

# AGENDA



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MEMBERSHIP: Her Worship the Mayor Rehette Stoltz (Chair), Josh Wharehinga (Deputy Chair), Colin Alder, Andy Cranston, Larry Foster, Debbie Gregory, Ani Pahuru-Huriwai, Rawinia Parata, Aubrey Ria, Tony Robinson, Rob Telfer, Teddy Thompson, Rhona Tibble and Nick Tupara.

## FINANCE & PERFORMANCE/WHAKAHAERE PŪTEA ME ŌNA HUA Committee

DATE: Thursday 2 March 2023

TIME: 9:00AM

AT: Te Ruma Kaunihera (Council Meeting Room), Awarua, Fitzherbert Street, Gisborne

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# Finance & Performance

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<b>Reports to:</b>	Council
<b>Chairperson:</b>	Mayor Stoltz
<b>Deputy Chairperson:</b>	Cr Wharehinga
<b>Membership:</b>	Mayor and all Councillors
<b>Quorum:</b>	Half of the members when the number is even and a majority when the membership is uneven.
<b>Meeting frequency:</b>	Six weekly (or as required)

## Purpose

To assist Council to oversee financial and non-financial performance, including the delivery of the Council's Capital Programme and oversight of the Council Control Trading Organisation.

To monitor Council activities and services performance against budget, Annual Plans, the Long Term Plan, Annual Reports and corporate and financial policies.

The Finance and Performance Committee also receives enforcement and compliance performance activity reporting to ensure financial and non-financial performance oversight of its regulatory functions.

## Terms of Reference

- Set, monitor and review plans and financial measures, practices and policies; the sources of funds, banking arrangements, insurance, investment and debt criteria, future financial arrangements.
- Monitor the performance of Council's treasury function – including strategic, investment and enterprise assets.
- Set fees and charges for Council services (including parking), and ensure these do not conflict with fee setting procedures of Bylaws of the Long Term Plan process and which are not set through the making of Bylaws.
- Approve preferred suppliers for capital projects and contracts where the value of the contract exceeds staff delegations.
- Approve expenditure (including substituted capital expenditure) items that are provided for in the Long Term Plan or Annual Plan where the value of that expenditure exceeds that authority delegated to officers.

- Approve debt write-offs where those debt write-offs are not delegated to staff.
- Consider all matters regarding the Local Government Funding Agency (LGFA).
- Monitor and review Council's strategic investment and enterprise assets – including consideration of the operational and financial effectiveness of Council Organisations, Council Controlled Organisations and Council's Controlled Trading Organisation (CCTO).
- In relation to the CCTO:
  - develop and approve the draft Statement of Intent for the CCTO
  - undertake any reviews of CCTO and make recommendations on any proposed changes to CCTO governance arrangements
  - consider and approve changes to service delivery arrangements arising from the service delivery reviews required under Local Government Act 2002 (LGA) that are referred to the Committee by the Chief Executive.
- Monitor the operational performance of Council's activities and services against approved levels of service.
- Monitor the operational performance of Council's regulatory activities and in particular enforcement and compliance, financial and non-financial performance reporting.
- Review and approve business plans including any related fees, charges and expenditure (including capital expenditure).
- Review the delivery of services under section 17A of the LGA.
- Monitor the delivery of the Council's Capital Programme, including inquiring into any material discrepancies from planned expenditure.
- Implement and review Health and Safety practices to ensure compliance with Council's legal responsibilities.

## **Power to Act**

To make all decisions necessary to fulfil the role and scope of the Committee subject to the limitations imposed.

To establish subcommittees, working parties and forums as required.

To appoint non-voting advisory members and/or Tangata Whenua representatives to assist the Committee.

## **Power to Recommend**

To Council and/or any standing committee as it deems appropriate.

# MINUTES

## Draft & Unconfirmed



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## MINUTES of the FINANCE & PERFORMANCE/WHAKAHAERE PŪTEA ME ŌNA HUA Committee

Held in Te Ruma Kaunihera (Council Chambers), Awarua, Fitzherbert Street, Gisborne on Wednesday 7 December 2022 at 9:00AM.

### PRESENT:

Her Worship the Mayor Rehette Stoltz, Deputy Mayor Josh Wharehinga, Colin Alder, Andy Cranston, Larry Foster, Debbie Gregory, Ani Pahuru-Huriwai, Rawinia Parata, Aubrey Ria, Rony Robinson, Rob Telfer, Daniel Thompson, Rhonda Tibble, Nick Tupara, Josh Wharehinga.

### IN ATTENDANCE:

Director Lifelines David Wilson, Director Internal Partnerships James Baty, Director Liveable Communities Michele Frey, Director Engagement & Maori Responsiveness Anita Reedy-Holthausen, Chief Financial Officer Pauline Foreman, Chief of Strategy & Science Jo Noble, Revenue Team Leader Fiona Scragg, Democracy & Support Services Manager Heather Kohn and Committee Secretary Jill Simpson.

The meeting commenced with a karakia.

**Secretarial Note:** Chief Executive Nedine Thatcher Swann attended the meeting via audio visual link.

### 1. Apologies

There were no apologies.

### 2. Declarations of Interest

There were no interests declared.

### **3. Governance Work Plan**

Noted.

### **4. Leave of Absence**

There were no leaves of absence.

### **5. Acknowledgements and Tributes**

There were no acknowledgements or tributes.

### **6. Public Input and Petitions**

There were no public input or petitions.

### **7. Extraordinary Business**

There was no extraordinary business.

### **8. Notices of Motion**

There were no notices of motion.

### **9. Adjourned Business**

There was no adjourned business.

## **10. Reports of the Chief Executive and Staff**

### **10.1 DECISION Reports Finance**

#### **10.1.1 22-247 Gisborne District Disaster Relief Trust Exemption**

**Secretarial Note:** Cr Tibble arrived at 9.06am.

Questions of clarification included:

- The Mayoral Relief Fund is central government funding and managed and overseen by the Mayor. The Disaster Relief Trust is a charitable Trust and a vehicle to receive donations and to distribute those donations.
- The funding from Central Government is used first otherwise it has to be returned. Should there be a shortfall in this funding the Trustees of the Disaster Relief Trust assess individual applications.

MOVED by Cr Robinson, seconded by Cr Foster

That the Finance & Performance/Whakahaere Pūtea me Ōna Hua Committee:

1. Continues to exempt the Gisborne District Disaster Relief Trust from the Council Controlled Organisation provisions of the Local Government Act 2022 for a further three years ending 14 November 2024.

**CARRIED**

## 10.2. INFORMATION Reports Finance

### 10.2.1 22-254 RSSSO Shareholder Update Report

Chief Executive Nedine Thatcher Swann gave a brief update on the role of the Regional Sector Shared Services Organisation (RSSSO).

Questions of clarification included:

- In relation to the Local Government Reforms, the RSSSO will continue as the status quo and allow the sector to prepare for changes and demonstrate a commitment to achieve efficiency of scale across the sector, ensuring relationships are maximised and not duplicated.
- Council purchases the services they wish to engage in.
- There are 7 staff members and 7 contractors working for Te Uru Kahika which is the newly established identity for the Regional Sectors collective efforts.
- The Chief Executive is the conduit to control the operational spend for its shareholders.

Her Worship the Mayor explained that she is the Deputy Chair of the Regional Sector Group and also the Regional Representative on the National Council of New Zealand.

MOVED by Cr Stoltz, seconded by Cr Cranston

That the Finance & Performance/Whakahaere Pūtea me Ōna Hua Committee:

1. Notes the contents of this report.

**CARRIED**

### 10.2.2 22-280 Financial Report - 31 October 2022

Questions of clarification included:

- Capital grants are received once the work has been completed.
- The \$2m grant represents work not completed or not invoiced. The roading spend involves maintenance and operational costs. Maintenance delays have occurred because of the weather events.
- Cost escalations can occur should there be a delay in funding approval to commence a project.
- By 30 June Council has to either find the money for the overspend or cut works in other areas of the roading budgets to ensure it sits within budget.
- Prior to commencing work approval from Waka Kotahi is required, however with emergency works Council does an initial response to allow roads to be opened for whanau to get in and out of their properties and goods and services to be delivered.

MOVED by Cr Gregory, seconded by Cr Tibble

That the Finance & Performance/Whakahaere Pūtea me Ōna Hua Committee:

1. Notes the contents of this report.

**CARRIED**

### 10.2.3 22-238 Treasury Report - 30 September 2022

For the Committees information, Chief Finance Officer Pauline Foreman gave background information on the Treasury Report.

MOVED by Cr Foster, seconded by Cr Parata

1. Notes the contents of this report.

**CARRIED**

### 10.2.4 22-279 Rates and Sundry Invoice Debt Management as of September 2022

Revenue Team Leader Fiona Scragg attended and answered questions of clarification:

- Commend Council regarding the one-on-one relationships and tailoring solutions that have been introduced.
- To make more people aware of the rates rebate scheme Council staff visit retirement villages, work with budgeting agencies and Ministry of Social Development and have also held morning teas at Council. Staff will look at further promotion.
- Council is carrying out a strategic review of Maori freehold land within the district and as part of this process the findings will be reported to Council. The report is due to be completed in March 2023 so will be taken to Council early 2023.
- Changes were made to the Rating Legislation in 2021 for Maori Freehold Land and Council's Rates Remission Policies have been superseded by the rating legislation.
- A low income household is defined as the combined income for a household. Also taken into account are dependents eg if there are 2 children there is a reduction for each child.
- A big mihi for the Rural Support Roadshow which has made it possible for whanau living in rural communities to understand the rates rebate and their obligations. The initiative of the Rural Roadshow was from staff member Angelee Brown.
- Maori freehold land that is not rateable must meet certain criteria in the Rating Act. Land that has QEII covenants, the covenant area is excluded from rating. Some of the PMA land is definitely rated but highly eroded areas are taken into account.

MOVED by Cr Pahuru-Huriwai, seconded by Cr Ria

That the Finance & Performance/Whakahaere Pūtea me Ōna Hua:

1. Notes the contents of this report.

**CARRIED**

### 10.2.5 22-174 Kiwa Pool Fees and Charges Submissions

General Manager of Comet Swimming Club Rochelle Somerton and Greg Meade attended and spoke to their submission.

Questions of clarification included:

- Spectators are not charged when attending Comet Swim Club.
- Should Option B be adopted the impact for Comet would be an increase in fees, however, should this be the only scenario would hope to make it work. Outside funding is not an option at present. A staged increase over years would be much easier.
- With the increase to \$13 Comet are noticing that the third or fourth child in the family are not having swimming lessons as parents cannot afford it. Comet will often assist children with swimming lessons should parents be suffering hardship.
- Important to find the right mix that works for Council and works for our community.

MOVED by Cr Wharehinga, seconded by Cr Tibble

That the Finance & Performance/Whakahaere Pūtea me Ōna Hua:

1. Notes the contents of this report.

**CARRIED**

## 10.3 INFORMATION Reports Performance

### 10.3.1 22-260 Quarterly Activity Report - Quarter 1 Financial Year 2022-2023

#### Land Rivers and Coastal:

- The Waipaoa River Flood Control is heavily impacted by ground conditions and at the moment conditions are not conducive to digging. The work programme is being managed so that it is sustainable for Council to fund and also for the contractor to carry out the work. Further funding will need to be sought in the next Long Term Plan for continuation of this project. Because of similar weather conditions this year work could not be commenced in October at Manutuke. Works planned under this Long Term Plan were supercharged by the Provincial Growth Funding.
- It will not be known until May 2023 if the application for funding from Central Government for an additional \$9m to further accelerate construction of the Waipaoa River Flood Control Scheme is successful or not.
- Key Performance Indicators (KPI's) are agreed and set during the Long Term Plan process. There are interim reports on how Council is progressing during the year. Results are then reported on in the Annual Report.
- When the Long Term Plan budgets are set ie a 3 year fix on spend, an important part is how Council consults with the community around priorities. When work is outside the remit of Council's annual budgets, then a formal process needs to be followed.



### **Roads and Footpaths:**

- With increasing costs eg diesel, the maintenance and operational budgets are under pressure. Ministry of Business Innovation and Employment set the guidelines when it comes to fuel variations and are done consistently across the country. Not all contracts are open to the fuel escalations, there are some that are not by virtue of when they were negotiated, or the new rates were already calculated in the contract. Council is aware of the impact the emergency works and flood responses will have on the operational budgets, and once it is known where this is tracking a report will be presented to Council on what the programmes will look like and where the roading budgets will be adjusted in order to accommodate the extra spends during the year.
- There are a number of communities still to be opened up following the rain events and an update will be provided to the affected communities. Council is encouraging whanau to contact Council should they be having issues around roading access.
- There is a Walking and Cycling Strategy for Tairāwhiti. A number of different avenues are looked at when discussing walking and cycling whether it be in partnership with the township upgrades or whether it be when funding becomes available. These are Long Term Plan discussions.
- The Fare Box Recovery is set up as part of the Regional Land Transport Plan and the Long Term Plan. There is a wholesale review happening on how public transport is managed across the district. This will come as part of the setting of the Regional Land Transport Plan and will be taken to the Regional Land Transport Committee first and then to Council.

### **Solid Waste:**

- The report from Tonkin and Taylor on the Paokahu Landfill will be sent to Rongowhakaata Trust.
- Options for kerbside recycling will be bought to Council in 2023.
- Key milestones regarding the Better off Funding have been met and approved by the Funder.
- Council have put in place remediation options to stop rubbish from falling into the ocean from the Tokomaru Bay old landfill site. Signage with regard to some previously popular swimming holes that are now not suitable for swimming will be dealt with by Council's Environmental team.

### **Water Supply:**

- A review of the Revenue & Financing Policy was carried out in line with the Long Term Plan. The review looked at morphing and justifying the infrastructure rates and the consistency of how it was applied. There will be a further opportunity to look at the issues when reviewing Policies in the next Long Term Plan.

**Urban Stormwater:**

- The underspend in Capex is due to access onto private property. The team are developing alternative routes so Council does not end up in the same position.

**Liveable Communities:**

- Council has made an offer to the Patutahi Reserve Board to assist them with becoming a Charitable Trust however to date have not heard back from Board members.
- The reason for the consultation, project management and handover protocols for public art works not being started will be emailed to the Committee and this will also include who will be involved in engagement during the handover process of the public art.

**Regional Leadership and Support Services:**

- Strengthening and improving the LGOIMA process is around increasing the members of the Democracy team that can assist with LGOIMA responses as it is an onerous process and at the moment handled by one person. There has also been improvement around alerting staff around timeframes.
- Some inroads are being made into the recruitment of staff following pay parity. The labour market remains critical in the entire country. The report to the Audit & Risk Committee highlighted where Council is sitting with respect to other Councils.

**Commercial Operations:**

- The Waikanae Top Ten Holiday Park is owned by Gisborne Holdings Ltd (CCTO) and should they have availability Council will house people there during a severe weather event when people cannot travel back to the coast.
- Monitoring of the bathing water has begun. Results are uploaded on the LAWA (Land and Water Aotearoa) website. A link to the website including a specific link to the bathing contact recreation page, will be emailed to Councillors as it holds all Council's water quality information and also information from other Councils including the bathing water information.
- Water monitoring is carried out throughout the year however very specific bathing water monitoring is undertaken during the peak season.

MOVED by Cr Robinson, seconded by Cr Pahuru-Huriwai

That the Finance & Performance/Whakahaere Pūtea me Ōna Hua Committee:

1. Notes the contents of this report.

**CARRIED**

### 10.3.2 22-185 Tairāwhiti Museum Annual Report 2021 - 2022

Michael Muir Chair of Gisborne Museum of Art and History Trust attended and gave a brief background to the Tairāwhiti Museum.

Questions from Councillors included:

- Work is being carried out on the Jack Richards gallery to allow further exhibitions to be on display.
- The variety of works that have been on display is encouraging and commend Museum staff for their hard work
- To bring together all assets of Museum under one umbrella allowing a sense of improved efficiency across the whole of the organisation would be difficult as there is a Memorandum of Understanding with the C Company and they own their building and Wyllie Cottage is listed with Heritage New Zealand.
- The large tree between Wyllie Cottage and the Museum is causing issues as leaves are falling into the guttering and need to be cleared. Conversations are still in-train regarding the replacement of the roof.
- Patronage is picking up as cruise ships are now returning to Tairāwhiti and the return of functions following COVID.

The Committee conveyed thanks to Eloise Wallace Director of the Museum. Eloise was unable to attend the meeting as she was in Wellington.

MOVED by Cr Gregory, seconded by Cr Pahuru-Huriwai

That the Finance & Performance/Whakahaere Pūtea Me Ōna Hua:

1. Notes the contents of this report.

**CARRIED**

### 11. Public Excluded Business

**Secretarial Note:** These Minutes include a Public Excluded Section. They have been separated for receipt in Section 11 Public Excluded Business of Council.

### 12. READMITTANCE OF THE PUBLIC

MOVED by Cr Stoltz, seconded by Cr Foster

That the Council:

1. Re-admits the public.

### 13. Close of Meeting

There being no further business, the meeting concluded at 12.00pm.

Rehette Stoltz

**MAYOR**

### 3.2. Action Sheet

Meeting Date	Item No.	Item	Status	Action Required	Assignee/s	Action Taken	Due Date
07/12/22	14.2	Additional Action Item	Completed	<p><b>22-260 Quarterly Activity Report - Quarter 1 Financial Year 2022-2023</b></p> <p><b>Commercial Operations:</b></p> <p>A link to the LAWA website including a specific link to the bathing contact recreation page to be emailed to Councillors.</p>	Joanna Noble, Lauren Muir	<p><b>21/12/2022 Joanna Noble</b></p> <p>Email sent on 7 December 2022. The LAWA website link is <a href="#">Land, Air, Water Aotearoa (LAWA) - Gisborne region</a></p>	24/01/23

## 10.1. DECISION Reports Finance



23-3

**Title:** 23-3 The Financial Impact of Roading Emergency Works

**Section:** Journeys Infrastructure

**Prepared by:** Dave Hadfield - Journeys Infrastructure Manager

**Meeting Date:** Thursday 2 March 2023

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Legal: Yes

Financial: Yes

Significance: **High**

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### Report to FINANCE & PERFORMANCE/WHAKAHAERE PŪTEA ME ŌNA HUA Committee for decision

#### PURPOSE - TE TAKE

The purpose of this report is to provide details around the current emergency reinstatement programme which covers 2022/2023 and 2023/2024. It also seeks agreement and approval on the ways in which we can fund a shortfall in local share of \$2.4m.

#### SUMMARY - HE WHAKARĀPOPOTOTANGA

As a result of past heavy rainfall events, our emergency reinstatement programme for 2022/2023 and 2023/2024 is estimated to be \$25.8m with Waka Kotahi funding \$22.7m.

Council's annual budget for 2022/2023 emergency repairs is \$2m, (Waka Kotahi's subsidy of \$1.4m and local share of \$660k).

Emergency events are divided into two phases the initial response phase to reopen roads and then a recovery phase to complete more detailed fixes, like bridge scouring, work in coastal environments or large retaining wall structures. Depending on when the event occurred and complexity of the problems this recovery phase can often cover two or three financial years. This time is required to complete engineering designs, gain consents, and procure the work to market.

Waka Kotahi have approved events up to \$18.1m, which include the June 2020, July 2021, and March 2022 events in addition to this Council have applied to Waka Kotahi for a further bespoke application of \$7.7m to fund 100% of emergency costs and includes our initial response estimate for Cyclone Hale of \$4.5m. This application is currently being assessed however the full costs will not be known until the end of March.

This financial year we are forecasting a repair bill of \$19.5m, with Waka Kotahi funding \$16.4m and Council having to fund \$3.1m. There is a shortfall of \$2.4m once Council's local share of \$660k is applied.

Staff are recommending that Council utilise its FAR reserve \$1.7m reducing the shortfall to \$700k. Staff are also recommending that Council seek a review of the Waka Kotahi emergency works policy. The Policy overall is necessary and workable, but staff believe parts need some operational adjustments, for instance including the impact of climate change and the reduction in Funding Assistance Rate (FAR) for work not completed within a financial year.

The decisions or matters in this report are considered to be of **High** significance in accordance with the Council's Significance and Engagement Policy.

## **RECOMMENDATIONS - NGĀ TŪTOHUNGA**

**That the Finance & Performance/Whakahaere Pūtea me Ōna Hua:**

- 1. Approves up to \$25.8m emergency reinstatement works, noting the timing:**
  - a. In 2022/23 financial year a total of up to \$19.5m.**
  - b. In 2023/24 financial year a total of \$6.3m.**
- 2. Notes Waka Kotahi share of the amounts noted above will be \$22.1m.**
- 3. Approves to fund the local share of \$2.4m by use of:**
  - a. The FAR reserve of up to \$1.7m.**
  - b. Loans of up to \$700k.**
  - c. Noting the the full cost of cyclone Hale are still to be determined.**
- 4. Seeks a review of Waka Kotahi's Emergency Works Policy.**

*Authorised by:*

**David Wilson - Director Lifelines**

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**Keywords:** Flood Damage, Emergency Works, Unbudgeted, Multiple events

## BACKGROUND - HE WHAKAMĀRAMA

1. The Government (administered through Waka Kotahi) subsidise qualifying emergency costs. The purpose is to provide financial support for a defined, major, short-duration natural event (a qualifying event) that has reduced or will reduce the normal level of service significantly below what was prior to the event.
2. The subsidy provided is called a Funding Assistance Rate (FAR). Council's standard FAR for normal roading activities is 67%. For emergency events, the FAR increases by 20% to 87%, this is called an Enhanced FAR. Council is required to fund the costs not subsidised by Waka Kotahi; this is referred to as Local Share. If the Enhanced FAR is not spent within the financial year, it reduces back to the normal roading FAR. This causes local share problems when repairs take over 12 months.
3. Over the last three years continuous rainfall events have caused \$41m of damage to the local roading network, the annual budget is \$2m.
4. Of the \$41m, Council was fortunate that \$14m was 100% jointly funded by Waka Kotahi and Kanoa as part of Government's one -off Tairāwhiti Provincial Growth Fund package.
5. During the Queen's Birthday 2018 event that struck the Uawa community, Waka Kotahi and Kanoa jointly funded the repairs of \$24.5m under the PGF package of works.
6. For the last 3 years the Journeys team have managed emergency works overspends by two methods:
  - Using the Council FAR reserve.
  - Repurposing operational costs like grading and potholing to fund emergency works.
7. The Waka Kotahi Funding Manual defines emergency works as operational costs and so capital projects cannot be repurposed to fund the local share.
8. Repurposing overspends during 2019/2020 and 2020/2021 were difficult but manageable. Last year again the Journeys team tried to repurpose \$1.44m in operational costs which caused a significant increase in customer complaints, due to no pothole and grading repairs for over 4 months.
9. Due to the state of the network (not impacted by the emergency events) staff have not enacted any repurposing as the network is in dire need of maintenance work.
10. The bespoke application for 100% FAR is still to be announced. For your information, the Wairoa District Council also requested a 100% FAR for its emergency works however they only received 95%. The increased frequency and intensity of events nation-wide is putting a high demand on the emergency works fund.

