



**The Ordinary Meeting of the  
Kawerau District Council will be held  
on Wednesday 28 June 2023  
in the Council Chambers  
commencing at 9.00am**

**AGENDA**

### **GUIDELINES FOR PUBLIC FORUM AT MEETINGS**

1. A period of thirty minutes is set aside for a public forum at the start of each Ordinary Council or Standing Committee meeting, which is open to the public. This period may be extended on by a vote by members.
2. Speakers may address meetings on any subject. However, issues raised must not include those subject to legal consideration, or be issues, which are confidential, personal, or the subject of a formal hearing.
3. Each speaker during the public forum is permitted to speak for a maximum of three minutes. However, the Chairperson has the discretion to extend the speaking time.
4. Standing Orders are suspended for the duration of the public forum.
5. Council and Committees, at the conclusion of the public forum, may decide to take appropriate action on any of the issues raised.
6. With the permission of the Chairperson, members may ask questions of speakers during the period reserved for public forum. Questions by members are to be confined to obtaining information or clarification on matters raised by the speaker.

**The Ordinary Meeting of the Kawerau District Council  
will be held on Wednesday 28 June 2023  
in the Council Chambers commencing at 9.00am**

**A G E N D A**

**Opening Prayer**

**Apologies**

Apologies from Councillor Julian are received

**Leave of Absence**

**Public Forum**

**Declarations of Conflict of Interest**

**1 CONFIRMATION OF COUNCIL MINUTES**

**1.1 Ordinary Council – 31 May 2023**

**Pgs. 1 - 5**

**Recommendation**

*That the minutes of the Ordinary Council Meeting held on 26 April 2023 be confirmed as a true and accurate record.*

**1.2 Extraordinary Council – 12 June 2023**

**Pg. 7**

**Recommendation**

*That the minutes of the Extraordinary Council Meeting held on 12 June 2023 be confirmed as a true and accurate record.*

**2 RECEIPT OF COMMITTEE MINUTES**

**2.1 Audit and Risk Committee – 12 June 2023**

**Pg. 9**

**Recommendation**

*That the Minutes of the Audit and Risk Committee meeting held on 12 June 2023 be confirmed as a true and accurate record.*

**2.2 Regulatory and Services Committee – 14 June 2023**

**Pgs. 11 - 12**

**Recommendation**

*That the Minutes of the Regulatory and Services Committee meeting held on 14 June 2023 be confirmed as a true and accurate record.*

**3 Action Schedule (101120)**

**Pgs. 13 - 17**

**Recommendation**

*That the updated Action Schedule of resolutions/actions requested by Council be received.*

**4 Her Worship the Mayor's Report (101400)**

**Pgs. 19 - 20**

**Recommendation**

*That Her Worship the Mayor's report for the period Thursday 25 May to Wednesday 21 June 2023 is received.*

**5 Fees and Charges 2023 / 24 (Group Manager, finance and Corporate Services) (201600)**

**Pgs. 21- 31**

Attached is a report in the fees and Charges for 2023 / 24

**Recommendations**

- 1. That the report "Fees and Charges 2023 / 24" be received.*
- 2. That Council adopts the fees and Charges (including GST) for 2023 / 24.*

**6 Rate Remission for High Valued Residential Properties (Group Manager, Finance and Corporate Services) (110551)**

**Pgs. 33 - 40**

Attached is a report on the Rate Remission for High Valued Residential Properties.

**Recommendations**

- 1. That the report "Rate Remissions for High Valued Residential Properties" be received.*
- 2. That Council increase the remission for high valued residential properties to \$4,900.00 for the 2023 / 24 rating year in accordance with Councils remission policy.*

**7 Balanced Budget Requirement 2023 / 24 (Group Manager, Finance and Corporate Services) (201100)**

**Pgs. 41 - 44**

Attached is a report on the Balanced Budget Requirement for 2023 / 24

**Recommendations**

- 1. That the report "Balanced Budget Requirement 2023 / 24" be received.*
- 2. That Council confirms the decision made in 1998 /1999 to continue the policy of not funding depreciation on non-critical and non-strategic assets for 2023 / 24, as Council believes the reasons for doing so remain unchanged and that this policy is appropriate for the Kawerau District.*
- 3. That council confirms the decision made in 1998 / 1999 to continue the policy of not funding depreciation on the portion of Roading and Storm water assets subject to Waka Kotahi (NZTA) subsidies for 2023 / 24, as Council believes the reasons for doing so remain unchanged and that this policy is appropriate for the Kawerau District.*
- 4. That Council confirms the decision to lower the level of depreciation being funded by rates. from 67% to 53%, for all Council assets, as proposed in the Consultation Document for the Annual Plan for 2023 / 24. Council believes the reason for not funding this additional depreciation, is in the best interests of the Community due to rates affordability and it is prudent to defer the funding to the future when inflation is expected to have stabilised.*

8 Adoption of Annual Plan 2023 – 2024 (Group Manager, Finance and Corporate Services) (110400)

Pgs. 45 - 47

Attached is a report on the Adoption of the Annual Plan 2023 - 24

**Recommendations**

1. That the report "Adoption of Annual Plan 2023 - 2024" be received.
2. That Council resolves to adopt the "Annual Plan 2023 – 2024" as presented

9 Setting of Rates for the 2023 / 24 Financial Year (Chief Executive Officer) (209900)

Pgs. 49 - 50

Following the adoption of the 2023 / 24 Annual Plan, Council is required to set the rates for the 2023 / 24 financial year.

**Recommendations**

*That Council sets the following rates under the Local Government (Rating) Act 2002, on the rating units in the district for the financial year commencing on 1 July 2023 and ending on 30 June 2024.*

**(a) Uniform Annual General Charge**

*A uniform annual general charge of \$850.00 (including GST) per separately used or inhabited part of a rating unit, set under section 15 of the Local Government (Rating) Act 2002 on every rateable rating unit within the district.*

**(b) General Rate**

*A General Rate set under section 13 of the Local Government (Rating) Act 2002 on every rating unit within the district, assessed on a differential basis as described below:*

- *A rate of 0.3735 cents in the dollar (including GST) of capital value on every rateable rating unit zoned "residential", "rural lifestyle" and "reserve" in terms of Council's operative District Plan.*
- *A rate of 2.5292 cents in the dollar (including GST) of capital value for every rateable rating unit in all other land zones of Council's operative District Plan other than "residential", "rural lifestyle" and "reserve".*

**(c) Water Supply Rates**

*A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$62.50 (including GST) per separately used or inhabited part of a rating unit to which water is connected (excluding those properties that are supplied by water meter).*

*A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.21 (including GST) per cubic metre of water supplied to any rating unit on metered water supply.*

**(d) Wastewater Disposal Rate**

*A targeted rate for wastewater disposal, set under section 16 of the Local Government (Rating) Act 2002, of \$149.50 (including GST) per separately used or inhabited part of a rating unit that is connected to Council's wastewater disposal network.*

### **(e) Refuse Collection Rate**

*Targeted rates for refuse collection set under section 16 of the Local Government (Rating) Act 2002 for rating units to which refuse collection services are available, assessed as described below:*

- *A rate of \$238.60 (including GST) per 60 litre residual waste bin.*
- *A rate of \$298.60 (including GST) per 120 litre residual waste bin.*

### **DUE DATES FOR PAYMENT OF RATES**

2. *That all rates (except metered water) will be payable in four equal instalments due on:*

<i>Instalment 1</i>	<i>25 August 2023</i>
<i>Instalment 2</i>	<i>24 November 2023</i>
<i>Instalment 3</i>	<i>23 February 2024</i>
<i>Instalment 4</i>	<i>24 May 2024</i>

*The due dates for metered water are as follows:*

	<u><i>Reading Date</i></u>	<u><i>Payment Due Date</i></u>
1.	<i>30 September 2023</i>	<i>20 October 2023</i>
2.	<i>30 December 2023</i>	<i>22 January 2024</i>
3.	<i>31 March 2024</i>	<i>22 April 2024</i>
4.	<i>30 June 2024</i>	<i>22 July 2024</i>

### **PENALTIES**

3. *That Council, applies penalties to unpaid rates (apart from metered water) as follows:*

(i) *A penalty of 5 percent on the amount of any instalment assessed between 1 July 2023 and 30 June 2024 and which is unpaid after the due date for that instalment, to be added on the following dates:*

*Instalment 1 penalty added – 28 August 2023*  
*Instalment 2 penalty added – 27 November 2023*  
*Instalment 3 penalty added – 26 February 2024*  
*Instalment 4 penalty added – 27 May 2024*

(ii) *A further penalty of 3 percent on any rates assessed before 1 July 2023 including previously applied penalties, which remain unpaid on 5 July 2023 to be added on the 6 July 2023.*

(iii) *A further penalty of 3 percent on any rates to which a penalty has been added under (ii) above if the rates remain unpaid on 6 January 2024 to be added 8 January 2024. and delegates authority to the Chief Executive Officer to add the penalties.*

### **PAYMENT OF RATES**

4. *That rates shall be payable at the Offices of the Kawerau District Council, Ranfurly Court, Kawerau between the hours of 8:00am and 5:00pm, Monday to Friday.*

## 10 Exclusion of the Public

### Recommendation

*That the public is excluded from the following part of the proceedings of this meeting, namely:*

#### 1. **Minutes for Confidential Meeting held on 31 May 2023**

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

<b>General Subject of the matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
1. <i>Minutes for Confidential meeting held on 31 May 2023</i>	<i>Maintain the effective conduct of public affairs through the free and frank expression of opinions.</i>	<i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48 (1) (a) (i)</i>

*This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information & Meetings Act 1987 and the particular interest or interests protected by Section 7 (2) (b) (i) of that Act.*

R B George  
**Chief Executive Officer**

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**Minutes of the Ordinary Meeting of the Kawerau District Council  
held on Wednesday 31 May 2023  
in the Council Chamber commencing at 9.00am**

**Present:** Her Worship the Mayor F K N Tunui  
Deputy Mayor A Rangihika  
Councillor B J Julian  
Councillor R G K Savage  
Councillor C J Ion (via Zoom)  
Councillor S Kingi (9.10am)  
Councillor W Godfery  
Councillor J Ross  
Councillor R Andrews

**In Attendance:** Chief Executive Officer (R George)  
Group Manager, Operations and Services (H van der Merwe)  
Communications Manager (T Humberstone)  
Economic and Community Development Manager (L Barton)  
Financial Accountant (P Christophers)  
Administration Officer (T Barnett)

**Opening Prayer**

*Pastor Mark Kingi opened the meeting with a prayer.*

**Apologies**

**Resolved** Her Worship the Mayor / Deputy Mayor Rangihika

*Apologies from Councillor Kingi were received for lateness.*

**Leave of Absence**

**Resolved** Her Worship the Mayor / Deputy Mayor Rangihika

*A Leave of Absence was received from Councillor Ross for 19 July 2023, 23 August 2023 and 30 August 2023*

**Public Forum**

**Bill Turnbull**

*Would like to see Council implement an infrastructure strategy, and compile a preventative maintenance programme for the basins at the end of Beattie Road.*

## **Declarations of Conflict of Interest**

*No declarations of conflict of interest were received.*

### **1 CONFIRMATION OF COUNCIL MINUTES**

#### **1.1 Ordinary Council – 26 April 2023**

**Resolved**

**Councillors Julian / Godfery**

*That the minutes of the Ordinary Council Meeting held on 26 April 2023 be confirmed as a true and accurate record.*

### **2 RECEIPT OF COMMITTEE MINUTES**

#### **2.1 Regulatory and Services Committee – 17 May 2023**

**Resolved**

**Councillors Julian / Ross**

*That the Minutes of the Regulatory and Services Committee meeting held on 17 May 2023 be confirmed as a true and accurate record.*

### **3 Action Schedule (101120)**

#### **Action Item:**

Page 10 – An expanded narrative regarding the relocation of the Cemetery records was requested.

