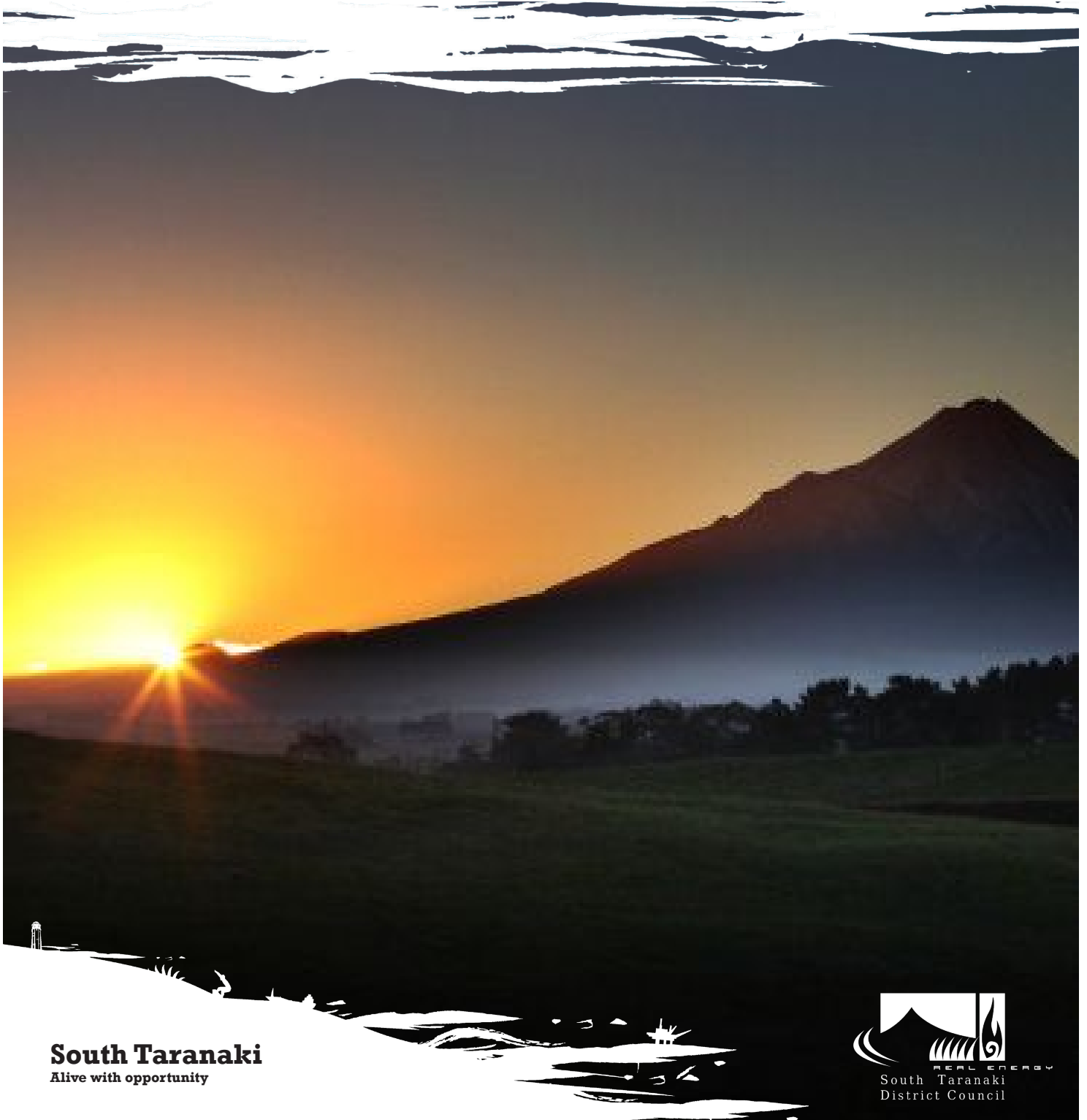


SOUTH TARANAKI DISTRICT COUNCIL

Council Agenda

Monday 24 February 2020
Council Chamber, Albion Street, Hāwera 7.00 pm



South Taranaki
Alive with opportunity



Governance Information

Committee Members

Mayor Phil Nixon (Chairperson)

Councillor Andy Beccard
Councillor Mark Bellringer
Councillor Gary Brown
Councillor Celine Filbee
Councillor Aaron Langton
Councillor Steffy Mackay
Councillor Robert Northcott
Councillor Jack Rangiwahia
Councillor Diana Reid
Councillor Bryan Roach
Councillor Brian Rook
Councillor Chris Young

Delegations

The Full Council's role is to carry out responsibilities under the Local Government Act 2002. It is the final decision-making authority within the Council and generally ratifies recommendations made by other committees.

It is made up of all Councillors and the Mayor.

Powers that cannot be delegated

The powers that cannot be delegated by the Council are:

- (a) the power to make a rate
- (b) the power to make a bylaw
- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan
- (d) the power to adopt a long-term plan, annual plan or annual report
- (e) the power to appoint a chief executive
- (f) the power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the Local Governance Statement.
- (g) the power to adopt a remuneration and employment policy

Health and Safety Message

In the event of an emergency, please follow the instructions of Council staff.

If there is an earthquake – drop, cover and hold where possible. Please remain where you are until further instruction is given.

Conflicts of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected member and any private or other external interest they might have.

Ordinary Meeting – 24 February 2020, 7.00 pm

Council Dinner 5.30 pm

1. Apologies

2. Opening Remark – Councillor Andy Beccard

3. Open Forum and Presentations

4. Confirmation of Minutes

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5. Committee and Board Minutes

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5.3 [Te Hāwera Community Board 27 January 2020](#) Page 30
5.4 [Taranaki Coastal Community Board 28 January 2020](#) Page 34
5.5 [Pātea Community Board 29 January 2020](#) Page 38
5.6 [Iwi Liaison Committee 5 February 2020](#)..... Page 44
5.7 [Environment and Hearings Committee 5 February 2020](#)..... Page 48
5.8 [Policy and Strategy Committee 10 February 2020](#)..... Page 53
5.9 Audit and Risk Committee 12 February 2020 - to come

6. Reports

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6.2 [Graffiti Policy](#) Page 68
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7. Information Report

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8. Resolution to Exclude the Public

- 8.1 [Audit and Risk Committee 18 November 2019](#) Page 208
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8.3 [Environment and Hearings Committee 5 February 2020](#)..... Page 214
8.4 [Policy and Strategy Committee Minutes 10 February 2020](#)..... Page 216
8.5 Audit and Risk Committee Minutes 12 February 2020 - to come



1. Apologies

Leave of Absence

The Council may grant a member leave of absence following an application from that member. Leave of absences will be held in the Public Excluded section of the meeting.



2. Opening Remark – Councillor Andy Beccard

The opening remark is an opportunity to comment on something positive or constructive that has happened in relation to the Council or the Community.



3. Open Forum

The Council has set aside time for members of the public to speak in the public forum at the commencement of each Council, Committee and Community Board meeting (up to 10 minutes per person/organisation) when these meetings are open to the public. Permission of the Mayor or Chairperson is required for any person wishing to speak at the public forum.



Council Minutes

To	Ordinary Council
Date	24 February 2020
Subject	Ordinary Council – 9 December 2019

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Council is being asked to adopt the Ordinary Council minutes of the meeting held on Monday 9 December 2019 as a true and correct record.

Recommendation

THAT the Council adopts the minutes of the Ordinary Council meeting held on 9 December 2019 as a true and correct record.

South Taranaki District Council

Minutes of the Ordinary Meeting of the South Taranaki District Council held in the Council Chamber on Monday 9 December 2019, commencing at 7.00 pm.

PRESENT: Mayor Phil Nixon, Councillors Andy Beccard, Mark Bellringer, Gary Brown, Celine Filbee, Aaron Langton, Steffy Mackay, Robert Northcott, Jack Rangiwahia, Diana Reid, Bryan Roach, Brian Rook and Chris Young.

IN ATTENDANCE: Wayne Bigham (Te Hāwera Community Board), Waid Crockett (Chief Executive), Liam Dagg (Group Manager Environmental Services), Fiona Greenhill (Group Manager Community and Infrastructure Services), Phillippa Wilson (Group Manager Corporate Services), Claire Symes (Community Development Manager), Gerard Langford (Communications Manager), Phil Waite (Recreation and Facilities Manager), Sara Dymond (Governance Officer) and four members of the public.

APOLOGIES: Nil.

Mayor Nixon welcomed everyone to the first Council meeting of the triennium. He was looking forward to working with the elected members, Council staff and the community for the following three years. They had been elected to make decisions on behalf of and for the community. There was some exciting projects already on the go and consideration needed to be given to new and future projects that could be included in the Long Term Plan.

1 Open Forum

1.1 Te Raumanui o Ruapūtahanga (Te Ramanui) Update

Mr Waite updated the Council on Te Raumanui and other projects in relation to the Hāwera Town Centre redevelopment. He presented the final floor plan approved a few months prior. He had received the detailed design which included specifications such as landscaping, services and structural detail. The resource consent had been lodged with submissions which closed on 13 December 2019. One submission had been received which would be considered by the Council's independent planning consultant. The tender documents for demolition were in progress. The detailed plans were scheduled to be finished mid-March. Once completed and the Council were satisfied the Council would submit their building consent application.

Mr Waite commented that the Council had purchased a property on Union Street, opposite the Countdown Carpark which was the only property that had the potential to connect to the Napier Street carpark. The plan would be to demolish the building and create a lane way. This would be presented to the Council as an issues paper in relation to the Long Term Plan. The Council also purchased a property on the corner of Victoria and Little Regent Streets with the purpose to demolish and extend the carpark to improve visibility and accessibility of the carpark. The property was offered for removal however due to asbestos and the unstable cladding this was considered not an option. The "oxygen building" on High Street was purchased as a site option for Te Raumanui. The property required extensive renovations and earthquake strengthening with its future to be considered through an issues paper to the Council.

1.2 Venture Taranaki Trust – Justine Gilliland, Vicki Fairley, Michelle Jordan and Jane Moffit

Venture Taranaki were recruiting another Enterprise Advisor to support the work in South Taranaki and Stratford because the demand was growing.

Venture Taranaki's Impact Strategy had been developed within the context of what was most relevant to Venture Taranaki and embedded the strategic direction, goals and actions articulated in Tapuae Roa and in Taranaki 2050 road map for transition to lower emission economy.

The focus for economic development and regional promotional thinking was inclusive growth. This was reflected in terms of their Impact Strategy to support the wellbeing of people and the environment to achieve economic growth in Taranaki.

Venture Taranaki had launched the first phase of the attraction campaign which had three focuses; attracting visitors, attracting people to live and work in Taranaki and attracting investment. This was targeting Auckland, Wellington and Christchurch.

Venture Taranaki had also launched other social media work for local people to share and promote Taranaki and its attractions. The living, work and investing part of the campaign would roll out in February to April 2020. The latest business survey results would be released shortly. Skill shortage continued to be the number one issue for enterprises.

Mayor Nixon referred to the increase in retail spend for Taranaki which was up 4.9% and 8% for South Taranaki and asked why South Taranaki was 3% ahead of the rest. Ms Gilliland explained that this was as a result of an event held in South Taranaki.

Councillor Roach asked what action was being taken to alleviate the skill shortage. Ms Gilliland explained that Venture Taranaki now had the information on specific skill shortages and had undertaken research forecasting the future of work, those combined would assist with developing a regional workforce strategy.

In relation to AmeriCARna and Ben Harper Councillor Reid questioned how Venture Taranaki intended on leveraging the two events. Ms Fairley had met with AmeriCARna organisers and the Council to work with the two events to make them both a success.

In response to the request for an update on Hiringa Energy Ms Gilliland explained that Hiringa Energy in Kapuni was a great interest for this region which was steaming ahead in terms of working with Ballance around transport. Councillor Northcott believed this region could lead the country in this area.

2 Information Report

2.1 Quarterly Economic Development and Tourism Report to 30 September 2019

The Quarterly Economic Development and Tourism Report to 30 September 2019 provided a combined update of activities undertaken by the Council and the Venture Taranaki Trust (VTT).

RESOLUTION

(Cr Beccard/Cr Brown)

159/19 **THAT** the Council receives the Quarterly Economic Development and Tourism to 30 September 2019.

CARRIED

3 Confirmation of Minutes

3.1 Inaugural Council Meeting held on 24 October 2019

RESOLUTION

(Cr Roach/Cr Young)

160/19 **THAT** the Council adopts the minutes of the Inaugural Council meeting held on 24 October 2019 as a true and correct record.

CARRIED

3.2 Extraordinary Council Meeting held on 4 November 2019

RESOLUTION

(Cr Filbee/Cr Rangiwahia)

161/19 **THAT** the Council adopts the minutes of the Extraordinary Council meeting held on 4 November 2019 to confirm Committee appointments and adopt the Standing Orders as a true and correct record.

CARRIED

4 Committee and Board Minutes

4.1 Eltham-Kaponga Community Board held on 11 November 2019

RESOLUTION

(Cr Mackay/Cr Bellringer)

162/19 **THAT** the Council receives the minutes of the Eltham-Kaponga Community Board held on 11 November 2019.

CARRIED

4.2 Te Hāwera Community Board held on 11 November 2019

RESOLUTION

(Cr Reid/Cr Filbee)

163/19 **THAT** the Council receives the minutes of the Te Hāwera Community Board held on 11 November 2019.

CARRIED

4.3 Taranaki Coastal Community Board held on 12 November 2019

RESOLUTION

(Cr Langton/Cr Young)

164/19 **THAT the Council receives the minutes of the Taranaki Coastal Community Board held on 12 November 2019.**

CARRIED

4.4 Pātea Community Board held on 13 November 2019

Councillor Northcott noted that the Pātea postie had not been issued with a GoPro yet.

RESOLUTION

(Cr Northcott/Cr Rook)

165/19 **THAT the Council receives the minutes of the Pātea Community Board held on 13 November 2019.**

CARRIED

4.5 Iwi Liaison Committee held on 20 November 2019

Mr Crockett would report back on the reasons why this was undertaken on a triennial basis.

RESOLUTION

(Cr Beccard/Cr Young)

166/19 **THAT the Council receives the minutes of the Iwi Liaison Committee held on 20 November 2019.**

CARRIED

4.6 Novus Contracting Limited held on 25 November 2019

The Council would investigate exempting themselves from this process.

RESOLUTION

(Cr Young/Cr Beccard)

167/19 **THAT the Council receives the minutes of the Novus Contracting Limited held on 25 November 2019.**

CARRIED

5 Joint Committee Minutes

5.1 Taranaki Solid Waste Management Committee held on 22 August 2019

Councillor Roach noted that the contamination of recycling was an increase over the region and options to compact this were being considered. Discussion was undertaken on stewardships and a submission to the Government around tyres.

In relation to the Civil Defence under spend Councillor Young asked if this had been returned to the Council. This would be reported back.

RESOLUTION (Cr Beccard/Cr Mackay)

168/19 **THAT the Council receives the minutes of the Taranaki Solid Waste Management Committee held on 22 August 2019.**

CARRIED

5.2 Regional Transport Committee held on 11 September 2019

RESOLUTION (Cr Beccard/Cr Mackay)

169/19 **THAT the Council receives the minutes of the Regional Transport Committee held on 11 September 2019.**

CARRIED

5.3 Taranaki Civil Defence Emergency Management Committee held on 17 September 2019

RESOLUTION (Cr Beccard/Cr Mackay)

170/19 **THAT the Council receives the minutes of the Taranaki Civil Defence Emergency Management Committee held on 17 September 2019.**

CARRIED

6 Reports

6.1 Pathways Prioritisation

This report was to confirm additional expenditure on the Normanby to Hāwera commuter route along the railway corridor which was one of five pathways identified in the Council's 2015-25 Long Term Plan (LTP).

Councillor Beccard noted that there was little difference in cost between seal and lime fines and reiterated his concerns for users in wet weather. He was not convinced lime fines would not result in dirty clothes.

Councillor Filbee noted that the budget would be determined by the route that would allow a decision to be made on the material used. She supported the concerns made by Councillor Beccard.

Councillor Filbee asked if discussion had been carried out with Rotokare Scenic Reserve Trust regarding access for the Maata Road Loop Track. Ms Greenhill confirmed that initial informal conversations had taken place.

RESOLUTION (Cr Beccard/Cr Filbee)

171/19 **THAT the Council**

- a) **Agrees to commit the gross amount of up to \$1 million to assist with the costs of developing the commuter route along the rail corridor from Normanby to Hāwera. (Funding source: \$390,000 from Roothing budget and \$580,000 from NZTA subsidy, external funding \$30,000); and**

- b) **Agrees to commit the remaining \$425,000 funding from the 2018-2028 LTP allocated to Pathways for the investigation and potential development of the three Pathways prioritised by the Council, which are:**

- 1. **Soldiers Park Pathway, Eltham;**
- 2. **Lake Rotokare – Maata Road Loop Track; and**
- 3. **Pātea Loop Track.**

CARRIED

6.2 Delegations Register Update

The report required to update the delegations register, in light of the bylaw review in 2018. When the review was undertaken amendments resulted in changes to the delegations register, or new delegations required. It was requested that the powers contained within Appendix I of this report were transferred from the Council to the Chief Executive. It was also requested that delegations contained within Appendix II were revoked.

The Council supported removing WSB9 Section 12.6.3 regarding universal water metering.

RESOLUTION **(Cr Roach/Cr Brown)**

172/19 **THAT the Council**

- a) **Revokes, in accordance with clause 32 of Schedule 7 of the Local Government Act 2002, the delegations contained within Appendix I of this report including the removal of WSB9 Section 12.6.3.**
- b) **Approves in accordance with clause 32 of Schedule 7 of the Local Government Act 2002, the transfer of delegations, contained within Appendix II of this report, to the Chief Executive and Committee listed.**

CARRIED

6.3 Remuneration Pool Review

The Remuneration Authority (the Authority) required the Council to distribute the remuneration pool for councillors and positions of additional responsibility.

RESOLUTION **(Cr Mackay/Cr Filbee)**

173/19 **THAT the Council**

- a) **Approves the distribution of the remuneration pool for submission to the Remuneration Authority as set out in the following table:**

Position	Ratio to Councillor Base Remuneration	Remuneration	Total
Deputy Mayor (1)	1.5	\$48,223	\$48,223
ARC Members (4)	1.1	\$35,364	\$141,456
Councillors with no additional responsibilities (7)	1.0	\$32,149	\$225,043
Total Pool		\$414,722	

CARRIED

6.4 Dairy Trust Taranaki – 2020, 2021 and 2022 Appointment

The Council were being asked to confirm the appointment of Councillor Steffy Mackay as a Trustee to Dairy Trust Taranaki.

RESOLUTION

(Cr Beccard/Cr Brown)

174/19 **THAT the Council confirms Councillor Steffy Mackay as Trustee of Dairy Trust Taranaki for the duration of the 2019-2022 Term; January 2020 to December 2020, January 2021 to December 2021 and January 2022 to December 2022.**

CARRIED

7 Information Report

7.1 Quarterly Financial Report for period ending 30 September 2019

This report contained the Financial Variance Report and the Performance Measures Report for the first quarter of the financial year to 30 September 2019. The report contained commentary on variances for the Council's activities and support centres, and management comments on variances have been included where relevant. Overall the Council's Consolidated Operating Expenditure Statement shows a surplus of \$1,571,446 against a budgeted surplus of \$1,000,211 before accounting adjustments.

Councillor Beccard reiterated comments made at the Audit and Risk Committee around commentary being provided on figures to provide a better understanding.

In response to the query around the \$2.5 ?? million ?? roading forecast Ms Greenhill explained that this was a result of work yet to begin that meant the Council received a lower subsidy to date however this would right itself over the year.

RESOLUTION

(Cr Beccard/Cr Northcott)

175/19 **THAT the Council approves the Financial Report for the period ending 30 September 2019.**

CARRIED

RESOLUTION

(Cr Filbee/Cr Rangiwahia)

176/19 **THAT the Council agrees to consider the late tabled item regarding the surrender of a lease on a Council owned property;**

For the following reasons:

The item is unable to be delayed as the matter needs to be resolved prior to the 2019 Christmas period for the Te Ramanui development to proceed.

CARRIED

8 Resolution to Exclude the Public

RESOLUTION

(Cr Northcott/Cr Young)

177/19 THAT the Council agrees that the public be excluded from the following parts of the proceedings of this meeting, namely:

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each	Ground(s) under section 48(1) for the passing of this resolution
1. Report – Request to rescind resolution.	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)
2. Receipt of Policy Development Committee Minutes – 2 September 2019		
3. Receipt of the Central Landfill Joint Committee Minutes		
4. Receipt of the Personnel Committee Minutes – 2 September 2019		

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No	Interest
1, 2, 3,	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).
4	To protect the privacy of natural persons, including that of deceased natural person (Schedule7(2)(a)).

CARRIED

9 Resume Open Meeting

RESOLUTION

(Cr Mackay/ Cr Brown)

180/19 THAT the South Taranaki District Council resumes in open meeting.

CARRIED



Minutes

To	Ordinary Council
Date	24 February 2020
Subject	Audit and Risk Committee – 18 November 2019

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Audit and Risk Committee met on 18 November 2019. The Council is being asked to receive the Audit and Risk Committee minutes from 18 November 2019 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the audit and Risk Committee held on 18 November 2019.

Audit and Risk Committee Meeting

Minutes of the Audit and Risk Committee Meeting of the South Taranaki District Council held in the Council Chamber, Albion Street, Hāwera on Monday 18 November 2019 at 11.00 am.

5

PRESENT: Mr Ian Armstrong (Chairperson), Mayor Phil Nixon, Councillors Andy Beccard, Gary Brown, Jack Rangiwahia and Chris Young.

IN ATTENDANCE: Waid Crockett (Chief Executive), Liam Dagg (Group Manager Environmental Services), Fiona Greenhill (Group Manager Community and Infrastructure Services), Phillippa Wilson (Group Manager Corporate Services), Vipul Mehta (Finance Manager), Garry Morris (Financial Accountant), Ahmed Mohamed (Risk and Internal Audit Manager, Brodie Catterick and Garth Gregory (Mercers) and Sara Dymond (Governance Officer).

APOLOGIES: Nil.

1 Confirmation of Minutes

1.1 Audit and Risk Committee meeting held on 14 August 2019

There were several action items from this meeting that updates had not been included in this agenda. These would be captured in the matters arising to ensure a response was provided.

RESOLUTION

(Cr Beccard/Mayor Nixon)

46/19 AR THAT the Audit and Risk Committee adopts the minutes of the meeting held on 14 August 2019 as a true and correct record.

CARRIED

2 Quarterly Financial Report

2.1 Quarterly Financial Report for period ending 30 September 2019

This report contained the Financial Variance Report and the Performance Measures Report for the first quarter of the financial year to 30 September 2019. The report contained commentary on variances for the Council's activities and support centres, and management comments on variances had been included where relevant. Overall the Council's Consolidated Operating Expenditure Statement showed a surplus of \$1,571,446 against a budgeted surplus of \$1,000,211 before accounting adjustments.

Income was down primarily due to NZ Transport Authority claims and targeted rates. The Long Term Investment Fund (LTIF) income was \$2,564,507 more than expected due to strong market conditions. The LTIF totalled \$151.46m for the first quarter and the total borrowing was \$128.51m which included external borrowing of \$113.6m and internal borrowing of \$14.91m. The weighted average interest rate on external debt was now 4.93% which resulted in a reduction in interest rate charges for the warmer homes scheme.

Mr Mehta highlighted that interest rates would decrease in the future.

Councillor Beccard raised several questions that primarily related to the lack of commentary in the report. He felt that this would assist councillors and reduce the number of questions.

In terms of swap contracts Mr Mehta would include additional information in the future.

In response to why the income for corporate activities was 354% over Mrs Wilson clarified that the LTIF sat in that area as it was spread across the whole organisation and not a specific group.

In relation to the income and expenditure report for Building Control, Councillor Beccard highlighted the need to increase the fees and charges to ensure there was enough cost recovery to carry out the work. Mr Armstrong noted that the Council had an opportunity to revise the charges on an annual basis.

Mr Crockett noted that Council staff would review how the report was structured to include what the Council was doing to resolve matters, for example over expenditure or under revenue and include commentary on key drivers in the summary of the financial reporting.

Clarification was sought around the South Taranaki District Council Disaster Recovery Site out of the District. Mrs Wilson explained that this was an item under the capital expenditure for IT and it was intended that the Council have a site out of the area in case of a disaster.

Councillor Beccard queried the amount for the Town Centre Project Professional Fees. Ms Greenhill clarified that this was mainly for professional fees for Te Raumanui and legal fees for purchasing of property.

In response to Mayor Nixon's query on the Standby Electrical Generation Expense of \$141,071 Ms Greenhill provided clarification that this was to purchase two large generators that would be permanently located at the Hāwera Wastewater Treatment Plant and York Street in Pātea. Councillor Young questioned whether this expenditure would meet future water quality requirements. Ms Greenhill confirmed that in the future overflow due to power outages would not be acceptable however this would mitigate those risks.

In regards to the capital expenditure on roading Councillor Young asked why the year to date review and year to date actual figures were considerably different. Mr Crockett explained that generally roading expenditure occurred during the warmer months for example reseal programmes which required certain temperatures.

Mr Crockett explained that the Roding teams' professional services budget had been brought entirely in house with a full complement of positions. It had been working effectively and he had received positive feedback. Roding Asset Management System improvements would be made to allow for better planning and scheduling maintenance and capital programme.

A large amount of work had been undertaken on the Capital Works Programme and implementation of the Project Management Framework was underway. Work on ensuring what the Council could deliver was being carried out. Mr Crockett was confident with the delivery of the Capital Works Programme and expected the percentage delivery would increase by year end.

In response to the request for an update on the District Plan Mr Dagg explained that the Council had submitted their closing submissions and were now awaiting the decision of the Environment Court. Work was being carried out in response to matters raised at the previous hearing around risk for high hazardous sights. Mr Armstrong noted that South Taranaki was a test case for the petrochemical industry through this process that cost

the rate payers a considerable amount of money and asked if this had resulted in anything from Central Government. Mr Dagg replied that Central Government were benign in this space.

With the official cash rate not changing and there being a lot of commentary that interests rates had hit the bottom Mr Armstrong asked if this had exercised the Council's mind in terms of the Council's debt/hedge position moving forward. Mr Mehta explained that the Council had undertaken some blending going forward and this would be concentrated on over the next six to 12 months.

Mayor Nixon noted that although there had been progress with regards to consents, he remained concerned with consents being managed in a timely manner. Mr Dagg highlighted that the Council were challenged by responding to the areas of non-performance from IANZ. The Council had accreditation however were working towards demonstrating that the number of consents could be managed. A challenge was balancing the processing with the need to undertake inspections.

Mayor Nixon asked for confirmation on what three coastal structures had non-compliance issues. Ms Greenhill clarified that the coastal structures included Mana Bay sea wall in Pātea, access at the bottom of Waihi Beach and wash out on Bayley Road sea wall. The Council were currently working on agreed project scopes with the Taranaki Regional Council to ensure that work was to their satisfaction.

Mr Armstrong had concerns in relation to civil defence and staff turnover. Mr Crockett noted that this was an issue highlighted in terms of filling roles however the Council worked collaboratively across the Region so in an event the Council could call on their neighbours to assist. An active programme was underway bringing staff up to speed in Civil Defence.

Mr Armstrong felt there was a lack of support for groups in the District which he believed was a resourcing issue. Mr Crockett would seek commentary from TEMO and report back to the Committee. He was attending a Civil Defence Emergency Meeting this week where he would raise this. Mayor Nixon felt it would be beneficial for trained staff from other areas which could help with the management of a civil defence emergency.

RESOLUTION

(Cr Brown/Cr Young)

47/19 AR THAT the Audit and Risk Committee receives the Quarterly Financial Report for period ending 30 September 2019.

CARRIED

3 Information Reports

3.1 Mercer Quarterly Investment Report – Brodie Catterick and Garth Gregory

Every three years Mercers looked at the portfolio called Strategic Asset Allocations. The Council's fund had a 60% allocation to growth and a 40% allocation to defensive assets.

Over the quarter the market was positive across the board especially for New Zealand Investors who were unhedged. The LTIF had a large proportion of exposure to overseas currency which resulted in a hedged return of 1.5% and unhedged of 8% over the quarter that meant the LTIF returned 3.3% for the quarter ahead of benchmark. The long term investment objective returned 4% after inflation and fees and the Fund over the last ten years returned 7.9%.

The Fund's asset allocation at the end of the quarter was within the ranges set by the Council. At the end of the quarter the Fund was at \$151.5m which grew over the quarter

with a positive return. The Investment Fluctuation Reserve was estimated at \$31m at the end of the quarter which was 26% of the real capital base.

In relation to the net real return objective of 4% the Council agreed to accept Councillor Beccard asked if the reduction had been premature. Mr Gregory explained that the model demonstrated that they were at the end of a cycle.

Councillor Beccard asked for an explanation from officers on the difference between the Council expecting 4% of the net real return objective to 4.5% and how this affected the budgets. Mr Mehta commented that this would result in the Council budgeting an additional \$750,000 or more per annum.

In terms of the Investment Fluctuation Reserve Mr Armstrong noted that this had not factored the additional expenditure for the community building. The draw offer would be considerably higher than at present.

RESOLUTION

(Cr Beccard/Cr Rangiwahia)

48/19 AR THAT the Audit and Risk Committee receives the Mercer Quarterly Investment report.

CARRIED

3.2 Outstanding Debt as at 30 September 2019

The report contained financial variance information relating to age trial balances for all debtors and the variance of outstanding debt for rates up to 30 September 2019. Overall, the age trial balance has increased between August and September 2019 by \$1,488,845 to \$5,299,284. This was primarily due to water by meter rates which were invoiced during the first quarter.

Mr Mehta noted that the Council were in the process of recruiting a position to concentrate on debt collection.

RESOLUTION

(Cr Young/Cr Beccard)

49/19 AR THAT the Audit and Risk Committee receives the Outstanding Debt report as at 30 September 2019.

CARRIED

3.3 Audit and Risk Committee - Work Plan

The report presented the Audit and Risk Committee's work plan for 2019/2020.

RESOLUTION

(Cr Brown/Cr Rangiwahia)

50/19 AR THAT the Audit and Risk Committee receives the work plan for 2019/2020.

CARRIED

3.4 Risk Management Update Report

The report provided information to the Audit and Risk Committee on the Council's Strategic Risks and the Risk Management Improvement Plan.

In relation to the split between risk and audit Mr Crockett explained that the Council had undertaken a lot of work around the risk management framework and its implementation and the work currently being carried out was around staff education. Internal Audit work

had already been undertaken in terms of setting the terms of reference, setting the internal audit plan and charter.

Mayor Nixon noted that recently the consenting process had not been carried out in a timely manner which he believed was a risk of development in the District. He believed the regulatory staff were enablers helping the District grow.

RESOLUTION

(Cr Beccard/Mayor Nixon)

51/19 AR THAT the Audit and Risk Committee receives the Risk Management update report.

CARRIED

3.5 Internal Audit Function Report

The report provided an update on the status of the Internal Audit processes since the last Audit and Risk Committee meeting and included an update on the open recommendations from previous internal audits.

The Internal Audit Plan would be circulated to the Committee. The Council were looking at changing the priority of the areas of review. A report would be presented to the Committee to confirm this.

RESOLUTION

(Cr Rangiwahia/Cr Brown)

52/19 AR THAT the Audit and Risk Committee receives the Internal Audit Function Report.

CARRIED

4 Matters Arising

Procurement and Contract Management

A plan would be developed to progress this further.

Health and Safety Governance Roles

The responsibilities under health and safety was a part of the induction for new elected members. This Committee would workshop any health and safety related matters and provide recommendations to the Council for their consideration.

The Committee adjourned the meeting at 12.15 pm and reconvened the meeting at 12.50 pm.

5 Resolution to Exclude the Public

RESOLUTION

(Cr Brown/Cr Beccard)

53/19 AR THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Presentation - PwC	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)
2. Confirmation of Minutes 14 August 2019		
3. Mercer Quarterly Investment Report		
4. Committee Discussion (without Council officers)		

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No	Interest
1, 2, 3	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).
4	Maintain the effective conduct of public affairs through the protection of members or officers or employees of the Council, and persons to whom Section 2(5) of the Local Government Official Information and Meetings Act 1987 applies in the course of their duty, from improper pressure or harassment (Schedule 7(2)(f)(ii)).

CARRIED

6 Resume Open Meeting

RESOLUTION

(Cr Beccard/Cr Brown)

56/19 AR THAT the Audit and Risk Committee resumes in open meeting.

CARRIED

The meeting concluded at 2.36 pm.

Dated this day of 2019.

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CHAIRPERSON



Board Minutes

To	Ordinary Council
Date	24 February 2020
Subject	Eltham-Kaponga Community Board – 27 January 2020

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Eltham-Kaponga Community Board met on 27 January 2020. The Council is being asked to receive the Eltham-Kaponga Community Board minutes from 27 January 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Eltham-Kaponga Community Board held on 27 January 2020.

Eltham-Kaponga Community Board

Minutes of the Ordinary Meeting of the Eltham-Kaponga Community Board held in the Kaponga War Memorial Hall, Victoria Street, Kaponga on Monday 27 January 2020, commencing at 10.30 am.

PRESENT: Karen Cave (Chairperson), Sonya Douds, Lindsay Maindonald and Councillor Steffy Mackay.

IN ATTENDANCE: Mayor Phil Nixon, Councillor Mark Bellringer, Marianne Archibald (Group Manager Corporate Services), Liam Dagg (Group Manager Environmental Services), Fiona Greenhill (Group Manager Community and Infrastructure Services), Claire Symes (Community Development Manager), Sara Dymond (Governance Officer) and two members of the public.

APOLOGIES: Alan Hawkes.

RESOLUTION

(Cr Mackay/Ms Douds)

01/20 EL **THAT the apology from Mr Alan Hawkes be received.**

CARRIED

A moment of silence was held to acknowledge the passing of Joe Hawkes the father of Community Board member, Alan Hawkes.

1 **Open Forum and Presentations**

1.1 Phillip Cox, Kaponga Rugby Club Vice President

The rubbish bin at the Kaponga Rugby Club (next to the tennis courts) was regularly overflowing with rubbish potentially due to the number of freedom campers using the area. He believed one bin was inadequate and asked if additional bins could be installed or if the bin could be emptied more frequently. Mayor Nixon provided information on Antenno which was an app that could be used to report issues back to the Council.

The Kaponga Rugby Club fields were used regularly by several different sports and activities however their lights were in disrepair. He proposed that the lights at Soldiers Park, Eltham be relocated to Kaponga as they were barely utilised in Eltham.

1.2 Shirley Hazelwood

Several towns in South Taranaki had skateparks for their youth. Ms Hazelwood would like to see one built in Kaponga for their youth. Councillor Mackay used the Eltham Skatepark as an example of a community driven project supported by youth. A large amount of research and fundraising was carried out in conjunction and supported by the Council. She was aware that S.T.A.R.T. Taranaki had been interested in the past and suggested that the Kaponga Progressive Association approach S.T.A.R.T and work in collaboration on a Skatepark project for Kaponga.

At the Kaponga LibraryPlus Ms Hazelwood was unable to enjoy the outdoor space at the back due to their being no wheelchair access. She asked if a ramp could be added to create a slope which would provide access through to the rear.

Horse manure on the footpaths in Kaponga had become an issue for Ms Hazelwood. The owners of the horse causing issues had been notified however the activity continued to occur. Mr Dagg advised that this could be addressed under the Health Act 1956.

1.3 Lindsay Maindonald

Concerns were raised with the erratic driving in Eltham that in some cases had resulted in an accident. Ms Greenhill noted that similar issues had been brought to the Council's attention and the Council's Road Safety and Roding teams were attending a meeting onsite to discuss the issue. Mayor Nixon attended regular meetings with the police where he would raise this. He encouraged people to use Antenno to report issues to the Council.

2 Confirmation of Minutes

2.1 Eltham-Kaponga Community Board Meeting held on 11 November 2019.

RESOLUTION

(Mrs Cave/Cr Mackay)

02/20 EL **THAT the Eltham-Kaponga Community Board adopts the minutes from the meeting held on 11 November 2019 as a true and correct record.**

CARRIED

3 Funding Application

3.1 Eltham Business Association – Music in the Park

An application was received from the Eltham Business Association for funding to assist with music in the park.

Mr Maindonald sought clarification on whether the event was intended to coincide with the official opening of the entrance. Councillor Mackay explained that funding had been spent to date and additional funding was now being applied for to complete the project. The event would proceed regardless. Mr Maindonald supported the concept however felt the cost was high. He questioned whether there would be the patron to support the event.

Councillor Mackay supported the concept however had concerns that the quotes provided were not actual quotes. She had hoped that the Eltham Business Association would attend the meeting to answer questions and suggested allocating \$2,000 towards the music in the park.

RESOLUTION

(Cr Mackay/Ms Douds)

03/20 EL **THAT the Eltham-Kaponga Community Board allocates \$2,000 from their Discretionary Fund to the Eltham Business Association for the music in the park.**

CARRIED

4 Report

4.1 Local Discretionary Fund Criteria Report

This report provided information on the Local Discretionary Fund criteria set by each Community Board and requested that each Board consider whether they needed to update their criteria.

The Board requested an addition to their criteria that the Board would not normally allocate retrospective funding.

RESOLUTION (Cr Mackay/Ms Douds)

04/20 EL **THAT the Eltham-Kaponga Community Board confirms any changes to their Local Discretionary Fund Criteria as below:**

- The Board would not normally consider retrospective funding.

CARRIED

5 Information Reports

5.1 Community Development Activity Report

The report updated the Board on progress with community development projects and activities across the District and other items of interest.

In response to how the Pātea River Walkway - Heritage Signage was funded Mrs Symes clarified that this was originally a community project with repairs being funded through Council budgets.

RESOLUTION (Cr Mackay/Ms Douds)

05/20 EL **THAT the Eltham-Kaponga Community Board receives the Community Development Activity Report.**

CARRIED

5.2 District LibraryPlus Report – October to December 2019

The report covered the range of library activities and statistics across the District for October to December 2019.

RESOLUTION (Mrs Cave/Ms Douds)

06/20 EL **THAT the Eltham-Kaponga Community Board receives the District LibraryPlus Report – October to December 2019.**

CARRIED

5.3 Eltham-Kaponga Facilities Usage Report – 2019/20

The facility usage report summarised the total usage of a range of Council owned assets and services, within the Eltham-Kaponga ward.

It was noted that swimming pool attendance was down compared to the previous summer and whether it was time to consider the changing of seasons.

8

RESOLUTION

(Cr Mackay/Ms Douds)

07/20 EL **THAT the Eltham-Kaponga Community Board receives the Eltham Facilities Usage Report – 2019/20.**

CARRIED

5

The meeting concluded at 11.10 am.

Dated this day of 2020.

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CHAIRPERSON



Board Minutes

To	Ordinary Council
Date	24 February 2020
Subject	Te Hāwera Community Board – 27 January 2020

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Te Hāwera Community Board met on 27 January 2020. The Council is being asked to receive the Te Hāwera Community Board minutes from 27 January 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Te Hāwera Community Board held on 27 January 2020.

Te Hāwera Community Board

Minutes of the Ordinary Meeting of the Te Hāwera Community Board held in the Council Chamber, Albion Street, Hāwera on Monday 27 January 2020, commencing at 1.30 pm.

PRESENT: Wayne Bigham (Chairperson), Raymond Buckland, Russell Hockley, Nikki Watson and Councillor Diana Reid.

IN ATTENDANCE: Mayor Phil Nixon, Marianne Archibald (Group Manager Corporate Services), Liam Dagg (Group Manager Environmental Services), Fiona Greenhill (Group Manager Community and Infrastructure Services), Ella Borrows (Community Development Advisor), Sara Dymond (Governance Officer) and two members of the public.

APOLOGIES: Nil.