11. Included in the attachments are:

- Vulnerable Communities Exposed to Flooding Report 2022 (**Attachment 1**).
- A table of emergency works cost and funding for the last 3 years (**Attachment 2**).
- A table of approved emergency works amounts over the last 3 years (**Attachment 3**).
- A table outlining the estimated emergency reinstatement programme, costs for the current financial year to 33 December 2022 and funding for the next 2 years (Attachment 4).

## **DISCUSSION and OPTIONS - WHAKAWHITINGA KŌRERO me ngā KŌWHIRINGA**

12. Unfortunately, emergency works are continuing with Ex Cyclone Hale the latest to cause more damage.
13. Recovery from the various flood events has commenced including the state of emergency for Ex-Cyclone Hale. There were over 60 roads closed and numerous with reduced levels of service. The timeframe for long term recovery is based on how Council funds its local share.
14. The bespoke application although applied for at 100% for forecasting purposes we have assumed 87% FAR. This is in line with our current FAR rates for events already approved. However, if we do get a higher FAR rate this will reduce our overall local share and we will adjust accordingly.
15. The estimated emergency reinstatement programme for 2022/2023 and 2023/2024 is \$25.8m with \$22.1m in funding from Waka Kotahi.
16. For the year ending 30 June 2023, we expect to spend a total of \$19.5m leaving an overall shortfall of \$2.4m after Council's budgeted local share of \$660k is applied.
17. Approximately 22% of the emergency works is reinstatement renewals and therefore it is appropriate to loan fund the capital expenditure.
18. The impact of loan funded the shortfall of \$700k will be approximately \$80k of additional costs in terms of interest and principal repayments. This can be accommodated within existing budgets in the Annual Plan 2023/2024.

### **FAR Reserve**

19. Rooding FAR reserve is a reserve that was created at the time of the adoption of the 2018–2028 Long Term Plan (2018 LTP). Waka Kotahi (New Zealand Land Transport Agency) signalled with the draft 2018 LTP – the time when we were consulting with the community - that FAR for our region would start at Year 1 at 64%, increasing by 1% each year, to a maximum of 67% by Year 4.
20. By the time Council was ready to adopt the final 2018 LTP, Waka Kotahi increased the FAR to 68% beginning from Year 1.



21. In May 2018 at the 2018 LTP deliberations Council had several choices. These included:
  - a. Reducing rates within the 2018–2028 LTP.
  - b. Reducing debt levels within 2018–2028 LTP.
  - c. To repay some the roading deficit that arose from the 2016/17 financial year.
  - d. Transfer to a reserve to be decided by Council in the future.
22. Council decided to transfer the funds to a reserve where it would decide on how the funds would be used in the future. It was acknowledged that funds would be applied either by:
  - a. Paying back debt sooner.
  - b. Using for “emergency roading works”.
  - c. Identifying any other need, including reducing rates.
23. Total funds available is \$1.7m. Once this has been used for these emergency works, the total funds will be exhausted.

#### **Waka Kotahi Emergency Works Policy**

24. One of the outcomes of this report is that Council needs to seek a review of Waka Kotahi's Emergency Work Policy, for instance the Policy is capped at an organisation's normal FAR plus 20% to a maximum of 95%. So, any bespoke application for 100% is already pre-determined. It may be of benefit to collaborate with other Councils impacted by weather events like Wairoa and Tasman who are probably facing similar problems.
25. The overall policy is workable, but we believe some operational elements could be reviewed such as if works are not completed within a financial year the enhanced FAR drops to a normal FAR. The policy needs to reflect that some repairs need engineering support and consents and can take over two years.
26. The full costs of Cyclone Hale are still being assessed; Waka Kotahi staff have already completed a joint site inspection of the Uawa catchment in January 2023. Journeys staff are still assessing costings for bridges and culvert across the network, the final estimates will be completed by the end of March. A further report will come to Council once this assessment is completed.
27. One of the biggest hurdles is soil and slash removal many of our existing disposal sites from historic flood events have now reached capacity. Landowners have been very proactive in allowing Council to dispose of soil, but these sites must be enabled first with an all-weather track access, landowner agreements signed off and retrospective consents applied for.

## ASSESSMENT of SIGNIFICANCE - AROTAKENGA o NGĀ HIRANGA

Consideration of consistency with and impact on the Regional Land Transport Plan and its implementation

**Overall Process:** **Medium** Significance

**This Report:** **High** Significance

Impacts on Council's delivery of its Financial Strategy and Long Term Plan

**Overall Process:** **High** Significance

**This Report:** **High** Significance

Inconsistency with Council's current strategy and policy

**Overall Process:** **Medium** Significance

**This Report:** **Medium** Significance

The effects on all or a large part of the Gisborne district

**Overall Process:** **High** Significance

**This Report:** **High** Significance

The effects on individuals or specific communities

**Overall Process:** **High** Significance

**This Report:** **High** Significance

The level or history of public interest in the matter or issue

**Overall Process:** **High** Significance

**This Report:** **High** Significance

28. The decisions or matters in this report are considered to be of **High** significance in accordance with Council's Significance and Engagement Policy.

## TANGATA WHENUA/MAORI ENGAGEMENT - TŪTAKITANGA TANGATA WHENUA

29. Engagement with tangata whenua has been site specific and mainly where roads are closed, temporary access across private land or silt disposal sites.

## COMMUNITY ENGAGEMENT - TŪTAKITANGA HAPORI

30. There has been limited engagement relating to the regional recovery approach for roads. Engagement has occurred with selective communities or landowners significantly impacted by a weather event. All road closures have been placed onto our website which is a live record of the status of all roads.
31. Council has not committed to resolution dates for outstanding sites as local share funding has not been secured.

## **CLIMATE CHANGE – Impacts / Implications**

32. The increasing frequency and intensity of rainfall events are now causing a real problem to communities directly impacted by these events and the community who will have to fund the repairs. Scientists are attributing this to climate change at this stage we have not declared a climate emergency and staff recommend that this be included in the next Long-Term Plan.
33. Deforestation and poor geology have always made our roading network susceptible to rainfall events. It is also becoming very clear from the numerous weather events and increasing rainfall intensities that these are impacted from climate change.
34. For reasons specific to each council some have adopted a climate change declaration, this should be something to consider as part of the next Long Term Plan discussions with the community.

## **CONSIDERATIONS - HEI WHAKAARO**

### **Financial/Budget**

35. Report **[23-10]** Draft Annual Plan 2023/2024 includes an estimate of an additional \$5m relating to reinstatement works, this figure will need to be revised in the Final Annual Plan, once full costs are known, including Cyclone Hale.
36. The FAR reserve will be fully utilised. The impact of loan funding the shortfall of \$700k will attract approximately \$80k of additional costs in terms of interest and principal repayments. This can be accommodated within existing budgets in the Annual Plan 2023/2024.
37. As reported in **[23-19]** financial report to 31 December, overall Council's surplus is lower by \$990k which is related to Roothing shortfall of local share \$850k.

### **Legal**

38. If repairs and remedial works are not completed there may be legal liabilities due to lowered levels of service.
39. There are some structural repairs to bridges that must be completed as there is a risk to road users if this is not commissioned.
40. Sites that have not been fixed could be left to be made as safe as practicable however they may not be trafficable by heavy freight.
41. There are sites that our legal team are providing advice as to Council's responsibilities.

## **POLICY and PLANNING IMPLICATIONS - KAUPAPA HERE me ngā RITENGA WHAKAMAHERE**

42. Waka Kotahi has and continues to assess Council's applications within its policy framework.

## RISKS - NGĀ TŪRARU

43. Managing unplanned weather events are placing increasing financial, political, levels of service, cultural and reputational risks onto Council. Whatever decision Council makes will need to be communicated to the public.
44. The financial forecast while it includes events to date, it does not factor any future events that may or may not occur. A wider discussion with Government will need to happen around funding for these events which are becoming more regular.

## NEXT STEPS - NGĀ MAHI E WHAI AKE

Date	Action/Milestone	Comments
30 March 2023	Further work to determine and firm up costs related to Cyclone Hale.	This will be completed by 31 March 2023
30 June 2023	Include \$6.3m in the Final Annual Plan 2023/2024	Include in Final April 2023
March 2023	Decision on Bespoke Application	Expecting to have a response in March

## ATTACHMENTS - NGĀ TĀPIRITANGA

1. Attachment 1 - Vulnerable- Communities Exposed to Flooding Report 2022 [23-3.1 - 19 pages]
2. Attachment 2 - 4 Current and Past Emergency Works [23-3.2 - 1 page]

UNCLASSIFIED

Hon Kieran McAnulty, Associate Minister of Local Government

Proactive release of report on vulnerable communities exposed to flood hazard  
11 October 2022

The following document has been proactively released:

***August 2022, Report: Vulnerable Communities Exposed to Flood Hazard***

The above report has been released in full.

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UNCLASSIFIED



# Report: Vulnerable Communities Exposed to Flood Hazard

August 2022

Proactively released by the  
Department of Internal Affairs

Proactively released by the  
Department of Internal Affairs

*Cohesion reference:*

*[https://dia.cohesion.net.nz/Sites/LGV/CGP/PLM/PLI/CRCC/\\_layouts/15/WopiFrame.aspx?sourcedoc={b36fc5e0-760a-4c7e-92ff-02953231b45c}&action=default&DefaultItemOpen=1](https://dia.cohesion.net.nz/Sites/LGV/CGP/PLM/PLI/CRCC/_layouts/15/WopiFrame.aspx?sourcedoc={b36fc5e0-760a-4c7e-92ff-02953231b45c}&action=default&DefaultItemOpen=1)*

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# 1. Executive summary

This report presents a snapshot of the scale of flood hazard exposure for vulnerable communities in New Zealand. For the purposes of this report, we define vulnerable communities as communities in areas that have the bottom 10% of most socio-economic vulnerability with significant exposure to flood risk.

The July 2021 flooding of Westport, in the Buller District, revealed the challenging mix of flood hazard and financial limitations the community and councils face.

The Community Resilience work programme focuses on strengthening community resilience to natural hazards and the effects of climate change. The programme focusses on shifting the system from disaster response towards more proactive risk response before disasters occur. DIA has carried out this analysis to provide national level information on the scale of vulnerable communities' exposure to flood hazard. This report provides context to understand the nature and scale of the flood hazard in Westport within a wider national context.

Climate change is expected to exacerbate the impacts of natural hazards such as flooding. More frequent and extreme flooding is expected to disproportionately impact people that have a high level of socio-economic vulnerability. Vulnerable communities have potentially more limited capacity to adapt to the impacts of climate change.

This report identifies 44 communities that have a high level of socio-economic vulnerability and are exposed to flood hazard, are not planning to build flood protection infrastructure according to council LTPs, and communities in the wider district may have limited financial capacity to fund responses to flood risk. The locations of vulnerable communities are presented in figures 1, and in table 1.

Analysis shows there are clusters of vulnerable communities in several regions and that a number of territorial authorities may have a high proportion of their populations in vulnerable communities that are exposed to flood hazard. Northland (particularly Hokianga), Tairāwhiti (East Cape), Waikato, and Bay of Plenty have clusters of vulnerable communities exposed to flood hazard. More than half of the vulnerable communities exposed to flood hazard are in the upper half of the North Island.

As well as regions with clusters of vulnerable communities, seven territorial authorities may also have a significant proportion of their population in vulnerable communities which are potentially exposed to flood hazard. The seven territorial authorities are: South Waikato, Waitomo, Buller, Gisborne, Opotiki, Rotorua, and the Far North.

This report was prepared in a relatively short timeframe using the best available data. We worked with Tonkin+Taylor who incorporated input from NIWA and the Regional Council River Managers Special Interest Group to gather and analyse flood hazard and community socio-economic vulnerability data.

NIWA created a composite flood hazard data set by combining Regional Council surface and river flooding with coastal flooding hazard maps.

## Report: Vulnerable Communities Exposed to Flood Hazard

Tonkin+Taylor connected NIWA's surface, river, and coastal flood hazard modelling data and incorporated input from the Regional Council River Managers knowledge. Tonkin+Taylor located communities that have a high level of socio-economic vulnerability using the New Zealand Index of Deprivation. Tonkin+Taylor overlaid these two layers of data in mapping software to show the communities that have both a high level of socio-economic vulnerability and exposure to flood hazard.

We removed communities from the scope of the study if they have flood protection infrastructure under construction or planned. We identified which communities have flood protection infrastructure planned or underway by reviewing the COVID-19 shovel-ready flood protection schemes that have been approved and looking at planned investments in council Long Term Plans.

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## 2. Introduction

### Background

- 2.1 The July 2021 flood event had a destructive impact on Westport and a correspondingly severe impact on the Buller District Council's (BDC's) financial position and their ability to manage the flood recovery.
- 2.2 Westport is highly vulnerable to flooding and currently has very limited flood protection in place. BDC and West Coast Regional Council (WCRC) cannot fund this work through rates alone because of Buller district's small rating base of around 7,500 and low median household income of \$54,600 per annum – the lowest in New Zealand. Morrison Low reported in 2021 that half of Buller households' rates payments are at or near 5% of household incomes, the rate commonly accepted in the sector as an upper limit of rates affordability.<sup>1</sup>
- 2.3 In February 2022 the Minister for Local Government invited BDC, WCRC and Ngāti Waewae to submit a business case proposal for co-investment in flood protection as part of a set of solutions to enhance the flood resilience of the Buller District. As part of the work to understand the nature and scale of the flood hazard in Westport, DIA has undertaken this analysis to set the Buller situation within a wider national context.

### Purpose

- 2.4 The purpose of this report is to provide a snapshot of how many communities are experiencing:
  - i) a relatively high level of socio-economic vulnerability,
  - ii) potential exposure to flood hazard in New Zealand,
  - iii) a lack of flood risk reduction infrastructure, and
  - iv) potential constraints on wider district community ability to fund flood risk reduction.

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<sup>1</sup> Morrison Low (October 2021) Buller District Council: Health Check Report.

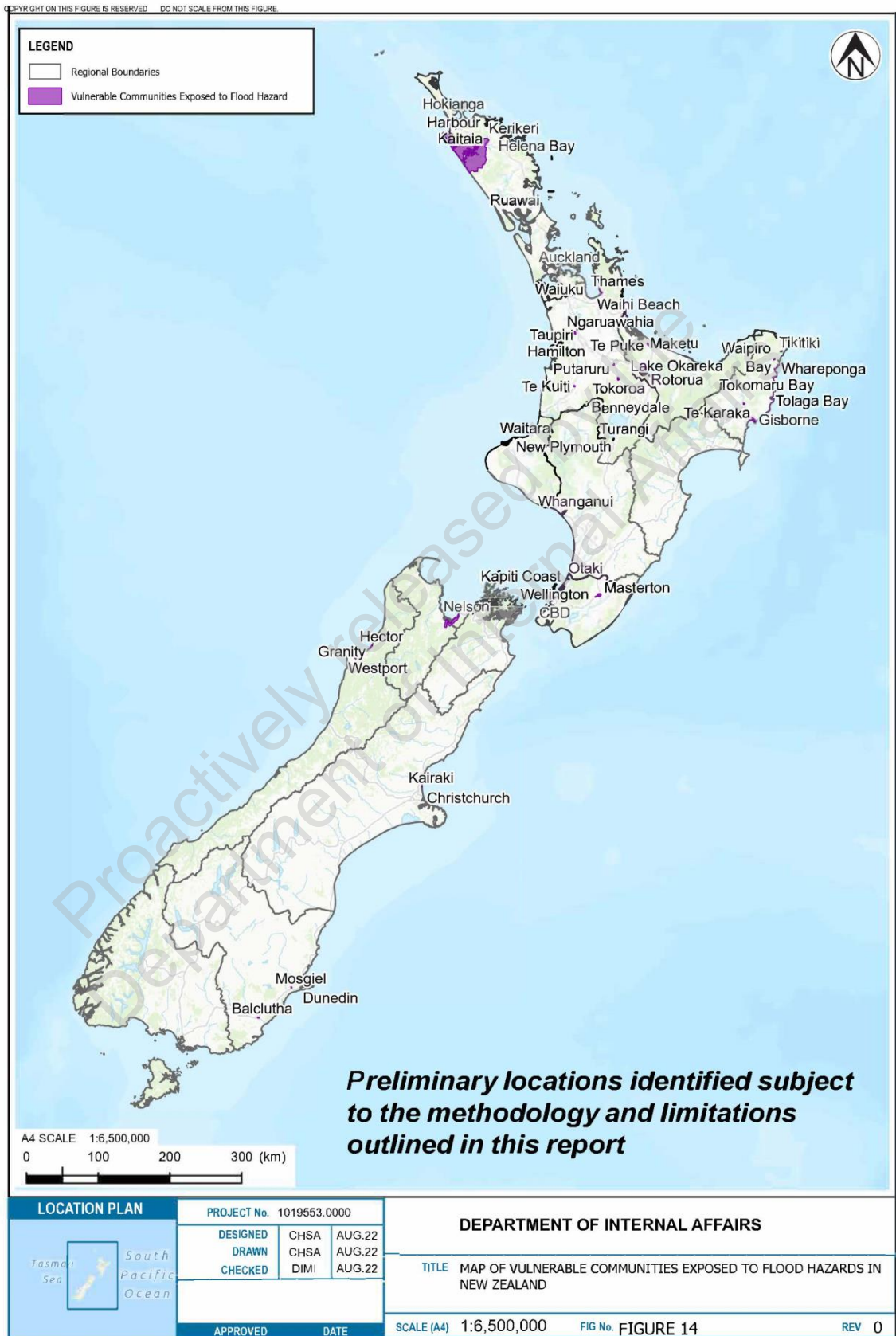
## 3. Results

### Vulnerable communities exposed to flood hazard

- 3.1 We first identified seventy-five communities with relatively high levels of socio-economic vulnerability and exposure to flood hazard in New Zealand.
- 3.2 Thirty-one of these communities were removed from the scope of the study because either flood protection infrastructure is planned for the community or because in depth analysis of surface flooding in heavily urbanised locations was excluded from the scope of this report.
- 3.3 Applying the methodology and data sources described above we identified 44 communities (shown in figures 1 and table 1) that:
- i) have a relatively high level of socio-economic vulnerability,
  - ii) are exposed to a greater potential flood hazard,
  - iii) have no flood protection infrastructure planned to protect the community, and
  - iv) where the wider district community may have limited financial capacity to fund responses to flood risk.
- 3.4 Many of these vulnerable communities are small rural communities located on rivers or on the coast. Several of the communities are situated at the point where a river flows out into the sea, as Westport is.
- 3.5 Northland (particularly Hokianga), Tairāwhiti (East Cape), Waikato, and Bay of Plenty have clusters of vulnerable communities exposed to flood hazard. More than half of the vulnerable communities exposed to flood hazard are in the upper half of the North Island.
- 3.6 As well as regions with clusters of vulnerable communities, analysis indicates that 11 territorial authorities have a relatively high proportion of vulnerable communities exposed to flood hazard. Seven of these territorial authorities have a significant proportion of their population in vulnerable communities which are potentially exposed to flood hazard. The seven territorial authorities are: South Waikato, Waitomo, Buller, Gisborne, Otago, Rotorua, and the Far North. Four territorial authorities have relatively less people potentially impacted by flooding when compared to the above in vulnerable communities which are exposed to flood hazard.
- 3.7 People in the South Waikato, Waitomo, Buller, Gisborne, Otago, Rotorua, and the Far North Districts have the most constrained financial capacity relative to other regions reviewed. The wider community in these regions have relatively high levels of socio-economic vulnerability. For example, approximately half of the Gisborne District appears to be in the bottom 20% of most vulnerable socio-economic communities in New Zealand. This means these communities will have limited capacity to fund responses to flood risk.

Report: Vulnerable Communities Exposed to Flood Hazard

Figure 1: Vulnerable communities exposed to flood hazard



## Report: Vulnerable Communities Exposed to Flood Hazard

**Table 1: Table format showing vulnerable communities exposed to flood hazard**

Community	Region	Community	Region
Kaitaia	Northland Region	Ruatoria	Gisborne Region
Kerikeri	Northland region	Tuparoa	Gisborne Region
Hokianga Harbour / Hokianga Region	Northland region	Whareponga	Gisborne Region
Helena Bay	Northland region	Waipiro Bay	Gisborne Region
Ruawai	Northland region	Tokomaru Bay	Gisborne Region
Waiuku	Auckland Region	Tolaga Bay / Hauti	Gisborne Region
Thames	Waikato Region	Te Karaka	Gisborne Region
Huntly	Waikato Region	Gisborne	Gisborne Region
Ngāruawāhia	Waikato Region	Waitara	Taranaki
Taupiri	Waikato Region	New Plymouth	Taranaki
Putāruru	Waikato Region	Whanganui	Manawatū- Whanganui Region
Tokoroa	Waikato Region	Ōtaki / Ōtaki Beach	Wellington Region
Te Kuiti	Waikato Region	Kapiti Coast (Waikanae to Paekākāriki)	Wellington Region
Benneydale / Maniaiti	Waikato Region	Masterton	Wellington Region
Tūrangi	Waikato Region	Nelson	Nelson Region
Waihi Beach / Bowentown	Bay of Plenty Region	Hector	West Coast Region
Maketu	Bay of Plenty Region	Granity	West Coast Region
Te Puke	Bay of Plenty Region	Westport	West Coast Region
Ōpōtiki	Bay of Plenty Region	Kairaki Beach	Canterbury Region
Rotorua	Bay of Plenty Region	Dunedin* (South Dunedin)	Otago Region
Lake Ōkāreka	Bay of Plenty Region	Mosgiel	Otago Region
Tikitiki	Gisborne Region	Balclutha	Otago Region

## 4. Methodology

4.1 This section describes the data collection methods used for the analysis in this report. The Department worked with Tonkin + Taylor who incorporated input from NIWA and the Regional Council River Managers Special Interest Group to gather and analyse flood hazard and community vulnerability data. The analysis was completed in a relatively quick timeframe using the best available data and information. We note the limitations at section 4 including that this report was completed in a relatively quick timeframe. The analysis requires further checks for accuracy and completeness. We recommend further work to confirm the report's findings at section 5.

### Vulnerable communities

- 4.2 Vulnerability can arise for a number of reasons. In this report we focus on two aspects of vulnerability: socio-economic vulnerability, and susceptibility to flood hazard.
- 4.3 Vulnerable communities were identified using the New Zealand Index of Deprivation (NZDep 2018). The NZDep is an area-based measure of socioeconomic vulnerability in New Zealand. It measures the level of socio-economic vulnerability for people in each small area (statistical area 1).
- 4.4 NZDep is displayed as deciles. Decile 1 represents areas with the least vulnerability, while decile 10 represents areas with the most vulnerability. NZDep is produced by Massey University using census data.<sup>2</sup>
- 4.5 This report focussed only on decile 10 areas that are exposed to flood hazard. This means the analysis focussed on areas that represent the bottom 10% of most vulnerable socio-economic communities in New Zealand.
- 4.6 Community is defined as a location (i.e., small settlement, town, city, but not the sum of isolated rural properties over a large area) with a population of more than 50 people. This means only groups of more than 50 people in a flood hazard area were identified and not isolated dwellings in flood hazard areas.