**Resolved**

**Councillors Kingi / Savage**

*That the updated Action Schedule of resolutions/actions requested by Council is received.*

### **4 Her Worship the Mayor's Report (101400)**

**Resolved**

**Her Worship the Mayor / Councillor Kingi**

*That Her Worship the Mayor's report for the period Thursday 20 April to Wednesday 24 May 2023 is received.*

### **5 Code of Conduct (Chief Executive Officer) (101300)**

Council discussed the report "Code of Conduct".

**Resolved**

**Councillor Julian / Deputy Mayor Rangihika**

1. *That the report "Code of Conduct" is received.*

2. *That Council adopts the Code of Conduct.*

**6 Appointment of Representative for the Joint Hearings and Deliberations Meeting on the Draft Eastern Bay of Plenty Local Alcohol Policy (Chief Executive Officer) (110876)**

Council discussed the report "Appointment of Representative for the Joint Hearings and Deliberations Meeting on the Eastern Bay of Plenty Local Alcohol Policy".

**Resolved**

**Councillors Ross / Godfery**

1. *That the report "Appointment of Representative for the Joint Hearings and Deliberations Meeting on the Eastern Bay of Plenty Local Alcohol Policy" is received.*
2. *That Council nominates Councillor Sela Kingi to replace Her Worship the Mayor as representative for the joint hearings and deliberations meeting.*

**7 Annual Plan Performance for the Nine Months Ended 31 March 2023 (Group Manager, Finance and Corporate Services) (110400)**

Council discussed the report "Annual Plan Performance for the Nine Months Ended 31 March 2023".

**Resolved**

**Councillors Julian / Savage**

*That the report "Annual Plan Performance for the Nine Months Ended 31 March 2023" is received.*

**8 Adoption of Porritt Glade Lifestyle Village Annual Report for Year Ended 30 June 2022 (Financial Accountant) (201000)**

Council discussed the report "Adoption of Porritt Glade Lifestyle Village Annual Report for Year Ended 30 June 2022".

**Resolved**

**Councillors Savage / Andrews**

1. *That the report "Adoption of Porritt Glade Lifestyle Village Annual Report for Year Ended 30 June 2022" is received.*
2. *That Council adopts the Porritt Glade Lifestyle Village Annual Report for the year ended 30 June 2022.*
3. *That the Mayor and Chief Executive Officer are delegated to sign the Porritt Glade Lifestyle Village Annual Report for the year ended 30 June 2022 following the adoption by Council.*

**9 Application to the Department of Conservation for the Intention to Exchange Reserve Status of Stoneham Park for the Land off Fenton Mill Road and the Considerations of objections to This (Communications and Engagement Manager) (110553)**

Council discussed the application to the Department of Conservation for the intention to exchange reserve status of Stoneham Park for the land off Fenton Mill Road and the considerations of objections to this.

**Resolved** **Deputy Mayor Rangihika / Councillor Savage**

1. *That the report “Application to the Department of Conservation for the Intention to Exchange Reserve Status of Stoneham Park for the Land off Fenton Mill Road and the Considerations of Objections to this” is received.*
2. *That Council receives and resolves to approve and submit the Councils Intention to Exchange the Reserve Status Application to the Department of Conservation, namely;*
  - *Statutory Land Management Application Form*
  - *Statutory Land Management Form 1.b.*
  - *Appendices as outlined in form 1.b.*
3. *That Councils makes a further resolution and approves the Statutory Land Management Application after considering the objections to request the Intention to Exchange Reserve Status of Stoneham Park for the land off Fenton Mill Road currently designated as the Stock Pound to the Department of Conservation.*

**10 Exclusion of the Public**

**Resolved** **Councillors Kingi / Ross**

*That the public is excluded from the following part of the proceedings of this meeting, namely:*

1. Refuse, Green Waste and Recycling Collection Tender.

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

<b>General Subject of the matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>

<p><i>1. Refuse, Green Waste and Recycling Collection Tender.</i></p>	<p><i>Maintain the effective conduct of public affairs through the free and frank expression of opinions.</i></p>	<p><i>That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.</i> <i>Section 48 (1) (a) (i)</i></p>
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*This resolution is made in reliance on Section 48(1) (a) of the Local Government Official Information & Meetings Act 1987 and the particular interest or interests protected by Section 7 (2) (b) (i) of that Act.*

**Meeting closed 10.27am**

**F K N Tunui**

**Mayor**

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**Minutes of the Extraordinary Meeting of the Kawerau District Council  
held on Wednesday 14 June 2023  
commencing at 11.02am**

**Present:** Her Worship the Mayor F K N Tunui  
Deputy Mayor A Rangihika  
Councillor W Godfery  
Councillor C J Ion  
Councillor B Julian  
Councillor Kingi  
Councillor J Ross  
Councillor R G K Savage  
Councillor R Andrews

**In Attendance:** Chief Executive Officer (R George)  
Group Manager, Finance and Corporate Services (L Butler)  
Group Manager, Regulatory and Planning (M Glaspey)  
Group Manager, Operations and Services (H van der Merwe)  
Communications Manager (T Humberstone)  
Acting Economic and Community Development Manager (L Barton)  
Administration Officer (T Barnett)

**Apologies**

*No apologies were received.*

**Declarations of Conflict of Interest**

No conflicts of interest were declared.

**1 Receipt and Deliberations of Submissions to the Mahere ā Tau / Proposed Annual Plan 2023 - 2024 (Communications and Engagement Manager) (110553)**

Attached is a report on the Receipt and Deliberations of Submissions to the Mahere ā Tau / Proposed Annual Plan 2023 – 2024

**Resolved**

**Councillors Ion / Ross**

1. *That the report "Receipt and Deliberations of Submissions to the Mahere ā Tau / Proposed Annual Plan 2023 - 2024" be received.*
2. *That Council received the submissions to the consultation document for the Mahere ā Tau / Proposed Annual Plan 2023 – 2024; and*
3. *That Council hears Tuwharetoa ki Kawerau Hauora who wished to speak their Submission at today's Hearing.*

**Resolved**

**Councillors Kingi / Andrews**

4. *Elected Members resolved to include Option 1 for depreciation funds and increase the uniform annual general charge to \$850 in the 2023 / 24 Annual Plan that is going is adopted at the end of the month.*

**Meeting closed 11.44am**

F K N Tunui

**Mayor**





**Kawerau District Council Minutes of an  
Audit and Risk Committee held on 12 June 2023  
commencing at 1.00pm**

**Present:** Philip Jones – P J Associates (Chair)  
Her Worship the Mayor – F K N Tunui  
Councillor A Rangihika  
Councillor C J Ion  
Councillor B J Julian

**In Attendance:** Chief Executive Officer (R George)  
Group Manager, Finance and Corporate Services (L Butler)  
Group Manager, Regulatory and Planning (Michaela Glaspey)  
Group Manager, Operations and Services (H van der Merwe)  
Health and Safety Officer (Paul Snook)  
Administration Officer (T Barnett)

**Apologies**

No apologies were received.

**Declarations of Conflict of Interest**

No conflicts of interest were received.

**1 CONFIRMATION OF AUDIT AND RISK COMMITTEE MINUTES**

**1.1 Audit and Risk Committee – 3 April 2023**

**Resolved**

**Councillors Ion / Julian**

*That the minutes of the Audit and Risk Committee Meeting held on 3 April 2023 be confirmed as a true and accurate record.*

**2 Occupational Health and Safety Management System Status (Health and Safety Officer) (509500)**

The Committee reviewed the Health and Safety Officers report.

**Resolved**

**Chair Jones / Councillor Rangihika**

*That the report "Occupational Health and Safety Management System Status" is received.*

**3 Treasury Report to 30 April 2023 (Group Manager, Finance and Corporate Services) (110551)**

The Committee received a Treasury report from the Group Manager, Finance and Corporate Services covering the period to 30 April 2023.

**Resolved** **Councillor Julian / Her Worship the Mayor**

*That the report "Treasury report to 30 April 2023" be received.*

**4 Annual Plan Performance for the Nine Months Ended 31 March 2023 (Group Manager, Finance and Corporate Services) (110400)**

The Committee received a report informing members of Councils Annual Plan Performance for the nine months ended 31 March 2023.

**Resolved** **Chair Jones / Councillor Ion**

*That the report "Annual Plan Performance for the Nine Months Ended 31 March 2023" be received.*

**5 2022 / 23 Annual Report Timetable (Group Manager, Finance and Corporate Services) (110400)**

The Committee received a report on the 2022 / 23 Annual Report Timetable.

**Resolved** **Councillors Julian / Rangihika**

- 1. That the report "2022 / 23 Annual Report Timetable" be received.*
- 2. That the Audit and Risk Committee accepts the proposed timetable.*

**6 Risk Register – Monitoring Report (Group Manager, Finance and Corporate Services) (201000)**

The Committee received a report on the Risk Register.

**Resolved** **Councillor Julian / Her Worship the Mayor**

- 1. That the report "Risk Register – Monitoring Report" be received.*
- 2. That the Audit and Risk Committee considered the identified risks.*

**Meeting closed 1.57pm**

P Jones  
**Chairperson**

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**Minutes of the Regulatory & Services Committee  
held on Wednesday 14 June 2023  
commencing at 9.00am**

**Present:** Councillor C J Ion (Chairperson)  
Her Worship the Mayor F K N Tunui  
Deputy Mayor A Rangihika (9.10am)  
Councillor B Julian  
Councillor S Kingi  
Councillor R G K Savage  
Councillor J Ross  
Councillor R Andrews

**In Attendance:** Chief Executive Officer (R George)  
Group Manager, Finance and Corporate Services (L Butler)  
Group Manager, Operations and Services (H van der Merwe)  
Communications Manager (T Humberstone)  
Economic and Community Development Manager (L Barton)  
Administration Officer (T Barnett)

**Apologies**

*No apologies were received.*

**Declarations of Conflict of Interest**

*No conflict of interest was declared.*

**PART A – REGULATORY**

**1 Monthly Report - Regulatory and Planning Services (340000)**

The Committee discussed a report covering Regulatory and Planning activities for the month of May 2023.