1 Open Forum and Presentations

1.1 Carol Curtis and Wendy Foreman – South Taranaki Neighbourhood Support

Ms Curtis spoke to their funding application requesting funding to cover the cost of the toilet hire for the Community Fun Day. Due to the road works around the venue an alternative venue was secured at TSB Hub which resulted in the need to hire toilets.

The Community Fun Day had 50 stall holders with activities such as adult team challenge, scavenger hunt, police dogs and handler's demonstration, arm offenders, fire emergency, crash car, fire kitchen, person extraction and more.

The invitation to attend was extended to the Board.

2 Confirmation of Minutes

3.1 Te Hāwera Community Board Meeting held on 11 November 2019.

RESOLUTION

(Mr Hockley/Cr Reid)

01/20 HA **THAT the minutes of the Te Hāwera Community Board meeting held on 11 November 2019 be confirmed as a true and correct record.**

CARRIED

3 Funding Application

3.1 South Taranaki Neighbourhood Support – Community Fun Day – Toilet Hire

An application was received from the South Taranaki Neighbourhood Support for funding to cover the cost of toilet hire for a Community Fun Day.

RESOLUTION

(Mr Bigham/Mr Buckland)

02/20 HA **THAT** the Te Hāwera Community Board allocates \$140.00 from their Discretionary Fund to South Taranaki Neighbourhood Support for toilet hire for a Community Fun Day.

CARRIED

4 Report

4.1 Local Discretionary Fund Criteria Report

This report provided information on the Local Discretionary Fund criteria set by each Community Board and requested that each Board consider whether they needed to update their criteria.

In relation the Board’s minimum and maximum grant the Board supported rewording this to read that the minimum grant would normally be \$100 and the maximum \$5,000.

In response to the query around applicant accountability Ms Greenhill explained that for all boards the funding application stated that if an applicant was successful, they agreed to provide any report, receipts or invoices which might be requested. However, as a successful recipient of the Te Hāwera Community Board funding assistance applicants must provide a written report on the outcomes of their event/project within three months of completion. Any reports received were circulated and any not received a note would be included in their next letter if they applied for additional funding.

RESOLUTION

(Mr Hockley/Ms Watson)

03/20 HA **THAT** the Te Hāwera Community Board confirms any changed to their Local Discretionary Fund Criteria as below:

- Applications from sporting bodies will not normally be considered;
- The minimum grant would normally be \$100 and the maximum \$5,000;
- The Board does not consider retrospective funding;
- The Board will automatically decline any application where a representative does not attend the Board meeting; and
- Successful applicants are requested to: acknowledge the Community Board in any project promotional material; acknowledge the Community Board verbally or display its banner at any event openings, performances, community celebrations etc; or invite the Community Board members to any relevant project events.

CARRIED

5 Information Reports

5.1 Community Development Activity Report

The report updated the Board on progress with community development projects and activities across the District and other items of interest.

RESOLUTION

(Mr Buckland/Mr Hockley)

04/20 HA **THAT the Te Hāwera Community Board receives the Community Development Activity Report 2019.**

CARRIED

5.2 District LibraryPlus Report – October to December 2019

The report covered the range of library activities and statistics across the District for October to December 2019.

The Summer Blast programme, which replaced the Summer Reading Programme was well received. Unlike previous programmes the Summer Blast incorporated multiple literacies and ensured the Council met the needs of a wider cross section of young people.

Mayor Nixon was excited that Pam Jones, District Children’s and Young Adult Librarian had received a LIANZA Fellowship at the gala dinner, which was the highest level of professional attainment awarded by LIANZA.

RESOLUTION

(Ms Watson/Cr Reid)

05/20 HA **THAT the Te Hāwera Community Board receives the District LibraryPlus Report – October to December 2019.**

CARRIED

5.3 Te Hāwera Facilities Usage Report – 2019/20

The facility usage report summarised the total usage of a range of Council owned assets and services, within the South Taranaki District.

RESOLUTION

(Mr Hockley/Mr Buckland)

06/20 HA **THAT the Te Hāwera Community Board receives the Te Hāwera Facilities Usage Report – 2019/20.**

CARRIED

The meeting concluded at 1.48 pm.

Dated this day of 2019.

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CHAIRPERSON



Board Minutes

To	Ordinary Council
Date	24 February 2020
Subject	Taranaki Coastal Community Board – 28 January 2020

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Taranaki Coastal Community Board met on 28 January 2020. The Council is being asked to receive the Taranaki Coastal Community Board minutes from 28 January 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Taranaki Coastal Community Board held on 28 January 2020.

Taranaki Coastal Community Board

Minutes of the Ordinary Meeting of the Taranaki Coastal Community Board held at Ōkaiawa Hall, Ahipaipa Road, Ōkaiawa on Tuesday 28 January 2020, commencing at 2.30 pm.

PRESENT: Bonita Bigham, Liz Sinclair, Andy Whitehead (Chairperson) and Councillor Aaron Langton.

IN ATTENDANCE: Deputy Mayor Northcott, Liam Dagg (Group Manager Environmental Services), Claire Symes (Community Development Manager), Masina Taulapapa (Community Development Advisor), Sara Dymond (Governance Officer), one member of the public and one media.

APOLOGIES: Sharlee Mareikura.

RESOLUTION

(Ms Sinclair/Cr Langton)

01/20 TC **THAT the apology from Ms Sharlee Mareikura be received.**

CARRIED

1 Open Forum and Presentations

1.1 Phyllis Malcolm

Mrs Malcolm provided history of Ōkaiawa and its Hall as she had lived in Ōkaiawa for 75 years and had been a member of the Ōkaiawa Hall Committee for 40 years. Although the Ōkaiawa School had closed the community continued to carry out events such as a community day held once per month.

Mrs Malcolm was interested in investigating indoor bowls for the Ōkaiawa Hall similar to the Maata Hall and asked if anyone had a contact for them.

The Board acknowledged the passing of a Manaia icon, Jone Hasting who passed away in her 80s.

2 Confirmation of Minutes

2.1 Taranaki Coastal Community Board Meeting held on 12 November 2019.

RESOLUTION

(Ms Sinclair/Mrs Bigham)

02/20 TC **THAT the Taranaki Coastal Community Board adopts the minutes from the meeting held on 12 November 2019 as a true and correct record.**

CARRIED

3 Funding Application

3.1 Coastal Taranaki Health Trust – Scanner Trolley

An application was received from the Coastal Taranaki Health Trust for funding to purchase a scanner trolley.

The application was fully supported by the Board as it was providing infrastructure that supported their community. Confirmation was requested on if the trolley was specially constructed hence only receiving one quote.

RESOLUTION

(Ms Sinclair/Cr Langton)

03/20 TC

THAT the Taranaki Coastal Community Board allocates \$2,016 from their Discretionary Fund to the Coastal Taranaki Heath Trust for a scanner trolley subject to confirmation that this was for a specially structured trolley.

CARRIED

4 Report

4.1 Local Discretionary Fund Criteria Report

This report provided information on the Local Discretionary Fund criteria set by each Community Board and requested that each Board consider whether they needed to update their criteria.

The Board agreed for this report to lay on the table to allow a further opportunity to discuss their criteria.

5 Matters Arising

The Board would like to keep a record of work undertaken by members of the community and thank them for their contributions to the community.

6 Information Reports

6.1 Community Development Activity Report

The report updated the Board on progress with community development projects and activities across the District and other items of interest.

The Board were investigating the need for a drinking fountain at the Manaia Skate Park and at Ōpunakē Beach as a board project.

RESOLUTION

(Mrs Bigham/Cr Langton)

05/20 TC

THAT the Taranaki Coastal Community Board receives the Community Development Activity Report.

CARRIED

6.2 District LibraryPlus Report

The report covered the range of library activities and statistics across the District for October to December 2019.

RESOLUTION

(Mr Whitehead/Ms Sinclair)

06/20 TC

THAT the Taranaki Coastal Community Board receives the District LibraryPlus Report 2019.

CARRIED

6.3 Taranaki Coastal Facilities Usage Report – 2019/20

The facility usage report summarised the total usage of a range of Council owned assets and services, within the South Taranaki District.

Discussion was held around increasing recycling in the summer period December through to January as over this period demand was higher. Need for improvements to the transfer station access way were also identified.

Further investigation was required around business recycling as it might require additional monitoring to ensure the systems were working well.

Councillor Northcott noted that the plastic recycling accepted were type 1 and 2 which had recently changed.

Mr Dagg would provide a report on waste minimisation for the next meeting.

RESOLUTION

(Mr Whitehead/Mrs Bigham)

07/20 TC

THAT the Taranaki Coastal Community Board receives the Taranaki Coastal Facilities Usage Report – 2019/20.

CARRIED

The meeting concluded at 3.16 pm.

Dated this day of 2020.

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CHAIRPERSON



Board Minutes

To	Ordinary Council
Date	24 February 2020
Subject	Pātea Community Board – 29 January 2020

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Pātea Community Board met on 29 January 2020. The Council is being asked to receive the Pātea Community Board minutes from 29 January 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Pātea Community Board held on 29 January 2020.

Pātea Community Board

Minutes of the Ordinary Meeting of the Pātea Community Board held at the Waverley Community Centre, Chester Street, Waverley on Wednesday 28 January 2020, commencing at 4.00 pm.

5

PRESENT: Jacq Dwyer (Chairperson), Dianne Lance, Joanne Peacock, Maria Ferris and Councillor Robert Northcott.

IN ATTENDANCE: Mayor Phil Nixon, Councillor Brian Rook, Marianne Archibald (Group Manager Corporate Services), Liam Dagg (Group Manager Environmental Services), Janine Maruera (Community Development Advisor), Sara Dymond (Governance Officer) and nineteen members of the public.

APOLOGIES: Nil.

1 Open Forum and Presentations

1.1 Councillor Robert Northcott

Cellphone coverage continued to be an issue in Pātea. A message was posted on Facebook seeking feedback on cellphone coverage which showed a significant number of negative posts. This gave more ammunition for better coverage in this area.

The Council prioritised the Pātea Loop as one of the top three pathways in the District. Councillor Northcott felt this was positive to work towards as a community. Community consultation would be undertaken in the future.

1.2 Maria Ferris - Shading at Aotea Rotary Park in Waverley

Locals in Waverley had identified the need for shading at Aotea Rotary Park in Waverley. A community group were meeting with Council staff to establish what could be done. This would be followed by obtaining quotes and looking at funding sources.

1.3 Jacq Dwyer – Pātea Beach

In relation to the incident where two children were saved from being swept out to sea at Pātea Beach Ms Dwyer highlighted the need for signs at Mana Bay warning visitors of the dangers. This had also identified the need for phone coverage.

The Board supported recognising the rescuer who saved the two children.

1.4 Glenda Haworth – Dog Signs at Wai-inu Beach

The dog signs at Wai-inu Beach had been identified as misleading. Clarity of where leashed and unleashed dogs were permitted was needed, followed up with the appropriate signage. Mr Dagg would report this back to Council officers for further investigation and action.

1.5 Alan Caple - Pātea Community Patrol

The Pātea Community Patrol were working more closely with the Police who had been more present in Pātea.

- 1.6 Paepae in the Park Committee - Mareta Masters-Grubner, Minnie Broughton, Gloria Tui, Tina Fisher, Kimba Mallowes, Raewyn Tucker and Gillian Rio

A progress update was provided on Paepae in the Park which was being held on Waitangi Day in Pātea. There would be a Pātea Community Board stall. The Treaty Table would be located at the esplanade at the Museum.

- 1.7 Sue and Bruce Week

Concerns were raised with the extra volume and speed of traffic on the main road in Waverley. Numerous letters and phone calls had been made to police, NZTA and trucking companies with no progress. He had requested that a speed camera be placed to capture the speed of traffic.

Mayor Nixon noted that this was common in small towns and had been identified through community consultation for the small town revitalisation process. He regularly met with police who he continued to report to on this topic.

Constable Andrew Stilton would follow up on this.

- 1.8 Sally Newland – Waverley Town Gardens

Clarification was sought around ownership and responsibilities of the gardens in the main street in Waverley. Council Officers would investigate this and provide clarification back to the Board. The community would like to see the gardens planted and maintained.

Mayor Nixon noted that gardens were identified through the consultation for the town revitalisation which then would form the plans to be included in the 2021-2031 Long Term Plan.

- 1.9 Lynne Cromarty – Cave Beach

Heavy shell rock was used on the boat ramp at Cave Beach however was also on the paving where people walked. The combination of shell rock and weeds made it difficult for people to use this.

- 1.10 Jacq Dwyer – Funding Application

Ms Dwyer spoke to the Pātea RSA's funding application requesting assistance to print books commending 100 years of the Pātea RSA. The book told stories of Pātea soldiers who served and returned from WWI and WWII. Books would be provided to those attending the 100th celebration and members of the public.

In response to the question around their accounts Ms Dwyer noted the existing funds were committed to the welfare for returned serviceman.

2 Confirmation of Minutes

- 2.1 Pātea Community Board Meeting held on 13 November 2019

RESOLUTION

(Cr Northcott/Ms Lance)

01/20 PA **THAT the Pātea Community Board adopts the minutes from the meeting held on 13 November 2019 as a true and correct record.**

CARRIED

3 Funding Application

3.1 Pātea RSA – Print books commending 100 years of the Pātea RSA

An application was received from Pātea RSA for funding to print books commending 100 years of the Pātea RSA.

Ms Dwyer declared a conflict of interest and abstained from voting.

RESOLUTION (Ms Ferris/Ms Lance)

02/20 PA **THAT the Pātea Community Board allocates \$1,140.80 from their Discretionary Fund to the Pātea RSA for printing books commending 100 years of the Pātea RSA.**

CARRIED

4 Reports

4.1 Local Discretionary Fund Criteria Report

This report provided information on the Local Discretionary Fund criteria set by each Community Board and requested that each Board consider whether they needed to update their criteria.

It was agreed that the Board strongly recommended that representatives speak to their application and for this to be added to their criteria.

RESOLUTION (Cr Northcott/Ms Dwyer)

03/20 PA **THAT the Pātea Community Board confirms any changes to their Local Discretionary Fund Criteria as follows:**

- **The Board will not provide retrospective funding or fund rates relief.**
- **Successful applicants are requested to provide a written or verbal report upon completion of their project.**
- **The Board strongly recommended that representatives speak to their application.**

CARRIED

5 Information Reports

5.1 Community Development Activity Report

The report updated the Board on progress with community development projects and activities across the District and other items of interest.

The water fountain outside the Pātea LibraryPlus funded by the Pātea Community Board had pressure issues which were being investigated.

The Sister Cities Field Trip Project had been postponed due to the current outbreak of Coronavirus.

The heritage signs along the Pātea River Walkway were being redesigned inhouse in consultation with the two Iwi for content accuracy. Community consultation regarding the theme would be carried out.

RESOLUTION**(Ms Dwyer/Ms Ferris)**

04/20 PA **THAT the Pātea Community Board receives the Community Development Activity Report.**

CARRIED

5.2 District LibraryPlus Report – October to December 2019

The report covered the range of library activities and statistics across the District for October to December 2019.

The Summer Blast programme was a success in Pātea and Waverley with Pātea children receiving nine prizes.

RESOLUTION**(Ms Dwyer/Ms Peacock)**

05/20 PA **THAT the Pātea Community Board receives the District LibraryPlus Report – October to December 2019.**

CARRIED

5.3 Pātea Facilities Usage Report – 2019/2020

The facility usage report summarised the total usage of a range of Council owned assets and services, within the South Taranaki District.

Ms Lance noted that the pool attendance was down which was consistent across the District.

Councillor Northcott requested information on the demand for pensioner housing. Mrs Archibald would report back to the Board. Ms Peacock had raised the lack of housing for Kaumata at the previous meeting and asked if options could be considered to extend or add to the current housing. Mrs Archibald would report back with the detail around applying for accommodation and its criteria.

RESOLUTION**(Ms Dyer/Cr Northcott)**

06/20 PA **THAT the Pātea Community Board receives the Pātea Facilities Usage Report – 2019/2020.**

CARRIED**6 General Business**

6.1 Councillor Brian Rook

Councillor Rook had been approached by the Pātea and Waverley Swimming Clubs (the Clubs) asking if it was an option for the pools to be closed to the public between 5.30 pm and 7 pm on the night of swimming club practises. The Clubs were finding it difficult to teach while the pools were open to the public. Ms Ferris clarified that the Waverley Swimming Club practised once per week. This would be reported back to Council officers for further investigation.

Councillor Rook asked for an update on Wai-inu Road. Mayor Nixon explained that negotiations were being carried out and the Council were working through the process.



Committee Minutes

To	Ordinary Council
Date	24 February 2020
Subject	Iwi Liaison Committee – 5 February 2020

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Iwi Liaison Committee met on 5 February 2020. The Council is being asked to receive the Iwi Liaison Committee minutes from 5 February 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Iwi Liaison Committee held 5 February 2020.

Iwi Liaison Committee

Ngā mēniti o te Komiti Takawaenga-ā-Iwi I te Rūnanga o te Whare Matua o te Kaunihera, kei Te Hāwera i te Rāapa 5 Hui-tanguru 2020, ka tīmata i te 10.00 o te ata.

Minutes of the Iwi Liaison Committee meeting held in the Council Chamber, Albion Street, Hāwera on Wednesday 5 February 2020, commencing at 10.00 am.

NGĀ MEMA O TE KOMITI I KŌNEI / PRESENT:

Mayor Phil Nixon, Councillor Robert Northcott (Deputy Mayor), Councillors Andy Beccard and Aaron Langton, Puna Wano-Bryant and John Niwa (Te Kāhui o Taranaki), John Hooker and Cheryl Luke-Maraki (Te Korowai o Ngāruahine), Marty Davis and Paul Sullivan (Te Kāhui o Rauru) and Graham Young (Te Rūnanga o Ngāti Ruanui).

I KŌNEI / IN ATTENDANCE:

Waid Crockett (Chief Executive), Fiona Aitken (Group Manager Community and Infrastructure Services), Marianne Archibald (Group Manager Corporate Services), Liam Dagg (Group Manager Environmental Services), Darleena Christie (Governance and Support Team Leader), Sara Dymond (Governance Officer) and one member of the public.

KĀORE I KŌNEI / APOLOGIES:

Nil.

1 Mō Ngā Whānau Whānui / Open Forum and Presentations

1.1 Bonita Bigham – Te Maruata hui

Mrs Bigham provided an overview of the upcoming hui for Te Maruata Whānui that was being held on Wednesday 11 March at Waiokura Marae, Manaia and on Thursday 12 March at Te Niho o Te Atiawa, Parihaka. The first day at Waiokura was to undertake their elections and receive reports from Local Government New Zealand. The second day would include guest speakers such as Minister Mahuta, Andrew Judd, Creative New Zealand and Department of Internal Affairs. Someone from the hau kainga would also be asked to kōrero at both marae.

Mrs Bigham was putting the word out to this roopu who by definition and by place at the table were part of the Te Maruata Whānui. This was an opportunity for māori elected and appointed members to come together around the roopu to engage on a macro level with issues that were before them in the local government space.

In her time with Local Government she had seen a monumental shift in attitude, responsiveness, advocacy and in support for work undertaken by Te Maruata and all māori.

2 Whakaae o Ngā Mēniti / Confirmation of Minutes

MŌTINI / RESOLUTION

(Cr Northcott/Cr Beccard)

01/20 IL **THAT the minutes of the Iwi Liaison Committee meeting held on 20 November 2019 be confirmed as a true and correct record.**

TAUTOKO / CARRIED

3 Pūrongo-Ā-Pitopito Kōrero i Muri Mai / Matters Arising

Mana Whakahono ā Rohe

The 4 February meeting was rescheduled for 20 February 2020.

4 Pūrongo-Whakamārama / Information Reports

4.1 Community Development Activity Report

The report updated the Committee on progress with community development projects and activities across the District and other items of interest.

The Sister Cities Field Trip Project was postponed due to the coronavirus.

An update was provided on the Sound Mirrors which were donated by Global Stainless to the community for free provided the installation costs were covered. Sound mirrors were used to reflect and focus sound waves. The project had a shortfall of \$2,000 based on the quote received for installation.

Mr Hooker (Te Korowai o Ngaa Ruahine) asked for the Tangata Whenua Liaison Fund Terms of Reference and the Iwi's balance to be sent out to him and he queried whether any needed chasing up.

MŌTINI / RESOLUTION

(Mr Davis/Ms Wano-Bryant)

02/20 IL **THAT the Iwi Liaison Committee receives the Community Development Activity Report.**

TAUTOKO / CARRIED

4.2 Corporate Services Activity Report

The report updated the Committee on progress with Corporate Services projects and activities across the District and other items of interest.

Councillor Northcott was pleased to see that the Council were reviewing the Council's Pensioner Housing Policy as he believed there would be an increase in demand for this type of housing in the near future. He understood that in Waverley the pressure was already on. Ms Archibald would email the policy to the Committee.

In relation to the leases available that are to be publicly advertised, Mr Young (Te Rūnanga o Ngāti Ruanui) asked what the criteria was for Iwi in terms of making a submission on the reserves. Ms Archibald would report back on this.

MŌTINI / RESOLUTION

(Ms Wano-Bryant/Cr Beccard)

03/20 IL THAT the Iwi Liaison Committee receives the Corporate Services Activity Report.

TAUTOKO / CARRIED

4.3 Te Maruata Report

The report updated the Committee on Te Maruata activities at the request of the Committee. This was provided by Bonita Bigham.

Te Maruata membership and who could be appointed was discussed. Mr Crockett understood that appointments to Te Maruata Committee were elected members, however, would seek clarification around this.

In relation to support and participation Ms Wano-Bryant (Te Kahui o Taranaki) imagined a lot of this would be operational as well as a sponsorship aspect. She encouraged supporting and participating at the hui however that might look to highlight the positive work the Council had undertaken with māori in this rohe. She asked that the Iwi Liaison Committee be informed through email communication. Mr Crockett would undertake further discussions with Mrs Bigham around this.

MŌTINI / RESOLUTION

(Mr Davis/Mr Hooker)

04/20 IL THAT the Iwi Liaison Committee receives the Te Maruata Update Report.

TAUTOKO / CARRIED

5 Karakia Whakamutunga / Closing Karakia

**Ko te wā whakamutunga 10.33 ō te ata.
Meeting closed at 10.33 am.**

(Ko te rangi / dated this)

(te rā ō / day of)

2020.

.....
TIAMANA / CHAIRPERSON



Minutes

To	Ordinary Council
Date	24 February 2020
Subject	Environment and Hearings Committee Minutes – 5 February 2020

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Environment and Hearings Committee met on 5 February 2020. The Council is being asked to receive the Environment and Hearings Committee minutes from 5 February 2020 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Recommendation

THAT the Council receives the minutes of the Environment and Hearings Committee held on Wednesday 5 February 2020.

Environment and Hearings Committee

Minutes of the Extraordinary Environment and Hearings Committee Meeting held in the Council Chamber, Administration Building, Albion Street, Hāwera on Wednesday 5 February 2020 commencing at 4.00 pm.

5

PRESENT: Councillors Andy Beccard (Chairperson), Aaron Langton, Steffy Mackay, Robert Northcott and Diana Reid.

IN ATTENDANCE: Liam Dagg (Group Manager Environmental Services), Darleena Christie (Governance and Support Team Leader), Rebecca Martin (Environment and Sustainability Manager), Jess Sorenson (Planning Manager), Nathan Sutherland (Planner), one member of the public and Becky Wolland (Policy and Governance Manager).

APOLOGIES: Nil.

Councillor Beccard welcomed everyone to the Hearing and explained the proceedings. Councillor Langton was in attendance however was unable to consider the application until the formal qualifications required were completed.

1 Retrospective Resource Consent

1.1 Retrospective yard dispensation for a 2m high retaining wall topping 1.8m high fence at 7 Rata Street, Hāwera

Nathan Sutherland - Planner

Mr Sutherland explained that a retrospective resource consent had been received for 7 Rata Street, Hāwera to approve dispensation for a retaining wall with a fence on top. The wall and fence was 3.8m at the highest point of the structure. Due to the height of the wall and fence structure it was considered a building and therefore comply with the District Plan rules. Mr Sutherland considered that the effects of the structure were considered no more than minor and advised that all neighbouring properties had provided written approval.

Councillor Northcott sought clarification regarding setback requirements. Mr Sutherland replied that the structure complied with the setback requirements under the District Plan.

Darryl Riddick - Applicant

Mr Riddick explained that he was unaware the wall and fence structure was considered a building under the District Plan and therefore had not applied for resource consent. The requirement for resource consent was identified during a building inspection.

Councillor Beccard asked if the structure had passed the building consent process. Mrs Sorenson confirmed this.

Committee – Deliberations

The Committee had visited the site and were satisfied with the reasons recommended by the Planner to grant consent.

RESOLUTION

(Cr Northcott/Cr Reid)

01/20 EH THAT the Environment and Hearings Committee:

Grant consent to Darryl and Alison Riddick for the 2m high timber retaining wall and topping 1.8m high fence where it is located within 4.5m of the boundary fronting Rata Street and within 1.5m of the western (rear) boundary of the property at 7 Rata Street, Hāwera (Lot 3 DP 506521) in accordance with sections 104, 104C and 108 of the Resource Management Act 1991.

For the following reasons:

- 1. The construction and location of the retaining wall would be consistent with the character and amenity values of the surrounding residential environment.**
- 2. The retaining wall would enhance the onsite amenity of the site and would not adversely affect the onsite amenity of the adjoining properties to a degree that is more than minor.**

CARRIED

2 Confirmation of Minutes

2.1 Environment and Hearings Committee 4 November 2019

Councillor Reid referred to the conditions that the Committee had set for the limited notified resource consent and asked if these conditions were monitored. Mr Sutherland confirmed that there was a monitoring regime and conditions set for resource consents were checked by the planning team.

RESOLUTION

(Cr Mackay/Cr Northcott)

02/20 EH THAT the Environment and Hearings Committee confirms the extraordinary minutes from the meeting held on 4 November 2019 as a true and correct record.

CARRIED

3 Information Reports

3.1 Environmental Services Update Report

The report updated the Environment and Hearings committee on recent and current activities by the Environmental Services Group across the District and other items of interest. Mrs Rebecca Martin provided an update on the methodology and planning in relation to the development of the Environment and Sustainability Strategy. Mrs Jessica Sorenson provided an update on

Councillor Northcott supported the development of the Strategy however felt that more could be done around waste minimisation. Mrs Martin advised that a number of educational sessions had been held with the public on composting and minimising food waste.

Councillor Reid suggested a re-use shop at the transfer station. Mrs Martin advised that this had been considered however there were costs associated with the infrastructure and staffing to manage the shop.

Mrs Sorenson provided an update on the District Plan appeal in relation to oil and gas and Hāwera's northern and western structure plan developments.

RESOLUTION

(Cr Mackay/Cr Northcott)

03/20 EH THAT the Environment and Hearings Committee receives the Environmental Services update report.

CARRIED

3.2 Resource Consents (land use and sub-division) Granted Under Delegated Authority

This report provided a list of all resource consents (land use and subdivision) for Controlled, Restricted Discretionary and Non-Comply Activities granted under staff delegated authority from 29 August 2019 to 29 January 2020.

RESOLUTION

(Cr Reid/Cr Langton)

04/20 EH THAT the Environment and Hearings Committee receives the Resource Consents (land use and sub-division) Granted Under Delegated Authority report.

CARRIED

4. Items to be Considered with the Public Excluded

RESOLUTION

(Cr Beccard/Cr Mackay)

05/20 EH THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
1. Confirmation of Minutes 4 November 2019	To Enable the Committee to.	That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council/Committee to deliberate in private on its decision or recommendation in any proceedings where: ii) the local authority is required, by any enactment, to make a recommendation in respect of the matter that is the subject of those proceedings. Use (i) for the RMA hearings.

CARRIED

5. Resume to Open Meeting

RESOLUTION

(Cr Mackay/Cr Northcott)

5

07/20 EH **THAT** the Environment and Hearings Committee resumes in open meeting.

CARRIED

The meeting concluded at 5.25 pm.

Dated this day of 2020.

.....
CHAIRPERSON



Minutes

To	Ordinary Council
Date	24 February 2020
Subject	Policy and Strategy Committee Minutes – 10 February 2020

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Policy and Strategy Committee met on 10 February 2020. The Council is being asked to receive the Policy and Strategy Committee minutes from 12 February 2020 for their information.
2. There were three recommendations within the minutes for the Council to consider.
3. The Policy and Strategy Committee moved a recommendation (01/20 PS) that the Council rescind recommendation 44/15 PD part 2, 3, and 4 and to disestablish the South Taranaki Rural Broadband and Cellphone Working Party but continue to advocate for improved cellphone coverage across the District.
4. The Policy and Strategy Committee moved a recommendation (02/20 PS) that the Council approve a budget increase of \$500,000 for the Eltham Water Supply Trunk Main replacement project.
5. The Policy and Strategy Committee moved a recommendation (03/20 PS) that the Council enters into grazing licences and authorises the Chief Executive to undertake the public notification process.

Recommendation

THAT the Council

1. Receives the minutes of the Policy and Strategy Committee held on 10 February 2020.
2. Adopts recommendation 01/20 PS from the Policy and Strategy Committee:
That Council rescind recommendation 44/15 PD part 2, 3, and 4 and to disestablish the South Taranaki Rural Broadband and Cellphone Working Party but continue to advocate for improved cellphone coverage across the District.
3. Adopts recommendation 02/20 PS from the Policy and Strategy Committee:
To approve a budget increase of \$500,000 for the Eltham Water Supply Trunk Main replacement project.
4. Adopts recommendation 03/20 PS from the Policy and Strategy Committee:
To enter into grazing licences and authorises the Chief Executive to undertake the public notification process.

Policy and Strategy Committee

Minutes of the Policy and Strategy Committee Meeting of the South Taranaki District Council held in the Council Chamber on Monday 10 February 2020 at 1.00 pm.

PRESENT: Mayor Phil Nixon, Councillors Andy Beccard, Mark Bellringer, Gary Brown, Celine Filbee, Aarun Langton, Steffy Mackay (1.09 pm), Robert Northcott, Jack Rangiwahia, Diana Reid, Bryan Roach, Brian Rook and Chris Young.

IN ATTENDANCE: Bonita Bigham (Taranaki Coastal Community Board Representative), Wayne Bigham (Te Hāwera Community Board Representative), Karen Cave (Eltham-Kaponga Community Board Representative), Jacq Dwyer (Pātea Community Board Representative), Waid Crockett (Chief Executive), Fiona Aitken (Group Manager Community and Infrastructure Services), Marianne Archibald (Group Manager Corporate Services), Liam Dagg (Group Manager Environmental Services), Karen Mekalick (Corporate Property Manager), Claire Symes (Community Development Manager), Gerard Langford (Communications Manager), Darleena Christie (Governance and Support Team Leader), Sara Dymond (Governance Officer) and three members of the public.

APOLOGIES: Nil.

1 Confirmation of Minutes

1.1 Policy Development Committee 2 September 2019.

The minutes were being provided for information only. The Policy and Strategy Committee were not required to receive these minutes.

2 Reports

2.1 South Taranaki Rural Broadband and Cellphone Working Party

The purpose of the report was to rescind Recommendation 44/15 PD which had the purpose of establishing a Digital Development Fund of up to \$1 million and disestablish the South Taranaki Rural Broadband and Cellphone Working Party.

Mr Crockett clarified that due to not being able to rescind recommendations that had already been acted upon the Council could not rescind Part 1 and 5.

It was agreed that the money would be well used in other areas however, it was noted that there were still several black spots around the District.

In response to the query around what had been undertaken in the advocacy space, Mrs Symes explained that the Council had made a submission to the Registration of Interests (ROIs) for UFB2, Rural Broadband 2 and Mobile Black Spot (MBS) Fund. The Working Party held numerous meetings with providers and consulted with the community to gather background information for the ROI of the available coverage and to identify where the black spots were.

Mayor Nixon noted that cellphone coverage was considered a health and safety issue as there were very few beaches with good cellphone coverage.

Councillor Mackay arrived at the meeting 1.09 pm.

In relation to advocating for the extension of the ultra-fast broadband services Mrs Bigham reiterated the need for this in the small rural communities. There was marginal housing on the outskirts of the rural townships but there were clusters of houses just in the rural zones that this would benefit.

RECOMMENDATION

(Mayor Nixon/Cr Beccard)

01/20 PS THAT the Policy and Strategy Committee recommends to the Council:

- a) To rescind recommendation 44/15 PD parts 2, 3, 4 to establish the Digital Development Fund of up to \$1 million to support the enhancement of digital services across South Taranaki; and**
- b) To disestablish the South Taranaki Rural Broadband and Cellphone Working Party but continue to advocate for improved cellphone coverage across the District.**

CARRIED

2.2 Eltham Water Supply Trunk Main – Increase in Budget

The approved budget for the Eltham water supply trunk main project was \$1,532,100 however, based on the tender evaluation and additional costs to the project not included in the tender price the Council were being asked to approve a further \$500,000. The additional budget will enable the works to be completed in full, over the summer/autumn of 2019/20 as planned.

Ms Aitken explained that this was an existing budget included in the Long Term Plan with the designs being completed over 12 months prior. Two neighbouring landowners requested that the Council did not enter their land until early 2020. Unfortunately, the delays meant the budget approved was insufficient to complete the work.

Councillor Beccard noted that this was funded through the targeted rates for water which was paid for by the people who used it.

Councillor Northcott queried the term of the loan and how much would be offset. Ms Aitken explained that the next set of quarterly reports would provide a clear idea of what would be completed and delayed. Mr Crockett added that changes in the budget would result in delaying or rescheduling other works.

In response to the query around project estimates being insufficient, Ms Aitken explained that this was partly due to it being several years since the project began. The Council were finding that with a number of projects the estimates were not proving to be sufficient to undertake the project which would be looked at for the next Long Term Plan.

RECOMMENDATION**(Cr Northcott/Cr Filbee)**

02/20 PS THAT the Policy and Strategy Committee recommends the Council approve a budget increase of \$500,000 for the Eltham Water Supply Trunk Main replacement project to enable the full works to be completed within the 2019/20 financial year.

CARRIED

2.3 Renewal of Grazing Licences on Reserve Land

The Council were being asked to consider authorising the Chief Executive to undertake the public notification process for the renewal of grazing licences on reserve land. Following completion of that process, the Council must consider any submissions received and may then authorise or decline to authorise the negotiation of licences.

Prior to entering into new grazing licences the Council were required to publicly notify its intent to do so in accordance with Section 119 of the Reserves Act 1977.

Mrs Mekalick commented that this was pre-notification prior to tendering and negotiating with the leasees. This was a standard requirement for recreational reserves that had been leased due to them not having a recreational purpose. However, under legislation the Council were required to advertise the properties for a recreational use.

Councillor Northcott queried the process highlighting that significant work such as a tree planting programme had been undertaken by locals and current leasees. He asked what guarantee there was that the purpose of the land would not change if the lease was to change hands. Mrs Mekalick explained that the Council had introduced a system whereby if a leasee had been on a property for a number of years and invested significant improvement that this would be taken into account.

In response to Councillor Beccard's question around consideration of carbon credits for the trees on Council reserves, Mr Crockett commented that this was being considered as part of the environment and sustainability strategy.

In response to the query around Iwi consultation Mrs Mekalick advised that the Iwi Liaison Committee had been informed of this and further consultation with each Iwi would be undertaken once approval to advertise was made.

Clarification around the use of designated recreational reserves was provided. Under legislation grazing was considered a commercial use. The future use of these reserves would be considered at a later stage.

In relation to the status of the land around Te Ngutu o te Manu Mrs Mekalick explained that the public area of the domain was returned to Ngāruahine and a new lease had been entered into for the grazed part of the leased area. The income earned from the grazing lease went towards funding and maintaining the public area of the domain.

RECOMMENDATION**(Cr Beccard/Cr Brown)**

03/20 PS THAT the Policy and Strategy Committee recommends the Council:

a) Agrees that entering into grazing licences for the following properties is appropriate; and

Legal Description	Property Number	Legal Description	Area
Okaiawa Cemetery Reserve <i>Local purposes Reserve for Cemetery Purposes.</i>	5410	Part Section 56 Block IV Waimate SD	3.2375 ha
Mangamingi Domain <i>Recreation Reserve - Vested</i>	2776	Sections 40 Mangamingi Suburban Block XII Ngaere SD	2.1246 ha
Poti Domain <i>Recreation Reserve - Vested</i>	2675	Section 83 Block X Ngaere SD	6.2726 ha
Rukumoana Reserve – Pātea Bridge <i>Recreation Reserve - Vested</i>	16216	Sections 4-6 SO 12975 Block X Omoana SD	2 ha
Manutahi Domain – Mugeridge Road, Manutahi <i>Recreation Reserve - Vested</i>	10659	Part Section 9 Block XIV Hawera SD	1.3152 ha
Part Wairoa Domain – Waipipi Road and Lennox Road <i>Recreation Reserve - Vested</i>	13574	Run No4 Block XI Wairoa SD	18 ha
Part Wairoa Domain – Waipipi Road <i>Recreation Reserve - Vested</i>	1001788	Part Runs 2 & 3 Block XI Wairoa SD	48 ha

b) Authorises the Chief Executive to undertake the public notification process.

c) Notes that following the completion of the process, the Council must consider any submissions received and may then authorise or decline to authorise the Chief Executive to negotiate the licence(s).

d) Authorises the Chief Executive to grant any or all of the licence(s) following the close of the consultation, provided no submissions objecting to those licence(s) are received.

CARRIED

3 Information Report

3.1 Quarterly Economic Development and Tourism Report to 31 December 2019

The report provided a combined update of activities of the Economic Development and Tourism units and presented the quarterly report from Venture Taranaki Trust (VTT). It included highlights from the activities conducted by VTT relating to both Economic Development and Tourism within the District. Highlights of the key activities undertaken at the South Taranaki i-SITE Visitor Centre were also included.

The Harbin Sister City student exchange was postponed and would take place once the coronavirus was under control. Councillor Northcott asked if there would be an opportunity for New Zealand to undertake a similar exchange to learn about the way their businesses worked? Mayor Nixon noted that Harbin were welcoming of this. For future trips Mayor Nixon would like to call for expressions of interest within the District on who wished to be part of that to expand their business and export. He saw real value in the relationship with Harbin.

In relation to the data included in the report it was suggested that this data be broken down and presented to show more detailed information. This comment was taken on board.

Ms Justine Gilliland had received further statistics for the end of the December quarter showing the retail spend in Taranaki was 3%, which was above the New Zealand average at 2.5% and an increase of 7.9% for South Taranaki, outperforming Taranaki and New Zealand. The statistics for unemployment for December in Taranaki was 4.2% which was close to the New Zealand average of 4%.

In relation to the Live and Work Campaign Ms Vicki Fairley explained that VTT were looking at creative and media scheduling. This would be largely based around social media such as youtube with videos targeting Auckland and Wellington. This was based around three concepts in terms of less commute time, affordability of housing and a better work life balance. The Lifestyle Toolkit and the Investment Perspective once printed would be made available to accommodation providers as reading material in hotel rooms.

Regarding the Visitor Promotion which was rolled out in November Councillor Filbee asked if there was any data indicating whether it had affected the increase in visitor spend in December. The campaign would run through until April 2020 and once the campaign was finished VTT would provide the full statistics around this.

Councillor Northcott asked if it was in VTT's scope to monitor the housing situation particularly housing affordability and availability in this area. Ms Gilliland noted that it was not specifically their role or mandate to address this however, this related to the systems thinking approach for example attraction.

Mrs Bigham agreed with the concerns raised around housing and related it to Manaia where this had resulted in the displacement of families. There were no rental properties available to rent in Manaia. She believed that the reserve bank lending rate was why the local families could not secure property. She asked if VTT had any influence on making the banks aware that this was disadvantaging the local people. Ms Gilliland explained that this was part of the overall complexity of New Zealand's economy situation at present. The reserve bank's capital increase was having an impact in the housing and farming sector. VTT advocated through the government around policy changes and consideration to what they felt would have a detrimental economic impact.

