



Ōpōtiki District Council

2017/18 Annual Plan



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A message from His Worship the Mayor and the Chief Executive

The coming year will see the finalisation of the planning required for the harbour development by the Council and the aquaculture companies. Council should be in a position to sign a contract to build the harbour in the first six months of the financial year with the successful contractor moving on site shortly after. The start of substantive physical work will await completion of the commercial capital raising process by the aquaculture companies to fully develop the water space and build an Opotiki processing plant. The timeline has all this completed by June 2018, when harbour construction will be due to start. We anticipate the build will take several years but aim to have the harbour in place for large scale mussel deliveries to the processing plant. In the coming year the focus will be on finalising the funding arrangements and agreements with central government and Bay of Plenty Regional Council. An essential related project is the Workforce Development Project being managed by Toi-EDA, our Eastern Bay of Plenty Economic Development Agency, to maximise the uptake of jobs by local people.

We anticipate a positive government decision on further funding will lead to additional development in Ōpōtiki. As an organisation and a community, we need to be ready for this. We expect increased demands on all council services associated with development, from back room regulatory processes to infrastructure.

In the coming year we intend to make significant progress on fixing the town's sewer system to remedy past problems and ensure the infrastructure is capable of sustaining growth. Our stormwater projects are expensive but important as climate change brings more high intensity rainfall events. Investigation of storage areas will continue as we try to find cost effective ways of managing the peak flows during rain events.

As always we appreciate the local community's support. Our collective aspirations are close to becoming a reality.



Mayor John Forbes



CEO Aileen Lawrie

What is the Annual Plan?

The purpose of the Annual Plan (AP) is to:

- Support Council's Long Term Plan (LTP) in providing integrated decision-making and coordination of resources
- Extend the opportunity for the community to participate in Council's decision-making processes relating to costs and funding
- Contribute to Council's accountability to its community
- Detail the annual budget and related funding impacts
- Identify any variances from the funding and financial information in the LTP for the coming year.

Whilst the primary purpose of the AP is to provide a basis for setting the following year's budget and rates, it also provides an opportunity to revisit what Council said it was going to do in the LTP for the coming year.

The LTP provides a long term view of Council's plans and actions. The AP looks at the near term (the following year) plans and actions and provides an opportunity to see if the LTP is still relevant or if there is any need to alter what Council said it was going to do.

For that reason, the AP primarily considers exceptions or variances from the LTP rather than bigger issues such as the role of Council, major priorities, or scope and levels of service.



Shags – Ōhiwa Harbour, Ōpōtiki

Key projects planned for the 2017/18 year

The following key projects (as provided for in the LTP) are planned for the 2017-18 financial year:

Wastewater

Ōpōtiki's wastewater reticulation has had increased frequency of failures over the last decade. When it rains, large volumes of water enter the system. Extensive investigations determined that rehabilitation of the existing reticulation is the most cost effective solution. Rehabilitation and partial replacement works will proceed through 2017/18 onward, prioritising high inflow and infiltration pipes.

An extension of the Ōpōtiki system was originally proposed for 2016/17 to allow for industrial growth. We are proposing to carry that budget over into 2017/18 so it is available when needed as growth occurs.

Renewal of Ōpōtiki's wastewater treatment soakage lines at the treatment ponds site will continue through 2017/18.

Harbour Development

The Ōpōtiki Harbour Transformation project will create an all-tide, all-weather navigable entrance to allow continued aquaculture development offshore from Ōpōtiki and enable a range of other marine related activities and businesses to establish and prosper. The Council, in partnership with Whakatohea, the New Zealand government and Bay of Plenty Regional Council, is in the final stages of planning the required infrastructure - two training walls, one-off dredging to form the navigable channel, and closure of the existing harbour entrance. Council is also addressing other infrastructure needs such as wharfage and sewerage, as well as enabling marine uses through a district plan change.

The coming year will see the completion of the tender process to design and construct the harbour, the submission of a detailed business case to government for final funding, and further significant progress of the (separate to council) commercial aquaculture business. A range of supporting projects will continue, some led by Council and others by its aquaculture and iwi partners, Toi-EDA, Bay of Plenty Regional Council, and government. Some of these are essential infrastructure projects while others are intended to increase the value that will be delivered through the harbour development.

Stormwater

The Ōpōtiki township suffers from severe stormwater flooding due to its low elevation above sea level and location between two rivers. To combat this, two projects were proposed for the 2017/18 year. The first was installation of a flood water storage area around Tarawa Creek to provide relief from high intensity rainfall and the second was a new trunk main along Richard St to facilitate flow to the storage area. Investigations completed in 2016/17 suggest that the storage area and trunk main could cost more than budgeted due to the presence of a historic landfill and high ground water levels. Further investigation is being carried out to develop additional options.

Condition assessments of the existing Richard St trunk main found a section of the main has been

damaged by ground movement. Replacement of this section is proposed for 2017/18 to coincide with installation of the proposed new stormwater trunk main.

A gravity main will be extended along King St to relieve ponding at the northern end of Goring St.

Three Waters

System installations and condition and performance assessments continue across all three waters' plant, progressively accumulating better knowledge of our important infrastructure.

Replacement timeframes for critical pumps have been identified as a risk to infrastructure resilience. Investigation work is being carried out to the end of 2016/17 to scope necessary spare pumps and provide comprehensive estimates.

Property

The redevelopment of the Ōpōtiki Library is a long held community aspiration. The new complex, to be named Te Tāhuhu o Te Rangi, was scheduled for years one and two of the 2015-2025 LTP and has advanced to building consent stage. Local fundraising and applications to external grant funders continue. Building will commence when Council has raised the required money - anticipated to be in the 2017/18 financial year.

Council is reviewing the use of its reserves to ensure groups that have exclusive rights to use have the correct legal approvals in place.

Community Facilities

Building on the success of Mōtū Trails, new pedestrian / cycle trails are planned to link Ōpōtiki to Ōhiwa. Budget provides for the staged development of this route and other trails that will complement Mōtū Trails. A proposal has been presented to NZ Cycle Trails that, if successful, could result in funding from central government.

Land Transport

Seal Extensions

Council will continue to seal unsealed roads where a 60% contribution is provided by those requesting the seal extension. A maximum of 2km will be considered for sealing on an annual basis. Council invites applications from those that wish to have their roads sealed and are willing to contribute 60% towards the cost of doing so.

Budget has been allowed for additional road formation, drainage, kerb and channel and footpaths in the Ōpōtiki urban area. An additional street length (typically a block length of 220m) will help address the lack of roading infrastructure in large parts of Ōpōtiki. This budget is partly offset by the 1% increase in roading subsidies from NZTA this year.

Water Supplies

Ōpōtiki

New water supply trunk mains were proposed for Otara Rd in 2016/17 and Factory Rd in 2017/18 to provide for growth and greater resilience of Ōpōtiki's water supply. An opportunity arose to take advantage of significant cost savings for both trunk mains during the procurement process for the Otara Rd portion. Council resolved to complete both projects in the 2016/17 year.

Renewals will be carried out on aging components at the Ōpōtiki water treatment plant.

Te Kaha

New pipeline extensions proposed to be completed in Te Kaha in 2016/17 have been delayed due to difficulties in obtaining access agreements. As a result a portion the Southern Extension projects are now planned to be completed in the first half of 2017/18.

Ōhiwa

Condition assessments carried out through 2016/17 identified that the Ōhiwa bore lining has suffered accelerated degradation due to soil and ground water chemistry. Relining of the bore has been proposed for 2017/18.

Solid Waste

Reseal of the Waihou Bay Resource Recovery Centre yard will be carried out and the Te Kaha Resource Recovery Centre building will be re-painted.



Amokura Road, Ōpōtiki – Photo Esther Wilson

What's new or changed

This AP covers year three of the 2015-2025 LTP. The 2015-2025 LTP confirmed a long standing Council strategy of consolidation, prudent financial management, affordability and preparing for future growth opportunities. Specifically, the LTP describes how Council intends to invest in the Ōpōtiki Harbour Transformation Project and in wastewater (particularly in the Ōpōtiki township) in support of sustainable growth.

Exceptions to the previously planned work in the LTP are:

Ōpōtiki Harbour Transformation Project

Following the Government announcement in October 2015, the AP provides for revised timing of the different revenue sources.

The same overall cost has been retained but Ōpōtiki District Council spend has been pushed out, allowing the Government funding to be spent first.

Property

The library development project was planned to start in year one of the LTP and be spread over two financial years. This project has been delayed to 2017/18 due to lack of external funding. Because the majority of this project was to be externally funded, there is little to no financial impact to the community.

Public Toilets

Following a very busy summer season and an increasing number of freedom campers we are seeing staying overnight at the Te Ahiaua pipi beds at Waitoaha we are considering options to upgrade the public toilets there.

Community Development

Council will continue to grow the CCTV network in the town CBD over the next few years to ensure the safety of personnel and property in the community. We have been approached already by a number of businesses about joining onto the Council network and will invest further in infrastructure to make this a possibility. This will provide additional options for businesses when they renew expensive security camera equipment in the future.

Stormwater

Two stormwater projects (Tarawa Creek storage area and Richard St gravity main upgrade) were planned for 2016/17. Investigation work identified other possible options that may provide greater benefit as well as issues that needed further consideration. These projects were shifted into the 2017/18 year to ensure the right solution is developed through further investigation in 2016/17. Capacity of \$1.6m and \$1.2m has been included in the annual plan which will be subject to Council decisions upon completion of investigations.

A budget of \$60k has been added to the 2017/18 year to renew a section of damaged stormwater mainline discovered in recent condition assessments.

Investigations for the Wellington/Brabant St Pump Station revealed that better options were potentially available. This project has tentatively been planned for the 2017/18 year following a review of scope.

Budget for the King/Goring St gravity main project planned for 2017/18 was increased from \$80k to \$140k in light of recent professional estimates.

Wastewater

A \$200k budget for further investigation and possible extension of the wastewater network on Factory Rd was added to the 2016/17 year to respond to developer interest. As development did not eventuate, budget will be carried over into the 2017/18 year.

Budget was programmed for full replacement of the Ōpōtiki wastewater reticulation in the 2015-2025 LTP, to take place between 2016 and 2020. Subsequent formation of a steering group to ensure a robust process lead to a decision to further investigate remediation options. After thorough investigation, rehabilitation of the reticulation appears to be favourable over replacement. A final report on options is due in June 2017. A \$4.2m budget has been programmed for 2017/18 to begin works. Further remedial works will be programmed through 2017/18 as outcomes of the rehabilitation are studied.

Ōpōtiki Water

The booster station to Clarks Cross trunk main project at a cost of \$800k was originally planned for 2016/17. Council was unable to attract Ministry of Health funding for this project. Consequently this project has been moved to 2018/19 giving priority to more critical projects.

\$300k for a new booster station in Hikutaia was planned for 2016/17/18 to accommodate growth. This project was moved to 2019/20/21 in light of district plan outcomes targeting infill in the Ōpōtiki township first.

New trunk mains from Clarks Cross Rd along Otara Rd to Factory Rd and from Otara Rd along Factory Rd to Waioeka Rd were originally planned for 2015/16 and 2016/17. As with the trunk main project, Ministry of Health funding was sought but not obtained. These projects were moved to 2016/17 and 2017/18 in the 2016/17 annual plan but were completed this year to take advantage of inexpensive contract rates. A saving of approximately \$300k was achieved.

Te Kaha Water

The Northern and Southern Extension projects were originally planned for 2015/16. Due to reduction in scope to meet Ministry of Health funding limitations, these three projects were moved into 2016/17. The Northern Extension project is nearing completion but the Southern Extension projects have been forced into 2017/18 due to difficulties obtaining easement agreements with private land owners.

Three Waters

Recent asset management work has highlighted a resilience issue in the replacement times for critical pumps across all three waters. Budgets of \$60k, \$100k and \$100k have been added to stormwater, wastewater and water supply respectively for 2017/18.

Rating Impacts

The overall increase in rate revenue is 3.65 percent, down from a proposed 6.30 percent increase for year two of the LTP.

To minimise pressure on rates, Council is seeking grant funding wherever possible.

Council Organisation

Council Values

Integrity and Honesty

We will not compromise our values and will act in a trustworthy manner at all times.

Ngakau- tapatahi me te Pononga

Kaore matou a marie i a matou uaratanga a, ka mahi i roto i te huatanga matatika i nga wa katoa.

Leadership

We will take an active role in issues that affect our community by providing governance, representation, advocacy, guidance and opinion.

Manakuratanga

Ka kakama matou i roto i nga take e pa ana ki to tatou iwi whanui ma te whakahaere tikanga, ma te kanohi, kai tautoko arahitanga me te whakaaro.

Openness and Accountability

We will conduct our affairs in a way that allows the community to see and understand our actions and achievements and we will accept responsibility for them.

Mahorahora me nga Herenga

Ka whakahaeretia a matou mahi i roto i te aria kia kitea ai e te iwi whanui a, kia mohiotia a matou mahinga me nga tutukitanga me te whakaae ano mo aua kawenga.

Fairness and Equity

We will act to ensure that all have equal opportunities and that we will be unbiased in the implementation of policies.

Tokeke me te Ture o te Tika

Ka mahi matou ia hua ai ka orite te whiwhi mea angitu o te katoa me ae ate tokeke i roto i iaga whakatinanatanga o uga kaupapa.

Achievements Orientated

We will gain results in a timely, innovative and economic manner.

Whakatutukitanga Whakawaiatanga

Ka whiwhi hua i roto i te auaha me te ngawaritanga.

Relationships

We will acknowledge the special place of Tangata Whenua in our community and respect the different views and values of our community.

Tikanga Tutohungatanga

Ka manako matou i te wahi motuhake o te Tangata Whenua i roto i te iwi whanui a me te whakarite ano i nga kitenga rereketanga, me nga uaratanga o to tatou iwi whanui.

Satisfying Expectations

We will always look to understand our community's expectations and try to achieve a high level of community satisfaction.

Tumanako Manawareka

Ka ahei tonu matou kia mohio ki nga tumanako o to tatou iwi kainga me te whakamatau kia ae ate tairanga teitei o te whakanatanga o te iwi whanui.

Representation



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Community Board and Council Committees

Coast Community Board

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Gail Keepa

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Audit and Risk Committee

Member 1: Councillor Arihia Tuoro
(Chairperson)
Member 2: Councillor Ken Young
Ex Officio: Mayor John Forbes
Independent External Member: David Love

Hearings Committee - Dog Control

Member 1: Councillor Ken Young
Member 2: Councillor Haki McRoberts
Member 3: Councillor Shona Browne
Member 4: Councillor Barry Howe
Committee to elect Chairperson at first meeting



David Love – Audit and Risk Committee
External Independent Member

Organisational Structure

Council



Aileen Lawrie - CEO

The chief executive appoints a range of skilled staff to carry out the activities the council undertakes on behalf of the community. This is the organisational arm of local government. Through the chief executive they implement the decisions of Council, provide advice to Council on managing the activities of the organisation effectively and efficiently, plan and provide accurate reports of the financial and service performance of Council and employ and provide leadership.



Bevan Gray - Finance and Corporate Services Group Manager

Cash Receipting, Debtors/Creditors, Financial Reporting, Investments, Insurance, Payroll, Public Debt, Water Billing, Rates, Communications, Creative New Zealand, Governance Support.



Steve Pickles - Planning and Regulatory Manager (Acting)

Animal Control, Building Control, Bylaw Compliance, Civil Defence Emergency Management, Environmental Health, Liquor Licensing, Noise Control, Resource Management, Planning.



Mike Houghton - Community Facilities Manager

Parks, Reserves, Airport, Cemetery, Tourism, Promotions, Economic Development, Events, i-SITE Information Centre, Sports Co-ordination, Property.



Chris Hopman - Engineering and Services Group Manager

Consultancy BU, Solid Waste, Rooding, Rural Fire, Sewerage, Stormwater, Water Supply.

Priorities for Council Action

Economic Growth

- Ōpōtiki harbour development
- Providing visitor and business investment information and support
- Supporting local and regional business growth and workforce development
- Promotion of facilities and activities to increase visitors, including historic precinct development and Mōtū Trails cycleway.

Quality of Life

- Provision of infrastructure e.g. roads, water, stormwater, sewerage, waste management, renewal of Ōpōtiki township wastewater reticulation network
- Advocacy with and on behalf of Ōpōtiki communities to central government
- The development of the Technology and Research Centre
- Walkways and cycleway maintenance
- Support initiatives for development in the Coast ward.

Strong Community Spirit

- Tri-annual community awards event and community day
- Promotion and support for community events.

Environmental Quality

- District Plan review and implementation
- Maintenance and enhancement of parks and reserves
- Partnership with community groups, Bay of Plenty Regional Council and Department of Conservation (DOC) to undertake environmental restoration projects
- Continuing the partnership with Gisborne District Council, Whakatōhea, DOC and Mōtū Trails Charitable Trust in maintaining and enhancing the Mōtū Trails cycleway.

Council Activities

This section explains the Council's significant activities and how they contribute to the district's future. Information is provided about how the Council plans, manages, delivers and funds the activities it is involved in.

Activity Groups



A guide to the groups of activities

Council services have been banded together into groups of activities. An example of this is Stormwater, District Plan, Wastewater; all of these activities come under the group Environmental Sustainability. There are three groups with a total of 12 activities. Each group is introduced and then the activities that make up that group follow.

What we do and why

This section gives a brief description of the activity that the Council provides and discusses the reason for providing the particular service.

Contribution to community outcomes

This section explains how each activity within the group contributes to specific community outcomes.

Levels of service

This section specifies what level of service the Council will provide for a particular activity and states how performance will be measured.

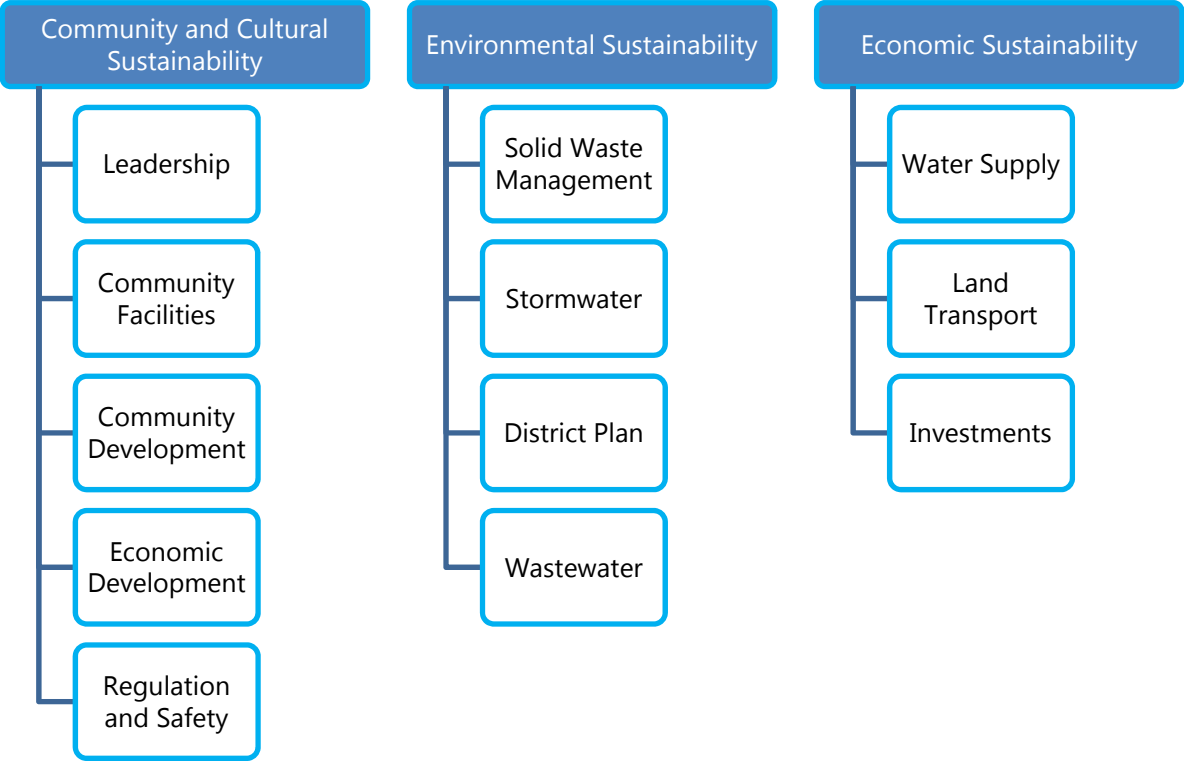
What negative effects will the activities have?

