

Notice is hereby given that an ordinary meeting of the Horowhenua District Council will be held on:

Date: Wednesday 21 June 2017
Time: 4.00 pm
Meeting Room: Council Chambers
Venue: 126-148 Oxford St
Levin

Council OPEN AGENDA

MEMBERSHIP

Mayor	Mr Michael Feyen	
Deputy Mayor	Mr Wayne Bishop	
Councillors	Mr Ross Brannigan	
	Mr Ross Campbell	
	Mr Neville Gimblett	
	Mr Barry Judd	
	Mrs Victoria Kaye-Simmons	
	Mrs Jo Mason	
	Mrs Christine Mitchell	
	Ms Piri-Hira Tukapua	
	Mr Bernie Wanden	
Reporting Officer	Mr David Clapperton	(Chief Executive)
Meeting Secretary	Mrs Karen Corkill	
	Ms Sharon Bowling	

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Full Agendas are available on Council's website
www.horowhenua.govt.nz

Full Agendas are also available to be collected from:
Horowhenua District Council Service Centre, 126 Oxford Street, Levin
Foxton Service Centre/Library, Clyde Street, Foxton,
Shannon Service Centre/Library, Plimmer Terrace, Shannon
and Te Takeretanga o Kura-hau-pō /Library, Bath Street, Levin

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1 Apologies

2 Public Participation

Notification to speak is required by 12 noon on the day of the meeting. Further information is available on www.horowhenua.govt.nz or by phoning 06 366 0999.

3 Late Items

To consider, and if thought fit, to pass a resolution to permit the Council to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) The reason why the item was not on the Agenda, and
- (ii) The reason why the discussion of this item cannot be delayed until a subsequent meeting.

4 Declaration of Interest

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.

5 Announcements

File No.: 17/262

Adoption of Annual Plan 2017/2018

1. Purpose

This report seeks Council's adoption of the 2017-2018 Annual Plan.

2. Executive Summary

- 2.1 The Council's Consultation Document for its 2017-2018 Annual Plan was the subject of public consultation from 10 March 2017 to 10 April 2017. A total of 76 submissions were received during the consultation period. Council heard submissions on 3 May 2017, with the deliberation of submissions taking place on 24 May 2017.
- 2.2 This report seeks Council's adoption of the 2017-2018 Annual Plan. The Annual Plan incorporates the changes made by Council as a result of the deliberations.
- 2.3 The Annual Plan incorporates a total rates income (excluding penalties and water by meter) of \$35.153 million which equates to a rates income increase of 5.64% for 2017-2018. The rates income increase is below the 7.72% forecast for 2017-2018 in the amended 2015-2025 Long Term Plan.

3. Recommendation

- 3.1 That Report 17/262 Adoption of 2017-2018 Annual Plan be received.
- 3.2 That this decision is recognised as significant in terms of Section 76 of the Local Government Act 2002.
- 3.3 That the Horowhenua District Council, having taken into account the submissions received during the formal public consultation process, adopts the attached 2017-2018 Annual Plan including the policies and statements contained therein, in accordance with Section 95 of the Local Government Act 2002.
- 3.4 The Council delegates to the Chief Executive the authority to make editorial changes that arise as part of the publication process for the 2017-2018 Annual Plan.

4. Background / Previous Council Decisions

- 4.1 At its 1 March 2017 Extraordinary Council meeting, Council resolved that the Annual Plan Consultation Document 2017-2018 and associated Supporting Documents (i.e. Council's Activity and Financial Statements) be adopted for public consultation.
- 4.2 The Annual Plan Consultation Document 2017-2018 went out for public consultation on 10 March 2017. Submissions closed on 10 April 2017. In total 76 submissions were received.
- 4.3 As part of the Annual Plan Consultation Document 2017-2018 Council flagged that it was proposing an average overall rate increase of 5.64% which is below the 7.72% increase projected for 2017/18 that was adopted as part of the amended 2015-2025 Long Term Plan.
- 4.4 Via the Annual Plan Consultation Document 2017-2018 Council sought Community feedback on three key topics which were:

1. Whether there was support within the Community for Council to allocate money towards the development of Shared Pathways in the District in 2017/18;
 2. Whether there was support within the Community for Council to allocate money towards the provision of some form of Heritage Incentive/s on an annual basis going forward; and
 3. Proposed amendments to Council's Significance and Engagement Policy.
- 4.5 Following the close of submissions, Council a held hearing on 3 May 2017 for submitters who wished to speak in support of their submission. Deliberations on all of the submissions then took place on 24 May 2017.
- 4.6 Officers have now prepared the 2017-2018 Annual Plan, which takes into account the decisions made by the Council at the deliberations meeting on 24 May 2017.

5. Discussion

- 5.1 The 2017-2018 Annual Plan incorporates a total rates income of \$35.153 million (this excludes penalties and water by meter), which equates to a rates income increase of 5.64%. The 2017-2018 Annual Plan is forecasting a rates income increase below what had been adopted in the 2015-2025 Long Term Plan.

	LTP 2015-2025 Projected	Annual Plan 2017- 2018 Forecast
Total Rates Income (exc. GST)	\$37.757 million*	\$35.153 million*
Rate Income Increase	7.72%	5.64%

* This excludes penalties and water by meter

- 5.2 The rate increases will vary across the District, this is in part due to different levels of servicing available between the settlements (i.e. some have reticulated water and/or sewer and others do not) as well as the different types of rates collected, including a variety of targeted rates some of which are calculated on Capital Value while other rates are calculated on Land Value. The variations are also driven by the property revaluations that were undertaken last year, and the ten year journey Council is on to amend the differentials for the General Rate.
- 5.3 Of the three key topics that Council consulted on as part of the development of the 2017-2018 Annual Plan, Council made the following decisions:
- Council allocated \$250,000 in 2017/18 to commence the development of a shared pathways network for the Horowhenua District;
 - Council allocated \$50,000 per annum to the 'Heritage Incentive Fund' for the preservation and enhancement of local heritage buildings, structures and sites in the Horowhenua District. This is subject to review in 2021/22; and
 - Council adopted the Draft Significance and Engagement Policy and rescinded the Community Engagement Strategy.
- 5.4 Other key decisions made by Council during the deliberation process included:
- That Council facilitate discussions between the Tokomaru Village and Community Association, the Ministry of Education and the Board of Trustees and/or principals of the Tokomaru and Opiki Schools regarding the provision of aquatic services in northern Horowhenua and that \$10,000 be included in the Annual Plan for 'aquatic activities' agreed by the parties.

- That \$15,000 is made available in the Annual Plan to redecorate the toilets under the Shannon Grandstand, and that operational budgets for Shannon Domain are increased by a further \$15,000 to allow the toilets to remain open for the benefit of park users during 2017/18.
- 5.5 Other more minor changes were also made as a result of the deliberation process, the full list of these decisions of Council can be found in the minutes for the Council Meeting 24 May 2017.
- 5.6 While the Annual Plan includes the proposed average rate increase for 2017-2018, the rates for the year commencing 1 July 2017 and concluding on 30 June 2018 need to be set by Council in accordance with Section 23 and 24 of the Local Government Rating Act. A separate report has been prepared for this Council meeting seeking approval of the rates strike for the 2017-2018 year.
- 5.7 Council's surplus is estimated to be \$978k for the year. Council also meets all the prudential benchmarks set under the Local Government (Financial Reporting and Prudence) Regulations set by DIA for local government including the balance the budget, debt and rates benchmarks.
- 5.8 Council debt is forecast to be at \$83m by 30 June 2018 which is what the amended LTP had forecast for that year. Council's capital expenditure programme is set at \$29.3m for the year \$11.6 more than in the LTP. However, this is after shifting \$10m in projects from the 2016/17 financial year due to delays in some key projects such as Foxton Main Street, Levin Water Treatment, Foxton Wastewater, North East Levin Stormwater and Te Awahou Nieuwe Stroom.