### Flood hazard

4.7 Surface, river and coastal flood hazard data was provided by NIWA. NIWA have created a composite surface-river flood hazard area map from public sources (local government flood data). Coastal flood hazard data is based on 100-year average recurrence interval (ARI) sea level events for both the present-day scenario and including +1.2m sea level rise.

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<sup>2</sup> Environmental Health Intelligence New Zealand – Massey University, Socioeconomic deprivation profile, Available at <https://www.ehinz.ac.nz/indicators/population-vulnerability/socioeconomic-deprivation-profile/>



## Report: Vulnerable Communities Exposed to Flood Hazard

- 4.8 Regional Council River Managers and Tonkin + Taylor flood practitioners participated in a qualitative data exercise. The exercise involved flood practitioners using their expert knowledge to identify socio-economically vulnerable communities exposed to flood hazards by attaching notes to an online 'Mural Board' map.

### Combining vulnerable community and flood hazard data<sup>3</sup>

- 4.9 NIWA used their Riskscape tool to combine flood hazard data and the NZDEP 2018 SA1 unit vulnerable community data. The data was then uploaded into ARCGIS (map software).
- 4.10 At this stage of the analysis, Tonkin + Taylor identified an initial list of communities potentially exposed to flood hazard and with a comparatively high level of socio-economic vulnerability.

#### *Data quality assurance checks*

- 4.11 Flood hazard areas were reviewed against the Historical Weather Events Catalogue (NIWA) and the news archive on Radio New Zealand (RNZ). This crosscheck helped build confidence that the areas identified are exposed to flood hazard.
- 4.12 The community was included if it was clear the community identified had a population of more than 50 people (checked against satellite imagery and census data), was identified within an Index 10 unit in the NZDEP2018 data and had some history of flooding or were otherwise believed to be flood-prone (e.g., through past modelling or assessment known to flood practitioners and/or included in NIWA's composite flood layer).

### Flood protection infrastructure

- 4.13 We have removed communities from the scope of the study where we know the community has work underway on flood protection infrastructure. We identified which communities have flood protection infrastructure underway or planned by reviewing the COVID-19 shovel-ready flood protection schemes that have been approved and looking at planned investments in council Long Term Plans.
- 4.14 Through the COVID-19 Response and Recovery Fund Government funded a range of climate resilience and flood protection infrastructure projects across New Zealand. A total of \$217 million was provided for flood protection infrastructure in 2020 and many of the projects have been completed.
- 4.15 This step of the project only counted new flood protection infrastructure, or improvements to levels of service by improving existing flood infrastructure. Projects that would only deliver maintenance of existing projects were not counted as these projects are not expected to further reduce flood risk.

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<sup>3</sup> Data quality assurance information is available in Appendix A.

## Proportion of people in district impacted by flooding

4.16 The report estimates the relative scale of the flood hazard within territorial authority areas. The scale of the flood hazard can be understood by defining the percentage of people in a territorial authority area that are in a vulnerable community and impacted by flood hazard. This data was gathered from Statistics NZ.

## Community ability to pay

4.17 The report considers the financial capacity of the wider community within each territorial authority boundary as a proxy for ability of that community to pay for responses to flood risk. Local communities, for the most part fund the operations of a council mainly through rates, and through fees and charges associated with council activities.

4.18 We identified a range of potential criteria that can help understand the potential ability of the wider district community to fund any increase in payments to a council.<sup>4</sup> The criteria we used to understand community financial capacity include:

- i) median household income,
- ii) percentage of people over the age of 65 as these are often superannuants and may be more likely to operate on fixed incomes, and
- iii) percentage of people in the New Zealand Index of Deprivation decile 9 and 10 (most vulnerable). We chose to include decile 9 as these communities are still likely to be under significant financial duress.

4.19 This analysis considers only the socio-economic vulnerability of communities. It does not consider the economic impact of flooding on communities, or the ability of a council to continue to collect rates.

## This report does not analyse local authorities' ability to fund flood protection infrastructure

4.20 The report uses the financial capacity of Territorial Authorities as a proxy for indicating wider community ability to pay for flood risk reduction measures. Territorial Authority financial information was used only to supplement the community financial capacity information.

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<sup>4</sup> Data used to understand community financial capacity was gathered from Statistics NZ (deprivation is not a Statistics NZ measure, it is created using their data but compiled by Massey University).

## Report: Vulnerable Communities Exposed to Flood Hazard

- 4.21 Further analysis is required to understand the capacity of the relevant local authorities to fund sufficient flood protection in the areas identified in this report. Territorial authorities and regional councils have different roles and responsibilities for flood protection infrastructure. Regional Councils fund flood protection infrastructure and Territorial Authorities fund stormwater management, land use planning, and emergency management in relation to managing flood risk.
- 4.22 There is no simple or single measure of the financial capacity of a council. Councils vary significantly in this respect. The full methodology for assessing council financial capacity is outlined at Appendix A.

***Roles and responsibilities for funding and regulating flood risk management***

- 4.23 The most significant investment in flood risk management tends to involve river protection works which are administered and funded by regional councils. In urban areas district and unitary councils fund stormwater management, emergency management, and land use planning as part of flood protection within their territorial authority boundary. In some larger urban areas stormwater management schemes can also involve large-scale works such as water retention basins and pumping stations (eg for the Heathcote River in Christchurch).
- 4.24 The RMA requires regional authorities to control the use of land for the avoidance or mitigation of natural hazards. Territorial authorities are required to control the actual or potential effects of the use, development or protection of land, including for the purpose of avoiding or remedying natural hazards. The Resource Management (Energy and Climate Change) Amendment Act 2004 further requires local authorities to have particular regard to the effects of climate change.<sup>5</sup>

**Summary of criteria for identifying vulnerable communities**

Criteria	The measurement	Does community meet the criterion?
Socio-economic vulnerability	A score of decile 10 (most vulnerable) in the New Zealand Index of Deprivation (NZDep 2018)	✓
Flood hazard	Exposed to flood hazard	✓
Flood protection infrastructure	No planned flood protection infrastructure for the community	✓
Community ability to pay	Council financial (TA) capacity and wider district socio-economic data	✓

<sup>5</sup> Ministry for the Environment (2010) *Preparing for future flooding: A guide for local government in New Zealand*, Available from: <https://environment.govt.nz/publications/preparing-for-future-flooding-a-guide-for-local-government-in-new-zealand/part-four-managing-flood-risk/>

## 5. Limitations

5.1 This section describes limitations of the data. Available flood risk mapping in New Zealand has some limitations. The key limitations are:

- i) Variation in the recurrence intervals used across the regions (from 10 to 500-year ARI). This means some flood maps identify floods across a 10-year time period, while other maps take a longer time period. This also means in some parts of the country flood hazard may not have been identified.
- ii) The extent of flooding is not identified. This means that the depth, speed, and duration of flooding is not known at the national level. Communities may be exposed to 20cm of flooding or 1.5 meters of flooding. The five-year NIWA-led research programme is in the process of developing a system to map flood hazard consistently across the whole country which will provide the ability to better understand flood hazard at the national level in future.<sup>6</sup>
- iii) Unlike coastal flooding, existing surface and river flooding data does not account for the impacts of climate change.
- iv) This analysis was completed in a relatively quick timeframe and requires further checks for accuracy and completeness. In particular, analysis of surface flooding in heavily urbanised areas was not carried out. An in-depth analysis of each urban location would be required to identify surface flooding given the high of level variability that exists.
- v) An assumption was made that planned new flood protection infrastructure would significantly reduce flood risk for vulnerable communities. On this basis a number of communities were excluded from the study. If the new flood protection infrastructure provides less protection from flooding than expected, this may mean there are more communities potentially exposed to flood risk than we have described in this report.
- vi) The analysis has not included an assessment of Regional Council financial capacity for funding flood protection infrastructure. The most significant investment in flood risk management tends to involve river protection works which are administered and funded by regional councils. Further analysis is required to understand the capacity of the relevant local authorities to fund sufficient flood protection in the areas identified in this report.

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<sup>6</sup> Mā te haumarū ō nga puna wai ō Rākahautū ka ora mo ake tonu: Increasing flood resilience across Aotearoa - <https://niwa.co.nz/natural-hazards/research-projects/m%C4%81-te-haumarū-%C5%8D-te-wai-increasing-flood-resilience-across-aotearoa-0#assessment>

## Further work

- 5.2 Further work could be carried out to refine the list of vulnerable communities exposed to flood hazard including:
- i) Assessing the financial position of Regional Councils and their capacity to fund flood protection infrastructure,
  - ii) Analysing Regional Council planned investments for further flood protection infrastructure,
  - iii) Verifying the list of vulnerable communities with Regional Council River Managers,
  - iv) Further analysis of the communities most at risk within Tairāwhiti (East Cape) and Hokianga, Waikato, and Bay of Plenty geographic areas where there are relatively high concentrations of vulnerable communities exposed to flood hazard, and
  - v) Conducting a separate analysis of large urban areas to identify pockets of vulnerability in highest flood risk areas.

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## 6. Appendix A: Council financial capability methodology

- 6.1 The report uses the financial capacity of Territorial Authorities as a proxy for indicating wider community ability to pay for flood risk reduction measures. Territorial Authority financial information was used only to supplement the community financial capacity information.
- 6.2 Further analysis is required to understand the capacity of the relevant local authorities to fund sufficient flood protection in the areas identified in this report. Territorial authorities and regional councils have different roles and responsibilities for flood protection infrastructure. Regional Councils fund flood protection infrastructure and Territorial Authorities fund stormwater management, land use planning, and emergency management in relation to managing flood risk.
- 6.3 There is no simple or single measure of the financial capacity of a council. Councils vary significantly in this respect. The full methodology for assessing council financial capacity is outlined at Appendix B. Constraint on the financial capacity of a council include (but are not limited to), the land area and scale of infrastructure that needs to be maintained, the size and composition of the ratepayer base, the presence of historical investment funds. To get a sense of those councils that might have limited capacity, we used a range of simple criteria<sup>7</sup>. These criteria were considered relative to one another. The Initial set of criteria included consideration of:
- i) Rates revenue: This is the main source of income for most council. If communities are impacted by a flood this may have downstream impact on their ability to pay rates. This may limit the immediate ability of a council to increase funding, particularly if people are not able to live on their property. The measures we considered are rates as a percentage of operating revenue – indicating reliance on the rates revenue stream. We also considered rates per rating unit to understand the relative burden on ratepayers in comparison to councils with similar characteristics.
  - ii) Debt: Most councils use debt to fund capital works. If a council already carries a significant amount of debt, this may impact on their ability to fund any additional projects associated with risk reduction and recovery. Councils carry different levels of debt depending on their infrastructure needs and the risk associated with using this funding sources. There is no simple measure of the relative risk of levels of debt and each council needs to be considered on their individual merits. As with the above measures for rates, we applied an external debt per rating unit to compare councils with similar characteristics. We also looked at the debt servicing component of the financial prudence regulations.

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<sup>7</sup> Data used to assess Territorial Authorities against these criteria was gathered from Territorial Authority Annual Financial Reports.

## Report: Vulnerable Communities Exposed to Flood Hazard

- iii) Capital Expenditure: While not an indication of the ability of a council to raise funds, the relative size of a council capital programme is a way to understand the potential capacity of a council to manage significant capital expenditure associated with risk reduction infrastructure.
  - iv) Balance sheet assets: This includes assets such as investment in council-controlled organisations, and cash and other financial assets. These could in theory be used to offset the need to raise debt. The reality is that these funds are also used to offset rates. In addition, some councils may have covenants on how some of the financial assets can be used.
- 6.4 While these measures give an indication of the potential ability of a council to fund an unexpected event, the diversity of council, and their communities means that this method only gives an indication of potential risk and needs to be carefully considered in this context.
- 6.5 Consideration of community financial capacity indicates in a relative sense the communities that would have more difficulty in funding flood protection infrastructure as much of the infrastructure is funded through targeted rates on the community.

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## Attachment 2 – Recent Emergency Works

Emergency Works Past 3 years					
Financial Year	Total Cost \$m	Waka Kotahi Subsidy \$m	Provincial Growth Fund \$m	Council's local share \$m	Council's deficit \$m
2019/2020	\$12.60	\$10.17	\$1.60	\$0.83	\$0.18
2020/2021	\$8.98	\$7.56	\$0.36	\$1.06	\$0.41
2021/2022	\$19.75	\$13.08	\$0.13	\$2.09	\$1.44
<b>Total</b>	<b>\$41.33</b>	<b>\$30.81</b>	<b>\$2.09</b>	<b>\$3.98</b>	<b>\$2.03</b>

## Attachment 3 – Roading Repairs for the 2022/2023 and 2023/2024 Financial years

Roading repairs for the 2022/2023 and 2023/2024 Financial years				
Status of Funding	Total Cost \$m	Waka Kotahi Subsidy \$m	Council's local share \$m	Shortfall \$m
Approved events <sup>1</sup>	\$16.10	\$14.70	\$0.00	\$2.00
Bespoke applications (pending approval) assumed 87%	\$7.70	\$6.70	\$0.00	\$1.00
GDC budget	\$2.00	\$1.30	\$0.66	\$0.04
<b>Emergency reinstatement programme</b>	<b>\$25.80</b>	<b>\$22.70</b>	<b>\$0.66</b>	<b>\$2.44</b>

## Attachment 4 – Approved Emergency Works

Approved Emergency Works	Approved \$m
June 2020	\$11.87
July 2021	\$15.57
March 2022	\$13.06
<b>Total</b>	<b>\$40.50</b>



Title: **23-10 Draft Annual Plan 2023/24**  
Section: Finance & Affordability  
Prepared by: Pauline Foreman - Chief Financial Officer  
Meeting Date: Thursday 2 March 2023

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Legal: No Financial: Yes Significance: **Medium**

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## **Report to FINANCE & PERFORMANCE/WHAKAHAERE PŪTEA ME ŌNA HUA Committee for decision**

### **PURPOSE - TE TAKE**

The purpose of this report is to provide the draft estimates for the 2023/24 Annual Plan (AP, the Plan) and to outline our proposed approach for the delivery of the Annual Plan.

### **SUMMARY - HE WHAKARĀPOPOTOTANGA**

The purpose of an Annual Plan is to present the proposed annual budget and capital works programme for the year, and to identify any changes to Council's plans for the year against those adopted in the 2021-2031 Long Term Plan (LTP).

The draft estimates for 2023/24 Annual Plan include changes up until December 2022. Any decisions made by Council after this time will be incorporated into the final Annual Plan, with its adoption in June 2023.

### **2023/24 Annual Plan Focus and Alignment to the LTP**

The focus of the 2023/24 Annual Plan is to continue to navigate the significant range of challenges identified in the LTP: the changing legislative environment, three waters reform, climate change, delivering critical and quality infrastructure, being a good Treaty partner, and continuing to effectively deliver our major capital investment projects.

Key outcomes and themes for the 2023/24 Annual Plan are:

- **First full year of operations** for the
  - Kiwa Pools – modern multi-purpose pool facility
  - Wastewater Treatment Plant upgrade, improving the water quality in Tūranganui-a-Kiwa Poverty Bay
- Township upgrades **Te Puia Springs, Waipiro Bay and Te Karaka.**

- Continue to **focus on our building blocks** such as regional plans, climate change, the environment, and working with our partners – Tangata whenua and our communities – to deliver and get to where we need to be for the future.
- Continue to **focus on our infrastructure**, where projects make up 75% of the capital program or \$34m.

## Consultation

Consultation on the Annual Plan is **only required if the Plan includes significant or material changes to the LTP**. The 2023/24 Annual Plan corresponds to Year 3 of the LTP and for the most part falls within what was signalled and consulted with the community. Based on the nature of the changes identified, we are recommending that consultation on the Annual Plan is not required and that our community be informed of the changes and activities planned for the 2023/24 Annual Plan upon Council adoption.

## Financial Measures and Estimates

The key financial measures within the draft estimates include:

- Overall rates increase 6.5% (LTP Year 3 - 5.8%).
- Forecast external debt of \$145m (LTP \$142m).
- Capital expenditure programme of \$45.8m (LTP \$39.4m)

While overall rates are within the Financial Strategy rates cap of 6.5%, there have been several changes that have occurred since the adoption of the 2021-2031 LTP in June 2021:

- Inflation has risen significantly since the LTP was adopted and continues to rise far beyond what was originally forecast. Business and Economic Research (BERL) recently stated that Consumer Price Index (CPI) was up 8.7% in one year, where resources such as labour and building materials are "stretched and at capacity".
- Interest rates have risen from what was in the LTP, equating to an additional \$1.3m.
- Revalued assets which occur as part of the Annual Report requirements saw significant increases in depreciation costs, mostly in the Three Water assets (\$1.3m over Year 3 of the LTP).
- Everyday costs have also increased, where for instance insurance is up 13% over what was expected in the LTP (\$235k).

Overall, the additional costs for interest and depreciation far exceed the rates increase cap of 6.5%. The approach taken to developing this AP was therefore to find a balance between increasing rates to meet our budget requirements and mitigating the impacts to the ratepayer that would be felt next year.

Council must consider the balanced budget requirement under the Local Government Act 2002 (LGA), where its forecast operating revenue does not match its forecast operating expenditure.

Council also has a general requirement to manage financial matters prudently, efficiently and effectively, but also in a manner that promotes the current and future interest of the community. In the draft AP estimates Council will be proposing to budget for an overall accounting surplus, as a result of capital grants/subsidies. However, while Council will have an overall surplus, some activities will have deficits as they will be funded either by loan or reserve funding.

### **Draft 2023/24 Fees and charges**

The draft 2023/24 Fees and Charges schedule is included in **Attachment 4**. For the most part, the fees and charges falls within the forecasted increases from the 2021-2031 LTP and have predominantly increased by the rate of inflation allowed for within the LTP.

The decisions or matters in this report are considered to be of **Medium** significance in accordance with the Council's Significance and Engagement Policy.

## **RECOMMENDATIONS - NGĀ TŪTOHUNGA**

**That the Finance & Performance/Whakahaere Pūtea me Ōna Hua Committee:**

- 1. Approves the draft 2023/24 Annual Plan estimates as outlined in Attachment 1, the draft Financial Statements.**
- 2. Approves the draft Capital Works Programme for 2023/24 amounting to \$45.8 million (as outlined within Attachment 4).**
- 3. Approves the draft Fees and Charges document for consultation.**
- 4. Agrees (having regard to those matters outlined in this report) that it is financially prudent to budget for an overall accounting surplus in the draft Annual Plan 2023/24.**
- 5. Agrees while noting the overall accounting surplus as set out in number 3 above, that some activities (as outlined within the report) will have an accounting deficit funded by loans or reserves. With having specific regards to draft 2023/24 Annual Plan changes:**
  - a. Agrees to rate fund the three waters depreciation expense based on the need to meet the capital renewals programme phased over the 2021-2031 Long Term Plan, ensuring that the three waters renewals remain fully funded while mitigating the impact of depreciation expense on 2023/24 rates.**
  - b. Agrees to rate interest costs based on LTP levels with additional rates collected up to \$250k, and the balance of interest rate costs funded from special reserves and Wastewater (Three Waters) Reserve.**
  - c. Notes that most of the higher interest rates arise from meeting Councils significant infrastructure investment in Wastewater.**
  - d. Notes that the change approach in funding for depreciation and interest would otherwise result in operating costs exceeding the operating budget.**
  - e. Notes that under this approach, Council will have a balanced budget in 2026/27 and considers this approach to be financially prudent for the reasons outlined in this report.**

6. Notes that formal consultation is not required to be undertaken for the draft 2023/24 Annual Plan as Council's plan comprises no significant or material differences from the content of Year 3 of its Long-Term Plan including:
  - a. The outcomes, levels of services and projects
  - b. The overall level of rates and debt are in line with the Financial Strategy
7. Notes that an information campaign will be used to inform the community upon adoption of the Annual Plan, into the 2023/24 financial year.

*Authorised by:*

**Nedine Thatcher Swann - Chief Executive**

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Keywords: annual plan 2024, fees and charges, long term plan, capital works programme

## BACKGROUND - HE WHAKAMĀRAMA

1. An Annual Plan (AP) is produced each year in between the Long-Term Plan (LTP), which is produced every three years. The AP provides an opportunity to refresh information for the coming year.
2. Changes to the Local Government Act (LGA) in 2014 established that APs must now focus primarily on proposed differences to the LTP.
3. Producing an AP remains a necessity, however under s95(2A) of the LGA, consultation is not required if the plan “does not include significant or material differences from the content of the Long-Term Plan for the financial year to which the proposed Annual Plan relates.”
4. Under s76AA (1)(b) of the LGA, in our assessment as to what is significant, we should use any criteria or procedures set out in our [Significance and Engagement Policy](#).
5. Council must adopt its AP and set the rates for the 2023/24 year by 30 June 2023. The AP sets out any significant or major changes and key information on Council's activities, projects and forecast financial information.
6. The AP should align to the parameters of financial measures as set within the LTP Financial Strategy (the Strategy). The Strategy outlines Council's approach for financial management over the life of the LTP. The overarching aim of the Strategy is to be financially sustainable. This means that Council's commitments are funded in a way that the community can afford, and which meets Council's obligation to be good stewards of the district's assets.
7. Two measures which have been set with the Strategy are rates increases (%) and external debt limits. Total rates increases were set at a maximum of 6.5% excluding growth for the first three years and 5% thereafter. Total external debt is to be no more than 130% of revenue throughout the ten years.

### Financial Strategy and the 2021-2031 LTP

8. One of the key commitments within the LTP was the further treatment of our wastewater. In the first 3 years of the plan, we entered into the peak period of capital investment for Council. The wastewater further treatment project was a continuation of the significant investment that Council made in phase one of the project, where in 2012 just over \$40m was invested to improve the capacity and quality of the wastewater treatment process.
9. The second tranche of capital investment of around \$35m for the disinfection stage will be completed in the current year, or Year 2 of the LTP. This significant investment always meant that we would be facing higher rates increases in years 1 to 3.
10. The Financial Strategy<sup>1</sup> addressed some of the affordability issues by:
  - “Smooth increases to rates in the short term by using some reserves.
  - Increase our debt limit.
  - Phase the funding of the new depreciation costs that arise from the Wastewater Treatment Plan Disinfections Project and the Pool Redevelopment Project”.

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<sup>1</sup> Financial Strategy 2021-2031 page 3 – Volume 2 of 2021-2031 Long Term Plan

And where it was noted that:

“This approach supports the needs of our community, without overly burdening future generations. It balances the appropriate level of debt against what is affordable now without transferring the burden of this debt to future ratepayers”.