It is the Council's job to consider whether there are any significant negative effects (social, economic, environmental or cultural) for each of the activities it is involved in.

Financial summary

The financial information for each activity is a budget that covers the 2017/18 financial year.

Council groups of activities



Community and Cultural Sustainability

Why we provide this group of activities:

The group of activities promotes outcomes that help build a strong and cohesive community within the Ōpōtiki District. Council provides a range of services and facilities to the various communities in the Ōpōtiki District in order to achieve this.

Significant activities in this group:

Leadership, Community Facilities, Community Development, Economic Development, Regulation and Safety.

Leadership

What we do and why:

This activity includes the preparation of advice, strategies and policies to inform Council decision making. It includes the development of statutory and non-statutory policies, plans and reports, and the facilitation of community input to decision making.

Council works to maintain and enhance mutually beneficial relationships with Tangata Whenua so that their views are represented both directly and indirectly through Council forums. Engaging with Tangata Whenua also provides both parties with an opportunity to identify and address issues of mutual concern and encourages involvement in democracy. Council encourages and partners with Iwi in special projects.

This significant activity is important to enable Council to discharge its statutory role as well as ensure that it is satisfactorily discharging its governance role by accurately reflecting community needs and desires in decision making processes.

This significant activity includes:

Representation, Strategic Planning and Policy Development, Cultural Liaison, Monitoring and Reporting.

Community Outcomes	How This Activity Contributes
Fair and efficient leadership	To ensure effective and fair community representation and support and that policies and plans are integrated and wherever possible reflect the views of the wider community and stakeholders.
A strong and distinctive community spirit	

Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
It may be possible that at times Council decisions can have a negative effect on the well-being of some individuals or groups within the community.		✓	✓		Council has a role to consider the community when making decisions that impact on community well-being and uses the guidance provided by the Local Government Act 2002 and its understanding of the Ōpōtiki District community to weigh up the competing demands of different interest groups.

Levels of service:

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: Council will provide representation and leadership at a local, regional and national level.				
Council will hold a minimum of 8 meetings throughout the year.	Internal database	8	23	8
Community satisfaction with Council leadership.	Customer satisfaction survey	80%	66%	80%
Decision making in compliance with the Local Government Act 2002.	Council meeting minutes Annual audit by Audit NZ	No successful challenges to Council decision making process	No successful challenges to Council decision making process	No successful challenges to Council decision making process
The AP is adopted in accordance with the Local Government Act 2002 on or before 30 June each year.	Council resolution – meeting minutes	100%	100%	100%
The LTP is adopted in accordance with the Local Government Act 2002 on or before 30 June every three years.	Council resolution – meeting minutes	N/A	N/A. Next LTP is not due to be adopted until 2018.	100%

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
The Annual Report will be published in accordance with the Local Government Act 2002 within four months of the end of each financial year.	Council resolution – meeting minutes	100%	100%	100%



Dip Road - Opotiki

Financial Information:

Funding Impact Statement for 2017/18 for Leadership

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	859	802	901
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and charges	27	-	4
Local authorities fuel tax, fines, infringement fees, and other	1	-	1
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	887	802	906
Applications of Operating Funding			
Payments to staff and suppliers	757	669	745
Finance Costs	2	2	-
Internal charges and overheads applied	127	131	160
Other operating funding applications	-	-	-
Total applications of operating funding (B)	886	802	905
Surplus (deficit) of operating funding (A-B)	1	-	1
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
increase (decrease) in debt	(30)	15	(15)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	(30)	15	(15)
Applications of capital funding			
Capital expenditure			
- to meet additional demand	-	-	-
- to improve the level of service	-	-	-
- to replace existing assets	-	-	-
Increase (decrease) in reserves	(29)	15	(14)
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	(29)	15	(14)
Surplus (deficit) of capital funding (C-D)	(1)	-	(1)
Funding Balance ((A-B)+(C-D))	-	-	-

Community Facilities

What we do and why:

This activity includes the provision of Parks and other recreation/amenity services to the people of the Ōpōtiki District. These services provide lifestyle opportunities to residents and visitors. They provide opportunities for recreation, beautification, conservation of the natural environment and public access. Such facilities promote a range of public good outcomes around health and wellbeing which are becoming increasingly desirable to New Zealanders and visitors alike.

This significant activity includes:

Parks and Recreation (Airport, Cemeteries, Public Toilets, Parks and Reserves, Playgrounds, District Library and Cycle Way).

Community Outcomes	How This Activity Contributes
Development and protection of the natural environment	<p>The Council will provide quality parks and recreation facilities that meet community expectations for outdoor recreation, a pleasant townscape, protection of the environment and access to the coast.</p> <p>Ensure that amenity facilities are maintained to a high standard for the residents and visitors to the Ōpōtiki District.</p> <p>Library services that inspire learning and celebration of our culture.</p>
A strong and distinctive community spirit	
History and culture is treasured	
Services and facilities meet our needs	

Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
Community expectations for growth in services and facilities may exceed Council's programme.			✓		Consultation to ensure proposals meet community expectations based on accurate assessments of current and future demand for the use of facilities. Council is of the view that it has the capability to provide for increased growth forecast by the planning assumptions that underpin the 2015-2025 LTP.
Ongoing maintenance and depreciation may cause increased or unexpected costs.			✓		Accurate forecasting and budgeting to accommodate ongoing costs of ownership.
Providing access to facilities and services to smaller remote communities within the district could be cost prohibitive.		✓			Consider alternatives such as partnerships with other agencies and transport.

Level of service:

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: Planned development of quality parks and recreation facilities.				
Management Plans for principal reserves completed; staged development implemented.	Council resolution – meeting minutes	Management Plans developed for key reserves; management and development of reserves consistent with Management Plans.	Plans under review	Management Plans developed for key reserves; management and development of reserves consistent with Management Plans.

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: High quality parks and recreation facilities provided and accessible to the community.				
% of community satisfied with the provision of recreation facilities in annual surveys.	Customer satisfaction survey	>80%	77%	>85%
Level of service: Playgrounds comply with NZSS 5828 (2004).				
% of play equipment compliant with NZSS 5828 or relevant standard.	Playground Audit conducted every two years. Play equipment systematically renewed	70%	100%	80%
Level of service: Public toilets are clean, safe and operational				
% of community satisfied with the quality of toilet facilities.	Customer satisfaction survey	>80%	52%	>85%
Level of service: Cemeteries maintained to a high standard; accurate records maintained and accessible				
% of community satisfied with the provision of cemetery services, maintenance and records.	Customer satisfaction survey	90	72%	90%
Level of service: Provision of a comprehensive community library service for the community				
% of the community satisfied with the library facility and service.	Customer satisfaction survey	>75%	76%	>80%
Level of service: Number of library facilitated programmes per year				
Provision of a comprehensive community library service for the community.	6 monthly library report to Council	6 programmes per year	>6	6 programmes per year

Financial Information:

Funding Impact Statement for 2017/18 for Community Facilities

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	1,933	2,028	1,852
Targeted rates	28	30	29
Subsidies and grants for operating purposes	-	-	-
Fees and charges	223	228	269
Local authorities fuel tax, fines, infringement fees, and other	34	42	44
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	2,218	2,328	2,194
Applications of Operating Funding			
Payments to staff and suppliers	1,199	1,229	1,148
Finance Costs	143	154	150
Internal charges and overheads applied	473	483	566
Other operating funding applications	-	-	-
Total applications of operating funding (B)	1,815	1,866	1,864
Surplus (deficit) of operating funding (A-B)	403	462	330
Sources of capital funding			
Subsidies and grants for capital expenditure	1,542	-	1,797
Development and financial contributions	-	-	-
increase (decrease) in debt	502	5	2,728
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	2,044	5	4,525
Applications of capital funding			
Capital expenditure			
- to meet additional demand	236	168	1,010
- to improve the level of service	1,859	10	1,985
- to replace existing assets	128	47	1,855
Increase (decrease) in reserves	224	242	5
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	2,447	467	4,855
Surplus (deficit) of capital funding (C-D)	(403)	(462)	(330)
Funding Balance ((A-B)+(C-D))	-	-	-

Proposed Capital Expenditure Projects for Community Facilities

Activity	2017/18 Annual Plan 000's	2017/18 Long Term Plan 000's	Variance 000's	Reason
Cycle Way				
Ōpōtiki - Waiōtahe Beach - Ōhiwa	255	126	129	Carry forward - awaiting resource consent and supplementary external funding
Tirohanga Military Track	120	42	78	easement
Trail enhancements	25	10	15	projects underway - bridge & trail resurfacing
Feasibility Study - EBOP Trail	30	-	30	Subject to MBIE
Cycle Way Total	430	178	252	
District Library				
Book stock replacement	45	47	(2)	Immaterial
Furniture and fittings replacement	10	-	10	New shelving and furniture
District Library Total	55	47	8	
Parks & Reserves				
Recreation enhancement - Memorial Park	30	-	30	New paths bleacher seating
Rose Garden Renovation	20	-	20	Design and preparation for redevelopment
Hukutaia Domain - 2018 Centenary Project	50	-	50	Assist in accessing external funding
Pakowhai Bridge Lighting	50	-	50	Assist in accessing external funding
Horse Trail Fencing	25	-	25	Define secure horse trail
Parks & Reserves Total	175	-	175	
Playgrounds				
New play equipment	50	-	50	replacement to comply with standards
Playgrounds Total	50	-	50	
Property				
CBD Integration with Harbour Environment - Investigation	100	-	100	Carry forward
Earthquake Prone Buildings	50	-	50	Carry forward
Library Relocation Costs	40	-	40	Carry forward
New Technology and Research Centre	1,800	-	1,800	Carry forward
Redevelopment of Mechanics Institute	1,500	-	1,500	Carry forward
Wharf Removal and Rebuild	450	-	450	Carry forward
Property Total	3,940	-	3,940	
Public Toilets				
Pipi bed toilet renewal	200	-	200	Renewal of toilet block
Public Toilets Total	200	-	200	
Grand Total	4,850	226	4,624	

Community Development

What we do and why:

The Community Development activity is one where Council, in a number of ways, is involved in helping the community help itself. This activity enables the Council to assist the community to work towards community outcomes that on its own it may not be able to achieve. In many ways similar to the Leadership Activity, this is about the Council being connected and partnering with its community and other stakeholders within the community in working towards common objectives.

This significant activity includes:

Community Support, including Community Grants and Healthy and Active Communities.

Community Outcomes	How This Activity Contributes
A strong and distinctive community spirit	To help assist the development of an inclusive community that provides a healthy, safe and friendly place to live, work and visit.
History and culture is treasured	
Services and facilities meet our needs	

Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
Community expectations around funding community development initiatives may not be met.	✓	✓			Pursuing economic development opportunities that will in time provide capacity for community development aspirations.

Levels of service:

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: Provide assistance for community support activities				
Grants for the maintenance of the 22 district Urupa will be distributed by 31 December each year.	Financial records	100%	100%	100%
Service level agreements and/or memorandum of understandings for community grants will be reviewed every three years.	Council meeting minutes Electronic document management system	N/A	N/A. No target set for the 2016/17 year in the 2015-2025 Long Term Plan	N/A
Level of service: Enhance community safety				
Routine maintenance checks of CCTV cameras and related systems.	Maintenance reports	Quarterly	Quarterly	Quarterly

Financial Information:

Funding Impact Statement for 2017-18 for Community Development

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	209	230	326
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	36
Fees and charges	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	8
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	209	230	370
Applications of Operating Funding			
Payments to staff and suppliers	127	146	243
Finance Costs	-	-	6
Internal charges and overheads applied	82	84	105
Other operating funding applications	-	-	-
Total applications of operating funding (B)	209	230	354
Surplus (deficit) of operating funding (A-B)	-	-	16
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
increase (decrease) in debt	-	-	11
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	-	-	11
Applications of capital funding			
Capital expenditure			
- to meet additional demand	-	-	-
- to improve the level of service	-	-	20
- to replace existing assets	-	-	-
Increase (decrease) in reserves	-	-	7
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	-	-	27
Surplus (deficit) of capital funding (C-D)	-	-	(16)
Funding Balance ((A-B)+(C-D))	-	-	-

Proposed Capital Expenditure Projects for Community Development

Activity	2017/18 Annual Plan 000's	2017/18 Long Term Plan 000's	Variance 000's	Reason
Community Development				
CBD Cameras and Internet Expansion	20	-	20	Extension of CCTV network
Community Development Total	20	-	20	



View from Hukutaia Domain - Opotiki

Economic Development

What we do and why:

This significant activity supports the development and growth of the Ōpōtiki District by investigating and promoting business development, promoting the district as a tourism destination, operation of an i-SITE service in Ōpōtiki Township, and facilitating new events. Key components of this significant activity are the economic growth opportunities associated with Ōpōtiki Harbour Transformation Project and the developing Aquaculture industry which is considered central to our future well-being. Economic Development is seen as an essential element to growing a more thriving and cohesive community as it will:

- Impact positively on the overall social, economic and cultural well-being of the Ōpōtiki community and the Eastern Bay of Plenty
- Promote investment, industry and employment in the district
- Enhance recreation opportunities and public access to the coast
- Capitalise on opportunities from the Aquaculture industry already under development off shore from Ōpōtiki
- Assist in flood mitigation for the Ōpōtiki Township and surrounding area
- Achieve a long standing community aspiration and in doing so take a significant step forward to realising the community’s vision for the area.

This significant activity includes:

Investigation, promotion and support of new initiatives that contribute growth of the local economy, with a particular focus on tourism and the Ōpōtiki Harbour Transformation Project.

Community Outcomes	How Activity Contributes
Development and protection of the natural environment	To create a sustainable economic future by broadening the Ōpōtiki District’s economic and therefore employment base.
Services and facilities meet our needs	
Purposeful work and learning opportunities	
Development supports the community	

Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
Increasing visitor and population numbers may put pressure on infrastructure, environment and other resources, particularly in summer periods.			✓	✓	Council is of the view that it has the capability to provide for increased growth forecast by the planning assumptions that underpin the 2015-25 LTP and that it has made adequate provision for investment in infrastructure to cater for expected demand.
Capital costs associated with Ōpōtiki Harbour Transformation Project are not sustainable for the Ōpōtiki District alone.			✓		To partner with Central and Regional Government and potentially the private sector to fund the Harbour Transformation Project.

Levels of service

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of Service: Redevelopment of the Ōpōtiki Harbour Entrance.				
<u>BOPRC Funding</u> Comply with conditions of Regional Infrastructure fund Heads of Agreement/Funding Agreement	Agreement document	100%	On-going compliance as conditions fall due.	On-going compliance as conditions fall due.
Sea farm funding confirmed 1 July 2016	Agreements as part of business case development	100%	Will not be fully achieved in 2016/17 year.	By end of financial year.
<u>Crown Funding</u> Complete secure funding agreement with Crown 1 July 2016	Agreement document	100%	Will not be achieved in the 2016/17 year.	By end of financial year.
Construction works	Tender and contract documents	N/A	N/A. No KPI/target set or required for the 2016/17 year in the 2015-2025 Long Term Plan.	Construction of training walls and Harbour redevelopment tender process complete by 30 December 2017
Social Planning	Council meeting minutes	N/A	N/A. No KPI/target set or required for the 2016/17 year in the 2015-2025 Long Term Plan.	N/A
<u>Long Term Success</u> Growth in the number of new rating units	Rating database	N/A	N/A. No KPI/target set or required for the 2016/17 year in the 2015-2025 Long Term Plan.	N/A

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: Investigate and promote investment in a range of economic development opportunities.				
Implement Economic Development Strategy.	Twice yearly monitoring report	Strategy actions implemented	Not achieved.	Strategy actions implemented
Maintain a current database of business contacts and communicate regularly with business sector.	Database	Achieved	Not achieved.	Achieved
Level of service: Promote the district as a tourism destination; support tourism operators and events.				
Maintain and evaluate visitor numbers to i-SITE quarterly.	Twice yearly i-SITE report	Achieved	Achieved.	Achieved
Facilitate community events.	Actual events held	Two events per year	>4	Two events per year
Maintain a current database and regular communication with tourism sector	Database / bulletins	Database revised quarterly, 4 bulletins posted per annum	Achieved.	Database revised quarterly, 4 bulletins posted per annum

Financial Information:

Funding Impact Statement for 2017-18 for Economic Development

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	384	433	232
Targeted rates	96	108	58
Subsidies and grants for operating purposes	-	-	555
Fees and charges	16	17	18
Local authorities fuel tax, fines, infringement fees, and other	9	10	8
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	505	568	871
Applications of Operating Funding			
Payments to staff and suppliers	255	260	571
Finance Costs	21	71	13
Internal charges and overheads applied	221	227	279
Other operating funding applications	-	-	-
Total applications of operating funding (B)	497	558	863
Surplus (deficit) of operating funding (A-B)	8	10	8
Sources of capital funding			
Subsidies and grants for capital expenditure	264	20,000	7,390
Development and financial contributions	-	-	-
increase (decrease) in debt	22	2,214	43
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	286	22,214	7,433
Applications of capital funding			
Capital expenditure			
- to meet additional demand	293	22,223	7,390
- to improve the level of service	-	-	50
- to replace existing assets	-	-	-
Increase (decrease) in reserves	1	1	1
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	294	22,224	7,441
Surplus (deficit) of capital funding (C-D)	(8)	(10)	(8)
Funding Balance ((A-B)+(C-D))	-	-	-

Proposed Capital Expenditure Projects for Economic Development

Activity	2017/18 Annual Plan 000's	2017/18 Long Term Plan 000's	Variance 000's	Reason
Harbour Development				
Harbour Development Project - Construction	6,000	21,956	(15,956)	Project has been delayed as we with Central Government to secure funding
Harbour Development Project - Project Management	1,390	267	1,123	
Harbour Development Total	7,390	17,774	(10,384)	
Tourism Promotion/Visitor Information Centre				
Joint Water Quality Improvement Project	50	-	50	additional project to improve
Tourism Promotion/Visitor Information Centre Total	50	-	50	water quality
Grand Total	7,440	17,774	(10,334)	



Farm – Hukutaia, Opotiki

Regulation and Safety

What we do and why:

The regulation and safety significant activity works towards ensuring a healthy and safe environment for residents and visitors to the Opōtiki District. This significant activity includes a range of functions that are required of Council by legislation and also the administration of a range of bylaws designed to ensure a health and nuisance free district for residents and visitors alike. Further to the legislative requirements behind many of these services, there is a public expectation that the Council will regulate behaviours in public places in a manner that is in the interest of the wider community. The regulation and safety activity is required to assist in maintaining community safety and to enhance community well-being.

This significant activity includes:

Regulation (Environmental Health, Noise Control, Animal Control, Building Control Services and Liquor Licencing), Safety (Emergency Management and Rural Fire), District Plan Implementation (issuing of resource consents for land use and subdivision and monitoring of consents for compliance with conditions).