Mayor Nixon made a special mention of Ngamatapouri School who were awarded for using innovative technology to understand the local environment and to inform its community.

RECOMMENDATION

(Cr Mackay/Cr Roach)

04/20 PS THAT the Policy and Strategy Committee recommends the Council approves the Quarterly Economic Development and Tourism Report to 31 December 2019.

CARRIED

6 Resolution to Exclude the Public

RESOLUTION

(Cr Roach/Cr Northcott)

05/20 PS THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each	Ground(s) under section 48(1) for the passing of this resolution
1. Policy Development Committee 2 September 2019.	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No	Interest
1.	Enable any local authority holding the information to carry on, without prejudice of disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).

CARRIED

7 Resume Open Meeting

RESOLUTION

(Cr Beccard/Cr Rangiwahia)

06/20 PS THAT the Policy and Strategy Committee resumes in open meeting.

CARRIED

The meeting concluded at 2.02 pm.

Dated this day of 2020.

.....
CHAIRPERSON



Report

6

To	Mayor and Councillors
From	Policy Advisor – Adrienne Cook
Date	24 February 2020
Subject	Delegation of Leases to the Chief Executive

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Property Law Act 1952 (PLA 1952) provided that a corporation (which includes a local authority) could execute a deed by affixing its common seal. In 2008 the PLA 1952 was repealed and replaced by the Property Law Act 2007 (the Act). The Act includes new and different requirements in relation to the execution of deeds. In particular, the Act does not provide for execution by affixing a seal, but refers instead to execution by ‘directors’.
2. A deed must now be executed by two elected members of the local authority if it is to be legally effective. Affixing the common seal is not required but is not prohibited.
3. This report proposes that the Council provides the Chief Executive (CE) with power of attorney. This would enable the CE to manage the operational function of leases and deeds, and would align with the current structure of the Delegations Register.

Recommendations

THAT the Council;

- (1) **Appoints**, under section 12 of the Property Law Act 2007, the Chief Executive (and to the Acting Chief Executive in the Chief Executive’s absence), by way of granting the Power of Attorney (attached in Appendix I of this report).
- (2) **Notes** that the Mayor and Deputy Mayor will sign the Power of Attorney, as the two elected members acting on behalf of the South Taranaki District Council (enacting the recommendation above).

Background

4. The Act came into effect on 1 January 2008, repealing the PLA 1952 and the Contracts Enforcement Act 1956. In addition to specific property law provisions, the Act established a new set of general statutory rules governing the execution of deeds. It dispensed the need for body corporates to execute deeds by affixing the common seal; and requires instead that body corporates execute deeds by any two ‘directors’. There have been no changes to the requirements for executing contracts and other obligations entered into by body corporates.

5. A deed is required where:
 - a) There is no consideration (an exchange of something in return for an undertaking);
 - b) The Council is providing a guarantee or indemnity of a third party's obligations; or
 - c) Legislation specifically requires it.
6. The Local Government Act 2002 (LGA 2002) provides that a local authority is a body corporate. Section 9(3) of the PLA 2007 requires that a body corporate executes a deed by not fewer than two directors, unless it is authorised to execute a deed by any other enactment. As the LGA 2002 contains no provision for the execution of deeds by local authorities, section 9(3) of the Act therefore applies.
7. The definition of a director contained in the Act, refers to 'a person occupying a position in the body corporate that is comparable with that of a director of a company.' A director of a company is a person with governance, rather than a management role and accordingly the local authority equivalent of a director is an elected member. Therefore, in order for a deed to be validly executed, it must be signed by two or more elected members.

Local Government Purpose

8. Under section 10 of the LGA 2002, the Council 's purpose is to "enable democratic local decision making by and on behalf of communities; as well as promoting the social, economic, environmental, and cultural well-being of communities now and into the future."
9. Ensuring that processes in relation to deeds are meeting the requirements of the Act and are signed by the correctly delegated person/s; will enable the Council to meet its obligations under the LGA 2002 and the Act.

Options – Identification and analysis

Process

10. Currently the Property Manager requests the Mayor and another elected member to sign leases and licences. There are approximately 95 income generating leases and licences, together with approximately 40 concessional leases or agreements. The term of these leases and licences vary between 5-30 years and during those terms there may be a number of rent reviews, variations or reassignments to be executed. For example, in the last year (1 Jan – 31 Dec 2019) a total of 23 leases and licences were signed, along with 5 rent reviews and 4 reassignments. However, each year can vary with the number of documents to be signed.
11. It is proposed that the execution of a deed in relation to leases is an operational function. The current Delegations Register provides the CE with powers to ensure that the operational functions of the Council are delegated to the appropriate staff. For consistency it is proposed that the CE is given Power of Attorney to act on the Council's behalf. This will also allow the Property Manager to be accountable to the CE directly, in relation to leases, and be able to discuss matters of process for each lease.
12. The Council retains the ability to monitor the overall performance of the property portfolio through the financial performance reporting, the requirement for Council approval to enter into leases or licences on reserve land, and the control of acquisitions and disposals.

Properly executing a Deed

- 13. Under section 12(1) of the Local Government Act 2002, the Council is a body corporate. A Director, in the case of a body corporate that is not a company means a person occupying a position that is comparable with that of a director of a company (see section 4 of the PLA 2007 – interpretation – definition of director). Legal advice obtained states that:
“the Mayor and elected members of a local authority are in a position comparable to that of a director of a company. This means that a deed signed by two elected members in the name of the Council is properly executed for the purposes of the PLA.”
- 14. Further legal advice highlights that the Act provides “that a deed can be executed by an attorney.” Any power of attorney to the CE must comply with the limitations listed under Schedule 4 of the LGA 2002.
- 15. To grant the power of attorney, the Council must appoint the CE as its attorney by deed, with two elected members signing (section 12 of the Act) after a council resolution authorising the execution of the deed has been passed.
- 16. Once the power of attorney has been authorised by the Council, the CE will be required on each occasion that the Power of Attorney is used to complete the Certificate of Non-revocation of Power of Attorney (attached in Appendix II) and attach to each document signed under such power of attorney. The Power of Attorney will need to be registered with Land Information New Zealand (LINZ).

Options

Option 1 – retain status quo – any two elected members execute every deed

- 17. Retaining the status quo will require two elected members to be contacted (currently the Mayor and one other elected member) to sign leases. This function would be undertaken by elected members who are in close proximity to the Hāwera Administration Building, and are available within the required timeframe. This could lead to greater processing times if elected members are not readily available.

Option 2 – grant power of attorney to the Chief Executive to execute every deed (preferred option)

- 18. This option would delegate the signing of all deeds on the Council’s behalf, to the CE. This would enable the CE to manage the operational aspect of this task, along with the Property Manager whom would be directly accountable to the CE. The Council may, at any time, rescind the power of attorney.

Considerations and Assessments

Assessment of Significance and Engagement

- 19. South Taranaki District Council's general approach to determining the level of “significance” will be to consider:

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	Low: Ratepayers and residents will not be affected by this decision.
LOS	The achievement of, or ability to achieve, the	Low: This decision will

Criteria	Measure	Assessment
	Council's stated levels of service as set out in the Long-Term Plan 2018-2028.	not affect the level of service that the Council provides in the LTP.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	Low: This decision is in relation to the internal processes of the Council.
Financial	The impact of the decision or proposal on the Council's overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	Low: There are no major financial impacts associated with this decision.
Reversible	The degree to which the decision or proposal is reversible.	Low: Any decision made within this report is reversible by a resolution of the Council.

20. In terms of the Council's Significance and Engagement Policy this matter is of **low** significance. As this decision is in relation to the delegation of the Council, it is proposed that consultation is not required, as it is a legislative process.

Legislative Considerations

21. Rules relating to deeds, powers of appointment and powers of attorney are covered under part 2, subpart 1 of the PLA 2007. Section 9 of the Act states that:

- "1) A deed must be –
 - a) in writing; and
 - b) executed in accordance with this section; and
 - c) delivered in accordance with this section....
- 3) A body corporate executes a deed if-
 - a) the deed is signed in the name of the body corporate by –
 - i) the director of the body corporate if it has only 1 director; or
 - ii) not fewer than 2 directors of the body corporate if it has 2 or more directors; or
 - iii) 1 director or other person or member of a specified class of person if the body corporate's constitution authorises a deed to be signed in that way; and
 - b) In the case of a deed signed under paragraph (a)(i) or (iii), the signature is witnessed in accordance with subsection (7)."

22. If the Council wishes to provide the CE with the power of attorney, section 20 of the Act states that:

- "1) A power of attorney continues in force until notice of an event revoking the power is received by the attorney.
- 3) A person dealing with an attorney may rely on a certificate of non-revocation of the power of attorney in the form set out in Schedule 1 [of the Act] as conclusive proof of non-revocation of the power of attorney as at the date of the certificate if –
 - b) the certificate –
 - i) is signed by –
 - A) the attorney; or
 - B) if the attorney is a body corporate, a director or officer of the body corporate or a person acting on behalf of the body corporate in another capacity; and
 - ii) is given immediately before, or at any time after, the doing of a thing by the attorney."

Financial/Budget Considerations

23. There are no financial or budget considerations in relation to this decision. The drafting of the Power of Attorney documents has already been undertaken, by the Councils Solicitor within existing budgets.

Consistency with Plans/Policies/Community Outcomes

24. The current delegations register does not specify delegations to a person’s name. All delegations are made to specific roles. The preferred option aligns with the current delegations register, which proposes that the Power of Attorney is sub-delegated to the CE and the Acting CE.

25. This matter contributes to the following community outcome as detailed below:

- Sustainable South Taranaki

Impact on Māori/Iwi

26. Māori will benefit from the Council undertaking its operational functions, as will all of the South Taranaki community. This is a statutory process.

Affected Parties Consultation

27. Consultation with the public is not required, as the decision in this report relates to internal operational processes.

Conclusion

28. This report seeks to transfer the power of executing deeds under the Property Law Act 2007 from the Council to the CE, by way of Power of Attorney. This would align with the current delegations register and enable the CE to manage operational matters, such as the authorisation of leases. The Council still retains the ability to monitor the overall performance of the property portfolio through the financial performance reporting, the requirement for Council approval to enter into leases or licences on reserve land, and the control of acquisitions and disposals.

Adrienne Cook
Policy Advisor

[Seen by]
Becky Wolland
Policy and Governance Manager

Power of Attorney

By

South Taranaki District Council

Appendix I

THIS POWER OF ATTORNEY is granted by **SOUTH TARANAKI DISTRICT COUNCIL** by way of Deed on [insert day and month] 2020.

BACKGROUND

- A** South Taranaki District Council (“Council”), a local authority constituted under the Local Government Act 2002, is under section 12 of that Act a body corporate.
- B** Council wishes to appoint an attorney to act for it from time to time in the execution of deeds and other documents.

BY THIS DEED

1 Appointment

Council appoints the person holding the position from time to time as the Chief Executive (or the person appointed to that position from time to time in an acting capacity), to be Council’s attorney to do the following on Council’s behalf:

- a) Sign on behalf of Council any deeds, instruments, transfers, authorities, agreements, assignments or other documents and any variations of the same; and
- b) Generally do all such acts and things as the attorney may deem proper or expedient for any of the purposes set out in paragraph (a) above.

2 Reliance

Council declares that a person dealing in good faith with the attorney may rely on any written statement in the form set out in Schedule 1 of the Property Law Act 2007 and signed by the attorney as conclusive evidence that:

- a) The attorney has been appointed (including in an acting capacity) as Chief Executive of the Council; and
- b) The attorney is authorised to act under this Power of Attorney; and
- c) The attorney has not received notice that this Power of Attorney has been revoked.

3 Duration

This Power of Attorney continues to operate and is effective in respect of the attorney until expressly revoked and notice of that revocation is given to the attorney.

4 Ratification

Council agrees to ratify and confirm whatever the attorney lawfully does or causes to be done under this Power of Attorney.

5 Governing Law

This Deed shall be governed by, and interpreted in accordance with, the laws of New Zealand.

Appendix I

EXECUTED AS A DEED

Signed for and on behalf of **South Taranaki District Council** by its authorised Elected Members:

Signed by **Phil Nixon** (Mayor) in the presence of:

Signature of witness

Name of witness

Occupation

Address

Signed by **Robert Northcott** (Deputy Mayor) in the presence of:

Signature of witness

Name of witness

Occupation

Address



Report

To	Mayor and Councillors
From	Policy Advisor – Adrienne Cook
Date	24 February 2020
Subject	Graffiti Policy

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The South Taranaki District Council’s Graffiti Policy was overdue for review and had been identified as a standard operating procedure rather than a policy. This report seeks to revoke the policy, as the removal of graffiti/tagging is covered under the greenspace contract. It is also important to note that due to legislative changes in 2008 under the Summary Offences Act 1981, the level of graffiti has reduced (since 2006 when the policy was developed) because of the age restrictions on the point of sale for spray cans.

Recommendations

THAT the Council

- 1) **Revokes** the South Taranaki District Council Graffiti Policy.
- 2) **Notes** that the process for dealing with graffiti complaints for Council-owned land has been captured in an internal standard operating procedure.

Background

Adoption of the Graffiti Policy

2. In September 2006, a report was presented to the Council requesting that a Graffiti Policy be adopted. The report highlighted that graffiti vandalism would occur in peaks and troughs, and at that time South Taranaki was experiencing a peak in that type of criminal behaviour. This corresponded to other councils which were committing budgets to their graffiti removal programmes.
3. The Council trialled a programme of using periodic detention workers with a paid supervisor. This operated one day a week to remove graffiti from Council-owned properties and high visibility private properties throughout the District. At the time of the trial the budget for graffiti removal was \$20,000 per annum.
4. The Council agreed to adopt the proposed Graffiti Policy and increase the budget to \$40,000 per annum.

Legislative changes

5. On 26 June 2008 the government introduced amendments to the Summary Offences Act 1981 (through the Summary Offences (Tagging and Graffiti Vandalism) Amendment Act), which raised the fine from \$200 to \$2,000 for defacing property. Judges were also given greater power to require taggers to undertake community work (to put right what they had done wrong).
6. Further changes included regulating the point of sale and banned the sale of spray cans to anyone under the age of 18 years. Retailers could face fines of \$1,500 for illegally selling spray cans to anyone under the age of 18. This was monitored by the New Zealand Police through a controlled purchase operation by testing retailers to see if they would sell to a person underage.
7. Further changes which came into effect on 26 September 2008, required all retailers to store spray cans securely. These changes at a national level saw the degree of vandalism as a result of graffiti drop significantly. This also provided more powers for the New Zealand Police to address vandalism under the Act.

Local Government Purpose

8. Under the Local Government Act 2002, the Council's purpose is to "*promote the social, economic, environmental and cultural well-being of communities in the present and for the future.*"
9. By removing graffiti and tagging, the entire community of South Taranaki benefits from accessing and utilising public spaces which are free from unauthorised messages in the form of graffiti or tagging. This contributes to the environmental and cultural well-being of communities now and into the future. This makes public spaces feel safer and friendlier, so that all members of the south Taranaki community can benefit.

Options – Identification and analysis

Changes since the policy was adopted

10. The Council's current greenspace contract includes graffiti removal by the contractors to "within two working days of it being noticed or reported". The budget for graffiti removal was dissolved. The process for addressing graffiti on Council and private land was amended and no longer aligns with the Policy.
11. The current process followed for graffiti on Council-owned land is that the contractors are contacted, and they paint over the graffiti within 48 hours. If a member of the public contacts the Council about graffiti on their private land, the Council offers free paint (of which ever colour is currently available). Most owners prefer to purchase their own paint, as the Council cannot guarantee a colour to match their fence/building.
12. It is proposed that the Policy in its current form, resembles a standard operating procedure and does not need to be a policy. The information within the graffiti policy which states how the Council will take action once a complaint has been received, can be recorded in the Promapp system as a standard operating procedure.

Risks

13. There are no major risks associated with these decisions or matters.

Options available

Option 1: retain the policy – status quo

- 14. The current Policy does not fully align with the processes followed by the Council to address graffiti on Council owned or private land. Retaining the policy would mean that it would require review, and during that process it may be found that a policy is not required.

Option 2: revoke the policy – preferred option

- 15. As the Policy is written in a way which is a standard operating procedure, it is proposed that the Policy is revoked and the processes followed are recorded in Promapp. The greenspace contract addresses graffiti removal by the Council’s contractors within 48 hours. It is proposed that as a contract exists which addresses graffiti removal, the policy is no longer required.

Considerations and Assessments

Assessment of Significance and Engagement

- 16. South Taranaki District Council’s general approach to determining the level of “significance” will be to consider:

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	Low: there is an internal system in place for managing graffiti on Council-owned and private property.
LOS	The achievement of, or ability to achieve, the Council’s stated levels of service as set out in the Long-Term Plan 2018-2028.	Low: graffiti removal is covered under the greenspace contract, and the level of service already provided will not change as a result of this Policy being revoked.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	Low: the prohibitions on the sale of spray cans has made this a matter which the New Zealand Police address.
Financial	The impact of the decision or proposal on the Council’s overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	Low: the budget for graffiti/vandalism was removed and has been covered under the greenspace contract for quite some time.
Reversible	The degree to which the decision or proposal is reversible.	Low: the Council may at any time develop another policy.

- 17. In terms of the Council’s Significance and Engagement Policy this matter is of **low** significance. It is proposed that consultation is not required in relation to revoking the Graffiti Policy.

Legislative Considerations

18. Under section 11A and 11B of the Summary Offences Act 1981, the New Zealand Police have powers to charge a person for graffiti vandalism, tagging or defacing or possessing graffiti implements:

“11 A A person is liable to a community-based sentence (within the meaning of section 4(1) of the Sentencing Act 2002) or a fine not exceeding \$2,000, or to both, if he or she damages or defaces any building, structure, road, tree, property, or other thing by writing, drawing, painting, spraying, or etching on it, or otherwise marking it,—

- (a) without lawful authority; and*
- (b) without the consent of the occupier or owner or other person in lawful control.”*

“11B A person is liable to a sentence of community work or a fine not exceeding \$500, or to both, if without reasonable excuse he or she has in his or her possession a thing capable of being used to commit an offence against section 11A in circumstances in which it can reasonably be inferred that he or she intends to use it to commit such an offence.”

19. Under section 14A and 14B of the Summary Offences Act 1981, the sale of spray cans to anyone under the age of 18 is prohibited, and retailers must restrict access to spray cans:

“14A (1) A person who sells a spraycan to a person under the age of 18 years is liable to a fine not exceeding \$1,500.”

“14B (1) This subsection applies to a spraycan if—

- (a) it is kept for sale in a part of a shop to which members of the public have access; and*
- (b) it is not—*
 - (i) under the physical control of the occupier of the shop, or an agent or employee of the occupier; or*
 - (ii) under the physical control of a potential buyer who is being directly supervised by the occupier of the shop, or an agent or employee of the occupier; and*
- (c) the shop is open to the public.*

(2) The occupier of a shop must ensure that every spraycan in the shop to which subsection (1) applies is stored in such a way that members of the public cannot obtain possession of it without the help of the occupier, or an agent or employee of the occupier.

(3) The occupier of a shop who fails or refuses to comply with subsection (2) is liable to a fine not exceeding \$1,500.”

Financial/Budget Considerations

20. There are no financial or budget considerations in relation to this decision.

Consistency with Plans/Policies/Community Outcomes

21. This Policy was adopted in 2006 and has never been reviewed. The way in which graffiti removal is now addressed is different from this Policy. It is proposed that this Policy is revoked, and standard operating procedures are documented in the Councils Promapp system.
22. This matter contributes to the following community outcome: sustainable South Taranaki.

Impact on Māori/Iwi

- 23. By removing graffiti and tagging, the entire community of South Taranaki benefits from accessing and utilising public spaces which are free from unauthorised messages in the form of graffiti or tagging. This makes public spaces feel safer and friendlier, so that all members of the South Taranaki community, including Māori will benefit.

Affected Parties Consultation

- 24. This Policy was adopted in 2006. Since that time, the process for addressing graffiti has changed. The Policy itself has been written in a way which is a standard operating procedure. It is proposed that consultation is not required, as this is now an internal process for the Council.

Conclusion

- 25. As a result of legislative changes to the Summary Offences Act 1981, the rate of graffiti was decreased since the adoption of the Graffiti Policy in 2006. Any graffiti or tagging that occurs on Council-owned property is addressed through the greenspace contract and is removed within 48 hours. If a member of the public contacts the Council about graffiti or tagging on their private property, the Council offers free paint to cover over the graffiti. In most cases landowners prefer to colour match and use their own paint.
- 26. It is proposed that the current Graffiti Policy is revoked, as the way in which graffiti is now managed is different from the policy, and that it is replaced with a standard operating procedure and documented in Promapp.

Adrienne Cook
Policy Advisor

[Seen by]
Becky Wolland
Policy and Governance Manager



Report

To	Ordinary Council
From	Governance and Policy Manager, Becky Wolland
Date	24 February 2020
Subject	Code of Conduct

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Local Government Act 2002 (LGA 2002) requires the Council to adopt a Code of Conduct as soon as practicable after the beginning of the triennium. The Code of Conduct (the Code) must set out the expectations of the Council regarding the manner in which members may conduct themselves while acting in their capacity as members. The Code must include an explanation of the Local Government Official Information and Meetings Act 1987 and any other enactment applicable to elected members.
2. Local Government New Zealand have recommended some changes to the Code of Conduct template, with the inclusion of guidelines on the personal use of social media. The amended Code of Conduct is attached with tracked changes as [Appendix I](#).

Recommendation

THAT the Council

Adopts the updated Code of Conduct attached as [Appendix I](#).

Notes that the Code of Conduct includes section 10.1 Undischarged Bankrupt.

Background

3. The Code sets out the standards of behaviour expected from elected members in exercising their duties. The purpose is to enhance the effectiveness of the local authority; promote effective decision-making and community engagement; enhance the credibility and accountability of the local authority; and develop a culture of mutual trust, respect and tolerance between the elected members and management.
4. All councils were required to adopt a Code of Conduct as soon as practicable after the commencement of the triennium. The Council can amend or replace the code but cannot revoke it without replacement. To amend or replace the Code a vote in support of not less than 75% of the members present is required.

Local Government Purpose

5. Schedule 7 clause 15 of the LGA 2002 states that a local authority must adopt a Code of Conduct and that it must set out understandings and expectations about the manner in which members may conduct themselves while acting in their capacity as members.

- 6. Schedule 7 clause 15(5) of the LGA 2002 requires that the local authority considers whether it must require a member to declare an undischarged bankrupt.

Options – Identification and analysis

- 7. In accordance with the LGA 2002 Schedule 7 clause 15(1) a local authority must adopt a Code of Conduct.
- 8. The LGA 2002 requires the Council, when adopting a Code of Conduct, to consider whether elected members must declare if they are an undischarged bankrupt. In the 2016-2019 Code of Conduct the Council adopted the Code with the inclusion of section 10.1.

“Undischarged bankrupt

In accordance with clause 15(5) of Schedule 7 (LGA 2002) any member who is an “undischarged bankrupt” will notify the chief executive prior to the inaugural meeting or as soon as practicable after being declared bankrupt. The member will also provide the chief executive with a brief explanatory statement of the circumstances surrounding the member’s adjudication and the likely outcome of the bankruptcy.”

Considerations and Assessments

Assessment of Significance and Engagement

- 9. South Taranaki District Council’s general approach to determining level of “significance” will be to consider:

Level	Goal	Outcome
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	The Code of Conduct has little impact on ratepayers as it sets out the manner in which elected members may conduct themselves.
LOS	The achievement of, or ability to achieve, the Council’s stated levels of service as set out in the Long-Term Plan 2015-2025.	There is no impact on levels of service.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	The issue is unlikely to generate wide public interest.
Financial	The impact of the decision or proposal on the Council’s overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	There is no impact on the LTP budget.
Reversible	The degree to which the decision or proposal is reversible.	The Code of Conduct can be replaced or amended if 75% of members present support this decision.

- 10. Based on the above table this matter is of low significance.

11. The level to which the Council will engage will align with the significance of the decision to be made and will be to inform.

Level	Goal	Outcome
Inform	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.	The Council will advise the public through the agenda minutes.

Legislative Considerations

12. The adoption of a Code of Conduct is a statutory requirement under Schedule 7 of the LGA 2002.

Financial/Budget Considerations

13. The costs are insignificant and will be met from current budgets.

Consistency with Plans/Policies/Community Outcomes

14. Nothing in this report is inconsistent with any Council policy, plan or strategy.
15. This matter contributes to the following community outcomes as detailed below:
- Connected South Taranaki
 - Together South Taranaki
 - Secure and Healthy South Taranaki

Impact on Māori/Iwi

16. As the Code of Conduct regulates the conduct of elected members it will have a positive impact on Māori together with other members of the public.

Conclusion

17. It is a statutory requirement for a local authority to adopt a Code of Conduct, and when adopting a Code of Conduct consider whether elected members must declare if they are an undischarged bankrupt.

Becky Wolland
Policy and Governance Manager

[Seen by]
 Marianne Archibald
Group Manager Corporate Services

1. Introduction

This Code of Conduct (the Code) sets out the standards of behaviour expected from elected members of the South Taranaki District Council in the exercise of their duties. Its purpose is to:

- Enhance the effectiveness of the local authority and the provision of good local government of the South Taranaki District;
- Promote effective decision-making and community engagement;
- Enhance the credibility and accountability of the South Taranaki District Council to its communities; and
- Develop a culture of mutual trust, respect and tolerance between the members of the South Taranaki District Council and between the members and management.

This purpose is given effect through the values, roles, responsibilities and specific behaviours agreed in this Code.

2. Scope

The Code has been adopted in accordance with clause 15(1) of Schedule 7 of the Local Government Act 2002 (LGA 2002) and applies to all members, including the members of any local boards as well as the members of any community boards that have agreed to adopt it. The Code is designed to deal with the behaviour of members towards:

- Each other;
- The Chief Executive and staff;
- The media; and
- The general public.

It is also concerned with the disclosure of information that members receive in their capacity as elected members and information which impacts on the ability of the South Taranaki District Council to give effect to its statutory responsibilities.

This Code can only be amended (or substituted by a replacement Code) by a vote of at least 75 per cent of members present at a meeting when amendment to the Code is being considered. The Code should be read in conjunction with the Council's Standing Orders.

3. Values

The Code is designed to give effect to the following values:

1. **Public interest:** members will serve the best interests of the people within the South Taranaki District and discharge their duties conscientiously, to the best of their ability.
2. **Public trust:** members, in order to foster community confidence and trust in their Council, will work together constructively in an accountable and transparent manner.

3. **Ethical behaviour:** members will Act with honesty and integrity at all times and respect the impartiality and integrity of officials;
4. **Objectivity:** members will make decisions on merit; including appointments, and recommending individuals for awards or benefits.
5. **Respect for others:** will treat people, including other members, with respect and courtesy, regardless of their race, age, religion, gender, sexual orientation, or disability.
6. **Duty to uphold the law:** members will comply with all legislative requirements applying to their role, abide by this Code of Conduct, and act in accordance with the trust placed in them by the public.
7. **Equitable contribution:** members will take all reasonable steps to ensure they fulfil the duties and responsibilities of office, including attending meetings and workshops, preparing for meetings, attending civic events, and participating in relevant training seminars.
8. **Leadership:** members will actively promote and support these principles and ensure they are reflected in the way in which the Council operates, including a regular review and assessment of the Council’s collective performance.

These values complement, and work in conjunction with, the principles of s.14 of the LGA 2002 and the governance principles of s.39 of the LGA 2002.

4. Role and responsibilities

The Code of Conduct is designed to strengthen the good governance of the South Taranaki District. Good governance requires that the complementary roles of the governing body and the administration are understood and respected.

4.1 Members

The role of the governing body includes:

- Representing the interests of the people of the South Taranaki District;
- Developing and adopting plans, policies and budgets;
- Monitoring the performance of the Council against stated goals and objectives set out in its long term plan;
- Providing prudent stewardship of the Council’s resources;
- Employing and monitoring the performance of the Chief Executive; and
- Ensuring the Council fulfils its responsibilities to be a ‘good employer’ and meets the requirements of the Health and Safety at Work Act 2015.

4.2 Chief Executive

The role of the Chief Executive includes:

- Implementing the decisions of the Council;
-
- Ensuring that all responsibilities delegated to the Chief Executive are properly

performed or exercised;

- Ensuring the effective and efficient management of the activities of the South Taranaki District Council;
- Maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the local authority;
- Providing leadership for the staff of the Council; and
- Employing, on behalf of the Council, the staff of the South Taranaki District Council (including negotiation of the terms of employment for those staff).

Under s.42 of the LGA 2002 the Chief Executive is the only person *directly* employed by the Council itself. All concerns about the performance of an individual member of staff must, in the first instance, be referred to the Chief Executive.

5. Relationships

This section of the Code sets out agreed standards of behaviour between members; members and staff; and members and the public. Any failure by a member to comply with the provisions of this section can represent a breach of the Code.

5.1 Relationships between members

Given the importance of relationships to the effective performance of the Council, members will conduct their dealings with each other in a manner that:

- Maintains public confidence;
- Is open and honest;
- Is courteous;
- Is focused on issues rather than personalities;
- Avoids abuse of meeting procedures, such as a pattern of unnecessary notices of motion and/or repetitious points of order; and
- Avoids aggressive, offensive or abusive conduct, including the use of disrespectful or malicious language.

Please note that nothing in this section of the Code is intended to limit robust debate.

5.2 Relationships with staff

An important element of good governance involves the relationship between the Council, its Chief Executive and its staff. Members will respect arrangements put in place to facilitate this relationship, and:

- Raise any concerns about employees, officers or contracted officials with the Chief

South Taranaki District Council Code of Conduct - pg 3

Executive;

- Raise any concerns about the performance or behaviour of the Chief Executive with the Mayor or the chairperson of the Personnel Committee;
- Make themselves aware of the obligations that the Council and the Chief Executive have as employers and observe those requirements at all times, such as the duty to be a good employer;
- Treat all employees with courtesy and respect and not publicly criticise any employee;
- Observe any protocols put in place by the Chief Executive concerning contact between members and employees;

Please note, elected members should be aware that failure to observe this portion of the Code may compromise the Council's obligations to be a good employer and consequently expose the council to civil litigation or affect the risk assessment of Council's management and governance control processes undertaken as part of the Council's audit.

5.3 Relationship with the public

Given the vital role that democratic local government plays in our communities it is important that the Council has the trust and respect of their citizens. To facilitate trust and respect in their Council members will:

- Ensure their interactions with citizens are fair, respectful, and honest;
- Be available to listen and respond openly and honestly to citizens' concerns;
- Represent the views of citizens and organisations accurately, regardless of the member's own opinions of the matters raised; and
- Ensure their interactions with citizens and communities uphold the reputation of the local authority.

6. Contact with the media

The media play an important part in the operation and efficacy of local democracy. In order to fulfil this role the media needs access to accurate and timely information about the affairs of Council. Any failure by members to comply with the provisions of this section can represent a breach of the Code.

1. In dealing with the media elected members must clarify whether they are communicating a view endorsed by their Council, committee or community board, or are expressing a personal view.

2. Members are free to express a personal view to the media or social media at any time, provided the following rules are observed:

- Comments shall be consistent with the Code:
- Comments must not purposefully misrepresent the views of the Council or the views of other members;
- Social media pages controlled by members and used for making observations relevant to their role as an elected member should be open and transparent, except where abusive or inflammatory content is being posted; and
- Social media posts about other members, Council staff or the public must be consistent with section five of this Code. (See Appendix A for guidelines on the personal use of social media).

7. Information

Access to information is critical to the trust in which a local authority is held and overall performance. A failure to comply with the provisions below can represent a breach of the Code.

7.1 Confidential information

In the course of their duties members will receive information whether in reports or through debate, that is confidential. This will generally be information that is either commercially sensitive or is personal to a particular individual or organisation. Accordingly, members agree not to use or disclose confidential information for any purpose other than the purpose for which the information was supplied to the member.

7.2 Information received in capacity as an elected member

Occasionally members will receive information from external parties which is pertinent to the ability of their Council to properly perform its statutory duties. Where this occurs, and the information does not contravene the privacy of natural persons, the member will disclose such information to together members and/or the Chief Executive as soon as practicable.

8. Conflicts of Interest

Elected members will maintain a clear separation between their personal interests and their duties as elected members in order to ensure that they are free from bias (whether real or perceived). Members therefore must familiarise themselves with the provisions of the Local Authorities (Members' Interests) Act 1968 (LAMIA).

Members will not participate in any Council discussion or vote on any matter in which they have a pecuniary interest, other than an interest in common with the general public. This rule also applies where the member's spouse/partner has a pecuniary interest, such as through a contract with the Council. Members shall make a declaration of interest as soon as practicable after becoming aware of any such interests.

If a member is in any doubt as to whether or not a particular course of action (including a decision to take no action) raises a conflict of interest, then the member should seek guidance from the Chief Executive *immediately*. Members may also contact the Office of the Auditor General for guidance as to whether they have a pecuniary interest, and if so, may seek an exemption to allow that member to participate or vote on a particular issue in which they may have a pecuniary interest. The latter must be done before the discussion or vote.

Please note: Failure to observe the requirements of the LAMIA could potentially invalidate the decision made, or the action taken, by the Council. Failure to observe these requirements could also leave the elected member open to prosecution (see Appendix B). In the event of a conviction, elected members can be ousted from office.

9. Register of Interests

Members shall, at least annually, make a declaration of interest. These declarations are recorded in a public Register of Interests maintained by the Council. The declaration must include information on the nature and extent of any interest, including:

- a) Any employment, trade or profession carried on by the member or the members' spouse/partner for profit or gain;
- b) Any company, trust, partnership etc for which the member or their spouse/partner is a director, business partner or trustee;
- c) A description of any land in which the member has a beneficial interest within the jurisdiction of the South Taranaki District; and
- d) A description of any land owned by the local authority in which the member or their spouse/partner is:
 - a tenant; or
 - the land is tenanted by a firm in which the member or spouse/partner is a business partner, a company of which the member or spouse/partner is a director, or a trust of which the member or spouse/partner is a trustee;
- e) Any other matters which the public might reasonably regard as likely to influence the member's actions during the course of their duties as a member (if the member is in any doubt on this, the member should seek guidance from the Chief Executive)

Please note, where a member's circumstances change they must ensure that the Register of Interests is updated as soon as practicable.

10. Ethical behaviour

Members will seek to promote the highest standards of ethical conduct. Accordingly members will:

- Claim only for legitimate expenses as determined by the Remuneration Authority and

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- any lawful policy of the Council developed in accordance with that determination;
- Not influence, or attempt to influence, any Council employee, officer or member in order to benefit their own, or families personal or business interests;
- Only use the Council resources (such as facilities, staff, equipment and supplies) in the course of their duties and not in connection with any election campaign or personal interests; and
- Not solicit, demand, or request any gift, reward or benefit by virtue of their position and notify the Chief Executive if any such gifts are accepted. Where a gift to the value of \$50 or more is accepted by a member, that member must immediately disclose this to the Chief Executive for inclusion in the publicly available register of interests.

Any failure by members to comply with the provisions set out in this section represents a breach of this Code.

10.1 Undischarged bankrupt

In accordance with clause 15(5) of Schedule 7 (LGA 2002) any member who is an “undischarged bankrupt” will notify the Chief Executive prior to the inaugural meeting or as soon as practicable after being declared bankrupt. The member will also provide the Chief Executive with a brief explanatory statement of the circumstances surrounding the member’s adjudication and the likely outcome of the bankruptcy.

11. Creating a supportive and inclusive environment

In accordance with the purpose of the Code, members agree to take all reasonable steps in order to participate in activities scheduled to promote a culture of mutual trust, respect and tolerance. These include:

- Attending post-election induction programmes organised by the Council for the purpose of facilitating agreement on the Council’s vision, goals and objectives and the manner and operating style by which members will work.
- Taking part in any assessment or evaluation of the Council’s performance and operating style during the triennium.¹
- Taking all reasonable steps to acquire the p required skills and knowledge to effectively fulfill their Declaration of Office and contribute to the good governance of the South Taranaki District.

12. Breaches of the Code

Members must comply with the provisions of this Code (LGA 2002, schedule 7, cl. 15(4)). Any member, or the Chief Executive, who believes that the Code has been breached by the behaviour of a member, may make a complaint to that effect. All complaints will be considered in a manner that

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is consistent with the following principles.

12.1 Principles:

The following principles will guide any processes for investigating and determining whether or not a breach under this Code has occurred:

- That the approach for investigating and assessing a complaint will be proportionate to the apparent seriousness of the alleged breach;
- That the processes of complaint, investigation, advice and decision-making will be kept separate as appropriate to the nature and complexity of the alleged breach; and
- That the concepts of natural justice and fairness will apply in the determination of any complaints made under this Code. This requires, conditional on the nature of an alleged breach, directly affected parties:
 - Have a right to know that an investigation process is underway;
 - Are given due notice and are provided with an opportunity to be heard;
 - Have confidence that any hearing will be impartial;
 - Have a right to seek appropriate advice and be represented; and
 - Have their privacy respected.

12.2 Complaints

All complaints made under this Code must be made in writing and forwarded to the Chief Executive. On receipt of a complaint the Chief Executive must forward the complaint to the Mayor or, where the Mayor is a party to the complaint, an independent investigator, drawn from a pool of names or agency agreed in advance.

Please note, only members and the Chief Executive may make a complaint under this Code.

Complaint referred to the Mayor

On receipt of a complain made under the provisions of the Council's Code of Conduct the Mayor will, as the situation allows:

- Interview the complainant to assess the full extent of the complaint.
- Interview the member(s) subject to the complaint.
- Assess the complaint to determine materiality.
- Where a complaint is assessed by the Mayor to be trivial, frivolous or minor, either dismiss the complaint, require an apology or other course of action, or assist the relevant parties to find a mutually agreeable solution.
- Where a complaint is found to be material, or no mutually agreed solution can be reached, the Mayor will refer the complaint back to the Chief Executive who will forward it, along with any recommendations made by the Mayor, to the Council or an adjudicative body established by the Council to assess and rule on complaints made under the Code.

If the Mayor chooses they may, instead of undertaking an initial assessment, immediately refer the complaint to the independent investigator, via the Chief Executive.

Complaint referred to Independent Investigator

On receipt of a complaint from a member which concerns the Mayor, or from the Mayor after initial consideration, the Chief Executive will forward that complaint to an independent investigator for a preliminary assessment to determine whether the issue is sufficiently serious to be referred, with recommendations if necessary, to the Council or an adjudicative body for assessing and ruling on complaints. The process, following receipt of a complaint, will follow the steps outlined in Appendix C.

13. Penalties and actions

Where a complaint is determined to be material and referred to the Council or an adjudicative body established to consider complaints, the nature of any penalty or action will depend on the seriousness of the breach.

13.1 Material breaches

In the case of material breaches of this Code, the Council, or the adjudicative with delegated authority, may require one of the following:

1. A letter of censure to the member;
2. A request (made either privately or publicly) for an apology;
3. Removal of certain Council-funded privileges (such as attendance at conferences);
4. Removal of responsibilities, such as committee chair, deputy chair or portfolio holder;
5. Restricted entry to Council offices, such as no access to staff areas (where restrictions may not previously have existed);
6. Limitation on any dealings with Council staff other than the Chief Executive or identified senior manager;
7. A vote of no confidence in the member;
8. Suspension from committees or other bodies to which the member has been appointed; or
9. Invitation to the member to consider resigning from the Council.

A Council or adjudicative body with delegated authority may decide that instead of a penalty one or more of the following may be required:

- Attend a relevant training course; and/or
- Work with a mentor for a period of time; and/or
- Participate in voluntary mediation (if the complaint involves a conflict between two members); and/or
- Tender an apology.

The process is based on the presumption that the outcome of a complaints process will be made public unless there are grounds, such as those set out in the Local Government Official Information

and Meetings Act 1987 (LGOIMA), for not doing so.