**Resolved**

**Councillors Savage / Julian**

*That the report on Regulatory and Planning Services activities for the month of May 2023 is received.*

**PART B – NON REGULATORY**

**2 Monthly Report - Finance and Corporate Services (211000)**

The Committee discussed a report from the Group Manager, Finance and Corporate Services covering activities for the month of May 2023.

**Resolved**

**Her Worship the Mayor / Councillor Kingi**

*That the report from the Group Manager, Finance and Corporate Services for the month of May 2023 is received.*

**3 Monthly Report - Operations and Services (440000)**

The Committee discussed a report from the Group Manager, Operations and Services covering activities for the month of May 2023.

**Resolved**

**Councillors Savage / Godfery**

*That the report from the Group Manager, Operations and Services for the month of May 2023 is received.*

**4 Monthly Report - Economic and Community Development (Economic and Community Development Manager) (309005)**

The Committee discussed a report from the Economic and Community Development Manager covering economic and community activities for the month of May 2023.

**Action Item:**

Page 19 – Economic and Community Development Manager to provide figures to Council on the Kawerau return rate for the New Zealand census.

**Resolved**

**Her Worship the Mayor / Councillor Julian**

*That the report from the Economic and Community Development Manager for the month of May 2023 is received.*

**5 Monthly Report – Communications and Engagement (Communications and Engagement Manager) (340100)**

The Committee discussed a report from the Communications and Engagement Manager covering communications and engagement activities for the month of May 2023.

**Resolved**

**Chair Ion / Councillor Kingi**

*That the report from the Communications and Engagement Manager for the month of May 2023 is received.*

**Meeting closed at 9.40am**

C J Ion

**Chairperson**

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## Action Schedule

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
A&R 04.02.20	<b>Council's Risk Maturity - Improvement Programme</b> Arrange KPMG to review Council's Risk Management Maturity profile once the tasks in progress / underway are completed.	GM F&CS	In Progress	Council has completed all areas recommended for improvement and will be engaging a consultant to further assess Council's risk maturity. Staff are continuing to investigate different providers of this service.	July 2023
Council 26.05.20	<b>Results of 2020 NRB Survey (Community Satisfaction Survey)</b> Elected Members agreed to review the way in which Council engages community satisfaction.	C&EM	Pending	<p>After assessing providers, and discussion with Whakatāne and Ōpōtiki, SIL Research a New Zealand based (Hawkes Bay) registered market research company with 25-plus years' experience in local government will undertake this project. SIL Research has been the provider of resident surveys for both Whakatāne and Ōpōtiki for a number of years.</p> <p>Timing of the survey moved from January (the traditional timing for the survey) to April/May with the results available by the end of May/June 2023.</p> <p>Plan to use multiple methods for data collection including phone, mail, social media, and targeted approaches. Project Outline available.</p> <p>Opportunity to assess and develop the monthly customer satisfaction survey online with SIL Research.</p>	<p>Draft Questions March 2023</p> <p>Survey completion April/May 2023</p> <p>Draft report June 2023</p> <p>Final Report July 2023</p>

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
Council 28.06.22	<p><b>His Worship the Mayor's Report</b></p> <p>Elected Members agreed to move the cemetery records from the toilet block area to another area of the cemetery.</p> <p><u>22.02.23 Council</u></p> <p>Staff to communicate to public regarding the relocation of the cemetery records.</p>	<p>GM O&amp;S</p> <p>C&amp;EM</p>	<p>In Progress</p> <p>Pending</p>	<p>A solution was developed, costed and presented to Elected Members at the May Workshop. A further Workshop was held following the June Regulatory &amp; Services Committee Meeting. A revised plan will be presented to Council.</p> <p>Part of the Mayor's Message in the December 2022 newsletter</p> <p>As a new solution is being re-worked, and approved, we will advise the Community</p>	<p>July 2023</p> <p>Ongoing</p>
R&S 12.07.22	<p><b>Monthly Report - Regulatory and Planning Services</b></p> <p>Iwi consultation for the Spatial Plan.</p>	<p>GM R&amp;P</p>	In Progress	<p>The Eastern Bay of Plenty Spatial Plan (Our Spaces) is being developed in partnership with central government and Iwi from Whakatane, Opotiki and Kawerau. Tuwharetoa Settlement Trust has been invited to join, but declined as they do not believe they speak for all the Iwi. Tuwharetoa Kaumatua, Te Haukākawa (Boycie) Te Rire has agreed to sit at the Governance level (once established), and will liaise with Tuwharetoa Kaumatua on who may be the appropriate person to sit at the leadership level.</p> <p><u>Update – 27 April 2023</u></p> <p>Meeting with Ngāti Tuwharetoa (Bay of Plenty) Settlement Trust re: Stoneham Park Residential Development covered the Spatial and raised involvement of NTST engagement, particularly, with regard to the vision and aspirations for their whanau.</p>	Ongoing

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
R&S 12.07.22	<b>Monthly Report – Regulatory and Planning</b> Iwi consultation for the Spatial Plan continued			<p><u>Update – 22 May 2023</u> Hui was scheduled for 22 May with our Iwi Kaumatua (who unfortunately was ill) but attended by Mayor Faylene Tunui, Deputy Mayor Aaron Rangihika, Cr Warwick Godfery, CEO Russell George and C&amp;EM Tania Humberstone who had invited Eastern BOP Spatial Plan Iwi Facilitators Tipene Wilson and Te Riria Potiki to give an understanding of their role within the project to assist Council and Iwi engagement; and to establish next steps in the engagement process with Council and Ngāti Tuwharetoa (Bay of Plenty Settlement Trust).</p> <p><u>Update – 24 May 2023</u> Raised at the hui with Tuwharetoa ki Kawerau Hauora, comprising various Maori Land Trust members. Request to return and present specifically on the Spatial Plan, Stoneham Park update and potential partnering opportunities.</p>	
R&S 13.09.22	<b>Monthly Report - Economic and Community Development</b> Staff to: 1. provide Council with a date when the Bert Hamilton Hall repairs will commence. 2. communicate to regular hirers of the Bert Hamilton Hall about the maintenance on the Hall. 3. organise a letter of gratitude to be sent to the guest speakers of the Kawerau Young Achievers Awards.	ECDM	In Progress	<ol style="list-style-type: none"> <li>1. Repair work has been completed to the roof leak, and the acoustics upgrade is scheduled for 29 June - 1 July</li> <li>2. A letter was sent to regular users and initial comms placed in latest newsletter explaining next course of action.</li> <li>3. Letter completed and circulated.</li> </ol>	<p>July 2023</p> <p>Completed</p> <p>Completed</p>

Meeting Date	Resolution / Action Requested	Action	Status	Comments	Estimated Completion Date
Council 26.04.23	<b>2025 Triennial Elections</b> Timetable to be distributed to Elected Members regarding upcoming events - Dates of engagement hui - Communications material	FIN ACCT / C&EM	In Progress	Electoral Officer, Dale Ofoske, presented to Elected Members following the May Council meeting, specifically regarding Māori Representation, Electoral System and Representation.  Further work will be completed to finalise the communications material that will be presented and made public.	In progress  June  23  November decision deadline for Māori Rep.
R&S 14.06.23	<b>Monthly Report - Economic and Community Development</b>  Page 19 – Economic and Community Development Manager to provide figures to Council on the Kawerau return rate for the New Zealand Census.	ECDM	In Progress	An email request has been submitted to the StatsNZ local contact and also the main contact centre nationally.	31 July 2023

<https://kaweraud.govt.nz/sharepoint.com/sites/actv-SLT/Shared Documents/General/R-Action Schedule-June.docx>

OC: Ordinary Council  
GMF&CS: Group Manager, Finance & Corporate Services  
GMR&P: Group Manager, Regulatory & Planning  
ECDM: Economic & Community Development Manager

A&R: Audit & Risk Committee  
GMO&S: Group Manager, Operations & Services  
C&EM: Communication & Engagement Manager

R&S: Regulatory & Services Committee



Completed Items

Meeting Date	Action	Comments
R&S 08.02.23	<p><b>Monthly Report - Operations and Services</b></p> <p>Item 10: Vandalism – Staff to include in monthly reports, the location of the walls that have been vandalised.</p> <p>Staff to relay to residents the reason behind the discolouration of the water. In addition, include what zone we are up to with the pipe reticulation replacement project.</p>	<p>Locations are now included in monthly report.</p> <p>Social media is ongoing.</p> <p>Newsletter 22 March completed</p> <p>Will continue to promote</p>
Council 22.02.23	<p><b>Council Minutes – 13.12.22</b></p> <p>Council agreed to increase the general refuse charge for commercial trucks only at \$260 per tonne up to 2 cubic meters and \$290 per tonne exceeding 2 cubic meters.</p> <p>Council further agreed to review the charge at the February Regulatory and Services meeting.</p>	<p>New fees and charges are included in this agenda.</p>
R&S 12.04.23	<p><b>Monthly Report - Regulatory and Services</b></p> <p>Clarification to be provided to Elected Members as to the testing points of Kawerau's waterways undertaken by the Regional Bay of Plenty Council.</p>	<p>The Regional Council obtains water samples from the Tarawera River by the bridge on Tamarangi Drive for the purpose of testing the water is safe for swimming between the end of October and end of March each summer.</p>



**Meeting** Council  
**Meeting Date:** 28 June 2023  
**Subject:** Her Worship the Mayor's Report  
**File No.** 101400

## 1 **Purpose**

The purpose of this report is to outline meetings, functions and events that have been hosted, attended and/or participated in for the period Thursday, 25 May to Wednesday, 21 June 2023.