Community Outcomes	How Activity Contributes
Development and protection of the natural environment	To ensure that public health and safety is protected and enhanced through the effective and efficient implementation of legislation (environmental health, liquor and noise control) and fit for purpose bylaws.
Services and facilities meet our needs	
A strong and distinctive community spirit	To protect the interest of public health, safety and infrastructure and ensure the welfare of animals through the delivery of animal (particularly dog) control.
Development supports the community	To ensure the construction of sustainable buildings and to protect current and future users through the administration of the Building Control Act 2004 and relevant regulations. To ensure that the Council and community are prepared for a civil emergency or rural fire event and adequate systems are in place to enable recovery following a civil emergency.

Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
Some could consider that the enforcement nature of the Regulation and Safety Activity infringes on the way of life of residents and ratepayers and the experience that the East Coast has to offer visitors.		✓			Council is required to implement legislation as intended by central government and will wherever possible take a fit for purpose approach in doing so. The health and safety of the community and protection of public and private property must take priority over individual needs and desires. Council will continue to explore opportunities for shared service delivery arrangements with other organisations with a view to ensure that fit for purpose solutions are delivered in the most effective and efficient manner. Wherever possible, costs will be recovered from the applicant or the exacerbator.
The cost associated with monitoring and enforcement may be beyond the community's ability to pay.			✓		

Levels of service:

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: The Council will provide and maintain a quality service to meet statutory requirements and community expectations.				
Liquor Licence applications are processed in accordance with Sale and Sup-ply of Alcohol Act 2012 within 15 working days after receipt of all reports and information required.	Internal database	100%	90%	100%
<u>Health</u> Registered premises are inspected a minimum of once per year for compliance with all statutory requirements.	Internal database	100%	100%	100%
An increase in the number of registered dogs in the District.	National Dog Database	1,550	90-100%	1,600

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
All animal control complaints of an aggressive or threatening nature are responded to within 1 hour from receipt of complaint.	Service request system	100%	100%	100%
% of time building consents are issued within the statutory timeframes.	Internal database	100%	98%	100%
% of customer satisfaction with level of service (as measured by the annual BCA survey).	Survey form sent out with building consent summarised in Building Control Authority (BCA) Annual Report	>85%	>85%	>90%
% of roles identified and staffed for 24 hours operation of the Emergency Coordination Centre.	Internal Database	100%	100%	100%
% of staff identified for roles in the Emergency Operations Centre that are trained to an appropriate level agreed by the Bay of Plenty Emergency Management Group.	Internal Database	100%	94%	100%
Level of service: Council actively engages with the wider community to increase the level of awareness preparedness and resilience				
Minimum number of council delivered initiatives to promote community resilience and safety.	Internal Database	4 initiatives delivered	4 initiatives delivered annually	4 initiatives delivered annually
Level of service: The Council will provide an emergency management service that meets statutory requirements and community expectations.				
Rural fire fighters meet response times provided in contract specification.	Principal Rural Fire Officer database	100%	100%	100%
Level of service: The Council will provide and maintain a quality service to meet statutory requirements.				
% of time resource consents are issued within the statutory timeframes.	Internal database	100%	100%	100%

Financial Information:

Funding Impact Statement for 2017-18 for Regulation and Safety

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	754	775	642
Targeted rates	84	86	89
Subsidies and grants for operating purposes	-	-	-
Fees and charges	362	371	407
Local authorities fuel tax, fines, infringement fees, and other	-	-	8
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	1,200	1,232	1,146
Applications of Operating Funding			
Payments to staff and suppliers	859	881	725
Finance Costs	2	3	-
Internal charges and overheads applied	332	340	405
Other operating funding applications	-	-	-
Total applications of operating funding (B)	1,193	1,224	1,130
Surplus (deficit) of operating funding (A-B)	7	8	16
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
increase (decrease) in debt	(7)	45	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	(7)	45	-
Applications of capital funding			
Capital expenditure			
- to meet additional demand	-	-	-
- to improve the level of service	-	-	-
- to replace existing assets	-	53	-
Increase (decrease) in reserves	-	-	16
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	-	53	16
Surplus (deficit) of capital funding (C-D)	(7)	(8)	(16)
Funding Balance ((A-B)+(C-D))	-	-	-

Proposed Capital Expenditure Projects for Regulation and Safety

Activity	2017/18 Annual Plan 000's	2017/18 Long Term Plan 000's	Variance 000's	Reason
Emergency Management				
Civil Defense Renewals	-	53	(53)	Civil Defense is now provided at a Regional level instead of a district level
Emergency Management Total	-	53	(53)	



Hukutaia Domain Opotiki

Environmental Sustainability

Why we provide this group of activities:

The group of activities works towards those community outcomes that promote environmental well-being. Communities have an impact on our natural environment in many ways. This group of activities work towards mitigating and managing those impacts so that future generations can enjoy our districts’ pristine natural environment.

Significant activities in this group:

Solid Waste Management, Stormwater, Resource Management and Wastewater.

Solid Waste Management

What we do and why:

This significant activity provides for the minimisation, collection, management and disposal of solid waste in the Ōpōtiki District. The provision of solid waste services is vital to both environmental and public health.

This significant activity includes:

Solid Waste and Recyclables Collection (Kerbside Collection)

Solid Waste Management (Resource Recovery Facilities, Waste Minimisation, Litter Control and the management and monitoring of closed landfills within the district).

Council is responsible under the Waste Minimisation Act 2008 for preparing and implementing a waste management and minimisation plan and for overseeing and promoting effective and efficient waste minimisation and management. The following minimisation and management hierarchy drives Council’s philosophical approach to solid waste management and provides context for the resource recovery facilities within the District:

- Reduction
- Reuse
- Recycling
- Recovery
- Treatment
- Disposal

Community Outcomes	How Activity Contributes
Development and protection of natural environment	Ensure the environmentally safe collection and disposal of waste. Minimise the creation of waste within the district.
Development supports the community	
Services and facilities meets our needs	

Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
Public health, odour and environmental degradation.		✓		✓	The provision of effective and efficient waste collection and disposal facilities.
High waste volumes can increase the costs of waste management.			✓		A focus on waste minimisation through waste reduction, reuse and recycling.
Because of the cost of disposal of waste, some community members may resort to fly tipping.			✓	✓	Ensuring a balance between economic incentives for waste reduction and the cost associated with waste disposal through fees and charges.

Levels of service:

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: The kerbside collection of bagged refuse and recyclables where the service is provided is efficient and effective. (NB: service provided in Ōpōtiki township, Hikutaia/Woodlands).				
Number of service complaints in any one month regarding the quality of the kerbside refuse / recycling collection service. (Note: service conditions outlined on brochure mailed annually)	Service request system	<3	2	<3
Level of service: Provision of effective waste service for the community.				
Customer satisfaction rating of waste transfer stations good or better.	Customer satisfaction survey	>65%	91%	>70%
Level of service: Waste minimisation education reduces household waste and increases good recycling practices.				
Number of public education activities completed.	Internal database and financial records	3	7	3

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: Service provided keeps residual waste to minimum quantity.				
Residual waste per year does not exceed 120kg per person per year.	Landfill weight records and financial records	120 kg / person / year	120 kb / person / year	120 kg / person / year



Enjoying Motu Trails dune trail – Opotiki.

Financial Information:

Funding Impact Statement for 2017-18 for Solid Waste Management

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	1,060	1,083	1,161
Targeted rates	338	347	281
Subsidies and grants for operating purposes	28	29	15
Fees and charges	295	303	263
Local authorities fuel tax, fines, infringement fees, and other	1	1	4
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	1,722	1,763	1,724
Applications of Operating Funding			
Payments to staff and suppliers	1,210	1,238	1,113
Finance Costs	3	4	3
Internal charges and overheads applied	491	502	584
Other operating funding applications	-	-	-
Total applications of operating funding (B)	1,704	1,744	1,700
Surplus (deficit) of operating funding (A-B)	18	19	24
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
increase (decrease) in debt	(4)	14	(3)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	(4)	14	(3)
Applications of capital funding			
Capital expenditure			
- to meet additional demand	-	-	-
- to improve the level of service	-	-	-
- to replace existing assets	-	32	30
Increase (decrease) in reserves	14	1	(9)
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	14	33	21
Surplus (deficit) of capital funding (C-D)	(18)	(19)	(24)
Funding Balance ((A-B)+(C-D))	-	-	-

Proposed Capital Expenditure Projects for Solid Waste

Activity	2017/18 Annual Plan 000's	2017/18 Long Term Plan 000's	Variance 000's	Reason
Solid Waste Management				
Paint Te Kaha RRC Building	10	11	(1) No change	
Reseal Waihau Bay RRC Yard	20	21	(1) No change	
Solid Waste Management Total	30	32	(2)	



Motorbikes – Ōpōtiki Rodeo.

Stormwater

What we do and why:

This Significant Activity provides for the collection and disposal of stormwater predominantly in the urban environment. Stormwater drainage systems are provided in the Ōpōtiki township and the Waiotahi Drifts subdivision to mitigate surface flooding following rainfall. Council is involved in this activity to fulfil its legal obligations for the control of stormwater systems and to ensure the protection of public health and property.

This significant activity includes:

Stormwater collection and disposal.

The Local Government Act 2002 empowers Council to be involved in the ownership of stormwater assets and the provision of such services.

Community Outcomes	How Activity Contributes
Development and protection of natural environment	To protect the environment from the adverse effects of stormwater.
Development supports the community	To protect public health and property.
Services and facilities meet community needs	Facilities and services that meet the expectations of the community for quality of life.

Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
The discharge of pollutants to stormwater reticulation can be harmful to the natural environment.				✓	Mitigate risk through education, monitoring and enforcement where necessary.
Inadequate stormwater systems may lead to the flooding of property and/or surcharge of the wastewater reticulation network both of which represent risk to public health and property.		✓	✓	✓	Reduce the risk by maintaining existing urban drainage systems and undertake catchment modelling to understand future stormwater management needs in line with future development. Ensure buildings have appropriate stormwater design and suitable drainage fittings.

Levels of service:

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: The urban stormwater activity is managed to protect people and property from the impacts of flooding.				
Number of flooding events in the district and for each flooding event the number of habitable floors affected per 1000 connections	Service request system	0	0	0
Level of service: Service requests and complaints are processed as they come in.				
Median response time to attend a flooding event, from notification to personnel on site	Service request system	3 days	20 minutes	3 days
Number of complaints about the performance of the stormwater system per 1000 connections	Service request system	<5	22	<5

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: Stormwater water quality will be managed effectively for 365 days of the year.				
Number of abatement notices received regarding discharge compliance	BOPRC Field Sheet Report	0	0	0
Number of infringement notices received regarding discharge compliance	BOPRC Field Sheet Report	0	0	0
Number of enforcement orders received regarding discharge compliance	BOPRC Field Sheet Report	0	0	0
Number of convictions regarding discharge compliance	BOPRC Field Sheet Report	0	0	0

Financial Information:

Funding Impact Statement for 2017-18 for Stormwater

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	464	517	451
Targeted rates	50	56	78
Subsidies and grants for operating purposes	-	-	-
Fees and charges	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	7	14	18
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	521	587	547
Applications of Operating Funding			
Payments to staff and suppliers	236	245	208
Finance Costs	45	69	106
Internal charges and overheads applied	56	57	65
Other operating funding applications	-	-	-
Total applications of operating funding (B)	337	371	379
Surplus (deficit) of operating funding (A-B)	184	216	168
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
increase (decrease) in debt	726	359	3,344
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	726	359	3,344
Applications of capital funding			
Capital expenditure			
- to meet additional demand	-	-	-
- to improve the level of service	768	438	3,380
- to replace existing assets	-	-	60
Increase (decrease) in reserves	142	137	72
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	910	575	3,512
Surplus (deficit) of capital funding (C-D)	(184)	(216)	(168)
Funding Balance ((A-B)+(C-D))	-	-	-

Proposed Capital Expenditure Projects for Stormwater

Activity	2017/18		Variance 000's	Reason
	2017/18 Annual Plan 000's	Long Term Plan 000's		
Stormwater				
Comprehensive Discharge Resource Consent	30		30	Carried forward from 2016
Condition and Performance Assessments	10	11	(1)	
King/Goring St Gravity Main	140	86	54	Increase to LTP estimate
Tarawa Creek Flood Water Storage Area	1,600	321	1,279	Increase to LTP estimate due to presence of landfill
Upgrade to Richard St Gravity Main	1,200		1,200	Carried forward from 2017 and increased
Wellington/Brabant St Pump Station	230	21	209	Budget brought forward as we are expecting to start earlier
Pump Spares	140		140	Budget included as result of condition assessment
Ricardo Performance & Maintenance Monitoring System	30		30	Budget to install systems to better understand our assets
Replacement of section of 900 gravity main	60		60	Damaged trunk main needing replacement
Stormwater Total	3,440	438	3,002	

District Plan

What we do and why:

The purpose of the District Plan significant activity is to provide a framework for managing future growth and land use activities to provide a high quality environment for present and future generations. Council's principal document for the delivery of this significant activity is the District Plan and Council has a statutory responsibility under the Resource Management Act 1991 (RMA). Under this significant activity, Council develops appropriate land use controls for the Ōpōtiki District, fosters good working relationships with Tangata Whenua and other stakeholders and monitors and enforces rules and policies.

This significant activity includes:

District Planning (reviewing and amending the District Plan as appropriate).

Community Outcomes	How Activity Contributes
Development and protection of natural environment	To assist the development of a safe and sustainable environment through the administration of the Ōpōtiki District Plan and the Resource Management Act 1991.
Development supports the community	
Services and facilities meets our needs	To provide a District Plan that responds to and manages growth and development in terms of environmental sustainability.

Potential Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
The District Plan could be seen as either a barrier to growth or as enabling environmental degradation.			✓		Ensure that any amendments to the District Plan balance the need for environmental protection and desirable development.
Cost of process could be seen by some as excessive.			✓		Efficient processes while ensuring purpose of the RMA is met.

Levels of service:

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: Review District Plan in accordance with the RMA				
Review District Plan in accordance with the RMA	Adopted Project Plan	Review in Accordance with Project Plan	Review in Accordance with Project Plan	Completed subject to any appeals stage



Hukuwai Beach – Ōpōtiki.

Financial Information:

Funding Impact Statement for 2017-18 for District Plan

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	213	150	260
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and charges	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	4	4	6
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	217	154	266
Applications of Operating Funding			
Payments to staff and suppliers	201	138	247
Finance Costs	-	-	-
Internal charges and overheads applied	12	12	13
Other operating funding applications	-	-	-
Total applications of operating funding (B)	213	150	260
Surplus (deficit) of operating funding (A-B)	4	4	6
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
increase (decrease) in debt	(4)	(4)	(3)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	(4)	(4)	(3)
Applications of capital funding			
Capital expenditure			
- to meet additional demand	-	-	-
- to improve the level of service	-	-	-
- to replace existing assets	-	-	-
Increase (decrease) in reserves	-	-	3
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	-	-	3
Surplus (deficit) of capital funding (C-D)	(4)	(4)	(6)
Funding Balance ((A-B)+(C-D))	-	-	-

Wastewater

What we do and why:

This significant activity provides for the environmentally safe collection, treatment and disposal of the district's sewage wastes. Council operates two schemes. One serves the township of Ōpōtiki and the Waioatahe Drifts while the other serves a small subdivision at Waihou Bay. Both schemes discharge primary treated effluent to field soakage systems. All other dwellings in the district are serviced by privately owned septic tank systems.

Council is involved in the wastewater significant activity as the collection, treatment and safe disposal of human and commercial/trade wastes is essential for the protection of public health and environmental outcomes in urban areas.

This significant activity includes:

Reticulation, Treatment and Disposal (Ōpōtiki and Waihou Bay).

The Local Government Act 2002 empowers Council to be involved in the ownership of wastewater assets and the provision of services.

Community Outcomes	How Activity Contributes
Development and protection of natural environment	To protect public health and property from sewage overflows.
Development supports the community	To enable economic growth with quality of life benefit.
Services and facilities meets our needs	To protect the environment from the adverse effects of wastewater.

Potential Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
Groundwater infiltration could overload the treatment and reticulation systems and limit new connections creating a barrier to community growth and development.		✓	✓	✓	Robust wastewater asset management planning and design avoids adverse effects on the environment. Council's dedication to a sustainable reticulation renewal programme will mitigate against groundwater infiltration.

Levels of service:

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: A reliable removal and treatment service is provided in areas serviced by Council operated sewerage systems.				
Number of complaints about sewerage system faults per 1000 connections.	Service request system	<5	8	<5
Number of complaints about sewerage system blockages per 1000 connections.	Service request system	<5	5	<5
Number of complaints about council's response to issues within the sewerage system per 1000 connections.	Service request system	<10	0	<7
Level of service: Service requests and failures are responded to as they come in.				
Median fault attendance time; time from notification to personnel on site.	Service request system	4 hours	31.50 minutes.	4 hours
Median fault attendance time; time from notification to resolution of problem.	Service request system	4 days	18 hours and 55 minutes.	4 days
Number of complaints about sewerage odour per 1000 connections.	Service request system	<10	<1	<10
Level of service: Sewage is managed without risk to public health.				
Number of sewage overflows into habitable buildings due to faults in the wastewater system.	Service request system	0	0	0
Number of dry weather sewerage overflows per 1000 connections.	Service request system	2	1.2	2
Level of service: The quality of effluent leaving the treatment plant is of a standard required by consents.				
Number of abatement notices regarding discharge compliance	BOPRC Field Sheet Report	0	0	0

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Number of infringement notices regarding discharge compliance	BOPRC Field Sheet Report	0	0	0
Number of enforcement orders regarding discharge compliance	BOPRC Field Sheet Report	0	0	0
Number of convictions regarding discharge compliance	BOPRC Field Sheet Report	0	0	0

Financial Information:

Funding impact statement for 2017-18 for Wastewater

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	278	323	340
Targeted rates	641	732	675
Subsidies and grants for operating purposes	-	-	-
Fees and charges	9	9	6
Local authorities fuel tax, fines, infringement fees, and other	7	7	14
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	935	1,071	1,035
Applications of Operating Funding			
Payments to staff and suppliers	416	416	481
Finance Costs	155	274	160
Internal charges and overheads applied	141	145	170
Other operating funding applications	-	-	-
Total applications of operating funding (B)	712	835	811
Surplus (deficit) of operating funding (A-B)	223	236	224
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
increase (decrease) in debt	2,304	3,020	4,167
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	2,304	3,020	4,167
Applications of capital funding			
Capital expenditure			
- to meet additional demand	-	-	-
- to improve the level of service	-	-	1,250
- to replace existing assets	2,515	3,243	3,125
Increase (decrease) in reserves	12	13	16
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	2,527	3,256	4,391
Surplus (deficit) of capital funding (C-D)	(223)	(236)	(224)
Funding Balance ((A-B)+(C-D))	-	-	-

Proposed Capital Expenditure Projects for Wastewater

Activity	2017/18 Annual Plan 000's	2017/18 Long Term Plan 000's	Variance 000's	Reason
Opotiki Sewerage				
Factory Rd Wastewater Extension Stage 2	150	-	150	Budget to extend the network further to the industrial area
Soakage lines renewal	25	27	(2)	
WW Stage 1 - First Section Reticulation & Design	2,475	-	2,475	Delay to start due to investigation
WW Stage 2 - Second Section Reticulation & Design	625	3,217	(2,592)	Delay to start due to investigation
Pump Spares	100	-	100	Condition assessment identified additional pump requirements
Works on Private Laterals	1,000	-	1,000	Investigation identified works on private land as critical
Opotiki Sewerage Total	4,375	3,243	1,132	



Ohiwa Harbour – Ōpōtiki.

Economic Sustainability

Why we provide this group of activities:

The group of activities are those that provide infrastructure that enables the community to grow and prosper. The Ōpōtiki District needs reliable infrastructure to support business and industry development. Primary industries, for example, depend on a reliable transport network to get produce to market. The developing Aquaculture industry will need a secure and reliable potable water supply for processing its products.

