RESPONSES	DATE
1	no unfortunately	5/28/2023 11:55 AM
2	The food truck night market I mentioned already as it will help make money - but make it fortnightly or weekly so it has chance to grow, the saturday market doesn't grow because it isn't regular. Give all foodtrucks a first time free offer to get them coming and advertise the market in the paper and on the radio to get people coming from eltham and inglewood and things too.	5/27/2023 10:50 AM
3	Not looked at other options for reducing rates. i.e. why not sell the land opposite St Joseph's school that is never used but is regularly mowed therefore wasting rate payers money on Opex	5/26/2023 8:46 AM
4	Can we diversify a bit on the Council Farm land for any other productive use ? ie Large scale horticulture? Projects need to be done/completed successfully the first time: ie isn't this the second time Victoria Park has had drainage works undertaken recently? ie: the footpath up into the dell having to be redone now with concrete for another \$10,000 expense. ie: Steps taken out at Eastern Loop walkway entrance then shingle track washes out, new steps made back up!	5/24/2023 2:25 PM
5	Restructure - too many management positions	5/24/2023 10:20 AM
6	Cameras! Put cameras at all council buildings and cemeteries and things. There are too many vandals and the person complaining about rates by ruining things. Catch and make them pay. Charge more for lane hire at the pool. A lot of houses now have cabins there as well with people living in them full time. Charge a set fee for that, even if they aren't plumbed in for water and power as it is still more people living on that land and using the roads and things. Charge for parking in town. Reduce the size of the PR and communication team in council - how many people are paid to post on facebook - spend more in the doing and less in the talking.	5/24/2023 8:32 AM
7	N/A	5/22/2023 1:54 PM
8	Why not try to find funding/sponsorships towards the cost of running the new Pool. The new Hawkes Bay pool just did this towards their costs,	5/21/2023 11:05 PM
9	yes i do, how much are these councilor's getting in pay increases, they obviously get one each year, no doubt they will have no trouble paying these absorbent increases, try being a pensioner, obviously this council doesn't guive a damn about the elderley folk whom struggle from fortnight to fortnight, you wont be satisfied till this council runs us out of our homes, the only asset we have, cary on put up your bloody rates and make the elderley folk homeless.	5/18/2023 1:23 PM
10	Increase pool charges, charge Netball Taranaki more for the courts so you can actually get them cleaned every year. They are a H&S risk at present.	5/17/2023 10:28 AM
11	Put a cafe in the pools, everyone loves getting a coffee and having a chat.	5/16/2023 8:32 PM
12	The list of htngs to spend money on in this survey isn't very helpful or clear. Things like water and civil defence are essential to our community, but that doesn't mean I don't think you should spend money on amenities in the town. It's not one or the other.	5/15/2023 12:57 PM
13	I feel there is some more work that needs to be done. Animal control, there is an increase for those paying,but for those ani also that are picked up by the council they aren't paying any extra so either increase for all or none.	5/14/2023 1:24 PM
14	less money should go to the art gallerie and the shakespere stuff because these groups should pay for their own clubs and hobbys. Council should spend that money on more street lights to make town safe and more cameras up to stop the grafitiiti in town to save money painting over it.	5/13/2023 6:28 PM

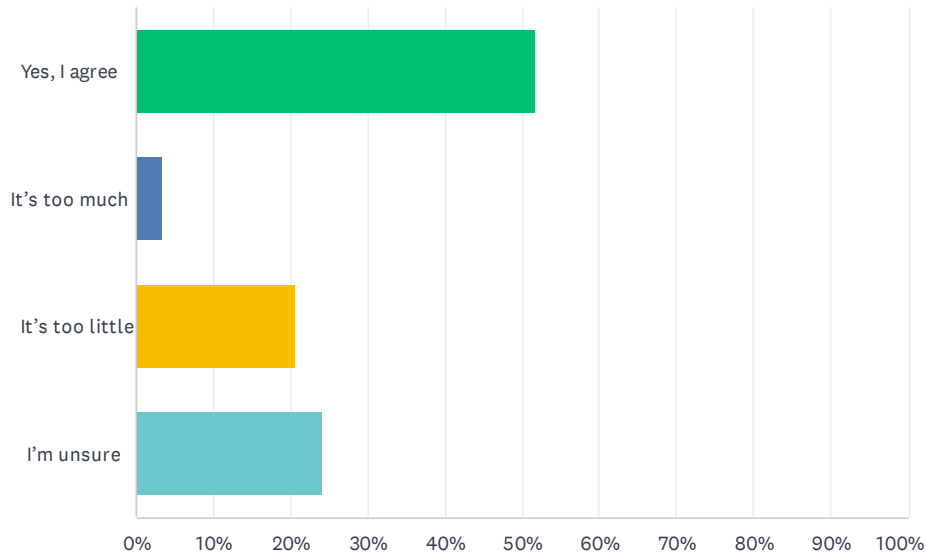
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15	Charge a higher forestry rate for forestry properties. Charge motels higher rates as they make money from tourists using our bike park and pool and other amenities. Charge business rates for work from home businesses and make business rates higher. Use lifeguard staff to teach swimming lessons and help the club not someone private. Start charging for parking in town and actually fining cars that park for longer than the time allowed...the real-estate and shop owners all leave their cars in 2 hour parks for all day. It stops visitors parking and they should be paying anyway.	5/13/2023 4:50 PM
16	Run things more efficiently like the new pool, sell off the old one and recoup some money.	5/12/2023 7:07 PM
17	Charge the swimming school rent like any other business has to pay. Put up the cost of aerodrome charges. Charge more for dog impound fees and be more proactive in following up on roaming dogs. Increase charges for hall hire	5/12/2023 4:56 PM

SDC Draft Annual Plan 2023/24

**Q8 We're proposing to increase the dollar amount collected through our forestry differential roading rate from \$100,000 to \$250,000. Do you agree with this amount?**

Answered: 29 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes, I agree	51.72%	15
It's too much	3.45%	1
It's too little	20.69%	6
I'm unsure	24.14%	7
TOTAL		29

## SDC Draft Annual Plan 2023/24

## Q9 Do you have any final comments about our draft Annual Plan 2023/24?

Answered: 20 Skipped: 10

#	RESPONSES	DATE
1	More needs to be spent on parks - Eastern Loop Track, feels as though it's been isolated because of where it is, not in the centre of town - King Edward Park	5/29/2023 9:27 AM
2	Thank you to everyone who has worked very hard on this Annual Plan to try and keep the rate rise to a minimum.	5/28/2023 11:55 AM
3	I think council do a really good job normally and its a shame people vandalize stuff. I think less staff here live out of hte town than in other cities but maybe you could make it a fact you only employ locals to keep the money local. Please spend the money to get the council buildings earthquake proof	5/27/2023 10:50 AM
4	Increase the forestry differential roading rate even more as they're the ones that a wrecking the roads therefore as result general rate payers are subsidising these forestry companies	5/26/2023 8:46 AM
5	Please let the children in our community continue to learn to swim at an affordable price.	5/24/2023 9:58 PM
6	While all areas of Council roles are important to help make a vibrant community at this stage I think we need to stick to our core infrastructure to maintain it in well working order. We have had a number of new wants lately. I am okay with the majority of the fee increases however not with the swimming pool increases.	5/24/2023 2:25 PM
7	Please work things out with the Swim Club and Swim School so we can stay a positive force helping our tamariki and rangatahi develop the life saving skills of swimming and great life values of team work and commitment.	5/24/2023 10:20 AM
8	It was devious not to show the changes in charges and fees but to expect people to hunt through them from last year to find the changes. Be more transparent	5/24/2023 8:32 AM
9	As a ratepayer and a regular user of pools saunas spas and steamrooms it would be great to have these facilities in Wai o rua pools as a lot of people travel from Hawera, Stratford and surrounding areas to utilise the facilities in New Plymouth. I have personally spoken with approximately 7 to 8 people who would love to see these facilities in Stratford as it would save a lot of time and cost in travelling. I believe if these facilities are available in Stratford it would also increase clientelle and make a lot of people happy. Nga mihi	5/22/2023 1:54 PM
10	It will be disappointing if by charging the people who currently use the pool now for learn to swim and squads have to stop as families won't be able to afford it. Then your pool income will decrease further. With the current drowning rates in NZ how will this help our children?	5/21/2023 11:05 PM
11	Revisit what you are doing at the Aquatic centre, so our community and its tamariki don't miss out on what has been a great asset to them and Stratford as a whole.	5/20/2023 11:39 AM
12	whats the point, council's just do what they want anyway, and this has been proven many times over ?.	5/18/2023 1:23 PM
13	Include beautifying the towns shopping area so visitors are enticed to stop	5/18/2023 11:41 AM
14	I am just worried about the pot iso loss of swimming lessons and would much rather support local than head out of town. We have great facilities but think it's lacking a few options. My ideas for the pools are: having a small coffee cart in the huge entrance way, therefore creating more income by charging out the space and offering food/drinks for parents and kids who visit the pools. Or a coffee machine, which can be leased monthly, push button but charging per drink. A sauna would be hugely beneficial, the one at the aquatic centre in New Plymouth is always packed every night.	5/17/2023 1:23 PM
15	Pay the councillors less. They don't do anything other than make the working class poor with rate increases etc...	5/17/2023 10:28 AM
16	We have been with the flyers swim school for close to 7 years, we love the instructors and the	5/16/2023 8:32 PM

SDC Draft Annual Plan 2023/24

service that they have provided for us. The flyers swim school are easy to talk to and very flexible when are needs have changed over the years. Going to the flyers swim lessons is the highlight of my daughter's week. If the prices go up at the pools, we are forced to make some very hard choices about my daughter and swimming. I feel that it is important for children to learn to swim as we live around so much water. Putting the prices up is making learning to swim unobtainable for so many people.

17	<p>Spend money on things like parks, swimming pools, bike parks, pavements and shop fronts that make the town nice for visitors so they spend money here. Make users pay for builders fees, dvd hire, photocopying, roading like forestry. Move the swim school to council staff not a private business you presumably have to pay to do it, surely lifeguards can teach swimming and it should be council staff in council buildings working anyway. It used to be run by staff years ago and wasn't so expensive, now it seems to be all about the fancy swimming costumes and competitions and not basic learning to swim. A councillor told me last week it is a fully private business working in the pool - why on earth does that happen, I thought stratford didn't spend lots of money on so called experts and consultants like New Plymouth - if we are - it should stop. We also don't need to pay so much for Yarrow stadium, I don't use it and most people in Stratford don't either - if we pay for that, they should pay for our swimming pool. Open the library and isite on Sunday as well please as lots of people can't get things done in the week because they work out of the town and the library doesn't open any late nights meaning we miss out on using it. Either open on Sunday or a late night once a week. If you want to make more money, start charging for carparking by the shops maybe - some peopel park in one place all day while they work but happily pay in Hawera or New Plymouth... Charge food trucks more to have the paper to allow them to work in the town and stop food trucks parking up for free outside other businesses. Charge the vandals for the cost of their painting and tagging and damage of trees.</p>	5/15/2023 12:57 PM
18	<p>I think more work needs to be done. I think this will limit fa.ilies by increasing fees of amenities that can help bring families together</p>	5/14/2023 1:24 PM
19	<p>i dont think we should give control of our water to the government they should pay our council to still look after it because our water is good but new plymuth has lots of broken pipes so they will take all our money to fix their things we should keep our water</p>	5/13/2023 6:28 PM
20	<p>Council do a good job on lots of things like community development and parks. It's nice to have a council staff who seem to care about the town, and many of them live in town as well which helps as they know what the town needs. The mayor is also helpful and seems to care but some of the councillors are just there to get paid. They talk about council decisions but never say how they vote and if you ask them directly about an issue they just tell you they will tell the ce. In my experience only the mayor, the man from dollys milk and John santford seem to care if you need advise or help.</p>	5/13/2023 4:50 PM



SDC Draft Annual Plan 2023/24

## Q10 Yes, I'd like to be kept informed.

Answered: 7 Skipped: 23

ANSWER CHOICES	RESPONSES	
Name	100.00%	7
Company	0.00%	0
Address	0.00%	0
Address 2	0.00%	0
City/Town	0.00%	0
State/Province	0.00%	0
ZIP/Postal Code	0.00%	0
Country	0.00%	0
Email Address	100.00%	7
Phone Number	0.00%	0

#	NAME	DATE
1	Hayden Malone	5/26/2023 8:46 AM
2	Debbie McKinlay	5/24/2023 2:26 PM
3	Malayna-Marie	5/22/2023 1:55 PM
4	donna taunt	5/20/2023 11:39 AM
5	Melissa Smith	5/16/2023 1:17 PM
6	Ashleigh	5/16/2023 1:15 PM
7	Gabby	5/14/2023 1:24 PM

#	COMPANY	DATE
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There are no responses.

#	ADDRESS	DATE
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There are no responses.

#	ADDRESS 2	DATE
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There are no responses.

#	CITY/TOWN	DATE
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There are no responses.

#	STATE/PROVINCE	DATE
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There are no responses.

#	ZIP/POSTAL CODE	DATE
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There are no responses.

#	COUNTRY	DATE
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Submission Number#	Name	Organisation	Summary
31	Mark Hooper	Federated Farmers	<ul style="list-style-type: none"> <li>• Supports increase to \$250,000 for forestry differential rate.</li> <li>• Requests further land use differentials be investigated.</li> <li>• Ensures council it is not a vector for increased weed incursions such as Yellow Bristle Grass along roadsides.</li> <li>• Council conducts physical maintenance of roadside storm water, culverts and drains rather than relying on spraying for maintenance.</li> <li>• Council investigates local contractors for roadside maintenance to provide a more prompt and customised service.</li> <li>• That the 4.23% average rate increased for Year 3 of LTP be committed too instead of the 8.91% blowout.</li> <li>• Council to review all aspects of its operating spending to ensure it is appropriately phased, controlled and directed to maximise benefits. Overheads need to be reduced and not increased.</li> <li>• Council reviews all its proposed capital projects to ensure they are appropriately prioritised and timed to maximise benefits.</li> <li>• A general rate differential system to be implemented to provide for rating areas plus land use.</li> <li>• Federated Farmers prefers capital value over land value, but only on the condition that differentials are used.</li> <li>• Where ratepayers receive the same level of service from an activity such as Civic Amenities, that funding is shifted from the general rate to a fixed charge (differentiated by area/land use) to reflect the equal benefit received.</li> <li>• Support for the high 28% UAGC level.</li> <li>• Oppose working dog fee increase.</li> <li>• Asks what percentage of animal control costs originate from rural dogs compared to urban dogs.</li> <li>• Working dog registration fees provide a discount for subsequent dogs after the first working dog.</li> <li>• Introduce a rural/working multiple dog flat fee.</li> </ul>
32	Robin Lilley		Very little rates returns to local community. Very few contractors can be bothered to seek work from councils. The councils tenders need to be changed so more contractors have the ability to tender.
33	Sandi Simons		Opposes the additional lane hire fee for swim school. If prices are to increase and children don't get the lessons and exposure to the pool they need this could be detrimental.
34	Keryl Hopkins		Opposes extra fee to flyers swim school.



TE KAUNIHERA Ā ROHE O  
WHAKAAHURANGI

**STRATFORD**  
DISTRICT COUNCIL

# ANNUAL PLAN 2023/24



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# 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).*



## FROM THE MAYOR AND CHIEF EXECUTIVE

Welcome to Stratford District Council's annual plan for the 2023/24 financial year. Normally the annual plan process is straight-forward:

- we review the relevant year against the Long Term Plan (LTP),
- make any minor adjustments where circumstances have changed or an urgent need has arisen since the LTP was adopted, and
- leave any significant changes to the next LTP review, which occurs every 3 years.

Needless to say, things aren't normal at the moment. Particularly when it comes to cost escalations impacting the way we provide services and facilities to our community. Like the price rises you see at the supermarket or in your power bill, we are also experiencing increased cost pressures when it comes to road maintenance, water treatment or rubbish collection – just to name a few.

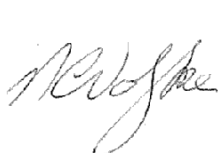
At the start of the annual plan process, we applied these cost increases to our current budgets – and the overall increase in costs was around 17% for the year. If we had not been able to mitigate this in some way, this is where we would have landed with our rates increase. Elected members considered this level of increase was unacceptable.

Elected Members and staff fully understand how tight money currently is and have made it their priority to find ways to continue delivering services without having to pass on the full impact of these cost increases. The result is an overall rates increase of 8.9%, which while higher than the 4.2% forecast 3 years ago when the LTP was written, is well below the 17% that we started off with. Although we have been able to reduce costs in some areas, much of this reduction is based on drawing from reserves or temporarily reducing renewal funding. While these measures are helpful to bring rates down, they are not sustainable in the long term and will need to be addressed when we review the LTP over the upcoming 12 months. As part of this we will be working hard to find savings across our business or identify services that are no longer required.

One issue that continues to plague our finances is the disproportionate high cost resulting from damage done to our rural roads by forestry harvesting operations. Higher value properties, mostly well away from these forestry roads, bear the main cost impact. As a result, we introduced a targeted roading rate differential for forestry properties a year ago. This means we apply a multiplier to the roading rate for all properties or parts thereof identified as primarily being used for forestry. The higher portion of roading rates collected from forestry properties means that all other properties see a small reduction in their roading rate. With a steep rise in the number of forestry properties identified as well as a further significant increase in the associated maintenance costs, we have increased the costs directly charged to forestry properties from \$100,000 per year to \$250,000 per year. This amount collected is still not the amount needed for full cost recovery of the damage done.

The year ahead has some exciting milestones we're looking forward to. We'll be making changes to our roading and footpath network through the Waka Kotahi Transport Choices Programme and will focus our attention on a thriving business district, progressing plans to make improvements to Prospero Place and Broadway. No doubt we'll continue to see our newest facilities, the Stratford Bike Park and Wai o Rua – Stratford Aquatic Centre continue to be well loved and used by many too. Although these new facilities come with additional operating costs to maintain and run, they have been hugely popular with significant growth in the pool usage, and visitors coming from all over the region to use our bike park. These facilities, the projects we have underway, as well as programmes like our successful Mayor's Taskforce for Jobs initiative, all aid in building a vibrant, resilient and connected community. We have a lot to be proud of here in the heart of Taranaki.

Ngā mihi



Neil Volzke, JP  
District Mayor



Sven Hanne  
Chief Executive



# DISTRICT PROFILE

Stratford is located at the junction of State Highway 3 and State Highway 43, in the heart of Central Taranaki, in the North Island of New Zealand.

Stratford is the closest main centre to Egmont National Park, and the gateway to Mt Taranaki, the Manganui Ski Field, Dawson Falls, and the Forgotten World Highway (SH43) which winds its way through east Taranaki to Taumarunui.

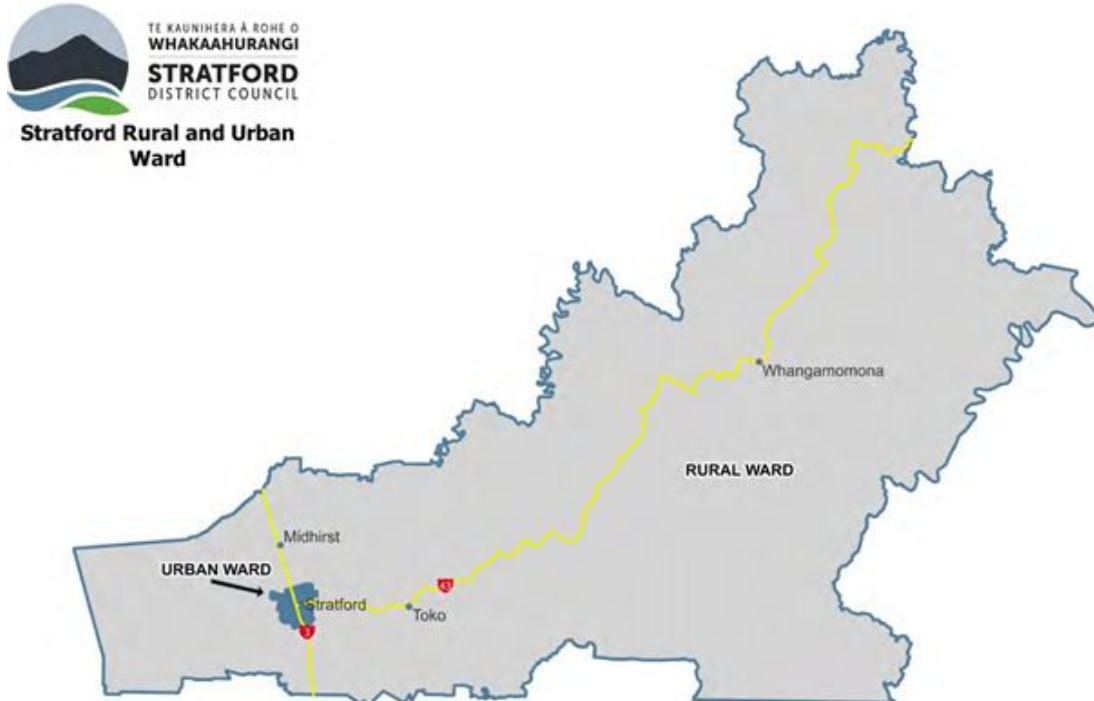
Covering approximately 2,170 square kilometres, it has four distinct regions:

- The alpine and bush environment of the Egmont National Park.
- The dairy farming country of the Egmont ring-plain.
- The frontal hill country. This land lies between the ring plain and the eastern hill country. It is mostly utilised for sheep and beef farming.
- The relatively steep hill-country of eastern Taranaki, some areas of which are farmed mostly for sheep and beef farming, some areas are abandoned farmland which have reverted to bush, other land remains in original bush and other blocks are used for forestry.

Stratford District is one of New Zealand's smallest local authority areas, being the 58th largest district in New Zealand, of 67, based on population estimates.

Stratford District is part of the Taranaki Region. Taranaki has four Councils, made up of three territorial authorities and one regional council:

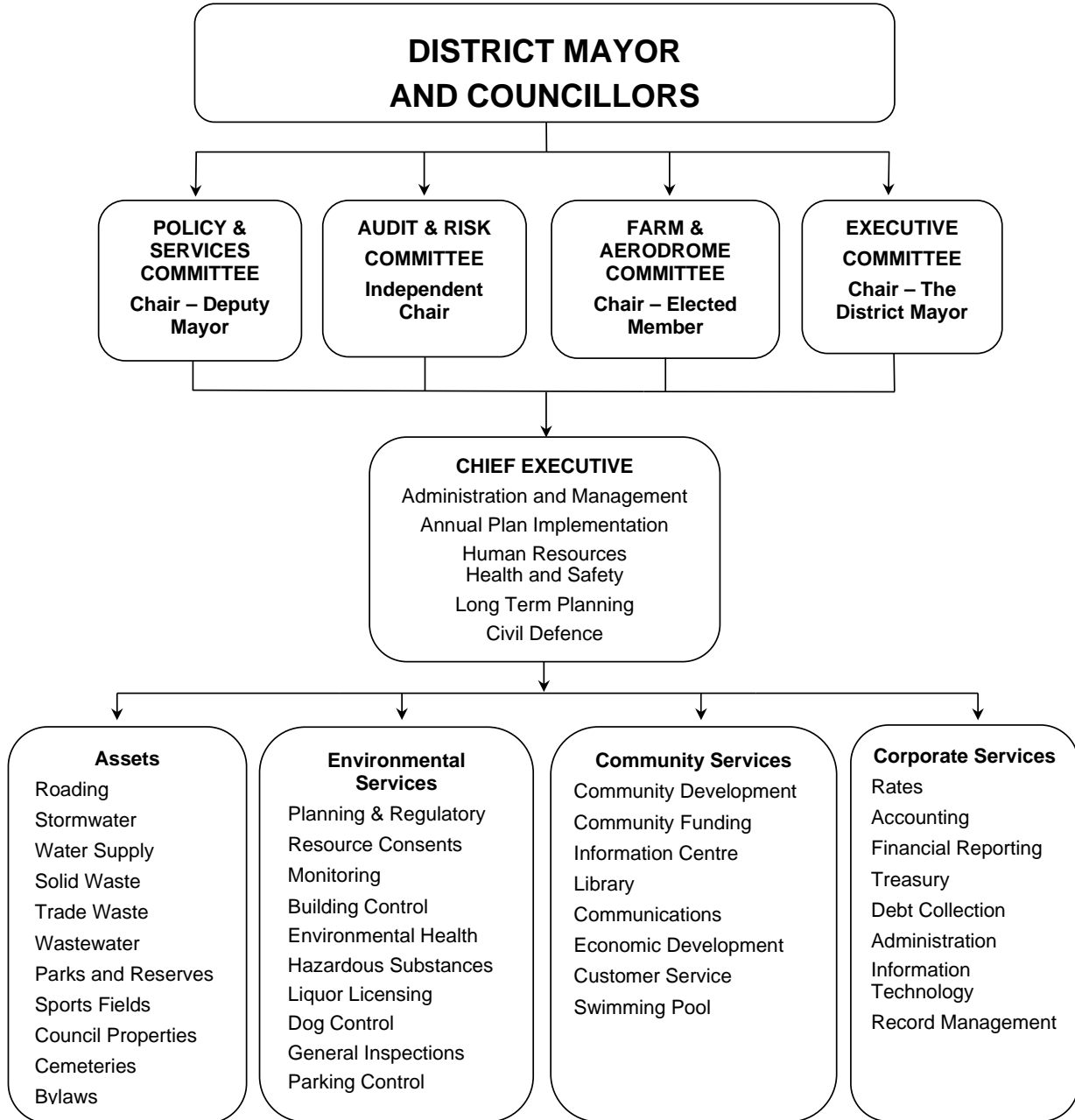
- Taranaki Regional Council
- New Plymouth District Council
- South Taranaki District Council
- Stratford District Council



**Māori Ward at large**

The Stratford District Council is currently represented by 11 Councillors and the Mayor. Stratford district is divided into three wards – an urban ward (6 Councillors), a rural ward (4 Councillors) and a māori ward (1 Councillor). The Council has no community boards.

The Council has one Council Controlled Organisation (CCO), the Percy Thomson Trust, with control through the ability to appoint more than half of the trustees. The Trust is registered as a charitable trust, and therefore exempt from income tax.





# SIGNIFICANT FORECASTING ASSUMPTIONS

## Interest

The interest on borrowings is based on the rate of 3.45% and 3.37% on investments.

## External Funding

The Funding Assistance Rate (FAR) government roading subsidy is forecast to be 61% in 2023/24. The roading budget was adjusted for the Annual Plan as a result of the funding decision made by Waka Kotahi (NZTA) in August 2021.

## Revaluation of Assets

It is assumed that the value of Council assets will be consistent with the most recent asset valuation. Assets are revalued every three years, with the last asset revaluation for three waters assets, roading, and for property assets in 2022/23.

## Capital Expenditure

Council has forecast for \$16,457,000 of capital expenditure in the 2023/24 Annual Plan.

The key risk is that the Council is unable to deliver the works programmes as outlined. If the risk occurs then this creates a wave and backload of work, in particular continued delays in the delivery of renewals and upgrades, subsequently that may impact on the achievement of levels of service, potential increased costs from delays and risks to the continuity and delivery of services with the risks of assets failing before they can be replaced. This also comes with the risk that Council rates and borrows to fund a program that can't be delivered in the budgeted timeframe.