6. Other Matters for Council's Consideration

Civil Defence Emergency Management

- 6.1 A Section 17A review in relation to the provision of Civil Defence Emergency Management (CDEM) services in Horowhenua district has recently taken place. This review was undertaken in partnership with Rangitikei and Manawatu District Councils and included all three geographical districts. This review was undertaken by an externally contracted consultant.
- 6.2 The review recommended the three Councils enter in to a standardised contractual arrangement with Horizons Regional Council for increased levels of specified civil defence services to increase community preparedness and civil defence responsiveness across respective districts. The review also recommended the Councils each contribute to a similar level of investment, going forward.
- 6.3 As a result, the three Councils are preparing a funding arrangement, with Horizons Regional Council, for the following services:
- Day-to-day administrative and emergency management services required to ensure that the principals (i.e. client councils) are in a position to respond to actual or potential local emergencies.
 - Preparation and delivery of an **Annual Training Plan** in consultation with each individual council and delivered to meet individual client council's needs and priorities.
 - Provision of a leadership role in the operational service delivery of CDEM services to ensure an effective response during a local and/or regional and/or national emergency.
 - Undertakes the community engagement, preparation and review associated with a **Community Response Plan** for specified geographical communities within the client

council's district, ensuring that each plan links to the 'Local Welfare Plan' and aligns with local and regional response arrangements.

- Preparation and delivery of an annual Community Resilience/Emergency Preparedness **Communication Plan** that leverages off the client council's priorities and opportunities.
- The ongoing facilitation of a local Emergency Management Committee for the client councils.
- The recruitment, training and support of Civil Defence Emergency Management volunteers, as appropriate.
- Regular reporting on contract deliverables at a frequency agreed by the respective client councils.

6.4 The funding contribution to be made by each contributing Council (being Rangitikei, Manawatu and Horowhenua District Councils) for these enhanced civil defence and emergency management services is proposed to be \$168,000 per annum. The current Horizons contract budget provision for 2017/18 is \$84,136 per annum; the difference being \$83,964.00.

6.5 It is relevant to note that Council has, in previous years, within the same annual funding arrangement with Horizons Regional Council, contributed an additional amount of \$123,000 towards rural fire services. Horowhenua District Council is no longer making budget provision for a rural fire service funding arrangement with Horizons Regional Council due to the establishment and operationalisation of Fire Emergency Services New Zealand (FENZ).

6.6 The proposed additional funding arrangement costs are due to:

1. Expanded and enhanced civil defence and emergency response services (as proposed as a result of Section 17A review);
2. A practical inability to offset costs across the broader funding arrangement, as happened previously; and
3. The agreement in principle, for all contributing Councils to contribute equally.

6.7 The additional financial investment of \$83,964 has been incorporated in to the 2017-2018 Annual Plan. This will not affect Council's forecast rates increase of 5.64% as it will be covered within existing budgets.

7. Options

7.1 Council is required to adopt its 2017-2018 Annual Plan no later than 30 June 2017 as per requirements of the Local Government Act 2002. The 2017-2018 Annual Plan incorporates changes made by Council as a result of deliberations held on 24 May 2017.

7.2 It is recommended that Council adopt the Annual Plan 2017/2018 as attached.

7.3 It is also recommended that Council delegates to the Chief Executive the authority to make editorial changes that may arise as part of the publication process for the 2017-2018 Annual Plan.

8. Next Steps

8.1 Following the adoption of the 2017-2018 Annual Plan a finalised document is published and an electronic copy is made available on the Council's website, hard copies being made available at local public libraries. Within one month of adoption of the Annual Plan Council must also send copies to the Secretary, Auditor-General and the Parliamentary Library.

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

1. Appendices

No.	Title	Page
A	Annual Plan 2017/2018 (<i>Under Separate Cover</i>)	

Author(s)	David McCorkindale Senior Manager - Strategic Planning	
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Approved by	David Clapperton Chief Executive	
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Adoption of Rates Resolution for year ending 30 June 2018

File No.: 17/265

1. Purpose

The purpose of this report is for the Horowhenua District Council (Council) to formally adopt the Rates Resolution for the year ending 30 June 2018.