13.2 Statutory breaches

In cases where a breach of the Code is found to involve regulatory or legislative requirements, the complaint will be referred to the relevant agency. For example:

- Breaches relating to members' interests (where members may be liable for prosecution by the Auditor-General under the LAMIA);
- Breaches which result in the Council suffering financial loss or damage (where the Auditor-General may make a report on the loss or damage under s.30 of the LGA 2002 which may result in the member having to make good the loss or damage); or
- Breaches relating to the commission of a criminal offence which will be referred to the Police (which may leave the elected member liable for criminal prosecution).

14. Review

Once adopted, a Code of Conduct continues in force until amended by the Council. The Code can be amended at any time but cannot be revoked unless the Council replaces it with another Code. Amendments to the Code require a resolution supported by 75 per cent of the members of the Council present at a Council meeting where the amendment is considered.

Councils are encouraged to formally review their existing Code and either amend or re-adopt it as soon as practicable after the beginning of each triennium in order to ensure that all members have the opportunity to provide their views on the Code's provisions

Appendix A: Guidelines on the personal use of social media

There's a big difference in speaking "on behalf of Council" and speaking "about" the Council. While your rights to free speech are respected, please remember that citizens and colleagues have access to what you post. The following principles are designed to help you when engaging in **personal or unofficial online** communications that may also refer to your Council.

1. **Adhere to the Code of Conduct and other applicable policies.** Council policies and legislation, such as LGOIMA and the Privacy Act 1993, apply in any public setting where you may be making reference to the Council or its activities, including the disclosure of any information online.
2. **You are responsible for your actions.** Anything you post that can potentially damage the Council's image will ultimately be your responsibility. You are encouraged to participate in the social media but in so doing you must exercise sound judgment and common sense.
3. **Be an "advocate" for compliments and criticism.** Even if you are not an official online spokesperson for the Council, you are one of its most important advocates for monitoring the social media landscape. If you come across positive or negative remarks about the Council or its activities online that you believe are important you are encouraged to share them with the governing body.
4. **Let the subject matter experts respond to negative posts.** Should you come across negative or critical posts about the Council or its activities you should consider referring the posts to the Council's authorised spokesperson, unless that is a role you hold, in which case consider liaising with your communications staff before responding.
5. **Take care mixing your political (Council) and personal lives.** Elected members need to take extra care when participating in social media. The public may find it difficult to separate personal and Council personas. Commenting online in any forum, particularly if your opinion is at odds with what Council is doing, can bring you into conflict with the Code should it not be clear that they are your personal views.
6. **Never post sensitive and confidential information** provided by the Council, such as confidential items, public excluded reports and/or commercially sensitive information. Such disclosure will contravene the requirements of the Code.
7. **Elected Members' social media pages should be open and transparent.** When commenting on matters related to the local authority no members should represent themselves falsely via aliases or differing account names or block. Neither should they block any post on any form of social media that they have control over unless there is clear evidence that the posts are actively abusive. Blocking constructive debate or feedback can be seen as bringing the whole Council into disrepute.

Appendix B: Legislation bearing on the role and conduct of elected members

This is a summary of the legislative requirements that have some bearing on the duties and conduct of elected members. The full statutes can be found at www.legislation.govt.nz.

The Local Authorities (Members' Interests) Act 1968

The Local Authorities (Members' Interests) Act 1968 (LAMIA) provides rules about members discussing and voting on matters in which they have a pecuniary interest and about contracts between members and the Council.

A pecuniary interest is likely to exist if a matter under consideration could reasonably give rise to an expectation of a gain or loss of money for a member personally (or for their spouse or a company in which they have an interest). In relation to pecuniary interests the LAMIA applies to both contracting and participating in decision-making processes.

With regard to pecuniary or financial interests a person is deemed to be "concerned or interested" in a contract or interested "directly or indirectly" in a decision when:

- A person, or spouse or partner, is "concerned or interested" in the contract or where they have a pecuniary interest in the decision; or
- A person, or their spouse or partner, is involved in a company that is "concerned or interested" in the contract or where the company has a pecuniary interest in the decision.

There can also be additional situations where a person is potentially "concerned or interested" in a contract or have a pecuniary interest in a decision, such as where a contract is between an elected members' family trust and the Council.

Determining whether a pecuniary interest exists

Elected members are often faced with the question of whether or not they have a pecuniary interest in a decision and if so whether they should participate in discussion on that decision and vote. When determining if this is the case or not the following test is applied:

"...whether, if the matter were dealt with in a particular way, discussing or voting on that matter could reasonably give rise to an expectation of a gain or loss of money for the member concerned." (OAG, 2001)

In deciding whether you have a pecuniary interest, members should consider the following factors.

- What is the nature of the decision being made?
- Do I have a financial interest in that decision - do I have a reasonable expectation of gain or loss of money by making that decision?
- Is my financial interest one that is in common with the public?
- Do any of the exceptions in the LAMIA apply to me?

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- Could I apply to the Auditor-General for approval to participate?

Members may seek assistance from the mayor/chair or other person to determine if they should discuss or vote on an issue but ultimately it is their own judgment as to whether or not they have pecuniary interest in the decision. Any member who is uncertain as to whether they have a pecuniary interest is advised to seek legal advice. Where uncertainty exists members may adopt a least-risk approach which is to not participate in discussions or vote on any decisions.

Members who do have a pecuniary interest will declare the pecuniary interest to the meeting and not participate in the discussion or voting. The declaration and abstention needs to be recorded in the meeting minutes. (Further requirements are set out in the Council's Standing Orders.)

The contracting rule

A member is disqualified from office if he or she is "concerned or interested" in contracts with their council if the total payments made, or to be made, by or on behalf of the Council exceed \$25,000 in any financial year. The \$25,000 limit includes GST. The limit relates to the value of all payments made for all contracts in which you are interested during the financial year. It does not apply separately to each contract, nor is it just the amount of the profit the contractor expects to make or the portion of the payments to be personally received by you.

The Auditor-General can give prior approval, and in limited cases, retrospective approval for contracts that would otherwise disqualify you under the Act. It is an offence under the Act for a person to act as a member of the Council (or committee of the Council) while disqualified.

Non-pecuniary conflicts of interest

In addition to the issue of pecuniary interests, rules and common law govern conflicts of interest more generally. These rules apply to non-pecuniary conflicts of interest, including common law rules about bias. In order to determine if bias exists or not members need to ask:

"Is there a real danger of bias on the part of the member of the decision-making body, in the sense that he or she might unfairly regard with favour (or disfavour) the case of a party to the issue under consideration?"

The question is not limited to actual bias, but relates to the appearance or possibility of bias reflecting the principle that justice should not only be done, but should be seen to be done. Whether or not members believe they are not biased is irrelevant.

Members should be focused on the nature of the conflicting interest or relationship and the risk it could pose for the decision-making process. The most common risks of non-pecuniary bias are where:

- members' statements or conduct indicate that they have predetermined the decision before hearing all relevant information (that is, members have a "closed mind"); and
- members have a close relationship or involvement with an individual or organisation affected

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by the decision.

In determining whether or not they might be perceived as biased, members must also take into account the context and circumstance of the issue or question under consideration. For example, if a member has stood on a platform and been voted into office on the promise of implementing that platform then voters would have every expectation that the member would give effect to that promise, however he/she must still be seen to be open to considering new information (this may not apply to decisions made in quasi-judicial settings, such as an RMA hearing).

Local Government Official Information and Meetings Act 1987

The Local Government Official Information and Meetings Act 1987 sets out a list of meetings procedures and requirements that apply to local authorities and local/community boards. Of particular importance for the roles and conduct of elected members is the fact that the chairperson has the responsibility to maintain order at meetings, but all elected members should accept a personal responsibility to maintain acceptable standards of address and debate. No elected member should:

- create a disturbance or a distraction while another councillor is speaking;
- be disrespectful when they refer to each other or other people; or
- use offensive language about the Council, other members, any employee of the Council or any member of the public.

See Standing Orders for more detail.

Secret Commissions Act 1910

Under this Act it is unlawful for an elected member (or officer) to advise anyone to enter into a contract with a third person and receive a gift or reward from that third person as a result, or to present false receipts to Council.

If convicted of any offence under this Act a person can be imprisoned for up to two years, and/or fines up to \$1000. A conviction would therefore trigger the ouster provisions of the LGA 2002 and result in the removal of the member from office.

Crimes Act 1961

Under this Act it is unlawful for an elected member (or officer) to:

- accept or solicit for themselves (or anyone else) any gift or reward for acting or not acting in relation to the business of Council; and
- use information gained in the course of their duties for their, or another person's, monetary gain or advantage.

These offences are punishable by a term of imprisonment of seven years or more. Elected members convicted of these offences will automatically cease to be members.

Financial Markets Conduct Act 2013

Financial Markets Conduct Act 2013 (previously the Securities Act 1978) essentially places elected members in the same position as company directors whenever Council offers stock to the public. Elected members may be personally liable if investment documents such as a prospectus contain untrue statements and may be liable for criminal prosecution if the requirements of the Act are not met.

The Local Government Act 2002

The Local Government Act 2002 (LGA 2002) sets out the general powers of local government, its purpose and operating principles. Provisions directly relevant to this Code include:

Personal liability of members

Although having qualified privilege, elected members can be held personally accountable for losses incurred by a local authority where, following a report from the Auditor General under s44 LGA 2002, it is found that one of the following applies:

- a) money belonging to, or administered by, a local authority has been unlawfully expended; or
- b) an asset has been unlawfully sold or otherwise disposed of by the local authority; or
- c) a liability has been unlawfully incurred by the local authority; or
- d) a local authority has intentionally or negligently failed to enforce the collection of money it is lawfully entitled to receive.

Members will not be personally liable where they can prove that the act or failure to act resulting in the loss occurred as a result of one of the following:

- a) without the member's knowledge;
- b) with the member's knowledge but against the member's protest made at or before the time when the loss occurred;
- c) contrary to the manner in which the member voted on the issue; and
- d) in circumstances where, although being a party to the act or failure to act, the member acted in good faith and relied on reports, statements, financial data, or other information from professional or expert advisers, namely staff or external experts on the matters.

In certain situations members will also be responsible for paying the costs of proceedings (s.47 LGA 2002).

Appendix C: Process for the determination and investigation of complaints

The following process is a guide only and councils are encouraged to adapt this to their own specific circumstances.

Step 1: Chief Executive receives complaint

On receipt of a complaint under this Code the Chief Executive will refer the complaint to an investigator selected from a panel agreed at the start of the triennium. The Chief Executive will also:

- inform the complainant that the complaint has been referred to the independent investigator and the name of the investigator, and refer them to the process for dealing with complaints as set out in the Code; and
- inform the respondent that a complaint has been made against them, the name of the investigator and refer them to the process for dealing with complaints as set out in the Code.

Step 2: Investigator makes preliminary assessment

On receipt of a complaint the investigator will assess whether:

1. the complaint is frivolous or without substance and should be dismissed;
2. the complaint is outside the scope of the Code and should be redirected to another agency or process;
3. the complaint is non-material; and
4. the complaint is material and a full investigation is required.

In making the assessment the investigator may make whatever initial inquiry is necessary to determine the appropriate course of action. The investigator has full discretion to dismiss any complaint which, in their view, fails to meet the test of materiality.

On receiving the investigator's preliminary assessment the Chief Executive will:

1. where an investigator determines that a complaint is frivolous or without substance, inform the complainant and respondent directly and inform other members (if there are no grounds for confidentiality) of the investigator's decision;
2. in cases where the investigator finds that the complaint involves a potential legislative breach and outside the scope of the Code, forward the complaint to the relevant agency and inform both the complainant and respondent of the action.

Step 3: Actions where a breach is found to be non-material

If the subject of a complaint is found to be non-material the investigator will inform the Chief Executive and, if they choose, recommend a course of action appropriate to the breach, such as;

- that the respondent seek guidance from the Chairperson or Mayor;
- that the respondent attend appropriate courses or programmes to increase their knowledge

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and understanding of the matters leading to the complaint.

The Chief Executive will advise both the complainant and the respondent of the investigator's decision and any recommendations, neither of which are open to challenge. Any recommendations made in response to a non-material breach are non-binding on the respondent and the Council.

Step 4: Actions where a breach is found to be material

If the subject of a complaint is found to be material the investigator will inform the Chief Executive, who will inform the complainant and respondent. The investigator will then prepare a report for the Council on the seriousness of the breach.

In preparing that report the investigator may:

- consult with the complainant, respondent and any affected parties;
- undertake a hearing with relevant parties; and/or
- refer to any relevant documents or information.

On receipt of the investigator's report the Chief Executive will prepare a report for the Council or committee with delegated authority, which will meet to consider the findings and determine whether or not a penalty, or some other form of action, will be imposed. The Chief Executive's report will include the full report prepared by the investigator.

Step 5: Process for considering the investigator's report

Depending upon the nature of the complaint and alleged breach the investigator's report may be considered by the full Council, excluding the complainant, respondent and any other 'interested' members, or a committee established for that purpose.

In order to avoid any suggestion of bias, a Code of Conduct Committee may often be the best mechanism for considering and ruling on complaints. Committees should be established at the start of a triennium with a majority of members selected from the community through either an application process or by invitation.

The Council or committee will consider the Chief Executive's report in open meeting, except where the alleged breach concerns matters that justify the exclusion of the public, such as the misuse of confidential information or a matter that would otherwise be exempt from public disclosure under s.48 of the LGOIMA, in which case it will be a closed meeting.

Before making any decision in respect of the investigator's report the Council or committee will give the member against whom the complaint has been made an opportunity to appear and speak in their own defense. Members with an interest in the proceedings, including the complainant and the respondent, may not take part in these proceedings.

The form of penalty that might be applied will depend on the nature of the breach and may include actions set out in section 13.1 of this Code.

In accordance with this Code Councils will agree to implement the recommendations of a Code of Conduct Committee without debate.



Report

To	Ordinary Council
From	Policy and Governance Manager, Becky Wolland
Date	24 February 2020
Subject	Taranaki Triennial Agreement

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Local Government Act 2002 (LGA 2002) requires a triennial agreement between all the councils in the Taranaki Region to be put in place by 1 March 2020. The purpose of this report is to provide elected members with the draft Taranaki Triennial Agreement for their consideration and adoption.

Recommendation

THAT the Council;

- a) **Approves** the Taranaki Triennial Agreement presented with this report.

Background

2. The LGA 2002 prescribes that a triennial agreement is to be in place by 1 March of the year following the triennial local government election.
3. Discussions have been held between the Taranaki Regional Council and the South Taranaki, Stratford and New Plymouth District Councils at the Taranaki Mayoral Forum on 13 December 2019. The Mayoral Forum reviewed and approved the Agreement attached as [Appendix 1](#).
4. The purpose of the agreement is to establish protocols for communication and cooperation between authorities. The agreement must include a statement of the process for consultation on proposals for new Taranaki Regional Council activities. Once in place, an agreement can be amended if all the signatory councils agree. The triennial agreement (amended or otherwise) remains in force until replaced by another agreement.

Local Government Purpose

5. This matter relates to the purpose of local government to enable democratic local decision-making by, and on behalf of communities. Local government also needs to promote the social, economic, environmental and cultural well-being of communities in the present and for the future.

Options – Identification and analysis

- 6. As it is a legislative requirement to enter into an agreement the preferred option is for the Council to approve the Taranaki Triennial Agreement with or without amendments.

Considerations and Assessments

Assessment of Significance and Engagement

- 7. The South Taranaki District Council's general approach to determining level of "significance" will be to consider:

Level	Goal	Outcome
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	The triennial agreement has little impact on ratepayers as it is mainly about cooperation and communication between the councils of the region.
LOS	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long-Term Plan 2012-2022.	There is no impact on levels of service
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	This issue is unlikely to generate wide public interest
Financial	The impact of the decision or proposal on the Council's overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	There is no impact on the LTP budget
Reversible	The degree to which the decision or proposal is reversible.	The decision is reversible if agreed between all councils.

- 8. Based on the above table this matter is of low significance.
- 9. The level to which the Council will engage will align with the significance of the decision to be made and will be to inform.

Level	Goal	Outcome
Inform	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.	Council will advise the public through the agenda minutes and SouthLink.

Legislative Considerations

- 10. The triennial agreement is a statutory requirement under Section 15 of the LGA 2002 where all local authorities within the region must enter into an agreement no later than 1 March after the triennial election.

Financial/Budget Considerations

- 11. The costs are insignificant and will be met from current budgets.

Consistency with Plans/Policies/Community Outcomes

12. Nothing in this report is inconsistent with any Council policy, plan or strategy.
13. "This matter contributes to the following community outcomes as detailed below:
 - Vibrant South Taranaki
 - Connected South Taranaki
 - Together South Taranaki

Impact on Māori/Iwi

14. The triennial agreement requires communication and cooperation between the councils of the Taranaki Region which is of benefit to all communities including Māori.

Conclusion

15. The preferred option is that the Council approves the Taranaki Triennial Agreement.



Becky Wolland
Policy and Governance Manager



[Seen by]
Marianne Archibald
Group Manager Corporate Services



Taranaki Triennial Agreement

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Purpose

1. The parties to this agreement commit to working for the good governance of their district or region by acting collaboratively and co-operatively to ensure that issues in common are determined in a manner that is inclusive and avoids unnecessary duplication. This agreement will ensure appropriate levels of consultation and co-ordination are maintained between the local authorities of this region, and between individual local authorities as might be notified.

Agreement

2. The parties:

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

Agree to work in good faith together for the good governance and management of their districts and the region.

The Agreement is effective from 1 March 2020 until such time as the Agreement is amended by the agreement of all parties or is renewed following the 2022 local authority elections before 1 March 2023.

3. As signatories to this Agreement each local authority will ensure:
 - a) early notification to affected local authorities, through the distribution of draft documentation, of major policy discussions which may have implications beyond the boundaries of the decision-making authority. This specifically includes new significant activities undertaken by each local authority;
 - b) early notification to all local authorities to invite and enable participation in the identification, delivery and funding of facilities and services where those facilities and services are significant to more than one district.
 - c) opportunities for other local authorities, party to the agreement, to be involved in early consultation on the development of draft annual plans and draft long-term plans and other significant policy consultation processes;
 - d) the application of a 'no surprises' policy whereby early notice will be given over disagreements between local authorities concerning policy or programmes before critical public announcements are made;
 - e) opportunities for involvement by affected local authorities in the development of policies or plans that have inter-jurisdictional or cross boundary implications, including the identification of outcomes and priorities
 - f) that where practicable processes for engaging with communities and agencies in order to identify community outcomes, and prioritise those outcomes, are undertaken jointly or in a collaborative manner which avoids unnecessary duplication,

- g) opportunities for other local authorities, whether party to this agreement or not, to work jointly on the development of strategies and plans for the achievement of identified outcomes and priorities; and
 - h) its intention to share services and staff wherever possible to achieve greater efficiency and effectiveness in the delivery of services and to look to identify, discuss and support shared service arrangements into the future.
 - i) that all local authorities party to this agreement are advised of an individual authority's decisions which are significantly inconsistent with the current triennial agreement or are likely to have consequences that will be significantly inconsistent with the current triennial agreement. Notification to the other parties will be provided to each party as soon as practicable after the decision has been made and will advise of:
 - The inconsistency
 - The reason(s) for the inconsistency
 - Any intention of local authority to seek an amendment to this triennial agreement.
4. Consultation in relation to this agreement will take the following forms:
- a) a meeting of Mayors, regional Chairperson and their Chief Executives will occur at least quarterly;
 - b) meetings between staff as necessary to achieve communication and co-ordination on matters identified in the agreement; and
 - c) opportunities to consider and comment on documentation on policies , programmes or projects.
5. Joint committees between one or more local authorities will be established or continued in line with the requirements of the cl30A Sch7.Local Government Act 2002.

Significant new activities proposed by Taranaki Regional Council

6. If the Taranaki Regional Council or a Taranaki Regional Council controlled organisation proposes to undertake a significant new activity (as provided for under section 16 of the Local Government Act 2002), and the activity is already undertaken or proposed to be undertaken by one or more territorial authorities within the region, the Taranaki Regional Council will discuss the issues involved at one or more of the existing forums, and provide early drafts of proposals to affected territorial authorities for early comment. The Taranaki Regional Council will inform all territorial authorities within the region of the nature of the proposed activity, the scope of the proposal, the reasons for the proposal, and the expected effects of the proposal on the activities of the territorial authorities within the region and the likely costs and benefits of the proposal, so far as these are known at the time.
7. The affected territorial authorities will be given a reasonable period of time to respond to any such proposal. The Taranaki Regional Council will fully consider any submissions and representations on the proposal made by the territorial authorities within the region.

Servicing

8. The parties agree that responsibility for servicing this agreement shall be shared, with responsibility passing from local authority to local authority following the triennial election. Servicing involves:
- a) providing those secretarial services required; and

- b) acting as a media and communications contact (including the provision of information to the public on request) in relation to matters covered in the agreement.
9. The parties agree that the next local authority responsible for servicing this agreement will be the South Taranaki District Council for the 2019-2022 term, after which it shall pass to the remaining local authorities alphabetically, unless otherwise agreed.

Agreement to review

10. The parties agree to review the terms of this agreement within four weeks of a request by one of the parties made in writing to the local authority delegated responsibility to service the Agreement.

Resolving disagreement

11. In the event of a disagreement over the terms of this agreement the parties agree to refer the issue of disagreement to arbitration for non-binding resolution. If no agreement on an arbitrator is forthcoming a mediator will be appointed by the president of the Taranaki Branch of the New Zealand Law Society.

Authority

12. This agreement is signed on this day, 2 of March 2020, by the following on behalf of their respective authorities.

New Plymouth District Council

Neil Holdom Mayor

South Taranaki District Council

Phil Nixon Mayor

Stratford District Council

Neil Volzke Mayor

Taranaki Regional Council

David MacLeod Chairman

Dated: 2 March 2020



Report

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To	Ordinary Council
From	Rebecca Martin, Environment and Sustainability Manager
Date	24 February 2020
Subject	Submission to the Ministry for the Environment on the draft National Policy Statement for Indigenous Biodiversity

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. The Ministry for the Environment (MFE) have called for submissions on the draft National Policy Statement for Indigenous Biodiversity (NPSIB)¹, which sets out a range of proposed objectives and policies to identify, protect, manage and restore indigenous biodiversity under the Resource Management Act 1991 (RMA). Feedback on the proposed NPS is required by 14 March 2020.
2. New Zealand's indigenous biodiversity helps provide us with clean water, nutrient cycling, mahinga kai (food provisioning) and materials for other purposes such as raranga (weaving) and rongoā (medicinal uses). However, our indigenous biodiversity is continuously declining, and many of our taonga species and ecosystems are at risk of becoming extinct.
3. Through the NPSIB, the Government has proposed a way to halt the ongoing decline of indigenous biodiversity and build on the work already underway in many communities to maintain, protect and restore our indigenous biodiversity.
4. The draft NPSIB proposes a raft of new legislative requirements in relation to native habitat and biodiversity, most of which would fall on territorial authorities to resource and implement.
5. The cost to Council of implementing this new legislation would be in the order of \$1.5-\$2mn before 2026, and additional FTE. In some instances, there may be opportunities for shared procurement across other TLAs, and/or with central government, although, according to the Regulatory Impact Statements associated with the NPSIB, most of the implementation costs will still fall on local Councils.
6. As such, Council and our communities and ratepayers are an affected party by these proposals.

Recommendation

THAT the Council

- a) **Receive** the draft submission in [Appendix 1](#) to MFE on their draft National Policy Statement for Indigenous Biodiversity.

¹ MFE, 2019. Draft NPSIB: <https://www.mfe.govt.nz/publications/biodiversity/draft-national-policy-statement-indigenous-biodiversity>

- b) **Approve** the contents of the submission in Appendix 1 to MFE on their draft National Policy Statement for Indigenous Biodiversity.

Background

7. The Ministry for the Environment (MFE) have called for submissions on the draft National Policy Statement for Indigenous Biodiversity (NPSIB)², which sets out a range of proposed objectives and policies to identify, protect, manage and restore indigenous biodiversity under the Resource Management Act 1991 (RMA). Feedback on the proposed NPS is required by 14 March 2020.
8. In its current form, the proposed NPSIB will require district councils to:
 - a. carry out resource-intensive processes to identify and map Significant Natural Areas (SNAs) throughout the district in full, including undertaking physical inspections and engagement with landowners;
 - b. undertake extensive work to identify possible habitats of highly mobile fauna, taonga species, degraded and depleted environments, and areas targeted for restoration and enhancement;
 - c. develop new/revised provisions to manage indigenous biodiversity and progress these changes to district plans through the Schedule 1 process (including engagement, notification, public submissions, hearings and potential litigation and appeals);
 - d. undertake biannual updates to SNA, mobile fauna and taonga species schedules;
 - e. contribute at a District level to comprehensive monitoring of the state of indigenous biodiversity within the region;
 - f. support tangata whenua and stakeholders to be involved in the above processes;
 - g. support landowners with SNAs to restore and enhance their indigenous biodiversity.
9. Gazettal of the NPSIB is planned for mid-2020, and indicative timelines for its implementation are:
 - a. 2025 - TAs to have mapped and identified their SNAs;
 - b. 2026 – all councils to have mapped and scheduled SNAs;
 - c. 2028 – all councils to have implemented NPSIB in full.
10. Almost all of the above is not work that Council currently does. We currently undertake some weed management on Council-owned reserves, but there is very little work undertaken in regard to biodiversity protection or restoration beyond Council reserves. Our only current work in regard to biodiversity protection on private land is imposing conditions on resource consents relating to riparian margins and/or esplanade reserves, with a small associated budget to support landowners with this work (<\$40,000 per annum).
11. To put the scale of the new work required by the proposed NPS into perspective, currently there are 35 scheduled SNA's for the entirety of the South Taranaki district, one of which has already been destroyed by human modification (i.e., 34 remaining SNAs). In comparison, NPDC have over 600 SNAs in their proposed District Plan, and they have been working on mapping and consultative processes for these SNAs since the early 2000's.
12. It is estimated that the South Taranaki district will have a significantly larger number of SNAs than the New Plymouth district, due to the larger geographical area of this district (South Taranaki is 35% larger than the New Plymouth district), and the extensive areas of eastern hill country within the district boundaries.

² MFE, 2019. Draft NPSIB: <https://www.mfe.govt.nz/publications/biodiversity/draft-national-policy-statement-indigenous-biodiversity>

Considerations and Assessments

Assessment of Significance and Engagement

13. The South Taranaki District Council's general approach to determining level of "significance" will be to consider:

Level	Goal	Outcome
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	All residents and ratepayers will be affected by the gazettal of the draft NPSIB, as it is currently written.
LOS	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long-Term Plan 2012-2022.	N/A as this work was not included in LTP 2012-2022
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	No evidence of this for South Taranaki, although similar work in the New Plymouth District, and other Districts, has generated significant public interest.
Financial	The impact of the decision or proposal on the Council's overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	This decision will impact Council's ability to carry out its existing activities, as this work will require substantial new funding and is not work currently undertaken by Council.
Reversible	The degree to which the decision or proposal is reversible.	Once the NPSIB is gazetted, Council will be required by law to carry out the work detailed in the NPSIB, within the required regulatory timeframes (i.e., full implementation by 2028).

14. In terms of the Council's Significance and Engagement Policy this matter is of 'High Significance'.
15. Given this is a Council submission on a yet to be gazetted piece of legislation, which could be altered prior to gazettal, the level to which the Council will engage with the public will align with the significance of the submission to be made; therefore, engagement with the public will be to 'inform'.

Level	Goal	Outcome
Inform	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, opportunities and/or solutions.	This information is publicly available through Council records.

Financial/Budget Considerations

16. No actual costs are involved in the submission on the NPSIB. Costs will only be incurred once the NPSIB is gazetted.

Consistency with Plans/Policies/Community Outcomes

17. Nothing in this report is inconsistent with any Council policy, plan or strategy.

18. This matter contributes to the following community outcomes as detailed below:

- Vibrant South Taranaki
- Together South Taranaki
- Sustainable South Taranaki

Impact on Māori/Iwi

19. The discussions in this report are relevant to the entire District and it is considered that this will have an impact on the entire community including Māori and Iwi.

Conclusion

- 20. Appendix 1 contains Council's submission to MFE on the draft NPS for Indigenous Biodiversity (NPSIB), currently out for consultation.
- 21. Council will be a directly affected party if the draft NPSIB is gazetted as currently written. Most of the new legislative requirements will fall on territorial authorities to resource and implement.
- 22. The cost to Council of implementing this new legislation would be in the order of \$1.5-\$2mn before 2026, and additional FTE.
- 23. As such, Council and all our residents and ratepayers are an affected party by these proposals.



Rebecca Martin
**Environment and Sustainability
 Manager**



[Approved by]
 Liam Dagg
Group Manager Environment Services



SUBMISSION ON THE MINISTRY FOR THE ENVIRONMENT DRAFT NATIONAL POLICY STATEMENT FOR INDIGENEOUS BIODIVERSITY

6

To: Hon. David Parker, Minister for the Environment

Submission on: Draft National Policy Statement for Indigenous Biodiversity (NPSIB)¹

Date: 14 March 2020

Submission by: **South Taranaki District Council**
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¹ MFE, 2019. Draft NPSIB: <https://www.mfe.govt.nz/publications/biodiversity/draft-national-policy-statement-indigenous-biodiversity>



1. Summary

The South Taranaki District Council (STDC) thanks the Minister for the opportunity to comment on the Government's draft National Policy Statement for Indigenous Biodiversity (NPSIB). We have consulted with Local Government New Zealand (LGNZ), the Taranaki Regional Council (TRC) and other district councils in the region, and we fully support the LGNZ and TRC submissions on the NPSIB.

We also support the governments focus on improving biodiversity outcomes across New Zealand, and agree that urgent action is needed to halt the decline in indigenous biodiversity across New Zealand. However, the changes to SNAs and indigenous biodiversity monitoring and management proposed in this document will have large and direct financial and resourcing impacts on STDC and our relatively small ratepayer base. Along with the raft of other environmental legislative regulation coming online, we are unsure how, as a small, predominantly rural District Council, we could pay for the proposed level of regulatory change. We have estimated that financing this project (at an estimated cost of \$1.5-\$2.0mn over the next 5 years) from rateable income would require a 15-20% increase in our District's rates.

Until the Government produces clear guidance around financial assistance and cost-sharing with Councils for the proposals in the NPSIB, we cannot support its implementation, as we cannot fund or resource that level of work in the timelines provided.

The decline of biodiversity is a national problem, requiring clear central Government leadership and nationally standardised intervention measures. The Council does not believe that devolution of this problem onto local Councils in the form of regulatory tools like the NPSIB is going to reverse the decline of indigenous biodiversity in New Zealand.

We strongly believe that the creation of datasets for mapping, scheduling and monitoring of SNAs should be done at central government level, for national consistency and cost-saving. One of the goals of the NPSIB is national standardisation of biodiversity mapping, management and monitoring; therefore, this work should be done at a national level, with the datasets then handed to Councils. Small councils cannot afford to do the work of mapping, ground-truthing, scheduling and monitoring indigenous biodiversity, as set out in this NPS, and the litigation costs alone for the scheduling of new SNAs (through District Plan processes or similar) will be prohibitively expensive.

We also believe that while scheduling SNAs gives protection on paper to indigenous habitat and ecosystems, this does not actually contribute to the protection, enhancement or restoration of biodiversity on the ground. Restoration initiatives depend heavily on voluntary landowner engagement and high-trust relationships between regulatory authorities, landowners, communities and NGOs. Requiring local Councils to enforce these regulations on landowners will damage our existing relationships and ongoing biodiversity projects, and will likely have perverse outcomes for biodiversity, and the large amount of voluntary work already done in Taranaki for biodiversity is likely to be disincentivised.



2. Specific Concerns

Key Concern	Commentary
<p>The cost and resourcing required for implementation of the NPSIB is beyond STDCs abilities</p>	<p>At present the NPSIB devolves almost all costs for its implementation onto local councils. Until the amount of central government co-investment and specific roles and responsibilities are made clear, STDC cannot support the NPSIB as written, as the cost to our Council and ratepayers is not financially viable.</p> <p>When Council looks at the bigger picture across all the national direction that needs to be implemented in the near future, the task looks near impossible, from both a financial and human resource point-of-view. Implementing the policies in the NPSIB will place a large burden on our small ratepayer base, given we have a large geographical area to manage.</p>
<p>The timeframes for implementation do not align with Councils Long-Term Plan funding rounds</p>	<p>STDC is currently budget-setting and prioritising projects for our 2021 Long-Term Plan (LTP). The proposed timeframes for implementation of the NPSIB do not align with our budgeting timeframes and thus do not allow for consideration of funding this work in this LTP round.</p>
<p>National standardisation of biodiversity mapping, management and monitoring should be done at a national level, with the datasets then handed to local councils to manage</p>	<p>This will enable national consistency and rigour around what is and isn't significant, will reduce costs to small local councils for mapping, ground-truthing and monitoring, reduce litigation costs to small local councils, and will allow councils to maintain and develop good working relationships with landowners of new SNAs</p>
<p>Risk to our existing relationships with Māori</p>	<p>While we support a more explicit and active role for Māori in the management of indigenous biodiversity, it is important that requirements of the NPSIB don't cut across already-established good regional and local relationships and agreements with iwi and hapū.</p>
<p>Risk to our existing landowner and community engagement and relationships</p>	<p>Council has existing high-trust relationships with landowners of SNAs, active biodiversity and restoration community groups and NGOs, like QEII. Maintenance of these relationships will be critical if we want to improve biodiversity outcomes. The protection and maintenance of indigenous biodiversity on private land is a public good, and should be managed through a package of interventions, both regulatory and non-regulatory, that addresses the challenge.</p> <p>Non-regulatory interventions for landowners and communities have proven to be effective when</p>



	used in a wider programme. Central Government should play more of a role in this space.
The classification of Significant Natural Areas coupled with the proposed effects management policies could be unduly restrictive for landowners	The criteria and thresholds for identifying what is 'significant' could potentially include a substantial area of land in South Taranaki, which when combined with the policy directions on avoiding effects and the effects hierarchy, could be unduly restrictive on land use.
We do not support councils being given the role of protection and sourcing and dissemination of data for highly mobile fauna.	District Council resource management plans do play a role in managing impacts on highly mobile fauna, through habitat protection. However, DOC should remain the lead agency for species conservation, and Council should remain the lead agencies for habitat protection. Councils do not have the information nor expertise to undertake this role.
We do not support the inclusion of mandatory regional strategies in the NPSIB.	Regional biodiversity strategies can be an effective tool to achieve non-regulatory cross-organisational direction, alignment and coordination (noting that Taranaki already has a Regional Biodiversity Strategy and multi-signatory biodiversity action group, Wild for Taranaki). However, we need a whole-of-system strategy for biodiversity – not just through regulatory tools and the RMA. The NPSIB isn't the right tool to deliver this outcome.
Meaningful biodiversity monitoring is expensive and time-consuming. It will require clear central government leadership and co-funding.	Consistent and clear biodiversity monitoring is required to provide a complete picture across NZ. Biodiversity monitoring methods need to be clearly defined by central government, or else it is highly likely that data obtained through monitoring will be incompatible from one area to the next. In addition, the development and implementation of a monitoring programme in each region is likely to be extremely expensive for local councils. This monitoring system will need ongoing central government funding and support.
Lack of national skills, capability and capacity	It is highly unlikely that the requirements of the proposed NPSIB can be implemented with the current national skills shortage of planners and ecologists



Report

To	Council
From	Finance Manager, Vipul Mehta
Date	17 February 2020
Subject	Quarterly Financial Report for period ending 31 December 2019

(This report shall not be construed as policy until adopted by full Council)

Executive Summary

1. This report contains the Financial Variance Report and the Performance Measures Report for the second quarter of the financial year to 31 December 2019. The report contains Council officer's commentary on variances for the Council's activities and support centres, and management comments on variances have also been included where relevant.
2. Overall the Council's Consolidated Operating Expenditure Statement shows a surplus of \$3,319,984 against a budgeted surplus of \$2,001,496 before accounting adjustments.

Recommendation

THAT the Audit and Risk Committee receives the Second Quarter Financial Report for the period ending 31 December 2019.

Expenditure

3. Total operational expenditure is \$257,630 under budget. Direct Costs are \$149,247 or 1% over budget.
4. Interest paid is \$226,686 or 6% underspent due to timing and delays with capital projects.
5. Depreciation is \$257,137 over budget due to a change in Roothing depreciation as a result of Audit NZ recommendations during 2018/19 final audit.
6. Personnel costs are \$437,329 underspent due to current staff vacancies.

Income

7. Total income is over budget by \$1,060,858. The Long-Term Investment Fund (LTIF) income was \$3,548,650 more than expected due to strong market conditions. The User Fees and Charges income was down by \$160,061 mainly due to the timing of wastewater treatment charges for the large industries and internal changes between Hāwera and Eltham wastewater treatment yet to be charged. The Grants and Subsidies income was under budget by \$916,298 mainly due to NZTA subsidies as a result of the timing of roading projects. Capital contributions were 1,400,168 or 84% under budget as a result of Town Centre external funding yet to come to fruition.

Accounting Adjustments

8. The accounting adjustment relates to a gain on derivative (swaps) contracts of \$979,619.

Capital Expenditure – Wastewater PJ 10074 (Hawera WWTP – Desludge Anaerobic Lagoon) and PJ 13077 (Waiinu WWTP plant relocation)

9. The PJ 10074 had a revised budget of \$682,998 in 2018/19, at the end of the financial year 30 June 2019, the remaining balance of the project was deferred to year 2020/21 as a result of negotiations with Silver Fern Farms. However due to issues with the lagoon we have prioritised this work in the current financial year. We are forecasting \$962,040 for the completion of this project. The current financial year has a budget of \$189,006, CE has approved bringing forward the remaining budget of \$662,980 that was deferred to 2020/21. A further \$110,054 was also transferred from PJ 15361 to PJ 10074 to fund this work.
10. The forecast for PJ 13077 is \$1,250,000, however it only has a budget of \$854,954. The shortfall of \$395,046 is unbudgeted and will need to be funded from either savings from other wastewater projects or from loan funding. The budget was overspent due to adjustments that had to be made, once the project was underway, caused by the high water table and the need for an enlarged disposal field.

Long Term Investment Fund (LTIF)

11. As at 31 December 2019, the invested assets of the LTIF totalled \$152.15m. The performance is shown below with the summary extracted from Mercer’s quarterly investment report.
12. The total income from the LTIF is \$7.75m against budget income of \$4.55m due to strong market conditions.

Sector	Manager	Assets \$m	Allocation %
Trans-Tasman Equities	Nikko	19.78	13.0%
Global Equities	ANZ	39.56	26.0%
Alternatives	Mercer	8.78	5.8%
Low Volatility	Mercer	10.69	7.0%
Listed Infrastructure	First state	7.78	5.1%
Global Property	Mercer	7.74	5.1%
NZ Fixed Interest	Harbour	13.84	9.1%
Cash	ANZ	11.07	7.3%
Global Fixed Interest	Tower	15.90	10.5%
Sub-total		135.14	88.9%
Internal Borrowings	STDC	14.91	9.8%
WPC Term Deposit	STDC	2.10	1.3%
Total LTIF		152.15	100.00%

13. The gross time-weighted return for the quarter to 31 December 2019 was 2.0%, 0.5% above the benchmark.

Borrowing

14. Total borrowing is \$128.01m as at 31 December 2019 including external borrowing of \$113.10m and internal borrowing of \$14.91m.
15. The weighted average interest rate on external debt for the quarter ending 31 December 2019 is 4.96%.