### *Contractor Availability*

The ability of Council to deliver many core infrastructure services as well as parks, reserves, cemeteries, and property maintenance depends on the ability of contractors to deliver to agreed expectations. An effective procurement process also relies on there being an adequate number of contractors to bid for Council work, enabling a more competitive process – not just on price but quality of delivery. The inability to get contractors for particular projects has affected the previous capital expenditure programme completion rates due to the significant number of shovel ready projects in the region and nationally.

There is a moderate to high level of risk that there will be a shortage of contractors or that contractors will not deliver to the agreed standards and specifications within the agreed time.

## Asset Life

The remaining useful lives of Council assets are recorded in the individual Asset Management Plans and have been taken from the most recent Independent Asset Revaluation.

There is a medium to high level of uncertainty about the expected useful lives which is based upon estimates by actual performance, industry standards, engineer estimates, and valuers. Plant, equipment and infrastructural assets lives range from 2 years to 120 years and were determined either upon initial recognition, or at the asset revaluation cycles. Depreciation and interest costs would increase if replacement capital expenditure was required earlier than anticipated. However, these impacts could be mitigated as capital projects could be reprioritised in the event of early expiration of assets. It is also possible for assets to last longer than their estimated useful life, again mitigating the effects of asset failure before the expected date. Service disruption may occur where assets fail before their useful life, however, Council are very responsive when it comes to ensuring the core infrastructure services are maintained and operated with minimal disruption. If the three waters reforms were to proceed and Council's water assets are amalgamated into a larger entity, the situation may be different and less priority may be given to restoration of core services in an unplanned event.

There is a low level of uncertainty that Council activities will change and result in decisions not to replace existing assets. Where a decision is made not to replace an asset, this will be factored into capital projections. Council has a comprehensive asset management planning process in place to ensure there is an efficient renewal program.

### **Legislative Reform**

Resource Management Act reform – The Government is repealing the Resource Management Act (1991) and enacting new laws to transform the way we manage the environment. The intention is to repeal the RMA through three bills. Two of these bills are now before Parliament and are at the select committee stage. This means that any decisions relative to amendments, updates or replacements of our District Plan need to consider the costs of these processes against the risk arising from these reforms, particularly in the light of a parliamentary election later this year, which adds further uncertainty to this process.

Affordable Waters Reform, previously known as Three Waters reform – As it stands, the water services currently delivered by 67 councils across New Zealand will in the future be provided by 10 publicly owned, specialised water service entities. Drinking water, wastewater and most aspects of stormwater management will start to be delivered by the Water Service Entities from early 2025 and at the latest by 1 July 2026. While legal ownership will remain with councils, each Water Service Entity will be operationally and financially independent from local councils. The water services entity proposed for Taranaki includes the water services currently provided by New Plymouth District Council, South Taranaki District Council and Stratford District Council. Given the recent re-design of these reforms and the upcoming parliamentary election later this year, the final outcome of these reforms remains somewhat unclear.

### **Climate Change**

Climate change is expected to affect the Stratford district over the short to long term through an increase in the frequency and intensity of storm events, and a change in rainfall patterns producing more extreme weather events, and an increase in drought events.

Extreme weather events and heavy rainfall would see increases in flooding, landslides, avalanches and mudslides during heavy rainfall events while on the flip side a lack of rain during summer months could see prolonged periods of drought. Both extremes place increased pressure on government, private flood insurance schemes, and disaster relief.

Council responds to and plans for impacts of climate change as part of asset management practices by monitoring NIWA data in order to plan for and make adjustments to infrastructure where and when needed. Where adjustments are needed they are undertaken through new works and/or asset replacement.

### **Covid-19**

No impact has been factored into the Annual Plan budgets as a result of the Covid-19 pandemic and Council does not anticipate any further lockdowns. There is a low to medium level of uncertainty for this assumption, as the 2020 lockdown did not have a significant impact financially on Council, and is unlikely to occur again now that the Covid-19 vaccine is being administered in New Zealand.

The current situation is indicating only a minor impact overall on the Stratford District Council as a result of Covid-19. Of Council's total revenue, a low portion (10%) is reliant on user fees and charges, the remainder is made up of rates revenue and Waka Kotahi funding.

The district is also more reliant on industries that haven't been majorly negatively impacted by the effects of Covid-19 such as agriculture, education, health care and other day to day necessity industries.

### **Rating Base Information**

The projected number of rating units within the district of the local authority at the end of the preceding financial year is 5,115.

The projected total capital value of rating units within the district of the local authority at the end of the preceding financial year is \$3,577,373,000.

The projected total land value of rating units within the district of the local authority at the end of the preceding financial year is \$2,122,055,000.

# CHANGES FROM 2021-2031 LONG TERM PLAN

## Introduction

The purpose of this Annual Plan is to outline the financial budget for the 2023/24 year, identify any changes from the 2021-2031 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 2023/24 of \$15,443,000 (including water by meter revenue); this Annual Plan rates requirement is \$16,168,000.

## Variations

A simple comparison table between what the LTP said for 2023/24 and what this Annual Plan says is (figures in \$1,000's):

ITEM	LTP \$000	ANNUAL PLAN \$000
Total Rates (GST exclusive)	\$15,443	\$16,168
General Rate	\$4,819	\$5,197
Roading	\$3,344	\$3,410
Uniform Annual General Charge (UAGC)	\$3,490	\$3,823
Solid Waste (Rubbish and Recycling)	\$801	\$853
Water Supply	\$1,966	\$2,056
Wastewater (Sewerage)	\$1,021	\$810
Total Debt	\$39,211	\$41,216
% Total Rates Revenue Increase	4.23%	8.92%
% Uniform Fixed Rates (UAGC and Solid Waste (Rubbish an	27.87%	28.93%
Debt Servicing as a % of Operating Revenue	4.66%	3.99%
Debt as a % of Operating Revenue	139.34%	132.53%
Debt/Equity Ratio	162.16%	127.04%

The variations in charges for 2023/24 as projected in the LTP and as calculated in this Annual Plan, are listed below.

Rate		2021 - 2031 LTP		Variation (Less)
		Projection 2023/24	Annual Plan 2023/24	
General Rate	cents/\$ of Capital Value	0.15938	0.16708	0.00770
Roading	cents/\$ of Capital Value	0.11061	0.10253	(0.00808)
Roading - forestry only		0.11061	0.87567	0.76506
UAGC		\$817	\$857	\$39
Solid Waste (Rubbish and Recycling)		\$350	\$365	\$14
Water Supply		\$420	\$582	\$161
Wastewater	1 Closet	\$407	\$315	(\$92)
	2 Closets	\$611	\$472	(\$139)
	3 Closets	\$814	\$630	(\$184)
	4 Closets	\$916	\$708	(\$207)
	5 Closets	\$1,018	\$787	(\$231)
	6 Closets	\$1,119	\$866	(\$253)
	7 Closets	\$1,221	\$945	(\$276)
	8 + Closets	\$1,323	\$1,023	(\$299)

# ANNUAL PLAN DISCLOSURE STATEMENT

## Annual Plan disclosure statement for the year ending 30 June 2024.

### 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.

Benchmark	Limit	Planned	Met
<b>Rates Affordability Benchmark</b>			
• Income	<\$15,735,184	\$16,168,000	No
• Increases	<6%	8.92%	No
<b>Debt Affordability Benchmark</b>			
Net debt to operating revenue	<\$40.4 million	\$35.2 million	Yes
Balanced budget benchmark	>100%	124%	Yes
Essential services benchmark	>100%	289%	Yes
Debt servicing benchmark	<10%	4.0%	Yes

## FINANCIAL TERMINOLOGY

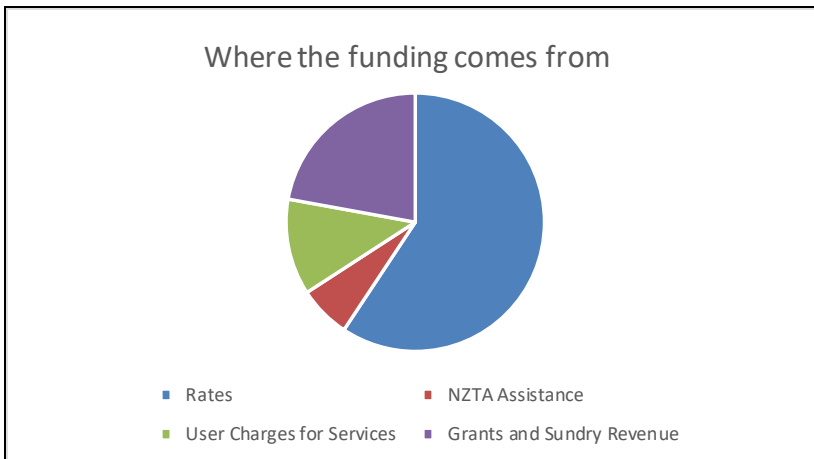
<b>Net Surplus</b>	The difference between Revenue and Operating Expenses, where Revenue is higher.
<b>Net Deficit</b>	The difference between Revenue and Operating Expenses, where Operating Expenses is higher.
<b>Gross Debt</b>	This is the total amount of external borrowings. <i>Borrowings</i> and <i>Debt</i> is used interchangeable with gross debt.
<b>Net Debt</b>	This is the total amount of external borrowings, less liquid financial investments including term deposits with registered banks and the loan to the Stratford Agricultural and Pastoral Association.

# FUNDING OVERVIEW

## Where your rates go: 2023/24



## Where the funding comes from: 2023/24



# HIGHLIGHTS

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Rates Revenue	14,845	15,443	16,168	(725)
Rate Increase (including CPI)	6.41%	4.23%	8.92%	-4.69%
Public Debt	33,021	39,211	41,216	(2,005)
Net Debt per head of population	\$3,097	\$3,872	\$3,904	(32)
Net Debt per ratepayer	\$6,193	\$7,837	\$7,699	138
Interest expense / Total Revenue	2.8%	2.6%	4.0%	-1.37%
Rates Revenue	14,845	15,443	16,168	(725)
User Charges for Services and Other Revenue	3,104	3,015	3,751	(736)
Sale of land	0	3,274	0	3,274
Subsidies and Grants	8,521	5,723	11,181	(5,458)
<b>Total Revenue</b>	<b>26,470</b>	<b>27,455</b>	<b>31,101</b>	<b>(3,646)</b>
Total Operating Expenditure	21,431	23,420	25,166	(1,746)
Capital Expenditure	17,415	10,183	16,457	(6,274)
<b>Operating Expenditure by Activity Group</b>				
Recreation and Facilities	4,383	5,215	6,030	(815)
Democracy	1,243	1,258	1,303	(45)
Community Development	1,776	1,551	1,995	(444)
Environmental Services	2,412	2,681	3,255	(574)
Roading	6,751	6,914	7,556	(642)
Stormwater Drainage	437	394	499	(105)
Wastewater (Sewerage)	1,097	1,110	1,063	47
Solid Waste (Rubbish and Recycling)	1,050	933	1,062	(129)
Water Supply	2,160	1,991	2,293	(302)
<b>Total Operating Expenditure</b>	<b>21,309</b>	<b>22,047</b>	<b>25,056</b>	<b>(3,009)</b>
<b>Revenue Increase (including CPI)</b>	<b>6.41%</b>	<b>4.23%</b>	<b>8.92%</b>	<b>-4.69%</b>
Rates per Head of Population	\$1,502	\$1,563	\$1,598	-\$35
Public Debt per Head of Population	\$3,342	\$3,969	\$4,073	-\$104

# PROSPECTIVE FUNDING SUMMARY

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b>The Funding Summary shows that Council requires:</b>				
<b>TOTAL RATES REVENUE REQUIRED</b>	<b>14,845</b>	<b>15,443</b>	<b>16,168</b>	<b>(725)</b>
TOTAL RATES REVENUE INCREASE	6.41%	4.23%	8.92%	-4.69%
Uniform Annual General Charge (UAGC)	3,501	3,490	3,823	(333)
Section 21 Rating Percentage Cap	29.71%	27.87%	29.01%	-1.14%
<b>Targeted Rates</b>				
Water Supply	2,110	1,966	2,056	(90)
% Increase	11.15%	7.42%	8.30%	-0.88%
Solid Waste (Rubbish and Recycling)	896	801	853	(52)
% Increase	28.72%	2.74%	22.60%	-19.86%
Wastewater	896	1,021	810	211
% Increase	1.69%	3.69%	-8.11%	11.80%
Roading	3,095	3,344	3,410	(66)
% Increase	3.44%	10.50%	13.98%	-3.48%
Community Centres	18	18	19	(1)
% Increase	0.00%	0.00%	0.00%	0.00%
<b>Sub-Total for Targeted Rates</b>	<b>7,014</b>	<b>7,150</b>	<b>7,148</b>	<b>2</b>
<b>General Rate</b>	<b>4,347</b>	<b>4,819</b>	<b>5,197</b>	<b>(394)</b>
<b>Average % Increase</b>	<b>-6.44%</b>	<b>2.09%</b>	<b>-6.20%</b>	<b>8.29%</b>

# KEY PROJECTS IN 2023/24

## **Civic Amenities**

- Stratford 2035
- Pensioner Housing Healthy Homes upgrade
- Upgrade to LED lights in War Memorial Centre carpark

## **Parks, Reserves and Cemeteries**

- Victoria Park drainage upgrade
- Park and walkway development
- Midhirst Cemetery pathway upgrade
- Whangamomona Camping Ground – septic tank installation

## **Rental and Investment Properties**

- Landscaping and riparian planting at the farm
- Water supply and trough upgrade at the farm.

## **Council Projects**

- Subdivision and land development

## **Planning**

- District Plan review commences

## **Roading**

- Work will continue in accordance with NZTA budgets and guidelines

## **Stormwater**

- Reticulation upgrades and safety improvements will continue
- Silt retention lake bypass

## **Wastewater**

- Reticulation renewals will continue
- Reticulation safety improvements
- Infiltration renewals

## **Solid Waste**

- Transfer station building upgrades.

## **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



# PROSPECTIVE SAMPLE RATES FOR 2023/24

	2022/23 Annual Plan	2023/24 Annual Plan	Change from previous year
	\$	\$	
<b>Capital Value</b>	<b>\$300,000</b>	<b>\$300,000</b>	
<i>(Includes Services charges)</i>			
Uniform Annual General Charge	815.00	857.00	5.15%
Solid Waste (Rubbish and Recycling)	389.00	365.00	-6.17%
Water Supply	601.00	582.00	-3.16%
Wastewater	355.00	315.00	-11.27%
Roading Rate	294.99	307.60	4.27%
General Rate	426.15	501.23	17.62%
<b>Total Rates (excl TRC)</b>	<b>2,881.14</b>	<b>2,927.82</b>	<b>1.62%</b>
<b>Movement \$</b>		<b>46.68</b>	
<b>Movement %</b>		<b>1.62%</b>	
<b>Capital Value</b>	<b>\$600,000</b>	<b>\$600,000</b>	
<i>(Includes Services charges)</i>			
Uniform Annual General Charge	815.00	857.00	5.15%
Solid Waste (Rubbish and Recycling)	389.00	365.00	-6.17%
Water Supply	601.00	582.00	-3.16%
Wastewater	355.00	315.00	-11.27%
Roading Rate	589.98	615.19	4.27%
General Rate	852.30	1,002.46	17.62%
<b>Total Rates (excl TRC)</b>	<b>3,602.28</b>	<b>3,736.65</b>	
<b>Movement \$</b>		<b>134.37</b>	
<b>Movement %</b>		<b>3.73%</b>	
<b>Capital Value</b>	<b>\$2,500,000</b>	<b>\$2,500,000</b>	
<i>(No services)</i>			
Uniform Annual General Charge	815.00	857.00	5.15%
Roading Rate	2,458.25	2,563.29	4.27%
General Rate	3,551.25	4,176.90	17.62%
<b>Total Rates (excl TRC)</b>	<b>6,824.50</b>	<b>7,597.19</b>	
<b>Movement \$</b>		<b>772.69</b>	
<b>Movement %</b>		<b>11.32%</b>	
<b>Capital Value</b>	<b>\$5,000,000</b>	<b>\$5,000,000</b>	
<i>(No services)</i>			
Uniform Annual General Charge	815.00	857.00	5.15%
Roading Rate	4,916.50	5,126.59	4.27%
General Rate	7,102.50	8,353.80	17.62%
<b>Total Rates (excl TRC)</b>	<b>12,834.00</b>	<b>14,337.38</b>	
<b>Movement \$</b>		<b>1,503.38</b>	
<b>Movement %</b>		<b>11.71%</b>	
<b>Capital Value (with Forestry rate)</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	
<i>(No services)</i>			
Uniform Annual General Charge	815.00	857.00	5.15%
Roading Rate*	6,910.90	8,756.70	26.71%
General Rate	1,420.50	1,670.76	17.62%
<b>Total Rates (excl TRC)</b>	<b>9,146.40</b>	<b>11,284.46</b>	
<b>Movement \$</b>		<b>2,138.06</b>	
<b>Movement %</b>		<b>23.38%</b>	
* Roading Rate based on Forestry Differential collecting \$250,000			
<b>Capital Value</b>	<b>\$500,000</b>	<b>\$500,000</b>	
<i>(No Refuse collection charge)</i>			
Uniform Annual General Charge	815.00	857.00	5.15%
Water Supply	601.00	582.00	-3.16%
Wastewater	355.00	315.00	-11.27%
Roading Rate	491.65	512.66	4.27%
General Rate	710.25	835.38	17.62%
<b>Total Rates (excl TRC)</b>	<b>2,972.90</b>	<b>3,102.04</b>	
<b>Movement \$</b>		<b>129.14</b>	
<b>Movement %</b>		<b>4.34%</b>	
Note: Water consumption charge proposed below			
Water Rate per cubic metre	2.15	2.11	-2.03%

# COMMUNITY OUTCOMES

## Vision

Council has spent time reviewing its vision statement for the district and will aspire to be: A vibrant, resilient, and connected community – in the heart of Taranaki

## Community Outcomes

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

- Vibrant Community
- Sustainable Environment
- Connected Communities
- Enabling Economy

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:

COMMUNITY OUTCOME	WHAT COUNCIL WILL DO
Vibrant community (Insert Icon)	<ul style="list-style-type: none"> <li>• We celebrate and embrace our community's cultures and traditions</li> <li>• We tell our unique story</li> <li>• We develop strong relationships with iwi, hapu and marae</li> </ul>
Sustainable environment (Insert Icon)	<ul style="list-style-type: none"> <li>• Our natural resources can be enjoyed now and by future generations.</li> <li>• We are committed to working towards zero waste</li> <li>• We have well planned and resilient infrastructure that meets the current and future needs of the district</li> <li>• We aim to understand and support Te Ao Māori values and principles</li> </ul>
Connected communities (Insert Icon)	<ul style="list-style-type: none"> <li>• Our neighbourhoods are safe and supported</li> <li>• We enable positive healthy lifestyles, through access to health, social and recreation services</li> <li>• We have a strong sense of belonging</li> <li>• We value opportunities to be involved and work together as a community</li> </ul>
Enabling economy (Insert Icon)	<ul style="list-style-type: none"> <li>• We are a welcoming and business friendly district</li> <li>• We encourage a strong and diverse local economy</li> <li>• We promote opportunities to visit, live and invest in the district</li> <li>• We support economic opportunities for Māori</li> </ul>

The group of activities contribute predominantly to the following community outcomes:

Activities	Vibrant community (Insert Icon)	Sustainable environment (Insert Icon)	Connected communities (Insert Icon)	Enabling economy (Insert Icon)
Recreation and Facilities	✓	✓	✓	✓
Community Development	✓		✓	✓
Democracy	✓	✓	✓	✓
Environmental Services		✓	✓	✓
Roading			✓	✓
Stormwater		✓		✓
Wastewater		✓		✓
Solid Waste		✓		✓
Water Supply		✓		✓

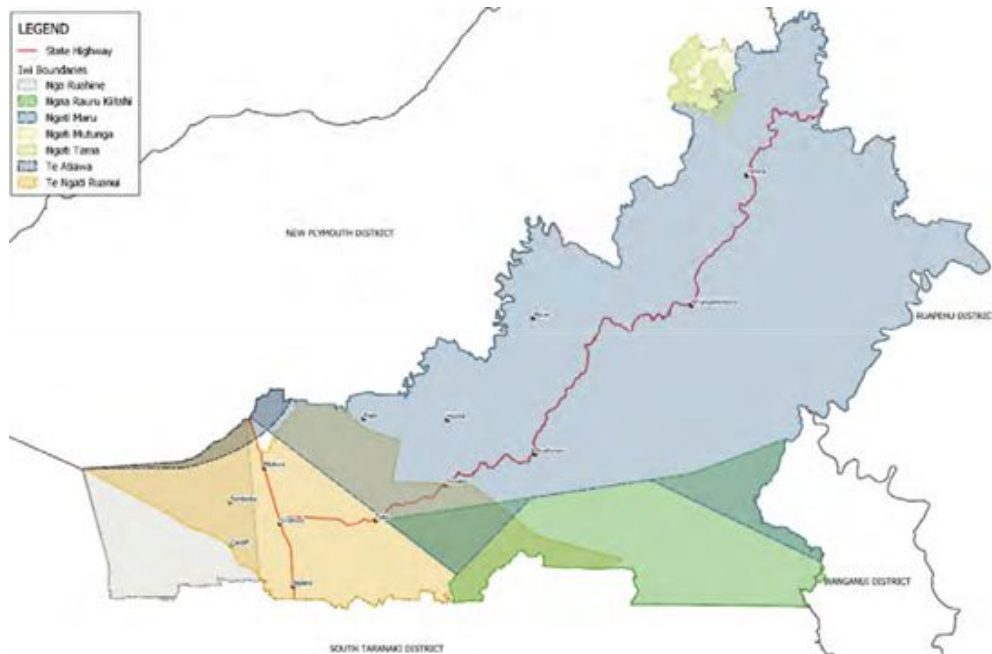
The activities meet the purpose of the Local Government four well-beings as follows:

Activities	Cultural	Social	Economic	Environmental
Aerodrome		✓	✓	✓
Civic Amenities	✓	✓		
Library	✓	✓		
Parks, Reserves and Cemeteries	✓	✓		✓
Pool Complex	✓	✓	✓	
Democracy	✓	✓	✓	✓
Community Services	✓	✓		
Economic Development	✓		✓	
Information Centre	✓	✓	✓	
Rental and Investment Properties		✓	✓	
Building Services			✓	✓
Planning			✓	✓
Community Health and Safety			✓	
Civil Defence and Emergency Management		✓	✓	✓
Roading		✓	✓	
Stormwater	✓	✓	✓	✓
Wastewater	✓	✓	✓	✓
Solid Waste		✓	✓	✓
Water Supply	✓	✓	✓	✓

# OPPORTUNITIES FOR MĀORI CONTRIBUTION TO DECISION MAKING PROCESSES

As a Council, we recognise the special position of tangata whenua and the important role Māori have to play in Council's decision-making processes and aim to build and grow mutually beneficial, positive relationships with iwi and hapu situated within the Stratford District.

We acknowledge the following seven iwi as tangata whenua within the Stratford District. These are Ngāti Ruanui, Ngāruahine, Ngāti Maru, Ngāti Mutunga, Ngāti Tama, Ngā Rauru and Te Atiawa. Council also recognises the role of Whakaahurangi Marae within the district.



Council provides opportunities for Māori contribution to decision making in the following ways:

## Statutory

Section 81 of the Local Government Act, 2002 requires Council to provide opportunities for Māori to participate in Council decision-making and consider ways we can foster the development of Māori capacity to contribute to Council's decision-making. The Resource Management Act 1991 places further requirements on Council to support Māori participation and capacity in contributing to its decision making processes.

## Significance and Engagement

The Significance and Engagement Policy sets out how Council will determine the significance of an issue, proposal, or decision and the level of engagement required with key stakeholders including iwi. This ensures a consistent approach is used when considering Māori contributions to Council's decision-making. Council acknowledges its unique relationship with Māori and supports this through:

- Establishing and maintaining processes to provide opportunities for Māori to contribute to decision-making;
- Taking into account the relationship Māori have with their ancestral land, water, sites, waahi tapu, and other taonga, when a significant decision relates to land or a body of water;
- Building ongoing relationships with Māori to enable early engagement in the development of appropriate plans and policies.

### **Internal Capacity**

To enable and enhance effective engagement of Maori in decision making processes Council has committed resource to support and guide its interactions with Māori, with a focus on building the cultural competency of our staff and elected members. This includes ensuring training on Te Ao Māori is available and supported, including basic te reo Māori, tikanga, local history, and relevant legislation. This enhances staff confidence and skills in engaging with Māori to establish and manage effective relationships.

### **Working Together**

Council values its relationship with mana whenua, demonstrated through involvement in significant community events such as the Puanga and te wiki o te reo Māori celebrations, through active engagement in the development of new recreational facilities as well as policy and bylaw adoption processes. Cooperation is also directly benefiting from iwi being increasingly included in regional groups such as the Taranaki Regional Executive Group, Ngā Kaiwhakatere o Taranaki and Civil Defence.

Going forward Council is committed to adopt a more formal approach to further enable Māori in decision making by having regular liaison meetings, at both governance and operational levels, and by establishing a Māori engagement framework with local iwi.

### **Governance**

In 2021 Council adopted a bilingual name Te Kaunihera a Rohe o Whakaahurangi Stratford District Council, and is looking forward to continuing the conversation around bilingual language use across Council operations, services and facilities moving forward.

In May 2021 Council adopted to include a Maori Ward for the 2022 and 2025 local body elections.

# COUNCIL 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>Recreation and Facilities</i>	Aerodrome	
	Civic Amenities	Civic Amenities & Toilets Pensioner Housing
	Library Parks, Reserves & Cemeteries Pool Complex	
<i>Democracy</i>	Democracy	Democracy Corporate Support
<i>Community Services</i>	Community Development	
	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
	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.

### Disclosure of significant negative effects on well-being

The Council is required to identify and disclose any activities undertaken to promote specific community well-beings which have potentially significant adverse effects for other outcomes.



## Recreation and Facilities



TE KAUNIHERA Ā ROHE O  
**WHAKAAHURANGI**  
**STRATFORD**  
DISTRICT COUNCIL

Annual Plan 2023-24



# RECREATION AND FACILITIES

## AERODROME

### 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 Why We Do It

This activity contributes to the community outcomes of:

- Connected Communities – by providing an alternative transport route for people to connect to the district.
- Enabling Economy – promotes district opportunities for economic growth by increasing accessibility.

### 1.3 Significant Negative Effects

The Aerodrome activity has the potential to negatively impact the social, economic, environmental or cultural well-being of the local community. The most likely significant negative effects from this activity and the mitigation measures in place, are outlined below.

Social & environmental - The Aerodrome activity has the potential to negatively impact on the social and environmental well-being of the local community through noise. To mitigate this, the aerodrome is located in a rural area and Council owns the farm surrounding the aerodrome which serves as a buffer zone.

These negative effects and any controls and mitigation in place have to be balanced against the positive impact the activity has on the social, economic, environmental and cultural well-being of its users and the district overall.

### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year3 2023/24	2021/22	
The aerodrome meets the needs of users	A high level of satisfaction amongst the users with the condition and maintenance of the aerodrome	>70%	<b>Not Achieved</b> - 50%	Annual aerodrome user survey.
The aerodrome is used by the Stratford community and visitors.	Number of aircraft movements during the year.	>3,500	<b>Not Achieved</b> - 1,606	Annual AIMM compliance reporting

### 1.5 Key Future Projects

There are no future projects associated with the Aerodrome activity.