11. The approach taken within the draft 2023/24 Annual Plan is to continue to smooth the unanticipated impacts of wastewater higher interest rate costs, and the higher costs of depreciation arising from Three water assets for the short term. The discussion and options that follows outlines the main changes from LTP Year 3 versus the draft 2023/24 Annual Plan.
12. Included in the attachments are:
  - Draft Financial Statements Attachment 1
  - Main Changes from LTP Year 3 Attachment 2
  - Options Funding Attachment 3
  - Capital Works Programme Attachment 4
  - Summary of the Draft Fees and Charges Attachment 5
  - Draft Fees and Charges Attachment 6

## **DISCUSSION and OPTIONS - WHAKAWHITINGA KŌRERO me ngā KŌWHIRINGA**

### **Proposed approach to the AP 2023/24**

13. In applying our [Significance and Engagement Policy](#), as required under the LGA s76 AA(1)(b), staff have assessed that there are no significant or material changes that Council is required to consult on. This confirms that the proposed AP will be consistent with the plan for Year 3 set out in the LTP.
14. This also means that we do not need to undertake a formal consultation or produce a consultation document for the AP. As per previous years we will inform the community of changes and activities planned for the 2023/24 Annual Plan upon Council adoption.
15. The focus of Year 3 will be to continue to navigate the significant range of challenges we are facing over the course of this LTP i.e., the changing legislative environment we operate within, particularly the three waters reform and changes to the Resource Management Act; the increasing priority of responding to our changing climate; delivering quality infrastructure to a growing population; and our continuing journey to being a better Treaty partner with mana whenua.
16. Along with managing these big picture challenges, we will also be focussed on continuing to deliver the major capital investment projects as identified in the LTP: progressing the Waipaoa Flood Control Climate Change Resilience Project; continued progress of the Waingake Transformation Programme; and the roll out of Wheelie Bins from the 'Better off Funding'.

**Financial Nuts and Bolts of the Draft 2023/24 Annual Plan.**

- 17. The draft estimates for 2023/24 AP presented within this report includes changes up until 31 December 2022. Any decisions made by Council after this time will be incorporated into the final Annual Plan with its adoption in June 2023.
- 18. The financial statements for the draft 2023/24 AP are attached in **Attachment 1**.

**Operational changes**

- 19. Operational expenditure is currently budgeted at \$134m, \$13.3m over what was provided in Year 3 of the LTP. Most of this change relates to:
  - Higher depreciation costs because of Three Waters revalued assets.
  - Higher financing costs due to rising interest rates.
  - Accounting standards reclassification of intangible assets for cloud base services.
  - Other known changes.
- 20. The combined higher interest and depreciation costs equate to 3.6% increase in rates, over and above the Financial Strategy 6.5% threshold. For the preferred approach for funding, refer to the Options section of this report.
- 21. **Attachment 2** provides the main changes in types of expenditure, along with the detailed reasons for the variances.

Depreciation costs

- 22. Depreciation costs for the draft estimates are \$29.4m, \$1.3m more than was forecast within the LTP Year 3.

**Table 1 – Depreciation costs**

	LTP 2024 \$000s	AP 2024 \$000s	Variance Favourable /(Adverse)
<b>TOTAL Depreciation and Amortisation across all activities</b>	<b>28,181</b>	<b>29,449</b>	<b>(1,268)</b>

- 23. Most of the increase depreciation costs relate to the revaluation of Three Water assets that occurred as part of the Annual Report 2021/22. Refer to **Attachment 3**.
- 24. Three Water assets are independently revalued every three years. This latest revaluation saw values increased due to "significant increases in costs" - mostly around construction, supplies and labour costs.
- 25. Adding to the degree of uncertainty is that both Water supply and Stormwater assets were valued differently than they have in the past. The valuer added additional factors to the overall "pipe unit rates" for component costs. This significantly affected depreciation costs for Water supply and Stormwater assets.
- 26. Both water supply and stormwater assets were previously recorded as including components within the "pipe" costs. Wastewater assets separated the component costs from the "pipe costs". Components includes manholes, service connections, laterals and the like.

- 27. This new average rate for the components in Water supply and stormwater accounted for most of the increased costs in depreciation. It involved significant assumptions without 100% degree of certainty. As wastewater had always separated components within their valuation process, the overall increase in this area was not as significant.
- 28. Both water supply and stormwater depreciation reserves (i.e. reserves that record surplus after eliminating the need for renewals and the repaying of loan repayments for new assets), while appropriate for an Annual Report valuation, suggest that the valuers methodology needs to be reviewed to determine if they accurately reflect the networks actual depreciation costs. This work is under review now and will be completed by Entity C (Three Water reforms, 1 July 2024).
- 29. While the draft AP doesn't provide for all revalued depreciation as outlined above, it should be noted that the AP still provides for more total funded depreciation for Three Waters than what was provided in Year 3 of the LTP. The 2023/24 AP funded depreciation is \$6.3m, up on the LTP Year 3 provision of \$6.2m.

**Table 1 – Depreciation costs**

	LTP 2024 \$000s	AP 2024 \$000s	Variance Favourable /(Adverse)
<b>TOTAL Depreciation and Amortisation across all activities</b>	<b>28,181</b>	<b>29,449</b>	<b>(1,268)</b>

Financing costs

- 30. Total financing costs in draft estimates are \$6.1m, up \$1.3m more than the LTP Year 3. Most of this has been driven by higher interest rates, up 1% from what was provisioned within the LTP.
- 31. The majority of the total interest costs comes from Wastewater activity – driven both by the Wastewater treatment Plant that was completed in 2012 (\$40 million) and phase 2, with the Wastewater treatment further options that will be completed in 2022/23 (\$27m loans).
- 32. Of the additional \$1.3m financing costs, \$664k directly related to Wastewater activity. The Options section below outlines funding options for the additional costs over and above the LTP Year 3.

**Table 2**

	LTP 2024 \$000s	AP 2024 \$000s	Variance Favourable /(Adverse)
<b>TOTAL Financing costs</b>	<b>4,809</b>	<b>6,077</b>	<b>(1,268)</b>

Accounting standards reclassification

- 33. A large part of the operational expense changes (\$1.8m) relates to Information Services reclassification of the Digitisation and Enterprise Management Software Solutions project from capital to operational expenditure.



34. The Project came about because management software, Ozone, will soon no longer be supported. The Project will be implemented over the next 3 years to deliver a replacement to Ozone and the document management system.
35. The Project was originally classified as a capital project during the LTP process as, at that time, it met the definition of an intangible asset. Recent changes to the Financial Reporting Standards in relation to software as a service has meant that this type of expenditure is now no longer able to be capitalised under the new rules which came into effect 30 June 2021.
36. However, the useful life of the Project still extends over several years, and as such the loan funding of it remains consistent. This means that even though for accounting purposes it is now deemed an operational cost, it is still appropriate to loan-fund the costs over its useful life.
37. These changes were first reported within 2022/23 Annual Plan (or Year 2 of the LTP) at Finance and Performance 16 February 2022 **[22-18]**. It does not impact on the total rates requirement but does fall within the assessment of the “balanced budget” requirement. Refer to the discussion under the Balance Budget section for more detail.

#### Employee Benefit Expense

38. The draft AP has Employee Benefit costs of \$33m. While it is up \$5m on the LTP Year 3, it is in effect a transfer of costs from consultant budget to internal staff costs and as a result the Employee Benefit Expense has been adjusted to reflect this.
39. At the time of adoption of the 2021-2031 LTP, significant planning costs for the Tairāwhiti Regional Management Plan (TRMP), Freshwater Plan, Waingake Restoration and services for resource consents were planned to be delivered by consultants or under professional services fees. Their costs were provided under the “Expenditure on Operating Activities”. This was also noted to Council on the adoption of the 2022/23 Annual Plan or the current financial budget. Refer to **[22-137]** Council 23 June 2023.

#### Other known changes

40. Most of the other changes relates to:
  - Higher insurance costs (up by \$235k).
  - Revenue and other operational costs based on revised actual trends.
  - Roothing emergency works totalling \$7m, up \$5m from what was provision within the LTP funded mostly by Waka Kotahi.
41. It should be noted that the roading emergency works assessment was made at the end of December 2022, prior to the declared civil defence emergency that occurred in January. Assessments of future reinstatement costs are still being assessed at the time of this report was being prepared.

### **OPTIONS**

42. The draft estimates which propose 6.5% increase in rates and debt of \$145m, where all of the operational variances identify within the 2023/24 Annual Plan will be funded by rates – with the exception of:
  - Depreciation costs.
  - Financing costs.

43. Only some depreciation and interest costs have not been fully funded by rates. The options presented below relate to how the higher costs originally forecasted within the LTP could be accommodated – either by raising rates (more than the 6.5% cap) or by using reserves **and** not to rate to cover the full costs of depreciation (i.e. referred to as “unfunded depreciation”). The latter is the preferred option and is provisioned within the Draft 2023/24 Annual Plan budgets.
44. Each preferred option – depreciation and interest costs – reduces the need to increase rates by 3.1%, over and above the draft 6.5% rates increase. This means that without the preferred options, rates would need to be increased to a total of 9.6%.
45. **Attachment 3** summarises how the draft AP accounts for depreciation and interest costs.

### Three water Reforms

46. While the approach taken within the draft estimates is consistent with the direction of the Financial Strategy and within the Revenue and Financing Policy, the Three Water reforms adds a degree of complexity.
47. Any significant changes that affect the three water activities that was not within the LTP or Annual Plan needs confirmation from the Department of Internal Affairs (DIA) around oversight and monitoring of Council decisions.
48. Council will need to notify the DIA of an ‘intended decision’ that may impact water services delivery. The DIA will then in turn consider if it is a ‘significant decision’ and will review the decision before notifying Council (within 20 working days) of the outcome. The DIA may either confirm the decision, decline or request more information.
49. Declining our preferred approach to three waters depreciation and use of reserves for interest costs shortfall would mean that the costs we bear today may not be taken into account when reviewing Councils final reserves and debt position.
50. An **‘intended’ decision** is one that relates to or may affect water services, including a decision that is:
  - To adopt an LTP or AP or a policy required by the LGA.
  - Significantly inconsistent with any policy or plan under the LGA.
  - To purchase or dispose of assets.
  - To enter a contract.
51. A **‘significant’ decision** is one that (in)directly may:
  - significantly prejudice the three water reforms.
  - significantly constrain the powers or capacity of WSEs once operational.
  - have a significant negative impact on assets, liabilities etc. that transfer to WSEs.
52. We will be working with DIA over the approach we have taken with the draft 2023/24 Annual Plan.

Positives	Negatives	Recommendation
<b>OPTION 1 : Depreciation costs Funding</b>		
<b>1.1 Raising rates to cover full depreciation costs (Three Water assets), arising from revaluation of assets over and above the LTP – i.e. Rates increased by another \$1.3m or upwards of 1.8%</b>		
<p><b>Fulfil section 100 of Local Government Act 2002 (LGA), Balanced budget requirement – i.e. revenue set at a sufficient level to meet operating expenses.</b></p> <p><b>Will not cause a spike in rates, if needing to recover depreciation in Year 4 (or 2024/25).</b></p>	<p>Financial Strategy Rates increases cap years 1 to 3 is to be not more than 6.5% (plus growth). By raising rates to cover these full costs not anticipated within the LTP, rates will increase <b>to 8.3%</b> (plus growth).</p> <p>Depreciation costs may not be as high as provided in the Revalued Assets for Water supply or Stormwater (i.e. due to some assumptions made about component costs).</p> <p>It does not consider affordability, especially where impacts of rising inflation, higher interest rates have on households.</p>	<p><b>Not Preferred</b></p> <p>2021-2031 LTP smoothed the impacts of rates due to the significant costs arising from the wastewater treatment further treatment project. This was the second biggest investment council has undertaken. The first being Phase 1 of the WWTP occurring in 2012. This coupled with high statutory compliance re TRMP and Freshwater Plans, and regulatory monitoring meant the LTP considered the impacts on the ratepayer, especially in Years 1-3. Increasing rates to cover these costs instead of applying a smoothed approach, does not consider affordability for todays ratepayer and is inconsistent with our 2021 Financial Strategy.</p>
<b>1.2 Do not raise rates to cover full depreciation costs of Three water assets</b>		
<p><b>Will be within the Financial Strategy 6.5% total rates revenue increase cap.</b></p> <p><b>Addresses the affordability issues by not increasing rates to the full extent of the costs.</b></p> <p><b>Depreciation costs may not fully be realised to the Revalued estimates, especially for Stormwater and Water supply. It allows time for full assessment of component costs for these activities.</b></p> <p><b>It falls within the 2021-2031 LTP strategy of smoothing the impacts of rates, especially over the first three years of the plan. The first three years of the plan, total rates revenue was at its steepest.</b></p>	<p>Revenue doesn't meet the costs of expenses, does fulfil the balanced budget requirement (s100 LGA 2002).</p> <p>If costs are realised and provisions do need to be made to the higher estimated costs, then the impact to the following year of 2023/24 AP will be higher.</p> <p>However, this could be mitigated by phasing the costs over time. By Year 7 the full costs would be covered by revenue (rates).</p>	<p><b>Preferred</b></p> <p>It is within what was signalled in the Financial Strategy, and aligns with the intent of the LTP to smooth the impact of rates. It acknowledges the issue of affordability, especially as it considers the rates impacts over Years 1-3.</p> <p>The impacts on tomorrows ratepayers are mitigated as fully funding depreciation would be achieved within the short to medium term (i.e. by Year 7 or 2026/27).</p> <p>Depreciation is funded to the extent of meeting all renewals, and the levels provided within the LTP.</p>

Positives	Negatives	Recommendation
<b>OPTION 2 – Interest Rates costs</b>		
<p><b>2.1 – Raise rates by the full \$1.3m additional interest costs or 1.8% additional rates increase from LTP year 3.</b>  <b>(Noting that the Draft AP has a rates provision of 0.5%, reducing impact to 1.3% for comparison purposes between the options)</b></p>		
<p><b>As outlined under 1.1 but also including that the use of non-cash backed reserves (Wastewater), means that part of the interest costs (\$664k), will not have any interest applied to operational costs (i.e. total of \$29k).</b></p>	<p>As outlined under 1.1</p>	<p><b>Not Preferred</b></p>
<p><b>2.2 Raise rates only to the extent of \$324k over and above the LTP, with reserve funding for the rest</b>  <b>(rest being from : Wastewater Reserve \$664k, Special Reserves \$250k (ie from previously rated funds carried forward))</b></p>		
<p><b>As outlined under 1.1 but also allows for some of the higher interest costs to be sourced from rates – either from new 2023/24 AP (\$324k) or from previously unspent rated funds (\$250k).</b></p>	<p>As outlined under 1.1</p>	<p><b>Preferred</b></p> <p>As outlined under 1.1 but also including:  Interest costs from use of reserves for this short-term transition is minimal (less than \$29k.) This has been factored within the Draft 2023/24 Annual Plan.</p> <p>The impacts on tomorrows ratepayers are mitigated as the full costs of interest will be matched by revenue, within the short to medium term (i.e. by Year 7 or 2026/27).</p>
<p><b>2.3 Do not raise rates at all for any of the additional \$1.3m</b></p>		
<p><b>Meets the LTP rates increase that was forecast for Year 3 of 5.8%.</b></p>	<p>Unlikely to have sufficient reserves to cover the shortfall.  It would not be considered prudent not to rate for any of the interest shortfall as there is headroom within the overall rates cap of 6.5%  The jump in rates in the year following 2023/24 AP, will be steeper.</p>	<p><b>Not preferred</b></p>

## Capital Program

53. The Capital programme is \$45.8m which is \$6.4m more than LTP.
54. For the early draft 2023/24 Annual Plan capital provision, most of the changes relate to timing of grants being received, including:
- Wheelie Bins (100% Better Off funding, tranche 1) \$2.8m.
  - Timing PGF Roding - Route Security (East Cape) \$1.5m.
  - Freshwater Improvement Fund \$662k (new grant funding).
  - Timing of Stormwater projects.
55. The unforeseen rise in inflation is particularly relevant within our capital projects. While it does not impact on our two major and most significant projects (Kiwa Pools and Wastewater Treatment Plant), due to their fixed design and build contracts, rising costs are starting to impact other projects.
56. Both construction material and supply chain pressures are causing increased costs over and above what was provided within the LTP. Reforecasting based on revised costs or changes resulting from contracts will be updated and advised to Council at the 7 June 2023 Finance and Performance Committee meeting.

Table 2

CAPITAL EXPENDITURE	LTP 2024	Draft AP 2024	Variance
- to meet additional demand	893	1,544	(652)
- to improve level of service	14,117	19,327	(5,210)
- to replace existing assets	24,430	24,967	(538)
<b>Capital Projects</b>	<b>39,440</b>	<b>45,839</b>	<b>(6,399)</b>

57. The detailed Capital expenditure programme for the draft 2023/24 Annual Plan is attached (**Attachment 4**).

## Debt

58. Debt is forecasted at \$145.5m which is \$3m ahead of what was planned for year 3 in the LTP. This has been driven mostly from the Banks Street 25/27 land purchase for the Wastewater Treatment Plant (WWTP) and the use of the Funding Assistance Rate (FAR) emergency reserve (\$1m) for roading reinstatement; both occurring after the adoption of the LTP.

## Balanced budget requirement

59. Council's operating income should be set at a level to meet each year's operational expenditure. This is to ensure that there is access to enough funding to enable long term provision of services.
60. There are activities where this approach may not be practical or prudent, due to the activity's long-term nature or they are being managed on behalf of the Crown, i.e., forestry assets and soil conservation nurseries.

61. Council is forecasting an accounting surplus for 2023/24 of \$1.5m, down on the LTP Year 3 forecast of \$2.4m. The accounting decrease is mostly due to the decrease in capital grant funding due to timing of when funds are received. We record capital grants as income even though it is not used for funding operational activities, and as such creates an accounting surplus. The surplus will go towards our capital projects and reduces the need to borrow funds.
62. While there is an overall bottom line surplus, some activities have been funded by reserves or loans. For the most part, the LTP acknowledged and provisioned for operational costs to be funded from loans when there was a step increase in rates.
63. The draft AP follows these provisions that have been made within the LTP and which affects the balanced budget, such as:
- Use of operational reserves to fund some operational expenditure where appropriate.
  - Loan funding for the steep operational costs including:
    - Freshwater Plan, TRMP.
    - The use of loan funding allows impact of rates to be smoothed over time.
  - Phasing the funding of new depreciation costs that arise from the Wastewater Treatment Disinfection Project and the Kiwa Pool Project.
  - Not funding all of the depreciation costs that arise from the subsidised roading network as a significant portion of the roading network is funded by Waka Kotahi.
  - Not funding depreciation for certain assets where:
    - The assets may not be replaced at the end of their useful life.
    - Where the asset has been funded in advance by capital rates.
    - Where the asset has been fully grant funded.
  - Running activity deficits/surpluses in some areas (e.g., Conservation nurseries such as Waerenga-o-Kuri and Wharekiri Reserve).
64. The draft AP also includes decisions made post the adoption of the LTP:
- Loan funding for:
    - Enterprise Management System (previously in the LTP it was recognised as an asset, but accounting standards change means its recorded as operational project).
    - Strategic Pay alignment - A provision to enable employment costs from below local government to meeting local government rates.
65. As noted above under the options section, the draft AP also include other provisions where revenue does not cover all expenditure, specifically:
- Not funding all of depreciation costs from the revalued assets for Three Waters.
  - Interest Costs (\$950k) mostly arising from the Wastewater Treatment Plant

66. When preparing and reviewing the budget, Council has had regard to the following specific matters in relation to all activities of Council as per the LGA s100:
- i. Maintaining levels of service.
  - ii. Maintaining the service capacity and integrity of assets.
  - iii. Intergenerational equity.
  - iv. Compliance with Council's funding and financial policies established under LGA section 102.

### **2023/24 Draft Fees and Charges**

67. In accordance with the LGA, Council may prescribe fees or charges to recover the reasonable costs incurred by Council for the matter for which the fee is charged – be it processing, monitoring and enforcement undertaken by Council.
68. Fees and charges are reviewed annually, as part of LTP or AP process.
69. Fees and Charges have mostly increased by the rate of inflation. Fees have needed to be increased further in some activities to recover the costs of providing the service, in alignment with Council's Revenue & Financing Policy.
70. The main changes are summarised in **Attachment 5**, with the proposed draft Fees and Charges for 2023/24 included in **Attachment 6**.

### **Kiwa Pools**

71. Fees & Charges for the pool were adopted by Council 15 December 2022 after separate consultation with the community. They therefore have not been included with the schedule that will be made available for community consultation.

### **ASSESSMENT of SIGNIFICANCE - AROTAKENGA o NGĀ HIRANGA**

Consideration of consistency with and impact on the Regional Land Transport Plan and its implementation

**Overall Process:** **Low** Significance

**This Report:** **Low** Significance

Impacts on Council's delivery of its Financial Strategy and Long Term Plan

**Overall Process:** **Low** Significance

**This Report:** **Medium** Significance

Inconsistency with Council's current strategy and policy

**Overall Process:** **Low** Significance

**This Report:** **Low** Significance

The effects on all or a large part of the Gisborne district

**Overall Process:** **Medium** Significance

**This Report:** **Medium** Significance

The effects on individuals or specific communities

**Overall Process: Medium** Significance

**This Report: Medium** Significance

The level or history of public interest in the matter or issue

**Overall Process: Medium** Significance

**This Report: Medium** Significance

72. The decisions or matters in this report are considered to be of **Medium** significance in accordance with Council's Significance and Engagement Policy.
73. While the overall process is considered of Medium significance, due to the rates impacts and interest of the community, the draft 2023/24 Annual Plan does not include any significant differences from the LTP. As such, it carries a low level of significance in terms of departures from what has been consulted with the community.
74. The proposed change impact on rates revenue is \$534k or 0.4% of total revenue for 2023/24. It is considered to be low significance (i.e. a change impact of less than 5%).
75. The proposed change impact of interest and depreciation expense is \$2.5m (or 1.9%) of total expenses for 2023/24. It is considered low, being less than 5% of total operating expenditure for 2023/24.

#### **TANGATA WHENUA/MĀORI ENGAGEMENT - TŪTAKITANGA TANGATA WHENUA**

76. There are no significant changes to the draft 2023/24 AP estimates that require additional Māori engagement.

#### **COMMUNITY ENGAGEMENT - TŪTAKITANGA HAPORI**

77. Our community will be informed of changes and activities planned for the 2023/24 AP through social media, newspapers, and the Gisborne District Council website.
78. Consultation of the full 2023/24 draft Fees and Charges document will occur in March-April 2023.
79. At least once during the month preceding the start of every dog registration year, Councils must publicly notify in a newspaper circulating in its district, the dog control fees fixed for the registration year.

#### **CLIMATE CHANGE – Impacts / Implications - NGĀ REREKĒTANGA ĀHUARANGI – ngā whakaaweawe / ngā ritenga**

80. Climate change was a key consideration for the 2021-2031 LTP. The draft 2023/24 AP follows the same approach towards responding to climate change.



