

**Otorohanga District Council
Annual Plan 2020-2021**

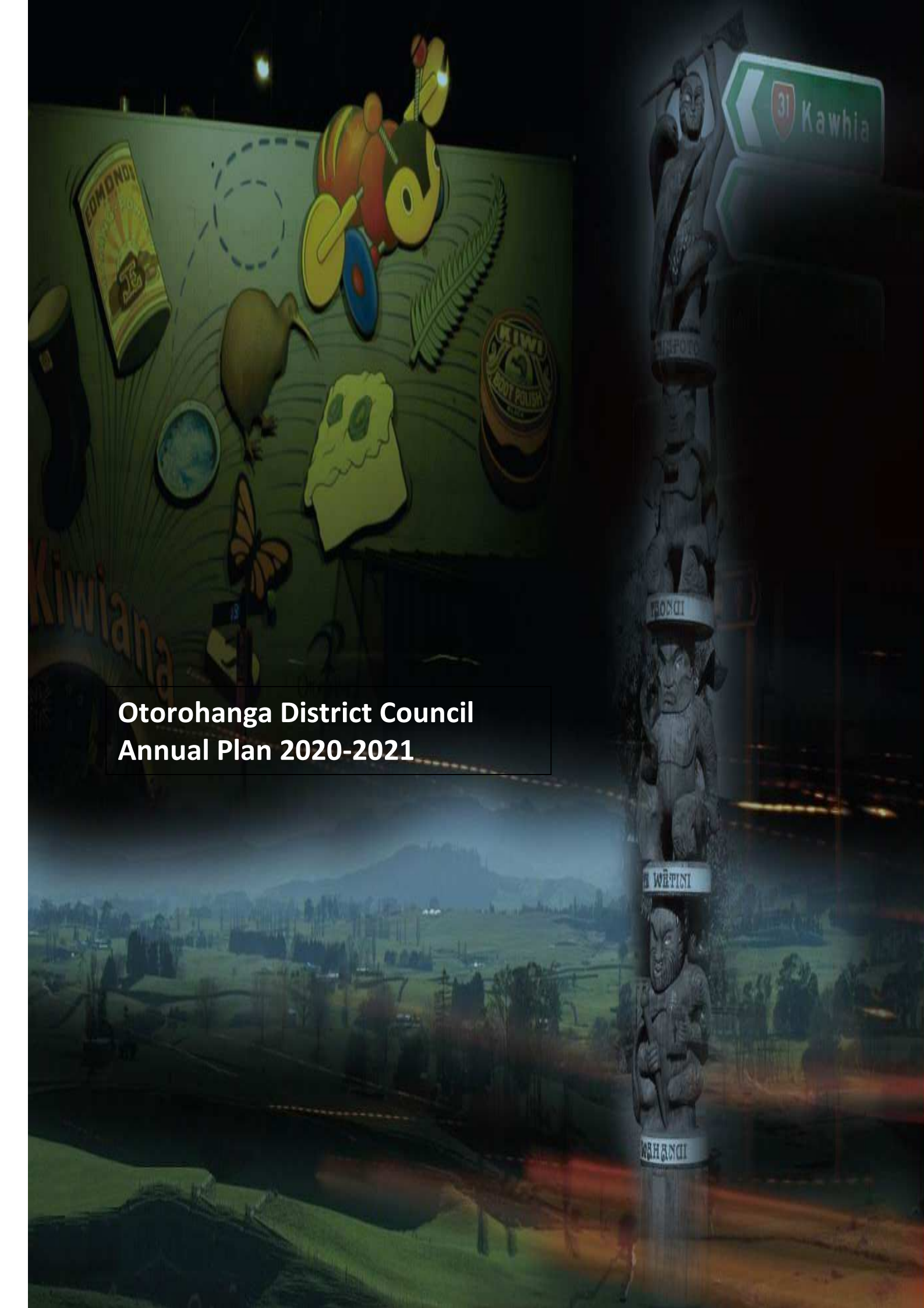


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MISSION STATEMENT

“Otorohanga District Council will strive to be the best rural council in New Zealand, operating proactive policies which promote progress while taking into account social, cultural, economic and environmental needs.”

Comments from the Mayor and Chief Executive

Tēnā koutou katoa

We are pleased to bring you Ōtorohanga District Council's Annual Plan for 2020-21.

The content of this plan largely reflects what is in Year 3 of the 2018-28 Long Term Plan (LTP). Where small adjustments have been made, these can be found in the separate activity sections under the heading "Changes from the 2018-28 Long Term Plan." The changes made were assessed by Council as not being significant enough to warrant a community consultation process this year.

In March 2020 a global pandemic – COVID-19 – put the whole of Aotearoa into full lockdown for seven weeks. This meant only essential Council services were being delivered, and some capital works were deferred. The full impact across the country and in our district is still becoming clear, and in this Annual Plan Council have decided to include a budget of \$500,000 to support community recovery. This is funded from existing Council reserves and does not have a rates impact. The key elements of this support are:

1. Rates Relief Package - for ratepayers who are experiencing financial hardship
2. Economic Stimulus Package - to support district economic recovery

The forecast average rates increases for the 2020-21 year are as follows:

Rural Area	1.00%
Ōtorohanga Community	2.49%
Kāwhia/Aotea Community	1.71%
Overall (District)	1.43%

In June, after two weeks of public consultation, Council made a decision to support the Ōtorohanga Kiwi House development with a \$2m loan. This loan is interest free to the Kiwi House for the first two years which means Council will absorb the \$32,000 p.a interest cost. This will be absorbed into the Treasury Management surplus and will therefore have no impact on rates.

Despite COVID-19, the district is well-positioned as the effects of growth continue to radiate from central Waikato. Resource and building consent applications are tracking well, and we continue to have positive interest in both commercial and residential development.

Overall the financial position of Council remains sound, as we find ways to balance supporting our community to grow while keeping a tight control on the purse strings so that our district is an affordable place to live, work and play.

This is the final year of our current Long Term Plan, and now Council will turn its mind to producing a new Plan for 2021 and beyond. Early engagement will commence in July 2020, and we look forward to buzzing around the district, meeting you all, and hearing what you think we can do to position the district and Council to ensure a bright, prosperous future.

Ngā mihi nui,

Max Baxter
Mayor










Tanya Winter
Chief Executive

Council Activities

This part of the Annual Plan explains how Council's activities will contribute towards the achievement of community outcomes.

Each activity comprises Levels of Service, work programmes and a monitoring framework which the community can use to assess Council's progress. Council communicates its progress against its performance measures once a year in the Annual Report.






This section explains the plans that have been developed for each of Council's significant activities. The activities have been placed into one of the following:

-  Land Transport
-  Water Supply
-  Sewerage Treatment & Disposal
-  Flood Protection and Control Works
-  Stormwater Drainage
-  Community Services
-  Regulatory Services
-  Community Development; or
-  Governance and Leadership

group of activities depending on that activity's major emphasis. Each group of activities is discussed separately.




How this section works

Each activity within the group of activities contains the following information;

-  A description of how the activity contributes to Community Outcomes and Council's role in delivering those outcomes.
-  A list of major capital projects scheduled for the 2020/21 year
-  Explanations of any significant changes from the 2018-28 Long Term Plan
-  A performance monitoring framework, showing target levels of service, performance indicators and a description of how Council will measure performance against those indicators.
-  Cost of Service Statements for the group of activities

Land Transport

What Community Outcome Does Roads and Footpaths Contribute To

Community Outcomes	Roads and Footpaths
 <p>Otorohanga District is a safe place to live</p>	Safe roads and footpaths, as well as adequate street lighting, help to improve the safety of those in and around the community
 <p>Ensure services and facilities meet the needs of the Community</p>	The maintenance and provision of roads and footpaths ensures that the residents are able to move around freely, and access all the services and facilities available.
 <p>Manage the Natural and Physical environment in a sustainable manner</p>	The provision of suitable footpaths enable residents to move freely through the community, without the need to drive short distances. Through efficient and effective design we are able to make roads and footpaths that have minimal impact on the surrounding environment.

Major Projects for 2020/21

- Okupata Road traction sealing.
- Huiputea Drive vertical alignment.
- Unsealed bulk metalling.

Changes from the 2018-28 Long Term Plan

The most significant changes from the long term plan relate to a reduction and reallocation of capital expenditure, and associated decreases in revenue.

This decrease and reallocation relates to moving some projects forward and doing them in years prior to when they were identified in the Long Term Plan.

How We Will Measure Performance

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
The design and maintenance of District roads ensures that they are safe and comfortable to travel on	Reliable roading around the District will ensure that the transportation needs of communities are met. Providing safe vehicular access helps keep our communities safe and also helps provide quality transport networks	The numerical change from the previous finance year (for which all data is available) in the total number of fatalities and serious injuries resulting from road crashes on local roads	0
		The average quality of ride of sealed roads measured by smooth travel exposure (as a percent of travel distance above a NAASRA smoothness value of 150)	97%
		The percentage of the sealed local road network that is resurfaced	6%
		The extent of unsealed road metalling programme that is completed annually	100%
		Percentage of the footpath network which meets or is above the condition rating standard 3 or better (minor cracking)	90%
		Percentage of service requests relating to roads and footpaths responded to within 10 working days	90%




Land Transport Financial Statements

Land Transport - Operating Statement	2019/20 Annual Plan (000's)	2020/21 Long Term Plan (000's)	2020/21 Annual Plan (000's)	variance (000's)
Operating Revenue				
Activity Revenue	4,844	5,011	4,732	279
Targeted Rates	4,754	4,794	4,890	96
Other General Sources	1,038	1,073	1,145	72
<i>Total Operating Revenue</i>	10,635	10,878	10,767	111
Operating Expenditure				
Land Transport	7,862	8,212	8,105	107
Engineering Business Unit	983	1,028	1,105	77
<i>Total Operating Expenditure</i>	8,845	9,240	9,210	30
includes:				
Salaries and Wages	582	606	683	77
Depreciation & Amortisation	3,603	3,772	3,704	68
Interest	123	108	108	-
Operating Surplus (Deficit)	1,790	1,638	1,557	81
Operating Surplus transferred to Reserves; or Operating Deficit funded from Reserves	1,790 -	1,638 -	1,557 -	81 -

Land Transport - Capital and Reserves Funding Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Capital and Reserves Funding Requirements				
Capital Renewals	4,099	4,450	3,786	664
Capital Growth	150	-	-	-
Capital Level of Service	200	16	215	199
Loans Repaid	417	417	417	-
Operating Deficit	-	-	-	-
<i>Total Funding Required</i>	4,866	4,883	4,418	465
Funded by:				
Funding from Non-Cash Expenses	2,351	2,195	2,120	75
Loans Raised	-	-	-	-
Transfer from General and Special Reserves	725	1,050	741	309
Operating Surplus (via reserve)	1,790	1,638	1,557	81
<i>Total Funding Applied</i>	4,866	4,883	4,418	465

Water Supply

What Community Outcome Does Water Supply Contribute To

Community Outcomes	Water Supply	
	Otorohanga District is a safe place to live	The water supply activity providing water that is safe to drink. Alternative sources and interconnectivity of networks support reliance of the system.
	Ensure services and facilities meet the needs of the Community	The water supply activity underpins other facilities and activities by providing safe water for human and animal needs.
	Manage the Natural and Physical environment in a sustainable manner	The water supply activity is a service to the community providing water that is safe to drink and is efficiently delivered to meet customer needs.

Major Projects for 2020/21

- Tihiroa treatment plant upgrade.
- Kawhia clarifier tank.
- Pipe line renewals in Tihiroa and Otorohanga
- Building renewals at Otorohanga Treatment Plant.

Changes from the 2018-28 Long Term Plan

The most significant change relates to an increase in capital expenditure. This relates to planned work at the Tihiroa Water Treatment Plant as well as the pipe line renewals and the replacement of the Kawhia clarifier tank.

Water Supply Level of Service Targets

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
The water provided is safe to drink	Providing continuous, efficient, quality water supply to communities ensures the health of consumers	Drinking water supplies comply with Part 4 of the drinking-water standards (bacteria compliance criteria)	Complies
		As measured by bacterial water sample results	
		Otorohanga	Complies
		Kawhia	Complies
The water provided is safe to drink	Providing continuous, efficient, quality water supply to communities ensures the health of consumers	Drinking water supplies comply with Part 5 of the drinking-water standards (protozoal compliance criteria)	Complies
		As measured by bacterial water sample results	
		Otorohanga	Complies
		Kawhia	Complies
The water provided is safe to drink	Providing continuous, efficient, quality water supply to communities ensures the health of consumers	Percentage of real water loss from the networked reticulation system	30%
		Otorohanga	30%
The water provided is safe to drink	Providing continuous, efficient, quality water supply to communities ensures the health of consumers	Kawhia	30%
		Median response time to: Urgent call-outs	<3hr 35mins

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
The Council provides reliable drinking water supplies		Non-urgent call-outs	<25hrs
		Median resolution times for:	
		Urgent call-outs	<18hrs
		Non-urgent call-outs	<31hrs
		Number of complaints, per 1000 connections, relating to water clarity, water taste, water odour, water pressure or flow, continuity of supply and Council's responses to those issues.	<5 complaints
		Average consumption of drinking water per day per resident within the Otorohanga District	300L per person per day




Water Supply Financial Statements

Water Supply - Operating Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Operating Revenue				
Activity Revenue	20	21	4	17
Targeted Rates	1,664	1,882	1,774	108
General Rates	38	34	38	4
Other General Sources	451	454	466	12
<i>Total Operating Revenue</i>	2,173	2,391	2,282	109
Operating Expenditure				
Arohena Water Supply	261	285	288	3
Ranginui Water Supply	67	78	69	9
Tihiroa Water Supply	252	291	243	48
Waipa Water Supply	95	104	96	8
Otorohanga Water Supply	438	481	458	23
Otorohanga Water Treatment Plant	460	501	468	33
Otorohanga Water Loan	29	29	26	3
Kawhia Water Supply	200	256	207	49
Water Services	483	486	507	21
<i>Total Operating Expenditure</i>	2,285	2,511	2,362	149
includes:				
Salaries and Wages	263	268	271	3
Depreciation & Amortisation	479	664	454	210
Interest	45	53	59	6
Operating Surplus (Deficit)	- 112	- 120	- 80	40
Operating Surplus transferred to Reserves; or	-	-	-	-
Operating Deficit funded from Reserves	- 112	- 120	- 80	40

Water Supply - Capital and Reserves Funding Statement				
	2019/20	2020/21	2020/21	
	Annual Plan	Long Term Plan	Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Capital and Reserves Funding Requirements				
Capital Renewals	698	798	1,074	- 276
Capital Level of Service	10	213	398	- 185
Loans Repaid	100	106	115	- 9
Operating Deficit	112	120	80	40
<i>Total Funding Required</i>	920	1,237	1,667	- 430
Funded by:				
Funding from Non-Cash Expenses	516	479	435	44
Loans Raised	271	612	1,077	- 465
Transfer from General and Special Reserves	133	146	155	- 9
Capital Income	-	-	-	-
Operating Surplus (via reserve)	-	-	-	-
<i>Total Funding Applied</i>	920	1,237	1,667	- 430

Sewerage Treatment and Disposal

How Does Sewerage Treatment and Disposal Contribute To Community Outcomes?

Community Outcomes	Contribution
 <p>Otorohanga District is a safe place to live</p>	Efficient wastewater management is most important for maintaining a healthy community.
 <p>Ensure services and facilities meet the needs of the Community</p>	Efficient wastewater management is an important essential service which determines enjoyment if property and quality of life.
 <p>Manage the Natural and Physical environment in a sustainable manner</p>	The need to treat wastewater to required standards is most important to avoid harm to the environment.

Major Projects for 2020/21

- Sewer main replacement.
- Coagulation trial and AMD treatment
- Chainlink fence installation at treatment ponds.

Changes from the 2018-28 Long Term Plan

The most significant change from the long term plan relates to an increase in capital expenditure. This relates to the construction of a fence around the treatment ponds and the coagulation trial and AMD treatment.

Sewerage Treatment and Disposal Levels of Service

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
The Council provides wastewater services that effectively collect and dispose of wastewater	Ensure that the needs of local and visitor communities are met. Contributes to the public health of the community	Number of dry weather sewerage overflows from the territorial authority's sewerage system, expressed per 1000 sewerage connections.	0 overflows
Wastewater disposal as provided by the Council does not create any smells, spills or health issues and causes minimal impact on the natural environment	Ensures that the natural and physical environment is not seriously affected by wastewater services.	Compliance with the resource consents for discharge from the sewerage system measured by the number of: Abatement notices; Infringement notices; Enforcement orders; and Convictions, received by the territorial authority in relation to those resource consents.	0 compliance issues
		Median response times for attending to sewerage overflows resulting from a blockage or other fault in the sewerage system; measured:	

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
		<p>Attendance time: from the time of notification to the time service personnel reach the site.</p> <p>Resolution time: from the time of notification to the time service personnel confirm resolution of the blockage or fault.</p>	<p><0hrs 50mins</p> <p><32hrs 0mins</p>
		<p>Total number of complaints received by the territorial authority about any of the following:</p> <p>Sewage odour;</p> <p>Sewerage system faults;</p> <p>Sewerage system blockages; and</p> <p>Response to issues with the sewerage system, expressed per 1000 connections to the sewerage system.</p>	<p><12</p> <p><5</p> <p><12</p> <p><10</p>



Sewerage Treatment & Disposal Financial Statements

Sewerage Treatment and Disposal - Operating Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Operating Revenue				
Activity Revenue	62	65	62	3
Targeted Rates	530	557	492	65
General Rates	25	26	23	3
Other General Sources	- 1	-	4	- 4
<i>Total Operating Revenue</i>	616	648	581	67
Operating Expenditure				
Otorohanga Sewerage	665	595	638	- 43
Otorohanga Sewerage Loan	62	54	79	- 25
<i>Total Operating Expenditure</i>	727	649	717	- 68
includes:				
Salaries and Wages	-	-	-	-
Depreciation & Amortisation	274	264	267	- 3
Interest	60	52	76	- 24
Operating Surplus (Deficit)	- 111	- 1	- 136	135
Operating Surplus transferred to Reserves; or	-	-	-	-
Operating Deficit funded from Reserves	- 111	- 1	- 136	135

Sewerage Treatment and Disposal - Capital and Reserves Funding Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Capital and Reserves Funding Requirements				
Capital Renewals	589	208	697	- 489
Loans Repaid	130	131	162	- 31
Operating Deficit	111	1	136	- 135
<i>Total Funding Required</i>	830	340	995	- 655
Funded by:				
Funding from Non-Cash Expenses	286	340	262	78
Loans Raised	502	-	596	- 596
Transfer from General and Special Reserves	42	-	137	- 137
Operating Surplus (via reserve)	-	-	-	-
<i>Total Funding Applied</i>	830	340	995	- 655

Flood Protection and Control Works

How Does Flood Protection and Control Works Contribute To Community Outcomes?