## 1.6 Statement of Prospective Financial Performance

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

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	101	105	140	(35)
Revenue	27	27	27	0
<b>Net Cost of Service</b>	<b>74</b>	<b>77</b>	<b>113</b>	<b>(35)</b>
<b>EXPENDITURE</b>				
Operating Costs	69	70	105	(35)
Depreciation	6	6	6	0
Overheads	27	29	30	(1)
<b>Total Operating Expenditure</b>	<b>101</b>	<b>105</b>	<b>140</b>	<b>(36)</b>
Capital Expenditure	0	0	0	0
<b>Total Expenditure</b>	<b>101</b>	<b>105</b>	<b>140</b>	<b>(36)</b>
<b>FUNDED BY:</b>				
Charges for Services	27	27	27	(1)
<b>Revenue</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>(1)</b>
General Rates	73	76	112	(36)
Transfer from Reserves	0	0	0	0
Other Funding	1	1	1	(0)
<b>Total Funding</b>	<b>101</b>	<b>105</b>	<b>140</b>	<b>(36)</b>

## 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)
- War Memorial Centre
- TET Multi Sports Centre
- Pensioner Housing
- Centennial Rest Rooms
- Clock Tower (Glockenspiel)
- Bus Shelters
- Hall of Remembrance
- Public Toilets
- Rural Halls
- Security Cameras
- Structures/Beautification
- Transfer Station

### 1.2 Why We Do It

Council owns Civic Amenities to provide a community good or core civic functions, some of these are provided by Council because no other agencies are able or willing to provide them.

This activity contributes to the achievement of the District's civic, social and cultural needs.

This activity contributes to the community outcomes of:

- Vibrant Community
- Connected Communities

### 1.3 Significant Negative Effects

There are no significant negative effects associated with the Civic Amenities activity that may affect the social, economic, environmental or cultural well-being of the local community. However, failure to deliver this activity would have a significant negative impact on the social, economic and cultural well-being.

### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year3 2023/24	2021/22	
To provide facilities that are well maintained and utilised.	Buildings legally requiring a Building WoF have a current Building WoF at all times.	100%	Achieved – 100%	Building WoF records
	Annual booking of War Memorial Centre.	>500	Not Achieved – 379	Booking records
	Annual booking of Centennial Restrooms.	>200	Achieved – 246	Booking records
To provide suitable housing for the elderly.	Percentage of resident satisfaction.	>89%	Not Achieved – 73%	Annual Survey of Pensioner Housing tenants.
	Annual Occupancy rate.	>95%	Achieved – 100%	Tenancy records.
To provide clean, well maintained toilet facilities.	Percentage of Stratford District residents satisfied with overall level of service of toilets.	>80%	Not Achieved – 68%	Annual Residents Survey

## 1.5 Key Future Projects

Project	Category	2023/24
<b>Stratford 2035 Projects</b>	Level of Service	\$482,345
<b>TET Multi Sports Centre</b>	Level of Service	\$52,400
<b>War Memorial Centre carpark upgrade to LED Lights</b>	Level of Service	\$57,600
<b>Pensioner Housing – Healthy Homes Upgrade</b>	Level of Service	\$29,500

## 1.6 Statement of Prospective Financial Performance

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

### Civic Amenities

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	1,017	1,110	1,090	20
Revenue	52	54	54	(0)
<b>Net Cost of Service</b>	<b>964</b>	<b>1,056</b>	<b>1,035</b>	<b>20</b>
<b>EXPENDITURE</b>				
Operating Costs	386	335	380	(45)
Interest	27	40	27	13
Depreciation	472	592	533	59
Overheads	132	143	149	(6)
<b>Total Operating Expenditure</b>	<b>1,017</b>	<b>1,110</b>	<b>1,090</b>	<b>20</b>
Principal Loan Repayments	49	72	31	41
Capital Expenditure	575	596	595	(0)
<b>Total Expenditure</b>	<b>1,641</b>	<b>1,778</b>	<b>1,718</b>	<b>61</b>
<b>FUNDED BY:</b>				
Charges for Services	52	54	54	0
<b>Revenue</b>	<b>52</b>	<b>54</b>	<b>54</b>	<b>0</b>
General Rates	722	817	752	65
Targeted Rates	18	17	19	(2)
Grants and Donations	0	0	0	0
Depreciation funded from Reserves	219	215	257	(42)
Loan Funding - Capital	571	592	592	(0)
Transfer from Reserves	52	75	34	41
Other Funding	5	8	7	1
<b>Total Funding</b>	<b>1,641</b>	<b>1,778</b>	<b>1,718</b>	<b>61</b>

## Pensioner Housing

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	143	131	159	(27)
Revenue	79	87	77	(10)
<b>Net Cost of Service</b>	<b>64</b>	<b>45</b>	<b>82</b>	<b>(38)</b>
<b>EXPENDITURE</b>				
Operating Costs	60	43	64	(21)
Interest	1	0	1	(2)
Depreciation	33	34	37	(3)
Overheads	50	54	57	(3)
<b>Total Operating Expenditure</b>	<b>143</b>	<b>131</b>	<b>159</b>	<b>(29)</b>
Principal Loan Repayments	1	1	1	(1)
Capital Expenditure	0	0	30	(30)
<b>Total Expenditure</b>	<b>144</b>	<b>132</b>	<b>190</b>	<b>(59)</b>
<b>FUNDED BY:</b>				
Charges for Services	79	87	77	10
<b>Revenue</b>	<b>79</b>	<b>87</b>	<b>77</b>	<b>10</b>
General Rates	34	26	34	(8)
Operational Balance from Reserves	30	18	48	(30)
Transfer from Reserves	0	0	0	0
Loan Funding - Capital	0	0	30	(30)
Other Funding	1	1	1	(0)
<b>Total Funding</b>	<b>144</b>	<b>132</b>	<b>190</b>	<b>(59)</b>

## LIBRARY

### 1.1 What We Do

The Stratford District Library is co-located with the Visitor Information Centre (i-SITE) which sees a vibrant, community hub situated in the town centre, Prospero Place. The library provides physical and digital access to a collection of lending material and information resources in a 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 Why We Do It

This activity contributes to the district's overall well-being by providing access to reading material, databases and internet services that individuals are unlikely to be able to provide for themselves.

This activity contributes to the community outcomes of:

- Vibrant community
- Connected communities

### 1.3 Significant Negative Effects

There are no significant negative effects associated with the Library activity that may affect the social, economic, environmental or cultural well-being of the local community. However, failure to deliver this activity would have a significant negative impact on the social, economic and cultural well-being.

### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year 3 2023/24	2021/22	
To provide a library service which meets the needs of and is being used by Stratford District residents	Number of items (including digital) issued annually	>40,000	<b>Achieved</b> - 57,670	Monthly statistics from Koha
	% of library users satisfied with library services.	>80%	<b>Achieved</b> - 97%	Annual Residents Survey
	Number of people participating in library events and programmes	>1,200	<b>Achieved</b> - 2,436%	Internal attendance records

### 1.5 Key Future Projects

There are no future projects associated with the Library activity.

## 1.6 Statement of Prospective Financial Performance

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

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	691	672	605	67
Revenue	14	15	15	0
<b>Net Cost of Service</b>	<b>677</b>	<b>657</b>	<b>590</b>	<b>68</b>
<b>EXPENDITURE</b>				
Operating Costs	375	343	346	(3)
Interest	17	15	26	(10)
Depreciation	85	81	84	(3)
Overheads	214	233	149	84
<b>Total Operating Expenditure</b>	<b>691</b>	<b>672</b>	<b>605</b>	<b>67</b>
Principal Loan Repayments	32	28	31	(3)
Capital Expenditure	0	0	0	0
<b>Total Expenditure</b>	<b>723</b>	<b>700</b>	<b>636</b>	<b>64</b>
<b>FUNDED BY:</b>				
Charges for Services	14	15	15	0
<b>Revenue</b>	<b>14</b>	<b>15</b>	<b>15</b>	<b>0</b>
General Rates	625	600	543	57
Depreciation funded from Reserves	46	47	41	6
Grants and Donations	0	0	0	0
Transfer from Reserves	32	28	31	(3)
Other Funding	6	10	6	4
<b>Total Funding</b>	<b>723</b>	<b>700</b>	<b>636</b>	<b>64</b>

## 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, reserves and cemeteries 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
  - 4 rugby fields
  - 1 cricket wicket
  - 2 soccer fields
  
- (iii) 9.4 hectares of cemeteries
  - 5.1 hectares in 2 operating cemeteries
  - 4.3 hectares in 5 closed cemeteries
  
- (iv) 14km of walkway including 9 foot bridges.
  
- (v) 5.4 hectares in 19 esplanade reserves.
  
- (vi) Accessory structures and buildings:
  - Grandstand at Victoria Park
  - 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)
  - Skate park at Victoria Park
  - Children's Bike Park at Victoria Park
  - Pump Track at Victoria Park
  - Half basketball court at Victoria Park
  
- (vii) 34.3 hectares in rural domains and reserves.



## 1.2 Why We Do It

To provide and manage parks, reserves and cemeteries encompassing passive, active and scenic open spaces which contribute towards the desirability and attractiveness in the community.

The Parks and Reserves activity creates and provides a sense of belonging and pride, adding to social, recreational and cultural facilities in the community which are accessible to all.

This activity contributes to the community outcomes of:

- Connected communities
- Sustainable environment

## 1.3 Significant Negative Effects

There are no significant negative effects associated with the Parks, Reserves and Cemeteries activity that may affect the social, economic, environmental or cultural well-being of the local community. However, failure to deliver this activity would have a significant negative impact on the social, economic, environmental and cultural well-being.

## 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year 3 2023/24	2021/22	
To provide parks, sports fields and other open spaces that meet community demand	Number of complaints and requests for service.	<40	<b>Not Achieved</b> – 141	Reporting against corporate CRM system.
	Percentage of Stratford residents satisfied with:			
	• Parks;	>80%	<b>Achieved</b> – 92%	Annual Residents Survey.
	• Sports fields; and	>80%	<b>Achieved</b> – 83%	Annual Residents Survey.
	• Cemeteries.	>80%	<b>Not Achieved</b> – 70%	Annual Residents Survey.
Safe playgrounds are provided	All playgrounds meet NZ Safety Standards.	No Result (Biennial review)	<b>Not Achieved</b> – the inspection was completed in June 2020	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.	No Result (Biennial review)	<b>Not Achieved</b> – the inspection was completed in June 2020	Biennial bridge inspection Report

## 1.5 Key Future Projects

Project	Category	2023/24
Walkway Upgrade	Level of Service	\$20,000
Parks Upgrade	Level of Service	\$13,600
Whangamomona Camp Ground Septic Tank installation	Level of Service	\$121,000
Cemeteries		
Midhirst Cemetery – pathway upgrade	Level of Service	\$31,400

## 1.6 Statement of Prospective Financial Performance

The detailed financial summary including inflation is shown below:

### Parks & Reserves

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	757	752	933	(180)
Revenue	9	9	9	0
<b>Net Cost of Service</b>	<b>747</b>	<b>743</b>	<b>924</b>	<b>(180)</b>
<b>EXPENDITURE</b>				
Operating Costs	522	498	552	(54)
Interest	8	8	14	(6)
Depreciation	94	104	196	(92)
Overheads	133	143	172	(29)
<b>Total Operating Expenditure</b>	<b>757</b>	<b>752</b>	<b>933</b>	<b>(180)</b>
Principal Loan Repayments	14	14	16	(2)
Capital Expenditure	76	67	155	(88)
<b>Total Expenditure</b>	<b>847</b>	<b>833</b>	<b>1,104</b>	<b>(270)</b>
<b>FUNDED BY:</b>				
Charges for Services	9	9	9	(0)
<b>Revenue</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>(0)</b>
General Rates	754	746	927	(181)
Grants and Donations	0	34	0	34
Loan Funding - Capital	76	34	155	(121)
Transfer (to) Turf Replacement Reserve	(10)	(10)	(10)	0
Transfer from Reserves	14	14	16	(2)
Other Funding	4	6	7	(1)
<b>Total Funding</b>	<b>847</b>	<b>833</b>	<b>1,104</b>	<b>(270)</b>

## Cemeteries

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	187	205	220	(15)
Revenue	104	97	145	48
<b>Net Cost of Service</b>	<b>83</b>	<b>108</b>	<b>74</b>	<b>34</b>
<b>EXPENDITURE</b>				
Operating Costs	121	125	143	(18)
Interest	1	2	3	(1)
Depreciation	7	15	8	7
Overheads	59	64	66	(2)
<b>Total Operating Expenditure</b>	<b>187</b>	<b>205</b>	<b>220</b>	<b>(14)</b>
Principal Loan Repayments	2	4	4	(0)
Capital Expenditure	77	31	31	(0)
<b>Total Expenditure</b>	<b>266</b>	<b>240</b>	<b>255</b>	<b>(14)</b>
<b>FUNDED BY:</b>				
Charges for Services	104	97	145	(48)
<b>Revenue</b>	<b>104</b>	<b>97</b>	<b>145</b>	<b>(48)</b>
General Rates	84	109	76	32
Transfer from Reserves	0	0	0	0
Loan Funding - Capital	77	31	31	(0)
Other Funding	2	3	3	0
<b>Total Funding</b>	<b>266</b>	<b>240</b>	<b>255</b>	<b>(14)</b>

## POOL COMPLEX

### 1.1 What We Do

Wai o Rua - Stratford Aquatic Centre opened in October 2022. Owned and operated by Council, the centre has more than twice the capacity of the old TSB Pool Complex, and is home to an 8-lane 25 metre competition pool, a 20 metre programme and hydrotherapy pool, a learn to swim pool, a toddler pool and a zero-depth splash pad, kitted out with a range of interactive water toys.

### 1.2 Why We Do It

Council owns the pool to provide aquatic recreation for its residents and visitors. Council has historically adopted the role of provider of a swimming pool complex for the district as there has been no alternative.

The Pool makes a valuable contribution to the overall health and wellbeing of residents and visitors providing diverse recreational activities and enhancing the attractiveness of the district.

This activity contributes to the community outcomes of:

- Vibrant Community
- Connected Communities
- Enabling Economy

### 1.3 Significant Negative Effects

Wai o Rua - Stratford Aquatic Centre has the potential to negatively impact the social, economic, environmental or cultural well-being of the local community. The most likely significant negative effects from this activity and the mitigation measures in place, are outlined below.

**Social** - Cryptosporidia and other pathogens have the potential to cause significant negative health effects. Mitigation of this risk is a critical part of the water filtration and treatment processes.

**Social** – Chlorine odour has the potential to cause significant negative health effects. The water filtration system used minimises the level of chlorine used, and keeps the chlorine odour at low levels.

**Environmental & cultural** – Any accidental or uncontrolled discharge of pool water or associated chemicals into the nearby Patea River would have significant negative impacts on the environmental and cultural wellbeing of the river and the community. The design of the facility minimises the risk of this occurring.

These negative effects and any controls and mitigation in place have to be balanced against the positive impact the activity has on the social, economic, environmental and cultural well-being of its users and the district overall.

#### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year 3 2022/23	2021/22	
The pool complex will be a safe place to swim.	Number of reported accidents, possible accidents and similar incidents pa.	<80	Achieved - 25	Reported monthly to Council.
	Compliance with NZS5826:2010 NZ Pool Water Quality Standards.	100%	Achieved - 100%	Water quality register.
	PoolSafe accreditation is met	100%	Achieved - 100%	Annual Reporting
That the pool facilities meet demand.	Percentage of pool users are satisfied with the pool.	>80%	Not Achieved - 77%	Annual Residents Survey.
	Number of pool admissions per annum.	>55,000	Not Achieved - 39,789	Reported monthly to Council.

#### 1.5 Key Future Projects

There are no future projects associated with the Pool Complex activity.

#### 1.6 Statement of Prospective Financial Performance

The detailed financial summary including inflation is shown below:

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	1,487	1,785	2,883	(1,098)
Revenue	241	291	392	101
<b>Net Cost of Service</b>	<b>1,247</b>	<b>1,494</b>	<b>2,492</b>	<b>(997)</b>
<b>EXPENDITURE</b>				
Operating Costs	781	846	1,615	(768)
Interest	207	239	403	(164)
Depreciation	291	469	505	(36)
Overheads	208	230	361	(131)
<b>Total Operating Expenditure</b>	<b>1,487</b>	<b>1,785</b>	<b>2,883</b>	<b>(1,099)</b>
Principal Loan Repayments	377	435	468	(33)
Capital Expenditure	3,410	0	0	0
<b>Total Expenditure</b>	<b>5,274</b>	<b>2,220</b>	<b>3,351</b>	<b>(1,132)</b>
<b>FUNDED BY:</b>				
User Charges	241	291	392	(101)
<b>Revenue</b>	<b>241</b>	<b>291</b>	<b>392</b>	<b>(101)</b>
General Rates	1,240	1,484	1,999	(515)
Loan Funding - Capital	2,010	0	0	0
Grants - Capital	1,400	0	0	0
Transfer from Reserves	377	435	946	(511)
Other Funding	6	10	14	(4)
<b>Total Funding</b>	<b>5,274</b>	<b>2,220</b>	<b>3,351</b>	<b>(1,132)</b>



**Democracy**



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**WHAKAAHURANGI**  
**STRATFORD**  
DISTRICT COUNCIL

Annual Plan 2023-24

# DEMOCRACY

## 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.

### Corporate Support

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

## 1.2 Why We Do It

Council is required by the Local Government Act 2002 to provide a democratic process and manage its funding and administrative services efficiently and responsibly on behalf of the district.

The Democracy activity, by its nature, contributes to all of the desired district well-beings, and community outcomes that Council aims to achieve.

Corporate Support is an internal support function that provides services to other areas of Council to assist them in the delivery of activities. The total costs are allocated to other activity areas.

This activity contributes to the community outcomes of:

- Connected Communities
- Vibrant Communities
- Enabling Economy
- Sustainable Environment

## 1.3 Significant Negative Effects

There are no significant negative effects associated with the Democracy activity that may affect the social, economic, environmental or cultural well-being of the local community. However, failure to deliver this activity would have a significant negative impact on the social, economic, environment and cultural well-being

## 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year 3 2023/24	2021/22	
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%	Achieved - 100%	Meeting Register.
	All Council meetings are publicly notified in accordance with statutory timeframes.	100%	Achieved - 100%	Meeting Register.
Opportunities for the community to participate in decision making is widely publicised	The community is satisfied with how Council keeps them informed.	>80%	Not Achieved - 65%	Annual Residents Survey.
Ensure accountability documents are prepared and meet statutory requirements.	The Annual Report, Annual Plan and Long Term Plan meet statutory deadlines and receive an unmodified audit opinion.	Achieved	Achieved	Audit Opinion.



### 1.5 Key Future Projects

Project	Category	2023/24
Computers and peripherals	Replacements	\$131,000
Vehicle replacements	Replacements	\$20,000
Miscellaneous equipment	Replacements	\$20,000
Miranda Street Office		
Furniture replacement	Replacements	\$3,100
Partial roof replacement	Replacements	\$31,400

### 1.6 Statement of Prospective Financial Performance

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

#### Democracy

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	1,243	1,258	1,279	(21)
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>1,243</b>	<b>1,258</b>	<b>1,279</b>	<b>(21)</b>
<b>EXPENDITURE</b>				
Operating Costs	558	530	545	(15)
Overheads	685	728	734	(6)
<b>Total Expenditure</b>	<b>1,243</b>	<b>1,258</b>	<b>1,279</b>	<b>(21)</b>
<b>FUNDED BY:</b>				
UAGC	1,223	1,225	1,250	(25)
Other Funding	20	33	29	4
<b>Total Funding</b>	<b>1,243</b>	<b>1,258</b>	<b>1,279</b>	<b>(21)</b>

#### Corporate Support

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	0	0	24	(24)
Revenue	85	70	85	15
<b>Net Cost of Service</b>	<b>(85)</b>	<b>(70)</b>	<b>(61)</b>	<b>(9)</b>
<b>EXPENDITURE</b>				
Operating Costs				
- Chief Executive's Department	592	598	759	(161)
- Corporate Services Department	844	968	1,017	(49)
Overheads Recovered	(1,436)	(1,565)	(1,751)	186
<b>Total Operating Expenditure</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>(23)</b>
Capital Expenditure	225	177	206	(29)
<b>Total Expenditure</b>	<b>225</b>	<b>177</b>	<b>230</b>	<b>(52)</b>
<b>FUNDED BY:</b>				
Charges for Services	85	70	85	(15)
<b>Revenue</b>	<b>85</b>	<b>70</b>	<b>85</b>	<b>(15)</b>
UAGC	(85)	(70)	(61)	(9)
Transfer from Reserves	225	177	206	(29)
<b>Total Funding</b>	<b>225</b>	<b>177</b>	<b>230</b>	<b>(52)</b>





# Community Development



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DISTRICT COUNCIL

Annual Plan 2023-24

# COMMUNITY DEVELOPMENT

## COMMUNITY SERVICES

### 1.1 What We Do

Community Services encourages and supports groups and individuals in the district to achieve their own goals and outcomes in a sustainable way that 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 the current community services activities include:

- Facilitating the Positive Ageing Group and Youth Council
- Coordinating the promotion of school holiday activities
- Administration of community funds including 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 Why We Do It

This activity contributes to the district's well-being by the Council maintaining a general overview of trends in the social well-being of the district. The aim is to actively involve people in building their own sustainable and resilient communities and initiating, usually in conjunction with others, action for enhancement whenever it considers that to be necessary, appropriate and practical.

This activity contributes to the community outcomes of:

- Vibrant community
- Connected communities

### 1.3 Significant Negative Effects

There are no significant negative effects associated with the Community Services activity that may affect the social, economic, environmental or cultural well-being of the local community. However, failure to deliver this activity would have a significant negative impact on the social, economic, environment and cultural well-being.

### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year3 2023/24	2021/22	
Event Development that supports and encourages community engagement	Deliver or facilitate community events.	>5	<b>Achieved</b> - 32	Number of events held are recorded
	Percentage of residents feeling a sense of community.	>80%	<b>Not Achieved</b> - 71%	Annual Residents Survey

### 1.5 Key Future Projects

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

## 1.6 Statement of Prospective Financial Performance

The detailed financial summary including inflation is shown below.

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	437	455	497	(42)
Revenue	34	34	0	(34)
<b>Net Cost of Service</b>	<b>403</b>	<b>421</b>	<b>496</b>	<b>(75)</b>
<b>EXPENDITURE</b>				
Operating Costs	313	321	383	(62)
Overheads	124	133	113	20
<b>Total Operating Expenditure</b>	<b>437</b>	<b>455</b>	<b>497</b>	<b>(42)</b>
<b>FUNDED BY:</b>				
User Charges/Grants	34	34	0	34
<b>Revenue</b>	<b>34</b>	<b>34</b>	<b>0</b>	<b>34</b>
General Rates	399	415	384	31
Grants and Donations	0	0	107	(107)
Other Funding	4	6	4	1
<b>Total Funding</b>	<b>437</b>	<b>455</b>	<b>497</b>	<b>(42)</b>

## ECONOMIC DEVELOPMENT

### 1.1 What We Do

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

- Encouraging and supporting 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 and visit.
- Supporting the Stratford Business Association
- Working in partnership with Venture Taranaki Trust to support the economic growth of the district.

### 1.2 Why We Do It

Council provides this service to enable growth in population, increase employment opportunities, and promote the district as a destination for business and visitors. This works towards enabling a local economy that is prosperous.

This activity contributes to the community outcomes of:

- Vibrant Community
- Enabling Economy

### 1.3 Significant Negative Effects

There are no significant negative effects associated with the Economic Development activity that may affect the social, economic, environmental or cultural well-being of the local community. However, failure to deliver this activity would have a significant negative impact on the social, economic and cultural well-being.

### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year 3 2023/24	2021/22	
To support and promote the economic growth of the district.	Number of client interactions with Venture Taranaki's Business Advisory Service	100%	Achieved - 38	5 start up clinics
	Mentor matches made as requested	100%	Achieved	Venture Taranaki Quarterly reports
Enterprise Partnership and Engagement	Review the Economic Development Strategy	N/A	Achieved	Year 1 only - Strategy approved by Council

### 1.5 Key Future Projects

Project	Category	2023/24
Subdivision land development	Level of Service	\$1,049,000

## 1.6 Statement of Prospective Financial Performance

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

### Economic Development

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	598	743	626	116
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>598</b>	<b>743</b>	<b>626</b>	<b>116</b>
<b>EXPENDITURE</b>				
Operating Costs	444	580	430	150
Overheads	154	162	196	(34)
<b>Total Operating Expenditure</b>	<b>598</b>	<b>743</b>	<b>626</b>	<b>116</b>
<b>FUNDED BY:</b>				
General Rates	297	368	262	106
UAGC	297	368	262	106
Grants and Donations	0	0	94	(94)
Other Funding	4	7	8	(1)
<b>Total Funding</b>	<b>597</b>	<b>743</b>	<b>626</b>	<b>116</b>

### Council Projects

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	0	59	93	(34)
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>0</b>	<b>59</b>	<b>93</b>	<b>(34)</b>
<b>EXPENDITURE</b>				
Operating Costs	0	0	0	0
Interest	0	59	93	(34)
Overheads	0	0	0	0
<b>Total Operating Expenditure</b>	<b>0</b>	<b>59</b>	<b>93</b>	<b>(34)</b>
Principal Loan Repayments	0	3,194	97	3,097
Capital Expenditure	1,025	1,049	1,049	0
<b>Total Expenditure</b>	<b>1,025</b>	<b>4,301</b>	<b>1,240</b>	<b>3,061</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	0	-22	191	(213)
Sales of Sections - Capital	0	3,274	0	3,274
Loan Funding - Capital	0	1,049	1,049	0
Grants and Donations - Capital	1,025	0	0	0
<b>Total Funding</b>	<b>1,025</b>	<b>4,301</b>	<b>1,240</b>	<b>3,061</b>

## INFORMATION CENTRE

### 1.1 What We Do

The Visitor Information Centre (i-SITE) is co-located with the Stratford District Library which sees a vibrant, community hub situated in the town centre, Prospero Place. Residents and visitors can access a wide range of travel information, booking services and complete NZTA transactions such as car registration and driver licensing.

### 1.2 Why We Do It

This activity provides a range of tourism information related to the Stratford District, Taranaki, and New Zealand. It also acts as an Automotive Association touring agent providing driver licence and vehicle licensing services that otherwise may not have been available.

This activity contributes to the community outcomes of:

- Vibrant community
- Enabling economy

### 1.3 Significant Negative Effects

There are no significant negative effects associated with the Information Centre activity that may affect the social, economic, environmental or cultural well-being of the local community. However, failure to deliver this activity would have a significant negative impact on the social, economic, environment and cultural well-being.

### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year 3 2023/24	2021/22	
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 users of AA Agency Service is measured.	>10,000	<b>Not Achieved – 7,900</b>	AA customer count records
	Percentage customers are satisfied with the Information Centre.	>80%	<b>Achieved – 96%</b>	Annual Residents Survey

### 1.5 Key Future Projects

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



## 1.6 Statement of Prospective Financial Performance

The detailed financial summary including inflation is shown below.