Vipul Mehta
Finance Manager



[Approved by]
Marianne Archibald
Group Manager Corporate Services



Consolidated Operating Expenditure Statement
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	19,791,833	19,642,587	(149,247)	(1%)	37,830,623	38,312,174	39,741,209
Interest Paid	3,315,368	3,542,054	226,686	6%	7,082,442	7,082,442	6,630,332
Depreciation	9,124,911	8,867,774	(257,137)	(3%)	17,735,547	17,735,547	18,234,882
Personnel Costs	7,374,144	7,811,473	437,329	6%	14,514,581	14,514,581	14,623,826
Total Operational Expenditure	39,606,256	39,863,886	257,630	1%	77,163,193	77,644,744	79,230,249
Income							
User Fees and Charges	3,099,628	3,259,689	(160,061)	(5%)	6,293,459	6,293,459	6,634,172
Interest Received	35,638	95,526	(59,888)	(63%)	180,052	180,052	116,046
Grants and Subsidies	3,864,455	4,780,752	(916,298)	(19%)	9,581,915	9,581,915	9,666,668
Overhead recoveries	5,729,343	5,305,221	424,122	8%	10,610,444	10,610,441	11,185,372
Targeted Rates	12,776,438	13,267,839	(491,401)	(4%)	27,088,017	27,088,017	27,088,016
LTIF Income	7,750,525	4,201,875	3,548,650	84%	8,403,751	8,403,751	8,382,129
Sundry Revenue	1,402,614	1,284,277	118,337	9%	2,560,952	2,560,952	2,550,389
General Rates & Revenue	7,993,033	7,995,469	(2,436)	(0%)	15,990,938	15,990,938	15,995,837
Capital Contribution	274,565	1,674,733	(1,400,168)	(84%)	3,349,466	3,349,466	1,384,875
Total Income	42,926,240	41,865,382	1,060,858	3%	84,058,994	84,058,991	83,003,503
Net Cost of Service - Surplus/(Deficit)	3,319,984	2,001,496	1,318,488		6,895,801	6,414,246	3,773,254
Accounting Adjustments:							
Gain on Derivative Contracts	979,619	0	979,619	100%	0	0	1,000,000
Net cost of Service - Surplus/(Deficit)	4,299,603	2,001,496	2,298,107		6,895,801	6,414,246	4,773,254

Expenditure

Interest Paid : Below budget as a result of delays in the capital works programme.

Personnel Costs : Below budget as a result of current staff vacancies

Income

Grants and Subsidies : Lower than anticipated NZTA claims year to date.

LTIF Income: LTIF income showed a gain year to date due to favourable market conditions.

Capital Contributions: Capital contributions relating to Town Centre Development yet to come to fruition.



**Consolidated Operating Expenditure Statement
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Corporate Activities	6,432,630	6,325,513	(107,117)	(2%)	11,979,692	11,884,274	12,189,318
Democracy and Leadership	1,734,048	1,744,142	10,094	1%	3,127,751	3,127,751	3,057,557
Arts and Culture	1,787,592	1,703,976	(83,617)	(5%)	3,290,408	3,290,408	3,397,505
Community Facilities	5,724,350	5,996,297	271,948	5%	11,549,731	11,624,749	11,505,229
District Economy	932,237	1,046,135	113,898	11%	2,057,943	2,066,692	1,867,217
Community Development	643,317	585,879	(57,439)	(10%)	1,150,667	1,152,217	1,200,070
Regulatory Services	1,423,549	1,357,942	(65,607)	(5%)	2,660,360	2,660,360	2,863,206
Water Supply Service	6,253,912	6,405,207	151,295	2%	12,454,175	12,726,925	12,784,886
Roading and Footpaths	7,977,191	8,202,459	225,268	3%	16,337,090	16,359,913	16,718,800
Stormwater	641,868	652,554	10,686	2%	1,219,828	1,243,341	1,277,504
Waste Water	3,070,189	3,287,831	217,642	7%	6,362,810	6,456,862	6,528,053
Solid Waste	2,087,188	1,818,143	(269,045)	(15%)	3,672,587	3,621,032	4,231,679
Coastal Structure	158,694	172,174	13,480	8%	344,348	344,348	322,876
Environmental Sustainability	739,491	565,635	(173,856)	(31%)	955,804	1,085,871	1,286,350
Total Operational Expenditure	39,606,256	39,863,886	257,629	1%	77,163,192	77,644,744	79,230,249
Income							
Corporate Activities	11,338,609	6,952,896	4,385,713	63%	13,894,794	13,894,791	15,013,399
Democracy and Leadership	1,535,661	1,563,876	(28,215)	(2%)	3,127,751	3,127,751	3,124,360
Arts and Culture	1,585,368	1,591,875	(6,507)	(0%)	3,197,092	3,197,092	3,197,563
Community Facilities	5,331,473	5,201,589	129,884	2%	10,452,180	10,452,180	10,565,323
District Economy	926,777	2,714,535	(1,787,759)	(66%)	5,429,080	5,429,080	2,763,569
Community Development	585,542	585,634	(91)	(0%)	1,171,268	1,171,268	1,180,826
Regulatory Services	1,560,122	1,479,541	80,581	5%	2,660,359	2,660,359	2,683,591
Water Supply Service	5,993,202	6,531,151	(537,949)	(8%)	13,614,640	13,614,640	13,639,640
Roading and Footpaths	8,208,488	9,236,425	(1,027,937)	(11%)	18,472,851	18,472,851	18,400,021
Stormwater	536,164	533,147	3,017	1%	1,066,295	1,066,295	1,069,491
Waste Water	2,521,180	2,915,095	(393,915)	(14%)	5,830,191	5,830,191	5,833,751
Solid Waste	2,222,078	1,961,369	260,709	13%	3,922,738	3,922,738	4,335,919
Coastal Structure	31,407	31,975	(568)	(2%)	63,950	63,950	62,814
Environmental Sustainability	550,169	566,273	(16,104)	(3%)	1,155,804	1,155,804	1,133,237
Total Income	42,926,240	41,865,382	1,060,858	3%	84,058,994	84,058,991	83,003,503
Net Cost of Service - Surplus/(Deficit)	3,319,984	2,001,496	1,318,488		6,895,801	6,414,246	3,773,254
Accounting Adjustments:							
Gain on Derivative Contracts	979,619	0	979,619	100%	0	0	1,000,000
Net cost of Service - Surplus/(Deficit)	4,299,603	2,001,496	2,298,107		6,895,801	6,414,246	4,773,254

Expenditure

District Economy: Budgeted depreciation, interest and contractor costs for the Town Centre upgrade yet to be incurred.

Solid Waste: Direct costs over budget primarily as a result of Midwest disposal costs which are offset by additional income.

Environmental Sustainability: Includes unbudgeted consultant and legal costs relating to the District Plan appeals.

Income

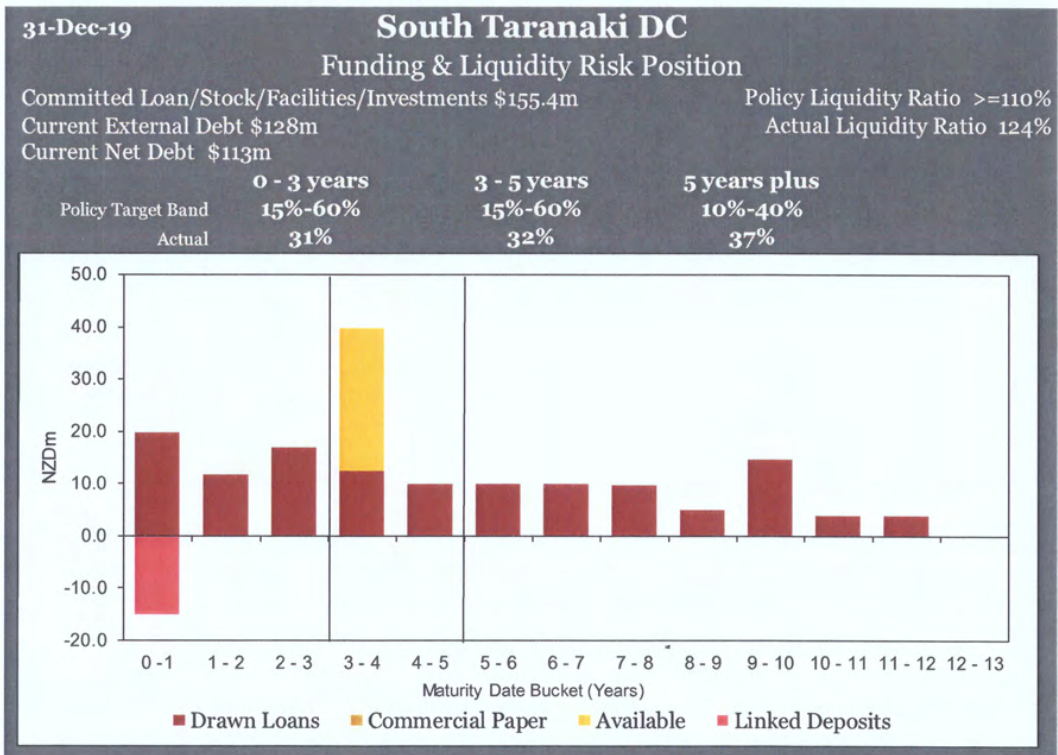
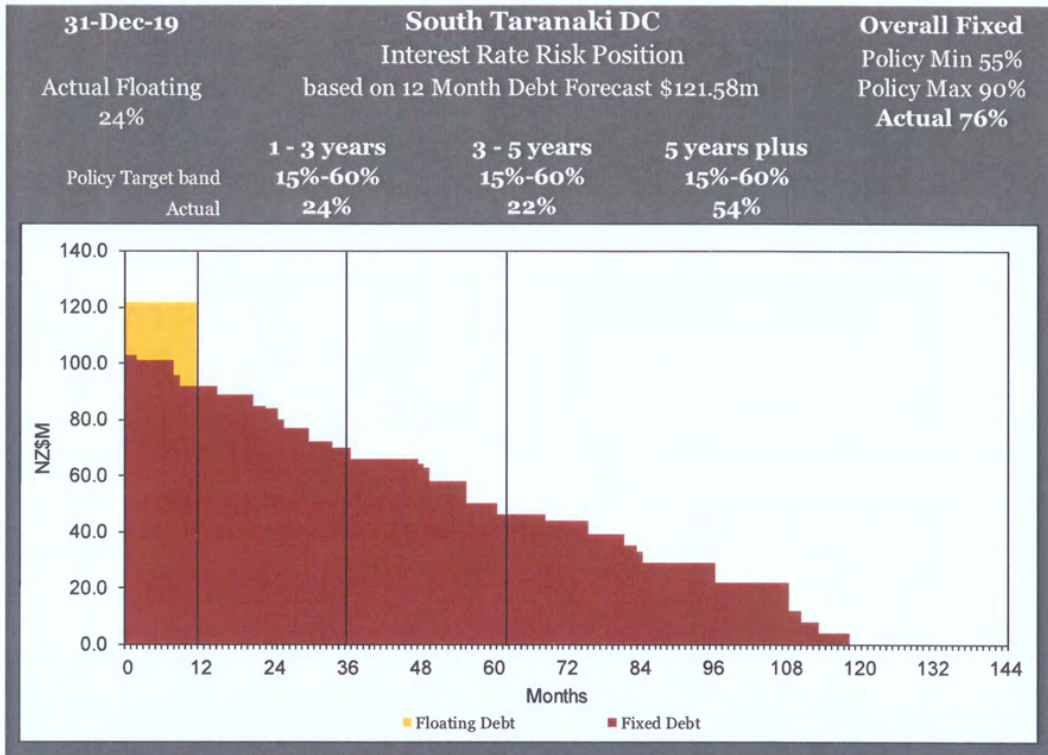
Corporate Activities: LTIF income showed a gain year to date due to favourable market conditions.

District Economy: Capital contributions relating to Town Centre external funding yet to come to fruition.

Waste Water: Budgeted trade waste income yet to be received, offset in expenditure.

Solid Waste: Fees and charges relating to Transfer station gate charging ahead of budget due to additional income from Midwest disposal.

Current Positions





**Operational Expenditure For Arts and Culture
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	221,053	224,854	3,800	2%	445,675	445,675	458,616
Interest Paid	24,458	27,000	2,542	9%	53,436	53,436	48,917
Depreciation	263,465	226,335	(37,130)	(16%)	452,671	452,671	526,931
Personnel Costs	733,385	796,589	63,205	8%	1,480,232	1,480,232	1,454,973
NZ Post COGS	20,814	21,973	1,159	5%	43,946	43,946	43,946
Overheads	524,417	407,224	(117,192)	(29%)	814,448	814,448	864,123
Total Operational Expenditure	1,787,592	1,703,976	(83,617)	(5%)	3,290,408	3,290,408	3,397,505
Income							
User Fees and Charges	17,725	17,214	511	3%	34,429	34,429	34,527
Grants and Subsidies	12,174	10,914	1,260	12%	42,197	42,197	42,198
Sundry Revenue	1,552	12,903	(11,351)	(88%)	18,203	18,203	18,204
General Rates & Revenue	1,519,317	1,520,323	(1,006)	(0%)	3,040,647	3,040,647	3,038,634
NZ Post Sales & Commission	34,599	30,520	4,080	13%	61,615	61,615	64,000
Total Income	1,585,368	1,591,875	(6,507)	(0%)	3,197,092	3,197,092	3,197,563
Net Cost of Service - Surplus/(Deficit)	(202,224)	(112,101)	(90,124)		(93,316)	(93,316)	(199,942)

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**Income and Expenditure Report for LibraryPlus
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	194,309	184,660	(9,649)	(5%)	365,288	365,288	379,249
202 - Interest Paid	24,104	26,646	2,542	10%	52,798	52,798	48,208
203 - Depreciation	262,096	224,966	(37,130)	(17%)	449,931	449,931	524,191
204 - Personnel Costs	623,437	661,257	37,820	6%	1,228,149	1,228,149	1,225,355
206 - NZ Post COGS	20,814	21,973	1,159	5%	43,946	43,946	43,946
301 - Overheads	429,604	329,481	(100,122)	(30%)	658,963	658,963	702,420
Total Operational Expenditure	1,554,363	1,448,983	(105,380)	(7%)	2,799,075	2,799,075	2,923,370
Income							
101 - User Fees and Charges	17,596	17,164	432	3%	34,327	34,327	34,327
103 - Grants and Subsidies	12,174	10,914	1,260	12%	16,111	16,111	16,111
105 - Sundry Revenue	4,655	9,940	(5,285)	(53%)	12,276	12,276	12,276
106 - General Rates & Revenue	1,289,802	1,290,715	(913)	(0%)	2,581,430	2,581,430	2,579,605
110 - NZ Post Sales & Commission	34,599	30,520	4,080	13%	61,615	61,615	64,000
Total Income	1,358,826	1,359,252	(426)	(0%)	2,705,759	2,705,759	2,713,319
Net Cost of Service - Surplus/(Deficit)	(195,537)	(89,731)	(105,806)		(93,316)	(93,316)	(210,051)

Comments:

Expenditure:

201 - Direct Costs	Overbudget primarily due to increased insurance costs
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Underbudget YTD due to some staff vacancies
206 - NZ Post COGS	

Income:

101 - User Fees and Charges	
103 - Grants and Subsidies	
105 - Sundry Revenue	Funding from Lysaght Watt Trust yet to be received
106 - General Rates & Revenue	
110 - NZ Post Sales & Commission	



Income and Expenditure Report for Arts and Culture
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	4,709	6,564	1,855	28%	13,128	13,128	12,092
204 - Personnel Costs	25,821	31,016	5,195	17%	57,601	57,601	53,618
301 - Overheads	24,740	21,113	(3,627)	(17%)	42,225	42,225	43,775
Total Operational Expenditure	55,269	58,692	3,423	6%	112,954	112,954	109,485
Income							
106 - General Rates & Revenue	56,452	56,477	(25)	(0%)	112,954	112,954	112,904
Total Income	56,452	56,477	(25)	(0%)	112,954	112,954	112,904
Net Cost of Service - Surplus/(Deficit)	1,183	(2,216)	3,398		(0)	(0)	3,419

Comments:

Expenditure:

201 - Direct Costs

204 - Personnel Costs

Income:

106 - General Rates & Revenue



**Income and Expenditure Report for Heritage Services
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	22,035	33,630	11,594	34%	67,259	67,259	67,275
202 - Interest Paid	354	354	0	0%	638	638	708
203 - Depreciation	1,370	1,370	0	0%	2,740	2,740	2,740
204 - Personnel Costs	84,127	104,316	20,189	19%	194,481	194,481	176,000
301 - Overheads	70,073	56,630	(13,443)	(24%)	113,261	113,261	117,928
Total Operational Expenditure	177,959	196,300	18,341	9%	378,379	378,379	364,651
Income							
101 - User Fees and Charges	130	51	79	155%	102	102	200
103 - Grants and Subsidies	0	0	0	0%	26,087	26,087	26,087
105 - Sundry Revenue	(3,102)	2,964	(6,066)	(205%)	5,928	5,928	5,928
106 - General Rates & Revenue	173,063	173,131	(69)	(0%)	346,263	346,263	346,125
Total Income	170,090	176,146	(6,056)	(3%)	378,379	378,379	378,340
Net Cost of Service - Surplus/(Deficit)	(7,870)	(20,154)	12,284		0	0	13,689

Comments:

Expenditure:

201 - Direct Costs	Underbudget YTD due to timing of exhibition development
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Underbudget due to staff vacancy and subsequent restructure of positions

Income:

101 - User Fees and Charges	
103 - Grants and Subsidies	
105 - Sundry Revenue	Trust previously over-charged, reimbursement reflected here
106 - General Rates & Revenue	



Operational Expenditure For Coastal Structure
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	7,958	10,701	2,744	26%	21,403	21,403	21,403
Interest Paid	2,949	13,661	10,712	78%	27,321	27,321	5,898
Depreciation	136,746	147,812	11,066	7%	295,624	295,624	273,492
							0
Overheads	11,041	0	(11,041)	(100%)	0	0	22,083
Total Operational Expenditure	158,694	172,174	13,480	8%	344,348	344,348	322,876
Income							
General Rates & Revenue	31,407	31,975	(568)	(2%)	63,950	63,950	62,814
Total Income	31,407	31,975	(568)	(2%)	63,950	63,950	62,814
Net Cost of Service - Surplus/(Deficit)	(127,287)	(140,199)	12,912		(280,398)	(280,398)	(260,062)



South Taranaki District Council

Income and Expenditure Report for Coastal Structures
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	7,958	10,701	2,744	26%	21,403	21,403	21,403
202 - Interest Paid	2,949	13,661	10,712	78%	27,321	27,321	5,898
203 - Depreciation	136,746	147,812	11,066	7%	295,624	295,624	273,492
301 - Overheads	11,041	0	(11,041)	(100%)	0	0	22,083
Total Operational Expenditure	158,694	172,174	13,480	8%	344,348	344,348	322,876
Income							
106 - General Rates & Revenue	31,407	31,975	(568)	(2%)	63,950	63,950	62,814
Total Income	31,407	31,975	(568)	(2%)	63,950	63,950	62,814
Net Cost of Service - Surplus/(Deficit)	(127,287)	(140,199)	12,912		(280,398)	(280,398)	(260,062)

Comments:

Expenditure:

201 - Direct Costs

202 - Interest Paid

203 - Depreciation

Income:

106 - General Rates & Revenue



**Operational Expenditure For Community Development
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	324,502	297,706	(26,796)	(9%)	595,412	595,412	594,958
Interest Paid	32,838	32,098	(740)	(2%)	64,173	64,173	65,677
Depreciation	968	958	(10)	(1%)	1,916	1,916	1,936
Personnel Costs	130,263	134,124	3,862	3%	247,182	248,732	289,000
Overheads	154,746	120,992	(33,755)	(28%)	241,984	241,984	248,500
Total Operational Expenditure	643,317	585,879	(57,439)	(10%)	1,150,667	1,152,217	1,200,070
Income							
Grants and Subsidies	30	0	30	100%	0	0	30
General Rates & Revenue	585,512	585,634	(121)	(0%)	1,171,268	1,171,268	1,180,796
Total Income	585,542	585,634	(91)	(0%)	1,171,268	1,171,268	1,180,826
Net Cost of Service - Surplus/(Deficit)	(57,775)	(245)	(57,530)		20,601	19,051	(19,245)

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South Taranaki District Council

**Income and Expenditure Report for Community Development
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	12,435	10,323	(2,112)	(20%)	20,646	20,646	20,192
202 - Interest Paid	32,838	32,098	(740)	(2%)	64,173	64,173	65,677
203 - Depreciation	968	958	(10)	(1%)	1,916	1,916	1,936
204 - Personnel Costs	130,263	134,124	3,862	3%	247,182	248,732	289,000
301 - Overheads	154,746	120,992	(33,755)	(28%)	241,984	241,984	248,500
Total Operational Expenditure	331,251	298,495	(32,755)	(11%)	575,901	577,451	625,304
Income							
103 - Grants and Subsidies	30	0	30	100%	0	0	30
106 - General Rates & Revenue	306,265	301,501	4,764	2%	603,002	603,002	612,530
Total Income	306,295	301,501	4,794	2%	603,002	603,002	612,560
Net Cost of Service - Surplus/(Deficit)	(24,956)	3,005	(27,961)		27,101	25,551	(12,745)

Comments:

Expenditure:

201 - Direct Costs	Grant incorrectly coded needs to be journalled out
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Additional staff
Income:	
103 - Grants and Subsidies	
106 - General Rates & Revenue	



South Taranaki District Council

Income and Expenditure Report for Community Support
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	312,067	287,383	(24,684)	(9%)	574,766	574,766	574,766
Total Operational Expenditure	312,067	287,383	(24,684)	(9%)	574,766	574,766	574,766
Income							
106 - General Rates & Revenue	279,248	284,133	(4,885)	(2%)	568,266	568,266	558,495
Total Income	279,248	284,133	(4,885)	(2%)	568,266	568,266	558,495
Net Cost of Service - Surplus/(Deficit)	(32,819)	(3,250)	(29,569)		(6,500)	(6,500)	(16,271)

Comments:

Expenditure:

201 - Direct Costs Overbudget YTD due to timing of grants paid

Income:

106 - General Rates & Revenue



South Taranaki District Council

Operational Expenditure For Community Facilities
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	2,005,705	2,136,841	131,136	6%	4,002,785	4,002,785	4,053,854
Interest Paid	693,266	771,523	78,257	10%	1,542,875	1,542,875	1,386,532
Depreciation	1,410,292	1,450,902	40,610	3%	2,901,804	2,901,804	2,820,585
Personnel Costs	896,211	996,004	99,792	10%	1,853,131	1,895,231	1,851,741
Overheads	718,771	641,027	(77,744)	(12%)	1,249,136	1,282,054	1,392,517
Total Operational Expenditure	5,724,246	5,996,297	272,051	5%	11,549,731	11,624,749	11,505,229
Income							
User Fees and Charges	1,046,046	992,483	53,563	5%	2,033,926	2,033,926	2,093,204
Grants and Subsidies	22,208	10,691	11,517	108%	21,423	21,423	22,208
Sundry Revenue	116,329	48,572	67,757	139%	97,144	97,144	163,257
General Rates & Revenue	4,130,890	4,127,147	3,743	0%	8,254,293	8,254,293	8,261,780
Capital Contribution	16,000	5,197	10,803	208%	10,394	10,394	24,875
Overhead Recoveries	0	17,500	(17,500)	(100%)	35,000	35,000	0
Total Income	5,331,473	5,201,589	129,884	2%	10,452,180	10,452,180	10,565,323
Net Cost of Service - Surplus/(Deficit)	(392,773)	(794,708)	401,935		(1,097,551)	(1,172,569)	(939,906)

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**Income and Expenditure Report for Cemeteries
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	183,158	180,275	(2,882)	(2%)	360,551	360,551	377,003
202 - Interest Paid	13,875	26,134	12,259	47%	52,268	52,268	27,750
203 - Depreciation	10,464	12,055	1,591	13%	24,110	24,110	20,928
301 - Overheads	64,446	61,898	(2,548)	(4%)	119,093	123,796	139,912
Total Operational Expenditure	271,943	280,362	8,419	3%	556,022	560,724	565,593
Income							
101 - User Fees and Charges	146,326	137,338	8,988	7%	274,676	274,676	302,000
103 - Grants and Subsidies	6,208	2,536	3,673	145%	5,071	5,071	6,208
105 - Sundry Revenue	808	0	808	100%	0	0	808
106 - General Rates & Revenue	141,154	140,985	169	0%	281,970	281,970	282,307
Total Income	294,496	280,859	13,637	5%	561,717	561,717	591,323
Net Cost of Service - Surplus/(Deficit)	22,553	496	22,057		5,695	993	25,730

Comments:

Expenditure:

201 - Direct Costs	
202 - Interest Paid	
203 - Depreciation	

Income:

101 - User Fees and Charges	Higher than anticipated burials/cremations YTD
103 - Grants and Subsidies	Veteran's Affairs grant for full year already received
105 - Sundry Revenue	
106 - General Rates & Revenue	



Income and Expenditure Report for Halls
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	70,554	85,020	14,466	17%	165,980	165,980	152,898
202 - Interest Paid	44,405	47,395	2,990	6%	94,790	94,790	88,810
203 - Depreciation	169,837	168,232	(1,605)	(1%)	336,465	336,465	339,674
204 - Personnel Costs	12,508	17,461	4,953	28%	32,427	32,427	25,700
301 - Overheads	72,930	70,537	(2,393)	(3%)	136,372	141,074	156,679
Total Operational Expenditure	370,234	388,646	18,411	5%	766,034	770,736	763,761
Income							
101 - User Fees and Charges	34,088	30,072	4,015	13%	60,145	60,145	60,145
105 - Sundry Revenue	845	741	104	14%	1,482	1,482	1,487
106 - General Rates & Revenue	223,000	222,349	651	0%	444,697	444,697	446,000
Total Income	257,933	253,162	4,771	2%	506,324	506,324	507,632
Net Cost of Service - Surplus/(Deficit)	(112,301)	(135,484)	23,182		(259,710)	(264,412)	(256,129)

Comments:

Expenditure:

201 - Direct Costs	Underbudget YTD due to minor savings in building maintenance/cleaning - painting to come in Q3 and Q4
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Underbudget YTD due to staff changes

Income:

101 - User Fees and Charges	
105 - Sundry Revenue	
106 - General Rates & Revenue	



**Income and Expenditure Report for Parks and Reserves
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	649,252	665,252	16,000	2%	1,290,151	1,290,151	1,314,308
202 - Interest Paid	67,013	95,772	28,759	30%	191,503	191,503	134,026
203 - Depreciation	358,774	395,656	36,882	9%	791,311	791,311	717,547
204 - Personnel Costs	238,689	272,202	33,512	12%	465,097	507,197	479,388
301 - Overheads	231,501	188,115	(43,386)	(23%)	371,528	376,230	428,917
Total Operational Expenditure	1,545,229	1,616,996	71,768	4%	3,109,590	3,156,393	3,074,186
Income							
101 - User Fees and Charges	1,913	0	1,913	100%	0	0	1,913
105 - Sundry Revenue	64,136	1,507	62,629	4156%	3,014	3,014	65,030
106 - General Rates & Revenue	1,314,705	1,313,876	829	0%	2,627,752	2,627,752	2,629,410
107 - Capital Contribution	6,000	5,197	803	15%	10,394	10,394	10,394
Total Income	1,386,754	1,320,580	66,175	5%	2,641,159	2,641,159	2,706,747
Net Cost of Service - Surplus/(Deficit)	(158,474)	(296,417)	137,942		(468,431)	(515,233)	(367,439)

Comments:

Expenditure:

201 - Direct Costs	Contractor costs lower than anticipated YTD
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Underbudget YTD due to staff vacancies

Income:

101 - User Fees and Charges	
105 - Sundry Revenue	MSD funding for cadet and Forestry income.
106 - General Rates & Revenue	
107 - Capital Contribution	



South Taranaki District Council

Income and Expenditure Report for Rural Swimming Pools
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	59,019	94,888	35,869	38%	202,437	202,437	208,705
202 - Interest Paid	54,813	62,444	7,631	12%	124,887	124,887	109,626
203 - Depreciation	76,617	83,889	7,271	9%	167,777	167,777	153,235
204 - Personnel Costs	59,935	72,809	12,874	18%	175,502	174,841	174,841
301 - Overheads	34,448	30,710	(3,738)	(12%)	56,718	61,420	60,308
Total Operational Expenditure	284,833	344,739	59,906	17%	727,321	731,363	706,715
Income							
101 - User Fees and Charges	82	78	4	5%	4,617	4,617	4,617
106 - General Rates & Revenue	330,841	330,475	367	0%	660,949	660,949	661,682
Total Income	330,923	330,552	371	0%	665,567	665,567	666,299
Net Cost of Service - Surplus/(Deficit)	46,090	(14,187)	60,277		(61,754)	(65,796)	(40,415)

Comments:

Expenditure:

201 - Direct Costs	Majority of costs come in Q3
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	

Income:

101 - User Fees and Charges	
106 - General Rates & Revenue	



**Income and Expenditure Report for TSB Hub
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	177,957	173,880	(4,077)	(2%)	347,760	347,760	401,653
202 - Interest Paid	335,926	333,731	(2,194)	(1%)	667,392	667,392	671,851
203 - Depreciation	313,476	309,653	(3,822)	(1%)	619,306	619,306	626,951
204 - Personnel Costs	114,437	116,539	2,102	2%	216,430	216,430	216,430
301 - Overheads	92,672	88,469	(4,203)	(5%)	172,235	176,938	188,637
Total Operational Expenditure	1,034,467	1,022,273	(12,195)	(1%)	2,023,123	2,027,826	2,105,522
Income							
101 - User Fees and Charges	133,615	112,092	21,524	19%	268,683	268,683	269,792
106 - General Rates & Revenue	897,375	897,477	(103)	(0%)	1,794,955	1,794,955	1,794,749
Total Income	1,030,990	1,009,569	21,421	2%	2,063,638	2,063,638	2,064,541
Net Cost of Service - Surplus/(Deficit)	(3,477)	(12,703)	9,226		40,514	35,811	(40,981)

Comments:

Expenditure:

201 - Direct Costs	
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	

Income:

101 - User Fees and Charges	Increased usage YTD
106 - General Rates & Revenue	



South Taranaki District Council

Income and Expenditure Report for Public Toilets
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	94,986	116,790	21,805	19%	233,015	233,015	238,703
202 - Interest Paid	23,880	30,811	6,930	22%	61,621	61,621	47,761
203 - Depreciation	34,609	37,491	2,882	8%	74,981	74,981	69,217
204 - Personnel Costs	11,377	13,904	2,527	18%	26,355	26,355	26,355
301 - Overheads	50,254	50,618	363	1%	96,532	101,235	116,469
Total Operational Expenditure	215,105	249,613	34,508	14%	492,505	497,208	498,505
Income							
106 - General Rates & Revenue	234,205	234,291	(86)	(0%)	468,581	468,581	468,410
Total Income	234,205	234,291	(86)	(0%)	468,581	468,581	468,410
Net Cost of Service - Surplus/(Deficit)	19,100	(15,323)	34,422		(23,924)	(28,627)	(30,095)

Comments:

Expenditure:

201 - Direct Costs	Underbudget YTD due to lower than anticipated contractor costs and painting maintenance yet to be completed
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	

Income:

106 - General Rates & Revenue	
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Income and Expenditure Report for Cinema 2
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	50,936	52,633	1,697	3%	100,627	100,627	107,338
202 - Interest Paid	18,938	19,879	941	5%	39,758	39,758	37,876
203 - Depreciation	38,181	38,651	470	1%	77,302	77,302	76,363
301 - Overheads	17,220	11,702	(5,518)	(47%)	23,404	23,404	23,126
Total Operational Expenditure	125,275	122,865	(2,410)	(2%)	241,091	241,091	244,702
Income							
101 - User Fees and Charges	25,833	30,250	(4,417)	(15%)	60,500	60,500	54,757
105 - Sundry Revenue	9,443	19,489	(10,046)	(52%)	38,977	38,977	38,977
106 - General Rates & Revenue	72,487	70,807	1,680	2%	141,614	141,614	144,974
Total Income	107,763	120,546	(12,783)	(11%)	241,091	241,091	238,708
Net Cost of Service - Surplus/(Deficit)	(17,512)	(2,319)	(15,193)		0	0	(5,995)

Comments:

Expenditure:

201 - Direct Costs	
202 - Interest Paid	
203 - Depreciation	

Income:

101 - User Fees and Charges	
105 - Sundry Revenue	
106 - General Rates & Revenue	



Income and Expenditure Report for Pensioner Housing
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	255,900	243,398	(12,501)	(5%)	333,938	333,938	350,165
202 - Interest Paid	27,558	29,922	2,364	8%	59,845	59,845	55,117
203 - Depreciation	97,079	87,282	(9,797)	(11%)	174,563	174,563	194,157
204 - Personnel Costs	34,703	37,126	2,424	7%	68,949	68,949	68,949
301 - Overheads	24,783	20,267	(4,516)	(22%)	40,535	40,535	40,781
Total Operational Expenditure	440,022	417,996	(22,026)	(5%)	677,830	677,830	709,169
Income							
101 - User Fees and Charges	182,754	178,435	4,319	2%	356,869	356,869	360,000
105 - Sundry Revenue	(2,000)	0	(2,000)	100%	0	0	2,000
106 - General Rates & Revenue	134,272	134,296	(24)	(0%)	268,592	268,592	268,544
Total Income	315,026	312,731	2,295	1%	625,461	625,461	630,544
Net Cost of Service - Surplus/(Deficit)	(124,997)	(105,265)	(19,731)		(52,369)	(52,369)	(78,625)

Comments:

Expenditure:

201 - Direct Costs	
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	

Income:

101 - User Fees and Charges	
105 - Sundry Revenue	
106 - General Rates & Revenue	



South Taranaki District Council

Income and Expenditure Report for Campgrounds
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	92,583	61,258	(31,325)	(51%)	121,951	121,951	176,992
202 - Interest Paid	13,732	17,429	3,697	21%	34,859	34,859	27,465
203 - Depreciation	57,786	59,970	2,184	4%	119,939	119,939	115,571
204 - Personnel Costs	4,708	6,661	1,953	29%	12,491	12,491	12,661
301 - Overheads	3,123	7,913	4,790	61%	15,826	15,826	18,289
Total Operational Expenditure	171,932	153,231	(18,701)	(12%)	305,066	305,066	350,978
Income							
101 - User Fees and Charges	63,590	86,947	(23,357)	(27%)	173,894	173,894	174,416
105 - Sundry Revenue	519	0	519	100%	0	0	1,000
106 - General Rates & Revenue	20,576	20,136	441	2%	40,271	40,271	41,152
Total Income	84,685	107,083	(22,398)	(21%)	214,165	214,165	216,568
Net Cost of Service - Surplus/(Deficit)	(87,247)	(46,148)	(41,098)		(90,901)	(90,901)	(134,410)

Comments:

Expenditure:

201 - Direct Costs	Overbudget YTD primarily due to increased insurance costs and unexpected maintenance at Opunake Holiday Park
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	

Income:

101 - User Fees and Charges	Anticipated income will increase in quarter 3.
105 - Sundry Revenue	
106 - General Rates & Revenue	



**Income and Expenditure Report for Aquatic Centre
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	194,409	237,207	42,798	18%	474,414	474,414	444,256
202 - Interest Paid	85,123	86,262	1,139	1%	172,463	172,463	170,246
203 - Depreciation	128,884	129,838	953	1%	259,675	259,675	257,768
204 - Personnel Costs	416,148	451,975	35,827	8%	836,830	837,491	832,296
301 - Overheads	124,834	105,152	(19,682)	(19%)	205,601	210,304	214,663
Total Operational Expenditure	949,399	1,010,433	61,035	6%	1,948,983	1,954,347	1,919,229
Income							
101 - User Fees and Charges	175,632	201,282	(25,650)	(13%)	402,564	402,564	402,564
103 - Grants and Subsidies	16,000	8,156	7,844	96%	16,352	16,352	16,000
105 - Sundry Revenue	24,753	1,022	23,730	2322%	2,044	2,044	24,753
106 - General Rates & Revenue	715,530	716,076	(546)	(0%)	1,432,152	1,432,152	1,431,061
111 - Overhead Recoveries	0	17,500	(17,500)	(100%)	35,000	35,000	0
Total Income	931,915	944,036	(12,121)	(1%)	1,888,112	1,888,112	1,874,378
Net Cost of Service - Surplus/(Deficit)	(17,484)	(66,398)	48,914		(60,871)	(66,234)	(44,852)

Comments:

Expenditure:

201 - Direct Costs	Underbudget YTD primarily due to reduced chemical and electricity costs
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Underbudget due to change in staff structure

Income:

101 - User Fees and Charges	Income expected to increase over 3rd quarter
103 - Grants and Subsidies	
105 - Sundry Revenue	Funding for cadetship
106 - General Rates & Revenue	
111 - Overhead Recoveries	



South Taranaki District Council

Income and Expenditure Report for Centennial Close
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	29,100	40,770	11,670	29%	60,093	60,093	62,811
202 - Interest Paid	1,545	1,516	(29)	(2%)	3,032	3,032	3,091
203 - Depreciation	20,595	20,366	(229)	(1%)	40,732	40,732	41,191
301 - Overheads	2,559	2,420	(139)	(6%)	4,840	4,840	4,737
Total Operational Expenditure	53,800	65,072	11,272	17%	108,696	108,696	111,830
Income							
101 - User Fees and Charges	30,560	25,000	5,560	22%	50,000	50,000	58,000
105 - Sundry Revenue	4,796	4,801	(5)	(0%)	9,602	9,602	9,602
106 - General Rates & Revenue	4,204	4,183	21	0%	8,366	8,366	8,407
Total Income	39,559	33,984	5,575	16%	67,967	67,967	76,009
Net Cost of Service - Surplus/(Deficit)	(14,241)	(31,088)	16,847		(40,729)	(40,729)	(35,821)

Comments:

Expenditure:

201 - Direct Costs	
202 - Interest Paid	
203 - Depreciation	

Income:

101 - User Fees and Charges	
105 - Sundry Revenue	
106 - General Rates & Revenue	



South Taranaki District Council

Income and Expenditure Report for Public Spaces
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	44,112	67,637	23,525	35%	138,738	138,738	102,567
204 - Personnel Costs	3,707	7,327	3,620	49%	19,051	19,051	15,120
301 - Overheads	0	3,226	3,226	100%	6,453	6,453	6,316
Total Operational Expenditure	47,820	78,191	30,371	39%	164,242	164,242	124,003
Income							
106 - General Rates & Revenue	81,570	82,121	(551)	(1%)	164,242	164,242	163,140
Total Income	81,570	82,121	(551)	(1%)	164,242	164,242	163,140
Net Cost of Service - Surplus/(Deficit)	33,750	3,930	29,820		0	0	39,136

Comments:

Expenditure:

201 - Direct Costs	Underbudget YTD due to lower than anticipated contractor costs
204 - Personnel Costs	Underbudget due to staff vacancies

Income:

106 - General Rates & Revenue	
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South Taranaki District Council

Income and Expenditure Report for Corporate Property
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	103,739	117,831	14,092	12%	173,129	173,129	170,350
202 - Interest Paid	6,457	20,228	13,771	68%	40,457	40,457	12,915
203 - Depreciation	103,991	107,821	3,830	4%	215,642	215,642	207,982
Total Operational Expenditure	214,187	245,880	31,693	13%	429,227	429,227	391,246
Income							
101 - User Fees and Charges	251,653	190,989	60,664	32%	381,979	381,979	405,000
105 - Sundry Revenue	13,031	21,013	(7,982)	(38%)	42,026	42,026	19,600
106 - General Rates & Revenue	(39,029)	(39,925)	896	(2%)	(79,849)	(79,849)	(78,057)
107 - Capital Contribution	10,000	0	10,000	100%	0	0	14,481
Total Income	235,655	172,077	63,578	37%	344,155	344,155	361,024
Net Cost of Service - Surplus/(Deficit)	21,468	(73,803)	95,271		(85,072)	(85,072)	(30,222)

Comments:

Expenditure:

201 - Direct Costs	Rates paid lower than anticipated
202 - Interest Paid	
203 - Depreciation	

Income:

101 - User Fees and Charges	Rentals ahead of budget due to timing.
105 - Sundry Revenue	
106 - General Rates & Revenue	
107 - Capital Contribution	