Community Outcomes	Contribution
 <p>Otorohanga District is a safe place to live</p>	By providing these flood protection works we provide safety from most flooding events.
 <p>Ensure services and facilities meet the needs of the Community</p>	These flood protection works enable the district to grow, with businesses and residents being confident that widespread flooding will be limited in most events.

Major Projects for 2020/21

- Relining discharge pipe at Huiputea Flood Station.

Changes from the 2018-28 Long Term Plan

The main significant change from the 2018-28 Long Term Plan is the increased capital expenditure for relining the discharge pipe at Huiputea Flood Station.

Flood Protection and Control Works Levels of Service

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
Retention of assets in substantially the same form as when they were initially constructed	Effective maintenance of flood protection systems will ensure that communities are safe and healthy and ensure that efficient and effective water services are provided, to meet both current and future demands	Quantitative assessment of condition and serviceability of flood protection assets based on an annual inspection conducted by Council staff and elected members, as well as monthly maintenance checks by water services staff	>80% against quantifiable standardised assessment criteria as set by Regional Council.



Flood Protection and Control Works Financial Statements

Flood Protection and Control Works - Operating Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Operating Revenue				
Activity Revenue	130	154	138	16
Targeted Rates	22	24	23	1
General Rates	7	11	2	9
Other General Sources	2	7	6	1
<i>Total Operating Revenue</i>	161	196	169	27
Operating Expenditure				
Land Drainage	5	9	-	9
Otorohanga Flood Protection	130	154	138	16
Aotea Seawall Protection	15	16	16	-
Aotea Seawall Loan	2	2	2	-
<i>Total Operating Expenditure</i>	152	181	156	25
includes:				
Salaries and Wages	-	-	-	-
Depreciation & Amortisation	27	38	30	8
Interest	6	5	5	-
Operating Surplus (Deficit)	9	15	13	2
Operating Surplus transferred to Reserves; or	9	15	13	2
Operating Deficit funded from Reserves	-	-	-	-

Flood Protection and Control Works - Capital and Reserves Funding Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Capital and Reserves Funding Requirements				
Capital Renewals	61	22	241	219
Loans Repaid	14	14	14	-
Operating Deficit	-	-	-	-
<i>Total Funding Required</i>	75	36	255	219
Funded by:				
Funding from Non-Cash Expenses	47	29	28	1
Loans Raised	-	-	220	220
Transfer from General and Special Reserves	19	8	6	2
Operating Surplus (via reserve)	9	15	13	2
<i>Total Funding Applied</i>	75	36	255	219

Stormwater Drainage

How Does Stormwater Drainage Contribute To Community Outcomes?

Community Outcomes	Contribution	
	Ensure services and facilities meet the needs of the Community	Efficient stormwater management is an important essential service which determines enjoyment of property.
	Manage the Natural and Physical environment in a sustainable manner	Ponding has the potential of damaging the environment.

Major Projects for 2020/21

- No major capital projects in the 2020/21 year.

Changes from the 2018-28 Long Term Plan

The main significant change from the 2018-28 Long Term Plan is the inclusion of \$50,000 for development renewals.

Stormwater Drainage Levels of Service

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
Council stormwater systems are well operated and maintained	Sound planning of appropriate stormwater systems will ensure that communities are safe and healthy and ensure that efficient and effective water services are provided, to meet both current and future demands.	Number of flooding events that occur in the district	0 flooding events
		For each flooding event, the number of habitable floors affected (expressed per 1000 properties connected to the Stormwater system)	0 habitable floors
		Compliance with resource consents for discharge from the Stormwater system, measured by the number of: Abatement notices; and Infringement notices; and Enforcement notices; and Successful prosecutions, received in relation to the resource consents	0 0 0 0
		The median response time to attend a flooding event measured from the time we receive the notification to the time service personnel reach the site	<4hr 30mins
		Number of complaints received about the performance of the Stormwater system, expressed per 1000 properties connected to the Stormwater system.	2 complaints




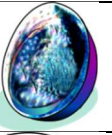

Stormwater Drainage Financial Statements

Stormwater Drainage - Operating Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Operating Revenue				
Activity Revenue	10	10	10	-
General Rates	184	187	207	- 20
Other General Sources	-	-	-	-
<i>Total Operating Revenue</i>	194	197	217	- 20
Operating Expenditure				
Otorohanga Stormwater	155	156	175	- 19
Kawhia Stormwater	39	41	41	-
<i>Total Operating Expenditure</i>	194	197	216	- 19
includes:				
Salaries and Wages	-	-	-	-
Depreciation & Amortisation	93	105	98	7
Interest	26	19	24	- 5
Operating Surplus (Deficit)	-	-	1	- 1
Operating Surplus transferred to Reserves; or	-	-	1	- 1
Operating Deficit funded from Reserves	-	-	-	-

Stormwater Drainage - Capital and Reserves Funding Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Capital and Reserves Funding Requirements				
Capital Renewals	6	22	71	- 49
Loans Repaid	59	55	62	- 7
Operating Deficit	-	-	-	-
<i>Total Funding Required</i>	65	77	133	- 56
Funded by:				
Funding from Non-Cash Expenses	65	77	95	- 18
Loans Raised	-	-	37	- 37
Transfer from General and Special Reserves	-	-	-	-
Operating Surplus (via reserve)	-	-	1	- 1
<i>Total Funding Applied</i>	65	77	133	- 56

Community Services

What Community Outcome Does Community Services Contribute To

	Community Outcomes	Contribution
	Otorohanga District is a safe place to live	By providing a security patrol service in the Otorohanga township, as well as safe and enjoyable recreational facilities, Council is able to ensure residents feel safe in the district. Good quality housing for the elderly ensures that the older generations are also looked after in the community.
	Ensure services and facilities meet the needs of the Community	Surveys of residents have shown that residents value the facilities provided by the community services group of activities.
	Manage the Natural and Physical environment in a sustainable manner	Solid waste management ensures that the natural and physical environment is maintained, by ensuring that all waste is adequately and correctly disposed of or recycled where appropriate.
	Protect the special character of our harbours and their catchments	Kawhia Harbour services ensure that the Kawhia and Aotea harbours are accessible for all residents of the district.
	Provide for the unique history and culture of the District	By providing cemeteries and memorial parks such as the WWI and WWII parks in Otorohanga, we are able to retain a link to the history of the residents of the district.

Major Projects for 2020/21

- Repairs to the outdoor swimming pool in Otorohanga.
- Sundry reserve improvements
- Upgrade of Otorohanga recycling centre and shop
- Install heating in Otorohanga and Kawhia Pensioner Housing.

Changes from the 2018-28 Long Term Plan

Repairs to the outdoor swimming pool and the installation of the heating in the Pensioner Housing are new capital items that were not in the 2018-28 Long Term Plan.

Additional reserve improvements have been identified, including piping some open drains and these have been included. These were also not included in the 2018-28 Long Term Plan.

Community Services Level of Service Targets

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
Parks and Reserves (including public conveniences)			
Providing Council parks and reserves that enhance our communities quality of life	Parks and reserves provide for a number of things – a sense of place, active recreation spaces and opportunities for communities to interact – all contributing to our community outcomes	Paths and tracks comply with relevant standards ¹	50% compliance
		Playground equipment comply with relevant standards ²	45% compliance
		Park furniture meets safety and maintenance criteria	80% meet safety criteria
Public Toilets as provided by Council are maintained in good condition	Having safe and clean toilets helps achieve safe and healthy communities	Number of complaints received about public conveniences recorded in the service request system	<12 complaints
Library			
Relevance of library services to the community is measured by: <ul style="list-style-type: none"> Material issued <ul style="list-style-type: none"> Physical items E-books Digital materials Physical visits Website visits Computer sessions 	Healthy, cohesive, and informed communities have access to a wide range of current library materials, in a variety of formats. People in the community have access to public spaces offering programmes and activities which contribute to local identity, lifelong learning and recreation.	Statistical data is maintained to record material issued	2% increase in materials issued per year (print and e-issues)
		Library visits per capita per year	2% increase in visitor numbers per year
		Numbers participating in library programmes and activities for the year	2% increase in numbers participating in library programmes and activities for the year
Currency of physical book stock is maintained		Book stock has an average publication date of 10 years or less	>75% have publication date less than 10 years
Housing for the Elderly			
Provide Housing for the Elderly that is fully utilised	This service ensures Otorohanga District has housing that satisfies the needs of the community and is seen to be an ideal place for retirement	Percentage of the year units are occupied	>95% occupied

¹ New Zealand Standards NZS 8630 sets out legislation and best practice for outdoor tracks and structures

² New Zealand Standards NZS 5828 sets out legislation and best practice for playground equipment and surfacing

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
Good standards of maintenance and accommodation are maintained by Council		Maintenance items identified during annual inspections remedied to residents satisfaction, as measured by annual survey	>95% satisfaction
Other Property			
Ensure that all buildings and structures are maintained in a sound, sanitary and safe condition	Having safe buildings that are maintained in a sound, sanitary and safe condition – ensures our communities are safe	Building maintenance is regularly assessed and carried out	Urgent maintenance carried out within 5 working days
Ensure that all buildings with a Compliance Schedule meet the requirements of the Building Act		All applicable buildings have a current Building Warrant of Fitness (BWOFF) ³	Current BWOFF in place
Swimming Pool			
Provision of a clean, safe, public swimming pool that can be accessed by the District	Ensuring that the public's access to a safe public swimming facility helps create safe communities and a range of recreational facilities	The water quality of the pools meets acceptable standards ⁴ for the safety and health of users	Daily testing meets acceptable standards 85% of each month
Cemeteries			
The Cemeteries are well maintained and developed for future use	Well maintained and conveniently located cemeteries will be provided and planned for ahead of growth and development, ensuring these needs are met in the future	Number of complaints received regarding maintenance of the cemeteries	Less than 10 complaints
Information about cemeteries and internments are readily available	Providing information about internments at the cemeteries provides a link to the history of the District	Number of page views of cemetery information on Council website	>4000 page views
Solid Waste			
Refuse and recycling collection services are provided and recycling actively promoted	Councils planning for the future of the District will consider growth and development in its waste management strategies, and will involve recycling as a key aspect for communities – engraining	Increase in recycling volumes over previous year	1% increase

³ Buildings are Otorohanga Council Building, Swimming Pools, Kawhia Community Hall, Otorohanga Public Library.

⁴ Acceptable standards as defined in the contract including NZS 5826

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
	the importance of the character and natural values of our District	Complaints received from people whose rubbish was not collected during kerbside collection as recorded in the service request system	<10 complaints
The closed landfills the Council is responsible for meet environmental compliance		Extent of compliance with associated Resource Consent conditions for the closed landfills in Otorohanga and Kawhia	Full Compliance
Provide a roadside litter collection service throughout the rural area	This service ensures that Otorohanga's clean green image is maintained and the rural environment is not a dumping ground	Number of complaints received regarding roadside litter	<12 complaints
Sport Waikato			
Delivery of sport and leisure activities as per agreement between Sport Waikato and Otorohanga District Council	The Council supports the development of communities by providing funding to agencies where it sees that such funding will positively support and make our communities more healthy and active	100% compliance with agreement monitored through quarterly reports to Council	100% Compliance




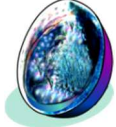

Community Services Financial Statements

Community Services - Operating Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Operating Revenue				
Activity Revenue	476	504	477	27
Targeted Rates	381	374	379	5
Development Contributions	10	10	10	-
General Rates	2,014	2,104	2,211	107
Other General Sources	5	5	6	1
<i>Total Operating Revenue</i>	<i>2,885</i>	<i>2,997</i>	<i>3,083</i>	<i>86</i>
Operating Expenditure				
Parks & Reserves	782	825	814	11
Public Conveniences	157	146	169	23
Library	364	371	368	3
Swimming Pools	380	384	408	24
Pensioner Housing	179	208	176	32
Halls	68	77	68	9
Kawhia Harbour Services	57	60	57	3
Cemeteries	91	99	113	14
Other Council Property	180	215	187	28
Solid Waste Management	429	447	453	6
Security Patrol	128	102	114	12
Sport Waikato	56	54	57	3
<i>Total Operating Expenditure</i>	<i>2,871</i>	<i>2,988</i>	<i>2,984</i>	<i>4</i>
includes:				
Salaries and Wages	213	214	212	2
Depreciation & Amortisation	409	517	388	129
Interest	26	23	25	2
Operating Surplus (Deficit)	14	9	99	90
Operating Surplus transferred to Reserves; or Operating Deficit funded from Reserves	14 -	9 -	99 -	90 -

Community Services - Capital and Reserves Funding Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Capital and Reserves Funding Requirements				
Capital Renewals	363	190	312	122
Capital Growth	-	36	50	14
Capital Level of Service	104	43	126	83
Loans Repaid	83	83	90	7
Operating Deficit	-	-	-	-
<i>Total Funding Required</i>	<i>550</i>	<i>352</i>	<i>578</i>	<i>226</i>
Funded by:				
Funding from Non-Cash Expenses	376	261	344	83
Loans Raised	-	-	10	10
Transfer from General and Special Reserves	160	82	125	43
Capital Income	-	-	-	-
Operating Surplus (via reserve)	14	9	99	90
<i>Total Funding Applied</i>	<i>550</i>	<i>352</i>	<i>578</i>	<i>226</i>

Regulatory Services

How Does Regulatory Services Contribute To Community Outcomes?

Community Outcomes	Contribution
 <p>Otorohanga District is a safe place to live</p>	The group of activities involves service delivery which contribute strongly to personal and property safety.
 <p>Ensure services and facilities meet the needs of the Community</p>	The group of activities involves service delivery which determines quality of life, enjoyment of property.
 <p>Manage the Natural and Physical environment in a sustainable manner</p>	The emphasis of this group of activities is strongly on sustainability with the focus both on people and the environment.
 <p>Protect the special character of our harbours and their catchments</p>	The emphasis of this group of activities is strongly on sustainability with the focus both on people and the environment.
 <p>Recognise the importance of the District's rural character</p>	The emphasis of this group of activities is strongly on sustainability with the focus both on people and the environment.

Major Projects for 2020/21

- No major capital projects in 2020/21.

Changes from the 2018-28 Long Term Plan

There have been increases in the costs of the Environmental Health, Building Control and Environmental Services Manager functions. The building control increase relates to increased staff training requirements arising from central government legislation.

The environmental health increase relates to increased costs of meeting the requirements of the various legislation covered by these acts, including increased resource requirements.

The environmental services manager increase relates to addition staffing resources, including moving the economic and community manager from the Governance and Leadership group of activities.

Regulatory Services Level of Service Targets

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
Building Control			
The Council processes, inspects and certifies work in Otorohanga District	The Council remains a Building Consent Authority to help ensure buildings are safe	Otorohanga District Council maintains its processes so that it	Not measured

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
		meets BCA accreditation every two years	
	The Fencing of Swimming Pools Act is enforced	Annual recorded pool inspections of the properties listed on the Swimming Pool Register	>33% of pools on register
Building consent applications are processed within 20 working days as required by Sec 48 of the Building Act 2004	Council certifies all consented building work complies with the building code – ensuring our communities are safe	Percentage of consents processed within 20 working days	100%
Planning and Development			
All resource consent decisions will be notified within the time limits of Sec 115 of the Resource Management Act 1991	Efficiently processing resource consent applications enables the Council to regulate land-use activities consistently with its District Plan (Landuse regulations), demonstrating that the Council values the natural environment	The time to process non-notified land use and subdivision consents will be no more than 20 working days	100%
Good advice will be delivered to help people understand the District Plan rules	Good advice from the Council, in accordance with the District Plan, will contribute to ensuring that growth and development is managed appropriately and that the natural environment of the District is treated respectfully	Current and consistent information available to the public	Updated information available on Council website
Civil Defence			
People are prepared for a civil defence emergency	This service means the Council has a direct role in ensuring communities are prepared for emergencies	Formal training exercises are conducted each year	2 formal training exercises
		The Civil Defence action team comprising key staff will meet at least once between formal exercises to ensure preparedness and training schedules are maintained	Once between exercises
Dog Control			
Dogs roaming outside property boundaries and on public reserves will be		Percentage of registered dogs impounded	<5%

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
impounded. The dog control officer responds to public complaints about roaming dogs and uplifts and impounds dogs found wandering the streets. Regular patrols are carried out in urban areas	Through this service, the public feel safe from roaming dogs	Complaints about roaming dogs that are responded to	100%
Stock Ranging and Impounding			
Wandering animals are removed from roadways, public places and private property.	Public safety is enhanced because wandering animals are removed from roads and public places.	Calls about stock wandering on roads are actioned immediately. Response time depends on location of stock and travelling times	100%
Environmental Health			
Any cases of communicable disease identified is investigated	The cause of communicable disease is identified and further transmission of the infection is avoided	All communicable disease reports received from the District Health Board are investigating within 10 working days. The result of the investigation is reported back to the Medical Officer of Health no later than 14 working days from receiving the report.	100%
Premises are inspected to ensure they are producing safe food	Having healthy food services, helps achieve safe communities	All premises in which food is sold or processed meet the licencing requirements of the Food Act 2012.	100%
		All licenced premises receive at least one annual inspection. All inspections recorded in the Magiq database.	1 annual inspection per licenced premise
The sale and supply of liquor is controlled to prevent bad behaviour	The Council will help to achieve safe and healthy communities through preventing bad behaviour as a result of liquor supply	A liquor licence is held in respect of all premises at which liquor is sold or supplied, and every premise licensed for the sale or supply of liquor is managed by an appropriately qualified person	100%



Regulatory Services Cost of Service Statements

Regulatory Services - Operating Statement				
	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Operating Revenue				
Activity Revenue	793	824	711	113
General Rates	975	847	1,226	379
Other General Sources	257	268	257	11
Total Operating Revenue	2,025	1,939	2,194	255
Operating Expenditure				
Building Control	817	728	765	37
Planning & Development	290	300	299	1
Civil Defence	122	124	147	23
Dog Control	177	183	196	13
Stock Ranging	21	22	24	2
Environmental Health	172	136	175	39
Rural Fire	-	-	-	-
Environmental Services Manager	411	429	587	158
Total Operating Expenditure	2,010	1,922	2,193	271
includes:				
Salaries and Wages	816	759	942	183
Depreciation & Amortisation	1	1	1	-
Interest	-	1	-	1
Operating Surplus (Deficit)	15	17	1	16
Operating Surplus transferred to Reserves; or	15	17	1	16
Operating Deficit funded from Reserves	-	-	-	-

Regulatory Services - Capital and Reserves Funding Statement				
	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Capital and Reserves Funding Requirements				
Capital Renewals	-	-	-	-
Capital Level of Service	2	2	4	2
Loans Repaid	-	2	-	2
Operating Deficit	-	-	-	-
Total Funding Required	2	4	4	-
Funded by:				
Funding from Non-Cash Expenses	-	2	1	1
Loans Raised	-	-	-	-
Transfer from General and Special Reserves	- 13	- 15	2	17
Operating Surplus (via reserve)	15	17	1	16
Total Funding Applied	2	4	4	-

Community Development

How Does Community Development Contribute To Council's Outcomes?