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	287	285	252	33
Revenue	39	65	65	0
<b>Net Cost of Service</b>	<b>248</b>	<b>220</b>	<b>187</b>	<b>34</b>
<b>EXPENDITURE</b>				
Operating Costs	176	164	191	(27)
Depreciation	4	4	0	4
Overheads	107	117	60	57
<b>Total Operating Expenditure</b>	<b>287</b>	<b>285</b>	<b>252</b>	<b>33</b>
<b>FUNDED BY:</b>				
Charges for Services	39	65	65	(0)
<b>Revenue</b>	<b>39</b>	<b>65</b>	<b>65</b>	<b>(0)</b>
General Rates	244	215	184	31
Other Funding	3	5	2	3
<b>Total Funding</b>	<b>287</b>	<b>285</b>	<b>252</b>	<b>33</b>

## 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 share milking 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 Why We Do It

The prudent management of Council owned properties not used in the day-to-day functions of Council ensure these do not become a nuisance and maximises commercial return for Council.

Each property is held for specific reasons and the property portfolio is regularly reviewed to ensure any properties surplus to requirements are disposed of. The key properties and the reason for Council's ownership are described below.

**Farm** - The farm is considered to be an economic investment that was purchased for the purposes of providing a financial contribution to ease the burden of rates on the community. In 2015 the farm expanded by 54 hectares when the Council purchased the neighbouring farm for the purposes of increasing economies of scale, and returns to the ratepayer. The farm contributes to the economic well-being of the district by providing rates mitigation for ratepayers.

The farm surrounds the aerodrome, therefore providing a buffer zone to allow for smooth operations of the aerodrome.

**Holiday Park** - Council has traditionally adopted the role of provider of the holiday park as there has been no alternative provider in Stratford.

**Rental Properties** - most properties have been purchased for a strategic purpose because of their location, either for Council's future use or for on selling at a later date.

This activity contributes to the community outcomes of:

- Enabling Economy

### 1.3 Significant Negative Effects

The Rental and Investment Property activity has the potential to negatively impact the social, economic, environmental or cultural well-being of the local community. The most likely significant negative effects from this activity and the mitigation measures in place, are outlined below.

**Environmental & cultural** - Contamination of streams that cross or border the council owned farm, from runoff from paddocks, effluent ponds or animals gaining access to the river has the potential to negatively impact the environmental and cultural wellbeing. This is mitigated by good farming practices and significant investment made in fencing and riparian planting of stream edges as well as effluent management.

These negative effects and any controls and mitigation in place have to be balanced against the positive impact the activity has on the social, economic, environmental and cultural well-being of its users and the district overall.



#### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year 3 2022/23	2021/22	
Maximum profits from the farm are returned to Council.	Milk production is maximised	>150,000 kg/ms	<b>Achieved – 154,000 kgs/ms</b>	Milk Supplier's Statements issued by Fonterra.
The Council is meeting national Environmental standards.	The Council farm's Environmental Plan is reviewed annually	Achieved	<b>Achieved –</b>	Report to Farm and Aerodrome Committee
Leased property is safe and fit for purpose.	Number of complaints from tenants.	<5	<b>Achieved – 1</b>	Reporting against corporate CRM system.

#### 1.5 Key Future Projects

Project	Category	2023/24
Farm		
<b>Landscaping and riparian planting</b>	Level of Service	\$3,700
<b>Water lines and trough upgrade</b>	Level of Service	\$12,600

#### 1.6 Statement of Prospective Financial Performance

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

##### Farm

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	385	390	461	(71)
Revenue	489	489	719	230
<b>Net Cost of Service</b>	<b>(104)</b>	<b>(98)</b>	<b>(258)</b>	<b>159</b>
<b>EXPENDITURE</b>				
Operating Costs	238	250	314	(64)
Interest	46	44	69	(25)
Depreciation	43	34	47	(13)
Overheads	57	62	31	31
<b>Total Operating Expenditure</b>	<b>385</b>	<b>390</b>	<b>461</b>	<b>(71)</b>
Principal Loan Repayments	54	48	129	(82)
Capital Expenditure	16	16	16	(0)
<b>Total Expenditure</b>	<b>454</b>	<b>455</b>	<b>606</b>	<b>(152)</b>
<b>FUNDED BY:</b>				
Charges for Services	489	489	719	(230)
<b>Revenue</b>	<b>489</b>	<b>489</b>	<b>719</b>	<b>(230)</b>
General Rates	(147)	(50)	(198)	148
Transfer from Reserves	97	0	69	(69)
Sale of Land	0	0	0	0
Loan Funding - Capital	16	16	16	(0)
Other Funding	0	0	0	0
<b>Total Funding</b>	<b>454</b>	<b>455</b>	<b>606</b>	<b>(152)</b>

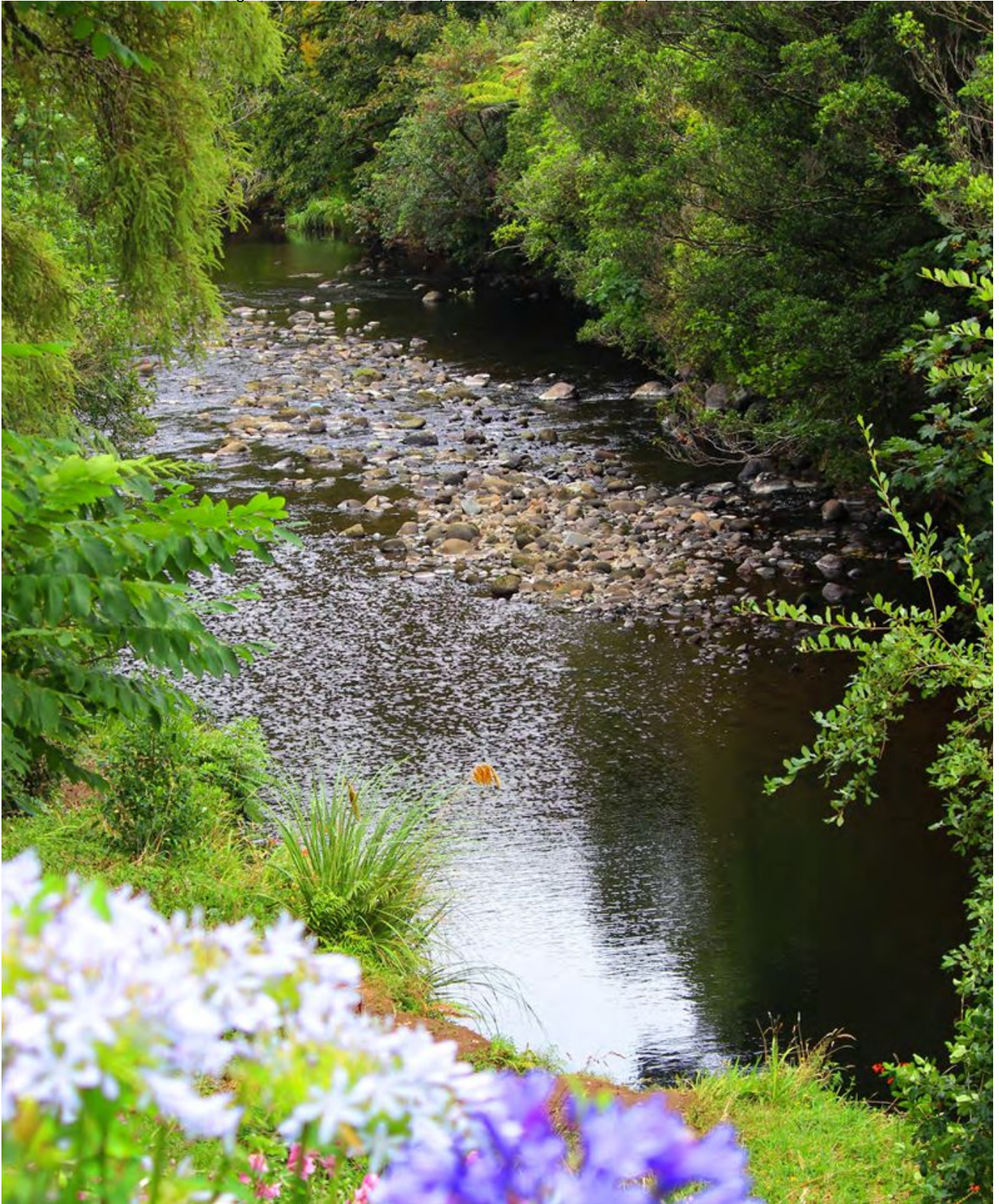
**Holiday Park**

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	2	2	2	(0)
Revenue	3	3	3	0
<b>Net Cost of Service</b>	<b>(1)</b>	<b>(1)</b>	<b>(1)</b>	<b>(0)</b>
<b>EXPENDITURE</b>				
Operating Costs	0	0	0	0
Overheads	2	2	2	(0)
<b>Total Expenditure</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>(0)</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	(1)	(1)	(1)	0
Other Funding	0	0	0	(0)
<b>Total Funding</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>(0)</b>

**Rental Properties**

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	69	72	64	8
Revenue	36	37	37	(0)
<b>Net Cost of Service</b>	<b>33</b>	<b>35</b>	<b>27</b>	<b>8</b>
<b>EXPENDITURE</b>				
Operating Costs	12	10	10	(0)
Depreciation	17	18	20	(2)
Overheads	40	44	34	10
<b>Total Operating Expenditure</b>	<b>69</b>	<b>72</b>	<b>64</b>	<b>8</b>
Capital Expenditure	0	0	0	0
<b>Total Expenditure</b>	<b>69</b>	<b>72</b>	<b>64</b>	<b>8</b>
<b>FUNDED BY:</b>				
Charges for Services	36	37	37	0
<b>Revenue</b>	<b>36</b>	<b>37</b>	<b>37</b>	<b>0</b>
General Rates	32	33	26	7
Other Funding	1	2	1	1
<b>Total Funding</b>	<b>69</b>	<b>72</b>	<b>64</b>	<b>8</b>





## Environmental Services



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Annual Plan 2023-24



# ENVIRONMENTAL SERVICES

## BUILDING SERVICES

### 1.1 What We Do

The 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 Why We Do It

The Council has a legal responsibility to ensure buildings are fit for purpose and comply with legislation.

This activity contributes to the community outcomes of:

- Enabling Economy
- Sustainable Environment

### 1.3 Significant Negative Effects

The Building activity has the potential to negatively impact the social, economic, environmental or cultural well-being of the local community. The most likely significant negative effects from this activity and the mitigation measures in place, are outlined below.

Social, economic, environmental & cultural - the construction and modification of buildings and structures represents a significant investment for its owners and directly impacts the community and the natural and built environment, as well as community safety. Performance indicators have been designed to strike a balance between legal requirements, supporting the environmental and economic well-being and delivering efficiency from a customer service perspective. Maintenance of a quality management system and a structured approach to continual improvement are two measures to ensure the purpose of the Building Act is upheld.

These negative effects and any controls and mitigation in place have to be balanced against the positive impact the activity has on the social, economic, environmental and cultural well-being of its users and the district overall.

### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual 2021/22	How Measured
		Year 3 2023/24		
To process applications within statutory timeframes.	Percentage of building consent applications processed within 20 days.	100%	<b>Not Achieved</b> - 98.6%, 355 out of 360	Council Records.
	Percentage of inspection requests completed within 24 hours of request.	100%	<b>Not Achieved</b> - 97.2%, 1,219 out of 1,256	Council Records.
	Percentage of code compliance certificate applications determined within 20 working days.	100%	<b>Not Achieved</b> - 90%, 190 out of 211	Council Records.
To retain registration as a Building Consent Authority.	Current registration.	Confirmed	<b>Achieved</b>	Current IANZ Certification

Level of Service	Performance Measure	Target	Actual	How Measured
		Year 3 2023/24 100%	2021/22	
To process LIMs within statutory timeframes	% of LIMs processed within timeframes.		<b>Achieved</b> - 100% 55 of 55	Council Records
Service meets customer expectations.	Percentage of customers using building consent processes are satisfied with the service provided	>80%	<b>Not Achieved</b> - 48%	Annual Residents Survey

### 1.5 Key Future Projects

There are no future projects associated with the Building Services activity.

### 1.6 Statement of Prospective Financial Performance

The detailed financial summary including inflation is shown below.

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	994	797	1,008	(211)
Revenue	433	314	523	209
<b>Net Cost of Service</b>	<b>561</b>	<b>483</b>	<b>485</b>	<b>(2)</b>
<b>EXPENDITURE</b>				
Operating Costs	706	488	676	(188)
Overheads	288	309	332	(24)
<b>Total Operating Expenditure</b>	<b>994</b>	<b>797</b>	<b>1,008</b>	<b>(212)</b>
<b>FUNDED BY:</b>				
Charges for Services	433	314	523	(209)
<b>Revenue</b>	<b>433</b>	<b>314</b>	<b>523</b>	<b>(209)</b>
UAGC	552	469	472	(3)
Other Funding	8	14	13	1
<b>Total Funding</b>	<b>994</b>	<b>797</b>	<b>1,008</b>	<b>(212)</b>

## PLANNING

### 1.1 What We Do

This activity covers:

- The development and administration of the Stratford District Plan
- The processing of resource consents required under the District Plan.
- Monitoring of the district to ensure that the District Plan is relevant and complied with.

### 1.2 Why We Do It

All of the above functions are required by legislation.

This activity contributes to the community outcomes of:

- Sustainable Environment
- Enabling Economy

### 1.3 Significant Negative Effects

The Planning activity has the potential to negatively impact the social, economic, environmental or cultural well-being of the local community. The most likely significant negative effects from this activity and the mitigation measures in place, are outlined below.

Social, economic, environmental & cultural - land use and subdivision activity can impact on short and long term social, economic, environmental and cultural outcomes. Performance indicators have been designed to strike a balance between legal requirements, supporting the environmental and economic well-being, meeting the community's needs and delivering efficiency from a customer service perspective. Best social, economic, environmental & cultural practice and community expectations will also be incorporated in the future update of the District Plan which governs much of this activity.

These negative effects and any controls and mitigation in place have to be balanced against the positive impact the activity has on the social, economic, environmental and cultural well-being of its users and the district overall.

### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year 2 2023/24	2021/22	
To promote the sustainable management and use of land and public spaces.	To undertake a comprehensive review of the district plan, with notification within statutory timeframes.	Notification Required	<b>Not Applicable</b>	<i>No timeframe to be met in Year 1</i>  Reports to Council
	To undertake a systematic review of bylaws and related policies as they reach their statutory review dates.	100% within review timeframes	<b>Not Achieved</b>	Reports to Council
To process resource consents within statutory timeframes.	% of non notified applications processed within 20 working days.	100%	<b>Not Achieved – 96%</b> 79 of 82	Council records
	% of notified applications processed within legislated timeframes for notification, hearings and decisions.	100%	<b>Achieved – 0 notified consent applications</b>	Council records
	% of s223 and s224 applications processed within 10 working days.	100%	<b>Achieved – 100%</b> 53 of 53 applications.	Council records
Service meets customer expectations.	Percentage of customers using resource consent processes are satisfied with the service provided	>80%	<b>Not Achieved – 70%</b>	Council Records

## 1.5 Key Future Projects

Project	Category	2023/24
District Plan Review	Operating Expenditure	\$500,000

## 1.6 Statement of Prospective Financial Performance

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

### District Plan

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	208	709	755	(46)
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>208</b>	<b>709</b>	<b>755</b>	<b>(46)</b>
<b>EXPENDITURE</b>				
Operating Costs	103	586	634	(48)
Interest	0	11	9	2
Overheads	105	113	112	1
<b>Total Operating Expenditure</b>	<b>208</b>	<b>709</b>	<b>755</b>	<b>(45)</b>
Principal Loan Repayments	0	50	100	(50)
<b>Total Expenditure</b>	<b>208</b>	<b>759</b>	<b>855</b>	<b>(96)</b>
<b>FUNDED BY:</b>				
UAGC	205	254	351	(97)
Loan Funding	0	500	500	(0)
Other Funding	3	5	4	1
<b>Total Funding</b>	<b>208</b>	<b>759</b>	<b>855</b>	<b>(96)</b>

### Resource Consents

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	240	213	353	(140)
Revenue	121	95	126	31
<b>Net Cost of Service</b>	<b>119</b>	<b>118</b>	<b>227</b>	<b>(108)</b>
<b>EXPENDITURE</b>				
Operating Costs	135	100	204	(104)
Overheads	105	113	149	(36)
<b>Total Operating Expenditure</b>	<b>240</b>	<b>213</b>	<b>353</b>	<b>(140)</b>
<b>FUNDED BY:</b>				
Charges for Services	121	95	126	(31)
<b>Revenue</b>	<b>121</b>	<b>95</b>	<b>126</b>	<b>(31)</b>
UAGC	116	112	221	(109)
Other Funding	3	5	6	(1)
<b>Total Funding</b>	<b>240</b>	<b>213</b>	<b>353</b>	<b>(140)</b>

## 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

The Council:

- provides a uniform system of control to ensure that food being sold 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

The Council carries out licensing, 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.

The Council receives an average of 300 complaints concerning infringements of the various bylaws each year.

#### Animal Control

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

This covers:

- registration of dogs
- providing a 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.

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

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

### 1.2 Why We Do It

These services are either required by statute or bylaws produced by the Council in response to either public expectations or legal requirements.

This activity contributes to the community outcomes of:

- Enabling Economy
- Sustainable Environment



### 1.3 Significant Negative Effects

There are no significant negative effects associated with the Community Health and Safety activity that may affect the social, economic, environmental or cultural well-being of the local community. This activity exists to avoid, minimise or mitigate significant negative effects of environmental or community health and safety events. Failure to deliver this activity would therefore have a significant negative impact on the economic and environment well-being.

### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual 2021/22	How Measured
		Year 3 2023/24		
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%	<b>Achieved – 100%</b> 94 out of 94	Council Records
	Health nuisance and premise complaints are responded to within 1 working day.	100%	<b>Achieved – 100%</b> 11 out of 11 complaints	Council Records
To fulfil obligations as a District Licensing Committee.	Percentage of licensed premises inspected.	100%	<b>Not Achieved – 94.2%</b> 33 of 35 inspected	Council Records
	Percentage of applications processed within 25 working days (excluding hearings).	100%	<b>Achieved – 100%</b> 87 of 88 applications (1 hearing)	Council Records
To monitor and enforce bylaws.	Percentage of complaints responded to within 2 hours.	100%	<b>Achieved – 100%</b> 278 of 278 complaints.	Council Records
To ensure dogs are controlled.	Percentage of known dogs registered.	95%	<b>Achieved – 98%</b> 2,081 of 2,135 dogs	Council Records
	Percentage of dog attack/wandering dog complaints responded to within an hour.	100%	<b>Not Achieved – 98%</b> 225 of 228 complaints	Council Records

### 1.5 Key Future Projects

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

## 1.6 Statement of Prospective Financial Performance

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

### Food and Health

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	166	178	189	(11)
Revenue	31	31	35	4
<b>Net Cost of Service</b>	<b>135</b>	<b>147</b>	<b>154</b>	<b>(6)</b>
<b>EXPENDITURE</b>				
Operating Costs	89	94	104	(11)
Overheads	77	84	85	(2)
<b>Total Operating Expenditure</b>	<b>166</b>	<b>178</b>	<b>189</b>	<b>(11)</b>
<b>FUNDED BY:</b>				
Charges for Services	31	31	35	(4)
<b>Revenue</b>	<b>31</b>	<b>31</b>	<b>35</b>	<b>(4)</b>
UAGC	133	143	151	(8)
Other Funding	2	4	3	1
<b>Total Funding</b>	<b>166</b>	<b>178</b>	<b>189</b>	<b>(11)</b>

### Alcohol Licensing

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	109	117	124	(7)
Revenue	34	34	34	0
<b>Net Cost of Service</b>	<b>75</b>	<b>83</b>	<b>90</b>	<b>(7)</b>
<b>EXPENDITURE</b>				
Operating Costs	57	61	70	(10)
Overheads	52	56	54	3
<b>Total Operating Expenditure</b>	<b>109</b>	<b>117</b>	<b>124</b>	<b>(7)</b>
<b>FUNDED BY:</b>				
Charges for Services	34	34	34	(0)
<b>Revenue</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>(0)</b>
UAGC	74	80	88	(8)
Other Funding	2	3	2	0
<b>Total Funding</b>	<b>109</b>	<b>117</b>	<b>124</b>	<b>(7)</b>

**Parking and other Bylaws**

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	142	136	154	(19)
Revenue	1	1	1	0
<b>Net Cost of Service</b>	<b>141</b>	<b>135</b>	<b>153</b>	<b>(19)</b>
<b>EXPENDITURE</b>				
Operating Costs	65	52	69	(17)
Overheads	77	83	85	(2)
<b>Total Operating Expenditure</b>	<b>142</b>	<b>136</b>	<b>154</b>	<b>(19)</b>
<b>FUNDED BY:</b>				
Charges for Services	1	1	1	0
<b>Revenue</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
UAGC	139	131	150	(19)
Other Funding	2	4	3	1
<b>Total Funding</b>	<b>142</b>	<b>136</b>	<b>154</b>	<b>(19)</b>

**Animal Control**

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	210	237	238	(1)
Revenue	145	148	167	19
<b>Net Cost of Service</b>	<b>65</b>	<b>89</b>	<b>71</b>	<b>18</b>
<b>EXPENDITURE</b>				
Operating Costs	110	127	111	16
Interest	1	1	2	(1)
Depreciation	4	5	1	4
Overheads	95	103	124	(21)
<b>Total Operating Expenditure</b>	<b>210</b>	<b>237</b>	<b>238</b>	<b>(1)</b>
Principal Loan Repayments	2	2	2	0
Capital Expenditure	0	0	0	0
<b>Total Expenditure</b>	<b>212</b>	<b>239</b>	<b>240</b>	<b>(1)</b>
<b>FUNDED BY:</b>				
Charges for Services	145	148	167	(19)
<b>Revenue</b>	<b>145</b>	<b>148</b>	<b>167</b>	<b>(19)</b>
UAGC	65	86	68	17
Loan Funding - Capital	0	0	0	0
Other Funding	3	5	5	0
<b>Total Funding</b>	<b>212</b>	<b>239</b>	<b>240</b>	<b>(1)</b>

## CIVIL DEFENCE & EMERGENCY MANAGEMENT

### 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 Why We Do It

Council has legal requirements to play a direct role in the prevention and management of natural hazards.

This activity contributes to the community outcomes of:

- Sustainable Environment
- Connected Communities

### 1.3 Significant Negative Effects

There are no significant negative effects associated with the Civil Defence and Emergency Management activity that may affect the social, economic, environmental or cultural well-being of the local community. However, failure to deliver this activity would have a significant negative impact on the social, economic, environment and cultural well-being.

### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year 3 2023/24	2021/22	
To maintain effective emergency capability	Recruit, train and maintain a pool of staff and volunteers capable of responding to an emergency event. Number of people trained to at least Foundational level.	>40	<b>Not Achieved</b> - 39	Takatu Records
To ensure the Stratford District Emergency Operations Centre is fit for purpose.	Annual capability audit undertaken (externally) and quarterly system checks undertaken (internally).	Achieved	<b>Achieved</b>	Council Records

### 1.5 Key Future Projects

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

## 1.6 Statement of Prospective Financial Performance

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

### Civil Defence and Emergency Management

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	343	294	432	(138)
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>343</b>	<b>294</b>	<b>432</b>	<b>(138)</b>
<b>EXPENDITURE</b>				
Operating Costs	167	112	126	(14)
Depreciation	1	0	0	(1)
Overheads	175	181	305	(125)
<b>Total Operating Expenditure</b>	<b>343</b>	<b>294</b>	<b>432</b>	<b>(138)</b>
<b>FUNDED BY:</b>				
UAGC	338	286	420	(134)
Other Funding	5	8	12	(4)
<b>Total Funding</b>	<b>343</b>	<b>294</b>	<b>432</b>	<b>(138)</b>





# Roading



TE KAUNIHERA Ā ROHE O  
**WHAKAAHURANGI**  
**STRATFORD**  
DISTRICT COUNCIL

Annual Plan 2023-24

# ROADING

## 1.1 What We Do

The Roding 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 Roding 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 Roding 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	Special Purpose	Total
Sealed km	350.4	42.4	14.00	406.8
Unsealed km	<u>205.7</u>	<u>0.01</u>	<u>0.20</u>	<u>205.91</u>
	<b>556.1</b>	<b>42.41</b>	<b>14.20</b>	<b>612.71</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 Roding Facilities Management Contract.

## 1.2 Why We Do It

Council is the road controlling authority under the Local Government Act 1974 and 2002 with responsibility for all local roads in the area. It provides an integrated, safe, responsive and sustainable local land transport system for the District. This is a fundamental requirement for every District.

The main users of the network are residents, industries (particularly dairy, forestry and oil), a small commercial sector, and visitors.

This activity contributes to the community Outcomes of:

- Connected communities
- Enabling economy

## 1.3 Significant Negative Effects

### Negative Effects

The Roding activity has the potential to negatively impact the social, economic, environmental or cultural well-being of the local community. The most likely significant negative effects from this activity and the mitigation measures in place, are outlined below.

**Social, economic, environmental & cultural** - Traffic hazards and accidents have the potential to negatively impact the community's social, economic, environmental and cultural well-being. Council is actively involved in regional road safety strategies such as 'Roadsafe Taranaki', and the 'Community Road Safety Programme' and investigates injury accidents with the Police to address any roading issues that may be involved.

**Social, economic, environmental & cultural** – Dust from unsealed roads has the potential to negatively impact the community's social, economic, environmental and cultural well-being. Council is working with the rural community to manage nuisance from dust.

**Social, economic & cultural** – Road closures have the potential to negatively impact the community's social, economic and cultural well-being. Unplanned road closures are usually the result of environmental events and can be of concern, particularly for isolated rural communities. When this happens, every effort is made to have the road or alternative routes open as soon as possible. Planned road closures are generally not a significant problem as they are well notified to affected parties and council works with event organisers to reduce the impact of closures of popular routes.

**Environmental & cultural** – Earthworks and run-off from road construction and maintenance activities has the potential to impact the environmental and cultural wellbeing. To manage and mitigate this risk, all major project works are carried out under resource consent conditions and undertaken in a manner that avoids significant negative effects. Routine maintenance activities are governed by performance criteria outlined in the maintenance contract.

These negative effects and any controls and mitigation in place have to be balanced against the positive impact the activity has on the social, economic, environmental and cultural well-being of its users and the district overall.

#### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual 2021/22	How Measured
		Year3 2023/24		
To provide a safe roading network.	<b>Road safety</b> - The reduction from the previous financial year in the number of fatalities and serious injury crashes on the local road network, expressed as a number.	A reduction of at least 1	<b>Not Achieved</b> – increase of 5	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%	<b>Not Achieved</b> – Urban – 63% <b>Achieved</b> – Rural – 94%	RAMM Rating Report
	<b>Road maintenance</b> – The percentage of the sealed road network that is resurfaced.	≥5%	<b>Achieved</b> – 6.1%	RAMM Rating Report
	<b>Road maintenance</b> – The percentage of the unsealed road network that has been metal dressed.	≥7%	<b>Achieved</b> – 11.5%	RAMM Report
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)	>75%	<b>Achieved</b> – 89%	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%	<b>Achieved</b> – 100%	RAMM Report. Spreadsheet until connectivity is established between RAMM and Customer Service Requests
	Percentage of residents who are satisfied with:			Annual Residents Survey
	• Roothing Networks	>80%	<b>Not Achieved</b> – 39%	
	• Footpaths	>80%	<b>Not Achieved</b> – 61%	



### 1.5 Key Future Projects

Project	Category	2023/24
Walking and cycling footpath improvements	Level of Service	\$156,000
Transport Choices	Level of Service	\$7,700,000
Unsealed Road Metalling	Replacements	\$750,000
Sealed Road resurfacing	Replacements	\$880,000
Drainage Renewals	Replacements	\$680,000
Pavement Rehabilitation	Replacements	\$700,000
Structure Component Replacement	Replacements	\$530,000
Traffic Services	Replacements	\$130,000
Footpath renewals	Replacements	\$150,000
Low cost low risk roads	Replacements	\$575,000
Low cost low risk roads – Special Purpose Roads	Replacements	\$60,000
Brecon Road bridge – business case	Operating Expenditure	\$250,000

### 1.6 Statement of Prospective Financial Performance

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

#### Roothing

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	6,370	6,498	7,176	(678)
Revenue	5,322	5,943	4,738	(1,205)
<b>Net Cost of Service</b>	<b>1,048</b>	<b>555</b>	<b>2,438</b>	<b>(1,883)</b>
<b>EXPENDITURE</b>				
Operating Costs	3,269	3,392	3,436	(44)
Interest	7	13	39	(26)
Depreciation	2,913	2,901	3,493	(592)
Overheads	180	191	208	(17)
<b>Total Operating Expenditure</b>	<b>6,370</b>	<b>6,498</b>	<b>7,176</b>	<b>(679)</b>
Principal Loan Repayments	13	24	45	(21)
Capital Expenditure	5,655	6,141	12,311	(6,170)
<b>Total Expenditure</b>	<b>12,038</b>	<b>12,663</b>	<b>19,531</b>	<b>(6,868)</b>
<b>FUNDED BY:</b>				
User Charges	251	253	168	85
NZTA Financial Assistance	5,071	5,690	4,570	1,120
<b>Revenue</b>	<b>5,322</b>	<b>5,943</b>	<b>4,738</b>	<b>1,205</b>
Targeted Rates	3,095	3,344	3,410	(66)
Depreciation Funded From Reserves	1,616	1,621	1,941	(320)
Transfer from Reserves - Capital	2,031	1,917	1,774	143
Transfer (to) from Reserves	(429)	(648)	(446)	(202)
Loan Funding	398	476	1,696	(1,220)
Grants and Donations Capital	0	0	6,160	(6,160)
Grants and Donations	0	0	250	(250)
Other Funding	5	9	8	1
<b>Total Funding</b>	<b>12,038</b>	<b>12,663</b>	<b>19,531</b>	<b>(6,868)</b>

**Business Unit**

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	380	416	380	36
Revenue	400	419	470	51
<b>Net Cost of Service</b>	<b>(20)</b>	<b>(3)</b>	<b>(91)</b>	<b>87</b>
<b>EXPENDITURE</b>				
Operating Costs	168	191	210	(19)
Depreciation	5	6	3	3
Overheads	207	219	167	52
<b>Total Operating Expenditure</b>	<b>381</b>	<b>416</b>	<b>380</b>	<b>36</b>
<b>FUNDED BY:</b>				
Inhouse services- NZTA assisted	400	419	470	(51)
<b>Revenue</b>	<b>400</b>	<b>419</b>	<b>470</b>	<b>(51)</b>
General Rates	(25)	(13)	(96)	82
Other Funding	6	10	7	3
<b>Total Funding</b>	<b>381</b>	<b>416</b>	<b>380</b>	<b>36</b>



# Stormwater



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Annual Plan 2023-24

# STORMWATER

## 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.

The Stratford District Council manages around 6.7km of stormwater pipes, and 1.9km of open channels/drains in the Stratford urban area. Council is also responsible for approximately 70 metres of 450mm culvert in Midhurst.

## 1.2 Why We Do It

Stormwater assets are critical for the protection of properties and infrastructure.

The Council provides the Stormwater service to meet the needs and requirements of its customers and stakeholders. The stormwater activity goals and objectives are:

- Channelization of stormwater flows in a safe and efficient manner;
- Protection of property from impacts of flooding;
- Protection of receiving environments.

This activity contributes to the community outcomes of:

- Sustainable Environment
- Enabling Economy

## 1.3 Significant Negative Effects

The Stormwater activity has the potential to negatively impact the social, economic, environmental or cultural well-being of the local community. The most likely significant negative effects from this activity and the mitigation measures in place, are outlined below.

**Social, economic, environmental & cultural** - the Stormwater system has the potential to affect community health if existing drainage systems are inadequate and results in flooded houses and properties.

**Social, economic, environmental & cultural** - Council is aware of the areas where surface flooding occurs and is progressively working towards eliminating these events. However, there will always be localised storm events that will exceed the capacity of any system. Council recognises this potential and endeavours to take all steps to ensure the risk is minimised.

These negative effects and any controls and mitigation in place have to be balanced against the positive impact the activity has on the social, economic, environmental and cultural well-being of its users and the district overall.

## 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual	How Measured
		Year 3 2023/24	2021/22	
Stormwater system protects property from impacts of flooding.	<b>System adequacy</b> The number of flooding events that occur in a territorial authority district. "Flooding" in this context means stormwater entering a habitable floor	0	<b>Achieved – 0</b> – No flooding events meeting the criteria	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).
	For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's stormwater system.)	0	<b>Achieved – 0</b> – No flooding events meeting the criteria	
	For each flooding event, the number of buildings in the central business zone affected by flooding.	0	<b>Achieved – 0</b> – No flooding events meeting the criteria	
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	<b>Not Applicable</b>	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	<b>Achieved – 0</b>	Work order tracking/reporting through Council's Infrastructure asset management system.
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	<b>Achieved – 0</b>	Reporting against corporate CRM system.

## 1.5 Key Future Projects

Project	Category	2023/24
Pipework capacity increase	Level of Service	\$143,300
Silt retention lake bypass	Level of Service	\$265,400
Safety improvements	Level of Service	\$124,600
Reticulation renewals	Replacements	\$56,000

## 1.6 Statement of Prospective Financial Performance

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

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	437	394	499	(105)
Revenue	0	0	0	0
<b>Net Cost of Service</b>	<b>437</b>	<b>394</b>	<b>499</b>	<b>(105)</b>
<b>EXPENDITURE</b>				
Operating Costs	56	61	49	12
Interest	23	35	45	(10)
Depreciation	232	157	255	(99)
Overheads	126	140	149	(9)
<b>Total Operating Expenditure</b>	<b>437</b>	<b>394</b>	<b>499</b>	<b>(106)</b>
Principal Loan Repayments	41	64	52	12
Capital Expenditure	347	590	589	1
<b>Total Expenditure</b>	<b>825</b>	<b>1,048</b>	<b>1,140</b>	<b>(93)</b>
<b>FUNDED BY:</b>				
UAGC	422	387	429	(42)
Transfer from Reserves	96	121	108	13
Depreciation funded from Reserves	12	0	64	(64)
Loan Funding - Capital	292	533	533	(0)
Other Funding	4	6	6	0
<b>Total Funding</b>	<b>825</b>	<b>1,048</b>	<b>1,140</b>	<b>(93)</b>





# Wastewater



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# WASTEWATER (SEWERAGE)

## 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. Stratford District Council is responsible for wastewater treatment and reticulation in Stratford Township. The Stratford wastewater system services over 2,500 properties, which is approximately 97 percent of the Stratford urban area. All other dwellings in the district are serviced by on-site wastewater treatment systems.

## 1.2 Why We Do It

Council has obligations under the Local Government Act 2002, the Health Act 1956 and the Building Act 2004 that outline general duties of a local authority to improve, promote and protect public health through the sanitary and responsible treatment and disposal of wastewater.

The Council provides the Wastewater service to meet the needs and requirements of its customers and stakeholders. The goals and objectives of the Wastewater activity are:

- To collect wastewater from residential, commercial and industrial properties in a safe and efficient manner;
- To dispose of treated wastewater into the receiving environments in an environmentally friendly and sustainable manner in line with all applicable resource consent conditions.
- To facilitate the minimisation of risk and maintenance of public health through the safe disposal of wastewater into the receiving environment;
- To deliver on the agreed customer service levels

This activity contributes to the community outcomes of:

- Sustainable Environment
- Enabling Economy

## 1.3 Significant Negative Effects

The Wastewater activity has the potential to negatively impact the social, economic, environmental or cultural well-being of the local community. The most likely significant negative effects from this activity and the mitigation measures in place, are outlined below.

**Social, economic, environmental & cultural** - The Wastewater system has the potential to affect community health. Continued efforts are made to ensure that environmental effects are minimised. This is addressed through ongoing improvements to the treatment system which form part of the resource consent.

**Social, economic, environmental & cultural** - Odour is managed through the resource consent process. The upgrade of the oxidation pond treatment system through increased aeration and screening will further minimise the possibility of odour problems.

**Social, economic, environmental & cultural** – Periodic failures in the system, such as blockages and overflows are being addressed as a priority and the immediate resolution followed up by root cause investigation to minimise the risk of future recurrence.

**Cultural** – Historically, the treatment and disposal of wastewater raised cultural concerns, such as the direct disposal of the discharge from the oxidation ponds to the Patea River. These were addressed as part of the consent consultation process and subsequent upgrades. Council will continue to give consideration to cultural aspects as part of future upgrades.

These negative effects and any controls and mitigation in place have to be balanced against the positive impact the activity has on the social, economic, environmental and cultural well-being of its users and the district overall.



### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual 2021/22	How Measured
		Year 3 2023/24		
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	<b>Achieved</b> - 0.37	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	<b>Achieved</b> - 0	Consent & compliance documentation.
Fault response times	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.
	<b>Attendance time:</b> from the time that the territorial authority receives notification to the time that service personnel reach the site; and	1 hour	<b>Not Achieved</b> - 2 hours 21 minutes	
	<b>Resolution time:</b> from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault.	8 hours	<b>Achieved</b> - 5 hours 31 minutes	
Customer satisfaction	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	<b>Not Achieved</b> - 7.4	Reporting against corporate CRM system.
Trade Waste complaints response times	Attendance time: from the time that Council receives notification to the time that a Trade Waste Officer arrives on site.	<2 working days	<b>Achieved</b>	Work order tracking/reporting through Assetfinda Authority
Trade Waste consent processing	Percentage of trade waste consent applications processed within 15 working days.	100%	<b>Not Achieved</b> - 50% 1 of 2 applications	

## 1.5 Key Future Projects

Project	Category	2023/24
Pipework capacity increase	Level of Service	\$159,300
Camper Van Drainage facility	Level of Service	\$7,900
Inflow and infiltration programme	Level of Service	\$159,300
Stage 2 treatment upgrade	Level of Service	\$5,300
Infiltration renewals	Replacements	\$194,300
Pumps and Electrics	Replacements	\$31,800
Routine step/aerate renewals	Replacements	\$31,000

## 1.6 Statement of Prospective Financial Performance

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

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	1,097	1,110	1,063	47
Revenue	75	77	35	(42)
<b>Net Cost of Service</b>	<b>1,023</b>	<b>1,034</b>	<b>1,028</b>	<b>5</b>
<b>EXPENDITURE</b>				
Operating Costs	415	439	307	132
Interest	45	59	59	(0)
Depreciation	393	340	432	(92)
Overheads	245	273	265	8
<b>Total Operating Expenditure</b>	<b>1,097</b>	<b>1,110</b>	<b>1,063</b>	<b>48</b>
Principal Loan Repayments	81	107	69	38
Capital Expenditure	614	637	590	47
<b>Total Expenditure</b>	<b>1,792</b>	<b>1,855</b>	<b>1,722</b>	<b>133</b>
<b>FUNDED BY:</b>				
Charges for Services	75	77	35	42
<b>Revenue</b>	<b>75</b>	<b>77</b>	<b>35</b>	<b>42</b>
Targeted Rates	896	1,021	810	211
Transfer (to) from Reserves	100	0	100	(100)
Transfer from Depreciation Reserve	332	365	327	38
Depreciation funded from Reserves	20	0	108	(108)
Loan Funding - Capital	362	380	332	48
Other Funding	7	12	11	1
<b>Total Funding</b>	<b>1,792</b>	<b>1,855</b>	<b>1,722</b>	<b>133</b>



# Solid Waste



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Annual Plan 2023-24

# SOLID WASTE (RUBBISH AND RECYCLING)

## 1.1 What We Do

The Solid Waste activity encompasses the planning and provision of solid waste services and the operation, maintenance and renewal of all associated infrastructure.

The Council provides domestic refuse and recycling services to the households in the urban area of Stratford and Midhirst. In addition, it contracts out the operations of a transfer station in Stratford which allows for the disposal of general waste, recycling and green waste. All services are provided by a contractor with all recycling transported to the Materials Recovery Facility in New Plymouth, the general waste transported to the Hawera Transfer Station, consolidated with South Taranaki Districts general waste, then taken to the Bonny Glen landfill in the Rangitikei.

## 1.2 Why We Do It

The Council provides the Solid Waste service to meet the needs and requirements of its customers and stakeholders. The goals and objectives of the Solid Waste Activity as per the LTP are to ensure that the:

- Levels of waste generated are reducing; and
- Waste collection services meet the needs of the community.

This activity contributes to the community outcomes of:

- Sustainable Environment
- Enabling Economy

## 1.3 Significant Negative Effects

The Solid Waste activity has the potential to negatively impact the social, economic, environmental or cultural well-being of the local community. The most likely significant negative effects from this activity and the mitigation measures in place, are outlined below.

Social, economic, environmental & cultural - disposal of solid waste to land has inherent negative impacts on the social, environmental and cultural wellbeing. To minimise these impacts, council only sends waste to appropriately consented sites and aims to minimise the volume of waste it sends to landfill by actively seeking further opportunities to increase waste minimisation and diversion.

Social, economic, environmental & cultural - odour, litter and noxious materials originating from historic, closed landfills can have negative impacts on the social, environmental and cultural wellbeing. These effects are controlled and minimised by resource consents and management practices.

These negative effects and any controls and mitigation in place have to be balanced against the positive impact the activity has on the social, economic, environmental and cultural well-being of its users and the district overall.

#### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual 2021/22	How Measured
		Year 3 2023/24		
The levels of waste generated are reducing.	Waste to landfill per household (municipal kerbside collection only)	<600KG	<b>Achieved</b> - 493kg	Landfill invoices & transactions.
	Percentage (by weight) of council controlled waste stream that is recycled (municipal kerbside collection only).	>20%	<b>Achieved</b> - 21.5%	Recycling facility invoices & transactions.
The waste collection service meets the needs of the community.	Percentage of customers satisfied with the service provided.	>80%	<b>Achieved</b> - 83%	Annual Residents Survey

#### 1.5 Key Future Projects

Project	Category	2023 / 24
<b>Transfer Station building – Healthy Homes Upgrade</b>	Level of Service	\$7,000

#### 1.6 Statement of Prospective Financial Performance

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

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	1,050	933	1,062	(129)
Revenue	118	111	170	59
<b>Net Cost of Service</b>	<b>932</b>	<b>822</b>	<b>892</b>	<b>(69)</b>
<b>EXPENDITURE</b>				
Operating Costs	852	722	831	(108)
Interest	19	18	29	(11)
Depreciation	30	31	32	(1)
Overheads	148	162	170	(8)
<b>Total Operating Expenditure</b>	<b>1,050</b>	<b>933</b>	<b>1,062</b>	<b>(128)</b>
Landfill Aftercare Expenditure	7	7	7	0
Principal Loan Repayments	35	33	34	(1)
Capital Expenditure	10	0	7	(7)
<b>Total Expenditure</b>	<b>1,102</b>	<b>974</b>	<b>1,109</b>	<b>(135)</b>
<b>FUNDED BY:</b>				
Charges for Services	118	111	170	(60)
<b>Revenue</b>	<b>118</b>	<b>111</b>	<b>170</b>	<b>(60)</b>
Targeted Rates	896	801	853	(52)
UAGC	24	20	24	(4)
Loan Funding - Capital	0	0	7	(7)
Transfer from Reserves	60	33	49	(16)
Other Funding	4	7	7	0
<b>Total Funding</b>	<b>1,102</b>	<b>974</b>	<b>1,109</b>	<b>(135)</b>





# Water Supply



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# WATER SUPPLY

## 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 Why We Do It

Council has assumed the role of provider of Water Supply to provide all properties in the water supply zones with a constant, safe and sustainable water supply.

The Council provides the Water Supply service to meet the needs and requirements of its customers and stakeholders. The goals and objectives of the Water Supply activity are:

- Water is safe to drink;
- A reliable water supply is provided;
- Water has a pleasant taste and odour;
- Water flow and pressure is appropriate for its intended use; and
- Water supply meets firefighting requirements.

This activity contributes to the community outcomes of:

- Sustainable Environment
- Enabling Economy

## 1.3 Significant Negative Effects

The Water Supply activity has the potential to negatively impact the social, economic, environmental or cultural well-being of the local community. The most likely significant negative effects from this activity and the mitigation measures in place, are outlined below.

Social & Economic - Failure to meet Drinking Water Standards could have a significant negative impact on the social and economic well-being of its users and the district overall.

Social, economic, environmental & cultural – Discharge of contaminants to air, water or land could have a significant negative impact on the social, economic, environmental and cultural well-being of its users and the district overall.

These negative effects and any controls and mitigation in place have to be balanced against the positive impact the activity has on the social, economic, environmental and cultural well-being of its users and the district overall.

### 1.4 Statement of Service Provision

Level of Service	Performance Measure	Target	Actual 2021/22	How Measured
		Year 3 2023/24		
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.
	Part 4 of the drinking water standards (bacterial compliance criteria), and	100%	Stratford – Achieved – 100% Midhirst – Achieved – 100% Toko – Achieved – 100%	
	Part 5 of the drinking water standards (protozoal compliance criteria).	100%	Achieved – 100% Midhirst – Achieved – 100% Toko – Achieved – 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%	Achieved Stratford – 10.8% Achieved Midhirst – 13.9% Not Achieved Toko – 27.0%	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.
	Attendance for urgent call-outs: from the time that council receives notification to the time that service personnel reach the site.	1 hour	Not Achieved – 1 hour 4 minutes	
	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.	8 hours	Achieved – 3 hours 12 minutes	
	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	2 working days	Achieved – 27 hours 33 minutes	Work order tracking/reporting through Council's Infrastructure asset management system. Affected property numbers provided via GIS/Asset Management System



Level of Service	Performance Measure	Target	Actual 2021/22	How Measured
		Year 3 2023/24		
A reliable water supply is provided.	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	5 working days	<b>Achieved</b> - 46 hours 40 minutes	Work order tracking/reporting through Council's Infrastructure asset management system. Affected property numbers provided via GIS/Asset Management System
	Number of unplanned disruptions:			
	Minor * (between 5 and 50 connections affected)	<6	<b>Achieved</b> - 3	Work order tracking/reporting through Council's Infrastructure asset management system. Affected property numbers provided via GIS/Asset Management System
	Major * (more than 50 connections affected)	<3	<b>Achieved</b> - 0	
Water has a pleasant taste and odour.	Customer Satisfaction - Total number of complaints received for: <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> expressed per 1000 connections to council's networked reticulation system. <i>Note: This is understood to be limited to supplied properties within the water supply zones.</i>	<32	<b>Achieved: - 7.6</b>	Reporting against corporate CRM system.
Demand Management	Demand management - The average consumption of drinking water per day per resident within the district (in litres).	<275	<b>Not Achieved:</b> Stratford - 346 litres Midhurst - 371 litres Toko - 200 litres	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.

Level of Service	Performance Measure	Target	Actual 2021/22	How Measured
		Year 3 2023/24 100%		
Water flow and pressure is appropriate for its intended use.	Water pressure at 50 properties within the water supply zone, including any that have complained about pressure and or flow meets council specifications (flow>10L/min & pressure>350kpa)	100%	<b>Achieved – 100% - 50 properties tested for water pressure and flow - all passed</b>	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.	Fire hydrants meet NZFS Code of Practice conditions regarding supply.	100%	<b>Achieved – 38 hydrants were tested and all 38 passed the test – 100%.</b>	Flow & pressure testing carried out by council contractor and or NZ Fire Service to NZ Fire Fighting Code of Practice standards.

### 1.5 Key Future Projects

Project	Category	2022/23
<b>Universal water metering implementation</b>	Level of Service	\$337,100
<b>Street work rider mains</b>	Level of Service	\$31,800
<b>Midhurst resource consent</b>	Replacements	\$106,200
<b>Hydrants</b>	Replacements	\$15,700
<b>Laterals</b>	Replacements	\$32,500
<b>Meter renewals</b>	Replacements	\$53,100
<b>Street work rider mains – 3 waters schemes</b>	Replacements	\$270,700
<b>Infrastructure general – 3 water schemes</b>	Replacements	\$31,300

## 1.6 Statement of Prospective Financial Performance

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

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
Operating Expenditure	2,160	1,991	2,293	(302)
Revenue	485	1,082	491	(591)
<b>Net Cost of Service</b>	<b>1,675</b>	<b>910</b>	<b>1,802</b>	<b>(893)</b>
<b>EXPENDITURE</b>				
Operating Costs	734	758	597	161
Interest	212	187	318	(131)
Depreciation	725	502	797	(295)
Overheads	490	544	581	(37)
<b>Total Operating Expenditure</b>	<b>2,160</b>	<b>1,991</b>	<b>2,293</b>	<b>(302)</b>
Principal Loan Repayments	414	373	401	(28)
Capital Expenditure	5,386	879	878	1
<b>Total Expenditure</b>	<b>7,961</b>	<b>3,242</b>	<b>3,572</b>	<b>(329)</b>
<b>FUNDED BY:</b>				
Charges for Water Usage	485	1,082	491	591
<b>Revenue</b>	<b>485</b>	<b>1,082</b>	<b>491</b>	<b>591</b>
Targeted Rates	1,624	885	1,579	(693)
Transfer from Reserves	1,323	776	804	(28)
Depreciation funded from reserves	36	0	199	(199)
Loan Funding - Capital	3,453	475	475	(0)
Grants and Donations - Capital	1,025	0	0	0
Other Funding	14	25	23	2
<b>Total Funding</b>	<b>7,961</b>	<b>3,242</b>	<b>3,572</b>	<b>(329)</b>



# Council Controlled Organisations



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# COUNCIL CONTROLLED ORGANISATIONS

## PERCY THOMSON TRUST

### 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 Nature and Scope of Activities

The Percy Thomson Gallery is located in Prospero Place and provides a total display area of 178m<sup>2</sup>. The arboretum has been established at Cloten Road, and the herbarium is a 'virtual' asset that can be found at [www.taranakiplants.net.nz](http://www.taranakiplants.net.nz).

The Trust Deed sets out the objectives of the Trust and the key points are:

- to manage and promote the facilities.
- to establish exhibition programmes and education policies.
- encouraging public enjoyment and utilisation of Trust facilities and collections.
- to care for any art collections loaned.
- to look at ways of raising revenue.

Council provides administration services to the Trust.

### 1.3 Why We Do It

The Percy Thomson Trust contributes to the community outcomes by providing for the cultural requirements of the District.

### 1.4 Performance Measures

Level of Service	Performance Measure	Target	Actual 2021/22	How Measured
		Year3 2023/24		
Delivery of art exhibitions	Deliver proposed art exhibitions which will include at least 1 local, 1 regional and 1 National.	Deliver proposed art exhibitions which will include local, regional and at least 1 National.	<b>Achieved</b>	Art Gallery Records
	Number of visitors to the Gallery to be not less than 20,000 per year	>20,000	<b>Not Achieved – 14,646</b>	Door Count
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.	<b>Achieved</b> <b>Note:</b> The arboretum has been maintained by Stratford District Council on behalf of the Trust, and meets the standards as set out in the Facilities Management Contract. The planting programme was also maintained, and continued on in conjunction with the plantings/replacement of native trees.	Council Records
Delivery of Herbarium	Develop and maintain the relationship with the New Zealand Plant Conservation Network	Develop and maintain the relationship with the New Zealand Plant Conservation Network	<b>Not Achieved</b>	Dependent on option selected





# Financial Statements



TE KAUNIHERA Ā ROHE O  
**WHAKAAHURANGI**  
**STRATFORD**  
DISTRICT COUNCIL

Annual Plan 2023-24



# PROSPECTIVE STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b>Revenue</b>				
Rates Revenue (see Note 1)	14,845	15,443	16,168	725
User Charges For Services	2,820	2,763	3,373	610
Subsidies and Grants (Note 2)	8,521	5,723	11,181	5,458
Finance Revenue	232	206	324	118
Other Revenue - sale of land	0	3,274	0	(3,274)
Sundry Revenue	53	46	55	9
<b>Total Revenue</b>	<b>26,470</b>	<b>27,454</b>	<b>31,101</b>	<b>3,646</b>
<b>Expenses</b>				
Employee Benefit Expenses	4,780	5,045	5,789	(744)
Other Direct Operating Costs	10,307	10,693	11,436	(743)
Cost of sales - subdivision	0	1,372	0	1,372
Finance Costs	735	720	1,241	(521)
Depreciation and Amortisation	5,608	5,589	6,699	(1,110)
<b>Total Operating Expenses</b>	<b>21,431</b>	<b>23,420</b>	<b>25,166</b>	<b>(1,747)</b>
<b>NET SURPLUS/(DEFICIT) BEFORE TAX</b>	<b>5,039</b>	<b>4034</b>	<b>5,935</b>	<b>1,901</b>
Income Tax Expense	0	0	0	0
<b>SURPLUS/(DEFICIT) AFTER TAX (see Note below)</b>	<b>5,039</b>	<b>4034</b>	<b>5,935</b>	<b>1,901</b>
<b>Surplus/Deficit attributable to:</b>				
Stratford District Council	5,039	4034	5,935	1,901
<b>OTHER COMPREHENSIVE REVENUE AND EXPENSE</b>				
Loss on sale of financial assets at fair value through other comprehensive revenue and expense	0	0	0	0
Revaluation of financial assets at fair value through other comprehensive revenue and expense	0	0	0	0
Gains/(Loss) on property revaluation	1,341	0	0	0
<b>Total Other Comprehensive Revenue and Expense</b>	<b>1,341</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL COMPREHENSIVE REVENUE AND EXPENSE</b>	<b>6,380</b>	<b>4,034</b>	<b>5,935</b>	<b>1,901</b>
<b>Total Comprehensive Revenue and Expense attributable to:</b>				
Stratford District Council	6,380	4,034	5,935	1,901

Note: The Net Surplus above includes roading subsidies of \$4.5m from Waka Kotahi (NZTA); and grants of \$6.1m for capital expenditure, in the Roothing Activity statements.