Significant activities in this Group:

Water Supply, Land Transport and Investments.

Water Supply

What we do and why:

The water supply significant activity provides for the environmentally safe collection, treatment and reticulation of potable water supply to certain parts of the community. A reliable and safe water supply is provided to approximately 5,750 of the Ōpōtiki District population in Te Kaha, Ōpōtiki, Hikutaia, Waiotaha Drifts, and Ōhiwa. Efficient, safe and sustainable water supplies are essential for the social, economic and environmental well-being of the district. Reliable drinking water supports public health outcomes, industry growth and development and community safety by way of providing fire-fighting capacity in urban areas.

This significant activity includes:

Extraction, Treatment and Reticulation of potable water.

The Local Government Act 2002 empowers Council to be involved in the ownership of water supply assets and the provision of services.

Community Outcomes	How Activity Contributes
Development and protection of natural environment	Safe drinking water in accordance with NZ Drinking Water Standards.
Development supports the community	Reliable water supplies, minimising supply disruptions through improved maintenance and meeting peak water supply demands.
Services and facilities meets our needs	Cost effective operation, maintenance of and improvements to water supply systems including treatment facilities, pumping stations, reservoirs and piped reticulation.

Potential Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
Growth could exceed the capacity of the water supply infrastructure.		✓	✓		Robust water supply asset management planning and design avoids adverse effects on the environment. The Water Supply Asset Management Plan adequately provides for projected growth, particularly through extended reticulation.
Excessive abstraction of raw water at the point of intake has the potential for negative impact on the environment.				✓	Robust assessment of effects carried out in support of resource consent to take water. BOPRC monitoring of aquifer.

Levels of service:

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: Pleasant tasting and looking drinking water is provided from Council operated supplies.				
Measure of customers who are satisfied with the quality of their drinking water.	Customer satisfaction survey	>85%	89%	>90%
Level of service: Council will provide safe drinking water				
Number of complaints about; drinking water clarity per 1000 connections	Service request system	<5	1	<5
Number of complaints about; drinking water taste per 1000 connections	Service request system	<5	1	<5
Number of complaints about; drinking water odour per 1000 connections	Service request system	<5	1	<5

Key Performance Indicator	Data Source	Expected performance 2016/17						Target for 2017/18		
Level of service: Council will provide safe drinking water										
Compliance with NZ Drinking Water Standards 2005 (revised 2008). Bacterial Compliance Protozoal Compliance	Ministry of Health Annual Report		Expected achievement 2016/17	Achieved 2015/16	Expected achievement 2016/17	Achieved 2015/16	Expected achievement 2016/17	Achieved 2015/16		100% 100%
		Location	Ōpōtiki	Ōpōtiki	Te Kaha	Te Kaha	Ohiwa	Ōhiwa		
		Bacterial Compliance	Compliant	Compliant	Compliant	Compliant	Compliant	Non-Compliant		
		Protozoal Compliance	Compliant	Compliant	Non-compliant	Non-compliant	Non-compliant	Non-compliant		

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: Council provides supplies that are reliable and are managed at the lowest possible all of life costs				
Measure of customers served by Council supply who are satisfied with the reliability and cost of their water supply services.	Customer satisfaction survey	85%	91%	85%
Percentage of capital and renewal projects as set out in the LTP implemented on time and within budget so that level of pressure and flow do not affect growth or cause decline in service.	Financial reports	100%	100%	100%
Level of service: Failures and service requests are responded to promptly.				
For urgent call outs; median time from notification to personnel on site	Service request system	<4 hours	17 minutes	<4 hours
For urgent call outs; median time from notification to resolution of problem	Service request system	<1 day	4 hours and 40 minutes	<1 day
For non-urgent call outs; median time from notification to personnel on site	Service request system	<1 day	56.50 minutes	<1 day
For non-urgent call outs; median time from notification to resolution of problem	Service request system	<4 days	20 hours and 34 minutes	<4 days
Number of complaints about drinking water pressure of flow per 1000 connections	Service request system	<10	2	<8
Number of complaints about continuity of supply per 1000 connections	Service request system	<10	0	<8
Number of complaints about council's response to any of the drinking water issues per 1000 connections	Service request system	<5	0	<5
Level of service: Water resources are used efficiently and sustainably.				
Average consumption of drinking water per day per resident	Internal databases and census data	<400L	<400L	<400L

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
% of real water loss from networked reticulation system	Water usage and consumption model using data collected from pressure sensors and meters, which calculates % of real water loss in accordance with DIA mandatory measure	<10%	Not achieved.	<10%
Level of service: Water supply is adequate for fire-fighting purposes.				
Minimum of six fire hydrants tested and meeting tri-annual compliance test with fire-fighting standards.	Contractor records	6	6	6

Financial Information:

Funding Impact Statement for 2017-18 Water Supplies

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	137	149	130
Targeted rates	762	832	726
Subsidies and grants for operating purposes	-	-	-
Fees and charges	294	302	297
Local authorities fuel tax, fines, infringement fees, and other	17	17	26
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	1,210	1,300	1,179
Applications of Operating Funding			
Payments to staff and suppliers	544	612	522
Finance Costs	173	186	157
Internal charges and overheads applied	171	175	203
Other operating funding applications	-	-	-
Total applications of operating funding (B)	888	973	882
Surplus (deficit) of operating funding (A-B)	322	327	297
Sources of capital funding			
Subsidies and grants for capital expenditure	1,429	-	-
Development and financial contributions	-	-	-
increase (decrease) in debt	508	70	(16)
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	1,937	70	(16)
Applications of capital funding			
Capital expenditure			
- to meet additional demand	716	267	-
- to improve the level of service	892	37	190
- to replace existing assets	592	21	30
Increase (decrease) in reserves	59	72	61
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	2,259	397	281
Surplus (deficit) of capital funding (C-D)	(322)	(327)	(297)
Funding Balance ((A-B)+(C-D))	-	-	-

Proposed Capital Expenditure Projects for Water Supplies

Activity	2017/18 Annual Plan 000's	2017/18 Long Term Plan 000's	Variance 000's	Reason
Ohiwa Water				
Bore relining	5	-	5	Minor relining work required
Ohiwa Water Total	5	-	5	
Opotiki/Hikutaia Water				
Condition and Performance Assessments	5	5	0	
Hikutaia Booster Station Electrical Control	15	283	(268)	LTP budget includes storage which has been deferred
WTP Backwash Pump	10	-	10	Carry forward
WTP Chlorine Pipe Upgrade	30	32	(2)	
WTP Treatment Equipment & Service Pumps	5	5	0	
Pump Spares	100	-	100	Spare pumps required across the organisation
Opotiki/Hikutaia Water Total	165	326	(161)	
Te Kaha Water				
Pump Spares	50	-	50	Spare pumps required across the organisation
Te Kaha Water Total	50	-	50	
Grand Total	220	326	(106)	



Otara River - Opotiki

Land Transport

What we do and why:

Council provides on-going management, development and maintenance of the district land transport network. The land transport network in the Ōpōtiki District enables the safe and efficient movement of people and goods and services that avoids damage to the environment. The land transport network contributes to the social and economic development of the district.

An efficient, safe and reliable land transport network is essential for the economic well-being of our district. Roads provide for access to properties, the passage of traffic and the transportation of goods and services.

This significant activity includes:

Subsidised Roothing, Unsubsidised Roothing.

Community Outcomes	How Activity Contributes
Development and protection of natural environment	The transport network supports the economic and lifestyle needs of the District through provision of access to properties, passage of through traffic, and effective transportation of goods and services.
Development supports the community	
Services and facilities meets our needs	
A strong and distinctive community	

Potential Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
Carbon emissions and safety associated with using the transport network.		✓		✓	Alternative fuel and product sources need to be considered. Education and safer road corridors.
Road standards and capacity could result in delays to the transport of good and services and access to emergency services and daily employment.		✓	✓		Responding to damages and repairs in a timely and appropriate manner.
There may be a gap between community expectations for roading and the subsidised funding from government.	✓	✓	✓		Consultation with community about choice between rates finding and level of service. Focused Advocacy efforts.

Levels of service:

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18	
Level of service: The surface of the roading network is maintained in good condition and is 'fit for purpose'.					
% of requests relating to roads and footpaths that are responded to within timeframes set in LTP:					
	Urgent calls - Response within 1 day	Service request system	100%	95%	100%
	Non-urgent calls - Response within 4 days	Service request system	100%	70%	100%
% of sealed road network resurfaced		ODC Annual Achievements Report to NZTA	>6%	>6%	>6%
Undertake grading on unsealed roads in accordance with the operations and maintenance contract specification		Transport AMP Level of service for asset	100%	100%	100%
Apply new gravel to unsealed roads to the renewal schedule outlined in the operations and maintenance contract specification		Contractor claims	>\$100,000	>\$100,000	> \$100,000
Level of service: The transportation system is reliable and travel times are predictable.					
% of persons who rate the reliability of the District's roading network as good or excellent.		Customer satisfaction survey	>75%	75%	>80%
Level of service: Road users find the road environment predictable and the road safe to use.					
% of persons who as users rate the safety of the District's roads as good or excellent.		Customer satisfaction survey	>80%	73%	>85%
Average ride quality of sealed road network		RAMM report (smooth travel exposure)	91-95%	94-95%	91-95%

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Level of service: Traffic services (street lighting, roadside vegetation, road signs, road markings) are visible and accurate.				
% of road users satisfied that traffic services on the network are accurate and visible.	Customer satisfaction survey	80%	84%	>85%
Level of service: Road corridor users (pedestrians, joggers, disabled persons etc) are able to use the road corridors in a safe and convenient manner.				
Number of users who agree the standard of footpaths is good or excellent.	Customer satisfaction survey	>75%	69%	>80%
% of footpaths that are up to standard as set in plans	Transport Asset Management Plan level of service for asset	80% of qualifying footpath faults scheduled for repair	>80%	90% of qualifying footpath faults scheduled for repair
Change from previous financial year in number of fatalities and serious injury crashes on the local road network	NZTA data base	Not targeted - recorded for analysis purposes only	No significant change.	Not targeted - recorded for analysis purposes only

Financial Information:

Funding Impact Statement for 2017-18 for Land Transport

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	2,155	2,367	2,456
Targeted rates	-	-	-
Subsidies and grants for operating purposes	925	950	855
Fees and charges	42	43	4
Local authorities fuel tax, fines, infringement fees, and other	17	18	163
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	3,139	3,378	3,478
Applications of Operating Funding			
Payments to staff and suppliers	1,841	1,860	1,894
Finance Costs	39	40	27
Internal charges and overheads applied	572	587	787
Other operating funding applications	-	-	-
Total applications of operating funding (B)	2,452	2,487	2,708
Surplus (deficit) of operating funding (A-B)	687	891	770
Sources of capital funding			
Subsidies and grants for capital expenditure	738	760	902
Development and financial contributions	-	-	-
increase (decrease) in debt	23	25	56
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	761	785	958
Applications of capital funding			
Capital expenditure			
- to meet additional demand	-	-	-
- to improve the level of service	106	112	320
- to replace existing assets	1,328	1,342	1,447
Increase (decrease) in reserves	14	222	(39)
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	1,448	1,676	1,728
Surplus (deficit) of capital funding (C-D)	(687)	(891)	(770)
Funding Balance ((A-B)+(C-D))	-	-	-

Proposed Capital Expenditure Projects for Land Transport

Activity	2017/18 Annual Plan 000's	2017/18 Long Term Plan 000's	Variance 000's	Reason
Non-Subsidised Roading				
Footpath	80	33	47	Carry forward and increase to budget
Seal Extension (Subject to council approval)	210	-	210	As per consultation
Urban Kerb & Channel	60	33	27	Carry forward
Non-Subsidised Roading Total	350	65	285	
Subsidised Roading				
Drainage Renewals	67	68	(1)	
Emergency Reinstatement - Storm Damage	260	265	(5)	
Minor Improvements	110	112	(2)	
Pavement Rehabilitation	250	198	52	carry forward
Sealed Resurfacing	392	399	(8)	
Seismic Assessments for Bridges	166	169	(3)	
Traffic Services Renewals	45	46	(1)	
Unsealed road metalling and rehab	128	131	(3)	
Subsidised Roading Total	1,417	1,389	29	
Grand Total	1,767	1,454	313	

Investments

What we do and why:

The investment activity provides for Council’s ownership stake in Council Controlled Organisations (CCOs), namely BOPLASS Ltd (Bay of Plenty Local Authority Shared Services) and Toi-EDA (Eastern Bay of Plenty Regional Economic Development Agency). Council has an investment stake in these organisations as by doing so it can leverage outcomes that are important to the Ōpōtiki District that it may not be able to achieve on its own. By having an ownership stake in these organisations, Council is partnering with other units of local government within the Bay of Plenty region to achieve common objectives.

This significant activity includes:

BOPLASS Ltd

BOPLASS was created to foster shared services between participating councils. It provides a vehicle to investigate, procure, develop and deliver shared services where a clear benefit (in terms of quality of service or cost) exists for member local authorities.

Toi-EDA

Toi-EDA is the Eastern Bay of Plenty Regional Economic Development Agency established by the three territorial authorities (Kawerau, Ōpōtiki and Whakatāne District Councils) working together with local Iwi. Toi-EDA has a strong focus on its vision of enhancing the Eastern Bay of Plenty’s economic growth and resultant social and economic wealth for its communities.

Community Outcomes	How Activity Contributes
Services and facilities meets our needs	Council’s investments contribute to the social and economic well-being of the district.
A strong and distinctive community	
Fair and efficient leadership	

Potential Significant Negative Effect	Affected Well-being				Sustainable Solution
	Cultural	Social	Economic	Environmental	
Other parties with an ownership stake withdraw support.			✓		Council will continue to be an active member of CCOs at a governance and operational level to ensure they continue to add value to all those with an ownership stake.
CCOs are perceived as a threat to community autonomy.		✓			Council will continue to be an active member of CCOs at a governance and operational level to ensure they continue be about advancing common objectives.

Levels of service:

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
BOPLASS				
Investigate new joint procurement initiatives for goods and service for BOPLASS councils	BOPLASS performance report	A minimum of four new procurement initiatives investigated	4	A minimum of four new procurement initiatives investigated
Communication	BOPLASS performance report	Communicate with each shareholding Council at appropriate levels with a least one meeting with each Executive Leadership Team	Communicate with each shareholding Council at appropriate levels with a least one meeting with each Executive Leadership Team	Communicate with each shareholding Council at appropriate levels with a least one meeting with each Executive Leadership Team

Key Performance Indicator	Data Source	Target for 2016/17	Expected performance 2016/17	Target for 2017/18
Toi-EDA				
Develop and implement a strategy and annual work plan that supports and develops key sectors in the Eastern Bay economy to grow employment and wealth	Toi-EDA Strategic Plan	80% achievement of Work Plan actions	80%	80% achievement of Work Plan actions
Represent the Eastern Bay in all relevant wider economic development activities, planning strategies and initiatives.	Bay of Plenty Regional Council regional plan submissions. Regional Governance and Management Group minutes	Submissions lodged on all regional and EBOP district plans. Active participation in 80% of Regional Governance Group and Management Group meetings	Submissions lodged on all available regional and district plans. Active participation in 95% of Governance and Management Group Meetings	Submissions lodged on all regional and EBOP district plans. Active participation in 80% of Regional Governance Group and Management Group meetings

Financial Information:

Funding Impact Statement for 2017-18 for Investments

	LTP 2016/2017 \$000's	LTP 2017/2018 \$000's	Budget 2017/2018 \$000's
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	81	83	117
Targeted rates	-	-	-
Subsidies and grants for operating purposes	-	-	-
Fees and charges	19	19	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Internal charges and overheads recovered	-	-	-
Total Operating Funding (A)	100	102	117
Applications of Operating Funding			
Payments to staff and suppliers	54	55	58
Finance Costs	-	-	-
Internal charges and overheads applied	46	47	59
Other operating funding applications	-	-	-
Total applications of operating funding (B)	100	102	117
Surplus (deficit) of operating funding (A-B)	-	-	-
Sources of capital funding			
Subsidies and grants for capital expenditure	-	-	-
Development and financial contributions	-	-	-
increase (decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	-	-	-
Applications of capital funding			
Capital expenditure			
- to meet additional demand	-	-	-
- to improve the level of service	-	-	-
- to replace existing assets	-	-	-
Increase (decrease) in reserves	-	-	-
Increase (decrease) of investments	-	-	-
Total applications of capital funding (D)	-	-	-
Surplus (deficit) of capital funding (C-D)	-	-	-
Funding Balance ((A-B)+(C-D))	-	-	-

Proposed Capital Expenditure Projects for Support Activities

Activity	2017/18 Annual Plan 000's	2017/18 Long Term Plan 000's	Variance 000's	Reason
Admin Buildings				
Additional office space to accommodate new staff	120	-	120	Project to investigate additional space to meet harbour requirements
Furniture and fittings for new staff	20	-	20	Fit out for above
Admin Buildings Total	140	-	140	
Finance				
New software systems and improvements	30	32	(2)	
Finance Total	30	32	(2)	
Information Systems				
Hardware and software renewal	40	21	19	Increase levels of connectivity and communication to community
Sphere Online Services	43	-	43	Increase levels of connectivity and communication to community
Online building consent program - covered above with Dat	10	-	10	Increase levels of connectivity and communication to community
Snap, Send, Solve mobile user interface	2	-	2	Increase levels of connectivity and communication to community
Property File Digitisation Project	150	-	150	Project to digitise property files to make them readily accessible
Mobile Capture Project	30	-	30	Mobility for staff and community
Datapay payroll upgrade	15	-	15	upgrade payroll system
Information Systems Total	290	21	269	
Plant Operating				
Fleet vehicle and plant renewal	310	210	100	Increase to vehicle and plant replacement
Plant Operating Total	310	210	100	
Grand Total	770	210	560	

Financial Information

This section outlines how Council will finance its activities.

Forecast Financial Statements

Introductions

Prospective Statement of Comprehensive Income

This statement discloses the net surplus or deficit and the components of the net surplus (deficit), arising from activities or events during the year that are significant for the assessment of past and future financial performance.

Prospective Statement of Financial Position

Information about the economic resources controlled by Council and its capacity to modify those resources is useful in assessing Council's ability to generate cash and/or provide services in the future. Information about the financing structure is useful in assessing future borrowing needs and how future surpluses and cash flows may be distributed among those with an interest in the Council. The information is also useful in assessing how successful the Council is likely to be in raising additional finance.

Prospective Statement of Changes in Equity

This financial statement contributes to the objectives of general purpose financial reporting by combining information about net surplus (deficit) with other aspects of the Council's financial performance in order to give a degree of measure of comprehensive income.

Prospective Statement of Cash Flows

This statement reflects Council's cash receipts and cash payments during the year and provides useful information about Council's activities in generating cash through operations to:

- repay debt; or
- re-invest to maintain or expand operating capacity.

It also provides useful information about the cash flows generated from Council's investing and financing activities, both debt and equity.

Prospective Statement of Borrowing

Provides the public debt level and measures it against Council's policy levels.

Prospective Capital Expenditure Programme

This statement summarises Council's capital expenditure by significant activity.

Statement of Accounting Policies

Provides details of policies adhered to in the preparation of financial statements.

Cautionary Note: Prospective financial information is based on assumptions about the future and thus relate to events and actions that have not yet occurred and may not occur. While evidence may be available to support assumptions on which the prospective financial information is based, such evidence is itself generally future orientated and therefore, speculative in nature. Therefore, the actual results achieved for the period of the AP are likely to vary from this document, and the variations may be material.