### May

- 24-26 • Local Government NZ Rural, Provincial, Metro and Regional Combined Sector meetings, Wellington
- 29 • Monthly Tangata Whenua Iwi Liaison Hui  
• Meeting with Noeline Sami, Regional Housing Manager of Ministry of Social Development, Emergency Housing  
• Catch-up with Sahara Brintjes-Gillies, TUIA Rangatahi Representative
- 30 • Meeting with Carol Ngawati, Senior Regional Advisor of Provincial Development Unit BOP and Jackson Cameron, Regional Labour Market Advisor of Ministry of Social Development EBOP re: Mayors Taskforce for Jobs (MTFJ) and Industrial Symbiosis Kawerau (ISK)
- 31 • Monthly Council Meeting - included:
  - Appointment of representative for the Joint Hearings and Deliberations meeting on the Draft Eastern BOP Local Alcohol Policy;
  - Adoption of Porritt Glade Lifestyle Village Annual Report for the Year Ended 30 June 2022
  - Application to the Department of Conservation for the intention to exchange Reserve status of Stoneham Park for the land off Fenton Mill Road and the consideration of objections to this
  - Confidential Report – Refuse, Green Waste and Recycling Collection Tender
- Meeting with Donna Perese, Toi-EDA CEO re: MTFJ and ISK

### June

- 1 • Meeting with Roy Thompson and Jonathan Holden re: BOP Housing Equity Fund  
• Meeting with Geoff Canham, Lyn Egan and Anna Swindell re: Tarawera River Walkway Repair  
• Meeting with Anna Hayward re: Te Whatu Ora Localities and the Iwi Māori Partnership Board  
• Hardie Avenue walk-around with John Whitehead and members of the Hardie Avenue neighbourhood  
• Catch-up with Kelly Johnson re: Creative Communities Iwi Representation
- 2 • Meeting with David Rattray of Kawerau Bowling Club  
• Meeting with Darren Toy of Kainga Ora
- 6 • Meet and Greet with Graham (Mr G) & Melissa Hoete re: Mayor's Portrait  
• Fortnightly meeting with MTFJ Coordinator Amy Hayes  
• Hardie Avenue neighbourhood Public Meeting at Concert Chambers

- 7 • Mayoral Forum Workshop, BOPRC Tauranga re: 3 Waters 10 Entity Reform
- 8 • Meeting with Mere Tamatea, Rahera Te Riini and Kelly Johnson re: Creative Communities Iwi Representation
- 9 • Phone Interview with Ashleigh McCaull of Radio NZ re: discoloured water
- Civil Defence Emergency Management Group Joint Committee Chairs' Briefing re: upcoming CDEM Group Plan 2023-2028 Workshop
- Invitation to Ahuwhenua Māori Horticulture Awards, Mercury Baypark, Tauranga, as guest of Māori Investments Ltd & Whiritoa Orchards, Te Teko
- 12 • Eastern BOP Spatial Plan – Project Governance Group, BOPRC Whakatane
- Audit & Risk Committee Meeting – included:
  - Occupational Health and Safety Management System Status
  - Annual Report Timetable
  - Risk Register – Monitoring Report
- Phone Interview with Paora Manuel of 1XX re: discoloured water
- Phone Interview with Shannon Johnstone / McKenzie Jennings-Gruar of Newstalk ZB re: discoloured water
- 13 • In-person Interview with Diane McCarthy of the Beacon re: discoloured water
- In-person Interview with Te Aniwa Hurihanganui of TV1 re: discoloured water
- In-person Interview with Timoti Tiakiwai of Te Karere re: discoloured water
- Catch-up with Sahara Bruintjes-Gillies, TUIA Rangatahi Representative
- 14 • Monthly Regulatory & Services Committee meeting
- Extraordinary Council meeting to receive, hear and deliberate on submissions to the Mahere ā Tau / Proposed Annual Plan 2023 - 2024
- Visit from Mayor Dan Gordon of Waimakariri - President candidate for Local Government NZ 2023
- 15 • District Plan Change 4 Hearing with Commissioner Bill Wasley presiding.
- Meet and Greet with Mayor Sam Broughton of Selwyn District Council - President candidate for Local Government NZ 2023
- 16 • BOP Civil Defence Emergency Management Workshop re: Group Plan for 2023-2028
- 19 • Karakia Blessing for new playground build at Hilldale Reserve
- Monthly Tangata Whenua Iwi Liaison Hui
- 20 • Confidential Briefing with Mayors, Chairs and CE's re: Future for Local Government, via Zoom
- Fortnightly meeting with MTFJ Coordinator Amy Hayes
- Hardie Avenue neighbourhood Public Meeting at Concert Chambers
- 21 • Council Workshop re: Fees and Charges for 2023/2024
- Visit to Essity, hosted by Peter Hockley, General Manager

## 2 **RECOMMENDATION**

That Her Worship the Mayor's report for the period Thursday, 25 May to Wednesday, 21 2023 be received.



Faylene Tunui  
**Kahika | Mayor**

**Meeting:** Council  
**Meeting Date:** 28 June 2023  
**Subject:** Fees & Charges 2023/24  
**File Number:** 201600

## 1 **Purpose**

The purpose of this report is to consider the proposed fees and charges for the 2023/24 financial year. These fees and charges are part of the underlying budgeted revenue for the 2023/24 Annual Plan.

## 2 **Background**

Council has to adopt its fees and charges at the beginning of each year apart from those that are determined by legislation (such as infringements). The fees and charges reflect the contribution that are paid by the users of a service as identified in Council's Revenue and Financing policy.

The fees and charges do not have to be consulted with the community, however, some fees and charges have to be advertised, such as the dog fees. Council's Annual Plan Consultation Document did state that Council is proposing to increase most fees by inflation for 2023/24.

Council previously determined that it would increase fees and charges by inflation each year to avoid significant increases, which are usually not well received by the community. The annual inflation rate (CPI) to 31 December 2023 was 7.2%, and the latest CPI to 31 March 2023 was 6.7%.

Council increased most of its fees by 10% (rounded) in 2022/23 as there had not been a fee increase for a couple of years, and it is proposed to increase the 2023/24 fees and charges by the rate of inflation, except for some solid waste fees and the Firmin Lodge casual rate.

For the 2022/23 year, the overdue fines for the library were removed as they act as a disincentive for residents to continue to use the library and usually cost more for collection than the money received. This same approach has been applied for the 2023/24 financial year with no overdue fines.

## 3 **Fees and Charges – 2023/24**

There are two areas where the fees and charges are proposed to increase more than inflation as follows:

- Solid Waste – There have been significant cost increases for solid waste, with the actual cost at \$280 per tonne, which plus inflation at 7% for 2023/24 equals \$299.60. In addition to this the Government waste levy is set to increase by \$20 to \$50 per tonne, which results in the per tonne rate increasing to \$319.00 per tonne for 2023/24.

For other material fees the soil fees have been split into clean and contaminated, with the charges reflecting the disposal costs involved. Likewise timber disposal fees have been split into two separate fee categories.

- The Firmin Lodge casual rate was discussed at Council workshops, as the casual hire fees were not covering the costs of cleaning. To ensure the cleaning costs are covered in the casual hire fee, Council supported the fee increasing to \$275 (including GST) with no 50% discounts applicable.

Attached to this report are the fees and charges for 2023/24.

#### **4 RECOMMENDATIONS**

1. That the report "Fees & Charges 2023/24" be received.
2. That Council adopts the fees and charges (including GST) for 2023/24.



Lee-Anne Butler CA, BMS

**Group Manager Finance and Corporate Services**

Z:\KDC Taxonomy\Governance\Democratic Services\Meetings\Council\Reports\06 June 2023\R-Fees and Charges 2023-24 LAB 2023-06-28.doc

<b>Facilities for Hire</b>	<b>2022/23</b>	<b>2023/24</b>
<b><u>Boyce Park</u></b>		
Casual Hire (per day)	\$22.00	\$23.00
<b><u>Circus Paddock</u></b>		
Hire (per day)	\$44.00	\$46.00
Power Charge (per day)	Actual Cost	Actual Cost
<b><u>Concert Chamber</u></b>		
<b>Discounted</b>		
Casual Hire (per hour)	\$12.00	\$13.00
Bulk Hire (20 hours or more – per hour)	\$6.00	\$6.50
Kitchen Hire (per hire/day)	\$22.00	\$23.00
Piano (per hour)	\$2.00	\$2.00
<b>Not Discounted</b>		
Casual Hire (per hour)	\$42.00	\$45.00
Bulk Hire (20 hours or more – per hour)	\$21.00	\$22.00
Kitchen Hire (per hire/day)	\$75.00	\$80.00
Piano (per hour)	\$2.00	\$2.00
<b><u>Firmin Field</u></b>		
Casual Hire (per day)	\$22.00	\$23.00
<b><u>Maurie Kjar Aquatic Centre</u></b>		
Private Hire (per hour)	\$28.00	\$30.00
BBQ Hire (per BBQ) – Small (portable)	\$5.50	\$6.00
BBQ Hire (per BBQ) – Large (Fixed)	\$11.00	\$12.00
<b><u>Prideaux Park</u></b>		
Casual Hire (per day)	\$22.00	\$23.00
Rangi Delamere Pavilion (per hour)	\$11.00	\$12.00
Floodlights (per hour)	\$11.00	\$12.00
<b><u>Stoneham Park</u></b>		
Casual Hire (per day)	\$22.00	\$23.00
<b><u>Tarawera Park</u></b>		
Casual Hire (per field per day)	\$22.00	\$23.00
<b><u>Toilets</u></b>		
Service Fee (per toilet block)	\$44.00	\$46.00
<b><u>Town Hall</u></b>		
<b>Discounted</b>		
Casual Hire (per hour)	\$14.50	\$15.50
Bulk Hire (20 hours or more – per hour)	\$7.00	\$7.50
Heating (per hour)	\$13.00	\$14.00
Kitchen Hire (per hire/day)	\$22.00	\$23.00
Spotlights (per day)	\$22.00	\$23.00

## Appendix

# FEES AND CHARGES

<b>Cemetery</b>	<b>2022/23</b>	<b>2023/24</b>
<b><u>Purchase of Plots</u></b>		
<b>Adults</b>		
Purchase of each plot 2.45mx 1.25m with Right of Burial in perpetuity	\$1,300.00	\$1,400.00
<b>Children (under 10 years)</b>		
Purchase of each plot 1.52mx 1.37m with Right of Burial in perpetuity	\$650.00	\$700.00
<b>Stillborn Infants/Ashes</b>		
Plot 1.25m x 1.90m provided	\$195.00	\$210.00
<b>RSA</b>		
Plots in the RSA section of the Cemetery are provided free of charge	No charge	No charge
<b><u>Burial Fees</u></b>		
Adults	\$520.00	\$550.00
Children (under 10 years)	\$230.00	\$250.00
Stillborn Infants	\$100.00	\$110.00
Second Interment	\$520.00	\$550.00
Ashes	\$100.00	\$110.00
RSA	\$520.00	\$550.00
Weekend or Public Holiday	\$130.00	\$140.00
<b>Miscellaneous</b>		
Exhumation of Casket from the Cemetery	\$640.00	\$680.00
Re-interment of any Casket in the Cemetery	\$450.00	\$480.00
Purchase Niche in Wall of Remembrance	\$75.00	\$80.00
Purchase of Plaque with the Standard Inscription	\$200.00	\$214.00
Permit Fee to install a Plaque in Wall of Remembrance	\$5.00	\$5.00
Headstone Permit	\$5.00	\$5.00
<b><i>Plans/Reports</i></b>		
Annual Plan (per copy)	\$22.00	\$23.00
Annual Report (per copy)	\$22.00	\$23.00
<b>Kawerau District Plan (per copy)</b>		
• Mail List Print Version	\$110.00	\$120.00
• Photocopy	\$27.50	\$30.00
Long-Term Plan (LTP - per copy)	\$22.00	\$23.00
NB: These plan charges only apply to non-residents who are not ratepayers. The plans are free for Kawerau District Council residents and ratepayers.		