## NOTES

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b>Note 1</b>				
Rates Revenue consists of:				
- Rates	14,359	14,361	15,677	(1,316)
- Targeted rates for metered water supply	485	1,082	491	591
<b>Total Rates Revenue</b>	<b>14,845</b>	<b>15,443</b>	<b>16,168</b>	<b>(725)</b>
<b>Note 2</b>				
Subsidies and Grants consists of:				
- Subsidies from NZTA for financial assistance	5,071	5,690	4,570	1,121
- Grants	3,450	34	6,611	(6,577)
<b>Total Subsidies and Grants Revenue</b>	<b>8,521</b>	<b>5,724</b>	<b>11,181</b>	<b>(5,456)</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>

## DEPRECIATION BY GROUP OF ACTIVITIES

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b>Depreciation Allocated to each Group of Activities</b>				
Recreation and Facilities	987	1,301	1,367	(66)
Democracy	255	290	251	39
Community Development	64	56	67	(11)
Environmental Services	4	5	1	4
Roading	2,919	2,907	3,496	(589)
Stormwater Drainage	232	157	255	(98)
Wastewater (Sewerage)	393	340	432	(92)
Solid Waste (Rubbish and Recycling)	30	31	32	(1)
Water Supply	725	502	797	(295)
<b>TOTAL DEPRECIATION ALLOCATED TO EACH GROUP OF ACTIVITIES</b>	<b>5,608</b>	<b>5,589</b>	<b>6,699</b>	<b>(1,110)</b>



# PROSPECTIVE STATEMENT OF FINANCIAL POSITION

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b>Current Assets</b>				
Cash and Cash Equivalents	2,420	957	1,705	748
Financial Investments	6,000	11,200	6,000	(5,200)
Inventory	820	0	0	0
Debtors and Other Receivables	1,699	1,049	1,678	629
<b>Total Current Assets</b>	<b>10,939</b>	<b>13,206</b>	<b>9,383</b>	<b>(3,823)</b>
<b>Non-Current Assets</b>				
Investment in Other Financial Assets	8,276	865	8,253	7,388
Investment in CCO and other entities (Note 3)	0	0	0	0
Property, Plant & Equipment	409,057	381,571	489,562	107,991
<b>Total Non-Current Assets</b>	<b>417,333</b>	<b>382,436</b>	<b>497,815</b>	<b>115,379</b>
<b>TOTAL ASSETS</b>	<b>428,272</b>	<b>395,642</b>	<b>507,199</b>	<b>111,557</b>
<b>Current Liabilities</b>				
Creditors and Other Payables	4,541	3,823	2,213	(1,610)
Provisions	7	7	7	0
Employee Benefit Liabilities	243	183	182	(1)
Borrowings	3,302	3,921	4,122	201
<b>Total Current Liabilities</b>	<b>8,093</b>	<b>7,934</b>	<b>6,524</b>	<b>(1,410)</b>
<b>Non-Current Liabilities</b>				
Borrowings	29,719	35,290	37,095	1,805
Provisions	11	17	6	(11)
Employee Benefit Liabilities	52	49	0	(49)
<b>Total Non-Current Liabilities</b>	<b>29,782</b>	<b>35,356</b>	<b>37,101</b>	<b>1,745</b>
<b>Equity</b>				
Accumulated comprehensive revenue and expense	246,568	198,887	201,936	3,049
Reserves/Special Funds	8,584	10,459	10,272	(187)
Asset Revaluation Reserves	135,245	143,006	251,366	108,360
<b>Total Equity</b>	<b>390,397</b>	<b>352,351</b>	<b>463,574</b>	<b>111,223</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>428,272</b>	<b>395,642</b>	<b>507,199</b>	<b>111,558</b>

# PROSPECTIVE STATEMENT OF CHANGES IN NET ASSETS/EQUITY

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b>NET ASSETS/EQUITY - OPENING BALANCES</b>				
Accumulated comprehensive revenue and expense	197,746	196,391	197,073	682
Reserves/Special Funds	8,370	8,921	9,090	169
Asset Revaluation Reserves	177,779	143,006	251,366	108,360
<b>TOTAL NET ASSETS/EQUITY - Opening</b>	<b>383,895</b>	<b>348,318</b>	<b>457,529</b>	<b>109,211</b>
<b>CHANGES IN NET ASSETS/EQUITY</b>				
Accumulated comprehensive revenue and expense	4,947	2,497	4,864	2,367
Reserves/Special Funds	214	1,538	1,182	(356)
Asset Revaluation Reserves	1,341	0	0	0
<b>TOTAL COMPREHENSIVE REVENUE AND</b>	<b>6,502</b>	<b>4,034</b>	<b>6,046</b>	<b>2,011</b>
<b>NET ASSETS/EQUITY - CLOSING BALANCES</b>				
Accumulated comprehensive revenue and expense	202,693	198,887	201,937	3,050
Reserves/Special Funds	8,584	10,459	10,272	(187)
Asset Revaluation Reserves	179,120	143,006	251,366	108,360
<b>TOTAL NET ASSETS/EQUITY - Closing</b>	<b>390,397</b>	<b>352,351</b>	<b>463,574</b>	<b>111,223</b>

# PROSPECTIVE CASH FLOW STATEMENT

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Cash was Provided From:</b>				
Rates	14,359	14,361	15,692	1,331
Water Supply Targeted Rate	485	1,082	491	(591)
NZTA Financial Assistance	5,071	5,690	4,570	(1,120)
Interest Revenue	232	206	324	117.9
Sale of Land	0	3,274		
Sundry Revenue	53	46	55	9
Grants and Donations	3,450	34	6,160	6,126
Other Revenue	2,820	2,763	3,822	1,059
<b>Cash from Operating Activities</b>	<b>26,470</b>	<b>27,454</b>	<b>31,098</b>	<b>6,931</b>
<b>Cash was Applied To:</b>				
Supply of Goods and Services	10,314	10,700	11,443	743
Payments to Employees	4,780	5,045	5,789	744
Interest Paid on Public Debt	614	720	1,129	409
<b>Cash applied to Operating Activities</b>	<b>15,708</b>	<b>16,465</b>	<b>18,361</b>	<b>1,896</b>
<b>NET CASH FROM OPERATING ACTIVITIES</b>	<b>10,762</b>	<b>10,989</b>	<b>12,737</b>	<b>5,035</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
<b>Cash was Provided From:</b>				
Sale of Investments	0	0	0	0
<b>Cash from Investing Activities</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Cash was Applied To:</b>				
Purchase of Fixed Assets	17,415	10,183	16,457	6,274
Purchase of Investments	0	0	0	0
<b>Cash applied to Investing Activities</b>	<b>17,415</b>	<b>10,183</b>	<b>16,457</b>	<b>6,274</b>
<b>NET CASH FROM INVESTING ACTIVITIES</b>	<b>(17,415)</b>	<b>(10,183)</b>	<b>(16,457)</b>	<b>(6,274)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
<b>Cash was Provided From:</b>				
Loans Received	6,221	-282	4,016	4,298
<b>Cash from Financing Activities</b>	<b>6,221</b>	<b>-282</b>	<b>4,016</b>	<b>4,298</b>
<b>Cash was Applied To:</b>				
Repayment of Public Debt	0	0	0	0
<b>Cash applied to Financing Activities</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NET CASH FROM FINANCING ACTIVITIES</b>	<b>6,221</b>	<b>-282</b>	<b>4,016</b>	<b>4,298</b>
<b>NET INCREASE (DECREASE) IN CASH HELD</b>	<b>(432)</b>	<b>524</b>	<b>296</b>	<b>(228)</b>
<b>TOTAL CASH RESOURCES AT 1 JULY</b>	<b>2,852</b>	<b>433</b>	<b>1,409</b>	<b>976</b>
<b>TOTAL CASH RESOURCES AT 30 JUNE</b>	<b>2,420</b>	<b>957</b>	<b>1,705</b>	<b>748</b>

# PROSPECTIVE STATEMENT OF NET PUBLIC DEBT

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b>Opening Balance</b>	<b>26,800</b>	<b>39,493</b>	<b>37,200</b>	<b>(2,293)</b>
Loan funded capital less repayments	6,221	(282)	4,016	4,298
<b><u>Closing Balance</u></b>	<b>33,021</b>	<b>39,211</b>	<b>41,216</b>	<b>2,005</b>
Net Debt	30,601	38,253	39,511	1,258
<b><u>BORROWING HIGHLIGHTS</u></b>				
Interest Expense as a % of Rates Revenue	4.95%	4.66%	7.68%	-71.89%
Net Debt as a % of Annual Operating Revenue	124.75%	139.34%	132.53%	6.81%

# PROSPECTIVE STATEMENT OF MOVEMENTS IN RESERVES

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b><u>GENERAL RENEWALS RESERVE</u></b>				
Opening Balance	4,513	5,629	5,243	(386)
Interest Credited	21	26	44	18
Transfers In	1,296	1,639	1,668	29
Transfers Out	(493)	(442)	(733)	(291)
<b>Closing Balance</b>	<b>5,336</b>	<b>6,851</b>	<b>6,221</b>	<b>(631)</b>
<b><u>ROADING RENEWALS RESERVE</u></b>				
Opening Balance	502	412	175	(237)
Interest Credited	2	2	1	(1)
Transfers In	3,343	3,549	3,939	390
Transfers Out	(3,648)	(3,538)	(3,715)	(177)
<b>Closing Balance</b>	<b>200</b>	<b>425</b>	<b>400</b>	<b>(25)</b>
<b><u>CONTINGENCY RESERVE</u></b>				
Opening Balance	505	507	505	(3)
Interest Credited	2	2	4	2
Transfers In	0	0	0	0
Transfers Out	(2)	0	(4)	(4)
<b>Closing Balance</b>	<b>505</b>	<b>509</b>	<b>505</b>	<b>(5)</b>
<b><u>FARM RESERVE</u></b>				
Opening Balance	97	0	69	69
Interest Credited	0	0	1	1
Transfers In	0	0	0	0
Transfers Out	(97)	0	(69)	(69)
<b>Closing Balance</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b><u>ASSET SALES PROCEEDS RESERVE</u></b>				
Opening Balance	1,185	1,045	1,188	143
Interest Credited	5	5	10	5
Transfers In	0	0	0	0
Transfers Out	0	0	0	0
<b>Closing Balance</b>	<b>1,191</b>	<b>1,050</b>	<b>1,198</b>	<b>148</b>
<b><u>TURF REPLACEMENT RESERVE</u></b>				
Opening Balance	41	51	51	0
Interest Credited	0	0	0	0
Transfers In	10	10	10	0
Transfers Out	0	0	0	0
<b>Closing Balance</b>	<b>51</b>	<b>61</b>	<b>61</b>	<b>0</b>
<b><u>STAFF GRATUITIES RESERVE</u></b>				
Opening Balance	147	150	141	(9)
Interest Credited	1	1	1	0
Transfers In	0	0	0	0
Transfers Out	0	0	0	0
<b>Closing Balance</b>	<b>148</b>	<b>151</b>	<b>142</b>	<b>(9)</b>
<b><u>MAYOR'S RELIEF FUND RESERVE</u></b>				
Opening Balance	4	5	4	(1)
Interest Credited	0	0	0	(0)
Transfers In	0	0	0	0
Transfers Out	0	0	0	0
<b>Closing Balance</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>(1)</b>

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b><u>ELSIE FRASER BEQUEST RESERVE</u></b>				
Opening Balance	52	59	77	18
Interest Credited	0	0	1	1
Transfers In	20	20	22	2
Transfers Out	(30)	(18)	(48)	(30)
<b>Closing Balance</b>	<b>42</b>	<b>62</b>	<b>51</b>	<b>(10)</b>
<b><u>RMA FINANCIAL CONTRIBUTIONS RESERVE</u></b>				
Opening Balance	736	601	1,047	446
Interest Credited	3	3	9	6
Transfers In	0	0	0	0
Transfers Out	0	0	(251)	(251)
<b>Closing Balance</b>	<b>739</b>	<b>604</b>	<b>804</b>	<b>200</b>
<b><u>STORMWATER RESERVE</u></b>				
Opening Balance	436	534	711	177
Interest Credited	2	2	6	4
Transfers In	232	157	255	98
Transfers Out	(67)	(56)	(120)	(64)
<b>Closing Balance</b>	<b>603</b>	<b>637</b>	<b>852</b>	<b>215</b>
<b><u>WATER SUPPLY RESERVE</u></b>				
Opening Balance	(427)	(708)	(782)	(74)
Interest Credited	0	(3)	0	3
Transfers In	725	502	797	295
Transfers Out	(945)	(403)	(603)	(200)
<b>Closing Balance</b>	<b>(648)</b>	<b>(612)</b>	<b>(588)</b>	<b>24</b>
<b><u>SOLID WASTE (RUBBISH AND RECYCLING) RESERVE</u></b>				
Opening Balance	72	88	(8)	(96)
Interest Credited	0	0	(0)	(0)
Transfers In	30	31	32	1
Transfers Out	(60)	(33)	(49)	(16)
<b>Closing Balance</b>	<b>42</b>	<b>85</b>	<b>-25</b>	<b>(111)</b>
<b><u>WASTE WATER RESERVE</u></b>				
Opening Balance	345	549	673	124
Interest Credited	2	3	6	3
Transfers In	393	340	432	92
Transfers Out	(371)	(258)	(466)	(208)
<b>Closing Balance</b>	<b>369</b>	<b>633</b>	<b>645</b>	<b>11</b>
<b>TOTAL PROJECTED RESERVES (excluding Asset Revaluation Reserves)</b>	<b>8,584</b>	<b>10,459</b>	<b>10,272</b>	<b>(192)</b>
<b><u>ASSET REVALUATION RESERVES</u></b>				
Opening Balance	133,904	143,006	251,366	108,360
Transfers In	1,341	0	0	0
Transfers Out	0	0	0	0
<b>Closing Balance</b>	<b>135,245</b>	<b>143,006</b>	<b>251,366</b>	<b>108,360</b>
<b>TOTAL PROJECTED RESERVES (including Asset Revaluation Reserves)</b>	<b>143,829</b>	<b>153,465</b>	<b>261,638</b>	<b>108,168</b>

The purpose of each Reserve Fund and the activities to which the fund relates to are disclosed below:

#### **PURPOSE OF EACH RESERVE FUND**

**Council's reserve funds are classified in to three categories:**

- Council Created Reserves
- Restricted Reserves
- General Renewals Reserve

The purpose of the reserves are as follows:

##### General Renewals Reserve *(All activities)*

This reserve has been created for the accumulation of depreciation on buildings, plant, vehicles, office equipment and furniture and fittings. The funds are set aside to provide for the ongoing replacement of operational assets in these categories, and also to maintain and enhance existing Council assets. Funds are also provided for new projects where necessary.

##### Roading Renewals Reserve *(Roading)*

This reserve has been created for the accumulation of depreciation on roads, bridges and street services assets. The funds are set aside to provide for the ongoing replacement of operational assets in these categories, and also to maintain and enhance existing Council assets. Funds are also provided for new projects where necessary.

##### Contingency Reserve *(All activities)*

This reserve has been created to assist in the event of an emergency. Purposes for which funds are currently set aside are such things as natural disasters e.g. floods, earthquakes, volcanic eruptions etc.

##### Asset Sales Proceeds Reserve *(All activities)*

The purpose of this reserve is to accumulate the net proceeds from the sale of Council assets that have not been specifically tagged for a particular purpose. These funds can then be used to acquire new capital assets.

##### Staff Gratuities Reserve *(All activities)*

These funds are for the payment of gratuities, redundancies, and farewells/recognition of long service of staff or elected members, however there are no other specific restrictions on this reserve.

##### Mayor's Relief Fund *(Community)*

This fund has been in existence since at least 1934 and was originally set up to provide funds for the 'relief of distress' in the Stratford District. In recent years the reserve has been funded by donations and distributions of these monies has been at the Mayor's discretion.

##### Turf Replacement Reserve *(Parks and Reserves)*

This reserve was created to accumulate funds annually to contribute towards the replacement of the hockey turf, when required.

##### Farm Reserve *(Farm)*

This reserve was created to accumulate funds annually to contribute to rates as recommended by the Farm and Aerodrome Committee.

### **Restricted Reserves**

#### Elsie Fraser Bequest Reserve (*Pensioner Housing*)

These funds came from a bequest from Elsie Fraser in 1985 for the provision of a 'home for the less affluent old people within the Stratford community'. All surpluses from operations of these units are credited to the reserve.

#### RMA/Financial Contributions Reserve (*All activities*)

Financial contributions are required by the Stratford District Plan. Council has received these funds from the subdivision of land and various land use activities. The reserve is used to fund growth related capital works and services.

### **Targeted Rate Reserves**

#### Water Supply, Solid Waste and Wastewater Reserves (*Water Supply, Solid Waste and Waste Water activities*)

These reserves represent the balance of funds collected from various targeted rates which have not yet been spent. The funds can only be used for the purpose for which they were originally levied. The reserves include depreciation on infrastructural assets, costs of any capital/renewal expenditure and any surplus/deficit from operations for the year.



# CAPITAL EXPENDITURE PROGRAMME

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b>Roading</b>				
Level of Service Improvement	398	1,221	7,856	(6,635)
Replacements	5,257	4,920	4,455	465
<b>Stormwater</b>				
Level of Service Improvement	292	533	533	(0)
Replacements	55	56	56	0
<b>Water Supply</b>				
Level of Service Improvement	4,374	369	369	0
Replacements	1,012	510	510	1
<b>Solid Waste (Rubbish and Recycling)</b>				
Level of Service Improvement	-	-	7	(7)
Replacements	10	-	-	0
<b>Wastewater</b>				
Level of Service Improvement	362	380	332	48
Replacements	251	258	258	0
<b>Recreation and Facilities</b>				
Level of Service Improvement	3,615	209	296	(87)
Replacements	6	59	38	21
<b>Community Development</b>				
Meet Additional Demand	1,025	1,049	1,049	0
Level of Service Improvement	536	499	528	(29)
Replacements	-	-	-	0
<b>Administration</b>				
Replacements	222	121	171	(51)
<b>TOTAL PROJECTS (excl GST)</b>	<b>17,415</b>	<b>10,183</b>	<b>16,457</b>	<b>(6,274)</b>
<b>FUNDING</b>				
Loans	7,256	3,587	4,916	(1,329)
Reserves	6,710	6,562	5,381	1,181
Grants/Donations	3,450	34	6,160	(6,126)
Rates	0	0	0	0
Subsidies	0	0	0	0
<b>TOTAL (excl GST)</b>	<b>17,415</b>	<b>10,183</b>	<b>16,457</b>	<b>(6,274)</b>



# Prospective Accounting Policies



TE KAUNIHERA Ā ROHE O  
**WHAKAAHURANGI**  
**STRATFORD**  
DISTRICT COUNCIL

Annual Plan 2023-24

# PROSPECTIVE ACCOUNTING POLICIES

## Reporting Entity

The prospective financial statements of the Stratford District Council is for the year ended 30 June 2024.

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 2023/24 and to provide a broad accountability mechanism of Council to the community.

The operations of Council have been divided into the following Groups of Activities:

- Recreation and Facilities.
- Democracy.
- Community Development.
- Environmental Services.
- Rooding.
- Stormwater.
- Wastewater (Sewerage)
- Solid waste (Rubbish and Recycling).
- 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 Tuesday 13 June 2023. 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.

## 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 2024 unless otherwise stated.

### 1 BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

The financial statements of the Council have been prepared in accordance with the requirements of the LGA and Local Government (Financial Reporting and Prudence) Regulations 2014 (LG(FRP)R), which include the requirement to comply with New Zealand generally accepted accounting practice (NZ GAAP).

The financial statements have been prepared in accordance with and comply with Public Benefit Entity Standards Reduced Disclosure Regime (PBE Standards RDR) and disclosure concessions have been applied. The Council is eligible and has elected to apply the PBE Standards RDR because its expenses are less than \$30 million and it does not have public accountability as defined by XRB A1 Application of the Accounting Standards Framework.

Although Council is not publicly accountable, Council has included a separate Cost of Services Statement for each significant activity.

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.

The financial statements have been prepared on a going concern basis and the accounting policies have been applied consistently throughout the period.

### 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.

### 3 REVENUE

Revenue is measured at the fair value of consideration received or receivable.

#### 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.

#### 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.

#### Waka Kotahi (New Zealand Transport Agency) roading subsidies

The Council receives funding assistance from Waka Kotahi 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 consent services are recognised on receipt of the fees, which is when the service is provided. Fees and charges for resource consent revenue is recognised on the provision of an invoice.

#### 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.

#### Transfer Station Fees

Fees for disposing of waste at the Council's transfer station are recognised as waste is disposed of 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.

#### Sale of Land

Revenue from the Sale of Land is recognised in full when the sale and purchase agreement becomes legally enforceable, as at the date the contract becomes unconditional.

### **4 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.

### **5 BORROWING COSTS**

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

### **6 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.

### **7 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.

### **8 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.

### 9 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. The carrying value of cash at bank and short-term deposits with original maturities less than three months approximates their amortised cost.

### 10 DEBTORS AND OTHER RECEIVABLES

Debtors and other receivables are initially recorded at the amount due, less any provision for impairment (expected credit losses). Receivables are generally short-term and non-interest bearing and receipt is normally on 30 day terms.

The Council applies the simplified ECL model of recognising lifetime ECL for receivables. In measuring ECLs, receivables have been grouped into rates receivables, and other receivables, and assessed on a collective basis as they possess shared credit risk characteristics. They have then been grouped based on the days past due. A provision matrix is then established based on historical credit loss experience, adjusted for forward looking factors specific to the debtors and the economic environment.

Rates are "written-off":

- when remitted in accordance with the Council's rates remission policy; and
- in accordance with the write-off criteria of sections 90A (where rates cannot be reasonably recovered) and 90B (in relation to Māori freehold land) of the Local Government (Rating) Act 2002.

Other receivables are written-off when there is no reasonable expectation of recovery.

### 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.

### 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 three categories:

- **Operational Assets** – These include land, buildings, library books, plant and equipment, motor vehicles, furniture and fittings, and office equipment.
- **Restricted Assets** – Restricted assets are mainly parks and reserves owned by the council and group that provide a benefit or service to the community and cannot be disposed of because of legal or other restrictions.
- **Infrastructure Assets** - Infrastructure assets are the fixed utility systems owned by the council and group. Each asset class includes all items that are required for the network to function. For example wastewater reticulation includes reticulation piping and wastewater pump stations



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, 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.

Property, plant and equipment are valued as follows:

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

#### Revaluation

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, and are being revalued again at 30 June 2023.

For roading and waters assets, the Council engaged independent valuers, Beca Projects NZ Ltd, to perform market movement assessments as at 30 June 2022, who issued their findings in a letter dated 8 July 2022. The Council recognised an increase to the carrying value of roading and water assets as at 30 June 2022 to ensure that the carrying value materially reflected fair value. A further fair value assessment is being undertaken at 30 June 2023.

Land under roads was valued based on fair value provided by previous valuations in 2016 of the Roding 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

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

Property, plant and equipment that have a finite useful life are reviewed for impairment at each balance date and whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.

An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and its value in use.

If an asset's carrying amount exceeds its recoverable amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. For revalued assets, the impairment loss is recognised against the revaluation reserve for that class of asset. Where the results in a debit balance in the revaluation reserve, the balance is recognised surplus or deficit.

For assets not carried at a revalued amount, the total impairment loss is recognised in the surplus or deficit.

The reversal of an impairment loss on a revalued asset is credited to other comprehensive revenue and expense and increases the asset revaluation reserve for that class of asset. However, to the extent that an impairment loss for that class of asset was previously recognised in surplus or deficit, a reversal of the impairment loss is also recognised in surplus or deficit.

For assets not carried at a revalued amount, the reversal of an impairment loss is recognised in surplus or deficit.

### Value in use for non-cash generating assets

Non cash-generating assets are those assets that are not held with the primary objective of generating a commercial return.

For non-cash generating assets, value in use is determined using an approach based on either a depreciated replacement cost approach, a restoration cost approach, or a service units approach. The most appropriate approach used to measure value in use depends on the nature of the impairment and availability of information.

### Value in use for cash-generating assets

Cash generating assets are those assets that are held with the primary objective of generating a commercial return.

The value in use for cash-generating assets and cash-generating units is the present value of expected future cashflow.

### 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 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 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.

### 13 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:

	<u>Years</u>
Software	3-10 years.

### 14 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	5-20
Motor Vehicles	5
Fixtures and Fittings	5-10
Office Equipment	4-10
Roading Basecourse	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	50-120
Sewerage	40-80
Street Beautification	10-100

### 15 BUSINESS UNIT

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

**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.

**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.

**18 FINANCIAL INSTRUMENTS**

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

**19 OTHER FINANCIAL ASSETS**

Financial assets (other than shares in subsidiaries) are initially recognised at fair value.

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

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

- fair value through surplus or deficit (FVTSD);
- amortised cost; and
- fair value through other comprehensive revenue and expense (FVTOCRE).

The classification of a financial asset depends on the purpose for which the instrument was acquired. Transaction costs are included in the carrying value of the financial asset at initial recognition, unless it has been designated at FVTSD, in which case it is recognised in surplus or deficit.

The classification of a financial asset depends on its cash flow characteristics and the Council and group's management model for managing them. A financial asset is classified and subsequently measured at amortised cost if it gives rise to cash flows that are 'solely payments of principal and interest (SPPI)' on the principal outstanding, and is held within a management model whose objective is to collect the contractual cash flows of the asset.

A financial asset is classified and subsequently measured at FVTOCRE if it gives rise to cash flows that are SPPI and held within a management model whose objective is achieved by both collecting contractual cash flows and selling financial assets.

Financial assets that do not meet the criteria to be measured at amortised cost or FVTOCRE are subsequently measured at FVTSD. However, the Council and group may elect at initial recognition to designate an equity investment not held for trading as subsequently measured at FVTOCRE.

*Initial recognition of concessionary loans*

Loans 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. For loans to community organisations, the difference between the loan amount and

present value of the expected future cash flows of the loan is recognised in surplus or deficit as a grant expense.

*Subsequent measurement of financial assets at amortised cost*

Financial assets classified at amortised cost are subsequently measured at amortised cost using the effective interest method, less any expected credit losses. Where applicable, interest accrued is added to the investment balance. Instruments in this category include term deposits, community loans, and loans to subsidiaries and associates. Included in this category is also the loan to the Agricultural and Pastoral Association.

*Subsequent measurement of financial assets at FVTOCRE*

Financial assets in this category that are debt instruments are subsequently measured at fair value with fair value gains and losses recognised in other comprehensive revenue and expense, except expected credit losses (ECL) and foreign exchange gains and losses are recognised in surplus or deficit. When sold, the cumulative gain or loss previously recognised in other comprehensive revenue and expense is reclassified to surplus and deficit. The Council and group do not hold any debt instruments in this category.

Financial assets in this category that are equity instruments designated as FVTOCRE are subsequently measured at fair value with fair value gains and losses recognised in other comprehensive revenue and expense. There is no assessment for impairment when fair value falls below the cost of the investment. When sold, the cumulative gain or loss previously recognised in other comprehensive revenue and expense is transferred to accumulated funds within equity. The Council and group designate into this category all equity investments that are not included in its investment fund portfolio, and if they are intended to be held for the medium to long-term.

*Subsequent measurement of financial assets at FVTSD*

Financial assets in this category are subsequently measured at fair value with fair value gains and losses recognised in surplus or deficit.

Interest revenue and dividends recognised from these financial assets are separately presented within revenue.

Instruments in this category include the Council and group's investment fund portfolio (comprising of listed shares, bonds, and units in investment funds) and LGFA borrower notes.

*Expected credit loss allowance (ECL)*

The Council and group recognise an allowance for ECLs for all debt instruments not classified as FVTSD. ECLs are the probability-weighted estimate of credit losses, measured at the present value of cash shortfalls, which is the difference between the cash flows due to Council and group in accordance with the contract and the cash flows it expects to receive. ECLs are discounted at the effective interest rate of the financial asset.

ECLs are recognised in two stages. ECLs are provided for credit losses that result from default events that are possible within the next 12 months (a 12-month ECL). However, if there has been a significant increase in credit risk since initial recognition, the loss allowance is based on losses possible for the remaining life of the financial asset (Lifetime ECL).

When determining whether the credit risk of a financial asset has increased significantly since initial recognition, the Council and group considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on the Council and group's historical experience and informed credit assessment and including forward-looking information.