South Taranaki District Council

Income and Expenditure Report for Democracy and Leadership
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	384,098	368,427	(15,671)	(4%)	439,632	439,632	435,916
202 - Interest Paid	1,238	1,357	119	9%	2,713	2,713	2,475
203 - Depreciation	3,346	4,793	1,447	30%	9,585	9,585	6,692
204 - Personnel Costs	306,394	338,778	32,384	10%	614,245	614,245	614,245
301 - Overheads	1,038,972	1,030,788	(8,184)	(1%)	2,061,576	2,061,576	1,998,229
Total Operational Expenditure	1,734,048	1,744,143	10,094	1%	3,127,751	3,127,751	3,057,557
Income							
105 - Sundry Revenue	504	27,024	(26,520)	(98%)	54,047	54,047	54,047
106 - General Rates & Revenue	1,535,157	1,536,852	(1,695)	(0%)	3,073,704	3,073,704	3,070,313
Total Income	1,535,661	1,563,876	(28,215)	(2%)	3,127,751	3,127,751	3,124,360
Net Cost of Service - Surplus/(Deficit)	(198,388)	(180,267)	(18,121)		0	0	66,804

Comments:

Expenditure:

201 - Direct Costs	
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	

Income:

105 - Sundry Revenue	
106 - General Rates & Revenue	



South Taranaki District Council

**Operational Expenditure For District Economy
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	476,904	520,742	43,838	8%	1,023,807	1,035,107	1,021,733
Interest Paid	111,371	176,516	65,145	37%	352,943	352,943	222,743
Depreciation	25,947	52,749	26,802	51%	105,498	105,498	51,894
Personnel Costs	145,271	149,093	3,822	3%	281,626	279,075	280,093
Overheads	172,743	147,034	(25,709)	(17%)	294,068	294,068	290,754
Total Operational Expenditure	932,237	1,046,135	113,898	11%	2,057,943	2,066,692	1,867,217
Income							
User Fees and Charges	56,817	120,900	(64,083)	(53%)	241,810	241,810	98,308
Grants and Subsidies	5,000	6,643	(1,643)	(25%)	13,286	13,286	20,000
Targeted Rates	84,744	83,192	1,552	2%	166,385	166,385	166,385
Sundry Revenue	18,303	11,757	6,546	56%	23,514	23,514	32,870
General Rates & Revenue	549,673	799,177	(249,504)	(31%)	1,598,353	1,598,353	1,099,346
Capital Contribution	201,304	1,669,536	(1,468,232)	(88%)	3,339,072	3,339,072	1,300,000
Overhead Recoveries	10,935	23,330	(12,395)	(53%)	46,660	46,660	46,660
Total Income	926,777	2,714,535	(1,787,759)	(66%)	5,429,080	5,429,080	2,763,569
Net Cost of Service - Surplus/(Deficit)	(5,460)	1,668,401	(1,673,861)		3,371,137	3,362,388	896,352



**Income and Expenditure Report for Economic Development
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	197,520	124,330	(73,190)	(59%)	242,660	248,660	278,169
202 - Interest Paid	42,170	45,444	3,274	7%	90,887	90,887	84,340
203 - Depreciation	1,401	3,351	1,950	58%	6,702	6,702	2,801
204 - Personnel Costs	15,746	15,456	(289)	(2%)	29,566	28,705	28,705
301 - Overheads	30,795	33,525	2,730	8%	67,051	67,051	62,804
Total Operational Expenditure	287,631	222,106	(65,525)	(30%)	436,865	442,004	456,820
Income							
105 - Sundry Revenue	7,870	4,092	3,778	92%	8,184	8,184	7,870
106 - General Rates & Revenue	229,707	229,875	(167)	(0%)	459,749	459,749	459,415
Total Income	237,577	233,967	3,610	2%	467,933	467,933	467,285
Net Cost of Service - Surplus/(Deficit)	(50,054)	11,861	(61,915)		31,068	25,929	10,465

Comments:

Expenditure:

201 - Direct Costs	Overbudget due to all 5 town centre masterplans being done at once. To be funded from Ec Dev Reserve.
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	
Income:	
105 - Sundry Revenue	
106 - General Rates & Revenue	



South Taranaki District Council

Income and Expenditure Report for Hawera Town Coordinator
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	83,192	83,274	82	0%	166,548	166,548	166,548
Total Operational Expenditure	83,192	83,274	82	0%	166,548	166,548	166,548
Income							
104 - Targeted Rates	84,744	83,192	1,552	2%	166,385	166,385	166,385
Total Income	84,744	83,192	1,552	2%	166,385	166,385	166,385
Net Cost of Service - Surplus/(Deficit)	1,552	(82)	1,633		(163)	(163)	(163)

Comments:

Expenditure:

201 - Direct Costs

Income:

104 - Targeted Rates



Income and Expenditure Report for Tourism
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	129,334	130,245	912	1%	260,491	260,491	268,087
202 - Interest Paid	4,797	4,698	(99)	(2%)	9,306	9,306	9,594
203 - Depreciation	4,664	4,608	(56)	(1%)	9,217	9,217	9,328
204 - Personnel Costs	79,769	67,149	(12,619)	(19%)	125,968	126,894	127,912
301 - Overheads	71,088	51,405	(19,683)	(38%)	102,810	102,810	107,313
Total Operational Expenditure	289,652	258,106	(31,546)	(12%)	507,791	508,718	522,234
Income							
101 - User Fees and Charges	23,397	25,808	(2,411)	(9%)	51,625	51,625	45,308
105 - Sundry Revenue	10,434	0	10,434	100%	0	0	10,434
106 - General Rates & Revenue	229,372	229,104	268	0%	458,207	458,207	458,744
Total Income	263,203	254,912	8,291	3%	509,833	509,833	514,486
Net Cost of Service - Surplus/(Deficit)	(26,449)	(3,194)	(23,255)		2,041	1,115	(7,748)

Comments:

Expenditure:

201 - Direct Costs	
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Events Coordinator salary coded here which will be corrected

Income:

101 - User Fees and Charges	
105 - Sundry Revenue	Contribution towards the costs associated with the i-SITE conference held in Taranaki
106 - General Rates & Revenue	



Income and Expenditure Report for Events
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	35,679	108,305	72,626	67%	211,307	216,607	153,161
204 - Personnel Costs	2,761	19,537	16,776	86%	36,283	36,283	36,283
301 - Overheads	48,337	43,388	(4,949)	(11%)	86,775	86,775	85,032
Total Operational Expenditure	86,777	171,230	84,453	49%	334,365	339,665	274,476
Income							
101 - User Fees and Charges	11,088	61,589	(50,501)	(82%)	123,179	123,179	20,000
103 - Grants and Subsidies	5,000	6,643	(1,643)	(25%)	13,286	13,286	20,000
105 - Sundry Revenue	0	7,665	(7,665)	(100%)	15,330	15,330	25,000
106 - General Rates & Revenue	90,593	91,285	(692)	(1%)	182,571	182,571	181,187
Total Income	106,681	167,182	(60,501)	(36%)	334,365	334,365	246,187
Net Cost of Service - Surplus/(Deficit)	19,904	(4,048)	23,952		0	(5,300)	(28,289)

Comments:

Expenditure:

201 - Direct Costs	Underbudget YTD primarily due to less expenditure on Comedy Night and timing of events
204 - Personnel Costs	Underbudget YTD due to staff vacancy

Income:

101 - User Fees and Charges	Reduced income due to Comedy Night sales not being received, offset by less expenditure
103 - Grants and Subsidies	
105 - Sundry Revenue	
106 - General Rates & Revenue	



**Income and Expenditure Report for Town Centre Strategy Fiscal Envelope
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	31,179	74,588	43,409	58%	142,802	142,802	155,768
202 - Interest Paid	64,404	126,375	61,970	49%	252,749	252,749	128,809
203 - Depreciation	19,882	44,790	24,908	56%	89,580	89,580	39,765
204 - Personnel Costs	46,996	46,950	(46)	(0%)	89,809	87,193	87,193
301 - Overheads	22,523	18,716	(3,807)	(20%)	37,432	37,432	35,605
Total Operational Expenditure	184,985	311,419	126,434	41%	612,373	609,757	447,140
Income							
101 - User Fees and Charges	22,332	33,503	(11,171)	(33%)	67,006	67,006	33,000
106 - General Rates & Revenue	0	248,913	(248,913)	(100%)	497,826	497,826	0
107 - Capital Contribution	201,304	1,669,536	(1,468,232)	(88%)	3,339,072	3,339,072	1,300,000
111 - Overhead Recoveries	10,935	23,330	(12,395)	(53%)	46,660	46,660	46,660
Total Income	234,572	1,975,282	(1,740,710)	(88%)	3,950,564	3,950,564	1,379,660
Net Cost of Service - Surplus/(Deficit)	49,587	1,663,863	(1,614,276)		3,338,191	3,340,806	932,520

Comments:

Expenditure:

201 - Direct Costs	Underbudget YTD primarily due to lack of take up of Commercial Assistance Programme (currently under review)
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	

Income:

101 - User Fees and Charges	
106 - General Rates & Revenue	
107 - Capital Contribution	Funding for Te Ramanui yet to come
111 - Overhead Recoveries	



Operational Expenditure For Environmental Sustainability
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	282,997	104,547	(178,450)	(171%)	209,094	209,094	451,142
Interest Paid	116	116	0	0%	208	208	231
Depreciation	447	447	0	0%	893	893	893
Personnel Costs	295,914	317,654	21,740	7%	459,864	589,931	537,413
Overheads	160,018	142,872	(17,146)	(12%)	285,745	285,745	296,670
Total Operational Expenditure	739,491	565,635	(173,856)	(31%)	955,804	1,085,871	1,286,350
Income							
User Fees and Charges	99,406	71,434	27,972	39%	166,126	166,126	190,000
Sundry Revenue	9,145	52,173	(43,028)	(82%)	104,346	104,346	60,000
General Rates & Revenue	441,618	442,666	(1,047)	(0%)	885,332	885,332	883,237
Total Income	550,169	566,273	(16,104)	(3%)	1,155,804	1,155,804	1,133,237
Net Cost of Service - Surplus/(Deficit)	(189,322)	638	(189,960)		200,000	69,933	(153,113)



South Taranaki District Council

Income and Expenditure Report for Environmental Policy
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	172,331	38,809	(133,522)	(344%)	77,618	77,618	261,683
204 - Personnel Costs	106,640	61,964	(44,676)	(72%)	40,008	115,075	197,800
301 - Overheads	51,737	47,501	(4,236)	(9%)	95,001	95,001	97,789
Total Operational Expenditure	330,708	148,273	(182,435)	(123%)	212,627	287,694	557,272
Income							
106 - General Rates & Revenue	205,366	206,313	(947)	(0%)	412,627	412,627	410,732
Total Income	205,366	206,313	(947)	(0%)	412,627	412,627	410,732
Net Cost of Service - Surplus/(Deficit)	(125,342)	58,040	(183,382)		200,000	124,933	(146,540)

Comments:

Expenditure:

201 - Direct Costs	Overspend primarily in legal costs and consultants, with both due to the district plan appeal
204 - Personnel Costs	Salaries and wages showing an overspend as it now includes Environment and Sustainability FTEs

Income:

106 - General Rates & Revenue	
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**Income and Expenditure Report for Planning
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	110,666	65,738	(44,928)	(68%)	131,476	131,476	189,459
202 - Interest Paid	116	116	0	0%	208	208	231
203 - Depreciation	447	447	0	0%	893	893	893
204 - Personnel Costs	189,274	255,690	66,416	26%	419,856	474,856	339,613
301 - Overheads	108,281	95,372	(12,909)	(14%)	190,744	190,744	198,881
Total Operational Expenditure	408,783	417,362	8,579	2%	743,177	798,177	729,077
Income							
101 - User Fees and Charges	99,406	71,434	27,972	39%	166,126	166,126	190,000
105 - Sundry Revenue	9,145	52,173	(43,028)	(82%)	104,346	104,346	60,000
106 - General Rates & Revenue	236,252	236,352	(100)	(0%)	472,705	472,705	472,504
Total Income	344,803	359,960	(15,157)	(4%)	743,177	743,177	722,504
Net Cost of Service - Surplus/(Deficit)	(63,981)	(57,403)	(6,578)		(0)	(55,000)	(6,573)

Comments:

Expenditure:

201 - Direct Costs	Re-forecast reflects recruitment of Development Engineer and a decrease in consultant use
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Underspend to be impacted by recruitment of development engineer

Income:

101 - User Fees and Charges	Re-forecast reflects optimisitic outlook on income and current conseting trends to continue
105 - Sundry Revenue	
106 - General Rates & Revenue	



**Operational Expenditure For Regulatory Services
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	344,393	311,983	(32,410)	(10%)	652,501	652,501	795,759
Interest Paid	10,512	9,792	(720)	(7%)	19,515	19,515	21,024
Depreciation	29,663	22,873	(6,790)	(30%)	45,746	45,746	59,326
Personnel Costs	564,723	600,954	36,231	6%	1,117,919	1,117,919	1,119,635
Overheads	474,258	412,340	(61,919)	(15%)	824,679	824,679	867,463
Total Operational Expenditure	1,423,549	1,357,942	(65,607)	(5%)	2,660,360	2,660,360	2,863,206
Income							
User Fees and Charges	1,032,700	977,439	55,262	6%	1,656,154	1,656,154	1,655,321
Sundry Revenue	28,646	3,069	25,577	833%	6,138	6,138	30,719
General Rates & Revenue	498,776	499,034	(258)	(0%)	998,067	998,067	997,551
Total Income	1,560,122	1,479,541	80,581	5%	2,660,359	2,660,359	2,683,591
Net Cost of Service - Surplus/(Deficit)	136,573	121,599	14,974		(0)	(0)	(179,615)



**Income and Expenditure Report for Licensing
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	69,534	102,935	33,401	32%	205,870	205,870	205,883
202 - Interest Paid	1,039	959	(80)	(8%)	1,894	1,894	2,078
203 - Depreciation	4,361	2,790	(1,571)	(56%)	5,580	5,580	8,721
204 - Personnel Costs	174,319	190,235	15,916	8%	354,357	354,357	354,358
301 - Overheads	118,852	100,579	(18,273)	(18%)	201,158	201,158	213,743
Total Operational Expenditure	368,103	397,498	29,394	7%	768,860	768,860	784,783
Income							
101 - User Fees and Charges	238,773	210,978	27,795	13%	421,957	421,957	421,957
105 - Sundry Revenue	666	0	666	100%	0	0	666
106 - General Rates & Revenue	173,359	173,452	(92)	(0%)	346,903	346,903	346,718
Total Income	412,798	384,430	28,368	7%	768,860	768,860	769,341
Net Cost of Service - Surplus/(Deficit)	44,695	(13,068)	57,763		(0)	(0)	(15,442)

Comments:

Expenditure:

201 - Direct Costs	Current underspend for contractors; expectations that this will be spent. Maintain forecast
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Likely to be underspent if current vacancies are not filled. Review forecast at end Q3

Income:

101 - User Fees and Charges	On track to meet forecast
105 - Sundry Revenue	
106 - General Rates & Revenue	



South Taranaki District Council

**Income and Expenditure Report for Civil Defence
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	66,253	106,759	40,505	38%	213,518	213,518	202,687
204 - Personnel Costs	27,965	19,537	(8,428)	(43%)	36,283	36,283	51,944
Total Operational Expenditure	94,218	126,296	32,077	25%	249,801	249,801	254,631
Income							
106 - General Rates & Revenue	124,414	124,900	(486)	(0%)	249,801	249,801	248,829
Total Income	124,414	124,900	(486)	(0%)	249,801	249,801	248,829
Net Cost of Service - Surplus/(Deficit)	30,196	(1,396)	31,591		0	0	(5,802)

Comments:

Expenditure:

201 - Direct Costs Contributions paid quarterly. Underspend is not real

204 - Personnel Costs Increase due to FTE shifting from 0.5 to 1.0

Income:

106 - General Rates & Revenue



South Taranaki District Council

Income and Expenditure Report for Animal Services
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	56,035	62,309	6,274	10%	124,618	124,618	129,344
202 - Interest Paid	5,841	5,564	(277)	(5%)	11,104	11,104	11,681
203 - Depreciation	13,066	13,314	248	2%	26,628	26,628	26,132
204 - Personnel Costs	139,751	144,284	4,533	3%	267,956	267,956	267,955
301 - Overheads	155,747	136,704	(19,043)	(14%)	273,408	273,408	286,701
Total Operational Expenditure	370,439	362,175	(8,264)	(2%)	703,714	703,714	721,813
Income							
101 - User Fees and Charges	418,176	390,292	27,884	7%	481,861	481,861	481,861
105 - Sundry Revenue	25,907	0	25,907	100%	0	0	25,907
106 - General Rates & Revenue	110,955	110,927	28	0%	221,854	221,854	221,909
Total Income	555,038	501,219	53,819	11%	703,714	703,715	729,677
Net Cost of Service - Surplus/(Deficit)	184,599	139,044	45,555		0	0	7,865

Comments:

Expenditure:

201 - Direct Costs	While there is a minor underspend, contractor costs are anticipated to increase
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Vacancies may see further saving if recruitment not successful. Won't adjust forecast at this stage.

Income:

101 - User Fees and Charges	On track to meet forecast income
105 - Sundry Revenue	
106 - General Rates & Revenue	



South Taranaki District Council

Income and Expenditure Report for Building Control
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	152,571	39,980	(112,590)	(282%)	108,494	108,494	257,845
202 - Interest Paid	3,632	3,270	(363)	(11%)	6,516	6,516	7,265
203 - Depreciation	12,236	6,769	(5,467)	(81%)	13,538	13,538	24,473
204 - Personnel Costs	222,689	246,898	24,209	10%	459,323	459,323	445,378
301 - Overheads	199,660	175,056	(24,603)	(14%)	350,113	350,113	367,019
Total Operational Expenditure	590,788	471,974	(118,815)	(25%)	937,984	937,984	1,101,979
Income							
101 - User Fees and Charges	375,751	376,168	(417)	(0%)	752,337	752,337	751,503
105 - Sundry Revenue	2,073	3,069	(996)	(32%)	6,138	6,138	4,146
106 - General Rates & Revenue	90,047	89,755	293	0%	179,509	179,509	180,095
Total Income	467,872	468,992	(1,120)	(0%)	937,984	937,984	935,744
Net Cost of Service - Surplus/(Deficit)	(122,917)	(2,982)	(119,935)		(0)	(0)	(166,236)

Comments:

Expenditure:

201 - Direct Costs	Contractors engaged for BC processing. Recruitment complete but benefits won't see immediate decrease in use of contractors.
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Current underspend to be negated by recruitment of additional BCO

Income:

101 - User Fees and Charges	On track to meet forecast
105 - Sundry Revenue	
106 - General Rates & Revenue	



Operational Expenditure For Roothing and Footpaths
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	3,925,517	4,283,830	358,313	8%	8,567,044	8,567,044	8,629,513
Interest Paid	137,819	117,243	(20,576)	(18%)	234,486	234,486	275,639
Depreciation	3,466,804	3,219,168	(247,637)	(8%)	6,438,335	6,438,335	6,933,609
Personnel Costs	292,142	310,737	18,595	6%	577,772	577,083	559,692
Overheads	154,909	271,482	116,573	43%	519,453	542,966	320,347
Total Operational Expenditure	7,977,191	8,202,459	225,268	3%	16,337,090	16,359,913	16,718,800
Income							
User Fees and Charges	61,761	55,833	5,928	11%	111,665	111,665	111,665
Grants and Subsidies	3,800,043	4,752,504	(952,461)	(20%)	9,505,009	9,505,009	9,557,232
Targeted Rates	3,407,421	3,400,634	6,787	0%	6,801,268	6,801,268	6,801,268
Sundry Revenue	414,567	511,807	(97,241)	(19%)	1,023,615	1,023,615	885,987
General Rates & Revenue	517,935	515,647	2,288	0%	1,031,294	1,031,294	1,035,869
Overhead Recoveries	6,763	0	6,763	100%	0	0	8,000
Total Income	8,208,488	9,236,425	(1,027,937)	(11%)	18,472,851	18,472,851	18,400,021
Net Cost of Service - Surplus/(Deficit)	231,297	1,033,966	(802,669)		2,135,762	2,112,938	1,681,221

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Income and Expenditure Report for Rooding
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	3,833,742	4,204,440	370,698	9%	8,408,264	8,408,264	8,420,561
202 - Interest Paid	137,819	117,243	(20,576)	(18%)	234,486	234,486	275,639
203 - Depreciation	3,466,804	3,219,168	(247,637)	(8%)	6,438,335	6,438,335	6,933,609
204 - Personnel Costs	233,675	255,980	22,306	9%	475,392	475,392	458,000
301 - Overheads	154,909	271,482	116,573	43%	519,452	542,965	320,347
Total Operational Expenditure	7,826,949	8,068,313	241,364	3%	16,075,929	16,099,442	16,408,156
Income							
101 - User Fees and Charges	61,761	55,833	5,928	11%	111,665	111,665	111,665
103 - Grants and Subsidies	3,679,702	4,623,381	(943,679)	(20%)	9,246,762	9,246,762	9,246,762
104 - Targeted Rates	3,407,421	3,400,634	6,787	0%	6,801,268	6,801,268	6,801,268
105 - Sundry Revenue	414,567	510,500	(95,933)	(19%)	1,021,001	1,021,001	883,487
106 - General Rates & Revenue	517,935	515,647	2,288	0%	1,031,294	1,031,294	1,035,869
Total Income	8,081,385	9,105,995	(1,024,610)	(11%)	18,211,990	18,211,990	18,079,051
Net Cost of Service - Surplus/(Deficit)	254,436	1,037,682	(783,246)		2,136,061	2,112,548	1,670,895

Comments:

Expenditure:

201 - Direct Costs	Overbudget due to costs of operating office in-house not originally budgeted
202 - Interest Paid	
203 - Depreciation	Overspent due to change in roading depreciation as per Audit NZ recommendations during the 2018/19 audit.
204 - Personnel Costs	Underbudget due to staff vacancies at beginning of year
Income:	
101 - User Fees and Charges	
103 - Grants and Subsidies	Underbudget due to lower than anticipated subsidised work carried out YTD
104 - Targeted Rates	
105 - Sundry Revenue	Recovery of costs for work on capital projects
106 - General Rates & Revenue	



South Taranaki District Council

Income and Expenditure Report for Regional Road Safety
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	91,775	79,390	(12,385)	(16%)	158,779	158,779	208,952
204 - Personnel Costs	58,467	54,757	(3,710)	(7%)	102,380	101,691	101,692
Total Operational Expenditure	150,242	134,146	(16,096)	(12%)	261,160	260,471	310,644
Income							
103 - Grants and Subsidies	120,341	129,123	(8,782)	(7%)	258,247	258,247	310,470
105 - Sundry Revenue	0	1,307	(1,307)	(100%)	2,614	2,614	2,500
111 - Overhead Recoveries	6,763	0	6,763	100%	0	0	8,000
Total Income	127,104	130,431	(3,327)	(3%)	260,861	260,861	320,970
Net Cost of Service - Surplus/(Deficit)	(23,139)	(3,716)	(19,423)		(299)	390	10,326

Comments:

Expenditure:

201 - Direct Costs Overbudget YTD due to timing of programme delivery

204 - Personnel Costs _____

Income:

103 - Grants and Subsidies _____

105 - Sundry Revenue Income received for hireage of Road Safety equipment (yet to be received)

111 - Overhead Recoveries _____



Operational Expenditure For Solid Waste
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	1,646,430	1,461,178	(185,253)	(13%)	2,907,103	2,907,103	3,386,546
Interest Paid	144,655	91,561	(53,094)	(58%)	183,121	183,121	289,310
Depreciation	25,219	24,738	(481)	(2%)	49,477	49,477	50,438
Personnel Costs	82	0	(82)	(100%)	75,067	0	3,000
Overheads	270,801	240,666	(30,136)	(13%)	457,819	481,332	502,385
Total Operational Expenditure	2,087,188	1,818,143	(269,045)	(15%)	3,672,587	3,621,032	4,231,679
Income							
User Fees and Charges	510,068	334,655	175,412	52%	669,310	669,310	1,080,202
Targeted Rates	961,340	961,860	(520)	(0%)	1,923,720	1,923,720	1,923,720
Sundry Revenue	382,612	299,962	82,650	28%	599,924	599,924	599,924
General Rates & Revenue	366,037	364,892	1,145	0%	729,784	729,784	732,073
Overhead Recoveries	2,021	0	2,021	100%	0	0	0
Total Income	2,222,078	1,961,369	260,709	13%	3,922,738	3,922,738	4,335,919
Net Cost of Service - Surplus/(Deficit)	134,890	143,227	(8,336)		250,152	301,706	104,240

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South Taranaki District Council

Income and Expenditure Report for Solid Waste Collection
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	779,141	836,632	57,491	7%	1,673,264	1,673,264	1,710,886
204 - Personnel Costs	82	589	507	86%	37,534	1,093	3,000
301 - Overheads	177,813	162,115	(15,698)	(10%)	324,231	324,231	343,867
Total Operational Expenditure	957,036	999,336	42,300	4%	2,035,029	1,998,588	2,057,753
Income							
101 - User Fees and Charges	17,969	2,632	15,337	583%	5,263	5,263	30,000
104 - Targeted Rates	961,340	961,860	(520)	(0%)	1,923,720	1,923,720	1,923,720
105 - Sundry Revenue	218,663	113,689	104,975	92%	227,377	227,377	227,377
111 - Overhead Recoveries	2,021	0	2,021	100%	0	0	0
Total Income	1,199,993	1,078,180	121,813	11%	2,156,361	2,156,361	2,181,097
Net Cost of Service - Surplus/(Deficit)	242,957	78,844	164,113		121,332	157,772	123,344

Comments:

Expenditure:

201 - Direct Costs	Underbudget due to lower than anticipated contractor costs YTD
204 - Personnel Costs	

Income:

101 - User Fees and Charges	Income from invoiced kerbside collection and commodity sales from recycling
104 - Targeted Rates	
105 - Sundry Revenue	Greenwaste sticker income YTD
111 - Overhead Recoveries	



South Taranaki District Council

Income and Expenditure Report for Solid Waste Disposal
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	867,289	624,546	(242,744)	(39%)	1,233,839	1,233,839	1,675,659
202 - Interest Paid	144,655	91,561	(53,094)	(58%)	183,121	183,121	289,310
203 - Depreciation	25,219	24,738	(481)	(2%)	49,477	49,477	50,438
204 - Personnel Costs	0	0	0	0%	37,534	0	0
301 - Overheads	92,988	78,550	(14,438)	(18%)	133,588	157,101	158,518
Total Operational Expenditure	1,130,152	819,395	(310,757)	(38%)	1,637,558	1,623,537	2,173,926
Income							
101 - User Fees and Charges	492,099	332,023	160,076	48%	664,047	664,047	1,050,202
105 - Sundry Revenue	163,949	186,273	(22,324)	(12%)	372,547	372,547	372,547
106 - General Rates & Revenue	366,037	364,892	1,145	0%	729,784	729,784	732,073
Total Income	1,022,085	883,189	138,896	16%	1,766,378	1,766,378	2,154,822
Net Cost of Service - Surplus/(Deficit)	(108,067)	63,794	(171,861)		128,820	142,841	(19,104)

Comments:

Expenditure:

201 - Direct Costs	Contractor costs overbudget YTD but reflected in increased income
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	

Income:

101 - User Fees and Charges	Increased transfer station costs
105 - Sundry Revenue	Farm income lower than expected
106 - General Rates & Revenue	



**Operational Expenditure For Stormwater
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	164,605	149,573	(15,033)	(10%)	237,378	237,378	263,721
Interest Paid	91,037	100,176	9,139	9%	200,351	200,351	182,073
Depreciation	219,894	219,894	0	0%	439,787	439,787	439,787
Personnel Costs	600	648	48	7%	1,295	1,295	1,295
Overheads	165,733	182,265	16,532	9%	341,016	364,529	390,627
Total Operational Expenditure	641,868	652,554	10,685	2%	1,219,828	1,243,341	1,277,504
Income							
User Fees and Charges	2,575	0	2,575	100%	0	0	2,575
Targeted Rates	4,252	4,120	131	3%	8,241	8,241	8,241
General Rates & Revenue	529,338	529,027	311	0%	1,058,054	1,058,054	1,058,676
Total Income	536,164	533,147	3,017	1%	1,066,295	1,066,295	1,069,491
Net Cost of Service - Surplus/(Deficit)	(105,704)	(119,407)	13,702		(153,533)	(177,046)	(208,012)

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**Income and Expenditure Report for Stormwater
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	164,605	147,414	(17,192)	(12%)	233,060	233,060	259,403
202 - Interest Paid	91,037	100,176	9,139	9%	200,351	200,351	182,073
203 - Depreciation	219,894	219,894	0	0%	439,787	439,787	439,787
301 - Overheads	164,959	181,147	16,188	9%	338,781	362,294	388,871
Total Operational Expenditure	640,494	648,630	8,135	1%	1,211,979	1,235,492	1,270,135
Income							
101 - User Fees and Charges	2,575	0	2,575	100%	0	0	2,575
106 - General Rates & Revenue	529,338	529,027	311	0%	1,058,054	1,058,054	1,058,676
Total Income	531,913	529,027	2,886	1%	1,058,054	1,058,054	1,061,251
Net Cost of Service - Surplus/(Deficit)	(108,582)	(119,603)	11,021		(153,926)	(177,439)	(208,884)

Comments:

Expenditure:

201 - Direct Costs	Overbudget YTD primarily due to Ropata St overflow
202 - Interest Paid	
203 - Depreciation	

Income:

101 - User Fees and Charges	
106 - General Rates & Revenue	



Income and Expenditure Report for Eltham Drainage
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	0	2,159	2,159	100%	4,318	4,318	4,318
204 - Personnel Costs	600	648	48	7%	1,295	1,295	1,295
301 - Overheads	774	1,118	344	31%	2,236	2,236	1,756
Total Operational Expenditure	1,374	3,924	2,550	65%	7,849	7,849	7,369
Income							
104 - Targeted Rates	4,252	4,120	131	3%	8,241	8,241	8,241
Total Income	4,252	4,120	131	3%	8,241	8,241	8,241
Net Cost of Service - Surplus/(Deficit)	2,877	196	2,681		392	392	872

Comments:

Expenditure:

201 - Direct Costs

204 - Personnel Costs

Income:

104 - Targeted Rates



South Taranaki District Council

Operational Expenditure For Waste Water
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	1,293,410	1,376,850	83,440	6%	2,634,940	2,634,940	2,820,346
Interest Paid	691,715	780,171	88,456	11%	1,560,301	1,560,301	1,383,429
Depreciation	714,687	714,686	(1)	(0%)	1,429,371	1,429,371	1,429,374
Personnel Costs	93,095	0	(93,095)	(100%)	0	0	186,190
Overheads	277,283	416,125	138,842	33%	738,198	832,250	708,714
Total Operational Expenditure	3,070,189	3,287,831	217,642	7%	6,362,810	6,456,862	6,528,053
Income							
User Fees and Charges	130,011	529,873	(399,862)	(75%)	1,059,746	1,059,746	1,059,746
Targeted Rates	2,387,609	2,385,222	2,387	0%	4,770,445	4,770,445	4,770,445
Sundry Revenue	3,560	0	3,560	100%	0	0	3,560
Total Income	2,521,180	2,915,095	(393,915)	(14%)	5,830,191	5,830,191	5,833,751
Net Cost of Service - Surplus/(Deficit)	(549,009)	(372,736)	(176,273)		(532,619)	(626,671)	(694,302)

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South Taranaki District Council

**Income and Expenditure Report for Wastewater
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	1,293,410	1,376,850	83,440	6%	2,634,940	2,634,940	2,820,346
202 - Interest Paid	691,715	780,171	88,456	11%	1,560,301	1,560,301	1,383,429
203 - Depreciation	714,687	714,686	(1)	(0%)	1,429,371	1,429,371	1,429,374
204 - Personnel Costs	93,095	0	(93,095)	(100%)	0	0	186,190
301 - Overheads	277,283	416,125	138,842	33%	738,198	832,250	708,714
Total Operational Expenditure	3,070,189	3,287,831	217,642	7%	6,362,810	6,456,862	6,528,053
Income							
101 - User Fees and Charges	130,011	529,873	(399,862)	(75%)	1,059,746	1,059,746	1,059,746
104 - Targeted Rates	2,387,609	2,385,222	2,387	0%	4,770,445	4,770,445	4,770,445
105 - Sundry Revenue	3,560	0	3,560	100%	0	0	3,560
Total Income	2,521,180	2,915,095	(393,915)	(14%)	5,830,191	5,830,191	5,833,751
Net Cost of Service - Surplus/(Deficit)	(549,009)	(372,736)	(176,273)		(532,619)	(626,671)	(694,302)

Comments:

Expenditure:

201 - Direct Costs	Trade waste charges between Eltham and Hawera WWTP not yet charged, reflected in reduced income
202 - Interest Paid	
203 - Depreciation	
204 - Personnel Costs	Staff costs budgeted in Overheads but allocated here

Income:

101 - User Fees and Charges	Trade waste charges between Eltham and Hawera WWTP not yet charged, reflected in reduced expenditure
104 - Targeted Rates	
105 - Sundry Revenue	



South Taranaki District Council

**Operational Expenditure For Water Supply Service
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	1,404,609	1,665,568	260,959	16%	3,247,718	3,247,718	3,184,095
Interest Paid	1,185,294	1,249,036	63,742	5%	2,498,001	2,498,001	2,370,588
Depreciation	2,467,318	2,467,318	(0)	(0%)	4,934,636	4,934,636	4,934,636
Overheads	1,196,691	1,023,285	(173,406)	(17%)	1,773,820	2,046,570	2,295,567
Total Operational Expenditure	6,253,912	6,405,207	151,295	2%	12,454,175	12,726,925	12,784,886
Income							
User Fees and Charges	43,586	43,563	23	0%	87,125	87,125	87,125
Interest Received	0	3,026	(3,026)	(100%)	6,052	6,052	6,052
Grants and Subsidies	25,000	0	25,000	100%	0	0	25,000
Targeted Rates	5,797,361	6,292,810	(495,449)	(8%)	13,137,958	13,137,958	13,137,957
Sundry Revenue	127,256	191,753	(64,497)	(34%)	383,506	383,506	383,506
Total Income	5,993,202	6,531,151	(537,949)	(8%)	13,614,640	13,614,640	13,639,640
Net Cost of Service - Surplus/(Deficit)	(260,710)	125,944	(386,654)		1,160,465	887,715	854,754



**Income and Expenditure Report for Urban Water Supply Schemes
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	995,533	1,059,383	63,850	6%	2,070,591	2,070,591	2,076,487
202 - Interest Paid	868,407	944,651	76,244	8%	1,889,232	1,889,232	1,736,814
203 - Depreciation	1,442,323	1,442,323	(0)	(0%)	2,884,647	2,884,647	2,884,647
301 - Overheads	803,042	689,545	(113,497)	(16%)	1,186,284	1,379,091	1,548,108
Total Operational Expenditure	4,109,305	4,135,903	26,597	1%	8,030,754	8,223,560	8,246,056
Income							
101 - User Fees and Charges	36,708	38,589	(1,880)	(5%)	77,177	77,177	77,177
103 - Grants and Subsidies	25,000	0	25,000	100%	0	0	25,000
104 - Targeted Rates	3,703,143	4,145,325	(442,182)	(11%)	8,290,650	8,290,650	8,290,650
105 - Sundry Revenue	21,230	91,749	(70,519)	(77%)	183,498	183,498	183,498
Total Income	3,786,081	4,275,663	(489,581)	(11%)	8,551,325	8,551,325	8,576,325
Net Cost of Service - Surplus/(Deficit)	(323,224)	139,760	(462,984)		520,572	327,765	330,269

Comments:

Expenditure:

201 - Direct Costs	Underbudget primarily due to less than anticipated chemicals and water purchases YTD
202 - Interest Paid	
203 - Depreciation	

Income:

101 - User Fees and Charges	
103 - Grants and Subsidies	Contribution towards alterations at Waverley WTP
104 - Targeted Rates	
105 - Sundry Revenue	



Income and Expenditure Report for Inaha/Waimate West Water Supply
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	402,073	602,559	200,486	33%	1,173,500	1,173,500	1,103,784
202 - Interest Paid	316,887	304,405	(12,482)	(4%)	608,769	608,769	633,774
203 - Depreciation	982,090	982,090	(0)	(0%)	1,964,179	1,964,179	1,964,179
301 - Overheads	393,223	333,336	(59,887)	(18%)	586,729	666,673	745,556
Total Operational Expenditure	2,094,272	2,222,389	128,117	6%	4,333,177	4,413,121	4,447,292
Income							
101 - User Fees and Charges	6,877	4,975	1,903	38%	9,948	9,948	9,948
104 - Targeted Rates	2,094,218	2,147,485	(53,267)	(2%)	4,847,307	4,847,307	4,847,307
105 - Sundry Revenue	106,026	100,004	6,022	6%	200,008	200,008	200,008
Total Income	2,207,121	2,252,464	(45,343)	(2%)	5,057,263	5,057,263	5,057,263
Net Cost of Service - Surplus/(Deficit)	112,849	30,075	82,774		724,086	644,142	609,971

Comments:

Expenditure:

201 - Direct Costs	Underbudget primarily due to lower than anticipated chemical and water purchases YTD
202 - Interest Paid	
203 - Depreciation	
Income:	
101 - User Fees and Charges	
104 - Targeted Rates	



South Taranaki District Council

Income and Expenditure Report for Cold Creek and Nukumarū Water Supply
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
201 - Direct Costs	3,824	3,627	(198)	(5%)	3,627	3,627	3,824
203 - Depreciation	42,905	42,905	(0)	(0%)	85,810	85,810	85,810
301 - Overheads	427	403	(23)	(6%)	807	807	1,903
Total Operational Expenditure	47,156	46,935	(221)	(0%)	90,244	90,244	91,537
Income							
102 - Interest Received	0	3,026	(3,026)	(100%)	6,052	6,052	6,052
Total Income	0	3,026	(3,026)	(100%)	6,052	6,052	6,052
Net Cost of Service - Surplus/(Deficit)	(47,156)	(43,909)	(3,247)		(84,192)	(84,192)	(85,485)

Comments:

Expenditure:

201 - Direct Costs

203 - Depreciation

Income:

102 - Interest Received



South Taranaki District Council

**Operational Expenditure For Corporate Activities
For the period ending December 2019**

Description	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast
Expenditure							
Direct Costs	1,968,351	1,671,715	(296,636)	(18%)	3,200,244	3,200,236	3,381,682
Interest Paid	188,101	171,805	(16,296)	(9%)	342,997	342,997	375,797
Depreciation	360,115	315,102	(45,013)	(14%)	630,203	630,203	705,290
Personnel Costs	3,916,064	4,166,892	250,828	6%	7,806,248	7,710,837	7,726,550
Total Operational Expenditure	6,432,630	6,325,513	(107,116)	(2%)	11,979,692	11,884,274	12,189,318
Income							
User Fees and Charges	24,909	44,946	(20,037)	(45%)	89,892	89,892	64,805
Interest Received	35,638	92,500	(56,862)	(61%)	174,000	174,000	109,994
LTIF Income	7,750,525	4,201,875	3,548,650	84%	8,403,751	8,403,751	8,382,129
Targeted Rates	133,711	140,000	(6,289)	(4%)	280,000	280,000	280,000
Overhead recoveries	5,729,343	5,305,221	424,122	8%	10,610,444	10,610,441	11,185,372
Sundry Revenue	300,140	125,257	174,883	140%	250,514	250,514	318,316
General Rates & Revenue	(2,712,626)	(2,956,903)	244,278	(8%)	(5,913,807)	(5,913,807)	(5,425,251)
Capital Contribution	57,261	0	57,261	100%	0	0	60,000
Overhead Recoveries	19,708	0	19,708	100%	0	0	38,035
Total Income	11,338,609	6,952,896	4,385,713	63%	13,894,794	13,894,791	15,013,399
Net Cost of Service - Surplus/(Deficit)	4,905,980	627,383	4,278,597		1,915,102	2,010,517	2,824,080