<b>Facilities for Hire (cont'd)</b>	<b>2022/23</b>	<b>2023/24</b>
<b><u>Town Hall</u></b>		
<b>Not Discounted</b>		
Casual Hire (per hour)	\$48.00	\$51.00
Bulk Hire (20 hours or more – per hour)	\$24.00	\$25.50
Heating (per hour)	\$44.00	\$46.00
Kitchen Hire (per hire/day)	\$75.00	\$80.00
Spotlights (per day)	\$22.00	\$23.00
Piano Hire (per hour)	\$2.00	\$2.00
<b><u>Recreation Centre</u></b>		
<b>Discounted</b>		
Casual Hire (per hour)	\$22.00	\$23.00
Bulk Hire (20 hours or more – per hour)	\$11.00	\$12.00
Kitchen Hire (per hire/day)	\$22.00	\$23.00
<b>Not Discounted</b>		
Casual Hire (per hour)	\$73.00	\$78.00
Bulk Hire (20 hours or more – per hour)	\$34.00	\$36.00
Kitchen hire (per hire/day)	\$78.00	\$83.00
<b><u>Bert Hamilton Hall</u></b>		
Day Hire (Up to 4 hours)	\$13.50	\$15.00
Night Hire – from 5:00 pm	\$22.00	\$25.00
<b><u>Firmin Lodge</u></b>		
Casual Bookings	\$44.00	\$275.00
Small occupancy (overnight) – per night	\$300.00	\$320.00
Shared occupancy (2 groups) – per night	\$550.00	\$590.00
Sole occupancy (entire facility) – per night	\$960.00	\$1,020.00
<b><u>Library Fees</u></b>		
	<b>2022/23</b>	<b>2023/24</b>
Interloan Requests (per item)	\$2.00	\$3.00
Lost Book Fee	Actual Cost	Actual Cost
Replacement Library Cards (per card)	\$2.20	\$2.50
Photocopying/Printing (per page) A4 – B&W (per copy)	\$0.20	\$0.20
Photocopying/Printing (per page) A4 – Colour (per copy)	\$1.00	\$1.00
Photocopying/Printing (per page) A3 – B&W (per copy)	\$0.40	\$0.40
Photocopying/Printing (per page) A3 – Colour (per copy)	\$2.00	\$2.00
<b><u>Overdue Fines</u></b>		
DVDs (per item per day)	N/C	N/C
All other items (per item per day)	N/C	N/C
Administration Fee (for overdue items/per item)	\$5.00	\$5.00
<b><u>Withdrawn Library Items for Sale</u></b>		
Hardback Books	\$1.00	\$1.00
Softback Books	\$0.50	\$0.50

<b>Library Fees (cont'd)</b>	<b>2022/23</b>	<b>2023/24</b>
Children's Books	\$0.50	\$0.50
Magazines	\$0.50	\$0.50
DVDs	\$2.00	\$2.00

<b>Museum Charges</b>	<b>2022/23</b>	<b>2023/24</b>
Photocopies (per copy):		
Black and White A4	\$1.00	\$1.00
Colour A4	\$2.00	\$2.00
Black and White A3	\$2.00	\$2.00
Colour A3	\$4.00	\$4.00
<b>Laminated photocopies (per copy):</b>		
Black and White A4	\$3.30	\$3.50
Colour A4	\$4.40	\$4.50
Black and White A3	\$4.40	\$4.50
Colour A3	\$7.70	\$8.00
<b>Imagines for publication (per image):</b>		
Local History/Education	\$11.00	\$12.00
Commercial	\$55.00	\$60.00
Digital Scan (per image & includes CD):		
First Image	\$27.50	\$30.00
Additional Imagines (same CD)	\$22.00	\$24.00
<b>Commercial prints (Black &amp; White/Colour):</b>		
6x4	\$11.00	\$12.00
5x7	\$14.30	\$15.50
6x8	\$16.50	\$17.50
8x10 & 8x12	\$26.50	\$28.50
12x18	\$38.50	\$41.00

<b>Landfill and Solid Waste</b>	<b>2022/23</b>	<b>2023/24</b>
<b>Non Recycled Loads</b>		
Bags	\$5.50 (\$16.00 max)	\$6.00 (\$17.00 max)
Cars	\$16.00	\$18.00
All other vehicles (including trailers)	\$16.00 + \$260.00/ tonne	\$18.00 + \$319.00/ tonne
<b>Fully Recycled Loads</b>		
Bags	\$3.00 (\$9.00 max)	\$3.50 (\$10.00 max)
Cars	\$9.00	\$10.00
All other vehicles (including trailers)	\$5.00/m <sup>3</sup> (\$5.00 min)	\$6.00/m <sup>3</sup> (\$6.00 min)

<b>Landfill and Solid Waste (Cont'd)</b>	<b>2022/23</b>	<b>2023/24</b>
<b>Green Waste</b>		
Trailers	\$11.00/m <sup>3</sup>	\$15.00/m <sup>3</sup>
Trucks	\$11.00/m <sup>3</sup>	\$15.00/m <sup>3</sup>
<b>Other Material</b>		
Soil - Clean only	\$65.00/tonne	\$65.00/tonne
Contaminated Soil		\$319.00/tonne
Concrete	\$65.00/tonne	\$65.00/tonne
Tyres – Cars & Utes -Trucks	\$11.00 each \$33.00 each	\$15.00 each \$40.00 each
Timber - Clean		\$65.00/tonne
Timber - Treated	\$260.00/tonne	\$319.00/tonne
Unsorted Construction and Demolition Material	\$260.00/tonne	\$319.00/tonne
Asbestos	\$190.00 m <sup>3</sup>	<b>Not accepted</b>

<b>Miscellaneous</b>	<b>2022/23</b>	<b>2023/24</b>
Rubbish Bin Hire (set of 5 bins per event)		
Serviced	\$80.00	\$85.00
Unserviced	\$43.00	\$46.00

<b>Residual Refuse Bin Charges</b>		<b>2022/23</b>	<b>2023/24</b>
<b>Residual Refuse Bin upgrade to 120-litre</b>			
<b>Month Requested</b>	<b>Months Chargeable</b>	<b>Pro Rata Cost</b>	<b>Pro Rata Cost</b>
July	12	\$60.00	\$60.00
August	11	\$55.00	\$55.00
September	10	\$50.00	\$50.00
October	9	\$45.00	\$45.00
November	8	\$45.00	\$40.00
December	7	\$35.00	\$35.00
January	6	\$30.00	\$30.00
February	5	\$25.00	\$25.00
March	4	\$20.00	\$20.00
April	3	\$15.00	\$15.00
May	2	\$10.00	\$10.00
June	1	\$5.00	\$5.00

<b>Replacement, Lost or Stolen Bin Charges</b>	<b>2022/23</b>	<b>2023/24</b>
120-litre residual wheelie bin	\$11.00	\$12.00
60-litre residual wheelie bin	\$11.00	\$12.00
240-litre green wheelie bin	\$11.00	\$12.00
60-litre recycle crate	\$11.00	\$12.00

<b>Annual Premises Licence and Registration Fees</b>	<b>2022/23</b>	<b>2023/24</b>
Hairdresser's Registration (per annum)	\$100.00	\$110.00
Offensive Trade Registration (per annum)	No charge fixed	No charge fixed

<b>Other Inspection Fees</b>	<b>2022/23</b>	<b>2023/24</b>
Abandoned vehicles	\$220.00	\$235.00
Private Swimming Pool inspection	\$66.00	\$70.00
Services not otherwise listed	Actual Cost	Actual Cost
Specific expertise	Actual Cost	Actual Cost
<b>Building</b>	<b>2022/23</b>	<b>2023/24</b>
Solid Fuel Heater – Free Standing	\$265.00	\$285.00
Solid Fuel Heater – In built	\$330.00	\$355.00
Marquee – Public Use	\$390.00	\$416.00
Marquee – Private Use	\$390.00	\$416.00
Garage/Carport	\$390.00	\$416.00
Garage/Carport – Specific Design	\$517.00	\$552.00
Conservatory (Deck in situ)	\$390.00	\$416.00
Conservatory (New Deck)	\$583.00	\$622.00
Wet area shower	\$390.00	\$416.00
Dwelling Alterations - Minor	\$583.00	\$622.00
Dwelling Alterations - Complex	\$1,210.00	\$1,290.00
Relocated Dwelling	\$770.00	\$822.00
New Dwelling	\$1,628.00	\$1,740.00
Commercial	\$2,607.00 Deposit	\$2,782.00 Deposit
Industrial	\$3,492.00 Deposit	\$3,726.00 Deposit
Industrial Commercial - Alterations	\$962.00 Deposit	\$1,026.00 Deposit
Certificate of Acceptance	Cost of consent + \$440 penalty	Cost of consent + \$470 penalty
Amendment	\$192.00 Deposit	\$205.00 Deposit

<b>Building - Continued</b>	<b>2022/23</b>	<b>2023/24</b>
Exemption	\$93.00	\$100.00
Exemption (Discretionary)	\$176.00	\$190.00
Compliance Schedule	\$126.00	\$135.00
Certificate of Public Use – with building consent	\$77.00	\$82.00
Certificate of Public Use - lodged after building consent	\$143.00	\$153.00
Extension of time	\$50.00	\$53.00
Extension of time – with inspection	\$110.00	\$117.00
Waiver and Modification	\$160.00	\$172.00
Notice to Fix	\$126.00	\$134.00
Swimming Pool Fencing	\$126.00	\$134.00
BWOF audit – 3 yearly	\$160.00	\$172.00
Processing and Inspection Fee (per hour)	\$126.00	\$135.00
Land Information Memorandum	\$168.00	\$172.00
Project Information Memorandum	\$66.00	\$70.00

### **Building Infringement Offences and Fees**

**Council will also impose infringements, offenses and fees (as specified in the Building Regulations 2007) for failing to comply with the following provisions in the Building Act:**

**Sections 40, 42, 85(1), 85(2)(a), 85(1)(b), 101, 108(5)(aa), 108(5)(a), 108(5)(b), 108(5)(c), 116B(1)(a), 116B(1)(b), 124, 128A(2), 162E, 168(1AA), 168(1), 314(1), 362D(4), 362F(4), 362T(4), 362, 367, 368, 133AU(1), 133AU(2), 133AU(3) and 133AU(5)**

**Note: Fines and penalties imposed for an offence created by statute are not subject to GST.**

<b>Dog Registrations</b>	<b>2022/23</b>	<b>2023/24</b>
- Refer to separate resolution		

<b>Trading in Public Places Fees</b>	<b>2022/23</b>	<b>2023/24</b>
<b>Food Premises:</b>		
Registration Fee – Food Plan	\$165.00	\$176.00
Registration Fee – National Programme	\$165.00	\$176.00
Verification Fee – Food Plan	\$165.00	\$176.00
Plus – if exceeds 3 hours (per hour)	\$55.00	\$60.00
Compliance and Monitoring Fee (per hour) – Food Plan	\$55.00	\$60.00
Hawkers Licences (issued per Bylaws)	\$33.00	\$35.00
<b>Mobile Shops Bylaw Licence (per annum):</b>		
- If trading within the Kawerau District more than once a fortnight on average.	\$308.00	\$330.00
Mobile Shops Bylaw Licence (per annum)	\$132.00	\$142.00
Mobile Shops Bylaw Licence (per month)		