Community Outcomes	Contribution
 <p>Provide for the unique history and culture of the district</p>	Through promotion of the district we are able to promote the history of the district, and the unique culture of the district
 <p>Promote the local economy and opportunities for sustainable economic development</p>	District promotion enables us to attempt to attract business and residents to the area, with the property development providing opportunities for those people coming in

Major Projects for 2020/21

- No major capital projects in 2020/21.

Changes from the 2018-28 Long Term Plan

The major change is the removal of the sales of properties associated with the development proposed in previous years.

Community Development Level of Service Targets

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
Property Development			
That identified opportunities to address significant perceived shortages in the availability of particular types of property in the District are pursued.	Contributes towards a vibrant community with available property	Undertaking a development	8 lots sold
District Promotion			
District is effectively promoted as a place to visit or live in	Promoting Tourism and higher tourist spending will contribute to a stronger district economy	Otorohanga District Development Board provides quarterly reports to Council	6 monthly reports received
Tourism activity in District is supported		Tourism Waikato provides 6 monthly reports to Council.	6 monthly reports received





Community Development Financial Statements

Community Development - Operating Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Operating Revenue				
Activity Revenue		-	-	-
General Rates	422	355	392	37
Other General Sources	-	1	-	1
Total Operating Revenue	422	356	392	36
Operating Expenditure				
Property Development	228	133	-	133
District Economic Development	422	355	392	37
Total Operating Expenditure	650	488	392	96
includes:				
Salaries and Wages	-	-	-	-
Depreciation & Amortisation	-	-	-	-
Interest	140	66	-	66
Operating Surplus (Deficit)	- 228	- 132	-	132
Operating Surplus transferred to Reserves; or Operating Deficit funded from Reserves	- 228	- 132	-	132

Community Development - Capital and Reserves Funding Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Capital and Reserves Funding Requirements				
Capital Renewals		-	-	-
Capital Level of Service	4,000	-	-	-
Loans Repaid	1,090	872	-	872
Operating Deficit	228	132	-	132
Total Funding Required	5,318	1,004	-	1,004
Funded by:				
Loans Raised	4,000	-	-	-
Transfer from General and Special Reserves	21	33	-	33
Capital Income	1,297	1,037	-	1,037
Operating Surplus (via reserve)		-	-	-
Total Funding Applied	5,318	1,004	-	1,004

Governance and Leadership

How Does Governance and Leadership Contribute To Community Outcomes?

Community Outcomes	Contribution
 <p>Otorohanga District is a safe place to live</p>	A well-functioning council ensures that all activities function well.
 <p>Ensure services and facilities meet the needs of the Community</p>	One of the focus areas for Council in its consultation with external service providers is the need to keep services to a high standard, accessible and affordable to the community.
 <p>Promote the local economy and opportunities for sustainable economic development</p>	Without confidence in the leadership of Council, an economy is unlikely to grow. Services like health, education and safety are all most important for growth, and Council plays an important facilitation and leadership role in ensuring the best and most appropriate services are provided to the district.
 <p>Foster an involved and engaged community</p>	Preparation of reports and plans provide an opportunity for the residents of the district to be involved.

Major Projects for 2020/21

- Sundry computer hardware and software renewals.
- Renewals of vehicle fleet where due for renewal.
- Scanning old engineering plans to produce digital copies for storage
- Fire system in Council building report and new system.

Changes from the 2018-28 Long Term Plan

A significant change from the Long Term Plan relates to inclusion of budget within the Corporate Planning function to enable additional work towards the next Long Term Plan review, including increased community consultation.

An amount of \$500,000 has been put aside for COVID-19 economic recovery requirements as may be needed. This is funded from existing Council reserves and does not have a rates impact.

Additional costs in democratic process relate to the move to a pool for paying Councillors as determined by the Remuneration Authority.

Governance and Leadership Level of Service Targets

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
Democracy			
Communicate and consult with the community on key issues	An active supportive community is achieved through the Council providing opportunities for residents and ratepayers to contribute to decision-making processes by providing their community views	Minimum % of Council business conducted in open meeting	>90%
		Number of complaints upheld against the election process	N/A
		Agenda's for meetings (other than extraordinary meetings) of council and	All agendas are publically available two clear working

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
		its committees are publically available (either via the internet or in Council service centres)	days before each meeting
Council Support			
Management and provision of Creative Communities and SPARC funding schemes	The Council supports the development of communities by providing funding to agencies where it sees that such funding will positively support and make our communities more healthy, active and creative	Distribution of funds to Creative Communities and SPARC funding schemes on application from qualifying organisations	> 85% allocated
Management and provision of Otorohanga District Council community funding	The Council supports the development of communities by providing funding to agencies where it sees that such funding will positively support and make our communities more healthy, active and creative and also support the vulnerable and those at risk	Provision of Otorohanga District Council General Grants and ongoing Grants within budget allocations	Within annual budget allocation
Corporate Planning			
Meet Local Government Act 2002 statutory planning and reporting requirements	By achieving statutory planning and reporting requirements a high standard of accountability is demonstrated to the community	The Long Term Plan is completed within the statutory timeframe	Adopted before 30 June
		The Annual Plan will be adopted before 30 June annually	Not applicable
		The Annual Report will include an unqualified opinion	Achieved
Existing levels of service as identified in Councils triennial survey meets the needs of the community	Having plans in place to ensure growth and change is managed will help ensure our community's vision will happen	A triennial Levels of Service Survey to all affected ratepayers	2020 survey, target 50% response
Policy Development			
Ensure major decisions are made in a democratically accountable way	Ensures Council's decision making processes involves and engages the community	100% of all significant decisions are made subject to respective consultative procedures that meet the requirements of the Local Government Act 2002 and/or Resource Management Act 1991	100%
	Ensures transparency in policy development to provide better	Key draft policy documents subject to	100% are available by the date of

Level of Service	How it contributes to our community outcomes	How we measure our performance	2020/21 Performance Target
Policy development is visible and accountable	information supporting community involvement and awareness	consultation are available on Council's website	public notification of the policy/planning document
		Meetings and statutory hearing are conducted in accordance with all relevant legislation	100% compliance
Provide location legislation	Put in place management controls that address issues and are consistent with Council policies, Central Government legislation, and which reflect the Community Outcomes	Assess need to review, and where necessary review bylaws	Assessment undertaken of bylaws and policy that are due review
Council meets statutory planning requirements	Ensures processes and policies are developed in a consistent manner and reflective of community input	All relevant statutory plans and reports are produced and made available to the public in accordance with statutory requirements and timeframes under relevant legislation	100% compliance

Governance and Leadership Financial Statements

Governance and Leadership - Operating Statement	2019/20	2020/21	2020/21	variance
	Annual Plan	Long Term Plan	Annual Plan	
	(000's)	(000's)	(000's)	(000's)
Operating Revenue				
Activity Revenue	166	255	175	80
Targeted Rates	22	21	21	-
General Rates	2,073	2,201	1,701	500
Other General Sources	4,913	4,858	4,892	34
Total Operating Revenue	7,175	7,335	6,789	546
Operating Expenditure				
Democratic Process	865	768	909	141
Otorohanga Community Board	145	141	148	7
Kawhia Community Board	70	68	78	10
Creative Communities	23	18	32	14
Sport New Zealand	16	14	16	2
Council Grants	54	60	560	500
Corporate Planning	1,004	695	955	260
Resource Management Policy Development	33	31	74	43
Support Services	4,736	4,842	4,880	38
Total Operating Expenditure	6,945	6,637	7,652	1,015
includes:				
Salaries and Wages	2,549	2,492	2,637	145
Depreciation & Amortisation	393	450	273	177
Interest	231	162	197	359
Operating Surplus (Deficit)	230	698	863	1,561
Operating Surplus transferred to Reserves; or	230	698	-	698
Operating Deficit funded from Reserves	-	-	863	863

Governance and Leadership - Capital and Reserves Funding Statement	2019/20	2020/21	2020/21	variance
	Annual Plan	Long Term Plan	Annual Plan	
	(000's)	(000's)	(000's)	(000's)
Capital and Reserves Funding Requirements				
Capital Renewals	516	635	542	93
Capital Level of Service	10	26	40	14
Loans Repaid	-	33	-	33
Operating Deficit	-	-	863	863
Total Funding Required	526	694	1,445	751
Funded by:				
Funding from Non-Cash Expenses	493	604	375	229
Loans Raised	-	-	-	-
Transfer from General and Special Reserves	253	697	963	1,660
Capital Income	56	89	107	18
Operating Surplus (via reserve)	230	698	-	698
Total Funding Applied	526	694	1,445	751

Consolidated Cost of Service Statement

Combined - Operating Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Operating Revenue				
Activity Revenue	6,501	6,845	6,309	536
Targeted Rates	7,373	7,651	7,579	72
Development Contributions	10	10	10	-
General Rates	5,737	5,765	5,800	35
Other General Sources	6,664	6,665	6,776	111
<i>Total Operating Revenue</i>	26,285	26,936	26,474	462
Operating Expenditure				
Land Transport	8,845	9,240	9,210	30
Water Supply	2,286	2,511	2,363	148
Sewerage Treatment and Disposal	727	648	717	69
Flood Protection and Control Works	152	181	156	25
Stormwater Drainage	194	198	216	18
Community Services	2,871	2,989	2,983	6
Regulatory Services	2,009	1,922	2,193	271
Community Development	650	488	392	96
Governance and Leadership	6,945	6,638	7,653	1,015
<i>Total Operating Expenditure</i>	24,679	24,815	25,883	1,068
includes:				
Salaries and Wages	4,423	4,339	4,745	406
Depreciation & Amortisation	5,278	5,812	5,214	598
Interest	195	166	494	328
Operating Surplus (Deficit)	1,606	2,121	591	1,530
Operating Surplus transferred to Reserves; or Operating Deficit funded from Reserves	1,606	2,121	591	1,530
	-	-	-	-

Combined - Capital and Reserves Funding Statement	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan	variance
	(000's)	(000's)	(000's)	(000's)
Capital and Reserves Funding Requirements				
Capital Renewals	6,331	6,325	6,723	398
Capital Growth	150	36	50	14
Capital Level of Service	4,326	300	783	483
Loans Repaid	1,893	1,712	860	852
Operating Deficit	-	-	-	-
<i>Total Funding Required</i>	12,700	8,373	8,416	43
Funded by:				
Funding from Non-Cash Expenses	4,134	3,985	3,660	325
Loans Raised	4,773	612	1,940	1,328
Transfer from General and Special Reserves	834	530	2,118	1,588
Capital Income	1,352	1,125	107	1,018
Operating Surplus (via reserve)	1,607	2,121	591	1,530
<i>Total Funding Applied</i>	12,700	8,373	8,416	43

Financial Statements

Prospective Statement of Comprehensive Income

	2019/20 Annual Plan (000's)	2020/21 Long Term Plan (000's)	2020/21 Annual Plan (000's)
Income			
Rates Income	11,684	12,220	11,818
Contributions	60	10	60
Water by Volume Rates	1,426	1,196	1,561
Subsidies and Grants	4,810	4,973	4,706
Other Income	1,691	1,872	1,603
Other gains/(losses)	347	180	-
Total Income	20,018	20,451	19,748
Expenditure			
Employee Benefit Expenses	4,423	4,339	4,745
Depreciation and Amortisation	5,278	5,812	5,214
Other Expenses	8,118	7,833	8,951
Finance Costs	195	166	197
Total Expenditure	18,014	18,150	19,107
Profit before income tax expenses	2,004	2,301	641
Profit for the year	2,004	2,301	641
Other Comprehensive Income			
Gain/loss on property revaluation	-	19,244	-
Gain/loss on available for sale financial assets	-	-	1
Total other comprehensive income	-	19,244	1
Total Comprehensive Income for the year	2,004	21,545	640

Reconciliation of Prospective Statement of Comprehensive Income and Combined Cost of Service Statements

	2019/20 Annual Plan (000's)	2020/21 Long Term Plan (000's)	2020/21 Annual Plan (000's)
Total Operating Revenue (Income Statement)			
Total Income	20,018	20,451	19,748
Total Operating Revenue (Cost of Service Statements)			
Activity Revenue	6,501	6,845	6,309
Targeted Rates	7,373	7,651	7,579
Development Contributions	10	10	10
General Rates	5,737	5,765	5,800
Other General Sources	6,664	6,665	6,776
	26,285	26,936	26,474
variance	- 6,267	- 6,485	- 6,726
<i>Reconciling items:</i>			
Internal recoveries	6,664	6,665	6,776
Gain/(loss) on sale of development properties	- 347	- 180	- 50
Vested assets	- 50	-	
	6,267	6,485	6,726
Total Operating Expenditure (Income Statement)			
Total Expenditure	18,014	18,150	19,107
Expenditure			
Land Transport	8,845	9,240	9,210
Water Supply	2,286	2,511	2,363
Sewerage Treatment and Disposal	727	648	717
Flood Protection and Control Works	152	181	156
Stormwater Drainage	194	198	216
Community Services	2,871	2,989	2,983
Regulatory Services	2,009	1,922	2,193
Community Development	650	488	392
Governance and Leadership	6,945	6,638	7,653
	24,678	24,815	25,883
variance	- 6,664	- 6,665	- 6,776
<i>Reconciling items:</i>			
Internal recoveries	6,664	6,665	6,776
	6,664	6,665	6,776

Prospective Statement of Changes in Equity

	2019/20 Annual Plan (000's)	2020/21 Long Term Plan (000's)	2020/21 Annual Plan (000's)
Balance 1 July	303,757	297,192	323,497
Gain/(loss) on movement of reserves	-	19,244	1
Surplus/(deficit) for the year	2,004	2,301	640
Total recognised income/(expense) for the year ended 30 June	2,004	21,545	641
Balance 30 June	305,761	318,737	324,138
Comprised of:			
Retained Earnings	171,137	167,253	171,129
Council Controlled Reserves	- 3,667	- 4,228	- 5,171
Reserve Funds	3,244	3,287	2,778
Revaluation Reserves	135,047	152,425	155,402
	305,761	318,737	324,138

Prospective Statement of Financial Position

	2019/20 Annual Plan (000's)	2020/21 Long Term Plan (000's)	2020/21 Annual Plan (000's)
Assets			
Current Assets			
Cash and Cash Equivalents	3,349	1,537	1,254
Trade and Other Receivables	4,344	2,710	2,844
Inventory	30	32	30
Property Inventory	3,051	1,071	-
Total Current Assets	10,774	5,350	4,128
Non-current Assets			
Investments	631	1,988	2,631
Property, Plant and Equipment	301,691	319,130	325,162
Intangible Assets	81	138	131
Total Non-current assets	302,404	321,256	327,924
Total Assets	313,178	326,606	332,052
Liabilities			
Current Liabilities			
Trade and Other Payables	2,788	3,304	3,914
Provisions	1	1	1
Employee Benefit Liabilities	335	350	340
Income in Advance	750	702	1,150
Total Current Liabilities	3,874	4,357	5,405
Non-current Liabilities			
Provisions	17	14	16
Employee Benefit Liabilities	45	50	45
Borrowings	3,481	3,448	2,448
Total Non-current Liabilities	3,543	3,512	2,509
Total Liabilities	7,417	7,869	7,914
Net Assets	305,761	318,737	324,138
Equity			
Retained Earnings	171,137	167,253	171,129
Council Controlled Reserves	- 3,667	- 4,228	- 5,171
Reserve Funds	3,244	3,287	2,778
Revaluation Reserves	135,047	152,425	155,402
Total equity attributable to ODC	305,761	318,737	324,138

Prospective Statement of Cash Flows

	2019/20 Annual Plan (000's)	2020/21 Long Term Plan (000's)	2020/21 Annual Plan (000's)
Cash flows from operating activities			
Receipts from rates revenue	13,110	13,390	13,378
Receipts from other revenue	6,450	6,700	6,258
Interest received	99	94	99
Dividends received	13	12	13
Payments to suppliers and employees	- 12,541	- 12,093	- 12,556
Interest paid	- 195	- 166	- 197
Net cash provided by/(used in) Operating Activities	6,935	7,937	6,995
Cash flows from investing activities			
Proceeds from sale of Property, Plant and Equipment	-	-	-
Proceeds from sale of development property held for sale	2,402	1,206	-
Purchase of property, plant and equipment	(10,142)	(5,858)	(6,894)
Purchase of investments	-	-	(2,000)
Purchase of intangible assets	(81)	(87)	(85)
Net cash provided by/(used in) Investing Activities	- 7,821	- 4,739	- 8,979
Cash flows from financing activities			
Proceeds from borrowings	-	-	2,000
Repayment of borrowings	- 18	- 3,016	- 3,015
Net cash provided by/(used in) Financing Activities	- 18	- 3,016	- 1,015
Net (decrease)/increase in cash, cash equivalents and bank overdrafts	- 904	182	- 2,999
Cash, cash equivalents and bank overdrafts at the beginning of the year	4,254	1,355	4,253
Cash and cash equivalents at the end of the year	3,350	1,537	1,254

Prospective Statement of Public Debt

	2019/20 Annual Plan (000's)	2020/21 Long Term Plan (000's)	2020/21 Annual Plan (000's)
Opening Loan Balance	3,499	6,463	3,015
Net loans required	-	-	2,000
Loans repaid	- 18	- 3,016	- 3,015
Closing Loan Balance	3,481	3,447	2,000

The Public Debt Profile is based on the financial projections of the Otorohanga District Council for the 2019/20 financial year. These statements are based on activity expenditure and revenue projections and the assumptions and policies provided in this document, the Treasury Management Policy, Funding Policy, and Asset Management Plans.