## **CONSIDERATIONS - HEI WHAKAARO**

### **Financial/Budget**

81. Draft forecast financial statements are indicative and are still subject to further work and changes. The final 2023/24 Annual Plan will be presented to Council in June 2023.
82. Loan funding and reserve funding for operational costs means that these costs are not in "balance" as our operating revenue does not match the operating expenditure. Loan funding for these projects is not considered an operational cost.
83. This Annual Plan is financially prudent because in the medium to long term Council is able to set its budgets to have operating revenue matched to operating expenditure. It is forecast to have achieved this by 2026/27 after a phased approach to return to fully funding the increase in interest and depreciation costs.
84. It should be noted that the proposed three water refunds, if proceeded as indicated with transfer of assets and operations to Entity C by 1 July 2024, would mean that the replacement of three water assets will in the future be funded by a third party rather than Council.
85. Also, 'no worse off funding' available through the reform can also address some of the long-term impacts of the unbalanced budget on Council debt, making the impacts on Council finances temporary.
86. The Fees and Charges support the estimated income levels included in the 2021–2031 LTP.

### **Legal**

87. Staff are satisfied that the assessment of significance and materiality will meet our legal requirements for not requiring consultation under the Local Government Act.
88. The Local Government Act 2002 places five main financial obligations on Council:
  - Financial management that is prudent and in the current and future interests of the community (Sec 100, 101).
  - Funding decisions to follow two-step funding process that involves consideration of a set of funding principles and consideration of the impact on the community (Sec 101(3)).
  - Adoption of a Financial Strategy and an Infrastructure Strategy (Sec 101A, 101B).
  - Adoption of a set of Funding Policy and Financial Policy (Sec 102).
  - Balancing the budget (Sec 100).
89. The draft 2023/24 Annual Plan proposed approach of not funding all Three Waters depreciation costs and interest costs, leads to expenses being more than operational revenue, and as such Council needs to formally agree to the approach by resolving that it is financially prudent, having regard to the requirements of Section 100 of the LGA.
90. The draft 2023/24 Annual Plan and draft Fees and Charges document complies with legislative requirements.

## **POLICY and PLANNING IMPLICATIONS - KAUPAPA HERE me ngā RITENGA WHAKAMAHERE**

91. There are no significant changes in delivery of services and outcomes for year 3 of the LTP proposed for the draft 2023/24 AP.
92. The draft estimates are within guidelines set within the Financial Strategy, Revenue and Financing Policy and Treasury Management Policy.
93. Under the Revenue and Financing Policy, provision to use reserve funds (including depreciation reserves) and loan funding can be used when it is prudent to do so.

## **RISKS - NGĀ TŪRARU**

94. There are risks associated with not rating for full costs in the year that they are incurred. The incremental increase in rates, in the year following the AP are higher. Some of this is mitigated as the approach taken is to phase the funding over time, thereby smoothing the spike in rates. However, with rising interest rates, it means that the solutions for smoothing should be only over a short period of time.
95. The rates of inflation have been rising more than the provisions within the LTP. There is a risk that inflation will continue to rise faster than what has been provided. This is becoming especially evident within capital projects. Capital projects are being reviewed and will be assessed for the final adoption of the Annual Plan. This will also continue from March 2023 with the 2024 -2034 Long Term Plan process, which will start with determining the strategic direction, followed by a review of the financial strategy and infrastructure strategy.
96. There is a risk if the three waters reform does not proceed. In this case, Council debts maybe higher due to not raising rates to cover some of the interest and depreciation costs. However, as indicated in this report, by taking a phased, stepped approach Council will achieve the balanced budget relating to these costs in 2026/27 if Council continues to operate three waters.
97. There is also a risk that the DIA declines to confirm the decision on Councils approach to the draft 2023/24 Annual Plan. If that occurs, the changes to the final Annual Plan are likely to impact on how we fund the shortfall. It may mean that post 1 July 2024, when Three waters are no longer part of Council and Council has not rated for those costs now, all ratepayers may have to contribute to those costs over time. The "Worse off" funding could help to mitigate these impacts.

98. However, even if DIA declines Councils approach, the decision to not to raise rates to the full extent of costs remains valid. Regardless of the outcome of Three Waters, the preferred approach would have been to smooth rates over Years 1-3.

#### **NEXT STEPS - NGĀ MAHI E WHAI AKE**

Date	Action/Milestone	Comments
March/April 2023	Draft 2023/24 fees and charges.	Consultation period
April to June 2023	Incorporation of Council decisions made post December 2022 and incorporating in projects that need to be carried over into the 2023/24 Annual Plan.	
May/June	Hearings/deliberations on fees and charges.	Finance and Performance Committee
29 June 2023	Final 2023/24 Fees and charges 2023/24 Annual Plan Setting of Rates.	Council adoption

#### **ATTACHMENTS - NGĀ TĀPIRITANGA**

1. Attachment 1 - Draft Financial Statements [**23-10.1** - 4 pages]
2. Attachment 2 - Operational Changes Final Report [**23-10.2** - 1 page]
3. Attachment 3 - Interest and Depreciation Costs [**23-10.3** - 1 page]
4. Attachment 4 - Capital Works Programme [**23-10.4** - 2 pages]
5. Attachment 5 - Summary of Changes to 2023/34 Fees & Charges [**23-10.5** - 1 page]
6. Attachment 6 - Draft Fees and Charges 2023 [**23-10.6** - 49 pages]

**Prospective Statement of Comprehensive Revenue and Expenses  
For the year ended 30 June 2024**

Attachment 23-10.1

AP 2023 \$000s	Notes	LTP 2024 \$000s	AP 2024 \$000s
<b>REVENUE FROM NON-EXCHANGE TRANSACTIONS</b>			
12,885	Grants and Subsidies - Operational	12,795	17,738
44,535	Grants, Donations, Subsidies and Contributions - Capital	13,618	20,075
2,170	Other Non Exchange Revenue	2,149	2,196
24,113	General Rates And Uniform Annual General Charge	26,439	24,276
46,270	Targeted Rates	48,385	51,081
<b>REVENUE FROM EXCHANGE TRANSACTIONS</b>			
1,622	Development and Financial Contributions	1,658	1,658
11,645	Other Revenue	11,695	12,351
3,594	Targeted Water Rates	3,921	3,771
1,600	Dividends	1,700	1,800
(231)	Other Gains/(Losses) - Profit on Sale of Assets	(315)	(230)
<b>148,205</b>	<b>Total Revenue</b>	<b>122,044</b>	<b>134,716</b>
<b>EXPENSES</b>			
30,672	Employee Benefit Expenses	28,020	33,077
61,205	Expenditure on Operating Activities	59,126	64,911
24,907	Depreciation and Amortisation	28,181	29,449
4,482	Financing Costs	4,888	6,156
<b>121,266</b>	<b>Total Expenses</b>	<b>120,215</b>	<b>133,593</b>
<b>26,939</b>	<b>Net Surplus/(Deficit) before Taxation</b>	<b>1,829</b>	<b>1,123</b>
600	Subvention Payment from GHL	600	400
<b>27,539</b>	<b>Net Surplus/(Deficit) after Taxation</b>	<b>2,429</b>	<b>1,523</b>
62,321	Gains/(Losses) on Property Revaluation	48,223	48,223
<b>89,860</b>	<b>TOTAL COMPREHENSIVE REVENUE AND EXPENSES</b>	<b>50,652</b>	<b>49,746</b>

**Prospective Statement of Financial Position**  
**For the year ended 30 June 2024**

Attachment 23-10.1

AP 2023 \$000s	LTP 2024 \$000s	AP 2024 \$000s
<b>CURRENT ASSETS</b>		
19,575 Cash & Bank	9,967	7,798
8,806 Non Exchange Trade and Other Receivables	11,588	11,475
9,182 Exchange Trade and Other Receivables	12,100	20,471
38 Inventories	101	120
0 Derivative Financial Instruments	0	37
80 Non Current Assets Held for Resale	0	80
<b>37,682 Total Current Assets</b>	<b>33,757</b>	<b>39,981</b>
<b>CURRENT LIABILITIES</b>		
498 Deposits Held	431	535
35,744 Trade and Other Payables	30,047	39,751
2,754 Employee Benefits and Suspense	2,574	3,180
7,100 Borrowings	5,000	5,000
279 Provisions for Other Liabilities	94	85
1,116 Derivative Financial Instruments	1,219	0
<b>47,491 Total Current Liabilities</b>	<b>39,365</b>	<b>48,552</b>
<b>(9,808) Total Net Working Capital</b>	<b>(5,608)</b>	<b>(8,571)</b>
<b>NON CURRENT ASSETS</b>		
0 Derivative Financial Instruments	0	861
2,666,688 Property Plant and Equipment	2,666,561	3,005,778
6,548 Intangible Assets	6,427	7,447
2,741 Biological Assets	2,663	1,540
33,893 Investments	33,595	34,387
<b>2,709,870 Total Non Current Assets</b>	<b>2,709,245</b>	<b>3,050,012</b>
<b>NON CURRENT LIABILITIES</b>		
135,399 Borrowings	137,170	140,473
179 Employee Benefit Liabilities	176	122
2,571 Provisions for Other Liabilities	3,008	2,249
1,618 Derivative Financial Instruments	4,029	0
1,950 Emission Trading Scheme Liabilities	1,950	2,570
<b>141,717 Total Non Current Liabilities</b>	<b>146,334</b>	<b>145,414</b>
<b>2,558,345 Total Net Funds Employed</b>	<b>2,557,302</b>	<b>2,896,027</b>
<b>EQUITY</b>		
575,479 Accumulated Surplus	595,922	563,638
32,477 Special Funds	20,190	34,632
1,950,389 Revaluation Reserves	1,941,191	2,297,758
<b>2,558,345 Total Equity</b>	<b>2,557,302</b>	<b>2,896,027</b>

**Prospective Statement of Changes in Equity  
For the year ended 30 June 2024**

Attachment 23-10.1

AP 2023 \$000s	LTP 2024 \$000s	AP 2024 \$000s
<b>EQUITY OPENING BALANCES</b>		
533,381	590,502	556,463
47,036	23,181	40,283
1,888,068	1,892,968	2,249,535
<b>2,468,485</b>	<b>2,506,651</b>	<b>2,846,281</b>
<b>CHANGES IN EQUITY</b>		
<b>Accumulated Surplus (Retained Earnings)/ Revaluation Reserves</b>		
89,860	50,652	49,746
14,559	2,991	5,652
<b>Special Funds and Reserves</b>		
(14,559)	(2,991)	(5,652)
<b>89,860</b>	<b>50,652</b>	<b>49,746</b>
<b>EQUITY CLOSING BALANCES</b>		
575,479	595,922	563,638
32,477	20,190	34,632
1,950,389	1,941,191	2,297,758
<b>2,558,345</b>	<b>2,557,302</b>	<b>2,896,027</b>
<b>Attributable to :</b>		
<b>2,558,345</b>	<b>2,557,302</b>	<b>2,896,027</b>
	<b>Gisborne District Council</b>	

**Prospective Statement concerning Balanced Budget  
For the year ended 30 June 2024**

Attachment 23-10.1

AP 2023 \$000s	LTP 2024 \$000s	AP 2024 \$000s
148,205 Operating Revenue	122,044	134,716
121,266 Operating Expenditure	120,215	133,593
600 Subvention Payment	600	400
<b>27,539 Net Operating Surplus/(Deficit) After Taxation</b>	<b>2,429</b>	<b>1,523</b>
<b>LESS</b>		
1,272 Capital Rates Income	2,002	1,875
44,519 Capital Grants and Subsidies	13,574	20,075
1,638 Other Capital Grants, Donations and Contributions	1,701	1,658
(9,358) Operations Funded by Reserve Funds	(2,214)	(8,077)
<b>PLUS</b>		
10,253 Depreciation not Funded	12,233	13,547
279 Increase/(Decrease) in Deficit	401	461
<b>0 Balanced Budget - operating income agrees to operating expenditure</b>	<b>0</b>	<b>0</b>

**Council**  
**Forecast Activity Cost Statement**

AP 2023	OPERATING REVENUE AND EXPENDITURE	Notes	LTP 2024	AP 2024	Variance Favourable	Comments LTP Year 3 vs Draft 2023/24 AP
\$000s			\$000s	\$000s	/(Adverse)	
15,055	Revenue From Non-Exchange Transactions		14,944	19,934	4,990	Increased Grant funding from Waka Kotahi for Roothing Emergency works
16,608	Revenue From Exchange Transactions		17,001	17,692	691	
121,266	Expenses	1	120,215	133,593	(13,377)	Differences as shown below
<b>89,602 Net Cost of Service</b>			<b>88,270</b>	<b>95,967</b>	<b>(7,696)</b>	

Notes		LTP 2024	AP 2024	Variance Favourable	Comments
		\$000s	\$000s	/(Adverse)	
1	<b>Expenses</b>				
	Employee Benefit Expenses	28,020	33,077	(5,056)	Enterprise Management System, TRMP, FWP and Waingake Projects; LTP provided as contractors costs not employee costs
	Expenditure on Operating Activities	59,126	64,911	(5,785)	Emergency roading reinstatement costs
	Depreciation and Amortisation	28,181	29,449	(1,268)	Driven by mostly revalued Three Water Assets, depreciation costs
	Financing Costs	4,888	6,156	(1,268)	Interest rates up over 1% from what was provided in LTP
		<b>120,215</b>	<b>133,593</b>	<b>(13,377)</b>	



## Appendix 3 – Funding Option (Preferred) Depreciation and Interest costs

### DEPRECIATION

	LTP 2024 \$000s	AP 2024 \$000s	Variance Favourable /(Adverse)	Comments	Unfunded by rates Option 1
<b>TOTAL Depreciation and Amortisation</b>	<b>28,181</b>	<b>29,449</b>	<b>(1,268)</b>	Driven by mostly revalued Three Water Assets, depreciation costs but slightly offset by lower than expected depreciation in other areas	
<b>Three Waters</b>					
Wastewater	3,128	3,624	(496)	Additional unfunded, over the Financial Strategy phased approach	475
Stormwater	1,119	1,486	(368)		331
Water supply	2,703	3,322	(619)		574
	<b>6,950</b>	<b>8,433</b>	<b>(1,483)</b>		<b>1,380</b>

### INTEREST

	LTP 2024 \$000s	AP 2024 \$000s	Variance Favourable /(Adverse)	Comments	Reserve /deficit funding rates Option 1
<b>TOTAL Financing costs</b>	<b>4,809</b>	<b>6,077</b>	<b>(1,268)</b>	Driven by higher interest rates	
<b>Includes:</b>					
Wastewater	1,624	2,301	677	Additional unfunded, over the Financial Strategy phased approach. Wastewater Reserve	677
Other reserves (previously rated funds)	0	0	250		250
Rate funded for Shortfall			341		341
			<b>1,268</b>		<b>1,268</b>

## Council

### Draft Forecast Capital Expenditure

Description	Level Of	LTP 2024 \$000s	AP 2024 \$000s	Variance	Comments
<b>Commercial Operations</b>					
Commercial Property - Staff Housing Upgrades		74	74	0	
Community Housing - Upgrades		210	210	0	
<b>Total</b>		<b>284</b>	<b>284</b>	<b>0</b>	
<b>Land, Rivers &amp; Coastal</b>					
Waipaoa River Flood Control Scheme Resilience Improvements		3,186	3,186	0	
<b>Total</b>		<b>3,186</b>	<b>3,186</b>	<b>0</b>	
<b>Liveable Communities</b>					
Waingake Restoration (pamoa)		2,629	2,629	0	
Titirangi To Tuamotu		11	11	0	
Flooring Replacement Wmt		11	11	0	
Conveniences - Rural		105	105	0	
Refurbish Conveniences - City		105	105	0	
District - Conveniences Pit Toilets		37	37	0	
Playground Softfall And Shade Sails		32	32	0	
Parks And Reserves - Buildings & Hard Surfacing		147	147	0	
Parks & Reserves - Playgrounds		79	79	0	
Titirangi Restoration		21	21	0	
Parks & Reserves - Dune Care		11	11	0	
Neighbourhood Parks And Local Purpose Reserves - Fencing, Signage, Revegetation, And Furniture And Fittings		53	53	0	
Parks & Reserves - Land Improvements (dc's)		181	181	0	
Parks - Kopututea Private Reserve - Co-Governance		16	16	0	
Street Trees Planting		79	130	(51)	Half of the 2022/2023 budget is carried over into next financial year.
Paths Boadwalks		110	110	0	
Signage		21	21	0	
Land Remediation (asbestos Contamination On Reserve Land)		79	79	0	
Waihirere Domain Development		79	79	0	
Community Strategy Implementation Capex		2,630	2,630	0	
Cemeteries Capital Renewals		8	8	0	
Roadside Bollarding - Taruheru Cemetery		63	63	0	
Cemeteries Ash Gardens		11	11	0	
Jetties And Boat Ramps		53	53	0	
Star Of Canada Renewals		263	263	0	
Public Art		53	53	0	
Aquatic Facilities Renewals (external)		21	21	0	
Library Books, Furniture & Fittings		196	196	0	
Library Books Ex Book Trust		20	20	0	
<b>Total</b>		<b>7,122</b>	<b>7,173</b>	<b>(51)</b>	
<b>Regional Leadership &amp; Support Services</b>					
Orthophoto Regeneration - Aerial Photography		41	41	0	
Existing Core Hardware & Software Renewals		718	718	0	
New Is Supported Software		79	79	0	
Digitisation Of Records- Capex		649	649	0	
Business Analytics		139	139	0	
Groundwater Abstraction Device		63	63	0	
Freshwater Improvement Fund		0	662	(662)	Budget assigned to restoration works on estuary project which was approved post LTP 21-31.
Telemetry And Hydrological Equipment		90	90	0	
Air Quality And Noise Monitoring Equipment		21	21	0	
Vehicle Replacements		381	381	0	
3 Phase Ev Charger		32	32	0	
Minor Plant Renewals		16	16	0	
<b>Total</b>		<b>2,229</b>	<b>2,892</b>	<b>(662)</b>	
<b>Roading</b>					
Roading Renewals		13,118	13,118	0	
Minor Improvements Projects		1,420	1,420	0	
Resilience Improvement		484	484	0	
Bus Shelter Replacements		60	60	0	
Gisborne City Carpark Facility		22	22	0	
Taruheru River Walkway And Cycling		2,188	2,188	0	
Traffic Service Renewals (renewal Of Local Roads)		129	129	0	
Environmental Renewals		17	17	0	
Streetlight Upgrades To Led		250	250	0	
Footpath Replacements - Funded		84	84	0	
Pgf - 50 Max		650	650	0	
Pgf - Route Security (east Cape)		0	1,500	(1,500)	From funds available in 2022/2023, \$1.5m worth of work will be delivered next FY.
Pavement Maintenance-Forestry		500	500	0	
<b>Total</b>		<b>18,923</b>	<b>20,423</b>	<b>(1,500)</b>	
<b>Solid Waste</b>					
Waiapu Landfill - Stage 3		42	42	0	
Transfer Stations		53	53	0	
Litter Bins		27	27	0	
Heritage Landfill Remediation		191	191	0	
Wheelie Bins Bof Funding		0	2,765	(2,765)	Grant funded project utilising Better of Funding grant provided to council.
<b>Total</b>		<b>313</b>	<b>3,078</b>	<b>(2,765)</b>	

<b>Urban Stormwater</b>			
Stormwater Pipeline Renewals	398	398	0
Stormwater In Drain Structures	51	246	(195)
			Project was deferred and not expected to start until the Y3 of LTP now. 2022/23 budget is being carried over.
Stormwater Localised Urban Upgrades	80	80	0
Taruheru / Waru / Haisman (stormwater Catchment)	556	1,208	(652)
			Moss block development deferred, budget of 22/23 is carried over to next year.
Integrated Catchment Plan	27	27	0
004 Whataupoko	106	106	0
Public Drains On Private Property	573	573	0
<b>Total</b>	<b>1,792</b>	<b>2,638</b>	<b>(847)</b>
<b>Wastewater</b>			
Localised Urban Upgrades	34	34	0
Wastewater Pump Station Renewals	314	314	0
Wastewater Pipeline Renewals	1,915	2,027	(112)
			Budget 2022/23 is not going to be fully spend, the carry over of \$112 into 23/24 is expected.
Wastewater Treatment Plant Upgrades & Renewals	191	191	0
<b>Total</b>	<b>2,454</b>	<b>2,566</b>	<b>(112)</b>
<b>Water Supply</b>			
Gisborne Pipe Renewals	1,009	1,009	0
Distribution : Water Meter Renewals	57	57	0
Local Urban Upgrades	40	40	0
Telemetry Site Renewals	20	20	0
Te Karaka Reticulation Renewal	376	376	0
Whatatutu Reticulation Renewal	80	80	0
Residential Backflow Prevention	399	399	0
Misc. Plant & Equipment	80	80	0
Waingake Water Treatment Plant Renewals	90	90	0
Waipaoa Treatment Plant Renew	106	106	0
Waingake Pump Station Renewals	53	53	0
<b>Total</b>	<b>2,310</b>	<b>2,310</b>	<b>0</b>
<b>Townships</b>			
Township Upgrades	0	588	(588)
			Increased funding for Townships, as part of capital delivery will be from Waka Kotahi and subsidised roads. Council contribution remains unchanged from the LTP.
Township Plan Community Facilities Contribution	76	0	76
Township Subsidised Improvements	0	700	(700)
Township Upgrade Strategy Plans	750	0	750
<b>Total</b>	<b>826</b>	<b>1,288</b>	<b>(462)</b>
<b>Grand Total</b>	<b>39,440</b>	<b>45,839</b>	<b>(6,399)</b>

**APPENDIX 5- SUMMARY OF CHANGES TO 2023/24 FEES AND CHARGES**

1. Main changes are as follows:

**Corridor Access (CAR)**

2. Three new fees related to Corridor Access have been added for 1) Work Access Permit Extension 2) CAR application cancellation and 3) Use of time restricted car park per day. Although the impacts on revenue will be minimal, these fees will allow Council to recover actual costs related to these activities.

**Environmental Services & Protection**

3. There is a new fee for charging the staff time for external resources at cost plus disbursements.

**Cemeteries**

4. The interment fee for a stillborn child and the fee for the breaking of concrete have been removed. This will have no impact on revenue as these have not been charged historically.

**Environmental Health Services**

5. The fixed and renewal registration fees for food multisite businesses have increased by 100%. This reflects the actual time it takes for administration to register additional sites.
6. The fees for a Stall in Public Place have been removed. This was required when fundraising stalls needed to be registered but these are now exempt.

**Animal Control**

7. Sustenance per day at the pound increased to \$25 (13.6% increase) per day to cover the actual cost of food.

**Theatres**

8. Lawson Field Theatre - due to the increase in demand from the public in hiring just the Rose Room there are additional fees for full and half-day hire.
9. War Memorial Theatre and Lawson Field fees for local amateur and community voluntary groups have not been increased.
10. Patutahi Hall hire charges for Professional or Touring Groups have decreased because the Hall does not have the facilities, such as lighting rigs, to host this performance level.

**Library**

11. There are new fees for "Splendid Isolation" book sales. These are books that have been donated by the HB Williams Memorial Library Book Trust to be sold by the Library.



# Ngā utu me ngā utu whakauru

## Fees and charges

The Council fees and charges are used to fund the operation and maintenance of a variety of services provided to the community.