Consolidated Capital Expenditure Statement
For the period ending December 2019

Description	YTD Actuals	YTD Rev. Bud	Variance \$	Variance %	Full Year Budget	Full Year Rev. Bud	Forecast	FORECAST			
								2020/21	2021/22	2022/23	2023 and onwards
14 - Corporate Activities	452,931	531,289	78,358	15%	373,333	917,234	765,825	9,400	0	0	0
16 - Democracy and Leadership	0	24,879	24,879	100%	24,879	24,879	24,879	0	0	0	0
17 - Arts and Culture	134,476	152,275	17,799	12%	279,555	304,555	304,568	0	0	0	0
18 - Community Facilities	382,124	1,216,573	834,449	69%	1,710,947	2,670,896	1,915,118	760,539	57,477	0	0
19 - District Economy	1,235,694	3,555,038	2,319,344	0%	3,165,652	7,110,074	4,367,410	2,687,463	0	0	0
20 - Community Development	1,476	0	(1,476)		0	0	4,000	0	0	0	0
21 - Regulatory Services	34,318	41,456	7,137	17%	64,983	82,901	80,290	0	0	0	0
22 - Water Supply Service	1,883,466	3,096,755	1,213,289	39%	1,083,450	6,193,498	6,519,354	0	0	0	0
24 - Stormwater	409,299	502,740	93,441	19%	487,871	1,005,476	995,476	0	0	0	0
25 - Waste Water	2,041,068	1,922,241	(118,826)	-6%	1,353,173	3,844,498	4,233,229	0	0	0	0
26 - Solid Waste	45,558	79,154	33,595	42%	105,267	158,307	149,407	0	0	0	0
27 - Coastal Structure	88,691	223,290	134,599	60%	0	446,581	446,581	0	0	0	0
23 - Roading and Footpaths	3,365,332	6,867,435	3,502,103	51%	8,328,527	13,654,869	10,012,139	4,344,659	0	0	0
Total Capital Expenditure	10,074,435	18,213,126	8,138,691	45%	16,977,637	36,413,768	29,818,276	7,802,061	57,477	0	0

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Ordinary Council - Information Reports

Capital Projects for Arts and Culture
For the period ending December 2019

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	CARRY FORWARD				Reason	Comments	
									2020/21	2021/22	2022/23	2023 on			
LibraryPlus															
15275 - Patea roof replacement	Patea	12,039	12,498	459	4%	0	25,000	25,000							Patea gardens currently being done
15280 - Patea replace exterior cladding and spouting	Patea	14	0	(14)	(100%)	0	0	14							Project complete
19448 - LibraryPlus Furniture - District Wide	District	1,941	10,394	8,453	81%	20,787	20,787	20,787							Have started ordering
19770 - Eltham Library office carpet	Eltham	260	0	(260)	(100%)	0	0	0							Coding error - traffic equip. Being fixed.
62201 - Adults Non Fiction	District	26,982	29,875	2,893	10%	59,750	59,750	59,750							On track
62202 - Adults Fiction	District	35,249	43,156	7,907	18%	86,312	86,312	80,603							On track
62203 - Large Print	District	12,360	18,323	5,963	33%	36,647	36,647	36,647							On track
62204 - Childrens	District	23,988	30,062	6,075	20%	60,124	60,124	60,124							On track
62205 - Adults Non Book Items	District	3,911	0	(3,911)	(100%)	0	0	3,911							On track
62211 - E-books	District	17,732	7,967	(9,765)	(123%)	15,934	15,934	17,732							On track
Total Expenditure for LibraryPlus		134,476	152,275	17,799	12%	279,555	304,555	304,568	0	0	0	0			
Total Capital Projects for Arts and Culture		134,476	152,275	17,799	12%	279,555	304,555	304,568	0	0	0	0			

Capital Projects for Coastal Structure
For the period ending December 2019

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	CARRY FORWARD				Reason	Comments	
									2020/21	2021/22	2022/23	2023 on			
Coastal Structures															
15341 - Patea Moles Assessment & LOS Review	Patea	21,338	88,674	67,336	76%	0	177,348	177,348							Assessment has been received and is currently being reviewed. Urgent repairs are required and planning to complete these is the priority.
15342 - Coastal Structures Assets Renewals	District	61,944	46,656	(15,288)	(33%)	0	93,310	93,310							Final Opunake Beach Hazard Assessment report has been received and is currently being reviewed. Mana Bay rockwall repairs are complete. The contract for Middleton's Bay rockwall has been awarded.
15427 - Waihi Beach Access Improvements	Hawera	5,409	87,960	82,551	94%	0	175,923	175,923							The non-complying structure at the base of the accessway needs to be removed and a new structure still needs to be designed and built.
Total Expenditure for Coastal Structures		88,691	223,290	134,599	60%	0	446,581	446,581	0	0	0	0			
Total Capital Projects for Coastal Structure		88,691	223,290	134,599	60%	0	446,581	446,581	0	0	0	0			

Capital Projects for Community Development
For the period ending December 2019

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	CARRY FORWARD				Reason	Comments	
									2020/21	2021/22	2022/23	2023 on			
Community Development															
15454 - Community Walkway Improvements	Opunake	1,476	0	(1,476)	(100%)	0	0	4,000							Puawai Street legal fees Budget from road reserves
Total Expenditure for Community Development		1,476	0	(1,476)	(100%)	0	0	4,000	0	0	0	0			
Total Capital Projects for Community Development		1,476	0	(1,476)	(100%)	0	0	4,000	0	0	0	0			

Capital Projects for Community Facilities
For the period ending December 2019

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	CARRY FORWARD				Reason	Comments
									2020/21	2021/22	2022/23	2023 on		

Ordinary Council - Information Reports

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	2020/21	2021/22	2022/23	2023 on	Reason	Comments
Cemeteries														
13223 - Hawera cemetery - design extension, roadworks & drainage	Hawera	0	0	0	0%	102,200	102,200	0	102,200				Defer to Year 3 (2020/2021)	
14001 - Hawera Cemetery Land Purchase	Hawera	0	15,000	15,000	100%	0	30,000	30,000						Preliminary set out, fencing and ground preparation to occur in current year.
15223 - Opunake Cemetery Development	Opunake	0	5,197	5,197	100%	5,197	5,197	5,197						Preparatory work to establish extension area at Opunake Underway - Fencing completed - ground cleared - New berms to do. Forecast less than budgeted.
15224 - Patea Cemetery Development	Patea	5,918	10,002	4,084	41%	0	20,000	10,000						
19381 - Eltham Cemetery - Tree removal, fencing, retaining wall	Eltham	0	1,002	1,002	100%	0	2,000	2,000						
19383 - Kaponga Cemetery - Remove Trees - Install Fencing	Kaponga	33,533	32,544	(989)	(3%)	0	32,544	33,533						Project complete
19390 - Waiwi Cemetery - Investigation to enable future expansion	Hawera	0	5,088	5,088	100%	0	10,170	10,170						Not yet started
Total Expenditure for Cemeteries		39,451	68,833	29,381	43%	107,397	202,111	90,000	102,200	0	0	0		
Halls														
13258 - Replace carpet & vinyl - Waverley Community Centre	Waverley	0	0	0	0%	57,477	57,477	0		57,477			Defer for two years (2021/2022) Year 1 of 2021-2031 LTP	
15190 - Manaia Hall - Refurbishment	Manaia	0	0	0	0%	30,000	30,000	30,000						For design work - further community engagement to occur
15195 - Hawera Community centre - Roof	Hawera	0	0	0	0%	124,725	124,725	0	124,725				Defer to Yr 3 (2020/2021)	
Total Expenditure for Halls		0	0	0	0%	212,202	212,202	30,000	124,725	57,477	0	0		
Parks and Reserves														
13360 - King Edward Park, Hawera - Playground upgrade - (14/15)	Hawera	333	1,500	1,167	78%	0	3,000	3,000						98 % complete. Final work still required to complete
14230 - Centennial Closed LEASED CAPEX	District	0	3,798	3,798	100%	0	7,597	7,597						Planning in Progres
15094 - Te Namu Pa - Opunake - New Bridge	Opunake	3,725	44,448	40,723	92%	0	88,892	88,882						Plans completed. Consenting process underway. Anticipate start Q3
15101 - Soldiers Park - Waterfall bridge & lookout - Design & seed	Eltham	0	8,640	8,640	100%	0	17,277	17,277						Further planning underway with Projects team
15103 - Goodson Dell Bridge Replacement	Hawera	127	13,782	13,655	99%	0	27,567	27,567						Preliminary work started - planning to complete with in-house resources
15112 - All Playgrounds - Softfall	District	0	103,418	103,418	100%	206,835	206,835	206,835						Planned for Q3
15189 - Horticultural Renewals	Opunake	7,686	10,394	2,508	24%	20,787	20,787	20,787						Ongoing throughout the year as required
17010 - Consultant - Building Audit, Components & Asbestos	District	150	18,018	17,868	99%	0	36,033	14,000	22,033					Contracted costs under budget- most sampling in house to date. Expect roof removal required year 3
19440 - Parks Furniture - District Wide	District	0	2,598	2,598	100%	5,197	5,197	5,197						Ongoing throughout the year as required
19460 - Bin Replacements 2018-2028 District Wide	District	0	9,521	9,521	100%	3,118	19,038	6,000						Ongoing throughout the year as required
19470 - Playground Upgrades - District Wide	District	20,173	22,896	2,723	12%	0	45,791	45,791						YTD equipment replacements at Mana Bay Patea and Ohawe Beach
19480 - Fence Replacement - District Wide	District	1,768	7,656	5,888	77%	8,315	15,315	15,315						Ongoing throughout the year as required
19485 - District Park Signage Replacement and Refurbishment	District	0	1,559	1,559	100%	3,118	3,118	3,118						Ongoing throughout the year as required
19488 - Taylor Park - Dog leash free fencing	Eltham	0	0	0	0%	20,787	20,787	20,787						Dependant on cost sharing of neighbouring fences
19491 - Hawera Self Contained Camper - Dump Site	Hawera	0	0	0	0%	5,197	5,197	5,197						No action YTD - discussion required with NZMCA
19758 - Kaponga Victoria Park Fountain	Kaponga	45	0	(45)	(100%)	0	0	45						Funded by Eltham-Kaponga Community Board LDF
20002 - Naumai Park lights renewal	Hawera	8,818	8,176	(642)	(8%)	8,176	8,176	8,818						Project complete. Donation from Friends of Hawera Parks to cover cost over budget
Total Expenditure for Parks and Reserves		43,023	256,404	213,380	83%	281,531	630,608	496,313	22,033	0	0	0		
Rural Swimming Pools														
15041 - Rural Pools Eltham - Research Water Flow Issues within main	Eltham	0	1,178	1,178	100%	0	2,357	2,357						Not yet started
15043 - Rural Pools Eltham - Replace external wall cladding on	Eltham	2,027	7,362	5,335	72%	0	14,725	14,725						Consent issued for retrospective work completed and for roof. Additional securing of plant room roof to be completed. New design plan required for office building for compliance
15048 - Rural Pools Rawhitiroa - Replace filter tanks & pipework	Eltham	74,973	50,410	(24,564)	(49%)	100,819	100,819	100,819						Warped pipe replacement to be done, then project complete
15050 - Rural Pools Rawhitiroa - Upgrade change rooms and	Eltham	0	1,926	1,926	100%	0	3,854	3,854						Vinyl replacement in office and work area
15064 - Rural Pools Patea - Shade for north side of main pool	Patea	3,290	16,108	12,818	80%	32,215	32,215	32,215						Plans completed. Prices being sought from contractors for installation
15065 - Rural Pools Patea - Tiered seating for main pool	Patea	0	5,362	5,362	100%	10,724	10,724	10,724						Plans completed. Prices being sought from contractors for installation. In conjunction with PJ 15065
15071 - Rural Pools Manaia - Staged major upgrade over 3 years	Manaia	5,511	102,711	97,200	95%	205,422	205,422	205,422						Concept plans completed and community engagement underway. Building consent issued. For re-cladding of changeroom and office buildings
15288 - Rawhitiroa Pool - Small pool replacement	Eltham	2,270	18,560	16,290	88%	18,560	18,560	18,560						Underway

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20006 - Eltham Pool-replace pipe bridge over Mangawharawhara	Eltham	11,155	5,000	(6,155)	(125%)	0	5,000	10,312						Unbudgeted project. Plans drawn. Estimate for option too expensive. Alternative options being sought - Project Team managing
Total Expenditure for Rural Swimming Pools		99,226	208,814	109,587	52%	387,740	393,676	396,988	0	0	0	0		
TSB Hub														
19463 - The TSB Hub LTP18-28 Capital Renewals	Hawera	9,077	29,452	20,405	69%	51,969	58,969	52,408						Project underway
19464 - TSB Hub Roof over Gym and Court THREE	Hawera	9,561	3,000	(6,561)	(1249%)	0	3,000	9,561						Project complete
Total Expenditure for TSB Hub		18,639	32,452	13,844	43%	51,969	61,969	61,969	0	0	0	0		
Public Toilets														
19596 - Waihi Beach - New Toilets	Hawera	18,020	16,062	(1,958)	(12%)	0	32,121	47,141						Waihi toilet complete, commissioned and operating
19760 - Ablution Pods - Opunake	Opunake	6,133	11,502	5,369	47%	0	23,000	23,000						Cape Egmont Boat Club location. Expected to be complete Q3
19768 - Ablution Pods - 2 Relocatable Pods	District	20,512	22,926	2,414	11%	0	45,851	45,851						Costs for Pods 3 and 4
Total Expenditure for Public Toilets		44,665	50,490	5,825	12%	0	100,972	115,992	0	0	0	0		
Cinema 2														
15251 - Cinema2 - Carpet foyer passage ways	Hawera	0	15,014	15,014	100%	30,027	30,027	0	30,027				Defer to year 3	to complete in conjunction with Cinema2 Construct
19423 - Cinema 2 Replace Hot Water Cylinder	Hawera	0	3,638	3,638	100%	7,276	7,276	7,276						Project is in progress - work start as soon as gas connected
19425 - Cinema 2 Handryers	Hawera	0	831	831	100%	1,663	1,663	1,663						Completed by Trust - balance required for HW replacement
19428 - Cinema 2 Roof Replacement	Hawera	0	83,150	83,150	100%	166,300	166,300	0	166,300				Defer to year 3	to complete in conjunction with HVAC replacement
19429 - Cinema2 - The Local - Ceiling Tile Replacement	Hawera	0	3,118	3,118	100%	6,236	6,236	6,236						No progress - reviewing in Capex plan
19430 - Cinema 2 - The Local - Lighting Replacement	Hawera	0	2,079	2,079	100%	4,158	4,158	4,158						No progress - reviewing in Capex plan
Total Expenditure for Cinema 2		0	107,830	107,830	100%	215,856	215,659	19,333	196,327	0	0	0		
Pensioner Housing														
13401 - Pensioner housing upgrades	Patea	37,766	112,066	74,301	66%	224,133	224,133	215,000						Tauhuri parking complete, Unit 7 Tauhri in progress, quotes received for Norfolk roof
Total Expenditure for Pensioner Housing		37,766	112,066	74,301	66%	224,133	224,133	215,000	0	0	0	0		
Campgrounds														
15234 - Power outlets - Opunake Holiday Park	Opunake	0	11,052	11,052	100%	0	22,098	22,098						Complete - balance carried over to complete drainage work - decision following Coastal Hazard Report
19272 - Hawera Holiday Park - furniture and chattels renewals	Hawera	2,209	3,118	909	29%	3,118	3,118	3,118						Replacement furniture purchased for cabins
19471 - Opunake Beach Holiday Park - Gas Infinity Unit Replacements	Opunake	0	4,093	4,093	100%	2,079	8,181	8,181						
19472 - Opunake Beach Holiday Park - Replace Vinyl in	Opunake	0	3,378	3,378	100%	6,756	6,756	0	6,756					Deferred to consider Coastal Hazard Report
19477 - Opunake Beach Holiday Park - Garage & Storage Facilities	Opunake	0	17,796	17,796	100%	0	35,595	0	35,595					Deferred to consider Coastal Hazard Report
19481 - Opunake Beach Holiday Park - Drainage	Opunake	0	9,372	9,372	100%	0	18,749	18,749						
19494 - Waiinu Beach - New Drainage	Wai inu Beach	0	10,170	10,170	100%	0	20,340	20,340						Dependant on timeline and in conjunction with new road
20003 - Hawera Holiday Park-house upgrades re tenancy laws	Hawera	70,498	20,000	(50,498)	(252%)	20,000	20,000	70,498						Project complete
Total Expenditure for Campgrounds		72,707	76,980	4,273	8%	31,953	134,637	142,984	42,351	0	0	0		
Aquatic Centre														
13459 - PowerCo AC Plant renewals	Hawera	6,322	12,882	6,560	51%	0	25,759	25,759						Valve replacement for 50m pool. Work complete - awaiting invoices
13460 - PowerCo AC Plant renewals	Hawera	0	33,514	33,514	100%	67,029	67,029	67,029						Used as required
15081 - Aquatic Centre - Remove old & install new plaster/tile	Hawera	0	24,906	24,906	100%	0	49,811	49,811						Getting quotes and trying to find contractor to complete
15090 - Aquatic Centre - Replace UV Irradiation Tubes in PR3 plant	Hawera	0	6,184	6,184	100%	12,368	12,368	12,368						Work scheduled
Total Expenditure for Aquatic Centre		6,322	77,487	71,165	92%	79,397	154,967	154,967	0	0	0	0		
Public Spaces														
19769 - Doggy Do Bins	Hawera	7,825	0	(7,825)	(100%)	0	0	7,825						Project complete

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Total Expenditure for Public Spaces		7,825	0	(7,825)	(100%)	0	0	7,825	0	0	0	0		
Corporate Property														
14231 - Centennial Close Rentals - Renewals	District	0	33,053	33,053	100%	45,785	66,105	12,000	54,105					
15154 - Opunake Beach Master Plan - Maintain stability of cliff face	Opunake	0	37,596	37,596	100%	0	75,190	75,190						Strategic Assets team investigating options
15156 - Opunake Beach Master Plan - Improved access for 'Goat Track'	Opunake	0	84,274	84,274	100%	17,289	168,533	0	168,533					Deferred Opunake Beach master plan projects awaiting outcome of coastal report
15159 - Opunake Beach Master Plan - Zig Zag track requires upgrade a	Opunake	0	0	0	0%	34,751	0	0						
16200 - Council Owned Property - EPB Remedial Work	Hawera	3,989	0	(3,989)	(100%)	0	0	3,989						
16207 - EPB - ISAs - other buildings	District	0	12,750	12,750	100%	10,500	25,500	6,000	19,500					Capacity and Contractor availability
19554 - Water Tower - Lighting Replacement	Hawera	1,509	20,052	18,543	92%	0	40,107	50,107						Additional \$10k contributed by Te Hawera CB
19558 - Sundry Property District Wide Fencing Replacement	District	0	13,278	13,278	100%	30,660	26,560	26,560						
19563 - Earthquake Prone Buildings - DSA	District	0	15,384	15,384	100%	0	30,765	0	30,765					
20005 - Water Tower - replace spotlights around tower	Hawera	2,901	2,901	0	0%	0	2,901	2,901						Complete
20008 - Fencing-Patea Oxidation Ponds	Patea	4,100	4,100	0	0%	0	4,100	4,100						Complete
Total Expenditure for Corporate Property		12,500	223,388	210,888	94%	138,965	439,761	180,647	272,903	0	0	0		
Total Capital Projects for Community Facilities		382,124	1,216,573	834,449	68%	1,710,947	2,670,898	1,915,118	760,536	57,477	0	0		

Capital Projects for Corporate Activities
For the period ending December 2019

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	CARRY FORWARD				Reason	Comments
									2020/21	2021/22	2022/23	2023 on		
Support Services														
11205 - Records Management & Compliance	District	609	5,617	5,008	89%	11,234	11,234	11,234						IL needed to make changes to comply with changing legislation and organisational changes
12234 - Website design	District	0	5,184	5,184	100%	0	10,368	0						Given to Gerard
13477 - New Website Development	District	20,356	32,310	11,954	37%	0	64,618	64,618						Tagged to LIDAR project with Regional development fund initiative
13478 - Aerial Photos 16/17	District	0	23,016	23,016	100%	0	46,030	46,030						
13483 - Records: Electronic Document Capture -back capture	District	258	870	612	70%	1,739	1,739	1,739						Project finished the qa and cleansing needs a PJ code
13556 - IT Hardware	District	312,534	100,172	(212,362)	(212%)	30,347	313,339	312,534						This code to be amalgamated with 19606, 19610, 15315 making it under budget so far, some more equipment needed but just a few straglers
13557 - IT Software	District	164	4,698	4,534	97%	0	9,400	0	9,400					underresourcing to investigate and make more efficient, hopefully with HD senior and junior we can do
14028 - STDC Disaster Recovery site - out of district	Hawera	0	27,348	27,348	100%	0	54,694	54,694						To replace HD tracking system.
14029 - STDC Property File Scanning	Hawera	146	0	(146)	(100%)	0	0	146						Project to start May
14218 - Hawera CCTV Video Recorder	Hawera	0	3,876	3,876	100%	0	7,750	7,750						Project finished
14225 - Records Management System Upgrade	District	51,619	30,564	(21,055)	(69%)	0	61,125	61,125						Finish 2019 project and training
15034 - Fleet Vehicles	District	43,005	23,018	(19,987)	(87%)	46,035	46,035	43,005						Amalgamated with PJ13556
15315 - INFO TECH DR Remote Location	Hawera	0	10,608	10,608	100%	0	0	0						Project complete
16214 - Aircon/Heat Pump Renewal	Hawera	4,753	0	(4,753)	(100%)	0	0	4,753						
17021 - Aircon Unit scanning unit	Hawera	0	6,138	6,138	100%	12,276	12,276	12,276						
19559 - Headquarters Ceiling Tile Replacement	Hawera	12,767	7,200	(5,567)	(77%)	14,400	14,400	14,000						
19604 - CBD Cameras - Upgrade Cameras Phase TWO	Hawera	0	26,087	26,087	100%	52,173	52,173	52,173						Cameras upgrade frm analog to digital
19608 - Windows 10/Office Microsoft update to Cloud	District	1,581	44,028	42,447	96%	0	1,581	1,581						Project to start in 2 months
19610 - VM Ware Upgrade (to Reduce SQL licensing)	District	0	7,650	7,650	100%	0	0	0						Amalgamated with PJ13556
19613 - Video Conferencing	District	0	20,869	20,869	100%	41,738	41,738	41,738						
19614 - Antlenno (Public Address System)	District	5,000	3,652	(1,348)	(37%)	7,304	7,304	5,000						Project complete on boarding pilot
19615 - Nintax Enterprise and Forms	District	0	13,043	13,043	100%	26,087	26,087	26,087						
19784 - Fleet Vehicles-New	District	0	130,000	130,000	100%	130,000	130,000	130,000						
20007 - Fire Escape Ladder - Headquarters South end	Hawera	140	5,343	5,202	97%	0	5,343	5,343						
Total Expenditure for Support Services		452,931	531,289	78,358	15%	373,333	917,234	765,825	9,400	0	0	0		
Total Capital Projects for Corporate Activities		452,931	531,289	78,358	15%	373,333	917,234	765,825	9,400	0	0	0		

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Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	2020/21	2021/22	2022/23	2023 on	Reason	Comments
Capital Projects for Democracy and Leadership														
For the period ending December 2019														
									CARRY FORWARD					
Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	2020/21	2021/22	2022/23	2023 on	Reason	Comments
Democracy and Leadership														
20001 - Purchase iPads for Councillors	District	0	24,879	24,879	100%	24,879	24,879	24,879						
Total Expenditure for Democracy and Leadership		0	24,879	24,879	100%	24,879	24,879	24,879	0	0	0	0		
Total Capital Projects for Democracy and Leadership		0	24,879	24,879	100%	24,879	24,879	24,879	0	0	0	0		
Capital Projects for District Economy														
For the period ending December 2019														
									CARRY FORWARD					
Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	2020/21	2021/22	2022/23	2023 on	Reason	Comments
Economic Development														
15028 - District Town Entrance Signage	District	5,712	22,652	16,940	75%	15,652	45,300	10,000	35,000				Kaponga signs underway - carry over for Town Master plan signage	
15903 - Hawera Town Centre - 114 High Street Development	Hawera	9	0	(9)	(100%)	0	0	9						Project complete
15904 - Hawera Town Centre Victoria Street Carpark	Hawera	191,033	40,002	(151,031)	(378%)	0	80,000	200,000						Project complete - contribution from UT Developments towards project. Includes share of the resale of council owned portion of supermarket carpark area
15905 - Nelson/Union Streets Development	Hawera	272,084	100,002	(172,082)	(172%)	0	200,000	300,000						Project virtually complete - awaiting final costs
15910 - Hawera Library, Arts, Culture & Heritage Centre	Hawera	349,857	1,736,268	1,386,411	80%	1,650,000	3,472,534	1,472,534	2,000,000				\$2,000,000 to carry over to March 2020. Majority of costs in current year to be professional fees. Expect demolition to start before year end	
15911 - Hawera Town Centre Development	Hawera	4,363	621,380	617,017	99%	1,000,000	1,242,765	170,293	652,463				\$652,463 to carry over to 2020/2021 for town centre projects and to include for landscaping works around Te Ramanui	
15914 - Hawera Town Centre Projects Professional Fees	Hawera	0	884,734	884,734	100%	500,000	1,769,475	1,769,475						
15917 - Hawera Town Centre - Regent Street Carpark	Hawera	167,537	0	(167,537)	(100%)	0	0	200,000					Victoria Street Property purchase and demolition. Removal of house not possible due to construction materials	
Total Expenditure for Economic Development		990,595	3,495,038	2,414,443	71%	3,185,652	6,810,074	4,122,311	2,687,463	0	0	0		
Town Centre Strategy Fiscal Envelope														
16201 - EPB - Hunter Shaw	District	245,099	150,000	(95,099)	(63%)	0	300,000	245,099						Project complete
Total Expenditure for Town Centre Strategy Fiscal Envelope		245,099	150,000	(95,099)	(63%)	0	300,000	245,099	0	0	0	0		
Total Capital Projects for District Economy		1,235,694	3,555,038	2,319,344	65%	3,185,652	7,110,074	4,367,410	2,687,463	0	0	0		
Capital Projects for Regulatory Services														
For the period ending December 2019														
									CARRY FORWARD					
Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	2020/21	2021/22	2022/23	2023 on	Reason	Comments
Licensing														
18001 - Signage - Licensing (Skate Parks)	District	0	3,186	3,186	100%	0	6,367	6,367						
19120 - Cameras - Licensing	District	1,195	1,068	(129)	(12%)	2,132	2,132	195						Replacement body camera for Parking Warden - no further costs
Total Expenditure for Licensing		1,195	4,252	3,057	72%	2,132	8,499	6,562	0	0	0	0		
Civil Defence														

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Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	2020/21	2021/22	2022/23	2023 on	Reason	Comments
20004 - Civil Defence equipment	District	0	12,500	12,500	100%	25,000	25,000	25,000						
Total Expenditure for Civil Defence		0	12,500	12,500	100%	25,000	25,000	25,000	0	0	0	0		
Animal Services														
15036 - Animal Control - Firearm Replacement	District	0	767	767	100%	1,535	1,535	1,535					In Progress	
15037 - Hawera Pound - Reseal of Driveway	Hawera	31,550	16,112	(15,438)	(94%)	32,225	32,225	31,550					Work complete	
18000 - Signage - Animal Control	District	1,573	5,778	4,205	73%	0	11,551	11,551					Signage to be replaced with new Bylaw change	
19122 - Animal Control - Cameras	District	0	2,046	2,046	100%	4,092	4,092	4,092					In Progress	
Total Expenditure for Animal Services		33,123	24,704	(8,420)	(34%)	37,851	49,402	48,728	0	0	0	0		
Total Capital Projects for Regulatory Services		34,318	41,458	7,137	17%	64,983	82,901	80,290	0	0	0	0		

Capital Projects for Roding
For the period ending December 2019

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	CARRY FORWARD				Reason	Comments
									2020/21	2021/22	2022/23	2023 on		
Roding														
19785 - Office Furniture-new Roding team	Hawera	2,287	22,000	19,713	90%	22,000	22,000	2,287						Bought second hand furniture from WSP
19786 - Roding Equipment	Hawera	17,957	33,000	15,043	46%	33,000	33,000	17,957						Actual cost of roading equipment required
19787 - GPS - Roding Team	Hawera	55,199	25,000	(30,199)	(121%)	25,000	25,000	55,199						Actual surveying equipment cost
5212 - 5212 Sealed Road Resurfacing	Yes - Subsidised	1,183,026	1,127,500	(55,526)	(5%)	2,255,000	2,255,000	2,255,000						Approximately 76km of reseal is currently underway.
5213 - 5213 Drainage Renewals	Yes - Subsidised	171,250	318,373	147,123	46%	636,746	636,746	636,746						
5214 - 5214 Pavement Rehabilitation	Yes - Subsidised	674,416	1,509,383	834,967	55%	2,318,770	3,018,770	3,018,770						11km of pavement rehabilitation work is currently underway.
5215 - 5215 Structures Component Replacement	Yes - Subsidised	50,979	858,305	807,325	94%	723,333	1,716,603	750,000	966,603					One of the bridge replacements is not advanced enough to be implemented this year
5222 - 5222 Traffic Services Renewal	Yes - Subsidised	133,675	99,420	(34,255)	(34%)	198,840	198,840	185,162						
5225 - Subsidised Footpath Renewal	Yes - Subsidised	182,286	333,125	150,859	45%	666,250	666,250	666,250						Work YTD has been work carried over from the previous year. This year's programme is being tendered in February for completion by the end of the financial year.
5323 - 5323 New Roads and structures	Yes - Subsidised	319,048	1,169,028	849,980	73%	0	2,338,056	350,000	1,988,056					sorting out agreement with land owner. Physical unlikely to start in this financial year.
5324 - 5324 LED street light conversion	Yes - Subsidised	13,678	0	(13,678)	(100%)	0	0	13,678						Budgeted under traffic services renewal. Project completed. Not roading. To be recovered from landfill project cost.
5325 - 5325 Rotokare Road Int upgrade	No - Non-Subsidised	24,000	0	(24,000)	(100%)	0	0	0						
5341 - 5341 Minor improvements	Yes - Subsidised	190,646	736,905	546,259	74%	1,129,710	1,473,815	1,750,000	1,390,000					Carryover of \$1,390,000 is for the Normanby to Hawera pathway projects and other carry over safety improvement works. Various budgets are being transferred to minor improvement to gain subsidy. Total net to be transferred is \$700K which equates to a gross value of \$1.67million.
5452 - 5452 Walking & Cycling Facilities -	No - Non-Subsidised	6,256	88,986	82,730	93%	0	177,974	0						To transfer to 5341 to enable pathway projects to be carryout.
6012 - 6012 CBD - Open Space Project - Capex	No - Non-Subsidised	340,648	149,958	(190,690)	(127%)	0	299,912	299,912						Roding share of up to \$299,912. Over expenditure to be journalled to urban improvement budget.
6030 - 6030 Footpaths	No - Non-Subsidised	0	37,500	37,500	100%	0	75,000	0						To transfer to 5341 to enable pathway projects to be carryout.
6033 - 6033 Walking & Cycling Facilities -	No - Non-Subsidised	0	219,323	219,323	100%	250,605	438,645	0						To transfer to 5341 to enable pathway projects to be carryout. \$250K is to be transferred to pathway projects in the park area. Balance to minor improvement.
6040 - 6040 Kerb and Chanel	No - Non-Subsidised	0	45,000	45,000	100%	0	90,000	0						To transfer to 5341 to enable pathway projects to be carryout.
6081 - 6081 Professional Services Renewals	No - Non-Subsidised	0	89,042	89,042	100%	58,095	178,080	0						To transfer to 5341 to enable pathway projects to be carryout.
8111 - 8111 Street Lighting Renewals	No - Non-Subsidised	0	5,588	5,588	100%	11,177	11,177	11,177						
8141 - 8141 Vehicle Crossings Capex	No - Non-Subsidised	0	0	0	100%	0	0	0						

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Ordinary Council - Information Reports

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	2020/21	2021/22	2022/23	2023 on	Reason	Comments
Total Capital Expenditure For Roading		3,365,332	6,997,435	3,602,103	7	8,328,527	13,654,869	10,012,139	4,344,659	0	0	0		

Capital Projects for Solid Waste
For the period ending December 2019

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	CARRY FORWARD				Reason	Comments
									2020/21	2021/22	2022/23	2023 on		
Solid Waste Disposal														
10153 - Hawera Transfer Station Renewals	Hawera	0	23,907	23,907	100%	21,053	47,813	47,813						As required
19240 - Pitt Gates at Hawera Transfer Station	Hawera	1,825	21,250	19,425	91%	31,580	42,500	42,500						Adjustable gates installed at some transfer stations last year, remainder to be done this year now that trial of gates complete.
19241 - Concrete Replacement - Hawera Transfer Station	Hawera	43,733	26,317	(17,417)	(66%)	52,634	52,634	43,733						Project complete
19245 - Hazardous Goods Shed Upgrade - Hawera	Hawera	0	7,680	7,680	100%	0	15,360	15,360						In progress, awaiting shed arrival
Total Expenditure for Solid Waste Disposal		45,558	79,154	33,595	42%	105,267	158,307	149,407	0	0	0	0		
Total Capital Projects for Solid Waste		45,558	79,154	33,595	42%	105,267	158,307	149,407	0	0	0	0		

Capital Projects for Stormwater
For the period ending December 2019

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	CARRY FORWARD				Reason	Comments
									2020/21	2021/22	2022/23	2023 on		
Stormwater														
13007 - District SW Upgrade	District	12,231	0	(12,231)	(100%)	0	0	12,231						I & E work
13018 - District stormwater renewals	District	10,371	22,500	12,129	54%	0	45,000	45,000						To be used for Tai Road Storm Water
15340 - Stormwater Retention CCTV	District	0	5,194	5,194	100%	5,263	10,383	10,383						Used as required.
90001 - Stormwater Network -Reticulation Rehabilitation	District	0	43,391	43,391	100%	86,783	86,783	86,783						To be used for Tai Road Storm Water
90003 - Stormwater - Glover Rd Hawera	Hawera	1,400	0	(1,400)	(100%)	0	0	1,400						Project complete - late claim
90004 - Normanby Stormwater	Normanby	1,293	4,998	3,705	74%	0	10,000	10,000						Study in progress
90005 - Dieffenbach Street Culvert	Opunake	6,664	124,998	118,334	95%	0	250,000	250,000						In progress. Awaiting culvert delivery late February.
90006 - 104 Glover Road Storm Water	Hawera	8,052	25,002	18,950	76%	0	50,000	50,000						Design only this year, work underway
90007 - 49 Fox Street Storm Water	Opunake	66,000	40,002	(25,998)	(65%)	0	80,000	70,000						Project nearly complete
90008 - Wilson Road Stormwater	Opunake	305,290	150,000	(155,290)	(104%)	0	300,000	305,000						Project complete
92001 - District Stormwater Renewals and Improvements	District	0	86,655	86,655	100%	395,825	173,310	154,679						Budget holder. To be used for Tai Road Storm Water
Total Expenditure for Stormwater		409,299	502,740	93,441	19%	487,871	1,005,476	995,478	0	0	0	0		
Total Capital Projects for Stormwater		409,299	502,740	93,441	19%	487,871	1,005,476	995,478	0	0	0	0		

Capital Projects for Waste Water
For the period ending December 2019

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	CARRY FORWARD				Reason	Comments
									2020/21	2021/22	2022/23	2023 on		
Wastewater														
10074 - Hawera WWTP - Desludge Anaerobic Lagoon	Hawera	0	94,503	94,503	100%	0	189,006	189,006						Negotiations ongoing. Lawyer letter to be sent to SFF
13022 - Hawera Inflow and Infiltration	Hawera	251,602	130,000	(121,602)	(94%)	0	260,000	260,000						Work currently underway
13039 - Wastewater PS Renewals	Hawera	32,932	59,958	27,026	45%	26,317	119,917	119,917						Condition assessment to be done. Awaiting student assistance.
13077 - Wai iu WWTP plant relocation	Wai iu	1,243,927	427,476	(816,451)	(101%)	0	854,954	1,250,000						Project nearly complete, due to adjustments that had to be made, high water table, disposal field, this project is overspent.
13078 - Hawera benthic survey	Hawera	0	34,356	34,356	100%	0	68,713	68,713						Plan to do in summer
13564 - New Aerators	District	1,187	0	(1,187)	(100%)	0	0	1,187						Project complete - late claim
15361 - Hawera septic tanker disposal	Hawera	0	270,670	270,670	100%	50,000	541,340	541,340						Awaiting desludging option
15377 - Fonterra cliff access track improvements	Hawera	0	23,685	23,685	100%	47,370	47,370	47,370						Awaiting Fonterra feedback.
15381 - Fonterra outfall use agreement renewal	Hawera	16,308	81,768	65,458	80%	0	163,527	163,527						Annual liability for pipe maintenance

Ordinary Council - Information Reports

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	2020/21	2021/22	2022/23	2023 on	Reason	Comments
15386 - CCTV Condition Inspection	Hawera	11,540	60,794	49,254	81%	211,587	121,587	121,587						Opunake is next priority with tenders currently being evaluated
15402 - Maniaia wwpd welland renewal	Maniaia	0	5,263	5,263	100%	10,527	10,527	10,527						Used as required
15410 - Wastewater treatment plant Renewals	District	80,422	27,369	(53,053)	(194%)	54,739	81,739	81,000						Project nearly complete
15420 - Consent Renewals	District	0	51,053	51,053	100%	42,107	102,107	102,107						Opunake complete awaiting invoice. Waverley Ongoing
80003 - Wastewater Reticulation Rehabilitation (place holder only)	District	0	130,002	130,002	100%	900,000	208,000	207,000						Budget holder
80005 - Milmece Street - Replace Sewer Main	Hawera	140,153	142,498	2,345	2%	0	285,000	285,000						Project complete, final invoices to come
80006 - Regent Street - Replace Sewer Main	Hawera	0	49,998	49,998	100%	0	100,000	100,000						Work currently underway
80007 - Puriri Street - Replace Sewer Main	Hawera	0	49,998	49,998	100%	0	100,000	100,000						Tender Awarded
80008 - Tawhiti Rd waste water pipe bridge	Hawera	18,300	49,998	31,698	63%	0	100,000	100,000						No tenders received so will need to be re-tendered
80009 - Waverley Wastewater CCTV	Waverley	41,531	45,000	3,469	8%	0	90,000	90,000						Work complete - Awaiting final claim
84002 - Scott St Transfer Station Flow Meter	Hawera	0	10,000	10,000	100%	0	20,000	20,000						Work not started
88001 - Oxidation Pond Desludging and Sludge Survey	District	19,214	49,998	30,784	62%	0	100,000	100,000						In progress
88002 - WWTP Magflow Meter Installation	Kaponga	2,000	0	(2,000)	(100%)	0	0	2,000						Project complete - late claim
88003 - WWTP Waveband - Waverley	Waverley	33,132	20,448	(12,684)	(62%)	0	40,895	33,132						Project complete
88004 - Patea Waste Water Treatment Plant - Bugis Trial	Patea	(600)	0	630	(100%)	0	0	0						Physical works completed, Asbuilt documentation yet to be done
88005 - Patea Waste Water Treatment Plant - Outlet Weir	Patea	0	1,608	1,608	100%	0	3,219	3,219						Project complete - Awaiting final claim
88006 - Patea WWTP - Waveband	Patea	0	15,000	15,000	100%	0	30,000	30,000						Work underway, to be completed in Q3
87001 - Standby Electrical Generation	District	93,943	70,536	(23,407)	(25%)	0	141,071	141,071						Project nearly complete
87002 - Wastewater Treatment Plant Capacity	District	53,717	15,000	(38,717)	(258%)	0	55,000	55,000						As required
87003 - Wastewater Health and Safety Improvements	District	1,790	5,263	3,473	66%	10,527	10,527	10,527						
Total Expenditure for Wastewater		2,041,088	1,922,241	(118,846)	(6%)	1,353,173	3,844,498	4,233,229	0	0	0	0		
Total Capital Projects for Waste Water		2,041,088	1,922,241	(118,846)	(6%)	1,353,173	3,844,498	4,233,229	0	0	0	0		