The prospective financial statements comply with FRS.42: *Prospective Financial Statements*

Disclosures

In some instances capital expenditure projects have been carried forward from the 2016/17 financial year. These projects have been restated in the 2017/18 Annual Plan to ensure they remain in the work programme. Restating the projects in this manner does not result in any funding impact i.e. there is no additional call on rate, loan of any other funding as a result of the carry forward(s).

Prospective Statement of Comprehensive Income

Revenue

Rates Revenue	10,269	10,916	10,563
Subsidies	4,925	21,740	11,550
Fees and Charges	1,471	1,483	1,461
Dividend & Subvention Income	-	-	-
Finance Income	61	60	104
Miscellaneous	-	-	66
Total Revenue	16,726	34,199	23,744

Expenditure

Other Expenses	7,122	7,186	7,069
Depreciation and Amortisation	2,571	2,786	2,300
Employee Benefit Costs	3,218	3,272	4,285
Finance Costs	392	652	411
Total Expenditure	13,303	13,896	14,065

Net Surplus

3,423	20,303	9,679
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Other Comprehensive Income

Gain on Asset Revaluations	6,775	62	38
Total Other Comprehensive Income	6,775	62	38

Total Comprehensive Income

10,198	20,365	9,717
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Prospective Statement of Changes in Equity

	LTP 2016/2017	LTP 2017/2018	Budget 2017/2018
Equity balance at 1 July	181,485	191,683	191,374
Comprehensive income for year	10,198	20,365	9,717
Equity Balance 30 June	191,683	212,048	201,091
Components of Equity			
Retained Earnings at 1 July	132,612	139,036	127,434
Net Surplus/(Deficit)	3,423	20,303	9,679
Retained earnings 30 June	135,997	158,634	136,905
Asset Revaluation Reserves at 1 July	50,010	56,723	62,442
Revaluation Gains	6,775	62	38
Revaluation Reserves 30 June	56,785	56,785	62,480
Special Funded Reserves at 1 July	(1,137)	(4,076)	1,498
Transfers to / (from) reserves	438	705	208
Council created Reserves 30 June	(699)	(3,371)	1,706
Trust Funds at 1 July	-	-	-
Transfers to / (from) reserves	-	-	-
Council created Reserves 30 June	-	-	-
Equity at 30 June	191,683	212,048	201,091

Prospective Statement of Financial Position

	LTP 2016/2017	LTP 2017/2018	Budget 2017/2018
ASSETS			
Current Assets			
Cash & Cash Equivalents	63	47	60
Debtors & Other Receivables	3,214	3,262	3,583
Other Financial Assets	1,286	1,091	868
Total Current Assets	4,563	4,400	4,511
Non-Current Assets			
Investment Property	2,423	2,485	2,153
Other Financial Assets	21	21	223
Property Plant & Equipment	22,580	22,441	24,404
Infrastructural Assets	174,806	200,416	185,765
Intangible Assets	8	8	75
Total Non-Current Assets	199,838	225,371	212,620
TOTAL ASSETS	204,401	229,771	217,131
LIABILITIES			
Current Liabilities			
Trade & Other Payables	3,269	3,302	3,408
Employee Benefit Liabilities	302	310	350
Total Current Liabilities	3,571	3,612	3,758
Non-Current Liabilities			
Borrowings	8,798	13,762	12,142
Provisions	349	349	140
Total Non-Current Liabilities	9,147	14,111	12,282
TOTAL LIABILITIES	12,718	17,723	16,040
EQUITY			
Retained Earnings	135,597	158,634	136,905
Asset Revaluation Reserves	56,785	56,785	62,480
Special Funded Reserves	(699)	(3,371)	1,706
Trust Funds	-	-	-
TOTAL EQUITY	191,683	212,048	201,091

Prospective Statement of Cash Flows

	LTP 2016/2017	LTP 2017/2018	Budget 2017/2018
Cashflow from Operating Activities			
Cash was provided from:			
Rates	10,223	10,868	10,563
Grants & Subsidies	4,925	21,740	11,550
Fees and Charges	1,471	1,483	1,461
Interest and dividends from investments	61	60	104
Other Revenue	-	-	66
	16,680	34,151	23,744
Cash was disbursed to:			
Payments Staff & Suppliers	10,286	10,417	11,355
Finance Costs	392	652	411
	10,678	11,069	11,766
Net Cashflow from Operating Activity	6,002	23,082	11,978
Cash was provided from:			
Proceeds Sale of Assets	-	-	-
Proceeds from Investments	500	900	4,000
	500	900	4,000
Cash was disbursed to:			
Purchase of Assets	9,689	28,257	22,912
Purchase of Investments	438	705	208
	10,127	28,962	23,120
Net Cashflow from Investing Activity	(9,627)	(28,062)	(19,120)
Cashflow from Financing Activities			
Loans Raised	3,624	4,964	7,142
	3,624	4,964	7,142
Cash was disbursed to:			
Loan Repayments	-	-	-
	-	-	-
Net Cashflow from Financing Activity	3,624	4,964	7,142
Net Increase (Decrease) in Cash Held	(1)	(16)	-
Add Opening Cash brought forward	64	63	60
Closing Cash Balance	63	47	60
Closing Balance made up of Cash and Cash Equivalents	63	47	60

Prospective Capital Expenditure Programme

Activity Capex by Type	Increases in		
	Levels of Service	Growth	Renewal
Community Facilities	1,985	1,010	1,855
District Plan	-	-	-
Economic Development	50	7,390	-
Investments	-	-	-
Land Transport	320	-	1,447
Leadership	-	-	-
Regulation & Safety	-	-	-
Solid Waste Management	-	-	30
Stormwater	3,380	-	60
Wastewater	1,250	-	3,125
Support Services	385	20	365
Treasury	-	-	-
Community Development	20	-	-
Water Supplies	190	-	30
	7,580	8,420	6,912

Prospective Statement of Internal Borrowing

Internal Borrowings

Activity	Opening Balance 01/07/2017	Additional Funds Borrowed	Funds Repaid	Closing Balance 30/06/2018	Interest Paid
Community Development	122	17	(6)	133	6
Community Facilities	1,769	2,817	(88)	4,497	150
District Plan	-	(3)	-	(3)	-
Economic Development	247	56	(12)	291	13
Investments	-	-	-	-	-
Land Transport	513	81	(26)	569	27
Leadership	-	(15)	-	(15)	-
Regulation & Safety	-	0	-	0	-
Solid Waste Management	68	-	(3)	65	3
Stormwater	529	3,370	(26)	3,872	106
Support Services	347	576	(17)	906	30
Wastewater	1,250	4,229	(62)	5,416	160
Water Supplies	3,276	148	(164)	3,259	157
	8,120	11,276	(406)	18,991	653

Council Reserve Funds

Special Reserves	Opening Balance 01/07/2017	Transfer to Reserve	Transfer from Reserve	Closing Balance 30/06/2018
Cash in lieu of reserves	150	6	-	156
Car Parking Reserve	4	-	-	4
General Purpose Reserve (Electricity Proceeds)	35	-	-	35
Coast Community Board Reserve	80	3	-	83
Destination Playground	3	-	-	3
Development Reserve - Recreational Facilities	515	18	-	533
Road Upgrading	109	4	-	113
District Plan	86	3	-	89
	982	34	-	1,016

Treasury Reserves	Opening Balance 01/07/2017	Transfer to Reserve	Transfer from Reserve	Closing Balance 30/06/2018
Community Facilities	322	11	-	333
Economic Development	28	1	-	30
Community Development	(33)		-	(33)
Regulation & Safety	160	7	-	168
District Planning	81	-	(81)	-
Land Transport	1,955	78	-	2,033
Investments	(25)	(0)	-	(25)
Leadership	22	1	(15)	8
Solid Waste Management	(9)	3	-	(5)
Stormwater	230	8	-	238
Support Services	1,115	39	-	1,154
Wastewater	350	12	-	362
Water Supplies	650	23	-	673
	4,846	185	(96)	4,936

Depreciation Reserves	Opening Balance 01/07/2017	Transfer to Reserve	Transfer from Reserve	Closing Balance 30/06/2018
Community Development	24	12	(5)	31
Community Facilities	229	153	(1,925)	(1,543)
Economic Development	-		(12)	(12)
Land Transport	215	527	(737)	6
Leadership	-	-	-	-
Regulation & Safety	21	8	1	29
Solid Waste Management	25	20	(33)	13
Stormwater	291	141	(76)	355
Support Services	(36)	259	(380)	(156)
Wastewater	47	210	(3,186)	(2,928)
Water Supplies	(198)	265	(190)	(123)
	619	1,595	(6,544)	(4,330)

Asset Revaluation Reserves	Opening Balance 01/07/2017	Transfer to Reserve	Transfer from Reserve	Closing Balance 30/06/2018
<i>Operational Assets</i>				
Land	163	-	-	163
Buildings	408	38	-	446
<i>Infrastructural Assets</i>				
Roading	42,254	-	-	42,254
Roading Components	5,840	-	-	5,840
Water Systems	4,182	-	-	4,182
Sewerage Systems	3,367	-	-	3,367
Stormwater Systems	5,166	-	-	5,166
Harbour Development	-	-	-	-
<i>Restricted Assets</i>				
Land	1,061	-	-	1,061
Buildings	-	-	-	-
	62,442	38	-	62,480

Accounting Policies

Statement of accounting policies for the 2017/18 annual plan

REPORTING ENTITY

Opōtiki District Council (the Council) is a territorial local authority established under the Local Government Act 2002 (LGA) and is domiciled and operates in New Zealand. The relevant legislation governing the Council's operations includes the LGA and the Local Government (Rating) Act 2002.

The Council provides local infrastructure and local public services, and performs regulatory functions to the community. The Council does not operate to make a financial return.

The Council has designated itself as a public benefit entity (PBE) for financial reporting purposes.

The prospective financial statements of the Council are for the year commencing 1 July 2017.

The Council, who is authorised to do so and believe that the assumptions underlying these prospective financial statements are appropriate, has approved the Annual Plan for distribution.

BASIS OF PREPARATION

Statement of compliance

The Prospective Financial Statements have been prepared in accordance with the requirements of the LGA which includes the requirement to comply with New Zealand generally accepted accounting practice (NZ GAAP).

The prospective financial statements have been prepared to comply with PBE Standards for a Tier 2 entity. The Council qualifies for the Tier 2 exemptions as it does not have debt or equity instruments that are traded in a public market nor hold assets in a fiduciary capacity for a broad group of outsiders; and has total expenses between \$2 million and \$30 million. These financial statements comply with PBE Standards.

The financial statements use forecast opening balances for the period ending 30 June 2017 and estimates have been restated accordingly if required.

The information in the prospective financial statements is uncertain and the preparation requires the exercise of judgement. Actual financial results achieved for the period covered are likely to vary from the information presented, and the variations may be significant. Events and circumstances may not occur as expected or may not have been predicted, or the Council may subsequently take actions that differ from the proposed courses of action on which the prospective financial statements are based.

The Council authorised the prospective financial statements on the date the plan was adopted.

Council and its management accept responsibility for the preparation of prospective financial statements, including the appropriateness of the assumptions underlying the prospective financial statements and all other required disclosures.

Measurement base

The prospective financial statements have been prepared on a historical cost basis, modified by the revaluation of land and buildings, certain infrastructural assets, investment property and financial instruments.

Functional and presentation currency

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

Changes in accounting policies

The accounting policies set out over the next page(s) have been applied consistently to all periods presented in these financial statements.

Changes to financial reporting standards

In May 2013, the External Reporting Board issued a new suite of PBE accounting standards for application by public sector entities for reporting periods beginning on or after 1 July 2014. The Council has applied these standards consistently in preparing the 2017/18 Annual Plan.

In October 2014, the PBE suite of accounting standards was updated to incorporate requirements and guidance for the not-for-profit sector. These updated standards apply to PBEs with reporting periods beginning on or after 1 April 2015. The Council has applied these updated standards in preparing the financial statements contained in this Annual Plan.

SIGNIFICANT ACCOUNTING POLICIES**Revenue**

Revenue is measured at the fair value.

The specific accounting policies for significant revenue items are explained below:

Exchange Transactions

Exchange transactions are transactions where the Council receives assets or services, or has liabilities extinguished, and directly gives approximately equal value to another entity in exchange.

Specific accounting policies for major categories of exchange revenue transactions are listed below.

Interest and dividends

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

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

Other gains and losses

Other gains and losses includes fair value gains and losses on financial instruments at fair value through surplus or deficit, unrealised fair value gains and losses on the revaluation of investment properties and realised gains and losses on the sale of property, plant and equipment (PPE) held at cost.

Non-Exchange Transactions

Non-exchange transactions are transactions that are not exchange transactions. In a non-exchange transaction, Council either receives value from or gives value to another entity without directly giving or receiving approximately equal value in exchange, or where the value given or received is not able to be accurately measured.

An inflow of resources from a non-exchange transaction, whether this be an asset or revenue, is only recognised if a liability is not also recognised for that particular asset or revenue.

A liability is only recognised to the extent that the present obligations have not been satisfied. A liability in respect of a transferred asset is recognised only when the transferred asset is subject to a condition, such as a condition for the asset to be consumed as specified and/or that future economic benefits or service potential must be returned to the owner.

Specific accounting policies for major categories of non-exchange revenue transactions are listed below.

Rates revenue

The following policies for rates have been applied:

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

New Zealand Transport Agency Roading Subsidies

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

Other Grants Received

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

Building and Resource Consent Revenue

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

Sale of goods

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

Provision of Commercially based Services

Revenue derived through the provision of services to third parties in a commercial manner is recognised in proportion to the stage of completion at balance date.

Infringement Fees and Fines

Infringement fees and fines mostly relate to fees and fines for use of library books. The fair value is determined based on the probability of collecting fines, which is estimated by considering the collection history of fines over the preceding two-year period.

Vested or donated physical assets

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

The fair value of vested or donated assets is usually determined by reference to the cost of constructing the asset. For assets received from property developers, the fair value is based on the construction price information provided by the property developer.

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

Donated and Bequeathed Financial Assets

Donated and bequeathed financial assets are recognised as revenue unless there are substantive use or return conditions. A liability is recorded if there are substantive use or return conditions and the liability released to revenue as the conditions are met (e.g. as the funds are spent for the nominated purpose).

Direct charges

Rendering of services at a price that is not approximately equal to the value of the service provided by the Council or Group is considered a non-exchange transaction. This includes rendering of services where the price does not allow the Council to fully recover the cost of providing the service (such as resource consents, building consents, water connections and dog licencing, etc.), and where the shortfall is subsidised by income from other activities, such as rates. Generally there are no conditions attached to such revenue.

Revenue from such services is recognised when the Council or Group issues the invoice or bill for the service. Revenue is recognised at the amount of the invoice or bill, which is the fair value of the cash received or receivable for the service. Revenue is recognised by reference to the stage of completion of the service to the extent that the Council or Group has an obligation to refund the cash received from the service (or to the extent that the customer has the right to withhold payment from the Council or Group for the service) if the service is not completed.

Construction Contracts

Contract revenue and contract costs are recognised as revenue and expenses respectively by reference to the stage of completion of the contract at balance date. The stage of completion is measured by reference to the contract costs incurred up to balance date as a percentage of total estimated costs for each contract.

Contract costs include all costs directly related to specific contracts, costs that are specifically chargeable to the customer under the terms of the contract, and an allocation of overhead expenses incurred in connection with the group's construction activities in general.

An expected loss on construction contracts is recognised immediately as an expense in the surplus or deficit.

Where the outcome of a contract cannot be reliably estimated, contract costs are recognised as an expense as incurred. When it is probable that the costs will be recovered, revenue is recognised to the extent of costs incurred.

Construction work in progress is stated at the aggregate of contract costs incurred to date plus recognised profits less recognised losses and progress billings. If there are contracts where progress billings exceed the aggregate costs incurred plus profits less losses, the net amounts are presented as a liability.

Borrowing Costs

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

Grant Expenditure

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

Discretionary grants are those grants where the Council has no obligation to award on receipt of the grant application and are recognised as expenditure when a successful applicant has been notified of the Council's decision.

Income Tax

The Council is exempt under Section CW37 of the Income Tax Act 2007 which specifically exempts local authorities from income tax unless derived from a CCO or port-related commercial activities.

Leases

Finance leases

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

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

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

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

Operating Leases

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

Cash and cash equivalents

Cash and cash equivalents includes cash in hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities in the statement of financial position.

Debtors and other receivables

Short-term debtors and other receivables are recorded at their face value, less any provision for impairment.

Impairment of a receivable is established when there is objective evidence that the Council will not be able to collect amounts due according to the original terms of the receivable. Significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, receivership or liquidation, and default in payments are considered indicators that the debt is impaired. The amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted using the original effective interest rate. The carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit. When the receivable is uncollectible, it is written off against the allowance account for receivables. Overdue receivables that have been renegotiated are reclassified as current (that is, not past due).

Other financial assets

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

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

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

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

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

Financial assets at fair value through surplus or deficit

Financial assets at fair value through profit or loss include financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are also categorised as held for trading unless they are designated as hedges. Assets in this category are classified as current assets.

After initial recognition they are measured at their fair values. Gains or losses on re-measurement are recognised in the statement of financial performance.

The Council does not anticipate holding any financial assets in this category.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for maturities greater than 12 months after the balance date, which are in non-current assets. The Council's loans and receivables comprise cash and cash equivalents, debtors and other receivables, term deposits and loan advance.

After initial recognition they are measured at amortised cost using the effective interest method less impairment. Gains and losses when the asset is impaired or derecognised are recognised in the Prospective Statement of Financial Income.

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

Held to maturity investments

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

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

Fair value through other comprehensive revenue and expense

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

- Investments that the Council intends to hold long term but which may be realised before maturity
- Shareholdings that the Council holds for strategic purposes.

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

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

Derivative financial instruments

Derivative financial instruments are used to manage exposure to foreign exchange and interest rate risks arising from financing activities. In accordance with its treasury policy, the Council does not hold or issue derivative financial instruments for trading purposes.

Derivatives are initially recognised at fair value on the date a derivative contract is entered into and are subsequently re-measured at their fair value each balance date. The resulting gain or loss is recognised in surplus or deficit as part of finance costs.

Impairment of financial assets

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

Loans and other receivables

Impairment is established when there is objective evidence that the Council will not be able to collect amounts due according to the original terms. Significant financial difficulties of the debtor/issuer, probability that the debtor/issuer will enter into bankruptcy, and default in payments are considered indicators that the asset is impaired. The amount of the impairment is the difference between the assets carrying amount and the present value of estimated cash flows, discounted using the original effective interest rate. For debtors and other receivables, the carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit.

When the receivable is uncollectable, it is written off against the allowance account. Overdue receivables that have been renegotiated are reclassified as current (i.e. not past due). For term deposits, local authority stock, government stock and community loans, impairment losses are recognised directly against the instruments carrying amount.

Financial assets at fair value through other comprehensive revenue and expense

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

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

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

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

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

Non-current assets held for sale

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

Any impairment losses for write-downs of non-current assets held for sale are recognised in the statement of financial performance.

Any increases in fair value (less costs to sell) are recognised up to the level of any impairment losses that have been previously recognised.

Non-current assets (including those that are part of a disposal group) are not depreciated or amortised while they are classified as held for sale. Interest and other expenses attributable to the liabilities of a disposal group classified as held for sale continue to be recognised.

Property, plant and equipment (PPE)

Property, plant and equipment consist of:

Operational assets — These include land, buildings, plant, machinery and vehicles, fixtures, fittings and equipment and library collections.

Restricted assets — Restricted assets are land and buildings owned by the Council which provide a benefit or service to the community and cannot be disposed of because of legal or other restrictions.

Infrastructure assets — Infrastructure assets are the fixed utility systems owned by the Council. Each asset class includes all items that are required for the network to function, for example, sewer reticulation includes reticulation piping and sewer pump stations.

Property, plant and equipment are shown at cost or valuation, less accumulated depreciation and impairment losses.