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## About the fees and charges

The Council fees and charges are used to fund the operation and maintenance of a variety of services provided to the community. Fees and charges are reviewed annually as part of the Annual Plan or Long-Term Plan. However, fees can be changed or updated during the year. These changes will be updated via the website. While reviewing fees and charges, several principles are considered. These include the cost of providing a service, value for money, and community expectations while considering the balance of affordability and accessibility of services. However, predominantly fees and charges are set based on cost recovery or set by legislation.

Fees and charges have predominately increased by the rate of inflation used for year 3 of the Long-Term Plan, 2.82%. Unless the fee is regulated, we round to the nearest dollar so some fees may be slightly higher than inflation, especially in lower fees. Regulated fees are updated when we are notified by the authority.

### Summary of new fees or changes (other than inflation costs)

- New fees have been approved by Council for Kiwa pools before the facility opens in 2023. Refer to [Kiwa Pools | Gisborne | Facebook](#)
- Some fees and charges have been removed or made exempt (eg. cemetery services concrete removal or fees for stall in public places)
- The fixed and renewal registration fees for food multisite businesses have increased by 100%. This reflects the actual time it takes for administration to register additional sites.
- Lawson Field Theatre - due to the increase in demand from the public in hiring just the Rose Room there are additional fees for full and half-day hire.
- The library has a new fee for "Splendid Isolation" book sales. These are books that have been donated by the HB Williams Memorial Library Book Trust to be sold by the library.
- Rubbish bag fees for summer camping has been removed due to new Tairawhiti Freedom Camping By-Law 2021 that came into force on 30<sup>th</sup> June 2021.





## Corridor access requests

CAR type	2022/23 Charge \$	2023/24 Charge \$
Standard/Project CAR plus Close Inspection*	334	343
Non-Standard CAR plus Close Inspection*	500	513
Blanket CAR plus Close Inspection*	167	171
Minor CAR	At Council discretion	At Council discretion
*Close inspection per site	167	171
*Commercial utility providers can avoid this charge if they provide photographic evidence of the completed work site. This will reduce the inspection workload. These sites are assessed as low risk as these are professional tradespeople operating to the 'National Code of Practice for Utility Operators'. There will be clear guidelines on requirements for this self-service aspect.		
Non-Compliance	550	564
Work Access Permit Extension		87
Cancelation of CAR Application		87
Time Restricted per car park per day (Designated pay-to-park areas)		40

A CAR is required for, but not limited to, the following activities:

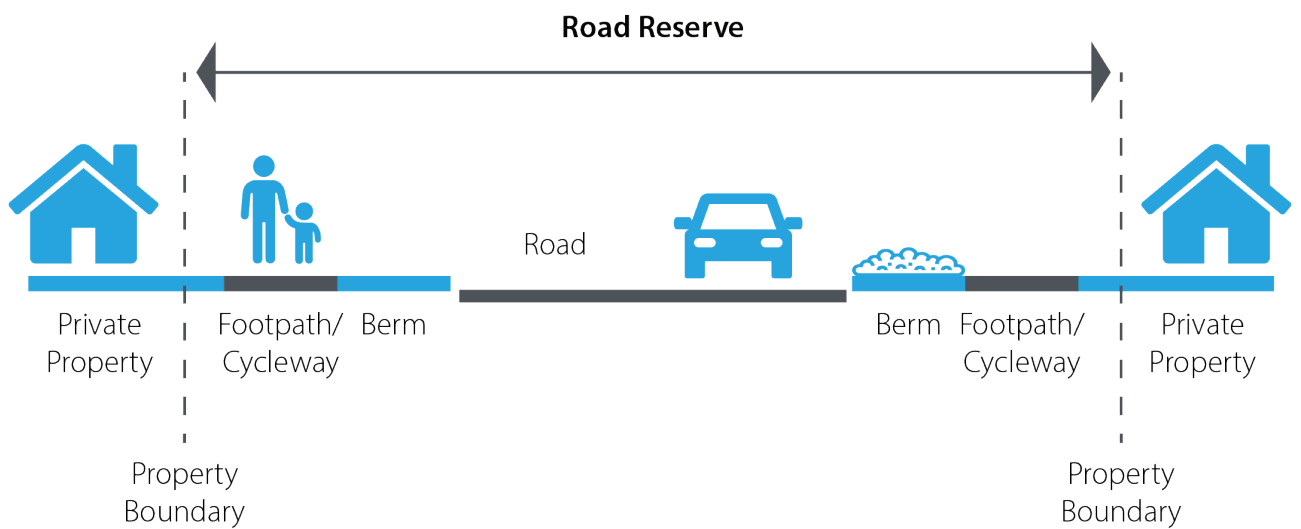
- Any activity that will alter, or cause to be altered, the surface of any part of the road corridor - including and not limited to excavating, drilling and resurfacing
- The placement of any pipe, duct, pole, cabinet or other structure below, on or above the road corridor
- A new vehicle crossing, driveway works
- Building construction (commercial)
- Scaffolding works associated with renovations or building maintenance
- Shop front fit outs/repairs/replacements
- Crane operators
- Building cleaning/painting up to 4 hours
- Events





## CAR type definitions

<b>Standard CAR:</b>	This is a CAR that requires no expert input from the Network Managers or Contract Managers. These are mostly excavation CARs.
<b>Project CAR:</b>	This covers professional project work that is either long and/or has standard work site practices that can be bundled under one CAR. For example, connecting ultra-fast broadband to houses or undertaking emergency work like repairing burst water pipes.
<b>Non-standard CAR:</b>	This is a CAR that requires expert input from the Network Managers or Contract Managers. It may have implications for other roading activities. It may need interdepartmental consideration as well.
<b>Non-compliance:</b>	This is a charge for those working on the network that either do not have a CAR or are in breach of their CAR conditions.
<b>Inspection per site:</b>	This is a fee for having network professionals investigate the worksite as required at completion, at the end of the defect liability period or other as required.



## Cemetery

Item	2022/23 Charge \$	2023/24 Charge \$
<b>Burial plot purchase fee</b>		
<b>Full size - 2.4m x 1.2m</b>		
Taruheru	1,195	1,225
Motu	329	337
Ormond	329	337
Patutahi	1,195	1,225
Rakauroa	329	337
Ruatōria	329	337
Te Araroa	329	337
Te Puia	329	337
Tokomaru Bay	1,195	1,225
Tolaga Bay	1,195	1,225
Children's Lawn (Taruheru Cemetery) - 0.6m x 1.2m	329	337
<b>Interment fees</b>		
<b>Monday - Friday</b>		
Standard	572	586
Children (12 years and under)	280	287
Additional fee for out-of-district residents (additional to normal interment fee)	280	287
<b>Saturday and Sunday</b>		
Standard	839	860
Children (12 years and under)	426	437
Additional fee for out-of-district residents (additional to normal interment fee)	559	574
<b>Statutory Holiday</b>		
Standard	1,302	1,335
Children (12 years and under)	651	667
Additional fee for out-of-district residents (additional to normal interment fee)	559	574
<b>Ashes plot purchase and placement</b>		
Ashes - 450mm x 450mm berm (placement of ashes extra)	269	276
Garden block (includes two placements of ashes)	485	498
Niche area (includes first placement of ashes and plaque with 14 words inscription)	244	250
Tokomaru Bay and Tolaga Bay (2 placements of ashes)	269	276
Placement of ashes in any plot already purchased in cemetery	76	78
<b>Other charges</b>		
Disinterment fee	722	740
Extra deep digging of grave	173	177



Note: All scheduled fees and charges are inclusive of GST (15%) unless otherwise stated.

## Community housing

Rental amounts are set at 90% of the average rental for similar units (as stated by Tenancy Services). Rents are reviewed annually in March.

Please refer to the GDC website for rent updates:

[Community housing | Gisborne District Council \(gdc.govt.nz\)](https://www.gdc.govt.nz/Community-housing)

Complex	Location
Attlee Place	Carnarvon Street
Awhina Court	Ayton Street
Barwick Place	Wainui Road
Craig Court	Craig Road
Elgin Court	Lytton Road
Frances Gregory Court	Jackson Street
Lytton Court	Lytton Road
Lytton Court - Disabled Unit	Lytton Road
Rangimarie Court	Hospital Road
Te Karaka Court	Balfour Road
Wildish Court	Wildish Street

Note: Applicants must be aged 55 or older, hold a current community services and/or an equivalent Supergold Card. Rental amounts are set at 90% of the average rental for similar units (as stated by Tenancy Services). A bond of \$350 plus two weeks' rent in advance must be paid at the commencement of a tenancy. When a tenant wishes to vacate a unit, bond payments are fully refundable if the unit is in the same condition as when it was first occupied.



## Environmental and regulatory services

### Staff time, basis of charges and disbursements

#### Staff time

An hourly charge-out rate will apply unless otherwise stated:	2022/23 Charge \$	2023/24 Charge \$
Team Leader/Manager		
Senior Scientist	195	200
Senior Officer and Principal Planner		
Development Engineer & Geotechnical Officer		
Science Officer		
Planner, Intermediate Planner	174	179
Building Services Officer		
Building Technical Officer		
Administrative services / Consent Co-ordinator (per hour)	117	120
Consultant, Technical Expert - External		Charge at cost plus disbursements

#### Basis of charges

The hours applied by staff to the resolution of an application or event, and subsequently charged for, will be reasonable taking into account Council's responsibilities, cost to applicant and welfare of the community.

Provision of information in response to general enquiries is a free service to the public unless otherwise specified in this document.

Provision of professional advice in relation to specific building and development proposals is free for an initial period of 15 minutes. Thereafter it is charged on a cost of service basis.

For resource consent applications, Council requires a cost recoverable deposit to be paid, this is a deposit only and further fees may be charged on a full cost recovery basis.

A 50% premium may be added to normal charge-out rates for activities caused by working without or outside the terms of consents required by Council.

Where the Tairāwhiti Plan has stated that other fees and charges provisions apply or that no charges will apply this is also specified in this document.



## Disbursements

The hourly charge-out rates include normal office overheads such as telephone calls, office accommodation records and typing. Other actual disbursements such as photocopying will be charged as follows, unless otherwise stated in the fees and charges document:

	2022/23 Charge \$		2023/24 Charge \$	
<b>Microfilming/scanning</b>				
Scan per page	\$2.25 - \$8.99		\$2.25 - \$8.99	
<b>Photocopies/printing</b>				
	B&W	Colour	B&W	Colour
<b>Less than 20 copies</b>				
A4	0.84	1.37	0.86	1.40
A3	1.37	2.52	1.40	2.58
<b>More than 20 copies*</b>				
A4	0.42	0.63	0.43	0.64
A3	0.52	0.74	0.54	0.76
<b>Mapping printing/copying</b>				
	Full colour	With aerial photo	Full colour	With aerial photo
A4	9	13	10	14
A3	13	19	14	20
A2	19	25	20	26
A1	25	36	26	37
A0	36	55	37	57
<b>Mapping scanning</b>				
	\$		\$	
<100	9.56	per sheet	9.81	per sheet
>100 same original size	6.10	per sheet	6.25	per sheet



## Resource consents

### Section 36, 125, 127, 128, 139 and 150 - Resource Management Act 1991, Local Government Official Information Act

We charge the actual and reasonable costs for processing a consent application, apart from a limited number of applications which are subject to a fixed fee as detailed below. Actual and reasonable costs include, but are not limited to:

- Staff time spent processing a resource consent at the staff charge out rates detailed in section 1.0.
- Contractor's or consultant's time based on the charge out rate of the contractor or consultant engaged to do the work.
- Disbursements which may include travel costs, expert advice, photocopying / scanning and hearing costs.

Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$	
SUBDIVISION				
<b>DEPOSIT FEE</b>				
Resource Management Act 1991 Section 36	a. Non-notified deposit <sup>2</sup>	1,337	1,400	
	b. Notified deposit <sup>2</sup>	5,000	5,000	
	c. Section 223 deposit <sup>2</sup>	250	250	
	d. Section 224(c) deposit <sup>2</sup>	470	470	
	e. Combined Section 223 and Section 224(c) deposit <sup>2</sup>	750	750	
	f. Section 221 - Consent Notice deposit <sup>2</sup>	108	111	
	<b>ACTUAL FEE</b>			
	g. Section 222 - Completion Certificate plus Bond	196	201	
	h. Section 108(2)(b) - Bond*	Actual and reasonable cost	Actual and reasonable cost	
	i. Engineering Plan check (including site visits)*	Actual and reasonable cost	Actual and reasonable cost	
	j. Section 226 - certificate to separate record of title*	Actual and reasonable cost	Actual and reasonable cost	
	k. Section 241 - certificate to cancel amalgamation*	Actual and reasonable cost	Actual and reasonable cost	
	l. Section 243 - surrender of easements*	Actual and reasonable cost	Actual and reasonable cost	



Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
REGIONAL AND DISTRICT RESOURCE CONSENTS			
<b>DEPOSIT FEE</b>			
Resource Management Act 1991 Section 36	a. Certificate of Compliance / Certificate of Existing Use Rights (Deposit Fee) <sup>2</sup>	581	596
	b. Partial transfer of water consent to another person within the existing consent term (Deposit Fee) <sup>2</sup>	103	106
	c. Non-notified (Deposit Fee) <sup>2</sup>	1,337	1,400
	d. Notified (Deposit Fee) <sup>2</sup>	5,000	5,000
	e. Bore Permit (Deposit Fee) <sup>2</sup>	581	596
	f. Section 127 - variation (Deposit Fee) <sup>2</sup>	530	544
	g. Bundled - More than one activity type bundled together triggers this fee (Deposit Fee) <sup>2</sup>	1,594	1,800
	h. Clustered / Global Consents - Five or more consent applications lodged together triggers this fee (Deposit Fee) <sup>2</sup>	3,000	3,000



Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
	<b>ACTUAL FEE</b>		
	Whole transfer of Coastal Permits, Water Take consents, Water Permits for Damming or Diverting and Discharge Permits (but not limited to) to another person at the same site within the existing consent term	90	93
	Application to reduce the allocated rate of surface water take consent or allocated annual volume of groundwater take consent	Nil	Nil
	Applications for activities identified in regional and district plans that have a zero fee - Activity which only infringes the Soil Conservation (and no other) Rules in the Tairāwhiti Plan <sup>3</sup>	Nil	Nil
	Water Take Consent - Non-Refundable Waitlist Payment*	55	55
Resource Management Act 1991 Section 36	Pre-Lodgement advice/Pre application meeting****	Actual & reasonable cost	Actual & reasonable cost
	Land Use Consent Condition(s) Certification*	Actual & reasonable cost	Actual & reasonable cost
	Section 108(2)(B) - Bond*	Actual & reasonable cost	Actual & reasonable cost
	Section 125 - Extension of Time*	Actual & reasonable cost	Actual & reasonable cost
	Section 128 - Review of consent conditions by consent authority*	Actual & reasonable cost	Actual & reasonable cost
	Section 36 - Miscellaneous Certificates of Compliance*	Actual & reasonable cost	Actual & reasonable cost
	Section 36 - Cancellation of RMA instruments*	Actual & reasonable cost	Actual & reasonable cost
	Section 87BB - Deemed Permitted Activity*	Actual & reasonable cost	Actual & reasonable cost
Local Government Act 2002 Section 50	Right of way approval – Section 348*	Actual & reasonable cost	Actual & reasonable cost





Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
<b>RESOURCE CONSENT ADMINISTRATION</b>			
<b>CIRCULATION FEE</b>			
	Non-notified applications (Circulation to 1 - 3 parties)	198	204
	Non-notified applications (Circulation to more than 4 parties)	244	251
	Notified applications	406	417
<b>ACTUAL FEE</b>			
	Cancel consent - all processing costs to date, plus fee of:	92	95
Resource Management Act 1991 Section 36	Search of Council records for National Environmental Standards requirements - residential site	395	406
	Search of Council records for National Environmental Standards requirements - commercial site	448	460
<b>SUBSCRIPTION - ACTUAL FEE</b>			
	One Off / First Request - Weekly Monthly Consent Data Report*	114	117
	Annual Subscription - Weekly Consent Data Report - Request of same data	866	889
	Annual Subscription - Monthly Consent Data Report - Request of same data	188	193

Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
<b>HEARINGS</b>			
	Commissioner's costs (external commissioners at applicant's request)*	Actual & reasonable cost	Actual & reasonable cost
Resource Management Act 1991 Section 36	Commissioner's costs (at submitter's request)**	Actual & reasonable cost	Actual & reasonable cost
	Commissioner's costs (at Council appointment)***	Actual & reasonable cost	Actual & reasonable cost

<b>DESIGNATIONS</b>			
Resource Management Act 1991 Section 36	<b>ACTUAL FEE</b>		
	Designations - Flat Fee	3,100	3,100
<b>DEPOSIT FEE</b>			
Section 176A	Outline Plan Consideration (Deposit Fee) <sup>2</sup>	412	423
Section 176A(2)(c)	Outline Plan Waiver (Deposit Fee) <sup>2</sup>	258	265
<b>NOTICE OF REQUIREMENT</b>			
	Non-notified (deposit fee) <sup>2</sup>	0	1,400
	Notified (Deposit fee) <sup>2</sup>	0	5,000

<sup>1</sup> The Resource Consent Administration-Circulation Fee is non-refundable for resource consents returned as incomplete under section 88 of the Resource Management Act 1991.

<sup>2</sup> The Council will charge for additional time processing the consent where this time exceeds the deposit paid. Under S36AAB(2), the Council is able to stop processing a consent until this fixed fee is paid.

<sup>3</sup> Note the Tairāwhiti Plan identifies in Policy that these consents will not be charged for.



- \* Items are charged at actual and reasonable cost unless otherwise identified.
- \*\* The submitter(s) pay the actual cost of the application being heard and decided, less any charges payable by the applicant for the amount (estimated by the Resource Consents Manager) it would cost for the application to be heard and decided.
- \*\*\* The applicant pays the actual cost of the application being heard and decided less any discount percentage as per Council's hearings discount policy where commissioners have been used because Council has a greater interest than the public.
- \*\*\*\* First hour of one staff member's time is provided free of charge. Thereafter staff time for pre-lodgement advice/pre-application meetings are charged in accordance with the fees & charges schedule. These costs will include administrative time, preparation, actual meeting time and follow up advice.

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**Note: Staff time in preparing reports and attending hearings will be charged at actual time.**

**Miscellaneous charges (copying, venue hire, printing, etc.) will be charged at actual cost.**

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## Compliance monitoring and enforcement

The Compliance Monitoring and Enforcement Team charge actual and reasonable costs for all permitted activity, consent and non-compliance monitoring. Actual and reasonable costs include, but are not limited to:

- Staff time spent monitoring sites, including travel time, desk top monitoring (data/technical analysis etc.), meetings, phone calls, tests and samples.
- Contractor's or consultant's time based on the charge out rate of the contractor or consultant engaged to do the work.
- Disbursements which may include travel costs, expert advice, photocopying / scanning.

Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
<b>REGIONAL AND DISTRICT RESOURCE CONSENTS</b>			
<b>CONSENT MONITORING</b>			
Resource Management Act 1991 Section 36	Set up the resource consent monitoring programme <sup>4</sup>	174	179
	Technical Advisor - Charge-out rate per hour	195	200
	Compliance Monitoring Officer - Charge-out rate per hour	174	179
	Administrative Services - Charge-out rate per hour	117	120
	Fee for late submission of records and monitoring reports as required by consent or Resource Management Act Regulations	211	217
	Disbursements: Kilometres <sup>3</sup>	79c/km	83c/km
	Disbursements: Other <sup>4</sup>	Actual & reasonable cost	Actual & reasonable cost
Resource Management Act 1991	<b>PERMITTED ACTIVITY MONITORING –FORESTRY</b>		
National Environmental Standard for Plantation Forestry Part 3	Permitted Activity monitoring for Regulation 24(2)(earthworks)	Actual & reasonable cost	Actual & reasonable cost
Regulation 106 (a)	Permitted Activity monitoring for Regulation 37(2) (river crossings)	Actual & reasonable cost	Actual & reasonable cost
Regulation 106 (b)	Permitted Activity monitoring for Regulation 51(2) (forestry quarrying)	Actual & reasonable cost	Actual & reasonable cost
Regulation 106 (c)	Permitted Activity monitoring for Regulation 63(2) (harvesting)	Actual & reasonable cost	Actual & reasonable cost
Regulation 106 (d)			



Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
Tairāwhiti Resource Management Plan	PERMITTED ACTIVITY MONITORING – STORMWATER		
Point Source Discharges			
Rule 6.2.3(3)	Permitted Activity monitoring for Stormwater for Rule (2)	Actual & reasonable cost	Actual & reasonable cost
<b>MEASURING AND REPORTING OF WATER TAKES Amendment Regulations 2020</b>			
<b>Water Use Returns and Audits (Annual Fee)</b>			
	Telemetered or web portal/text entry	162	167
	Telemetered or web portal/text entry - each additional water meter	41	43
Resource Management Act 1991	Fax/email/standard post	245	252
	Fax/email/standard post - each additional water meter	83	86
	Where no water is used during the year	83	86
<b>Other Fees</b>			
	Compliance audit where water meters don't meet standards	298	306
	<b>Site Visits <sup>4</sup></b>	Actual & reasonable cost	Actual & reasonable cost
<b>ENFORCEMENT FEES</b>			
Resource Management Act 1991 Section 36	Council administration charge for issuing enforcement actions – charged to holder of consent (does not include any additional costs of non-compliance)	174	179
	Fee for late submission of records and monitoring reports as required by consent or Resource Management Act Regulations	211	217

### Tairāwhiti Resource Management Plan (TRMP)

The fees and charges specified in this document prevail over any conflicting statements regarding fees and charges in the Tairāwhiti Resource Management Plan (TRMP).

### Charges for debt collector

In situations where the council is required to engage the service of a debt collection agent to recover amounts owing to the council, the cost charged by the collection agency to the council will be payable by the debtor.

### Other charges

Refer to the GDC fees and charges for across Council charges.

- (1) Excludes lifetime consents e.g. Non expiry and non-surrenderable (structures around waterways).
- (2) Permitted activities that are liable for monitoring charges, will only be charged actual and reasonable costs as required.
- (3) All kilometres charged for travel begin and end at the Gisborne District Council Offices. Kilometres will be split between sites for multiple site visits as required.
- (4) Council reserves the right to charge actual and reasonable cost unless otherwise identified.