Capital Projects for Water Supply Service
For the period ending December 2019

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	CARRY FORWARD				Reason	Comments
									2020/21	2021/22	2022/23	2023 on		
Urban Water Supply Schemes														
10032 - Wai-inu DWSNZ2005 compliance	Wai inu	37,256	49,188	11,932	24%	0	98,374	55,000						Complete - Awaiting final claim
10034 - Waverley Beach DWSNZ2005 compliance	Waverley Beach	35,140	55,218	20,078	36%	0	110,441	50,000						Complete - Awaiting final claim
13005 - Patea & Waverley Fluoridation	Patea	0	128,502	128,502	100%	0	257,000	257,000						Budget for Waverley moved to PJ 74005. Patea planning to proceed after WTP construction completed.
13107 - Additional Water Source	Hawera	0	25,480	25,480	100%	20,000	50,960	50,960						Awaiting final report, due early Q3.
13121 - Eltham WSTM - WTP to Cornwall Rd	Eltham	13,751	786,052	752,301	98%	0	1,532,100	1,532,100						Construction due to begin in January 2020
13125 - Resource Consent Renewals - Urban	District	14,280	116,321	102,041	88%	152,837	232,637	232,637						Kapuni & Eltham consent renewals ongoing
15319 - Scott St Reservoir Upgrade	Hawera	2,933	102,490	99,557	97%	194,744	204,984	204,984						Estimate is over budget, requires CE approval to proceed
15323 - Kapuni - WSTM - Duplication Kapuni - Hawera 450 Trunk Main	KAPUNI	23,510	0	(23,510)	(100%)	0	0	45,000						Budget to be brought forward for design work
15328 - Rahoju - WTP - Clarifier replacement	Rahoju	22,390	55,178	32,788	59%	0	110,354	110,354						Design completed and clarifier purchased, finalising tender documents.
15329 - Urban Water Supply Network - Pressure Improvements to Eltham	District	2,698	0	(2,698)	(100%)	0	0	2,698						Project on hold until water supply agreements can be negotiated
15426 - WTP Renewals	District	6,535	0	(6,535)	(100%)	0	0	6,535						Incorrect code used.
70004 - Kaponga water main renewal 17/18	District	1,800	0	(1,800)	(100%)	0	0	1,800						Project complete - late claim
70005 - Ponderosa Place watermain renewal Opunake	District	5,714	0	(5,714)	(100%)	0	0	5,714						Project complete - late claim
70006 - Renewals - Water Supply - Reticulation - Urban	District	245,718	97,506	(148,213)	(162%)	150,000	195,000	360,000						Cost of frost covers for rural water connections
70008 - Hawera Hospital water ring main	Hawera	55,816	27,498	(28,318)	(103%)	0	55,000	55,816						Project complete
70009 - Wirihana Road water main renewal	Hawera	7,588	0	(7,588)	(100%)	0	0	7,588						On hold
71001 - Water Demand Management - Additional water metering & other	District	48,702	100,002	53,300	53%	0	200,000	200,000						Backflow preventers for high and medium risk water users (eg swimming pools), work currently underway
72001 - Ohangai Road Water Main Extension	District	38,710	24,966	(13,744)	(55%)	0	50,000	50,000						Complete - Awaiting final claim
73001 - Water Treatment Plant Renewals	District	76,658	104,108	27,450	26%	157,901	208,214	208,214						As required
74001 - Eltham WTP Backwash Water Recycling	Eltham	1,156	41,082	39,924	97%	0	82,180	82,160						design complete, ready for tendering
74002 - Health and Safety Improvements, Urban WTP	District	2,552	10,527	7,974	76%	21,053	21,053	21,053						As required
74003 - Urban Water Treatment - Pipe Spare Store	District	8,052	130,869	122,818	94%	210,534	261,734	261,734						Construction underway
74004 - Patea WTP	Patea	15,749	57,498	41,749	73%	0	115,000	115,000						Project complete but investigating issues with chlorination
74005 - Waverley WTP	Waverley	774,637	549,198	(225,439)	(41%)	0	1,098,395	1,098,395						Construction underway

Ordinary Council - Information Reports

Description	Location	YTD Actuals	YTD Rev. Bud	Variance In \$	Variance In %	Full Year Budget	Full Year Rev. Bud	Forecast	2020/21	2021/22	2022/23	2023 on	Reason	Comments
Total Expenditure for Urban Water Supply Schemes		1,439,349	2,441,711	1,002,362	41%	906,870	4,883,407	5,014,744	0	0	0	0		
Waimate West Water Supply														
08003 - Waimate West new reservoir 2008	Waimate West	6,728	100,064	93,336	93%	25,000	200,128	200,128						Budget for design only - work currently underway
15332 - Waimate West WTP - Renewals	Waimate West	30,785	7,895	(22,870)	(290%)	15,790	15,790	31,000						As required
78003 - Renewals - Water Supply Reticulation - Waimate West	Waimate West	1,630	135,000	133,370	99%	120,001	255,001	255,000						Budget for design only - work currently underway
78004 - Frost Cover Renewals	Waimate West	320,709	80,178	(240,531)	(300%)	0	160,360	320,709						Project complete
78005 - Waimate West various roads	Waimate West	10,394	0	(10,394)	(100%)	0	15,000	15,000						On track
77502 - Waimate West Water Treatment Plant Enhancements	Waimate West	50,094	299,010	248,916	83%	0	598,023	598,023						Design complete, ready for tendering
Total Expenditure for Waimate West Water Supply		420,321	622,147	201,826	32%	180,791	1,244,302	1,419,880	0	0	0	0		
Inaha Water Supply														
10029 - Inaha WTP DWSNZ2005 compliance	Inaha	(10,645)	0	10,645	(100%)	0	0	(10,776)						
15320 - Inaha WTP - Resource Consent Renewal	Inaha	0	5,263	5,263	100%	10,527	10,527	10,527						Review requirements
78001 - Renewals - Water Supply Treatment Plant - Inaha	Inaha	31,423	2,632	(28,791)	(1004%)	5,263	5,263	35,000						As required
78003 - Inaha PRV 03 renewal	Inaha	3,019	25,002	21,983	88%	0	50,000	50,000						Estimate overbudget, requires CE approval to proceed
Total Expenditure for Inaha Water Supply		23,796	32,897	9,101	28%	15,790	65,790	84,751	0	0	0	0		
Total Capital Projects for Water Supply Service		1,883,466	3,096,755	1,213,289	39%	1,083,450	6,193,498	6,519,354	0	0	0	0		
Total Capital Projects		10,074,435	18,213,126	8,138,691	45%	16,977,637	36,413,768	29,818,276	7,802,061	57,477	0	0		

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Non-Financial Performance Measures for Quarter Two as at 31 December 2019



Achieved/On Track



At Risk



Not Achieved/Not on Target



Q#

This measure can only be reported on in a certain quarter

N/A

This measure is not applicable for this year






Democracy & Leadership

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
We make well informed decisions that support the current and future needs of the community, in an open and transparent manner.	(C) % of residents who feel that the Council is moving in the right direction.	≥ 80%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
	(C) % of residents who agree decisions made by Council represent the best interests of the District.	≥ 70%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
We engage with our community and provide opportunities for the community to participate in decision-making.	(C) % of residents who are satisfied or neutral with their opportunity to participate in Council decision-making processes.	≥ 80%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
We keep residents informed of Council activities through a variety of media.	(C) % of residents who know where to access Council information when they want it (website, newspaper, Libraries, Contact Centre).	≥ 85%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
We have strong relationships with local Iwi and work together in a range of ways so that their perspectives inform our decisions.	Iwi representatives are appointed to the Iwi Liaison Committee and the Council's standing committees.	Achieved	1. Achieved 2. Not achieved	 	<ol style="list-style-type: none"> Iwi representatives have been appointed to the Iwi Liaison Committee by the relevant Iwi. One representative has been appointed to the Community Services Portfolio Group and one to the Infrastructure Portfolio Group. The appointment of Iwi representatives onto Standing Committees is still a work in progress.





Water Supply





Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
The water supply is accessible and reliable.	(C) Number of complaints received about continuity of supply (per 1,000 connections). <i>DIA Performance Measure 4d</i>	≤ 10	2.62		1.40 complaints per 1,000 connections were received in Q2 and 2.62 for the year to date.
	(T) Duration of water outage to comply with the Health Drinking Water Amendment Act.	≤ 8 hrs	0		There were no shutdowns lasting 8 hours or more in Q1 or Q2.
	(T) Median response time for service personnel to attend urgent call-out. <i>DIA Performance Measure 3a</i>	≤ 2 hrs	42 min		The median response time for service personnel to attend urgent call-outs was 49 minutes in Q2 and 42 minutes for the year to date.
	(T) Median response time for service personnel to resolve urgent call-out (P1 < 250 mm diameter main). <i>DIA Performance Measure 3b</i>	≤ 5 hrs	59 min		The median time for service personnel to resolve urgent call-outs (< 250 mm diameter main) was 90 minutes in Q2 and 59 minutes for the year to date.
	(T) Median response time for service personnel to resolve urgent call-out (P1 ≥ 250 mm diameter main). <i>DIA Performance Measure 3b</i>	≤ 9 hrs	0		There have been no urgent call-outs recorded for mains ≥ 250 mm diameter in the year to date.
	(T) Median response time for service personnel to attend non-urgent call-out (P2). <i>DIA Performance Measure 3c</i>	≤ 2 days	1d/21h/12m		The median response time for service personnel to attend non-urgent call-outs (P2) was 2 days, 3 hours and 31 minutes in Q2 and 1 day, 21 hours and 12 minutes for the year to date.

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Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
The water supply is accessible and reliable.	(T) Median response time for service personnel to attend non-urgent call-out (P3). <i>DIA Performance Measure 3c</i>	≤ 5 days	4d/19h/37m		The median response time for service personnel to attend non-urgent call-outs (P3) was 4 days, 19 hours and 37 minutes for Q2 and 4 days, 20 hours and 25 minutes for the year to date.
	(T) Median response time for service personnel to resolve non-urgent call-out (P2). <i>DIA Performance Measure 3d</i>	≤ 2 days	2d/2h/58m		The median resolution time for non-urgent call-outs (P2) was 2 days, 32 hours and 24 minutes for Q2 and 2 days, 2 hours and 58 minutes for the year to date. There are some issues with completion dates being incorrectly entered. These will be followed up on.
	(T) Median response time for service personnel to resolve non-urgent call-out (P3). <i>DIA Performance Measure 3d</i>	≤ 5 days	5d/23h/33m		The median resolution time for non-urgent call-outs (P3) was 4 days, 23 hours and 45 minutes in Q2 and 5 days, 23 hours and 33 minutes for the year to date. Following on from the comments against the measure above, completion dates for each of these CRMs will be cross-checked for the next quarter.
Water supplied is clean and healthy.	(T) Extent of compliance with current NZ Drinking Water Standards (for bacteria). <i>DIA Performance Measure 1a</i>	10/10	Q1 10/10 Q2 9/10		All plants and reticulated networks complied with Drinking Water Standards NZ in Q1. Waverley failed to comply in Q2 due to an E.coli event in December 2019. Other supplies complied although Q2 is subject to DWA acceptance as a sample set was damaged in transit to the Lab.
	(T) Extent of compliance with NZ Drinking Water Standards (for protozoa). <i>DIA Performance Measure 1b</i>	10/10	Q1 8/10 Q2 7/10		The two 'small supplies' at Wai-inu and Waverley Beach are upgraded to comply in 2020. Kapuni plant, rack 3, missed a membrane integrity test on 26 October 2019 – compliance subject to DWA consideration.

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Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Water supplied is clean and healthy.	(T) Water Safety Plans approved by DHB.	10/10	Q1 6/10 Q2 7/10		'Large and medium' supplies have approved Plans as required by the Health Act. Plans for the 'small supplies' at Inaha, Waverley Beach and Wai-inu are currently in draft. Rahotu is to be updated. These are not a requirement of the Act, although it is desirable.
The water supply is managed sustainably.	(T) % Water Losses. <i>DIA Performance Measure 2</i>	≤ 10.5%	Q4	Q4	Annual measure to be calculated in Q4.
	(T) Average consumption of drinking water per day per resident. <i>DIA Performance Measure 5</i>	≤ 350 L/c/d	Q4	Q4	Annual measure to be calculated in Q4.
	(T) % of compliance with resource consents for abstraction.	100%	Q1 79% Q2 65%		In Q1 there were minor discharge variances at Eltham Opunake and Waimate West plants on 19 days – these are subject to TRC approval. In Q2 there were minor discharge variances at Inaha, Opunake and Waimate West plants on 32 days – these are subject to TRC consideration.
Consumers are satisfied with the Water Supply service.	Number of complaints received about drinking water clarity (per 1,000 connections). <i>DIA Performance Measure 4a</i>	≤ 3	1.40		0.47 complaints about drinking water clarity per 1,000 connections were received in Q2 and 1.40 for the year to date.
	Number of complaints received about drinking water taste (per 1,000 connections). <i>DIA Performance Measure 4a</i>	≤ 3	0.28		0.19 complaints about drinking water taste per 1,000 connections were received in Q2 and 0.28 for the year to date.

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Consumers are satisfied with the Water Supply service.	Number of complaints received about drinking water odour (per 1,000 connections). <i>DIA Performance Measure 4b</i>	≤ 3	3		3 complaints about drinking water odour per 1,000 connections were received in Q2 and 3 for the year to date.
	Number of complaints received about drinking water pressure or flow (per 1,000 connections). <i>DIA Performance Measure 4c</i>	≤ 3	1.59		0.65 complaints about drinking water pressure per 1,000 connections were received in Q2 and 1.59 for the year to date.
	Number of complaints received about response to the above (per 1,000 connections). <i>DIA Performance Measure 4e</i>	≤ 2	0		No reported complaints were received about response to the above in Q1 or Q2.
	(C) Total number of complaints (per 1000 connections). <i>DIA Performance Measures 4a-4e</i>	≤ 24	6.17		2.99 complaints per 1,000 connections were received in Q2 and 6.17 for the year to date.
	(C) % of consumers are satisfied with the Water Supply overall.	≥ 80%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.







Stormwater









Level of Service	Performance Measure C=customer measure T=technical measure	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Council provides a reliable stormwater system which prevents houses from flooding.	(C) Number of reported flooding incidents of habitable properties. <i>DIA Performance Measure 1a</i>	<10	0		No flooding incidents of habitable properties were received for Q1 or Q2.
	(T) For each flooding event, the number of habitable floors affected per 1,000 properties rated for stormwater. <i>DIA Performance Measure 1b</i>	≤ 1.0	0		No flooding incidents of habitable properties were received for Q1 or Q2.
The stormwater system is managed sustainably.	(T) Number of abatement notices received by STDC for stormwater discharges. <i>DIA Performance Measure 2a</i>	0	0		No abatement notices were received for Q1 or Q2.
	(T) Number of infringement notices received by STDC for stormwater discharges. <i>DIA Performance Measure 2b</i>	0	0		No infringement notices were received for Q1 or Q2.
	(T) Number of enforcement orders received by STDC for stormwater discharges. <i>DIA Performance Measure 2c</i>	0	0		No enforcement orders were received for Q1 or Q2.
	(T) Number of successful prosecutions made against STDC for stormwater discharges. <i>DIA Performance Measure 2d</i>	0	0		No prosecutions were made against STDC in Q1 or Q2.

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Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Council will respond promptly to reports of flooding and customer requests.	(C) Number of complaints received about stormwater system and response to issues (per 1,000 connections). <i>DIA Performance Measure 4</i>	≤ 1	0		No complaints were received about the stormwater system or response to issues for Q1 or Q2.
	(T) Median response time for service personnel to attend flooding event. <i>DIA Performance Measure 3</i>	≤ 2 hrs	0		No flooding events were reported in Q1 or Q2.
Residents are satisfied with the Stormwater system.	(C) % of residents satisfied with the stormwater system.	≥ 80%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.

Wastewater





Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Sewage is managed without risk to public health.	(C) Number of sewerage overflows into occupied buildings due to faults in the public wastewater system.	0	0		No sewage overflows occurred into occupied buildings due to faults in the public wastewater system for Q1 or Q2.
	(T) Median response time for service personnel to attend overflow. <i>DIA Performance Measure 3a</i>	≤ 2 hrs	54 min		The median response time for Q2 was 1 hour and 33 minutes and 54 minutes for the year to date.
	(T) Median response time for service personnel to resolve overflow. <i>DIA Performance Measure 3b</i>	≤ 5 hrs	4h/1m		The median response time for Q2 was 5 hours and 17 minutes and 4 hours and 1 minute for the year to date.
	(C) Number of customer complaints per year relating to odours from wastewater pump stations or treatment facilities (per 1,000 connections). <i>DIA Performance Measure 4a</i>	≤ 1	0		Zero complaints per 1,000 connections were received about odours from wastewater pump stations and/or treatment facilities for Q1 and for Q2.
	(C) Number of complaints received about sewerage system faults (per 1,000 connections). <i>DIA Performance Measure 4b</i>	≤ 25	21.04		9.89 complaints per 1,000 connections were received about sewerage system faults for Q2 and 21.04 for the year to date.
	(C) Number of complaints received about sewerage system blockages (per 1,000 connections). <i>DIA Performance Measure 4c</i>	≤ 11	7.48		3.42 complaints per 1,000 connections were received about sewerage system blockages in Q2 and 7.48 for the year to date.

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Sewage is managed without risk to public health.	(C) Number of complaints received about response to issues (per 1,000 connections). <i>DIA Performance Measure 4d</i>	≤ 3	0		No reported complaints were received about response to issues for Q1 or Q2.
	(C) Total number of complaints (per 1000 connections). <i>DIA Performance Measure 4a-4d</i>	≤ 40	28.52		13.31 complaints per 1,000 connections were received in Q2 and 28.52 for the year to date.
	(T) Number of dry weather overflows per 1,000 connections. <i>DIA Performance Measure 1</i>	≤ 1	0.25		0.13 dry weather overflows per 1,000 connections were reported for Q2 and 0.25 for the year to date.
	(T) % of compliance with discharge standards.	100%	99.5%		Although 100% compliance was achieved with discharge standards in Q1, 99.5% (1 of 193 conditions were not met due to high outlet flows at the Manaia WWTP) during Q2.
	(T) Number of abatement notices received for discharges. <i>DIA Performance Measure 2a</i>	0	0		No abatement notices were received for discharges in Q1 or Q2.
Sewage does not affect the quality of the environment.	(T) Number of infringement notices received for discharges. <i>DIA Performance Measure 2b</i>	0	0		No infringement notices were received in Q1 or Q2.
	(T) Number of enforcement orders received for discharges. <i>DIA Performance Measure 2c</i>	0	0		No enforcement orders were received in Q1 or Q2.
	(T) Number of convictions received for discharges. <i>DIA Performance Measure 2d</i>	0	0		No convictions were received in Q1 or Q2.

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Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Sewage does not affect the quality of the environment.	(T) Annual rainfall – derived inflow and infiltration.	5%	Q4	Q4	This will be reported on in Q4.
Residents are satisfied with Wastewater services overall.	(C) % of consumers satisfied with the Wastewater services overall.	≥ 80%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.

Solid Waste

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
A reliable weekly kerbside recycling and rubbish collection service is provided.	(T) Number of complaints received for genuine missed collection that are not resolved (average per month).	2	0.8		An average of 0.7 complaints were received per month during Q2 for a missed collection that was not resolved within 48 hours and 0.8 for the year to date.
	(C) % of customers satisfied with the Solid Waste collection service.	≥ 90%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
A reliable, well managed (user pays) fortnightly kerbside greenwaste collection service is provided.	(C) Average number of complaints received for genuine missed greenwaste bins (excluding non-compliant bins) per collection.	≤ 6	2.5		The average number of missed bins per collection was 2.6 for Q2 and 2.3 for the year to date.
Transfer stations are safe and well maintained.	(C) Number of complaints received about poor maintenance, noise or smell for Transfer Stations.	≤ 5	2		1 complaint was received about poor maintenance, noise or smell at a transfer station Q2 and 2 for the year to date. These were both for overfull recycling bins at the 24 hour recycling area at the Opunake Transfer Station.
Recycling is encouraged and less waste is sent to the regional landfill.	(T) % of Council controlled waste diverted from landfill each year.	30%	25.64%		The total waste diversion from landfill, inclusive of recycling and green waste was 25.48% for Q2 and 25.64% for the year to date. This includes some estimated residual waste figures from recycling. This target was largely not achieved as a result of additional commercial general waste disposed at the Hawera Transfer Station that has been disposed of direct to landfill in the past. However, this waste is now accepted at the Hawera Transfer Station for cartage to Bonny Glen.


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Roading and Footpaths (includes Road Safety and Pathways)


Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Council provides roads which are safe and comfortable to drive on.	(T) % of roads meeting the roughness standard (deviation of true plane) remains stable or improves. <i>DIA Performance Measure 2</i>	92%	Q4	Q4	The roughness survey will be undertaken in Q3 with the results reported in Q4.
	(C) % of road users satisfied with the condition of Council roads.	≥ 75%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
	(T) Annual change in number of fatalities and serious injury crashes on local road network. <i>DIA Performance Measure 1</i>	Decrease by 1 or zero	Q4	Q4	There were 3 reported crashes for Q2, 1 fatal and 2 serious. For the year to date there have been 5 reported crashes; 1 fatal and 4 serious.
The roading network is maintained in good condition.	(T) % of sealed local road network resurfaced annually. <i>DIA Performance Measure 3</i>	6%	Q4		5.6% - not on target due to current reseal scheduled to match existing Council budget for this work category.
Footpaths are maintained in good condition and are fit for purpose.	(T) % of footpaths with condition rating 1-4. <i>DIA Performance Measure 4</i>	92%	Q4	Q4	The roughness survey will be undertaken in Q3 with the results reported in Q4.
Council will respond promptly to customer service requests for roads and footpaths.	(T) % of urgent customer service requests relating to roads and footpaths responded to within 2 working days. <i>DIA Performance Measure 5</i>	≥ 95%	100%		3 out of 3 urgent requests were received and responded to within 2 working days for Q2 and 5 out of 5 for the year to date.
	(T) % of non-urgent customer service requests relating to roads and footpaths responded to within 5 working days. <i>DIA Performance Measure 5</i>	≥ 90%	93%		305 out of 327 non urgent requests were responded to within 5 working days for Q2 and 620 out of 667 for the year to date.

Community Facilities

Parks and Reserves

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Parks and reserves are tidy and well maintained.	(C) % of customers satisfied with the level of maintenance in Council parks and reserves.	≥ 90%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
Visitors feel safe and enjoy visiting our parks and reserves.	(C) Number of incidents recorded per annum due to poor maintenance or design.	≤ 6	0		There were no incidents recorded in Q1 or Q2.
	(C) % of customers satisfied that the provided playgrounds meet the needs of users.	≥ 80%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.

Public Spaces






Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Visitors feel safe and enjoy visiting our public spaces.	(C) Number of incidents reported per annum due to poor maintenance or design.	≤ 6	0		There were no incidents reported in Q1 or Q2.

Halls

Level of Service	Performance Measure C=customer measure T=technical measure	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Halls are well maintained and serviced.	(C) % of customers satisfied with the maintenance and cleanliness of Halls.	≥ 90%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.

Swimming Pools

Level of Service	Performance Measure C=customer measure T=technical measure	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Rural Pools are attractive environments.	(C) Total number of users of rural pools is greater than 30,000.	30,000+	Q3	Q3	Pool season runs from 11 December 2019 to 9 March 2020.
Rural Pools are well maintained.	(C) % of customers satisfied with venues being well maintained.	≥ 90%	Q3	Q3	Pool season runs from 11 December 2019 to 9 March 2020.
Customers are satisfied with services.	(C) % of users satisfied with services provided by staff.	≥ 90%	Q3	Q3	Pool season runs from 11 December 2019 to 9 March 2020.
Rural Pools are safe environments.	(C) Number of accidents reported per annum due to poor maintenance or design.	≤ 5	Q3	Q3	Pool season runs from 11 December 2019 to 9 March 2020.


Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Rural Pools water quality is safe.	(T) % of compliance with NZ5826 through regular water quality tests.	≥ 90%	Q3	Q3	Pool season runs from 11 December 2019 to 9 March 2020.
The Aquatic Centre is an attractive environment.	(C) Number of users of the Aquatic Centre is greater than 90,000 per annum.	≥ 90,000	23,077		The number of users of the Aquatic Centre was 23,077 for Q2 and 41,171 for the year to date. We are on track as the busiest months are to come in Q3.
The Aquatic Centre is well maintained.	(C) % of users satisfied with the venue being well maintained.	≥ 90%	Q4	Q4	The Annual Users Survey will be undertaken in Q3 with the results published in Q4.
Customers are satisfied with services.	(C) % of users satisfied with services provided by staff.	≥ 90%	Q4	Q4	The Annual Users Survey will be undertaken in Q3 with the results published in Q4.
The Aquatic Centre is a safe environment.	(T) The Aquatic Centre holds current national Poolsafe™ accreditation.	Held			Awaiting confirmation that the required documents submitted to Recreation Aotearoa in June are acceptable for re-issuing of accreditation.
	(C) Number of accidents reported per annum due to poor maintenance or design.	≤ 5	1		No incidents were reported in Q2 and 1 incident for the year to date.
The Aquatic Centre actively promotes swim programmes.	(C) Number of Aqua School Learn to Swim enrolments are no less than 1,400 per annum.	≥ 1,400	731		There were 407 enrolments for Learn to Swim in Q2 and 731 for the year to date.

Public Toilets


Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Toilets are safe, accessible and well maintained.	(C) % of residents satisfied with cleanliness and maintenance of Public Toilets.	≥ 80%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
	(C) % of residents satisfied with Public Toilet opening hours.	≥ 85%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.

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Cemeteries



Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Cemeteries are tidy and well maintained.	(C)% of customers satisfied with the tidiness and level of maintenance at Cemeteries.	≥ 95%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
Interments are managed with respect and sensitivity.	(C) Number of complaints regarding interment processes.	≤ 3	0		No complaints or issues were reported in Q1 or Q2.

Pensioner Housing

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Council will provide well maintained and affordable Pensioner Housing.	(T) % of Pensioner Housing units are rated good to very good using the minimum standards included in the Pensioner Housing Policy.	71%	67%		On track Refit programme will continue as units are vacated. No refits in progress as at 31 December.
	(C) % of tenants satisfied with the standard of their accommodation.	≥ 95%	Q4	Q4	The Annual Tenants Survey will be completed in Q4.
Tenants are supported to remain independent in their communities of choice for as long as they are able.	(C) % of tenants satisfied with the social support service provided (or who rate the social service good or above).	≥ 90%	Q4	Q4	The Annual Tenants Survey will be completed in Q4.


7

TSB Hub



Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
TSB Hub is an attractive, well maintained and well used venue.	(C) Numbers of users of TSB Hub.	≥ 150,000	70,506		33,737 visits were recorded for Q2 and a total of 70,506 for the year to date.
	(C) % of users satisfied with standard of service provided.	≥ 90%	Q4	Q4	The Annual User Survey will be completed in Q4.
TSB Hub provides a safe environment.	(C) Number of accidents reported per annum due to poor maintenance or design.	≤ 3	0		No accidents reported that are attributed to poor maintenance or design in Q1 or Q2.

Arts & Culture

Arts

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Opportunities are provided to participate in arts activities.	(C) Number of programmes or projects facilitated or supported per annum.	10	6		<p>6 programmes/projects were facilitated or supported by STDC for the year to date.</p> <p>Q2</p> <ol style="list-style-type: none"> As part of the <i>STDC Arts Lease Programme</i> for 2019/2020, 11 works were selected with 18 artists submitting 28 works for consideration. The <i>Taranaki National Art Awards</i> was held in November, which attracted a record number of entries and visitors to the display of over 300 artworks at Sandfords Events Centre, Ōpunakē. Free art activities were provided for youth in the <i>Art Tipi at Arts in the Park</i> in December, and a performance by the String Bean Puppets. <p>Q1</p> <ol style="list-style-type: none"> <i>Arts on Tour NZ</i>, 'Carnivorous Plant Society' performed an all-ages show at Everybody's Theatre in Ōpunakē in July. 'Artastic' Collaborative School holiday programmes facilitated at Pātea, Waverley and Hāwera LibraryPlus. Creative 'Redecorating Taranaki' Workshops in association with a Puke Ariki project held at Manaia, Ōpunakē, Eltham and Kaponga LibraryPlus.

Heritage – Aotea Utanganui – Museum of South Taranaki

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Visitors feel welcome and enjoy the Museum.	(C) % of customers satisfied with their visit.	≥ 95%	97.5%		According to the Visitor's Book, 100% of visitors were satisfied with their visit during Q2 and 95% were satisfied in Q1. For the year to date, 97.5% are satisfied.
The collection of artefacts and archives is protected for future generations.	(C) Number of collection items re-housed to Museum standards.	Social history 400 objects archived 20 linear metres	Social History 272 objects archived 11 linear metres housed		39 Social History objects were archived for Q2 and 272 for the year to date. 11 Linear meters of archival materials have been rehoused for the year to date as no further archival materials were rehoused during Q2 due to the Archivist role being recruited.




7

LibraryPlus

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
LibraryPlus facilities are well resourced and have friendly, helpful staff.	(C) % of customers satisfied with facilities and customer service.	≥ 95%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
LibraryPlus materials and resources are relevant to current information and leisure needs of the community.	(C) % of customers satisfied with materials, resources and information provided.	≥ 95%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.

District Economy

Economic Development


Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Existing or new businesses are supported and assisted to grow.	(C) Number of client interactions with the Business Advisory Service.	≥ 475	530		There were 247 South Taranaki client interactions with the business advisory service (provided by Venture Taranaki) for Q2 and 530 for the year to date.
	(C) Dollar value of Capability Development vouchers distributed in South Taranaki.	≥ \$75,000	\$56,004		The dollar value of the Capability Voucher Scheme for South Taranaki for Q2 was \$31,222 and \$56,004 for the year to date.
South Taranaki is promoted as a great place to live, work and visit.	(C) Number of South Taranaki promotions per annum.	≥ 10	4		<p>4 promotions for South Taranaki have been undertaken for the year to date.</p> <p>Q2</p> <ol style="list-style-type: none"> 1. Work began on updating the South Taranaki Lifestyle Booklet. 2. The Council also launched a new website <p>Q1</p> <ol style="list-style-type: none"> 3. Advertisements were taken in the AA Must Dos NZ Walks and Must Dos Regional Guides. 4. MTFJ Youth to Work Awards held in August acknowledged youth, business, Iwi and educators doing good things in South Taranaki with a full page advertisement in the South Taranaki Star.


Tourism

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Customers are satisfied with the level of service they received at the i-SITE.	(T) Qualmark accreditation is maintained.	Held			This has not yet been assessed. We are awaiting Qualmark NZ to schedule an appointment.

7




Events


Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Council will provide, encourage and/or support events within the District.	(C) Minimum number of events Council has provided or supported per annum.	≥ 10	11		11 events have been held for the year to date. Q2 1. All Black World Cup Rugby Games at TSB Hub 2. School holiday programme 3. Elektra 4. 7 Days/Hawera Comedy Night 5. TSB Hub Sporting Hall of Fame Induction 2019 6. Arts in the Park Q1 7. Family Fun at the Movies in Ōpunakē 8. Family Fun at the Movies in Hāwera 9. A school holiday programme 10. Ice Skating 11. Screening of several All Black World Cup Rugby Games at TSB Hub

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Council events are well organised, safe and well attended.	(C) % of attendees satisfied with selected Council events.	≥ 90%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
	(C) Number of serious incidents due to poor event management.	≤ 3	0		No reported serious incidents occurred at events in Q1 or Q2.

Community Development

Community Development



Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Communities and groups are provided with the skills they need to support them to achieve their own goals.	(C) % of participants in workshops and training sessions find the training useful.	≥ 80%	97.6%		For the year to date, 97.6% of participants in workshops and training sessions found the training useful. In Q2, 19 people attended Tips and Tricks for Funding Success with 93% saying it was useful and 7 attended an Introduction to Finance with 100% saying it was useful. In Q1, a Working Well Workshop was provided in with all 36 attendees (100%) indicating that they found the workshop useful.
Partnerships with community groups are developed to make the best use of resources.	(C) % of the cost of community-led projects (supported by Council) funded from external sources.	≥ 50%			There were no community-led projects which were supported by Council apart from providing support for the Paepae in the Park through funding applications during Q1.

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Partnerships with community groups are developed to make the best use of resources.	(C) % of the total cost of Council-led projects (completed in partnership with the community) funded from external sources.	≥ 33.3%	75%		<p>There were no Council-led projects undertaken in Q2, however, the Youth To Work Awards are supported with sponsorship from a number of local businesses with 75% of the funding obtained from external sources.</p> <p>A funding application has been submitted for the shortfall required for the installation cost of the Sound Mirrors in King Edward Park.</p>

7

Environmental Sustainability

Planning

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Consents for subdivision and development are processed in a timely manner.	(T) % of resource consent applications processed within statutory timeframes.	100%	98%		<p>42 out of 44 applications for resource consent were processed within the statutory timeframe during Q2.</p> <p>85 applications have been processed for the year to date with 83 (97%) processed within the statutory timeframe.</p> <p>The team are assessing why this non-compliance has appeared in this quarter.</p>
Consent compliance is monitored by the Council.	(T) Consents are monitored by their due date.	≥ 90%	52%		<p>6 consents were monitored in Q2, of which only 1 was monitored by the due date. Management controls for this function are being reviewed, given the lack of improvement in meeting this target.</p> <p>Of the 21 consents monitored for the year to date, 11 (52%) were monitored by their due date.</p>


Environmental Policy



Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Growth and development is planned while our natural and physical resources are managed in a sustainable manner.	(T) The Plan Changes and Variations to the District Plan are undertaken in accordance with legislative timeframes.	Achieved	N/A	N/A	This performance measure is not applicable whilst the proposed district plan remains in appeal phase.
Iwi are supported to contribute to local environmental issues.	(T) % of Plan Change projects that have dedicated periods of officer time set aside for consulting with Iwi.	100%	N/A	N/A	There have been no Plan Change projects during Q1, with this primarily due to the proposed district plan remaining in appeal phase.

7

Regulatory Services





Building Control

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Building consents are processed efficiently.	(T) % of building consent applications are processed within the statutory timeframe of 20 working days.	100%	85%		144 building consents were processed in Q2 with 122 (85%) processed within the statutory timeframe. 303 building consents have been processed for the year to date with 258 (85%) processed within the statutory timeframe. Even though the target is not achieved, it demonstrates some improvement from the previous financial year, where only 74% of building consents were processed within 20 working days. This remains an area of focus.




Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Customers receive industry recognised quality service.	(T) % of building inspections are carried out within 2 working days of request.	≥ 95%	100%		All 459 inspections were carried out within 2 working days of request in Q2 with all 960 being carried out for the year to date.
The Council retains authority to issue building consents.	(T) Accreditation as a Building Consent Authority is retained.	Retained	Retained		Accreditation as a Building Consent Authority was retained from 19 July 2019 for a period of two years.

7


Environmental Health

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
New food premises can open to the public quickly and existing food premises can continue to trade.	(T) % of New Premises Applications and Renewal Premises Applications processed within 10 working days.	≥ 95%	100%		All 106 premises applications were processed within 10 working days for Q2 and all 143 were processed within 10 working days for the year to date.
Food premises are hygienic and food sold to the public is safe to eat.	(T) % of licensed premises that are audited within 1 month of the due date.	≥ 95%	100%		All 26 of the premises were audited within 1 month of the due date for Q2 and all 58 were audited within 1 month for the year to date.
Food premises operators receive high quality service.	(C) The number of complaints received from food premises operators about standard of service per annum.	≤ 5	0		No complaints were received for Q1 or Q2.
Hairdressers, camping grounds/holiday parks, funeral homes & offensive trade premises are hygienically safe.	(T) % of licensed premises that are inspected annually.	≥ 95%	55%		No health premises were inspected during Q2 due to workload and staff shortage. For the year to date 28 (55%) of the 51 health premises have been inspected.



Licensing – Alcohol and Gambling

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Premises selling alcohol to the public are licensed and are running their business responsibly.	(C) Number of Council facilitated workshops to encourage host responsibility per annum.	2	0		No Council facilitated workshops have taken place this financial year due to workload and staff shortage. We are in the process of recruiting for the vacant EHO position and have it filled by end of Q3. A Council facilitated workshop has been programmed for Q4.
	(T) % of licensed premises that are annually inspected.	≥ 95%	47%		22 licensed premises were inspected during Q2 with 42 (47%) of the 89 licensed premises having been inspected for the year to date.
Unopposed Liquor Licence Applications are processed promptly.	(T) % of unopposed Liquor Licence Applications processed within 10 working days of receipt of all reports.	≥ 95%	86%		All 27 applications were processed within 10 working days during Q2 with 33 (97%) of the 34 applications having been processed for the year to date.

Noise Control

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Provide a prompt and reliable noise control service 24 hours a day, 7 days a week.	(T) % of noise complaints responded to within one hour.	≥ 90%	90%		172 (91%) of the 190 noise complaints received were responded to within 1 hour during Q2 with 266 (90%) of 294 having been responded to for the year to date.



Animal Services


Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Residents are satisfied with the Animal Control service.	(C) % of residents satisfied with the Animal Control service.	≥ 75%	Q4	Q4	The Annual Resident's Survey will be undertaken in Q3 with the results published in Q4.
A prompt and reliable animal control service will be provided 24 hours a day, 7 days a week for wandering stock and serious dog incidents*.	(C) % of reported serious dog or wandering stock incidents responded to within 4 hours.	≥ 95%	98%		59 of the 60 serious incidents reported were responded to within 4 hours during Q2 with 153 (98%) of 156 having been responded to for the year to date.
A reliable and responsive animal control service that investigates general dog incidents*.	(C) % of reported general dog incidents responded to within 1 working day.	≥ 95%	98%		313 of the 329 general dog incidents reported were responded to within 1 working day during Q2 with 624 (97%) of the 642 having been responded to for the year to date.

* serious dog incidents – dog attacks, threatening or rushing dogs or continual barking.

* general dog incidents – barking and roaming.


Civil Defence and Emergency Management

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
The Council is ready to respond to a Civil Defence Emergency and is able to function for as long as required during an emergency.	(C) Roles identified and staffed for 24 hour operations of the Emergency Operations Centre (EOC) and staff trained to the appropriate level agreed to by the Civil Defence and Emergency Management Group.	100% of roles filled	77%		This is due to key staff leaving STDC employment. New staff have been identified but yet to be confirmed for the roles.
		50% of staff trained	30%		Again affected by staff turnover. Task to identify those that could be available to attend training and work with the new staff that have joined.

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
The Council actively engages with the wider community to increase the level of awareness, and understanding of, and preparation and readiness for emergencies and strengthening community resilience.	(C) Community Action Plans are prepared in conjunction with, and for, each town. By 2026 Community Action Plans are prepared and in place for all 8 principal towns in the South Taranaki District.	One Community Action Plan prepared per year	Nil plans completed this Quarter		This target will be a focus for Q3 and Q4.

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Coastal Structures

Level of Service	Performance Measure <i>C=customer measure</i> <i>T=technical measure</i>	Target 2019/20	Actual	Status	For Quarter Two as at 31 December 2019
Comply with the Taranaki Regional Council Resource Consent conditions for coastal structures.	(C) % of compliance with Resource Consent conditions.	100%	82%		We received a letter from TRC highlighting three non-compliance issues with some coastal structures during Q1. Works have been planned in Q2 and underway in Q3 to resolve these issues.