Revaluation

Land, buildings (operational and restricted), library books, and infrastructural assets (except land under roads) are revalued with sufficient regularity to ensure their carrying amount does not differ materially from fair value, and at least every three years. All other asset classes are carried at depreciated historical cost. The Council assesses the carrying values of its revalued assets annually to ensure that they do not differ materially from the assets' fair values. If there is a material difference, then the off-cycle asset classes are revalued.

The Council accounts for revaluation of property, plant and equipment on a class of asset basis.

The result of revaluing are credited or debited to an asset revaluation reserve for that class of asset. Where this results in a debit balance in the asset revaluation reserve, this balance is expensed in the statement of financial performance. Any subsequent increase on revaluation that off-sets a previous decrease in value recognised in the surplus or deficit will be recognised first in the Statement of Comprehensive Revenue and Expense up to the value of the amount previously expensed, and then credited to the revaluation reserve for that class of asset.

Additions

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

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

Property, plant and equipment are recognised at its cost. Where an asset is acquired at no cost, or for a nominal cost, it is recognised at fair value as at the date of acquisition.

Disposals

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

Depreciation

Depreciation is provided on a straight-line basis on all property, plant and equipment other than land, at rates that will write-off the cost (or valuation) of the assets to their estimated residual values over their useful lives. The useful lives and associated depreciation rates of major classes of assets have been estimated as follows:

Asset class	Useful life	Depreciation rate
Buildings		
Structure	35 to 85 years	2.86% - 1.18%
Roof	40 years	2.5%
Services	15 to 50 years	6.67% - 2.0%
Internal fit out	15 to 35 years	6.67% - 2.86%
Plant and machinery	5 to 10 years	10% - 20%
Motor vehicles	5 years	20%
Fixed plant at Refuse Recovery Centre	30 years	3.33%
Fixtures, fittings and equipment	3 to 5 years	33% - 20%
Library collections	5 to 10 years	10% - 20%
Infrastructural assets		
Roading network		
Formation	N/A	Nil
Sub base	N/A	Nil
Basecourse (unsealed)	8 years	12.5%
Basecourse (sealed)	25 to 50 years	2% - 4%
Seal	15 years	6.67%
Bridges	100 years	1.0%
Hot mix	10 years	10.0%
Kerb and footpaths	50 years	2.0%
Reticulation	5 to 100 years	0.5% - 20.0%
Traffic facilities (roading components)	10 to 20 years	5.0% - 10.0%
Culverts (roading components)	50 years	2.0%
Pumps	10 to 20 years	5.0% - 10.0%
Meters, valves and connections	25 to 75 years	1.5% - 4.0%
River protection works	100 years	1.0%

Open drains associated with the roading infrastructure are not depreciated. The annual maintenance programme set out in the asset management plan will ensure the specific level of service is maintained.

The residual value and useful life of an asset is reviewed, and adjusted if applicable, at each financial year end.

Subsequent costs

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

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

Intangible assets

Software acquisition and development

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

Costs that are directly associated with the development of software for internal use by the Council are recognised as intangible asset. Direct cost will include the software development employee costs and appropriate portion of relevant overheads.

Staff training costs are recognised as an expense when incurred.

Costs associated with maintaining computer software are recognised as an expense when incurred.

Easements

Easements are recognised at cost, being the costs directly attributable to bringing the asset to its intended use.

Easements have an indefinite useful life and are not amortised, but are instead tested for impairment annually.

Amortisation

The carrying value of an intangible asset with a finite life is amortised on a straight-line basis over its useful life. Amortisation begins when the asset is available for use and ceases at the date that the asset is de-recognised. The amortisation charge for each period is recognised in the statement of comprehensive revenue and expense.

The useful lives and associated amortisation rates of major classes of intangible assets have been estimated as follows:

Computer software 4 to 5 years (20% - 25%)

Impairment of property, plant and equipment and intangible assets

Intangible assets that have an indefinite useful life, or are not yet available for use, are not subject to amortisation and are tested annually for impairment. Assets that have a finite useful life are reviewed for indicator of impairment at each balance date. When there is an indicator of impairment the assets recoverable amount is estimated.

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

Value in use is the depreciated replacement cost for an asset where the future economic benefits or service potential of the asset are not primarily dependent on the asset's ability to generate net cash inflows and where the entity would, if deprived of the asset, replace its remaining future economic benefits or service potential.

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

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

For assets not carried at a revalued amount, the total impairment loss is recognised in the statement of comprehensive revenue and expense.

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

For assets not carried at a revalued amount the reversal of an impairment loss is recognised in the statement of comprehensive revenue and expense.

Investment property

Properties leased to third parties under operating leases are classified as investment property unless the property is held to meet service delivery objectives, rather than to earn rentals or for capital appreciation.

Investment property is measured initially at its cost, including transaction costs.

After initial recognition, the Council measures all investment property at fair value as determined annually by an independent valuer.

Gains or losses arising from a change in the fair value of investment property are recognised in the statement of comprehensive revenue and expense.

Creditors and other payables

Creditors and other payables are initially measured at fair value and subsequently measured at amortised cost using the effective interest method.

Borrowings

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

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

Employee entitlements

Short-term employee entitlements

Employee benefits that the Council expects to be settled within 12 months of balance date are measured at nominal values based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date; annual leave earned to, but not yet taken at, balance date; retiring and long service leave entitlements expected to be settled within 12 months, and sick leave.

The Council recognises a liability for sick leave to the extent that absences in the coming year are expected to be greater than the sick leave entitlements earned in the coming year. The amount is

calculated based on the unused sick leave entitlement that can be carried forward at balance date, to the extent that the Council anticipates it will be used by staff to cover those future absences.

Long-term employee entitlements

Entitlements that are due to be settled beyond 12 months after the end of the period in which the employee renders the service, such as retiring gratuities, have been calculated on an actuarial basis. The calculations are based on:

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

Expected future payments are discounted using market yields of government bonds at balance date with terms to maturity that match as close as possible the estimated future cash outflows for entitlements. The inflation factor is based on the expected long-term increase in remuneration for employees.

Superannuation schemes

Defined contribution schemes

Obligations for contributions to defined contribution superannuation schemes are recognised as an expense in the statement of comprehensive revenue and expense as incurred.

Provisions

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

Provisions are measured at the present value of the expenditures expected to be required to settle the obligation, using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the obligation. The increase in the provision due to the passage of time is recognised as an interest expense.

Landfill

The Council operated a landfill at Woodlands Road Ōpōtiki. This has closed but the Council has responsibility under the resource consent to provide ongoing maintenance and monitoring of the site. A provision for post-closure costs is recognised as a liability when the obligation for post-closure arises.

Equity

Equity is the community's interest in the Council and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into a number of reserves.

The components of equity are:

- Accumulated funds
- Restricted reserves
- Asset revaluation reserves
- Fair value through other comprehensive revenue and expense reserves.

Restricted reserves

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

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

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

Property Revaluation Reserve

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

Fair Value through other comprehensive revenue and expense

This reserve comprises the cumulative net change in the fair value of fair value through comprehensive revenue and expense instruments.

Goods and Services Tax (GST)

All items in the financial statements are stated exclusive of GST, except for receivables and payables, which are stated on a GST-inclusive basis. Where GST is not recoverable as input tax then it is recognised as part of the related asset or expense.

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

The net GST paid to, or received from the IRD, including the GST relating to investing and financing activities, is classified as an operating cash flow in the statement of cash flows.

Commitments and contingencies are disclosed exclusive of GST.

Budget figures

The budget figures are those approved by the Council at the beginning of the year in the annual plan. The budget figures have been prepared in accordance with NZ GAAP, using accounting policies that are consistent with those adopted by the Council for the preparation of the financial statements.

Cost allocation

The Council has derived the cost of service for each significant activity of the Council using the cost allocation system outlined below.

Direct costs are those costs directly attributable to a significant activity. Indirect costs are those costs which cannot be identified in an economically feasible manner with a specific significant activity.

Direct costs are charged directly to significant activities. Indirect costs are charged to significant activities using appropriate cost drivers, such as actual usage, staff numbers and floor area.

Critical accounting estimates and assumptions

In preparing these financial statements, the Council has made estimates and assumptions concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations or future events that are believed to be reasonable under the circumstances. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Infrastructural assets

There are a number of assumptions and estimates used when performing the depreciated replacement cost valuations in respect of infrastructural assets.

These include:

- The physical deterioration and condition of asset, for example, the Council could be carrying an asset at an amount that does not reflect its actual condition. This is particularly so for those assets which are not visible, for example stormwater, wastewater and water supply pipes that are underground. This risk is minimised by Council performing a combination of physical inspections and condition-modelling assessments of underground assets
- Estimating any obsolescence or surplus capacity of an asset
- Estimates are made when determining the remaining useful lives over which the asset will be depreciated. These estimates can be impacted by the local conditions, for example, weather patterns and traffic growth. If useful lives do not reflect the actual consumption of the benefits of the asset, then Council could be over or under estimating the annual depreciation charge recognised as an expense in the Prospective Statement of Comprehensive revenue and expense. To minimise this risk, Council's infrastructural asset's useful lives have been determined with reference to the NZ Infrastructural Asset Valuation and Depreciation Guidelines published by the National Asset Management Steering Group, and have been adjusted for local conditions based on past experience
- Asset inspections, deterioration and condition modelling are also carried out regularly as part of Council's asset management planning activities, which provides Council with further assurance over its useful life estimates. Experienced independent valuers perform Council's infrastructural asset revaluations.

Landfill aftercare provision

As operator of the Woodlands Road landfill site, Council has an obligation to ensure the ongoing maintenance and monitoring services at this landfill site after closure. A landfill aftercare provision has been recognised as a liability in the Prospective Statement of Financial Position. Provision is made for the present value of post closure costs expected to be incurred in restoring the area to its former status. The calculated cost is based on estimates of future site maintenance, supervision and monitoring costs. The estimated length of time needed for post closure care for the Woodlands Road landfill site is 28 years, to 30 June 2035.

Critical judgments in applying accounting policies

Management has exercised the following critical judgments in applying accounting policies:

Classification of property

The Council owns land and buildings previously occupied by the Council Depot. A portion of the property was leased and this portion was classified as investment property. The property is being redeveloped and the entire property is to be classified as investment property with the exception of the previous building, which has been classified as a non-current asset held for sale.

Cautionary note

The information in the prospective financial statements is uncertain and the preparation requires the exercise of judgment. Actual financial results achieved for the period covered are likely to vary from the information presented, and the variations may be material. Events and circumstances may not occur as expected or may not have been predicted, or the Council may subsequently take actions that differ from the planned course of action on which the prospective financial statements are based.

The information contained within these prospective financial statements may not be suitable for use in another capacity.

Assumptions underlying prospective financial information

The financial information presented within these policies and documents is prospective financial information in terms of FRS 42: Prospective Financial Information. The purpose for which it has been prepared is to enable the public to participate in the decision making processes as to the services to be provided by the Ōpōtiki District Council over the next financial year and to provide a broad accountability mechanism of the Council to the community.

The reader is referred to a full list of underlying assumptions adopted with the 2015-25 Long Term Plan.



Looking from Ohiwa to Kuterere - Opotiki

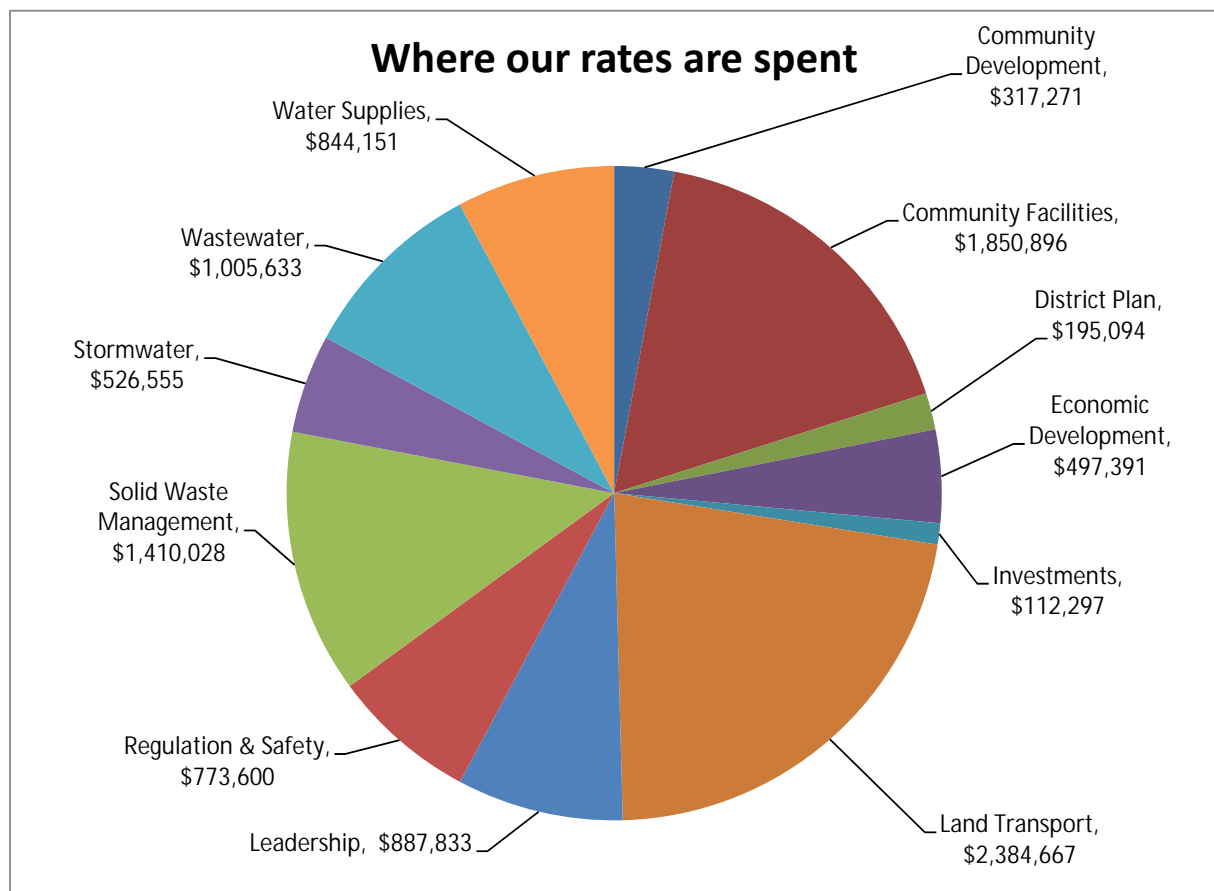
Funding Impact Statement

The funding impact statement provides an overview of how the Council obtains its funding.

The Council has set out the sources of its funding in the Revenue and Financing Policy. Each property in the district pays toward the provision of facilities and services for the community by way of rates.

All rateable properties pay a **Uniform Annual General Charge** which is the same amount for all properties. They also pay **General Rates** which are calculated on the capital value of the property.

Where services are provided to some areas of the district and not others, or where Council believes there is a greater benefit to some properties, a **Targeted Rate** is applied to those properties that have access to or benefit from a particular service. More information on the sources of the Ōpōtiki District Council's funding is provided in the following information.



Funding Impact Statement for 2017/18 (Whole of Council)

	LTP 2016/2017	LTP 2017/2018	Budget 2017/2018
Sources of Operating Funding			
General rates, uniform annual general charges, rates penalties	8,271	8,724	8,626
Targeted rates	1,999	2,192	1,937
Subsidies and grants for operating purposes	953	979	1,461
Fees and charges	1,471	1,483	1,461
Interest and dividends from investments	61	60	104
Local authorities fuel tax, fines, infringement fees, and other receipts	-	-	66
Total Operating Funding (A)	12,755	13,438	13,655
Applications of Operating Funding			
Payments to staff and suppliers	10,333	10,449	11,355
Finance Costs	392	652	411
Other operating funding applications	-	-	-
Total applications of operating funding (B)	10,725	11,101	11,766
Surplus (deficit) of operating funding (A-B)	2,030	2,337	1,889
Sources of capital funding			
Subsidies and grants for capital expenditure	3,973	20,761	10,089
Development and financial contributions	-	-	-
increase (decrease) in debt	3,624	4,964	7,142
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Total sources of capital funding (C)	7,597	25,725	17,231
Applications of capital funding			
Capital expenditure			
- to meet additional demand	1,245	22,658	8,420
- to improve the level of service	3,655	630	7,580
- to replace existing assets	4,789	4,969	6,912
Increase (decrease) in reserves	438	705	208
Increase (decrease) of investments	(500)	(900)	(4,000)
Total applications of capital funding (D)	9,627	28,062	19,120
Surplus (deficit) of capital funding (C-D)	(2,030)	(2,337)	(1,889)
Funding Balance ((A-B)+(C-D))	-	-	-

The following rates (including GST) are proposed to be set and assessed within the District for the 2017/18 year:

District Wide Rates

1 General Rates

A general rate set under section 13 of the Local Government (Rating) Act 2002 for the purposes of providing all or some of the cost of the Council activities set out in this 2017/18 Annual Plan.

For the 2017/18 year this rate will be 0.3766 cents per dollar (including GST) based on the rateable capital value of all land within the district.

2 Uniform Annual General Charge

A rate set under section 15 of the Local Government (Rating) Act 2002 per rating unit within the district. This rate is for the purpose of providing some of the cost the Council activities set out in this 2017/18 Annual Plan.

For the 2017/18 year this rate will be \$541.08 (including GST).

Definitions:

Separately Used or Inhabited Parts of a Rating Unit

A separately used or inhabited part of a rating unit is defined as:

Any part of a rating unit that is, or is able to be, separately used or inhabited by the owner or by any other person or body having the right to use or inhabit that part by virtue of a tenancy, licence or other agreement.

Examples of separately used or inhabited parts of a rating unit:

- For residential rating units, each self-contained household unit is considered a separately used or inhabited part. Each situation is assessed on its merits, but factors considered in determining whether an area is self-contained would include the provision of independent facilities such as cooking/kitchen or bathroom, and its own separate entrance
- Residential properties, where a separate area is used for the purpose of operating a business, such as a medical or dental practice. The business area is considered a separately used or inhabited part.

These examples are not considered inclusive of all situations.

Targeted Rates

Lump sum payments will not be invited for targeted rates. These are generally done by Councils to fund capital projects, and come with a long list of complexities that would require ongoing management. We would however consider these in the future should there be a request from the community.

3 Communities of Interest

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for specific groups of ratepayers that receive a greater benefit from certain activities. The rate is set differentially on all rateable rating units as follows:

(a) **Residential Communities of Interest**

This targets a charge for certain activities to the Ōpōtiki Town Ward plus all rating units less than 0.5 hectares outside the Ōpōtiki Town Ward on the seaward side of the area commencing from Ōhiwa Harbour at the intersection of Ruatuna Road and State Highway 2 and following State Highway 2, Waiotahi Valley Road, Gabriels Gully Road, Browns Road, Verralls Road, Paerata Ridge Road, Old Creamery Road, Crooked Road, Dip Road, Armstrong Road, McGregor Road, line from intersection of McGregor and Woodlands Road to intersection of State Highway 2 and Clarks Cross Road, Stump Road, line bisecting Tablelands and Tirohanga Road to Te Wakanui Road, Te Wakanui Road concluding at intersection with State Highway 35. The activities include litter control, playgrounds, compliance, economic development, animal control, and stormwater.

For the 2017/18 year this rate will be \$28.55 per rating unit.

(b) **Rural Communities of Interest**

This targets a charge for certain activities in the rural areas of the district excluding properties included in the residential communities of interest, and commercial/industrial communities of interest. The activities include rural stormwater, cycleway, economic development, compliance, and rural litter control.

For the 2017/18 year this rate will be \$25.44 per rating unit.