<b>Trading in Public Places Fees - continued</b>	<b>2022/23</b>	<b>2023/24</b>
- If trading within the Kawerau District less than once a fortnight on average.	\$11.00	\$12.00
<b>Miscellaneous Fees</b>		
<b>Event Fees and Charges:</b>		
Amusement Device Permit	\$12.70	\$14.00
Additional Device (each)	\$2.50	\$3.00
<b>NB: The devices certificate of registration must be provided.</b>		
Food Sale Licence (each)	\$11.00	\$12.00
Marquee Building Consent (exceeding 100m <sup>2</sup> )	\$64.00	\$68.00
<b>Impoundment of Bicycles, Skateboards or Scooters</b>		
Release Fee	maximum \$55.00	maximum \$60.00
<b>Noise Control</b>		
Impounded stereo release fee	\$110.00	\$118.00
<b>Stock Impounding Fees</b>		
Impounding costs	Actual Costs	Actual Costs
<b>Resource Management Activity</b>	<b>2022/23</b>	<b>2023/24</b>
<b>Land Use Consent:</b>	<b>Deposit*</b>	<b>Deposit*</b>
Notified application (ex cost of advertisement)	\$2,750.00*	\$2,935.00*
Limited notified	\$1,320.00*	\$1,420.00*
Non-notified	\$572.00*	\$610.00*
Boundary Activity – approved by neighbours	\$220.00*	\$235.00*
Change or cancellation of conditions (S127)	\$572.00*	\$610.00*
Extension of approval period (S125)	\$572.00*	\$610.00*
Review of consent conditions (S128)	\$572.00*	\$610.00*
Cost of commissioning report and other costs	Actual cost	Actual cost
Compliance monitoring (per inspection)	\$143.00 per hour	\$153.00 per hour
Certificates of Compliance (S139)	\$143.00 per hour	\$153.00 per hour
Existing use certificate	\$143.00 per hour	\$153.00 per hour
<b>Subdivision Consents:</b>	<b>Deposit*</b>	<b>Deposit*</b>
Notified application (ex cost of advertisement)	\$2,750.00*	\$2,935.00*
Limited notified	\$1,320.00*	\$1,420.00*
Non-notified	\$572.00*	\$610.00*
Each additional lot	\$55.00	\$60.00
Company leases, cross leases, unit title plans	\$572.00*	\$610.00*
Certification of survey plans (S223)	\$143.00*	\$155.00*
Issue of compliance certificate (S224(c))	\$220.00*	\$235.00*
Combined survey plans and compliance certificates	\$275.00*	\$295.00*

<b>Resource Management Activity - continued</b>	<b>2022/23</b>	<b>2023/24</b>
Inspections to confirm compliance with conditions S224(c) or S224(f)	\$143.00 per hour	\$153.00 per hour
Extension, re-approval or variation of scheme plan or land transfer plan	\$572.00*	\$610.00*
Certificate under S226	\$143.00 per hour	\$153.00 per hour
Preparation of bond documents, consent notices, other legal	Actual cost*	Actual cost*
Engineering plan checking and inspection	\$143.00 per hour	\$153.00 per hour
Right of way	\$572.00*	\$610.00*
<b>Plan Changes, Designations, Heritage Orders</b>	<b>Deposit*</b>	<b>Deposit*</b>
Request for plan change	\$4,400.00*	\$4,695.00*
Notice of requirement for designation/heritage order	\$4,400.00*	\$4,695.00*
Alteration, review, renewal of designation/heritage order	\$880.00*	\$940.00*
Waiver of requirement for Outline Plan	\$352.00	\$376.00
<b>Miscellaneous Charges</b>	<b>Deposit*</b>	<b>Deposit*</b>
Planning certificate sale of liquor	\$286.00*	\$305.00*
Overseas investment certificate	\$132.00*	\$142.00*
Certificates requiring Council Seal	\$60.00*	\$64.00*
Requests for Information	Actual Cost	Actual Cost
Processing and Inspection Fee	\$165.00 per hour	\$176.00 per hour

\*Additional charges may apply

NB: Please note that the Resource Management Act 1991 is currently under review, the results of this review may impact the fees charged.

<b>Freedom Camping Charges</b>	<b>2022/23</b>	<b>2023/24</b>
Power Box Bond	\$25.00	\$30.00
Power Usage Key	\$5.00	\$6.00
Freedom Camping Power Fee – per night after 3 nights	\$10.00	\$11.00





**Meeting:** Council

**Meeting Date:** 28 June 2023

**Subject:** **Rate Remission for High Valued Residential Properties  
2023/24**

**File No:** 110551

## **1 Purpose**

The purpose of this report is to review the rate remission policy for high valued residential properties.

## **2 Background**

The Local Government Act 2002 requires that Council adopt rate remission and postponement policies if Council intends to remit or postpone rates.

The policies must be reviewed at least every 6 years and consulted with the community.

The policies were reviewed and consulted on prior to the adoption of the 2021 – 31 Long Term Plan. Council further reviewed and confirmed these policies for the 2022/23 Annual Plan following the district wide revaluation.

Council has the following rate remission and postponement policies:

- Rates remission for high valued residential properties
- Rates relief for farm properties
- Rates relief for developments
- Rates remission and postponement policy for Maori freehold land
- Rates penalty remission policy

Council cannot remit rates (including penalties) unless it has a policy that permits that particular rate remission.

The current Rate Remission and Postponement Policies are attached in Appendix 1 as at 1 July 2022 (prior to updating for 2023/24).

## **3. Remission for high valued residential properties**

Council has a remission policy for high valued residential properties, which is to cap residential rates by way of a remission. This remission was introduced so disproportionately high rates did not act as a disincentive for improvement to existing homes. Also, Council considered that a small number of residential rating units with high capital values would incur a disproportionate amount of rates. This remission

was first adopted in the 2005/2006 rating year, with a cap of \$2,000. For each subsequent year the level of the cap has risen by the percentage increase in total rates. For the 2022/23 year the cap was \$4,530.

To continue increasing the cap based on the total rates increase, Council will need to increase the minimum rate payable by residential properties to \$4,900 for 2023/24 in accordance with the remission policy. Residential properties with capital values of \$961,020 or higher will pay this amount for Council rates.

#### **4. Legal and Policy Considerations**

The Local Government Act 2002 requires Council to adopt a rate remission and postponement policy for Maori freehold land. Also, Council may adopt other rate remission and postponement policies, and these policies must be reviewed and consulted on with the community every 6 years. These policies were reviewed as part of the Long Term Plan 2021-2031 and the Annual Plan for 2022/23.

#### **5. RECOMMENDATIONS**

1. That the report "Rate Remission for High Valued Residential Properties 2023/24" be received.
2. That Council increase the remission for high valued residential properties to \$4,900.00 for the 2023/24 rating year in accordance with Council's remission policy.



Lee-Anne Butler, CA, BMS  
**Group Manager, Finance & Corporate Services**

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# Rates Remission for High Value Property Policy

## Policy Objectives

The objective of this policy is to cap residential rates by way of a rate remission (KDC rates only)

## Principles

Council believes that disproportionately high rates would discourage residential development in the District and act as a disincentive for improvement to existing homes. It also considers that they would place an unfair burden on a small group of ratepayers.

## Definitions

### Capital Value

Capital value is the value of land plus improvements, as determined by the Valuer General.

### Rating Unit

For land for which there is a certificate of title, a rating unit is the land comprised in the certificate of title. Where there is no certificate of title, what constitutes a rating unit is either the land described in an instrument which exists or if there is no instrument, the land that the Valuer General considers would be appropriate to sell or transfer as a separate property or, for crown land, to treat as if comprised in a certificate of title. If land in a rating unit is in two or more districts, the part in each district constitutes a separate rating unit.

### Separately used or inhabited part of a rating unit

Separately used or inhabited part of a rating unit is any portion of a rating unit that is used or inhabited by a person who has the right to do so by virtue of a tenancy, lease, licence or other agreement.

## Background

Council's rating system is based on capital value. This previously resulted in a small number of residential rating units with high capital values incurring disproportionately high annual rates. Therefore, Council decided to adopt a remission policy to put a cap on the rates that are charged to individual residential properties.

Council first adopted the Rates Relief for High Value Properties policy for the 2005/06 rating year. At that time, the cap was set at \$2,000 (including GST) per rating unit. For each subsequent year the level of the cap rose by the percentage increase in total rates. For the 2022/23 year, the proposed cap is \$4,450.00.

Year	Maximum Rates (Incl. GST)
2021/22	\$4,270.00
2022/23	\$4,530.00

## Policy Statement

All residential rating units, or separately used or inhabited parts thereof, that incur rates above the cap will have the excess rates remitted automatically. The cap applies to the sum of the general rate, one uniform annual general charge and one standard targeted rate for each service rated in that way.

The following charges will be payable in addition to the cap:

1. Targeted rates for all services provided to each separately used or inhabited part of a rating unit.
2. Additional residual refuse bins supplied to any rating unit or separately used or inhabited part of a rating unit.
3. All rates levied by Bay of Plenty Regional Council and collected on its behalf.

# Rates Relief for Farm Properties

## Policy Objectives

The objectives of this policy are to ensure that the rates charged to farming properties are not unreasonably high and that they are comparable to the rates charged by other Councils for farming properties of similar value.

## Principle

The level of rates charged for farming property should be fair and equitable.

## Background

Council's rating system has two differentials for the general rate:

- Residential (which includes rural lifestyle) and
- Industrial/Commercial

Farming property is classified as 'residential' for the purposes of charging the general rate, but following the last revaluation, it has been recognised that the rates charged to these properties would not be reasonable if they were charged the rates applicable to residential property in full.

Following the revaluation of the district in 2018, Council revisited the portion of the remission and reduced it from 70% to 45% so the contribution by farming properties to the general rate was similar to that prior to the revaluation. Following the next revaluation in

2021, Council will again need to review the quantum of the remission.

## Policy Statement

Council will grant a 30% remission for 2022/23 (45% 2021/) for the general rate charged to farming properties comprising the following assessment numbers:

07281/002.00

07281/008.01  
07281/008.02  
07281/008.04  
07281/008.05  
07281/008.06  
07281/008.07  
07281/008.08

07284/906.00

This remission is conditional on the properties remaining farming (as the principal use).

It will apply only to the general rate which is charged on capital value. The remission will not apply to the Uniform Annual General Charge nor to any other rates charged.

This policy has been reviewed following the last triennial revaluation of the District (Sept 2021), and it was determined that it was fair and reasonable to continue providing this remission to these properties. The policy will be further reviewed following the next revaluation of the district in September 2021.

# Rates Relief for Developments

## Policy Objective

The objective of this policy is to encourage land development in the Kawerau District to stimulate employment opportunities and enhance the economic wellbeing of the Community.

## Definitions

### Development

The development or re-development of any land in the District:

- By constructing, erecting, or altering any one or more buildings on the land for the purpose of providing at least 10 new, or 9 additional household units; or
- By constructing, erecting, or altering any building or buildings, fixed plant and machinery, or other works, intended to be used solely or principally for industrial or commercial or administrative purposes (including hotels, motels and other transient accommodation), or any combination of those purposes;
- Does not include the sub-division of land.

### Employment opportunities

Employment creation, employment growth or employment retention in the Kawerau District.