## Environmental science monitoring

Section 36, 125, 127, 128, 139 and 150 - Resource Management Act 1991, Local Government Official Information Act

Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
	REGIONAL IMPACT/MONITORING/SCIENCE CHARGES (ongoing consents)		
	Air discharge – small	67	69
	Air discharge – medium	221	227
	Air discharge – large	441	453
	Discharge to land or water - small	67	69
	Discharge to land or water - medium	221	227
	Discharge to land or water - large	441	453
	Water take surface water <5 l/s, or groundwater <100,000m <sup>3</sup> /year	67	69
	Water takes surface water 5-25l/s, or groundwater 100,000 – 200,000 m <sup>3</sup> /year	221	227
Resource Management Act 1991	Water takes surface water >25l/s -60l/s, groundwater >200,000 m <sup>3</sup> /year -<400,000 m <sup>3</sup> /year	771	791
	Water take surface water 60 l/s - <100 l/s, groundwater 400,000 m <sup>3</sup> /year - <1,000,000m <sup>3</sup> /year	1,100	1,129
	Water take surface water>100 l/s, groundwater >1,000,000m <sup>3</sup> /year	2,197	2,254
	Gravel/Sand abstraction <2000m <sup>3</sup> /annum	67	69
	Gravel/Sand abstraction >2000-10,000m <sup>3</sup> /annum	221	227
	Gravel/Sand abstraction l>10,000m <sup>3</sup> /annum	331	340
	Forestry/woodlot harvest <100 ha	67	69
	Forestry harvest >100 – 200 ha	112	115
	Forestry harvest >200ha	221	227
	Quarry/other earthworks	67	69
	Native vegetation clearance	67	69



## Policy planning

### Section 36 and Part 2, Schedule 1 Resource Management Act 1991 and Sub Part 5 (Section 197 to Section 211) Local Government Act 2002

Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
<b>Private Plan Changes - Deposit Fee</b>			
	<p><b>Note:</b> Council may reduce the deposit fee to the estimated actual and reasonable costs if staff consider this is likely to be significantly less than the deposit fee.</p> <p>The Council may, at its discretion, charge the costs incurred to date before initiating the following milestones:</p> <ul style="list-style-type: none"> <li>• Before the request for the change to the policy statement or plan is included on the committee agenda; and</li> <li>• Before the matter is included on the agenda of the Hearings committee or other committee for decision.</li> </ul> <p>The Council may also, at its discretion, require a deposit of the anticipated cost of commissioning any report in relation to the request. Costs associated with any request for a change to a policy statement or plan that is adopted by the Council, as if it was a change made by itself, will not be recovered from the applicant and a refund will be given of any charges paid.</p>		
Resource Management Act 1991 Section 36 AND Part 2, Schedule 1		16,470	16,890
<b>Development Contributions</b>			
Local Government Act 2002 Sub Part 5 (s.197 to s.211)	Council will assess resource consent and building consent applications for development contributions in accordance with its current policy, available on the GDC website.	In accordance with the 2018 Policy	In accordance with the 2021 Policy
<b>Cost of Hard Copy Plans (excl postage)*</b>			
	Tairāwhiti Resource Management Plan	1,457	1,495

\*Items are charged at actual cost unless otherwise identified.



## Building services

Section 36 and Part 2, Schedule 1 Resource Management Act 1991 and Sub Part 5 (Section 197 to Section 211) Local Government Act 2002

Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
<b>Project Information memoranda</b>			
	Minor Projects	*	*
Building Act 2004 Section 240 Local Government Act 2002	Residential	324	333
	Commercial	370	380
	Industrial	407	418
Note: Costs quoted are the minimum fees incurred and may be more.			
<b>Land information memoranda</b>			
	<b>1. Residential: Under 1 hectare</b>		
	= 10 working days	372	382
	<b>2. Commercial/Industrial/Rural or Residential greater than 1 hectare</b>		
Local Government Official Information and Meetings Act Section 44A	= 10 working days (application fee)	598	614
	Note: Costs quoted are the minimum fees incurred and may be more.		
	Forestry Blocks - If in doubt regarding the category please contact Gisborne District Council	*	*
	Large Properties will be charged accordingly.	*	*
Resource Management Act 1991 Section 36	<b>Record retrieval fee</b>	51	53
<b>Property Search</b>			
	<b>Residential property search</b>	71	73
	Rural package (base fee) balance to be charged at time and materials basis on completion or termination of application	66	68
Building Act 2004 Section 219 & 240	Most recent floor and site plan	18	19
	Plumbing and drainage plan	15	16
	Specific plan/permit	15	16
	<b>Commercial</b>	112	115
	Most recent site plan, floor plan, elevations, cross sections	44	46
	Most recent floor and site plan	18	19
	Plumbing and drainage plan	15	16
	Specific plan/permit	15	16
Local Government Act 2002 Section 150	<b>Overseas Investment Certificates</b>	*	*
	<i>Special Instructions: Should special circumstances exist that result in a field inspection and/or substantial research, Council reserves the right to charge any additional fees that are appropriate based on the amount of time required to provide the requested information. The cost will be based on the hourly rate as specified in section "Staff time"</i>	*	*



Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
Local Government Act 2002 Section 150	Rural Address Property Identification (RAPID) No.		
	To allocate and supply RAPID number and plate	27	28
	<b>Product Delivery</b>		
	Courier/ postage costs	*	*
Building Act 2004 Section 72 (Building Subject to Hazard)	Record of Title Registration		
	Sections 73 and 74 Notice	323	332
	Removal of above registration	*	332
Building Act 2004 Section 75 (Building over two or more Separate Lots)	Sections 77 and 78 Notice	323	332
	Removal of above registration	*	332
	Common Drains Section 461 - LGA 1974	*	*
Local Government Act 2002 Section 150	Entry of Building Report to Property File	66	68
	Copy of Record of Title	25	25
	Copy of Consent Notice (base fee)	20	20
	Copy of each additional Consent Notice	10	10
	<b>Building Consent Exemption (record on Property File)</b>		
	Exemptions	99	125
Building Act 2004 Section 240	Scanning of Building Consent Plans Disbursements		
	Standard fee (all A4 and A3)	56	58
	Standard fee for consecutive 100 pages	33	34
	A2, A1 plans - per sheet	13	14
	Note: Scanning fee is not applicable to digitally lodged or fixed fee consents.		
	Printing of Building Consent Plans Disbursements		
	Standard fee (A4 and A3 sheets) - up to 100 pages	23	24
	Standard fee for consecutive 100 pages	18	19
	A2, A1 plans - per sheet	13	14
	Note: Printing fee is not applicable to fixed fee consents.		





Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
	<b>BUILDING CONSENTS</b>		
	<b>1. New Structures, Additions and Alterations (deposit) <sup>1</sup> balance to be charged at time and materials basis on completion or termination of application</b>		
	Alterations and garages <sup>1</sup>	650	650
	New dwellings <sup>1</sup>	1,000	1,000
	Commercial up to and including \$1m <sup>1</sup>	1,200	1,200
	Commercial or other above \$1m <sup>1</sup>	2,500	2,500
	<b>2. Fireplaces <sup>2</sup></b>		
Building Act 2004 Section 219 & 240	Freestanding <sup>2</sup>	398	413
	In-Built <sup>2</sup>	529	548
	<b>3. Marquees</b>		
		100	250
	<b>4. Demolition - deposit * <sup>2</sup> balance to be charged at time and materials basis on completion or termination of application</b>		
	a. Residential (includes 1 inspection) <sup>2</sup>	219	233
	b. Commercial (includes 2 inspections) <sup>2</sup>	388	413
	<ul style="list-style-type: none"> <li>• Additional inspections at cost</li> <li>• Plus footpath and sign damage bond (as overleaf)</li> </ul>		



Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
Local Government Act 2002 Section 150 Building Act 2004 Section 219 & 240 Resource Management Act 1991 Section 36	<b>5. Sign Consent</b>	*	*
	<b>Note:</b> Some signs will require land use consent - see 2.0 Resource Consents	*	*
	<b>6. Pools up to \$19,000 - deposit <sup>3</sup>balance to be charged at time and materials basis on completion or termination of application</b>	(3)	(3)
	In-ground swimming pools, fence and drainage <sup>2</sup>	580	598
	Above ground swimming pools, fence and drainage including fencing existing pool <sup>2</sup>	400	413
	Three yearly inspection of swimming pool fencing as required by the Building Act 2004	169	179
Building Act 2004 Section 219 & 240	Revisit for non-compliant pool after check *		
	Entry of swimming pool inspection report from IQPI onto property file	66	68
	<b>7. Minor Building Consent <sup>4</sup></b> Work under minor building consent must be for a residential project under the value of \$19,000 and meet the criteria listed on the Application for Minor Building Work form. <sup>2</sup>	577	598
	<b>8. Solar Panels (restrictions apply)</b>	501	517
	<b>9. Fast track garages (restrictions apply)</b>	967	999
Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
<b>FOOTPATH and SIGN DAMAGE</b>			
	Footpath damage - refundable deposit# <b>Note: GST exempt</b>	1,000	1,000
Building Act 2004 Section 219 & 240	Footpath damage (CBD per metre street frontage) - refundable deposit# <b>Note: GST exempt</b>	300	300
	Relocation - sign damage - refundable deposit # <b>Note: GST exempt</b>	600	600
	# <b>Plus</b> Administration Fee - non-refundable	64	66
<b>TECHNICAL PEER REVIEWS</b>			
Building Act 2004 Section 219 & 240	Peer review fee (charged at cost)	*	*
<b>ACCREDITATION LEVY CHARGE (applies to all building consents)</b>			
	<b>Note:</b> Levy is already included in fixed fee consents		
Building Act 2004 Section 219 & 240	55 cents per \$1,000 Minimum	17	18
	55 cents per \$1,000 Maximum	754	774
<b>CODE COMPLIANCE CERTIFICATE (CCC)</b>			
	<b>Note:</b> Fee already included in fixed fee consents		
Building Act 2004 Section 219 & 240	CCC - Residential and small projects	92	95
	CCC - Standard commercial	270	277



Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
<b>CHANGES TO BUILDING CONSENT</b>			
	* Amendment to building consent	*	*
	* Extension to building consent	Free	50
Building Act 2004 Section 219 & 240	Consent re-activation fee (no activity for more than 5 years)	106	109
	Record retrieval fee	51	53
	<b>Cancelled building consents - all processing costs to date, plus fee of:</b>	90	93
<b>COMPLIANCE SCHEDULES</b>			
	Schedule application base fee	132	136
Building Act 2004 Section 219 & 240	<b>Plus</b> fee per feature identified in schedule	46	48
	Amendment to compliance schedule base fee	69	71
	<b>Plus</b> fee per feature removed/added or altered	46	48
<b>BUILDING WARRANT OF FITNESS</b>			
Building Act 2004 Section 219 & 240	Building warrant of fitness site audit	*	179
	Process building warrant of fitness	76	78
<b>CERTIFICATE OF ACCEPTANCE</b>			
Building Act 2004 Section 97(d)	CERTIFICATE OF ACCEPTANCE - Relevant building consent fees plus	737	756
<b>Authority/ Requirement</b>			
<b>Subject</b>			
<b>2022/23 Charge \$</b>			
<b>2023/24 Charge \$</b>			
	CERTIFICATE FOR PUBLIC USE	206	212
	RENEW CERTIFICATE FOR PUBLIC USE	124	128
Building Act 2004 Section 219.01	INFORMATION ON BUILDING CONSENTS (i.e. schedules, compiled data)	*	*
	<b>SPECIAL SERVICES</b>		
	Disbursements : Mileage	79c/km	83c/km
	Disbursements : Other	*	*
<b>AMUSEMENT DEVICES (GST Exclusive)</b>			
	Single device	10	10
Amusement Devices Regulations 1978	Each additional device	2	2
	Each device beyond 7 days	1	1
	Plus administration, processing and inspection	*	*
<b>INSPECTIONS</b>			
Local Government Act 2002 Section 150	Where applicable (per hour)	174	179
<b>DEVELOPMENT CONTRIBUTIONS</b>			
Local Government Act 2002 Sub Parts (s .197- s.211)	Council will assess building consent applications for development contributions in accordance with its current policy (available on the GDC website)	In accordance with current policy	In accordance with current policy
	Appeals	*	*

\* Items are charged at actual and reasonable cost unless otherwise identified.

<sup>1</sup> Items are charged at actual and reasonable cost to memorandum/consent stage. Charges for subsequent required inspections are made at uplift of consent on the basis of specific quoted schedule. Council reserves the right to recover



additional inspection charges made necessary by action or inaction of consent holder. Each inspection type is charged at a standard rate. On visits, where more than one inspection type is undertaken, each incurs a fee.

<sup>2</sup> Deposit and standard fee includes set number of inspections and standard processing time. Any additional inspections or time to process the consent will be charged at cost.

<sup>3</sup> Pools on a hill/slope or with a value of over \$20,000 will require a full actual and reasonable cost Building Consent.

<sup>4</sup> Jobs that require only one inspection will be at a lesser rate. This is at the discretion of Council building official.

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NOTE: A Ministry of Business, Innovation and Employment (MBIE) levy is charged at the rate of \$1.75 inc GST for each \$1,000 or part thereof of total building value (plumbing and drainage included) when the total value of building work for which consent is sought is \$20,444 inc GST or more. A Building Research Association of New Zealand (BRANZ) levy is charged at the rate of \$1 of each \$1,000 or part thereof of the total building value (plumbing and drainage included) when the total value of building work for which consent is sought is \$20,000 or more. Some of the fees are determined by statute or regulation and Council is not able to change them. They are subject to change on direction without notice.

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The building services fees and charges relate to the following regulations:

- Building Act 2004, S. 45.01(d), S.72, S.75, S.240, S.219(d)
- Local Government Act 2002, S.150 and Sub Parts S.197-S.211
- Public Places Bylaw
- Amusement Devices Regulations 1978
- Resource Management Act 1991, S.36
- Local Government Official Information and Meeting Act, S.44A



## Environmental Health Services

### Registrations

Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$	
Food Act 2014	<b>New registration</b>			
	Processing registration of risk based measure based upon a template or model issued by MPI of a business subject to a national programme:			
	Fixed fee <sup>4</sup>	330	339	
	Multisite business - extra fee per additional site <sup>4</sup>	80	160	
	Per hour for every extra hour of process time <sup>5</sup>	174	179	
	<b>Renewal of registration</b>			
	Processing annual renewal of existing registration:			
	Fixed fee <sup>4</sup>	197	203	
	Multisite business - extra fee per additional site <sup>4</sup>	54	90	
	Per hour for every extra hour of process time <sup>5</sup>	174	179	
	<b>Amendment to registration</b>			
	Processing amendment to registered risk based measure based on a template or model issued by MPI or to registration of a business subject to a national programme:			
	Fixed fee <sup>4</sup> Significant <sup>2</sup>	190	195	
	Fixed fee <sup>4</sup> Minor <sup>3</sup>	117	120	
	Per hour for every extra hour of process time <sup>5</sup>	174	117	
	<b>Verification <sup>6</sup></b>			
	Food Act 2014 Section 204 Food Regulations 2015	Conducting verifications. Charges include time spent on scheduling and final administration, preparation, on site or remote verification, reporting and follow up.		
		Per hour for officer time <sup>6</sup>	174	179
	Per hour for administration time <sup>6</sup>	117	120	
	Technical specialist required - at cost <sup>6</sup>	at cost	at cost	
	Overdue Corrective Action Follow up. Charges include time spent on email, phone calls, site visits, assessment, outcome changes and administration <sup>6</sup>	174	179	
	<b>Compliance and monitoring: (charge per hour) <sup>6</sup></b>			
	Conduct complaint driven investigation resulting in issue of improvement notice by food safety officer.	174	179	
	Conduct emergency investigation resulting in issue of direction or seizure notice. <sup>6</sup>			
	Disposal costs for seized food or food related accessories. <sup>6</sup>	at cost	at cost	
	Storage costs for seized food or food related accessories. <sup>6</sup>	at cost	at cost	
	Application for review of issue of improvement notice <sup>6</sup>	174	179	
	Monitor food safety and suitability <sup>6</sup>	174	179	
	<b>Cancellation of verification audits <sup>6</sup></b>			
	These can come on same working day or non-attendance by essential personnel preventing completion of a verification.			
	Loss of 1 hour cost recovered <sup>6</sup>	174	179	
	<b>Mentoring services: (charge per hour)</b>	174	179	



Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
<b>Harbourmaster</b>			
Gisborne District Navigation and Safety Bylaw	Application for suspension or exemption Plus Disbursements	64 at cost	66 at cost
Local Government Act 2002 Section 150 General Harbour (Nautical and Miscellaneous) Regulations 169, Section 21 Gisborne District Navigation and Safety Bylaw	Removal of vessel or obstruction (per hour), plus vessel hire and any other contractor costs.	196	201
<b>Tier 1 Marine Oil Spill Plan Assessment</b>			
Local Government Act 2002 Section 150	Lodgement	41	43
	Assessment (per hour)	196	201
	Audit (per hour)	196	201
<b>Harbour Master and Boat Charge out rates</b>			
Gisborne District Navigation and Safety Bylaw	Per Hour (or part thereof)	350	350
	Per Half Day (up to four hours)	1,000	1,000
	Per Day (up to eight hours)	2,000	2,000



Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
<b>Registered or Licensed Premises</b>			
Health (Registration of Premises) Regulations 1966 Regulation 7	Change of ownership of registered or licensed premises <sup>4</sup>	166	171
Local Government Act 2002 Section 150	Application Fee for Proposed New Registered or Licensed Premises (excluding food) <sup>4</sup>	192	197
<b>Hairdressers Annual Registration and inspection</b>			
Health (Registration of Premises) Regulations 1966 Regulation 7	Health (Hairdressers) Regulations 1980 Regulation 3		
<b>Unregistered Hairdressers</b>			
Local Government Act 2002 Section 150	Health (Hairdressers) Regulations 1980 - Hygiene Inspection - charged at cost using the hourly rate of: <sup>6</sup>	174	179
Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
<b>Funeral Directors Annual Registration and Inspection</b>			
Health (Registration of Premises) Regulations 1966 Regulation 7	Health Burial Regulations 1946 Regulation 13	359	369
<b>Camping Ground Annual Registration and Inspection</b>			
Camping Ground Regulations 1985 Regulation 3	Normal	526	540
	Limited Duration Camping Grounds	443	455
Health Act 1956 Section 58	Small	275	283
	Large	359	369
Local Government Act 2002 Section 150	<b>Annual Hygiene Inspection and Administration Fee for Premises Handling Food or Alcohol but exempted from Registration Under Food Act</b>	174	179



Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
Local Government Act 2002 Section 150 Gisborne District Mobile Shops, Hawkers, Stalls and Itinerant Traders Bylaw	Mobile Shop Licence (registration fee) <sup>7</sup>	165	170
	Hawkers Licence <sup>7</sup>	165	170
	Itinerant Traders Licence registration fee <sup>7</sup>	165	170
	Subsequent inspection of Mobile Shop, Hawker or Itinerant Trader per hour	174	179
	Follow up visit to assess compliance of permit holder -per hour	174	179
<b>Special Duties</b>			
Local Government Act 2002 Section 150	Charge out per hour	174	179
	Plus Disbursements	at cost	at cost
	Subsequent monitoring visit as a result of non-compliance with a Health Act notice (per hour)	174	179
<b>Gambling Venue Consent</b>			
Local Government Act 2002 Section 150	Application fee	267	274
	Plus notification/hearing costs	at cost	at cost
	Extract from record	37	37
	Miscellaneous activity plus special events not otherwise chargeable (per hour)	174	179
	Plus Disbursements at cost		
Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
<b>Litter/Rubbish</b>			
	Investigation and clean-up of litter and dumped rubbish (per hour)	174	179
	Plus Disbursements	at cost	at cost
Gisborne District Keeping of Animals, Bees or Poultry Bylaw	Application for approval to keep animals, bees or poultry and first monitoring visit <sup>7</sup>	103	106
	Monitoring and enforcement (per hour)	174	179

- 1 If a food business, food registration and verification fees will also apply.
- 2 Significant amendment means a change in the risk based measure.
- 3 Minor amendment means a change to registration or scope details.
- 4 Payable by the applicant on application.
- 5 Any remainder, to fixed fee, payable within 20 working days of issue of invoice.
- 6 Per hour of officer time. Payable within 20 days of issue of invoice.
- 7 Compliance Monitoring & Enforcement Manager may waive if application was made voluntarily and not subject to a complaint.





## Alcohol licensing

Sale and Supply of Alcohol (Fees) Regulations 2013 - S.7, S.18, Local Government Act 2002, S.150

Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$	
District Licensing Committee		All charges are exclusive of GST		
<b>Registration fees</b>				
Sale and Supply of Alcohol (Fees) Regulations 2013	On Licence	140-1,250	140-1,250	
	Renewal On Licence	140-1,250	140-1,250	
	Variation or cancellation to conditions of On Licence	140-1,250	140-1,250	
	On Licence (BYO)	140-1,250	140-1,250	
	Variation or cancellation to conditions of On Licence (BYO)	140-1,250	140-1,250	
	Renewal On Licence (BYO)	140-1,250	140-1,250	
	Conveyance On Licence	140-1,250	140-1,250	
	Off Licence	140-1,250	140-1,250	
	Renewal Off Licence	140-1,250	140-1,250	
	Variation or cancellation to conditions of Off Licence	140-1,250	140-1,250	
	Club Licence	140-1,250	140-1,250	
	Renewal Club Licence	140-1,250	140-1,250	
	Variation or cancellation to conditions of Club Licence	140-1,250	140-1,250	
	<b>Fee category</b>		<b>Application Fee</b>	<b>Annual Fee</b>
	Very low		320	140
	Low		530	340
Medium		710	550	
High		890	900	
Very High		1,050	1,250	
<b>Other Application fees</b>				
Manager's Certificate		275	275	
Renewal Manager's Certificate		275	275	
Extract from record		50	50	
Permanent Club Charters Annual Fee		550	550	

NOTE: All fees are set by regulation. Set Value of fee is payable to Alcohol Regulatory Licensing Authority for above. GST of 15% will be applied to these charges.



Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
	<b>Special Licence - Application Fees</b>		
Sale and Supply of Alcohol (Fees) Regulations 2013	Class 1 - One large event or more than three medium events or more than 12 small events	500	500
	Class 2 - One to three medium events or three to 12 small events	180	180
	Class 3 - One or two small events	55	55
	Temporary Authority	258	258
<i>NOTE: 16% of fee is payable to Alcohol Regulatory Licensing Authority.</i>			
<b>Compliance Certificate</b>			
Local Government Act 2002 Section 150	Compliance Certificate (Building Act and Resource Management Act) for new premises or premises seeking variations.	174	179

In the event the application is withdrawn, consideration will be given by the Regulatory Services Manager for a refund. Administration costs will be charged prior to any refund being made. There will be no refund on Special Licence applications. Fees are set by regulation and are outside Council's control. They are subject to change without notice.



## Enforcement

Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
	The depositing of any litter in or on any public place (definitions as below):		
Litter Act 1979 Section 15(1)(a)	- Minor	100	100
	- Medium	200	200
	- Major	400	400
	The depositing of any litter in or on any private land without the consent of its occupier (definitions as below):		
Litter Act 1979 Section 15(1)(b)	- Minor	100	100
	- Medium	200	200
	- Major	400	400
	Having deposited any litter in or on any public place or in or on any private land without the consent of its occupier, leaves the litter there (definitions as below):		
Litter Act 1979 Section 15(1)(a) Section 15(1)(b)	- Minor	100	100
	- Medium	200	200
	- Major	400	400

## Definitions

### Minor Littering

Minor littering is defined as depositing in or on a public place or in or on private land without the consent of the occupier:

- Cigarette butts
- Takeaway food/drink containers
- Wrappers/paper
- Fish and chip papers
- Chewing gum
- Plastic drink bottle(s)
- Small food waste
- Aluminium cans

NOTE: For cigarette butt littering, this is a two-step enforcement process.