(c) **Commercial/Industrial Communities of Interest**

This targets a charge for certain activities to rating units where the land use is commercial or industrial. The activities include cycleway, litter control, stormwater, economic development, compliance, property, tourism, and health.

For the 2017/18 year this rate will be \$772.13 per rating unit.

4 Water Supply Rates

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for water supply operations of a fixed amount per separately used or inhabited part of a rating unit or per rating unit as set out below. The purpose of this rate is to fund water supplies for Ōpōtiki/Hikutaia, Te Kaha and Ōhiwa.

The purpose of this rate is to fund the maintenance, operation and capital upgrades of water supplies and treatment in those parts of the districts where these systems are provided.

The rate is subject to differentials as follows:

- (a) A charge per separately used or inhabited part of a rating unit connected in the Ōpōtiki/Hikutaia, Te Kaha and Ōhiwa communities.
- (b) A half-charge per rating unit which is serviceable in the above locations.

For this rate:

- "Connected" means a rating unit to which water is supplied.
- "Serviceable" means a rating unit to which water is not being supplied, but the property is situated within 100 metres of the water supply.

For the 2017/18 year these rates will be:

	WATER RATES	
	Connected	Serviceable
Ōpōtiki/Hikutaia	293.22	146.61
Te Kaha	456.62	228.31
Ōhiwa	950.68	475.34

5 Metered Water Rate

A targeted rate under Section 19 of the Local Government (Rating) Act 2002 per cubic metre of water supplied, to any property that is connected to one of the water supplies in Ōpōtiki, Te Kaha or Ōhiwa Districts.

	METERED WATER
	Connected
Ōpōtiki/Hikutaia	65.5 cents per cubic metre
Te Kaha	\$1.15 per cubic metre
Ōhiwa	\$1.15 per cubic metre

6 Sewerage Rates

A targeted rate set under Section 19 of the Local Government (Rating) Act 2002 for the Council's sewage disposal function of fixed amounts in relation to which the Council's sewage disposal service is provided or available as follows:

The purpose of this rate is to fund the maintenance, operation and capital upgrades of sewerage collection, and treatment and disposal systems in those parts of the district where these systems are provided.

- A charge per separately used or inhabited part of a rating unit connected.
- A charge per within the separately used or inhabited part of a rating unit, where there are multiple connections.
- A charge per rating unit which is serviceable but not connected.

For this rate:

- "Connected" means the rating unit is connected to a public sewerage system
- "Serviceable" means the rating unit is not connected to a public drain, but the property is situated within 30 metres of such a drain
- A rating unit used primarily as a residence for one household is treated as not having more than one pan
- For multiple connections each pan will be rated at 80 percent of the full charge.

For the 2017/18 year these rates will be:

	SEWERAGE	RATES (GST INCL)	
	Connected	Serviceable	Multi-connection
Ōpōtiki	425.87	212.93	340.69 per pan
Waihou Bay	521.61	260.80	

(d) Waioeka Wastewater Extension Charge

A targeted rate set under Section 16 of the Local Government (Rating) Act 2002 for each rating unit connected to the wastewater extension to Factory Road, Ōpōtiki of \$22,291.03 per rating unit.

7 Refuse Collection Rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 for the purposes of funding collection of household refuse in the Ōpōtiki district.

The collection area is:

- Within the Ōpōtiki Ward with the exception of Dip Road, Crooked Road and State Highway 2 west of Baird Road
- Within the Waiotahi/Waioeka Ward for the Waiotahi Drifts Subdivision, Appleton Road, State Highway 2 between Waiotahi Drifts and Paerata Ridge Road, Whakaari Road and Paerata Ridge Road up to but excluding Thompson Road, Otara Road to Factory Road, Factory Road, Stoney Creek Road and Waioeka Road/State Highway 2 to rural number 126.

The rate is subject to differentials as follows:

- (a) A full charge of \$148.81 on each separately used or inhabited part of a rating unit (that is used or inhabited) within the collection area.
- (b) A half-charge of \$74.41 on each separate rating unit where the property is not used or inhabited within the collection area.

Rating Base information as at 30 June 2017

Number of rating units – 5,638

Capital Value of all rating units - \$1,930,562,350

Land Value of all rating units - \$988,209,050

The rating base information disclosed is based on the rating base information following the September 2016 district revaluation.

Scheduled Rates

The following schedule details the rates for 2017/18 (excl GST).

Description	Land Liabe	Differential	Factor of Liability	Rate Value (Excl GST)	Amount Sought
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District Wide Rates

General	All rateable property	Uniform	Capital Value	0.3275 cents in the dollar	\$ 6,318,855
Uniform Annual General Charge	All rateable property	Uniform	Fixed amount per rating unit	\$ 470.50	\$ 2,307,319

Targeted Rates

Opotiki/Hikutaia Water	Service available	Service available/connected	Amount per SUIP	\$254.97 Connected	\$ 579,667
			Amount per rating unit	\$127.49 Available	
Te Kaha Water	Service available	Service available/connected	Amount per SUIP	\$397.06 Connected	\$ 129,841
			Amount per rating unit	\$198.53 Available	
Ohiwa Water	Service available	Service available/connected	Amount per SUIP	\$826.68 Connected	\$ 16,947
			Amount per rating unit	\$413.34 Available	
Opotiki Sewerage	Service available	Service available/connected	Amount per SUIP	\$370.32 Connected	\$ 624,659
			Amount per rating unit	\$185.16 Available	
			Amount per pan	\$296.26 Multiple	
Waihou Bay Sewerage	Service available	Service available/connected	Amount per SUIP	\$453.57 Connected	\$ 11,566
			Amount per rating unit	\$226.79 Available	
Refuse Collection	Service available	Service available/connected	Amount per SUIP	\$129.4 Collected	\$ 281,435
			Amount per rating unit	\$64.7 Available	
Waioeke Wastewater Extension	Service available	Service available/connected	Amount per rating unit	\$19383.5 Connected	\$ 38,767

Communities of

Interest Rates

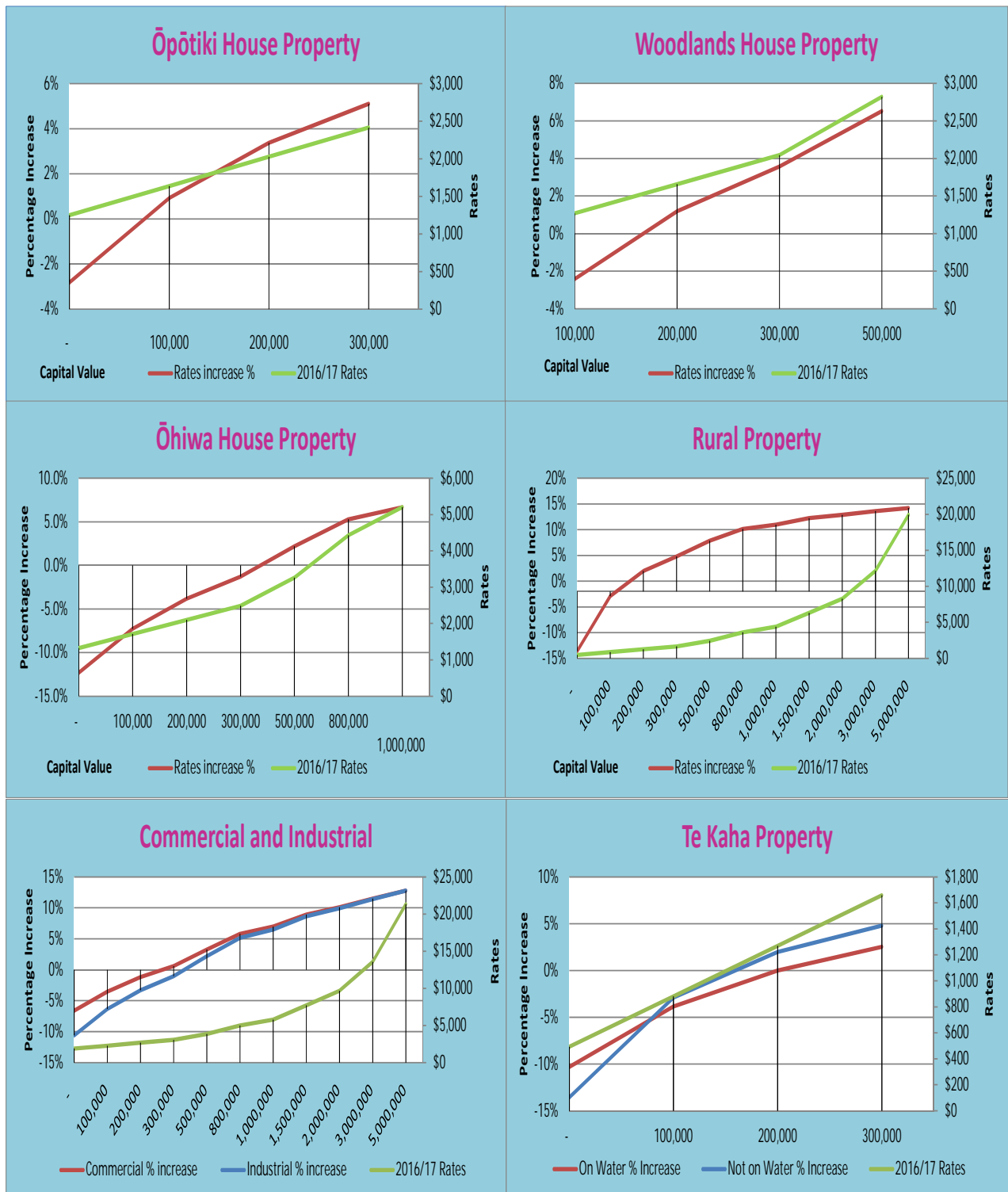
Residential	Residential property	Uniform	Amount per rating unit	\$ 24.83	\$ 52,261
Rural	Rural property	Uniform	Amount per rating unit	\$ 22.12	\$ 57,003
Commercial	Commercial/Industrial	Uniform	Amount per rating unit	\$ 671.42	\$ 145,026

Metered Water

Opōtiki/Hikutaia	Service connected	Uniform	Amount per cubic metre	\$ 0.57	\$ 240,000
Ōhiwa	Service connected	Uniform	Amount per cubic metre	\$ 1.00	\$ 4,200
Te Kaha	Service connected	Uniform	Amount per cubic metre	\$ 1.00	\$ 46,000

Rating Examples

Excludes GST and BOPRC Rates.



Fees and Charges

User fees and charges help fund the operation and maintenance of a variety of services provided to the community. User fee revenue reduces the rate revenue required to be collected from ratepayers.

Actual and reasonable costs as referred to in this document will vary, but will represent staff cost plus an allowance for overheads.

Regulation and Safety

Animal Management

(All charges include GST)

	Charges 1 July 2016	Charges 1 July 2017
Dog Registration		
The following fees apply to registration of dogs in the Ōpōtiki District		
Complete dog	\$110.00	\$110.00
Neutered dog	\$55.00	\$55.00
Working dog	\$40.00	40.00
Penalty Late Payment (in addition to registration)		
Complete dog	\$55.00	\$55.00
Neutered dog	\$27.50	\$27.50
Working dog	\$20.00	\$20.00
Dog Pound & Other Fees		
Seizure of dogs – charge per dog		
1st occasion	\$45.00	\$50.00
2nd occasion	\$100.00	\$100.00
3rd & subsequent occasions (within twelve months)	\$150.00	\$150.00
Sustenance charge – per day per dog	\$10.00	\$10.00
Destruction/euthanasia – per dog	\$45.00	\$45.00
Replacement of registration tags	\$5.00	\$5.00
Implant of micro-chip transponder	\$20.00	\$25.00
Certified companion dogs, hearing dogs and guide dogs	\$15.00	\$15.00
Hireage of dog barking collar (per fortnight)	\$15.00	\$15.00
Droving Charges		
Collection fee and costs incurred (plus impounding cost if appropriate) in leading, driving or conveying stock from the place where it is found to the pound or to the place where it is delivered to the owner. Mileage @ 90c/km plus actual cost of staff time Note: Costs for after-hours will be as billed.	At cost	At cost
Impounding of Stock		
Charge per stock		
1st occasion	\$50.00	\$50.00
2nd occasion	\$100.00	\$100.00
3rd & subsequent occasions	\$150.00	\$150.00
Sustenance charge per head of stock per day	\$15.00	\$15.00
- Advertising Fee for unclaimed stock	To be included in	To be included in
- Transport / horse float	sale price	sale price

Noise Control

Return of seized equipment	\$90.00	\$90.00
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Environmental Health

(All charges include GST)

Charges
1 July 2016

Charges
1 July 2017

Food Act 2014		
Registration and Verification		
All fees and charges are based on an estimated time to process applications and verify (inspect). If more time is required, a further \$125 per hour will be invoiced.		
Application for New Food Control Plan	\$250.00	\$250.00 (includes two hours processing of application)
Application for renewal of a Food Control Plan	New fee structure	\$125.00 (includes one hour of processing time)
Application of a business subject to a new National Programme	New fee structure	\$125.00 (includes one hour of processing time)
Application for amendment to registration	New fee structure	\$125.00
Verification of a food control plan	New fee structure	\$125.00 per hour
All other services for which a fee may be set under the Food Act	New fee structure	\$125.00 per hour
Food Hygiene Regulations		
High Risk Involves readily perishable foods	\$360.00	\$360.00 (Fee will be credited on a pro rata basis when business transfers to a Food Control Plan)
Low Risk Involves prepared food	\$210.00	\$210.00 (Fee will be credited on a pro rata basis when business transfers to a Food Control Plan)

Other

(All charges include GST)

	Charges 1 July 2016	Charges 1 July 2017
Camping Grounds		
Application for Initial Registration	\$235.00	\$250.00
Application for Renewal Registration	\$220.00	\$235.00
Certificate of exemption from camping ground regulations	\$235.00	\$235.00
Hairdressers		
Application for Renewal of Registration	\$180.00	\$190.00
Street Stall		
(Non-profit organisation only)		No charge
Hawkers License		
Hawkers License (Any food sold must comply with the Food Act - refer fees above).	\$25 per day \$40 (6 months) \$80 (12 Months)	\$35.00
Mobile Traders		
Mobile Traders (non-food)		\$75.00 (6 months) \$150.00 (12 months)
Mobile Traders (sale of food) (Plus compliance with Food Act also required - refer to fees above)		\$50.00
Funeral Directors		
		\$125.00 per hour
Amusement Devices (set under legislation)		
Approval to operate:		
(a) 1 device up to 7 days	\$11.50	\$11.50
(b) Additional device up to 7 days	\$2.30	\$2.30
(c) Each device for 7 day period after first 7 day period	\$1.50	\$1.30
Class 4 Gambling Venue		
Application fee	\$450.00	\$450.00
Any other certificate or amendments		
		\$125.00 per hour

The following risk matrix fees structure was implemented under the Sale and Supply of Alcohol (Fees) Regulations 2013 effective from 18 December 2013.

Sale and Supply of Alcohol

(All charges include GST)		Charges 1 July 2016	Charges 1 July 2017
Alcohol licensing Fees – Set by Statue			
Temporary Authority		\$296.70	\$296.70
Managers Certificate Application		\$316.25	\$316.25
Renewal Managers Certificate		\$316.25	\$316.25
Special Licence	Class 1 (<i>1 large event: more than 3 medium events: more than 12 small events</i>)	\$575.00	\$575.00
	Class 2 (<i>3 to 12 small events: 1 to 3 medium events</i>)	\$207.00	\$207.00
	Class 3 (<i>1 or 2 small events</i>)	\$63.25	\$63.25
On Licence/renewal application	See below for new risk matrix fee structure	See below for new risk matrix fee structure	See below for new risk matrix fee structure
On Licence – BYO endorsed	See below for new risk matrix fee structure	See below for new risk matrix fee structure	See below for new risk matrix fee structure
Off Licence/renewal application	See below for new risk matrix fee structure	See below for new risk matrix fee structure	See below for new risk matrix fee structure
Club Licence/renewal application	See below for new risk matrix fee structure	See below for new risk matrix fee structure	See below for new risk matrix fee structure
Resource Management and Building Certificates required under the Sale and Supply of Alcohol Act 2012		\$270.00	See below for new risk matrix fee structure

Definitions

Type	Class	Description
Restaurants	1	A restaurant that has or applies for an on-licence and has, in the opinion of the Territorial Authority, a significant bar area and operates that bar area at least one night a week in the manner of a tavern
	2	A restaurant that has or applies for an on-licence and has, in the opinion of the Territorial Authority, a separate bar area and does not operate that bar area in the manner of a tavern at any time.
	3	A restaurant that has or applies for an on-licence and, in the opinion of the Territorial Authority, only serves alcohol to the table and does not have a separate bar area.
	BYO	A restaurant for which an on-licence is or will be endorsed under section 37 of the Act.
Clubs	1	A club that has or applies for a club licence and has at least 1,000 members of purchase age and in the opinion of the territorial authority, operates any part of the premises in the nature of a tavern at any time.
	2	A club that has or applies for a club licence and is not a class 1 or class 3 club
	3	A club that has or applies for a club licence and has fewer than 250 members of purchase age and in the opinion of the territorial authority, operates a bar for no more than 40 hours each week.
Remote sales premises		Premises for which an off-licence is or will be endorsed under section 40 of the Act.
Enforcement holding		A holding as defined in section 288 of the Act, or an offence under the Sale of Liquor Act 1989 for which a holding could have been made if the conduct had occurred after 18 December 2013.

Latest alcohol sales time allowed for premises

Type of Premises	Latest trading time allowed (during 24 hour period)	Weighting
Premises for which an on-licence or club-licence is held or sought	2.00 am or earlier	0
	Between 2.01 and 3.00 am	3
	Any time after 3.00 am	5
Premises for which an off-licence is held or sought (other than remote sales)	10.00 pm or earlier	0
	Any time after 10.00 pm	3
Remote sales premises	Not applicable	0
On-licence	Class 1 restaurant, night club, tavern, adult premises	15
	Class 2 restaurant, hotel, function centre	10
	Class 3 restaurant, other premises not otherwise specified	5
	BYO restaurants, theatres, cinemas, winery cellar doors	2

Type of Premises	Latest trading time allowed (during 24 hour period)	Weighting
Off-licence	Supermarket, grocery store, bottle store	15
	Hotel, tavern	10
	Class 1, 2 or 3 club, remote sale premises, premises not otherwise specified	5
	Winery cellar doors	2
Club-licence	Class 1 club	10
	Class 2 club	5
	Class 3 club	2

Number of enforcement holdings in respect of the premises in the last 18 months	Weighting
None	0
One	10
Two or more	20

Fee Categories for premises

A Territorial Authority must assign a fees category to any premises for which an on-licence, off-licence or club licence is held or sought in accordance with the table below except that it may, in its discretion and in response to particular circumstances, assign a fee category to premises that is one level lower but no premises may be assigned a category lower than very low.

The date on which the fees category must be determined is, for the purpose of an application fee, the day on which the application is made or, for the purpose of the annual fee, the day on which the annual fee is payable.