The Council and group considers a financial asset to be in default when the financial asset is more than 90 days past due. The Council and group may determine a default occurs prior to this if internal or external information indicates the entity is unlikely to pay its credit obligations in full.

**21 PAYABLES**

Short-term creditors and other payables are recorded at the amount payable.

*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

#### **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.

#### **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.

## **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.

## **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.

## **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.
- 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.

**25 ROUNDING ERRORS**

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

**26 CRITICAL JUDGEMENTS IN APPLYING ACCOUNTING POLICIES**

Management has exercised the following critical judgements in applying accounting policies for the year ended 30 June 2024:

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.

**27 CHANGES IN ACCOUNTING POLICIES**

There have been no changes in accounting policies.





# Funding Impact Statement



TE KAUNIHERA Ā ROHE O  
**WHAKAAHURANGI**  
**STRATFORD**  
DISTRICT COUNCIL

Annual Plan 2023-24

# FUNDING IMPACT STATEMENT

## 2023/24

### 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.

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

### DEFINITION OF SEPARATELY USED OR INHABITED PARTS OF A RATING UNIT (SUIP)

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, Wastewater 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 either separate cooking and living facilities, or a separate entrance; and that has its own 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

	<b>NO. OF SUIP'S per rating unit</b>
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
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 2023/24 is 0.16708 cents, raising \$5,197,300.

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 2023/24 is \$857 per SUIP, raising \$3,823,500.

### **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 2023/24 is 0.10253 cents, raising \$3,160,200.

The roading rate will be used to fund the Roading Activity.

A differential rate is applied on rating units which have forestry land as the primary use, but exclude land that is categorised under the valuer general's rules as indigenous forests or protected forests of any type. This is instead of the roading rate discussed above. The differential rate (in cents per dollar of capital value) under section 16 for 2023/24 is 0.87567 cents, raising \$250,000.

The funds collected from the differential will be used to fund the Roading Activity.

### **TARGETED RATE – SOLID WASTE (RUBBISH AND RECYCLING)**

Council set a targeted rate under section 16 of the LGRA for refuse collection on the basis of an amount per each SUIP 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 2023/24 is \$365, raising \$853,300.

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 each SUIP which is connected to a public sewerage drain, and a targeted rate under Schedule 3, Clause 8 of the LGRA as a fixed amount per rating unit for serviceable properties. Serviceable properties are properties that have Council waste water reticulation services adjacent, contiguous or nearby to the serviceable properties, and the property boundary is within 30 metres of a public wastewater drain, but are not connected.

For all non-commercial properties the differential factor is 1 (base), and the Waste Water rate for properties connected is \$315, and for serviceable properties is \$157.50, being 50% of the targeted rate.

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 \$315 per SUIP

- Commercial 2 (commercial rating units used for an activity requiring 2 toilets) differential factor 150% of base and the amount is \$472 per SUIP.
- Commercial 3 (commercial rating units used for an activity requiring 3 toilets) differential factor 200% of base and the amount is \$630 per SUIP.
- Commercial 4 (commercial rating units used for an activity requiring 4 toilets) differential factor 225% of base and the amount is \$708 per SUIP.
- Commercial 5 (commercial rating units used for an activity requiring 5 toilets) differential factor 250% of base and the amount is \$787 per SUIP.
- Commercial 6 (commercial rating units used for an activity requiring 6 toilets) differential factor 275% of base and the amount is \$866 per SUIP.
- Commercial 7 (commercial rating units used for an activity requiring 7 toilets) differential factor 300% of base and the amount is \$945 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 \$1,023 per SUIP.

The sewerage system rate for 2023/24 is to raise \$809,600 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 connected to the Stratford, Midhirst, or Toko Water Supply, and a targeted rate under Schedule 3, Clause 8 of the LGRA as a fixed amount per rating unit for serviceable properties. Serviceable properties are properties that have Council water reticulation services adjacent, contiguous or nearby to the serviceable properties, and the property boundary is within 100 metres of a water main, but are not connected.

The Water Supply rate for properties connected is \$582, and for serviceable properties is \$291, being 50% of the targeted rate, and raising \$1,582,800.

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 2023/24 is \$2.11 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$471,200.

The Midhirst water supply rate under section 19 for 2023/24 is \$2.11 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$16,807.

The Toko water supply rate under section 19 for 2023/24 is \$2.11 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$3,200.

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 2023/24 are:

- A fixed charge of \$23.00 within the Wharehuia Community Centre area per SUIP collecting \$2,020.
- A fixed charge of \$23.00 within the Te Popo Community Centre area per SUIP collecting \$1,020.
- A fixed charge of \$13.80 within the Pembroke Road Community Centre area per SUIP collecting \$1,860.
- A fixed charge of \$34.50 within the Toko Community Centre area per SUIP collecting \$4,500.
- A fixed charge of \$17.25 within the Pukengahu Community Centre area per SUIP collecting \$810.
- A fixed charge of \$17.25 within the Midhirst Community Centre area per SUIP collecting \$5,520.
- A fixed charge of \$11.50 within the Makahu Community Centre area per SUIP collecting \$500.
- A fixed charge of \$30.00 within the Cardiff Community Centre area per SUIP collecting \$2,817.

The community centres rate will be used to fund the operating costs of the community centres and will raise \$19,047.

Please refer to Council's website for the boundary map for each listed area.

## 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:	30 August 2023
2 <sup>nd</sup> Instalment:	29 November 2023
3 <sup>rd</sup> Instalment:	28 February 2024
4 <sup>th</sup> Instalment:	29 May 2024

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 2023 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 6 September 2023
  - 2<sup>nd</sup> Instalment 6 December 2023
  - 3<sup>rd</sup> Instalment 6 March 2024
  - 4<sup>th</sup> Instalment 5 June 2024
- A charge of 10% on so much of any rates assessed before 1 July 2023 which remain unpaid on 1 July 2023. The penalty will be added on 11 July 2023.
- A continuing additional penalty of 10% on so much of any rates assessed before 1 July 2023, 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 10 January 2024.
- 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:

Period	Due Date	Penalty Date
<b>1 July to 30 September 2023</b>	29 November 2023	6 December 2023
<b>1 October to 31 December 2023</b>	28 February 2024	6 March 2024
<b>1 January to 31 March 2024</b>	29 May 2024	5 June 2024
<b>1 April to 30 June 2024</b>	28 August 2024	11 September 2024

### 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 2023/24 year, but no discount will be applied for early payment. (Section 55).
- Council proposes to accept early payment of all rates assessed for the 2024/25 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

Direct Debits are the preferred method of payment. Direct Debit Authority Forms are available at our Council office, or online.

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

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, 63 Miranda Street, Stratford.

# STRATFORD DISTRICT COUNCIL FUNDING IMPACT STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

## For the Whole of Council

	Annual Plan 2022/23 \$000	Long Term Plan 2023/24 \$000	Annual Plan 2023/24 \$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	7,848	8,310	9,021
Targeted rates	6,996	7,133	7,147
Subsidies and grants for operating purposes	1,833	1,918	2,045
Fees and charges	2,820	2,763	3,373
Interest and dividends from investments	232	206	324
Local authorities fuel tax, fines, infringement fees, and other receipts	53	46	55
<b>Total operating funding (A)</b>	<b>\$19,782</b>	<b>\$20,375</b>	<b>\$21,964</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	15,087	15,738	17,225
Finance costs	735	720	1,241
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$15,822</b>	<b>\$16,457</b>	<b>\$18,466</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$3,960</b>	<b>\$3,918</b>	<b>\$3,498</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	6,688	3,805	9,136
Development and financial contributions	-	-	-
Increase (decrease) in debt	6,221	(282)	4,016
Gross proceeds from sale of assets	-	3,274	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding ( C)</b>	<b>\$12,909</b>	<b>\$6,797</b>	<b>\$13,152</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	1,025	1,049	1,049
- improve the level of service	9,577	3,211	9,921
- replace existing assets	6,813	5,923	5,487
Increase (decrease) in reserves	(546)	531	193
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$16,869</b>	<b>\$10,714</b>	<b>\$16,650</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$3,960)</b>	<b>(\$3,917)</b>	<b>(\$3,497)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</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.

Reconciliation between the surplus in the Prospective Statement of Revenue and Expense and Surplus(Deficit) of operating funding in the Funding Impact Statement

	Annual Plan	Long Term Plan	Annual Plan
	2022/23	2023/24	2023/24
	\$000	\$000	\$000
Surplus of operating funding from Funding Impact Statement	3,959	\$3,917	3,497
Subsidies and grants for capital expenditure	6,688	3,805	9,136
Gross proceeds from sale of assets	-	3,274	-
Depreciation	(5,608)	(5,589)	(6,699)
<b>Net Surplus before taxation in Prospective Statement of Revenue and Expense</b>	<b>\$5,039</b>	<b>\$5,407</b>	<b>\$5,935</b>

## For Recreation and Facilities

	Annual Plan 2022/23 \$000	Long Term Plan 2023/24 \$000	Annual Plan 2023/24 \$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	3,531	3,858	4,444
Targeted rates	18	17	18
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	527	580	719
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	28	46	44
<b>Total operating funding (A)</b>	<b>\$4,104</b>	<b>\$4,502</b>	<b>\$5,225</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	2,314	2,260	3,204
Finance costs	261	305	475
Internal charges & overheads applied	822	895	984
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$3,398</b>	<b>\$3,460</b>	<b>\$4,663</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$706</b>	<b>\$1,041</b>	<b>\$562</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	1,400	34	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	2,260	104	257
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$3,660</b>	<b>\$138</b>	<b>\$257</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	3,615	209	296
- replace existing assets	6	59	38
Increase (decrease) in reserves	746	911	486
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$4,367</b>	<b>\$1,180</b>	<b>\$820</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$706)</b>	<b>(\$1,042)</b>	<b>(\$562)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## For Roading

	Long Term Plan 2022/23 \$000	Long Term Plan 2023/24 \$000	Annual Plan 2023/24 \$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	(25)	(13)	(96)
Targeted rates	3,095	3,344	3,410
Subsidies and grants for operating purposes	1,833	1,918	2,344
Fees and Charges	651	673	638
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	11	19	15
<b>Total operating funding (A)</b>	<b>\$5,565</b>	<b>\$5,941</b>	<b>\$6,311</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	3,437	3,584	3,646
Finance costs	7	13	39
Internal charges & overheads applied	388	410	375
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$3,831</b>	<b>\$4,007</b>	<b>\$4,060</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$1,732</b>	<b>\$1,934</b>	<b>\$2,251</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	3,239	3,771	8,886
Development and financial contributions	-	-	-
Increase (decrease) in debt	385	452	1,651
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding ( C)</b>	<b>\$3,624</b>	<b>\$4,223</b>	<b>\$10,537</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	398	1,221	7,856
- replace existing assets	5,257	4,920	4,455
Increase (decrease) in reserves	(299)	17	477
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$5,356</b>	<b>\$6,158</b>	<b>\$12,788</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$1,732)</b>	<b>(\$1,935)</b>	<b>(\$2,251)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$0)</b>



## For Water Supply

	Long Term Plan 2022/23 \$000	Long Term Plan 2023/24 \$000	Annual Plan 2023/24 \$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	-	-	-
Targeted rates	2,110	1,966	2,056
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	-	-	15
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	14	25	23
<b>Total operating funding (A)</b>	<b>\$2,125</b>	<b>\$1,991</b>	<b>\$2,094</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	734	758	597
Finance costs	212	187	318
Internal charges & overheads applied	490	544	581
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$1,436</b>	<b>\$1,488</b>	<b>\$1,496</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$688</b>	<b>\$502</b>	<b>\$598</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	1,025	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	3,039	102	74
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding ( C)</b>	<b>\$4,063</b>	<b>\$102</b>	<b>\$74</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	4,374	369	369
- replace existing assets	1,012	510	510
Increase (decrease) in reserves	(635)	(274)	(206)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$4,751</b>	<b>\$605</b>	<b>\$672</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$688)</b>	<b>(\$502)</b>	<b>(\$598)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## For Wastewater (Sewerage)

	Long Term Plan 2022/23 \$000	Long Term Plan 2023/24 \$000	Annual Plan 2023/24 \$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	-	-	-
Targeted rates	896	1,021	810
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	75	77	35
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	7	12	11
<b>Total operating funding (A)</b>	<b>\$978</b>	<b>\$1,110</b>	<b>\$855</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	415	439	307
Finance costs	45	59	59
Internal charges & overheads applied	245	273	265
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$705</b>	<b>\$771</b>	<b>\$631</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$273</b>	<b>\$340</b>	<b>\$224</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	281	272	263
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$281</b>	<b>\$272</b>	<b>\$263</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	362	380	332
- replace existing assets	251	258	258
Increase (decrease) in reserves	(59)	(26)	(103)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$555</b>	<b>\$612</b>	<b>\$487</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$273)</b>	<b>(\$340)</b>	<b>(\$224)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## For Stormwater

	Long Term Plan 2022/23 \$000	Long Term Plan 2023/24 \$000	Annual Plan 2023/24 \$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	422	387	429
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	4	6	6
<b>Total operating funding (A)</b>	<b>\$426</b>	<b>\$392</b>	<b>\$435</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	56	61	49
Finance costs	23	35	45
Internal charges & overheads applied	126	140	149
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$205</b>	<b>\$236</b>	<b>\$243</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$221</b>	<b>\$156</b>	<b>\$192</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	251	469	481
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$251</b>	<b>\$469</b>	<b>\$481</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	292	533	533
- replace existing assets	55	56	56
Increase (decrease) in reserves	124	36	83
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$472</b>	<b>\$625</b>	<b>\$672</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$221)</b>	<b>(\$156)</b>	<b>(\$191)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## For Solid Waste (Rubbish and Recycling)

	Long Term Plan	Long Term Plan	Annual Plan
	2022/23	2023/24	2023/24
	\$000	\$000	\$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	24	20	24
Targeted rates	896	801	853
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	118	111	170
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	4	7	7
<b>Total operating funding (A)</b>	<b>\$1,042</b>	<b>\$939</b>	<b>\$1,054</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	852	722	831
Finance costs	19	18	29
Internal charges & overheads applied	148	162	170
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$1,020</b>	<b>\$902</b>	<b>\$1,030</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$22</b>	<b>\$38</b>	<b>\$24</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	(35)	(33)	(27)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding ( C)</b>	<b>(\$35)</b>	<b>(\$33)</b>	<b>(\$27)</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	-	-	-
- replace existing assets	10	-	7
Increase (decrease) in reserves	(23)	4	(10)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>(\$13)</b>	<b>\$4</b>	<b>(\$3)</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$22)</b>	<b>(\$37)</b>	<b>(\$24)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## For Democracy

	Long Term Plan	Long Term Plan	Annual Plan
	2022/23	2023/24	2023/24
	\$000	\$000	\$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	1,138	1,155	1,189
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and Charges	85	70	85
Internal charges and overheads recovered	1,436	1,565	1,751
Local authorities fuel tax, fines, infringement fees, and other receipts	20	33	29
<b>Total operating funding (A)</b>	<b>\$2,679</b>	<b>\$2,823</b>	<b>\$3,055</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	1,994	2,096	2,321
Finance costs	-	-	-
Internal charges & overheads applied	685	728	734
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$2,679</b>	<b>\$2,823</b>	<b>\$3,055</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	225	177	206
Increase (decrease) in reserves	(225)	(177)	(206)
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>

## For Community Development

	Long Term Plan	Long Term Plan	Annual Plan
	2022/23	2023/24	2023/24
	\$000	\$000	\$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	1,120	1,325	1,110
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	201
Fees and Charges	600	627	824
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	12	21	16
<b>Total operating funding (A)</b>	<b>\$1,732</b>	<b>\$1,973</b>	<b>\$2,151</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	1,183	1,326	1,329
Finance costs	46	103	162
Internal charges & overheads applied	483	521	436
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$1,712</b>	<b>\$1,949</b>	<b>\$1,927</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$20</b>	<b>\$24</b>	<b>\$224</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	1,025	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	(38)	(2,177)	839
Gross proceeds from sale of assets	-	3,274	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding (C)</b>	<b>\$987</b>	<b>\$1,097</b>	<b>\$839</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	1,025	1,049	1,049
- improve the level of service	536	499	528
- replace existing assets	-	-	-
Increase (decrease) in reserves	(553)	(426)	(514)
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$1,008</b>	<b>\$1,121</b>	<b>\$1,063</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$21)</b>	<b>(\$24)</b>	<b>(\$224)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

## For Environmental Services

	Long Term Plan	Long Term Plan	Annual Plan
	2022/23	2023/24	2023/24
	\$000	\$000	\$000
<b>Sources of operating funding</b>			
General rates, uniform annual general charges, rates penalties	1,621	1,561	1,920
Targeted rates	-	-	-
Subsidies and grants for operating purposes (and loan receipts)	-	-	500
Fees and Charges	765	625	887
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other receipts	28	48	50
<b>Total operating funding (A)</b>	<b>\$2,414</b>	<b>\$2,234</b>	<b>\$3,357</b>
<b>Applications of operating funding</b>			
Payment to staff and suppliers	1,432	1,620	1,995
Finance costs	1	12	10
Internal charges & overheads applied	975	1,043	1,247
Other operating funding applications	-	-	-
<b>Total applications of operating funding (B)</b>	<b>\$2,408</b>	<b>\$2,675</b>	<b>\$3,253</b>
<b>Surplus (deficit) of operating funding (A-B)</b>	<b>\$6</b>	<b>(\$442)</b>	<b>\$104</b>
<b>Sources of capital funding</b>			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase (decrease) in debt	(2)	448	(102)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
<b>Total sources of capital funding ( C)</b>	<b>(\$2)</b>	<b>\$448</b>	<b>(\$102)</b>
<b>Applications of capital funding</b>			
Capital expenditure to:			
- meet additional demand	-	-	-
- improve the level of service	-	-	-
- replace existing assets	-	-	-
Increase (decrease) in reserves	4	5	2
Increase (decrease) in investments	-	-	-
<b>Total applications of capital funding (D)</b>	<b>\$4</b>	<b>\$5</b>	<b>\$2</b>
<b>Surplus (deficit) of capital funding (C-D)</b>	<b>(\$6)</b>	<b>\$442</b>	<b>(\$104)</b>
<b>Funding balance ((A-B) + (C-D))</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# 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 2023/24 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.

	2022/23 Annual Plan \$000	2023/24 Long Term Plan \$000	2023/24 Annual Plan \$000	Variance \$000
<b>Funding:</b>				
Depreciation funded from reserves				
- Roading	1,616	1,621	1,941	(320)
- Buildings	265	262	525	(263)
- Infrastructure	67	0	371	(371)
Loan Proceeds for Capital Expenditure	7,256	4,087	5,417	(1,330)
Capital Expenditure funded from reserves	4,640	3,942	3,816	126
Operational Expenditure funded from reserves	299	629	(22)	651
	14,143	10,541	12,047	(1,506)
<b>Applied To:</b>				
Total loan repayments	1,114	4,449	1,480	2,969
Net transfer to loan repayment reserve	0	0	0	0
Rates transferred to reserves	10	10	10	0
Interest transferred to reserves	37	41	79	(38)
Landfill aftercare provision	7	7	0	7
Capital Expenditure	17,415	10,183	16,457	(6,274)
	18,584	14,690	18,026	(3,336)
<b>Net Surplus/(Deficit) from Operations</b>	<b>5,039</b>	<b>5,407</b>	<b>5,935</b>	<b>(528)</b>

## Use of Reserves

Council is forecasting to record overall surpluses in each year of the Annual Plan, 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.



## 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
<b>Library books</b>	Not funded to the extent of book renewals
<b>Civic Amenities</b>	May not be replaced
<b>Roading (part)</b>	Waka Kotahi's portion of subsidy
<b>Three Waters</b>	Funding from alternative source
<b>Swimming Pool</b>	Expectation of grant funding for future replacement (part)

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.



# Fees and Charges



Annual Plan 2023-24

# FEES AND CHARGES 2023/24

Note all prices include GST if any

## ABANDONED VEHICLES

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

## BUILDING CONTROL

**Building fees and charges** are charged under the Building Act 2004. Building infringements are determined by statute and can be found in the Building (Infringement Offences, Fees and Forms) Regulations 2007. The Building Research Association of New Zealand (BRANZ) levy is charge under the Building Research Levies Act 1969. The Ministry of Business, Innovation and Employment (MBIE) levy is charged under the Building Levy Order 2005

### Government levies

Certain building consent applications must pay government levies in addition to Council's building consent fees below. We collect the levies and pay them to the Building Research Association of New Zealand (BRANZ) and the Ministry of Business, Innovation and Employment (MBIE). The BRANZ levy is \$1.00 per \$1,000.00 for building work valued at \$20,000 including GST or more. The MBIE levy is \$1.75 per \$1,000.00 for building work valued at \$20,444.00 including GST or more.

### Accreditation fee

All building consent applications must pay a Council accreditation fee, in addition to Council's building consent fees. To issue building consents, we have to meet certain standards set by the government (accreditation). This fee helps to cover the cost of meeting those requirements (Building Accreditation of Building Consent Authorities Regulations 2006)

<b>Accreditation levy (applies to all Building Consents)</b>	\$1.80	Per \$1,000.00 building work
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<b>Building Research levy (BRANZ)</b>	\$1.00 per \$1,000 value or part thereof for project valued at \$20,000 or more
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<b>MBIE levy</b>	\$1.75 per \$1,000 value or part thereof for project valued at \$20,444 or more
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### Electronic Lodgement Fee

This fee is an external cost from a third-party service provider for the full process of a consent application.

**(There are two fee types)**

#### Fixed fee

This fee covers projects where the costs are easily identified before application, or where an average rate is appropriate. The amount is fixed. No additional costs will be charged by Stratford District Council (SDC) in regards to the fee quoted.

#### Base fee

The base fee is based on the anticipated costs for the processing of the application. In some cases, actual costs of a project may exceed the estimated base fee due to external specialist input, amendments, additional information submitted, application complexity, inspection complexity or additional inspections undertaken. When this happens any additional amount will be charged in accordance with the staff charge out rates.

**A typical calculation for the fee to pay can be done using this formula:**

- Base Fee for category + MBIE/BRANZ levies (if applicable) + Inspections + Accreditation levy
- SDC inspection list can be found at <https://www.stratford.govt.nz/our-services/building/building-inspections>

<b>Project Information Memorandum (PIM) application</b> (When applied separate from a Building Consent)	\$572.00	Base fee
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<b>Fee for ALL manual/hardcopy applications</b> (This fee will be charged on ALL Building applications not submitted via the <a href="#">online portal</a> )	\$150.00	Fixed fee
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<b>Provision of a Record of Title</b>	\$25.00	Fixed fee
<b>Record of Schedule 1 exempt work</b>	\$100.00	Fixed fee

<b>Waiver/B2 Modification</b>	\$300.00	Fixed fee + Cost of amendment
<b>Private BCA Filing Fee</b>	\$150.00	Fixed Fee
<b>Building Consent Data</b> (One year)	\$250.00	Fixed fee
<b>Section 71, Building Act 2004</b> - Building on land subject to natural hazards.	\$536.00	Fixed fee
<b>Section 75, Building Act 2004</b> - Construction of building on 2 or more allotments	\$536.00	Fixed fee
<b>Amendments</b>		At Cost
<b>Minor Variation Assessments</b>	\$80.00	Fixed Fee
<b>New residential dwelling</b> house/townhouse/multi-unit (First unit)	\$2,797.00	Base fee
<b>Residential Multi-units</b> (Subsequent units)	\$975.00	Base fee
<b>New Commercial buildings</b> -(commercial/Industrial)	\$5,307.00	Base Fee
<b>Commercial value fee</b>	\$200.00	Per \$100,000 over \$1 million
<b>Relocated/Repled buildings</b>	\$1,477.00	Base fee
<b>Minor Works (Residential)</b> (e.g Internal wall removal/Minor Kitchen/Bathroom alterations)	\$1,058.00	Base Fee
<b>Residential Alterations/Additions</b>	\$2,115.00	Base fee
<b>Commercial Alterations/Additions</b>	\$2,967.00	Base fee
<b>Proprietary Garages</b>		
- Standard	\$862.00	Base fee
- With fire wall, Sleepout, or Plumbing & Drainage <i>Fully self-contained use residential dwelling rates.</i>	\$1,057.00	Base fee
<b>Pole sheds</b> (Res/Com)		
- 1-6 Bays	\$862.00	Base fee
- > 6 Bays	\$1,057.00	Base fee
<b>Swimming pools</b>		
Swimming pool >1200mm above ground and fences	\$152.00	Fixed Fee
In-ground swimming pools	\$812.00	Base Fee
<b>Fireplaces:</b>		
Inbuilt or with plumbing	\$560.00	Fixed fee
Free-standing without plumbing	\$440.00	Fixed Fee
<b>Plumbing &amp; Drainage</b>	\$617.00	Base fee
<b>Onsite Effluent System</b>	\$617.00	Base fee
<b>Wet Shower Installation</b>	\$812.00	Base fee
<b>Tents/marquees &gt;100m2</b>	\$497.00	Fixed fee
<b>Amusement devices:</b> Application to operate an amusement devise		Prescribed by the Amusement Devices Regulations 1978
<b>Pool Inspections:</b>		
Registration and audit inspection	\$195.00	Per inspection
Re-inspection (if non-compliance identified)	\$120.00	Per re-inspection
<b>Building Consent Authority Fees</b>		
Inspections and re-inspections	\$195.00	Per inspection
Technical	\$195.00	Per Hour
Administration	\$150.00	Per hour
Late cancellation (Less than 24hrs)	\$80.00	Fixed fee
<b>Costs for engineering review or other professional services not available in-house</b>	Cost	plus 10%
<b>Certificate of Acceptance</b>	\$1.75 x	Base fee for relevant building consent, plus BRANZ/MBIE levies

<b>Notice to Fix - Dangerous/Insanitary Notification</b>	\$390.00	Base Fee +Inspection/Processing time
<b>Building Consent Extension of Time</b>	\$110.00	Fixed fee.
<b>Schedule 1, Clause 2 Exemptions</b>	\$497.00	Base fee
<b>Certificate of Public Use</b>	\$692.00	Base fee
<b>Sale of Alcohol Building Certificate</b>	\$390.00	Base fee
<b>E/Q Prone Buildings</b>	\$390.00	Base fee
<b>E/Q Prone (EPB) Notice</b>	\$150.00	Fixed Fee
<b>Change of Use Assessment (assessment and record of)</b>	\$390.00	Base fee
<b>Miscellaneous Notices</b>		Infringements
<b>Compliance Schedules</b>		
New Compliance schedules	\$390.00	Base fee. A \$75 fee per <a href="#">Specified system</a> also applies.
Amendment to Compliance Schedule	\$390.00	Base fee. A \$75 fee per <a href="#">Specified system</a> also applies.
<b>Building Warrant of Fitness (BWoF)</b>		
Site audit and findings report	\$390.00	Base Fee
BWoF annual renewal fee	\$130.00	Fixed fee
BWoF late reminder notice	\$235.00	Fixed fee
<b>Independently Qualified Persons (IQP) registration</b>		As per Central IQP register fee schedule
<b>Compliance Action</b>	At cost	

## 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 wheeled device, e.g. Skateboard or Cycle	\$50.00	
Permit for Stands and Stalls in a Public Place **	\$22.00	Per stand or stall per day with a minimum fee of \$66.00

\* 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 *Licences section for Mobile or Travelling Shops Bylaw*.