Prospective Statement of Reserves

	Opening Balance (000's)	Transfer to reserves (000's)	Transfer from Reserves (000's)	Closing Balance (000's)
Revaluation Reserves				
Asset Revaluation Reserve	155,402	-	-	155,402
Investment Revaluation Reserve	1	-	-	1
	155,403	-	-	155,403
Reserve Funds				
Otorohanga General Reserve Fund	851	29	- 500	380
Subdivision Reserve Fund	201	17	-	218
District Development Reserve	-	-	-	-
OCB Reserve Fund	136	5	-	141
OCB Property Development Reserve	1,838	14	-	1,852
Upper Waipa Management	27	-	-	27
Kawhia Reserve Fund	154	5	-	159
	3,207	70	- 500	2,777
Council Controlled Reserves				
Land Transport	1,138	13,150	- 13,210	1,078
Water Supply	- 1,128	3,772	- 3,834	- 1,190
Sewerage Treatment and Disposal	105	1,278	- 1,414	- 31
Flood Protection and Control Works	161	402	- 396	167
Community Services	181	706	- 747	140
Regulatory Services	- 31	194	- 196	- 33
Community Development	- 1	-	-	1
Governance and Leadership	549	1,577	- 1,677	449
General Funds	2,290	5,880	- 6,355	1,815
	3,264	26,959	- 27,829	2,394

Statement of Accounting Policies

Reporting Entity

Otorohanga District Council (ODC) is a territorial local authority governed by the Local Government Act 2002.

The primary objective of ODC is to provide goods and services for the community or social benefit rather than making a financial return. ODC is a Public Benefit Entity (PBE) whose primary objective is to provide goods and services for community or social benefit and where any equity has been provided with a view to support that primary objective rather than a financial return.

Statement of Compliance

These prospective financial statements have been prepared in accordance with and comply with Section 111 of the Local Government Act 2002, the Financial Reporting Act 1993, Generally Accepted Accounting Practice in New Zealand (NZ GAAP) and the pronouncements of the New Zealand Institute of Chartered Accountants. These statements have been prepared in accordance with Tier 2 PBE accounting standards. These financial statements comply with PBE accounting standards.

Basis of Preparation

The accounting policies set out below have been applied consistently to all periods presented in these prospective financial statements.

The prospective financial statements are presented in New Zealand dollars and all values are rounded to the nearest \$1,000 dollars. This rounding may cause minor rounding errors in the prospective financial statements. The functional and reporting currency of ODC is New Zealand dollars.

A Cautionary Note

The actual results achieved for any given financial year are likely to vary from the information presented and may vary materially depending upon the circumstances that arise during the period. The prospective financial information is prepared in accordance with Section 93 of the local Government Act 2002. The information may not be suitable for use in any other capacity.

Revenue

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

Rates revenue

Rates are set annually by a resolution from Council and relate to a financial year. All ratepayers are invoiced within the financial year to which the rates have been set. Rates revenue is recognised when invoices are issued.

Other income

Water billing income is recognised on an accrual basis. Unbilled usage, as a result of unread meters at year end, is accrued on an average usage basis.

ODC receives government grants from New Zealand Transport Agency, which subsidises part of ODC's costs in maintaining the local roading infrastructure. The subsidies are recognised as revenue upon entitlement as conditions pertaining to eligible expenditure have been fulfilled.

Revenue from the rendering of services is recognised by reference to the stage of completion of the transaction at balance date, based on the actual service provided as a percentage of the total services to be provided.

Where a physical asset is acquired for nil or nominal consideration the fair value of the asset received is recognised as income. Assets vested in ODC are recognised as income when control over the asset is obtained.

Interest income is recognised using the effective interest method.

Dividends are recognised as income when the rights to receive payment have been established.

Development and financial contributions are recognised as revenue when Council provides, or is able to provide, the service for which the contribution was charged. Otherwise development and financial contributions are recognised as liabilities until such time the Council provides, or is able to provide, the service. Development contributions are classified as part of "Other Income"

Disclosing transactions as exchange or non-exchange

The PBE accounting standards require entities to disclose on the face of the statement of financial position separate amounts for receivables from exchange transaction, receivables from non-exchange transaction, payables from exchange transactions, and payables from non-exchange

transactions. Revenue from transfers and taxes, including major classes, are also required to be separately disclosed either on the face of the statement of comprehensive revenue and expense or the notes.

With regards to the Prospective Statement of Comprehensive Income, Rates Income, Contributions, Water by Volume Rates, Subsidies and Grants and Other Income are all considered non-exchange transactions. This is based on the fact that activities that have some element of general rate funding means that the whole activity cannot be exchange transactions, as any user charges are not for approximately equal value to the goods and services received.

Borrowing costs

Borrowing costs are recognised as an expense in the period in which they are incurred. Borrowings are classified as current liabilities unless Council has an unconditional right to defer settlement of the liability for at least 12 months after balance date.

Grant expenditure

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

Discretionary grants are those grants where ODC 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 ODC's decision.

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 and other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.

Bank overdrafts are shown within borrowing in current liabilities in the balance sheet.

Financial Assets

ODC classifies its financial assets into the following four categories: financial assets at fair value through profit or loss, held-to-maturity investments, loans and receivables and available for sale financial assets. ODC currently only has loans and receivables and available for sale financial assets.

The classification depends on the purpose for which the investments were acquired and this is initially determined by Management.

Financial assets are initially recognised at fair value plus transaction costs except for those financial assets classified as fair value through profit and loss. Financial liabilities are recognised initially at fair value net of transaction costs.

Purchases and sales of investments are recognised on trade-date, the date on which ODC 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 ODC has transferred substantially all the risks and rewards of ownership.

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date. The quoted market price for an asset held or liability to be issued is the current bid price and for an asset to be acquired or liability held, the asking price.

Investments in equity instruments that do not have a quoted market price in an active market and whose fair value cannot be reliably measured shall be measured at cost.

The categories of financial assets held by ODC are:

Loans and receivables

These are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market.

After initial recognition they are measured at amortised cost using the effective interest method. The effective interest rate method is a method of calculating the amortised cost of a financial asset and of allocating interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of a financial asset or where appropriate, a shorter period to the carrying amount of the financial asset.

Gains and losses when the asset is impaired or derecognised are recognised in the Income Statement. 'Trade and other receivables' are classified as loans and receivables.

A provision for impairment of receivables is established when there is objective evidence that ODC will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the assets carrying amount and the present value of estimated future cash flows, discounted using the effective interest method.

Available for sale financial assets

Available for sale financial assets are those that do not fall into any other financial instrument category.

This category encompasses:

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

After initial recognition the shareholdings in listed companies are measured at their fair value. Where no fair value is available then the assets are valued at cost.

Gains and losses arising from changes in fair value are recognised in other comprehensive income and accumulated as a separate component of equity in the available-for-sale revaluation reserve with the exception of impairment losses, interest calculated using the effective interest rate and foreign exchange gains and losses on monetary assets, which are recognised directly in profit or loss. Where the investment is disposed of or is determined to be impaired, the cumulative gain or loss previously recognised in the available-for-sale revaluation is reclassified from equity to profit or loss (as a reclassification adjustment).

Impairment of financial assets

At each balance sheet date ODC assesses whether there is any objective evidence that a financial asset or group of financial assets is impaired. Any impairment losses are recognised in the profit or loss.

Inventory

Inventory held for distribution or consumption in the provision of services that are not supplied on a commercial basis is measured at the lower of cost or net realisable value, adjusted, when applicable, for any loss of service potential. Where inventory is acquired at no cost or for nominal consideration the cost is the current replacement cost at the date of acquisition.

The amount of any write-down for the loss of service potential or from cost to net realisable value is recognised in the surplus or deficit for the period of the write-down.

Assets Held for Sale

Assets Held for Sale is measured at the lower of their carrying amount and fair value less costs to sell.

Any impairment losses for write-downs of Assets Held for Sale are recognised in the profit or loss.

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

Property, plant and equipment

Property, plant and equipment consist of:

- *Operational assets* – These include land, buildings, landfill post closure, library books, plant and equipment, and motor vehicles.
- *Restricted assets* – Restricted assets are mainly parks and reserves and related buildings owned by ODC 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 ODC. 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 is shown at cost or valuation, less accumulated depreciation and impairment losses.

Additions

The cost of an item or 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 ODC and the cost of the item can be measured reliably.

In most instances, an item of property, plant and equipment is recognised at 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. Gains and losses on disposals are included in the Income Statement. When revalued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to retained earnings.

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 ODC and the cost of the item can be measured reliably.

Depreciation

Depreciation is provided on a straight-line basis or diminishing value 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:

	Useful Life (Years)	Depreciation Rate
Buildings – Concrete	100	1%
Buildings - Wooden	40	2.5%
Improvements	20	5%
Vehicles	6.6	15%
Computers	3-4	25-33.33%
Office Equipment	4-10	10-25% DV
Furniture/ Fixtures	10	10% DV
Library Books	6.6	15% DV
Plant and Machinery	2.5-3	33.33–40%
Water Treatment		
Piping	50-80	1.25-2%
Equipment	20-50	2-5%
Other	20	5%
Water Reticulation		
Piping	15-80	1.25-6.66%
Equipment	5-30	3.33-20%
Other	25	4%
Wastewater		
Piping	50-80	1.25-2%
Equipment	10-60	1.66-10%
Other	20-80	1.25-5%
Stormwater		
Piping	20-80	1.25-5%
Equipment	10-60	1.66-10%
Other	25	4%
Roading		
<u>Pavement (Basecourse)</u>		
Sealed	30-60	1.66-3.33%
Unsealed	5-10	10-20%
Seal	5-15	6.7-20%
Culverts	10-80	1.25-10%
Bridges	12-94	1-8.5%
Kerb & Channel/ Catchpits	45	2.2%
Footpaths	20-55	1.8-5%
Streetlights	5-46	2-20%
Signposting	5-20	5-20%
Delineators/ RPMs	3-7	14.3 -33.3%

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

Revaluation

Those asset classes that are revalued are valued on a three yearly valuation cycle on the basis described below. All other asset classes are carried at depreciated historical cost. The carrying values of revalued items are reviewed at each balance date to ensure that those values are not materially different to fair value.

Operational land and buildings

At fair value is determined from market-based evidence by an independent valuer. The most recent valuation was performed by Quotable Value (Registered Valuers) and the valuation took effect in the financial year ended 30 June 2018.

Restricted land and buildings

At fair value is determined from market-based evidence by an independent valuer. The most recent valuation was performed by Quotable Value (Registered Valuers), and the valuation took effect in the financial year ended 30 June 2018.

Infrastructural

Infrastructural asset classes: water reticulation, sewerage reticulation and stormwater systems:

At fair value is determined on a depreciated replacement cost basis by sufficiently experienced in-house engineering staff. The valuation was independently reviewed and confirmed to have met the appropriate valuation and financial reporting standards, and deemed suitable for inclusion in the prospective financial statements. The most recent valuation took effect in the financial year ended 30 June 2018.

Infrastructure asset class: roads

This valuation was performed by Opus Consultants (registered Valuers) using information within the RAMM Database. The valuation took effect in the financial year ended 30 June 2018.

Land under roads

Land under roads, was valued based on land value of land within the ward the road is in. This valuation was performed by Opus Consultants (Registered Valuers). The valuation took effect in the financial year ended 30 June 2018.

Accounting for revaluations

ODC accounts for revaluations of property, plant and equipment on a class of asset basis.

The results of revaluation are recognised in Other Comprehensive Income and accumulated as a separate component of equity in the asset

revaluation reserve, this amount is expensed in the profit or loss. Any subsequent increase in revaluation that off-sets a previous decrease in value recognised in the profit or loss will be recognised first in the profit or loss up to the amount previously expensed, and then credited to the revaluation reserve for that class of asset.

Intangible assets

Software acquisition

Acquired computer software licences are capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Costs associated with maintaining computer software are recognised as an expense when incurred.

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 derecognised. The amortisation charge for each period is recognised in the profit or loss.

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

Computer software (finite life) 3 years 33.3%

Impairment of non-financial assets

Non-financial assets that have an indefinite useful life are not subject to amortisation and are tested annually for impairment. Assets that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the assets carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an assets fair value less costs to sell and value in use.

Value in use is depreciated replacement cost for an asset where the future economic benefits or service potential of the asset are not primarily dependent on the assets 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 is the present value of expected future cash flows.

If an assets 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 profit or loss.

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

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 profit or loss, a reversal of the impairment loss is also recognised in the profit or loss.

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

Employee benefits

Short-term benefits

Employee benefits that ODC expects to be settled within 12 months of balance date are measured at nominal values based on accrued entitlements at rates expected to apply at the time of settlement.

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.

ODC 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 it will be used by staff to cover those future absences.

Long-term benefits

Long service leave and retirement leave

Entitlements that are payable beyond 12 months, such as long service leave, 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. A discount rate of 8.25% and an inflation factor of 2.5% were used. The discount rate is based on the weighted average of Government interest rates for stock with terms to maturity similar to those of the relevant liabilities. The inflation factor is based on the expected long-term increase in remuneration for employees.

Retirement leave is recorded at the time of entitlement of staff, as this represents the amount that can be claimed at any time after entitlement.

Superannuation schemes

Defined contribution schemes

Obligations for contributions to defined contribution superannuation schemes are recognised as an expense in the profit or loss as incurred. Defined contribution schemes includes Kiwisaver, where legislation states that Council must contribute a matching contribution to the employee of 3%.

Provisions

ODC recognise 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.

Borrowings

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

Equity

Equity is the community's interest in ODC 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:

- Retained earnings
- Revaluation reserves
- Reserve funds
- Council controlled reserves

The asset revaluation reserve arises on the revaluation of land, buildings and infrastructural assets. Where revalued land, a building or infrastructural asset is sold that portion of the asset revaluation reserve which relates to that asset, is effectively realised, and is transferred directly to retained earnings.

Available for sale revaluation reserve arises on the revaluation of investments held. Where a revalued investment is disposed of or is determined to be

impaired, the cumulative gain or loss previously recognised in the available-for-sale revaluation reserve is reclassified from equity to profit or loss (as a reclassification adjustment).

Reserve funds 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 ODC.

Reserve funds are those subject to specific conditions accepted as binding by ODC and which may not be revised by ODC 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 reserve funds are reserves restricted by Council decision. The Council may alter them without references to any third party of the Courts. Transfers to and from these reserves are at the discretion of the Council.

Council controlled reserves are funds put aside for a specific activity that Council provides. This is through funding in one year for that activity being more than is required, these funds are put aside to be spent in future years when there is a shortfall in the funding of these activities.

ODC's objectives, policies and processes for managing capital are described in the Treasury Management and Liability Management policies, available upon request or on the Council website.

Landfill post-closure costs

ODC, as operator of the Otorohanga and Kawhia closed landfills, has a legal obligation under the resource consents to provide ongoing maintenance and monitoring services at the landfill. A provision for post-closure costs is recognised as a liability.

The provision is measured based on the present value of future cash flows expected to be incurred, taking into account future events including new legal requirements and known improvements in technology.

The discount rate used is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

Goods and Services Tax (GST)

All items in the prospective 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.

Commitment and contingencies are disclosed exclusive of GST.

Cost Allocation

ODC has derived the cost of service for each significant activity 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.

Trade and other payables

Trade and other accounts payable are recognised when ODC becomes obliged to make future payments resulting from the purchase of goods and services. Subsequent to initial recognition, trade payables and other accounts payable are recorded at amortised cost.

Financial Instruments issued by the Council

Debt and Equity instruments

Debt and equity instruments are classified as either liabilities or as equity in accordance with the substance of the contractual arrangement.

Interest

Interest is classified as an expense with the balance sheet classification of the related debt instrument.

Financial guarantee contract liabilities

Financial guarantee contract liabilities are measured initially at their fair value and are subsequently measured at the higher of the amount of the obligation under the contract, and the amount initially recognised less, where appropriate, cumulative amortisation.

Statement of Cashflows

Cashflows from operating activities are presented using the direct method. Definitions of terms used in the Statement of cashflows:

- Cash and cash equivalents includes cash in hand, deposits held at call with banks and other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts.
- Investing activities comprise the purchase and sale of property, plant & equipment and investments.
- Financing activities comprise the change in equity and debt capital structure of ODC

- Operating activities include all transactions and events that are not investing or financing activities.