Cost/risk rating	Fees category	Application fee \$ inc GST	Annual fee \$ inc GST
0-2	Very low	\$368.00	\$161.00
3-5	Low	\$609.50	\$391.00
6-15	Medium	\$816.50	\$632.50
16-25	High	\$1,023.50	\$1,035.00
26 plus	Very high	\$1,207.50	\$1,437.50

(All charges include GST)		Charges 1 July 2016	Charges 1 July 2017
Temporary Licence	Fee payable to the territorial authority by a person applying under section 74 of the Act to sell alcohol pursuant to a licence from premises other than the premises to which the licence relates	\$296.70	\$296.70
Permanent Club Charter	Annual fee payable to the territorial authority in which the club's premises are situated by the holder of a permanent club charter as described in section 414 of the Act	\$632.50	\$632.50
Extract from register	Fee payable to a licensing committee under section 66(2) of the Act for an extract from a register	\$57.50	\$57.50
	Fee payable to ARLA under section 65(2) of the Act for an extract from a register	\$57.50	\$57.50
Appeals	Fee payable to ARLA under section 154 of the Act (against a decision of a licensing committee)	\$517.50	\$517.50
	Fee payable to ARLA under section 81 of the Act (against a local alcohol policy)	\$57.50	\$57.50

Resource Management Services

(All charges include GST)

Charges
1 July 2016

Charges
1 July 2017

ALL CHARGES MINIMUM PLUS ACTUAL AND REASONABLE COSTS unless otherwise stated.		
The actual and reasonable costs incurred by the Council will be charged for all applications. Therefore, a charge additional to the minimum charge may be made once the application has been determined. Actual and reasonable costs will also be charged for applications that are withdrawn. Charges are fixed under Section 36(1) of the Resource Management Act and are payable at the time of lodging the application.		
Resource consent applications (see note above)		
Land use applications (non-notified)		
<ul style="list-style-type: none"> Non-notified 	\$950.00	\$975.00
<ul style="list-style-type: none"> Resource consent limited to non-compliance with Zone standards 	\$600.00	\$630.00
Subdivision (non-notified and includes full partitions)		
1 to 2 lots	\$1,500.00	\$1,575.00
3 plus lots	\$1,700.00	\$1,785.00
Boundary adjustment / Full partitions / Cross lease flats plan update (all inclusive)		\$1,000.00
All notified application (includes land use, subdivision and full partitions):		
Notified / Limited notified requiring a hearing (includes private plan change, designation, and heritage order)	\$3,500.00	\$3,700.00
Hapu Partition and occupation orders (assessments)- up to 20 days to process	\$250.00/\$160.00	\$200.00
Additional Urgency Fee (under 5 days to process)	\$125.00	\$160.00
Trimming, disturbance or removal of a Notable tree , when supported by an Arborist's report, for the purpose of maintaining the health of the tree, or for protecting human life and/or property		1 hour free processing time, and then \$125 per hour thereafter (maximum chargeable time = 2 hours)
Trimming, disturbance or removal of a Pohutukawa tree within the Coastal, Coastal Settlement and/or Ōhiwa Harbour Zones, when supported by an Arborist's report, for the purpose of maintaining the health of the Tree, or for protecting human life and/or property (and where the activity is not permitted by the District Plan rules)		1 hour free processing time, and then \$125 per hour thereafter (maximum chargeable time = 2 hours)
Certificates and legal documents		
Section 124 – Renewal of Resource Consent	\$400.00	\$400.00
Section 125 – Lapsing Consent Application	\$250.00	\$250.00
Sections 127 – 132 Change, review or cancellation of consent conditions	\$300.00	
Land use		\$300.00
Sub division		\$375.00
Section 139 – Certificate of Compliance	\$450.00	\$450.00

(All charges include GST)

	Charges 1 July 2016	Charges 1 July 2017
Certificates and legal documents continued...		
Section 176 - Assessment of outline plan	\$550.00	\$550.00
- Outline plan waiver	\$250.00	\$250.00
Section 221 – Preparing consent notice	\$200.00 + legal costs	\$225.00 + legal costs
Section 221 – Change or cancellation of consent notice (221 (5))	\$300.00	\$315.00
Section 223 Survey Plan	\$100.00	\$105.00
Section 224 (c) Certification including compliance with consent	\$420.00	\$420.00
Section 224 (f) Certificate	\$50.00	\$50.00
All other certificates reviewing, preparing, signing including peer review	\$250.00	\$260.00
Resource Management Plans - fixed charge		
<u>District Plan Purchase</u>	\$300.00	\$300.00
Or charged in components		
• Hard copy maps	\$125.00	\$125.00
• Hard copy District Plan	\$175.00	\$175.00
• Disc / USB	\$10.00	\$10.00
Resource Consent Conditions Monitoring - fixed charge		
Monitoring of resource consent conditions per inspection Plus mileage @ 95 cents per kilometre (if appropriate)	\$150.00	\$150.00
Local Government (Section 348)		
Section 348 – Easement approvals and revocation	\$270.00	\$280.00

All fees and charges are based on an estimated time to process applications and monitor. If more time is required, a further \$125 per hour will be invoiced.

Land Information Memorandum (LIM)

The following fees are fixed fees		
Rural or residential LIM	\$330.00	\$335.00
Commercial/industrial LIM	\$600.00	\$630.00
Urgency fee (under 5 days)	\$160.00	\$160.00
Copy of Certificate of Title	\$30.00	\$30.00
	Plus \$5 for additional instruments	Plus \$5 for additional instruments

Building Services

(All charges include GST)

Charges
1 July 2016

Charges
1 July 2017

Project Information Memorandum – PIM		
It is recommended an owner apply for a PIM if they are considering carrying out building work and before lodging a building consent.		
All projects valued under \$50,000	\$130.00	\$130.00
All other projects valued over \$50,000	\$215.00	\$215.00
Building Consents		
Note: Inspections are charged at \$150.00 per inspection plus mileage of 95c/km if appropriate.		
Category 1 Solid fuel burners, demolitions, decks & solar systems etc. (includes 1 inspection).	\$185.00	\$195.00
Category 2 Carport, deck, septic tank /on-site effluent treatment disposal systems in accordance with Bay of Plenty Regional Council requirements (includes 1 inspection).	\$300.00	\$315.00
Category 3 \$5,001 - \$20,000 Building work such as sleep-outs, garages, farm buildings without plumbing and drainage (includes 2 inspections).	\$750.00	\$785.00
Category 4 \$5,001 - \$50,000 Building work such as sleep-outs, additions, garages and farm buildings including plumbing and drainage (includes 5 inspections).	\$850.00	\$895.00
Category 5 \$50,001 - \$100,000 Large additions, alterations to dwellings, alterations to commercial buildings without plumbing and drainage (includes 9 inspections).	\$1,850.00	\$1,950.00
Category 6 \$100,001 - \$300,000 New dwellings, large additions/alterations, commercial buildings with plumbing and drainage (includes 10 inspections).	\$2,360.00	\$2,500.00
Category 7 Over \$300,000 - \$500,000 New dwellings, commercial buildings (includes 12 inspections).	\$3,450.00	\$3,625.00
Category 8 Over \$500,000 New construction dwellings, commercial buildings.	\$4,000 deposit plus actual and reasonable costs	\$4,200.00
BCA Accreditation Levy (per application) Per \$1,000 of work.	\$1.50	\$2.00
Compliance Schedules Applies to new buildings with certain automatic systems that require annual maintenance.	\$215.00	\$220.00
Note: All building consent applications requiring a compliance schedule must include the Compliance Schedule Application. The above fees do not include the costs of checks by structural engineers or the NZ Fire Service.		
Government Levies		
All Works over \$20,000 will incur the following levies (pre \$1,000 after \$20,000)		
BRANZ Levy per \$1,000 of work	\$1.00	\$1.00
Department of Building and Housing (DBH) Levy per \$1,000 of work	\$2.01	\$2.01

(All charges include GST)

	Charges 1 July 2016	Charges 1 July 2017
Following minimum charges plus actual and reasonable costs		
Application for Change of Use of a Building Applies to buildings in relation to fire safety and access for persons with disabilities (includes one inspection). Plus mileage at 95c/km	\$480.00	\$500.00
Amendment to Consent Plans Minor changes Significant changes	\$200.00	\$200.00 \$300.00
All other applications under the Building Act		Actual and reasonable costs, including mileage if appropriate.
Application for Code Compliance Certificate (CCC) (excludes category 1, where CCC is included in the fee)	New	\$175.00
WOF Inspection Existing Compliance Schedules (Auditing)		
Audits	\$150.00	\$150.00
Building WOF Annual renewal Fee	\$45.00	\$50.00
Certificate of Acceptance		
Application for Certificate of Acceptance	\$1,000.00	\$1,000.00
Certificate of Public Use	\$150.00	\$200.00
Mileage	95c/km	95c/km
Inspection Charges		
An inspection charge is levied if an extra inspection is required.	\$150.00	\$150.00
Mileage	95c/km	95c/km
Fencing of Swimming Pools Inspection of pool fence under Building Act, as required by the Building (Pools) Amendment Act 2016 (supersedes the Fencing of Swimming Pools Act 1987). Inspections include an audit every 3 years and any follow-up inspections required to ensure any identified issues are addressed.	\$150.00 per inspection	\$150.00 per inspection
Request for Information - Regular Annual subscription for the regular provision of copies or summaries of building consents, or applications or ancillary information: <ul style="list-style-type: none"> • Request for 1 month • Per year 	\$50.00 \$200.00	\$50.00 \$200.00

Engineering Charges

(All Charges include GST)

	Charges 1 July 2016	Charges 1 July 2017
(a) Road, Street, Footpath and Infrastructure Damage <ul style="list-style-type: none"> • Bond • Inspection Fee 	\$850.00 \$150.00	\$850.00 \$160.00
(b) Water Supply Connection Fee For Ōpōtiki, Ōhiwa, Te Kaha plus actual costs of any additional materials, plant, and labour required.	\$300.00	\$310.00
(c) Sewer Connection Fee For Ōpōtiki plus actual costs of any additional materials, plant, labour required.	\$340.00	\$350.00
(d) Stormwater discharge Fee for discharge to land administered by Council	\$240.00	\$250.00
(e) Vehicle Entrance – Approved Contractor		
Specification	Entrance Description	
R08	1 Lot – Residential	\$3,500.00
	2 Lots – Residential	\$4,000.00
R09	Heavy Industrial Single	\$9,500.00
	Heavy Industrial Double	\$13,500.00
	Light Industrial Single	\$9,000.00
	Light Industrial Double	\$13,000.00
R10	1 Lot – Existing Residential	\$3,500.00
	2 Lots – Existing Residential	\$4,000.00
R28	1 Lot – Rural Vehicle Entrance	\$5,000.00
	2-3 Lots – Rural Vehicle Entrance	\$6,000.00
Inspection fee		\$150.00
Entrance cost refundable if unapproved contractor used and entrance installed to specification.		
(f) Peer Review of engineering specifications	At cost	At cost
Note: Where costs exceed bonds applicants will be required to meet the difference after receiving invoice.		

Community Facilities

CBD and i-SITE Public Toilets Usage

(All charges include GST)

	Charges 1 July 2016	Charges 1 July 2017
i-SITE showers	\$3.00	\$3.00

Hire of Reserve Land

Leases or License for exclusive use of reserve land shall be determined by public tender or valuation. Community groups may be granted preferential exclusive use of reserve land where the reserve meets the group's specific requirements.

Temporary use of Council reserves for a commercial operation charged \$100.00 application fee plus \$50.00 per day. For example circus or similar.

A commercial concession may be granted for a food or beverage stall occupying less than 10 square metres to operate on reserve land - charge \$50 application fee, \$10 per day or \$50 per week.

No charge shall apply for A & P Association use of the Showgrounds for the annual show.

Hire of Sports Pavilions

	Cost / Session 1 July 2016	Cost / Hour 1 July 2016	Cost / Session 1 July 2017	Cost / Hour 1 July 2017
Community Group (Non Profit)	\$40.00	\$15.00	\$40.00	\$15.00
Private (i.e. family function, no entry fee)	\$100.00	\$25.00	\$100.00	\$25.00
Corporate/Commercial Use	\$150.00 + GST	\$50.00 + GST	\$150.00 + GST	\$50.00 + GST
* Session is defined as: 7am – midday, midday – 5pm, 5pm – midnight				
* A refundable bond up to \$500 may be charged.				

Library Fees and Charges

(All Charges include GST)

	Charges 1 July 2016	Charges 1 July 2017
Membership		
Replacement card (lost)	\$2.00	\$2.00
Temporary members and visitors – Deposit	\$50.00	\$50.00
Temporary members and visitors – Refund (on return of library card and all resources borrowed)	\$40.00	\$40.00
Loans		
Rental fees	\$0.00 - \$5.00	\$0.00 - \$5.00
Holds	\$1.00	\$1.00
Fines (per day)	\$0.20	\$0.20
Lost / damaged / unreturned items	Replacement cost	Replacement cost
Interloans U18	Nil	Nil
Interloans (where reciprocal borrowing applies)	\$4.00	\$4.00
Interloans (where reciprocal borrowing does not apply)	\$15.00	\$15.00
Printing and Photocopying		
A4 B&W	\$0.20	\$0.20
A4 Colour	\$1.00	\$1.00
A3 B&W	\$0.40	\$0.40
A3 Colour Sheet	\$2.00	\$2.00
Faxing / Emailing		
New Zealand	\$1.00	\$1.00
Other countries		
Sale of old stock		
	As marked	As marked
APNK Internet Service (Internet access, email, word-processing etc.)		
	Free for 30 minutes use	Free for 30 minutes use

Cemetery Fees and Charges

(All Charges include GST)

		Charges 1 July 2016	Charges 1 July 2017
Cemetery Plots			
Purchase Plot (also reserve plot)	Adult	\$1,315.00	\$1,315.00
	Child	\$630.00	\$630.00
Interment Fee	Adult	\$525.00	\$525.00
	Child	\$235.00	\$235.00
	Stillborn	\$235.00	\$235.00
	Saturday	\$740.00	\$740.00
	Ashes	\$115.00	\$115.00
Ashes – Niche Wall	Adult/Child	\$315.00	\$315.00
Ashes – cremation strip			
• Purchase of Plot	Adult/Child	\$370.00	\$370.00
• Interment fee	Adult/Child	\$125.00	\$125.00
Monument Permit		\$48.00	\$48.00

Water Supply

Bulk Water Take From Hydrants

(All charges include GST)

	Charges 1 July 2016	Charges 1 July 2017
All bulk water supplies using Council's hydrants must comply with Section 11 Tankard Drinking Water compliance criteria of the Drinking Water Standards for New Zealand 2005 (Revised 2008).		
Bulk water cost to fill tankers from hydrants from Ōpōtiki and Te Kaha water supplies	\$6.00 / m ³	\$10.00 / m ³

Water Meter Charges

Any property that is connected to the Ōpōtiki, Te Kaha or Ōhiwa Water supplies, where there is a water meter, the metered volumes of water used shall be charged to the following rates per cubic meter		
Ōpōtiki	57.0 c/m ³	58.0 c/m ³
Te Kaha	\$1.00 /m ³	\$1.02 /m ³
Ōhiwa	\$1.00 /m ³	\$1.02 /m ³

Request Water Meter Reading

Request water meter reading	\$30.00	\$60.00
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Water Testing

This charge covers transport, testing and reporting on private water samples from Ōpōtiki by the laboratory in Whakatāne. Test covers bacterial compliance.	\$55.00	\$60.00
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Land Transport

Temporary Road Closure Fees

(All charges include GST)

	Charges 1 July 2016	Charges 1 July 2017
Processing Fee	\$110.00	\$110.00
+ Advertising Costs If full road closure under Statutory requirements (Road closure), two advertisements are required If temporary road closure under Statutory requirements (Disruption to Traffic), one advertisement is required	\$150-\$200 per advertisement	\$160-\$220 per advertisement

Road Stopping Fees

+ Deposit fee: For contribution to initial evaluation – to accompany application.	\$950.00	\$950.00
+ Additional Fees: The actual and reasonable costs incurred by the Council will be charged for all applications. Therefore, a charge additional to the deposit fee may be made once the application has been determined. Actual and reasonable costs will also be charged for applications that are withdrawn.	Actual and reasonable costs	Actual and reasonable costs

Rapid Number Assessment

Assignment of Rapid Number (excludes number plates)	\$90.00	\$90.00
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Solid Waste

Ōpōtiki District Resource Recovery Centers

(All charges include GST)

Household/ Domestic Waste	Green Waste	% Recyclable				Non Recycled
		100%	75%	50%	25%	
Cars	\$5.00	\$5.00	\$8.00	\$10.00	\$12.00	\$15.00
Ute, station wagon, van, small trailers (up to 1m ³)	\$8.00	\$8.00	\$11.00	\$14.00	\$17.00	\$20.00
Large trailers (1m ³ to 2m ³)	\$16.00	\$16.00	\$22.00	\$28.00	\$34.00	\$40.00
Loads greater than 2m ³ (per cubic metre charge)	\$10.00	\$10.00	\$25.00	\$40.00	\$55.00	\$70.00
Plastic Bags: (each)		Small - Less than 25 Litres \$2.00	Large - Up to 75 Litres \$3.00	Extra Large - over 75 Litres and wheelie bins \$5.00	Wool fadge \$20.00	
Commercial/Industrial/Business Waste						
Depending on ease of handling, price by negotiation, but generally \$70.00 per m ³ . For loads greater than 2m ³ , waste depositors may have to arrange for their own transport to landfill. Note: Council reserves the right to reject any commercial, business or industrial loads.						
Whiteware, TVs, PCs etc.	\$5.00 each					
Car bodies: Empty (no fuel or oil)	\$25.00 (car bodies are only accepted at the Opotiki RRC)					
Gas bottles	Up to 9.00 kg	\$5.00 empty		\$10.00 with gas		
	Over 9.00 kg	\$10.00 empty		\$20.00 with gas		
Tyres		Without rims		With rims		
	Car / Van	\$3.00		\$4.00		
	4x4 Ute or Truck	\$7.50		\$10.00		
	Tractor or Truck	\$11.00		\$15.00		
Waste definitions:						
Household / Domestic Waste	The amount of refuse that would normally be generated from a residential property up to a volume of 2m ³ load.					
Commercial / Industrial / Business Waste	Any load greater than 2m ³ in volume. Any waste generated from commercial, industrial or business activities, inclusive of forestry, orchard, farming and property rental activities.					
Green Waste	Vegetation and garden waste with tree limbs up to a maximum of 100mm in diameter.					
WE DO NOT ACCEPT:						
Ōpōtiki						
* Asbestos * Explosives (including flares and bullets) * Soil * Hypodermic needles * Hot fire place embers * Vegetation other than household garden material and trees.						
Te Kaha and Waihou Bay						
As for Ōpōtiki above and also including :						
* External and internal wall and roof linings * Commercial quantities of timber framing/ building framing and materials * Lawn clippings * Agricultural chemicals and poisons.						
N.B. These additional three categories of materials will be accepted if deposited at Ōpōtiki RRC.						

Other

Copying and Access to Records

(All charges include GST)

	Charges 1 July 2016	Charges 1 July 2017
a) Copying of Information, Photocopying and Printing		
• A4 B/W	\$0.50	\$0.50
• A4 Colour	\$1.50	\$1.50
• A3 B/W	\$1.00	\$1.00
• A3 Colour	\$3.00	\$5.00
• A2 B/W	\$5.00	\$2.00
• A2 Colour	\$15.00	\$10.00
• A1 B/W	\$10.00	\$4.00
b) Published Documents		
Fee fixed per document to include the cost of printing, postage and may include actual and reasonable costs in preparing the document.		
Search Fee (first 30 minutes free)	\$45.00 per hour	\$45.00 per hour

Access to Records & Subdivision Records

All charges minimum plus actual and reasonable costs		
Property file administration – Hard & Digital copies	\$5.00	\$5.00
Hard Copies – per page and size charges, per A4 equivalent	Previously per file charge	.50
Digital Copies – 40% of per hard copy costs, per A4 equivalent	Previously per file charge	.20
NB: Additional actual and reasonable charges, postage & media fees may apply		
YOUR REQUEST WILL GENERALLY BE PROCESSED WITHIN 24 HOURS HOWEVER PLEASE ALLOW BETWEEN 3-5 WORKING DAYS.		

Official Information Requests

Search Fee (first 30 minutes free)	\$45.00 per hour	\$45.00 per hour
Plus photocopying	Refer to charges under copying and access to records	Refer to charges under copying and access to records