Having adopted the Annual Plan 2017/2018 containing the Funding Impact Statement, Council is now required to formally adopt the Rates Resolution.

2. Recommendation

- 2.1 That Report 17/265 on Adoption of Rates Resolution for year ending 30 June 2018 be received.
- 2.2 That this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.
- 2.3 That the Horowhenua District Council sets the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing 1 July 2017 and ending on 30 June 2018.

(a) General Rates

A general rate set under section 13 of the Local Government (Rating) Act 2002 made on every rating unit, set on a differential basis as described below:

- A rate of \$0.00091604 (GST inclusive) of land value on every rating unit in the "urban" category
- A rate of \$0.0002839 (GST inclusive) of land value on every rating unit in the "township" category
- A rate of \$0.00018623 (GST inclusive) of land value on every rating unit in the "rural residential" category
- A rate of \$0.00155555 (GST inclusive) of land value on every rating unit in the "rural" category
- A rate of \$0.00466221 (GST inclusive) of land value on every rating unit in the "District wide" category

(b) Rooding Rate

A targeted Rooding rate set under section 16 of the Local Government (Rating) Act 2002 made on every rating unit, set on a differential basis as described below:

- A rate of \$0.00067203 (GST inclusive) of capital value on every rating unit in the "business" category
- A rate of \$0.00077629 (GST inclusive) of capital value on every rating unit in the "District wide other" category.

(c) Stormwater Rate

A targeted Stormwater rate of \$0.00041991 (GST inclusive) of capital value set under section 16 of the Local Government (Rating) Act 2002 on all "Urban" rating units.

(d) Community Centre/Library Rate

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 of \$238.20 (GST inclusive) on every separately used or inhabited part of a rating unit in the district to fund the provision of Community Centres and library services.

(e) Representation and Community Leadership

A targeted rate set under section 16 of the Local Government (Rating) Act 2002 of \$232.60 (GST inclusive) on every separately used or inhabited part of a rating unit in the district to fund the Representation and Community Leadership costs.

(f) Solid Waste Disposal Rates

A targeted rate for solid waste disposal set under section 16 of the Local Government (Rating) Act 2002, to fund the Solid Waste activity costs set on a differential basis as described below:

- A rate of \$22.90 (GST inclusive) on every separately used or inhabited part of a rating unit in the "urban and township" category,
- A rate of \$16.50 (GST inclusive) on every separately used or inhabited part of a rating unit in the "rural" category.

(g) Swimming Pool Rate

A targeted rate for the provision of swimming pools set under section 16 of the Local Government (Rating) Act 2002, of \$147.50 (GST inclusive) on every separately used or inhabited part of a rating unit in the district.

(h) Sewage (Waste Water) Disposal Rates

A targeted rate for sewage disposal set under section 16 of the Local Government (Rating) Act 2002 to fund the Waste water activity costs set on a differential basis as described below:

- A rate of \$589.00 (GST inclusive) for each separately used or inhabited part of any rating unit that is connected to a sewer network;
- A rate of \$294.50 (GST inclusive) for each separately used or inhabited part of any rating unit that is available to be connected to a sewer network.

(i) Water Supply Rates

A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002 to fund the Water Supply activity costs set on a differential basis as described below:

- A rate of \$401.10 (GST inclusive) for each separately used or inhabited part of any rating unit, or for each connection to each separately used or inhabited part of any rating unit, whichever is the greater, that is connected to a water supply network (except for Foxton Beach which has a lower fixed rate to recognise the fact that it has universal water metering. This exception does not apply to the district wide availability differential).
- A rate of \$200.55 (GST inclusive) for each separately used or inhabited part of any rating unit that is available to be connected to a water supply network.

For the Foxton Beach water supply network:

- A rate of \$307.40 (GST inclusive) for each separately used or inhabited part of any rating unit, or for each connection to each separately used or inhabited part of any rating unit, whichever is the greater, that is connected to the Foxton Beach water supply network where a water meter is connected.