**First Step:** Educate/warning – offender advised this is not acceptable.

**Second Step:** If a person is found depositing cigarette butt litter, having already been warned, an infringement fee of \$100 will be issued.

### Medium Littering

Medium littering is defined as - depositing in or on a public place or in or on private land without the consent of the occupier:

- Single used disposal nappy or nappies
- Small dumping (e.g. shopping bags) – domestic/commercial waste in or by public litter bins
- Small dumping in or by commercial waste bins/clothing bins/recycling stations
- Persistent use of unofficial bags without Council stickers
- Small insecure load from truck or trailer
- Domestic waste placed in a Council litter bin.

**Small dumping defined as** - one shopping bag or single item

**Small insecure load** - paper, single item, grass clippings, dust that has come off a truck or trailer



### Major Littering

Major littering is defined as depositing in or on a public place or in or on private land without the consent of the occupier:

- Household waste
- Green waste
- Commercial waste
- Car parts
- Any other litter defined in the Litter Act 1979 not defined as a minor or medium littering above.

### Other definitions

**Domestic Waste** - waste generated in households, both urban and rural

**Commercial Waste** - waste generated by commercial businesses, institutions and small industrial businesses such as retail and construction

NOTE: Sections 15(2) and 16 of the Litter Act 1979 define the depositing of glass or glass bottles (or broken glass bottles) as a dangerous form of litter and thus considered by Council as a major littering offence. The decision whether to issue an infringement notice for major littering or to refer the matter to the District Court will be determined on a case-by-case basis, based on the severity and malicious intent of the alleged offence.



Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
Gisborne District Public Places Bylaw Clause 6.2(a)	No person shall play any game or use any object including skating devices, cycles or motorised scooters recklessly or in a manner which may intimidate, cause annoyance or inconvenience, be dangerous or injurious or cause an obstruction or nuisance to persons in the public place, or damage the public place.		
	- First offence	64	66
	- Second offence	116	119
Gisborne District Public Places Bylaw Clause 6.2(b)	No person shall drive any vehicle in a manner that is dangerous or inconsiderate to pedestrians or other vehicles.		
	- First offence	64	66
	- Second offence	116	119
Gisborne District Public Places Bylaw - Clause 9.1(c)	The depositing of any household or trade refuse in or around a public litter receptacle on any public place.	116	119
Gisborne District Public Places Bylaw - Clause 9.2	Causing, permitting or suffering any litter to escape from a receptacle or vehicle onto any public place.	116	119
Gisborne District Public Places Bylaw - Clause 17.1	No person shall ride a skating device in any area defined in the schedule of this bylaw:		
	- First offence	64	66
	- Subsequent offence	116	119
Gisborne District Public Places Bylaw - Clause 17.2	No person shall ride a skating device on any footpath outside areas defined in the schedule of this bylaw without due care to ensure no damage is caused to any property or without reasonable consideration for other persons using the footpath:		
	- First offence	64	66
	- Subsequent offence	122	126
Resource Management Act 1991 Section 336(2)(b)	Return of seized equipment - stereos	233	239
Resource Management Act 1991 and Resource Management (Infringement Offences) Regulations 1999	Infringement offences	As per regulations	As per regulations
Local Government (Infringement Fees for Offences Gisborne District Navigation Bylaw) Regulations	Infringement offences	As per regulations	As per regulations

**These fees and charges refer to the following regulations:**

- Health (registration of premises) Regulations 1966 - Regulation 3 and 7
- Local Government Act 2002, S.150
- Camping Ground Regulations 1985 - Regulation 3
- Health Act 1956 - S.54(1), S.58
- Food Hygiene Regulations 1974 - Regulation 4(1), (2), Regulation 83,
- Food Act 2014 - S.204
- Food Regulations Act 2015



Note: All scheduled fees and charges are inclusive of GST (15%) unless otherwise stated.

- General Harbour (Nautical and Miscellaneous) - Regulations 169, Section 21
- Resource Management Act 1991
- Maritime Transport Act 1994

**These fees and charges are in line with the following Council bylaws:**

- Gisborne District Mobile Shops, Hawkers, Stalls and Itinerant Traders Bylaw
- Gisborne District Navigation and Safety Bylaw
- Gisborne District Keeping of Animals, Bees or Poultry Bylaw



## Animal control

	2022/23 Charge (If paid by 31.7.22) \$	2022/23 De-sexed charge (If paid by 31.7.22) \$	2023/24 Charge (If paid by 31.7.23) \$	2023/24 De-sexed charge (If paid by 31.7.23) \$
<b>DOGS</b>				
<b>Dog Control Act 1996 Section 37</b>				
<b>DOG REGISTRATION</b>	Penalty of 25% is applied on top of charges shown below, if paid after 31 July 2023			
Rural livelihood - Income from working dogs *	54	49	56	51
Normal urban and including those in rural areas not required for rural livelihood *	99	90	102	92
Dangerous dog owner (rural and urban) *	148	148	153	153
Probationary dog owner (rural and urban) *	147	133	151	136
Selected owner policy <sup>1</sup> & **	70	63	70	63
Selected owner - Superannuitants *	57	52	57	52
Superannuitants *	65	59	67	61
NZ licensed dog owner ***	58	53	60	54
Guide and hearing dogs	0	0	0	0
Replacement Metal dog tag			15	

\* Penalty of 25% for late payment applies to all dogs registered after 31 July 2023.

\*\*Selected Owners who do not pay by 31 July 2023 revert back to standard owner rate plus penalty for late payment.

\*\*\* No new applications for Licensed Owners will be accepted from 1 July 2019.

<sup>1</sup>To be eligible for Selected Owner discount, the dog owner must pay registration fees on time and their dog has no infringement history, and the owner must agree to property inspections by Animal Control officers to insure required standards are met.

The new metal tags are to be returned on application of a refund.

NOTE: After 31 July, registration fees for new dogs will have the fees pro-rated depending on the number of months remaining in the dog registration year and when the dog turns 3 months old

Discount for De-sexing – with proof from licenced veterinarian, a 10% discount may be applied to registration of all qualifying dogs paid by 31 July 2023



<b>IMPOUNDING DOGS</b>	<b>2022/23 Charge \$</b>	<b>2023/24 Charge \$</b>
<b>Sections 37 and 68, Dog Control Act 1996 and Section 14 and 15(1), Impounding Act 1955:</b>		
<b>Between 8.00am and 4.30pm on weekdays</b>		
- First impounding	66	68
- Second impounding	77	79
- Subsequent impounding	106	109
<b>After Hours and weekends</b>		
- First impounding	77	79
- Second impounding	87	90
- Subsequent impounding	117	120
Sustenance per day	22	25
Advertising	Actual & reasonable cost	Actual & reasonable cost
<b>STOCK RANGING / IMPOUNDING</b>	<b>2022/23 Charge \$</b>	<b>2023/24 Charge \$</b>
<b>Impounding Act X3:AA171955 Section 14 - Sheep</b>		
<b>Between 8.00am and 4.30pm on weekdays</b>		
First impounding	77	79
Second impounding	89	92
Subsequent impounding	124	128
<b>After Hours and weekends</b>		
First impounding	87	90
Second impounding	100	103
Subsequent impounding	134	138
Sustenance (per day)	Actual & reasonable cost	Actual & reasonable cost
Advertising	Actual & reasonable cost	Actual & reasonable cost
<b>Impounding Act 1955 Section 14 - Horse and Cattle</b>		
<b>Between 8.00am and 4.30pm on weekdays</b>		
First impounding	140	144
Second impounding	164	169
Subsequent impounding	228	234
<b>After Hours and weekend</b>		
First impounding	152	156
Second impounding	174	179
Subsequent impounding	238	245
Sustenance (per day)	Actual & reasonable cost	Actual & reasonable cost
Advertising	Actual & reasonable cost	Actual & reasonable cost
<b>DRIVING CHARGES - Impounding Act 1955 Section 15(1)</b>		
Stock control charge out rate (per hour)	114	120



Note: All scheduled fees and charges are inclusive of GST (15%) unless otherwise stated.



<b>STOCK RANGING / IMPOUNDING</b>	<b>2022/23 Charge \$</b>	<b>2023/24 Charge \$</b>
Plus Disbursements:	Vehicle cost/km	Vehicle cost/km
Mileage	79c/km	83c/km
Others	Actual & reasonable cost	Actual & reasonable cost



## Parking

Refer to the Gisborne District Traffic and Parking Bylaw

Authority/ Requirement	Subject	2022/23 Charge \$	2023/24 Charge \$
Gisborne District Traffic and Parking Bylaw	Parking 2 hours CBD metered parking spaces Gladstone Road, Bright Street, Hardy Lane and Peel Street ( <b>per hour</b> )	2	2
	Parking 2 hours CBD metered parking spaces Derby Street, Grey Street, Lowe Street, Palmerston Road and Reads Quay ( <b>per hour</b> )	1.50	1.50
	Parking 8 hours CBD metered parking spaces Grey Street car park, Customhouse Street and Reads Quay ( <b>per hour</b> )	1	1
	Parking 2 hours Maximum, Library Car Park ( <b>per hour</b> )	1	1
	CBD Contractor's Parking Permit ( <b>per week</b> )	11	12
	CBD Resident's Parking Permit	174	179
<b>Timed Parking Offences and Infringement Fees</b> (Note: Fee increases on time factor)			
Land Transport (Offences and Penalties) Regulations 1999	Parked at an expired meter	12	12
	Displayed expired parking authorisation	12	12
	<b>Time variations of timed offences<sup>1</sup></b>		
	Not more than 30 minutes	12	12
	More than 30 minutes but not more than one hour	15	15
	More than one hour but not more than two hours	21	21
	More than two hours but not more than four hours	30	30
	More than four hours	42	42
	Failing to display parking authorisation ticket in Pay and Display area	40	40

<sup>1</sup> Indicates authority also under Section 139 Land Transport Act 1998

Note: All other parking infringement fees and stationary vehicle offences infringement fees are set by statute, specifically Schedule 1 of Land Transport (Offences and Penalties) Regulations 1999.



# Gisborne Theatres

## War Memorial Theatre

2023/24 Fee						
	Performances			Meetings & Seminars		Social Functions
	Professional or Touring Groups & Artists	Professional Groups & Artists Not for Profit	Local Amateur Groups & Schools	Commercial, Professional, Government	Community, Voluntary Groups	Weddings, Gatherings, Celebrations
<b>Theatre Hire:</b> Performance day	1,750	1,240	540	1,110	590	1,590
<b>Theatre Hire:</b> Set up or rehearsal day	515	515	260	515	270	515
<b>Additional shows:</b> (on same day extra charge)	620	415	260	-	-	-
<b>Foyer Only:</b>	620	515	415	515	415	775
<b>Green Room Only:</b>	\$30 per hour (minimum 3 hours)					
<b>War Memorial Theatre Additional Charges:</b>						
Energy charges *	30¢ per unit metered					
House Technician	\$60 per hour					
Front of house staff	\$32 per hour					
Security	Supplied on request, charged to hirer					
Projector and screen	\$275					
Sound system basic, including 1 microphone	\$180 (Full sound system quote available on request)					
Use of Kitchen	\$80					
Tablecloths	\$8 each					
Raised staging, per section	\$40 per day (external hire)					

- A hire deposit will be required to confirm a booking.
- Proprietary Ticketing Services. Licensed Premises.

\* Fees relating to Theatre additional charges are subject to change and may be updated at any time during the year based on actual costs that Council incurs.



## Lawson Field Theatre

2023/24 Fee						
	Performances			Meetings & Seminars		Social Functions
	Professional or Touring Groups & Artists	Professional Groups & Artists Not for Profit	Local Amateur Groups & Schools	Commercial, Professional, Government	Community, Voluntary Groups	Weddings, Gatherings, Celebrations
Theatre Hire:	890	690	400	690	400	1,050
Theatre Hire: Set up or Rehearsal day	360	310	180	320	180	320
Additional shows: (on same day extra charge)	310	260	200	-	-	-
Theatre Hire Half Day: (8am-12pm or 1-5pm)	-	-	-	370	250	-
Theatre Hire Evening: (6-11pm)	-	-	-	530	330	-
Rose Room Only Full Day:	480	420	300	465	300	465
Rose Room Only Half Day: (8am-12pm or 1-5pm)	-	-	-	260	180	260
Rose Room Only Evening: (6-11pm)	370	320	250	310	250	310
Commercial Kitchen	\$30 per hour, \$90 per half day, \$150 per full day.					
<b>Lawson Field Theatre Additional Charges:</b>						
Energy charges *	30¢ per unit metered					
House Technician	\$60 per hour					
Front of house staff	\$32 per hour					
Security	Supplied on request, charged to hirer					
Projector and screen	Theatre \$175/Rose Room \$60					
Sound system basic, including 1 microphone	Theatre \$125/Rose Room \$40 (Full sound system quote available on request)					
Use of Kitchen	\$80					
Tablecloths	\$8 each					
Raised staging, per section	\$40 per day					

Theatre Hire on Saturdays and Sundays includes Rose Room access. Rose Room not included with theatre hire Monday - Friday 8am-5pm.

Wedding and Meeting/Seminar hire includes tables and chairs.

\*Fees relating to Theatre additional charges are subject to change and may be updated at any time during the year based on actual costs that Council incurs.

House Technician minimum required hours may apply.

A deposit will be required to confirm a hire booking.

Proprietary Ticketing Services. Option for Licensed Premises.

To qualify for Half Day hire or Evening hire, the entire event (including all setup and packdown) must fit into the Half Day hours. If any event activity takes place in the venue outside of these hours, then it will revert to Full Day hire charge.



## Gisborne Sound Shell

2023/24 Fee						
	Performances			Meetings & Seminars		Social Functions
	Professional or Touring Groups & Artists	Professional Groups & Artists Not for Profit	Local Amateur Groups & Schools	Commercial, Professional, Government	Community, Voluntary Groups	Weddings, Gatherings, Celebrations
Per Day (minimum)	1,235	-	620	-	-	-
Set up or rehearsal day	50% daily hireage					
<i>Ticketing services available. Contact halls@gdc.govt.nz</i>						
<i>No private functions</i>						
Gisborne Sound Shell Additional charges						
Energy charges	.30c per unit metered					



## Patutahi Hall

2023/24 Fee						
	Sport and Performance		Meetings & Seminars		Social Functions	
	Professional or Touring Groups, Govt Depts. (up to 1.00am)	Community Groups	Local Amateur Groups & Schools*	Commercial, Professional, Government	Community, Voluntary Groups	Weddings, Gatherings, Celebrations (up to 1.00am)
Hall Hire: (including kitchen)	500	\$30 per hour	\$30 per hour	\$35 per hour	\$30 per hour	300
Hall Hire: Setup or rehearsal	60	60	60	60	60	60
Kitchen only:	\$30 per hour					
Cleaning if Hall left untidy	\$100					

*Patutahi School entitled to 3 free bookings per year (children's activities only)*



## HB Williams Memorial Library

Item	Loan Period	2022/23 Charge \$	2023/24 Charge \$
Rental fiction	3 weeks	2	2
Rental DVDs	2 weeks	2	2
Artworks	6 weeks	5	5
Periodicals	2 weeks	0.50	0.50
Interloans - plus any fees from loaning libraries	Various	12	12
Replacement membership cards		12	12
Photocopying - A3 b/w	N/A	0.40	0.40
Photocopying and printing - A4 b/w	N/A	0.20	0.20
Photocopying - A3 colour	N/A	2	2
Photocopying - A4 colour	N/A	1	1
Decommissioned books - standard		2-5	2-5
Book bag		6	6
Splendid Isolation - Book - wholesale paperback	N/A		30
Splendid Isolation - Book - retail paperback	N/A		50
Splendid Isolation - Book - wholesale hardback	N/A		60
Splendid Isolation - Book - retail hardback	N/A		80
Lost/damaged material - administration cost per item plus Replacement cost per item	N/A	5	5
Reference enquiries (outside free membership area) - per hour or part thereof plus copy fees	N/A	50	50
		<b>2022/23 Charge \$</b>	<b>2023/24 Charge \$</b>
<b>Room hire</b>			
<b><i>Mahutonga = Southern Cross Room*</i></b>			
Per hour		30	30
Half day		80	80
Full day		120	120
<b><i>Papatipu = Launch Pad</i></b>			
Per hour		30	30
<b><i>Constellation Courtyard*</i></b>			
Per hour		20	20
Half day		50	50
Full day		80	80
Cleaning fee**		50	50

\* Half day is max 4 hours. Full day is max 8 hours. Use subject to availability and library operation.

\*\* Cleaning fee applies if facilities are left in unclean state.



## Parks, reserves and sports grounds

GDC Parks, Reserves and Sports Grounds are available for booking subject to GDC approval.

Bookings	2022/23 Charge \$	2023/24 Charge \$
Information about GDC's Park fees and booking information is available on the Council website.		
<a href="https://www.gdc.govt.nz">Booking a park, reserve, beach, sports field   Gisborne District Council (gdc.govt.nz)</a>		
To book a council reserve, park or sports ground, visit the GDC website and fill in the online Request Form.		
<b>Wedding on a beach or reserve</b>		
If you're planning to get married on the beach, at the rose garden or any other council park or reserve, you need to let us know.		
If you wish to book the Botanical Gardens, you'll need to let us know which area of the park you would like to use.		
A fee applies for weddings, you pay this once your booking has been confirmed by reserves staff.	108	110
<b>Sports grounds</b>		
To hold an event or match on a council sports ground, a fee is charged based on the grounds maintenance cost.	POA	
<b>Reserves</b>		
Any commercial event or activity is charged a fee based on the type of event.	POA	
You need to fill in the Hold an Event Form.		
<b>Alcohol in a public place</b>		
There are some rules around consumption of alcohol in public places. Generally a toast at a wedding is fine, anything more, you need to talk to our environmental health team.		
If you intend to supply or sell alcohol at an event on a public park or reserve, you need to fill in the Hold an Event form or talk to our environmental health team first to clarify what you are allowed to do.		
All forms and information is available on the Council website.		
Booking a park, reserve, beach, sports field   Gisborne District Council (gdc.govt.nz)		





## Stormwater, wastewater and water supply

	2022/23 Charge \$	2023/24 Charge \$
<b>Connection fee to the public network</b>		
<b>Stormwater and Wastewater</b>		
Wastewater and stormwater have no connection fees.	Nil	Nil
An extraordinary wastewater connection fee to be charged at the full cost, of a tendered or quoted price, for the physical connection from the main to the boundary plus a 10% administration fee.		
<b>DrainWise</b>		
There are no consultation fees for DrainWise, however we will use the provisions of the Local Government Act, Building Act or Drainage Bylaw to recover costs plus a 10% administration fee.		
<b>Trade Waste Fee</b>		
The trade waste discharge fee is paid by industries whose trade waste flows through the city wastewater system.		
Discharge fee per cubic metre:	0.50	0.52
<b>Discretionary Trade Waste Consent Application Fees</b>		
Food Premises	108	111
Wash pad / workshop premises	108	111
Tankered Waste	108	111
Significant Industry	Actual time + testing	Actual time + testing
<b>Discretionary Trade Waste Annual Consent Renewal Charges</b>		
Food Premises	172	177
Wash pad / workshop premises	172	177
Tankered Waste	108	111
Significant Industry maximum consent charge based on risk and time	1,021	1,048
Any follow up work will be charged out at an hourly charge -out rate of:		
Senior/Team Leader/Manager Professional Service per hour	195	199
Professional Services per hour	169	174
Administrative services per hour	117	120
Any additional testing will be charged at actual and reasonable costs.	at cost	at cost
<b>Wastewater</b>		
Tankered Waste Discharge Fee	55	56
CCTV camera hire (per hour)	270	300
<b>Water</b>		
An ordinary water connection fee for the physical connection from the water main to the boundary. Fee does not include additional charges at actual cost for traffic management, services location, pavement / road / area reinstatements. (This is for existing lots prior to and on 31 January 2006).	591	606
An extraordinary water connection fee to be charged at the full cost, of a tendered or quoted price, for the physical connection from the main to the boundary plus a 10% administration fee on the connection works cost (plus GST). Fee does not include additional charges at actual cost for traffic management, services location, pavement / road / area reinstatements. This will also apply for all subdivision ordinary connections after 31 January 2006.	cost plus 10% admin fee	cost plus 10% admin fee



<b>Connection fee to the public network</b>	<b>2022/23 Charge \$</b>	<b>2023/24 Charge \$</b>
A definition of an ordinary and an extraordinary connection are contained within the Gisborne District Water Bylaw 2015.		
An infrastructure supply and administration fee per delivery for the supply of water to carriers from the Waipaoa Water Treatment Plant and similar Council supply points (plus GST).	13	14
A special reading fee for each unscheduled water meter reading (plus GST)	69	71
<b>Water by Meter Fee</b>		
The water pricing model has been used to calculate the average cost per unit of water produced. The model determines the appropriate level of charging to cover fixed, variable and availability costs of providing water to both residential and commercial users.		
Council's Funding Policy for this activity is 100% targeted rates to people connected to the reticulation system (50% for those that have availability but are not connected). Commercial users, water carriers and bulk users have a combination of targeted rate, water carrier fees and water by meter charges.		
<b>From 1 July 2023 - \$1.64 per cubic metre + GST</b>	<b>1.59</b>	<b>1.64</b>

Note: All scheduled fees and charges are inclusive of GST (15%) unless otherwise stated.



## Rates

<b>Rates Administration Fees</b>	<b>2022/23 Charge \$</b>	<b>2023/24 Charge \$</b>
An administration fee per rate refund may be applied for non sale and purchase agreement refunds	27	28
Annual Fee for provision of valuation data supply. E.g. Trademe, Headway QV, REINZ.	811	832



## Summer camping

Gisborne District Council Restricted Seasonal Camping is allowed with a permit. Information about the Gisborne District Council Restricted Seasonal Camping sites and permit conditions is available on the Council website.

<http://www.gdc.govt.nz/summer-camping/>

Note: The Gisborne District Council Restricted Seasonal Camping season opens at Labour Weekend and closes 31st March 2024.



## Conveniences

	2022/23 Charge \$	2023/24 Charge \$
Bright Street toilets	0.20	0.20
Bright Street showers	2.00	2.00



## 11. Public Excluded Business

### RESOLUTION TO EXCLUDE THE PUBLIC

#### Section 48, LOCAL GOVERNMENT OFFICIAL INFORMATION and MEETINGS ACT 1987

That:

1. The public be excluded from the following part of the proceedings of this meeting, namely:  
**Confirmation of Confidential Minutes**

Item 4.1 Confirmation of Confidential Minutes 7 December 2022

2. 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 6 or section 7 of that Act which would be prejudiced by the holding of the whole of the relevant part of the proceedings of the meeting in public are as follows:

Item 4.1	7(2)(b)(ii)	Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
	7(2)(h)	Enable any Council holding the information to carry out, without prejudice or disadvantage, commercial activities.