Funding Impact Statements

The Funding Impact Statements ("FIS") have been prepared in accordance with the Local Government (Financial Reporting) Regulations 2011, which came into effect 11 July 2011. This is a reporting requirement unique to Local Government and the disclosures contained within and the presentation of these statements is not prepared in accordance with generally accepted accounting practices ("GAAP").

The purpose of these statements is to report the net cost of services for significant groups of activities of the Council, and are represented by the revenue that can be allocated to these activities less the costs of providing the service. They contain all funding sources for these activities and all applications of this funding by these activities. The group of activity FIS include internal transactions between activities such as internal overheads and charges applied and or recovered and internal borrowing. A FIS is also prepared at the whole of Council level summarising the transactions contained within the GOA FIS, eliminating internal transactions, and adding in other transactions not reported in the group of activity statements.

These statements are based on cash transactions prepared on an accrual basis and as such do not include non-cash/accounting transactions that are included within the Prospective Comprehensive Income Statement as required under GAAP. These items include but are not limited to Council's depreciation, gain and/or losses on revaluation and vested assets.

They also depart from GAAP as funding sources are disclosed within the FIS as being either for operational or capital purposes. Income such as subsidies received for capital projects, development and financial contributions and gains on sale of assets are recorded as capital funding sources. Under GAAP these are treated as income in the Prospective Comprehensive Income Statement.

Critical accounting estimates and assumptions

In preparing these financial statements ODC has made estimates and assumptions concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and judgements are continually evaluated and are based on historical experience and other factors, 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 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 depreciated replacement cost (DRC) valuations over infrastructural assets. These include:

- The physical deterioration and condition of an 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 and obsolescence or surplus capacity of an asset; and
- 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 ODC could be over or under estimating the annual depreciation charge recognised as an expense in the profit or loss. To minimise this risk ODC's infrastructural asset 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 the ODC's asset management planning activities, which gives ODC further assurance over its useful life estimates.

Critical judgements in applying ODC's accounting policies

Management has exercised the following critical judgements in applying the ODC's accounting policies for the period of the Annual Plan:

Classification of property

ODC owns a number of properties, which are maintained primarily to provide housing to pensioners. The receipt of rental from these properties is incidental to holding these properties. These properties are held for service delivery objectives as part of the ODC's social housing policy. These properties are accounted for as property, plant and equipment.

Classification of investments

ODC owns a number of investments in other companies. The dividends received from these investments are incidental to holding the investments. These investments are held for strategic purposes, and are intended to be held for the long term. As such these investments have been classified as available for sale financial assets.

Useful lives of Property, Plant and Equipment

The useful lives of property, plant and equipment have been determined based on the asset management plans used during the creation of the LTP. For infrastructural assets this has been based on the information provided by the National Asset Management Steering Group (NAMS) regarding the useful life of infrastructural assets. For all other property, plant and equipment, the depreciation schedules included in the Income Tax Act have been used as a basis for setting the useful lives.

Funding Impact Statement

Introduction

The Local Government (Rating) Act 2002 sets out the methods by which local authorities can rate and the detailed criteria around their uses.

The Local Government Act 2002 sets out processes and policies that local authorities must apply in the establishment of their rating systems, including the provisions of information to communities.

This funding impact statement sets out:

- The revenue and financing mechanisms used;
- An indicative level or amount of funding for each mechanism;
- Explanatory information supporting the use of general and targeted rates; and
- A summary of the total rates requirement.

The application of funding methods to Council's activities is summarised in a table at the end of this section.

This statement should be read in conjunction with Council's Revenue and Financing policy that sets out Council's policies in respect of each source of funding of operating and capital expenses.

Revenue and Financing Mechanisms Background

The Revenue and Financing mechanisms to be used by the Council in relation to the Long-Term Council Community Plan can be found on page 50 of this Annual Plan.

Amount of funds to be Produced

The amount of funds to be produced by each mechanism in relation to the Long-Term Plan can be found on page 50 of this Annual Plan.

The amount to be produced from each rating mechanism is further broken down by the Note of the funding impact statement.

General Rate

The valuation system to be used for the general rate is capital value.

Uniform Annual General Charge

A uniform annual general charge will be set at a fixed dollar amount for each rating unit in the District.

Under the Local Government (Rating) Act 2002 the Council is required to ensure that its uniform charges do not exceed 30% of the total rates take.

For the 2019/20 year the uniform charges equate to 23.22% of the total rates take.

Lump Sum Contributions

There are currently no plans to invite lump sum contributions in respect of any of the targeted rates listed below.

Targeted Rates

Individual targeted rates to be set and assessed for the Annual Plan are listed on page 50 of this Funding Impact Statement.

Definitions of various categories of rateable land used on page 50 for setting targeted rates are as follows:

Land Transport Rate

All properties within the District fall under this category.

Rural Rate

All areas not within either the Otorohanga or Kawhia Communities fall under this category. Valuation numbers begin with 05550, 05620, 05650, 05670 or 05680.

Kawhia Community Rate

The area of the Kawhia Community is defined on a map approved by Council. Valuation numbers begin with 05640.

Hall Targeted Rates

Hall areas are defined on maps approved by the hall committees and Council. Funds received are generally available to Hall Committees to go towards the operation, maintenance, renovation and/or extension of those facilities.

Water Supplied By Volume Rates – Rural Water Schemes (Arohena, Tihiroa, Ranginui and Waipa)

Separate rating units in the Rural Water Supply areas with water meters are levied a targeted rate for water usage. This rate is set on a per cubic metre usage basis.

Separate rating units in the Rural Water Supply areas also attract a charge for each meter connected to the Rural Water Scheme.

Otorohanga Refuse Targeted Rate

All properties situated in the Otorohanga Community that have a building erected thereon are levied a uniform targeted rate for each separately occupied portion of any building.

Security Targeted Rate

The area of benefit is defined on a map approved by Council.

Otorohanga Sewerage

All properties that are connected to the Otorohanga Sewerage Treatment & Reticulation Scheme are levied a rate per separately used or inhabited part of the rating unit. All properties with four or less water closets or urinals pay a flat fee. For all water closets or urinals over 4, a charge for each additional water closet or urinal applies.

Water Supplied By Volume Rates - Otorohanga

Separate rating units in the Otorohanga Water Supply areas with water meters are levied a targeted rate for water usage. This rate is set on a per cubic metre usage basis.

All separate rating units, either rateable or non-rateable, receiving a supply from the Otorohanga Community Water Supply will have a charge for each water meter.

Kawhia Refuse Targeted Rate

All properties situated in the Kawhia Community that have a building erected thereon are levied a uniform targeted rate for each separately occupied portion of any building.

Kawhia Water Supply

All properties that are connected to the Kawhia Water Supply Scheme are levied a uniform targeted rate per connection.

Kawhia Targeted Water Loan Rate

Properties in the Kawhia Community water supply area are levied a targeted loan rate to finance loan repayment costs in respect of loans raised for capital expenditure on the Kawhia water scheme.

Water Supplied By Volume Rates - Kawhia

Separate rating units in the Kawhia Community water supply area with water meters are levied a targeted rate for water usage over the free allowance. This rate is set on a per cubic metre usage basis.

Separate rating units outside the Kawhia Community water supply area with water meters that are using water from the Kawhia scheme are levied a targeted rate for water usage, on a per cubic metre basis, with a minimum charge per annum.

All separate rating units, either rateable or non-rateable, receiving a supply from the Kawhia Community Water Supply will have a charge for each water meter.

Water Supplied By Volume Rates – Kawhia (Peak Season Metered Water Charge)

Separate rating units, both rateable and non-rateable, in the Kawhia Community water supply area that would have been liable for a Development Contribution in respect of the Kawhia Water Treatment Plant Upgrade after 30 June 2009 (or which has provided water to such a rating unit from the Kawhia Community Supply) shall be charged for a proportion of metered water used during the period from 20 December to the following 20 February at a higher rate per cubic metre. The proportion of metered water used to which the Peak Season Metered Water Charge (PSMWC) shall be applicable for a particular rateable or non-rateable unit shall be established based upon the following table:

Water Consuming Unit Category	Proportion of metered water volume to which PSMWC charges applicable for consuming unit
New residential unit	100%
Unit identified as supplying water to another unit liable for PSMWC charges	100%
Addition of Minor Household Unit to existing residential lot to which PSMWC not applicable	33%
Other developments	Case by case assessments based upon the proportion of development contribution applicable Household Equivalent Units (HEUs) ⁵ as

⁵ Where HEUs are defined as in Council's Policy on Development and Financial Contributions

Water Consuming Unit Category	Proportion of metered water volume to which PSMWC charges applicable for consuming unit
	<p>a proportion of the total Household Equivalent Units of the property after development.</p> <p>Example: 2 HEU property developed to 5 HEU</p> <p>Proportion = $(5 - 2)/5 = 60\%$</p>

Differential Targeted Rates

Differential Definitions

Properties within the Otorohanga Community may be charged targeted rates under one of two differentials. The differentials are applied based on the use to which the land is put.

The definitions of the two land use categories are:

- Otorohanga Commercial
- Otorohanga Residential

The following targeted rates are set using differentials.

Otorohanga Community Rate

The area of the Otorohanga Community is defined on a map approved by Council. Valuation numbers begin with either 05540 or 05541.

Otorohanga Targeted Sewerage Loan Rate

Areas of benefit are defined on maps and approved by Council.

Otorohanga Targeted Water Loan Rate

Areas of benefit are defined on maps and approved by Council.

Separately Used or Inhabited Part of a Rating Unit

A separately used or inhabited part of a rating unit includes any part of a rating unit separately used or inhabited by the owner or any other person who has the right to use or inhabit that part by virtue of a tenancy, lease or other agreement. As a minimum, the land or premises intended to form the separately used or inhabited part of the rating unit must be capable of actual habitation, or separate use. For the avoidance of doubt, a rating unit that has only one use (i.e. does not have separate parts or is vacant land) is treated as being one separately used or inhabited part.

Penalties on rates

The Local Government (Rating) Act 2002 empowers councils to charge penalties on the late payment of rates. Council is proposing to impose the following penalties:

1. A five percent (5%) penalty on any portion of each instalment of rates assessed in the 2020-21 financial year that is not paid on or by the due date for payment.
2. A further five percent (5%) penalty on any rates assessed in any financial year prior to 1 July 2020 that remain unpaid on 1 August 2020.
3. A further five percent (5%) penalty on any rates to which a penalty has been added under (2) above that remain unpaid on 1 February 2021.

Penalties on water charges

A five percent (5%) penalty on any portion of the charge for the supply of water, as separately invoiced, that is not paid on or by the due date for payment as set out on the invoice.

All of Council Funding Impact Statement

	2019/20 Annual Plan	2020/21 Long Term Plan	2020/21 Annual Plan
	(000's)	(000's)	(000's)
Source of Operating Funding			
General rates, uniform annual general charges, rates penalties	5,737	5,765	5,800
Targeted rates	7,373	7,651	7,579
Subsidies and grants for operating purposes	2,224	2,223	2,232
Fees and charges	985	1,029	878
Local authorities fuel tax, fines, infringement fees, and other receipts	707	843	720
Total sources of Operating Funding	17,026	17,511	17,209
Application of Operating Funding			
Payments to staff and suppliers	12,073	11,663	12,398
Finance Costs	195	166	197
Other operating funding applications	819	790	1,350
Total applications of Operating Funding	13,087	12,619	13,945
Surplus (deficit) in operating funding	3,939	4,892	3,264
Sources of Capital Funding			
Subsidies and grants for capital expenditure	2,585	2,750	2,474
Development and Financial Contributions	10	10	10
Increase (decrease) in debt	2,880	1,100	1,080
Gross proceeds from sale of assets	1,352	1,125	107
Total sources of Capital Funding	6,827	2,785	3,671
Application Capital Funding			
Capital Growth	150	36	50
Capital Level of Service	4,326	300	858
Capital Renewals	6,331	6,325	6,723
Increase (decrease) in reserves	- 41	1,016	- 696
Total application of Capital Funding	10,766	7,677	6,935
Surplus (deficit in capital funding)	- 3,939	- 4,892	- 3,264
Funding Balance	-	-	-

2020/21 Rates Information

Total Revenue Required	Rates 2019/20 (GST Exclusive)	Categories on which Rate is set	Factor or Factors	Differential Categories	Differential Calculation	Indicative	
						Units of Measure	Rate or Charge
2,916,012	General Rate (partially funds activities as detailed below)	Every rating unit in the district	Rate in the \$ on capital value			4,869,305,700	\$0.0005989
1,636,284	Uniform Annual General Charge (partially funds activities as detailed below)	Every rating unit in the district	Fixed amount for each rating unit			4,092	\$399.87
4,889,619	Land Transport Rate (partially funds the Land transport programme in compliance with the Revenue and Financing Policy).	Every rating unit in the district	Rate in the \$ on capital value			4,869,305,700	\$0.0007330
			Fixed amount for each rating unit			4,092	\$322.63
505,492	Rural Targeted Rate (partially funds activities as detailed on page 54)	Every rating unit in the defined rural rating area	Rate in the \$ on capital value			4,085,935,850	\$0.0000340
			Fixed amount for each rating unit			2,154	\$170.13
441,454	Otorohanga Community Targeted Rate (partially funds activities as detailed on page 54)	Every rating unit in the defined Otorohanga Community area	Rate in the \$ on capital value	Commercial Properties	Ratio 2.5	110,807,326	\$0.0005864
				Residential Properties	Ratio 1.0	434,872,200	\$0.0002346
			Fixed amount for each rating unit			1,322	\$207.61
153,962	Kawhia Community Targeted Rate (partially funds activities as detailed on page 54)	Every rating unit in the defined Kawhia Community area	Rate in the \$ on capital value			228,360,324	\$0.0003643
			Fixed amount for each rating unit			604	\$117.16
147,852	Refuse Collection Targeted Rate Otorohanga	Every rating unit in the defined Otorohanga Community area	Fixed amount for each separately used or inhabited part of a rating unit			1,391	\$106.29

Total Revenue Required	Rates 2019/20 (GST Exclusive)	Categories on which Rate is set	Factor or Factors	Differential Categories	Differential Calculation	Indicative	
						Units of Measure	Rate or Charge
121,522	Refuse Collection Targeted Rate Kawhia	Every rating unit in the defined Kawhia Community area	Fixed amount for each separately used or inhabited part of a rating unit			527	\$230.59
185,265	Water Supply Targeted Rate Kawhia	Every rating unit in the defined Kawhia Water Supply area	Fixed amount for each separately used or inhabited part of a rating unit			414	\$447.50
6,480	Water Supply Targeted Loan Rate – Otorohanga	Every rating unit in the defined Otorohanga Water Supply area	Rate in the \$ on capital value	Commercial Properties Residential Properties	Ratio 2.0 Ratio 1.0	89,876,000 434,872,200	\$0.0000211 \$0.0000105
12,986	Water Supply Targeted Loan Rate – Kawhia	Every rating unit in the defined Kawhia Water Supply area	Rate in the \$ on capital value			163,581,200	\$0.0000794
8,421	Water Supply Targeted Loan Rate – Arohena Rural Scheme	Every rating unit in the defined Arohena Rural Water Scheme area	Rate in the \$ on capital value	Arohena Rural Water Scheme		156,469,500	\$0.0000538
438,058	Sewerage Treatment Targeted Rate	Every rating unit in the defined Otorohanga Sewerage Treatment area	Fixed amount for each separately used or inhabited part of a rating unit	1 unit 2 to 4 5 or more	per urinal	1,362 35	\$320.49 No charge \$44.44
53,829	Sewerage Treatment Targeted Loan Rate	Every rating unit in the defined Otorohanga Sewerage Treatment area	Rate in the \$ on capital value	Commercial Properties Residential Properties	Ratio 2.5 Ratio 1.0	88,436,000 418,266,200	\$0.0002105 \$0.0000842
22,037	Rural Halls Targeted Rate	Every rating unit within the defined Rural Hall areas	Rate in the \$ on capital value	Arohena Kio Kio Puketotara/Ngutunui Honikiwi		244,807,500 381,234,000 370,958,400 138,930,050	\$0.000005 \$0.000009 \$0.000003 \$0.000013
			Fixed amount for each separately used or inhabited part of a rating unit	Arohena Kio Kio Tokanui Crossroads Puketotara/ Ngutunui Otewa		55 190 179 264 124	\$45.00 \$20.00 \$20.00 \$9.00 \$18.00
14,539	Aotea Erosion Targeted Rate	Every rating unit within the defined Aotea Community area	Fixed amount for each rating unit			171	\$85.02

Total Revenue Required	Rates 2019/20 (GST Exclusive)	Categories on which Rate is set	Factor or Factors	Differential Categories	Differential Calculation	Indicative	
						Units of Measure	Rate or Charge
8,825	Aotea Erosion Targeted Loan Rate	Every rating unit within the defined Aotea Community area	Fixed amount for each property that did not make a capital contribution			24	\$367.71
37,924	CBD Development Rate	Every commercial property within the defined Otorohanga Commercial area	Rate in the \$ on capital value			111,543,326	\$0.0000941
			Fixed amount for each rating unit			151	\$181.62
72,902	Security Patrol Rate	Every commercial property within the defined Otorohanga Commercial area	Rate in the \$ on capital value			56,135,000	\$0.0006493
			Fixed amount for each rating unit			96	\$379.70
812,000	Water Supplied by Volume – Rural Water Supplies	Every property connected to the defined Rural Water Schemes.	Fixed amount for each cubic metre of water consumed	Arohena		386,380	\$0.65
				Tihiroa		179,458	\$1.29
				Ranginui		135,417	\$0.48
				Waipa		198,750	\$0.80
				Arohena		72	\$595.18
				Tihiroa		55	\$500.00
				Ranginui – First meter		5	\$1,800.00
	- Additional meter		11	No charge			
	Waipa		130	\$200.00			
740,000	Water Supplied by Volume – Otorohanga Water Supply	Every property connected to the defined Otorohanga Water Supply Scheme	Fixed amount for each cubic metre of water consumed	All connected properties		393,800	\$1.50
			Fixed amount per meter	All connected properties		1493	\$100.00