Targeted rates for water supply set under section 19 of the Local Government (Rating) Act 2002 where a meter is used to measure consumption on the network during the period from 1 July 2017 to 30 June 2018 of,

- \$1.70 (GST inclusive) per m³ of water consumed in excess of 91m³ per every quarter invoicing period on any rating unit connected to any water supply, except Foxton Beach.
- \$0.85 (GST inclusive) per m³ of water consumed in excess of 91m³ per every quarter invoicing period on any rating unit connected to the Shannon untreated bore water supply.
- For Foxton Beach Water Supply:
 1. **Step 1** - \$0.72 (GST inclusive) per m³ for the first 50 m³ of water consumed per quarter on any rating unit or separately used or inhabited part of a rating unit connected to the Foxton Beach water supply network during the period from 1 July 2017 to 30 June 2018.
 2. **Step 2** - \$1.44 (GST inclusive) per m³ for the second 50 m³ of water consumed per quarter in excess of 50 m³ on any rating unit or separately used or inhabited part of a rating unit connected to the Foxton Beach water supply network during the period from 1 July 2017 to 30 June 2018.
 3. **Step 3** - \$2.16 (GST inclusive) per m³ for the balance of water consumed per quarter in excess of 100 m³ on any rating unit or separately used or inhabited part of a rating unit connected to the Foxton Beach water supply network during the period from 1 July 2017 to 30 June 2018.

DIFFERENTIAL CATEGORIES

That the Horowhenua District Council adopts the following definitions for its differential categories for the 2017/18 financial year.

General Rate

- (j) **Urban**- all rating units in Levin, Shannon and Foxton urban areas, as shown on the maps available defining those areas for rating purposes held at the Council office in Levin. This category has a differential factor of 6.42%.
- (k) **Townships** - all rating units in Waikawa Beach, Manakau, Ohau, Hokio Beach, Waitarere Beach, Foxton Beach and Tokomaru urban areas, as shown on the maps available defining those areas for rating purposes held at the Council office in Levin. This category has a differential factor of 0.97%.
- (l) **Rural Residential** - all rating units classified as Lifestyle and Residential (other than those rating units identified as “vacant” or “bare”). These properties will be identified in the DVR using the “Property Category” codes from Appendix F of the Valuation Rules 2008, Promulgated by the Valuer General This category has a differential factor of 0.73%
- (m) **Rural** - all rating units that are located in areas outside the urban and township category boundaries but not those rating units classified as Rural Residential. This category has a differential factor of 25%.
- (n) **District Wide** - all rating units other than those in the rural category. This

category has a differential factor of 66.88%.

Roading Targeted Rate

- (o) **Business** - all rating units identified as Arable, Commercial (including all Rest Homes/Retirement villages other than those that have separate title for the individual units or houses), Dairy, Forestry (except protected forestry), Horticultural, Industrial, Mining, Pastoral, Specialist livestock, and Utilities using the "Property Category" codes from Appendix F of the Valuation Rules 2008, promulgated by the Valuer General. This category has a differential factor of 35%.
- (p) **District Wide Other** - all rating units identified as Lifestyle, Residential (excluding all Rest Homes/Retirement villages but including those that have separate title for the individual units or houses) and Other using the "Property Category" codes from Appendix F of the Valuation Rules 2008, promulgated by the Valuer General. This category has a differential factor of 65%.

Solid Waste Disposal Rate

- (a) **Urban** - all rating units within the towns of Levin, Foxton, Shannon, Tokomaru, Foxton Beach, Waitarere Beach, Hokio Beach, Ohau, Waikawa Beach and Manakau as shown on the maps available defining those areas for rating purposes held at the Levin Office. This category has a differential factor of 80%.
- (b) **Rural** - all rating units within the district that are outside the defined "urban" differential described above. This category has a differential factor of 20%.