## Policy Statement

### Eligibility Criteria

Council will consider any application for development in the District which can demonstrate that it will be likely to lead to employment opportunities.

### Forms of Rates Relief

Council may remit or postpone (or a combination of these), part or all of the rates otherwise payable on a property for any period subject to an annual application being made.

Council may impose conditions on the remission of rates and may cancel any remission for non-compliance, or if a project ceases to operate. In those circumstances, Council may require payment of full rates in respect of any year in which

rates have been remitted. Council does not consider that granting rates relief according to a strict formula or code is either practical or desirable. This policy is considered to constitute adequate guidelines for the consideration of applications.

### Factors to be Considered

Council will have regard to the following matters when considering applications for rates relief:

- Whether and to what extent, the development will create employment opportunities. (NB: While actual job creation will be a strong factor in favour of granting rates relief, potential for job creation will also be a positive factor).
- Whether and to what extent, the granting of rates relief would be of material benefit to the development and the developer.
- Such other matters as Council may consider relevant.

Council does not consider rates to be of themselves a significant factor in a decision to carry out a new development. However, Council shall take into account the fact that rating relief may use this policy to assist the viability of a development and may use this policy to assist in expediting such a development.

### Procedures

Applications for rates relief should be addressed to the Chief Executive Officer. Applications will be required to provide statements of intent, supporting critical statistics and such other information as is reasonably necessary to enable Council to assess the application in relation to this policy. Every decision of Council shall be publicly notified and the notice shall include:

- The reasons for the decision to approve or decline the application; and
- If the application is approved, the identity of the occupier of the land and the estimated amount of the rates remitted or postponed.

### Council Policy Affecting Applications

The provisions of this policy constitute guidelines for the consideration of applications, as the granting of rates relief according to a strict formula is neither practical nor desirable. The ability of an applicant to meet the above requirements does not in itself constitute a right to rates relief. Council will consider each application on its merits in relation to Council's Economic Development Strategy.

# Rates Remission and Postponement for Māori Freehold Land

## Policy Objective

The objective of this policy is to ensure the fair and equitable collection of rates from all ratepayers, recognising that certain Māori owned lands have particular conditions, features, ownership structures or other circumstances which make it appropriate to provide relief from rates.

## Principles

The principles which underpin this policy are:

- That, as provided by section 91 of the Local Government (Rating) Act 2002, Māori freehold land is liable for rates in the same manner as if it were general land.
- That Council will decide on the provision of rate relief on Māori Freehold Land should any applications be received.
- That the policy does not provide for the permanent remission or postponement of rates on the land concerned.

## Definitions

### Māori freehold land

Means land whose beneficial ownership has been determined by the Māori Land Court by freehold order (that is; the Court has created a title for the land and determined the beneficial owners to that land).

## Background

The LGA requires Council to adopt a policy on the remission and postponement of rates on Māori freehold land. A policy adopted under this requirement does not need to provide for the remission and postponement of rates on Māori freehold land, but in determining a

policy, Council must consider the following matters:

1. The desirability and importance within the District of each of the objectives listed below.
2. Whether and to what extent, the attainment of any of those objectives could be prejudicially affected if there is no remission of rates or postponement of the requirement to pay rates on Māori freehold land.
3. Whether and to what extent, the attainment of those objectives is likely to be facilitated by the remission of rates or postponement of the requirement to pay rates on Māori freehold land.
4. The extent to which different criteria and conditions for rates relief may contribute to different objectives.

The objectives that Council must consider are:

- a) Supporting the use of the land by the owners for traditional purposes.
- b) Recognising and supporting the relationship of Māori and its culture and traditions with its ancestral lands.
- c) Avoiding further alienation of Māori freehold land.
- d) Facilitating any wish of the owners to develop the land for economic use.
- e) Recognising and taking account of the presence of waahi tapu that may affect the use of the land for other purposes.
- f) Recognising and taking account of the importance of the land in providing economic and infrastructure support for marae and associated papakainga housing (whether on the land or elsewhere).
- g) Recognising and taking account of the importance of the land for community goals relating to:
  - i. The preservation of the natural character of the coastal environment.

- ii. The protection of outstanding natural features.
  - iii. The protection of significant indigenous vegetation and significant habitats of indigenous fauna.
- h) Recognising the level of community services provided to the land and its occupiers.
- i) Recognising matters related to the physical accessibility of the land.

## Policy Statement

Applications for rates remission or postponement should include the following information:

- Details of the rating unit or units involved.
- Documentation that shows that the land qualifies as land whose beneficial ownership has been determined by a freehold order issued by the Māori Land Court.

Council may, of its own volition, investigate and grant remission or postponement of rates on any Māori freehold land in the District.

Relief and the extent thereof, are at the sole discretion of the Council and may be cancelled and reduced at any time.

Council will give a remission or postponement of up to 100% of all rates for the year for which it is applied, based on the extent to which the remission or postponement of rates will achieve objectives described in the background section of this policy. In addition, Council will consider how an application would provide for an efficient collection of rates and the removal of rating debt.

# Rates Penalty Remission Policy

## Policy Objective

The objective of this policy is to enable Council to act fairly and reasonably when considering applications for the remission of penalties on rates that have not been received by Council.

## Background

Council presently charges the following penalties on unpaid rates:

- (a) Penalties on current rates that not paid by the due date during the year.
- (b) Penalties on rates charged in the previous financial year, which remain outstanding on the first day of the new financial year or 5 working days after the resolution is made (whichever is the later) and
- (c) Further penalties charged on rates to which penalties were added under (b) and remain unpaid, 6 months after the day the penalty was added

Council has adopted the following remission policy to remit rates penalties as long as specific criteria are met and the ratepayer has settled the outstanding rates.

## Policy Statement

All applications for the remission of rates penalties must be in writing.

Rates must be paid in full before Council remits the penalties charged.

Council will consider applications for the remission of rates penalties in circumstances where:

- Significant disruption to the ratepayer such as the death of a family member; or
- Matters outside the ratepayers' control such as a late sales notice, have contributed to a late payment and it is reasonable to remit the penalty; or
- The ratepayer is new to the District and for whatever reason did not receive a rate invoice; or
- The ratepayer (that is in arrears) entered into an acceptable payment arrangement and complied with those arrangements for the payment of all current rates and arrears.

(NB: A ratepayer who has been in arrears and has had penalties remitted will not be eligible for a further remission of rate penalties for a period of 3 years.)

The Chief Executive Officer is delegated to approve rate penalty remissions in accordance with the conditions of this policy.



**Meeting:** Council

**Meeting Date:** 28 June 2023

**Subject:** **Balanced Budget Requirement 2023/24**

**File No.:** 201100

## **1 Purpose**

The purpose of this report is to consider Council's reasons for not setting operating revenue at a level sufficient to meet operating expenditure and determining that it is financially prudent not to do so.

## **2 Background**

The Local Government Act 2002 requires Council to ensure that each year's projected operating revenues are set at a level sufficient to meet that year's projected operating expenses, unless Council resolves that it is financially prudent not to do so.

If Council resolves not to balance the budget, it must have regard to:

- a) The estimated expenses of achieving and maintaining the levels of service in the Long Term Plan, including maintaining service capacity and the integrity of assets.
- b) The projected revenue available to fund those expenses.
- c) The equitable allocation of responsibility for funding the assets over their useful lives.
- d) Council's funding and financial policies.

The intent of these provisions is to ensure that adequate and effective provision is made for the ongoing maintenance of service levels.

For 2023/24 Council has budgeted that operating costs will exceed operating revenue by \$784,050.

## **3 Options Considered**

In Council's 2021 - 31 Long Term Plan, Council used the provisions of the Local Government Act to run deficits in the ten years of the Long-Term Plan for the following purposes:

### **3.1 Non-Funding of Depreciation for Specific Buildings**

In 1998/1999, Council implemented and started phasing in the full funding of depreciation in order to comply with legislative requirements. At the time, guidelines issued by the Auditor-General indicated that it would be reasonable for councils not

to fund depreciation on certain assets where they were non-strategic and there was no intention to replace them.

The non-strategic assets (building structures) identified by Council at that time were the following buildings:

- Council Buildings (including Town Hall, Concert Chamber, Library and District Office)
- Tarawera Park Amenity Building
- Recreation Centre
- Swimming Pool
- Depot

In 2001/2002, Council added Pensioner Housing to the list of non-funded buildings.

These buildings remain non-strategic and in addition, the level of utilisation in many cases is significantly below total availability. As a result, it is unlikely that they would be replaced directly in their present form. Also, their replacement may be by rented accommodation or by buildings funded by loans/grants.

The advantage of not funding depreciation on these buildings is that the community is not funding depreciation for assets that are unlikely to be replaced with buildings of equivalent value.

### 3.2 Non-Funding of Depreciation Waka Kotahi - NZ Transport Agency Funded Roothing and Stormwater

Waka Kotahi (NZTA) contributes significantly to the costs of maintaining and renewing the roads and stormwater assets. Since 1998/1999, the assumption has been made that when roads and stormwater infrastructure are due for renewal, Waka Kotahi (NZTA) will contribute towards the cost at the agreed ratio. There is a possibility that this may not occur, but that likelihood is considered to be very low.

The advantage of not funding the depreciation for these activities is that ratepayers are not funding depreciation that it is unlikely to be required in the future.

### 3.3 Additional Non-Funding of Depreciation

The initial rates increase for 2023/24 was 13.9%, which included a large increase in depreciation expenditure due to the triennial revaluation of Council's assets. Council has assessed that based on ratepayer affordability; it is appropriate to lower the level of depreciation Council will fund to decrease the rates requirement for 2023/24.

For the 2023/24 Annual Plan Council has lowered the level of depreciation funded by rates, from 67% to 53% for all Council assets. This change in the level of depreciation funded by rates will not have a direct impact on the level of service that will be provided to the Community for the 2023/24 financial year, which is the desired approach and outcome by Council.

Council consulted with the community on lowering the amount of depreciation being funded, with the impact on rates being from a 13.9% to an 8.2% rates increase for 2023/24. Council believes the reason for not funding this additional depreciation, is in the best interests of the community due to rates affordability and it is prudent to defer the funding to the future when inflation is expected to have stabilised.

### 3.4 Total Non-Funding of Depreciation

The estimated amount of non-funded depreciation for 2023/24 for these assets is \$1.91 million. The increased level of Non-Funding of Depreciation has increased the operating deficit to \$784,050.

The Local Government Act 2002 requires Council to ensure that each year's estimated operating revenues are set at a level sufficient to meet that year's estimated operating expenses unless Council resolves that it is financially prudent not to do so. The current economic situation may be such that Council assesses based on ratepayer affordability, it is appropriate to decrease rates by reducing the level of depreciation Council will fund.

The Council is currently in a sound financial position and has robust treasury management policies to maintain this position. The increased non-funding of depreciation will not have a direct impact on the level of service to be provided to the Community for the 2023/24 financial year and Council will continue to fund the majority of depreciation on assets (except roading and non-strategic assets as has been the case previously).