Total Revenue Required	Rates 2019/20 (GST Exclusive)	Categories on which Rate is set	Factor or Factors	Differential Categories	Differential Calculation	Indicative	
						Units of Measure	Rate or Charge
7,000	Water Supplied by Volume – Kawhia Water Supply	Every property connected to the defined Kawhia Water Supply Scheme	Fixed amount for each cubic metre of water consumed (220 cubic metre free allowance)	All connected properties		5,413	\$1.01
			Fixed amount per meter	All connected properties		15	\$102.22
				Minimum charge (where applicable)			\$447.50
2,000	Water Supplied by Volume – Kawhia Water Supply (PSMWC)	Every property connected to the defined Kawhia Water Supply Scheme meeting the conditions.	Fixed amount for each cubic meter of water consumed between 20 December and 20 February each year.			196	\$10.22
13,234,463	TOTAL						

Examples of Indicative Contributions to Council Services – 2020/21 year

Property Value	250,000	300,000	250,000	500,000	200,000	300,000	1,000,000	1,500,000	4,500,000
	Otorohanga Residential		Otorohanga Commercial		Kawhia		Rural		
Activity	\$	\$	\$	\$	\$	\$	\$	\$	\$
Democratic Process	191.30	200.02	217.79	287.88	214.74	241.20	204.08	255.95	567.16
Council Support	9.26	9.80	9.26	11.97	8.71	9.80	17.41	22.85	55.47
Corporate Planning	141.63	147.45	141.63	170.72	135.81	147.45	228.89	287.07	636.14
District Economic Development	66.56	68.52	66.56	76.35	64.61	68.52	95.91	115.48	232.89
Policy Development	4.64	4.83	4.64	5.60	4.45	4.83	7.51	9.41	20.86
Civil Defence	27.31	27.31	27.31	27.31	27.31	27.31	27.31	27.31	27.31
Environmental Health	18.76	19.53	18.76	22.61	17.99	19.53	30.32	38.02	84.26
Dog Control	7.75	7.75	7.75	7.75	7.75	7.75	7.75	7.75	7.75
Stock Ranging & Impounding	3.10	3.10	3.10	3.10	3.10	3.10	3.10	3.10	3.10
Litter Control	6.64	7.10	6.64	8.93	6.18	7.10	13.50	18.07	45.50
Sport Waikato	9.48	9.70	9.48	10.55	9.27	9.70	12.70	14.84	27.69
Parks & Reserves	74.98	81.53	74.98	107.72	68.43	81.53	173.22	238.71	631.68
Refuse	127.67	127.89	127.67	128.78	270.39	270.84	45.54	47.77	61.16
Water Supply	8.49	8.49	8.49	8.49	523.12	523.12	8.49	8.49	8.49
Sewerage	374.09	374.09	374.09	374.09	5.53	5.53	5.53	5.53	5.53
Library	47.98	49.95	47.98	57.83	46.01	49.95	77.54	97.25	215.51
Public Conveniences	18.14	19.40	18.14	24.45	12.31	14.83	32.51	45.13	120.88
Kawhia Medical Centre	1.07	1.12	1.07	1.29	13.66	15.92	1.73	2.18	4.82
Kawhia Wharf	3.08	3.20	3.08	3.71	15.02	17.34	4.97	6.23	13.81
Aotea Erosion Maintenance	0.33	0.33	0.33	0.33	0.33	0.33	0.33	0.33	0.33
Council Property	-	2.32	-	2.52	-	5.60	-	9.88	34.54
Pool	192.68	192.68	192.68	192.68	17.48	17.48	158.89	158.89	158.89
Security Patrol	4.09	4.91	633.08	829.50	0.26	0.39	1.31	1.97	5.92
Halls	-	-	-	-	20.49	20.49	2.71	4.07	12.22
Environmental Services Manager	3.92	4.70	3.92	7.83	3.13	4.70	15.67	23.50	70.50
Planning & Development	11.03	13.24	11.03	22.07	8.83	13.24	44.13	66.20	198.60
Building Control	24.01	28.82	24.01	48.03	19.21	28.82	96.06	144.08	432.25
Property Management	1.50	1.80	1.50	3.00	1.20	1.80	6.01	9.01	27.04
Cemeteries	3.63	4.35	3.63	7.26	2.90	4.35	14.51	21.77	65.31
Rural Fire	-	-	-	-	-	-	-	-	-
Stormwater	48.20	57.84	120.50	241.00	33.15	49.73	23.62	35.43	106.30
Land Transport	581.77	623.92	581.77	792.52	539.62	623.92	1,214.03	1,635.53	4,164.53
Sewerage Loan	24.21	29.05	60.51	121.03	-	-	-	-	-
Water Loan	3.03	3.64	6.06	12.12	18.26	27.39	-	-	-
Land Drainage	-	-	-	-	-	-	12.79	19.19	57.57
Property Development	-	-	-	-	-	-	-	-	-
CBD Development	-	-	235.92	262.99	-	-	-	-	-
	\$2,038.03	\$2,133.55	\$3,037.79	\$3,869.63	\$2,153.81	\$2,358.00	\$2,597.35	\$3,382.75	\$8,095.20

Financial Regulations Benchmarks

Annual plan disclosure statement for year ending 30 June 2021

What is the purpose of this statement?

The purpose of this statement is to disclose the council's planned financial performance in relation to various benchmarks to enable the assessment of whether the council is prudently managing its revenues, expenses, assets, liabilities, and general financial dealings.

The council is required to include this statement in its annual plan in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014 (the **regulations**). Refer to the regulations for more information, including definitions of some of the terms used in this statement.

Benchmark	Planned	Met
Rates affordability benchmark		
• income	75% of total income	Yes
• increases	4.2%	Yes
Debt affordability benchmark	100% of total revenue	Yes
Balanced budget benchmark	100%	Yes
Essential services benchmark	100%	Yes
Debt servicing benchmark	10%	Yes

Notes

1. Rates affordability benchmark

(1) For this benchmark,—

- the council's planned rates income for the year is compared with [a quantified limit/quantified limits] on rates contained in the financial strategy included in the council's long-term plan; and
- the council's planned rates increases for the year are compared with [a quantified limit/quantified limits] on rates increases for the year contained in the financial strategy included in the council's long-term plan.

(2) The council meets the rates affordability benchmark if—

- its planned rates income for the year equals or is less than each quantified limit on rates; and
- its planned rates increases for the year equal or are less than each quantified limit on rates increases.

2. Debt affordability benchmark

(1) For this benchmark, the council's planned borrowing is compared with [a quantified limit/quantified limits] on borrowing contained in the financial strategy included in the council's long-term plan.

(2) The council meets the debt affordability benchmark if its planned borrowing is within each quantified limit on borrowing.

3. Balanced budget benchmark

(1) For this benchmark, the council's planned revenue (excluding development contributions, vested assets, financial contributions, gains on derivative financial instruments, and revaluations of property, plant, or equipment) is presented as a proportion of its planned operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant, or equipment).

(2) The council meets the balanced budget benchmark if its revenue equals or is greater than its operating expenses.

4. Essential services benchmark

(1) For this benchmark, the council's planned capital expenditure on network services is presented as a proportion of expected depreciation on network services.

(2) The council meets the essential services benchmark if its planned capital expenditure on network services equals or is greater than expected depreciation on network services.

5. Debt servicing benchmark

(1) For this benchmark, the council's planned borrowing costs are presented as a proportion of planned revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment).

(2) Because Statistics New Zealand projects that the council's population will grow slower than the national population growth rate, it meets the debt servicing benchmark if its planned borrowing costs equal or are less than 10% of its planned revenue.

Organisation

Elected Members

Mayor:
Max Baxter
Phone (Bus): (07) 873 4000
Mobile: (027) 229 1430
Fax: (07) 873 4300
Postal: PO Box 11, Otorohanga
Website: www.otodc.govt.nz

Deputy Mayor:
Roy Johnson – Waipa Ward (027) 271 9282

Councillors:
Christopher (Kit) Jeffries – Kawhia/Tihiroa Ward (021) 226 4904
Bryan Ferguson – Kiokio/ Korakonui Ward (027) 551 1621
Vacant – Otorohanga Ward
Annette Williams – Kawhia/Tihiroa Ward (027) 224 1502
Robyn Klos – Wharepuhunga Ward (021) 408 254
Katrina Christison – Otorohanga Ward (021) 153 0774

Otorohanga Community Board:

Neville Gadd – Chair (021) 192 4933
Katrina Christison - Deputy (021) 153 0774
Peter Coventry (027) 493 0117
Alan Buckman (07) 873 6535
Kat Brown-Merrin (021) 139 3676

Kawhia Community Board:

Dave Walsh - Chair (021) 293 0392
Ken Briggs – Deputy (021) 085 33285
Annette Williams (027) 224 1502
Hinga Whiu (021) 181 1009
George Fletcher (027) 242 4571

Contact Details

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Free phone, ratepayers only: 0800 734 000
Fax Number: (07) 873 4300
Email: info@otodc.govt.nz
Website: www.otodc.govt.nz
Bankers: Bank of New Zealand, Otorohanga
Auditors: Deloitte, Hamilton
Solicitors: Gallie Miles, Te Awamutu

Management Structure



Statistics

Area and Population

Area (square kilometres)	1,976
Population (2013 Census figures)	10,104

Communities	Area	Population
Otorohanga	507 ha	3,027
Kawhia and Aotea	161 ha	636
Rural	196,932 ha	6,441
TOTAL	197,600 ha	10,104

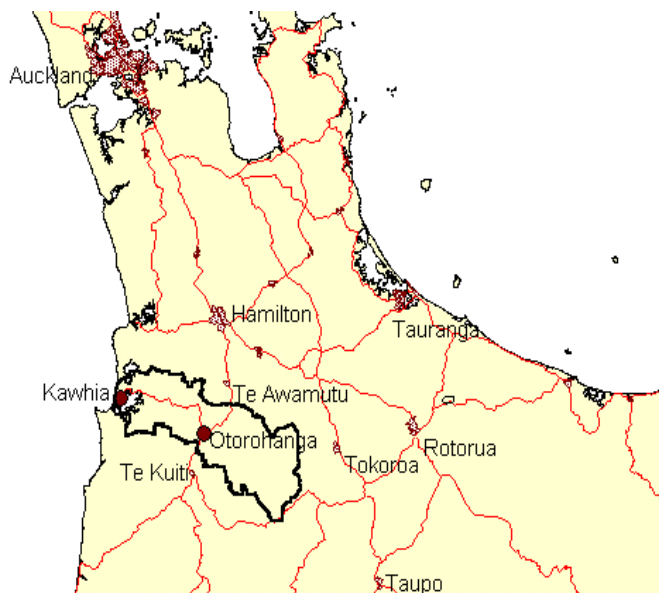
Valuation

Number of Rateable Properties	4,985
Number of Non-Rateable Properties	298
Rateable Capital Value	\$4,901,729,000
Date of last Revision of Values	1 September 2019

Estimated Public Debt as at 30/06/20

Public Debt Outstanding	\$3,463,109
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DATE OF CONSTITUTION OF DISTRICT	1 November 1989
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Schedule of Fees and Charges

All Fees include GST at the prevailing rate.

LAND TRANSPORT

	1 July 2019	1 July 2020
TEMPORARY ROAD CLOSURE COSTS		
Approved Community Events		
The Event is being organised by a non-commercial, not-for-profit organisation		
The Event is appropriate for all members of the Community to enjoy		
The Event have had event at least annually for 3 years		
e.g. Fishing Contest, Christmas Parade, Kawhia Regatta, Kai Festival		
Application – Local Roads		
Application Fee	No Charge	No Charge
External Advertising	Actual costs	Actual costs
Other Events – Sealed Roads (Rally's, Hill Climbs, Car Testing, Cycle Races etc)		
(Each application will be considered on its merits)		
Application fee for administering the Road closure	\$500.00	\$500.00
External Advertising	Actual costs	Actual costs
Other Events – Unsealed Roads (Rally's, Hill Climbs, Car Testing, Cycle Races etc)		
(Each application will be considered on its merits)		
Application fee for administering the Road closure and Damage assessment	\$2,000.00	\$2,000.00
Plus, Bond (per road per day, unsealed roads only)	\$5,000.00	\$5,000.00
External Advertising	Actual costs	Actual costs
Reimbursement	Actual costs	Actual Costs
STOCK MOVEMENT		
Refundable Bond (Costs or expenses covered by droving)	\$625.00	\$625.00
Construction of a cattle race on a road reserve		
Application Fee	\$145.00	\$145.00
Installation of a road crossing for dairy cattle		
Application Fee	\$145.00	\$145.00
Cattle Underpass		
Refundable Bond (To ensure satisfactory completion of the work)	\$1,000.00	\$1,000.00
TRAFFIC MANAGEMENT		
Traffic Management Plan Approval - Standard	\$120.00	\$120.00
Traffic Management Plan Approval – Maintenance/Emergency Works/Community Events	No charge	No charge

WATER SUPPLY

	1 July 2019	1 July 2020
WATER CONNECTION CHARGES		
(RURAL WATER SUPPLIES ONLY)		
Connection Fee		
Arohena	Capital Contribution	Set on Application
	Connection Costs	Actual
	Administration Fee	\$400.00
Ranginui	Capital Contribution	Set on Application
	Connection Costs	Actual
	Administration Fee	\$400.00

WATER SUPPLY

	1 July 2019	1 July 2020
Tihiroa		
Capital Contribution	Set on Application	Set on Application
Connection Costs	Actual	Actual
Administration Fee	\$400.00	\$400.00
Waipa		
Capital Contribution	Set on Application	Set on Application
Connection Costs	Actual	Actual
Administration Fee	\$400.00	\$400.00
Special Meter reading fee	\$100.00	\$100.00
Otorohanga Community		
WATER CONNECTION CHARGES		
Application Fee Within Otorohanga Community		
Application fee	\$195.00	\$195.00
Standard Domestic Connection (for 20 / 25mm service within 4.0m of the watermain) if by ODC contractor	\$790.00	\$790.00
Special Meter Reading	\$50.00	\$50.00
All other connections	Fixed price quote to be provided by Council approved Contractor	
Application Fee - Outside Otorohanga Communities		
Application fee	\$195.00	\$195.00
Capital Contribution	\$1,595.00	\$1,595.00
Standard Domestic Connection	Fixed price quote to be provided by Council approved Contractor	
Extraordinary Use		
Right to withdraw from Fire Hydrant	1 day	\$100.00
Right to withdraw from Fire Hydrant	1 year	\$2,500.00
* Conditions Apply		
Permit for Companies Distributing Water to Consumers Taking Water from Fire Hydrants		\$5.00 per m ³
Permit for Utilities Taking Water from Fire Hydrants		\$3.00 per m ³
Kawhia Community		
WATER CONNECTION CHARGES		
Application Fee Within Kawhia Community		
Application Fee	\$195.00	\$195.00
Standard Domestic Connection (for 20 / 25mm service within 4.0m of the watermain and includes water meter for Kawhia Peak Season Metered Water Charge)	\$1,400.00	\$1,400.00
Special Meter Reading	\$100.00	\$100.00
Installation of Water Meter to existing connection for Kawhia Peak Season Metered Water Charge	\$350.00	\$350.00
All other connections	Fixed price quote to be provided by Council approved Contractor	
Application Fee Outside Kawhia Community		
Application fee	\$195.00	\$195.00
Capital Contribution	\$1,595.00	\$1,595.00
Standard Domestic Connection	Approved Contractor	Quote
Extraordinary Use		
Right to withdraw from Fire Hydrant	1 day	\$100.00
Right to withdraw from Fire Hydrant	1 year	\$2,500.00
* Conditions Apply		
Permit for Companies Distributing Water to Consumers Taking Water from Fire Hydrants		\$5.00 per m ³
Permit for Utilities Taking Water from Fire Hydrants		\$3.00 per m ³

SEWERAGE TREATMENT AND DISPOSAL

1 July 2019

1 July 2020

Otorohanga Community SEWER CONNECTION FEE

Within Otorohanga Community

Application fee	\$195.00	\$195.00
Connection	Fixed price quote to be provided by Council approved Contractor	

Outside Otorohanga Community

Application fee	\$195.00	\$195.00
Capital Contribution	\$1,590.00	\$1,590.00
Connection	Fixed price quote to be provided by Council approved Contractor	

* Note: Connections into Councils reticulation can be made by other approved contractors subject to Councils terms and conditions. In these cases the applicant is liable for the application fee and capital contribution (if applicable) only.