Wastewater Rate

- (a) **Connected** - on all rating units across the District for which connection to a reticulated wastewater disposal system is available. A reticulated wastewater disposal system is available to a rating unit if a lateral or laterals exist for the purposes of accepting wastewater from the rating unit to the wastewater trunk main, where there is a connection from the land within the rating unit to that lateral/s or trunk main
- (b) **Available** - on any rating unit that is not connected to a reticulated wastewater disposal system, but is within 30m of a trunk main that is available to take waste from the rating unit. A reticulated wastewater disposal system is available to a rating unit if a lateral or laterals exist for the purpose of accepting wastewater from the rating unit to the wastewater trunk main or, if no lateral exists, if Council will allow the rating unit to be connected. This rate is set at 50% of the fixed charge for a connected rating unit

Water Supply Rate

- (a) **Connected** - a reticulated potable water supply is available to a rating unit if a lateral or laterals exist for the purpose of delivering water from the trunk main to the rating unit, and there is a connection from the land within the rating unit to that lateral/s or trunk main.
- (b) **Available** - any rating unit not connected to, but within 100 metres of a trunk main for a reticulated potable water supply that is available to the rating unit. A reticulated potable water supply is available to a rating unit if a lateral or laterals

exist for the purpose of delivering water from the trunk main to the rating unit or, if no lateral exists, if Council will allow the rating unit to be connected. This rate is set at 50% of the fixed charge for a district wide connected rating unit.

DUE DATES FOR PAYMENT OF RATES

That all rates (except water-by-meter rates) will be payable in four equal instalments due on:

15th September 2017
15th December 2017
15th March 2018
15th June 2018

WATER-by-METER RATES DUE DATES 2017-2018		
AREA	WATER METERS READ DURING	DUE DATE
Foxton Beach 6-10, Shannon, Tokomaru	Jul-17	25-Aug-17
	Oct-17	25-Nov-17
	Jan-18	25-Feb-18
	Apr-18	25-May-18
Foxton Beach 1-5, Whirokino	Aug-17	25-Sep-17
	Nov-17	25-Dec-17
	Feb-18	25-Mar-18
Levin, Ohau, Foxton	May-18	25-Jun-18
	Sep-17	25-Oct-17
	Dec-17	25-Jan-18
	Mar-18	25-Apr-18
	Jun-18	25-Jul-18

PENALTIES

(a) That the Council authorises the following penalties to be added to rates (except water-by-meter rates) that are not paid by the due date:

(i) a charge of 10 percent on so much of each instalment that has been assessed after 1st July 2017 and which is unpaid after the due date of each instalment, to be added to the amount of the unpaid rates on:

15th September 2017
15th December 2017
15th March 2018
15th June 2018

(ii) a charge of 10 percent on so much of any rates levied before the 1st July 2017 which remain unpaid on 7th July 2017.

(iii) a further charge of 10 percent on any rates to which a penalty has been added under (ii) above if the rates remain unpaid on 7th January 2018.

- (iv) a charge of 10 percent on so much of the amount of each instalment of a water supply rate where a meter is used to measure consumption that remains unpaid on the due date for each payment.
- (b) That the authority to apply the Council's policy on penalty rates be delegated to the Finance Manager.

PAYMENT OF RATES

That rates shall be payable at any of the following places:

Levin	Public Office, 126 Oxford Street	Mon, to Fri	8.00 am to 5.00 pm
Foxton	Library/Service Centre Clyde Street	Mon to Fri	9.00 am to 5.00 pm
Shannon	Library/Service Centre Plimmer Terrace	Mon to Fri Sat	10.00 am to 12 noon 1.00 pm to 5.00 pm 10.00 am to 12 noon
Tokomaru	Tokomaru Store Tokomaru Road	During store opening hours	

Where a payment made by a ratepayer is less than the amount now payable, the Council will apply the payment firstly to any arrears from previous years and then proportionately across all current year rates due.

Attachments


There are no attachments for this report.

Confirmation of statutory compliance

In accordance with section 76 of the Local Government Act 2002, this report is approved as:

- a. containing sufficient information about the options and their benefits and costs, bearing in mind the significance of the decisions; and,
- b. is based on adequate knowledge about, and adequate consideration of, the views and preferences of affected and interested parties bearing in mind the significance of the decision.

Signatories

Author(s)	Doug Law Chief Financial Officer	
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Approved by	David Clapperton Chief Executive	
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