## 4 Policy and Plan Considerations

Non-funding of depreciation for specific buildings and Roothing and Stormwater assets subsidised by Waka Kotahi (NZTA) has occurred since 1998/99 and has been included in each Annual Plan and Long Term Plan since then.

For the 2023/24 year the level of non-funding of depreciation has been increased and includes all Council assets, which is proposed to reduce the rates increase, due to the ratepayer affordability.

## 5 Significance and Engagement

The Consultation Document for the Annual Plan for 2023/24 included the proposal to lower the level of depreciation funding to reduce the rates increase. Community feedback was sought, with submissions received on this proposal. Council received 10 submissions, with eight supporting Council adopting Option 1- "to decrease the level of depreciation being funded from 67% to 53%".

Also, consultation on the non-funding of depreciation for Roothing and non-strategic assets also occurred during the preparation of the Long Term Plan 2021 – 2031.

## 6 Financial Considerations

If Council decided to fully fund all depreciation on all assets this would add \$1.91 million to the rates requirement, a further 16.0% to the total rate increase for 2023/24.

Council has acted prudently in not funding the depreciation on the specific building, roading and stormwater assets which would have resulted in additional reserve funds for these assets which may not have been spent. The further reduction in depreciation funded from rates for 2023/24 is prudent, based on ratepayer

affordability given the significant increase the community is facing in the current economic climate.

## **7 Legal Considerations**

Council is required to set projected operating revenue so that it meets the projected operating expenses for the year, unless Council resolves it is financially prudent not to do so.

## **8 RECOMMENDATIONS**

1. That the report "Balanced Budget Requirement 2023/24" be received.
2. That Council confirms the decision made in 1998/1999 to continue the policy of not funding depreciation on non-critical and non-strategic assets for 2023/24, as Council believes the reasons for doing so remain unchanged and that this policy is appropriate for the Kawerau District.
3. That Council confirms the decision made in 1998/1999 to continue the policy of not funding depreciation on the portion of Roothing and Stormwater assets subject to Waka Kotahi (NZTA) subsidies for 2023/24, as Council believes the reasons for doing so remain unchanged and that this policy is appropriate for the Kawerau District.
4. That Council confirms the decision to lower the level of depreciation being funded by rates from 67% to 53%, for all Council assets, as proposed in the Consultation Document for the Annual Plan for 2023/24. Council believes the reason for not funding this additional depreciation, is in the best interests of the Community due to rates affordability and it is prudent to defer the funding to the future when inflation is expected to have stabilised.



Lee-Anne Butler, CA, BMS

**Group Manager Finance and Corporate Services**

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**Meeting:** Council

**Meeting Date:** 28 June 2023

**Subject:** Adoption of Annual Plan 2023-2024

**File No.:** 110400

## 1 Introduction

The purpose of this report is to provide Council with the final budget figures for 2023/24, and for Council to adopt the Annual Plan 2023-2024.

## 2. Budget 2023-2024

The following table includes the revenue and expenditure budgets as well as the rate increase for the Annual Plan 2023-2024.

	<b>2022/23</b>	<b>2023/24</b>
<b>Revenue</b>		
General Rates	10,762,550	11,770,850
Targeted Rates	1,191,070	1,167,360
<b>Total Rates</b>	<b>11,953,620</b>	<b>12,938,210</b>
Grants & Subsidies	1,075,800	5,596,530
Petrol Tax	70,000	65,000
Interest Revenue	34,390	97,530
Other Revenue	3,610,500	2,802,160
<b>Total Revenue</b>	<b>16,744,310</b>	<b>21,499,430</b>
<b>Expenditure</b>		
Personnel costs	6,111,890	6,579,380
Depreciation	3,316,270	3,973,210
Finance	110,000	177,500
Other Expenditure	6,967,200	11,553,390
<b>Total Expenditure</b>	<b>16,505,360</b>	<b>22,283,480</b>
<b>Surplus/(Deficit)</b>	<b>238,950</b>	<b>(784,050)</b>
<b>Rate Increase (%)</b>	<b>6.3%</b>	<b>8.2%</b>
<b>Capital Budget</b>	<b>8,850,360</b>	<b>6,727,700</b>

The overall rates increase for 2023/24 is 8.2%, which was proposed as Council's preferred option in the Proposed Annual Plan 2023-2024 Consultation Document.

The main contributors to the rates increase are:

- Surpluses from residential sales of \$550,000 were used in 2022/23 to lower the rates requirement, these surpluses are not available for use in 2023/2024.
- Increased personnel costs due to inflation and the tight labour market and to budget for a full complement of staff.
- Increased solid waste disposal costs.
- Additional Audit fees for the audit of the Long Term Plan.
- Increased Depreciation expenditure, as a result of the \$18.8 million increase in Council's assets following the 30 June 2022 asset revaluation.
- Other Revenue and Other Expenditure have both increased by \$4.3 million, due to the 'Better Off Funding' that is being used for the Stoneham Park development.

Following consideration on 14 June 2023 of the 10 submissions received on the Proposed Annual Plan 2023-2024 Consultation Document, the Annual Plan presented includes:

- Adopt option 1 - Lower the depreciation funding for the 2023/24 year to reduce the rates increase to 8.2%.
- A \$100 increase in the Uniform Annual Charge to \$850, to smooth the rates impact across ratepayers.
- No change to the general rate differential of 48% Residential and 52% Commercial/Industrial.

### **3 Annual Plan 2023-2024**

Appended to this report is the Annual Plan 2023-2024. This document includes all the information required by the Local Government Act 2002. Council now needs to adopt the Annual Plan 2023-2024, which must be adopted by 30 June 2023.

The Annual Plan is a public document and Council has to make this document available to anyone requesting it, a copy will be provided on Council's website.

### **4 Policy and Plan Considerations**

An Annual Plan is prepared in the years that Council does not prepare a Long Term Plan. It reflects, and is consistent with what is in the Long Term Plan for year three, there is no significant change.

### **5 Significance and Engagement**

Council adopted the Consultation Document for its Proposed Annual Plan 2023-2024 on 26 April 2023, with the consultation period being from 28 April to 5.00 pm on 26 May 2023.

Council completed a thorough engagement process with the community for the Annual Plan Consultative Document. Consultation included distributing the printed consultation document and newsletters to all households in the district; promotion via online channels, face to face meetings with different stakeholders and planned public meetings.

Council received 10 submissions, with eight supporting Council adopting option 1 to lower the amount of depreciation being funded from 67% to 53%, to achieve an 8.2% rates increase. Two submitters did not indicate a preference, submitting on other points. Council heard one submitter speak on their submission at the Extra-ordinary Council meeting on 14 June 2023. Following the hearing of the submission, Council then considered all submissions.

## **6 Financial Considerations**

There are no cost considerations associated with the preparation and adoption of the 2023/24 Annual Plan.

## **7 Legal Considerations**

The Annual Plan has been prepared according to the procedural and substantive requirements of the Local Government Act 2002.

## **8 RECOMMENDATIONS**

1. That the report "Adoption of Annual Plan 2023-2024" be received.
2. That Council resolves to adopt the "Annual Plan 2023-2024" as presented.



Lee-Anne Butler, CA, BMS

**Group Manager Finance and Corporate Services**

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## SETTING OF RATES FOR THE 2023/24 FINANCIAL YEAR (CHIEF EXECUTIVE OFFICER) (209900)

Following the adoption of the 2023-24 Annual Plan, Council is required to set the rates for the 2023/24 financial year.

### RECOMMENDATIONS

1. *That Council sets the following rates under the Local Government (Rating) Act 2002, on the rating units in the district for the financial year commencing on 1 July 2023 and ending on 30 June 2024.*

#### **(a) Uniform Annual General Charge**

*A uniform annual general charge of \$850.00 (including GST) per separately used or inhabited part of a rating unit, set under section 15 of the Local Government (Rating) Act 2002 on every rateable rating unit within the district.*

#### **(b) General Rate**

*A General Rate set under section 13 of the Local Government (Rating) Act 2002 on every rating unit within the district, assessed on a differential basis as described below:*

- *A rate of 0.3735 cents in the dollar (including GST) of capital value on every rateable rating unit zoned "residential", "rural lifestyle" and "reserve" in terms of Council's operative District Plan.*
- *A rate of 2.5292 cents in the dollar (including GST) of capital value for every rateable rating unit in all other land zones of Council's operative District Plan other than "residential", "rural lifestyle" and "reserve".*

#### **(c) Water Supply Rates**

*A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$62.50 (including GST) per separately used or inhabited part of a rating unit to which water is connected (excluding those properties that are supplied by water meter).*

*A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.21 (including GST) per cubic metre of water supplied to any rating unit on metered water supply.*

#### **(d) Wastewater Disposal Rate**

*A targeted rate for wastewater disposal, set under section 16 of the Local Government (Rating) Act 2002, of \$149.50 (including GST) per separately used or inhabited part of a rating unit that is connected to Council's wastewater disposal network.*

#### **(e) Refuse Collection Rate**

*Targeted rates for refuse collection set under section 16 of the Local Government (Rating) Act 2002 for rating units to which refuse collection services are available, assessed as described below:*

- *A rate of \$238.60 (including GST) per 60 litre residual waste bin.*
- *A rate of \$298.60 (including GST) per 120 litre residual waste bin.*

## **DUE DATES FOR PAYMENT OF RATES**

2. That all rates (except metered water) will be payable in four equal instalments due on:

<i>Instalment 1</i>	<i>25 August 2023</i>
<i>Instalment 2</i>	<i>24 November 2023</i>
<i>Instalment 3</i>	<i>23 February 2024</i>
<i>Instalment 4</i>	<i>24 May 2024</i>

The due dates for metered water are as follows:

	<u><i>Reading Date</i></u>	<u><i>Payment Due Date</i></u>
1.	<i>30 September 2023</i>	<i>20 October 2023</i>
2.	<i>30 December 2023</i>	<i>22 January 2024</i>
3.	<i>31 March 2024</i>	<i>22 April 2024</i>
4.	<i>30 June 2024</i>	<i>22 July 2024</i>

## **PENALTIES**

3. That Council, applies penalties to unpaid rates (apart from metered water) as follows:

- (i) A penalty of 5 percent on the amount of any instalment assessed between 1 July 2023 and 30 June 2024 and which is unpaid after the due date for that instalment, to be added on the following dates:

*Instalment 1 penalty added – 28 August 2023*  
*Instalment 2 penalty added – 27 November 2023*  
*Instalment 3 penalty added – 26 February 2024*  
*Instalment 4 penalty added – 27 May 2024*

- (ii) A further penalty of 3 percent on any rates assessed before 1 July 2023 including previously applied penalties, which remain unpaid on 5 July 2023 to be added on the 6 July 2023.
- (iii) A further penalty of 3 percent on any rates to which a penalty has been added under (ii) above if the rates remain unpaid on 6 January 2024 to be added 8 January 2024.

and delegates authority to the Chief Executive Officer to add the penalties.

## **PAYMENT OF RATES**

4. That rates shall be payable at the Offices of the Kawerau District Council, Ranfurly Court, Kawerau between the hours of 8:00am and 5:00pm, Monday to Friday.