**CEMETERY**

## Plot purchase

• Adult (16+ years)	\$2,420.00
• Child (2 – 15 years)	\$1,650.00
• Infant (under 2 years)	\$1,000.00
• Ashes plot	\$1,000.00
• RSA plot	no charge
• Memorial Wall	\$198.00

## Interments (includes grave digging)

• Adult (16+ years)	\$1,650.00
• Child (2 - 15 years)	\$1,210.00
• Infant (under 2 years)	\$800.00
• Stillborn	\$550.00
• Ashes	\$495.00

## Miscellaneous Charges

• Bond for damage (Private Users) as per clause 19.4 of Cemeteries Bylaw	\$300.00	Damage in excess of bond will be charged at cost
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**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 - Permanite material, size 390mm x 190mm*

**DOG AND ANIMAL CONTROL****Registration Fees**

	<b>Discounted Fee if paid by the due date (Per dog)</b>	<b>Standard Fee if paid on or after the due date (Per dog)</b>
Rural dog (for every dog up to and including first three dogs)	\$51.30	\$68.40
Rural dog (for every dog after first three dogs)	\$39.90	\$51.30
General Dog Owner	\$165.30	\$210.90
Good Dog Owner (refer Dog Control Policy)	\$131.10	\$171.00
Select Dog Owner (refer Dog Control Policy)	\$68.40	\$91.20

**Urban Multiple Dog Licence**

• Application	\$70.00
• Annual Renewal	\$40.00

## Micro chipping

At cost

## Replacement Tag

\$5.00

## Bark Collar Hire (2 weeks)

\$54.00

**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 the Library or Pool 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	\$100.00	
• 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 2023.
- Infringements may be issued for all outstanding registrations after 1 October 2023.

**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
• Complaint driven investigation	\$170.00	Per hour
• Transfer of registration	\$230.00	

**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 of food control plan	\$315.00	Annual fee
• Application for registration of a national programme	\$315.00	Fixed fee (includes up to 1 hour processing time)
• Renewal registration of a national programme	\$315.00	Annual fee
• Transfer of registration (Food control plan)	\$400.00	
• Transfer of registration (National Programme)	\$315.00	
• Initial verification visit	\$400.00	Fixed fee (includes up to 2 hours processing time)
• Monitoring for food safety and suitability and subsequent verification investigation	\$170.00	Per hour, plus disbursements at cost.
• Complaint driven investigation	\$170.00	Per hour
• Application for review of improvement notice	\$170.00	Per hour
• Application for second sites	\$170.00	Per hour
• Significant amendment	\$170.00	Fixed fee (includes up to 1 hour of processing time)
• New business assistance, or pr-opening visit	\$170.00	Fee applied after the first hour.

**Mobile and Travelling Shop Bylaw**

• Licence for mobile and travelling shop as per the Mobile and Travelling Shop Bylaw	\$60.00	Per day up to a maximum of \$500.00 per annum
• Complaint driven investigation	\$170.00	Per hour

**Tattoo and Beauty Therapy 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** *(Subject to 60 days notice period)*

Charges will be initially set as per the individual tenancy agreement, and reviewed every 12 months, in line with market rentals for similar properties.

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

- residential \$350.00
- commercial \$500.00

**Urgent Application** *(Processed within 5 working days)*

- residential \$600.00
- commercial \$800.00

**Property File Information**

- Electronic data (USB storage device) \$25.00 Per property file (plus \$4.00 postage fee if required)
- Property File by Email or OneDrive \$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.*

**LIBRARY****Fees**

- Inter-loaning a Book (between libraries in NZ) \$12.00 Per item
- DVD Rental \$3.00 Per week
- Membership Card Replacement Fee \$6.00 Per card

**Overdue Fines**

- 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 \$1.00

Photocopying/Printouts/Facsimile

As per Photocopying, Printing & Facsimile charges

3D Printing

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

Ready Made 3D Items

*At Cost* As advertised

Programmes & Events

As advertised

Wheelchair Use refundable bond (please book in advance)

\$50.00 Refundable (hireage free)

Kowhai Room Hire

\$5.00 Per hour

*The Kowhai Room hire fee will be waived for non-profit community groups*

**MISCELLANEOUS****Debt Collection**

Referral to debt management agency 10% Of invoice outstanding



## 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.*

## PHOTOCOPYING, PRINTING & FACSIMILE

### Photocopying & Printing

- A4 Black and White \$0.40 Per page
- A4 Black and White (double sided) \$0.60 Per page
- A4 Coloured \$1.00 Per page
- A4 Coloured (double sided) \$1.20 Per page
- A3 Black and White \$0.50 Per page
- A3 Black and White (double sided) \$1.00 Per page
- A3 Coloured \$1.50 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 \$50.00
- Long Term Plan (LTP) \$50.00
- Annual Report \$50.00
- Bylaws \$20.00
- District Plan (excluding planning maps) \$100.00
- Planning Maps \$100.00

**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 Solid Waste Management and Minimisation 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
Scrap Metal	NA	\$15.00	\$20.00	\$20.00	\$25.00	\$50.00	\$50.00
General Refuse	\$5.00	\$24.00	\$32.00	\$32.00	\$39.00	\$133.00	\$78.00

**Miscellaneous**

- Whiteware \$10.00 Per unit
- TV \$20.00 Per unit
- Stereo, Computer \$10.00 Per unit

First Year Service Fee for refuse collection

Pro rata amount of applicable targeted rate equivalent. \*

\*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****Resource Consents**

- Notified (full) \$4,000.00 Deposit with full cost recovery
- Notified (limited) \$1,200.00 Deposit with full cost recovery
- Non-notified \$1,200.00 Base fee plus cost recovery for staff time as per staff charge out rates, and all direct disbursements
- Deemed Permitted/Boundary Activity \$500 Base fee plus cost recovery for staff time as per staff charge out rates, and all direct disbursements
- Certificate of Compliance \$500 Base fee plus cost recovery for staff time as per staff charge out rates, and all direct disbursements
- Bond agreement under S222 \$350.00 Base fee plus cost recovery for staff time as per staff charge out rates, and all direct disbursements
- S224 Certificate As per staff charge out rates
- S 223 Certificate As per staff Charge out rates
- Consultation with District Land Registrar \$145.00 Fixed Fee

**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 Certificates \$250.00 Base fee plus cost recovery for staff time as per staff charge out rates, and all direct disbursements
- 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 deposits 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.*

*Any activities not listed above will be charged in accordance with staff charge out rates.*

**Street Damage**

- Inspection \$170.00 Per inspection

**Vehicle Crossing**

Refundable Deposit:

- New construction \$2,500.00
- Demolition/Relocation of existing building \$3,000.00

Refundable bond – new development on an existing section with an existing sub-standard crossing \$1,000.00

**Street Damage**

- Damage to street furniture, footpath, kerb and channel At cost
- Costs to make good any damage to vehicle crossings as a result of building works At cost
- Cost to repair an unsafe vehicle crossing (trip hazard, dangerous condition to pedestrians) At cost
- Failure to comply with consent conditions to construct a new vehicle crossing At cost

**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

**Temporary Obstruction Permit**

- Application, including
  - Traffic Management Plan
  - Inspection
- Additional Inspection

\$300.00

At cost As per staff charge out rates

**Traffic Management Plan**

- Generic Traffic Management Plan
- Site Specific Traffic Management Plan

\$500.00

\$200.00

**Corridor Access Request (CAR)**

CAR application for:

- Excavation >10m<sup>2</sup> in any CAR in carriageway
- Excavation <10m<sup>2</sup> in berm
- CAR additional inspection

\$400.00

\$80.00

\$170.00

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

- Single or multiple trip overweight permit
- Continuous overweight permit
- Renewal of a continuous overweight permit
- Over dimension permit
- HPMV permit
- Specialist vehicle permit

\$20.91

\$62.73

\$10.45

\$32.20

\$62.73

\$62.73

Plus disbursements

Plus disbursements

Plus disbursements

Plus disbursements

Plus disbursements

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.*

**Overweight Permits – District wide**

- Generic Overweight Permit – valid for two years
  - 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
  - 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)

\$180.00

\$120.00

\$200.00

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

- Application fee
- Rental

\$260.00

5.75%

Of land value per annum

**Street Event**

- Refundable bond for damages
- Damages

\$2,000.00

At cost

**Other**

- Damage to Street Furniture
- Application for Road Stopping (LGA, 2002)
- Application for Petrochemical pipeline in the road reserve
- Application for Stock Underpass

At cost

\$500.00

\$750.00

\$200.00

**Vehicle Crossing**

Vehicle Crossing Application fee

\$205.00

*Bonds held by Council do not accrue interest.*

**Street Damage**

Inspection \$170.00 Per inspection

**Vehicle Crossing**

Refundable Deposit:  
 New construction \$2,500.00  
 Demolition/Relocation of existing building \$3,000.00  
 Refundable bond – new development on an existing section with an existing sub-standard crossing \$1,000.00

**Street Damage**

Damage to street furniture, footpath, kerb and channel At cost  
 Costs to make good any damage to vehicle crossings as a result of building works At cost  
 Cost to repair an unsafe vehicle crossing (trip hazard, dangerous condition to pedestrians) At cost  
 Failure to comply with consent conditions to construct a new vehicle crossing At cost

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

**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
- Refer to the Building Control fees for the requirement of a s.100(f) building certificate (new licence only)

**Gambling Consent Fee**

- Application Fee \$230.00

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

• Cricket (per block)	\$420.00
• Rugby (per field Page Street)	\$420.00
• Rugby (per field Victoria Park no 1 and no 2)	\$770.00
• 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)		Per current IRD mileage rate

**STORMWATER CONNECTION**

• Application Fee	\$205.00	
• Connection Fee	N/A	Property owner to engage suitably qualified contractor

**SWIMMING POOL COMPLEX****Pool Entry – Casual Use**

Adult	\$5.00	Per entry
Child/Senior/Green Prescription	\$4.00	Per entry
Caregiver/Parent Supervising Child under 8 years of age	50%	of Adult Entry Fee
Family Pass (2x Adults, 2x Child over 8 years of age)	\$15.00	Per entry
Happy Hour	10%	discount on casual entry prices

**Group Fitness/ Aquarobics/ Adult Lessons**

Adult	\$8.50	Per session
Child/Senior/Green Prescription	\$7.00	Per session

**Pool Entry – Concession (x10) Valid for 6 Months**

Adult	\$45.00
Child/Senior/Green Prescription	\$36.00
Happy Hour Adult	\$40.00
Happy Hour Child/Senior/Green Prescription	\$32.00

<b>Group Fitness/ Aquarobics/ Adult Lessons</b>		
Adult	\$76.50	
Child/Senior/Green Prescription	\$63.00	
<b>Pool Entry – Short Term Membership</b>		
Adult	\$114.00	13 weeks
Child/Senior/Green Prescription	\$91.00	13 weeks
Pool entry for swim lessons provided by external providers	As advertised	
<b>Partner Pool Entry</b>		
Adult (x2)	\$171.00	13 weeks
Senior/Green Prescription (x2)	\$136.50	13 weeks
<b>Group Fitness/ Aquarobics/ Adult Lessons</b>		
Adult	\$194.00	13 weeks
Child/Senior/Green Prescription	\$160.00	13 weeks
<b>Full Facility Entry – Pool and Group Fitness</b>		
Adult	\$242.50	13 weeks
Child/Senior/Green Prescription	\$182.75	13 weeks
<b>Pool Entry – Long Term Membership</b>		
Adult	\$390.00	52 weeks
Child/Senior/Green Prescription	\$312.00	52 weeks
<b>Partner Pool Entry</b>		
Adult (x2)	\$585.00	13 weeks
Senior/Green Prescription (x2)	\$468.00	13 weeks
<b>Group Fitness/ Aquarobics/ Adult Lessons</b>		
Adult	\$663.00	52 weeks
Child/Senior/Green Prescription	\$546.00	52 weeks
<b>Full Facility Entry – Pool and Group Fitness</b>		
Adult	\$760.50	52 weeks
Child/Senior/Green Prescription	\$715.00	52 weeks
<b>Miscellaneous</b>		
School Groups	\$1.50	Per pupil
Instructor Hire – school group	\$40.00	Per hour
Big Inflatable	\$180.00	Per event (maximum 3 hours)
Instructor	\$85.00	Per hour
Use of Showers (only)	\$3.50	Per entry
<b>Private Hire (includes entry fee)</b>		
Pool Complex – exclusive use, excludes multipurpose rooms. Maximum of 200 people.	\$600.00	Per hour
Additional charge per 50 extra people	\$60.00	Per hour
<b>Private Hire (excludes entry fee)</b>		
Main Pool – Per lane	\$25.00	Per hour
Main Pool – Whole pool	\$175.00	Per hour
Learn To Swim Pool – Per lane	\$25.00	Per hour
Learn To Swim Pool –Whole pool	\$75.00	Per hour
Programme Pool – Per lane	\$30.00	Per hour
Programme Pool – Whole pool	\$90.00	Per hour
Small Multi Purpose Room	\$28.00	Per hour
Big Multi Purpose Room	\$30.00	Per hour

**Programmes and Activities**

Party Hire	As advertised
Private Lessons	As advertised
School Holiday Programme	As advertised
Other	As advertised
Learn to Swim	As advertised

**External Swim School Provider Fees**

Lane Hire per lane	\$20.00	Per hour or part thereof
Entry Fee for Students	\$4.00	Per lesson

**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 Conditional Activity Consents**

Administration fee (includes up to 3 hours officer time)	\$302.40	First fee pro-rata during year
Inspection fee (includes up to 1.5 hours officer time)	\$194.40	
Total base fee* (administration and inspection)	\$496.80	As advertised
• Sampling event	\$239.40	Per As advertised event

**Consent Application for Temporary Discharge Consents**

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

**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)	\$1,102.50	
• 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 rates
• 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.*



## VENUE HIRE (OTHER)

### Centennial Rest Rooms

- |  |            |                          |
|--|------------|--------------------------|
| • Meeting Room without kitchen                               | \$18.00    | Per hour or part thereof |
| • Meeting Room with kitchen                                  | \$22.00    | Per hour or part thereof |
| • Institute Room without kitchen                             | \$24.00    | Per hour or part thereof |
| • Institute Room with kitchen                                | \$28.00    | Per hour or part thereof |
| • Refundable bond (when food and/or alcohol is to be served) | \$300.00   |                          |
| • Stratford Women's Club hireage                             | \$5,000.00 | Per annum                |

### War Memorial Centre

- |  |          |                          |
|--|----------|--------------------------|
| • Stadium  | \$30.00  | Per hour for 1-12 hours  |
|  | \$28.00  | Per hour for 12-24 hours |
|  | \$26.00  | Per hour for 24+ hours   |
| • Function Facility (with kitchen)                           | \$28.00  | Per hour for 1-12 hours  |
|  | \$26.00  | Per hour for 12-24 hours |
|  | \$24.00  | Per hour for 24+ hours   |
| • Function Facility (without kitchen)                        | \$24.00  | Per hour for 1-12 hours  |
|  | \$22.00  | Per hour for 12-24 hours |
|  | \$20.00  | Per hour for 24+ hours   |
| • TSB Chambers   | \$20.00  | Per hour for 12-24 hours |
|  | \$18.00  | Per hour for 1-24 hours  |
|  | \$16.00  | Per hour for 24+ hours   |
| • Projector  | \$25.00  | 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 |  |
| • Connection Fee         | N/A      | Property owner to engage suitably qualified contractor   |
| • First Year Service Fee |          | Pro-rata amount of applicable targeted rate equivalent.* |
| • Reconnection Fee       | At cost  |  |

## WATER SUPPLY

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

### New Water Connection

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

*\*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.*

**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 |

# DECISION REPORT



F22/55 – D23/24083

**To:** Council  
**From:** Revenue Manager  
**Date:** 13 June 2023  
**Subject:** Setting of Rates, Due Dates and Penalties Regime for 2023/24

## Recommendations

1. THAT the report be received.
2. THAT the Stratford District Council sets the following rates, due dates, and penalties regime under the Local Government (Rating) Act 2002, in accordance with the relevant provisions of the Annual Plan 2023/24 and Funding Impact Statement, on rating units in the Stratford District for the financial year commencing 1 July 2023, and ending 30 June 2024.

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

### 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 2023/24 is 0.16708 cents, raising \$5,197,300.

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 2023/24 is \$857 per SUIP, raising \$3,823,500.

### DEFINITION OF SUIP

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 either separate cooking and living facilities, or a separate entrance; and that has its own 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.

#### **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 2023/24 is 0.10253 cents, raising \$3,160,200.

The roading rate will be used to fund the Roading Activity.

A differential rate is applied on rating units which have forestry land as the primary use, but exclude land that is categorised under the valuer general's rules as indigenous forests or protected forests of any type. This is instead of the roading rate discussed above. The differential rate (in cents per dollar of capital value) under section 16 for 2023/24 is 0.87567 cents, raising \$250,000.

The funds collected from the differential will be used to fund the Roading Activity.

#### **TARGETED RATE – SOLID WASTE (RUBBISH AND RECYCLING)**

Council set a targeted rate under section 16 of the LGRA for refuse collection on the basis of an amount per each SUIP 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 2023/24 is \$365, raising \$853,000.

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 each SUIP which is connected to a public sewerage drain, and a targeted rate under Schedule 3, Clause 8 of the LGRA as a fixed amount per rating unit for serviceable properties. Serviceable properties are properties that have Council waste water reticulation services adjacent, contiguous or nearby to the serviceable properties, and the property boundary is within 30 metres of a public wastewater drain, but are not connected.

For all non-commercial properties the differential factor is 1 (base), and the Waste Water rate for properties connected is \$315, and for serviceable properties is \$157.50, being 50% of the targeted rate.

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 \$315 per SUIP.

- Commercial 2 (commercial rating units used for an activity requiring 2 toilets) differential factor 150% of base and the amount is \$472 per SUIP.
- Commercial 3 (commercial rating units used for an activity requiring 3 toilets) differential factor 200% of base and the amount is \$630 per SUIP.
- Commercial 4 (commercial rating units used for an activity requiring 4 toilets) differential factor 225% of base and the amount is \$708 per SUIP.
- Commercial 5 (commercial rating units used for an activity requiring 5 toilets) differential factor 250% of base and the amount is \$787 per SUIP.
- Commercial 6 (commercial rating units used for an activity requiring 6 toilets) differential factor 275% of base and the amount is \$866 per SUIP.
- Commercial 7 (commercial rating units used for an activity requiring 7 toilets) differential factor 300% of base and the amount is \$945 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 \$1,023 per SUIP.

The sewerage system rate for 2023/24 is to raise \$809,600 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 connected to the Stratford, Midhirst, or Toko Water Supply, and a targeted rate under Schedule 3, Clause 8 of the LGRA as a fixed amount per rating unit for serviceable properties. Serviceable properties are properties that have Council water reticulation services adjacent, contiguous or nearby to the serviceable properties, and the property boundary is within 100 metres of a water main, but are not connected.

The Water Supply rate for properties connected is \$582, and for serviceable properties is \$291, being 50% of the targeted rate, and raising \$1,582,800.

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 2023/24 is \$2.11 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$471,200.

The Midhirst water supply rate under section 19 for 2023/24 is \$2.11 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$16,807.

The Toko water supply rate under section 19 for 2023/24 is \$2.11 per cubic metre of supply in excess of 250 cubic metres per annum, raising \$3,200.

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 2023/24 are:

- A fixed charge of \$23.00 within the Wharehuia Community Centre area per SUIP collecting \$2,020.
- A fixed charge of \$23.00 within the Te Popo Community Centre area per SUIP collecting \$1,020.
- A fixed charge of \$13.80 within the Pembroke Road Community Centre area per SUIP collecting \$1,860.
- A fixed charge of \$34.50 within the Toko Community Centre area per SUIP collecting \$4,500.
- A fixed charge of \$17.25 within the Pukengahu Community Centre area per SUIP collecting \$810.
- A fixed charge of \$17.25 within the Midhirst Community Centre area per SUIP collecting \$5,520.
- A fixed charge of \$11.50 within the Makahu Community Centre area per SUIP collecting \$500.
- A fixed charge of \$30.00 within the Cardiff Community Centre area per SUIP collecting \$2,817.

The community centres rate will be used to fund the operating costs of the community centres and will raise \$19,047.

#### **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:	30 August 2023
2 <sup>nd</sup> Instalment:	29 November 2023
3 <sup>rd</sup> Instalment:	28 February 2024
4 <sup>th</sup> Instalment:	29 May 2024

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 2023 which remain unpaid after the due date for that instalment. The penalty will be added on the following dates:
  - 1<sup>st</sup> Instalment 6 September 2023
  - 2<sup>nd</sup> Instalment 6 December 2023
  - 3<sup>rd</sup> Instalment 6 March 2024
  - 4<sup>th</sup> Instalment 5 June 2024
- A charge of 10% on so much of any rates assessed before 1 July 2023 which remain unpaid on 1 July 2023. The penalty will be added on 11 July 2023.
- A continuing additional penalty of 10% on so much of any rates assessed before 1 July 2023, 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 10 January 2024.
- Penalties imposed are exempt from GST.

**Payment Due Dates for Metered Water Supply**

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

<b><u>Period</u></b>	<b><u>Due Date</u></b>	<b><u>Penalty Date</u></b>
1 July to 30 September 2023	29 November 2023	6 December 2023
1 October to 31 December 2023	28 February 2024	6 March 2024
1 January to 31 March 2024	29 May 2024	5 June 2024
1 April to 30 June 2024	28 August 2024	11 September 2024

**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 2023/24 year, but no discount will be applied for early payment. (Section 55).
- Council proposes to accept early payment of all rates assessed for the 2024/25 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**

Direct Debits are the preferred method of payment. Direct Debit Authority Forms are available at our Council office, or online.

Payments can be made online by going to <https://www.stratford.govt.nz> and clicking on “Pay Online”. 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, 63 Miranda Street, Stratford.

**Recommended Reason**

The Annual Plan 2023/24 contains the activities and associated costs of Council and the funding mechanisms, including rates, to meet those costs. The Rates to be set above are consistent with the Funding Impact Statement in the Annual Plan 2023/24, as required by law. Council is required by law to adopt an Annual Plan by 30 June of the year in which the Plan commences, and set rates for the year.

/  
Moved/Seconded

**1. Purpose of Report**

1.1 The purpose of this report is to recommend that Council set rates for 2023/24 in accordance with the Annual Plan 2023/24 and the Funding Impact Statement.

**2. Executive Summary**

2.1 The Annual Plan 2023/24 has been workshopped with elected members and the draft has been reviewed by both elected members and consulted on with the community, with submissions taken into account in the final Annual Plan 2023/24. The Plan contains the activities and associated costs of Council and the funding mechanisms, including rates, to meet those costs.

Council is required by law to adopt an Annual Plan and set rates for the year, by Rates Resolution, by 30 June of the year in which the Annual Plan commences.

**3. Local Government Act 2002 – Section 10**

Under section 10 of the Local Government Act 2002, the Council’s purpose is to “enable democratic local decision making by and on behalf of communities; as well as promoting the social, economic, environmental, and cultural well-being of communities now and into the future”			
Does the recommended option meet the purpose of the Local Government 4 well-beings? And which:			Yes
<b>Social</b>	<b>Economic</b>	<b>Environmental</b>	<b>Cultural</b>
✓	✓	✓	✓

3.1 The process of preparing, reviewing and adopting the Annual Plan 2023/24 requires council officers and elected members to acknowledge how best it can deliver good quality local infrastructure, regulatory functions and public services within rate and debt limits that are cost-effective for businesses and households. The Rates Resolution supports and is consistent with the Annual Plan.

**4. Background**

4.1 The Annual Plan 2023/24 was recommended for release to the public for feedback at the Ordinary meeting on 9 May 2023 and is to be adopted at the Ordinary Council meeting on 13 June 2023.

**5. Consultative Process**

**5.1 Public Consultation - Section 82**

Council communications relating to the key information in the draft Annual Plan 2023/24 were largely via Council’s digital channels, but also in the local Stratford Press community newspaper. The communications highlighted the key components and changes of the proposed Annual Plan – including fees and charges (building control, swimming pool, cemeteries and dog control), the increase in the amount collected from the forestry differential to the Roading targeted rate, and increase in expenditure overall including the main areas of increase.

Key stakeholder groups on the Council’s community directory list were emailed directly, and invited to provide feedback.

Feedback was open to the public for a two-week period.

5.2 **Māori Consultation - Section 81**

All iwi in the district were emailed directly as part of the community directory list referred to above, and invited to provide feedback. Feedback was not received by any iwi organisations.

6. **Risk Analysis**

Refer to the Council Risk Register - available on the Council website.
<ul style="list-style-type: none"> <li>Does this report cover any issues that relate to any risks on the Council Risk Register, and if so which risks and what are the impacts and likelihood of eventuating?</li> <li>Does this report cover any issues that may lead to any new risks that are not on the Council Risk Register, and if so, provide some explanation of any new identified risks.</li> <li>Is there a legal opinion needed?</li> </ul>

6.1 Council is required under the Local Government Act 2002 to follow a formal process for the adoption of the Annual Plan and the setting of rates and fees and charges. This relates to risk 21 (Assessment of Rates) on the council's risk register.

7. **Decision Making Process – Section 79**

7.1 **Direction**

	Explain
Is there a strong link to Council's strategic direction, Long Term Plan/District Plan?	Yes, is based on the Annual Plan 2023/24 and aligns closely with the direction set within that document
What relationship does it have to the communities current and future needs for infrastructure, regulatory functions, or local public services?	Setting the rates for the financial year allows the Council to provide for the community's needs as set out in the Annual Plan 2023/24.

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>
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Data is available in the Annual Plan 2023/24 and the Funding Impact Statement 2023/24.

7.3 **Significance**

	Yes/No	Explain
Is the proposal significant according to the Significance Policy in the Long Term Plan?	No	
Is it:	N/A	
• considered a strategic asset; or		
• 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?		
High	Medium	Low
	✓	



#### 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.

The Annual Plan 2023/24 must be adopted prior to the setting of rates for the following year. Council is now required to set the rates for 2023/24. There are no alternative options, to be able to meet the commitments in the Annual Plan, to setting rates for the 2023/24 financial year.

#### 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.

This has been taken into account in the Annual Plan 2023/24 decision report.

#### 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?

This has been taken into account in the Annual Plan 2023/24 decision report.

#### 7.7 Legal Issues

- Is there a legal opinion needed?
- Are there legal issues?

No legal opinion is needed. A legal opinion was sought on the Funding Impact Statement for 2023/24, which guided the current process.

#### 7.8 Policy Issues - Section 80

- Are there any policy issues?
- Does your recommendation conflict with Council Policies?

The Rates Resolution for 2023/24 is consistent with the Council's Revenue and Financing Policy.



Julie Erwood  
**REVENUE MANAGER**



[Endorsed by]  
T Radich  
**DIRECTOR – CORPORATE SERVICES**



[Approved by]  
Sven Hanne  
**Chief Executive**

**Date** 7 June 2023



**Our reference**  
F19/13/03-D21/40748

### **Karakia**

Kia uruuru mai  
Ā hauora  
Ā haukaha  
Ā haumāia  
Ki runga, Ki raro  
Ki roto, Ki waho  
Rire rire hau Paimārire

I draw in (to my being)  
The reviving essence  
The strengthening essence  
The essence of courage  
Above, Below  
Within, Around  
Let there be peace.