* Conditions Apply

TRADE WASTE

(Trade Waste By Law)

Application Fee	All Classes	\$110.00	\$110.00
Controlled Consents	1 yearly fee	\$148.00	\$148.00
Controlled Consents	3 yearly fee*	\$294.00	\$294.00

Conditional Consents

(Set on Application-Refer to By Law)

Discharge of Septic Tank Waste

Domestic Septic Waste (Within District)	Per m³*	\$33.00	\$33.00
Domestic Septic Waste (Outside District)	Per m³*	\$90.00	\$90.00

* Conditions Apply

COMMUNITY SERVICES

1 July 2019

1 July 2020

Otorohanga Community

OTOROHANGA RECYCLING CENTRE FEES

Recycling (sorted)

Plastic Milk bottles	Washed & squashed	Free	Free
Soft drink (1 & 2)	Washed & squashed	Free	Free
Steel cans	Washed & squashed	Free	Free
Aluminium cans	Washed & squashed	Free	Free
Paper	No food	Free	Free
Cardboard	No food / flattened	Free	Free
Scrap Metal		Free	Free
Lead-Acid battery	Each	\$5.00	\$5.00
LPG bottles (must be degassed)	Each	\$10.00	\$10.00
Computer	Each	\$15.00	\$15.00
Electric motor	Each	\$10.00	\$10.00
Clean reusable timber		Free	Free
Firewood timber	trailer	\$10.00	\$10.00
Car Tyres	Each	\$6.00	\$6.00
4x4 Tyres	Each	\$9.00	\$9.00
Truck Tyres	Each	\$20.00	\$20.00

Replacement Recycling Crate

	Each	\$20.00	\$20.00
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Cleanfill/Greenwaste

(no weeds or flax)

Standard bag	Each	\$3.00	\$3.00
Large bag	Each	\$5.00	\$5.00
Car boot	Per load	\$10.00	\$10.00
6 x 4 trailer / ute	Per load	\$30.00	\$30.00
Other	Per m³	\$30.00	\$30.00

Refuse

	Per m³	\$45.00	\$45.00
Official bag	Each	Free	Free
Standard bag	Each	\$4.50	\$4.50
Large bag	Each	\$7.50	\$7.50
Whiteware (must be degassed)	Each	\$10.00	\$10.00

COMMUNITY SERVICES

		1 July 2019	1 July 2020
Television	Each	\$25.00	\$25.00
Video recorder	Each	\$5.00	\$5.00
Toaster/kettle	Each	\$5.00	\$5.00
Timber	Per m³ load	\$55.00	\$55.00
 CEMETERY			
Plots			
Adults		\$1,050.00	\$1,050.00
Children		\$250.00	\$250.00
Ash Wall and Ash Berm		\$260.00	\$260.00
Interment			
Adults		\$1,100.00	\$1,100.00
Extra Depth		\$1,250.00	\$1,250.00
Child 11yrs and under		\$500.00	\$500.00
Stillborn		\$150.00	\$150.00
Ash Wall (inc. Council installation of plaque and interment)		\$300.00	\$300.00
Ash Wall (inc. Own installation of plaque and interment)		\$150.00	\$150.00
 Additional Fees			
Extracts from cemetery plans and records		nil	nil
 LIBRARY			
GOLD CARD			
Free New Fiction, Magazines, General Fiction, Non Fiction, Children's Books, Large Print	per card	\$45.00	\$45.00
Renewal - New fiction and selected popular non fiction	per renewal	\$2.00	\$2.00
Renewal - New Magazines	per renewal	\$1.00	\$1.00
Overdue Charges	per day after 3 weeks	\$0.20	\$0.20
Book Reserve Fee	per item	\$1.00	\$1.00
Extra Card		\$5.00	\$5.00
Interloan		\$4.00	\$4.00
 STANDARD CARD			
Free Fiction, Non Fiction, Large Print, Children's Books			
New Books (Fiction and selected popular non-fiction) (All Issues)	per book	\$2.00	\$2.00
Non Fiction and Large Print	per book	Nil	Nil
Renewal - New fiction and selected popular non fiction	per book	\$2.00	\$2.00
New Magazines (6 months only)	per magazine	\$1.00	\$1.00
Renewal - New Magazines	per magazine	\$1.00	\$1.00
Renewal - Magazines	per magazine	\$0.50	\$0.50
Overdue Charges – Adult	per day after 3 weeks	\$0.20	\$0.20
Book Reserve Fee		\$0.50	\$0.50
 Other Fees & Charges			
Internet Fees	per 15 mins	\$5.00	\$5.00
Internet Fees (Minimum Charge)		\$2.50	\$2.50
Sale of Books	per book	\$0.50 - \$2.00	\$0.50 - \$2.00
Lost Books	Cost	replacement cost	replacement cost
Lost book handling		\$2.00	\$2.00
Photocopying	per copy – A3	\$0.20	\$0.20
	per copy – A4	\$0.30	\$0.30
	per page	\$0.50	\$0.50
Faxing		\$0.50	\$0.50
DVDs	per DVD (per week)	\$2.50	\$2.50
Out of district membership fee	per annum	\$40.00	\$40.00
 SWIMMING POOLS			
Admission			
Adults		\$4.50	\$4.50
Children (Up to 16 years)		\$3.00	\$3.00
Children (Under 4 years)		Free	Free
Students (With I.D)		\$3.00	\$3.00
P.W.D		\$2.00	\$2.00
Seniors		\$3.00	\$3.00
Spectators		\$1.00	\$1.00
Aquacise Public		\$5.00	\$5.00
Aquacise Senior		\$4.50	\$4.50

COMMUNITY SERVICES

	1 July 2019	1 July 2020
Concession		
Family Day Pass (2 adults, 3 children)	\$12.00	\$12.00
Adult (10 swim)	\$40.50	\$40.50
Child (10 swim)	\$24.00	\$24.00
Senior (10 swim)	\$24.00	\$24.00
Aquacise Pass (Public) (10 swim)	\$45.00	\$45.00
Aquacise Pass (Senior) (10 swim)	\$40.00	\$40.00
Pool Hire (non-exclusive, conditions apply)		
Within Otorohanga – per hour	\$36.00	\$36.00
Outside Otorohanga – per hour	\$48.00	\$48.00
Lifeguard supervision – per hour	\$30.00	\$30.00
SECURITY PATROL SERVICE		
Charges for properties outside defined area (Former Differential Rating Area No 1)	Capital Value Uniform Charge	Current Rate Current Rate
Kawhia Community KAWHIA RECYCLING CENTRE		
Recycling (sorted)		
Plastic Milk bottles	Washed & squashed	Free
Soft drink (1 & 2)	Washed & squashed	Free
Steel cans	Washed & squashed	Free
Aluminium cans	Washed & squashed	Free
Paper	No food	Free
Cardboard	No food / flattened	Free
Scrap Metal	Free	Free
Lead-Acid battery	Each	\$5.00
LPG bottles (must be degassed)	Each	\$10.00
Computer	Each	\$15.00
Electric motor	Each	\$10.00
Clean reusable timber	Free	Free
Firewood timber	trailer	\$10.00
Car Tyres	Each	\$6.00
4x4 Tyres	Each	\$9.00
Truck Tyres	Each	\$20.00
Replacement Recycling Crate	Each	\$20.00
Cleanfill/Greenwaste		
(no weeds or flax)		
Standard bag	Each	\$3.00
Large bag	Each	\$5.00
Car boot	Per load	\$10.00
6 x 4 trailer / ute	Per load	\$30.00
Other	Per m³	\$30.00
Refuse	Per m³	\$45.00
Official bag	Each	Free
Standard bag	Each	\$4.00
Large bag	Each	\$7.00
Whiteware (must be degassed)	Each	\$10.00
Television	Each	\$25.00
Video recorder	Each	\$5.00
Toaster/kettle	Each	\$5.00
Timber	Per m³ load	\$55.00
CEMETERY		
Plots		
Adults	\$1,050.00	\$1,050.00
Children	\$250.00	\$250.00
Ash Wall	\$320.00	\$320.00
Interment		
Adults	\$1,200.00	\$1,200.00
Extra Depth	\$1,350.00	\$1,350.00
Children 11 years and under	\$500.00	\$500.00
Stillborn	\$150.00	\$150.00
Ash Wall (inc. Council installation of plaque and interment)	\$400.00	\$400.00
Ash Wall (inc. Own installation of plaque and interment)	\$150.00	\$150.00

COMMUNITY SERVICES

	1 July 2019	1 July 2020
KAWHIA WHARF		
Shed Rentals		
Taharoa Steel	\$1,375.00	\$1,375.00
Other Sheds	\$1,125.00	\$1,125.00
Power Charge	<i>per shed connected</i>	Actual costs
Berthage		
Taharoa Steel	\$6,250.00	\$6,250.00
Other Permanent Users	\$2,990.00	\$2,990.00
Casual	<i>per day</i>	\$52.00

REGULATORY SERVICES

	1 July 2019	1 July 2020
RESOURCE MANAGEMENT FEES		
All references are to the Resource Management Act 1991 unless specified otherwise		
Notes to Payment Of Charges		
All the deposits and specified amounts are payable in advance. Pursuant to Section 36 (7) of the Resource Management Act 1991 Council need not perform the action to which the charge relates until the charge has been paid to it in full. An additional charge may be required under Section 36 (3) where the set charge is inadequate to enable Council to recover its actual and reasonable costs relating to any particular application. Deposits made will be non-refundable and do not include GST.		
External Consultants Fees	Actual Cost	Actual Cost
When external consultants are engaged to review Consent applications the applicant will be charged the actual cost for those services.		
Application For Change To District Plan		
Deposit payable on receipt of the application with the balance of Council's costs recoverable on an actual and reasonable basis.		
deposit	\$12,000.00	\$12,000.00
Staff time will be calculated at an hourly rate *	Actual Time	Actual Time
Notified Application		
(Landuse and Subdivision)		
deposit	\$10,000.00	\$10,000.00
Limited Notified Application		
(Landuse and Subdivision)		
deposit	\$5,000.00	\$5,000.00
These categories include:		
– Controlled activities		
– Restricted Discretionary and Discretionary activities		
– Non-complying activities		
– Extension of consent periods (Section 125)		
– Change or cancellation or consent condition (Section 127)		
Deposit payable on receipt of the application with the balance of Council's costs recoverable on an actual and reasonable basis.		
Staff time will be calculated at an hourly rate *	Actual Time	Actual Time
Hearings Committee;		
In addition to staff time, a charge shall be payable by the applicant for the cost of convening a Hearings Committee meeting and for any site visit by the Hearings Committee	Actual Time	Actual Time

REGULATORY SERVICES

	1 July 2019	1 July 2020
Non-Notified Applications for Resource Consent (Landuse)		
This category includes the following		
– Controlled activities		
– Restricted Discretionary and Discretionary activities		
– Change or cancellation or consent condition (Section 127)		
– Relocatable dwellings		
<i>deposit</i>	\$1,000.00	\$1,000.00
- Non complying activities		
<i>deposit</i>	\$1,500.00	\$1,500.00
Staff time will be calculated at an hourly rate *		
	Actual Time	Actual Time
Application for permitted boundary activity	\$350.00	\$350.00
Monitoring:		
In the case of Land Use consents an additional fee to apply at the time of issuing the consent to cover the cost of ongoing monitoring.	\$250.00	\$250.00
Non-Notified Applications for Resource Consent (Subdivision)		
This category includes the following:		
– Controlled activities		
– Restricted Discretionary and Discretionary activities		
– Change or cancellation or consent condition (Section 127)		
Subdivision to Create One additional Lot		
Boundary Relocation or Adjustment involving up to Three Existing Titles	<i>deposit</i>	\$1,300.00
<i>deposit</i>	\$1,300.00	\$1,300.00
- Non-complying activities		
<i>deposit</i>	\$1,800.00	\$1,800.00
Subdivision to Create Two or more additional Lots		
Boundary Relocation or Adjustment involving Four or more Existing Titles	<i>deposit</i>	\$1,900.00
<i>deposit</i>	\$1,900.00	\$1,900.00
- Non-complying activities		
<i>deposit</i>	\$2,500.00	\$2,500.00
Staff time will be calculated at an hourly rate *		
	Actual Time	Actual Time
Change or Cancellation of Consent Notice including Preparation of Document (Section 221 Resource Management Act)	\$1,000.00	\$1,000.00
Designations And Notices of Requirements		
Receipt of a designation or notice of requirement with the balance of Council's costs recoverable on an actual and reasonable basis.	<i>deposit</i>	\$2,500.00
<i>deposit</i>	\$2,500.00	\$2,500.00
Outline Plan Application (Section 176A Resource Management Act)	<i>deposit</i>	\$350.00
<i>deposit</i>	\$350.00	\$350.00
Application to Waive the Requirement for an Outline Plan (Minor Works only) (Section 176A Resource Management Act)	<i>fee</i>	\$150.00
<i>fee</i>	\$150.00	\$150.00
Application to do anything to land that is subject to a Designation (Section 176(1)b Resource Management Act)	<i>deposit</i>	\$330.00
<i>deposit</i>	\$330.00	\$330.00
Request to the Requiring Authority responsible for an earlier designation (Section 177 Resource Management Act)	<i>deposit</i>	\$330.00
<i>deposit</i>	\$330.00	\$330.00

REGULATORY SERVICES

		1 July 2019	1 July 2020
Application to do anything that would prevent or hinder the public work or project (Section 178 Resource Management Act)	<i>deposit</i>	\$330.00	\$330.00
Transfer of rights and responsibilities for a Designation (Section 180 Resource Management Act)	<i>deposit</i>	\$330.00	\$330.00
Requirement for Alteration of a Designation (Section 181 Resource Management Act)	<i>deposit</i>	\$950.00	\$950.00
Removal of a designation (Section 182(2) Resource Management Act)	<i>deposit</i>	\$550.00	\$550.00
Application to extend the life of a designation (Section 184 and 184A Resource Management Act)	<i>deposit</i>	\$550.00	\$550.00
The balance of Council's costs recoverable on an actual and reasonable basis. *		Actual Time	Actual Time
Heritage Orders			
Receipt of a heritage order or notice of requirement with the balance of Council's cost recoverable on an actual and reasonable basis (Section 189 Resource Management Act).	<i>deposit</i>	\$1,000.00	\$1,000.00
Application to do anything which would wholly or partly nullify the effect of a heritage order (Section 193 Resource Management Act)	<i>deposit</i>	\$330.00	\$330.00
Removal of a heritage order (Section 196 Resource Management Act)	<i>deposit</i>	\$950.00	\$950.00
Staff time will be calculated at an hourly rate *		Actual Time	Actual Time
Other Resource Management Act Approvals			
Preparation and signing of any Bond (except relocatable Bond), covenant, legal document or variation thereto required as a condition of consent (s.108,109) or application to vary or extend time in respect of any bond, covenant or consent notice under s.108 and/or 109 including preparation of documents	<i>deposit</i>	\$550.00	\$550.00
Bond discharges (except cash relocatable bonds)	<i>standard fee</i>	\$320.00	\$320.00
Relocatable Buildings			
Bond Preparation Fee		\$210.00	\$210.00
Partial Bond Refunds		\$210.00	\$210.00
Application for an extension of time to complete works (Section 109(4) Resource Management Act)	<i>deposit</i>	\$200.00	\$200.00
Renewal of Resource Consent (Section 124(b) Resource Management Act)	<i>deposit</i>	\$330.00	\$330.00
Application for Extension of Consent Periods for Non-Notified Resource Consents (Section 125 & 126 Resource Management Act)	<i>deposit</i>	\$550.00	\$550.00
Application for Certificate of Compliance and Application for Existing Use Certificate (Section 139 Resource Management Act)	<i>deposit</i>	\$1,000.00	\$1,000.00
Application to extend the period specified to carry out and complete work subject to a bond (Section 222(2) Resource Management Act)	<i>deposit</i>	\$330.00	\$330.00
Application for a Section 224 certificate Completion of subdivision conditions	<i>deposit</i>	\$550.00	\$550.00

REGULATORY SERVICES

		1 July 2019	1 July 2020
Application for a Section 226(e) certificate Allotment in accordance with requirements of District Plan	deposit	\$550.00	\$550.00
Cancellation of amalgamation condition (Section 241 Resource Management Act)	deposit	\$550.00	\$550.00
Staff time will be calculated at an hourly rate		Actual Time	Actual Time
Removal of Building Line Restriction (Section 327A Local Government Act 1974)	deposit	\$550.00	\$550.00
Easement approvals and revocation (Section 348 Local Government Act 1974)	deposit	\$550.00	\$550.00
Infringement Fees			NO GST
Contravention of s.9 (restrictions to use of land) (s.338 (1) (a))	standard fee	\$550.00	\$550.00
Contravention of abatement notice (but not under s 322 (1) (c), s338 (1) (a))	standard fee	\$800.00	\$800.00
Contravention of an excessive noise direction (s338 (2) (c))	standard fee	\$700.00	\$700.00
Contravention of an abatement notice about unreasonable noise (s338 (2) (d))	standard fee	\$700.00	\$700.00
BUILDING CONTROL			
Certificate of Title Search			
Required for all Building Consent applications		\$25.00	\$25.00
Code Compliance Certificate			
Receive and process application. Issue Code Compliance Certificate			
- Commercial		\$500.00	\$500.00
- Residential		\$300.00	\$300.00
- Other		\$100.00	\$100.00
PIM – Project Information Memorandum			
Less than \$20,000		\$60.00	\$60.00
\$20,000 to \$300,000		\$145.00	\$145.00
Over \$300,000		\$225.00	\$225.00
BUILDING CONSENTS by PROJECT CATEGORY (Cost includes PIM)			
Minor Works			
Solid Fuel Heaters	Rural area add travel for 1 inspection	\$355.00	\$355.00
Garden Sheds			
Installation of Basic Warning System			
Marquees			
Plumbing & Drainage			
Minor Building Work			
Carports	Rural area add travel for 2 inspections	\$467.00	\$467.00
Demolition			
Para Pools & Equivalent Type Pools			
Decks & Pergolas			
Other Buildings			
Garages	Rural area add travel for 2 inspections	\$585.00	\$585.00
Hay Barns			
Implement Sheds			
Concrete Swimming Pools			
Bridges			
	Rural area add travel for 3 inspections	\$810.00	\$810.00
Detached habitable buildings with no plumbing & drainage			
Sleepouts, Office, Studio, small additions up to 30m ²	Rural area add travel for 3 inspections	\$925.00	\$925.00
Small Additions or alterations up to 30m² with no plumbing & drainage			
	Rural area add travel for 3 inspections	\$1,000.00	\$1,000.00

REGULATORY SERVICES

		1 July 2019	1 July 2020
Detached habitable buildings with plumbing/drainage Sleepouts with Toilet/Shower	<i>Rural area add travel for 4 inspections</i>	\$1,150.00	\$1,150.00
Small Additions or alterations up to 30m² with plumbing & drainage	<i>Rural area add travel for 4 inspections</i>	\$1,350.00	\$1,350.00
Additions between 30 & 60m² Note: for work over 60m ² , dwelling, commercial & industrial fees apply	<i>Rural area add travel for 4 inspections</i>	\$1,450.00	\$1,450.00
Dairy Sheds	<i>Rural area add travel for 5 inspections</i>	\$1,500.00	\$1,500.00
Resited Dwellings A refundable performance bond based on the estimated cost of remedial work required to meet Resource Consent conditions is also required	<i>Rural area add travel for 5 inspections</i>	\$2,000.00	\$2,000.00
Single storey dwellings up to 100m²	<i>Rural area add travel for 8 inspections</i>	\$2,200.00	\$2,200.00
Single storey dwellings up to 200m²	<i>Rural area add travel for 8 inspections</i>	\$2,500.00	\$2,500.00
Single storey dwellings in excess of 200m²	<i>Rural area add travel for 9 inspections</i>	\$2,600.00	\$2,600.00
Dwellings Two Storey or more up to 200m²	<i>Rural area add travel for 9 inspections</i>	\$2,900.00	\$2,900.00
Dwellings two storey or more over 200m²	<i>Rural area add travel for 10 inspections</i>	\$3,000.00	\$3,000.00
Small Commercial/Industrial Buildings up to 300m²	<i>Rural area add travel for 9 inspections</i>	\$2,800.00	\$2,800.00
Commercial/Industrial Buildings in excess 300m²	<i>Rural area add travel for 10 inspections</i>	\$3,800.00	\$3,800.00
Large Industrial and Commercial Projects		Actual Cost	Actual Cost
Travel Costs (inclusive of staff time) Applies to building consents in excess of 5 km from Otorohanga A set rate will be charged with any building work in Kawhia A flat rate will be charged with any building work in Otorohanga	<i>per km each way</i>	\$2.60	\$2.60
	<i>per Trip</i>	\$105.00	\$105.00
	<i>per Trip</i>	\$26.00	\$26.00
Extra Inspections Where an inspection is requested but the project is not ready fails inspection		\$110.00	\$110.00
Report on Buildings to be Relocated A refundable performance bond based on the estimated cost of remedial work required to meet Resource Consent conditions may be required	<i>Inspection and Report</i>	\$300.00 <i>(plus travel costs)</i>	\$300.00 <i>(plus travel costs)</i>
Inspections of Existing Swimming Pool Fences (Plus Travel)	<i>per inspection</i>	\$160.00	\$160.00
Inspections of Buildings for Compliance with Section 224(f) Resource Management Act 1991	<i>per inspection</i>	\$250.00	\$250.00
Code Compliance Certificate for each additional inspection necessary to obtain compliance (Plus Travel)	<i>per inspection</i>	\$110.00	\$110.00
Extension of Time for which Building Consent is Valid Max 2 extensions of 6 months each		\$55.00	\$55.00

REGULATORY SERVICES

	1 July 2019	1 July 2020
Amendments/Variations		
- Minor Variation	\$60.00	\$60.00
- Major Variation	\$200.00	\$200.00
Fees will be assessed as a percentage of consent fee at the discretion of the Building Control Manager		
Dept of Building and Housing levy	\$2.01 per \$1,000	\$2.01 per \$1,000
B.R.A.N.Z levy	\$1.00 per \$1,000	\$1.00 per \$1,000
BCA Accreditation levy	<i>per consent</i> \$50.00	\$50.00
Application for Certificate of Acceptance	\$421.00	\$421.00
per inspection	\$110.00	\$110.00
Application for Certificate of Public Use	\$421.00	\$421.00
per inspection	\$110.00	\$110.00
Planning Check		
Application reviewed for compliance with District Plan	\$150.00	\$150.00
Notice to Fix	\$421.00	\$421.00
per inspection	\$110.00	\$110.00
Section 71 and Section 77 Building Act 2004		
Preparation, signing and registration of Notices and Certificates charged at actual cost	<i>deposit</i> \$500.00	\$500.00
Cancellation of Building Consent		
Upon cancellation of a building consent that has been approved Council will refund all fees less 50% of the Building Consent Fee	<i>Per consent</i>	
Building Consent Information – Others	<i>per year</i> \$307.00	\$307.00
External Consultant Fees		
When external consultants are engaged to peer review Consent applications the applicant will be charged the actual cost for those services.	Actual Cost	Actual Cost
Audit Compliance Schedule	\$110.00	\$110.00
Issue new Compliance Schedule and Compliance Schedule Statement	\$250.00	\$250.00
Amend Compliance Schedule	\$250.00	\$250.00
AMUSEMENT DEVICES		
Permit Fees - First Device (first 7 days)	\$11.25	\$11.25
Permit Fees - Each additional device (first 7 days)	\$2.30	\$2.30
For each device for each further period of 7 days	\$1.15	\$1.15
LIQUOR LICENSING FEES		
On, off and club licenses		
Application Fee	Very low \$368.00 Low \$609.50 Medium \$816.50 High \$1,023.50 Very High \$1,207.50	\$368.00 \$609.50 \$816.50 \$1,023.50 \$1,207.50
Annual Fee	Very low \$161.00 Low \$391.00 Medium \$632.50 High \$1,035.00 Very High \$1,437.50	\$161.00 \$391.00 \$632.50 \$1,035.00 \$1,437.50
Special Licence Class		
Class 1	\$575.00	\$575.00
Class 2	\$207.00	\$207.00
Class 3	\$63.25	\$63.25
Managers Certificates	New and renewal certificates \$316.25	\$316.25
Application for Temporary Authority	\$296.70	\$296.70

REGULATORY SERVICES

	1 July 2019	1 July 2020
PUBLIC HEALTH FEES		
FOOD PREMISES		
Food Control Plan registered under the Food Act 1981	\$340.00	\$340.00
Food Control Plan Application Fee	\$220.00	\$220.00
Food Control Plan Verification Fee	Actual Costs	Actual Costs
Food Control Plan Renewal	Actual Costs	Actual Costs
National Plan 1,2,3 – Application Fee	\$120.00	\$120.00
National Plan 1,2,3 – Renewal Fee	Actual Costs	Actual Costs
Change of ownership	All License Categories	\$110.00
		\$110.00
Premises not required to be registered but requiring inspection		
Licensed premises, eating houses and food preparation premises	\$190.00	\$190.00
General inspection fee	\$110.00	\$110.00
FUNERAL DIRECTOR		
Initial registration	\$300.00	\$300.00
Initial inspection and interview plus apportioned annual fee or \$100.00, whichever is greater		
Renewal annual fee	\$210.00	\$210.00
HAIRDRESSERS		
Initial registration of premises	\$300.00 plus apportioned annual fee	\$300.00 plus apportioned annual fee
Initial inspection and interview plus apportioned annual fee or \$100.00, whichever is greater		
Renewal annual fee	\$340.00	\$340.00
OFFENSIVE TRADES		
Initial registration	\$300.00 plus apportioned annual fee	\$300.00 plus apportioned annual fee
Initial inspection and interview plus apportioned annual fee or \$100.00, whichever is greater		
Renewal annual fee	\$340.00	\$340.00
SALEYARDS		
Initial registration	\$300.00	\$300.00
Initial inspection and interview plus apportioned annual fee or \$100.00, whichever is greater		
Renewal annual fee	\$210.00	\$210.00
CAMPING GROUNDS		
Initial registration	\$300.00 plus apportioned annual fee	\$300.00 plus apportioned annual fee
Initial inspection and interview to check compliance with Camping Ground Regulations plus apportioned annual fee or \$100.00, whichever is greater		
Renewal annual fee	\$340.00	\$340.00
HAWKERS AND MOBILE SHOPS		
Mobile Shops	\$150.00	\$150.00
Mobile Shops (Temporary license for 3 months)	\$50.00	\$50.00
DOG CONTROL		
Pursuant to Section 37 of the Dog Control Act 1996		
Urban Dogs	\$155.00	\$155.00
Urban plus Neutered Dogs	\$122.00	\$122.00
Urban plus Special Owner Dogs	\$122.00	\$122.00
Rural Dogs	\$122.00	\$122.00
Special Owner plus Neutered Dogs	\$67.00	\$67.00
Rural plus Special Owner Dogs	\$67.00	\$67.00

That an additional registration fee of 50% of the fee that would have been payable on dogs not registered by 31 July shall apply.

REGULATORY SERVICES

	1 July 2019	1 July 2020
Registration tags to be supplied free of charge.		
Replacement tags to be supplied free of charge.		
Dog collars – all sizes	\$12.50	\$12.50
That all fees be inclusive of Goods and Services Tax.		
POUNDAGE		
DOGS		
That pursuant to Section 68 of the Dog Control Act 1996 the following fees by payable for impounding of dogs-		
A poundage fee of	per dog	\$50.00
An additional poundage fee for second and subsequent impoundings.	per dog	\$50.00
<i>*Fee for dogs uplifted for barking complaints, threatening public safety, non-registration or any other purpose authorised under the Dog Control Act 1996, the actual and reasonable costs incurred.</i>		
Sustenance fee	per dog per day or part thereof	\$12.50
Notification Fee		\$12.50
<i>Impounded dogs only be released from the pound between the hours of 8.30am to 5.00pm Monday to Friday on full payment of all fees. No releases to be made on Saturdays, Sundays or public holidays.</i>		
OTHER ANIMALS		
pursuant to Section 14 of the Impounding Act 1955		
Poundage		
For every horse, mare, gelding, colt, filly or foal		\$50.00
For every mule or ass		\$50.00
For every bull above the age of 9 months	Per head up to 6 head	\$50.00
For every bull above the age of 9 months	For every head over 6 head	\$22.00
For every ox, cow, steer, heifer or calf	Per head up to 6 head	\$40.00
For every ox, cow, steer, heifer or calf	For every head over 6 head	\$22.00
For every stag above the age of 9 months		\$50.00
For all other deer		\$40.00
For every ram above the age of four months		\$16.00
For every ewe, wether, or lamb		\$11.00
For every goat		\$11.00
For every boar		\$45.00
For all other pigs		\$45.00
Notification Advertisement		
In addition to the above fees and to be considered part of the poundage fee, where applicable, a notification fee of a newspaper circulating in the local authority district.		\$40.00
Repeated Impounding		
Where stock, not necessarily the same animal, but owned by the same person is impounded on a second or subsequent occasion, the Poundage fee shall be twice that charged on the initial impounding.	Double initial impounding Fee	Double initial impounding Fee
Sustenance		
Sustenance fees shall be payable by the owner of impounded stock sufficient to reimburse the Council for all actual and reasonable costs incurred in the sustenance of the stock provided that no such fee shall be less than.	per head of stock per day.	\$8.00
Driving Charges		
In the case of any stock found trespassing, straying or wandering on any road, the owner shall pay to the Council all actual and reasonable costs incurred in loading, driving or conveying the stock from the place where it is found to the nearest pound.		
Impounded stock will only be released from the pound between the hours of 8.30am to 5.00pm Monday to Friday on full payment of all fees. No releases to be made on Saturdays, Sundays or public holidays.		

REGULATORY SERVICES

	1 July 2019	1 July 2020
TRESPASSING		
Trespass on any paddock of grass or stubble		
For every horse, cattle, beast, deer, ass or mule	<i>Per day</i>	\$3.00
For every sheep	<i>Per day</i>	\$1.00
For every pig or goat	<i>Per day</i>	\$6.00
Trespass on any land bearing any growing crop or from which the crop has not been removed, or in any reserve, cemetery or burial ground		
For every horse, cattle, beast, deer, ass or mule	<i>Per day</i>	\$6.00
For every sheep	<i>Per day</i>	\$2.00
For every pig or goat	<i>Per day</i>	\$12.00

GOVERNANCE AND LEADERSHIP

	1 July 2019	1 July 2020
GIS PLANS		
For custom maps the GIS Officers time should be charged at	<i>per hr.</i>	\$55.00
Raster Data		
	Size	
	A4 (210 x 297)	\$10.50
	A3 (420 x 297)	\$12.50
	A2 (420 x 594)	\$15.50
	A1 (840 x 594)	\$31.00
Vector Data		
	A4 (210 x 297)	\$7.00
	A3 (420 x 297)	\$8.00
	A2 (420 x 594)	\$15.50
	A1 (840 x 594)	\$20.50

Raster plots are dearer as they are solid graphics like topographical maps or aerial photography, whereas vector data is only line work and text and therefore uses considerably less ink.

PHOTOCOPYING

Single <5

A4 White	\$0.40	\$0.40
A3 White	\$0.60	\$0.60
A4 Coloured	\$1.00	\$1.00

Single >5

A4 White	\$0.35	\$0.35
A3 White	\$0.50	\$0.50
A4 Coloured	\$0.80	\$0.80

Double sided <5

A4 White	\$0.60	\$0.60
A3 White	\$0.80	\$0.80
A4 Coloured	\$1.50	\$1.50

Double sided >5

A4 White	\$0.50	\$0.50
A3 White	\$0.70	\$0.70
A4 Coloured	\$1.25	\$1.25

Own Paper less 2c per copy, Staff Schools/Clubs less 25%, Large Volumes by negotiation, Cash only under \$50

LAND INFORMATION MEMORANDUM

Application Fee		\$230.00	\$230.00
Urgent Fee (within 5 working days)	<i>Additional</i>	\$130.00	\$130.00
Any follow up work as a result of a LIM		Actual costs	Actual costs
Application for a property that include more than one valuation Reference – Charge for each additional reference		\$50.00	\$50.00

LEGAL DOCUMENTS

Preparation of Leases and Licences of Council land (plus actual disb. Costs i.e. any advertising fees)	<i>Standard Fee</i>	\$205.00	\$205.00
Preparation of Leases and Licences of Council land – renewal	<i>Standard Fee</i>	\$155.00	\$155.00

GOVERNANCE AND LEADERSHIP

		1 July 2019	1 July 2020
Sealing Fee per set of documents		\$35.00	\$35.00
Title Search - Standard (plus disbursements)	<i>per document</i>	\$25.00	\$25.00
Title Search - Complex (plus disbursements)	<i>per document</i>	\$25.00	\$25.00
Search Fee for Complex Title Search Staff Time	<i>per hour</i>	\$50.00	\$50.00

RATING INFORMATION

Road / Street Index		\$510.00	\$510.00
Written confirmation of individual property information and requisitions	<i>On disc</i>	\$50.00	\$50.00
Verbal information on properties to the owner, occupier or their representatives.	<i>On paper</i>	Actual Costs Nil	Actual Costs Nil

* Details of staff hourly rates are available on request.

DEVELOPMENT CONTRIBUTIONS

	Area of Benefit	1 July 2019	1 July 2020
ROADING PROJECTS			
Safety Improvements	Hanning, Te Tahi and Mangati Roads Calculated based on distance up road from State Highway 39, with a minimum charge of	\$14,039.00	\$14,039.00
 WATER/ WASTEWATER/ STORMWATER			
Otorohanga Community Water Reservoir	Refer to Map Five in Development Contributions Policy	\$987.00	\$987.00
Otorohanga Community Water Treatment Plant	Refer to Map Five in Development Contributions Policy	-	-
Kawhia Community a) Treatment & b) Headworks Thompson/ Harper Avenue water main ring main completion	Refer to Map Three in Development Contributions Policy	-	-
Otorohanga Community pre- treatment	Refer to Map Five in Development Contributions Policy	\$1,446.00	\$1,446.00
Stormwater capacity upgrade	Refer to Map One in Development Contributions Policy	\$1,009.00	\$1,009.00
 RESERVE CONTRIBUTIONS			
Under Section 108 Resource Management Act 1991		For every new lot created	\$1,012.00

Glossary

ACTIVITY:

Goods or Services provided by or on behalf of Council.

ACTIVITY GROUPS:

Related activities clustered together under a single category, such as 'community facilities'.

ANNUAL REPORT:

A report that Council prepares once a year to assess performance against its objectives, activities, performance targets and budgets outlined in the Long-term Plan.

ASSET:

A resource controlled by Council, such as a park, road, stormwater system, water or wastewater plant.

ASSET MANAGEMENT PLANS:

Plans that provide operational guidance concerning service standards, maintenance and capital costs for assets such as parks, roads, stormwater systems, water and wastewater plants.

ASSUMPTIONS:

A statement that is used as a basis for making particular predictions that may or may not occur.

CAPITAL EXPENDITURE:

Money spent to build or buy a new asset or to improve the standard of an existing asset.

COMMUNITY OUTCOMES:

A set of aspirations that reflect the community's desires for economic, social, environmental, and cultural well-being.

COUNCIL ORGANISATION:

Any organisation in which Council owns or controls any portion of voting rights or has the right to appoint one or more director, trustees, etc.

DIFFERENTIAL RATING:

A technique used to 'differentiate' or change the relative rates between different categories of rateable land in order to adjust the rating burden on one or more groups of ratepayers.

DISTRICT PLAN:

A detailed plan of the way the District's environment will be managed to achieve the purpose and principles of the Resource Management Act 1991.

EQUITY:

Also known as net worth. The total value of assets less total liabilities.

FUNDING IMPACT STATEMENT:

A Document that includes information that discloses revenue and financing mechanisms and indicates the level or amount of funds to be produced by each mechanism.

LEVELS OF SERVICE:

The service parameters or requirements for a particular activity or service area against which service performance may be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental acceptability and cost.

LONG-TERM PLAN:

A ten-year plan adopted every three years under section 93 of the Local Government Act 2002. It describes Council's activities, why it participates in these activities and how the activities will be funded.

NEW ZEALAND DRINKING WATER STANDARD:

Drinking water standards set by the Ministry of Health.

OPERATING COSTS:

Money spent to deliver a service, maintain an asset, or any other expenditure, which does not buy, or build on, a new asset.

REVENUE AND FINANCING POLICY:

A comprehensive policy stating how each activity of Council is to be funded from rates, user charges, subsidies, other income or combination of these.

SIGNIFICANCE:

The degree of importance attached by Council to an issue, proposal, decision or other matter in terms of its likely impact on the wellbeing of the District.

SIGNIFICANT DECISION:

A Council decision that has a high degree of importance in terms of economic, social, environmental, or cultural wellbeing.

STATUTORY REQUIREMENTS:

Requirements identified and defined by the law.

STRATEGIC PLAN:

Long-term strategy for the District approved by Council